



Sacramento Regional Transit District

BOARD MEETING NOTICE TO THE PUBLIC & AGENDA

The SacRT Board meeting will be live stream and open to the public for attendance. The practice of social distancing and wearing of face coverings is recommended for the health and safety of all persons participating in person during the meeting although it is not required.

To participate in or view SacRT Board Meetings:

<http://sacrt.com/board>

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

Submit written public comments relating to the attached Agenda no later than 2:00 p.m. on the day of the Board meeting to

Boardcomments@sacrt.com

Please place the Item Number in the Subject Line of your correspondence. Comments are limited to 250 words or less.

Members of the public may also address the Board via Zoom to submit public comment. To join, please call 253-215-8782 and enter Webinar ID: 837 9338 8162 or join the meeting online by logging into

<https://us02web.zoom.us/j/83793388162>

If you wish to make a comment on an item, press the “raise a hand” button. If you are joining the meeting by phone, press *9 to indicate a desire to make a comment. By participating in this meeting, you acknowledge that you are being recorded.



Sacramento Regional Transit District Agenda

BOARD MEETING
5:30 P.M., MONDAY, JUNE 12, 2023
SACRAMENTO REGIONAL TRANSIT AUDITORIUM
1400 29TH STREET, SACRAMENTO, CALIFORNIA
Website Address: www.sacrt.com
(29th St. Light Rail Station Bus 38, 67, 68)
See notice for Teleconference information.

ROLL CALL — Directors Budge, Daniels, Hume, Jennings, Kozlowski, Loloee, Maple, Serna, Singh-Allen, Valenzuela and Chair Kennedy

Alternates: Directors Chalamcherla, Sander, Schaefer, Suen

1. PLEDGE OF ALLEGIANCE

2. CONSENT CALENDAR

- 2.1 Motion: Approval of the Action Summary of May 22, 2023
- 2.2 Ordinance: Adopt Ordinance 2023-06-001, Amending and Restating Title V, "Providing a Special Claims Procedure" of Sacramento Regional Transit's Administrative Code (J. Adelman)
- 2.3 Resolution 2023-06-060: Approve Project List for Funding under the Roadway Repair and Accountability Act (SB1) State of Good Repair for Fiscal Year 2024 (L. Ham)
- 2.4 Resolution 2023-06-061: Approve Contract for Trane Chiller and Water Treatment Equipment Preventive Maintenance and On-Call Repair Services with ACCO Engineered Systems, Inc. (L. Ham)
- 2.5 Resolution: 2023-06-062: Approving (1) a Sole Source Procurement and (2) the Eighth Amendment to Contract for Mobile and Online Fare Application with Bytemark, Inc. (J. Johnson)
- 2.6 Resolution 2023-06-063: Adopting a Categorical Exemption for the Revised Watt Avenue/Interstate 80 Transit Center Improvements Project (L. Ham)
- 2.7 Resolution 2023-06-064: Approving the Fourth Amendment to the Contract for SacRT GO Vehicle Cleaning, Fueling, and Maintenance Services with Paratransit, Incorporated to Exercise Contract Option Year 4 (C. Alba)

- 2.8 Resolution 2023-06-065: Declaring Midtown Administrative Complex Properties Excess to Transit Operations as Surplus (J. Adelman)
- 2.9 Conditionally Approving the Third Amendment to the Contract for General Engineering Support Services – 2020 and Conditionally Approving Work Order No. 18 with Mark Thomas & Company, Inc. (L. Ham)
 - A) Resolution 2023-06-067: Conditionally Approving the Third Amendment to the Contract for General Engineering Support Services – 2020 with Mark Thomas & Company, Inc.; and
 - B) Resolution 2023-06-068: Conditionally Approving Work Order No. 18 to the Contract for General Engineering Support Services – 2020 with Mark Thomas & Company, Inc. to Provide Design Support During Bid and Construction of the Watt/I-80 Transit Center Improvement Project
- 2.10 Resolution 2023-06-069: FY 23-24 Insurance Renewals (J. Adelman)

3. INTRODUCTION OF SPECIAL GUESTS

4. UNFINISHED BUSINESS

5. PUBLIC HEARING

- 5.1 Public Hearing and Adoption of the Fiscal Year (FY) 2024 Operating and Capital Budgets (J. Johnson)
 - A. Accept Public Comments; and
 - B. Resolution 2023-06-070: Adopt the FY 2024 Operating and Capital Budgets

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

7. NEW BUSINESS

- 7.1 Resolution 2023-06-066: Approval of the FY 2023 Annual Performance Evaluation for the General Manager/CEO, Henry Li (S. Valenton)
- 7.2 Information: Sacramento Area Council of Governments Presentation on Green Means Go and Transit Oriented Development (J. Adelman)

8. GENERAL MANAGER'S REPORT

- 8.1 General Manager's Report
 - a. Major Project Updates
 - b. SacRT Meeting Calendar
 - c. Semi-Annual Report: EEO Officer
 - d. Semi-Annual Report: General Counsel
 - e. Semi-Annual Report: Internal Auditor

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

9.1 San Joaquin Joint Powers Authority Meeting Summary - May 19, 2023

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

13.1 Conference with Legal Counsel
Pursuant to Gov. Code Section 54956.9(d)(2)
Anticipated Litigation

a. One Case

13.2 Conference with Legal Counsel
Pursuant to Gov. Code Section 54956.9
Existing Litigation

a. Anderson v. SacRT
Case Number 34-2020-00279573

14. RECONVENE IN OPEN SESSION

15. CLOSED SESSION REPORT

16. ADJOURN

*NOTICE TO THE PUBLIC

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

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

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

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

This meeting of the Sacramento Regional Transit District will be cablecast on Metro Cable 14, the local government affairs channel on Comcast, Consolidated Communications and AT&T U-Verse cable systems. This meeting is closed captioned and webcast at metro14live.sacounty.gov. Today's meeting replays Saturday, June 17th at 1:00 PM and Sunday June 18th at 12:00 PM on Channel 14. This meeting can also be viewed at youtube.com/metrocable14.

Any person(s) requiring accessible formats of the agenda or assisted listening devices/sign language interpreters should contact the Clerk of the Board at 279/234-8382 or TDD 916/557-4686 at least 72 business hours in advance of the Board Meeting.

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

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Tabetha Smith, Clerk to the Board
SUBJ: APPROVAL OF THE ACTION SUMMARY OF MAY 22, 2023

RECOMMENDATION

Motion to Approve.

**SACRAMENTO REGIONAL TRANSIT DISTRICT
BOARD OF DIRECTORS
BOARD MEETING
May 22, 2023**

ROLL CALL: Roll Call was taken at 5:33 p.m. PRESENT: Directors Daniels, Jennings, Kozlowski, Maple, Serna, Singh-Allen, and Chair Kennedy. Director Loloee arrived at 5:36 and Director Sander arrived at 6:03 p.m. Absent: Directors Hume and Valenzuela.

1. PLEDGE OF ALLEGIANCE

2. CONSENT CALENDAR

- 2.1 Motion: Approval of the Action Summary of May 8, 2023
- 2.2 Police Services Personal Services Contract employees (L. Hinz)
 - A) Resolution 2023-05-049: Approving the Second Amendment to the Amended and Restated Personal Services Contract with Mark Sakauye; and
 - B) Resolution 2023-05-050: Approving the Second Amendment to the Personal Services Contract with Stephen Lau; and
 - C) Resolution 2023-05-051: Approving the First Amendment to the Personal Services Contract with Marylynn-Mimi Lewis; and
 - D) Resolution 2023-05-052: Approving the Personal Services Contract with Douglas Voska
- 2.3 Resolution 2023-05-053: Waive the Application of §4.01B of the Personnel Policy Manual to the Security Operations Center Personnel Classification and Delegating Authority to the General Manager/CEO to Approve and Execute All Personal Services Contracts with Security Operations Center Personnel so Long as Pay and Benefits are Included in the Annual Board Adopted Operating Budget (L. Hinz)
- 2.4 Resolution 2023-05-054: Approving the Contract for On-Call Testing, Repair, and Preventative Maintenance of Wayside Generators with Powergen, Inc. (R. Forrest)
- 2.5 Resolution 2023-05-055: Approving the First Amendment to the Cost-Sharing Agreement for Operation of SmaRT Ride Service within the County of Sacramento County Service Area No. 10, Benefit Zone 3 (L. Ham)

- 2.6 Resolution 2023-05-056: Approving the First Amendment to the Personal Services Contract with Tony Bizjak (D. Selenis)
- 2.7 Resolution 2023-05-058: Approving the Contract for Purchase and Installation of Equipment for 16 Police Interceptors with Public Safety Innovation, Inc. (C. Alba)

ACTION: APPROVED - Director Jennings moved; Director Singh-Allen seconded approval of the consent calendar as written. Motion was carried by roll call vote. Ayes: Directors Daniels, Jennings, Kozlowski, Loloee, Maple, Serna, Singh-Allen and Chair Kennedy. Noes: None; Abstain: None; Absent: Director Hume, Sander and Valenzuela.

3. INTRODUCTION OF SPECIAL GUESTS

4. UNFINISHED BUSINESS

5. PUBLIC HEARING

6. PUBLIC ADDRESSES BOARD ON MATTERS NOT ON THE AGENDA

Speakers:

Dan Allison representing Sacramento Transit Advocates and Riders (STAR) stated there are some items they are glad about, including the Light Rail Modernization project moving forward, being able to read the details of the General Manager's report ahead of time, having the Mobility Advisory Council minutes on the website and that legislation is moving forward. Mr. Allison then shared concern that the ramps on the new light rail cars are too steep for mobility devices, Board meeting cancelations, and light rail wraps obstructing vision in and out of the light rail cars. He requested more frequent ridership reports.

Public comment was taken by phone from Jeffery Tardaguila, Barbara Stanton and Michael Harris.

Mr. Tardaguila recommended addressing safety concerns with the low floor light rail vehicles. He also received an electronic message that disappeared twice and is concerned about the number of bus cancelations. He stated at 2:00 on Sunday afternoon that the electronic bulletin boards need to be updated if the trains have been restarted.

Ms. Stanton, representing Ridership for the Masses, disagrees with using Consolidated Transit Services Association (CTSA) funds for the purchase of equipment to be used in police vehicles. She commented that bus cancelations are still a big issue and that the disabled community does not have the low floor cars available to them during testing.

Director Serna asked if staff had provided a response to Ridership for the Masses regarding their concern on item 2.7.

Mr. Li confirmed that a written response was provided.

Chair Kennedy asked for a report back in writing of what the efforts were to align the purchases of the vehicles with ADA.

Director Serna commented that he has heard the concern three times and asked if there has been adequate accessibility testing for those in wheelchairs or that are visually impaired.

Mr. Li will personally check to see that the concerns have been addressed.

Director Serna stated it is critical that there be a deliberate process to invite members of the disability rights advocacy community to test the new cars.

Mr. Li stated the disabled community members have been invited to look at the low floor cars and SacRT will look into additional opportunities to do so.

Mr. Harris complimented SacRT on 50 years and being an award-winning transit system. He complimented the state, county, and city, who is moving in this direction, for observing Juneteenth as a holiday and asked for all jurisdictions to make Juneteenth a holiday. He invited all to come at high noon to the state capitol on June 19th to celebrate.

7. NEW BUSINESS

- 7.1 Resolution 2023-05-057: Approving the Temporary Appointment of Retired Annuitant, Rachel Johnson (J. Johnson)

ACTION: APPROVED - Director Kozlowski moved; Director Loloee seconded approval of Item 7.1. Motion was carried by roll call vote. Ayes: Directors Daniels, Jennings, Kozlowski, Loloee, Maple, Serna, Singh-Allen and Chair Kennedy. Noes: None; Abstain: None; Absent: Director Hume, Sander and Valenzuela.

- 7.2 Resolution 2023-05-059: Declaring the Damage to The Mini-High Ramp at the Sacramento Valley Light Rail Station an Emergency and Delegating Authority to the General Manager/CEO to Enter into a Contract to Repair the Platform Structure (L. Ham) **[Note: Resolution Requires 4/5th vote]**

Mr. Li shared that Director Sander was on his way and asked to wait for his arrival before voting on the item.

Chair Kennedy announced the agenda order would change and that Item 8.1 would be heard and 7.2 would be returned to after the General Manager Report.

8. GENERAL MANAGER'S REPORT

- 8.1 General Manager's Report
 - a. Major Project Updates
 - b. SacRT Meeting Calendar

Mr. Li announced that next week Valley Vision will be releasing results of a public opinion poll which shows 76 percent of respondents think public transit has improved over the past five years. This is a testament to the hard work that SacRT has been doing.

Mr. Li thanked Director Serna for attending a successful meeting earlier that day with David Von Aspern, who raised an issue at the last SacRT Board meeting.

Director Serna thanked Mr. Chris Flores and Ms. Lisa Hinz for their time and for attending the meeting. There were good ideas that came out of the meeting that will make the system better, more convenient and customer friendly.

Mr. Li provided an update on the station modifications to accommodate the height of the new light rail vehicles. Work is being performed at one station per weekend to minimize the impact. Mr. Li made special note that the 7th and Capitol Station would be closed from May 30th to June 4th and there would be no bus bridge available Tuesday through Friday due to safety concerns.

Mr. Li announced that the week prior, the SACOG Board of Directors approved the most recent Regional Funding round, which included \$11.5 million to support SacRT's Light Rail Modernization Program. Additionally, SacRT has been awarded \$5.2 million to support a partnership with the City and County for a bus rapid transit route on Stockton Boulevard. As the project progresses, SacRT will be hosting a Stockton Corridor stakeholder workshop and will work with SACOG to conduct a peer-to-peer field trip to one of the most successful BRT networks on the west coast.

Mr. Li shared that as a part of the 50th Anniversary celebration, SacRT partnered with many local organizations to offer free rides on transit. In total, there were 258,108 free rides taken throughout the month of April. Despite school closures for spring break, SacRT still experienced an overall 9% gain in ridership above baseline.

Mr. Li shared some highlights from SacRT's microtransit software provider Via, who conducted an Executive Business Review of the SmART Ride service. Riders gave a 4.9 out of 5 average rating on service and ridership in April was the highest since launching in 2018 carrying over 15,000 rides. Laura Ham, SacRT's VP of Construction, Engineering and Planning recently presented an update to the Sacramento Transportation Authority (STA) about the service and the future of SmART Ride as part of a \$2.5 million application to their Neighborhood Shuttle Program. The initial STA funding grant has run out but, SacRT will continue to operate in all 9 zones with adjustments while pursuing funding to support the program.

Mr. Li announced that SacRT will be hosting two in-person hiring events in June with many different career opportunities.

Public comment was taken by phone from Jeffery Tardaguila.

Mr. Tardaguila asked if the Watt/I-80 elevators are currently working and recommended monitoring elevator outages and developing a system for the boards so riders know the bus bridge schedules.

Chair Kennedy asked for staff to respond to Mr. Tardaguila.

- 7.2 Resolution 2023-05-059: Declaring the Damage to The Mini-High Ramp at the Sacramento Valley Light Rail Station an Emergency and Delegating Authority to the General Manager/CEO to Enter into a Contract to Repair the Platform Structure (L. Ham) **[Note: Resolution Requires 4/5th vote]**

Laura Ham shared that the Sacramento Valley Station Mini High Ramp, the Terminus of the Gold Line, has wooden fascia on the platform that has deteriorated. She showed some photos of the damage. Due to being dangerous, it is currently out of service. Access is being provided to passengers with disabilities through a bus bridge. She explained that the repair would require formal bidding if a third-party contractor is used. SacRT is attempting to do the repair in-house. If unsuccessful, approval will delegate authority to the General Manager to enter into a contract to repair the platform using a third-party contractor and bypassing the public bidding process.

ACTION: APPROVED - Director Kozlowski moved; Director Maple seconded approval of Item 7.2. Motion was carried by roll call vote. Ayes: Directors Sander, Daniels, Jennings, Kozlowski, Loloee, Maple, Serna, Singh-Allen and Chair Kennedy. Noes: None; Abstain: None; Absent: Director Hume and Valenzuela.

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

- 9.1 Sacramento Placerville Transportation Corridor Joint Powers Authority Meeting Summary of May 8, 2023 (Budge)

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 Closed Session at 6:13 p.m.

PRESENT: Directors Daniels, Jennings, Kozlowski, Loloee, Maple, Sander, Serna, Singh-Allen, and Chair Kennedy. Absent: Director Hume and Valenzuela.

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 7:01 p.m.

PATRICK KENNEDY, Chair

A T T E S T:
HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Jamie Adelman, VP, Procurement, Real Estate and Special Projects
SUBJ: ADOPT THE AMENDED AND RESTATED TITLE V ORDINANCE NO. 2023-06-001, "PROVIDING A SPECIAL CLAIMS PROCEDURE" OF SACRT'S ADMINISTRATIVE CODE AND RESCIND ORDINANCE NO. 21-12-01

RECOMMENDATION

Adopt the Ordinance.

RESULT OF RECOMMENDED ACTION

Would adopt recommended changes to Title V of the SacRT Administrative Code.

FISCAL IMPACT

Some minimal cost savings, as a result of not having to prepare or incur additional documentation, support, and administrative expenses associated with bringing settlement items to closed session and would increase operational efficiency by allowing settlement offers to be processed more quickly.

DISCUSSION

At the May 8, 2023, meeting, the Board of Directors waived the First Reading of Ordinance 2023-06-001, Amending and Restating Title V, Providing A Special Claims Procedure, of the SacRT Administrative Code.

California Government Code Sections 935.4 and 949 provide that a public entity, by Ordinance or Resolution, may authorize an employee of the public entity to allow, compromise, or settle claims on behalf of the Board if the amount to be paid pursuant to the allowance, compromise or settlement exceeds fifty thousand dollars (\$50,000).

In December 1998, the Board authorized the General Manager/CEO (GM/CEO) to reject or settle claims up to the amount of \$50,000. In 2006, the Board adopted Title V to the SacRT Administrative Code, delegating authority to the General Manager/CEO to settle claims up to \$100,000. On March 8, 2021, the Board granted the GM/CEO, through the adoption of Resolution No. 21-03-0015, the authority to reject most offers to settle a claim presented to SacRT by a claimant or plaintiff, even if the amount to settle exceeds the GM/CEO's settlement authority, unless it related to a California Code of Civil Procedure

§ 998 Offer to Compromise, and increased the GM/CEO's authority to accept, reject, compromise, or settle general liability claims of any type for an amount up to \$150,000.

The SacRT Risk team performed a comprehensive review of Title V and has identified several areas where improvements can be made to improve claim processing. It was noted that Title V did not provide guidance on several areas including, but not limited to, tort claims, tort litigation, workers compensation claims, and employment law claims. To improve staff efficiency and to be as nimble as possible when attempting to settle all claims, including general liability, contract and employment, Staff is seeking an increase to the GM/CEO's settlement authority from \$150,000 to \$350,000.

In reviewing the claim settlements over the past five years, calendar years 2019 through 2023 year to date, we have seen a significant increase in cases that could be settled by the GM/CEO if the authority were increased to \$350,000. In 2022, the number of settled cases was double the total number settled in 2019 through 2021 combined. We expect to see an increase over the 2022 caseload in the current calendar year. Further, there are numerous claims reserved between \$150,000 and \$350,000. With the consistently increasing cost of medical services, staff anticipates the value of claims continue to increase, making a \$150,000 settlement authority at the GM/CEO level insufficient to allow the timely settlement of claims. Having a higher GM/CEO limit will make the Risk Department agile in mediation and settlement situations by having the ability to settle and offer expedited payment to the claimant, rather than having to wait for the next available board meeting to hold a closed session to discuss the claim and seek approval.

Staff has also included amendments that will delegate authority to the GM/CEO to accept or reject California Code of Civil Procedure § 998 offers (within the GM/CEO's authority limits), accept or deny liability in a claim, accept or deny a late claim, waive the five year statute of limitations on a case, authority to seek or not seek subrogation on a claim, and authority to settle any workers compensation claim that was calculated/valued by SacRT's third party Workers Compensation Administrator based on statutory formulas .

The goal of the SacRT Risk Department is to protect District assets, settle claims quickly, and settle at minimal cost to SacRT. Approving the suggested amendments to Title V will provide staff with greater flexibility to handle tort claims, tort litigation, employment claims, and workers compensation claims.

ORDINANCE 2023-06-001

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

June 12, 2023

**AMENDING AND RESTATING TITLE V,
PROVIDING A SPECIAL CLAIMS PROCEDURE,
OF THE SACRT ADMINISTRATIVE CODE**

THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT DO ORDAIN AS FOLLOWS:

SECTION 1:

This Ordinance is adopted pursuant to the authority set forth in Public Utilities Code section 102121(d). This Section authorizes the SacRT Board of Directors to adopt an Administrative Code prescribing the powers and duties of District officers. Public Utilities Code section 102107 provides, in part, that: No ordinance shall be passed by the Board on the day of its introduction, nor within three days thereafter, nor at any time other than at a regular or adjourned regular meeting.

SECTION 2:

Ordinance No. 21-12-01, Ordinance No. 06-02-01, Resolution 98-12-3249, and Resolution No. 21-03-0015 are hereby repealed.

SECTION 3:

Title V of the Administrative Code is hereby amended and restated. Title V of the Administrative Code of Sacramento Regional Transit District shall read as follows:

TITLE V – CLAIMS PROCEDURE

**Article I
Claims**

§5.101 Authority

This title is enacted pursuant to Section 935 of the California Government Code.

§5.102 Claims Required

All claims against the Sacramento Regional Transit District (“SacRT”) for money or damages which are excepted by Section 905 of the Government Code from the provision of Division 3.6 of the Government Code (Sec. 810 et seq.), and which are not governed

by any other statutes or regulations expressly relating thereto, shall be governed by the procedure prescribed in this Article.

Unless otherwise provided by this Title, the manner and timing of the presentation and consideration of claims filed pursuant to this Title shall be as provided in Part 3 of Division 3.6 of Title I of the Government Code (Sec. 900 et seq.) as those provisions now exist or may hereafter be amended.

Pursuant to Chapter 5 of Part 3 of Division 3.6 of Title I of the Government Code (Sec. 930 et seq.) written agreements entered into by or on behalf of SacRT may provide that all claims arising out of or related to the agreement must be presented not later than six months after the accrual of the cause of action, and such claims shall be governed by the provisions of this section.

§5.103 Form of Claim

All Claims shall be made in writing and verified by the claimant or by their guardian, conservator, executor or administrator. No claim may be filed on behalf of a class of person unless verified by every member of that class. In addition, all claims shall contain the information required by California Government Code Section 910.

§5.104 Claim Prerequisite to Suit

In accordance with California Government Code Sections 935(b) and 945.6, all claims shall be presented as provided in this section and acted upon by SacRT prior to the filing of any action on such claim; and no such action may be maintained by a person who has not complied with the requirements of this Title.

§5.105 Late Filing

The late filing of claims governed by this Title will be subject to the procedures set forth in those provisions of the Government Code referred to in subsection (e) of Government Code Section 935 and **§5.206(C) below**.

§5.106 Suit

Any action brought against SacRT upon any claim or demand shall conform to the requirements of Sections 940-949 of the California Government Code. Any action brought against any employee of SacRT shall conform to the requirements of Sections 950-951.

**Article II
Settlement Authority**

§5.201 Purpose

The purpose of this Article is to establish appropriate authorities, at varying staff and Board levels, to administer and settle claims. A summary is attached as Attachment 1 to this Title.

§5.202

Definitions

The following capitalized words and phrases whenever used in this Article must be construed as defined below:

- A. BOARD means the Board of Directors of the Sacramento Regional Transit District.
- B. DISTRICT or SACRT means the Sacramento Regional Transit District.
- C. GENERAL COUNSEL means the General Counsel of Sacramento Regional Transit District or their designee acting pursuant to a delegation.
- D. GENERAL MANAGER means the General Manager/CEO of Sacramento Regional Transit District or their designee acting pursuant to a delegation.
- E. LITIGATION ATTORNEY means the Litigation Attorney in the Risk Management Department.
- F. RISK ANALYST means the tort claims Risk Analyst in the Risk Management Department.
- G. RISK MANAGER means the Risk Manager in the Risk Management Department.
- H. TORT CLAIMS means all tort, personal injury, and property damage claims.
- I. TORT LITIGATION means all tort, personal injury, and property damage lawsuits.
- J. WORKERS' COMPENSATION CLAIMS ADMINISTRATOR means the workers' compensation third party administrator that Sacramento Regional Transit District retains to administer workers' compensation claims.

§5.203

Policy

In accordance with California Code of Civil Procedure 116.540, California Government Code Sections 935.4 and 949 and California Public Utilities Code Sections 102121, 102180, 102201 and 102202, the BOARD delegates to the GENERAL MANAGER, LITIGATION ATTORNEY, RISK MANAGER, RISK ANALYST, and the DISTRICT's WORKERS' COMPENSATION CLAIMS ADMINISTRATOR the authority and duties to act upon and settle all aspects of TORT CLAIMS and TORT LITIGATION brought against the DISTRICT and/or its employees in connection with the course and scope of their employment with the DISTRICT pursuant to the Government Claims Act (California Government Code Section 810 et. seq.), not excepted by Government Code Section 905, and workers' compensation claims and lawsuits subject to the provisions set forth below.

§5.204

Board Authority

- A. Tort Claims (Excluding Workers' Compensation): The approval of the BOARD shall be required for any allowance, compromise, or settlement of a TORT CLAIM in excess of \$350,000 as recommended by the RISK MANAGER with the concurrence of the GENERAL MANAGER and LITIGATION ATTORNEY. However, the BOARD's decision to approve or deny the allowance, compromise, or settlement is not contingent upon the recommendation of the RISK MANAGER or the concurrence of the GENERAL MANAGER and LITIGATION ATTORNEY.
- B. Tort Litigation (Excluding Workers' Compensation): The approval of the BOARD shall be required for any allowance, compromise, or settlement of a tort lawsuit in excess of \$350,000 as recommended by the LITIGATION ATTORNEY, with the concurrence of the RISK MANAGER and GENERAL MANAGER. The BOARD's decision to approve or deny the allowance, compromise or settlement is not contingent upon the recommendation of the LITIGATION ATTORNEY or the concurrence of the RISK MANAGER and GENERAL MANAGER.
- C. Tort Claims and Litigation Involving More than One Party Arising from a Single Accident/Occurrence (Aggregate Cases): Individual claims/lawsuits that arise from a single accident/occurrence whose settlements exceed \$350,000 each must be approved by the BOARD. BOARD approval is not required for individual claims/lawsuits whose settlements are less than \$350,000 each, even if the aggregate of the claims/lawsuits exceed said amount. However, if the aggregate of the claims/lawsuits does exceed said amount, the GENERAL MANAGER shall inform the BOARD upon the conclusion of the settlements of the claims/lawsuits.

Property damage settlements will be processed as separate matters even if injury claims arise from the same accident/occurrence. Thus, it will not be required to add the amount of a property damage settlement to a personal injury settlement in determining the settlement authority thresholds contained in Sections 5.204-5.206 herein.

- D. Employment Law Claims: BOARD approval is required for all employment law claim settlement amounts that exceed the authority delegated to the General MANAGER pursuant to Section 5.205(D) herein.
- E. Workers' Compensation: BOARD approval is required for any Workers' Compensation settlement amounts that exceed the authority delegated to the GENERAL MANAGER pursuant to Section 5.205(E) herein.

