



Sacramento Regional Transit District

## **BOARD MEETING NOTICE TO THE PUBLIC**

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In response to Governor's Executive Order N-25-20, the Sacramento Regional Transit District (SacRT) Board of Directors and other public meetings are closed to the public to follow state and federal guidelines on social distancing until further notice.

SacRT Board Meetings are being streamed live at  
<http://iportal.sacrt.com/iapps/srtdbm/>

Please check the Sacramento Metropolitan Cable Commission Broadcast Calendar - <https://sacmetroable.saccounty.net> for replay dates and times.

Members of the public are encouraged to submit written public comments relating to the attached Agenda no later than 2:00 p.m. on the day of the Board meeting  
at  
[Boardcomments@sacrt.com](mailto:Boardcomments@sacrt.com)

**Please place the Item Number in the Subject Line of your correspondence.**

**Comments are limited to 250 words or less.**



# Sacramento Regional Transit District Agenda

**BOARD MEETING**  
**5:30 P.M., MONDAY, JUNE 8, 2020**  
**VIRTUAL MEETING**  
Website Address: [www.sacrt.com](http://www.sacrt.com)

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

Alternates: Directors Detrick, Kozlowski, Sander and Slowey

**1. PLEDGE OF ALLEGIANCE**

**2. CONSENT CALENDAR**

- 2.1 Motion: Approval of the Action Summary of May 11, 2020
- 2.2 Resolution: Approve Selection of Nationwide for the Recordkeeping Administration and Investment Services for the SacRT 457(B) and 401(A) Plans and Authorize the General Manager/CEO to Negotiate and Execute an Agreement (V. Weekly/B. Bernegger)
- 2.3 Resolution: Awarding a Contract for SacRT GO Vehicle Cleaning, Fueling and Maintenance Services to Paratransit, Inc. (J. Adelman/B. Bernegger)
- 2.4 Resolution: Awarding a Contract for Janitorial Services to Consolidated Facility Services, LLP (J. Anderson/L. Ham)
- 2.5 Resolution: Delegating Authority to the General Manager/CEO to Approve the Third Amendment to Contract for Downtown Riverfront Streetcar Design Services with HDR, Inc. (D. Abansado/L. Ham)
- 2.6 Resolution: Delegating Authority to the General Manager/CEO to Execute a Pedestrian Easement Agreement for 1015 R Street with R11 Properties LLC (T. Canfield/B. Bernegger)
- 2.7 Resolution: Approving the Collective Bargaining Agreement with the Amalgamated Transit Union Local 256 Covering Employees for the SacRT GO Paratransit Service Line for a 4-Year Term from June 28, 2020 to June 30, 2024 (S. Booth/S. Valenton)

- 2.8 Resolution: Approving the Amendment to the Collective Bargaining Unit with the International Brotherhood of Electrical Workers Local 1245 Covering Employees of the SacRT GO Paratransit Service Line (S. Booth/S. Valenton)
- 2.9 Resolution: Approving Work Order No. 6 to the Contract for On-Call Planning Support Services with WSP USA for Zero Emission Bus Planning Phase II (J. Boyle/L. Ham)
- 2.10 Resolution: Approving the Sixth Amendment to the Contract for Purchase of Vehicles Through CalAct/MBTA Joint Procurement with Creative Bus Sales, Inc. (A. Kennedy/C. Alba)
- 2.11 Approving a Sole Source Procurement with Paypal, Inc, for Braintree Payment Services; Repealing and Restating the Fare Structure for Complementary Paratransit Services; and Approving Three Free Ride Days for SacRT GO Paratransit Services (J. Adelman/B. Bernegger)
  - A. Resolution: Suspending Fares on SacRT GO Complementary Paratransit Services for June 28 – 30, 2020; and
  - B. Resolution: Repealing Resolution Nos. 19-03-0039 and 20-03-0015 and Adopting a New Fare Structure for Complementary Paratransit Service; and
  - C. Resolution: Approving a Sole Source Procurement and Related Agreements with Paypal, Inc. for Braintree Payment Services
- 2.12 Resolution: Approving the Sixth Amendment to the Capital Budget for Fiscal Year 2020 (J. Johnson/B. Bernegger)
- 2.13 Resolution: Delegating Authority to the General Manager/CEO to Negotiate and Execute the Second Amendment to the Light Rail Stations Maintenance Agreement with the City of Rancho Cordova (J. Anderson/L. Ham)
- 2.14 Resolution: Authorizing Renewal of Employment Practices Liability, Property, Boiler & Machinery, Excess Workers' Compensation, Crime/Employee Dishonesty, Privacy & Network Liability, Underground Storage Tank Pollution Liability and Flood for the Period of July 1, 2020 through June 30, 2021, and Authorizing the General Manager/CEO to Negotiate the Renewal of the Excess Liability Insurance at a Not to Exceed Amount of \$6,202,586.50 for the Period of July 1, 2020 through June 30, 2021 (A. Steele/B. Bernegger)
- 2.15 Approving Amendments to the Personal Service Contracts for the Security Operations Center and Police Services (L. Hinz)
  - A. Resolution: Ratifying the General Manager/CEO's Approval and Execution of the Fifth Amendment to the Personal Services Contract for Temporary Employment with 1 Security Operations Manager, Robert Kerr; and

- B. Resolution: Approving the Fourth Amendment to the Personal Services Contracts for Temporary Employment with 2 Security and Safety Specialists, Tino Bamberger and Benjamin Louie; and
  - C. Resolution: Approving the Third Amendment to the Personal Services Contracts for Temporary Employment with 1 Security and Safety Administrator, Mark Sakauye, and 3 Security Operations Center Specialists, Julia Ann Fuller, Maksim Kozlov and Antwan Pippins; and
  - D. Resolution Approving the Second Amendment to the Personal Services Contracts for Temporary Employment with 4 Security Operations Center Specialists, Daniel Cuevas, Devin Leach, Brenden See and Andrea Shaffer; and
  - E. Resolution: Approving the First Amendment to the Personal Services Contracts for Temporary Employment with 2 Security Operations Center Specialists, Gabby Huntsinger and Heather Schaller.
- 2.16 Delegating Authority to the General Manager/CEO to Enter into Agreements with California State University, Sacramento and Los Rios Community College District (J. Adelman/B. Bernegger)
- A. Resolution: Delegating Authority to the General Manager/CEO to Enter into an Amendment and Restatement of the Agreement for California State University, Sacramento Student and Employee Transit Pass Program; and
  - B. Resolution: Delegating Authority to the General Manager/CEO to Enter into the Seventh Amendment to the Student Transit Pass Program Agreement with Los Rios Community College District

**3. INTRODUCTION OF SPECIAL GUESTS**

- 3.1 Congresswomen Doris Matsui

**4. UNFINISHED BUSINESS**

**5. PUBLIC HEARING**

- 5.1 Public Hearing and Adoption of the Fiscal Year (FY) 2021 Operating and Capital Budgets (J. Johnson/B. Bernegger)
- A. Accept Public Comments; and
  - B. Resolution: Approving the Sacramento Regional Transit District FY 2021 Operating and Capital Budgets and Vote Allocations; and
  - C. Resolution: Authorizing the Filing of the FY 2021 Transportation Development Act Claim Based on the Adopted Budget

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

**7. NEW BUSINESS**

- 7.1 Resolution: Fiscal Year 2020 Performance Evaluation and Third Amendment to the Employment Agreement with Henry Li as SacRT's General Manager/CEO (S. Valenton)

**8. GENERAL MANAGER'S REPORT**

- 8.1 General Manager's Report
- a. Paratransit SacRT GO Transition Update
  - b. Public Agency Transportation Safety Plan Update
  - c. Paratransit Inc. Board Meeting (May 18) Report – (Hume)
  - d. San Joaquin JPA Meeting (May 29) Report) – (Hume)
  - e. SacRT Meeting Calendar

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

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

**11. ANNOUNCEMENT OF CLOSED SESSION ITEMS**

**12. RECESS TO CLOSED SESSION**

**13. CLOSED SESSION**

**14. RECONVENE IN OPEN SESSION**

**15. CLOSED SESSION REPORT**

**16. ADJOURN**

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\*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.

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 29<sup>th</sup> 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. Please check the Metropolitan Cable Commission Broadcast Calendar at for replay dates and times.

Any person(s) requiring accessible formats of the agenda 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. Any person who has any questions concerning any agenda item may call the Clerk to the Board of Sacramento Regional Transit District.



## STAFF REPORT

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**DATE:** June 8, 2020  
**TO:** Sacramento Regional Transit Board of Directors  
**FROM:** Cindy Brooks, Clerk to the Board  
**SUBJ:** APPROVAL OF THE ACTION SUMMARY OF MAY 11, 2020

### RECOMMENDATION

Motion to Approve.

**SACRAMENTO REGIONAL TRANSIT DISTRICT  
BOARD OF DIRECTORS  
BOARD MEETING  
May 11, 2020**

**ROLL CALL:** Roll Call was taken via teleconference at 5:31 p.m. PRESENT: Directors Budge, Harris, Howell, Hume, Jennings, Miller, Nottoli, Schenirer, Serna and Chair Hansen. Absent: Director Kennedy.

**1. PLEDGE OF ALLEGIANCE**

**2. CONSENT CALENDAR**

- 2.1 Motion: Approval of the Action Summary of March 19, 2020
- 2.2 Motion: Approval of the Action Summary of March 23, 2020
- 2.3 Resolution: Approving Sacramento Regional Transit District's Title VI Program (L. Ham)
- 2.4 Resolution: Los Rios Community College District Universal Transit Pass Contract Amendment Ratification (B. Bernegger)
- 2.5 Resolution: Approving the First Amendment to the Agreement with the County of Sacramento for Discount Purchase and Sale of Prepaid Fare Media (B. Bernegger)
- 2.6 Resolution: Approving the First Amendment to the Flexible Plan Allowing Over-the-Counter Expenses Without a Prescription (S. Booth/S. Valenton)
- 2.7 Resolution: Authorizing the Execution of the Low Carbon Transit Operation Program Project(s), and Certifications and Assurances, and Submittal of Project Nominations and Allocation Requests to Caltrans for Fiscal Year 2019/20 (B. Bernegger)
- 2.8 Resolution: Awarding a Contract for Rental and Service of Waste and Recycling Containers to Allied Waste Services of North America LLC Doing Business as Republic Services of Sacramento (D. Cook)
- 2.9 Resolution: Delegating Authority to the General Manager/CEO to Execute a Lease Agreement with Paratransit, Inc. for Office and Parking Space for Up to Three Years (B. Bernegger)

- 2.10 Resolution: Authorizing the General Manager/CEO to Submit and Execute Federal Transit Administration Grants for Cares Act Funds (B. Bernegger)
- 2.11 Resolution: Approving the Fourth Amendment to the Contract to Provide and Install Fare Vending Machines with Scheidt & Bachmann USA, Inc. (L. Ham)
- 2.12 Resolution: Approving the Fifth Amendment to the Fiscal Year 2020 Capital Budget (J. Johnson/B. Bernegger)
- 2.13 Resolution: Approving the Contract with the County of Sacramento for Sheriff's Work Project (D. Cook)
- 2.14 Resolution: Conditionally Approving the Extension of the Collective Bargaining Agreement between the Sacramento Regional Transit District and the International Brotherhood of Electrical Workers for a One-Year Terms of April 1, 2020 – March 31, 2021 (S. Booth/S. Valenton)
- 2.15 Resolution: Delegation of Authority to the General Manager to Amend the Contract for Services with the City of Elk Grove to Operate E-Tran and E-Van Services (B. Bernegger)
- 2.16 Resolution: Delegating Authority to the General Manager/CEO to Execute the Third Amendment to the Purchase and Sale Agreement with Catalyst Development Partners for the Sale of Calvine Road and Auberry Drive (B. Bernegger)

Chair Hansen thanked Staff for working with Paratransit, Inc on the lease of space agreement, and hopes to continue the partnership between the two organizations.

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

### **3. INTRODUCTION OF SPECIAL GUESTS**

### **4. UNFINISHED BUSINESS**

### **5. PUBLIC HEARING**

- 5.1 Public Hearing: Preliminary FY 2021 Operating and Capital Budgets (B. Bernegger)

- A. Accept Public Comment on the Sacramento Regional Transit District Preliminary FY 2021 Operating and Capital Budgets; and



B. Motion: To Continue the Public Hearing to June 8, 2020

Brent Bernegger provided an overview of the proposed preliminary budget for Fiscal Year (FY) 2021 which was released on April 8<sup>th</sup> for public review. Mr. Bernegger provided an update of the budget which described information pre-COVID-19 as well as a COVID-19 revised budget.

Director Schenirer asked staff to bring back a list of assumptions on how staff concluded the State and Local dollar amounts they presented in the revised budget.

Two electronic comments were received prior to the meeting. The full comments were read into the record. They are summarized below:

- 1) Mike Barnbaum – Mr. Barnbaum acknowledged that budget cuts were needed to balance a budget. He suggested items such as reducing employee overtime, reducing and eliminating travel and third-party contracts. He also suggested that Staff work with its congressional delegation to pass a second stimulus package.
- 2) Helen O’Connell – Ms. O’Connell would like this item tabled until June because of the lack of ability to get public comment.

Mr. Li reiterated that SacRT will be able to continue with the plan to have a \$5 million-dollar budget surplus, if no significant liability settlement occurs. For FY 21, SacRT is assuming a full-service level, keeping all manpower and giving employees a 3% increase as well as adding new service (SmaRT Ride).

Chair Hansen requested that Staff push out the link to the Board Meeting through social media, so more members of the public can provide written comments before the meeting.

***ACTION: APPROVED - Director Hume moved; Director Howell seconded approval to continue the Public Hearing to June 8, 2020. Motion was carried by roll call vote. Ayes: Directors Budge, Harris, Howell, Hume, Jennings, Miller, Nottoli, Schenirer, Serna and Chair Hansen. Noes: None. Abstain: None. Absent: Director Kennedy.***

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

Three electronic comments were received prior to the meeting. The full comments were read into the record. They are summarized below:

- 1) Mike Barnbaum – Mr. Barnbaum asked the Chair to adjourn the meeting in memory of Director Schenirer’s mother who had recently passed. Mr. Barnbaum also provided information on the Sacramento Metropolitan Area Rail & Transit Advocates and Sacramento Transit Riders Union meetings. He also noted that the upcoming San Joaquin Joint Powers Authority meeting will be held on May 29<sup>th</sup>.
- 2) Jeffery Tardaguila – Mr. Tardaguila wanted to know if his comments would

be read, he likes seeing two cars on the Gold Line, concerned about departure times at Sacramento Valley Station (SVS), a broken Connect Card terminal at SVS, detours and construction, and reminded the Board about various items he had asked about in the past.

- 3) Ayana Looney – Ms. Looney asked for a refund because she purchased a Connect Card monthly pass, and has been unable to use it.

Chair Hansen asked staff to bring back a policy to provide some level of refund or extension for those that purchase monthly passes.

Mr. Bernegger noted that Staff anticipated receiving requests for refunds and Staff sent an e-mail blast to all Connect Card users, letting them know how to stop their monthly auto-loads.

Director Budge requested that if the Board physically attends the June 8<sup>th</sup> Board meeting, that requested that staff provide SacRT face masks.

## **7. NEW BUSINESS**

## **8. GENERAL MANAGER'S REPORT**

- 8.1 General Manager's Report
  - a. Preliminary Customer Survey Results
  - b. Employee Survey Results
  - c. Paratransit, Inc. Special Board Meeting (March 27) – (Hume)
  - d. San Joaquin Joint Powers Authority Meeting (March 27) Report – (Hume)
  - e. Sacramento-Placerville JPA Meeting (May 11) – Written Report by Director Budge
  - f. SacRT Meeting Calendar

Mr. Li noted that SacRT launched, in partnership with Yolobus, Electrify America and others, new electric zero-emission Causeway Connection service connecting UC Davis main campus with the UC Davis Medical Center. The service launched with a modified schedule because of the pandemic. SacRT also deployed the first three Wi-Fi buses in communities to support distance learning efforts during the pandemic. A total of 10 buses are committed to this project for 60 days in partnership with the California Transportation State Agency.

Mr. Li noted that SacRT is taking the necessary steps to ensure the safety of riders, employees and the public. SacRT has worked with the California Office of Emergency Services to implement best practices for stopping the spread of COVID-19. SacRT has not had one confirmed COVID-19 case among its employees to date.

Mr. Li noted that staff is working on a service restoration plan, with multiple scenarios, depending on how quickly the economy opens.

Director Harris noted that there was a problem with the parking location of the Wi-Fi bus in South Natomas and wondered whether that had been resolved. Mr. Li indicated that the South Natomas Library invited SacRT to park in their parking lot, and because we were invited to do so, the bus was moved to that location. Olga Sanchez-Ochoa explained that SacRT is in the process of getting all of the rights of entry for the buses to park; however, in the meantime, when invited to park in certain parking lots, the bus operators are doing so.

Director Hume wanted to know the general morale of the drivers and whether they are taking precautions themselves. Mr. Li noted that originally the operators were not concerned with the spread of the virus; however, they have now realized that social distancing is necessary, and some have moved into the Board Room to distance. The Board Room has been made an alternate operator's break room so that they are not all sitting together.

Laura Ham provided preliminary results of the Origin and Destination Survey (Passenger Survey). SacRT hired a survey firm to conduct the survey, which is required every five years by the Federal Transit Administration. The survey focuses on travel patterns, purpose and demographics. Ms. Ham noted that because of the shelter in place order the survey was not completed; however, she is hopeful that the survey will be completed Fall. Customers were asked to rate SacRT in several categories, and Ms. Ham shared those preliminary results. Staff anticipates coming back to provide the Board with a more thorough presentation once the survey is complete.

Shelly Valenton introduced the SacRT Employee Survey item. Ms. Valenton noted that the results of the survey will establish a base line for tracking SacRT performance in employee engagement and satisfaction. SacRT engaged consultant, C. Robinson & Associates, to engage and perform the survey.

Conchita Robinson shared the current status of the employee survey program. The survey was held from February 24<sup>th</sup> - February 29<sup>th</sup> at all locations from 4:00 a.m. – 10:00 p.m. for all employees. Employees could take the survey online, on paper, or by electronic tablets. Five hundred ninety-two (592) employees took the survey (60% of the employee base). Ms. Robinson reviewed each of the questions and their responses by percentages and union groups. There was an opportunity to provide open-ended comments, which the consultant sorted based on feedback. The next step is to take the data and share the results of the survey with Focus Groups (employees who volunteered to help SacRT improve) and to develop a plan of action.

The Clerk read the written report provided by Director Budge for the Sacramento-Placerville Transportation Corridor Joint Powers Authority into the record. Director Budge reported that she had inadvertently left Director Sander out of the report, but he was in attendance.

Director Howell noted that the trail that Director Budge noted in the report is located in

El Dorado County.

9. **REPORTS, IDEAS AND QUESTIONS FROM DIRECTORS, AND COMMUNICATIONS**
10. **CONTINUATION OF PUBLIC ADDRESSES BOARD ON MATTERS NOT ON THE AGENDA (If Necessary)**
11. **ANNOUNCEMENT OF CLOSED SESSION ITEMS**
12. **RECESS TO CLOSED SESSION**

The Board recessed to a virtual Closed Session at 6:35 p.m.

Roll Call was taken via teleconference: PRESENT: Directors Budge, Harris, Howell, Hume, Jennings, Miller, Nottoli, Schenirer, Serna and Chair Hansen. Absent: Director Kennedy.

13. **CLOSED SESSION**

13.1 Public Employee Performance Evaluation  
Pursuant to Gov. Code Section 54957

- 1) Title: General Manager/CEO

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 7:05 p.m.

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STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary



## STAFF REPORT

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**DATE:** June 8, 2020

**TO:** Sacramento Regional Transit Board of Directors

**FROM:** Brent Bernegger, VP, Finance/CFO

**SUBJ:** APPROVE SELECTION OF NATIONWIDE FOR THE RECORDKEEPING ADMINISTRATION AND INVESTMENT SERVICES FOR THE SACRAMENTO REGIONAL TRANSIT DISTRICT 457(B) AND 401(A) PLANS AND AUTHORIZE THE GENERAL MANAGER/CEO TO NEGOTIATE AND EXECUTE AN AGREEMENT

### RECOMMENDATION

Adopt the Attached Resolution.

### RESULT OF RECOMMENDED ACTION

Adopting the attached Resolution will establish Nationwide as the selected vendor for recordkeeping administration and investment services for the 457(b) and 401(a) Plans and authorize the General Manager/CEO to negotiate and sign an agreement between Nationwide and Sacramento Regional Transit District (SacRT) for recordkeeping administration and investment services.

### FISCAL IMPACT

There are no costs to SacRT. The recordkeeping administration and investment costs will be paid by the participants in the plan(s), The average fee charged to participants will be reduced from .17% to .04%, annually.

### DISCUSSION

MassMutual/Hartford have served as the recordkeeper for SacRT's 457(b) Deferred Compensation Plan for over 34 years, and more recently, the 401(a) Plan. Based on the existing fee structure, limited capabilities of the existing platform and the limited ability for administrative services, SacRT began the Request for Proposals (RFP) process with the goal of reducing costs for SacRT's employees and improve efficiencies in administration of the plans.

SacRT has sponsored a 457(b) Deferred Compensation Plan since July 1986 and a 401(a) Plan since August 28, 2017. SacRT initially used The Hartford as the recordkeeper for the 457(b) Plan from July 1986 until January 2013. On January 1, 2013, MassMutual acquired The Hartford's retirement plan business and became the recordkeeper for SacRT's Plans. The approximate total assets under both Plans was \$56 million as of the date the RFP was released. Those assets are spread over 1,100 active and retired participant accounts. The Retirement Services unit of the Finance

Department issued an RFP for recordkeeping administration and investment services for SacRT's 457(b) and 401(a) Plans. The primary goals of the RFP were to reduce participant fees, enhance participant retirement outcomes, offer effective onsite education, provide robust on-line and mobile transactions, and offer the most appropriate investment menu.

The RFP was developed, released and managed by the Hyas Group, SacRT's investment consultant, with support from SacRT Procurement and Retirement Services staff. Eight national vendors responded to the RFP, and the scoring and evaluation of vendor responses was performed by an RFP Evaluation Committee. The eight proposers included Nationwide, AIG, Empower, ICMA-RC, Lincoln, Mass Mutual, Prudential, and Voya. The Committee consisted of 8 SacRT employees, including representatives from all five recognized bargaining groups, Retirement Services and Finance staff. The evaluation process resulted in the RFP Evaluation Committee recommending the selection of Nationwide to replace the incumbent, MassMutual, in the provision of recordkeeping administration and investment services with an anticipated transition date of September 1, 2020. All committee members agreed that Nationwide's proposal offered very competitive fees, participant focused services and technology to support participants and SacRT.

Under the proposal presented by Nationwide, the fees charged to participants will be reduced, participants will enjoy more dedicated service days for one-on-one meetings/calls or educational sessions, and participants and SacRT will benefit from Nationwide's technology solutions.

Staff recommends that the Board authorize the selection of Nationwide as SacRT's recordkeeping administration and investment services for the 457(b) and 401(a) Plans and authorize the General Manager/CEO to negotiate and execute an agreement.

RESOLUTION NO. 20-06-0038

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

June 8, 2020

**APPROVE SELECTION OF NATIONWIDE FOR THE RECORDKEEPING ADMINISTRATION AND INVESTMENT SERVICES FOR THE SACRAMENTO REGIONAL TRANSIT DISTRICT 457(B) AND 401(A) PLANS AND AUTHORIZE THE GENERAL MANAGER/CEO TO NEGOTIATE AND EXECUTE AN AGREEMENT**

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

THAT, the Board hereby approves the selection of Nationwide and authorizes the General Manager/CEO to negotiate and execute a contract between Nationwide and Sacramento Regional Transit District whereby Nationwide will provide recordkeeping administration and investment services for SacRT's 457(b) Deferred Compensation Plan and 401(a) Retirement Plan programs.

THAT, the General Manager/CEO is hereby authorized and directed to negotiate and execute said agreement and any and all other agreements, forms, applications, or other documents necessary to effectuate the transfer of SacRT's existing 457(b) Deferred Compensation Plan and 401(a) Retirement Plan from the existing recordkeeper to Nationwide.

\_\_\_\_\_  
STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary





## STAFF REPORT

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**DATE:** June 8, 2020  
**TO:** Sacramento Regional Transit Board of Directors  
**FROM:** Jamie Adelman, AVP, Finance and Treasury  
**SUBJ:** AWARDING CONTRACT FOR SACRT GO VEHICLE CLEANING,  
FUELING AND MAINTENANCE SERVICES TO PARATRANSIT INC

### RECOMMENDATION

Adopt the Attached Resolution.

### RESULT OF RECOMMENDED ACTION

Contractor will provide cleaning, fueling, and maintenance services for 50 of the SacRT GO vehicles.

### FISCAL IMPACT

Not to exceed \$1,174,560 over a two-year contract, broken down as follows:

FY21 - \$578,010  
FY22 - \$596,550

### DISCUSSION

On June 28, 2020, SacRT is launching the SacRT GO paratransit service. This new service will add approximately 130 cutaway vehicles to SacRT's fleet. To reduce unnecessary "deadhead" miles on the vehicles, SacRT is staging vehicles in multiple locations in its service area. Because of the remote staging and the capacity and staffing limitations of SacRT's bus maintenance facility, staff determined that it would be more cost and time efficient to have the 50 vehicles staged in south Sacramento cleaned, fueled and maintained by a third-party contractor, rather than SacRT staff.

On April 23, 2020, SacRT released an Invitation for Bid (IFB) for the cleaning, fueling, and maintenance of 50 SacRT GO vehicles. The 50 vehicles include 40 brand new vehicles and 10 vehicles that have been in service for over 5 years. The vehicles will be housed at 2501 Florin Road, at the Paratransit Inc. (PI) headquarters; the Board approved the lease of office and parking space at the PI headquarters at the May 11, 2020 Board of Directors meeting.

To ensure full and open competition while meeting the goal of reduced vehicle mileage, the IFB provided for the vehicles to be cleaned at the PI site and maintained at any location within a 20-mile radius of the PI headquarters. Due to the fluctuations in gasoline cost and uncertainty surrounding the fueling location, the IFB did not include a

bid price for the commodity cost of fuel, although the fixed cost per vehicle includes the labor costs for fueling activities. Under the terms of the IFB, fuel must be provided at cost, without a markup.

SacRT received one bid, from PI, in response to the IFB. PI was found to be a responsive and responsible bidder. Staff evaluated the proposed bid pricing and determined that it is comparable to the independent cost estimate and is, therefore, considered fair and reasonable.

Staff recommends the Board award a contract to PI for the cleaning, fueling, and maintenance of 50 SacRT GO vehicles for a two-year period, for an amount not to exceed \$1,174,560, plus fuel costs. If SacRT chooses to exercise its option year(s), it will seek Board approval of an amendment(s) to extend the term of the contract and increase the total consideration.

RESOLUTION NO. 20-06-0039

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

June 8, 2020

**AWARDING CONTRACT FOR SACRT GO VEHICLE CLEANING, FUELING AND MAINTENANCE SERVICES TO PARATRANSIT INC.**

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

THAT, the Contract for SacRT GO Vehicle Cleaning, Fueling And Maintenance Services by and between the Sacramento Regional Transit District (therein "SacRT") and Paratransit Inc. (therein "Contractor") whereby Contractor agrees to provide cleaning, fueling and maintenance services for 50 SacRT Go gasoline cutaway buses for an amount not to exceed \$1,174,560, plus excess mileage and fueling costs, as further set forth therein, is hereby approved.

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

\_\_\_\_\_  
STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary



# STAFF REPORT

**DATE:** June 8, 2020  
**TO:** Sacramento Regional Transit Board of Directors  
**FROM:** Laura Ham, VP, Planning and Engineering  
**SUBJ:** AWARDING A CONTRACT FOR JANITORIAL SERVICES TO CONSOLIDATED FACILITY SERVICES, LLC

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

Awarding a Contract for Janitorial Services to Consolidated Facility Services, LLC.

FISCAL IMPACT

The 3-year contract total is \$472,692.44. If the two option years are ultimately exercised, 5-year contract total will be \$810,884.56.

DISCUSSION

On March 26, 2020, Staff released an Invitation for Bid (IFB) for Janitorial Services for a 3-year term, with a SacRT option to extend the contract for 2 additional 1-year periods.

The Contract scope of work includes: one full-time Dayporter at SacRT’s main campus and one part-time Dayporter at SacRT’s Academy Way campus to service lobbies, break areas, restrooms and building exteriors plus janitorial services at other locations. Routine janitorial services include: cleaning and sanitizing; refilling supplies in restrooms and trash can liners; emptying trash; sweeping, mopping, and vacuuming; spot cleaning walls, doors and fixtures in restrooms, lobbies and entrances, break areas, offices and conference areas, hallways, corridors and floors; and cleaning up around the exterior of buildings. Twice a year, the floors are to be scrubbed and recoated and carpets are to be cleaned. Service areas include SacRT’s main Administrative campus including 1225 R Street, SacRT’s Academy Way complex, and BMF2/Community Bus Service at McClellan.

On April 30, 2020, SacRT received three bids as follows:

	BIDDER	3-YEAR TOTAL PRICE	5-YEAR TOTAL PRICE
1.	Consolidated Facility Services	\$472,692.44	\$810,884.56
2.	Lotus Cleaning	\$493,140.00	\$818,700.00
3.	Universal Building Services and Supply	\$715,249.08	\$1,239,570.96

Each bid was reviewed to determine the Bidder's responsiveness to the requirements of the IFB. Staff determined that award of the janitorial services contract should be awarded to Consolidated Facility Services (Consolidated) as the lowest responsive and responsible Bidder.

Staff recommends the Board award a Contract for Janitorial Services to Consolidated Facility Services for an amount not to exceed \$472,692.44, for a 3-year term, with a SacRT option to extend for 2 additional 1-year periods.

RESOLUTION NO. 20-06-0040

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

June 8, 2020

**AWARDING A CONTRACT FOR JANITORIAL SERVICES TO CONSOLIDATED FACILITY SERVICES, LLC**

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

THAT, the Contract between Sacramento Regional Transit District, therein referred to as "SacRT," and Consolidated Facility Services, therein referred to as "Contractor," whereby Contractor agrees to provide janitorial services, as specified, for an amount not to exceed \$472,692.44 for a 3-year term with a SacRT option to extend for 2 additional 1-year periods, is hereby approved.

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

\_\_\_\_\_  
STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary



## STAFF REPORT

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**DATE:** June 8, 2020

**TO:** Sacramento Regional Transit Board of Directors

**FROM:** Laura Ham, VP, Planning and Engineering

**SUBJ:** DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO APPROVE THE THIRD AMENDMENT TO THE CONTRACT FOR DOWNTOWN RIVERFRONT STREETCAR DESIGN SERVICES WITH HDR, INC.

### RECOMMENDATION

Adopt the Attached Resolution.

### RESULT OF RECOMMENDED ACTION

Staff recommends that the Board of Directors approve the Resolution, which delegates authority to the General Manager/CEO to approve the Third Amendment to the Contract for the Downtown Riverfront Streetcar Design Service with HDR, Inc. contingent upon execution of the Memorandum of Understanding (MOU) between SacRT and the Riverfront Joint Powers Authority (JPA). This action will allow SacRT to continue moving forward with delivering a revised Downtown Riverfront Streetcar Project ("Streetcar") that fits within the allowable budget.

### FISCAL IMPACT

The original Streetcar Design Services Contract included design up to the 85% completion with a value of \$4,704,884.89, due to cash flow/agreement coordination with the partners (Sacramento Area Council of Governments (SACOG)/City of Sacramento/City of West Sacramento). The First Amendment included the 100% design and the Second Amendment included updates to the Vehicle Maintenance Facility Location and the riverfront alignment in West Sacramento. This Third Amendment will revise the 100% design to shorten and reconfigure the termini of the overall project. The Third Amendment is for \$1,113,293.00. The overall anticipated cost for the design update, environmental update, Small Starts submission and engineering labor for a new Project Development submission is \$3M. The Contract between HDR, Inc. and SacRT will increase by \$1,113,293.00 from \$12,172,738.25 to \$13,286,031.25.

The Design, Procurement and Construction Agreement ("DPC") that was executed between SacRT and the JPA in July 2018, which has not been terminated, provides for the reimbursement of SacRT costs to advance the "Project", up to the maximum project budget of \$203.5 million. To partially fund these obligations, the JPA entered into an initial Interagency and Cost Reimbursement Agreement with the two cities on August 17, 2018 to provide up to \$2.6 million to fund the payment of SacRT invoices. A portion of that funding has already been used to pay for prior work. The JPA and the cities have

indicated a willingness to fund the additional activities necessary to continue advancing the modified project up to the remaining funding under that August 2018 agreement. An MOU between SacRT and the JPA will clarify that the revised project will be treated as falling within the DPC and provide for the JPA to reimburse SacRT for these additional costs for the updated Small Starts Project Development, which is needed to preserve the \$50M 2017 Federal CIG Earmark up to the remaining funds available under the August 2018 agreement between the cities and the JPA. Additional agreements will be needed to fully fund the Project Development effort.

## DISCUSSION

The Streetcar received permission from the Federal Transit Administration (FTA) to enter into Project Development in May 2014; the original scope of the project has been environmentally cleared, designed and issued for bid in November 2018. Unfortunately, the bids received for the project came in significantly higher than expected, which prompted the need to revise the scope, cost and schedule. With the strong support and encouragement of Congresswoman Doris Matsui, the project partners have been analyzing project alternatives over the past year to reduce project costs and to deliver a project consistent with the original intent, purpose, and need.

The revised Downtown Riverfront Streetcar Project is a 1.51-mile segment from the Sacramento Valley Station (SVS) (Sacramento's intermodal transportation facility) to Sutter Health Park (AAA Professional Baseball Park, formerly known as Raley Field) in West Sacramento. The Streetcar would depart from the SVS at 3<sup>rd</sup> Street, proceed southbound, turn west on Capitol Mall, cross the Sacramento River on the Tower Bridge and continue on Tower Bridge Gateway to Sutter Health Park. The revised Streetcar would add three new Streetcar Stations at Sutter Health Park, Capitol Avenue and the SVS.

The Third Amendment to the Downtown Riverfront Streetcar Design Services with HDR will take the completed design and revise the plans, specifications and estimates to conform with the updated scope. The scope of services will include, but not be limited to, reconfiguring the termini, coordination with traffic operations and completing the designs of the streetcar stops with input from the project partners.

Staff recommends that the Board delegate authority to the General Manager/CEO to enter, finalize and execute the Third Amendment to the Downtown Riverfront Streetcar Design Services Contract with HDR Inc., in amount not to exceed \$1,113,293.00 with for a total Contract amount of \$13,286,031.25 contingent upon SacRT and the JPA entering into an MOU authorizing the reimbursement by the JPA of design costs incurred by SacRT pursuant to the terms of the Third Amendment to the design contract with HDR. SacRT staff is currently working with JPA staff to negotiate the terms of the MOU.



RESOLUTION NO. 20-06-0041

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

June 8, 2020

**DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO APPROVE THE THIRD AMENDMENT TO THE CONTRACT FOR DOWNTOWN RIVERFRONT STREETCAR DESIGN SERVICES WITH HDR, INC.**

NOW, THEREFORE, 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 finalize and approve the Third Amendment to the Contract between Sacramento Regional Transit District, therein referred to as "SacRT," and HDR, Inc., therein referred to as "Consultant," whereby the scope is amended to provide for Consultant to prepare a revised final design for the shortened project alignment and the total consideration is increased by \$1,113,293.00, from \$12,172,738.25 to \$13,286,031.25.

THAT, the General Manager/CEO is hereby authorized and directed to execute the foregoing Third Amendment contingent upon execution of a Memorandum of Understanding between SacRT and the Riverfront Joint Powers Authority ("JPA") authorizing the reimbursement by the JPA of design costs incurred by SacRT for work performed under the Third Amendment to the Contract with HDR.

\_\_\_\_\_  
STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary



## STAFF REPORT

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**DATE:** June 8, 2020  
**TO:** Sacramento Regional Transit Board of Directors  
**FROM:** Brent Bernegger, VP, Finance/CFO  
**SUBJ:** DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO EXECUTE A PEDESTRIAN EASEMENT AGREEMENT WITH R11 PROPERTIES, LLC

### RECOMMENDATION

Adopt the Attached Resolution.

### RESULT OF RECOMMENDED ACTION

Authorize the General Manager/CEO to grant an easement on APN 006-0274-013-0000 to R11 Properties, LLC (R11)'s parcel, for pedestrian access to buildings adjacent to Sacramento Regional Transit's (SacRT) property.

### FISCAL IMPACT

Receipt of \$19,100 for easement and appraisal report.

### DISCUSSION

SacRT owns property at APN 006-0274-013-0000 that is built out as the 13<sup>th</sup> Street Railyard hub. The adjacent property owner's existing buildings at 1015 R Street have zero lot lines requiring ingress/egress onto SacRT's property. R11 has requested an easement for pedestrian access to the back doors of the adjacent buildings and future buildings along the property line as required by fire codes.

SacRT staff assessed the space adjacent to the tracks and determined it was sufficient to provide a twelve-foot easement for the purposes of pedestrian ingress and egress to the dominant tenement; and storage of movable dumpsters in the Easement Area. The stairs currently installed within the Easement Area will be considered within the definition of permitted Improvements and will be allowed to remain.

SacRT intends to lengthen the existing fence line along the tracks to restrict public access to the 13<sup>th</sup> St Railyard along the easement.

Staff is seeking Board approval for the authorization for the General Manager/CEO to grant an easement on APN 006-0274-013-0000 to R11's parcel for pedestrian access contingent upon receiving Federal Transportation Administration (FTA) concurrence.

RESOLUTION NO. 20-06-0042

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

June 8, 2020

**DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO EXECUTE A PEDESTRIAN EASEMENT AGREEMENT WITH R11 PROPERTIES, LLC**

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

THAT, in consideration of payment by R11 Properties, LLC, of \$19,100, the Board hereby authorizes the General Manager/CEO to grant a twelve-foot pedestrian easement on APN 006-0274-013-0000 to R11 Properties, LLC's parcel is for the purposes of pedestrian ingress and egress to the dominant tenement; and storage of movable dumpsters in the Easement Area, conditioned on SacRT receiving Federal Transit Administration (FTA) concurrence in the proposed use of the property.

THAT, the Board further agrees that the stairs currently installed within the Easement Area will be considered within the definition of permitted Improvements and will be allowed to remain and hereby directs the General Manager/CEO to include that authorized use in the final Easement Grant Deed.

THAT, upon satisfaction of the foregoing condition, the General Manager/CEO is hereby authorized and directed to execute said Easement Agreement, and all documents necessary to grant the Easement to the Grantee.

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STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary



## STAFF REPORT

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**DATE:** June 8, 2020

**TO:** Sacramento Regional Transit Board of Directors

**FROM:** Stephen Booth, AVP, Human Resources & Labor Relations

**SUBJ:** APPROVING THE COLLECTIVE BARGAINING AGREEMENT (CBA) BETWEEN SACRAMENTO REGIONAL TRANSIT DISTRICT AND AMALGAMATED TRANSIT UNION LOCAL 256, COVERING EMPLOYEES FOR THE SACRT GO PARATRANSIT SERVICE LINE FOR A 4-YEAR TERM JUNE 28, 2020 THROUGH JUNE 30, 2024

### RECOMMENDATION

Adopt the Attached Resolution.

### RESULT OF RECOMMENDED ACTION

If approved and implemented, the Collective Bargaining Agreement would create a framework for administering wages, hours and working conditions for employees working on the SacRT GO Paratransit Service Line.

### FISCAL IMPACT

The costs associated with this Agreement have been incorporated into the FY 2021 budget. The total budgeted Paratransit cost for this unit in FY 2021 is \$10,779,778.00.

