

## **STAFF REPORT**

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**DATE:** December 11, 2023  
**TO:** Sacramento Regional Transit Board of Directors  
**FROM:** Jason Johnson, VP, Finance/CFO  
**SUBJ:** TEMPORARILY MODIFYING THE DEFINITION OF “GROUP PASS” IN THE FARE STRUCTURE FOR LOS RIOS STUDENT TRANSIT PASS

### RECOMMENDATION

Adopt the Attached Resolution.

### RESULT OF RECOMMENDED ACTION

Approval of the attached Resolution will temporarily modify the fare structure to allow for issuance of a Group Pass that does not include a photo ID and name for Los Rios Community College District Students.

### FISCAL IMPACT

There is no fiscal impact from the proposed Resolution.

### DISCUSSION

At the October 23, 2023 meeting (Resolution No. 2023-10-100), the SacRT Board of Directors delegated authority to the General Manager/CEO to approve a new Student Transit Pass Agreement with the Los Rios Community College District (Los Rios) to extend the transit pass program through December 2028.

Historically, the pass was provided to students in the form of a sticker affixed to the student ID card issued by Los Rios. As noted in the October Staff Report, the bulk of students now receive the pass in an electronic form that can be redeemed using a student-specific email address through SacRT’s mobile fare application, ZipPass. ZipPass is very popular among students. It is distributed to over 40,000 students per semester and is the preferred version of the pass with over 97% of the student population accepting the electronic pass.

The hard copy form of the pass would be issued to the remaining 3% of students who do not have access to a smartphone or prefer to not use their smartphone as a means of storing the transit pass. The initial draft of the new agreement carried over the historic language related to the hard-copy form of the pass, which was consistent with the definitions of “Group Pass” and “ID Card” in SacRT’s Fare Structure:

**“Group Pass** means either: 1) an ID Card to which an RT sticker or an RT approved sticker, logo or insignia is affixed, or 2) an ID Card that is inserted inside a sleeve with a clear plastic window through which the information on the ID Card is visible and the window side of the sleeve contains an affixed sticker, printed or other information as required by the applicable Group Pass Agreement.”

**“ID Card** means a card approximately 2 and 1/8 inches wide by 3 and 3/8 inches wide that incorporates a picture of the person bearing the card and the full name of that person, which card is either issued by RT (and incorporates RT’s logo) or by a third party pursuant to an agreement with RT...”

After the Board approval of the delegation and while the parties were negotiating the final agreement terms, Los Rios informed SacRT staff that they have just recently begun printing student ID cards again and fear that many students may have difficulty obtaining an ID prior to January 1, 2024. The Los Rios student ID card must be picked up in person. Therefore, SacRT Staff is proposing that the Board temporarily modify the definition of Group Pass from January 1, 2024 through the last day of final exams for the summer 2024 session to allow a form of Group Pass without a photo or name to be used specifically and only for the Los Rios student transit pass.

Temporarily modifying the definition of Group Pass in this manner will provide Los Rios students with access to SacRT services while Los Rios staff and students work towards a wider distribution of traditional Los Rios Student ID cards over the coming months. Due to the absence of a student photo and name and without any requirements to provide evidence of eligibility, there is some risk of fraud associated with issuing the Group Pass in this format. However, given the small proportion of students that obtain the pass in a hard-copy format, SacRT anticipates limited fraudulent use. Los Rios will work with SacRT to ensure that students obtain only one form of pass. Staff anticipates returning to a more traditional sticker on the Los Rios pass by the fall 2024.

RESOLUTION NO. 2023-12-122

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

December 11, 2023

**TEMPORARILY MODIFYING THE DEFINITION OF “GROUP PASS” IN THE FARE STRUCTURE FOR LOS RIOS STUDENT TRANSIT PASS**

WHEREAS, on October 25, 2023 the Board delegated authority to the General Manager/CEO to approve and execute a Student Pass Agreement with Los Rios Community College District (“Los Rios”), which is a “Group Pass Agreement” under the terms of SacRT’s Board-adopted Fare Structure;

WHEREAS, this agreement is a continuation of the program that has existed since 2007 in which students pay fees each semester to fund the provision of a transit pass; and

WHEREAS, historically, the “Group Pass” for Los Rios has taken the form of the Los Rios Student ID with the student photo and name to which a transit pass sticker was affixed that included the validity dates of the pass; and

WHEREAS, Los Rios Community College District expressed concerns about the issuance of Los Rios Student ID cards post-COVID and expressed concerns that students may not have access to an ID card prior to the beginning of the Spring 2024 semester.

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

THAT, in addition to the definition of Group Pass set out in Resolution 2022-06-053, for the period from January 1, 2024 until the last date of Los Rios final exams for the summer session, the definition of “Group Pass” will also include a printed card approved by SacRT, issued solely to eligible Los Rios students, that specifies it is a student transit pass and provides the validity dates of the Group Pass for the Spring 2024 semester and Summer 2024 summer session.

THAT, the Group Pass will be valid on the terms specified in the Student Transit Pass Agreement -- 2023 between SacRT and Los Rios.

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PATRICK KENNEDY, Chair

A T T E S T:  
HENRY LI, Secretary

By: \_\_\_\_\_  
Tabetha Smith, Assistant Secretary