§5.205

General Manager's Authority

- A. Tort Claims (Excluding Workers' Compensation): The GENERAL MANAGER, with the concurrence of the RISK MANAGER and LITIGATION ATTORNEY, shall approve any

allowance, compromise, or settlement of a tort claim which exceeds \$150,000, but does not exceed \$350,000.

- B. Tort Litigation (Excluding Workers' Compensation): The GENERAL MANAGER, with the concurrence of the RISK MANAGER and LITIGATION ATTORNEY, shall approve any compromise or settlement of a lawsuit which exceeds \$150,000, but does not exceed \$350,000.
- C. Tort Claims and Litigation Involving More than One Party Arising from a Single Accident/Occurrence (Aggregate Cases): Individual claims whose individual settlement amount is each \$150,000 or greater shall be approved by the GENERAL MANAGER with the concurrence of the RISK MANAGER and LITIGATION ATTORNEY. GENERAL MANAGER approval is not required for individual claims whose settlements are less than \$150,000 each, even if the aggregate of the claims exceed said amount. However, if the aggregate of the claims does exceed said amount, the RISK MANAGER and LITIGATION ATTORNEY shall inform the GENERAL MANGER upon the conclusion of the settlements of the claim or lawsuit.

Property damage settlements will be processed as separate matters even if injury claims arise from the same accident/occurrence. Thus, it will not be required to add the amount of a property damage settlement to a personal injury settlement in determining the settlement authority thresholds contained in Sections 5.204-5.206 herein.

- D. Employment Law Claims: The GENERAL MANAGER, , shall approve any allowance, compromise, or settlement of an employment claim which does not exceed \$350,000.
- E. Workers' Compensation: The GENERAL MANAGER has the authority to accept any compromise or settlement of a workers' compensation claim/lawsuit up to the amount of the statutory entitlement as determined by the WORKER'S COMPENSATION CLAIMS ADMINISTRATOR.
- F. California Code of Civil Procedure Section 998 Offers to Compromise: The GENERAL MANAGER has the authority to accept or reject all such Offers to Compromise up to \$350,000. The GENERAL MANAGER also has the authority to instruct the LITIGATION ATTORNEY to serve an Offer to Compromise if the amount exceeds \$150,000 but does not exceed \$350,000. In any litigated matter other than a personal injury or property damage tort claim, the GENERAL MANAGER has the authority to instruct the GENERAL COUNSEL to serve an Offer to Compromise in any amount up to \$350,000.
- G. Liability Admissions and/or Agreements: In all Unlimited Jurisdiction cases, the GENERAL MANAGER has the authority to instruct the LITIGATION ATTORNEY or the

GENERAL COUNSEL to admit liability and/or to enter into agreements with co-defendants to proportional liability amongst the named defendants.

- H. Waiver of the 5 Year Statute of Limitations to Bring an Action to Trial: With the recommendation of the LITIGATION ATTORNEY, the GENERAL MANAGER has the authority to waive the five (5) year statute of limitations in which a party must bring an action to trial after a suit is filed, pursuant to California Code of Civil Procedure Section 583.310.
- I. Motion for New Trial: If the LITIGATION ATTORNEY recommends moving for a new trial, this recommendation is to be discussed with the GENERAL MANAGER, who will make the final decision.
- J. Waiver of Costs: The decision to waive costs that exceed \$150,000 shall be made by the GENERAL MANAGER after discussing the matter with the LITIGATION ATTORNEY.
- K. Small Claims: The GENERAL MANAGER is authorized to appoint staff, pursuant to the California Code of Civil Procedure Section 116.540, to represent the DISTRICT in Small Claims courts of the counties the DISTRICT serves. These staff representatives will be empowered to institute, prosecute, and defend claims on behalf of the DISTRICT.
- L. Subrogation: The LITIGATION ATTORNEY has the authority to decide whether or not to file a complaint or cross-complaint for subrogation. However, if filing against another entity, the LITIGATION ATTORNEY must first discuss the matter with the GENERAL MANAGER, who has the authority to veto the LITIGATION ATTORNEY's decision.

§5.206

Litigation Attorney's Authority

The LITIGATION ATTORNEY's authority described herein below only applies to personal injury and property damage tort claims and excludes all other claims filed against SACRT, including but not limited to, employment claims, contract claims, and settlements of administrative citations and/or fines.

- A. Tort Litigation (Excluding Workers' Compensation): The LITIGATION ATTORNEY shall have the authority to compromise a tort lawsuit if the settlement does not exceed \$150,000.
- B. Tort Litigation Involving More than One Party Arising from a Single Accident/Occurrence (Aggregate Cases): Individual lawsuits whose individual settlement amount is \$150,000 or below shall be approved by the LITIGATION ATTORNEY. However, if the aggregate of the lawsuits does exceed said amount, the LITIGATION ATTORNEY shall inform the GENERAL MANAGER upon the conclusion of the settlements of the lawsuits.

Property damage settlements will be processed as separate matters even if injury claims arise from the same accident/occurrence. Thus, it will not be required to add the amount of a property damage settlement to a personal injury settlement in determining the settlement authority thresholds contained in Sections 5-204-5.206 herein.

- C. Application for Leave to Present a Late Claim (pursuant to California Government Code Sections 911.4 and 911.6): The acceptance or rejection of an application to file late claim is delegated by the BOARD and shall be made by the LITIGATION ATTORNEY after discussing the application with the RISK MANAGER and assigned RISK ANALYST.
- D. California Code of Civil Procedure Section 998 Offers to Compromise: The LITIGATION ATTORNEY has the authority to accept or reject all such Offers to Compromise that do not exceed \$150,000 and has the authority to serve such an Offer to Compromise in an amount that does not exceed \$150,000.
- E. Liability Admissions and/or Agreements: In all Limited Jurisdiction cases, the LITIGATION ATTORNEY has the authority to admit liability and/or to enter into agreements with co-defendants to proportion liability amongst the named defendants after discussing the admission and/or split with the RISK MANAGER and assigned RISK ANALYST.
- F. Waiver of a Jury: The decision to waive a jury in any litigated case is to be made by the LITIGATION ATTORNEY after discussing the matter with the RISK MANAGER and assigned RISK ANALYST.
- G. Post-Trial Motions: If, after discussing the matter with the RISK MANAGER and assigned RISK ANALYST, the LITIGATION ATTORNEY is of the opinion that the DISTRICT should move for a new trial, the LITIGATION ATTORNEY is to discuss this recommendation with the GENERAL MANAGER, who will make the final determination. All other post-trial motions shall be decided by the LITIGATION ATTORNEY after discussing them with the RISK MANAGER and assigned RISK ANALYST.
- H. Waiver of Costs: The LITIGATION ATTORNEY has the authority to agree to waive costs provided that the costs do not exceed \$150,000. If costs exceed \$150,000, the decision to waive costs shall be made by the GENERAL MANAGER.
- I. Subrogation: The LITIGATION ATTORNEY has the authority to decide whether or not to file a complaint or cross-complaint for subrogation. However, if filing against another public entity, the LITIGATION ATTORNEY must first discuss the matter with the GENERAL MANAGER, who has the authority to veto the LITIGATION ATTORNEY's decision.

If a subrogation complaint or cross-complaint was filed, the LITIGATION ATTORNEY has the authority to settle the case regardless of the amount of the settlement.

§5.207

Risk Manager's Authority

The RISK MANAGER's authority described herein below only applies to workers' compensation claims and personal injury and property damage tort claims and excludes all other claims filed against SACRT, including but not limited to, employment claims, contract claims, and settlements of administrative citations and/or fines.

- A. Tort Claims (Excluding Workers' Compensation): The RISK MANAGER, or his/her designee, has the authority to act upon a written claim which is required to be presented in accordance with the Government Claims Act that is not excepted by Government Code Section 905. The claim may be determined to be insufficient, untimely, allowed, allowed in part, or rejected. If the claim is considered rejected, the RISK MANAGER, with the concurrence of the assigned RISK ANALYST, shall determine if, and when, notice of said rejection is given. All other written notices shall be pursuant to the applicable Government Code sections.

The RISK MANAGER, or their designee, may approve any allowance, compromise or settlement of a tort claim which does not exceed \$100,000.

- B. Workers' Compensation: The RISK MANAGER, who is responsible for managing the DISTRICT's Worker's Compensation Claims Program, has the authority to compromise or settle a workers' compensation claim or litigation against the DISTRICT, which does not exceed \$100,000, concurrent with the WORKERS' COMPENSATION CLAIMS ADMINISTRATOR and LITIGATION ATTORNEY.
- C. Subrogation: The RISK MANAGER has the authority to decide when to pursue subrogation claims against other parties and authority to settle the subrogation claim regardless of the amount. However, if filing against another public entity, the RISK MANAGER must first discuss the matter with the GENERAL MANAGER, who has the authority to veto the RISK MANAGER's decision.

§5.208

Risk Analyst's Authority

The RISK ANALYST's authority described herein below only applies to workers' compensation claims and personal injury and property damage tort claims and excludes all other claims filed against SACRT, including but not limited to, employment claims, contract claims, and settlements of administrative citations and/or fines.

- A. Claims: The RISK ANALYST has the authority to compromise or settle a workers' compensation claim or tort claim against the DISTRICT, which does not exceed \$25,000, with the concurrence of the RISK MANAGER.

- B. Subrogation: The RISK ANALYST has the authority to decide when to pursue subrogation for damages arising from a workers' compensation claim with the concurrence of the RISK MANAGER.

§5.209 Workers' Compensation Claims Administrator Authority

The WORKERS' COMPENSATION CLAIMS ADMINISTRATOR has the authority to compromise or settle a workers' compensation claim or litigation against the DISTRICT, which does not exceed \$5,000, with the concurrence of the RISK ANALYST.

§5.210 Treasurer Controller Duties Regarding Settlements

The Treasurer-Controller of the DISTRICT shall cause a warrant to be issued upon the treasury of the DISTRICT in the following circumstances:

- A. Upon approval by the BOARD, as specified in Section 5.204, above.
- B. Upon the written order of the GENERAL MANAGER, or his/her designee, for allowances, compromises, or settlements within the GENERAL MANAGER's authority, as specified in Section 5.205 above.
- C. Upon the written order of the LITIGATION ATTORNEY, or his/her designee, for allowances, compromises, or settlements within the LITIGATION ATTORNEY's authority, as specified in Section 5.206 above.
- D. Upon the written order of the RISK MANAGER, or his/her designee, for allowances, compromises, or settlements within the RISK MANAGER's authority, as specified in Section 5.207 above.

**Article III
Effective Date**

§5.301 No Reinstatement or Revival

Nothing in this section revives or reinstates any cause of action which, on the effective date of the ordinance codified in this section, is barred by either: (1) failure to comply with an applicable statute, regulation, or ordinance requiring the presentation of a claim; or (2) failure to commence an action thereon within the period prescribed by an applicable statute of limitations.

§5.302 Effective Date; Retroactivity

This Title shall be effective upon adoption. Subject to Section 5.301 of this Article, as of the effective date of this Title, the provisions of this Title shall be applicable to any claim described in this Title which is not otherwise time-barred. If the application of the time periods established by this article would extinguish an existing claim which is not

otherwise time-barred, then the date by which that claim must be presented to SacRT shall be the sooner of:

- (i) The date any applicable claims period would have expired; or
- (ii) Six months after the effective date of this Title for claims described in the first sentence of Government Code Section 911.2 or one year after the effective date of this Title for claims described in the second sentence of that Section. Nothing in this Title shall be construed to extend the time for presentation of any claim which time was established by statute, ordinance, or other law in effect prior to the adoption of this Title.

ATTACHMENT 1 – AUTHORITY LEVELS OF APPROVAL

Authorized Position	Authority Level	Authority Type
Board of Directors	>350,000K	Tort Claims; Tort Litigation; Employment Law Claims; Workers' Compensation
General Manager	Up to \$350,000	Tort Claims; Tort Litigation; Employment Law Claims; Workers' Compensation Claims*; Offers to Compromise; Liability Admissions and/or Agreements; Waiver of 5-year SOL; Motion for New Trial; Waiver of Costs; Small Claims; Subrogation
Litigation Attorney	Up to \$150,000	Tort Litigation; Application for Leave to Present a Late Claim; Offers to Compromise; Liability Admissions and/or Agreements; Waiver of Jury; Post-Trial Motions; Waiver of Costs; Subrogation
Risk Manager	Up to \$100,000	Tort Claims; Workers' Compensation Claims; Subrogation
Risk Analyst	Up to \$25,000	Tort Claims; Workers' Compensation Claims; Subrogation
Workers' Compensation Claims Administrator	Up to \$5,000	Workers' Compensation Claims

* The GENERAL MANAGER has the authority to accept any compromise or settlement of a workers' compensation claim/lawsuit up to the amount of the statutory entitlement as determined by the WORKER'S COMPENSATION CLAIMS ADMINISTRATOR.

SECTION 4:

This Ordinance shall become effective immediately upon its enactment.

SECTION 5:

Within 15 calendar days after adoption, the SacRT Secretary is hereby directed to publish this Ordinance, in full, in a newspaper of general circulation published within SacRT's activated boundaries or on SacRT's Internet Website as authorized under California Public Utilities Code section 102107.

Passed and adopted at a regular meeting of the Sacramento Regional Transit District on this 12th day of June 2023 by the following vote:

AYES/YES:

NOES:

ABSTAIN:

ABSENT

PATRICK KENNEDY, Chair

ATTEST:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Laura Ham, VP, Planning and Engineering
SUBJ: APPROVE PROJECT LIST FOR FUNDING UNDER THE ROADWAY REPAIR AND ACCOUNTABILITY ACT (SB1) STATE OF GOOD REPAIR FOR FISCAL YEAR 2024

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

Approving the project list for funding under the Roadway Repair and Accountability Act (SB1), State of Good Repair (SGR) for Fiscal Year 2024 will allow SacRT to request funding from Caltrans for the cost associated with the listed project.

FISCAL IMPACT

Funding in the amount of \$3,426,828 has been allocated to SacRT for FY24. The SGR funding is included in the FY24 Capital Budget.

DISCUSSION

The Roadway Repair and Accountability Act of 2017 (SB1) was signed by Governor Brown on April 28, 2017. This bill included an estimated \$5.2 Billion per year for State-wide transportation improvements raised via a variety of transportation related taxes and fees. One of the revenue sources is named the Transportation Improvement Fee (TIF) which is assessed when vehicles are renewed as of January 1, 2018. The TIF is anticipated to raise an average of \$1.6 Billion per year. Of this amount, approximately \$105 Million per year is slated to bolster State Transit Assistance (STA) funding provided it is used for state of good repair projects. The FY24 state of good repair funds will be allocated to:

ID #	Project	Funding
TBD	BlueLine and GoldLine Light Rail Station Conversion/Modifications	\$3,426,828
Total		\$3,426,828

RESOLUTION NO. 2023-06-060

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

June 12, 2023

APPROVE PROJECT LIST FOR FUNDING UNDER THE ROADWAY REPAIR AND ACCOUNTABILITY ACT (SB1) STATE OF GOOD REPAIR FOR FISCAL YEAR 2024

WHEREAS, the Statutes related to state-funded projects require a local or regional implementing agency to abide by various regulations.

WHEREAS, Senate Bill 1 (2017) named the Department of Transportation (Department) as the administrative agency for the State of Good Repair (SGR).

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing SGR funds to eligible project sponsors (local agencies).

WHEREAS, the General Manager/CEO is authorized to apply for grant funds and bind SacRT to grant agreements to receive local, state and/or federal funding for SacRT's Capital and/or Operating Budgets, pursuant to Title VI of the Sacramento Regional Transit District Administrative Code.

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

THAT, the Board hereby authorizes the Blue Line and Gold Line Light Rail Station Conversion/Modifications project, for which SGR funding is hereby committed.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Laura Ham, VP, Planning and Engineering
SUBJ: APPROVE CONTRACT FOR TRANE CHILLER AND WATER TREATMENT EQUIPMENT PREVENTIVE MAINTENANCE AND ON-CALL REPAIR SERVICES WITH ACCO ENGINEERED SYSTEMS, INC.

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

Approving the contract will allow ACCO Engineering Systems to provide preventive maintenance and repair services for the Main Administration building's Trane water-cooled chiller and related equipment, as well as monthly service and testing for water treatment controllers, water treatment pumps, and piping and valves for the treatment system.

FISCAL IMPACT

The proposed contract is for a not-to-exceed amount of \$151,977.00 for a 4-year term from July 1, 2023 to June 30, 2027. The estimated expenditure for FY 2024 is \$30,000 and is included in the FY 2024 Operating Budget.

DISCUSSION

The Trane Chiller provides comfortable heating and cooling working conditions for all staff in the 1400 29th Street building. The Trane Chiller is original to the building, which is over 45 years old. The Trane Chiller requires quarterly and annual preventive maintenance service and on-call repair services to keep it properly maintained and in working order to sufficiently supply the 1400 29th Street building with comfortable air temperature.

The current contract for these services will expire on June 27, 2023. SacRT requires ongoing services to ensure safe and comfortable building temperatures for staff. The services to be performed under the new contract will include regular (annual and quarterly) preventive maintenance for the Trane chiller, which will increase its life span, as well as on-call repair services.

In addition, this contract will cover preventive maintenance and on-call repair services for water treatment equipment at SacRT's 1400 29th Street building.

On March 29, 2023, staff released a Request for Quote (RFQ) on PlanetBids e-Procurement system. An RFQ was issued, rather than a formal Invitation for Bid, because SacRT's cost estimate for this work was under \$150,000; however, the solicitation was still advertised in the same manner as a formal solicitation. Over 71 vendors were notified of the contracting opportunity. On April 18, 2023, SacRT received three bids. The lowest responsive and responsible bidder is ACCO Engineered System, Inc. Staff has determined that the bid submitted by ACCO is fair and reasonable by comparison to the other two competitive bids that were received.

RESOLUTION NO. 2023-06-061

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

June 12, 2023

APPROVE CONTRACT FOR TRANE CHILLER AND WATER TREATMENT EQUIPMENT PREVENTIVE MAINTENANCE AND ON-CALL REPAIR SERVICES WITH ACCO ENGINEERED SYSTEMS, INC.

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

THAT, the Contract for Trane Chiller and Water Treatment Equipment On-Call Repair Services and Preventive Maintenance by and between Sacramento Regional Transit District, therein referred to as "SacRT," and ACCO Engineered Systems, Inc., therein referred to as "Contractor," whereby Contractor agrees to provide Trane Chiller and Water Treatment Equipment Preventative Maintenance and On-Call Repair Services for a 4-year term, for a total amount not-to-exceed \$151,977, is hereby approved.

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

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Jason Johnson, VP, Finance/CFO
SUBJ: APPROVING (1) A SOLE SOURCE PROCUREMENT AND (2) THE EIGHTH AMENDMENT TO CONTRACT FOR MOBILE AND ONLINE FARE APPLICATION WITH BYTEMARK, INC.

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

Approval of the attached resolution will allow SacRT to continue the existing mobile ticketing platform through June 30, 2024, with a SacRT option to extend for an additional year through June 30, 2025, while SacRT conducts a solicitation for a new mobile fare application.

FISCAL IMPACT

The Eighth Amendment will increase the Total Consideration under the Contract by \$63,000 to cover the firm-fixed monthly fees for the next year. In addition, SacRT will continue to be responsible for the payment of transaction fees and credit card processing fees. The total of all costs for the extended Contract term is expected to be approximately \$95,000. The proposed fees have been accounted for in the proposed FY24 Operating Budget being considered by to the Board for approval tonight.

DISCUSSION

In June 2016, SacRT released a Request for Proposals (RFP) for a mobile and online ticketing application. Six firms, including Bytemark, submitted proposals. On March 9, 2017, SacRT executed a Contract with Bytemark for a three-year term with two optional years. In April 2021, the Board approved the Sixth Amendment to the Contract, which included a sole source extension that will expire June 30, 2023. The proposed Eighth Amendment would extend the term of the Contract through June 30, 2024, with a SacRT option to extend through June 30, 2025.

A Request for Information for Mobile Application Consolidation was issued in October 2021, with responses due in December 2021. Responses were received from ten proposers. At the same time, Staff was also considering a further consolidation of SacRT's electronic fare payment options.

However, during this time, SACOG was in negotiations to close out the original Connect Card contract with INIT for design, manufacture, installation, testing, and implementation of the multi-agency contactless smart card fare system and enter into an operations and maintenance phase. It was anticipated that the Connect Card System and the associated operation and maintenance agreements would be assigned to SacRT. Because INIT is a potential vendor for a replacement consolidated system, Staff was concerned about a potential conflict of interest in commencing a solicitation while SACOG was concluding the Connect Card negotiations with INIT. The negotiations with INIT and assignment of the Connect Card system to SacRT were completed in December 2022.

In January 2023, Staff released a Request for Information (RFI) for Electronic Fare Payment System on PlanetBids Procurement System to obtain information about potential solutions or products, either off-the-shelf or custom-built, that could simplify and improve SacRT's customer experience as well as meet its business needs. SacRT received 13 responses to the RFI and demonstrations were provided by a number of potential vendors that give Staff the confidence that a suitable solution is available. A common theme throughout the demonstrations was that the industry is capable of more advanced and beneficial mobile applications consolidations that include fare systems integrations with other SacRT mobile applications like Elerts and trip planning services.

From the two RFIs, Staff concluded that it would be in the best interest of SacRT and its patrons to combine the efforts of the mobile application consolidation project with the procurement of a new electronic fare system, given the information gathered during the vendor demonstrations. SacRT is in the process of developing an RFP to competitively procure a new electronic fare collection system that will consolidate the existing electronic fare systems (Connect Card, ZipPass, and Tap to Ride). Staff anticipates that a new fare system will also provide additional services to passengers such as alert services, real-time arrival information, and trip planning, among others, in a single, easy-to-use platform.

While Staff is preparing the RFP to procure a new fare system, it is important to provide passengers with a seamless transition and the best possible customer service experience, which is best achieved by continuing the existing contract with Bytemark.

As part of the Eighth Amendment, Bytemark has also agreed to provide "partnership pass activation" services. This service, if used by SacRT, would allow for group passes to be distributed in bulk through the Mobile Fare Application (as opposed to using stickers or the Connect Card), potentially resulting in efficiencies for SacRT and its group pass partners. A new fee of \$.15 per activated pass would be included for this service.

Bytemark has proposed cost increases of approximately 10% to the fixed monthly fees. The per-transaction costs would not increase. The fixed monthly fees will increase by a total of \$5,700 (6.9%) in FY24 as compared to the current contract. Based on the current sales volumes and the fact that the transaction fees are not increasing, the overall yearly contract costs are expected to increase by 6.9%, which is considered fair and reasonable. Table 1 below compares the existing fees versus the proposed amendment.

Table 1

Item	Current Fees Commission and Other Costs	Proposed Fees, Commission and Other Costs
Support, Maintenance and Hosting of the Mobile Ticketing System (per month)	\$2,875 per month	\$3,175 per month
Transaction Commission	2%	2%
Transaction Fee (per Transaction)	\$0.076	\$0.076
API Maintenance, Support & Licensing (per month) / Partnerships	\$1,900	\$2,075
Voucher Code API Program Onboarding (per partner)	\$5,200	\$5,200
Partnerships Pass Activation (per pass claimed)	N/A	\$0.15

RESOLUTION NO. 2023-06-062

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

June 12, 2023

APPROVING (1) A SOLE SOURCE PROCUREMENT AND (2) THE EIGHTH AMENDMENT TO CONTRACT FOR MOBILE AND ONLINE FARE APPLICATION WITH BYTEMARK, INC.

WHEREAS, in March 2017, SacRT and Bytemark, Inc. entered into the Contract for Mobile and Online Fare Application (“Contract”) for an initial term of three years; and

WHEREAS, in May 2021, the parties entered into the Sixth Amendment to the Contract to extend the Contract term through June 30, 2023;and

WHEREAS, the parties desire to extend the term to June 30, 2024, with an option for a second year through June 30, 2025, to provide sufficient time for SacRT to competitively procure a new electronic fare system that will consolidate existing fare systems.

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

THAT, pursuant to Section 1.405.B.2 of the Procurement Ordinance, it is in the best interest of SacRT to extend the Contract on a sole source basis for an additional year through June 30, 2024, with an optional second year through June 30, 2025, to allow time for a transition to a consolidated electronic fare system; and

THAT, the Eighth Amendment to the Contract between Sacramento Regional Transit District, therein referred to as “RT,” and Bytemark, Inc., therein referred to as “CONTRACTOR or CONSULTANT,” wherein the term is extended to June 30, 2024, the scope of work is amended to include a new partnership pass portal, the monthly fees for back-office hosting and support fee and voucher code software licensing and support are increased for the extended contract term, a fixed fee is added for activation of a pass through the new partnership portal, and the total consideration is increased by \$95,000, from \$412,460 to \$507,460 for fixed costs, plus additional costs for transaction fees, is hereby approved.

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

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Laura Ham, VP, Planning and Engineering
SUBJ: ADOPTING A CATEGORICAL EXEMPTION FOR THE REVISED
WATT AVENUE/INTERSTATE 80 TRANSIT CENTER
IMPROVEMENTS PROJECT

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

Approves adoption of a Categorical Exemption for the Revised Watt Avenue/Interstate 80 Transit Center Improvements Project, which will allow the project to proceed to construction based on the revised design.

FISCAL IMPACT

None

DISCUSSION

The current Watt I-80 Transit Center (Transit Center) is one of the busiest transfer centers in the Sacramento region. It has been prone to safety and security issues throughout the years because of the location of the Transit Center, which is situated both above and below a major freeway, with steep enclosed stairwells, and in a high-crime community.

SacRT completed a visioning effort to re-imagine the Transit Center in 2018 with participation by a range of community stakeholders. With the community-envisioned upgrades, this facility will attract and accommodate more riders, as well as accommodate additional bus service from regional operators and expansion of high-capacity transit connecting to American River College, Arden-Arcade, Citrus Heights, McClellan Park, and North Highlands.

On September 14, 2020, the Board approved a Resolution adopting a Categorical Exemption for the Watt/I-80 Transit Center Improvement Project under the California Environmental Quality Act (CEQA) Section 15301 Existing Facilities (Class 1(c)) for minor alteration to existing highways and streets, and sidewalks, gutters, bicycle and pedestrian trails, and similar facilities that do not result in an expansion of use.

After internal review of the preliminary engineering, the design was updated to expand the scope to address staff recommendations, including adding a new open stairwell on the east side of Watt Avenue and removing existing stairwells to increase safety and security at the transit center.

An updated Project Analysis (Attachment 1) was prepared pursuant to CEQA, resulting in a determination that the project revisions do not affect the determination that the project is consistent with the exemption set out in CEQA Section 15301 Existing Facilities (Class 1(c)). A Notice of Exemption (Attachment 2) was prepared and will be submitted to the State Clearinghouse once it is adopted by the Board.

Review and approval of the updated Project Analysis will also be undertaken by the Federal Transit Administration (FTA) which is also providing funding for the project. FTA has indicated that it will likely consider the revised project using a Documented Categorical Exclusion (DCE) under 23 CFR Section 771.118, which is similar to the Class 1 exemptions. SacRT is preparing and will provide the DCE documentation for FTA's use.