### DISCUSSION

Representatives of the Sacramento Regional Transit District (SacRT) and the Amalgamated Transit Union Local 256 (ATU), have negotiated a Collective Bargaining Agreement (CBA) for employees in various classifications working on the Paratransit Service Line (SacRT GO). This includes the following classifications: Paratransit Operator, Paratransit Dispatcher, Paratransit Reservation Specialist and Paratransit Operator Trainer. The Agreement was developed using a combination of provisions from the SacRT-ATU Main Service Line Agreement, provisions from the SacRT-ATU Elk Grove Service Line Agreement, and provisions from the ATU Agreement with Paratransit, Inc. (PI) covering Vehicle Operators. The ATU membership in the Paratransit Service Line bargaining unit voted to ratify the Agreement on Saturday, May 23, 2020.

The Agreement includes the following key provisions:

- ) Identifies 4 new job classifications for work to be performed on the Paratransit Service Line: Paratransit Operator, Paratransit Operator/Trainer, Paratransit

Dispatcher, and Paratransit Reservation Specialist. It also recognizes ATU as the exclusive representative for employees in those classifications.

- ) Provides for both full-time and part-time employees to meet operational needs.
- ) Permits employees transitioning from employment with Paratransit, Inc. (PI) to SacRT to retain their classification seniority (seniority is not transferable to other SacRT service lines).
- ) Maintains equivalent leave provisions, accruals and approval processes.
- ) Provides for 7 designated paid holidays and 3 floating paid holidays.
- ) Provides a 90-day probationary period for all employees, including those transitioning from PI.
- ) Permits progressive discipline for just cause and specifies pre-deprivation due process rights pursuant to case law.
- ) Provides for adjustment of grievances, up to and including binding arbitration.
- ) Provides for standard "work rules" regarding safety, drug and alcohol testing, accident reporting, bidding for assignments and vacations, reduction in force, overtime, etc.
- ) Permits the use of "brokered transportation services" to specified levels to ensure passenger transportation needs are met within federal guidelines.
- ) Provides "union security" language consistent with case law and state statutory provisions.

The CBA provides an enhanced total compensation package for employees while maintaining fiscal responsibility based upon important compromises on the part of each party, including:

- ) Increased wage rates compared to those currently paid by PI for all classifications.
- ) Enhanced medical benefits for full-time employees and their dependents with an employee contribution of 10% of premiums.
- ) Parameters for medical benefits eligibility for part-time employees are consistent with current PI practices and Federal statutory requirements.
- ) Fully paid vision, dental and life insurance benefits for full-time employees.
- ) A 3% of base pay contribution to a defined contribution retirement plan, which is a reduction from the contribution made by PI.
- ) A reduction from 14 paid holidays to 10 paid holidays.
- ) Employer provided uniforms for Paratransit Operators and Paratransit Operator Trainers as well as logo polo shirts to be worn during working hours by Paratransit Dispatchers.

Staff recommends that the Board approve the terms for settlement of contract negotiations for a 4-year term.

RESOLUTION NO. 20-06-0043

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

June 8, 2020

**APPROVING THE COLLECTIVE BARGAINING AGREEMENT (CBA) BETWEEN SACRAMENTO REGIONAL TRANSIT DISTRICT AND AMALGAMATED TRANSIT UNION LOCAL 256, COVERING EMPLOYEES FOR THE SACRT GO PARATRANSIT SERVICE LINE FOR A 4-YEAR TERM JUNE 28, 2020 THROUGH JUNE 30, 2024**

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

THAT, the Collective Bargaining Agreement (CBA) between Sacramento Regional Transit District (SacRT) and Amalgamated Transit Union Local 256 (ATU) establishing compensation, benefits, and other terms and conditions of employment for employees working on the SacRT GO Paratransit Service Line, is hereby approved.

THAT, the General Manager/CEO is hereby authorized to bind SacRT to the CBA with ATU establishing compensation, benefits, and other terms and conditions of employment for employees working on the SacRT GO Paratransit Service Line.

THAT, the General Manager/CEO is hereby authorized to execute the CBA on behalf of SacRT and to implement its terms.

\_\_\_\_\_  
STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary



## STAFF REPORT

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**DATE:** June 8, 2020

**TO:** Sacramento Regional Transit Board of Directors

**FROM:** Stephen Booth, AVP, Human Resources & Labor Relations

**SUBJ:** APPROVING THE COLLECTIVE BARGAINING AGREEMENT BETWEEN SACRAMENTO REGIONAL TRANSIT DISTRICT AND THE INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS, LOCAL 1245 COVERING EMPLOYEES FOR THE SACRT GO PARATRANSIT SERVICE LINE

### RECOMMENDATION

Adopt the Attached Resolution.

### RESULT OF RECOMMENDED ACTION

If approved and implemented, the Amendment to the Collective Bargaining Agreement would create a framework for administering wages, hours and working conditions for employees working on the SacRT GO Paratransit Service Line.

### FISCAL IMPACT

The costs associated with this Agreement have been incorporated into the FY 2021 budget. The total budgeted Paratransit cost for this unit in FY 2021 is \$1,540,524.00.

### DISCUSSION

Representatives of the Sacramento Regional Transit District (SacRT) and the International Brotherhood of Electrical Workers, Local 1245 (IBEW), have negotiated an amendment to the Collective Bargaining Agreement for employees in various classifications that will work on the Paratransit Service Line (SacRT GO). This includes the following classifications: Paratransit Electrical Mechanic, Paratransit Mechanic A, Paratransit Mechanic B, Paratransit Mechanic C and Paratransit Service Worker. The amendment sets forth specific provisions regarding terms and conditions of employment that will be applicable only to the employees in the listed classifications. All other provisions of the IBEW Collective Bargaining Agreement not modified by the amendment will apply to employees in those classifications as well.

The Agreement includes the following key provisions:

- ) Identifies four new job classifications for work to be performed on the Paratransit Service Line; Paratransit Electronic Mechanic, Paratransit Mechanic A, Paratransit Mechanic B, Paratransit Mechanic C and Paratransit Service Worker

and recognizes IBEW as the exclusive representative for employees in those classifications.

- ) Permits employees transitioning from employment with Paratransit, Inc. (PI) to SacRT to retain their classification seniority (seniority is not transferable to other SacRT service lines).
- ) Provides for 7 designated paid holidays and 3 floating paid holidays.
- ) Precludes employees in the specified classifications from bidding into other IBEW represented classifications in the other service lines.

The contract provides an enhanced total compensation package for employees while maintaining fiscal responsibility based upon important compromises on the part of each party, including:

- ) Establishes wage rates equivalent to those currently paid by SacRT for similar classifications working in other service lines.
- ) A 3% of base pay contribution to a defined contribution retirement plan consistent with the "new business provision" in the previous contract extension effective April 1, 2019.
- ) A reduction from 12 paid holidays to 10 holidays, consistent with other negotiated agreements for the Paratransit Service Line.
- ) Employer provided uniforms for Paratransit Operators and Paratransit Operator.

Staff recommends the Board approve the amendment to the Collective Bargaining Agreement.



RESOLUTION NO. 20-06-0044

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

June 8, 2020

**APPROVING THE COLLECTIVE BARGAINING AGREEMENT BETWEEN SACRAMENTO REGIONAL TRANSIT DISTRICT AND THE INTERNATIONAL BROTHERHOOD OF ELECTRICAL WORKERS, LOCAL 1245 COVERING EMPLOYEES FOR THE SACRT GO PARATRANSIT SERVICE LINE**

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

THAT, the Amendment to the Collective Bargaining Agreement (CBA) between Sacramento Regional Transit District (SacRT) and International Brotherhood of Electrical Workers 1245 (IBEW) establishing compensation, benefits, and other terms and conditions of employment for employees working on the SacRT GO Paratransit Service Line, is hereby approved.

THAT, the General Manager/CEO is hereby authorized to bind SacRT to the Amendment to the CBA with IBEW establishing compensation, benefits, and other terms and conditions of employment for employees working on the SacRT GO Paratransit Service Line.

THAT, the General Manager/CEO is hereby authorized to execute the Amendment to the CBA with IBEW on behalf of SacRT and to implement its terms.

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STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary

**MEMORANDUM OF AGREEMENT**

**Paratransit Service Line Employees (SacRT GO)**

This MEMORANDUM OF AGREEMENT (MOA) is entered by and between the International Brotherhood of Electrical Workers, Local 1245, hereinafter referred to as "UNION", and the SACRAMENTO REGIONAL TRANSIT DISTRICT, hereinafter referred to as "SacRT".

The parties agree as follows:

**Section 1 – Paratransit Service Line**

Except as provided herein below, the provisions of the primary Collective Bargaining Agreement (CBA) shall apply to employees in the classifications listed in Section 2 below.

**Section 2 - New Classifications Added To The Bargaining Unit**

Pursuant to Section 2.1 of the (CBA), the following classifications are designated to the IBEW Bargaining unit:

Paratransit Electronic Mechanic  
Paratransit Mechanic A  
Paratransit Mechanic B  
Paratransit Mechanic C  
Paratransit Service Worker

**Section 3 – Seniority**

- a. The provisions of Article 7 of the CBA notwithstanding, employees who transition from employment with Paratransit Inc. (PI) into one of the classifications listed above will retain their relative classification seniority based upon verified most recent hire date with PI.
- b. Employees who transition from employment with Paratransit Inc. (PI) into one of the classifications listed above will have bargaining unit seniority based upon their most recent hire date with SacRT.
- c. In the event a transitioned employee successfully applies for a position in an IBEW classification not listed above, bargaining unit seniority shall prevail for any purposes specified in the CBA.

**Section 4 – Post and Bid**

- a. Employees in the classifications listed above within the paratransit service line may bid for hours, days and work locations within their classification pursuant to the process(es) specified in the CBA.

- b. Employees in the classifications listed above are precluded from bidding for positions in other bargaining unit classifications pursuant to the process(es) specified in the CBA. This provision will remain in effect until such time that it may be modified by a subsequent MOA or a successor CBA.

Section 5 – Wage Rates

- a. The following maximum wage rates are effective as of May 1, 2020.

Paratransit Electronic Mechanic	\$36.72
Paratransit Mechanic A	\$35.66
Paratransit Mechanic B	\$30.10
Paratransit Mechanic C	\$26.73
Paratransit Service Worker	\$24.23

- b. Employees who transition without a break in service from employment with Paratransit Inc. to employment with SacRT will be paid at the wage rates specified above. Employees who are hired thereafter will be subject to the provisions of Section 10.2 (a) and (b).
- c. Any general salary increase provided to the bargaining unit pursuant to the CBA on or after April 1, 2021 shall be applied to the classifications listed above.

Section 6 – Retirement Plan

Employees in the classifications listed above shall be subject to the “New Business” provisions in the CBA providing a 3% employer contribution to a defined contribution plan.

Section 7 - Holidays

Employees in the classifications listed in Section 2 above shall be entitled to the seven designated Holidays stated in Section 11.1 and three Floating Holidays.

*TA 5/22/2020*

*2:47 pm*

*SJB*

TA 5/22/2020

3:43 pm

SLL



## STAFF REPORT

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**DATE:** June 8, 2020  
**TO:** Sacramento Regional Transit Board of Directors  
**FROM:** Laura Ham, VP, Planning and Engineering  
**SUBJ:** APPROVAL OF ZERO EMISSION BUS PLANNING PHASE II WORK ORDER WITH WSP USA

### RECOMMENDATION

Adopt the Attached Resolution.

### RESULT OF RECOMMENDED ACTION

Approves Work Order No. 6 to the Contract for On-Call Planning Support Services - 2017 with WSP USA, Inc. for Zero Emission Bus (ZEB) Planning Phase II.

### FISCAL IMPACT

Work Order No. 6 would provide for WSP USA, Inc. to complete SacRT's Innovative Clean Transit (ICT) and fleet transition plan. The total cost of these services is estimated not to exceed \$196,034.56. SacRT was awarded \$200,000 for this work through a Caltrans Sustainable Communities Grant in 2019.

### DISCUSSION

The ICT regulation was adopted by the California Air Resources Board (CARB) in December 2018 and requires all public transit agencies to gradually transition to a 100 percent zero-emission bus (ZEB) fleet. Beginning in 2029, 100% of new purchases by transit agencies must be ZEBs, with a goal for full transition by 2040. The ICT applies to all transit agencies that own, operate, or lease buses with a gross vehicle weight rating (GVWR) greater than 14,000 lbs, including standard, articulated, over-the-road, double-decker, and cutaway buses.

WSP provides On-Call Planning Support Services on a Work Order basis under a contract entered into in 2018 after a competitive solicitation. Under Work Order No. 4 to the Contract, WSP completed Phase I planning efforts for the ZEB transition, which included a ZEB Pilot Analysis to evaluate a ZEB pilot on the Route 142 airport service and conduct other route modeling to assess the feasibility of ZEB service on SacRT routes; and a site assessment and research for charging infrastructure. The site assessment report and research, in addition to the route modeling feasibility study, will serve as the foundation for subsequent analyses and future implementation. The purpose of the report was to identify initial fleet and facility's needs, develop rough order of magnitude (ROM) costs, and present next steps and considerations for future study. The Phase II work that would be included in Work Order No. 6 would include completion

of the CARB ICT Rollout Plan; completion of a ZEB stakeholder workshop; a rolling stock fleet replacement plan, facilities and charging infrastructure phasing plan; budget and funding plan, and green jobs research on a cost plus fixed fee basis for an amount not to exceed \$196,034.56.

RESOLUTION NO. 20-06-0045

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

June 8, 2020

**APPROVAL OF ZERO EMISSION BUS PLANNING PHASE II WORK ORDER WITH WSP USA**

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

THAT, Work Order No. 6 to the Contract for On-Call Planning Support Services by and between the Sacramento Regional Transit District (therein "SacRT") and WSP USA, Inc. (therein "Consultant"), whereby Consultant agrees to perform Zero Emission Bus Planning Phase II work for an amount not to exceed \$196,034.56, as further specified therein, is hereby approved.

THAT, the General Manager/CEO is hereby authorized and directed to execute the foregoing Work Order No. 6.

\_\_\_\_\_  
STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary



# STAFF REPORT

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**DATE:** June 8, 2020

**TO:** Sacramento Regional Transit Board of Directors

**FROM:** Carmen Alba, Acting VP, Operations

**SUBJ:** APPROVING THE FIFTH AMENDMENT TO THE CONTRACT FOR PURCHASE OF VEHICLES THROUGH CALACT/MBTA JOINT PROCUREMENT WITH CREATIVE BUS SALES, INC.

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

Approval will allow for the replacement of the six cutaways currently in service in Folsom, and provide two additional cutaways for enhanced Folsom service.

FISCAL IMPACT

\$1,140,691.20, plus applicable taxes and fees, for an estimated total of \$1,245,626.93\*

\*Taxes and fees may be subject to change prior to vehicle delivery

DISCUSSION

The current six cutaways being used in Folsom are over six years old and beyond useful service life. Ownership of these vehicles was transferred from the City of Folsom to SacRT when Folsom annexed in 2019. SacRT needs to replace and increase this fleet to improve service reliability and on-time performance. The service needs have increased and justifies the expansion from six to eight cutaways. The two additional vehicles will increase reliability and allow an additional vehicle on the Route 10, which routinely runs behind schedule. The reliability will increase with the replacement of the older Chevrolet E4500 vehicles with Ford F550s. This will standardize the SacRT fleet and decrease the need for additional parts stocking, as SacRT currently uses the Ford F550 in the Community Bus and SmarT Ride services.

The contract with Creative Bus Sales was entered into through the California Association for Coordinated Transportation/Morongo Basin Transit Authority (CalACT/MBTA) Cooperative Purchasing Schedule, a joint procurement effort in which MBTA served as the lead agency for multiple transit agencies. In 2015, CalACT/MBTA released Request for Proposals (RFP) Number 15-03 for Accessible Transit/Paratransit Vehicles. This was a competitive, multiple-award procurement based on bidders meeting the bid specifications and falling within a predetermined competitive price range established by the cooperative. The RFP included both Federal and State contract

provisions. This cooperative purchasing schedule enables SacRT to select from a menu of choices from different vendors and manufacturers that best suit SacRT's needs, rather than the limitations of an award based solely on the price of the vehicles. SacRT has previously used the CalACT/MBTA Cooperative Purchasing Schedule for its cutaway bus procurements.

For the current procurement, the class E Ford F550 El Dorado gasoline bus best suits SacRT's needs for the Folsom service.

Staff requests that the Board approve the Sixth Amendment for Purchase of Vehicles through the CalACT/MBTA Joint Procurement with Creative Bus Sales, Inc. to purchase an additional 8 Class E gasoline-powered buses to support Folsom service for the amount of \$1,140,691.20 plus applicable taxes and fees.



RESOLUTION NO. 20-06-0046

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

June 8, 2020

**APPROVING THE SIXTH AMENDMENT TO THE CONTRACT FOR PURCHASE OF VEHICLES THROUGH CALACT/MBTA JOINT PROCUREMENT WITH CREATIVE BUS SALES, INC FOR PURCHASE OF 8 BUSES FOR FOLSOM SERVICE**

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

THAT, the Sixth Amendment to the Contract for Purchase of Vehicles Through CalACT/MBTA Joint Procurement by and between the Sacramento Regional Transit District (therein "SacRT") and Creative Bus Sales, Inc. (therein "Contractor"), whereby Contractor agrees to furnish 8 El Dorado Ford F550 Class E vehicles for an amount not to exceed \$1,140,691.20, plus applicable taxes and fees, is hereby approved.

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

\_\_\_\_\_  
STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary



## STAFF REPORT

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**DATE:** June 8, 2020

**TO:** Sacramento Regional Transit Board of Directors

**FROM:** Brent Bernegger, VP, Finance/CFO

**SUBJ:** APPROVING A SOLE SOURCE PROCUREMENT WITH PAYPAL, INC FOR BRAINTREE PAYMENT SERVICES; REPEALING AND RESTATING THE FARE STRUCTURE FOR COMPLEMENTARY PARATRANSIT SERVICES; AND APPROVING THREE FREE RIDE DAYS FOR SACRT GO PARATRANSIT SERVICES

### RECOMMENDATION

Adopt the Attached Resolutions.

### RESULT OF RECOMMENDED ACTION

The recommended actions will allow for use of electronic fare media for SacRT GO Paratransit Services (SacRT GO) prior to service beginning on June 28, 2020, correct an oversight in the March action taken by the Board regarding the complementary paratransit service fare structure, and provide for 3 promotional "free fare" days on the new SacRT GO service from June 28 to June 30, 2020.

### FISCAL IMPACT

The proposed Payment Services Agreement with Paypal, Inc. currently specifies transaction fees of 2.9% of the transaction total +.30 per transaction. These fees are subject to change at any time with 30 days' advance written notice. Staff anticipates that these costs will be offset by a decrease in administrative cost for managing cash and paper media and, in addition, will provide a more convenient payment option for customers.

Staff estimates a potential loss in fare revenue of approximately \$10,000 if the Board approves 3 free ride days on SacRT GO.

### DISCUSSION OF SACRTGO FREE RIDE DAYS

SacRT GO is set to launch on Sunday, June 28, 2020. Staff would like to offer 3 free ride days for ADA eligible passengers and their accompanying companions from June 28 through June 30. This will help to smooth the transition of services for both the passengers and SacRT. Free ride days will also be beneficial for operators by allowing them to focus on the passengers and provide the best customer service without the worry of collecting fare. Staff estimates that offering 3 free ride days could cause a reduction in fare revenues of up to \$10,000. At the current reduced level of ridership, the fare revenue loss would be less than \$4,000 for the 3 free days.

## DISCUSSION OF SACRT GO 60-RIDE PASS

In March 2020, the Board adopted a Resolution to amend the paratransit fare structure. Staff's intent was to eliminate the 44-ride Paratransit Monthly pass that came with a free fixed-route monthly pass and offer the same benefit to 60-ride complementary paratransit monthly pass holders. Upon further review of paratransit fare resolutions, Staff has determined that the March 2020 vote was ineffectual in delivering upon its intent. To correct this error, and incorporate the electronic fare media options discussed below, Staff is recommending that the prior paratransit fare Resolutions be repealed and a new paratransit fare structure Resolution adopted that incorporates all of the changes.

## DISCUSSION OF SOLE SOURCE PROCUREMENT FOR MERCHANT PROCESSING WITH PAYPAL, INC. (BRAINTREE)

In December 2019, the Board approved a Software License and Services Agreement with Ecolane USA, Inc. through a cooperative purchasing agreement to provide the dispatching software for SacRT GO. SacRT chose to include in the agreement the software option offered by Ecolane for a "self service trip booking" mobile application that allows passengers to book their own trips and to purchase fares electronically. This will allow passengers to conveniently pay for their trip at the same time that they book the trip. Given that the booking and payment all happen within the same system, this system has operational advantages as well, because the operator can clearly see that the trip has been paid for ahead of time.

To enable the payment feature of the mobile application, SacRT must enter into a sole source procurement and various agreements with Paypal, Inc for its Braintree Payment services, which is the payment service that Ecolane has integrated into its mobile application. The service will accept credit cards and other forms of electronic payment. As with many "software as a service" agreements, the agreements required to access the service are "click to accept" and are not subject to modification or negotiation. The required agreements include a Payment Services Agreement, Bank Agreement, Privacy Policy, Acceptable Use Policy, and Electronic Signature Terms. These agreements include language that typically would not be found in SacRT contracts, including:

- ) The right for Paypal to unilaterally increase the transaction fees with 30 days' notice.
- ) The right for Paypal to debit SacRT's bank account for payments, including interest and penalties.
- ) A limited 90-day period for SacRT to identify and request correction of discrepancies.
- ) Services are provided without warranty and SacRT is required to indemnify Paypal, Wells Fargo and Chase, regardless of any fault or negligence in taking payments, including for any data breaches resulting from use of the services.
- ) Paypal is granted a security interest in all rights and funds under the Payment Services Agreement, including any reserve funds held back by Paypal.
- ) Disputes must be settled through binding arbitration.

- ) The agreements can be amended without SacRT's consent so long as notice is provided of substantial changes.

Understanding the risks above, Staff feels that this is still a low risk arrangement for SacRT in light of the benefits conferred. SacRT will retain the option to decline to offer online payment through the application if problems develop with the payment service. In Staff's opinion, the benefits provided by this service justify entering into a sole source procurement and required agreements with Paypal, Inc. for Braintree Payments.

#### DISCUSSION OF SACRTGO ELECTRONIC FARES

SacRT would like to offer electronic fare payment options for ADA eligible passengers on SacRT GO. The current fare structure will not allow for passengers using SacRT GO to purchase or store their fare media electronically. This is not convenient for passengers. The Ecolane mobile application discussed above will allow passengers to purchase both the monthly 60-ride paratransit pass and single ride paratransit ticket and store them within the Ecolane system; the fixed-route monthly pass that accompanies the 60-ride pass will be provided through a monthly sticker or loaded onto a Connect Card. The software will track the use of the 60-ride pass and help avoid fraud that may have occurred with paper fare media. Purchase of electronic fare media through Ecolane will be available in a mobile application (pending approval of the Braintree item referenced earlier) and in person at the SacRT customer service center. Use of electronic media will also simplify the purchasing process for sponsor agencies that will purchase SacRT GO fares for clients. The new paratransit fare structure resolution will authorize electronic equivalent fare media for both the SacRT GO single ride ticket and the SacRT GO 60-ride monthly pass.

RESOLUTION NO. 20-06-0047

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

June 8, 2020

**SUSPENDING FARES ON SACRT GO COMPLEMENTARY PARATRANSIT SERVICE FOR JUNE 28, 29, AND 30, 2020**

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

THAT, to promote ridership on the new SacRT GO Paratransit Services, and facilitate a transition from the prior provider, no person otherwise eligible to use the SacRT GO service will be charged a fare to ride on SacRT GO from June 28 to June 30, 2020.

\_\_\_\_\_  
STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary

RESOLUTION NO. 20-06-0048

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

June 8, 2020

**REPEALING RESOLUTION NOS. 19-03-0039 AND 20-03-0015 AND ADOPTING A NEW FARE STRUCTURE FOR COMPLEMENTARY PARATRANSIT SERVICE**

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

Section 1: Resolution Nos. 19-03-0039 and 20-03-0015 are hereby repealed.

Section 2: "Complementary Paratransit Service" means origin-to-destination transportation services arranged on a scheduled basis in accordance with the Sacramento Regional Transit District's obligation to provide ADA service to destinations within three-quarters of a mile of Sacramento Regional Transit's fixed-route service as required by 49 C.F.R. Section 37.131.

Section 3: Exhibit A sets out the fare structure for Complementary Paratransit Service and is attached hereto and incorporated by this reference.

Section 4: The basic fare for one ride (a single trip between one origin and destination) on Complementary Paratransit Service is the price set forth under item A. of Exhibit A. A person certified by SacRT as an ADA-eligible rider who pays the basic complementary paratransit fare is entitled to one origin-to-destination trip on Complementary Paratransit Service. The basic fare may be prepaid or paid in cash upon boarding. A prepaid basic fare for Complementary Paratransit Service will be valid if: (a) presented in a valid paper scrip issued by SacRT and surrendered upon boarding; or (b) purchased through a SacRT-authorized mobile fare application, at SacRT's customer service center or by an authorized 3<sup>rd</sup> party on behalf of the passenger, stored in association with the rider's name (or, in the case of a companion, in the name of the ADA-eligible passenger they are accompanying), and redeemed upon commencement of a trip through SacRT's dispatching software.

Section 5: The price charged for a Complementary Paratransit Service Monthly Pass is the price set forth under Item B. of Exhibit A. A person certified by SacRT as an ADA-eligible rider who purchases a valid Complementary Paratransit Service Monthly Pass is entitled to ride such service for up to 60 one-way trips per month, without further charge during the calendar month of the year that the pass is valid, as set out in the Ecolane software. An ADA-eligible rider who purchases a Complementary Paratransit Service Monthly Pass will also receive a Discount Monthly Pass in the form of either a Discount Monthly Pass sticker or Discount Monthly Pass stored electronically on a Connect Card, as set out in the fare structure for fixed-route and demand-response service, for unlimited rides on SacRT's fixed-route and SmarT Ride services during the month the pass is valid. Additional trips on Paratransit Service beyond 60 per month must be paid for at the per-trip basic fare set out in Exhibit A. The Complementary Paratransit Service Monthly Pass will take the form of an electronic Complementary Paratransit Service Monthly Pass purchased through a SacRT-authorized mobile fare application, SacRT's

customer service center or by an authorized 3<sup>rd</sup> party on behalf of the passenger that is stored in SacRT's dispatching software and associated with the ADA-eligible rider's name.

Section 6: A person accompanying an ADA-eligible rider on Complementary Paratransit Service who is not a personal care attendant must pay the basic fare set out in Item A. of Exhibit A, if the person accompanying the ADA-eligible rider is entitled to ride in accordance with the provisions of 49 C.F.R. §37.123(f).

Section 7: Notwithstanding anything to the contrary in Section 3, a personal care attendant accompanying a person certified by SacRT as an ADA-eligible rider is eligible to ride without charge if the ADA-eligible rider is authorized by SacRT as eligible to travel with a personal care attendant and if the ADA-eligible rider is provided a ride in accordance with any limitations or conditions set forth in their eligibility determination.

Section 8: Notwithstanding anything to the contrary in Section 3, a person certified by SacRT as an ADA-eligible rider is not required to pay the basic fare upon boarding a bus for Complementary Paratransit Service if the basic fare for that ride is paid directly to SacRT or the operator providing such service under the terms of an agreement approved or authorized by SacRT.

Section 9: This Resolution takes effect June 9, 2020.

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STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary

## Exhibit A

### Complementary Paratransit Service Fares and Pass Pricing

	Price Effective 06/09/20
A. Basic Fare	\$5.00
B. Monthly Pass	\$137.50



RESOLUTION NO. 20-06-0049

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

June 8, 2020

**APPROVING A SOLE SOURCE PROCUREMENT AND RELATED AGREEMENTS WITH PAYPAL, INC. FOR BRAINTREE PAYMENT SERVICES**

WHEREAS, , in accordance with Section 1.405.B.2. of SacRT's Procurement Ordinance, a sole source procurement for services is permitted upon determination by the Board that it is in SacRT's best interest to enter into a service contract without compliance with the competitive solicitation procedures set forth in the Article III of the Procurement Ordinance.

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

THAT, due to the integration of the Braintree Payment services into the Ecolane mobile scheduling and payment application used by SacRT for complementary paratransit scheduling and dispatch, the Board hereby determines and finds that it is in SacRT's best interest to enter into contracts directly with Paypal, Inc. to provide payment processing services to enable complementary paratransit users to conveniently make electronic payments for scheduled services; and

THAT, General Manager/CEO or his designee are hereby authorized and directed to execute any contracts and agreements required to obtain the Braintree Payment Services from Paypal, Inc. through the Ecolane mobile application for complementary paratransit scheduling and payment for the duration of the Software License and Services Agreement.

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STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary

## STAFF REPORT

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**DATE:** June 8, 2020  
**TO:** Sacramento Regional Transit Board of Directors  
**FROM:** Jason Johnson, Director, Office of Management and Budget  
**SUBJ:** APPROVING THE SIXTH AMENDMENT TO THE FISCAL YEAR (FY)  
2020 CAPITAL BUDGET

### RECOMMENDATION

Adopt the Attached Resolution.

### RESULT OF RECOMMENDED ACTION

Approves Amendment 6 to the FY 2020 Capital Budget.

Accepts Notification of General Manager (GM)-Authorized Adjustments Made to FY 2020 Capital Budget During Fiscal Year 2020.

### FISCAL IMPACT

Approval of Amendment 6 to the FY 2020 Capital Budget would increase the FY 2020 Capital Budget by ~~\$83,062,158~~ **84,440,303** for ~~two~~ *three* capital projects as detailed in Exhibit A. This action does not imply that funding is available for all projects; this decision is based upon available funding. See notes below.

Any impacts to the FY 2020 Capital Budget that were the result of GM-authorized adjustments have already taken place. This item simply fulfills the requirement to notify the Board of adjustments to the Capital Budget under the GM's authority.

### DISCUSSION

#### **Sixth Amendment to FY 2020 Capital Budget**

SacRT's annual budgeting process includes Board adoption of a budget that reflects SacRT's expected funding at the time of preparation. Periodically, changes to funding sources, funding amounts, or District priorities require revisions to the budget. Staff has identified necessary revisions as described below:

- J **Light Rail Wheel Truing Machine (R362)** – This project currently has a Board-approved budget of \$3.4M for an in-floor wheel truing machine to replace the existing in-floor wheel truing machine that is beyond its useful life and cannot true UTDC tires or the new Siemens S700 tires. This amendment will increase the Wheel Truing Machine budget by \$831,881 to make it a two phased project:

- Phase 1: Above the Ground Machine \$831,881
- Phase 2: In-Floor Wheel Truing Machine \$3.4M

SacRT does not have adequate funding to move forward with the Phase 2 in-floor solution at this time, so is seeking a near-term solution that can be used to true the tires on the new low-floor Siemens S700 vehicles as soon as they arrive, and can be used immediately to true UTDC tires in-house, which will mitigate the cost and time associated with having those tires removed and shipped to an outside contractor for truing. Being able to true more tires in-house will help with mitigation/noise reduction, help maintain more vehicles in service, improve traction and braking, and improve the quality of the customer ride.

The Above the Ground machine will continue to be used after the Phase 2 In-Floor Wheel Truing project is complete. It can be used as backup and/or used to expand SacRT's wheel truing capacity. Staff will seek permission from the Sacramento Area Council of Governments (SACOG) and Caltrans to use \$832K in previously unused Proposition 1B Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) funds for the above the ground machine.

) **CAF Fleet Midlife Component Overhaul (R125)** – Numerous major subsystems on the CAF light rail vehicle fleet must be returned to the factory service centers authorized for tear down, inspection and to be repaired, as necessary, at the 450,000 - 500,000-mile interval. This scheduled maintenance will ensure continued service reliability and availability. The 40 CAF vehicles in SacRT's light rail fleet reached midlife beginning in 2018. The actual mileage on the CAF vehicles is greater than anticipated due to increased service demands. The CAF fleet currently averages almost 900,000 miles per LRV. The highest mileage is over 1 million miles.

This project currently has a Board-approved budget of \$24M. This budget was authorized in FY20 to allow SacRT staff to begin to seek funding for this major overhaul project, but it was always known that the cost to overhaul the entire 40-vehicle CAF light rail vehicle fleet would be significantly higher than \$24M. Light Rail staff has performed a thorough analysis of all of the major subsystems of the CAF fleet, and prepared detailed cost estimates for subsystem. The total estimate for all subsystems is as follows:

- Subsystem Cost: \$106,001,189 (for 40 LRVs)
- SacRT Labor: \$229,088
- Total Estimate \$106,230,277

This amendment will increase the budget by \$82,230,277 to \$106,230,277, to allow staff to seek funding for the entire amount needed for the CAF Fleet midlife component overhaul.

) **Folsom Cut-a-Way Vehicle Replacement (B175)** - *The current six cutaways being used in Folsom are over six years old and beyond useful service life. Ownership of these vehicles was transferred from the City of Folsom to SacRT when Folsom annexed in 2019. SacRT needs to replace and increase this fleet to improve service reliability and on-time performance. The service needs have*

*increased and justifies the expansion from six to eight cutaways. The two additional vehicles will increase reliability and allow an additional vehicle on the Route 10, which routinely runs behind schedule. The reliability will increase with the replacement of the older Chevrolet E4500 vehicles with Ford F550s. This will standardize the SacRT fleet and decrease the need for additional parts stocking, as SacRT currently uses the Ford F550 in the Community Bus and SmaRT Ride services.*

*This project currently has no Board approved budget, however SacRT has funding from the City of Folsom to move this project forward and fund the purchase of the (8) new cut-a-way vehicles.*

- *Subsystem Cost: \$1,353,145 (for 8 cut-a-ways)*
- *SacRT Labor: \$25,000*
- *Total Estimate: \$1,378,145*

### **Adjustments to the FY 2020 Capital Budget**

Pursuant to Section 6.2.1.3 of Title VI of SacRT's Administrative Code, with this Staff Report, SacRT staff is reporting prior GM-authorized adjustments that have been made to the FY 2020 Capital Budget, as detailed in Attachment 1 – Summary of GM-Authorized Adjustments to FY 2020 Capital Budget.

Staff hereby recommends that the Board approve the Sixth Amendment to the FY20 Capital Budget, making the changes described above and in Exhibit A, and accept Notification of GM-Authorized Adjustments to FY 2020 Capital Budget as detailed in Attachment 1.

## Attachment 1 - Summary of GM-Authorized Adjustments to FY 2020 Capital Budget

Consistent with Section 6.2.1.3 of the SacRT Administrative Code related to Budget Procedures

ID	Project Name	<u>Administrative Adjustment</u>			FY20 Budget <u>with</u> Admin Adjustment
		FY20 Budget <u>without</u> Admin Adjustment	Amount	Percent	
<b>Increase to FY20 Budget Amount</b>					
M011	Cemo Circle Environmental	845,000	16,000	2%	861,000
<b>Increase to FY20 Budget Amount due to Accrual of Interest on State Grant Funds</b>					
H021	Enhancement of Emergency Power Generation	582,298	871	0%	583,169
T018	P/Q Lot Badge Access	144,904	2,510	2%	147,414
T022	Handheld Smart Card Reader	118,726	1,729	1%	120,455
T025	Surveillance and Security Facilities Enhancement	266,127	2,536	1%	268,663
T051	Telephone System Replacement	319,447	756	0%	320,203
T052	Track Warrant Controlled Access System	195,168	3,617	2%	198,785
T054	Upgrade Security/Systems/Comm. Infrastructure	417,900	432	0%	418,332
M009	Radio Communications System Upgrade	2,143,123	5,951	0%	2,149,074
<b>FY20 Budget amount split out from project and/or moved onto another project</b>					
F021	Facilities Maintenance and Improvements	400,000	(88,383)		311,617
F020	HVAC Replacements - Admin & Maint Buildings	40,625	54,700	0%	95,325
B153	BMF1 Remediation	120,000	33,683		153,683
B100	Existing Bus Fleet Replacement (2020 - 2035)	21,999,000	(21,999,000)	0%	0
B170	CNG Tank Replacements - 2006 Orion Buses	0	370,000		370,000
B173	40-ft CNG Bus Replacement (91 Orion Buses)		21,629,000		21,629,000
R400	Light Rail State of Good Repair Maintenance	450,000	(450,000)		0
G238	Biennial Bridge Inspections / Repairs	201,873	50,000	0%	251,873
R010	Light Rail Crossing Enhanc. - 65th Street & Gate Mechanisms	592,716	400,000		992,716
M018	Capital Improvements for Real Estate Development	250,000	(250,000)	0%	0
M011	Cemo Circle Environmental	595,000	250,000		845,000

RESOLUTION NO. 20-06-0050

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

June 8, 2020

**APPROVING THE SIXTH AMENDMENT TO THE FISCAL YEAR (FY) 2020 CAPITAL BUDGET**

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

THAT, the Board hereby approves the Sixth Amendment to the Fiscal Year 2020 Capital Budget, as set out in Exhibit A.

\_\_\_\_\_  
STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary

**Exhibit A: Summary of Amendment 6 changes to FY20 Capital Budget**

ID	Project Name	FY20 Budget Through Amend 5	FY20 Budget - with Amend 6	FY20 Capital Budget Change					Fund Source
				FY20 Capital Budget Change	Federal	State	Local	TBD	
B175	Folsom Service Cut-a-Way Replacement	\$0	\$1,378,145	\$1,378,145	\$ -	\$ -	\$ 1,378,145		City of Folsom annexation funding
R362	Light Rail Wheel Truing Machine	\$ 3,400,000	\$ 4,231,881	\$ 831,881	\$ -	\$ -	\$ -	\$ 831,881	TBD. Staff is seeking permission from SACOG and Caltrans to use of previously unused Prop 1B PTMISEA funds
R125	CAF Fleet Midlife Component Overhaul	\$ 24,000,000	\$ 106,230,277	\$ 82,230,277	\$ -	\$ -	\$ -	\$ 82,230,277	TBD. Staff will be pursuing funding opportunities.
		\$ 27,400,000	\$ 111,840,303	\$ 84,440,303	\$ -	\$ -	\$ 1,378,145	\$ 83,062,158	



# STAFF REPORT

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**DATE:** June 8, 2020

**TO:** Sacramento Regional Transit Board of Directors

**FROM:** Laura Ham, VP, Planning and Engineering

**SUBJ:** DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO NEGOTIATE AND EXECUTE THE SECOND AMENDMENT TO THE CONTRACT FOR LIGHT RAIL STATIONS MAINTENANCE AGREEMENT WITH THE CITY OF RANCHO CORDOVA

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

Allows for the extension of the current agreement for the weekly cleaning and maintenance of light rail stations, parking lots, pedestrian crossings and soundwalls in Rancho Cordova.

FISCAL IMPACT

Fiscal Year (FY) 2021 will remain flat as compared to FY 2020 at \$96,520. Future year increases will need to be negotiated based on future service level needs.

DISCUSSION

On March 30, 2015, the General Manager/CEO executed a contract with the City of Rancho Cordova (Rancho Cordova) to perform weekly cleaning and maintenance at SacRT light rail stations, parking lots, and a pedestrian crossing in the City of Rancho Cordova (Rancho Cordova). The original contract with Rancho Cordova was amended on April 26, 2016 to extend the terms, increase the payment to Rancho Cordova and adding the requirement of prevailing wages. On July 1, 2016, SacRT replaced the March 2015 Agreement with a new Agreement for Rancho Cordova to clean and maintain the stations in Rancho Cordova. An amendment to the July 1, 2016 Agreement was approved by the Board and executed by SacRT on December 19, 2017.

Under this Agreement, Rancho Cordova cleans and maintains SacRT's Mather Field/Mills, Zinfandel, Cordova Town Center and Sunrise light rail station platforms, sound walls, park and ride lots, and the Coloma pedestrian crossing. Cleaning and maintenance services include trash collection and removal, graffiti removal, and landscaping and irrigation maintenance. In addition, SacRT and Rancho Cordova work closely together to quickly remove graffiti and litter in the corridor, maintain the



soundwalls, as well as completing other improvements, such as the wrapping of instrument houses.