AECOM
300 Lakeside Drive, Suite 400
Oakland, CA 94612
aecom.com

RE:
Watt/I-80 Transit Station
Improvements Project

To:
Jenny Niello
Principal Civil Engineer
Sacramento Regional Transit District
2811 O St, Sacramento, CA 95816

From:
Rod Jeung, Project Director
Anne Ferguson, Project Manager

cc: Craig Norman, Director, Construction and
Engineering

Date:
May 25, 2023

CATEGORICAL EXEMPTION ANALYSIS

Introduction

The Sacramento Regional Transit District (SacRT) is the project sponsor for the proposed Watt Avenue/Interstate 80 (I-80) Transit Center Improvements Project (project). The project would improve safety and multimodal access to the Watt/I-80 Transit Center, in unincorporated Sacramento County, adjacent to the northeast portion of the City of Sacramento.

Watt Avenue, a major north-south arterial, crosses over I-80 and the SacRT Blue Line light rail tracks. Transit riders desiring to travel on the Blue Line or transfer to a connecting bus must go down a stairwell on the west side of Watt Avenue to the station platform level and bus stops below. Heavy traffic, narrow sidewalks, limited pedestrian and bicycle connections, a noisy exposed atmosphere, and a lack of amenities characterize the Watt Avenue entrance to the transit center.

In March 2018, SacRT completed a visioning effort to “Re-imagine the Watt/I-80 Transit Center.” SacRT, in partnership with Sacramento County and Mercy Housing, an affordable housing developer, is now making efforts to implement the grand vision for this area. SacRT, using Community Design Grant funds approved by the Sacramento Area Council of Governments (SACOG), completed 65 percent design plans and environmental clearance for its portion of the improvements along Watt Avenue—the Watt / I-80 Transit Center in 2020. With the community-envisioned upgrades to the station, it would be more accessible, user friendly, and able to attract and accommodate more riders.

The SacRT Board approved the project in September 2020 in conjunction with a California Environmental Quality Act (CEQA) Categorical Exemption; specifically CEQA Section 15301 Existing Facilities (Class 1[c]), which permits minor alterations to existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities that do not result in an expansion of use. Approval of the project by the Federal Transit Administration (FTA) was secured at the end of 2021, following additional consultation with interested Native American tribes and approval of a National Environmental Policy Act Categorical Exclusion.

In advancing the design work to 95 percent, SacRT is proposing minor revisions to the previously approved project, primarily along the east side of Watt Avenue at the transit center. The purpose of this memorandum is to identify those revisions and to provide the necessary documentation and evidence that the revised project continues to qualify for a CEQA Class 1 Categorical Exemption. The previous 2020 CEQA memorandum is reproduced here, and additions to that document are denoted in *italics* and underlining.

Project Description

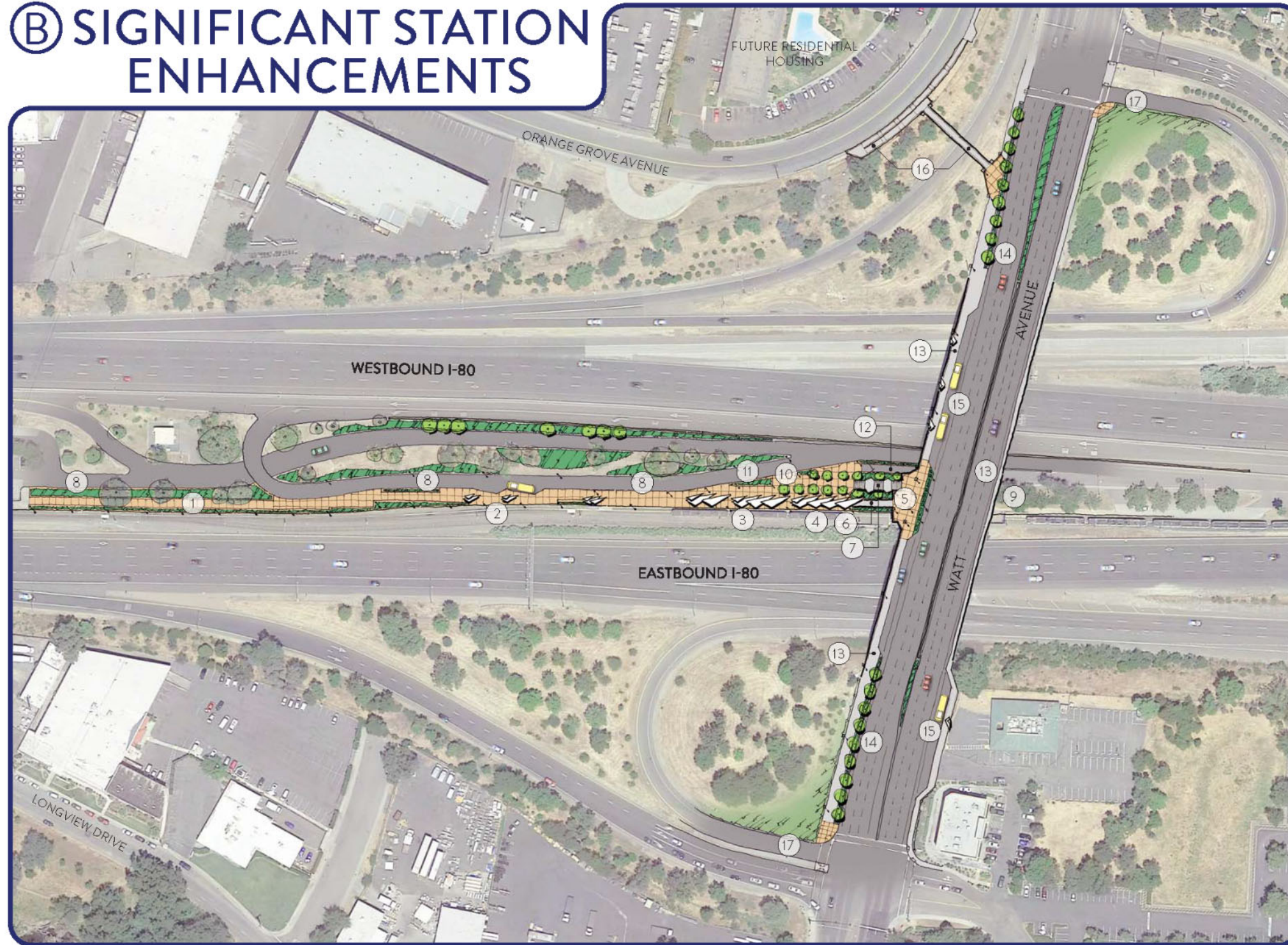
The project includes the following components to improve safety and multimodal access to the Watt/I-80 Transit Center (items 5, 7, 9, 10, 11, 13, 14, 15, and 17 on Figure 1), all of which would occur entirely within existing State and County rights-of-way developed with highways and streets:

- Relocating the concrete median barrier and narrowing vehicle travel lanes on Watt Avenue on the I-80 overcrossing structure to accommodate wider sidewalks and future bicycle lanes (see item 14 on Figure 1).
- Enhancing pedestrian amenities on the west side of Watt Avenue, by installing pedestrian-level lighting, landscape buffers, and new ornamental metal security fencing along the overcrossing (see item 14 on Figure 1).
- Expanding the light rail station entrance plaza on the west side of Watt Avenue by *closing and demolishing the existing stairway and* including a new stairway connection to the light rail platform area; installing new pedestrian lighting; removing concrete barriers; adding wayfinding and station monument signage; and providing trash and recycling receptacles, seating, shade/rain shelters, and a landscape buffer (with guardrail) between the plaza and vehicular traffic (see items 5 and 7 on Figure 1).
- *Adding amenities (e.g., lighting, wayfinding and station monument signage, and seating) and closing, demolishing, and replacing the existing stairway on the east side of Watt Avenue at the transit center (see item 9 on Figure 1).*
- Relocating bus stops on both sides of Watt Avenue to shorten crossing distances and providing space for new bus shelters at the new locations (see item 15 on Figure 1; *with the improvements proposed at the east side station entrance, the bus stops on the east side of Watt Avenue would be revised to include two stops approaching the entrance and one stop on the far side [north] of the entrance and mirror the stops along the west side of Watt Avenue, resulting in a total of six bus stops connecting to the transit center entrances.*
- Squaring up the on-ramps to eastbound and westbound I-80 for safer pedestrian crossings and adding a new pedestrian crossing on the north leg of Watt Avenue at the I-80 eastbound ramp intersection (see item 17 on Figure 1).

The design of the improvements would incorporate crime prevention through environmental design guidelines, current Americans with Disabilities Act requirements, and requirements for future SacRT low-floor light rail vehicles that are being acquired to make passenger boardings and alightings more convenient. In addition, it is proposed that non-irrigated hydroseed would be applied to the areas where on-ramp concrete has been removed; no ornamental plantings or irrigation are anticipated for the on-ramp areas. *Previously approved improvements that are no longer part of the project include pull-out spaces along the Watt Avenue overcrossing for temporary pick-up and drop-off by automobiles and transportation network companies (e.g., Lyft and Uber).*

Re-Imagine Watt/I-80 Transit Center Conceptual Site Plan

② SIGNIFICANT STATION ENHANCEMENTS



LEGEND

- ① Pedestrian promenade leading from parking lot to station
 - Pedestrian lighting
 - Wide walkway
- ② Reduction of bus bays to two and relocation
- ③ Lighter, more open architecture for station structures
 - White or lighter color
 - Angled, sawtooth/louvered design lets natural light in while providing shade and rain shelter
 - Lighter roof allows for a smaller support structure and columns reducing hiding spaces, blind corners, and visual "weight" of the structure
- ④ New elevator and restroom structure
 - Maximize visibility around the structure
 - Eliminate the visual obstruction by the new staircase.
- ⑤ **Watt Ave station plaza**
 - Pedestrian lighting
 - Removal of concrete barriers to improve visibility
 - Pilasters to break up the space and protect peds from errant cars
 - Wayfinding
 - RT station monument
 - Concrete and bollards between plaza and roadway
- ⑥ Bridge extends to the new elevator structure
- ⑦ **Removal and replacement of existing stairs on west side of Watt**
- ⑧ Low maintenance landscaping and lighting around the station
- ⑨ **Removal and replacement of existing stairs on east side of Watt and station plaza amenities similar to item 5***
- ⑩ **Pedestrian friendly station plaza**
 - Lots of lighting
 - No obstructions
 - Plaza trees provide shade in the summer and allow light through during the winter
- ⑪ **Bus on-ramp shortened to merge with main on-ramp before crossing under Watt Ave**
- ⑫ Maintenance vehicle access under Watt Ave overcrossing
 - Ornamental metal fence and gate restricts access under the overcrossing to official use only
- ⑬ **Wider sidewalks on both sides of Watt Ave**
 - Minimum 8ft on each side
- ⑭ **A more pedestrian friendly entrance on both sides of Watt Ave**
 - Pedestrian level lighting
 - Vehicular lanes reduced to 11ft wide
 - 5ft shoulders allow for future conversion into bike lanes
 - Concrete barrier to deter jaywalking
 - Plant strips and street trees for pedestrian safety
- ⑮ **Three bus stops with shelters on either side of Watt Ave to match new station architecture***
- ⑯ Pedestrian bridge and ramp
- ⑰ Squared up on-ramps for safe pedestrian crossing

Scope of this project is highlighted in bold.

* This item not displayed in detail on figure

RE-IMAGINE WATT/I-80



Regional Transit



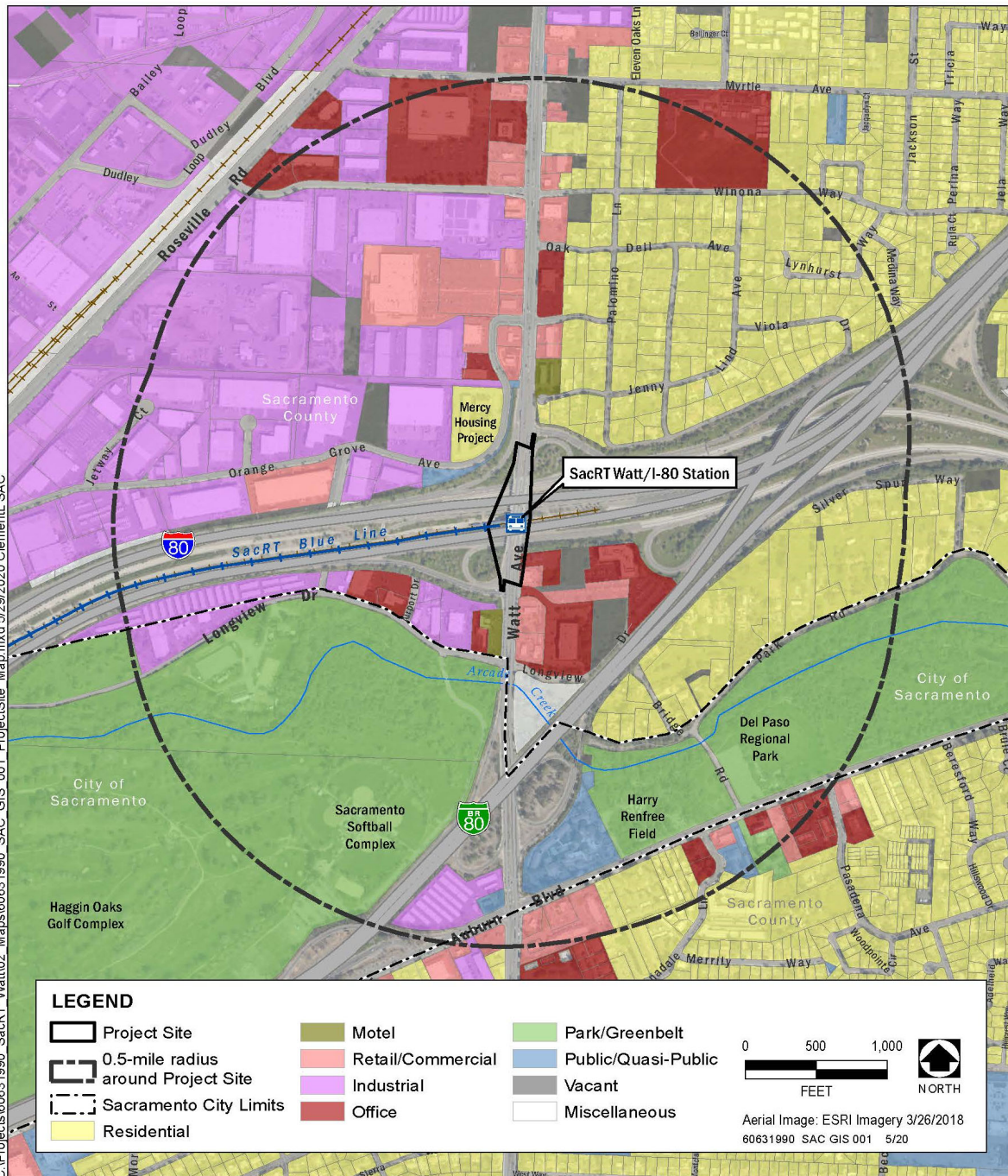
MARK THOMAS



Figure 1. SacRT Project Components of the Watt/I-80 Transit Center Improvements Project

Project Location

The project site in unincorporated Sacramento County includes a portion of the Watt/I-80 Transit Station, the Watt Avenue overpass (over I-80 and the SacRT Blue Line), and Watt Avenue crossings of both the eastbound and westbound I-80 on-ramps (see Figure 2). The immediately surrounding area includes a Walmart, future Mercy affordable housing project, and industrial uses to the northwest; existing lower density housing to the northeast; Internal Revenue Service (IRS) and Drug Enforcement Agency (DEA) offices and retail to the southeast; and industrial and community and regional recreation areas to the southwest.



Source: Sacramento County 2020

Figure 2. Project Location

Categorical Exemption Analysis

The project qualifies for a Categorical Exemption under Class 1, CEQA Section 15301(c), Existing Facilities. Class 1 is appropriate because it covers relatively minor alterations to existing facilities, including transit facilities. The discussion below provides an analysis of why this project meets the conditions for a Class 1 exemption, as well as the reasons why the exceptions outlined in CEQA Section 15300.2 do not apply to the project.

15301(c) Existing Facilities

Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures and facilities, including existing highways and streets, sidewalks, gutters, bicycle and pedestrian trails, and similar facilities (this includes road grading for the purpose of public safety), and other alterations such as the addition of bicycle facilities, including but not limited to bicycle parking, bicycle-share facilities and bicycle lanes, transit improvements such as bus lanes, pedestrian crossings, street trees, and other similar alterations that do not create additional automobile lanes.

The project meets these features / characteristics. Class 1 covers minor alterations to existing facilities including existing highways, sidewalks, gutters, bicycle lanes and facilities, and transit facilities. The project would include alteration of existing public highways (on-ramps and highway overcrossing), sidewalks, and transit improvements to improve pedestrian and bicycle access to the Watt/I-80 Transit Center. Specific project components include modifying vehicle travel lanes to include wider sidewalks and bicycle lanes; closing, demolishing, and replacing the existing stairways on the east and west sides of Watt Avenue; installing improved lighting, landscape buffers, and ornamental fencing for safety and aesthetics; expanding the existing Watt Avenue plaza entrances and providing trash and recycling receptacles, seating, shade/rain shelters, and concrete and bollards as a separation from vehicular traffic; installing bus stops and bus shelters; and improving pedestrian crossings of highway on- and off-ramps. The proposed pedestrian, bicycle, and transit enhancements would occur entirely within existing road rights-of-way, and would not require changes to the existing land uses, zoning, or general plan land use designations. Therefore, the project meets the definitions of the Class 1, Section 15301(c) exemption.

Exceptions to Categorical Exemption Analysis

None of the exceptions listed in Section 15300.2 would apply to the project for the following reasons:

- a) **Location.** *Classes 3, 4, 5, 6, and 11 are qualified by consideration of where the project is to be located -- a project that is ordinarily insignificant in its impact on the environment may in a particularly sensitive environment be significant. Therefore, these classes are considered to apply all instances, except where the project may impact on an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, state, or local agencies.*

This exception only applies to Classes 3, 4, 5, 6, and 11. These classifications do not apply to this project (i.e., Class 1); therefore, this exception is not discussed further.

- b) **Cumulative Impact.** *All exemptions for these classes are inapplicable when the cumulative impact of successive projects of the same type in the same place, over time is significant.*

Cumulative impacts refer to two or more individual effects which, when considered together, are considerable or which compound or increase other environmental impacts (State CEQA Guidelines

Section 15355). The project would involve installing minor upgrades to the existing Watt/I-80 Transit Center and squaring-up a small portion of the existing Watt Avenue/I-80 on-ramps. Due to the nature of the project, its small size, and its location, the project would not affect agricultural or forestry resources, air quality, energy, greenhouse gas emissions, land use planning, geology, minerals, public services, recreation, utilities, or wildfire. As discussed in further detail in Sections c–f below, the project would not have significant effects on biological resources, hydrology and flooding, noise, transportation, scenic highways/resources, hazardous waste sites, or historical/archaeological resources. The project’s impacts on these resources are highly localized and would not have a considerable contribution to cumulative impacts. There are few other projects in the vicinity that could have a cumulative impact with the Watt/I-80 Transit Center upgrades. A review of pending projects in the adjacent North Highland community (<https://planningdocuments.saccounty.net/>) shows reasonably foreseeable development is primarily related to minor permits, design reviews, and zoning verification letters. The relatively few projects that could contribute impacts would be *the McClellan Park Special Planning Area and the North Watt Avenue Corridor Plan*. *The McClellan Park Special Planning Area includes the ongoing conversion of the former McClellan Air Force Base from a military facility to new industrial buildings at McClellan Park (Sacramento County 2019)*. *The North Watt Avenue Corridor Plan will guide infill growth and public improvements along North Watt Avenue and the Corridor Plan Area for the next 20 years (Sacramento County 2012)*. It is expected that potential impacts from these projects would be associated with traffic, employment growth, air quality/noise, and utility demand. *These impacts could have a cumulative impact with the Watt/I-80 Transit Center upgrades if construction of the projects occurred at the same time. However, the McClellan Park Special Planning Area and the North Watt Avenue Corridor Plan Mitigation Monitoring and Reporting Programs (MMRP) each contain mitigation measures adopted by Sacramento County to address significant project impacts. The proposed project impacts would primarily occur during construction and would not overlap with the longer planning horizons of the McClellan Park Special Planning Area and the North Watt Avenue Corridor Plan*. The proposed project would not contribute to long-term impacts on any of the resources/topics *listed above*. Therefore, cumulative impacts with the project *would* be less than significant.

- c) **Significant Effects.** *A categorical exemption shall not be used for an activity where there is a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances.*

There are no unusual circumstances at the project site or as part of project operations that would result in significant effects on the environment. The project site is developed as a Transit Center; a small portion of the existing Watt Avenue/I-80 on-ramps are also part of the project site. The project proposes minor alterations to existing transit facilities, would be located entirely within existing road rights-of-way, and would not result in any changes to land use designations or zoning. Furthermore, the project would be consistent with the adopted North Watt *Avenue* Corridor Plan, which provides a comprehensive policy framework to promote infill growth, transportation choices, and infrastructure improvements (Sacramento County 2012). There is nothing about the project site or operations that present unusual circumstances. Thus, and as described in detail below, the project would not have any significant impacts requiring mitigation and this exception to the exemption would not apply.

Biological Resources

Based on a review of the U.S. Fish and Wildlife Service's (USFWS) National Wetland Inventory data (USFWS 2023a) and current and historic Google Earth satellite images of the project site, aquatic features, including wetlands, are not present in the project vicinity. All ground disturbances would be limited to the existing, developed areas only and would not involve modification to, or loss of, wetlands. Stormwater from the project site would continue to be routed to the existing storm drainage system and therefore would not directly drain into a waterway supporting wetlands. In addition, no project activities are proposed within a water body/water course and the project would not require alterations to any surface water features, navigable waterways, or waters of the U.S. Therefore, project-related activities would cause no direct fill or indirect temporary or permanent loss of federally protected wetlands or wetland quality, and would not require related permits.

The project area is in a previously disturbed, highly urbanized, and landscaped area. No known occurrences of threatened or endangered species are present on or adjacent to the project site (California Department of Fish and Wildlife [CDFW] 2023). The nearest records of threatened and endangered species consist of two records of vernal pool fairy shrimp (listed as threatened under the Federal Endangered Species Act) (USFWS 1994) in vernal pool and ephemeral ditch habitats surrounded by annual grassland near the McClellan Business Park, approximately 0.5 mile northwest of the project site. No suitable habitat for vernal pool fairy shrimp (i.e., seasonal wetlands, ditches, or vernal pools in annual grassland) are present on or adjacent to the project site.

The project site is not located in any designated critical habitat or wildlife corridors (Spencer, et al. 2010; USFWS 2023b). The nearest critical habitat to the project site is more than 3 miles to the southwest along the south bank of the American River and consists of the American River Zone critical habitat for the valley elderberry longhorn beetle (VELB) (*Desmocerus californicus dimorphus*). No suitable habitat for the VELB (i.e., elderberry shrubs) is present in the project site. Wildlife movement corridors in the region typically are associated with rivers and creeks supporting riparian vegetation, which do not occur in the project site and are available elsewhere. The nearest riparian corridor is along Arcade Creek approximately 600 feet south of the project site, south of I-80 and commercial/industrial development. The project site is already used for light rail and bus service and is heavily trafficked, so that project construction would be unlikely to interfere with any existing, limited wildlife movement through or along the project area.

There is no fish habitat within the project site. Existing stormwater drainage systems eventually discharge to the Lower American River, which provides essential fish habitat for Chinook salmon (*Oncorhynchus tshawytscha*) (NOAA 2014). However, SacRT would implement Best Management Practices from the California Department of Transportation (Caltrans) and Sacramento County to reduce any construction-related erosion and control stormwater runoff. Implementation of these practices would result in control of pollutants (including downstream sediment transport) during the project's construction and operational phases, such that degradation of downstream essential fish habitat would not occur. Therefore, impacts on essential fish habitat would be less than significant.

The project would require the removal of four mature trees at the interior of the on-ramp to I-80 westbound in the northeast quadrant of the Watt Avenue/I-80 interchange. The removal would be for the proposed squaring up of the on-ramp for safer pedestrian crossings. Because the ramp is within the Caltrans right-of-way and therefore subject to Caltrans requirements, changes to it and the area within the loop ramp must adhere to the Caltrans Standard Specifications. Section 14-6, Biological Resources, of the 2018 edition, which requires protection of regulated species and identifies specific measures to protect migratory and nongame birds, their occupied nests, and their eggs. These measures include

delineating a study area, halting work upon discovery of a regulated species, implementing protection measures as directed by Caltrans, and monitoring and reporting.

Therefore, with implementation of this standard specification, the project would not affect nesting or migratory birds protected by the state Fish and Game Code and the federal Migratory Bird Treaty Act. In addition, SacRT would apply for tree removal permits per the Sacramento County Tree Protection Ordinance, as needed (Sacramento County 2020a).

Hydrology and Water Quality

According to the current Federal Emergency Management Agency (FEMA) Flood Insurance Rate Maps (FIRMs), the project is not located within the 100-year floodplain. The project site is in Zone X, an area of minimal flood hazard (FEMA 2012). Therefore, the project would not increase flooding hazards and would not change floodplain elevations or floodways.

There are no surface water bodies within or adjacent to the project site. The closest surface water body is Arcade Creek, approximately 600 feet to the south. Arcade Creek flows southwest into the Natomas East Main Drainage Canal/Steelhead Creek, which discharges into the Sacramento River just upstream from the confluence of the Sacramento and American Rivers. SacRT would implement BMPs contained in the Sacramento County (Sacramento County 2018) Improvement Standards (Section 11 "Erosion and Sediment Control") and Caltrans BMPs to reduce any construction-related erosion and to control stormwater runoff. Construction techniques that could be implemented to reduce the potential for stormwater runoff may include minimizing site disturbance, controlling water flow over the construction site, stabilizing bare soil, and ensuring proper site cleanup. BMPs that could be implemented to reduce erosion at the off-ramp squaring up areas may include silt fences, staked straw bales/wattles, silt/sediment basins and traps, geofabric, trench plugs, terraces, water bars, soil stabilizers and re-seeding and mulching to revegetate disturbed areas.

Most of the project site is already covered with impervious surfaces, consisting of roadways, sidewalks, stairways, and roofs. Overall, the project would not increase the amount of impervious surfaces and, consequently, runoff volumes from the project site would be similar to existing conditions. Therefore, the stormwater runoff quality is not expected to change from existing conditions. The project would not alter or create a new direct or indirect connection to Arcade Creek or further impair it or other downstream waterbodies. Therefore, the project impacts on hydrology (including flooding) or water quality would be less than significant.

Noise

The closest noise-sensitive receptor is a residence that is 189 feet from the on-ramp squaring-up area and over 500 feet from the new bus stops on the overpass. The existing noise environment in the project vicinity is heavily influenced by transportation noise sources: light rail and freight train operations alongside the I-80 right-of-way, and vehicular traffic noise primarily from Watt Avenue and I-80, including the on- and off-ramps. There are no existing noise barriers (walls, berms, etc.) between I-80, including on and off-ramps, and homes just north of the I-80 right-of-way.

Based on the types of construction equipment that would be used, the estimated construction noise level at the nearest noise-sensitive receptor (i.e., the residence north of the Watt Avenue/I-80 westbound on-ramp) the project could generate a maximum noise level of 75 Leq dBA at this residence. Sacramento County Code section 6.68.090(e) provides that noise sources associated with construction, repair, remodeling, demolition, paving or grading of any real property, are exempt from

maximum noise level requirements, provided those activities comply with the hour restrictions specified in the ordinance (i.e., weekdays from 6am to 8pm and weekends from 7am to 8pm) (Sacramento County 2020b). SacRT will comply with these construction hour restrictions and, therefore, short-term, temporary construction noise impacts would be less than significant.

The project would relocate bus stops but would not increase the volume of buses. Therefore, the project would not involve activities or equipment that would contribute to operational noise impacts, and, consequently, noise impacts from long-term, permanent project operation would be less than significant.

A vibration analysis was performed based on two criteria recommended by the Federal Transit Administration (FTA) in its 2018 noise and vibration impact assessment manual: groundborne vibration for infrequent and occasional events (in VdB), and construction vibration damage criteria (in PPV, inches per second). Based on the types of construction equipment and the distance to commercial and residential receptors, the amount of vibration generated by the project would be below the FTA thresholds for (1) structural damage and (2) human annoyance from infrequent and occasional vibration events. Therefore, the project would not result in significant vibration impacts.

Transportation

The project would result in relocation of medians and shifting/restriping of lanes along Watt Avenue to accommodate wider sidewalks and future bicycle lanes, and relocated bus stops. In addition, the Watt Avenue/I-80 on-ramps would be slightly adjusted to allow safer pedestrian crossings and a new pedestrian crossing on the north leg of Watt Avenue at the I-80 Eastbound Ramp intersection. There would be no removal of traffic lanes, only restriping and narrowing of lanes, as well as squaring of the on-ramps. Therefore, roadway capacity of Watt Avenue would not be affected by the project. The project does not include traffic signal work. All project work would meet Sacramento County Department of Transportation and Caltrans design requirements and therefore would not result in significant traffic safety operational impacts.

During construction, there could be short-term and temporary lane closures to install proposed improvements. A traffic control plan and/or detour plan would be submitted to Sacramento County as required for construction work within the road right-of-way because vehicular, bicycle, and pedestrian patterns would be modified. A traffic control/management plan would also be required by Caltrans as part of its encroachment permit.

The removal of the stairways would not affect life-safety systems or impose safety or security hazards for transit passengers. Construction would be phased to maintain vertical access to the light rail station from Watt Avenue at all times using the existing stairways prior to constructing the new stairways. Passenger elevators will remain.

The project would not result in temporary or permanent impacts to parking. The only parking within the project site is for buses at the bus stops by the transit station. The bus stops on both sides of the Watt Avenue overcrossing would be relocated to shorten pedestrian crossing distances and provide space for new bus shelters at the new locations. The relocated bus stops, which provide the same amount of curb space, would accommodate existing bus service/routes; there would be no increased bus service as part of the project. Therefore, the project would not have a significant impact on transportation facilities or parking.

- d) **Scenic Highways.** *A categorical exemption shall not be used for a project which may result in damage to scenic resources, including but not limited to, trees, historic buildings, rock outcroppings, or similar resources, within a highway officially designated as a state scenic highway. This does not apply to improvements which are required as mitigation by an adopted negative declaration or certified EIR.*

There are no designated scenic vistas at the project site or in the project area. The nearest State-designated scenic highway is State Route 160 near Freeport, approximately 13.5 miles southwest of the project site (Caltrans 2023). The closest Sacramento County-designated scenic highway is Garden Highway, approximately 7 miles southwest of the project site (Sacramento County 2022). Since the topography in the Sacramento area is nearly flat, the project site is not visible from these scenic roadways.

All highway corridors in Sacramento County, including I-80, are protected by designated scenic corridors that extend 660 feet to each side beyond the right-of-way. The purpose of the highway scenic corridor designation is to better control the visual appearance of highway corridors, particularly related to design review of signage and other structures, and to encourage landscaping with native plants and maintenance of natural roadside vegetation (Sacramento County 2022). The project site includes an existing light rail station and elevated entrance plaza, with landscaping, lighting, seating, signage, and trash receptacles. The project would include several new and improved features that would enhance the existing viewshed at the project site, including additional landscaping, ornamental railings for additional pedestrian safety, *demolishing and replacing the existing stairways on both sides of Watt Avenue*, new seating, and new rain shelters and new bus stops that would include small areas of new roofing. These elements would be visually similar to and consistent with the existing light rail facilities. Modifying the Watt Avenue overcrossing lane configurations and squaring up the on-ramps for pedestrian safety along with hydroseeding would be visually similar to and consistent with the existing roadway facilities and the existing vegetation in the on-ramp areas. All of the new facilities would be designed to provide a visually improved appearance that would complement the existing station facilities. Therefore, the project would not substantially change the appearance of the County-designated scenic corridor along I-80 in the project area, and would not degrade the existing visual character or quality of the project site and its surroundings.

New lighting associated with the additional facilities would be installed according to SacRT design criteria for public safety, as well as with local policies on light pollution and design guidelines requiring light fixtures to be shielded and directed downward, to reduce light pollution. Roofing on the new pedestrian shelters would be designed according to SacRT design criteria to reduce glare. The project does not include tall or wide buildings that could cast adverse shade or shadows on adjacent land uses. Therefore, the project would not result in significant impacts on state or County scenic resources.

- e) **Hazardous Waste Sites.** *A categorical exemption shall not be used for a project located on a site which is included on any list compiled pursuant to Section 65962.5 of the Government Code.*

There is no known or potential hazardous materials contamination at the project site. The project site is not on the list of hazardous materials sites, compiled pursuant to Government Code Section 65962.5. This list, known as the "Cortese List," was reviewed through the record search of the California Department of Toxic Substances Control's (DTSC 2023) online EnviroStor database and the State Water Resources Control Board's (SWRCB 2023) online GeoTracker database. There is only one active known hazardous materials site on the "Cortese List" within 0.5 mile of the project site: the federal Superfund site at the former McClellan Air Force Base (AFB). A small portion of this Superfund site is located southeast of Roseville Road, approximately 1,800 feet northwest of the project site. In this area, fuels were stored during former AFB operations, and the soil and groundwater became contaminated. This

area is currently used by Sacramento County as the North Area Recovery Station. Groundwater remediation is ongoing, and the contaminated groundwater plume is confined to the refuse transfer station site. Controls are in place at the North Area Recovery Station that prevent land use changes or soil excavation. Two closed hazardous materials sites are also listed in the GeoTracker database, approximately 700 feet north and approximately 350 feet south of the project site, respectively, at existing Union 76 and Chevron fuel stations. In both instances, minor fuel spills resulted in soil contamination, which was excavated and removed. The cases were closed in 1999 and 1987, respectively.

Because the Superfund site is distant from the project site, the contaminated groundwater plume is confined to the recovery station site, and the depth to groundwater at the project site is approximately 120 feet below the surface (California Department of Water Resources [DWR] 2018), the likelihood of encountering contaminated groundwater beneath the project site is very low. The two nearby closed hazardous materials sites only involved soil contamination and were remediated many years ago; thus, they do not represent a hazard for project-related excavation or construction activities.

Project construction and operation would involve the storage, use, and transport of small quantities of hazardous materials such as fuels, oils, lubricants, and paint, which are typical for transit station upkeep and maintenance. However, SacRT and its construction contractors are required to use, store, and transport hazardous materials in compliance with applicable federal, state, and local regulations during project construction and operation. Workers who handle hazardous materials are required to adhere to federal and state Occupational Safety and Health Administration requirements. Thus, no impacts related to hazardous materials would occur.

- f) **Historical Resources.** *A categorical exemption shall not be used for a project which may cause a substantial adverse change in the significance of a historical resource*

Historical Resources

The sole historic-age built environment resource in the "Area of Potential Effects (APE)" is the Watt Avenue overcrossing (OC) (State Bridge No. 24 0290) that was built in 1971. The Watt Avenue OC (State Bridge No. 24 0290) was found not eligible for listing as part of a state-wide screening effort, and Caltrans has designated Watt Avenue OC a Category 5 bridge (not eligible for listing in the National Register of Historic Places). *Additionally, the stairways to be demolished are within the existing transit center structure that was constructed in April 1987 and is not of historic age or eligible for listing in the National Register of Historic Places as a historic resource.* Thus, there would be no impact on historical resources.

Archeological Resources

No previously-recorded archaeological resources were identified in the APE during the background research. Two prior studies that included the current APE noted that the area has been heavily modified by development, including the construction of the Watt Avenue overpass and transit station. Any prehistoric archaeological resources that might have been present prior to development would have been on the surface of original native soils; if present, they would have been disturbed or destroyed during cutting and filling episodes to construct I-80 and the Watt Avenue overpass. Thus, there would be no impact on archaeological resources.

Tribal Cultural Resources

Archival research conducted by AECOM indicated that the APE does not contain any previously recorded Native American sites, precontact archaeological sites, historic-period cemeteries, or human skeletal remains. AECOM requested a Sacred Lands File (SLF) search and a list of Native American tribes with potential interest in the undertaking from the California Native American Heritage Commission (NAHC). The NAHC responded that the SLF search was positive for the project. The identified Sacred Land is affiliated with the United Auburn Indian Community of the Auburn Rancheria (UAIC). The following eight tribes were notified of the proposed project:

- Buena Vista Rancheria of Me-Wuk Indians
- Colfax-Todds Valley Consolidated Tribe
- Lone Band of Miwok Indians
- Nashville Enterprise Miwok–Maidu–Nishinam Tribe
- Shingle Springs Band of Miwok Indians
- Tsi Akim Maidu
- UAIC
- Wilton Rancheria

Because the SLF search was positive for the UAIC, SacRT and its consultants engaged in multiple email communications to understand the potential concerns and the potential to affect sacred lands and tribal cultural resources (TCRs) (*Starkey 2020*). SacRT provided more detailed information on the locations and depths of ground disturbance and excavations needed for the foundations of the proposed improvements. On August 20, 2020, the UAIC indicated that it did not believe the project construction would impact tribal cultural resources; however, it did request that avoidance and minimization measures be implemented to address unanticipated discoveries of TCRs. These measures, agreed to by SacRT, are:

- If any suspected TCRs are discovered during ground-disturbing construction activities, all work shall cease within 100 feet of the find, or an agreed upon distance based on the project area and nature of the find. A Tribal Representative from UAIC shall be immediately notified.
- A minimum of seven days prior to beginning earthwork, clearing and grubbing, or other soil-disturbing activities, SacRT or its contractor shall contact the UAIC with the proposed earthwork start-date and a UAIC Tribal Representative or Tribal Monitor shall be invited to inspect the project site, including any soil piles, trenches, or other disturbed areas, within the first five days of groundbreaking activity, or as appropriate for the type and size of project. During this inspection, a UAIC Tribal Representative or Tribal Monitor may provide an on-site meeting for construction personnel information on TCRs and workers awareness brochure.
- A Tribal Cultural Resource Awareness brochure and training program for all personnel involved in project implementation shall be developed in coordination with UAIC. The brochure will be distributed, and the training will be conducted by UAIC representatives before any stages of project implementation and construction activities begin on the project site. The training may be done in coordination with the project archaeologist.

With the above avoidance and minimization measures to be incorporated into contractor construction specification, potential impacts on tribal cultural resources would be less than significant.

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Notice of Exemption

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk

County of: _____

From: (Public Agency): _____

(Address)

Project Title: _____

Project Applicant: _____

Project Location - Specific:

Project Location - City: _____ Project Location - County: _____

Description of Nature, Purpose and Beneficiaries of Project:

Name of Public Agency Approving Project: _____

Name of Person or Agency Carrying Out Project: _____

Exempt Status: **(check one):**

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: _____
- Statutory Exemptions. State code number: _____

Reasons why project is exempt:

Lead Agency

Contact Person: _____ Area Code/Telephone/Extension: _____

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____ Date: _____ Title: _____

Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

RESOLUTION NO. 2023-06-063

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

June 12, 2023

ADOPTING A CATEGORICAL EXEMPTION FOR THE REVISED WATT AVENUE/INTERSTATE 80 TRANSIT CENTER IMPROVEMENTS PROJECT

WHEREAS, on September 14, 2020, by Resolution 20-09-0100, the Board adopted a Categorical Exemption for the Watt/Interstate 80 Transit Center Improvements Project; and

WHEREAS, due to changes in the design since the time of Project approval, the Sacramento Regional Transit District has prepared an updated Categorical Exemption analysis to determine if the project, as revised, still meets the criteria for a Categorical Exemption.

THEREFORE, BE IT RESOLVED, that this Board does hereby adopt the following findings, which this Board finds are supported by substantial evidence in light of the entire record:

THAT, a Notice of Exemption has been prepared pursuant to California Environmental Quality Act (CEQA);

THAT, the Revised Watt Avenue/Interstate 80 Transit Center Improvements Project ("Revised Project") is Categorically Exempt consistent with state and SacRT guidelines implementing CEQA;

THAT, the Revised Project would not trigger any exceptions to the application of a Categorical Exemption and would not have unusual circumstances that may result in a significant impact on the environment;

THAT, the Board certifies the Categorical Exemption has been completed and is in compliance with CEQA and is consistent with state and SacRT guidelines implementing CEQA;

THAT, the Board has reviewed and considered the Categorical Exemption;

THAT, the Board has before it all of the necessary environmental information required by CEQA to properly analyze and evaluate any and all of the potential environmental effects of the Revised Project;

THAT, the Board has reviewed and considered the Categorical Exemption, which reflects the Board's independent judgment; and

THAT, based on the evidence presented and the records and files presented, the Board determines that the Revised Project will not have a significant effect on the environment;

RESOLVED FURTHER THAT, the Board approves and adopts a Categorical Exemption for the Revised Watt Avenue/Interstate 80 Transit Center Improvements Project; and

RESOLVED FURTHER THAT, the Board approves the Revised Project and directs staff to file a Notice of Exemption with the California State Clearinghouse within five working days of this approval; and

RESOLVED FURTHER THAT, the Board designates the Director, Engineering and Construction, or their designee, located at 1400 29th Street, Sacramento, CA 95816, as the custodian of the records in this matter.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Carmen Alba, VP, Bus Operations
SUBJ: APPROVING THE FOURTH AMENDMENT TO THE CONTRACT FOR SACRT GO VEHICLE CLEANING, FUELING, AND MAINTENANCE SERVICES WITH PARATRANSIT, INCORPORATED TO EXERCISE CONTRACT OPTION YEAR 4

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

Adopting the Resolution will extend the Contract with Paratransit, Incorporated, for one year and increase the Total Consideration by \$654,100 to allow for continued vehicle maintenance services.

FISCAL IMPACT

The proposed contract amendment is \$634,100 for a 1-year term covering Fiscal Year 2024 with an additional \$20,000 for contingency repair costs, totaling \$654,100, and is included in the FY 2024 Operating Budget.

DISCUSSION

On June 23, 2020, after a competitive solicitation, the Board awarded a Contract for SacRT GO Vehicle Cleaning, Fueling, and Maintenance Services to Paratransit, Incorporated, for an amount not-to-exceed \$1,174,600, plus fueling costs. The initial Contract was awarded for a 2-year term with a SacRT option to renew for up to 3 additional 1-year periods.

On June 17, 2022, the First Amendment was executed to add \$615,100 for Option Year 3, which increased the Total Consideration from \$1,174,600 to \$1,789,700. On November 14, 2022, the Second Amendment was executed and added \$16,350 to increase the Total Consideration to \$1,806,050 for the installation of protective measures to prevent catalytic converter theft. On March 26, 2023, the Third Amendment was executed to provide, prospectively, a process for SacRT to direct that Paratransit perform repairs of damage from theft or larceny based on time and materials basis; however, this was an update to the scope of services with no change to the Total Consideration.

Staff is recommending that the Board exercise Option Year 4 to extend the Contract term and increase the total consideration by \$654,100, which reflects: (a) the bid amount for Year 4; and (b) \$20,000 in contingent funding for possible theft/larceny repairs. Staff has analyzed the cost proposal and the services provided to date and believes that it is in SacRT's best interest to exercise Option Year 4 at this time. Exercising Option Year 4 will increase the Total Consideration to \$2,460,150.

Paratransit, Incorporated has satisfactorily met the terms of the Contract. Staff meets on a quarterly schedule with Paratransit, Incorporated and continuously monitors contractor performance. During the Contract term, Paratransit, Incorporated has completed preventive maintenance on time, keeps adequate maintenance records, and provided daily and monthly maintenance reports.

RESOLUTION NO. 2023-06-064

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

June 12, 2023

APPROVING THE FOURTH AMENDMENT TO THE CONTRACT FOR SACRT GO VEHICLE CLEANING, FUELING, AND MAINTENANCE SERVICES WITH PARATRANSIT, INCORPORATED TO EXERCISE CONTRACT OPTION YEAR 4

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

THAT, the Fourth Amendment to the Contract for SacRT GO Vehicle Cleaning, Fueling and Maintenance Services by and between Sacramento Regional Transit District (therein "SacRT") and Paratransit, Incorporated, (therein "Contractor") whereby the term is extended by one year, and the total consideration is increased by \$654,100, from \$1,806,050.00 to \$2,460,150.00, plus applicable sales taxes, fees and fueling costs, is hereby approved.

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

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Jamie Adelman, VP, Procurement, Real Estate and Special Projects
SUBJ: DECLARING MIDTOWN ADMINISTRATIVE COMPLEX PROPERTIES EXCESS TO TRANSIT OPERATIONS AS SURPLUS

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

If adopted, this action will allow the Sacramento Regional Transit District (SacRT) to list the properties for sale, following state and federal surplus disposition processes.

FISCAL IMPACT

The declaration of surplus does not, in and of itself, result in a fiscal impact. Any subsequent transaction resulting in disposition of one or more of the properties will be brought to the Board for approval, at which time the fiscal impacts, including the costs associated with vacating the properties, will be discussed in detail. In general, with respect to properties acquired with Federal Transit Administration (FTA) assistance, the use of at least a portion of sales proceeds will be restricted to FTA-eligible capital projects.

DISCUSSION

As a result of recently-executed leases for office and warehouse space at 1102 Q Street and 2710 R Street, respectively, SacRT is in the process of vacating the following parcels, all of which are within 0.3 miles of the 29th Street light rail station. Moving to these leased properties allowed SacRT to reduce its overall office footprint for administrative functions, increase efficiency and reduce overhead costs, while planning and securing capital funds for a permanent administrative campus. The soon-to-be vacant properties require expensive and ongoing maintenance and repairs to preserve state of good repair with their ages ranging from 45 years to almost 110 years old.

Staff recommends that the Board declare the following properties excess to transit operations and move forward to dispose of them as surplus property, with the restriction that the properties may not be used for the following purposes: auto - sales, storage, rental; auto service, repair; cannabis cultivation; cannabis manufacturing, nonvolatile; drive-through restaurant; equipment - rental, sales yard; gas station (excluding electric

vehicle charging facilities, which will be permitted); manufacturing, service and repair; mini storage; locker building; plant nursery; warehouse; distribution center; or wholesale store. These restrictions are generally consistent with current restrictions in the City of Sacramento's transit-oriented development ordinance (some of these uses might be permitted by the City through a conditional use permit for parcels between ¼ and ½ mile of a light rail station; as a condition of sale, SacRT would prohibit these uses even if the City might otherwise approve a conditional use permit).

Parcel List:

- 1516 29th Street (Assessor Parcel Numbers (APN) 007-0274-012 and -013): These parcels contain an office building of approximately 5,680 square feet with 8 adjacent parking stalls on a lot totaling approximately 6,800 square feet. The property was purchased by SacRT in 1998 with State Transit Assistance funds and was most recently used for the Finance Department. With the relocation of Finance staff to 1102 Q Street, the property is now vacant.
- 2831 P Street (APN 007-0274-026): This parcel is approximately 22,748 square foot and contains a 63-space parking lot. It was purchased by SacRT in 1981 with Fed 80%/20% Local funds and is currently used for employee parking. With the relocation of most administrative staff to 1102 Q Street, parking can be consolidated onto the leased Caltrans lots under the freeway between P and Q Streets.
- 2811 O Street (APN 007-0273-014 and -015): These parcels contain an office building of approximately 11,024 square feet, a 2,000 square foot portable building, 6 parking stalls, and a generator connected to 1400 29th Street on a total lot of approximately 17,067 square feet. The parcels were purchased by SacRT in 1986 with CA-90-X145 Fed 80%/20% Local funds. With the relocation of staff to 1102 Q Street and the consolidation of Operations Staff into 1400 29th Street, the property will soon be vacant, with the exception of the emergency backup generator, which will require an easement for as long as SacRT requires the generator to support Bus Operations at 1400 29th Street.
- 2824 N Street (APN 007-0273-004): This parcel contains an office building of approximately 6,674 square feet. It was purchased by SacRT in 1973 with local funds. With the relocation of staff to 1102 Q Street, the property will soon be vacant.
- 2812 N Street (APN 007-0273-003): This parcel contains a building of approximately 21,695 square feet on a lot of approximately 19,200 square feet. It was purchased by SacRT in 1981 with CA 03-0063 Fed 80%/20% Local funds. It was most recently used for multiple departments and warehouse space. With the relocation of staff to 1102 Q Street and 2710 R Street, the property will soon be vacant.

In addition to the above parcels, while SacRT has currently consolidated Bus Operations staff within the building at 1400 29th Street (APNs 007-0273-008 and -022), SacRT's long-term plan is to build another Bus Maintenance and dispatch facility in the south area in

the next 5-10 years, at which time the Bus Operations and maintenance functions would be redistributed. SacRT also currently has critical radio and network infrastructure located at 1400 29th Street.

Because the property at 1400 29th Street is significantly more valuable in combination with the adjacent vacant parcels on N Street, Staff is recommending that it be declared conditionally surplus, with the conditions that any proposed purchaser either:

- (1) Allow SacRT to lease back the property at no cost for a sufficient period of time to allow SacRT to complete a permanent relocation of all functions currently at the site; or
- (2) Provide SacRT with a suitable replacement property in close proximity to SacRT's bus storage and maintenance facilities through either a lease or purchase and compensate SacRT for the costs of relocation of staff, the server room, and the radio communication equipment and other associated cost.

The parcels known as 1400 29th Street contain an office building of approximately 23,000 square feet on a 12,800-square foot lot. The property purchased by SacRT in 1974 with CA 03-0063 Fed 80%/20% Local funds.

To dispose of the properties, SacRT will follow state Surplus Land Act (SLA) requirements (Government Code Section 54220 and following, as well as the Surplus Land Act Guidelines issued by the State Department of Housing and Community Development (HCD) in April 2021), federal requirements set out in 49 U.S.C. Section 5334 and FTA Circular 5010.1E, and Title VII of SacRT's Administrative Code.

The SLA requires that SacRT issue a Notice of Availability (NOA) to HCD notifying the HCD of the availability of SacRT's surplus properties and provide the NOA to statutorily-specified agencies and to entities on the state's list of affordable housing developers. The SLA provides a period of 60 days for a qualifying entity or association to notify SacRT of its interest in the property.

If a notice of interest is provided, SacRT must engage in a 90-day period of good faith negotiations to determine a mutually-satisfactory sales price and terms or lease terms. If agreement cannot be reached with a purchaser qualified under the SLA, the properties may then be marketed to the public at large, with the caveat that if housing is to be developed on the property, a portion of the units must be set aside for affordable housing through a restrictive covenant that is recorded against the property.

For FTA-assisted properties, the FTA requires that SacRT request disposition instructions and obtain FTA approval prior to transferring a real estate interest. To the extent that SacRT intends to sell a property, the FTA requires that sales procedures "be followed that provide for competition to the extent practicable and result in the highest possible return or at least payment of appraised fair market value."

Title VII of the SacRT Administrative Code Section 7.6.04, written to reflect FTA guidelines at the time, requires surplus property acquired with federal funds to be sold to the "highest bidder."

Because there may be other factors driving SacRT's determination of the best overall proposal for SacRT, which may not be from the highest bidder and because the SLA requires SacRT to enter into an agreement with the offeror who will produce the most housing, not the highest bidder, Staff recommends that the Board waive the requirement that SacRT sell these parcels to the highest bidder, since that runs counter to the requirements set out in the SLA Guidelines and are inconsistent with what the FTA now allows.

Offers on the properties will be presented in the future to the Board for review and consideration. Concurrence from the state and the FTA, as applicable, will be required prior to final disposition.

RESOLUTION NO. 2023-06-065

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

June 12, 2023

DECLARING MIDTOWN ADMINISTRATIVE COMPLEX PROPERTIES EXCESS TO TRANSIT OPERATIONS AS SURPLUS

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

THAT, subject to the terms and conditions set out below, the real properties described as Assessor Parcel Numbers: 007-0274-012 and -013, -026, 007-0273—004, 014, -015, 007-0273-008 and -022 are hereby declared to be surplus to transit operations in accordance with the California Government Code Section 54221 (California Surplus Land Act), federal requirements, and Section 7.6.01 of Title VII of Sacramento Regional Transit's (SacRT) Administrative Code.

THAT, the Board hereby waives the requirement in Section 7.6.04 of Title VII of SacRT's Administrative Code that federally purchased properties be sold to the "highest bidder" after an Invitation to Bid or Request for Proposals.

THAT, as required under California Government Code Section 54222, the General Manager/CEO is hereby authorized and directed to prepare and issue a Notice of Availability (NOA) as required under the California Surplus Land Act (SLA) and engage in negotiations with any qualified offerors responding to the NOA, for presentation to the Board for final approval.

THAT, if SacRT does not receive any notice of interest under the SLA or if negotiations under the SLA do not result in mutually-satisfactory sales price and terms, the General Manager/CEO is hereby authorized and directed, in accordance with Chapter 6 of the Title VII of SacRT's Administrative Code, to begin the process of soliciting offers from members of the general public to purchase the properties and to begin negotiating any offers received for disposition of the above-referenced surplus properties, for presentation to the Board for final approval.

THAT, the terms and conditions for any purchase of any of the properties under either the SLA or through competitive marketing to the general public will include, at a minimum:

- (1) The offeror must pay at least appraised fair market value for the property.
- (2) To the extent applicable, the FTA must approve the disposition of the property.
- (3) The purchaser is solely responsible for compliance with any applicable environmental requirements and entitlements related to the proposed development.
- (4) Use of property will be restricted to prohibit the following uses as a covenant running with the land: auto - sales, storage, rental; auto service, repair;

cannabis cultivation; cannabis manufacturing, nonvolatile; drive-through restaurant; equipment - rental, sales yard; gas station (excluding electric vehicle charging facilities, which will be permitted); manufacturing, service and repair; mini storage; locker building; plant nursery; warehouse; distribution center; or wholesale store.