The current agreement expires on June 30, 2020. Staff and the City of Rancho Cordova are currently in discussions regarding renewing the agreement for another five-year term, with the first year at the current annual price of \$96,520. Future year amounts will need to be negotiated at the beginning of each budget cycle depending on the services needed and other pricing factors.

Staff recommends that the Board delegate authority to the General Manager/CEO to negotiate and execute a Second Amendment to the Light Rail Maintenance Agreement to extend the term of the Contract for up to five years expiring no later than June 30, 2025.

RESOLUTION NO. 20-06-0051

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

June 8, 2020

**DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO NEGOTIATE AND EXECUTE THE SECOND AMENDMENT TO THE CONTRACT FOR LIGHT RAIL STATIONS MAINTENANCE AGREEMENT WITH THE CITY OF RANCHO CORDOVA**

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 negotiate and execute the Second Amendment to the Light Rail Stations Maintenance Agreement between the Sacramento Regional Transit District, therein referred to as "SacRT," and the City of Rancho Cordova, therein referred to as "City," whereby City and SacRT agree to continue providing weekly light rail station maintenance for up to an additional five years with a termination date of June 30, 2025.

THAT, the General Manager/CEO is hereby authorized and directed to negotiate and execute the Second Amendment to the Light Rail Stations and Maintenance Agreement.

\_\_\_\_\_  
STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary

## STAFF REPORT

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**DATE:** June 8, 2020

**TO:** Sacramento Regional Transit Board of Directors

**FROM:** Brent Bernegger, VP, Finance/CFO

**SUBJ:** APPROVAL OF THE RENEWAL OF THE EMPLOYMENT PRACTICES LIABILITY, PROPERTY, BOILER & MACHINERY, EXCESS WORKERS' COMPENSATION, CRIME/EMPLOYEE DISHONESTY, PRIVACY & NETWORK LIABILITY, UNDERGROUND STORAGE TANK POLLUTION LIABILITY AND FLOOD FOR THE PERIOD OF JULY 1, 2020 THROUGH JUNE 30, 2021.

AUTHORIZE THE GENERAL MANAGER TO NEGOTIATE THE RENEWAL OF THE EXCESS LIABILITY INSURANCE AT A NOT TO EXCEED AMOUNT OF \$6,202,586.50, FOR THE PERIOD OF JULY 1, 2020 THROUGH JUNE 30, 2021.

### RECOMMENDATION

Adopt the Attached Resolution.

### RESULT OF RECOMMENDED ACTION

Approval of the renewal of the Employment Practices Liability, Property, Boiler & Machinery, Excess Workers' Compensation, Crime, Privacy & Network Liability, Underground Storage Tank Pollution Liability and Flood for the period of July 1, 2020 through June 30, 2021.

Authorize the General Manager/CEO to negotiate the renewal of the Excess Liability insurance at a not to exceed amount of \$6,202,586.50 for the period of July 1, 2020 through June 30, 2021.

### FISCAL IMPACT

Total Operating Cost for Employment Practices Liability, Property, Boiler & Machinery, Excess Workers' Compensation, Crime, Privacy & Network Liability, Underground Storage Tank Pollution Liability and Flood: \$1,831,950

Total amount not to exceed for the procurement of Excess Liability Insurance: \$6,202,586.50.

**TOTAL: \$8,034,536.50**

## DISCUSSION

Alliant Insurance Services, Inc. has been Sacramento Regional Transit District's ("SacRT") insurance broker since 2017. Alliant continues to thoroughly examine SacRT's insurance and risk exposures and conducts extensive marketing of the District's insurance placements to current and prospective insurers. This results in more competitive options both from a coverage and pricing standpoint.

This year's goal to continue maintaining the liability and property coverage placements as close to expiring as possible has proved to be impossible due to an insurance market that has gone from bad to worse with the recent COVID-19 impact to the industry and economy in general. The markets for liability and physical damage for any type of fleet (trucking, transit, service, etc.) have dried up, with transit agencies, particularly in California, among the least desirable of those risks. The result has been a restriction of capacity such that insurers are no longer offering the deductibles and/or limits SacRT has traditionally purchased while still increasing rates by 100% or more in some cases. On top of the market uncertainties, this has been an especially challenging year in marketing the coverages due to the increased exposures related to paratransit service.

The following is a summary of the significant changes, coverages and premiums for SacRT's FY 20-21 insurance placements.

### **General, Auto, and Professional Liability:**

SacRT is required to provide a \$295,000,000 (inclusive of the \$2,000,000 Self-Insured Retention) per occurrence limit with no less than a double aggregate limit to comply with Union Pacific (UP) contract requirements. This limit is the federal cap, or maximum, amount a railroad is liable for passenger injuries incurred in a single occurrence. There is no cap, or maximum amount, set on a federal or state level for liabilities incurred by pedestrians, or bus passengers. No one insurer can provide a policy meeting this limit, so multiple carriers are engaged to secure the amount required. UP's requirement represents a significant cost even under less extreme market conditions.

At SacRT's request, Alliant successfully bifurcated the limits over \$100,000,000 in 2017 to cover only the portion of track subject to the UP requirement up to the \$295,000,000 federal cap for passenger liability. This proved to be a very valuable and cost-effective strategy in the past that has resulted in significant savings to SacRT; however, it also meant that SacRT's 2019-20 premiums were below industry minimums adding additional pressure to renewal pricing this year.

The severe market conditions cannot be overstated, and are the worst they've been since 1985, largely driven by significantly increased settlement amounts (known as "social inflation") on auto liability cases, particularly in California. One person claims that would have previously settled for \$5,000,000 - \$10,000,000 are now regularly settling for \$30,000,000 (CA), \$42,000,000 (CA), \$45,000,000 (CA), and \$75,000,000 (NY). The lack of predictability in outcomes of jury verdicts has driven many carriers out of the California market, and in some cases out of the United States. Of the \$295,000,000 in capacity purchased in 2019-20 over the \$2,000,000 retention, \$133,000,000 of the limit was no longer available this year, either because carriers reduced their capacity or

completely exited transit/public entities as a class. Carriers are concurrently increasing pricing and decreasing coverage extensions.

Few new carriers have entered the class given the overall adverse loss experience. The entire global market of carriers was accessed for replacement quotes, and 37 carriers were contacted in the United States, London, and Bermuda markets (Exhibit 1). As of May 28, 2020, the first \$70,000,000 of the \$295,000,000 SacRT is electing to purchase again is formally quoted (Exhibit 2). Total premiums are estimated currently at a 72% increase over expiring noting that the layers above \$70,000,000 are estimates and are subject to change.

Please note also that Errors & Omissions, Employment Practices Liability, Employee Benefits Liability and Sexual Molestation coverage are not supported by the market excess \$40,000,000 this year.

Exacerbating pricing was a loss settlement of \$5,000,000 that resolved in our current policy period, as well as additional exposures assumed. SacRT absorbed the liability of the Elk Grove operation last year, and is adding the liability for the paratransit exposure previously sub-contracted to next year's policies. The addition of paratransit alone added approximately 18% in premium costs to the program on a year-over-year basis.

Underwriters are aware of the service decreases due to the COVID pandemic; however, they are evaluating their capacity deployment much more on a price per million basis, and the market is effectively not reflecting the exposure decreases on any transit accounts.

Alliant encouraged SacRT to re-evaluate purchasing above \$100,000,000, as UP's requirement to buy to \$295,000,000 on the 8 miles of track subject to the agreement will cost SacRT approximately \$1,500,000 this year. SacRT has reached out to UP and is attempting to schedule a meeting with the relevant parties at UP to discuss renegotiating the right of way agreements that established the insurance requirements. Getting a response from UP has proved difficult. SacRT has not yet received confirmation from UP as to when our initial meeting will occur. Staff will continue attempts to communicate and renegotiate with UP. It is possible that the market will not allow for coverage up to \$295,000,000, which could make it impossible for SacRT to comply with UP's requirements and place SacRT in breach of its agreement with UP.

**Employment Practices Liability (EPL):** Arch Insurance Company continues to be a stable partner, providing a \$2 million limit and \$250,000 deductible with a 10% increase in the rate as expiring for FY 20/21. Overall the premium is increasing due to an *increase of 15% in the employee count* and the addition of Wage and Hour Coverage for \$5,000. This placement reflects a reasonable view of the increased exposure with a rate increase at or below those for good risks in this market.

**Property:** Travelers, the current carrier on the property program, has increased its rate substantially on all SacRT property, with an increase of 107% for the Light Rail Vehicles (LRVs) in addition to doubling the deductible. While a rate increase was expected, given Travelers paid for two large claims, one involving a totaled LRV and one a totaled bus, the deductible increases across the board have Alliant marketing the program extensively. Unfortunately, the market for property insurance for public transit

in California , is extremely limited, though Alliant is working with a few interested markets to improve the current offering. However, the final placement will not be bound until later in the month, and for that reason the property premium is an estimated not to exceed amount.

**Boiler & Machinery:** Travelers has been the insurer for Boiler & Machinery coverage for several years and consistently offers competitive terms and pricing. Through Alliant's marketing efforts and SacRT's risk control practices they agreed to reduce the rate 3% and keep all other terms and conditions the same.

**Excess Workers' Compensation:** The Workers' Compensation rate remains unchanged with a negotiated rate guaranty for next year as well. This remains a bright spot in a marketplace where rate increases are the standard. The premium has increased 16% due to a corresponding increase in SacRT's projected payroll, largely due to paratransit additions. SacRT has also been provided quotes for limits in excess of the current \$25M for consideration.

**Crime/Employee Dishonesty:** SacRT increased its limit for Crime coverage from \$1M to \$3M this program year, and the premium to remain at that limit has decreased 5%. This is a very good renewal considering the increased exposures and general market conditions.

**Privacy & Network Liability (Cyber):** This coverage continues to gain in popularity as the need increases, with claims becoming more frequent and attacks more sophisticated. Given these pressures the insurer quoted an 11% increase but with further negotiation Alliant was able to reduce it to a 6% increase. The policy has also added new coverages including Invoice Manipulation and Cryptojacking.

**Underground Storage Tanks Pollution Liability:** Coverage will renew with Liberty with a 3% increase in the rate and once again an increase in most of the underground tanks' deductibles, from \$15,000 to \$25,000. The oldest tank's deductible remains at \$50,000, while the one above ground tank will keep a \$5,000 deductible.

**Pollution Liability – Elk Grove:** The contract with Elk Grove requires SacRT to provide a specialized pollution policy to cover potential on or migrating off-site pollutants arising from SacRT's use of Elk Grove's bus maintenance facility. The carrier has offered a flat renewal and also discounted premiums for a two- or three-year extension.

**Flood:** Coverage was restructured to reduce and combine all covered locations into one policy and change the renewal from 9/2/19 to 7/1/19 to align with other policies. The current insurer has offered a flat renewal.

## Renewal Program Pricing History

Policy Type	07/01/20 - 07/01/21 Renewal Program	07/01/19 - 07/01/20 Expiring Program	07/01/18 - 07/01/19 Expired Program	07/01/17 - 07/01/18 Expired Program	07/01/16 - 07/01/17 Expired Program
Excess Liability (GL/AL/PL/EPL)	TBD	\$2,480,000	\$2,095,799	\$2,095,799	\$2,376,515
Employment Practices Liability	\$73,321	\$73,154	\$70,163	\$70,163	\$90,050
Property & Inland Marine	\$1.5M	\$716,777	\$564,711	\$537,883	\$572,788
Boiler & Machinery	\$10,817	\$11,205	\$10,632	\$10,158	\$11,749
Excess Workers' Compensation	\$184,632	\$159,087	\$150,139	\$150,902	\$139,508
Crime	\$17,123	\$18,024	\$8,664	\$8,664	\$10,875
Privacy & Network Liability	\$25,080	\$23,690	\$23,690	\$15,996	\$14,835
Underground Storage Tanks Pollution Liability	\$5,025	\$4,876	\$4,798	\$5,329	\$5,776
Pollution Liability – Elk Grove	\$3,606	\$3,612	n/a	n/a	n/a
Flood	\$12,346	\$12,500	\$12,338	\$14,735	\$17,232
<b>Total</b>	<b>TBD</b>	<b>\$3,493,565</b>	<b>\$2,940,934</b>	<b>\$2,909,629</b>	<b>\$3,239,328</b>

## LIABILITY - COVERAGE TOWERS AND PRICING COMPARISON

### EMPLOYMENT PRACTICES LIABILITY – ARCH INSURANCE COMPANY

) Exposure Basis: Number of Full-Time Employees Equivalent  
) Claims-Made Coverage

**CARRIER:** Admitted  
**LIMITS:** \$2,000,000 Each Insured Event/Aggregate  
**SELF-INSURED**  
**RETENTION:** \$250,000  
**PREMIUM:** \$73,321

### PROPERTY/INLAND MARINE – TRAVELERS INSURANCE COMPANY

#### DELUXE PROPERTY COVERAGE FORM

#### COVERAGES AND LIMITS OF INSURANCE - DESCRIBED PREMISES

Insurance applies on a BLANKET basis only to a coverage or type of property for which a Limit of Insurance is shown below.

<b>Blanket Description of Coverage or Property</b>	<b>Limits of Insurance</b>
Buildings	\$83,440,541
Your Business Personal Property	\$58,319,315
Personal Property of Others	\$100,000

#### DELUXE BUSINESS INCOME (AND EXTRA EXPENSE) COVERAGE FORM - DESCRIBED PREMISES

<b>Premises Location No.</b>	<b>Building No.</b>	<b>Limits of Insurance</b>
ALL	ALL	\$8,718,461

90 % Coinsurance Applies. See Business Income – Coinsurance

Rental Value: Included  
Ordinary Payroll: Included



**DEDUCTIBLES:**

**BY “FLOOD”:**

At the premises location(s) of the following Building(s)  
numbered: 001-028  
in any one occurrence:

\$500,000

As respects Business Income Coverage a 15 day deductible applies at all locations

**TO UTILITY SERVICES:**

Coverage	Limits of Insurance & Deductibles
Scheduled property: non-revenue vehicles, revenue vehicles, short term leased or rented vehicles that are not Included on the vehicle schedule, light rail specialty vehicles and miscellaneous scheduled property No coverage is provided for light rail trains.	\$100,000,000
Flood Limit of Insurance (Included in inland marine coverage part limit)	\$10,000,000
Flood Annual Aggregate Limit of Insurance (Included in inland marine coverage part limit)	\$10,000,000
Earth Movement Limit of Insurance (Included in inland marine coverage part limit)	\$10,000,000
Earth Movement Annual Aggregate Limit of Insurance (Included in inland marine coverage part limit)	\$10,000,000
Basic Deductible - Basic Deductible, except as noted - Specialty Vehicles - Police Vehicles	\$250,000 \$250,000 \$250,000
Flood Deductible	\$500,000
Earth Movement Deductible	\$500,000
Windstorm Deductible	\$500,000
Coinsurance	N/A
Valuation	Replacement Cost/Stated Value

Direct Damage, in any one occurrence: \$100,000

Time Element, in any one occurrence: \$100,000

**BUSINESS INCOME:**

As respects Business Income Coverage, for which no other deductible is stated above or in the coverage description, a 15-day deductible applies.

**ANY OTHER COVERED LOSS:**

in any one occurrence:

\$100,000

**IM PAK SCHEDULED PROPERTY COVERAGE - VEHICLES****RAILROAD ROLLING STOCK**

Coverage	Limits of Insurance & Deductibles
Covered Property: light rail trains.	\$100,000,000
Flood Limit of Insurance (Included in inland marine coverage part limit)	\$10,000,000
Flood Annual Aggregate Limit of Insurance (Included in inland marine coverage part limit)	\$10,000,000
Earth Movement Limit of Insurance (Included in inland marine coverage part limit)	\$10,000,000
Earth Movement Annual Aggregate Limit of Insurance (Included in inland marine coverage part limit)	\$10,000,000
Basic Deductible	
- Basic Deductible, except as noted	\$500,000
- Collision	\$1,000,000
Flood Deductible	\$500,000
Earth Movement Deductible	\$500,000
Windstorm Deductible	\$500,000
Coinsurance	N/A
Valuation	Replacement Cost/Stated Value

**Premium:** \$1,370,000**Boiler & Machinery – Travelers**

- ) Exposure Basis: Statement of Values
- ) Comprehensive
- ) Admitted Carrier
- ) Deductible: \$25,000

Limits:

- \$ 10,000,000** Total breakdown limit
- \$ 250,000** Utility interruption
- \$ 250,000** Hazardous substance
- \$ 500,000** Ordinance or Law

\$ 250,000 Water Damage

**Premium: \$10,817**

**EXCESS WORKERS' COMPENSATION – STATE NATIONAL INSURANCE**

- ) Exposure Basis: Payroll (per \$100)
- ) Coverage as Required by Law
- ) Admitted Carrier
- ) Self-Insured Retention: \$2,000,000

**Limit: \$25,000,000** Each Accident/Employee for Disease  
Estimated Payroll \$81,731,637  
Rate: \$0.2259  
**Premium: \$184,632**

**CRIME/EMPLOYEE DISHONESTY – NATIONAL UNION (AIG):**

Government Crime Policy on Discovery form including the following coverages:

- ) Employee Theft – Per Loss Coverage
- ) Forgery or Alteration
- ) Inside the Premises – Theft of Money and Securities
- ) Inside the Premises – Robbery & Safe Burglary of Other Property
- ) Outside the Premises (Money, Securities and Other Property)
- ) Computer Fraud
- ) Funds Transfer Fraud
- ) Money Orders & Counterfeit Money

**CARRIER:** Admitted  
**LIMITS:** \$3,000,000  
**DEDUCTIBLE:** \$2,500  
**PREMIUM:** \$17,123

**PRIVACY & NETWORK LIABILITY (CYBER) – ASCENT/LOYDS:**

- ) Exposure Basis: Revenues
- ) Non-Admitted Carrier
- ) Deductible: \$50,000 Each Claim & 12 hours for business interruption
- ) **\$5,000,000 Aggregate Limit**

Limits	Insuring Module
\$5,000,000	Security & Privacy Liability
\$5,000,000	Network Interruption & Recovery

\$5,000,000 Multimedia & Intellectual Property Liability  
\$5,000,000 Network Extortion  
\$5,000,000 Privacy Regulatory Defense and Penalties  
\$5,000,000 Notification Expenses  
\$5,000,000 PCI Fines

Coverage Enhancements for FY 20/21:

- ) Invoice Manipulation with a \$100,000 limit and \$50,000 deductible
- ) California Consumer Protection Act (CCPA) Extension
- ) Cryptojacking and Botnetting Extension
- ) Voluntary Shutdown Extension

Premium: **\$25,080** including surplus lines taxes and fees

**Underground Storage Tank Pollution Liability – Liberty Surplus Ins. Corp.:**

- ) Exposure Basis: Number of tanks (9), capacity, contents and monitoring system
- ) Non-Admitted Carrier
- ) Deductible Each Claim: AST \$5,000  
USTs Varies by Tank Age – \$25,000 & \$50,000 Each Claim

Limit: \$1,000,000 Each Claim/Aggregate

Premium: **\$5,025** including surplus lines taxes and fees

**Pollution Liability, Elk Grove – Beazley Syndicates:**

- ) Exposure Basis: Statement of values for buildings and business personal property.
- ) Non Admitted Carrier
- ) Deductible: \$5,000

Limit: \$1,000,000 Each Claim/Aggregate

Premium: **\$3,606** including surplus lines taxes and fees

**Primary Flood – Tokio Marine Specialty Ins. Co.:**

- ) Exposure Basis: Statement of values for buildings and business personal property.
- ) Non-Admitted Carrier
- ) Deductible: \$50,000

Limit: Varies –

Buildings \$0 - \$500,000

Business Personal Property \$100,000 - \$500,000

**Premium: \$12,346** including surplus lines taxes and fees

RESOLUTION NO. 20-06-0052

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

June 8, 2020

**AUTHORIZING RENEWAL OF THE PROPERTY, BOILER & MACHINERY, EXCESS WORKERS' COMPENSATION, CRIME/EMPLOYEE DISHONESTY, PRIVACY & NETWORK LIABILITY, UNDERGROUND STORAGE TANK POLLUTION LIABILITY AND FLOOD FOR THE PERIOD OF JULY 1, 2020 THROUGH JUNE 30, 2021.**

**AUTHORIZE THE GENERAL MANAGER TO NEGOTIATE THE RENEWAL OF THE GENERAL LIABILITY EXCESS INSURANCE AT A NOT TO EXCEED AMOUNT OF \$6,202,586.50 FOR THE PERIOD OF JULY 1, 2020 THROUGH JUNE 30, 2021.**

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

THAT, the Board hereby approves the renewal of the employment practices liability, property, boiler & machinery, excess workers' compensation, crime/employee dishonesty, privacy & network liability, underground storage tank pollution liability and flood for the period of July 1, 2020 through June 30, 2021.

The Board hereby authorizes the General Manager/CEO to negotiate the renewal of the Excess Liability insurance at a not to exceed amount of \$6,202,586.50 for the period of July 1, 2020 through June 30, 2021.

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STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary

**Domestic Direct Markets**

Argo (UK and Peleus)	Declined-no appetite for transit in CA	
Great American	Quoted first renewal layer of 15M xs 25M, resigning from additional 10M p/o 40M xs 60M layer	10M of 40M xs 60M
Lexington	Declined-all rail must be claims made, and premium not heavy enough on bus fleet	
Munich	Quoted reasonable increase	
Safety National	Declined-must be tied in with workers comp, and no interest for transit In CA	
SOMPO US (fka Endurance)	Declined-non-renewing all public entity accounts in 2020	15M p/o 100M xs 100M
Swiss Re	Declined-non-renewing most US casualty business including all public entity 11.13.19	25M p/o 40M xs 60M
XL	Declined-no new domestic transit risks, all underwritten in Bermuda market now at higher attachment points	

**Capacity Lost from 2019-20 Incumbent Carriers**

**Domestic Wholesale Markets**

Allied Public Risk	Declined-account too large, and no appetite for transit	
Arch	Declined-non-renewing all public entity accounts in 2020	
AWAC	Quoted 10M xs 60M at \$220,000	
AXIS	Declined-fleet size too large	
Berkley	Cut back limit offered from 15M to 10M with significant premium increase	5M of 15M xs 10M
Chubb (Westchester)	Declined-no appetite for transit New minimum premium of 10K/M predicated moving them down in tower; replaced the 5M Berkley	Moved capacity from 40M xs 60M layer
Hallmark	cutback	
Navigators	Declined-no stand alone transit or new public entities	
SCION	Was a public entity writer, lost issuing paper and has not found a replacement as-yet.	

**London/Bermuda Markets**

AEGIS	Pending in 40M xs 60M layer, but their usual appetite is lower in program with more premium/million. Long shot Incumbent-will only consider highest layers on renewal. Reducing capacity from 25M to 15M in 100M xs 100M layer	10M
Apollo		
Arch Bermuda	Pending: would only attach xs 100M	
Argo	Incumbent-pending	
Ascot	New market: quoted 2.5M p/o 20M xs 40M layer New market: former Canopus underwriter, quoting 10M p/o 40M xs 60M at 490K, but other markets not supporting this price	
Aspen		
AWAC UK	US AWAC pricing very high and impacting pricing here in 40M xs 60M layer	
AXA XL	Must have 100M attachment; reducing capacity from 50M to 35M in 100M xs 100M	15M p/o 100M xs 100M
Canopus (fka ATL)	Quoted 7.5M p/o 20M xs 40M layer; will likely lose top 3M	3M p/o 93M xs 200M
Catlin	Will likely cut back limit from 25M to 10M	15M

Sac RT Master Marketing Summary 5.15.20

Chubb Bermuda	Pending: would only attach xs 100M, long shot	
Convex	New market: former Hiscox underwriter, quoted 5M p/o 20M xs 40M	
Everest Re UK	Declined due to bus exposure/pricing	
	New underwriter, stance has been unpredictable on other accounts, Currently has 21M will likely cut back to 10M	10M
Hamilton Re		
Hiscox	Quoted 5M p/o 20M xs 40M layer; likely to cut back additional 30M line in 100M xs 100M	20M p/o 100M xs 100M
Lexington (AIG)	Declined due to bus exposure/pricing	
Liberty UK and Bermuda	Pending: being highly selective on public entity businss; would only attach xs 100M, long shot	
Markel Dublin	Pricing 40M xs 60M layer at 800K with 10M capacity	
Munich Re	New market in xs: could potentially do 15M in top layer	
SOMPO Bermuda	Must have 100M attachment; reducing capacity from 15M to 10M in 100M xs 100M	5M p/o 100M xs 100M
<b>Total Capacity Lost from Incumbents as of 5.15.20</b>		<b>133M</b>



Layer	Carriers	2019-20 293M	2020-21 Premium Incl	% Increase	\$ Increase	5.28.20 Notes
		Premium Incl TRIA but not 3.2% taxes/fees on certain layers	TRIA and New Paratransit Exposure but not 3.25%			
10M Lead xs 2M SIR	Munich Re (US)	\$1,206,800	\$1,580,000	31%	\$373,200	Increase driven by addition of paratransit; YOY was 12.5%, very reasonable given market conditions.
15M xs 10M	Berkley (US)	\$521,968*	N/A			
10M xs 10M	Berkley (US)	N/A	\$767,600*			We have received a large increase on this quote with a reduction in coverage. Only other option was AWAC who indicated 1M+, no other markets willing to quote at this attachment. We will continue to see if there are other options for this layer.
5M xs 20M	Hallmark (US)	N/A	\$208,125*			London declined layer, AWAC indicated 425K; would lose capacity to move Great American down by 5M and need as much as we can retain from them. Mandatory COVID exclusion on all accounts.
Combined 15M xs 10M		\$521,968	\$975,725	87%	\$453,757	
15M xs 25M	Great American (US)	\$221,529*	\$370,500*	67%	\$148,971	Will continue at 15M in this layer.
20M xs 40M	PEELS (UK)	\$189,810	\$360,000	90%	\$170,190	Layer Complete--strips out E&O, EPLI, EBL, SML this layer and above
40M xs 60M	Swiss Re/Great American/Hallmark	\$260,360	\$490,000			Entire 40M xs 60M expiring layer gone with carrier retractions.
10M xs 60M	AWAC (US)	N/A	\$220,000			
30M xs 60M	London Markets		\$600,000 (EST)			Only 7.5M confirmed as of 5.29.20.
<b>Bifurcated Layers:</b>						
100M xs 100M	UK/Bda	\$379,500	\$700,000 (EST)			
93M xs 200M	UK/Bda	\$287,719	\$465,000 (EST)			May not be able to find enough capacity to complete this layer without raising price again.
<b>Total 293M, 100M whole system, 193M xs 100M bifurcated:</b>		\$3,067,686	\$5,271,225 (EST)	72%	\$2,203,539	
<b>Estimated Total Including 3.25% Taxes/Fees</b>		\$3,165,852	\$5,442,540		\$2,276,688	
<b>*Net premium after commission rebate to RT</b>						



## STAFF REPORT

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**DATE:** June 8, 2020

**TO:** Sacramento Regional Transit Board of Directors

**FROM:** Lisa Hinz, VP, Safety, Security and Customer Satisfaction

**SUBJ:** SECURITY OPERATIONS CENTER AND POLICE SERVICES  
PERSONAL SERVICES CONTRACT EMPLOYEES

### RECOMMENDATION

Adopt the Attached Resolutions.

### RESULT OF RECOMMENDED ACTION

A. Resolution: Ratifying the General Manager/CEO's Approval and Execution of the Fifth Amendment to the Personal Services Contract for Temporary Employment with 1 Security Operations Manager, Robert Kerr.

B. Resolution: Approving the Fourth Amendment to the Personal Services Contracts for Temporary Employment with 2 Security and Safety Specialists, Tino Bamberger and Benjamin Louie.

C. Resolution: Approving the Third Amendment to the Personal Services Contracts for Temporary Employment with 1 Security and Safety Administrator, Mark Sakauye, and 3 Security Operations Center Specialists, Julia Ann Fuller, Maksim Kozlov and Antwan Pippins.

D. Resolution: Approving the Second Amendment to the Personal Services Contracts for Temporary Employment with 4 Security Operations Center Specialists, Daniel Cuevas, Devin Leach, Brenden See and Andrea Shaffer.

E. Resolution: Approving the First Amendment to the Personal Services Contracts for Temporary Employment with 2 Security Operations Center Specialists, Gabby Huntsinger and Heather Schaller.

### FISCAL IMPACT

The aggregate maximum total consideration for 1 Security Operations Center (SOC) Manager, 10 SOC Specialists, 1 Security and Safety Administrator and 2 Security and Safety Specialists is set at \$605,000 and encompasses sufficient budget to cover additional hours that may be required due to emergencies, special events and/or crime series. Staff anticipates that SacRT will only spend approximately \$555,926 which includes a \$1,000 annual retention bonus for the SOC staff and a 3% rate increase on their anniversary date. The maximum total consideration excludes FICA. Funding for the Security Operations Center staff is provided through the operating budget.

Funding for the security and safety contractors is through the operating budget as well as a grant, which will help offset some of the cost. The Federal Emergency Management Agency (FEMA) announced its awards for the FY2018 Transit Security Grant Program (TSGP). SacRT was awarded a total of \$138,022 over the course of 36 months. The grant allocates \$67,199 of the \$138,022 for funding three emergency preparedness exercises, one per year, over a 36-month period of performance allowed under the grant. One exercise would focus primarily on light rail, one would focus on bus and the third exercise would focus on command and control and communication issues within the system. All three exercises would be focused on terrorism related events. Of the \$67,199, \$8,072 per year over a 3-year period is allocated for security contractors to design and develop the emergency exercise, coordinate with outside agencies and facilitate the exercises. These table top exercises helped SacRT secure the TSA Gold Standard Award.

## DISCUSSION

### **Security Operations Center (SOC):**

In March 2017, the Board approved (Resolution No. 17-03-0029) the Personal Services Contracts (PSC) for temporary employment for the SOC staff. SOC staff were assigned to SacRT under the G4S Security Guard contract. Transitioning them to PSC resulted in a cost savings of approximately \$150,148 from March 16, 2017 to June 30, 2018.

In June 2018, the Board approved (Resolution No. 18-06-0053) the amendments for the SOC staff increasing all their hourly rates by \$1.00, modifying their Scope of Work to add duties to be performed and extending the term of their PSCs to end June 30, 2019.

In June 2019, the Board approved (Resolution No. 19-06-0063) the amendments for the personal services contracts for temporary employment for the SOC staff increasing all their hourly rates by \$0.50, modifying their Scope of Work to change their titles and add duties to be performed and extending the term of their Personal Services Contracts (PSC) to end June 30, 2020. Their contracts are set to expire and SacRT is still in need of their services.

For the past three years, the SOC has been responsible for monitoring more than 1,500 cameras on SacRT buses, light rail trains and stations and recovering footage from any incident that occurs in the system. Other responsibilities include running identity checks on individuals without photo identification, and generating calls for service. The SOC receives calls from members of the public on the crime tip hotlines and the SacRT mobile reporting app. This provides patrons with a way of reporting incidents on SacRT's system. The SOC staff is also responsible for monitoring the fare vending machine burglar and service alarms. SOC staff are not sworn law enforcement officers, but must pass a Sacramento Police Department (SPD) background check and be accepted and maintain an active status in the SPD Volunteer Program. The SOC is housed in the Sacramento Real Time Crime Center on 300 Richards Blvd and operates 24 hours a day, 7 days a week. This is a high-tech center that features an array of surveillance cameras throughout the City of Sacramento.

With SacRT's strong emphasis on security and safety, SacRT needs the services for 1 SOC Manager, 9 full-time and 1 part-time SOC Specialists for minimum staffing (1 full-time Specialist position is currently vacant). The part-time specialist helps fill in the

gaps in service when full-time specialists are unavailable. Due to emergencies, special events and/or crime series, overtime is likely. The General Manager/CEO has authority to sign for vacant SOC Personal Services Contracts, so long as the contract term does not exceed 12 months and the total consideration does not exceed \$100,000 in compliance with Article 4.01 B of SacRT's Personnel Policy Manual. If the contract exceeds those parameters, SacRT staff must bring such future contracts to the Board for approval. In the case of the PSC's before the Board, all have exceeded the \$100,000 threshold as well as the 12-month term.

Under the direction of SacRT's VP of Security, Safety and Customer Satisfaction, the SOC staff positions are described below:

SOC Manager: Robert Kerr

Kerr was assigned to SacRT's guard contract in August 2011. He has worked as a station guard, train guard as well as the administrative guard processing parking citations. In August 2013, Kerr applied for and obtained a position in the Video Control Center (VCC), now known as the SOC. Kerr became SOC Lead Supervisor effective July 1, 2019 under a Third Amendment due to his extensive knowledge of the SOC. In the beginning of January 2020, the former SOC Manager resigned, and Kerr became SOC Manager under a Fourth Amendment.

A Fourth Amendment was executed on January 22, 2020 under the General Manager/CEO authority to increase his hourly rate from \$24.50 to \$27.00, to modify his job duties and change his title from SOC Lead Supervisor to SOC Manager. Since the total consideration and the term did not change, the Amendment did not need to be brought to the Board for approval. Kerr's total contract consideration was exhausted as of May 21, 2020, but staff is still in need of his services. A Fifth Amendment was approved by the General Manager/CEO so his contract could continue. However, the action exceeded the General Manager/CEO's authority and staff now brings this Amendment to the Board for ratification of the General Manager/CEO's action to approve and execute said Fifth Amendment.

Kerr's job duties include but are not limited to:

- ) Oversee all assigned SOC Supervisors and SOC Specialists.
- ) Recruit and interview potential new staff.
- ) Train new SOC staff.
- ) Discuss and address staff issues and concerns.
- ) Ensure SOC staff are on-site, on time and performing their roll in a professional manner.
- ) Act as a liaison between SOC staff and various SacRT departments.
- ) Handle complaints from SacRT staff and patrons regarding SOC staff conduct and job performance.
- ) Create and update SOC staff schedules.
- ) Complete payroll paperwork.
- ) Provide SacRT with a roster detailing the SOC staff assignments, shifts, and weekly hours.
- ) Assign equipment to SOC staff and ensuring proper maintenance and inventory of equipment and vehicles, including incidentals, such as changing radio batteries.

- ) Provide proper written reports to SacRT when requested.
- ) Attend meetings with SacRT staff.
- ) Perform independent and complex administrative work.
- ) Create SOC Bulletins informing staff of upcoming events, outages, BOLOs.
- ) Operate standard office equipment and computer software (including but not limited to Microsoft Word, Excel, and PowerPoint).
- ) Dispatch calls on incidents and violations of SacRT policies.
- ) Research video requests and download footage on platforms, trains and buses.
- ) Answer phone calls from the Crime Tip Line.
- ) Respond to crime tip and send out alerts via Elerts.
- ) Create SacRT Facility Maintenance work orders to get stations, trains and buses cleaned.
- ) Response and research records and warrant information (Code 12 Requests).
- ) Provide records, warrants and other related information using local and state law enforcement agency databases.
- ) Contact Law Enforcement Agencies and Fire to respond to SacRT incidents.
- ) Use SacRT Tracker to track and dispatch officers to incidents on buses.
- ) Use SacRT LRV tracker to track and dispatch to incidents on trains.
- ) Monitor and broadcast on SacPD Channels.
- ) Monitor and broadcast on Bus Channels.
- ) Monitor Sacramento Sheriff's Department (SSD) Channels.
- ) Monitor and organize SOC bus bridge response.
- ) Monitor light rail station cameras.
- ) Provide coverage for staff as needed, including overtime coverage.
- ) Request and pick-up supplies.
- ) Monitor and ensure SacRT Video Requests are completed promptly.
- ) Create SacRT-IT work order for breakdown of equipment.
- ) Track stats.
- ) Maintain SOC storage.
- ) Operate the Public Address (PA) system to make announcements related to public safety and security and for Bus bridges as well as System delays.
- ) Respond to miscellaneous customer requests.
- ) Update and maintain SOC's operations binders and SOPs.
- ) Create tools for SOC use such as bus bridge forms, daily report forms, cheat sheets, SOC Rosters, infraction/misdemeanor court dates.
- ) Monitor fare vending machine burglar alarms.
- ) Other duties as assigned.

Staff recommends the ratification of the General Manager/CEO's execution of the Fifth Amendment to the Personal Services Contract for Temporary Employment with Robert Kerr as the SOC Manager.

SOC Specialists: Daniel Cuevas, Julia Ann Fuller, Gabby Huntsinger, Maksim Kozlov, Devin Leach, Antwan Pippins, Heather Schaller, Brenden See, Andrea Shaffer

The SOC Specialist job duties included but not limited to:

- ) Operate a two-way radio to communicate with SacRT staff, law enforcement officers, Sacramento Police Department (SPD) volunteers and security guards.
- ) Answer phone calls from the Crime Tip Line.
- ) Use sound judgment and good verbal skills during routine and emergency situations and effectively communicate with persons who may be irate, under stress and/or difficult to understand.
- ) Retain information regarding specific SacRT, SPD and Sacramento Sheriff Department (SSD) radio codes, elements of criminal offenses and have a working knowledge of all field operations within SacRT and local law enforcement agencies.
- ) Handle and screen incoming phone calls from the AlertSacRT mobile reporting app which includes speaking with potential crime victims, witnesses and other SacRT patrons.
- ) Provide records, warrants and other related information using local and state law enforcement agency databases.
- ) Keep track of the location and status of the Police Officers and other units in the field.
- ) Record all activity in a daily report.
- ) Use light rail station and train video surveillance equipment to search and identify system related problems, suspicious activity and/or terrorist threats.
- ) Coordinate and manage response efforts for high priority and emergency type of calls for service.
- ) Monitor surveillance cameras.
- ) Coordinate the response of medical and other public safety units to emergencies or in progress calls for service.
- ) Enter calls for service, coordinate response of resources, and maintain status of personnel assigned to RTPS for safety and deployment purposes.
- ) Record video from live train footage as requested and maintain accurate documentation of all recorded video.
- ) Process requests for video footage and accurately document all requests.
- ) Review video footage from light rail station buses and light rail trains.
- ) Ensure and maintain accurate chain of custody for all recorded video, especially those that are requested for evidentiary reasons, and all corresponding documentation.
- ) Provide training for other SOC staff on the use of video surveillance equipment and the proper recovery of video from hard drives, stations, and other surveillance equipment as required.
- ) Verify that all relevant documentation for video recovery is up to date and accurate.
- ) Coordinate with SacRT's Information Technology (IT) department for the repair and maintenance of all video and surveillance hardware and software.
- ) Operate the Public Address (PA) system to make announcements related to public safety and security and for bus bridges in the system.
- ) Monitor fare vending machine burglar and service alarms.
- ) Other safety and security duties as required.

Under the General Manager/CEO's authority, SacRT entered into a PSC with the following SOC Specialists. All Specialists have the same expiration date of June 30, 2020:

- ) Gabby Huntsinger, started on September 1, 2019, total consideration is \$35,000.
- ) Heather Schaller, started on November 1, 2019, total consideration is \$30,000.

Staff recommends the approval of the First Amendment to the Personal Services Contract for Temporary Employment with Gabby Huntsinger as a SOC Specialist, wherein the total consideration is increased by \$40,000 from \$35,000 to \$75,000, the hourly rate is increased by \$0.51 from \$17.00 to \$17.51 an hour effective September 1, 2020 and the term is extended to June 30, 2021.

Staff recommends the approval of the First Amendment to the Personal Services Contract for Temporary Employment with Heather Schaller as a SOC Specialist, wherein the total consideration is increased by \$40,000 from \$30,000 to \$70,000, the hourly rate is increased by \$0.51 from \$17.00 to \$17.51 an hour effective November 1, 2020 and the term is extended to June 30, 2021.

Staff recommends the approval of the Second Amendment to the Personal Services Contract for Temporary Employment with Daniel Cuevas as a SOC Specialist, wherein the total consideration is increased by \$25,000 from \$45,000 to \$70,000, the hourly rate is increased by \$0.65 from \$21.50 to \$22.15 an hour effective January 16, 2021 and the term is extended to June 30, 2021.

Staff recommends the approval of the Second Amendment to the Personal Services Contract for Temporary Employment with Devin Leach as a SOC Specialist, wherein the total consideration is increased by \$40,000 from \$75,000 to \$115,000, the hourly rate is increased by \$0.53 from \$17.50 to \$18.03 an hour effective September 1, 2020 and the term is extended to June 30, 2021.