- (5) As to APNs 007-0273-008 and -022, the offeror must either: (a) allow SacRT to lease back the property at no cost for a sufficient period of time to allow SacRT to complete a permanent relocation of all functions currently at the site; or (b) provide SacRT with a suitable replacement property in close proximity to SacRT's bus storage and maintenance facilities through either a lease or purchase and compensate SacRT for the costs of relocation of staff, the server room, the radio communication equipment and other associated cost.
- (6) To minimize SacRT's transaction costs, to the extent the other conditions are met and as permitted by applicable law and regulations, preference may be given to an offeror prepared to purchase the greatest number of the surplus properties in a single transaction if SacRT determines it is in its interest to do so.

THAT, nothing in this Resolution is intended to limit or restrict the Board from later determining that one or more of the foregoing properties qualify as "exempt surplus land" under the SLA and rescinding the surplus declaration as to that property.

THAT, nothing in this Resolution is intended to limit or restrict the Board from later determining that one or more of the foregoing properties is necessary for SacRT's use and rescinding the surplus declaration as to that property.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Laura Ham, VP, Planning and Engineering
SUBJ: CONDITIONALLY APPROVING THE THIRD AMENDMENT TO THE CONTRACT FOR GENERAL ENGINEERING SUPPORT SERVICES - 2020 AND CONDITIONALLY APPROVING WORK ORDER NO. 18 WITH MARK THOMAS & COMPANY, INC.

RECOMMENDATION

Adopt the Attached Resolutions.

RESULT OF RECOMMENDED ACTION

Conditionally approving the Third Amendment to the Contract for General Engineering Support Services – 2020 with Mark Thomas & Company, Inc. (“Mark Thomas GESS – 2020 Contract”), will allow for timely execution of multiple work orders and allow SacRT to move forward with the Dos Rios Station Project and the Watt Avenue/Interstate 80 Transit Center Improvements Project, and to ensure continuity of design services for additional projects.

Conditionally approving Work Order No. 18 to the Mark Thomas GESS – 2020 Contract will allow Mark Thomas, which performed preliminary and final design for the Watt Avenue/Interstate 80 Transit Center Improvements Project under prior Work Orders, to provide design support during bidding and construction of the Project.

FISCAL IMPACT

1. The Mark Thomas GESS – 2020 Contract was awarded in 2020 (Resolution No. 20-09-0089) with a Total Consideration amount of \$3,000,000. Funds are encumbered and applied against the Total Consideration for specific projects as Work Orders are issued. To date, \$2,560,912.40 has been committed for Work Order Nos. 1 through 16. Work Order No. 17, for \$9,861.60, is pending. An increase of \$1,000,000 is being proposed to the Contract Total Consideration in connection with exercising SacRT’s options to extend the term by two years, as the existing ceiling is expected to be surpassed prior to the end of the base term. The two-year extension is critical to support the Watt Avenue/Interstate 80 Transit Center Improvements Project and the Dos Rios Light Rail Station Project through the duration of construction. The Watt Avenue/Interstate 80 Transit Center Improvements Project is expected to take

a year and a half for construction and the Dos Rios Light Rail Station Project is expected to take two and a half years for construction.

2. Work Order No. 18 will allow for Mark Thomas to provide design support during the bid and construction of the Watt/I-80 Transit Center Improvement Project. The not-to-exceed amount for Work Order No. 18 is \$314,904.75. Funds for this support work, as well as the construction work, are expected to be allocated by the California Transportation Commission at its June 28-29, 2023 meeting.

DISCUSSION

The base term of the Mark Thomas GESS - 2020 Contract will expire September 20, 2023. While Work Order services can extend beyond the expiration date of the Contract, there are limits to SacRT's ability to modify or add funds to a Work Order after contract expiration. Amending the Mark Thomas GESS – 2020 Contract to exercise the two option years and add to the potential Total Consideration will ensure continuity of design services for the Dos Rios Station and Watt Avenue/Interstate 80 Transit Center Improvements Project through September 20, 2025.

In addition, two of the subconsultants included in the original Mark Thomas design team have been acquired or merged. Y&C Transportation Consultants, Inc. has merged with Bennett Engineering Services. MFDB Architects, Inc. has been acquired by Lionakis. Under the terms of the Contract, SacRT must approve any subconsultant substitution. Mark Thomas has committed to SacRT that the Contract services will continue to be performed by the key personnel from these firms that were originally identified in its proposal. At this time, SacRT's Finance Department is reviewing the financial information provided by the new firms to ensure that the proposed rates are consistent with federal requirements. Therefore, the Board is being asked to approve the Third Amendment conditioned upon the completion of that review.

The current Watt I-80 Transit Center (Transit Center) is one of the busiest transfer centers in the Sacramento region. It has been prone to safety and security issues throughout the years because of the location of the Transit Center, which is situated both above and below a major freeway, with steep enclosed stairwells, and in a high-crime community.

SacRT completed a visioning effort to re-imagine the Transit Center in 2018 with participation by a range of community stakeholders. With the community-envisioned upgrades, this facility will attract and accommodate more riders, as well as accommodate additional bus service from regional operators and expansion of high-capacity transit connecting to American River College, Arden-Arcade, Citrus Heights, McClellan Park, and North Highlands.

Mark Thomas is currently completing final design of the Watt Avenue/Interstate 80 Transit Center Improvements Project under Work Order No. 11, as amended. SacRT expects to go out to bid for construction this summer. Once the project goes out to bid, Staff will need the support of the design consultant to respond to bid questions, assist in preparing addenda if necessary, and provide other support activities during the bidding process. Once the project enters construction, Staff will need the support of the design consultant

to review submittals, Requests for Information (RFIs), and other design support activities during construction. Mark Thomas has provided a scope of services and pricing proposal for design support during bidding and construction. However, SacRT cannot move forward with executing Work Order No. 18 until: (a) The Third Amendment to the Mark Thomas GESS – 2020 Contract is approved to authorize the addition of the new subconsultants, since Lionakis is proposed to perform services under the Work Order; and (b) the California Transportation Commission allocates funding and a grant is executed to fund the work.

RESOLUTION NO. 2023-06-067

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

June 12, 2023

CONDITIONALLY APPROVING THE THIRD AMENDMENT TO THE CONTRACT FOR GENERAL ENGINEERING SUPPORT SERVICES – 2020 WITH MARK THOMAS & COMPANY, INC.

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

THAT, the Third Amendment to the Contract for General Engineering Support Services – 2020 by and between the Sacramento Regional Transit District (therein “SacRT”) and Mark Thomas (therein “Consultant”), whereby SacRT exercises Option Years 4 and 5, the Total Consideration is increased by \$1,000,000, from \$3,000,000 to \$4,000,000, two subconsultants (Bennett Engineering Services and Lionakis) are approved to replace Y&C Transportation Consultants, Inc. and MFDB Architects, Inc., respectively, as a result of merger/acquisition, and the term is extended to September 20, 2025, is hereby conditionally approved, contingent upon approval of the rates and fees for the new proposed subconsultants by SacRT’s Finance Department.

THAT, the Chair and the General Manager/CEO are hereby authorized and directed to execute the Third Amendment upon satisfaction of the foregoing contingency.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary

RESOLUTION NO. 2023-06-068

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

June 12, 2023

CONDITIONALLY APPROVING WORK ORDER NO. 18 TO THE CONTRACT FOR GENERAL ENGINEERING SUPPORT SERVICES – 2020 WITH MARK THOMAS & COMPANY, INC. TO PROVIDE DESIGN SUPPORT DURING BID AND CONSTRUCTION OF THE WATT/I-80 TRANSIT CENTER IMPROVEMENT PROJECT

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

THAT, Work Order No. 18 to the Contract for General Engineering Support Services – 2020 between Sacramento Regional Transit District, therein referred to as “SacRT,” and Mark Thomas & Company, Inc., therein referred to as “Consultant,” whereby Consultant agrees to provide design support during bidding and construction of the Watt Avenue/Interstate 80 Transit Center Improvements Project, for a total amount not to exceed \$314,904.75, is hereby conditionally approved contingent upon execution of the Third Amendment to the Contract and the availability of funding for Work Order No. 18.

THAT, the General Manager/CEO is hereby authorized and directed to execute Work Order No. 18 upon satisfaction of the foregoing contingencies.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Jamie Adelman, VP, Procurement, Real Estate and Special Projects
SUBJ: FY23-24 INSURANCE RENEWALS

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

Approval of the renewal of the Excess General Liability, Employment Practices Liability, Property and LRV Coverage, Boiler & Machinery, Excess Workers' Compensation, Crime/Errors and Omissions (E&O), Cyber Privacy & Network Liability, Storage Tank Pollution Liability, Elk Grove Pollution Liability, and Flood Insurances for the period of July 1, 2023, through June 30, 2024.

Authorize the General Manager/CEO to approve the renewal of insurance coverages at a not to exceed amount of \$13,772,771 for the period of July 1, 2023, through June 30, 2024 and negotiate the renewal of the Inland Marine Property Insurance at a not to exceed amount of \$2,278,588 for the period of July 1, 2023, through June 30, 2024.

FISCAL IMPACT

FY23-24 Insurance Renewal Policy Coverages and Costs are summarized below and attached for easy reference as Attachment 1. Attachment 1 includes a fiscal year historical comparison of insurance policy premium costs by coverage type.

FY23-24 Insurance Renewal Premium Summary						Attachment 1
Policy Coverage Type	FY 23-24	FY 22-23	FY 21-22	FY 20-21	FY 19-20	FY 18-19
	Premium	Premium	Premium	Premium	Premium	Premium
Excess General Liability	9,928,672	8,977,044	8,420,507	5,650,899	2,480,000	2,095,799
Employment Practices	79,379	79,379	75,524	73,321	73,154	70,163
Property, Buses, LRVs, Equip,	3,316,588	2,600,647	2,523,616	1,500,000	716,777	564,711
Boiler & Machinery	16,512	14,239	11,999	10,817	11,205	10,632
Excess Workers' Compensation	244,000	242,000	217,692	184,632	159,087	150,139
Crime, Errors & Omissions	14,681	15,454	16,266	17,123	18,024	8,664
Cyber Privacy & Network	150,074	149,507	93,529	25,080	23,690	23,690
Pollution Liability -Tanks	6,906	6,017	5,527	5,025	4,876	4,798
Pollution Liability -EG	3,614	3,614	3,614	3,606	3,612	n/a
Flood	12,345	12,345	12,345	12,346	12,500	12,338
Total Premium	\$ 13,772,771	\$ 12,100,246	\$ 11,380,619	\$ 7,482,849	\$ 3,502,925	\$ 2,940,934

Attachment 1 represents estimated not to exceed amounts that are included in the proposed FY23-24 Operating Budget.

FY23-24 Fiscal Impact: \$13,772,771

DISCUSSION

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

The following is a summary of the significant changes, coverages, and premiums for SacRT's FY23-24 insurance placements.

Excess General Liability Insurance:

SacRT annually purchases commercial general liability coverage inclusive of auto and professional liability coverage. SacRT is required to maintain a per occurrence limit up to the Federal FAST Act rail passenger transportation liability cap (inclusive of a \$2,000,000 Self-Insured Retention), with no less than a double aggregate limit to comply with Union Pacific (UP) contract requirements. The FAST Act limit was raised to \$322,864,228 from \$294,278,983 on February 25, 2021. The cap is adjusted per the consumer price index every five years. This limit is the federal cap amount that 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 25% of the total general liability premium cost, a significant amount even under less extreme market conditions.

At SacRT's request, Alliant successfully bifurcated the excess general liability limits over \$100,000,000 in 2017 to cover only the portion of track subject to the UP requirement up to the federal cap for passenger liability. This proved to be a valuable and cost-effective strategy in the past that has resulted in more accurate risk assessment and significant savings for SacRT.

This is the third consecutive year of uncertain and historically unpredictable insurance market conditions for this line of coverage. Driven in part by the COVID pandemic and by significant exposure to increased jury verdict awards in California. The lack of predictability in outcomes has driven many carriers to avoid the California general liability market altogether.

Few new carriers have entered the excess commercial general liability class given the overall adverse loss experience. The entire global market of carriers was accessed for replacement quotes again this year and SacRT was able to retain most incumbent carriers. Thirty-five (35) carriers were marketed across the United States, London, and

Bermuda. As of June 3, 2023, the entire \$322,864,228 that SacRT is again required to purchase, is formally quoted.

Despite the continued potential for claims to exceed the \$2,000,000 self-insured retention we have been able to maintain that desired retention level again this year with the lead insurer, Munich.

Ridership estimates are up 21%, which drove a rate increase along with generally poor market conditions. However, while not all insurance pricing has been confirmed, we are able to confirm an overall premium increase of 11% at a not to exceed amount equal to \$9,928,672 vs \$8,977,044, an overall annual premium increase of \$951,628.

As in previous years, coverage for Errors & Omissions, Employment Practices Liability, Employee Benefits Liability and Sexual Molestation coverage is not available in the market excess of the \$40,000,000 limit being offered.

FY23-24 Excess Liability Renewal Premium: \$9,928,672

Employment Practices Liability (EPL):

Arch Insurance Company continues to offer competitive quotes and proves to be a stable partner. EPL provides a \$2 million limit and \$250,000 deductible (essentially “buying down” the self-insured retention for EPL claims under the master GL program). SacRT was able to retain current limits and deductible with 0% premium increase from 22-23. EPL is written on a Claims-Made, not occurrence coverage basis.

Limit of Insurance per Claims-Made/Aggregate	\$2,000,000
Basic Deductible	\$250,000

FY23-24 Employment Practices Liability Renewal Premium: \$79,379

Property Insurance (Non-LRVs):

To account for new 2023 Gillig buses and for fleet CNG re-tanking upgrades, SacRT increased its total insured value for vehicles by 21%. Property premium increases over the prior three renewal periods have prompted the need to re-market and plan for future sustainable property insurance protections, including the possibility of SacRT exploring a self-insured funding option and reducing replacement cost coverage for low risk, small value asset classes.

As a result, SacRT requested its insurance broker to market additional coverage terms and conditions for non-LRV vehicle property resulting in a Risk Department recommendation for the proposal offered through Allianz.

Property coverage is underwritten on Deluxe Property Form Coverage, allowing SacRT to consolidate multiple property coverage provisions and property types under one blanket policy.

Property Coverage Limits of Insurance & Deductibles

Buildings, Business Personal Property, Personal Property of Others:

Buildings	\$105,475,174
Business Personal Property Contents	\$70,001,961
Extra Expense	\$8,818,461
Buildings and BPP Deductible	\$250,000

Property Coverage Limits of Insurance & Deductibles

Revenue vehicles: buses (Electric, CNG, Elk Grove), not inclusive of Paratransit fleet, non-revenue vehicles, and light-rail specialty vehicles. Includes, short term leased or rented vehicles not listed on the vehicle schedule. No coverage is provided for light rail trains railroad rolling stock, as they are insured under separate Property-Inland Marine policies. SacRT will be self-insured for its Paratransit fleet and non-revenue vehicles.

Total Insured Vehicle Value	\$247,903,724
Property Limit of Insurance per Occurrence	\$20,000,000
Flood Limit & Flood Aggregate of Insurance	\$10,000,000
Earth Movement Limit & Aggregate of Insurance	\$10,000,000
Basic Deductible, except as noted	\$500,000
Flood Deductible	\$500,000
Earth Movement Deductible	\$500,000
Windstorm Deductible	\$500,000
No Coinsurance	

FY23-24 Property (Buildings, Buses) Premium: \$1,038,000

Property Insurance – Railroad Rolling Stock (LRVs):

For FY23-24 Property insurance renewal of light rail vehicles, Mitsui Inland Marine, Chubb, and a consortium of inland marine carriers provide up to \$100,000,000 of property insurance coverage for LRVs. While SacRT has agreement on the scope of coverage and costs of Railroad Rolling Stock (LRVs) insurance at a not to exceed amount of \$2,278,588, there may be need to negotiate terms for inland marine renewal.

Property Coverage Limits of Insurance & Deductibles

IM Railroad rolling stock (LRVs)

Inland Marine Limits of Insurance per Occurrence	\$100,000,000
Flood Limit & Flood Aggregate of Insurance	\$10,000,000
Track bed and Catenary	\$10,000,000
Earth Movement Limit & Aggregate of Insurance	\$10,000,000
Deductible, comprehensive	\$500,000
Deductible, collision, overturn	\$1,000,000
Collision (LRV vs. LRV)	\$2,000,000
Flood Deductible	\$500,000
Earth Movement Deductible	\$500,000
Windstorm Deductible	\$500,000

FY23-24 Property-IM-Rolling Stock Premium: \$2,089,349 up to \$2,278,588

Boiler & Machinery Insurance:

Travelers has been the insurer for Boiler & Machinery coverage for several years and consistently offers competitive terms and pricing. This year the premium is increasing 16% inclusive of a 10% increase in the insured values. All other terms and conditions are the same.

Boiler & Machinery Limits of Insurance & Deductibles

Comprehensive Coverage per SacRT Scheduled Statement of Values:

Limits of Insurance:	\$10,000,000
Utility interruption	\$250,000
Hazardous substance	\$250,000
Ordinance or Law	\$500,000
Water Damage	\$250,000
Deductible	\$25,000

FY23-24 Boiler & Machinery Premium: \$16,512

Excess Workers' Compensation:

SacRT changed Workers' Compensation providers during FY21-22, from a traditional insurer offering a \$25M limit, to PRISM, a risk pooling JPA offering California Statutory limits coverage needed to meet various contract requirements. PRISM continues to be a cost effective, service-oriented provider of Statutory Excess Workers' Compensation coverage and services. PRISM has improved program integrity with utilization of its claims audit division in conjunction with SacRT's third party claims administrator. In addition to the increased statutory limits, membership in PRISM comes with resources including extensive online training, crisis incident management, actuarial analyses subsidies, and discounts on goods and services.

Excess Work Comp Limits of Insurance & Deductibles

Limit of Insurance per each Occurrence:	Statutory Limits
Employers' Liability Limit	\$5,000,000
Exposure Basis	Payroll (per \$100)
Self-Insured Retention	\$2,000,000

FY23-24 Workers' Comp Excess Premium: \$244,000

Crime/Errors and Omissions:

FY23-24 was a very favorable renewal year for E&O insurance. SacRT maintains a \$3 million limit for this coverage with a premium decrease of 5% from the prior year. The deductible remains \$2,500 which is no longer offered to new clients; however, the carrier has agreed to grandfather the deductible for SacRT.

Government Crime Policy and Errors and Omissions includes the following coverages:

Limits of Insurance each Occurrence:	\$3,000,000
Deductible:	\$2,500
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	

FY23-24 Crime Premium: \$14,681

Cyber Privacy & Network Liability:

This coverage line continues to be the most volatile the past few renewal cycles, with rate increases quoted above 100% for most placements, although some increases have leveled out for those with strong network security measures. The incumbent insurers have offered favorable renewal terms this year but with subjectivities for a SacRT timeline to implement Multi-Factor Authentication (MFA). The total cyber liability placement provides up to \$4 million in coverage with a \$500,000 deductible with a total premium of \$150,074, a 1% increase over expiring.

Cyber Privacy & Network Liability Limits of Insurance & Deductibles

Security & Privacy Liability	\$2,000,000
Network Interruption & Recovery	\$2,000,000
Multimedia & Intellectual Property Liability	\$2,000,000
Network Extortion	\$2,000,000
Privacy Regulatory Defense and Penalties	\$2,000,000
Notification Expenses	\$2,000,000
PCI Fines	\$2,000,000
18 hours for Business Interruption	\$2,000,000
Deductible:	\$250,000

FY23-24 Cyber Privacy & Network Liability Premium: \$150,074

Pollution Liability – Storage Tanks:

Coverage will be renewed with Liberty with a 15% premium rate increase due to the age of the storage tanks, additional years of retroactive date coverage, and standard inflation/market rate increases. The underwriter noted that the 1985 tank should have a \$1,000,000 deductible but agreed to keep it at \$500,000 again for 23-24.

Pollution Liability (Tanks) Limits of Insurance & Deductibles

Exposure Basis:	Number of tanks (9), capacity, contents, monitoring, and containment system.
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Deductible Each AST:	\$5,000
Deductibles A/USTs Vary by Tank Age:	\$25,000 & \$100,000
Deductible for 1985 Storage Tank:	\$500,000
Insured Limit:	\$1,000,000 per occurrence

FY23-24 Pollution (Tanks) Premium: \$6,906

Pollution Liability – Elk Grove:

The contract with Elk Grove requires SacRT to provide a specialized pollution policy to cover potential pollutants on or migrating off-site arising from SacRT’s use of Elk Grove’s bus maintenance facility. The carrier has offered a flat renewal and discounted premiums for the second year of a three-year flat rate policy.

Pollution Liability (EG) Limits of Insurance & Deductibles

Exposure Basis: Statement of values for buildings and business personal property.

Deductible:	\$5,000
Limit:	\$1,000,000

FY23-24 Pollution (EG) Premium: \$3,614

Primary Flood:

Current insurer, Tokio Marine Specialty, has indicated a renewal submission was not needed this year and offered a flat premium renewal for the Flood coverage effective July 1, 2023 thru June 30, 2024.

Flood Limits of Insurance & Deductibles

Exposure Basis: Based on Schedule of values for buildings and business personal property.

Limits of Insurance per occurrence:	
Buildings Property:	\$2,500,000
Business Personal Property/Contents:	\$1,412,000
Business Income & Extra Expense	\$0
Deductible:	\$50,000

FY23-24 Primary Flood Premium: \$12,345

FY23-24 Insurance Renewal Premium Summary						Attachment 1
Policy Coverage Type	FY 23-24	FY 22-23	FY 21-22	FY 20-21	FY 19-20	FY 18-19
	Premium	Premium	Premium	Premium	Premium	Premium
Excess General Liability	9,928,672	8,977,044	8,420,507	5,650,899	2,480,000	2,095,799
Employment Practices	79,379	79,379	75,524	73,321	73,154	70,163
Property, Buses, LRVs, Equip,	3,316,588	2,600,647	2,523,616	1,500,000	716,777	564,711
Boiler & Machinery	16,512	14,239	11,999	10,817	11,205	10,632
Excess Workers' Compensation	244,000	242,000	217,692	184,632	159,087	150,139
Crime, Errors & Omissions	14,681	15,454	16,266	17,123	18,024	8,664
Cyber Privacy & Network	150,074	149,507	93,529	25,080	23,690	23,690
Pollution Liability -Tanks	6,906	6,017	5,527	5,025	4,876	4,798
Pollution Liability -EG	3,614	3,614	3,614	3,606	3,612	n/a
Flood	12,345	12,345	12,345	12,346	12,500	12,338
Total Premium	\$ 13,772,771	\$ 12,100,246	\$ 11,380,619	\$ 7,482,849	\$ 3,502,925	\$ 2,940,934

FY23-24 EXCESS GENERAL LIABILITY INSURANCE COVERAGES

Attachment 2

COVERAGE LAYER	GENERAL LIABILITY COVERAGE LINE	INSURANCE LIMITS	CARRIER	TOTAL PREMIUM 23-24	TOTAL PREMIUM 22-23
1	Excess Liab- 5M xs 2M SIR	5,000,000	Munich Re/ The Princeton Excess & Surplus Lines Ins. Co.	1,441,800	\$1,340,082
2	Excess Liab- 1.5M (part of 3M xs 5M)	1,500,000	Genesis / General Star Indemnity Company - AmWins	400,000	\$371,477
2	Excess Liab- 1.5M (part of 3M xs 5M)	1,500,000	SiriusPoint Bermuda Insurance Company Ltd./Arcadian	400,000	\$384,969
3	Excess Liab- 10M xs 8M	10,000,000	Allied World National Assurance Company (AWAC) -AmWins	1,496,110	\$1,342,250
4	Excess Liab- 7M (part of 10M xs 18M)	7,000,000	Lloyds: Inigo/MAP/ Canopus Price Forbes	689,758	\$621,565
4	Excess Liab- 3M (part of 10M xs 18M)	3,000,000	Group Ark Insurance, Ltd. - AmWins	306,555	\$276,060
5	Excess Liab- 15M (part of 20M xs 28M)	15,000,000	Great American Security Ins. Company	933,752	\$835,763
5	Excess Liab- 5M (part of 20M xs 28M)	5,000,000	TBD	305,503	\$273,456
6	Excess Liab- 11.5M (part of 20M xs 48M)	11,500,000	Lloyds: Hiscox/ Convex/ Canopus Price Forbes	549,764	\$490,861
6	Excess Liab- 8.5M (part of 20M xs 48M)	8,500,000	Watford Re Ltd./Helix - AmWins Bermuda	406,347	\$362,810
7	Excess Liab- 32M xs 68M	32,000,000	Lloyds: Ascot/ Hiscox/ Aspen/ Markel Price Forbes	1,035,787	\$924,810
<i>*Insurance below only apply to Union Pacific RR Agreement*</i>					
8	Excess Liab- 100M (100M Occ/ 200M Agg xs 100M)	100,000,000	Argo Re Ltd. Price Forbes	984,486	\$879,005
9	Excess Liab- 123M (123M Occ/ 246M Agg xs 200M Occ/300M Agg)	123,000,000	Lloyds Consortium: Hiscox/ Apollo/ Inigo/Aspen/XL/Hamilton/Convex	978,809	\$873,937
	TOTAL LIMITS PURCHASED	323,000,000		\$ 9,928,672	\$ 8,977,044

RESOLUTION NO. 2023-06-069

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

June 12, 2023

FY23-24 INSURANCE RENEWALS

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 Excess General Liability, Employment Practices Liability, Property, Boiler & Machinery, Excess Workers' Compensation, Crime, Cyber Privacy & Network Liability, Underground Storage Tank Pollution Liability, Elk Grove Pollution Liability, and Flood Insurances for the period of July 1, 2023, through June 30, 2024.

THAT, the Board hereby authorizes the General Manager/CEO to negotiate the renewal of the Property Insurance – Railroad Rolling Stock (LRVs) insurance at a not to exceed amount of \$2,278,588 for the period of July 1, 2023, through June 30, 2024.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Jason Johnson, VP, Finance/CFO
SUBJ: ADOPT THE FY 2024 OPERATING AND CAPITAL BUDGETS

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

Approval of this action will adopt the Fiscal Year (FY) 2024 Operating and Capital Budgets.

FISCAL IMPACT

The FY 2024 Operating Budget is set at \$249.5 million. The FY 2024 Capital Budget adds \$318 million of project funding additions to the carryforward amount of \$1.584 billion which was previously approved by the Board, for a new authorized capital project total of \$1.902 billion.

DISCUSSION

The Preliminary FY 2024 Operating and Capital Budget was released for public review on April 10, 2023. As required by government code, the public hearing notice was published in the Sacramento Bee. In an effort to do more expansive outreach, SacRT advertised the FY 2024 budget on its website and through various social media outlets. A revised FY 2024 Operating and Capital Budget was presented at the May 8, 2023 Board meeting, which incorporated minor revenue and expenditure adjustments, and allowed for additional public comment to be received. The total budgeted revenues and expenditures presented in this report are identical to those presented at the May 8th Board Meeting.

Assumptions Built into the FY 2024 Budget

The Operating Budgeting process is a significant undertaking that requires input from various operational staff members, consideration of economic conditions, goals and objectives by the Board, all balanced by the need to keep costs within estimated revenue projections. 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 minor service modifications, such as improved headways on existing routes.
- The budget will support SacRT strategic priorities such as our customers first approach to services and business optimization.
- ARP federal stimulus funding is being used to offset the loss of fares and other revenues due to the residual impacts of COVID-19.
- All merit increases will be received by employees per Collective Bargaining Agreements (CBA).
- There will be no fare rate adjustments.