Staff recommends the approval of the Second Amendment to the Personal Services Contract for Temporary Employment with Brenden See as a SOC Specialist, wherein the total consideration is increased by \$40,000 from \$90,000 to \$130,000, the hourly rate is increased by \$0.53 from \$17.50 to \$18.03 an hour effective July 1, 2020 and the term is extended to June 30, 2021.

Staff recommends the approval of the Second Amendment to the Personal Services Contract for Temporary Employment with Andrea Shaffer as a SOC Specialist, wherein the total consideration is increased by \$40,000 from \$70,000 to \$110,000, the hourly rate is increased by \$0.53 from \$17.50 to \$18.03 an hour effective July 1, 2020 and the term is extended to June 30, 2021.

Staff recommends the approval of the Third Amendment to the Personal Services Contract for Temporary Employment with Julia Ann Fuller as a SOC Specialist, wherein the total consideration is increased by \$45,000 from \$156,667 to \$201,667, the hourly rate is increased by \$0.56 from \$18.50 to \$19.06 an hour effective March 16, 2021 and the term is extended to June 30, 2021.

Staff recommends the approval of the Third Amendment to the Personal Services Contract for Temporary Employment with Maksim Kozlov as a SOC Specialist, wherein the total consideration is increased by \$50,000 from \$176,667 to \$226,667, the hourly rate is increased by \$0.65 from \$21.50 to \$22.15 an hour effective March 16, 2021 and the term is extended to June 30, 2021.

Staff recommends the approval of the Third Amendment to the Personal Services Contract for Temporary Employment with Antwan Pippins as a SOC Specialist, wherein

the total consideration is increased by \$50,000 from \$166,667 to \$216,667, the hourly rate is increased by \$0.65 from \$21.50 to \$22.15 an hour effective March 16, 2021 and the term is extended to June 30, 2021.

### **Police Services:**

In June 2019, the Board approved (Resolution No.19-06-0062) the Second Amendment to the Personal Services Contracts for Temporary Employment with Security and Safety Administrator, Mark Sakauye, and Security and Safety Program Specialists, Tino Bamberger and Benjamin Louie. A Third Amendment was executed on February 24, 2020 under the General Manager/CEO authority increasing Bamberger and Louie's hourly rates from \$35.00 to \$45.00 without having to increase their contract total consideration. Their contracts are set to expire on June 30, 2020 and staff is still in need of their services.

Under the direction of SacRT's VP of Security, Safety and Customer Satisfaction, the security and safety contractors that will be funded partially under a grant are listed below:

#### Security and Safety Administrator: Mark Sakauye

Sakauye retired as a Police Lieutenant from the Sacramento Police Department after twenty-nine years in law enforcement. Fifteen of those years were served at SacRT. Sakauye served as SacRT's Chief of Police Services during the latter part of his career at SacRT. Sakauye will perform the job functions listed below due to his in-depth knowledge of security administration and his familiarity of SacRT:

- ) Oversee the administration of SacRT's System Security Program Plan including the performance of specific safety and security tasks as well as monitoring and providing support for the system security/safety activities and training throughout SacRT.
- ) Serve as the RTPS representative of the Safety and Security Committee and the liaison between the Security Committee and SacRT.
- ) Assist with the oversight and management of the SacRT Security Operations Center (SOC).
- ) Serve as the Project Manager on the U.S. Department of Homeland Security Transit Security Grant Program (TSGP).
- ) Researching and identifying applicable grant funding opportunities and working with SacRT's Chief of Police Operations and Finance Division in applying for funding for SacRT's safety and security projects, equipment, drills and exercises.
- ) Provide training for Transit Agents and Transit Officers on SacRT rules and laws, radio communications, professional communication and SacRT fare structure.
- ) Be the point of contact for both state and federal agencies in regards to security assessments and audits.
- ) Oversee the other security and safety personal services contractors.
- ) Design, develop, coordinate and conduct safety and security mandated emergency exercises.
- ) Create, update and maintain safety and security documents.
- ) Other security and safety duties as assigned.



Staff recommends the approval of the Third Amendment to the Personal Service Contract for Temporary Employment with Mark Sakauye as the Security and Safety Administrator, wherein the total consideration is increased by \$60,000 from \$197,500 to \$257,500 and the Contract is extended to June 30, 2021.

Security and Safety Program Specialist: Tino Bamberger

Bamberger retired as a Police Officer from the Sacramento Police Department after twenty-eight years in law enforcement. Ten of those years were served at SacRT.

Federal and State Regulators have mandated SacRT to enact numerous security program changes and enhancements since the September 11, 2001 attacks. Failure to meet these mandates would put SacRT at risk of losing funding and/or having operations suspended by regulatory agencies on both the state and federal level.

Bamberger's primary job duties are described below:

- ) Maintaining SacRT's System Security Plan (SSP). The SSP is mandated by the California Public Utilities Commission (CPUC) under General Order 164-E and by the Federal Transit Administration (FTA) / Transportation Security Administration (TSA) under 49 CFR 659.19. SacRT's SSP was created by Bamberger. The CPUC recertified SacRT's SSP on March 25, 2019.
- ) Regularly updating and maintaining SacRT's Threat and Vulnerability Assessments (TVA). The TVA's are also mandated by CPUC General Order 164-E and by the FTA/TSA under 49 CFR 659.23. TVA's are required for all aspects of operations and must be integrated with the safety certification process. SacRT's TVA's were created by Bamberger and have been audited several times by both the CPUC and the FTA/TSA and have never been found to be deficient.
- ) Responsibility for regulatory security audits. This includes the yearly CPUC internal audits, the CPUC triennial audits, the FTA/TSA biennial BASE audit and any other audits to which SacRT is subject. Bamberger has been responsible for SacRT's regulatory security audits for several years. The last FTA/TSA BASE audit received multiple industry commendations for "smart security practices."
- ) Performing the security portion of Preliminary Hazard Analysis projects as required by regulation for all extensions. Also, performing Crime Prevention through Environmental Design (CPTED) assessments for SacRT, whether in response to regulations for new/renovation projects or to address criminal issues existing within the current system.
- ) Continuing to act as the grant writer for security and safety related grants. Bamberger has extensive experience in this area and has secured well over a million dollars in grant funding for SacRT. Security grant funding is linked to SacRT having current TVA's and an approved SSP.
- ) Drafting exercise plans and after-action reports for SacRT's exercises and drills as well as assisting in the execution of the exercises as exercise staff.
- ) Drafting departmental Standard Operating Procedures (SOP) to address audit and exercise related issues as they arise.
- ) Producing monthly crime statistic reports. Acting as SacRT's Police Services' Crime Analyst. Continuing to be responsible for SacRT's monthly entries into the FTA's National Transit Database (NTD) as required by Federal regulation. This task requires access to the controlled databases of local law enforcement.

- ) Responsible for maintaining scheduling information for all Transit Officers and Transit Agents in Sacramento County's "Subpoena Tracker" program. This program helps reduce SacRT's court overtime costs by scheduling fare enforcement court appearances during normal work hours.
- ) Assist in security training and producing training materials as needed.
- ) Create, update and maintain safety and security documents.
- ) Other security and safety duties as assigned.

Staff recommends the approval of the Fourth Amendment to the Personal Service Contract for Temporary Employment with Tino Bamberger as the Security and Safety Program Specialist, wherein the total consideration is increased by \$50,000 from \$167,500 to \$217,500 and the Contract is extended to June 30, 2021.

Security and Safety Program Specialist: Benjamin Louie

Louie retired as a Police Officer from the Sacramento Police Department after thirty-one years in law enforcement. Ten of those years were served at SacRT.

Louie will perform the job functions listed below due to his qualification skills and experience:

- ) Coordinate community outreach events such as Community Education on Transit Safety and Personal Safety.
- ) Coordinate Emergency Preparation (E-Prep) and Crime Prevention through Environmental Design (CPTED), and transit safety/security and evaluate threat and vulnerability of SacRT's facilities.
- ) Teach operational skills and communication skills to SacRT's Customer Service Division.
- ) Provide training for current and incoming SacRT Police Officers and Deputies as well as allied law enforcement agencies, in the following training areas; researching and teaching applicable transit related legal codes, statutes and regulations; Transit Terrorist and Tactics (T4); Train the Trainer for System Security Awareness for Transit Employees; Train the Trainer for Terrorist Activity Recognition; VTT presenter and Response for Transit employees.
- ) Analyze intelligence information for numerous government entities as it relates to transit.
- ) Provide training for Transit Agents and Transit Officers on SacRT rules and applicable laws, radio communications, professional communication and SacRT's fare structure.
- ) Design, develop, coordinate and conduct safety and security emergency exercises.
- ) Draft exercise plans and after-action reports for SacRT's exercises and drills.
- ) Give monthly presentations during New Employee Orientations in the following areas:
  - o Summary of RTPS
  - o System Security
  - o Professional Communication Skills
  - o Community Safety Programs
  - o Identify Operating Procedures for suspicious person and packages
  - o Active Shooter
  - o Personal Safety

- Violence in the Workplace
- ) Provide security related informational topics to SacRT employees when requested.
- ) Create, update and maintain safety and security documents.
- ) Other security and safety duties as assigned.

Staff recommends the approval of the Fourth Amendment to the Personal Service Contract for Temporary Employment with Benjamin Louie as the Security and Safety Program Specialist, wherein the total consideration is increased by \$50,000 from \$167,500 to \$217,500 and the Contract is extended to June 30, 2021.

Each temporary employee has unique experience with security in public transportation. Contracting these positions will help the Security and Safety Division with their mission of providing for all aspects of security and safety. Staff recommends that the Board approve each of the Contract Amendments described hereinabove and delegate to the Chair and General Manager/CEO to execute each amendment.

RESOLUTION NO. 20-06-0053

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

June 8, 2020

**RATIFYING THE GENERAL MANAGER/CEO'S APPROVAL AND EXECUTION OF  
THE FIFTH AMENDMENT TO THE PERSONAL SERVICES CONTRACTS FOR  
TEMPORARY EMPLOYMENT WITH 1 SECURITY OPERATIONS CENTER  
MANAGER**

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

THAT, the Board hereby ratifies the General Manager/CEO's action to approve and execute the Fifth Amendment to the Personal Services Contract for Temporary Employment between Sacramento Regional Transit District, therein referred to as "SacRT," and Robert Kerr, therein referred to as "Temporary Employee," whereby the total consideration was increased by \$75,000 from \$181,667 to \$256,667, the hourly rate was increased from \$27.00 to \$27.81 an hour effective March 16, 2021, and the term was extended to June 30, 2021.

\_\_\_\_\_  
STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary

RESOLUTION NO. 20-06-0054

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

June 8, 2020

**APPROVING THE FOURTH AMENDMENT TO THE PERSONAL SERVICES CONTRACTS FOR TEMPORARY EMPLOYMENT WITH 2 SECURITY AND SAFETY PROGRAM SPECIALISTS**

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

THAT, Fourth Amendment to the Agreement between Sacramento Regional Transit District, therein referred to as "SacRT," and Tino Bamberger, therein referred to as "Temporary Employee," whereby the total consideration is increased by \$50,000 from \$167,500 to \$217,500, the Notices provision is modified and the term is extended to June 30, 2021, is hereby approved.

THAT, Fourth Amendment to the Agreement between Sacramento Regional Transit District, therein referred to as "SacRT," and Benjamin Louie, therein referred to as "Temporary Employee," whereby the total consideration is increased by \$50,000 from \$167,500 to \$217,500, the Notices provision is modified and the term is extended to June 30, 2021, is hereby approved.

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

\_\_\_\_\_  
STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary

RESOLUTION NO. 20-06-0055

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

June 8, 2020

**APPROVING THE THIRD AMENDMENT TO THE PERSONAL SERVICES CONTRACTS FOR TEMPORARY EMPLOYMENT WITH 1 SECURITY AND SAFETY ADMINISTRATOR AND 3 SECURITY OPERATIONS CENTER SPECIALISTS**

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

THAT, Third Amendment to the Agreement between Sacramento Regional Transit District, therein referred to as "SacRT," and Mark Sakauye, therein referred to as "Temporary Employee," whereby the total consideration is increased by \$60,000 from \$197,500 to \$257,500, modified the Notices provision, and the term is extended to June 30, 2021, is hereby approved.

THAT, the Third Amendment to the Agreement between Sacramento Regional Transit District, therein referred to as "SacRT," and Julia Ann Fuller, therein referred to as "Temporary Employee," whereby the total consideration is increased by \$45,000 from \$156,667 to \$201,667, the hourly rate is increased from \$18.50 to \$19.06 an hour effective March 16, 2021, the Notices provision is modified and the term is extended to June 30, 2021, is hereby approved.

THAT, the Third Amendment to the Agreement between Sacramento Regional Transit District, therein referred to as "SacRT," and Maksim Kozlov, therein referred to as "Temporary Employee," whereby the total consideration is increased by \$50,000 from \$176,667 to \$226,667, the hourly rate is increased from \$21.50 to \$22.15 an hour effective March 16, 2021, and the term is extended to June 30, 2021, is hereby approved.

THAT, the Third Amendment to the Agreement between Sacramento Regional Transit District, therein referred to as "SacRT," and Antwan Pippins, therein referred to as "Temporary Employee," whereby the total consideration is increased by \$50,000 from \$166,667 to \$216,667, the hourly rate is increased from \$21.50 to \$22.15 an hour effective March 16, 2021, and the term is extended to June 30, 2021, is hereby approved.

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

\_\_\_\_\_  
STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary

RESOLUTION NO. 20-06-0056

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

June 8, 2020

**APPROVING THE SECOND AMENDMENT TO THE PERSONAL SERVICES  
CONTRACTS FOR TEMPORARY EMPLOYMENT WITH  
4 SECURITY OPERATIONS CENTER SPECIALISTS**

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

THAT, the Second Amendment to the Agreement between Sacramento Regional Transit District, therein referred to as "SacRT," and Daniel Cuevas, therein referred to as "Temporary Employee," whereby the total consideration is increased by \$25,000 from \$45,000 to \$70,000, the hourly rate is increased from \$21.50 to \$22.15 an hour effective January 16, 2021, the Notices provision is revised and the term is extended to June 30, 2021, is hereby approved.

THAT, the Second Amendment to the Agreement between Sacramento Regional Transit District, therein referred to as "SacRT," and Devin Leach, therein referred to as "Temporary Employee," whereby the total consideration is increased by \$40,000 from \$75,000 to \$115,000, the hourly rate is increased from \$17.50 to \$18.03 an hour effective September 1, 2020, and the term is extended to June 30, 2021, is hereby approved.

THAT, the Second Amendment to the Agreement between Sacramento Regional Transit District, therein referred to as "SacRT," and Brenden See, therein referred to as "Temporary Employee," whereby the total consideration is increased by \$40,000 from \$90,000 to \$130,000 the hourly rate is increased from \$17.50 to \$18.03 an hour effective July 1, 2020, and the term is extended to June 30, 2021, is hereby approved.

THAT, the Second Amendment to the Agreement between Sacramento Regional Transit District, therein referred to as "SacRT," and Andrea Shaffer, therein referred to as "Temporary Employee," whereby the total consideration is increased by \$40,000 from \$70,000 to \$110,000 the hourly rate is increased from \$17.50 to \$18.03 an hour effective July 1, 2020, and the term is extended to June 30, 2021, is hereby approved.



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

\_\_\_\_\_  
STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary

RESOLUTION NO. 20-06-0057

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

June 8, 2020

**APPROVING THE FIRST AMENDMENT TO THE PERSONAL SERVICES  
CONTRACTS FOR TEMPORARY EMPLOYMENT WITH  
2 SECURITY OPERATIONS CENTER SPECIALISTS**

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

THAT, the First Amendment to the Agreement between Sacramento Regional Transit District, therein referred to as "SacRT," and Gabby Huntsinger, therein referred to as "Temporary Employee," whereby the total consideration is increased by \$40,000 from \$35,000 to \$75,000, the hourly rate is increased from \$17.00 to \$17.51 an hour effective September 1, 2020, the Notices provision is revised and the term is extended to June 30, 2021, is hereby approved.

THAT, the First Amendment to the Agreement between Sacramento Regional Transit District, therein referred to as "SacRT," and Heather Schaller, therein referred to as "Temporary Employee," whereby the total consideration is increased by \$40,000 from \$30,000 to \$70,000, the hourly rate is increased from \$17.00 to \$17.51 an hour effective November 1, 2020, the Notices provision is revised and the term is extended to June 30, 2021, is hereby approved.

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

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STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary



# STAFF REPORT

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**DATE:** June 8, 2020

**TO:** Sacramento Regional Transit Board of Directors

**FROM:** Brent Bernegger, VP, Finance/CFO

**SUBJ:** DELEGATING AUTHORITY TO THE GENERAL MANAGER TO: AMEND AND RESTATE THE AGREEMENT FOR CALIFORNIA STATE UNIVERSITY, SACRAMENTO STUDENT AND EMPLOYEE TRANSIT PASS PROGRAM; AND APPROVE A SEVENTH AMENDMENT TO THE STUDENT TRANSIT PASS PROGRAM WITH LOS RIOS COMMUNITY COLLEGE TO PROVIDE AN ADDITIONAL FEE DISCOUNT

RECOMMENDATION

Adopt the Attached Resolutions.

RESULT OF RECOMMENDED ACTION

The first recommended action will delegate authority to the General Manager/CEO to enter into a contract amendment with California State University, Sacramento (Sac State) regarding an extension of the student and employee group transit pass program for up to 5 years through June 30, 2025. The amendment will include a discount of 25% of the Annual Fees to be paid in Fiscal Year 2021 (payments in arrears for the 2019-2020 school year) to relieve the cash flow burden on Sac State and allow Sac State to reduce transportation fees as a result of the cancellation of on-campus classes due to COVID-19 for Fall semester of 2020.

The second recommended action will delegate authority to the General Manager/CEO to approve an amendment to the Student Transit Pass Agreement with the Los Rios Community College District (Los Rios) to provide a fee discount due to COVID-19 impacts for the Fall semester of 2020.

FISCAL IMPACT

The table below displays the projected revenue from the proposed amendment with California State University, Sacramento (Sac State), assuming a renewal in the existing agreement with a short-term discount allowance as a result of COVID-19. The table reflects a 25% annualized discount to allow for reduced student fees for the Fall semester as students will not be allowed to attend the classrooms. The amounts also assume that students and teachers will resume with classroom studies beginning in the Spring semester of 2021 and thereafter.

Fiscal Year	Projected Revenue Collection
FY21	\$679,520
FY22	\$933,207
FY23	\$961,204
FY24	\$990,040
FY25	\$1,019,741

Los Rios has also requested reductions in the pass fees due to COVID-19 and cancellation of on-campus classes for Fall semester of 2020. Prior to the COVID-19 pandemic SacRT had anticipated receiving \$1,200,000 in fare revenue from Los Rios during the fall semester of 2020. The amount of the fee reduction for Los Rios is still under negotiations and is therefore unknown at this time. However, upon agreeing to a discount amount, Staff will provide the Board with an update.

### DISCUSSION OF CONTRACT AMENDMENT WITH SAC STATE

SacRT and Sac State have had a student pass agreement since 1996. The last agreement was approved in 2015 and expires June 30, 2020. The student and employee group transit pass program requires Sac State students to pay a mandatory transportation fee (\$21 per semester) as part of their enrollment, a portion of which is used for the transit pass program. The fee allows students to obtain a transit pass that is valid on all SacRT services for the semester printed on the pass. Employees have the option of paying \$40 for a semester pass. A portion of the revenue collected from the student transportation fee and amounts from the employee fee are remitted to SacRT and considered part of SacRT's fare revenue. In FY19, fare revenue collected from the Sac State student and employee pass program was approximately \$854,000. The current agreement requires a 3% increase in fee revenue per year. Staff anticipates that this will continue under the new agreement (see later discussion regarding potential COVID discount).

Sac State is currently billed in arrears. For example, the fee revenue generated by Sac State in FY17 is not billed and collected by SacRT until FY18. This is due to the fact that prior years were billed on annual ridership surveys. Sac State would hold fee revenue generated throughout the year and then remit the funds to SacRT the following year, after the ridership had been calculated. This approach led to unpredictable invoicing and payment and made the budgeting process difficult for both SacRT and Sac State. The 2017 Amendment and Restatement of the Agreement fixed the yearly amount due based on the average number of unlinked trips in Fiscal Years 2011-2014 and a per trip cost designed to ensure that SacRT received an amount per trip equal to the discount single ride fare. When the two sides agreed to switch to a fixed fee model (as opposed to ridership driven) Sac State was continued to be billed in arrears.

Sac State is requesting a reduction in the amounts that would be paid to SacRT in the upcoming fiscal year. Due to the billing in arrears noted above, the amounts due in Fiscal Year 2021 are for passes used and student fees that were collected in the Fall 2019-Spring 2020 school year. The amendment that is currently being negotiated will reduce the billings related to student fees collected in the 2019-2020, not the upcoming semester. The fiscal impact section above references the cash flow impact to SacRT in FY2021. Cash receipts from Sac State will be reduced by \$226,507 in FY2021 compared to prior contractual requirements. Staff recommends that SacRT continue

the current fixed yearly amount approach as opposed to a more volatile ridership-based approach. Given the current economic climate, it is prudent to stabilize revenue sources as much as possible.

Sac State has also requested that SacRT work with the university to incorporate newer technologies into the agreement. At this time, staff and Sac State have begun exploring the possibility of using the mobile fare application as a means of electronically storing and displaying the group pass. While not directly connected to the Pass Program Agreement, Sac State and SacRT Staff have also had discussions regarding adding additional SmaRT ride services in the areas surrounding the campus. Staff at SacRT and Sac State are hoping to implement changes such as these to better serve the student population and surrounding community within the next 3 years.

Because negotiations have not been completed, but the amendment will need to be executed prior to the next Board meeting in order to have the program in place for the fall semester, Staff is recommending that the Board delegate authority to the General Manager/CEO to enter into a contract amendment with California State University, Sacramento extending the student and employee group transit pass program for a contract term of up to 5 years through June 30, 2025 on substantially the same financial terms as the existing agreement, with the exception of a discount offered as a result of the cancellation of on-campus classes in Fall semester 2020 due to COVID-19.

#### DISCUSSION OF FALL SEMESTER 2020 FEE DISCOUNTS

SacRT maintains group pass agreements with both Sac State and Los Rios with the primary purpose of providing affordable transportation to and from college campuses for students. While many students do use the pass for other purposes, the intent of the program is to ensure that transportation to campuses is available to all students.

In response to the COVID-19 pandemic, both Sac State and Los Rios campuses will conduct almost all classes online for the Fall semester of 2020. The cancellation of on-campus classes is anticipated to significantly reduce ridership among pass program participants, reducing the benefits received for the mandatory transportation fees paid. To relieve the fee burdens on students that may be facing significant economic challenges in the current environment (a recent analysis of unemployment claims by the California Policy Lab at UCLA found that approximately 1/3<sup>rd</sup> of individuals age 16-24 had filed claims for unemployment), Staff would like the Board to provide the General Manager/CEO the flexibility to negotiate fee reductions with Sac State and Los Rios to temporarily reduce student transportation fees for the Fall semester of 2020.

Without the impact of COVID-19, Staff would have anticipated combined fare revenues from Sac State and Los Rios to be approximately \$1.7 million for the Fall semester. Student enrollment (and therefore fee revenue) will be down in the fall and will lead to a reduction in this amount, regardless of whether or not an additional discount is negotiated. The Sac State amendment and Los Rios amendment will be structured to ensure that students receive the benefit of any reduced payments due (either through reductions in the fees assessed or refunds in fees already paid).

Negotiations with Sac State are nearly complete, and we have tentatively agreed on offering a 50% discount on the amounts that would otherwise be collected from Sac State during Fiscal Year 2021 (which are payments in arrears for the 2019-2020 school year). Relieving this cash flow burden on Sac State will allow for relief for students from

the fee burden during the upcoming school year. The 50% amount was loosely based on other discount programs that SacRT offers (although the normal amount paid by Sac State already reflects a roughly 50% discount off the SacRT base fare per ride). Regular payments would resume in Fiscal Year 2022. Negotiations with Los Rios are ongoing at this time and the discount amount is unknown.

Staff recommends that the Board authorize the General Manager/CEO to enter into negotiations and approve a new student and employee pass program for Sac State that includes a discounted Fiscal Year 2021 fee reflecting a Fall semester of 2020 discount and an amendment to the Los Rios Student Transit Pass Agreement to allow a fee reduction for the Fall semester of 2020.

RESOLUTION NO. 20-06-0058

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

June 8, 2020

**DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO ENTER INTO AN AMENDMENT AND RESTATEMENT OF THE AGREEMENT FOR CALIFORNIA STATE UNIVERSITY, SACRAMENTO STUDENT AND EMPLOYEE TRANSIT PASS PROGRAM**

NOW, THEREFORE, 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 negotiate and enter into a contract amendment with the California State University, Sacramento (Sac State), for the California State University, Sacramento Student and Employee Transit Pass program, whereby SacRT agrees to continue to recognize the Sac State Student Transit Pass and Sac State Employee Transit Pass as valid fare media for SacRT service and Sac State agrees to continue to provide SacRT with compensation for such recognition for a term of up to five years on terms substantially similar to the existing agreement between the parties, with the addition of a 25% discount in the amount due for the FY2020 Annual Fees as a result of the cancellation of the majority of on-campus classes for Fall semester of 2020 to allow for reduction or elimination of the student transportation fee.

THAT, the General Manager/CEO is hereby authorized to execute said Amendment and Restatement, upon successful completion of negotiations.

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STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary

RESOLUTION NO. 20-06-0059

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

June 8, 2020

**DELEGATING AUTHORITY TO THE GENERAL MANAGER/CEO TO ENTER INTO  
THE SEVENTH AMENDMENT TO THE STUDENT TRANSIT PASS AGREEMENT  
WITH LOS RIOS COMMUNITY COLLEGE DISTRICT**

NOW, THEREFORE, 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 negotiate and enter into a Seventh Amendment to the Student Transit Pass Agreement – 2015 by and between the Sacramento Regional Transit District (therein “RT”) and the Los Rios Community College District (therein “Los Rios”) whereby the parties agree to a reduction or refund of the mandatory transportation fees paid by eligible students for Fall semester of 2020 to reflect the reduced benefits provided to students as a result of the cancellation of on-campus instruction due to COVID-19.

THAT, the General Manager/CEO is hereby authorized to execute said Seventh Amendment, upon successful completion of negotiations.

---

STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary



## Agenda Item 3.1

### Congresswoman Doris Matsui Remarks



## STAFF REPORT

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**DATE:** June 8, 2020

**TO:** Sacramento Regional Transit Board of Directors

**FROM:** Brent Bernegger, VP, Finance/CFO

**SUBJ:** ADOPT THE FY 2021 OPERATING AND CAPITAL BUDGETS, VOTE ALLOCATIONS, AND AUTHORIZE THE FILING OF THE TRANSPORTATION DEVELOPMENT ACT CLAIM BASED ON THE ADOPTED FY 2021 BUDGET

### RECOMMENDATION

Adopt the Attached Resolutions.

### RESULT OF RECOMMENDED ACTION

Approval of this action will result in the adoption of the FY 2021 Operating, Capital Budgets, vote allocations, and authorize the filing of the Transportation Development Act (TDA) Claim based on the adopted FY 2021 Budget. The District's TDA claim includes the annual allocation to the Sacramento Area Council of Governments (SACOG) for transportation planning purposes in the amount of \$1,761,633. These funds are not included in the SacRT FY 2021 Operating Budget, as they are paid directly to SACOG.

### FISCAL IMPACT

The operating and capital budget for FY 2021 is \$200.3 million and \$195.8 million, respectively.

### DISCUSSION

The Preliminary FY 2021 Operating and Capital Budget was released for public review on April 8, 2020. As required by the Government Code, the public hearing notice was published in the Sacramento Bee. In an effort to do more expansive outreach, Staff also advertised the FY 2021 budget on the SacRT website and through various social media outlets. During this process, the public is afforded an opportunity to express opinions regarding the Preliminary Abridged FY 2021 Budget. A revised Preliminary FY 2021 Operating and Capital Budget was presented at the May 11, 2020.

Staff has received various comments on the budget from both the Public and the Board of Directors. The public comments have been attached to this Staff Report and the feedback has been incorporated into the final budget for the June 8, 2020 Board meeting. Since the FY 2021 Preliminary Budget was presented to the Board, staff has continued to refine its projections, and presents the final, balanced FY 2021 Budget for your approval.

## **Assumptions Built into the FY 2021 Budget**

The Operating Budgeting process is a tedious project that requires input from various operational staff members, economic conditions, goals and objectives by the Board, all balanced by the need to keep costs within estimated revenue projections. This year, the revenue projections were more complex as a result of the COVID 19 pandemic. As requested by the Board, the assumptions used in this budget were built on a variety of sources.

These assumptions are as follows:

- ) Service levels have been budgeted without reductions, allowing for some minor service expansions such as SmartRide.
- ) The budget will support SacRT strategic priorities such as our customers first approach to services and business optimization.
- ) CARES Act funding is being used to offset the loss of fares and sales tax based revenues.
- ) While a hiring freeze has been implemented for all non-critical positions, there have been no reductions in critical staffing levels.
- ) All merit increases will be received by employees per Collective Bargaining Agreements (CBA) .
- ) There will be no Fare rate adjustments.

## **Summary of FY 2021 Operating Budget**

Tables 1A and 1B provide summaries of the preceding two years actual results, the current year budget, and the FY 2021 budget amounts. Revenue and expenditure adjustments were incorporated since the revised preliminary budget was presented on May 8, 2020.

The changes made were as follows: Revised budgeted sales tax based revenues under the category of State & Local revenues, were increased by \$3.056M. Operating expenditures were decreased by \$1.828M, as a result of implementing organizational and efficiency changes which should provide reductions in the categories of Salaries and Benefits. Some of these planned reductions were in improvements to lower overtime, freezing some non-critical positions, offset by some increases in insurance premium costs and other miscellaneous expenses.

**Table 1A - Revenues (Thousands)**

	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2020 to FY 2021</b>	
	<b>Actual</b>	<b>Actual</b>	<b>Budget*</b>	<b>Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Fare Revenue	\$ 27,276	\$ 25,428	\$ 26,199	\$ 12,177	\$ (14,022)	-53.5%
Contract Services	6,420	3,731	7,686	6,380	(1,306)	-17.0%
State & Local	93,339	104,031	118,375	73,105	(45,270)	-38.2%
Federal	37,060	35,750	35,945	35,790	(155)	-0.4%
CARES Act	-	-	-	68,000	68,000	0.0%
Other	5,007	8,551	4,835	4,876	41	0.8%
<b>Total</b>	<b>\$ 169,102</b>	<b>\$ 177,492</b>	<b>\$ 193,039</b>	<b>\$ 200,328</b>	<b>\$ 7,289</b>	<b>3.8%</b>
Operating Surplus/(Deficit)	9,172	3,297		-		
<b>Operating Revenue</b>	<b>\$ 159,930</b>	<b>\$ 174,195</b>	<b>\$ 193,039</b>	<b>\$ 200,328</b>	<b>\$ 7,289</b>	<b>3.8%</b>
<i>Working Capital</i>	<i>4,000</i>	<i>-</i>				
<i>Operating Reserve Change</i>	<i>5,172</i>	<i>3,297</i>				

\* This table presents the original FY 2020 budget, which does not include approximately \$27M in CARES Act funding allocated to that year, which when combined with the \$68M allocated to FY 2021 totals approximately \$95M in available funding.

**Table 1B - Expenses (Thousands)**

	<b>FY 2018</b>	<b>FY 2019</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2020 to FY 2021</b>	
	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>	<b>\$ Change</b>	<b>% Change</b>
Salaries & Benefits*	\$ 109,150	\$ 116,540	\$ 132,333	\$ 142,875	\$ 10,542	8.0%
Professional Services	22,331	22,776	27,009	16,502	(10,507)	-38.9%
Materials & Supplies	9,309	10,844	11,252	12,963	1,711	15.2%
Utilities	6,995	6,761	7,505	7,828	323	4.3%
Insurance & Liability	9,300	14,011	10,840	14,917	4,077	37.6%
Other	2,845	3,262	4,100	5,243	1,143	27.9%
<b>Operating Expenses</b>	<b>\$ 159,930</b>	<b>\$ 174,195</b>	<b>\$ 193,039</b>	<b>\$ 200,328</b>	<b>\$ 7,289</b>	<b>3.8%</b>

\* Salary & Benefits category for FY 2021 Budget includes 174 new positions for ADA paratransit service.

## Capital Budget

Table 2 below remains unchanged from the Capital Budget in the revised preliminary budget presented at the May 8, 2020 Board meeting. In addition to the budget request for FY 2021, there is \$593,562,185 in estimated carry forward budget authorized from previous fiscal years as detailed in Exhibit A.

Unlike the Operating Budget, the Capital Budget consists of projects that often take multiple years to complete, and in some cases take multiple years to fully fund. Funds approved for a project that are not spent in the previous fiscal year are typically carried over to the following fiscal year. Similarly, when the Board approves the budget for a large multi-year project in one fiscal year's budget the project continues to have Board-approved budget authority rolled over from year to year, less any funds that have been spent on the project. These carry forward figures were not included in the FY 2020 Preliminary Capital Budget due to the uncertainty of carry forward amounts at that point in the fiscal year. The actual amounts to be carried over from FY 2020 will be reported

to the Board as part of the five-year Capital Improvement Plan update in the fall when the books are closed on FY 2020.

**Table 2 - Summary of FY 2021 Capital Budget**

Program	Project Name	Previously Budgeted (Board-Approved)	FY21 Budget Request	Funding Additions				Board Authorized Amount
				Federal	State	Local	TBD	
<b>Equipment Program</b>								
B175	Intelligent Vehicle Network Upgrade (IVN3 to IVN5)	-	652,630	-	652,630	-	-	652,630
B176	Drive Cam	-	454,590	-	-	-	454,590	454,590
		-	1,107,220	-	652,630	-	454,590	1,107,220
<b>Facilities Program</b>								
F400	Facilities Capital Improv. And State of Good Repair	361,617	138,383	-	-	-	138,383	500,000
		361,617	138,383	-	-	-	138,383	500,000
<b>Fleet Program</b>								
B173	40-ft CNG Bus Replacement (91 Orion Buses)	21,629,000	41,871,000	-	-	-	41,871,000	63,500,000
R100	Replacement New Low-Floor LRVs (13)	68,347,200	5,752,800	-	-	-	5,752,800	74,100,000
R368	Expansion New Low-Floor LRVs (7)	-	46,500,000	-	-	-	46,500,000	46,500,000
		89,976,200	94,123,800	-	-	-	94,123,800	184,100,000
<b>Infrastructure Program</b>								
B150	Watt/I-80 On-Site Transit Center Improvements	3,511,358	6,899,422	-	-	-	6,899,422	10,410,780
R400	Light Rail System Capital Improv. and State of Good	50,000	450,000	-	-	-	450,000	500,000
B400	Bus System Capital Improv. and State of Good Repair	-	500,000	-	-	-	500,000	500,000
		3,561,358	7,849,422	-	-	-	7,849,422	11,410,780
<b>Other Program</b>								
M004	Revenue Bond, Series 2012 Payment	17,265,984	3,434,434	-	3,434,434	-	-	20,700,418
		17,265,984	3,434,434	-	3,434,434	-	-	20,700,418
<b>System Expansion</b>								
R328	Green Line Final EIS/EIR	-	1,400,000	-	-	-	1,400,000	1,400,000
R370	Sacramento Valley Station (SVS) Loop	-	87,300,000	-	-	-	87,300,000	87,300,000
		-	88,700,000	-	-	-	88,700,000	88,700,000
<b>Transit Technologies Program</b>								
B177	Trapeze OPS Web	-	251,000	-	251,000	-	-	251,000
B174	Disruption Manager Software	-	214,866	-	-	-	214,866	214,866
		-	465,866	-	251,000	-	214,866	465,866
<b>Total</b>		<b>111,165,159</b>	<b>195,819,125</b>	<b>-</b>	<b>4,338,064</b>	<b>-</b>	<b>191,481,061</b>	<b>306,984,284</b>

## Outlook for FY 2021

The future risks SacRT is facing are unprecedented and unique. The COVID-19 pandemic is having, and is expected to continue to have, significant negative impacts on several of SacRT's revenue sources, and the longer this pandemic continues, the higher the multiplier for these negative impacts will be. For example, within just the past few months, Standard and Poors, one of the rating agencies that monitor SacRT, announced that all the transit agencies that they monitor were put on negative watch as a result of the pandemic. This was done without an official review or input from each agency. To address these overall market concerns, the Federal Government reacted quickly with stimulus funding (the CARES ACT) as a result of the overwhelming support from transit agencies and others efforts to explain the seriousness of the situation. As of this writing, , transit agencies have been provided with general guidelines and vague language on the how this stimulus funding can be applied and reimbursed. Therefore, it is fiscally prudent to be cautious with the District's spending as we should be prepared for the possibility that some of the reimbursements SacRT seeks may be disallowed after the money is spent during the Federal Triennial review. It is necessary for SacRT to be conservative with spending and find ways to keep costs down during this time frame. This is a common thread that we are hearing from other transit agencies and our auditors. Therefore, we present tonight a final budget that has been balanced with revenue increases and expenditure reductions to conservatively address this

uncertainty.

The revenues presented in the budget reflect potential impacts related to COVID-19. Information regarding reductions in SacRT's fare and sales tax based (State & Local) revenues due to the COVID-19 pandemic is being updated and assessed constantly to determine the impact on SacRT, and to plan our strategic response accordingly. As part of this process, staff is forecasting significant reductions in most revenues in FY 2020-2021, as this impact has been spreading into all SacRT's revenue sources. In comparison to the original budgeted revenues in FY 2020, Fare revenues are forecast to be down \$14.0M, State & Local revenues could incur a combined loss of approximately \$45.3M, Contracted Services down \$1.3M, and Other revenues down \$0.04M, for a total forecast loss of \$60.7M in FY 2020-2021. To address these negative impacts on the public transit industry, on March 27, 2020 the President signed the 2020 CARES Act which provided \$25B in relief funding for public transit agencies across the nation. SacRT's portion of this funding is approximately \$95M, of which \$27M is being allocated to FY 2019-2020, and \$68M allocated to FY 2020-2021. These allocations are projected to fully offset the forecasted revenue losses and provide for an overall revenue increase of \$7.3M.

The General Manager/CEO is presenting a balanced budget for FY 2020-2021 tonight that maintains service levels and includes new service expansions, while addressing the pressing need to fund SacRT's 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.

## Nadia Mokhov - Fwd: Budget (Auto Forward from Budget@SacRT.com)

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**From:** budget  
**To:** JJohnson@sacrt.com, JWong@sacrt.com, NMokhov@sacrt.com  
**Date:** 4/10/2020 3:54 PM  
**Subject:** Fwd: Budget (Auto Forward from Budget@SacRT.com)

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You have a new message to view in Budget@SacRT.com

>>> Jason Johnson <jjohnson@sacrt.com> 04/10/20 15:54 >>>

First public comment.

Sent from my iPhone

Begin forwarded message:

**From:** "<[rbarlew@winfirst.com](mailto:rbarlew@winfirst.com)>" <[rbarlew@winfirst.com](mailto:rbarlew@winfirst.com)>  
**Date:** April 10, 2020 at 15:33:26 PDT  
**To:** "Jason Johnson" <[JJohnson@sacrt.com](mailto:JJohnson@sacrt.com)>  
**Subject:** Budget

The Green Line is a boondoggle which will not reach the airport for decades, but will completely disrupt our neighborhood forever. The last time I checked you don't *even* have a possible source of funding to extend into North Natomas. Your own records admit that there is no grant or source of money to complete this project, but you keep using "the airport" as a publicity ploy to get support. (as if anyone wants to schlep their bags downtown in the wee hours of the morning in order to meander through 4 neighborhoods). It is false and dishonest.

We have 100 mature trees. We have 55 homes who FACE the road, or have bedrooms next to the purposed line. There is NO commercial area through which to run this. The library, community center and ONLY major park are blocked by the route, And there are no alternate routes for cars. South Natomas was never set up for light rail. We are barely north of downtown, so buses work just fine, are cheaper and flexible.

You ignored a 5000 signature petition 10 years ago to stop this. Our neighborhood is treated as expendible. One board member stated "they're all junk houses, so tear 'em down". We remember. We stopped Measure B to stop funding this, in hopes RT would take notice. We can stop the next one too.

Set up an express to the airport, and leave us alone!

Rory Barlew [rbarlew@winfirst.com](mailto:rbarlew@winfirst.com).



## Cindy Brooks

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**From:** Mike Barnbaum <mike\_barnbaum@comcast.net>  
**Sent:** Sunday, May 10, 2020 1:37 PM  
**To:** Board Comments  
**Cc:** Brent Bernegger  
**Subject:** Board Agenda Item 5.1 - Accept Public Comment on the Sacramento Regional Transit District Preliminarily Fiscal Year 2021 Operating and Capital Budget and continue the public hearing to 5:30pm on Monday, June 8, 2020

Greetings Chair Hansen and Members of the Board:

One year ago, the outlook on public transit budgets was great, especially with the State of California boasting a surplus of over \$20 Billion. Because of COVID-19, the State of California is now projecting a \$54 Billion budget deficit. In developing the Sacramento Regional Transit District Fiscal Year 2021 budget, this is information that must not be taken lightly, which is why I want to address you today so that we can “meet this moment” in a challenging year ahead. With the leadership of CEO Henry Li, and the recently implemented “SacRT Forward” service implementation back on September 8, 2019, the Sacramento Regional Transit District is in a better position to deliver transit services to the people of the Sacramento Region. To that point, everyone must realize that budget cuts will need to be made to achieve a balanced budget, but the budget cuts being taken into consideration must protect the most vulnerable in leading to a final budget adoption on June 8th. Areas that this preliminary budget must protect are in transit service, customer service, marketing, communications, community partnerships, and all current SacRT team members. For service in particular, and to what the author, Brent Bernegger wrote, the Fiscal Year 2021 balanced budget must include, “new service expansions.” In saying that, perhaps the district can reduce and/or make cuts in areas like employee overtime, reducing and/or eliminating third party contracts that are in place today, if any, as well as reducing and eliminating travel, with the exception of the planned September 2020 “Cap-to-Cap” trip that is spearheaded by the Sacramento Metropolitan Chamber of Commerce. Efforts to gain riders, like starting them riding when they are young through “Ryde Free RT” should be preserved in this budget, with continuous efforts to work with community partnerships through the cities, Sacramento County, and perhaps SACOG to maintain this program for our youth. During the 2020 portion of the 2021 fiscal year, it will be extremely important and prudent to launch a voter education campaign about the need for approving local/regional stimulus funds through a 40-year Measure A on the Fall 2020 Ballot. In closing, we need to put more of an emphasis on working with our congressional delegation like Congresswoman Doris Matsui to pass a second COVID-19 stimulus package that provides Cities, Counties, Special Districts, and Parishes a bulk of federal dollars to get through and on the other side of this global pandemic.

Thank you very much for Public Comment on the preliminary 2021 Fiscal Year Budget.

Sincerely,

Mike Barnbaum  
Mobile/Text: (916) 390-3989

CC: Brent Bernegger, Chief Financial Officer

Sent from my iPad

## Cindy Brooks

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**From:** Brent Bernegger  
**Sent:** Monday, May 11, 2020 9:18 AM  
**To:** Mike Barnbaum; Board Comments  
**Cc:** JJohnson  
**Subject:** Re: Board Agenda Item 5.1 - Accept Public Comment on the Sacramento Regional Transit District Preliminarily Fiscal Year 2021 Operating and Capital Budget and continue the public hearing to 5:30pm on Monday, June 8, 2020

Hi Mike,

Thank you Mike for your thoughtful comments. We will continue to work with the various agencies and individuals you mentioned to help fund SacRT and make sure the safety of our employees is a top priority.

This comment will be included in the next staff report when we present the final budget and all the public comments.

Brent

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**From:** Mike Barnbaum <mike\_barnbaum@comcast.net>  
**Sent:** Sunday, May 10, 2020 1:37 PM  
**To:** Board Comments <boardcomments@sacrt.com>  
**Cc:** Brent Bernegger <BBernegger@sacrt.com>  
**Subject:** Board Agenda Item 5.1 - Accept Public Comment on the Sacramento Regional Transit District Preliminarily Fiscal Year 2021 Operating and Capital Budget and continue the public hearing to 5:30pm on Monday, June 8, 2020

Greetings Chair Hansen and Members of the Board:

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COVID-19 stimulus package that provides Cities, Counties, Special Districts, and Parishes a bulk of federal dollars to get through and on the other side of this global pandemic.

Thank you very much for Public Comment on the preliminary 2021 Fiscal Year Budget.

Sincerely,

Mike Barnbaum  
Mobile/Text: (916) 390-3989

CC: Brent Bernegger, Chief Financial Officer

Sent from my iPad

## Cindy Brooks

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**From:** Helen OConnell <17newdayrise@gmail.com>  
**Sent:** Monday, May 11, 2020 1:57 PM  
**To:** Board Comments  
**Subject:** 5 b

I feel this item should be tabled until June because of the lack of ability to get public input my name is Helen O'Connell and this is a too big of an important issue to be rushed through thank you very much stay safe

RESOLUTION NO. 20-06-0060

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

June 8, 2020

**ADOPT THE FY 2021 OPERATING AND CAPITAL BUDGETS  
AND VOTE ALLOCATIONS**

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

THAT, the Board of Directors hereby finds the level of service to be rendered in each city and county in which the Sacramento Regional Transit District will operate is commensurate with the level of tax and financial support to be derived from each such city and the County.

THAT, the Sacramento Regional Transit District's FY 2021 Operating Budget of \$200.3 million and Capital Budget of \$195.8 million as set forth in attached Exhibit A, are hereby approved.

THAT, the following voting distribution for FY 2021 as tabulated in the "Schedule of Weighted Voting Distribution" in the attached Exhibit A, is hereby approved.

Jurisdiction	Votes
County of Sacramento	37
City of Sacramento	32
City of Rancho Cordova	9
City of Citrus Heights	10
City of Elk Grove	3
City of Folsom	9
Total	100

\_\_\_\_\_  
STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary



# Sacramento Regional Transit District

Abridged Budget  
Fiscal Year 2020-2021

June 8, 2020

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Board of Directors

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City of Sacramento

**Steve Miller, Vice Chair**  
City of Citrus Heights

**Linda Budge**  
City of Rancho Cordova

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City of Sacramento

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City of Elk Grove

**Rick Jennings II**  
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**Patrick Kennedy**  
County of Sacramento

**Don Nottoli**  
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City of Sacramento

**Phil Serna**  
County of Sacramento

Board of Directors Alternate

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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

Vacant  
VP, Operations

Laura Ham  
VP, Planning and Engineering

Lisa Hinz  
VP, Safety, Security and Customer Satisfaction

Shelly Valenton  
VP, Integrated Services and Strategic Initiatives

## Office of Management & Budget Team

Jason Johnson  
Director, Office of Management & Budget

Erik Reitz  
Grants Manager

Nadia Mokhov  
Senior Financial Analyst

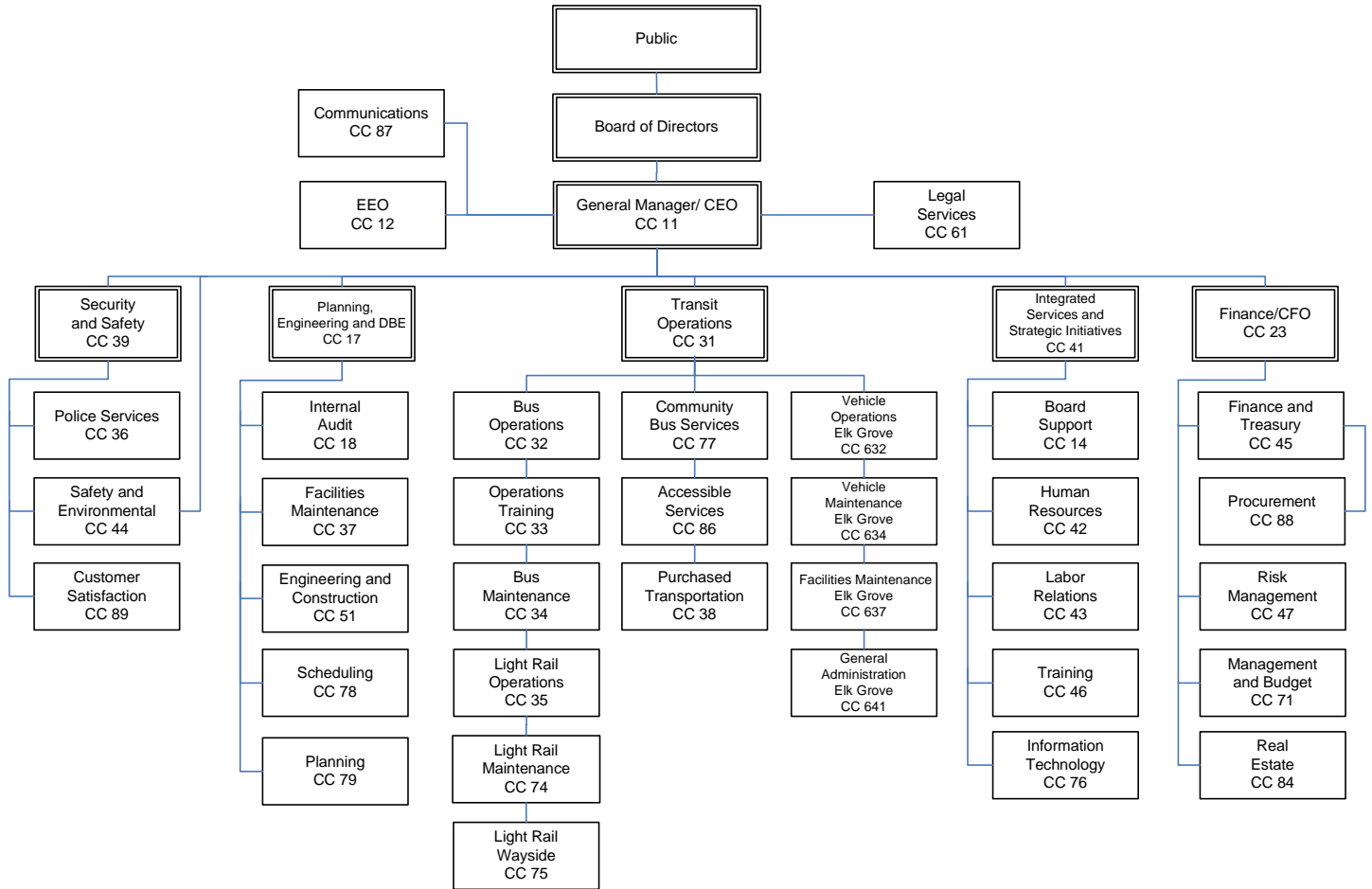
Carol Cherry  
Senior Grants Analyst

Judy Wong  
Senior Financial Analyst

Joe Paglieroni  
Senior Grants Analyst

# Organizational Structure

(Cost Center Based)



CC = Cost Center



## District Overview

### District Profile

#### Facts

Sacramento Regional Transit District (SacRT)	Constructs, operates, and maintains a comprehensive mass transportation system that serves 367 square miles in Sacramento County
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Bus Service	
Power	CNG, Diesel, Gasoline, Electric
Routes	63
Schedule	4:59 am to 11:15 pm daily
Stops	3,100+
Vehicles	192 - 40' CNG Buses 47 - Electric, Gasoline shuttles and Diesel small buses
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/SmaRT Ride services
January 2019	Annexed Citrus Heights and Folsom services
July 2019	Started Elk Grove services under contract
June 2020	Started SacRT GO paratransit service

## Strategic Plan

Last 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. SacRT is in the process of updating its strategic plan, and will bring it to the Board of Directors separately for approval.

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

- J Quality Service & Innovation: SacRT is committed to providing safe, reliable, and cost efficient public transit services, and initiating innovative technologies to improve service effectiveness.
- J Customer Service: SacRT places customers first by providing quality transit services and amenities with convenient and easily understood access at an affordable price.
- J Respect & Professionalism: SacRT is committed to treating its customers and employees with dignity and respect, recognizing the importance and value of each individual.
- J Fiscal Responsibility: SacRT is committed to the pursuit of efficient use of resources and of secure and stable funding sources.
- J 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.
- J 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.
- J 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.
- J 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.
- J Sustainability: SacRT is committed to environmentally sensitive services and practices.

## Goals

Fundamental Goals

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

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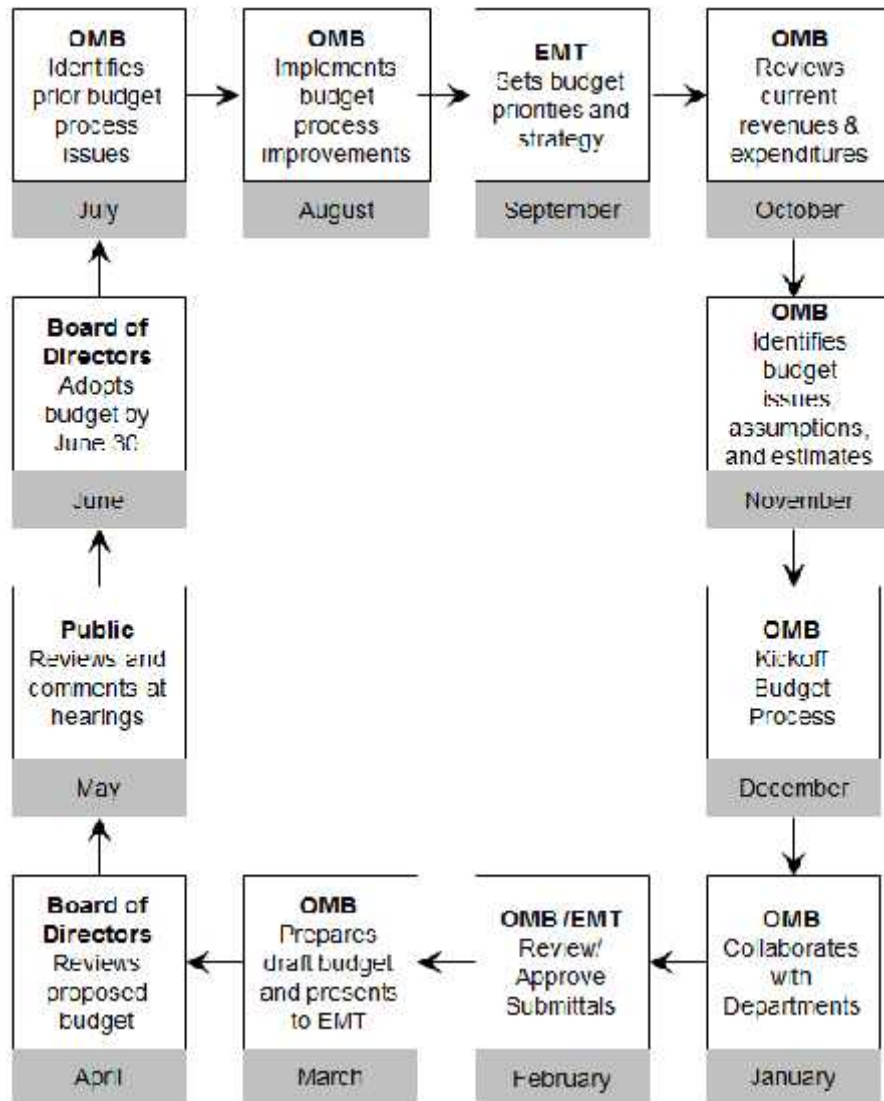
Strategic Plan (continued)

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 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 2020 and for the FY 2021 Abridged Budget is shown in the table below. A detailed FY 2021 Schedule of Weighted Voting is shown on the next page.

#### Vote Shares by Jurisdiction

<b>Jurisdiction</b>	<b>Status</b>	<b>Shares - FY 2020 Budget</b>	<b>Shares – FY 2021 Budget</b>
County of Sacramento	Annex	37	37
City of Sacramento	Annex	32	32
City of Rancho Cordova	Annex	9	9
City of Citrus Heights	Annex	10	10
City of Elk Grove	Contract	3	3
City of Folsom	Annex	9	9
<b>Total</b>		<b>100</b>	<b>100</b>





### Voting System (continued)

Fiscal Year 2021 Schedule of Weighted Voting Distribution

Base Values\*

**Federal Financial Information**

Code Section:	FY 20 Federal Funds Available in the Sacramento MSA <sup>1</sup>	39,734,676	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)	Allocation of Federal Funds to jurisdictions other than RT	4,654,362						
102205(b)(8)	FY 20 Federal Funds Available for use in RT Service Area:	35,080,314						

**Jurisdiction Specific Values**

	City of Sacramento	County of Sacramento	Rancho Cordova	Citrus Heights	Folsom	Elk Grove	Totals:
102205(b)(10) Population:**	508,172	594,216	74,471	88,095	79,835	174,025	1,518,814
Proportionate Population:	33.46%	39.12%	4.90%	5.80%	5.26%	11.46%	100%
Member:	Yes	Yes	Yes	Yes	Yes	No	
102100.2, 102100.3	4	3	1	1	1	1	11
102105.1(d)(2)(D) Federal Funds Attributed to Entity (Total Federal Funding x Share of Population):	11,737,873	13,723,419	1,718,935	2,034,658	1,845,225	4,020,204	35,080,314
102105.1(d)(2)(A), 102205(b)(3) FY 21 State TDA Funds Made Available to RT:	25,595,823	28,288,616	3,752,020	4,438,350	4,068,403	0	66,143,212
102105.1(d)(2)(B), 102205(b)(4) FY 20 Funds Provided Under Contract:	115,000	-	450,000	0	0	350,000	915,000
102105.1(d)(2)(C), 102205(b)(5) FY 20 Other Local Funds	0	0	0	0	0	0	0
102105.1(d)(2) Total Financial Contribution:	37,448,696	42,012,035	5,920,955	6,473,008	5,913,628	4,370,204	102,138,526
102105.1(d)(2) Proportionate Financial Contribution:	36.66%	41.13%	5.80%	6.34%	5.79%	4.28%	100%

**Voting Calculation**

	City of Sacramento	County of Sacramento	Rancho Cordova	Citrus Heights	Folsom	Elk Grove	Totals:
102105.1(d)(1) Incentive Shares (5 for member jurisdictions)		5	5	5	5	0	25
102105.1(d)(2) Financial Contribution Shares (Proportionate Financial Share x Remainder of 100 shares):	27.4950	30.8475	4.3500	4.7550	4.3425	3.2100	75
102105.1(d)(3) Total Shares:	32.4950	35.8475	9.3500	9.7550	9.3425	3.2100	100
102105.1(d)(4)(i) Shares After Rounding:	32	36	9	10	9	3	99
102105.1(d)(4)(i), 102105.1(d)(4)(ii) Share Adjustment (To Ensure 100 Shares):	32	37	9	10	9	3	100
102105.1(d)(7) Distribution of Shares Among Members (Assuming All Members Present to Vote):***							
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	
Total Votes:	32	37	9	10	9	3	100

\* In addition to the funding identified above, RT projects the following funds for operating purposes: \$52,587,997 - 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.

Due to the unavailability of sufficient information regarding the potential impacts of COVID-19 on revenues, reductions were not factored into the calculation of voting distribution for FY 2021.

## SacRT Major Goals and Objectives in FY 2021\*

Operational Excellence - SacRT is dedicated to providing innovative mobility solutions and developing and implementing programs that provide best in class service that puts customers first. As public transportation service continues to evolve, SacRT is committed to providing the highest standards in transportation by implementing industry best practices and ensuring operational excellence for our customers.

1. SacRT will leverage funding and staff resources to accelerate the achievement of priority goals and initiatives to achieve operational excellence.
2. Develop and implement policies that will increase customers per revenue hour across our system and improve on-time performance of service delivery in line with peer agency standards.
3. Implement industry innovations and identify operational efficiencies to reduce operating cost per vehicle revenue hour.
4. Continue repair and replacement policies of vehicle fleet to reduce in-service failures to improve service across the system.
5. Reduce preventable accidents to improve rider safety, system performance, and fiscal responsibility.
6. Continue to improve vehicle cleanliness, provide exceptional security, and maintain vehicles in a state of good repair to meet customer expectations.
7. Deliver outstanding trip experiences for all users of the transportation system.

Community Value – SacRT is committed to expanding regional partnerships and providing excellent public transit service to promote SacRT as our region's premier public transit agency. SacRT will continue to promote programs and incentive options that will encourage more people to try transit, build our ridership, demonstrate our value as a community partner, and educate the public about the benefits of transit and how local funding is important to create a world class public transit system.

1. Enhance our community through increased mobility options and access to opportunities and jobs. Incorporate system enhancements that increase the percentage of jobs easily accessible by public transit.
2. Demonstrate SacRT's contribution to meeting our region's Air Quality and Congestion Relief goals and pursue opportunities and partnerships to further meet our greenhouse gas reduction goals.
3. Provide opportunities for increased economic activities within and around station areas and service routes.
4. Continue to develop our relationships with transit oriented development (TOD) partners and examine various surplus properties to determine if they qualify for projects that would encourage transit use and potentially increase our ridership.
5. Strengthen community pride for SacRT through ongoing successful stakeholder interactions.

Customer Satisfaction - Ensuring that SacRT customers have access to high quality mobility options that they actively and increasingly use is a priority for SacRT. We want to ensure that our system provides customers with mobility options that get them where they want to go, when they want to go there.

1. Continue to develop marketing strategies and campaigns to improve outreach efforts and meaningful engagements with customers.
2. Implement policy initiatives that will improve our customer perception of strategic metrics such as on-time performance and cleanliness.
3. Conduct a comprehensive customer satisfaction survey of active transit riders to establish a baseline for our satisfaction goals and identify areas for service improvement.

## SacRT Major Goals and Objectives in FY 2021 (continued)

4. Develop and implement innovative technology solutions that increase our ability to provide customers with accurate and timely system information.
5. Actively engage in promotion of our security enhancement efforts across the district to highlight the incredible work our security and safety teams perform on a daily basis.

Employee Engagement – SacRT is dedicated to providing a positive and collaborative workplace that enables us to build a strong workforce of highly satisfied and performing individuals. We recognize that the work our employees do every day, in every single position, has a potentially significant impact on the quality of life in the Sacramento region. Our employees are foundational to our success and we are committed to hiring the best people and supporting them throughout their careers at SacRT.

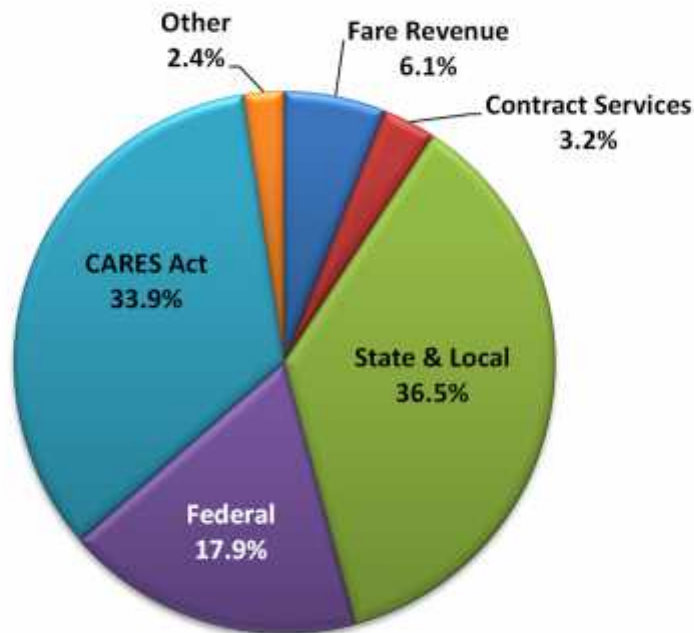
1. Create an environment that fosters and promotes workplace safety, operational performance excellence and high employee morale.
2. Invest in programs and initiatives that support employee growth and success.
3. Develop a meaningful vision and direction for SacRT that empowers employees to understand their role in advancing SacRT's operational success through performance excellence.
4. Cultivate a work place that inspires our team to recommend SacRT as a great place to work.
5. Maintain and encourage open communication with our employees which improves productivity, increases morale, promotes new ideas and increases performance that benefits the entire system.
6. Maintain and foster a strong safety culture to ensure the wellbeing of SacRT's employees and customers.
7. Remain diligent in implementing policies and providing management that support the safe operation of its buses and trains and the timely investment in maintaining a state of good repair for its operations infrastructure.

\* These draft goals and objectives are based upon a strategic plan that is currently being developed by SacRT. A final version of that plan will be presented separately for approval by the Board of Directors when complete.

## Operating Budget Summary

### Revenues

#### FY 2021 Operating Revenue by Funding Source



(Dollars in Thousands)

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget*	FY 2021 Budget	FY 2020 to FY 2021 \$ Change	FY 2020 to FY 2021 % Change
Fare Revenue	\$ 27,276	\$ 25,428	\$ 26,199	\$ 12,177	\$ (14,022)	-53.5%
Contract Services	6,420	3,731	7,686	6,380	(1,306)	-17.0%
State & Local	93,339	104,031	118,375	73,105	(45,270)	-38.2%
Federal	37,060	35,750	35,945	35,790	(155)	-0.4%
CARES Act	-	-	-	68,000	68,000	0.0%
Other	5,007	8,551	4,835	4,876	41	0.8%
<b>Total</b>	<b>\$ 169,102</b>	<b>\$ 177,492</b>	<b>\$ 193,039</b>	<b>\$ 200,328</b>	<b>\$ 7,289</b>	<b>3.8%</b>
Operating Surplus/(Deficit)	9,172	3,297	-	-	-	-
<b>Operating Revenue</b>	<b>\$ 159,930</b>	<b>\$ 174,195</b>	<b>\$ 193,039</b>	<b>\$ 200,328</b>	<b>\$ 7,289</b>	<b>3.8%</b>
<i>Working Capital</i>	<i>4,000</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>
<i>Operating Reserve Change</i>	<i>5,172</i>	<i>3,297</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>-</i>

\* This table presents the original FY 2020 budget, which does not include approximately \$27M in CARES Act funding allocated to that year, which when combined with the \$68M allocated to FY 2021 totals approximately \$95M in available funding.

## Revenues (continued)

### COVID-19 Impacts

The values in the Revenues table on page 15, and the summaries below, reflect potential impacts related to COVID-19. Information regarding reductions in SacRT's fare and sales tax based (State & Local) revenues due to the COVID-19 pandemic is being updated and assessed constantly to determine the impact on SacRT, and to plan our strategic response accordingly. As part of this process, staff is forecasting significant reductions in most revenues in FY 2020-2021, and while this impact has been spreading into all our revenue sources, Fare and State & Local revenues comprise the majority of the losses. On March 27, 2020 the President signed the 2020 CARES Act which provided \$25B in COVID-19 relief funding for public transit agencies across the nation. SacRT's portion of this funding is approximately \$95M, of which \$27M is being allocated to FY 2019-2020, and \$68M allocated to FY 2020-2021. As shown in the table, these allocations are currently projected to fully offset the forecasted revenue losses and provide enough funding to increase the operating budget by approximately \$7.3M. Please note that the table provides the net change between the original FY 2019-2020 Budget and the FY 2020-2021 Budget based upon the expected COVID-19 impacts, however, it does not capture the revenue increases that would have been realized if the COVID-19 pandemic had not occurred. Absent COVID-19, total revenues would have been sufficient to balance the budget without any CARES Act funding. Staff will provide budget updates to the Board and the public throughout the year as better information and more accurate projections become available.

### 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 2021 Budget proposes \$12.2 million in Fare Revenue, a reduction of \$14.0 million (53.5%) from the FY 2020 Adopted Budget of \$26.2 million.

) This Fare Revenue reduction reflects COVID-19 impact on ridership drop.

### 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 2021 Budget proposes \$6.4 million in Contracted Services revenue, a reduction of \$1.3 million (17.0%) from the FY 2020 Adopted Budget of \$7.7 million.

) This reflects a reduction in Elk Grove, Rancho Cordova and North Natomas contracted services due to COVID-19 pandemic.

) This also reflects a reduced level of new UC Davis Causeway Connection service compared to what was planned originally.

## Revenues (continued)

## State &amp; 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 2021 Budget proposes \$73.1 million in state and local funding revenue, a reduction of \$45.3 million (38.2%) from the FY 2020 Adopted Budget of \$118.4 million.

- ) This budget reflects an estimated 40.8% reduction in Sales tax based revenues, Measure A and TDA-LTF.
- ) This budget includes \$1.8 million in LCTOP Cap & Trade funding, which is 48.4% reduction compared to FY 2020 Adopted budget.
- ) This budget also includes Measure A and TDA-LTF for Paratransit service.

## 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 2021 Budget proposes \$35.8 million in federal funding, a reduction of \$0.15 million (0.4%) from the FY 2020 Adopted Budget of \$35.9 million.

- ) This budget includes \$1.1 million in Job Access/Reverse Commute funding, which is the same level of funding as in FY 2020.
- ) Section 5307 Urbanized Area federal funding is projected to increase \$0.2 million (0.9%) compared to last year.
- ) Section 5337 State of Good Repair funding is projected to decrease \$1.05 million (7.9%) compared to last year.
- ) This budget includes \$0.7 million in Congestion Mitigation and Air Quality Improvement funds (CMAQ) for Causeway Connection new service to UC Davis.

## CARES Act

The Coronavirus Aid, Relief, and Economic Security Act, also known as the CARES Act, is a law to address the economic fallout of the 2020 coronavirus pandemic in the United States.

This budget includes CARES Act grant revenue in the amount of \$68 million to offset revenue losses and expenditures incurred due to the impacts of COVID-19.

## Revenues (continued)

## Other

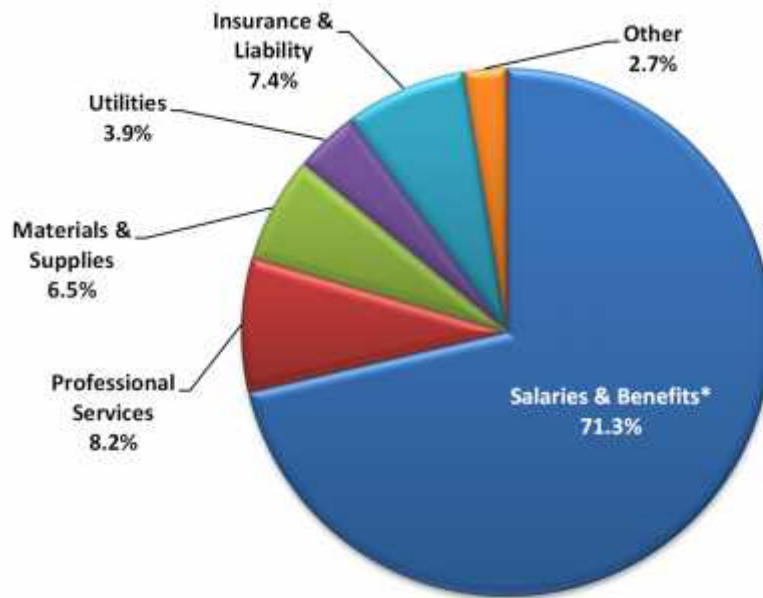
This category includes investment income, commercial real estate leases, advertising income, bus book sales, fare evasion fines, promotional item sales, photo identification activities, and parking revenue.

The FY 2021 Budget includes \$4.9 million in other revenue, which is an increase of less than \$0.1 million (0.8%) from the FY 2020 Adopted Budget of \$4.8 million.

- ) This includes \$0.6 million in ECOS settlement revenue for Folsom late night service.
- ) This includes \$0.3 million in Investment income.
- ) This includes \$1.5 million for the sale of Low Carbon Credits through the State Cap and Trade program, which is a reduction of \$0.2 million over the FY 2020 Adopted Budget.
- ) This reflects a reduction of \$0.1 million in Advertising revenue.
- ) This reflects an increase of \$0.4 million in Miscellaneous Income due to SacRT receiving CNG tax rebate for July through December 2020.

Expenses

FY 2021 Operating Expenses by Expense Category



(Dollars in Thousands)

	FY 2018 Actual	FY 2019 Actual	FY 2020 Budget	FY 2021 Budget	FY 2020 to FY 2021 \$ Change	FY 2020 to FY 2021 % Change
Salaries & Benefits*	\$ 109,150	\$ 116,540	\$ 132,333	\$ 142,875	\$ 10,542	8.0%
Professional Services	22,331	22,776	27,009	16,502	(10,507)	-38.9%
Materials & Supplies	9,309	10,844	11,252	12,963	1,711	15.2%
Utilities	6,995	6,761	7,505	7,828	323	4.3%
Insurance & Liability	9,300	14,011	10,840	14,917	4,077	37.6%
Other	2,845	3,262	4,100	5,243	1,143	27.9%
<b>Operating Expenses</b>	<b>\$ 159,930</b>	<b>\$ 174,195</b>	<b>\$ 193,039</b>	<b>\$ 200,328</b>	<b>\$ 7,289</b>	<b>3.8%</b>

\* Salaries & Benefits category for FY 2021 Budget includes 174 new positions for ADA paratransit service.



## 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 2021 Budget proposes \$142.87 million for salaries and benefits, an increase of \$10.54 million (8.0%) from the FY 2020 Adopted Budget of \$132.33 million.

- J The Fiscal Year 2021 Budget includes 1,423 funded positions, which is an increase of 166 funded positions from the Fiscal Year 2020 Adopted Budget of 1,257 funded positions. See Positions section on page 22 for details.
- J Straight time pay, overtime and personal service contract costs increased by \$5.6 million (7.5%) from the FY 2020 Adopted Budget of \$74.9 million. This reflects various District position salary adjustments and the cost of additional positions for SacRT new Paratransit service.
- J Fringe Benefit costs increased by \$4.9 million (8.2%) from the FY 2020 Adopted Budget of \$59.5 million. This reflects an increase of \$0.5 million in FICA costs, \$0.2 million in pension costs, \$3.2 million in medical, dental, life and vision costs, and \$0.8 million in vacation and sick leave accrual, etc.
- J Capital recovery and indirect savings are about the same as compared to the FY 2020 Adopted 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 2021 Budget proposes \$16.5 million for Professional Services, a reduction of \$10.5 million (38.9%) from the FY 2020 Adopted Budget of \$27.0 million.

- J This reflects a \$10.4 million reduction in ADA Paratransit cost due to elimination Paratransit Inc. contract and moving the cost to Salaries & Benefits category.
- J This reflects a \$0.2 million reduction in Outside services.
- J This reflects a \$0.7 million reduction in Media Advertising.
- J This reflects a \$0.5 million increase in Information Technology cost.
- J This reflects the FY 2021 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 2021 Budget proposes \$12.96 million for materials and supplies, an increase of \$1.71 million (15.2%) from the FY 2020 Adopted Budget of \$11.25 million.

## Expenses (continued)

- ) This budget reflects an increase of \$2.2 million in Gasoline cost due to paratransit vehicles fueling needs.
- ) This budget reflects a reduction of \$0.4 million in CNG cost based on lower CNG cost.

## Utilities

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

The FY 2021 Budget proposes \$7.8 million for Utilities, an increase of \$0.3 million (4.3%) from the FY 2020 Adopted Budget of \$7.5 million.

- ) This budget includes \$0.5 million in electricity cost for electric bus charging.
- ) This budget reflects an increase of \$0.1 million in telephone cost.
- ) This budget reflects a reduction of \$0.3 million in traction power.

## Insurance &amp; 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 2021 Budget proposes \$14.9 million for Insurance & Liability, an increase of approximately \$4.1 million (37.6%) from the FY 2020 Adopted Budget of \$10.8 million.

- ) This reflects an increase of \$0.3 million in the projected claims reserves for Property and Liability for FY 2021 related to new service.
- ) This also reflects an increase of \$0.7 million in the projected claims reserves for Workers' Compensation for FY 2021.
- ) The budget includes an increase in Excess Liability by \$2.4 million due to market condition and new Paratransit service.
- ) This also reflects the updated FY 2021 insurance premium costs, which increased due to challenging market conditions and fewer carrier options.

## Other

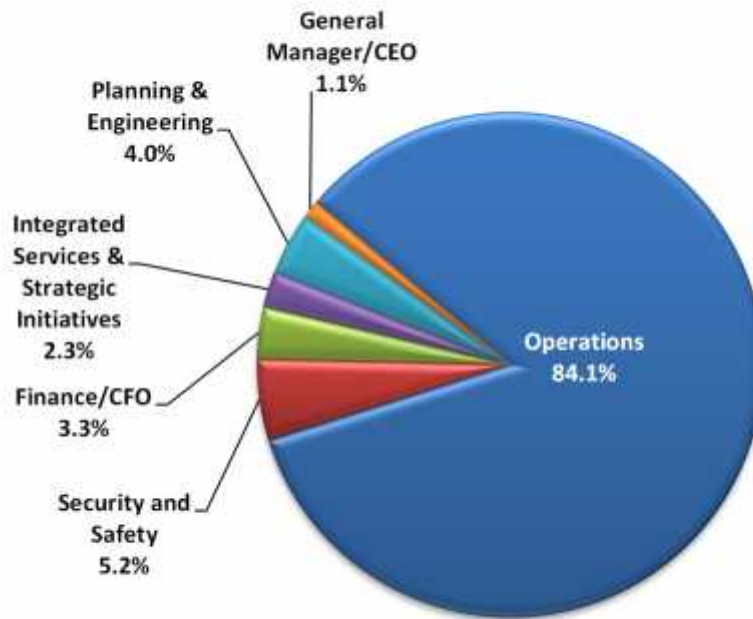
This category includes but is not limited to travel and training, seminars, dues and subscriptions, awards and ceremonies, building leases, equipment leases, taxes, freight, advertising, legal notices, and banking fees.

The FY 2021 Budget proposes \$5.2 million for other expenditures, an increase of \$1.1 million (27.9%) from the FY 2020 Adopted Budget of \$4.1 million.

- ) The budget includes \$2.0 million in Contingency for unforeseen expenditures that may happen throughout the year.
- ) This includes \$0.75 million in Connect Card fees, which is SacRT's portion of running the Connect Card Regional Service Center. This is a \$0.1 million reduction in cost compared to FY 2020 Adopted Budget. It should be noted that most of these costs are recovered via cost recovery in the salary and benefits section.
- ) Variances in other accounts make up the remaining difference.

Positions

FY 2021 Positions by Division



Division	FY 2018 Funded	FY 2019 Funded	FY 2020 Funded	FY 2021 Funded	FY 2020 to FY 2021
General Manager/CEO	7	26	19	16	-3
Office of the Chief Counsel	11	0	0	0	0
Planning & Engineering	20	28	22	57	35
Operations	792	937	1063	1196	133
Integrated Services & Strategic Initiatives	25	0	55	33	-22
Engineering & Facilities	46	48	0	0	0
Finance/CFO	39	48	45	47	2
Communications & Partnerships	28	30	0	0	0
Security, Safety and Customer Satisfaction	70	73	53	74	21
<b>Total</b>	<b>1,038</b>	<b>1,190</b>	<b>1,257</b>	<b>1,423</b>	<b>166</b>

## Positions (continued)

From FY 2020 to FY 2021, SacRT had a net increase of 166 funded positions. The changes reflected in the FY 2021 Proposed budget are as follows:

General Manager/CEO Division had a net decrease of 3 funded positions. The position change is as follows:

- ) Added 1 Senior Community Relations Officer.
- ) Unfunded 1 Deputy Director, Legal Services/Legal Counsel.
- ) Transferred 2 Senior Attorneys to Risk and Procurement and 1 Legal Secretary to Risk.
- ) Reallocated and upgraded from Director, Legal Services/Legal Counsel to General Counsel.