Summary of FY 2024 Operating Budget

Tables 1A and 1B provide summaries of the preceding three years' actual results, the current year budget, and the FY 2024 proposed budgeted amounts. Revenues and expenditures each increased in total by \$15.1M or 6.4% compared to the amended FY 2023 budget. State & Local (sales tax based) revenues are increasing \$8.2M or 5.1% as the local economy is projected to remain strong. Federal funds are projected to increase by \$6.5M or 12.1%. Salaries & Benefits are increasing \$10.7M or 6.6%, which is attributed to both annual salary and benefits increases across all Collective Bargaining Agreements; a 1% salary increase above previously approved merit increases for MCEG and OE3 employees for Calendar Years 2023 and 2024; and the addition of new full-time positions that directly support operations and upcoming significant capital projects; however, net of increases for pension and other retirement benefits, total labor costs increased by only 4.9%.

Table 1A - Revenues (Thousands)

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Budget	FY 2024 Budget	FY 2023 to FY 2024 \$ Change	% Change
Fare Revenue	\$ 20,999	\$ 12,001	\$ 14,309	\$ 15,500	\$ 17,300	\$ 1,800	11.6%
Contract Services	7,125	6,634	826	650	800	150	23.1%
State & Local	114,880	113,657	144,508	158,802	166,958	8,156	5.1%
Federal	35,080	57,704	56,676	53,578	60,077	6,499	12.1%
Other	16,417	7,340	5,239	5,890	4,365	(1,525)	-25.9%
Total	\$ 194,501	\$ 197,336	\$ 221,558	\$ 234,420	\$ 249,500	\$ 15,080	6.4%
Operating Surplus/(Deficit)	\$ 12,793	5,943	6,785	-	-		
Operating Revenue	\$ 181,708	\$ 191,393	\$ 214,773	\$ 234,420	\$ 249,500	\$ 15,080	6.4%

Table 1B - Expenses (Thousands)

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2023 to FY 2024	
	Actual	Actual	Actual	Budget	Budget	\$ Change	% Change
Salaries & Benefits	\$ 128,291	\$ 141,910	\$ 153,684	\$ 160,969	\$ 171,645	\$ 10,676	6.6%
Professional Services	22,137	14,162	16,497	22,033	24,620	2,587	11.7%
Materials & Supplies	11,490	13,504	14,748	18,188	15,839	(2,349)	-12.9%
Utilities	6,821	7,272	7,425	8,081	8,458	377	4.7%
Insurance & Liability	9,931	12,336	19,784	19,793	22,788	2,995	15.1%
Other	3,038	2,209	2,635	5,356	6,150	794	14.8%
Operating Expenses	\$ 181,708	\$ 191,393	\$ 214,773	\$ 234,420	\$ 249,500	\$ 15,080	6.4%

Capital Budget

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 expended on the project. These carry forward figures were not included in the FY 2024 Preliminary Capital Budget due to the uncertainty of these amounts at that point in the fiscal year. The estimated amount to be carried over from FY 2023 is now estimated to be \$1.584B, with Capital Budget additions for FY 2024 at \$318M. Chart A and table 2 below provide a summary of all projects for FY 2024, with the total Capital Budget for new and existing projects estimated at \$1.902B. A detailed list of all Capital Projects can be found on page 30 of Abridged FY 23-24 Operating and Capital Budget - Attachment A.

Chart A – Capital Budget by Category

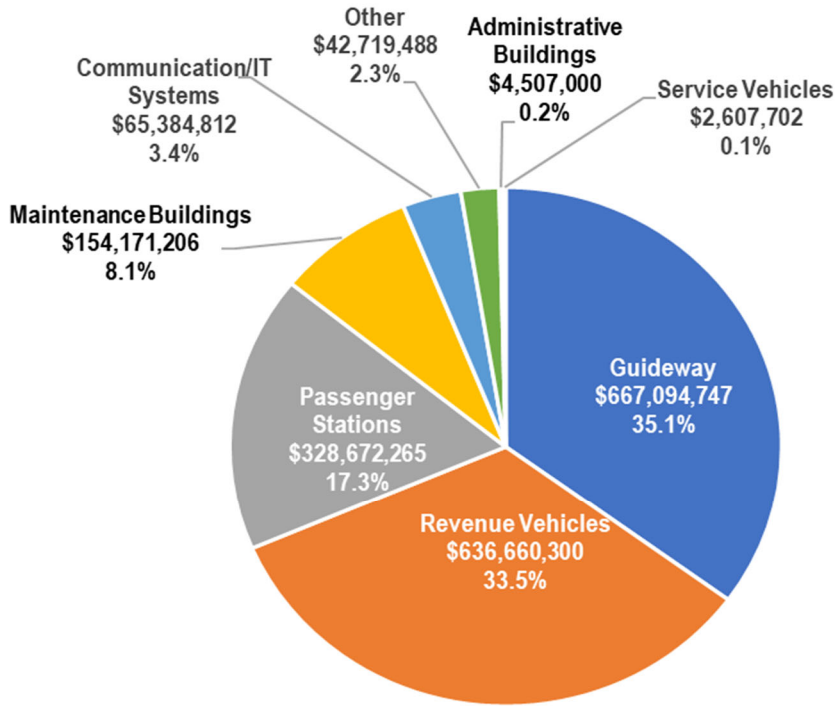


Table 2 – Capital Budget Summary

Project Categories	# of Projects	Total Project Budget	% of Total Budget
Guideway	17	\$667,094,747	35.1%
Revenue Vehicles	19	\$636,660,300	33.5%
Passenger Stations	18	\$328,672,265	17.3%
Maintenance Buildings	17	\$154,171,206	8.1%
Communication/IT Systems	16	\$65,384,812	3.4%
Other	27	\$42,719,488	2.3%
Administrative Buildings	5	\$4,507,000	0.2%
Service Vehicles	2	\$2,607,702	0.1%
Total	121	\$ 1,901,817,520	100.0%

RESOLUTION NO. 2023-06-070

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

June 12, 2023

ADOPT THE FY 2024 OPERATING AND CAPITAL BUDGETS

NOW, THEREFORE, 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 county.

THAT, the Sacramento Regional Transit District's FY 2024 Operating Budget of \$249.5 million and a revised Capital Budget of \$1.902B with \$318.1M of additional funding for projects in FY 2024 as set forth in attached Exhibit A, are hereby approved.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary



**Regional
Transit**

Sacramento Regional Transit District

**Abridged Budget
Fiscal Year 2023-2024**

June 12, 2023

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Ronald Forrest

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VP, Finance/Chief Financial Officer

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VP, Planning and Engineering

Lisa Hinz

VP, Security, Safety, and Customer Satisfaction

David Topaz

VP, Employee Development and Engagement

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VP, Procurement, Real Estate and Special Projects

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VP, Communications and Partnerships

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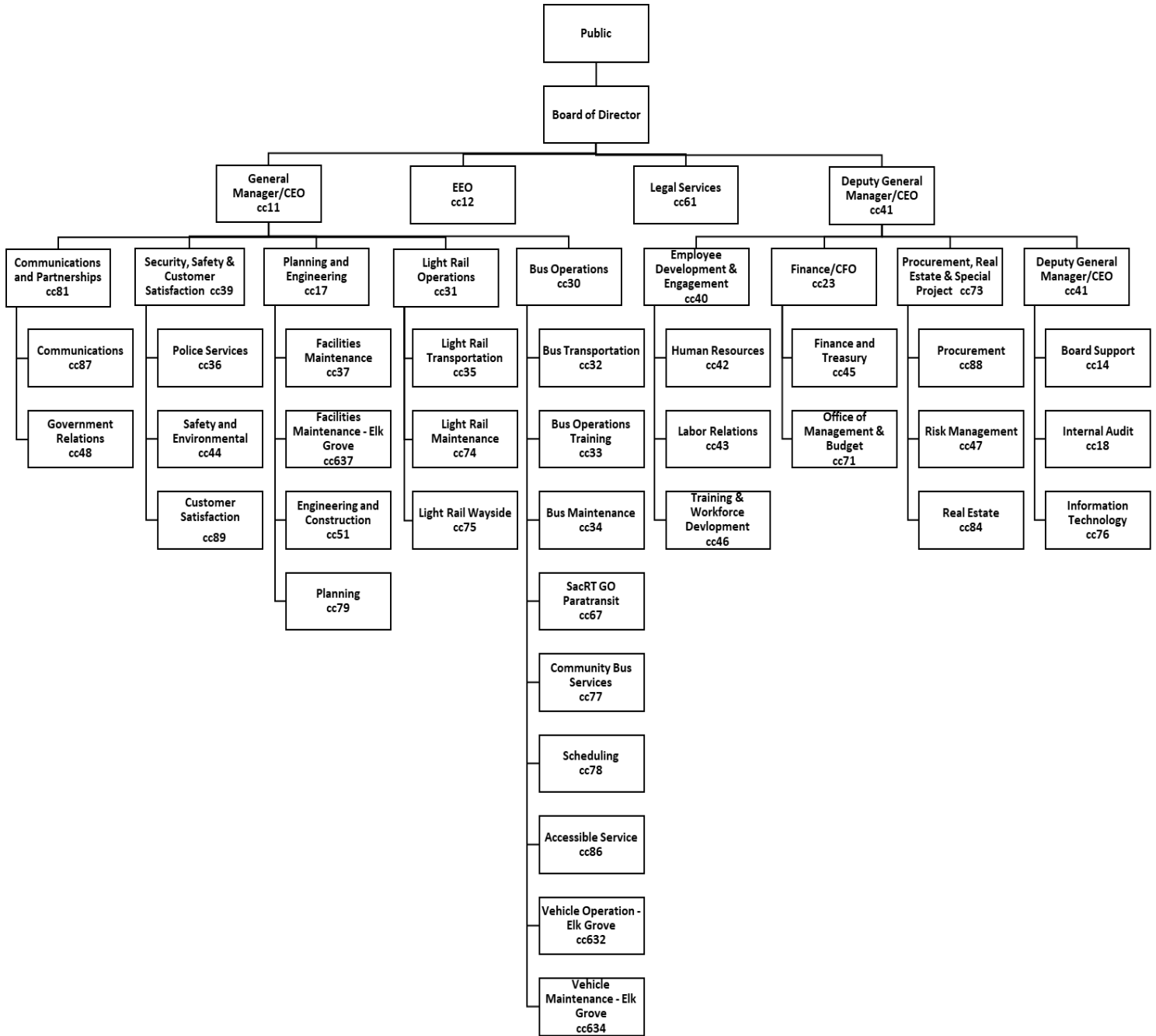
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Senior Grants Analyst

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	82
Schedule	4:59 am to 11:15 pm daily
Stops	3,100+
Vehicles	186 - 40' CNG Buses 180 – Electric, Gasoline shuttles and Diesel small buses, SacRT maintains 56 buses servicing Elk Grove
Annual Ridership	7,844,812

Light Rail Service	
Power	Electrical
Miles	44.9
Schedule	3:49 am to 12:59 am daily
Stops	52
Vehicles	97
Annual Ridership	5,076,094

Paratransit	
ADA Passenger Trips Provided	226,941
ADA Vehicle Revenue Miles	1,878,973
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
July 2021	Annexed Elk Grove services

Strategic Plan

Adopted by the Board of Directors in October 2020, Sacramento Regional Transit's (SacRT) Strategic Plan details SacRT's strategic initiatives, key performance indicators, and identifies tactics that teams and individuals within the agency will work on to achieve strategic goals over the 2021-25 fiscal years.

Following a months-long collaborative internal planning process with staff and board members, SacRT's five-year Strategic Plan will serve as the guiding vision for strategic success. SacRT strives to balance the delivery of high-quality customer experience with value to taxpayers.

This strategic plan is crafted for personnel at all levels of the organization and its contents convey objectives for the fiscal year and how SacRT will work to achieve them. The plan enables SacRT to shape activities to support identified strategic priorities and to help narrow focus on areas of service and operations that most closely align with stated goals. Departments annually develop work plan tactics that encompass projects and programs SacRT teams will strive to complete over the coming year.

The strategic plan established a comprehensive performance scorecard that SacRT management and division leaders monitor and report on quarterly to track projects and programs of strategic importance. The performance scorecard is comprised of metrics that support our efforts to provide service excellence and value to taxpayers and which tie directly to the four strategic priority areas: Operational Excellence, Community Value, Employee Engagement, and Customer Satisfaction. With the scorecard, all members of the workforce can see how their efforts support the success of the entire agency.

The SacRT Strategic Plan's Mission Statement, Vision Statement, Organizational Values, and Goals are listed on the following pages. 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 priorities of our riders.

Strategic Plan (continued)

Mission Statement

Moving you where you want to go, when you want to go.

Vision Statement

A leader in providing mobility options for our community.

Organizational Values

Six core principles guide individuals, teams, and the entire SacRT organization:

- **Collaboration** - I work with a collaborative spirit to help my colleagues and our customers to succeed.
- **Diversity** - I recognize and honor diversity and social justice, and seek out and listen for voices different than mine.
- **Innovation** - I challenge the easy and inspire myself and others to look for innovative solutions.
- **Respect** - I communicate clearly, respectfully, and honorably -- in a way that would make my family proud -- to my colleagues and our customers.
- **Trust** - I trust my teammates and empower them to make decisions that improve the quality of life for their colleagues, our customers, and the community that supports us.
- **Excellence** - I work to deliver excellence to our customers through clean, safe, reliable, and convenient service.



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.



SacRT Major Goals and Objectives

Strategic Initiatives

The Strategic Plan provides the management team and stakeholders with strategic priorities, projects, and programs to be implemented in the short term to achieve longer-term outcomes. Organizational success is aligned with the completion of tactics which directly impact at least one of the four strategic priorities:

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 services continue to evolve, SacRT is committed to providing the highest standards in transportation by implementing industry best practices and ensuring clean, safe, reliable, and convenient service for our customers.

These team tactics illustrate how annual goals will be attained for aspects of operations that are most critical to the delivery of high-quality transportation service:

- **Infrastructure Improvements and Expansion:** Strategically manage projects to modernize and expand our system to provide greater value to the community and better service to our region. Monitor schedule timelines, and track engineering labor costs. Recruit and develop staff to meet all technical capacity requirements for federal grants. Facilitate opportunities for staff development and engagement to improve morale, productivity, and employee retention.
- **Funding the Future at SacRT:** Strategically identify and secure outstanding grant applications to support critical projects throughout the agency. In coordination with project managers, develop clear project and program documentation that includes detailed planning and analysis, cost-benefit information, project prioritization, and defined timelines. Identify partnerships with member agencies on grant applications to expand opportunities. Recruit and develop staff to provide consistent project management support, engage in innovative program planning, and strategically approach the application process.
- **Innovative Planning and Funding Coordination:** Spearhead district planning initiatives to increase access to public transit and mobility options in our community. Collaboratively work with grants department to secure funds for innovative planning initiatives, maintenance of programs, sustainability efforts, and community outreach. Coordinate with local, state, and federal partners to enable SacRT to continue to move riders where they want to go when they want to go by improving service for riders while addressing the equity and climate needs of our community.
- **Light Rail System Modernization and Performance Improvements:** Work with internal and external stakeholders and personnel to prepare the light rail system and employees for 15-minute service to Folsom, and for the delivery, commissioning, acceptance, and introduction to service of new fleet of low floor vehicles. Provide SME input to SacRT's engineering team regarding the operation and mechanical details of wayside equipment associated with Glenn Passing track installation and station platform conversion construction. Manage the S700 vehicle procurement project to ensure the fleet is introduced to revenue service as scheduled and within budget by proactively working with the Siemens project management and commissioning and testing teams to ensure the vehicle production and delivery schedules are maintained in manners which do not exceed the contractual agreement. Ensure SacRT Operations and Maintenance personnel are identified and assigned to support the S700 projects to prevent delays in commissioning process. Capitalize on opportunities to reduce the time it takes to accomplish critical tasks such as, dynamic testing, vehicle burn-in, and maintenance training. Provide proactive maintenance and repair; increase system efficiency and improve performance through the maintenance of state of good repair.

SacRT Major Goals and Objectives (continued)

- **Light Rail Personnel and System Optimization:** Providing efficient service management and increasing system reliability to improve customer satisfaction and better provide light rail service to get people where they want to go, when they want to be there. Actively recruiting and developing staff to ensure we are effectively training and meeting performance targets, reducing overtime and being good financial stewards, and proactively managing workloads to improve employee morale and promote safety best practices.
- **Providing Reliable and Safe Bus Transportation:** Increasing system reliability to improve customer satisfaction and better provide bus service to get people where they want to go, when they want to go there. Improving staffing levels and workforce development training will positively impact employee morale, retention, promote safety best practices to eliminate and reduce accidents across our system, and keep passengers and operators safe.
- **Bus Maintenance Modernization:** Implement new Fleet Maintenance Management Software (FMMS) system to modernize and automate bus management and improve process efficiency. Successful implementation will result in decreased maintenance and parts costs, increases in vehicle equipment availability, allow for proactive fleet maintenance, and streamline reporting. These efforts will enable the maintenance department to deliver a fleet to customers that is clean, safe and reliable.
- **Community Bus Service System Optimization:** Provide innovative public transit projects to increase customer access to public transportation for essential travel, especially in our disadvantaged communities. Engage with community partners and riders to increase community awareness of our services, educate riders, build trust, address feedback, and boost ridership. Identify opportunities to engage with staff and internal stakeholders to timely respond to request, support our team, improve on time performance, and strategically identify and mitigate system needs before they become critical issues. Fully funding and staffing programs will increase system reliability, improve customer experience and provide convenient, efficient, and easy to use service to get people where they want to go, when they want to go.
- **GO for Excellence:** Increasing service reliability to improve customer satisfaction and better provide SacRT GO paratransit bus service to get people where they want to go, when they want to go. Increasing staffing levels and workforce development training will positively impact on-time performance, efficiently coordinate scheduling, and increase customer satisfaction. Developing experienced schedulers and dispatchers will enable us to efficiently and professionally resolve issues, take care of drivers, streamline coordination of trip connections, and improve customer service outcomes.
- **Procurement Procedure Efficiency and Staff Development:** Effectively guide internal customers through the procurement process to ensure that SacRT follows written procurement procedures, policies, and laws. Continue to develop technical skills that empower procurement staff to identify and resolve potential process challenges before they impact project timeline, budget, or delivery. Evaluate current procedure efficiency, identify opportunities for improvement, and implement changes to create more efficient procurement procedures, reduce project delays, and deliver excellent customer service. Continuously strengthen internal controls to improve project management, monitor project timelines and expiration dates, track invoice processing, streamline communications, and ensure internal customers receive the goods and services required to maintain SacRT's service levels.
- **Accounting Process Enhancements:** Leverage our technology systems to create system efficiencies and attain clean financial audit results by reviewing internal processes, evaluating current procedures, identifying opportunities for improving, creating a roadmap for changes, and implementing changes to modernize and create positive results agencywide. Providing collaborative support to stakeholders to complete projects on time, improve financial organization, ensure invoices are paid on time, improve cash flow, and instill confidence in our financial decisions.

SacRT Major Goals and Objectives (continued)

- **Budget Tool Refinement:** The Office of Management and Budget has transitioned data and reporting to modern budgeting tools (PowerBI) to increase the access key decision makers at the agency have to meaningful data. OMB will continue providing information in a timely manner, educating stakeholders on the budget process, and identifying opportunities to meet the budget needs of the agency. OMB will continue to refine and improve the information provided and the processes used to provide tools that best allow management to be successful in completing their business objectives.
- **Efficient Payroll Processing:** Create efficiencies by measuring payroll performance, reviewing internal processes, evaluating current procedure efficiency, identifying opportunities for improvement, and implementing changes to create more efficient procedures agency wide. Continue to update forms and procedural controls, collaborate with the Human Resources, Labor Relations, Information Technology, and Operations departments to develop new processes for increased efficiency. Complete quarterly federal and state tax reporting in a timely and efficient manner. Continuously promote diversity, equity, and inclusion in the workplace and create a workplace environment where employees feel connected and dedicated to SacRT's goals and values.
- **Modernize Risk Processes and Reduce Liability:** Promote a culture of employee engagement and risk awareness through ongoing strategic process improvement. Create efficiencies to reduce resource intensive processes in claims management through automation of compliance reporting and file maintenance. Implement risk management information system (RMIS) and update risk program processes to improve efficiency, consistency, and reliability of data, prevent adverse loss, and reduce liability for the agency.
- **Independent Operational Process Evaluation:** The Internal Audit Unit (IAU) seeks to provide an independent and objective assurance and consulting activity that assists leadership with improving SacRT operational efficiency, comply with applicable laws and regulations, and accurately report organizational activities to stakeholders. Engage with staff to build rapport, explain the role of the internal auditor, and get buy-in to the objective evaluation process. Results of engagements conducted will be delivered by way of audit reports that are supported by necessary documentation substantiating professional opinions given.
- **Information Technology (IT) Business Strategic Alignment:** IT Business Strategic Alignment is the process whereby agency leadership, actively and with forethought, leverages their information technology resources to achieve strategic business objectives such as expanding the reach of their services, enhancing the customer experience, creating staff and procedure efficiencies and/or improving financial performance. In IT Business Strategic Alignment, IT is not an afterthought, instead, IT is a core component of the Business Strategy. When IT strategy is aligned with business strategy, the agency can leverage IT effectively to achieve business objectives such as: Increased productivity, secured information systems, increased customer satisfaction, lowered costs of ownership, increased return on investment (ROI), greater flexibility in deploying technology, greater flexibility in accessing technology, greater employee engagement, ability to grow market share and higher profitability.
- **Safety Risk Identification & Assurance:** Perform ongoing proactive inspections to improve safety outcomes and system reliability. Support critical construction projects throughout the district to identifying hazards and risks in a timely manner to permit us to mitigate the risk while still in its latent state. Through ongoing monitoring and completion of corrective actions SacRT will be able to provide better, more reliable service to our customers.

SacRT Major Goals and Objectives (continued)

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 and economic impact 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.

These team tactics illustrate how annual goals will be attained for delivering value to the entire community:

- **Community Partnership Building and Advocacy:** Promote the agency's profile and reputation throughout the community to demonstrate the impact additional funding would have on our system and region. Engage with local and grassroots organizations to identify transit supportive policies, funding, and advocacy opportunities for the district. Work to transform our system infrastructure to expand service for riders, address climate challenges, and elevate social equity in our programming.
- **Government Contracting Civil Rights Programs:** Operating SacRT's Disadvantaged Business Enterprise (DBE) Program in good faith and in accordance with the requirements contained in the Code of Federal Regulations Title 49 Part 26 (49 CFR Part 26); the primary goal and objective of the DBE program is to level the playing field on federally assisted transit contracts and subcontracts relating to SacRT's construction, procurement, and professional services activities. Benchmarking against and collaborating with other agencies to ensure that SacRT is aligning with industry best practices for its DBE Program and Small and Local Business (SBE/LBE) Program. Ensuring on time reporting of DBE participation and overall DBE goal setting documentation to the Federal Transit Administration (FTA). Collaborating with staff and contractors to implement the requirements of SacRT's DBE and SBE/LBE Programs. Coordinating and improving vendor outreach and education so that applicants from the DBE and small and local business community have the opportunity to successfully compete for contracts with SacRT.
- **Proactively Managing SacRT Real Property:** Dispose of surplus property not needed for agency operations to reduce property maintenance costs, taxes and liability. Surplus property also create Transit Oriented Development (TOD) opportunities that can generate additional ridership, revenue, and revitalize neighborhoods. Monitor and track use of SacRT property to improve agency operational efficiencies, transit ridership generation, as well as economic, health, safety, quality of life, and environmental impacts of projects. Acquire additional property for system and agency needs. Identify ways to generate revenue from property that would contribute to transit improvements.
- **RTPS Operation Life Saver:** Focus on creating a safer environment for both SacRT passengers and SacRT employees by reducing vehicular violations and fouling of the right of way. Use safety data to identify the top 5 intersections to focus on for traffic enforcement to increasing safety and minimize collisions between motor vehicles and the train. Continue officer riding presence on rail and bus to enhance rail safety for passengers and operators. The overall goal is to deter fare evasion, crime prevention, reduce motor vehicle accidents, and provide an increased sense of security for SacRT employees and passengers.
- **Social Worker Engagement and Partnerships:** Collaborate with internal staff and external service providers and agencies to address safety hazards along light rail tracks, right-of-way (ROW), and bus stops. Partner with County staff and community stakeholders to hold resource fairs to provide information and resources to unhoused riders and community members. Support and empower employees through training to better understand our community and the resources available to reduce chronic issues and safety hazards across the system and improve outcomes for our unhoused population.

SacRT Major Goals and Objectives (continued)

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.

These team tactics illustrate how annual goals will be attained for organizational performance as it pertains to engaging members of the workforce:

- **Cross-Departmental Strategic Initiatives:** Coordinate cross-departmental projects to improve process efficiency and expand business modernization. Remove information silos and amplify communication channels to ensure successful delivery of projects. Develop opportunities to share strategic goals and outcomes with workforce, Board, and community.
- **Employee Recruitment, Retention, and Wellbeing:** Innovatively promote internal and external recruitment opportunities to create a wider pool of diverse candidates in our process. Review current policies and procedures to identify opportunities to increase efficiency and reflect new laws/legislation. Promote opportunities to managers and employees to engage in holistic employee wellbeing and engagement. Facilitate opportunities for staff development, cross-training and succession planning to improve morale, productivity, and employee retention.
- **Labor Relations Compliance and Labor Partner Outreach:** Develop a best-in-class workforce by engaging with new employees and leaders to establish a deep understanding of workplace expectations and to improve retention. Continuously training management employees to improve labor management outcomes and compliance with local, state, and federal laws and regulations. Positively engage with our internal stakeholders and labor partners to further develop our relationships and focus on the overall success of the agency.
- **Expand Employee Engagement Opportunities and Professional Development:** Facilitate opportunities for employee engagement throughout the district by highlighting new programs, launching Diversity, Equity, and Inclusion (DEI) initiatives, and discovering additional training needs. Develop and procure training materials and resources to cultivate a highly skilled, effective, and motivated workforce. Work with stakeholders to fully implement the newly procured Learning Management System to roadmap learning pathways and roll out accessible training to all staff, including frontline employees.
- **Expanding Pension and Retirement Plan Communications:** Deliver retirement and health care benefits to members and their beneficiaries in an equitable, accurate, courteous, professional, and prompt manner. Proactively explore policy and product opportunities to better serve our customers. Strengthen administrative controls by improving data maintenance, increased collaboration with the Retirement Board, and enhanced communications with members. Committed to enhanced transparency and accountability to present information that instills confidence in our investment and business decisions. Maintain stakeholder trust through ethical, sensitive, effective, and cost-efficient organization in service to employer and employees alike.

SacRT Major Goals and Objectives (continued)

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.