Planning and Engineering Division had a net increase of 35 funded positions. The position change is as follows:

- ) Transferred 1 AVP, Planning, Scheduling and Assessment to Operations Division.
- ) Reallocated 1 Assistant Planner to Planner.
- ) As result of GM reorg for FY 2021, 38 in Facilities were moved from Operations to Planning and Engineering Division.
- ) Funded 1 Administrative Technician.
- ) Unfunded 3 positions: 1 Facilities Maintenance Mechanic, 1 Schedule Analyst I and 1 Senior Strategic Planner.

Operations Division had a net increase of 133 funded positions. The position changes are as follows:

- ) Added and funded 178 positions: 174 Paratransit positions, 1 Mechanic A, 1 Mechanic A Body/Fender, 1 Mechanic B and 1 Community Bus Services (CBS) Dispatcher.
- ) Created 1 AVP, Light Rail Operations and reallocated funding from VP, Operations. Added funding for VP, Operations.
- ) Moved 38 Facilities to Planning and Engineering Division.
- ) Unfunded 9 positions: 1 AVP, Innovative and Contract Services, 5 Transportation Supervisors, 2 Lineworker Technician – HLC, and 1 Reservationist part-time (Elk Grove).
- ) Transferred 1 AVP, Planning, Scheduling and Assessment and reclassified to AVP, Bus Operations from Planning and Engineering division.

Integrated Services and Strategic Initiatives Division had a net decrease of 22 positions. The position changes are as follows:

- ) Added and funded 4 positions: 1 Sr. Manager, Strategic Projects and Performance, 1 Administrative Assistant I, 1 Manager, Labor Relations and 1 Sr. Manager, Cybersecurity and IT Project Management.
- ) Unfunded 4 positions: 1 Administrative Technician in HR, 1 Sr. Labor Relations Analyst, 1 IT Technician I and 1 Network Operations Technician.
- ) Transferred 21 in Customer Satisfaction to Security, Safety and Customer Satisfaction division.
- ) Transferred 1 Manager, Pension and Retiree Services to Finance division.
- ) Upgraded 3 positions: Director, Labor Relations to AVP, Human Resources and Labor Relations; Manager, Human Resources to Sr. Manager, Human Resources and Director, Information Technology/CIO to AVP, Technology, Innovation and Performance Monitoring.

## Positions (continued)

Finance/Chief Financial Officer (CFO) Division had a net increase of 2 funded positions. The position changes are as follows:

- ) Added and funded 2 positions: 1 Retirement Services Analyst I, and 1 Sr. Procurement Analyst.
- ) Unfunded 5 positions: 1 Fare Prepayment Clerk, 1 Route Checker, 1 Capital and Project Control Budget Analyst, 1 Manager, Capital and Project Control and 1 Procurement Analyst II.
- ) Transferred 2 from Human Resources: 1 Manager, Pension and Retiree Services and 1 Retirement Services Analyst I.
- ) Transferred 3 from Legal in GM division: 1 Legal Secretary, 2 Senior Attorneys (1 in Risk and 1 in Procurement).
- ) Upgraded 2 positions: Director, Finance to AVP, Finance and Treasury and Manager, Electronic Fare & Collection Systems to Sr. Manager, Revenue and Analytics.

Security, Safety and Customer Satisfaction Division had a net increase of 22 funded positions:

- ) Added and funded 6 positions: 1 Customer Advocate I, 3 Customer Service Representatives, 1 Customer Service Supervisor and 1 Treasury Clerk.
- ) Unfunded 5 positions: 2 Manager, Police Services, 2 Transit Fare Inspectors, 1 Transportation Supervisor – Police Services.
- ) Transferred 21 Customer Satisfaction from Integrated Services and Strategic Initiatives division.



## Capital Improvement Plan

### Project Overview

The following tables and chart represent the Capital Budget as it pertains to the FY 2021 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 2021 through 2025, and beyond to 2051.

The amounts contained in the FY 2021 Budget only pertain to items where anticipated funding sources have been identified and are programmed for FY 2021, 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 2021 if awarded.

The FY 2021 Capital Budget includes projects focused on the following priority programs:

#### Equipment Program

B175 Intelligent Vehicle Network Upgrade (IVN3 to IVN5)

B176 Drive Cam

#### Facilities Program

F400 Facilities Capital Improvements and State of Good Repair

#### Fleet Program

B173 40-ft CNG Bus Replacement (91 Orion Buses)

R100 Replacement New Low-Floor LRVs

R368 Expansion New Low-Floor LRVs

#### Infrastructure Program

B150 Watt/I-80 On-Site Transit Center Improvements

R400 Light Rail System Capital Improvements and State of Good Repair

B400 Bus System Capital Improvements and State of Good Repair

#### Other Program

M004 Revenue Bond, Series 2012 Payment

#### System Expansion

R328 Green Line Final EIS/EIR

R370 Sacramento Valley Station (SVS) Loop

#### Transit Technologies Program

B177 Trapeze OPS Web

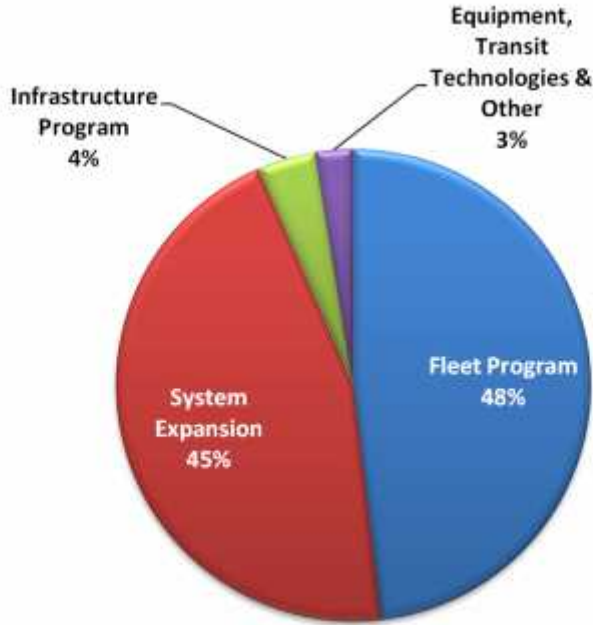
B174 Disruption Manager Software

## 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	FY 2021 Budget	
	Request (\$ in Thousands)	% of Total Request
Fleet Program	\$ 94,124	48%
System Expansion	88,700	45%
Infrastructure Program	7,850	4%
Other Program	3,434	2%
Equipment Program	1,107	1%
Transit Technologies	466	<1%
Facilities Program	138	<1%
<b>Grand Total</b>	<b>\$ 195,819</b>	<b>100%</b>



### Capital Improvement Revenues

ID	Project Name	Previously Budgeted (Board-Approved)	Carryforward	FY21 Budget Request	Funding Additions				Board Authorized Amount
					Federal	State	Local	TBD	
<b>Equipment Program</b>									
B143	Fare Box Replacements	3,707,357	28	-	-	-	-	-	3,707,357
B175	Intelligent Vehicle Network Upgrade (IVN3 to IVN5)	-	-	652,630	-	652,630	-	-	652,630
B176	Drive Cam	-	-	454,590	-	-	-	454,590	454,590
G135	Server Replacement	80,000	192	-	-	-	-	-	80,000
M009	Radio Communications System Upgrade	2,143,123	187,978	-	-	-	-	-	2,143,123
R324	Light Rail Portable Jacking System	175,000	52,596	-	-	-	-	-	175,000
R343	Whiting In-Floor Hoist Inspection and Repair	244,817	142,653	-	-	-	-	-	244,817
R344	Enhanced Employee Protection Warning System	968,404	2,622	-	-	-	-	-	968,404
R362	Light Rail Wheel Truing Machine Procurement	3,400,000	3,400,000	-	-	-	-	-	3,400,000
R363	Tamper Refurbishment	89,880	89,822	-	-	-	-	-	89,880
		<u>10,808,581</u>	<u>3,875,891</u>	<u>1,107,220</u>	-	<u>652,630</u>	-	<u>454,590</u>	<u>11,915,801</u>
<b>Facilities Program</b>									
715	Bus Maintenance Facility 2 (Phase 1 & 2)	25,404,772	1,262,605	-	-	-	-	-	25,404,772
B144	BMF1 CNG Fueling Facility Upgrades	4,285,684	3,860,955	-	-	-	-	-	4,285,684
B147	Bus Maintenance Management Software Program	414,500	392,961	-	-	-	-	-	414,500
B151	Above Ground Gas Tank	2,000,000	2,000,000	-	-	-	-	-	2,000,000
F019	Instrument House and Signal Case Wraps	261,388	3,006	-	-	-	-	-	261,388
F020	HVAC Replacements - Admin & Maint Buildings	95,325	72,533	-	-	-	-	-	95,325
F021	Facilities Maintenance & Improvements	457,379	238,224	-	-	-	-	-	457,379
F025	Bell Building Relocation/1225 R Lobby Expansion	452,673	11,195	-	-	-	-	-	452,673
F026	Engineering Building Mold Remediation	97,500	13,690	-	-	-	-	-	97,500
F028	Administrative Equipment Optimization	700,000	700,000	-	-	-	-	-	700,000
F029	1225 R Street Roof Replacement	450,000	433,599	-	-	-	-	-	450,000
F030	Admin Building Lobby Remodel	200,000	149,398	-	-	-	-	-	200,000
F031	R Street Operation & Security Build Out	150,000	89,903	-	-	-	-	-	150,000
F400	Facilities Capital Improv. And State of Good Repair	361,617	-	138,383	-	-	-	138,383	500,000
R350	TPSS A1 / A055 RC Relocation	5,307,958	451,554	-	-	-	-	-	5,307,958
		<u>40,638,796</u>	<u>9,679,623</u>	<u>138,383</u>	-	-	-	<u>138,383</u>	<u>40,777,179</u>

Capital Improvement Revenues (continued)

ID	Project Name	Previously Budgeted (Board-Approved)	Carryforward	FY21 Budget Request	Funding Additions				Board Authorized Amount
					Federal	State	Local	TBD	
Fleet Program									
Deviated Fixed Route Bus									
B142	Neighborhood Ride Vehicle Replacements	2,814,203	138,435	-	-	-	-	-	2,814,203
Fixed Route Bus									
B162	UC Davis/Med Center 12 ZEB Procurement	12,310,000	2,652,691	-	-	-	-	-	12,310,000
B164	Airport Service Expansion ZEBs (10 40' ZEBs & chargers)	9,926,957	9,926,957	-	-	-	-	-	9,926,957
B170	CNG Tank Replacements - 2006 Orion Buses	370,000	370,000	-	-	-	-	-	370,000
B173	40' CNG Bus Replacement	21,629,000	21,629,000	41,871,000	-	-	-	41,871,000	63,500,000
Light Rail									
651	Siemens Light Rail Vehicle Mid-Life Overhaul	9,946,412	729,916	-	-	-	-	-	9,946,412
R001	CAF/Siemens LR Vehicle Painting/Exterior Work	995,000	463,336	-	-	-	-	-	995,000
R085	UTDC Light Rail Vehicle Retrofit - 14 vehicles	25,628,676	153,296	-	-	-	-	-	25,628,676
R086	UTDC Light Rail Vehicle Retrofit - 7 Vehicles	8,034,000	139,743	-	-	-	-	-	8,034,000
R100	Replacement New Low-Floor LRVs (13)	68,347,200	68,347,200	5,752,800	-	-	-	5,752,800	74,100,000
R115	Replacement New Low-Floor LRVs (13)	79,852,800	79,852,800	-	-	-	-	-	79,852,800
R125	CAF Fleet Mid-Life Component Overhaul	106,230,277	106,230,277	-	-	-	-	-	106,230,277
R353	UTDC LRV Fleet Improvement	5,604,817	3,245,740	-	-	-	-	-	5,604,817
R366	Gold Line Service Expansion Light Rail Vehicles	57,000,000	56,942,553	-	-	-	-	-	57,000,000
R368	Light Rail Vehicles: Green Line 15 Min SVS to T9 (7 Exp)	-	-	46,500,000	-	-	-	46,500,000	46,500,000
Microtransit (SmaRT Ride)									
B149	Microtransit - 12 Gasoline Cutaways	1,980,000	135,138	-	-	-	-	-	1,980,000
B155	Microtransit: 6 Zero Emission Vehicles & Chargers	1,655,760	815,562	-	-	-	-	-	1,655,760
B157	Franklin Microtransit 3 ZEB Procurement	730,393	730,393	-	-	-	-	-	730,393
B159	Microtransit: 20 Zero Emission Vehicles & Chargers	5,519,200	5,519,200	-	-	-	-	-	5,519,200
Non-Revenue Vehicles									
B141	Non-Revenue Vehicles	4,727,425	702,695	-	-	-	-	-	4,727,425
G225	Non-Revenue Police Vehicle Replacement	2,227,042	146,515	-	-	-	-	-	2,227,042
North Natomas									
B152	North Natomas Flyer Bus Procurement	1,175,000	3,046	-	-	-	-	-	1,175,000
Paratransit									
P009	Paratransit Vehicle Replacement (approx. 40+)	7,297,205	2,630,533	-	-	-	-	-	7,297,205
		<u>434,001,367</u>	<u>361,505,026</u>	<u>94,123,800</u>	-	-	-	<u>94,123,800</u>	<u>528,125,167</u>

Capital Improvement Revenues (continued)

ID	Project Name	Previously Budgeted (Board-Approved)	Carryforward	FY21 Budget Request	Funding Additions				Board Authorized Amount
					Federal	State	Local	TBD	
Infrastructure Program									
835	30th & R/29th & R Street Pedestrian Traffic Signals	225,000	193,523	-	-	-	-	-	225,000
B150	Watt I-80 Transit Center Improvements	3,511,358	3,498,399	6,899,422	-	-	-	6,899,422	10,410,780
B153	BMF1 Ground Well Monitoring	153,683	69,373	-	-	-	-	-	153,683
B165	Electric Bus Charging Infrastructure	7,000,000	6,898,320	-	-	-	-	-	7,000,000
B171	Citrus Heights Bus Stop Improvements	200,000	200,000	-	-	-	-	-	200,000
B400	Bus System Capital Improv. and State of Good Repair	-	-	500,000	-	-	-	500,000	500,000
G237	Across the Top System Modification	360,135	36,060	-	-	-	-	-	360,135
G238	Biennial Bridge Inspections / Repairs	251,873	22,337	-	-	-	-	-	251,873
R010	Light Rail Crossing Enhancements	1,236,612	603,095	-	-	-	-	-	1,236,612
R314	Light Rail Station Low Floor Vehicle Conversion	86,250,000	85,700,957	-	-	-	-	-	86,250,000
R347	Watt I-80 Elevator Replacement	990,000	964,844	-	-	-	-	-	990,000
R354	Fare Vending Machine (FVM) Enhancements	9,076,000	5,456,681	-	-	-	-	-	9,076,000
R357	Dynamic Message Signs (NEC/Blue Line)	500,000	158,109	-	-	-	-	-	500,000
R364	Bidwell Instrument House Replacement	500,000	476,000	-	-	-	-	-	500,000
R400	Light Rail State of Good Repair Maintenance	50,000	50,000	450,000	-	-	-	450,000	500,000
		<u>110,304,661</u>	<u>104,327,698</u>	<u>7,849,422</u>	-	-	-	<u>7,849,422</u>	<u>118,154,083</u>
Other Program									
A007	Easton Development Grade Crossing	50,000	28,063	-	-	-	-	-	50,000
A009	Folsom Streetscape	75,000	16,968	-	-	-	-	-	75,000
A015	Brighton Overhead Design Services	262,209	184,654	-	-	-	-	-	262,209
A016	Caltrans Route 160 N. Sac. Seismic Retrofit	50,000	46,086	-	-	-	-	-	50,000
A019	Camellia City Viaduct Overhead Structures	334,400	201,602	-	-	-	-	-	334,400
M011	Cemo Circle Environmental	861,000	99,329	-	-	-	-	-	861,000
M004	OPERATING Revenue Bond, Series 2012 Payment	17,265,984	689,551	3,434,434	-	3,434,434	-	-	20,700,418
Subrecipient Projects									
Q060	City of Folsom Preventive Maintenance	160,575	160,575	-	-	-	-	-	160,575
Q061	Yolobus Causeway Connection Ops	1,500,000	1,500,000	-	-	-	-	-	1,500,000
Q062	FY20 5307/5339 El Dorado Transit PM Commuter Routes	339,296	339,296	-	-	-	-	-	339,296
Q063	El Dorado Transit COVID-19 Related Activities	950,866	950,866	-	-	-	-	-	950,866
Q064	Paratransit, Inc. COVID-19 Related Activities	4,000,000	4,000,000	-	-	-	-	-	4,000,000
Q055	FY18 Section 5307 El Dorado Transit Urban Bus Repl	196,253	196,253	-	-	-	-	-	196,253
		<u>26,045,583</u>	<u>8,413,243</u>	<u>3,434,434</u>	-	<u>3,434,434</u>	-	-	<u>29,480,017</u>

Capital Improvement Revenues (continued)

ID	Project Name	Previously Budgeted (Board-Approved)	Carryforward	FY21 Budget Request	Funding Additions				Board Authorized Amount
					Federal	State	Local	TBD	
<b>Planning/Studies</b>									
M008	Transit Action (Long-Range) Plan Update	200,000	200,000	-	-	-	-	-	200,000
M012	Bus Route Optimization Study	800,000	437,059	-	-	-	-	-	800,000
M015	Capital Region High Capacity Bus Corridor Study	300,000	201,653	-	-	-	-	-	300,000
M016	Zero Emission Fleet Conversion Plan	242,000	241,844	-	-	-	-	-	242,000
M017	Network Integration Planning Project	250,000	250,000	-	-	-	-	-	250,000
R345	CPID - Station Planning	350,000	19,066	-	-	-	-	-	350,000
		<u>2,142,000</u>	<u>1,349,622</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,142,000</u>
<b>System Expansion</b>									
404	Green Line to the River District (GL-1)	49,762,000	187,709	-	-	-	-	-	49,762,000
410	South Sacramento Corridor Phase 2 LR Extension	270,000,000	7,749,693	-	-	-	-	-	270,000,000
B161	Expansion Services Startup Costs	1,110,000	322,106	-	-	-	-	-	1,110,000
B168	SacRT Forward (Implement Route Optimization)	1,200,000	450,106	-	-	-	-	-	1,200,000
P011	Paratransit Service Start Up	2,000,000	856,135	-	-	-	-	-	2,000,000
R055	Dos Rios Light Rail Station	19,600,000	18,162,011	-	-	-	-	-	19,600,000
R135	Hom Light Rail Station	5,868,242	5,327,975	-	-	-	-	-	5,868,242
R280	Folsom Limited Stop Service	466,903	8,198	-	-	-	-	-	466,903
R322	Green Line Draft EIS / EIR	4,584,292	561,552	-	-	-	-	-	4,584,292
R327	Sacramento Valley Station Loop Design/Construct.	1,264,000	1,236,642	-	-	-	-	-	1,264,000
R328	Green Line Final EIS/EIR	-	-	1,400,000	-	-	-	1,400,000	1,400,000
R359	LR Modernization 15 Min Service to Folsom (Side Track)	67,300,000	66,739,685	-	-	-	-	-	67,300,000
R370	Sacramento Valley Station (SVS) Loop	-	-	87,300,000	-	-	-	87,300,000	87,300,000
		<u>423,155,437</u>	<u>101,601,812</u>	<u>88,700,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>88,700,000</u>	<u>511,855,437</u>
<b>Transit Security &amp; Safety</b>									
T018	Building Access Upgrades	144,904	75,765	-	-	-	-	-	144,904
T025	Surveillance and Security Facilities Enhancements	266,127	28,019	-	-	-	-	-	266,127
T036	Upgrade Safety/Security/Comm. Infrastructure	396,680	396,680	-	-	-	-	-	396,680
T043	Emergency Drills	65,430	27,681	-	-	-	-	-	65,430
T054	Upgrade Security/Systems/Comm. Infrastructure	417,900	(2,741)	-	-	-	-	-	417,900
T056	Emergency Preparedness Exercises Project	67,199	31,258	-	-	-	-	-	67,199
T057	Anti-Terrorism Directed Surge Patrols	70,823	24,509	-	-	-	-	-	70,823
T060	Anti-Terrorism Directed Surge Patrols (Overtime Patrols)	74,986	74,986	-	-	-	-	-	74,986
T064	Anti-Terrorism Directed Surge Patrols (Overtime Patrols)	231,014	231,014	-	-	-	-	-	231,014
T065	Cybersecurity Assessment	400,125	400,125	-	-	-	-	-	400,125
		<u>2,135,188</u>	<u>1,287,296</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,135,188</u>

Capital Improvement Revenues (continued)

ID	Project Name	Previously Budgeted (Board-Approved)	Carryforward	FY21 Budget Request	Funding Additions				Board Authorized Amount
					Federal	State	Local	TBD	
Transit Technologies Program									
B154	Real Time Bus Arrival Signs	128,784	25,232	-	-	-	-	-	128,784
B169	Microtransit Scheduling Software	192,000	158,767	-	-	-	-	-	192,000
B174	Disruption Manager Software	-	-	214,866	-	-	-	214,866	214,866
B177	Trapeze OPS Web	-	-	251,000	-	251,000	-	-	251,000
G035	Fiber/50-Fig Installation, Maintenance, & Repair	330,368	64,220	-	-	-	-	-	330,368
R355	Automatic Passenger Counters for LRT	1,310,000	24,856	-	-	-	-	-	1,310,000
T022	Handheld Smart Card Reader	118,726	29,149	-	-	-	-	-	118,726
T041	Upgrade for Connect Card	35,000	35,000	-	-	-	-	-	35,000
T046	Connect Card Implementation-Consultant (Part 2)	118,000	20,836	-	-	-	-	-	118,000
T051	Telephone System Replacement	319,447	785	-	-	-	-	-	319,447
T052	Track Warrant Controlled Access System	195,168	78,758	-	-	-	-	-	195,168
T058	Bus / Rail Real Time Arrival Information (GTFS Feed)	84,717	84,717	-	-	-	-	-	84,717
T059	Farebox-FVM-Zip Pass Integration	650,000	649,800	-	-	-	-	-	650,000
T062	Data Center UPS Runtime Increase	350,000	349,854	-	-	-	-	-	350,000
		<u>3,832,210</u>	<u>1,521,974</u>	<u>465,866</u>	<u>-</u>	<u>251,000</u>	<u>-</u>	<u>214,866</u>	<u>4,298,076</u>
									-
Total		<u>1,053,063,823</u>	<u>593,562,185</u>	<u>195,819,125</u>	<u>-</u>	<u>4,338,064</u>	<u>-</u>	<u>191,481,061</u>	<u>1,248,882,948</u>

## Capital Project Funding Addition Descriptions

## Equipment Program

- B175 Intelligent Vehicle Network Upgrade (IVN3 to IVN5) – Upgrade the Intelligent Vehicle Network (IVN) from IVN3 to IVN5. There are 110 buses that are equipped with IVN 3 equipment that is at the end of its useful life and needs to be replaced. The IVN device is the brains of the bus and is a rugged onboard computer specifically designed to manage transportation applications, collect and transmit data in real-time.
- B176 Drive Cam – Purchase the Lytx Video Platform that will increase visibility, improve safety, track vehicles, and streamline fleet compliance through the use of an integrated tracking and on board video solution for 220 40-foot buses and 175 smaller cutaway buses. This solution will capture critical incidents with cloud-connected, continually recorded video and quickly find the clips needed to understand what really happened within minutes of a flagged incident or accident. It will allow SacRT to proactively manage the fleet and provides tools to change driver behavior, prevent collisions, and reduce claims.

## Fleet Program

- B173 40-ft CNG Bus Replacement (91 Orion Buses) – Increase budget by the amount needed to replace 60, or approximately two-thirds, of the 91 Model Year 2008 CNG 40-foot buses with new CNG buses. The first 31 buses were budgeted for replacement in FY20, and any unused budget authority will be carried forward at the end of the fiscal year. With this budget addition, there will be adequate capital budget authority to replace all 91 of the 2008 Orion CNG buses that are either beyond—or nearly beyond—their 12-year, 500,000-mile useful life.
- R100 Replacement New Low-Floor LRVs – Increase the budget to reflect the cost estimate to replace thirteen (13) additional LRVs with new, low-floor LRVs using a future Siemens S700 option order. SacRT has applied for several competitive grants for new low-floor LRVs (California State Transportation Agency's 2020 Transit and Intercity Rail Capital Program; Strategic Growth Council's 2020 Affordable Housing and Sustainable Communities Program), and intends to apply for LRVs from several upcoming competitive grant programs as well (California Transportation Commission's 2020 Solutions for Congested Corridors Program; U.S. Department of Transportation's 2020 Better Utilizing Investments to Leverage Development Program, SACOG's Regional Funding Program).
- R368 Expansion New Low-Floor LRVs – Increase the budget to reflect the estimated cost to purchase seven expansion LRVs that are needed to enable Green Line frequency enhancements as part of the Sacramento Valley Station (SVS) Loop project. These LRVs will enable increased service frequencies from 30 minutes to 15 minutes between Sacramento Valley Station and Township 9 station. This is the escalated cost estimate that was included in SacRT's 2020 Transit and Intercity Rail Capital Program (TIRCP) application for the SVS Loop project.

## Infrastructure Program

- B150 Watt/I-80 On-Site Transit Center Improvements – Enhance the Watt/I-80 Transit Center including strategies to improve visibility, natural surveillance, and regular positive activity, such as redesigning stairwell and elevator structures to be more open and accessible, adding lighting, constructing a well-defined plaza area, removing and restricting access to hiding spaces, and investing in further site maintenance. The existing budget authority is adequate to do a portion of the work, but this budget addition will provide adequate budget authority to implement the full on-site improvements that were included in the design concept that was adopted by the SacRT Board at its April 9, 2018 meeting. SacRT will be pursuing competitive grant funds for these improvements.

## Capital Project Funding Addition Descriptions (continued)

- R400 Light Rail System Capital Improvements and State of Good Repair – Make general light rail system capital improvements to keep the light rail system in a state of good repair. Scope includes things such as wayside related repairs and upgrades, light rail equipment repair/replacement, etc.
- B400 Bus System Capital Improvements and State of Good Repair – Make general bus system capital improvements to keep the bus system in a state of good repair. Scope includes things such as bus stop related repairs, bus equipment repair/replacement, etc.

## Other Program

- M004 Revenue Bond, Series 2012 Payment – Annual payment for Revenue Bond issuance from FY 2013 to FY 2042.

## Facilities Program

- F400 Facilities Capital Improvements and State of Good Repair – Make general facilities improvements to keep SacRT's facilities, including administrative buildings and bus maintenance facilities, in a state of good repair. Scope includes such things as safety improvements, building repairs, etc.

## System Expansion

- R328 Green Line Final EIS/EIR – Complete the Green Line to the Airport Final Environmental Impact Statement (EIS)/Environmental Impact Report (EIR) to clear the project environmentally. This is the next phase to progress the Green Line to the Airport Light Rail Extension.
- R370 Sacramento Valley Station (SVS) Loop – Construct 1.55 miles of new light rail track from the Sacramento Valley Station (SVS) to North B Street and construct two light rail stations. The project will include double-tracking on 7<sup>th</sup> Street which will enable 15 minute service on the Green Line between downtown/SVS and Township 9 station, which can currently only accommodate 30 minute service. This budget amount is the escalated cost estimate that was included in SacRT's 2020 Transit and Intercity Rail Capital Program (TIRCP) application for the SVS Loop project.

## Transit Technologies Program

- B177 Trapeze OPS Web – Purchase Trapeze OPS Web, an integrated operations management software solution that streamlines many frequently performed operational tasks, including: bidding, dispatching, timekeeping, workforce management and yard management.
- B174 Disruption Manager Software – Purchase Disruption Manager software to allow the agency to quickly react to service disruptions that occur due to inclement weather, traffic or road conditions and/or vehicle maintenance issues. SacRT will be able to quickly make service changes to manage issues and all changes will be immediately reflected on affected vehicles in real-time. The same information can also be provided to real-time passenger information systems. This ensures that both operators and passengers get the updated information in real-time.

RESOLUTION NO. 20-06-0061

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

June 8, 2020

**AUTHORIZING THE FILING OF THE FY 2021 TRANSPORTATION DEVELOPMENT ACT CLAIM BASED ON THE ADOPTED BUDGET**

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

THAT, the Board of Directors hereby authorizes the General Manager/CEO to file a claim with the Sacramento Area Council of Governments (SACOG) for Transportation Development Act funds in the amount not to exceed SACOG's funding apportionments for SacRT for FY 2021 and, from said amount, SacRT may claim \$1,761,633 on behalf of SACOG for transportation planning purposes.

\_\_\_\_\_  
STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary



# FY 2021 Budget Briefing

# FY 2021 Budget Assumptions

- **Services are budgeted without reductions**
  - **Minor service expansions such as SmartRide**
- **The budget will support SacRT strategic priorities**
  - **Customers first**
  - **Business optimization**
- **CARES Act funding used to offset loss of fares and sales tax based revenues**
- **No reductions to staffing levels**
  - **Merit increases received per CBA's**
- **No fare rate adjustments**

# FY 2021 Budget Changes from Revised to Final

(\$ in thousands)

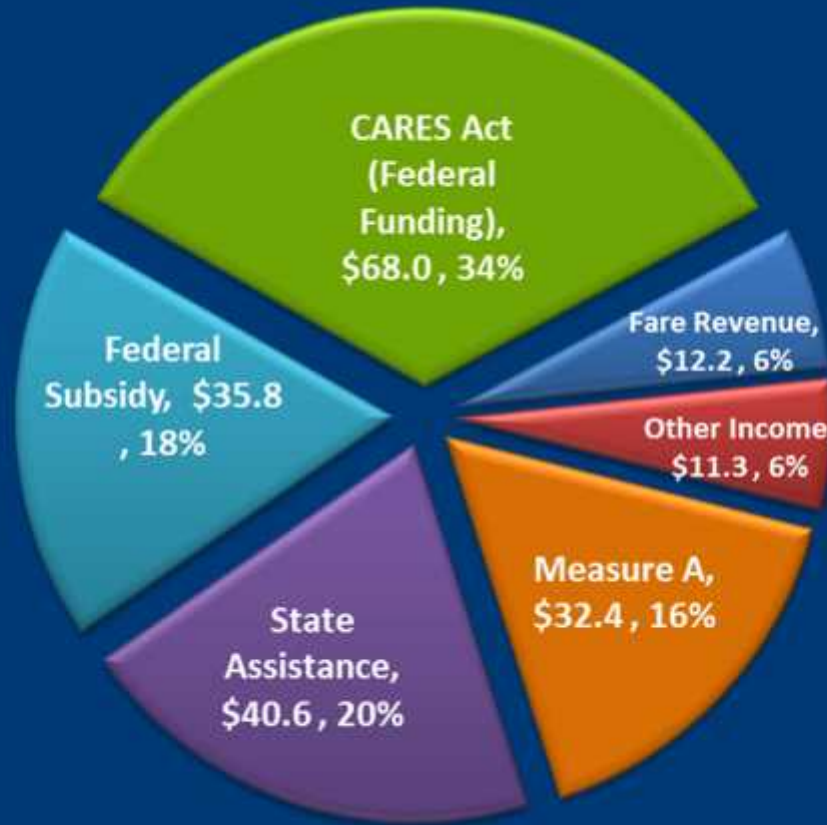
<u>Revenue Source</u>	<u>May Revised</u>	<u>June Final</u>	<u>Revised to Final</u>
Fare Revenues	\$ 12,177	\$ 12,177	\$ -
Contracted Services	\$ 6,380	\$ 6,380	\$ -
Other RT Revenues	\$ 4,876	\$ 4,876	\$ -
State and Local	\$ 70,049	\$ 73,105	\$ 3,056
Federal	\$ 35,790	\$ 35,790	\$ -
CARES Act	\$ 68,000	\$ 68,000	\$ -
<b>Total Revenues</b>	<b>\$ 197,272</b>	<b>\$ 200,328</b>	<b>\$ 3,056</b>
<u>Expenditures</u>			
Salaries & Benefits	\$ 148,251	\$ 142,875	\$ (5,376)
Professional Services	\$ 16,392	\$ 16,502	\$ 110
Materials & Supplies	\$ 12,675	\$ 12,963	\$ 288
Utilities	\$ 7,808	\$ 7,828	\$ 20
Insurance & Liability	\$ 13,408	\$ 14,917	\$ 1,509
Other	\$ 3,623	\$ 5,243	\$ 1,620
<b>Total Expenditures</b>	<b>\$ 202,156</b>	<b>\$ 200,328</b>	<b>\$ (1,828)</b>
<b>Difference</b>	<b>\$ (4,884)</b>	<b>\$ -</b>	<b>\$ 4,884</b>

# FY 2021 Operating and Capital Budgets

- **Operating Budget - \$200.3M**
  - **80% Operations 20% Admin Support**
- **Capital Budget – \$195.8M**
  - **Highlighted Projects – FY 2021**
    - **Light Rail Modernization**
    - **CNG/Electric Bus Replacements**
    - **Sacramento Valley Station (SVS) Loop**

# Where the Dollars Come From (\$ Millions)

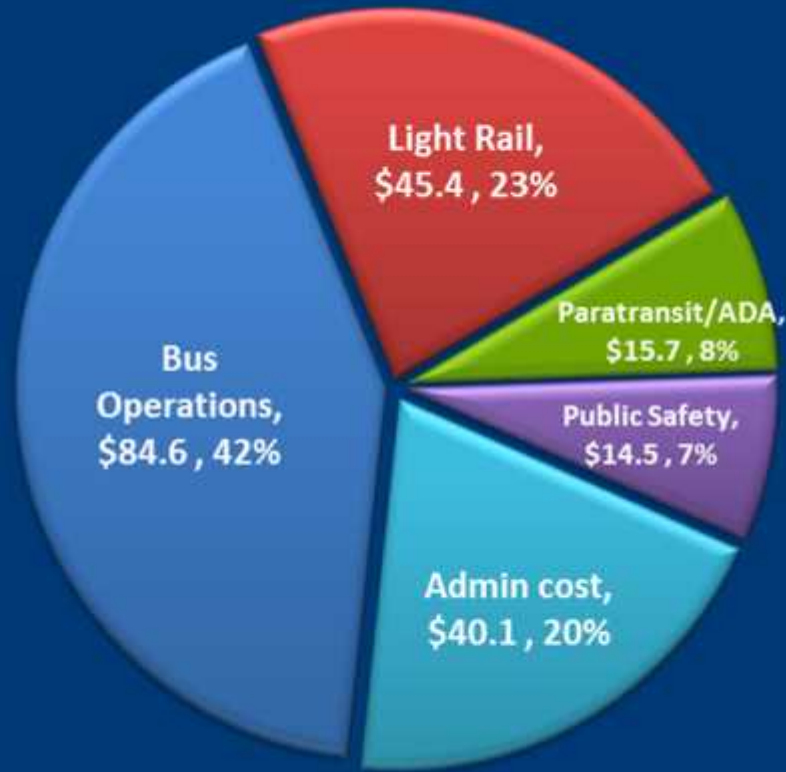
(Total FY 21 Operating Revenue is \$200.3M)



Total Federal Funding for FY 21 is \$103.8M

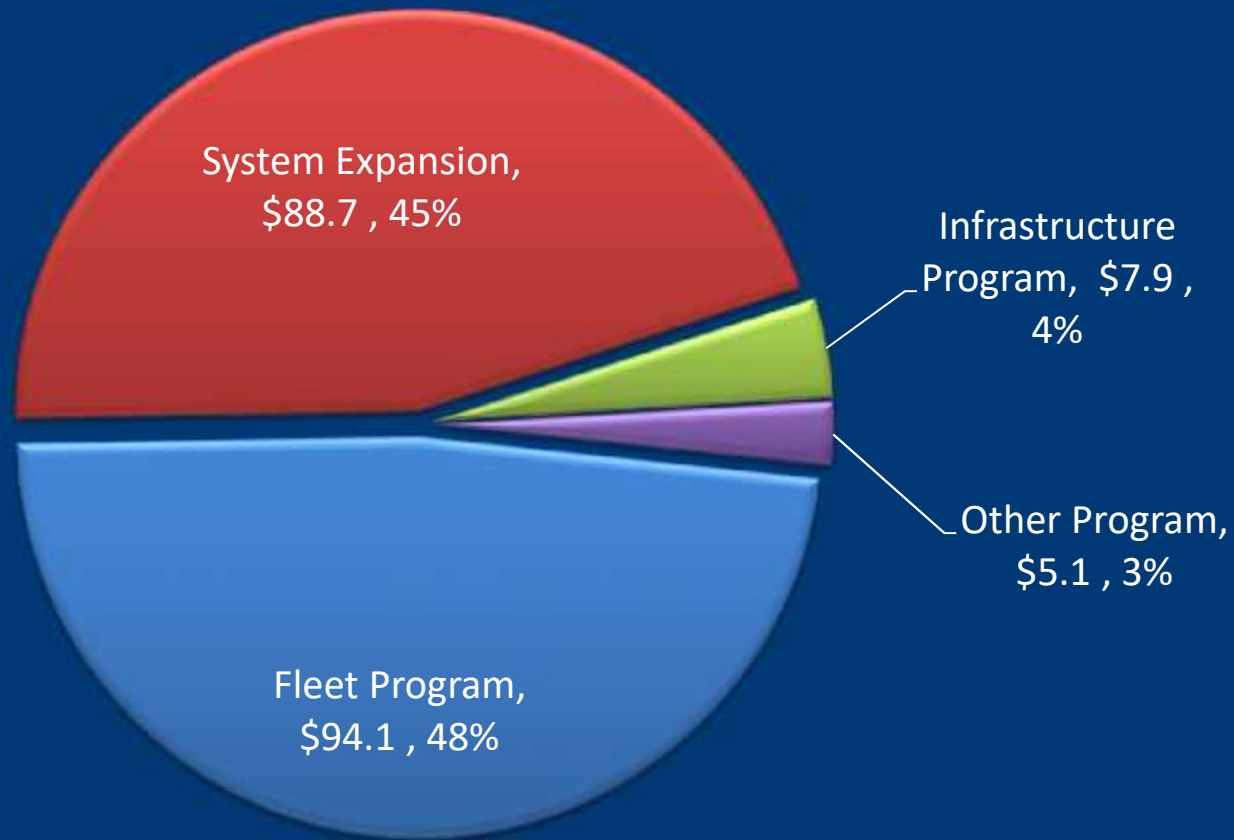
# Service Delivery Breakdown (\$ Millions)

(Total FY 21 Operating Expenditure is \$200.3M)



# FY 2021 Capital Budget (\$ Millions)

(Total FY 21 Capital Budget is \$195.8M)



# Reserves (in thousands)



Note - reserve requirements do not reflect the impact of SacRT's current Line of Credit.



# Outlook

- **Urgent funding need - State of Good Repair**
- **COVID-19 Impacts Unknown**
  - **Cost reduction options**
- **Unable to eliminate Line of Credit**
- **Grant Funding**
  - **Increasing at the State/Local level**
  - **Flat at the Federal level**

# FY 2021 Budget Schedule

**April 8, 2020**

Release of the Preliminary FY 2021 Operating and Capital budgets, 60-day public review begins

**May 11, 2020**

Public Hearing receiving public comment

**June 8, 2020**

FY 2021 Operating and Capital Budget hearing for adoption by the Board of Directors



## STAFF REPORT

---

**DATE:** June 8, 2020  
**TO:** Sacramento Regional Transit Board of Directors  
**FROM:** Shelly Valenton, VP, Integrated Services and Strategic Initiatives  
**SUBJ:** Annual Performance-Based Evaluation for the General Manager/CEO

### RECOMMENDATION

Adopt the Attached Resolution.

### RESULT OF RECOMMENDED ACTION

Approve the Annual Performance-Based Evaluation for the General Manager/CEO (GM/CEO) and the Third Amendment to the GM/CEO's Employment Contract.

### FISCAL IMPACT

Merit-based salary increase of \$9,247 annually. This amount is included in the FY 2021 Operating Budget.

### DISCUSSION

The Sacramento Regional Transit District (SacRT) Board of Directors selected Henry Li as GM/CEO effective July 1, 2016, after a nationwide search. Since then, SacRT has experienced a historic transformation.