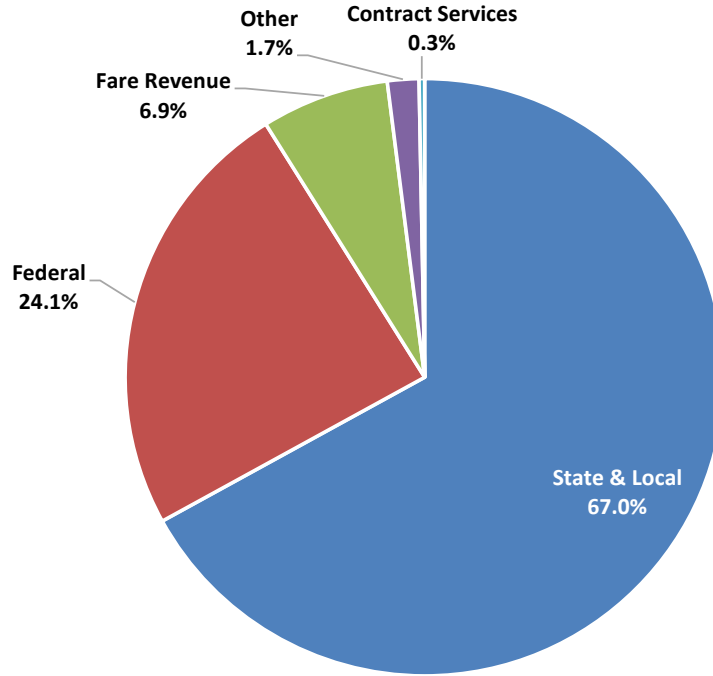
These team tactics illustrate how annual goals will be attained for assessing delivery of high-quality transportation services to customers:

- **Marketing Strategies for Retaining and Returning Ridership:** Engage with customers and members of the community to raise awareness of SacRT services, the benefits of public transit, and increase ridership. Recruit and develop new staff members to modernize processes and creatively communicate with riders in innovative and effective ways. Create multilingual promotional materials that enable staff and riders to feel more confident using our system and services with engaging print, social media, videos and hands-on workshops. Collaborate with community partners and local media to connect and engage with riders at a variety of community events, festivals, and promotions.
- **Fare Revenue Modernization:** Provide timely and accurate reporting data while adhering to all federal standards for reporting District fare revenues and ridership information. Implement new technologies in fare collection to consolidate and simplify fare collection technologies for our passengers, improve rider experiences and service provision, while minimizing risk through internal controls. Provide support for innovative fare projects and partnerships and take a creative approach to bulk and discount fare programs for SacRT and participating partner agencies.
- **Engaging and Optimizing Customer Service Business Processes:** Provide excellent customer service to SacRT employees, riders, and community members by putting the customer experience first in our processes and procedures. Engage with employees to better inform them of the department's core mission and business processes and what it means to customers. Train and empower customer satisfaction employees to engage with members of the public in a way that promotes our core values and improves customer outcomes Support all services by quickly and efficiently responding to customer inquiries in an effective and respectful manner so that customers have a positive experience and trust in the competency of staff and delivery of service.
- **Robust Customer Service and System Security:** Provide robust customer service and promote safety and security across our system to improve customer experience. Focused on recruiting and developing team members and empowering them to better serve the community, improve customer interactions, and reduce customer service reports. Staff provide continuous and consistent customer service to all passengers and are the first to respond to resolve security issues, support RTPS sworn officer investigations, and provide real-time notification to customers via the public address system and Alert SacRT mobile application.
- **Proactive Facilities Maintenance Management:** Facilities Management is responsible for keeping District buildings and facilities properly maintained, clean, and safe. To enable the department to make effective maintenance decisions, identify efficiencies in work assignments and budgeting, and improve outcomes with internal and external customers, Facilities Management will develop and implement proactive solutions and preventive maintenance plans to address potential facilities maintenance incidents before they become critical. Strengthen preventive maintenance and project management processes by fully implementing new computerized maintenance management system (CMMS) to improve data tracking and reporting. Train and empower our staff to evaluate and make effective decisions, allowing the department to respond to individual service requests quickly, while serving the larger needs of the District. Increase staffing levels and workforce development training to positively impact employee retention, technical expertise, and efficient resolution of service requests.

Operating Budget Summary

Revenues

FY 2024 Operating Revenue by Funding Source



(Dollars in Thousands)

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Budget	FY 2024 Budget	FY 2023 to FY 2024 \$ Change	FY 2023 to FY 2024 % Change
Fare Revenue	\$ 20,999	\$ 12,001	\$ 14,309	\$ 15,500	\$ 17,300	\$ 1,800	11.6%
Contract Services	7,125	6,634	826	650	800	150	23.1%
State & Local	114,880	113,657	144,508	158,802	166,958	8,156	5.1%
Federal	35,080	57,704	56,676	53,578	60,077	6,499	12.1%
Other	16,417	7,340	5,239	5,890	4,365	(1,525)	-25.9%
Total	\$ 194,501	\$ 197,336	\$ 221,558	\$ 234,420	\$ 249,500	\$ 15,080	6.4%
Operating Surplus/(Deficit)	\$ 12,793	5,943	6,785	-	-		
Operating Revenue	\$ 181,708	\$ 191,393	\$ 214,773	\$ 234,420	\$ 249,500	\$ 15,080	6.4%

Revenues (continued)**Revenues Summary**

Staff is forecasting an increase in fare revenues for FY 2023-2024 of approximately \$1.8M compared to FY 2022-2023. State & Local revenues continue to surge and are forecast to be \$8.2M above FY 2022-2023. To address the impacts of COVID-19 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 was \$95M, of which \$31.1M was allocated to FY 2021-2022. On December 27, 2020, the Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA), which included \$14B in supplemental appropriations for the transit industry, was signed into law. SacRT's portion of this funding was \$37.9M, of which the full amount was expended through FY 2022-2023. On March 11, 2021, the American Recovery Plan Act (ARP) was signed into law and provided over \$26B to transit agencies apportioned through the Urbanized Area Formula Program (Section 5307). SacRT's portion of this funding was over \$103M, of which \$36.7M is allocated for the FY 2023-2024 Budget. These federal allocations will fully offset any projected revenue losses due to the residual impacts of COVID-19 for FY 2023-2024.

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 2024 Budget includes \$17.3 million in Fare Revenue, an increase of \$1.8 million (11.6%) from the FY 2023 Amended Budget of \$15.5 million.

- This reflects an increase in Fare Revenue based upon an anticipated increase in ridership.

Contracted Services

This category includes the City of Rancho Cordova contract for transit services, as well as UC Davis Causeway Connection shuttle services.

The FY 2024 Budget includes \$0.8 million in Contracted Services revenue, an increase of \$0.15 million (23.1%) from the FY 2023 Amended Budget of \$0.65 million.

- This reflects \$0.5 million for the Rancho Cordova contract, an increase of \$0.05 million based on current trend.
- This reflects \$0.3 million for UC Davis Causeway Connection service, an increase of \$0.1 million due to service increase.

Revenues (continued)**State & Local**

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

The FY 2024 Budget includes \$167.0 million in state and local funding revenue, an increase of \$8.2 million (5.1%) from the FY 2023 Amended Budget of \$158.8 million.

- This reflects a \$0.4 million or 0.7% increase in sales tax estimates for Measure A over the FY 2023 Amended Budget to reflect trends in sales tax collection.
- This budget includes \$5.7 million in Measure A for Paratransit SacRT Go service.
- This budget reflects a \$8.6 million or 9.7% increase in TDA-LTF over the FY 2023 Amended Budget.
- The budget includes \$2.5 million in the Low Carbon Transit Operations Program (LCTOP) revenue, which is a State Cap and Trade program established in 2014 that provides funds to public transportation agencies throughout California for operations that reduce greenhouse gas emissions.
- This budget reflects a reduction of \$1.0 million in Neighborhood Shuttle Measure A for SmarT Ride service compared to the FY 2023 Amended Budget.

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 expenditures, subject to specific regulations.

The FY 2024 Budget includes \$60.0 million in federal funding, an increase of \$6.5 million (12.1%) from the FY 2023 Amended Budget of \$53.5 million.

- This budget includes \$1.1 million in Job Access/Reverse Commute (JARC) funding, which is the same level of funding as in FY 2023.
- This budget includes \$22.0 million in FY 2023 Section 5307 Urbanized Area funds. Federal Section 5337 State of Good Repair funds are budgeted in the capital budget.
- This budget includes \$36.7 million in the America Rescue Plan of 2021 (ARP) funding, which is an economic stimulus package to speed up the United States' recovery from the economic and health effects of the COVID-19 pandemic and the ongoing recession.
- This budget includes \$0.25 million in Congestion Mitigation and Air Quality Improvement (CMAQ) funds for Causeway Connection new service to UC Davis.

Revenues (continued)**Other**

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

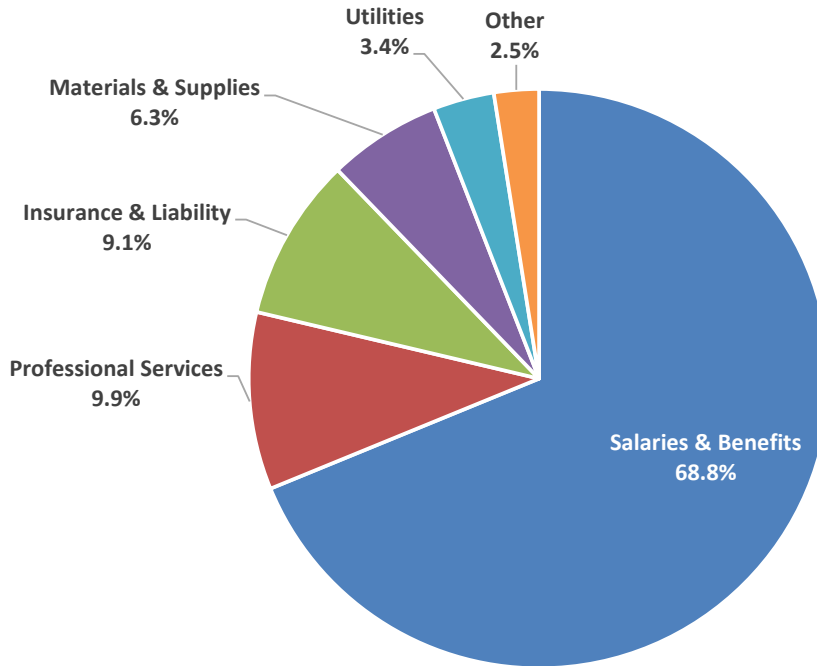
The FY 2024 Budget includes \$4.4 million in other revenue, which is a reduction of \$1.5 million (25.9%) from the FY 2023 Amended Budget of \$5.9 million.

- This includes \$0.1 million in ECOS settlement revenue for Folsom late-night service, which is a reduction of \$0.5 million (80.8%) from the FY 2023 Amended Budget due to depletion of this funding source.
- This includes \$0.4 million for the sale of Low Carbon Credits through the State Cap and Trade program, a reduction of \$1.1 million from the FY 2023 Amended Budget due to a current trend.
- This includes \$0.5 million in Investment income.
- This reflects \$0.8 million in Advertising revenue.
- This reflects \$1.5 million in Miscellaneous Income.



Expenses

FY 2024 Operating Expenses by Expense Category



(Dollars in Thousands)

	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Budget	FY 2024 Budget	FY 2023 to FY 2024	
						\$ Change	% Change
Salaries & Benefits	\$ 128,291	\$ 141,910	\$ 153,684	\$ 160,969	\$ 171,645	\$ 10,676	6.6%
Professional Services	22,137	14,162	16,497	22,033	24,620	2,587	11.7%
Materials & Supplies	11,490	13,504	14,748	18,188	15,839	(2,349)	-12.9%
Utilities	6,821	7,272	7,425	8,081	8,458	377	4.7%
Insurance & Liability	9,931	12,336	19,784	19,793	22,788	2,995	15.1%
Other	3,038	2,209	2,635	5,356	6,150	794	14.8%
Operating Expenses	\$ 181,708	\$ 191,393	\$ 214,773	\$ 234,420	\$ 249,500	\$ 15,080	6.4%

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 2024 Budget includes \$171.6 million for salaries and benefits, an increase of \$10.6 million (6.6%) from the FY 2023 Amended Budget of \$161.0 million.

- The Fiscal Year 2024 Budget includes 1,463 funded positions, which is a decrease of 8 funded positions from the Fiscal Year 2023 Amended Budget of 1,471 funded positions. See Positions section on page 24 for details.
- Straight time pay, overtime and personal service contract costs increased by \$5.6 million (6.1%) from the FY 2023 Amended Budget of \$90.7 million. This reflects various District position salary changes.
- Fringe Benefit costs increased by \$5.9 million (8.2%) from the FY 2023 Amended Budget of \$72.0 million. This reflects an increase of \$0.5 million in FICA costs, \$2.8 million in pension costs, \$1.8 million in medical, dental, life and vision costs, and \$0.8 million in vacation and sick leave accrual, etc.
- Capital recovery and indirect savings increased by \$0.8 million (44.3%) from the FY 2023 Amended Budget of \$1.7 million. This represents labor charged to capital projects and other initiatives.

Professional Services

This category includes transit security, equipment maintenance, facilities maintenance, legal services, and services provided by outside consultants.

The FY 2024 Budget includes \$24.6 million for Professional Services, an increase of \$2.6 million (11.7%) from the FY 2023 Amended Budget of \$22.0 million.

- This budget includes \$8.5 million in security services cost.
- This budget includes \$4.6 million in outside services cost.
- This budget includes \$1.0 million in software/cloud services cost.
- This budget includes \$0.4 million in Paratransit maintenance cost.
- This budget includes \$1.2 million in Contract maintenance.
- This reflects a \$0.2 million increase in Purchased Transportation cost for supplemental ADA service.
- This reflects the FY 2024 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 2024 Budget includes \$15.8 million for materials and supplies, a reduction of \$2.4 million (-12.9%) from the FY 2023 Amended Budget of \$18.2 million.

Expenses (continued)

- This budget includes a \$4.3 million in CNG cost, a reduction of \$1.8 million from the FY 2023 Amended Budget of \$6.1 million. In January 2023, CNG prices skyrocketed due to an exceptionally cold winter and very high demand. CNG and other fuel-related costs are forecast to decrease and flatten in FY 2024.
- This budget includes \$3.0 million in gasoline cost. This is a reduction of \$0.5 million in gasoline cost due to gas price leveling.
- This budget includes a reduction of \$0.3 million in light rail parts due to the current spending pattern and the introduction of new light rail vehicles.
- This budget reflects a \$0.1 million reduction in COVID-19 supplies due to the diminished impacts of the pandemic.

Utilities

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

The FY 2024 Budget includes \$8.5 million for Utilities, an increase of \$0.4 million (4.7%) from the FY 2023 Amended Budget of \$8.1 million.

- This budget reflects an increase of \$0.2 million in electricity cost.
- This budget reflects a reduction of \$0.3 million in traction power cost due to current spending trends.
- This budget reflects an increase of \$0.4 million in telephone cost.

Insurance & Liability

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

The FY 2024 Budget includes \$22.8 million for Insurance & Liability, an increase of approximately \$3.0 million (15.1%) from the FY 2023 Amended Budget of \$19.8 million.

- This budget reflects an increase of \$1.3 million in the projected claim reserves for Property and Liability for FY 2024.
- This also reflects an increase of \$0.1 million in the projected claim reserves for Workers' Compensation for FY 2024.
- The budget includes an increase of \$1.4 million in excess liability insurance cost due to challenging market conditions to get the required insurance limits.
- The budget includes an increase of \$0.5 million in property insurance premium due to the increased number of revenue vehicles in service.
- This budget reflects increases in FY 2024 estimated insurance premium costs due to a more restrictive and more competitive insurance market.

Other

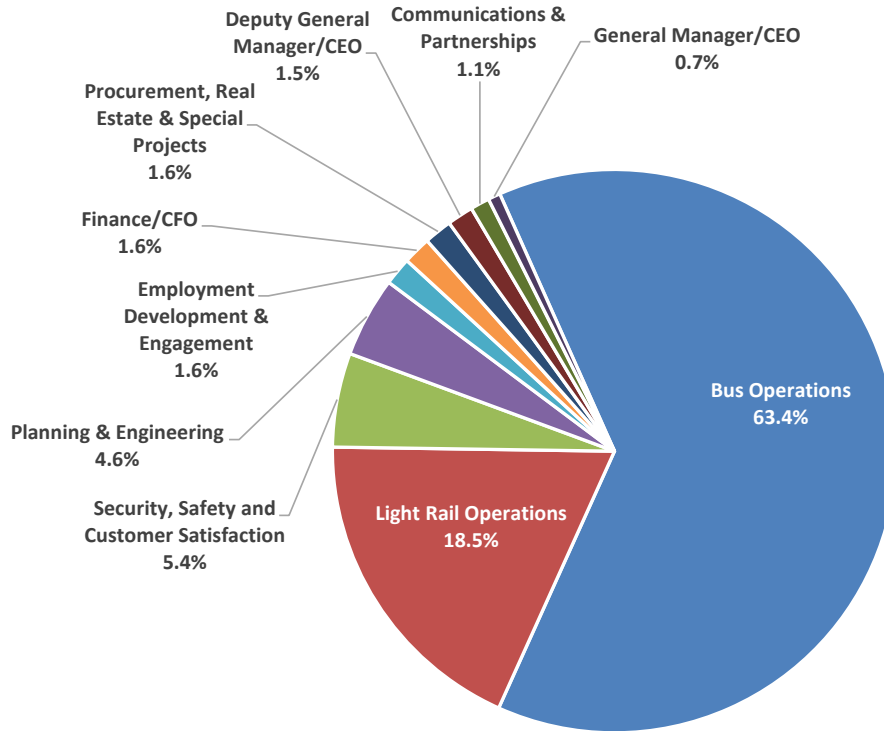
This category includes, but is not limited to, travel and training, seminars, dues and subscriptions, awards and ceremonies, building leases, equipment leases, taxes, freight, advertising, legal notices, and banking fees.

The FY 2024 Budget includes \$6.2 million for other expenditures, an increase of \$0.8 million (14.9%) from the FY 2023 Amended Budget of \$5.4 million.

- This budget reflects an increase of \$0.4 million in property leases due to Q Street administrative building and R Street Facilities building lease costs.
- This budget reflects an increase of \$0.4 million in contingency funds.

Positions

FY 2024 Positions by Division



Division	FY 2020 Funded	FY 2021 Funded	FY 2022 Funded	FY 2023 Funded	FY 2024 Funded	FY 2023 to FY 2024
General Manager/CEO	19	16	9	10	10	0
Planning & Engineering	22	57	58	59	67	8
Bus Operations	1063	1196	939	945	928	-17
Light Rail Operations	0	0	261	266	270	4
Deputy General Manager/CEO	55	33	41	22	23	1
Employment Development & Engagement	0	0	0	23	24	1
Finance/CFO	45	47	51	29	23	-6
Procurement, Real Estate & Special Projects	0	0	0	22	23	1
Communications & Partnerships	0	0	9	16	16	0
Security, Safety and Customer Satisfaction	53	74	82	79	79	0
Total	1,257	1,423	1,450	1,471	1,463	-8

Positions (continued)

From FY 2023 to FY 2024, SacRT has a net decrease of 8 funded positions. The changes reflected in the FY 2024 Budget are as follows:

General Manager/CEO Division has net zero changes with the following reclassification:

- Promoted 1 Deputy Chief of Staff/Special Assistant/CEO to Chief of Staff.

Planning and Engineering Division has a net increase of 8 funded positions. The position changes are as follows:

- Transferred 6 grants and capital positions from Office of Management and Budget.
- Reclassed 1 Principal Planner to Senior Manager, Service Planning.
- Added 1 VP, Capital Programs.
- Transferred and reclassified 1 Elk Grove Bus Service Worker from Bus Operations to Facilities Service Worker.

Bus Operations Division has a net decrease of 17 funded positions. The position changes are as follows:

- Converted 15 Elk Grove part-time operators and 11 Elk Grove partially funded operators to 10 Bus Operators.
- Transferred 1 Elk Grove Bus Service Worker to Facilities.

Light Rail Operations Division has a net increase of 4 funded positions. The position changes are as follows:

- Added 4 Rail Laborers.
- Reclassed 1 Operations Training Specialist to Maintenance Trainer – Wayside.

In 2023, the Integrated Services and Strategic Initiatives Division was re-organized and renamed to Deputy General Manager/CEO Division. It has a net increase of 1 funded position, with the following changes:

- Promoted Senior Manager, Enterprise Business Solutions to Director, Information Technology.
- Promoted Network Operations Engineer to Senior Network Operations Engineer.
- Promoted Network Operations Technician to Senior Information Technology Technician.
- Eliminated and swapped funding from 2 Senior Managers of Data Center and Network Operations and Cybersecurity and IT project Management to add 1 IT Technician II, 1 Network Operations Technician and 1 Video Communications Systems Analyst.

As part of the GM Reorg, the Employment Development and Engagement Division was created and split from the Integrated Services and Strategic Initiatives Division. It has a net increase of 1 funded position. The position changes are as follows:

- Added 1 Human Resources Analyst I
- Promoted AVP, Human Resources and Labor Relations to VP, Employment Development and Engagement.
- Reclassed Labor Relations Analyst II to Senior Labor Relations Analyst.

Finance/Chief Financial Officer (CFO) Division has a net decrease of 6 funded positions. The position changes are as follows:

- Transferred 6 positions in the grants unit to the Planning and Engineering Division.
- Promoted Manager, Accounting to Director, Accounting and Treasury.
- Reclassed Senior Clerk to Payroll Technician.
- Promoted Accountant II to Senior Accountant.
- Reclassed Director, Office of Management and Budget to Senior Manager, Budget.
- Reclassed Manager, Pension and Retirement Services to Senior Manager, Pension and Retirement Services.

Positions (continued)

The Procurement, Real Estate and Special Project Division was created and split from the Finance/CFO Division. It has a net increase of 1 funded position. The position change is as follows:

- Added 1 Risk Analyst II.

Security, Safety and Customer Satisfaction Division has net zero changes with the following reclassifications:

- Reclassed 1 Transit Officer to Transit Ambassador.
- Reclassed 1 Customer Service Representative to Administrative Assistant II.

Capital Budget Summary

Project Overview

SacRT adopted the FY 2023 – FY 2027 Capital Improvement Plan (CIP) on August 22, 2022. The CIP represents the culmination of Sacramento Regional Transit District (SacRT) efforts to strategically plan and prioritize capital expenditures and activities over five years. SacRT has a large backlog of capital asset rehabilitation and replacement needs and limited funding and resources with which to accomplish it. A multi-year view of capital needs is essential to maximize the use of capital funds. The CIP is intended to be a “living document” that is reviewed and updated on a regular basis. The FY 2024 Capital Budget includes all active projects. The following chart and tables represent the Capital Budget as it pertains to the FY 2024 Budget for the projects listed. The amounts contained in the FY 2024 Capital Budget represent fully funded, partially funded, and unfunded projects along with anticipated and secured funding sources for FY 2024. Non-Awarded grant funding is shown as To-Be-Determined (TBD).

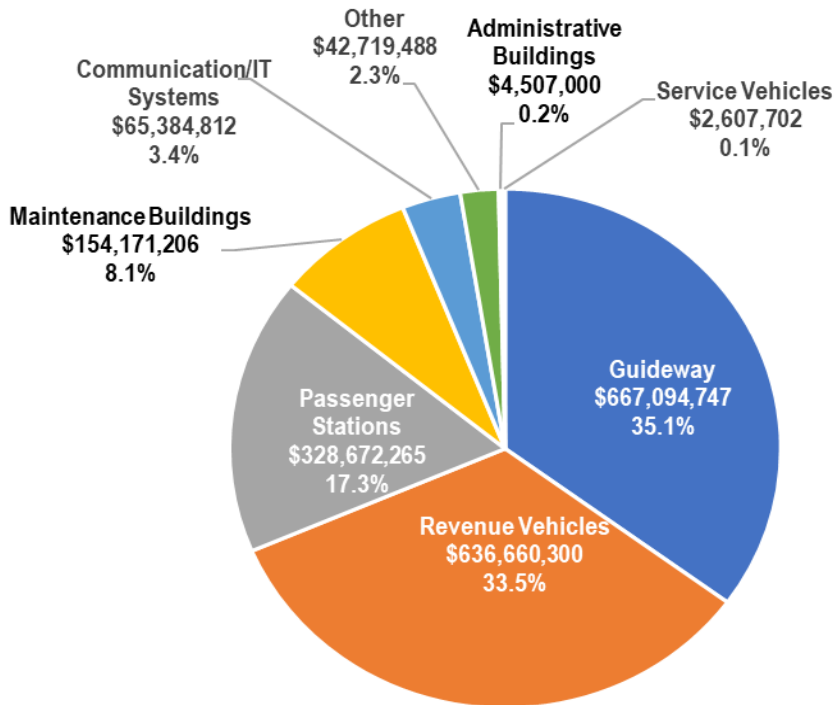
Major Capital Projects

Sacramento Regional Transit District’s capital budget allocates resources to improve infrastructure by acquiring, constructing, purchasing, rehabilitating, and replacing facilities and major equipment. Improvement projects generally occur in phases over multiple years.

The highlight of the Capital Improvement Program is the Light Rail Modernization project. Several individual projects are underway to deliver new modern low floor light rail vehicles, enhance light rail stations to accompany the new vehicles, and implement new technologies both on board vehicles and in the stations to enhance the customer experience.

Modernizing the rail fleet will reduce maintenance and repair costs associated with keeping the aging light rail vehicles (LRVs) in service past their 25-year useful life. SacRT has executed a contract with Siemens to purchase up to 76 modern low floor LRVs. Currently 28 LRVs are in production. Station modifications have been broken into four phases. Construction for phase 1 is currently underway and takes place on the gold line. Phases 2-4 are currently in design, with phase 2 completing the Gold Line and phases 3 and 4 focused on the Blue Line.

Capital Budget by Category



Project Categories	# of Projects	Total Project Budget	% of Total Budget
Guideway	17	\$667,094,747	35.1%
Revenue Vehicles	19	\$636,660,300	33.5%
Passenger Stations	18	\$328,672,265	17.3%
Maintenance Buildings	17	\$154,171,206	8.1%
Communication/IT Systems	16	\$65,384,812	3.4%
Other	27	\$42,719,488	2.3%
Administrative Buildings	5	\$4,507,000	0.2%
Service Vehicles	2	\$2,607,702	0.1%
Total	121	\$ 1,901,817,520	100.0%

Capital Revenues & Expenses

SacRT relies primarily on local, state, and federal grants to pay for capital projects. The FY 2024 budget includes a total budget authority of \$1.9 billion.

- In FY23 SacRT obtained over \$50 million in new grant funding towards our CIP.
- The FY 2024 capital budget includes funding of \$855.4 million which is comprised of \$375.0 million for Guideway Projects, \$343.0 million for Revenue Vehicle Projects, \$73.3 million for Passenger Station Projects, \$8.4 million for Maintenance Building Projects, \$15.2 million for Communication/IT Systems, \$38.9 million for other Capital Projects, \$3.3 million for Administrative Buildings, and \$1.7 million for Service Vehicles. The FY24 Capital Budget includes \$1.0 billion in funding to be determined.
- Federal, State and Local funding opportunities for capital projects are comprised of funding sources that are applied for on a project-by-project basis. The availability of the funding is dependent upon individual funding programs. The total funding opportunities for a fiscal year is based on the amount of funding sources available from federal appropriations, program allocations made by the State, or other funding sources made available for application.
- The TBD budget amount gives SacRT staff the authority to apply for competitive grant opportunities and/or allocate formula grant funds for projects up to the TBD amount.