The Board of Directors met in Closed Session on May 11, 2020 to conduct the General Manager's Annual Performance Evaluation. The Board was provided with a comprehensive list of the District's accomplishment for the Fiscal Year (FY) 2020. Highlights of the FY 2020 accomplishments include:

1. Launched a re-imagined bus network featuring more frequent and direct bus service seven days a week and more late-night service.
2. Partnered with the cities and school districts to offer fare-free transit for youth in transitional kindergarten through 12th grade with SacRT's RydeFreeRT program. SacRT's ridership was up approximately 125% (pre-COVID-19) as a result of this and other initiatives.
3. Ridership increased overall, with bus ridership trending up by 21% by February 2020 and 7% trending system-wide through March (pre-COVID-19).
4. Successfully hosted the first SacRT Transit Academy with 55 participants.

5. Bolstered the microtransit program, SmarT Ride, by increasing the total number of SmarT Ride zones to nine throughout Sacramento County, making it the largest program of its kind in the nation.
6. Launched express bus service to the Sacramento International Airport for the first time in SacRT's history.
7. Signed a service contract to operate Elk Grove's e-tran and e-van transit services and successfully implemented the service transition.
8. Secured \$150 million in State Transit & Intercity Rail Capital Program (TIRCP) funding to accelerate SacRT's light rail modernization efforts, with an additional award of TIRCP funding in the amount of \$24 million to support the purchase an additional eight low-floor light rail vehicles, as well as \$4 million for a tunnel connection to the SVS light rail station.
9. Executed a contract with Siemens Mobility for the first 20 of 76 modern low-floor light rail vehicles to be delivered starting in 2022.
10. Secured \$17.5 million from the Transformative Climate Communities and another \$16 million from the Affordable Housing & Sustainable Communities grant programs to construct Dos Rios and Railyards light rail stations.
11. Collaborated with the Sacramento Transportation Authority and others to craft an expenditure plan that supports public transit and increased mobility options for the 2020 November ballot. The expenditure plan would provide more than \$3 billion to SacRT over 40 years.
12. Completed the Customer Service and Sales Center Lobby Expansion to add an additional 266 square feet of lobby space, additional seating, a numbering system, and two additional service windows.
13. Partnered with JUMP Bike to install nine bike charging hubs at SacRT light rail stations.
14. Partnered with technology startup "Miles" to offer app-based travel incentives to encourage more transit usage.
15. Launched the Causeway Connection, deploying 12 zero-emission electric bus service providing service between the UC Davis Medical Center and the UC Davis campus jointly with Yolobus.
16. Partnered with City of Sacramento and CalSTA to address the digital divide by using 10 buses as Wi-Fi super-hotspots to assist with distance learning, telework and telehealth efforts.
17. Implemented numerous best safety practices to ensure the health and well-being of employees and customers in response to COVID-19.
18. Will begin operating ADA paratransit service in-house on Sunday, June 28. The service will be branded as SacRT GO Paratransit Services.
19. Received approximately 90% positive media coverage in FY 2020 with over 1,200 SacRT feature stories.
20. Received overall satisfaction ratings of over 80% on both customers satisfaction survey and employees satisfaction survey conducted by third party consulting firms.

The attached documents were presented to the Board prior to the Closed Session for review: 1) a Letter to the Board from the GM/CEO; 2) Full Report on FY 2020 Accomplishments; and 3) FY 2021 Goals.

The Board has determined that the GM/CEO has met, and in most cases, exceeded the key performance goals set for FY 2020.

Recognizing the current economic and fiscal challenges as a result of the COVID-19 pandemic, it is proposed that the GM/CEO will receive 3% annual merit/salary pay increase that the Management and Confidential Employee Group (“MCEG”) and other employee union groups are receiving, and forgo any annual performance incentives.

Given the work demands placed on the GM/CEO, particularly during the COVID-19 pandemic crises, the new Measure A expenditure preparations, and the implementation of major projects related to securing future funding for SacRT, the GM/CEO has been unable to schedule and take vacation time off to remain below the vacation accrual cap as set forth in the Personnel Policy Manual (PPM) adopted by the Board of Directors on June 10, 2019. At the time of the adoption of the PPM, the vacation cap was reduced by 1/3, making it even more difficult for the GM/CEO to remain below the vacation cap, given that his schedule will not easily accommodate a vacation. The Board wants to ensure that the GM/CEO receives the benefit provided by vacation accrual under the PPM and his contract (the GM/CEO receives the same vacation hours like all other Executive Management Team or EMT members). Therefore, for the vacation hours above 380 hours in his vacation bank, Mr. Li will **take more than half of the time for vacation, and the Board will authorize the GM/CEO to deposit the value of the remaining hours into his 401(a) account on a post-tax basis.**

In addition, SacRT’s current General Counsel identified two drafting errors in his contract relating to A) a paragraph in the Principal Agreement/Contract that was inadvertently deleted and replaced by a new Subparagraph when the First Amendment to his contract was drafted; and B) the calculation of deferred compensation of 401(a) benefits in the previous contract amendment three years ago was incorrectly described in the amendment to the GM/CEO’s contract and should now be corrected.

Considering the foregoing, the following actions are recommended for the Board’s consideration:

1. Effective 7/1/2020, the GM/CEO will receive a **3% merit pay/salary increase.**
2. Notwithstanding anything to the contrary contained in the vacation sell back provision set out in Section 10.02.D. of the SacRT Personnel Policy Manual dated June 10, 2019, for all accrued vacation hours exceeding 380 hours, the Board asks the GM/CEO to **take more than half of the hours above-380-hours off for vacation** by the end of December 2020, and authorizes the GM/CEO to deposit the value of the remaining hours above-380-hours, up to the IRS contribution cap into deferred compensation plan 401(a), retroactive to the June 2019 and ending in December 31, 2020; and his contribution of vacation accruals into his 401(a) account will not exceed \$14,000 (post-taxes).
3. The drafting errors contained in the amendment(s) to the GM/CEO’s employment contract are corrected as follows:

- a. Subparagraph 5.3 of Article 5 of Principal Agreement entitled, “Standard Benefits”, which was inadvertently deleted from the Principal Agreement in the First Amendment to the Principal Agreement is restated.
- b. Subparagraph 5.3 of Article 5 of the Principal Agreement entitled, “Supplemental Retirement Benefit – 401(a) Defined Contribution Plan,” is revised to use SacRT’s contribution in the previous fiscal year as the basis for calculating the increase in the current year’s contribution, based upon the percentage increase in the IRS 401(a) contribution cap for the year. This was the intent of the Board three years ago, but the wording in this section of the contract inadvertently used the original SacRT contribution as the base for calculating the annual increase in SacRT’s contribution for succeeding years.



## Regional Transit

**Sacramento Regional  
Transit District**  
A Public Transit Agency  
and Equal Opportunity Employer

**Administrative Offices**  
1400 29th Street  
Sacramento, CA 95816  
916-321-2800

**Mailing Address**  
P.O. Box 2110  
Sacramento, CA 95812-2110

**Human Resources**  
2810 O Street  
Sacramento, CA 95816  
916-556-0299

**Customer Service &  
Sales Center**  
1225 R Street  
Sacramento, CA 95811

**Route, Schedule & Fare  
Information**  
916-321-BUSS (2877)  
TDD 916-483-HEAR (4327)  
sacrt.com

Public Transit Since 1973

## General Manager/CEO Performance Evaluation

*Public Transit an Essential Service*

May 11, 2020

Dear Chair Hansen and SacRT Board of Directors:

As SacRT concludes Fiscal Year (FY) 2020, we should all be proud of our numerous achievements that have elevated our transit system to new heights. During the first eight months of the fiscal year, our trajectory was on a steadfast climb: ridership was growing; our financial house was in order with reserves building; and a county-wide poll showed our public satisfaction rating at an all-time high. However, over the last seven weeks, much of our progress was offset by an unprecedented challenge, the COVID-19 pandemic. I would be remiss if I did not recognize the influence this crisis has had on the District in a relatively short period of time.

Whether it is implementing innovative mobility solutions or navigating a pandemic, we never skipped a beat in FY 2020, setting industry best practices for other public transit systems to emulate. We began the fiscal year by becoming the first transit agency in the nation to implement a system-wide fare-free program for youth in grades kindergarten through 12; expanded our on-demand microtransit program Smart Ride to nine zones, making it the largest program in the nation; and after a two-year public engagement process, flawlessly implemented SacRT Forward, a comprehensive system-wide bus network redesign. The District also took on new challenges and opportunities that will only bolster our operations and strengthen our financial position such as transitioning ADA paratransit service in-house; signing an agreement for the first SacRT station-naming collaboration; continuing annexation discussions with Elk Grove and Yolo; and advancing the conversion to an all zero-emission fleet.

And, that's just the warm up. Attached, please find our complete FY 2020 Goals and Accomplishments as well as our FY 2021 Performance Objectives and Goals for your consideration and feedback. SacRT has embarked on a new strategic plan that is currently being finalized, which is reflected in the attached FY 2021 GM Objectives and Goals format. The new focus is on the "four pillars" approach established by working sessions with staff and will be used for regularly tracking key performance indexes (KPIs) and the status of priority projects throughout the year. I believe this will ensure focus on execution of key initiatives and will uphold stronger accountability to the Board and public. We are looking forward to presenting to the Board a draft of the strategic plan for your input and feedback and telling you more about our collaborative approach to this process.

Looking back on FY 2020, SacRT has numerous noteworthy accomplishments that are captured in the attached report. Allow me to underscore some of those accomplishments:

1. Launched a re-imagined bus network featuring more frequent and direct bus service seven days a week and more late night service
2. Partnered with the cities and school districts to offer fare-free transit for youth in transitional kindergarten through 12th grade with our RydeFreeRT program. Ridership was up approximately 125% (pre-COVID-19)
3. Ridership increased overall, with bus ridership trending up by 21% by February 2020 and 7% trending system-wide through March (pre-COVID-19)
4. Successfully hosted the first SacRT Transit Academy with 55 participants
5. Bolstered the microtransit program, SmaRT Ride by bringing SacRT's total to nine zones throughout Sacramento County, making it the largest program of its kind in the nation
6. Launched express bus service to the Sacramento International Airport for the first time in SacRT's history
7. Signed a service contract to operate Elk Grove's e-tran and e-van transit services and successfully implemented the service transition
8. Awarded \$150 million in Transit & Intercity Rail Capital Program (TIRCP) funding to accelerate SacRT's light rail modernization efforts, with an additional award of TIRCP funding in the amount of \$24 million to support the purchase an additional eight low-floor light rail vehicles, as well as \$4 million for a tunnel connecting the SVS light rail station
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17. Implemented numerous best safety practices to ensure the health and well-being of employees and customers in response to COVID-19
18. Will begin operating ADA paratransit service in-house on Sunday, June 28. The service will be branded SacRT GO Paratransit Services
19. Received approximately 90% positive media coverage in FY 2020 with over 1,200 SacRT feature stories



I continue to be inspired by the Sacramento community and our indomitable spirit, which I attribute to the strong leadership and steadfast support of the SacRT Board of Directors, employees and customers; federal, state and local electeds; key stakeholders; regional partners; and community advocates. I would also like to thank our union leaders for their great partnership and recognize the hard work of the SacRT team. It is very encouraging to continue to receive positive feedback from our stakeholders and employees, as reflected in recent survey results:

- Measure A Poll – SacRT has the highest satisfaction rating from the public on SacRT’s performance compared to other public agencies
- Elk Grove Passenger Survey – SacRT received an overall satisfaction score of 4.19 out of 5 from those riding the local service.
- 2020 Employee Survey - SacRT received higher than 80% satisfaction rating in 8 of the 12 areas measured and the overall results show an employee satisfaction rating higher than industry standards
- 2020 Passenger Survey – Initial results indicate a high overall satisfaction rating of 4.07 out of 5

I feel honored to be able to serve the Sacramento community during these unprecedented times. As we make progress towards returning to a “new normal,” I feel confident that SacRT will emerge from this crisis stronger and nimbler than ever before.

As SacRT prepares for FY 2021, I realize some of our priorities have shifted; however, we will not be deterred from continuing to improve mobility in the Sacramento region and push for additional funding at the federal, state and local levels. The successful passage of Measure A could provide SacRT with approximately \$3 billion over 40 years for state-of-good repair, system-wide improvements and capital projects, which would bring a much-needed economic boost to the region.

I would like to express my sincere gratitude for the Board’s steadfast leadership of SacRT! There is still a great deal of work to be accomplished and I know with the Board’s support we will continue to make progress in delivering innovative mobility solutions for the Sacramento region.

With gratitude,



Henry Li  
General Manager/CEO  
Sacramento Regional Transit District

# Sacramento Regional Transit District (SacRT) General Manager/CEO Fiscal Year 2020 Performance Goals & Accomplishments



June 2020





It is the intent of this document to track the performance progress for the Sacramento Regional Transit District's (SacRT) General Manager/Chief Executive Officer (GM/CEO) for Fiscal Year 2020. Performance objectives, goals or expectations address progress toward SacRT Board adopted goals and execution of our strategic vision. Many of these accomplishments could not have been achieved without a strong partnership with our union leaders and the hard work of SacRT employees.




## SacRT Major Performance Goals and Accomplishments in Fiscal Year 2020




### 1. STRATEGIC PLANNING & SYSTEM DEVELOPMENT

Envision a more innovative, expansive, and convenient mobility network. Identify service enhancements, infrastructure and capital improvement projects that will attract more riders to the SacRT system.

GM/CEO PERFORMANCE GOALS	FY20 ACCOMPLISHMENTS	STATUS
<p>1. Flawlessly launch SacRT Forward on September 8<sup>th</sup> and continue to monitor, seek public input and address any issues that arise. Establish performance metrics to identify if the new network is accomplishing the District goals.</p>	<p>1. Successfully launched SacRT Forward on September 8, 2019. The new bus network provides improved frequency, more weekend and evening service, and better routing to serve activity, employment and education centers. Launch day was smooth and ridership increased overall, with bus ridership trending up by 21% by February 2020 and 7% trending system-wide through March (pre-COVID-19). Staff will continue to pursue new funding sources to further expand the network and provide even better route span and frequency. Staff continues to monitor performance of the new bus network, seek public input, update the Board, and refine the network based on performance.</p>	
<p>2. Continue to execute on the Sacramento Transportation Authority's \$12 million neighborhood shuttle grant and implement new SmaRT Ride zones, such as Downtown/East Sacramento, Gerber, and Rancho Cordova.</p>	<p>2. SacRT continues to work closely with our partners to roll out new SmaRT Ride zones and make updates to existing zones. On January 6, 2020, SacRT successfully launched six additional SmaRT Ride service areas (making a total of nine zones). New corner-to-corner service includes Arden, Carmichael, Downtown-Midtown-East Sacramento, Gerber-Calvine, Folsom, and North Sacramento. SmaRT Ride successfully transitioned software scheduling app to Via Transportation, which has improved productivity. SacRT Customer Satisfaction team increased their phone support hours and team size to accommodate the call volume and increased demand for SmaRT Ride as the zones were developed. SacRT has expended over \$3.2 million of the \$12 million grant. SacRT anticipates expanding the service area of Franklin, Rancho Cordova</p>	


	<p>and North Sacramento this summer. SacRT’s implementation of SmarT ride was presented as a successful project to the California Transportation Commission and Governor Newsom’s Administration in January 2020 by both GM/CEO Henry Li, and in addition, Via, as part of their Innovations in Transportation presentation.</p>	
<p>3. Complete Project Approval and the Environmental Document related to the Folsom double-tracking project that will lead to 15-minute service frequency to and from the Folsom light rail stations.</p>	<p>3. Staff completed environmental documentation (CEQA/NEPA) and submitted to the FTA for approval for 15-minute service frequency from downtown Sacramento to Historic Folsom. The draft Initial Study/Proposed Mitigated Negative Declaration Folsom Light Rail Modernization Project was available for public review last fall and the Board of Directors adopted the resolution during the January 2020 Board meeting.</p>	
<p>4. Successfully work with all partners (City of Sacramento, City of West Sacramento, SACOG, FTA, and CalSTA) to transition the Downtown/Riverfront Streetcar project to a SacRT light rail expansion project with a modified route that connects West Sacramento with Township 9.</p>	<p>4. SacRT has been named as the owner of the Downtown/Riverfront Streetcar project and has been successfully leading the project. In the past, SacRT only provided technical support as a partner, but not recognized as the owner of the project. Is currently working closely with project partners (City of Sacramento, City of West Sacramento, SACOG, FTA, CalSTA) to revise the Downtown/ Riverfront Streetcar project scope in order to preserve the federal small starts appropriations with a modified route that connects West Sacramento (Sutter Health Park) to the Sacramento Valley Station. SacRT continues to update the FTA Roadmap and conducts regular calls with Headquarter, Region 9 and the project partners.</p>	
<p>5. Continue to progress two new light rail stations along the system by coordinating with Railyards developer on the construction of a new light rail station serving the future development and potential Major League Soccer Stadium; and by progressing the Final Design of the Dos Rios light rail station.</p>	<p>5. Secured \$17.5 million from the Transformative Climate Communities and another \$16 million from the Affordable Housing &amp; Sustainable Communities grant programs to construct Dos Rios and Railyards light rail stations and other surrounding infrastructure. Staff continues to work with the grant recipients (SHRA and LDK) to ensure both projects are moving forward and compliant.</p>	
<p>6. Form a Florin Station Joint Development Public Advisory group to execute on the vision laid out by the Urban Land Institute’s Technical Advisory Panel recommendations.</p>	<p>6. SacRT continues to work with partners and the community on planning the future development of the Florin light rail station excess parking lot and property. On July 18, 2019, staff held a Joint Development Public Advisory meeting to define parameters for Joint Development Request for Proposal and determine the level public participation interest. SacRT expects to release an RFP for joint development before the end of</p>	





	the FY20.	
7. Successfully procure four new low-floor light rail vehicles to be delivered in 2020 and continue to progress modernization efforts.	7. The original plan was to have four low-floor light rail vehicles ready this calendar year. However, after careful analysis of the operational feasibility, we changed direction for a better solution in the long-term, which is to have 20 LRVs ready over the next two to three years. This led to the successful negotiation of a contract to procure up to 76 light vehicles from Siemens Mobility, Inc. SacRT issued a Notice to Proceed on April 15, 2020, for the manufacturing of 20 of those new low-floor light rail vehicles to be delivered by 2022. This will be the first purchase of new light rail vehicles in over 20 years. Staff also progressed modernization efforts by completing the preliminary engineering of the low-floor station conversion of the Gold Line stations and completing the interim design of these stations to fall within the available funding. In April 2020, SacRT also received \$24 million in Transit & Intercity Rail Capital Program funding to support the purchase of eight new LRVs.	 Exceeded
8. Launch zero emission electric shuttle bus service between UC Davis and the UC Davis Medical Center and launch frequent shuttle service from downtown Sacramento to the Sacramento International Airport.	8. On January 5, 2020, SacRT's new Route 142 airport express service successfully launched, serving the Sacramento International Airport seven days a week every 20 or 30 minutes combined with Yolobus downtown/airport routes 42A and 42B. In 2020, SacRT, Yolobus, UC Davis, City of Sacramento, Electrify America, and SACOG partnered to launch a new public intercity express bus service using zero emission electric vehicles called the Causeway Connection. Electrify America invested \$14 million to purchase zero-emission buses and install charging infrastructure to support a frequent UC Davis to UC Davis Medical Center ZEV shuttle. Due to the COVID-19 pandemic, service hours were modified to only operate during peak commute hours.	 Exceeded
9. Complete a comprehensive corridor study that identifies the best places to plan for future Bus Rapid Transit (BRT).	9. SacRT is pursuing opportunities to implement Bus Rapid Transit (BRT) service along key economic development corridors and has launched a comprehensive bus rapid transit corridor study. Five corridors have been identified to move forward for BRT implementation, including Stockton Boulevard, Watt/I-80, Sunrise Boulevard, Iron Point Road and Watt Avenue. Staff is working with the City of Sacramento to develop a demonstration project along Stockton Boulevard. In addition to working with the local jurisdictions, SacRT continues to engage with Caltrans District 3 in identifying congested corridors, traffic light signal optimization and ramp meter priorities, as well as including BRT projects in multi-modal corridor plans that would be prioritized for state funding.	 In Progress



<p>10. Start the process to update SacRT's Strategic Plan that clearly calls out the agency's mission, goals, vision, values and key performance indicators over the next five years.</p>	<p>10. In consultation with TransPro Consulting, staff is working to update SacRT's 5-year Strategic Plan and implement strategic plans, projects, and performance measurements that are aligned with the organization's mission, grounded in best practices, and are highly actionable. The Plan will be presented to the Board for review and approval prior to roll-out before end of 2020.</p>	
<p>11. Complete a Zero Emission Fleet Conversion Plan that will be compliant with California Air Resources Board regulations that will position SacRT to pursue additional grant funding.</p>	<p>11. Phase I is complete, and SacRT staff will bring the Innovative Clean Transit plan to the Board in June 2020. Phase II, which will incorporate the comprehensive roll out plan, will begin implementation in June 2020. SacRT completed the installation of six microtransit charging stations and five full size charging stations for the first delivery of the zero emission bus fleet. Staff is implementing a plan to procure 50 Electric Vehicles by mid-2020 and aims to convert the entire vehicle fleet (approximately 600) to Zero Emission ahead of state mandate.</p>	
<p>12. Develop a plan to either purchase or build an Administrative Campus in an effort to consolidate and improve efficiencies, while creating a better working environment for its employees.</p>	<p>12. Staff is actively pursuing opportunities to relocate the Administrative Campus in an effort to consolidate and improve efficiencies, as well as locate opportunities for satellite bus maintenance and dispatch facilities to improve operational efficiencies, while creating a better working environment for employees. Options will be presented to the Board in the coming months.</p>	

## 2. FINANCIAL STABILITY, ACCOUNTABILITY AND BUSINESS PROCESS OPTIMIZATION

SacRT is dedicated to strengthening our financial footing by tapping innovative revenue sources and conducting relentless organizational optimization to fund our current level of service, state of good repair initiatives, maintenance and capital investments, and build reserves. Moving forward, SacRT will continue to identify and implement cost-cutting measures to maximize efficiencies and minimize duplication, consistent with operating like a true business. SacRT will continue to seek operating revenues through more local, state and federal funding, as well as pursue capital grant opportunities.



GM/CEO PERFORMANCE GOALS	FY20 ACCOMPLISHMENTS	STATUS
<p>1. Work with state delegation to pass and sign into law AB 631, amending SacRT's detachment as stipulated in the annexation agreement with the City of Citrus Heights.</p>	<p>1. On July 12, 2019, Governor Newsom signed into law AB 631 (McCarty), amending SacRT's detachment as stipulated in the annexation agreement with the City of Citrus Heights.</p>	




<p>2. Continue to aggressively pursue all grant opportunities, specifically state grant opportunities such as Transit &amp; Intercity Rail Capital Program (TIRCP) and the Solutions for Congested Corridors grant program.</p>	<p>2. SacRT submitted two TIRCP applications, a joint application with the Capitol Corridor JPA and the City of Sacramento focused on Sacramento Valley Station (SVS) integration and our own application requesting low floor light rail vehicles (LRVs). In April, SacRT received \$23 million for the purchase of 8 new LRVs as well as \$4 million for a tunnel connecting the SVS light rail station. SacRT also submitted a joint Affordable Housing and Sustainable Communities (AHSC) application with Sacramento Housing and Redevelopment Agency (SHRA) and Developer, McCormack Baron Salazar, requesting \$5,000,000. Staff is preparing to submit over 15 federal, state and local requests for funds. SacRT is currently forming a Solutions for Congested Corridors application for the June 30<sup>th</sup> deadline, that would be submitted as part of a coordinated effort with Placer County Transportation Planning Agency, SACOG, City of Sacramento, and Caltrans, for improvements in the north eastern corridor of the Blue Line.</p>	
<p>3. Complete the installation of Automated Passenger Counters (APCs) on all of SacRT's 97 light rail vehicles to ensure a more accurate ridership count.</p>	<p>3. Staff successfully completed the installation of APCs in September 2019, and in March 2020 was approved for use in National Transit Database (NTD) reporting for FY20. Following certification of APCs on all of SacRT's 97 light rail vehicles, staff began providing more accurate monthly ridership data.</p>	
<p>4. Complete the remodel of SacRT's Customer Service Center lobby area to create a more welcoming and comfortable environment.</p>	<p>4. In July 2019, SacRT completed the Customer Service and Sales Center Lobby Expansion to add an additional 266 square feet of lobby space, additional seating, a numbering system, and two additional service windows. Customers can come into the lobby, out of the elements, and receive friendly service from one of the five customer service windows.</p>	
<p>5. Participate on the California Transit Association's (CTA) Transportation Development Act (TDA) Task Force to ensure that any change to TDA serve the best interests of SacRT.</p>	<p>5. SacRT participated on the Alternatives Subcommittee to rework the framework on the TDA. At the request of legislative leaders, SacRT and CTA provided an initial draft of the results of public transit operators and regional transportation planning agencies examination of TDA's performance measures. SacRT shared a proposal for possible legislative revisions to several aspects of TDA to Senate and Assembly transportation committees. In addition, as part of ensuring that transit agencies remain whole in the light of COVID-19, SacRT staff continues to work with CTA, the legislature, and the State administration in implementing policy changes to TDA and other funding sources that would not negatively impact SacRT in future funding cycles and recovery from</p>	

	the pandemic.	
6. Make substantial progress in transit oriented development or joint development projects for property at Power Inn, Florin Road and Meadowview to attract new riders and increase revenue.	6. SacRT continues to develop our relationships with transit oriented development partners and examine various surplus properties to determine if they qualify for projects that would encourage transit use and potentially increase our ridership. In partnership with SACOG, a TOD Action Plan/Toolkit for the region will be released this summer. In early 2020, SacRT’s leadership team began a workgroup coordinating with State Treasurer Fiona Ma on TOD planning, opportunity zones, and project development.	
7. Enter into a Purchase Sale Agreement with a developer at the Power Inn site.	7. SacRT continues to work with interested parties to purchase and develop the Power Inn site and has received interest from developers.	

### 3. STRATEGIC VISION, INNOVATIONS & BEST PRACTICES




Develop and implement industry best practices by re-imagining a more innovative service network and leveraging new technologies to improve the customer experience by making it easier to ride transit, receive information, and pay fare.

GM/CEO PERFORMANCE GOALS	FY20 ACCOMPLISHMENTS	STATUS
1. Complete an audit of SacRT’s Information Technology department and various hardware and software programs to ensure better integration and to improve on the District’s technology needs.	1. Staff completed an audit review of SacRT's Information Technology department and various hardware and software programs and are currently procuring and implementing system updates to improve the District's technology infrastructure. A new position of Assistant Vice President of Technology, Innovation and Performance Monitoring was created and filled to fully support SacRT’s various innovative efforts that Technology solutions target opportunities to increase efficiencies and modernize business processes, such as an online, cloud-based eProcurement system, electronic recruitment system (NeoGov) and the replacement of an outdated email system. The district has formed a Information Technology Advisory Committee (ITAC) to better align projects and district IT needs.	
2. Continue to embrace and integrate micro-mobility services such as JUMP bikes, Gotcha bikes, scooters, and GIG cars.	2. In an effort to encourage more people to try going car-free, JUMP bikes installed nine bike charging hubs at SacRT light rail stations. SacRT and JUMP partnered in December 2019 to offer free rides on light rail for anyone that uses a JUMP bike as a first-mile/last-mile mobility solution to get to a SacRT light rail station. SacRT hosted an APTA micro-mobility webinar to share our leading industry practices.	







3. Roll-out real-time passenger information for light rail vehicle arrivals, and display actual times as opposed to scheduled.	3. Staff continues to pursue technological solutions and funding to enable the system to provide real-time passenger information for the light rail system.	
4. Support IT modernization with updating fare vending machines and installing new fare vending machines that include faster payment options to improve customer experience.	4. Construction for new fare vending machines on the Blue line is currently underway, to be completed by December 2020. The new fare vending machines support IT modernization, include faster payment options to improve customer experience and can dispense Connect Cards. Grant opportunities are being pursued for additional fare vending machine replacement on the Gold line.	
5. Progress SacRT's sustainability commitment, including a formal organizational policy to identify and establish sustainability goals.	5. SacRT signed the American Public Transportation Association's Sustainability Pledge. SacRT is serving on and helping staff with the Mayor's Commission on Climate Change, including providing significant feedback to the Technical Advisory Committee on Mobility. Staff continues to work on standardization efforts that reduce paper-based processes.	



#### 4. SYSTEM SAFETY & SECURITY

Prioritize security efforts by implementing industry best practices and response to customer concerns over safety and security.

GM/CEO PERFORMANCE GOALS	FY20 ACCOMPLISHMENTS	STATUS
1. Successfully wind down the Transit Agent program and launch the new Transit Ambassador program with a renewed focus on customer service, fare inspection and safety.	1. The Transit Agent demonstration program successfully ended June 28, 2019. The new Transit Ambassador program is focused on customer service successfully began July 1, 2019, six Lead Transit Ambassadors were hired, 25 Transit Ambassadors were hired, and three vacant Transit Ambassador positions went out for recruitment. Resulting in light rail fare evasion dropping from 20% in 2016 to below 4%, and below 1% following the implementation of the RydeFreeRT program in October.	
2. Work with the newly formed Rancho Cordova property business improvement District (PBID) to ensure security personnel is patrolling SacRT light rail stations and assisting with SacRT's Police Services.	2. The SacRT Board voted to support the PBID, but the measure failed to gain enough total votes to pass.	
3. Develop and implement a security solution for Roseville Road light rail station that will allow for off-site camera monitoring to address crime	3. SacRT developed a security solution, which included the purchase of security license plate recognition cameras to enable off-site monitoring. Staff is working to identify a funding source to purchase needed technology and	







and social disorder.	personnel for off-site monitoring.	
4. Bolster internal security measures by adding cameras and conducting Crime Prevention Through Environmental Design (CPTED) assessments for our critical assets.	4. SacRT completed CPTED assessments of several facilities including Bus Maintenance Facility 2, Engineering, and Light Rail Maintenance and identified potential additional security measures for these assets. Staff is working to identify a funding source to purchase needed resources to implement additional security enhancements.	
5. Design and implement a communication consolidation plan. This would combine, bus, rail, and the security operations in one location for efficiency and further our customer service goals.	5. In December 2019, development and design of the SacRT Operations Control Center (RTOCC) began, with a launch goal of Summer 2020. The RTOCC will enhance the safety, performance, and service delivery by combining bus, rail, and the security operations in one location, facilitating efficient and effective real-time management of SacRT's public transportation network.	
6. Implement a new contract with First Security Services to bolster our security efforts. This will include scaling to 35 security officers, ongoing training, and ensuring accountability.	6. New contract was successfully transferred from Paladin Security to First Security Services in June 2019. On July 1, 2019, 35 station security guards were deployed into the system, also covering trains as they rode in between stations.	
7. Add a video monitoring position to the Security Operations personnel. This will ensure dedicated attention to the existing camera network and utilizing the PA address system when needed to address nefarious behavior.	7. Currently video monitoring and PA announcements are covered by all Security Operations Center personnel. As funding becomes available, this position will be filled to provide dedicated attention to security network.	
8. Actively engage in promotion of our security efforts in teaming with our Marketing department and utilizing existing social networks such as Nextdoor.com.	8. Partnered with City of Sacramento Police Department and Sacramento County Sheriff's Department providing access to over 250,000 Nextdoor subscribers in Sacramento County to send out important SacRT information, including the launch of new bus routes and youth fare-free service.	
9. Ensure 100% compliance with the California Public Utilities Commission's speed requirements at light rail stations.	9. Safety leveraged train tracking software developed by IT to measure train entry speed at each station entry. Using statistical process controls (SPC), non-compliant locations and time-bands were identified and reported to Light Rail Operations. This provided targeted locations to focus enforcement. Performance reports are provided to Operators as a feedback mechanism and compliance has dramatically increased.	



<p>10. Provide Transit Safety Institute (TSI) certification training to supervisors and training personnel.</p>	<p>10. This year, TSI provided two courses to SacRT staff, Transit System Safety and Paratransit/Transit Instructors course. Over 12 SacRT staff members participated in the instructor course. This is a 5-day, 40 hour course to learn the training an operator is required to receive and ways to deliver the training. Over 20 Staff members were trained in the transit system safety class. This is a required course for any staff working in the supervision of the Light Rail line. It is a 4-day, 32 hour course going over safety measures around the trains and right of ways. Additionally, SacRT began using TAPTCO Bus Driver Training to provide instructor training for in-line instructors, Paratransit training for the paratransit service, and Bus Operations training for big bus drivers. The use of these products has assisted in lowering the accident rate and improved operator in-line instruction. All TAPTCO training has been fully vetted and approved by the US Department of Transportation.</p>	
<p>11. Update SacRT's Safety Policy to be more relevant to current travel patterns and road conditions.</p>	<p>11. Safety continues to update policies as needed. In FY20 their efforts were focused on the creation of policies for new services such as Elk Grove. Since the outbreak of COVID-19, SacRT has implemented a number of additional safety measures to protect employees and riders.</p>	

## 5. STRATEGIC COMMUNICATIONS AND PARTNERSHIPS

Ensuring that SacRT customers can intuitively navigate the bus and light rail system is critical to attracting new customers and building ridership. To ensure this, SacRT will continue to promote programs and incentive options that will encourage more people to try transit, and educate the public about the benefits of transit and how local funding is important to create a “world class” public transit system.




GM/CEO PERFORMANCE GOAL	FY20 ACCOMPLISHMENTS	STATUS
<p>1. Work with all jurisdictions to successfully implement the Fare-Free student pilot program district-wide. Identify ways to make the program permanent.</p>	<p>1. SacRT partnered with the City of Sacramento, Folsom, Rancho Cordova, Citrus Height, the Twin Rivers and San Juan school districts and school districts within our service area to offer free fare for students in grades TK through 12 to ride SacRT bus and light rail vehicles. The RydeFreeRT program offers fare-free transit for youth and students on the entire SacRT network starting on October 1, 2019. In total approximately 300 schools distributed student stickers. By February 2020 student ridership was reported more than 125% higher than last year. The program is set to run for one year from October 1, 2019 through September 30, 2020. SacRT anticipates extending the program and is working with partners on funding details. A request for permanent funding allocation is also included in the Measure expenditure plan. In addition,</p>	




	<p>RydeFreeRT’s success was used as a basis for Appropriations Chair Assemblywoman Gonzalez’s bill on free fare for students. While the bill was shelved due to COVID-19, SacRT staff and Director Schenirer presented in an Assembly Transportation Committee hearing in early 2020.</p>	
<p>2. Collaborate with the Sacramento Transportation Authority to craft a transit friendly expenditure plan that will be placed on the 2020 November ballot.</p>	<p>2. SacRT collaborated with the Sacramento Transportation Authority, transit advocates, environmental justice communities, public health officials, business leaders, labor and members of the public to craft an expenditure plan that supports public transit and increased mobility options for the 2020 November ballot. The expenditure plan would provide more than \$3 billion to SacRT over 40 years. SacRT presented to all of the jurisdictions and city councils on approving the expenditure plan and highlighting specific transit projects in their communities. Voter polling in November 2019, in preparation for a possible Measure A ballot, showed SacRT receiving the second highest satisfaction rating above cities, County and STA, and more favorable support for public transit projects.</p>	
<p>3. Better align regional priorities and coordination, such as fleet electrification, by meeting with the executive staff of the Four Agencies (SacRT, SMUD, SACOG and Air Quality) on a quarterly basis.</p>	<p>3. SacRT continues to coordinate regional priorities with partner agencies. In July 2019, completed the relocation of the A-1 Traction Power Substation required for SMUD’s major downtown grid power substation expansion. The Four Agencies executive staff continues to meet on a quarterly basis as do the CEO’s on a bi-monthly basis.</p>	
<p>4. Continue to expand regional partnerships to promote SacRT and build ridership and value.</p>	<p>4. Developed strong partnerships with all key stakeholders in the region, including elected officials, business groups, faith-based organizations, various community organizations and stakeholders to continue strong support of SacRT initiatives. Participated in over 350 regional and pop up community events. Signed an agreement for the first SacRT station-naming collaboration in October 2019 with UC Davis Health purchasing the station naming rights in a 10-year deal for the 39th Street/UC Davis Health Station. Partnered with technology startup “Miles” to offer app based travel incentives to encourage more transit usage. Received approximately 90% positive media coverage in FY2020 with over 1,200 SacRT feature stories. Implemented a grassroots outreach tactic and hired a team of 20 temporary employees designated as the “SacRT Street Team.” The street team members were assigned to ride every single bus route and light rail line during different times and days of the week to educate riders about upcoming SacRT initiatives.</p>	

5. Launch a Transit Academy program to help prepare the next generation of transit advocates that can support SacRT in the community.	5. SacRT successfully hosted the first SacRT Transit Academy with 55 participants from July 18 through August 8, 2019. Courses were designed to educate and engage riders, business owners, and community leaders about SacRT’s planning process and how transit shapes our region during four strategic sessions.	 Exceeded
6. Partner with Metro Chamber to continue the Transit Means Business programming.	6. The Sacramento Metro Chamber of Commerce cancelled the event. SacRT will continue to look for other opportunities and partnerships to promote SacRT initiatives and successes.	 In Progress

## 6. ORGANIZATIONAL EXCELLENCE AND PERFORMANCE MANAGEMENT


Make positive transformations that include building a strong workforce, negotiating fair and equitable labor and non-labor agreements, implementing cost-saving alternatives and progressing efforts to make a significant change in organizational culture.





GM/CEO PERFORMANCE GOALS	FY20 ACCOMPLISHMENTS	STATUS
1. Negotiate fairly and in good faith a new labor contract with the Operating Engineers Local 3.	1. The OE3 and SacRT bargaining team members participated in 14 bargaining sessions and reached tentative agreements on numerous subjects. However, full agreement on all issues including several primary economic items could not be reached. After three confidential mediation sessions that did not result in an agreement, in February 2020, the Board of Directors approved the implementation of SacRT’s Last Best and Final Offer in lieu of a Collective Bargaining Agreement. SacRT’s bargaining team continues to keep the invitation open to negotiate a contract with OE3.	 In Progress
2. Build upon the progress SacRT has made and strengthen “Customers First” and “Business Optimization” principles, and do more and better with limited resources by relentlessly pursuing excellence on all fronts.	2. SacRT continues to pursue excellence through implementing customer first policies and implementing business optimization principles. The following are some examples: the procurement unit continues document standardization efforts for contracts, solicitation documents, special conditions, and forms to increase efficiencies and reduce the amount of time needed for reviews and edits; the IT department completed an IT assessment is now working on opportunities to maximize limited resources and better align its work activities with the strategic goals of the agency; Human Resources has implemented NeoGov and continues to streamline the recruitment process; the Customer Satisfaction team added temporary staff opened the call center on weekends and added a dedicated line for SacRT Forward calls during the peak of its implementation.	 Exceeded
3. Continued emphasis on accountability and performance management, and ensure appropriate staffing level so that SacRT can timely deliver all of its	3. In May 2019, SacRT implemented a strategic restructuring that allows for better coordination and oversight of related and cross-cutting functions. SacRT has recruited new talents in various areas, updated positions to meet new demands, and provided internal promotional	 Exceeded

service commitments.	opportunities. SacRT’s new strategic initiatives will create department scorecards to better track project and staff performance. An enhanced performance evaluation system and performance management training program for all managers is also underway to further strengthen performance management and accountability. In addition, a new position of Senior Manager of Strategic Projects and Performance was created to focus on performance measures and successful and timely delivery of strategic projects and programs.	
4. Strengthen training program to ensure mandatory training classes are fully implemented, such as “Creating a Positive Work Environment,” “Workplace Biases, Diversity and Conflicts” and “Addressing Workplace Bullying.”	4. SacRT continues to offer all of these courses and working toward 100 percent compliance among employees.	
5. Recruit a new Internal Auditor and continue to formalize and memorialize procedures in the SacRT Audit Plan in order to create greater transparency.	5. SacRT successfully recruited a new Internal Auditor.	
6. Continue to provide the SacRT Board with timely reports and update on the work activity of the Internal Auditor and the Equal Employment Officer.	6. On March 9, 2020, SacRT staff provided the Board and members of the public with a formal presentation of the work activity of the Internal Auditor, the Equal Employment Officer and General Counsel. SacRT will continue to review our performance and seek greater transparency.	

## 7. LONG-TERM ASPIRATIONAL GOALS AS SET BY THE BOARD OF DIRECTORS

After incorporating the input from the SacRT Board and key stakeholders throughout the region, the following and additional items might be added to the General Manager/CEO Fiscal Year 2020 Performance Objectives and Goals as a long-term vision for the agency.

GM/CEO PERFORMANCE GOALS	FY20 ACCOMPLISHMENTS	STATUS
1. Pursuit of Annexation and collaborations with peer transit agencies (Elk Grove, West Sacramento, YCTD, South County Link) – With other small transit operators serving the greater Sacramento region, there are additional opportunities for coordination and consolidation to provide a more cost-effective and	1. SacRT continues to pursue opportunities for coordination and consolidation to provide a more cost-effective and coordinated transit service for the entire region. Successfully negotiated transit service annexation agreements with the cities of Citrus Heights and Folsom, and signed an agreement with City of Elk Grove to operate their bus service. SacRT continues to have positive annexation discussions with the City of Elk Grove. Since SacRT began providing e-tran and e-van bus services to Elk Grove in July 2019, we have reported increased cost	

<p>coordinated transit service for the entire region as seen by the annexation agreements with the Cities of Folsom and Citrus Heights.</p>	<p>savings and ridership, service optimization, and overall improved rider satisfaction. In addition, SacRT and the Yolo Bus Boards have each assigned two directors (two on two communications) to continue making progress for a possible annexation in the near future.</p>	
<p>2. Green Line / American River Bridge – A north/south river American River crossing is critical to the mobility of the region and enables SacRT to continue to progress a light rail expansion through South and North Natomas to the Sacramento International Airport.</p>	<p>2. SacRT continues to progress the Environmental Clearance report in coordination with the City of Sacramento, Caltrans, SACOG, and other partners and seek approval from the Federal Transit Administration for a New Starts Project. The project is proposed for funding in the Measure A expenditure plan. This project has also been included in Caltrans’ priorities for multi-modal corridor planning and project delivery.</p>	
<p>3. Light Rail Extension to Elk Grove – SacRT completed the South Line Phase 2 light rail extension to Cosumnes River College in 2015 and should seek to extend the service to Elk Grove with a population of over 185,000 residents.</p>	<p>2. SacRT continues to pursue opportunities to extend service in the Elk Grove community. Staff will develop and initiate an alignment alternatives study to refine the proposed route to the Elk Grove Civic Center. The project is proposed for funding in the Measure A expenditure plan.</p>	
<p>4. Future Paratransit Collaboration – SacRT currently contracts its complementary paratransit services out to Paratransit, Inc. (PI). Better collaboration or integration between SacRT with PI in the future can improve the service and save money through streamlined efforts. Also, review and revise the Four Party Agreement to develop a fair and reasonable funding stream and board structure is critical to regional mobility growth.</p>	<p>4. SacRT will begin operating ADA paratransit service in house on Sunday, June 28, 2020. The service will be branded SacRT GO Paratransit Services. SacRT believes that it is well positioned to leverage technology and other innovations, such as our SmARt Ride microtransit on-demand bus service, as part of future paratransit services. SacRT’s focus is on working with our partners in the disability, elderly and transit communities to develop and operate an ADA paratransit service model that complements our accessible transit system and meets the mobility needs of all members of our community.</p>	
<p>5. Commuter Benefit Programs – Commuter Benefit Programs are incentives to improve air quality, reduce greenhouse gas emissions, and decrease traffic congestion by encouraging employees to commute to work by transit and other alternative commute modes. These proven programs can help attract new riders.</p>	<p>5. SacRT is has collaborated with the Air Quality District and SACOG on pursuing legislation. Senator Richard Pan has introduced SB 1273 (Pan), which would allow SacRT and Sacramento Metropolitan AQMD to jointly adopt a commuter benefit ordinance in the region. However, the bill will not move forward this year due to the legislature’s direction of limiting bills to those related to COVID-19. Staff will work with the Senator’s office and the partner agencies to pursue the bill in the 2021-22 legislative session. SacRT is also working with the California Transit Association (CTA) on legislation to establish a bus on shoulder pilot (SB-1283)</p>	

## OTHER NOTABLE ACCOMPLISHMENTS IN FY20

### Major Awards Received:

- American Public Transportation Association's 2019 Outstanding Public Transportation CEO of the Year in North America
- General Manager/CEO Henry Li Elected to Serve on the American Public Transportation Association's Executive Committee
- American Public Transportation Association's 2020 First Place AdWheel Award for Comprehensive Outreach Campaign (SacRT Forward)
- Asian Resources, Inc's 2020 Community Partner Award
- General Manager/CEO Henry Li was selected as one of Sacramento Magazine's Sacramento Region's Most Powerful Leaders
- Federal Transportation Security Administration's 2019 Gold Standard Award for System Security
- Sacramento Taxpayer Association's 2019 Good Governance Award
- Received the GFOA Certificate of Achievement for Excellence in Financial Reporting: Evidence of the spirit of transparency and full disclosure.

### Other Notable Initiatives:

- SacRT sold its property located at the University/65th Street Transit Center to allow for the building of a transit oriented development next to the light rail station. The "65th East" project includes 223 student housing apartments with ground floor retail, will be located at one of SacRT's busiest transit centers that is utilized by more than 40,000 light rail riders and 30,000 bus riders per month. The project includes the modernization of bus stops on 67th and Q streets. The new bus stops will be closer to the station and have all new ADA compliant crosswalks, making it easier for connections to transit. Our joint development partner has broken ground on a student housing project adjacent to the station.
- Completed the remediation of our Cemo Circle property so that it can be sold for TOD projects.
- Completed the design of the Morrison Creek Station Activation as part of the South Sacramento Corridor Phase II. Morrison Creek was deferred due to the lack of development in the surrounding area, but the FTA requires that the Station be activated to meet the requirements of the Grant.
- Continued signing of outlets to Connect Card and ZipPass mobile fare app. Convenience and ease of use for customers with mobile connectivity option.
- Partnered with City of Sacramento for creative lease, which increased parking options and revenues.
- Streamlined the process for reserves fund liquidity while the increasing the rate of return on SacRT's operating reserve.

### Positive Survey Outcomes:

- **Measure A Poll** – the results indicated that SacRT has the highest satisfaction rating from the public on SacRT's performance compared to other public agencies.
- **2020 Employee Survey** – this is the first year that SacRT has conducted an employee survey. Participation rate exceeded goals across all employee units (overall participation rate of 54%). SacRT has garnered scores that are well above industry standards. SacRT received higher than 80% satisfaction rating in 8 of the 12 areas measured. One statement, "I have a good working relationship with those around me," received a 96.5% score. The statement "Overall I am happy at work" garnered a score of 88.5%.
- **2020 Passenger Survey** – the survey is still underway (80% complete) but the initial results indicate a high overall satisfaction rating of 4.07 out of 5. The top three areas are route reliability (4.22), friendly drivers (4.10) and customer information (4.0).

### **Successful Implementation of Best Practices – COVID-19:**

- The SacRT team has been working very effectively to manage SacRT's business to ensure we are ahead of the curve and be prepared for any challenge ahead of us. Right from the start of the COVID-19 pandemic, SacRT's number one priority was the health, safety and well-being of our customers and employees. In response, SacRT implemented a number of best safety practices to ensure this as well as swiftly getting administrative employees telework ready: Sanitizing and fogging buses, light rail trains and facilities every day; cleaning and sanitizing all touch points; providing employees with personal protective equipment (PPE) such as hand sanitizer, disinfectant wipes, disposable gloves, masks and safety glasses; reminding riders to maintain a social distance; implemented rear door boarding; installing a protective plexi-glass barrier on each bus by the driver's seat; added a detachable chain barrier six feet away from the driver's seat to further reduce exposure; implemented SOP requiring all employees to wear a face covering or mask in the workplace; urging riders and visitors to wear a mask; urging riders to download the free mobile fare app or pick up a transit card to reduce touchpoints while paying fare; automatically opening light rail train doors during peak hours at every station to reduce touchpoints; operating shadow (extra) buses on busier routes to ensure proper physical distancing; monitoring light rail ridership and adding more train cars for busier commutes; in preparation for the phasing of return to work and an increase in ridership, SacRT is adding more service and frequency to bus routes effective Sunday, June 14; and ensuring all administrative employees have the necessary tools to telework. Thankfully, these quick actions have paid off so far – SacRT has not had a confirmed case of COVID-19 among employees or any of our riders.
- SacRT received welcomed news during the pandemic, and will have access to approximately \$95 million in Coronavirus Aid, Relief, and Economic Security (CARES) Act stimulus funding, which will help mitigate the worst and most immediate impacts of COVID-19. We are grateful to federal leaders for passing this lifeline emergency support.
- Although bus and light rail ridership took a significant dip around 75% (only dropped approximately 15% for SmaRT Ride on-demand microtransit service), SacRT has been closely monitoring ridership and based on ridership trend, we have added more frequency and earlier start times to highly utilized bus routes, while ensuring proper physical distancing.
- Implemented telecommuting solutions, including online training and purchased additional computers and equipment so administrative staff can effectively do their jobs remotely, as a result, the business efficiency and productivity has been great. Overall, the spirit of SacRT employees is very high and the dedication is strong, only less than 15% of employees have called out because of crisis related reasons such as child care or taking care of family members.
- Taking a proactive approach now and looking at cost savings opportunities to prevent any financial setbacks. It is important for SacRT to continue to find ways to remain an essential transportation agency that provides all types of mobility options to the public while maintaining employment opportunities and economic growth for the region despite any downturn in economic indicators.
- During the COVID-19 crisis, SacRT is proud to help support the Sacramento community: Working with community partners on the delivery of fresh food from local farmers markets directly to residents impacted by the pandemic using our shuttles buses; partnering with the City of Sacramento and Sacramento Steps Forward on the coordination of transport of persons experiencing homelessness to dedicated shelters and specified trailers in coordination with county medical personnel and police services (who do not exhibit signs of COVID-19); and partnering with CalSTA, and City of Sacramento on equipping (10) 40 ft. buses to turn them into free wireless super hotspots to address the digital divide in communities with limited high-speed internet access to support California Governor Newsom's telehealth, telework and distance learning efforts.



# Sacramento Regional Transit District (SacRT) General Manager/CEO Fiscal Year 2021 Performance Objectives & Goals

## SacRT Major Objectives and Goals in FY 2021\*

**OPERATIONAL EXCELLENCE** – SacRT is dedicated to providing innovative mobility solutions and developing and implementing programs that provide best in class service that puts customers first. As public transportation service continues to evolve, SacRT is committed to providing the highest standards in transportation by implementing industry best practices and ensuring operational excellence for our customers.

1. SacRT will leverage funding and staff resources to accelerate the achievement of priority goals and initiatives to achieve operational excellence.
2. Develop and implement policies that will increase customers per revenue hour across our system and improve on-time performance of service delivery in line with peer agency standards.
3. Implement industry innovations and identify operational efficiencies to reduce operating cost per vehicle revenue hour.
4. Continue repair and replacement policies of vehicle fleet to reduce in-service failures to improve service across the system.
5. Reduce preventable accidents to improve rider safety, system performance, and fiscal responsibility.
6. Continue to improve vehicle cleanliness, provide exceptional security, and maintain vehicles in a state of good repair to meet customer expectations.
7. Deliver outstanding trip experiences for all users of the transportation system.

**COMMUNITY VALUE** – SacRT is committed to expanding regional partnerships and providing excellent public transit service to promote SacRT as our region’s premier public transit agency. SacRT will continue to promote programs and incentive options that will encourage more people to try transit, build our ridership, demonstrate our value as a community partner, and educate the public about the benefits of transit and how local funding is important to create a world class public transit system.

1. Enhance our community through increased mobility options and access to opportunities and jobs. Incorporate system enhancements that increase the percentage of jobs easily accessible by public transit.
2. Demonstrate SacRT’s contribution to meeting our region’s Air Quality and Congestion Relief goals and pursue opportunities and partnerships to further meet our greenhouse gas reduction goals.
3. Provide opportunities for increased economic activities within and around station areas and service routes.
4. Continue to develop our relationships with transit oriented development (TOD) partners and examine various surplus properties to determine if they qualify for projects that would encourage transit use and potentially increase our ridership.
5. Strengthen community pride for SacRT through ongoing successful stakeholder interactions.

**CUSTOMER SATISFACTION** – Ensuring that SacRT customers have access to high quality mobility options that they actively and increasingly use is a priority for SacRT. We want to ensure that our system provides customers with mobility options that get them where they want to go, when they want to go there.

1. Continue to develop marketing strategies and campaigns to improve outreach efforts and meaningful engagements with customers.
2. Implement policy initiatives that will improve our customer perception of strategic metrics such as on-time performance and cleanliness.
3. Conduct a comprehensive customer satisfaction survey of active transit riders to establish a baseline for our satisfaction goals and identify areas for service improvement.
4. Develop and implement innovative technology solutions that increase our ability to provide customers with accurate and timely system information.
5. Actively engage in promotion of our security enhancement efforts across the district to highlight the incredible work our security and safety teams perform on a daily basis.

**EMPLOYEE ENGAGEMENT** – SacRT is dedicated to providing a positive and collaborative workplace that enables us to build a strong workforce of highly satisfied and performing individuals. We recognize that the work our employees do every day, in every single position, has a potentially significant impact on the quality of life in the Sacramento region. Our employees are foundational to our success and we are committed to hiring the best people and supporting them throughout their careers at SacRT.

1. Create an environment that fosters and promotes workplace safety, operational performance excellence and high employee morale.
2. Invest in programs and initiatives that support employee growth and success.
3. Develop a meaningful vision and direction for SacRT that empowers employees to understand their role in advancing SacRT's operational success through performance excellence.
4. Cultivate a work place that inspires our team to recommend SacRT as a great place to work.
5. Maintain and encourage open communication with our employees which improves productivity, increases morale, promotes new ideas and increases performance that benefits the entire system.
6. Maintain and foster a strong safety culture to ensure the wellbeing of SacRT's employees and customers.
7. Remain diligent in implementing policies and providing management that support the safe operation of its buses and trains and the timely investment in maintaining a state of good repair for its operations infrastructure.

*\* SacRT has embarked on a new strategic plan that is currently being finalized, which is reflected in the draft goals and objectives presented above. The five year plan is currently being developed by SacRT. The new emphasis is on the "four pillars" approach established by working sessions with staff and will be used for regularly tracking key performance indexes and the status of priority projects throughout the year. I believe this will ensure focus on execution of key initiatives and will uphold stronger accountability to the Board and public. We are looking forward to presenting to the Board a draft of the strategic plan for your input and feedback and telling you more about our collaborative approach to this process.*

RESOLUTION NO. 20-06-0062

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

June 8, 2020

**GENERAL MANAGER/CEO'S ANNUAL PERFORMANCE EVALUATION AND THIRD AMENDMENT TO EMPLOYMENT CONTRACT**

WHEREAS, Sacramento Regional Transit's General Manager/CEO Henry Li has met and exceeded the SacRT Board of Directors' expectations related to his performance during his tenure at Sacramento Regional Transit District.

WHEREAS, in recognition of his outstanding performance in FY 2020, the Sacramento Regional Transit District desires to provide him with a merit pay increase.

WHEREAS, because Mr. Li's contract has an automatic renewal provision, any merit increases must be approved by the Board of Directors in an open Board meeting, listed under New Business pursuant to California Government Code Section 54953(c)(3).

WHEREAS, given the work demands placed on the General Manager/CEO, particularly during the COVID-19 pandemic crises and issues related to securing future funding for SacRT, Mr. Li has been unable to schedule and take vacation time off to remain below the vacation accrual cap after the cap was reduced by 1/3 at June 2019.

WHEREAS, the Board wants to ensure that the General Manager/CEO receives the full benefit provided by vacation accrual provided to Mr. Li under his Contract.

WHEREAS, Mr. Li's contract was amended on August 23, 2017 and in that process, the language added related to the calculation of Mr. Li's 401(a) benefit did not accurately reflect the understanding between the parties, and Subparagraph 5.3 of the Principal Agreement was inadvertently deleted in its entirety from Mr. Li's contract and replaced by a new Subparagraph.

WHEREAS, the parties agree to amend Mr. Li's contract to ensure that he will not lose the full value of any vacation accruals due to his inability to take time off because of the demands of the position and addressing the COVID-19 pandemic crises and have agreed to authorize Mr. Li to sell back a portion of his accrued vacation on a one-time basis to deposit into his 401(a) account to be exercised no later than December 31, 2020, and to correct the errors contained in the previous amendments to Mr. Li's employment contract.

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

THAT, the Board hereby approves a 3% merit pay increase for Henry Li, effective July 1, 2020.

THAT, the Third Amendment to the Employment Contract of the General Manager/CEO, which corrects two drafting errors in the First Amendment to the Principal Agreement, and authorizes the sellback of vacation hours into the GM/CEO's 401(a) retirement account reducing the vacation accruals in his vacation bank to no more than 380 hours of accrued vacation on December 31, 2020, is hereby approved.

THAT, the Chair is hereby authorized to execute said Third Amendment and SacRT staff are hereby authorized and directed to perform all tasks necessary to effectuate the terms of this Resolution.

\_\_\_\_\_  
STEVE HANSEN, Chair

A T T E S T:

HENRY LI, Secretary

By: \_\_\_\_\_  
Cindy Brooks, Assistant Secretary

## STAFF REPORT

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**DATE:** June 8, 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.

### **Paratransit SacRT GO Transition Update**

PowerPoint presentation by Acting VP, Operations

### **Public Agency Transportation Safety Plan Update**

PowerPoint presentation by VP of Security and Safety Lisa Hinz

### **Paratransit, Inc. Board Meeting Report (May 18) – (Hume)**

Report attached

### **San Joaquin Joint Powers Authority Meeting (May 29) Report – (Hume)**

Report attached

### **SacRT Meeting Calendar**

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

July 27, 2020  
SacRT Auditorium / Webconference  
5:30 P.M

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

June 10, 2020  
SacRT Auditorium / Webconference  
9:00 A.M.

## **Mobility Advisory Council Meeting**

July 2, 2020  
SacRT Auditorium / Webconference  
2:30 P.M.



**20 Days!**

June 8, 2020



**Service Begins**  
Sunday, June 28, 2020  
**916.321.BUSS (2877)**  
Select Option 2  
[www.SacRTgo.com](http://www.SacRTgo.com)

Soft Launch (Reservations)  
June 26, 2020



## SacRT GO Transition Team

**Carmen Alba, AVP**

Operations

**Jamie Adelman, AVP**

Finance & Treasury

**Dan Thao, Director**

Community and Contract Bus Services

**Janice Labrado, Director**

Accessible Services

**Kathy Sachen**

Paratransit Operations Manager

**John Lee**

Assistant Paratransit Ops Manager

**Wendy Mouton**

Assistant Paratransit Ops Manager



## Staffing Levels

- **Paratransit Dispatcher (10)**
- **Paratransit Reservation Specialist (8)**
- **Paratransit Operator/Trainer (3)**
- **Paratransit Operator (85 – 115)**
- **Paratransit Mechanic (8)**
- **Paratransit Service Worker (6)**

*Personal Service Contracts: May 2020*

*Hire Date: June 28, 2020*

## Teams & Transition Support

- **IT:** Continuity of Information/Data Transfers/Configurations
- **Accessible Services:** Rider Policies/Eligibility and Client Records
- **Finance:** Fare Media/Cash Collections/Pass Agreements
- **Scheduling:** Run Generation and Operator Bid
- **Operations:** SOPs, Job Aids, Training
- **HR/Labor Relations:** Recruiting/Onboarding, Negotiations
- **Facilities:** SacRT GO Operations Center/Parking
- **Maintenance:** Vehicles Maintenance/Contract with PI
- **Brokered Services:** RFP for Service Providers
- **CTSA Designation:** Approved by SACOG TCC

## Fare Media

### Transition of fare media to SacRT

- **\$5 Single Rides**
- **60-Ride Monthly Pass**
- **Sales Outlets:** Working with multiple agencies to sell fare media (Alta California Regional Center, Easter Seales, etc.)
- **Free Ride Days:** June 28<sup>th</sup>, June 29<sup>th</sup>, June 30<sup>th</sup>

**Tickets available for sale NOW!**

## 120 Vehicles

### Vehicles:

- 40 – 2019 Ford E450 Cutaways
- 40 – 2020 Ford E450 Cutaways
- 40 – 2011, 2012 Ford E450 Cutaways (Returned from PI)



## Collaboration

### Collaboration with Paratransit, Inc. :

- Parking & dispatching 50 vehicles from PI location (Mon-Fri pull out)
- PI maintaining 50 vehicles  
Cleaning, fueling and maintenance
- Leasing office space including employee assignment window and breakroom



## SacRT GO Operations Center

- SacRT GO Dispatch Center
- SacRT GO Call Center (Reservations)



## Dispatch & Scheduling Software

- Data Transfers from PI/Trapeze to Ecolane
- Pull-Out Locations:  
McClellan, Downtown, Hazel, Florin Rd.
- Ecolane University
- Ecolane Training:  
Starts June 22, 2020





# New Employee Orientation

- New Employee Orientation Starts, June 4, 2020



## Employee Training

- Operator Classroom Training Starts, June 4, 2020
- Behind-the-Wheel (BTW) Assessments Starts, June 3, 2020
- Maintenance Training Starts, June 20, 2020



## Customer Outreach

### **SacRT GO Virtual Open House**

*Thursday, June 18, 2020 at 4:00 PM*

*Friday, June 19, 2020 at 10:00 AM*

### **Online Video**

### **Newsletter**



# Public Transportation Agency Safety Plan (PTASP)

Lisa Hinz, VP of Safety, Security and Customer Satisfaction  
June 8, 2020

- PTASP required by FTA and CPUC
  - Explains SacRT's Safety Processes
  - Data-driven approach to manage hazards
  - Includes performance measures and targets
  - Draft plan coordinated with internal stakeholders and provided training
- Based on Safety Management System (SMS) Principles
  - Four Components to SMS:
    1. Safety Management Policy
    2. Safety Risk Management
    3. Safety Assurance
    4. Safety Promotion

## Safety Management System Components

### Safety Management Policy

- Assigns authorities, accountabilities, and responsibilities for all SacRT staff
- Integration with Emergency Management
- SMS Documentation and Records

### Safety Risk Management

- Safety Hazard Identification
- Safety Risk Assessment
- Safety Risk Mitigation

### Safety Assurance

- Safety Performance Monitoring and Measurement
- Management of Change
- Continuous Improvement

### Safety Promotion

- Safety Training Program
- Safety Communication

## SacRT's Safety Performance Measures

### RAIL MEASURES AND TARGETS

Performance Measures	Targets
Fatalities	0
Fatality Rate per 100000 Revenue Miles	0
Reportable Injuries	≥5% Reduction of previous year's NTD reported numbers
Reportable Injuries Rate per 100000 Revenue Miles	Based on Total Reported Injuries
Reportable Safety Events	≥5% Reduction of previous year's NTD reported numbers
Reportable Safety Events Rate per 100000 Revenue Miles	Based on Total Reported Safety Events
System Reliability Rail (mean distance between major mechanical failures)	≥ 5% Increase in System Reliability based on previous year's NTD reported numbers

Deadline for PTASP: December 31, 2020

Steps:

1. Safety staff has reviewed and commented on initial draft
2. Other affected stakeholders comment period on initial draft
3. Submit final draft for comments
4. Submit final draft to CPUC for approval.
5. Presentation to Board for approval (June 8, 2020)
6. Board votes on PTASP (Final version July 27, 2020)
7. Role out PTASP effective August 1, 2020







## STAFF REPORT

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**DATE:** May 18, 2020  
**TO:** Sacramento Regional Transit Board of Directors  
**FROM:** Montessa Parker, Eligibility Specialist, Accessible Services  
**SUBJ:** PARATRANSIT, INC. BOARD MEETING REPORT -  
TELECONFERENCE MEETING OF MAY 18, 2020

### RECOMMENDATION

No Recommendation — For Information Only.

### DISCUSSION

**The following Directors were present:** Anna Fontus, Pat Hume, William Charles “Charlie” Johnson, Alice Kimble, Scott Leventon, Mark Lonergan, Stephanie Nguyen, Molly Nugent, Vidhu Shekhar along with CEO, Tiffani Fink and CFO, Dr. Lisa Cappellari

**The meeting was called to order at 6:02 p.m.**

Due to COVID-19 concerns, the meeting was conducted via the Zoom platform.

### **Public Comment:**

Mike Barnbaum requested information on the SacRT GO transition scheduled for June 28<sup>th</sup>, 2020. Mr. Barnbaum asked about the reservation process upon transition, specifically which provider riders will call and what the phone number will be. Tiffani Fink advised that once the transition occurs riders will call SacRT directly to schedule rides. She also reassured Mr. Barnbaum that if a rider should mistakenly contact Paratransit Inc. after the transition date, the Paratransit representative will transfer the rider to SacRT GO.

### **Consent Calendar**

Director Johnson requested that the minutes of the March 27, 2020, Special Board of Directors Meeting be updated to note that he asked about Paratransit Inc.’s business plan for after July 1st and was advised by CEO Fink that they did not yet have one. Minutes were approved unanimously as amended.

### **CEO Report**

CEO Tiffani Fink presented the CEO Report. Ms. Fink provided updates on COVID-19 related efforts including a dedicated website, sanitation of buses and work areas, PPE provisions for all employees as well as additional procedures for safety such as drivers

and office staff being required to wear masks when with riders and the requirement of temperature checks for all staff. Programs traditionally involving face to face contact have been successfully transitioned to virtual platforms utilizing Zoom meetings, phone calls, etc. Eligibility interviews are now conducted exclusively by phone.

Ms. Fink also spoke on community services that Paratransit Inc. are involved in including work with the City of Sacramento, City of Elk Grove, Yolo County, Sacramento Food Bank and the YMCA. Additional information on these efforts is available at <http://paratransit.org/strong/>. Ms. Fink continued on to recognize the hard work of staff during this time.

The transfer of ADA and non-ADA service back to SacRT is moving along with both agencies committed to a seamless transition. As of the meeting date, nearly 50% of SacRT's fleet has been returned to SacRT. Ms. Fink also shared progress on agreements between SacRT and Paratransit Inc. regarding sharing property and office space; as well as a vehicle maintenance contract for Paratransit Inc. to perform maintenance on SacRT vehicles garaged at their facility.

Mike Barnbaum asked Ms. Fink if riders are required to wear masks. Ms. Fink advised that Paratransit Inc. encourages riders to wear masks but cannot require it for non-employees as the County Health Officer has not made wearing masks compulsory.

Director Johnson asked for information about operations in Spokane. Ms. Fink advised that the state of Washington has been hit hard by COVID-19 and the Spokane Transit Authority has suspended operations in Spokane. Staff has been furloughed with pay and have been working on training and additional administrative duties.

Director Nugent asked about the status of positive COVID-19 cases out of Paratransit operations in Boston. Ms. Fink advised that three employees tested positive for COVID, some after the office had been closed. However, all are doing well at this time. Director Nugent expressed her appreciation for staff and CEO Fink as well.

## **CFO Report**

CFO, Dr. Lisa Cappellari provided financial reporting covering March, 2020 as well as YTD (July 2019 through February 2020) information. Dr. Cappellari noted that approximately 1/3 of March had "normal" ridership, while the remaining 2/3 of the month was heavily affected by COVID-19. Rolling year trips provided increased overall for CTSA and CTSA Enhanced and Expanded trips while ADA trips decreased. Trips in March, however, were down by 41% overall compared to March 2019 due to COVID-19. Cost per trip increased overall in March due to a decrease in trips.

Director Johnson asked the reason for the drastic difference between CTSA and ADA cost per trip. Dr. Cappellari explained that ADA demand response consists of single passenger bookings from point A to point B. They do try to share and group as many rides as they can but aren't always able to do so. CTSA trips are provided for agencies such as UCP, Easter Seals and Sutter for day programs with multiple passengers going to one location at similar times. Those trips use fewer resources per passenger, ultimately lowering cost per trip.

Director Shekhar asked for an update on resolutions passed related to reserve level and

emergency procurements. Dr. Cappellari advised that Paratransit Inc. has not had to go into reserves this fiscal year and the new budget being presented will not need to go into reserves either.

## **Overview and Release of Draft FY 19/20 Operating and Capital Budget**

CEO Tiffani Fink presented highlights from the Draft budget for FY20/21. Ms. Fink noted that the budget comes in at 11 million dollars, is somewhat similar to last years and includes projections for after June 28<sup>th</sup>, the date of the transition of ADA and non-ADA services to SacRT. An updated organizational chart is included that reflects any changes as well as the reorganization plans going forward as of July 1<sup>st</sup>, 2020. Ms. Fink advised that, though there is no specific business plan, this budget reflects what will remain after transition. Any changes or additions would be related to new business and the only thing missing compared to their current budget would be the call center.

Dr. Cappellari explained assumptions on revenue forecasts, specifically noting that Measure A funding is uncertain as it is based on sales tax. Therefore, for budget calculations she allowed for Measure A funds to be 50% less than last fiscal year in order to adjust for COVID-19 related loss of revenue. Federal funding comes from the CARES act, in addition to some 5307 mobility management funds. Outside services supply additional funding. Ms. Fink advised that they will be able to present a full budget in June and that she does not anticipate many changes. They are also on track to this budget balancing without use of reserves. Dr. Cappellari noted that reserves are currently at 45 days and are anticipated to double after July 1<sup>st</sup> to 90 days. Paratransit Inc. also applied for and received funding from the Payroll Protection Act and it appears that all of that amount will be forgiven. This funding helped them to be able to retain all employees up to transition date. PPE continues to be their largest unplanned expense.

Director Lonergan asked about the outside services revenue item and assumptions behind that number. Ms. Fink advised that they took all of their contracted services into account. The largest of these contracts is currently Boston and they are billing at 100% and have renewed services with Paratransit Inc. through COVID and beyond, Alta Regional is still funding programs and they also factored in possible increases in travel due to new school schedules, etc. Though there are variable aspects they feel confident they have been appropriately conservative.

Director Nguyen asked if CARES act money must be spent by any specific date. Ms. Fink advised that it does not have a sunset date. Ms. Fink also provided details on an agreement between Paratransit Inc. and SacRT to forgo payments to Paratransit Inc. for services in March, April, May and June while allowing Paratransit Inc. to have access to some of SacRT's share of CARES act funds.

Mike Barnbaum shared possible opportunities for Paratransit Inc. he learned of from SacRT's Board meeting. Ms. Fink advised that Paratransit Inc. does have the ability to access additional emergency funds in the future.

Director Nguyen asked if a business plan will be presented to the Board and what that plan may look like, given that a business plan is usually presented with a budget. Director Fontus clarified with Dr. Cappellari that the budget is, in essence, a "prepare for the worst, hope for the best" type budget. Ms. Fink confirmed they were extremely conservative in assumptions due to the uncertainties brought up by some of the Board.

She also stated that the idea was to move forward and build a business plan in July with input from the Board of Directors. Director Lonergan requested clarification that the budget is a “status quo” budget and Ms. Fink advised it is. Director Lonergan also asked if funding for Boston, Spokane, etc. is exclusive to those projects or if they are able to be shared. Ms. Fink advised that for each project they do outside of Sacramento, there is a net return into Sacramento and no funding revenue source from Sacramento is being used for projects outside of Sacramento.

Director Shekhar asked for a summary of the new structure and headcount for the organization. Ms. Fink gave an overview of the structure going forward and advised that they are budgeting for 125 full time employees while they currently have 230. Most of the losses were drivers, many of whom will be working for SacRT. There were also no changes to compensation of benefits for employees.

Director Shekhar requested that Paratransit Inc. work on a one-time retention bonus payment for employees. Ms. Fink advised that she and Dr. Cappellari have already begun a proposal for this.

### **Action Items**

- ) Discussion and Possible Action Regarding Amending the Paratransit, Inc. By-Laws Related to Board Composition and Governance

Legal Counsel Nancy Miller provided an overview of this action item and explained the reasoning behind it. The proposal is to reduce the Board to five members with the potential to go up to nine members after a business plan is developed. The initial five directors would be required to have been sitting on the Board as of last fiscal year.

Director Nguyen proposed that Paratransit Inc. keep the Board as is. She believes those connections to the city and county can be beneficial for Paratransit Inc. She also proposed that future elected officials on the Board remain voting members and asked if all current Board members are willing to stay on for an amount of time. Director Fontus spoke to reasons behind the need for reorganization of the Board. Director Hume advised he is willing to continue to serve but not without voting rights and also spoke to the benefits of having diversity with variation of expertise and background amongst Board members. Director Fontus advised she would be in favor of ex-officio members having voting rights. Director Lonergan asked for details on the discussion on this subject with each of the former four-party agreement entities (City, County, SacRT and SACOG). Ms. Miller advised that the County and City of Sacramento did not desire to be an appointed body on the Board. She also pointed out that, though SacRT and Paratransit Inc. work together in some respects, in others they are in competition, which can present complications. Ms. Fink advised that part of the separation negotiation with SacRT was that SacRT would remove their members from Paratransit Inc.’s Board. Director Nguyen advised that she feels this is rushed and would like to postpone these changes. Directors Lonergan and Johnson expressed similar feelings. Director Shekhar advised that while he does agree elected officials should have voting rights, he believes 9 Board members are more than they need. He approves of a smaller board made up of a subset of current members. Director Fontus agreed that Paratransit Inc. does need a smaller Board and recommends another ad hoc before the next Board meeting to flesh out details.

Director Nguyen made an intent motion to keep the Board as is through December 31, 2020. The motion was passed 8 to 1 with Director Shekhar dissenting.

Meeting adjourned at 7:46 p.m. with no additional board or public comment.



## STAFF REPORT

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**DATE:** June 8, 2020

**TO:** Sacramento Regional Transit Board of Directors

**FROM:** James Drake, Principal Planner

**SUBJ:** SAN JOAQUIN JOINT POWERS AUTHORITY SUMMARY OF THE MAY 29, 2020 MEETING

### RECOMMENDATION

No Recommendation — For Information Only.

### **San Joaquin JPA Board Meeting Friday, May 29, 2020**

1. Meeting was called to order at 9:00 am. Quorum was reached. SacRT Board Member and Elk Grove City Council Member Pat Hume was in attendance.
2. Consent Calendar approved unanimously and without debate. Included prior meeting minutes, next meeting date (7/24/20), operating expense report

### **3. Public Comments:**

Eric Reese: Please work with the CCJPA and Amtrak to acquire additional Right of Way (e.g., from San Jose to Emeryville) from UPRR using Amtrak's power of eminent domain.

John Webb: Please do not eliminate Route 7 stops in Humboldt County/Highway 101.

Steve Roberts: On behalf of RailPAC, disheartened by reduction in thruway bus network, after years of work passing SB 742. Reductions should be viewed as temporary, due to COVID. Additional critique of SJJPA business plan, related to thruway bus lines and changes following SB 742.

Board Member Scott Haggerty: Blue Ribbon Task Force being formed to advise on path forward from COVID-19, based out of Metropolitan Transportation Committee and Bay Area public transportation agencies and officials. Also appointed alternate to SJJPA board.

Board moved to adopt word limit to future public comments.

### **4. CEO Update:**

Stacey Mortensen: Update on COVID impacts. Capitol Corridor reduced from 14 to 5

round trips. San Joaquin reduced from 7 to 4, including both round trips to Sacramento. Similar cuts to Surfliner.

Financially, full suspension of service is a possibility, and full restoration does not look possible within the next year. San Joaquin ridership down about 40% (to about 600 per day). Capitols down over 60%. Surfliner down about 50%. Compared to other state rail systems, San Joaquin less commuter focused, more college/university focused, stronger weekend/holiday ridership. 80% of train riders surveyed (not just San Joaquin) plan to return, once shelter in place lifted, and given cleaning protocols updated.

## **5. Operations Update:**

David Lipari: Suspended six trains (three round trips), closed cafe car, closed four stations (Hanford, Fresno, Merced, Modesto), reduced thruway bus service. Closed trains, stations, and thruway buses were based on low ridership. Hoping to reopen stations soon. Although Sacramento trains were suspended, thruway buses still available from Stockton to Sacramento.

Disinfection wipe downs in stations are now multiple times per day. Signage installed advising social distancing, etc. Masks required of employees, station visitors, and passengers. Hand sanitizer available in stations, and on trains. Amtrak has suspended cash handling nationwide. Amtrak has instituted 50% cap on reservations nationwide. Some trains have sold out, at this cap.

Friday and Monday ridership now resembling weekend ridership more than weekday. Weekends (Fri-Mon) average 3,300 per day. Midweek (Tue-Thu) averages 2,400 per day. Considering going to a split schedule, rather than uniform seven days a week.

## **6. Adopting 2020 Business Plan**

Paul Herman: Covers two years, due to CalSTA no later than 6/30/20, used as basis for appropriation request from state. Extension to 9/30/20 requested of CalSTA, to update based on COVID-19 impacts. Board adopted final plan unanimously.

Board and staff discussion on pros/cons/risks of San Joaquin JPA operating High Speed Rail (HSR) interim operating segment, unification of services under one operator, as discussed in Assembly transportation committee earlier this week.

## **7. Changes to Thruway Buses**

Dan Leavitt: Additional cuts to thruway network will be needed to balance budget, where cost recovery is less than 100%. Will look at reduced frequency, truncation of long routes, retention of higher-ridership routes. Surfliner and Capitol Corridor do not have as extensive thruway bus networks, but are pursuing similar changes, due to similar budget problems (i.e., COVID).

Key Recommendations: Retain San Diego service via Los Angeles. Continue service to Chico, but eliminate Redding (possible takeover by Butte CAG). Eliminate service north of Arcata on Highway 101 corridor. Truncate Long Beach/San Pedro route at Los Angeles. Truncate Indio route at San Bernardino. Truncate Santa Barbara service at Oxnard (where it connects with Surfliner). Terminate Las Vegas service entirely. Terminate San Luis Obispo/Santa Maria route. Terminate Victorville route, Yosemite

Valley. Eliminate Stockton to Oakland/SF route that connects only with trains that are currently suspended and might not come back.

Board Discussion: What is fiscal impact?

Leavitt: Expecting \$11 million savings in total, out of \$20 million+ budget, between proposals and suspensions already made. This is consistent with direction from CalSTA.

Scott Haggerty: Will some/all of the reductions be permanent? If so, will there be a public hearing?

Leavitt: Would depend on availability of state funding to restore service levels.

Board members Doug Verboon, Ray Leon, Bob Elliot spoke about various concerns. Dan Leavitt addressed earlier public comment on Route 7 (Highway 101 corridor to Arcata) suggesting additional look at proposal, in more detail. Unlikely that thruway bus network will be able to expand, i.e., under SB 742, due to financial crisis, and need to reduce, not expand service.

Public Comments:

Doug Kerr (RailPAC): North coast counties have about 250,000 population. Stops proposed for elimination are essentially roadside, on two-lane road, and add only an insignificant amount of operating time, so don't make sense to eliminate, even though ridership is low.

David Schoenbrun (TRAC): Opposed to the language in the motion to terminate indefinitely. Motion should be for temporary changes only. Staff report clearly suggests permanent mindset. Thruway bus riders notably do not have representation on JPA board.

Board Action:

Board unanimously approved item, authorizing and directing Executive Director to make any/all changes needed to reduce costs to thruway network, in response to and during COVID-19 state of emergency, provided a six month check in, and public notice and hearing before making permanent any cuts.

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Informational updates were made on Merced parking lot design work and Madera station relocation.

Public Comment: David Schoenbrun (TRAC) - Applauds agency for securing funds and good original concept; however, with Governors change to Merced to Bakersfield HSR plan, project no longer makes sense, with San Joaquin no longer going south of Merced in the long run, and Madera being too small and too close to Fresno for a HSR station.

Response: Without station, Madera will lose all train service. Not all HSR trains need stop there. This is consistent with high-speed lines internationally.



Executive Director Mortensen reported hoping to bring a passenger survey to the next meeting.

Adjourned at 11:01 am.