FY 2024 Capital Budget

Project	Project Budget					Project Funding	
	FY 2023 Amended Budget	FY 2024 Budget Additions	FY 2024 Project Budget	Expended through FY 2023	FY 2024 Remaining Budget	Total Funds Available	Grant Funding TBD
Guideway Capital Projects							Quantity: 17
<i>Light Rail Capital Projects</i>							Quantity: 16
South Sacramento Corridor Phase 2 LR Extension	\$270,000,000	\$0	\$270,000,000	\$268,795,618	\$1,204,382	\$270,000,000	\$0
Bridge Asset Rehabilitation	\$137,333	\$0	\$137,333	\$15,209	\$122,124	\$137,333	\$0
Biennial Bridge Inspections / Repairs	\$251,873	\$0	\$251,873	\$239,622	\$12,251	\$251,873	\$0
Arcade Creek Bridge Environmental Clearance	\$110,000	\$0	\$110,000	\$12,203	\$97,797	\$110,000	\$0
Light Rail Crossing Enhancements	\$1,719,924	\$0	\$1,719,924	\$1,494,773	\$225,151	\$1,719,924	\$0
Green Line Final EIS/EIR	\$3,000,000	\$0	\$3,000,000	\$0	\$3,000,000	\$0	\$3,000,000
LR Modern. 15 Min. Service to Folsom (Side Track)	\$67,392,000	\$39,780,977	\$107,172,977	\$10,050,365	\$97,122,612	\$35,118,016	\$72,054,961
Sacramento Valley Double Tracking/MLS Station/Tail Track	\$95,800,000	\$0	\$95,800,000	\$0	\$95,800,000	\$0	\$95,800,000
Y1 Substation Installation	\$2,760,000	\$4,126,000	\$6,886,000	\$0	\$6,886,000	\$0	\$6,886,000
Roadway Worker Protection System	\$805,000	\$0	\$805,000	\$0	\$805,000	\$0	\$805,000
TPSS A1 Negative Return Cable Replacement	\$184,390	\$0	\$184,390	\$8,522	\$175,868	\$184,390	\$0
Grand Avenue Bridge Repair	\$13,000,000	\$2,245,000	\$15,245,000	\$0	\$15,245,000	\$0	\$15,245,000
Instrument House A019 Local Control Panel Replacement	\$82,250	\$0	\$82,250	\$0	\$82,250	\$0	\$82,250
Emergency OCS Repair	\$200,000	\$0	\$200,000	\$8,344	\$191,656	\$100,000	\$100,000
Light Rail Improvements / State of Good Repair	\$300,000	\$200,000	\$500,000	\$0	\$500,000	\$0	\$500,000
Gold Line Starter Track Tie Replacement	\$5,000,000	\$0	\$5,000,000	\$0	\$5,000,000	\$0	\$5,000,000
Light Rail Capital Projects Total	\$460,742,770	\$46,351,977	\$507,094,747	\$280,624,656	\$226,470,091	\$307,621,536	\$199,473,211
<i>Streetcar Capital Projects</i>							Quantity: 1
Downtown/Riverfront Streetcar Project	\$160,000,000	\$0	\$160,000,000	\$11,629,222	\$148,370,778	\$67,396,284	\$92,603,716
Streetcar Capital Projects Total	\$160,000,000	\$0	\$160,000,000	\$11,629,222	\$148,370,778	\$67,396,284	\$92,603,716
Guideway Capital Projects Total	\$620,742,770	\$46,351,977	\$667,094,747	\$292,253,877	\$374,840,870	\$375,017,820	\$292,076,927

FY 2024 Capital Budget Continued

Project	Project Budget					Project Funding	
	FY 2023 Amended Budget	FY 2024 Budget Additions	FY 2024 Project Budget	Expended through FY 2023	FY 2024 Remaining Budget	Total Funds Available	Grant Funding TBD
Passenger Stations Capital Projects							Quantity: 18
Light Rail Capital Projects							Quantity: 14
K Street DWT Replacement	\$280,000	\$0	\$280,000	\$11,940	\$268,060	\$280,000	\$0
Horn Light Rail Station	\$5,840,604	\$15,017,396	\$20,858,000	\$557,289	\$20,300,711	\$826,243	\$20,031,757
Sacramento Valley Station Relocation	\$38,320,000	\$0	\$38,320,000	\$27,632	\$38,292,368	\$9,733,776	\$28,586,224
Watt I-80 Elevator Replacement	\$990,000	\$0	\$990,000	\$929,180	\$60,820	\$990,000	\$0
Dos Rios Light Rail Station Construction	\$28,416,642	\$14,388,411	\$42,805,053	\$95,360	\$42,709,693	\$21,749,797	\$21,055,256
Gold Line Light Rail Station Low Floor Conversion	\$47,193,396	\$55,421,604	\$102,615,000	\$4,625,629	\$97,989,371	\$33,076,918	\$69,538,082
Blue Line Light Rail Station Low Floor Conversion	\$39,056,604	\$51,143,396	\$90,200,000	\$45,612	\$90,154,388	\$2,462,055	\$87,737,945
LED Lighting Project: Phase 1 Light Rail Stations	\$2,750,000	\$0	\$2,750,000	\$0	\$2,750,000	\$0	\$2,750,000
LED Lighting Project: Phase 2 Light Rail Stations	\$3,000,000	\$0	\$3,000,000	\$0	\$3,000,000	\$0	\$3,000,000
LED Lighting Project: Phase 3 Light Rail Stations	\$5,000,000	\$0	\$5,000,000	\$0	\$5,000,000	\$0	\$5,000,000
Historic Folsom Camera Enhancements	\$88,607	\$0	\$88,607	\$21,546	\$67,061	\$88,607	\$0
Meadowview Station Transit Oriented Neighborhood	\$300,000	\$0	\$300,000	\$0	\$300,000	\$0	\$300,000
Watt I-80 Elevator Control Room HVAC/Cooling	\$363,859	\$0	\$363,859	\$0	\$363,859	\$0	\$363,859
Winters Bridge Closure Fencing	\$293,100	\$0	\$293,100	\$0	\$293,100	\$0	\$293,100
Light Rail Capital Projects Total	\$171,892,812	\$135,970,807	\$307,863,619	\$6,314,187	\$301,549,432	\$69,207,396	\$238,656,223
Bus Capital Projects							Quantity: 4
Watt I-80 Transit Center Improvements	\$18,835,856	\$0	\$18,835,856	\$1,350,425	\$17,485,431	\$3,716,905	\$15,118,951
Citrus Heights Bus Stop Improvements	\$310,000	\$0	\$310,000	\$0	\$310,000	\$0	\$310,000
Folsom Bus Stop Improvements	\$200,000	\$0	\$200,000	\$0	\$200,000	\$0	\$200,000
Bus Stop Improvements	\$1,462,790	\$0	\$1,462,790	\$138,297	\$1,324,493	\$355,274	\$1,107,516
Bus Capital Projects Total	\$20,808,646	\$0	\$20,808,646	\$1,488,723	\$19,319,923	\$4,072,179	\$16,736,467
Passenger Stations Capital Projects Total	\$192,701,458	\$135,970,807	\$328,672,265	\$7,802,910	\$320,869,355	\$73,279,575	\$255,392,690

FY 2024 Capital Budget Continued

Project	Project Budget					Project Funding	
	FY 2023 Amended Budget	FY 2024 Budget Additions	FY 2024 Project Budget	Expended through FY 2023	FY 2024 Remaining Budget	Total Funds Available	Grant Funding TBD
Revenue Vehicles Capital Projects							Quantity: 19
Light Rail Capital Projects							Quantity: 10
CAF/Siemens LR Vehicle Painting/Exterior Work	\$995,000	\$0	\$995,000	\$531,633	\$463,367	\$995,000	\$0
Replacement New Low-Floor LRVs (13)	\$75,866,094	\$0	\$75,866,094	\$50,505,459	\$25,360,635	\$75,866,094	\$0
CAF Fleet Mid-Life Component Overhaul	\$106,230,277	\$0	\$106,230,277	\$0	\$106,230,277	\$0	\$106,230,277
Light Rail Vehicles: Gold Line 15 Min. Service (7 Exp.)	\$42,104,534	\$0	\$42,104,534	\$27,375,404	\$14,729,130	\$42,104,534	\$0
LR Vehicles: Green Line 15 Min SVS to T9 (7 Exp.)	\$46,500,000	\$0	\$46,500,000	\$0	\$46,500,000	\$0	\$46,500,000
Replacement New Low-Floor LRVs NTP 2 (8)	\$46,200,000	\$12,200,000	\$58,400,000	\$9,489,806	\$48,910,194	\$46,199,998	\$12,200,002
Replacement New Low-Floor LRVs NTP 3 (8)	\$48,000,000	\$10,400,000	\$58,400,000	\$0	\$58,400,000	\$58,400,000	\$0
Replacement New Low-Floor LRVs NTP 4 (8)	\$47,268,494	\$11,131,506	\$58,400,000	\$0	\$58,400,000	\$49,702,550	\$8,697,450
Replacement New Low-Floor LRVs NTP 5 (8)	\$0	\$58,400,000	\$58,400,000	\$0	\$58,400,000	\$0	\$58,400,000
Train Technology Refresh	\$12,417,189	\$0	\$12,417,189	\$0	\$12,417,189	\$6,218,953	\$6,198,236
Light Rail Capital Projects Total	\$425,581,588	\$92,131,506	\$517,713,094	\$87,902,301	\$429,810,793	\$279,487,129	\$238,225,965
Bus Capital Projects							Quantity: 5
40' Replacement Buses (50)	\$21,629,000	\$0	\$21,629,000	\$0	\$21,629,000	\$0	\$21,629,000
Airport Service ZEB Buses (10 40')	\$9,926,957	\$0	\$9,926,957	\$2,874,183	\$7,052,774	\$3,250,136	\$6,676,821
CNG Bus Replacement (70)/Expansion (1)/Retank (27)	\$64,891,011	\$0	\$64,891,011	\$20,095,585	\$44,795,426	\$54,422,550	\$10,468,461
Operator Barrier Replacement	\$1,327,000	\$0	\$1,327,000	\$0	\$1,327,000	\$0	\$1,327,000
Elk Grove Zero Emission Bus (ZEB - One 40')	\$0	\$1,060,000	\$1,060,000	\$0	\$1,060,000	\$446,250	\$613,750
Bus Capital Projects Total	\$97,773,968	\$1,060,000	\$98,833,968	\$22,969,768	\$75,864,200	\$58,118,936	\$40,715,032
Demand Response Capital Projects							Quantity: 3
Microtransit: 20 Zero Emission Vehicles & Chargers	\$5,519,200	\$0	\$5,519,200	\$0	\$5,519,200	\$0	\$5,519,200
SmaRT Ride Vehicle Replacement	\$5,623,038	\$0	\$5,623,038	\$0	\$5,623,038	\$0	\$5,623,038
SmaRT Ride Expansion Vehicle (1)	\$171,000	\$0	\$171,000	\$0	\$171,000	\$0	\$171,000
Demand Response Capital Projects Total	\$11,313,238	\$0	\$11,313,238	\$0	\$11,313,238	\$0	\$11,313,238

FY 2024 Capital Budget Continued

Project	Project Budget					Project Funding	
	FY 2023 Amended Budget	FY 2024 Budget Additions	FY 2024 Project Budget	Expended through FY 2023	FY 2024 Remaining Budget	Total Funds Available	Grant Funding TBD
Revenue Vehicles Capital Projects							Quantity: 19
<i>Paratransit Capital Projects</i>							Quantity: 1
SacRT Go Paratransit Vehicle Replacement (up to 32)	\$5,498,038	\$3,301,962	\$8,800,000	\$0	\$8,800,000	\$5,361,519	\$3,438,481
Paratransit Capital Projects Total	\$5,498,038	\$3,301,962	\$8,800,000	\$0	\$8,800,000	\$5,361,519	\$3,438,481
Revenue Vehicles Capital Projects Total	\$540,166,832	\$96,493,468	\$636,660,300	\$110,872,069	\$525,788,231	\$342,967,584	\$293,692,716
Service Vehicles Capital Projects							Quantity: 2
<i>Other Capital Projects</i>							Quantity: 2
Police Vehicle Replacement	\$2,420,000	\$0	\$2,420,000	\$513,638	\$1,906,362	\$1,680,000	\$740,000
Mobile Camera Trailers (2)	\$187,702	\$0	\$187,702	\$0	\$187,702	\$0	\$187,702
Other Capital Projects Total	\$2,607,702	\$0	\$2,607,702	\$513,638	\$2,094,064	\$1,680,000	\$927,702
Service Vehicles Capital Projects Total	\$2,607,702	\$0	\$2,607,702	\$513,638	\$2,094,064	\$1,680,000	\$927,702

FY 2024 Capital Budget Continued

Project	Project Budget					Project Funding	
	FY 2023 Amended Budget	FY 2024 Budget Additions	FY 2024 Project Budget	Expended through FY 2023	FY 2024 Remaining Budget	Total Funds Available	Grant Funding TBD
Maintenance Buildings Capital Projects							Quantity: 17
Light Rail Capital Projects							Quantity: 8
Wayside Roof Replacement	\$503,000	\$0	\$503,000	\$1,088	\$501,912	\$503,000	\$0
Metro Concrete Pad	\$41,250	\$0	\$41,250	\$0	\$41,250	\$0	\$41,250
Whiting In-Floor Hoist Inspection and Repair	\$254,817	\$0	\$254,817	\$241,462	\$13,355	\$254,817	\$0
Light Rail Wheel Truing Machine Procurement	\$4,415,438	\$0	\$4,415,438	\$1,163,180	\$3,252,258	\$1,355,826	\$3,059,612
Tamper Refurbishment	\$89,880	\$0	\$89,880	\$58	\$89,822	\$89,880	\$0
Material Storage System	\$655,000	\$0	\$655,000	\$0	\$655,000	\$0	\$655,000
Phase 1 Gold Line LR Maintenance Facility Env./PE/ROW	\$22,500,000	\$0	\$22,500,000	\$0	\$22,500,000	\$0	\$22,500,000
LRV Maintenance Shop Upgrades	\$34,800	\$255,000	\$289,800	\$26,868	\$262,932	\$34,800	\$255,000
Light Rail Capital Projects Total	\$28,494,185	\$255,000	\$28,749,185	\$1,432,656	\$27,316,529	\$2,238,323	\$26,510,862
Bus Capital Projects							Quantity: 8
BMF1 CNG Fueling Facility Upgrades	\$4,295,684	\$0	\$4,295,684	\$2,106,837	\$2,188,847	\$3,605,428	\$690,256
BMF1 Ground Well Monitoring	\$153,683	\$0	\$153,683	\$138,691	\$14,992	\$153,683	\$0
Electric Bus Charging Infrastructure: 4,000 AMP	\$9,380,000	\$7,250,500	\$16,630,500	\$146,150	\$16,484,350	\$1,091,681	\$15,538,819
BMF 1 In-Ground Lift Replacement	\$872,154	\$0	\$872,154	\$0	\$872,154	\$872,154	\$0
Bus System Capital Improvements/State of Good Repair	\$500,000	\$0	\$500,000	\$0	\$500,000	\$0	\$500,000
South Area Bus Maintenance Facility	\$70,725,000	\$29,275,000	\$100,000,000	\$0	\$100,000,000	\$0	\$100,000,000
South Bus Parking Lot Pavement Repair Design	\$100,000	\$0	\$100,000	\$0	\$100,000	\$0	\$100,000
BMF2 Pavement Repair	\$2,065,000	\$0	\$2,065,000	\$0	\$2,065,000	\$0	\$2,065,000
Bus Capital Projects Total	\$88,091,521	\$36,525,500	\$124,617,021	\$2,391,678	\$122,225,343	\$5,722,946	\$118,894,075
Other Capital Projects							Quantity: 1
Cutaway and Non-Revenue Fuel Stations	\$805,000	\$0	\$805,000	\$0	\$805,000	\$431,881	\$373,119
Other Capital Projects Total	\$805,000	\$0	\$805,000	\$0	\$805,000	\$431,881	\$373,119
Maintenance Buildings Capital Projects Total	\$117,390,706	\$36,780,500	\$154,171,206	\$3,824,334	\$150,346,872	\$8,393,150	\$145,778,056

FY 2024 Capital Budget Continued

Project	Project Budget					Project Funding	
	FY 2023 Amended Budget	FY 2024 Budget Additions	FY 2024 Project Budget	Expended through FY 2023	FY 2024 Remaining Budget	Total Funds Available	Grant Funding TBD
Administrative Buildings Capital Projects							Quantity: 5
<i>Other Capital Projects</i>							Quantity: 5
Administrative Equipment Optimization	\$700,000	\$0	\$700,000	\$0	\$700,000	\$0	\$700,000
R Street Warehouse Update	\$375,000	\$0	\$375,000	\$266,521	\$108,479	\$375,000	\$0
1225 R Street Upgrades	\$32,000	\$0	\$32,000	\$2,124	\$29,876	\$32,000	\$0
Facilities Capital Improvements / State of Good Repair	\$500,000	\$0	\$500,000	\$0	\$500,000	\$0	\$500,000
1102 Q Street Building Move	\$2,900,000	\$0	\$2,900,000	\$1,599,518	\$1,300,482	\$2,900,000	\$0
Other Capital Projects Total	\$4,507,000	\$0	\$4,507,000	\$1,868,162	\$2,638,838	\$3,307,000	\$1,200,000
Administrative Buildings Capital Projects Total	\$4,507,000	\$0	\$4,507,000	\$1,868,162	\$2,638,838	\$3,307,000	\$1,200,000

FY 2024 Capital Budget Continued

Project	Project Budget					Project Funding	
	FY 2023 Amended Budget	FY 2024 Budget Additions	FY 2024 Project Budget	Expended through FY 2023	FY 2024 Remaining Budget	Total Funds Available	Grant Funding TBD
Communication/IT Systems Capital Projects							Quantity: 16
<i>Light Rail Capital Projects</i>							Quantity: 3
Systemwide SCADA Implementation Design	\$6,500,000	\$0	\$6,500,000	\$0	\$6,500,000	\$0	\$6,500,000
Fare Vending Machine (FVM) Enhancements	\$9,745,317	\$0	\$9,745,317	\$8,555,959	\$1,189,358	\$9,745,317	\$0
LR Station Signage Refresh: Replace DMS	\$4,662,213	\$0	\$4,662,213	\$0	\$4,662,213	\$2,334,997	\$2,327,216
Light Rail Capital Projects Total	\$20,907,530	\$0	\$20,907,530	\$8,555,959	\$12,351,571	\$12,080,314	\$8,827,216
<i>Bus Capital Projects</i>							Quantity: 8
Fleet Maintenance Management Software (FMSS)	\$414,500	\$0	\$414,500	\$21,539	\$392,961	\$21,541	\$392,959
Disruption Manager Software	\$214,866	\$0	\$214,866	\$0	\$214,866	\$0	\$214,866
Intelligent Vehicle Network Upgrade (IVN3 to IVN5)	\$652,630	\$0	\$652,630	\$4,535	\$648,095	\$652,630	\$0
Drive Cam	\$454,590	\$0	\$454,590	\$0	\$454,590	\$454,590	\$0
Trapeze OPS Web	\$251,000	\$0	\$251,000	\$124,965	\$126,035	\$251,000	\$0
Clever Device Elk Grove Installation	\$1,500,000	\$0	\$1,500,000	\$0	\$1,500,000	\$0	\$1,500,000
Bus Router Refresh	\$2,305,225	\$0	\$2,305,225	\$0	\$2,305,225	\$0	\$2,305,225
Bus Maintenance Wi-Fi Upgrade	\$299,267	\$0	\$299,267	\$0	\$299,267	\$0	\$299,267
Bus Capital Projects Total	\$6,092,078	\$0	\$6,092,078	\$151,039	\$5,941,039	\$1,379,761	\$4,712,317
<i>Other Capital Projects</i>							Quantity: 5
Connect Card Version 2.0	\$7,500,000	\$0	\$7,500,000	\$0	\$7,500,000	\$0	\$7,500,000
Security Camera System Upgrade	\$2,070,000	\$0	\$2,070,000	\$0	\$2,070,000	\$869,250	\$1,200,750
Network Infrastructure Refresh	\$27,776,625	\$0	\$27,776,625	\$0	\$27,776,625	\$0	\$27,776,625
Connect Card Firewall Refresh	\$888,579	\$0	\$888,579	\$260,171	\$628,408	\$821,979	\$66,600
Multifactor Authentication	\$0	\$150,000	\$150,000	\$0	\$150,000	\$0	\$150,000
Other Capital Projects Total	\$38,235,204	\$150,000	\$38,385,204	\$260,171	\$38,125,033	\$1,691,229	\$36,693,975
Communication/IT Systems Capital Projects Total	\$65,234,812	\$150,000	\$65,384,812	\$8,967,169	\$56,417,643	\$15,151,304	\$50,233,508

FY 2024 Capital Budget Continued

Project	Project Budget					Project Funding	
	FY 2023 Amended Budget	FY 2024 Budget Additions	FY 2024 Project Budget	Expended through FY 2023	FY 2024 Remaining Budget	Total Funds Available	Grant Funding TBD
Other Capital Projects							Quantity: 2
<i>Other Capital Projects</i>							Quantity: 2
Operating Revenue Bond FY13 to FY42 Payments	\$23,914,704	\$1,491,967	\$25,406,671	\$23,735,196	\$1,671,475	\$23,914,704	\$1,491,967
SacRT Workforce Development	\$1,063,750	\$186,250	\$1,250,000	\$0	\$1,250,000	\$0	\$1,250,000
Other Capital Projects Total	\$24,978,454	\$1,678,217	\$26,656,671	\$23,735,196	\$2,921,475	\$23,914,704	\$2,741,967
Other Capital Projects Total	\$24,978,454	\$1,678,217	\$26,656,671	\$23,735,196	\$2,921,475	\$23,914,704	\$2,741,967
Planning / Studies Capital Projects							Quantity: 5
<i>Other Capital Projects</i>							Quantity: 5
Capital Improvements for Real Estate Development	\$500,000	\$0	\$500,000	\$0	\$500,000	\$0	\$500,000
Transit Action (Long-Range) Plan Update	\$350,000	\$200,000	\$550,000	\$0	\$550,000	\$0	\$550,000
Blue Line to Elk Grove/High-Frequency Bus Service Plan	\$200,000	\$0	\$200,000	\$0	\$200,000	\$0	\$200,000
Planning/Studies	\$500,000	\$0	\$500,000	\$0	\$500,000	\$0	\$500,000
Stockton Boulevard Corridor Project Support	\$910,000	\$0	\$910,000	\$0	\$910,000	\$0	\$910,000
Other Capital Projects Total	\$2,460,000	\$200,000	\$2,660,000	\$0	\$2,660,000	\$0	\$2,660,000
Planning / Studies Capital Projects Total	\$2,460,000	\$200,000	\$2,660,000	\$0	\$2,660,000	\$0	\$2,660,000

FY 2024 Capital Budget Continued

Project	Project Budget					Project Funding	
	FY 2023 Amended Budget	FY 2024 Budget Additions	FY 2024 Project Budget	Expended through FY 2023	FY 2024 Remaining Budget	Total Funds Available	Grant Funding TBD
Sub-Recipient Capital Projects							Quantity: 12
<i>Other Capital Projects</i>							Quantity: 12
FY 2006 Section 5309 BD Subrecipients	\$3,825,826	\$0	\$3,825,826	\$3,011,446	\$814,380	\$3,825,286	\$540
Subrecipient - SACOG	\$550,000	\$0	\$550,000	\$378,803	\$171,197	\$550,000	\$0
Yolo Bus Causeway Connection Ops	\$1,500,000	\$0	\$1,500,000	\$350,404	\$1,149,596	\$1,500,000	\$0
El Dorado Transit COVID-19 Related Activities	\$950,866	\$0	\$950,866	\$0	\$950,866	\$950,866	\$0
FY21 Bus Preventive Maintenance: El Dorado Transit	\$43,520	\$0	\$43,520	\$0	\$43,520	\$43,520	\$0
Placerville Station Phase 2	\$645,000	\$0	\$645,000	\$0	\$645,000	\$645,000	\$0
El Dorado Transit - FY22 Preventive Maintenance	\$31,181	\$0	\$31,181	\$0	\$31,181	\$0	\$31,181
El Dorado Transit - Park & Ride Improvements	\$700,000	\$0	\$700,000	\$0	\$700,000	\$0	\$700,000
Paratransit - Mobility Management FY 22 & 23	\$500,000	\$0	\$500,000	\$0	\$500,000	\$0	\$500,000
El Dorado Transit FY23-29 Operating Assistance	\$946,102	\$0	\$946,102	\$0	\$946,102	\$946,102	\$0
Paratransit FY23 Operating Assistance	\$1,750,000	\$0	\$1,750,000	\$0	\$1,750,000	\$1,750,000	\$0
El Dorado Transit FFY23 FTA 5307/5339(a)	\$0	\$438,792	\$438,792	\$0	\$438,792	\$0	\$438,792
Other Capital Projects Total	\$11,442,495	\$438,792	\$11,881,287	\$3,740,652	\$8,140,635	\$10,210,774	\$1,670,513
Sub-Recipient Capital Projects Total	\$11,442,495	\$438,792	\$11,881,287	\$3,740,652	\$8,140,635	\$10,210,774	\$1,670,513

FY 2024 Capital Budget Continued

Project	Project Budget					Project Funding	
	FY 2023 Amended Budget	FY 2024 Budget Additions	FY 2024 Project Budget	Expended through FY 2023	FY 2024 Remaining Budget	Total Funds Available	Grant Funding TBD
External Capital Projects							Quantity: 8
<i>Other Capital Projects</i>							Quantity: 8
Easton Development Grade Crossing	\$50,000	\$0	\$50,000	\$22,880	\$27,120	\$50,000	\$0
Caltrans Brighton Overhead Design Build Support	\$378,230	\$0	\$378,230	\$125,493	\$252,737	\$378,230	\$0
Caltrans Camellia City Viaduct Overhead Structures	\$434,300	\$0	\$434,300	\$253,809	\$180,492	\$434,300	\$0
Folsom Complete Street Project	\$45,000	\$0	\$45,000	\$14,543	\$30,457	\$45,000	\$0
29th / 30th Signal System: SacRT Labor	\$100,000	\$0	\$100,000	\$554	\$99,446	\$100,000	\$0
29th / 30th Signal System	\$315,000	\$0	\$315,000	\$1,984	\$313,016	\$315,000	\$0
Richards Blvd. Office Complex	\$50,000	\$0	\$50,000	\$32,391	\$17,609	\$50,000	\$0
DGS 9th & O Street Resource Building Renovation	\$149,000	\$0	\$149,000	\$6,532	\$142,468	\$149,000	\$0
Other Capital Projects Total	\$1,521,530	\$0	\$1,521,530	\$458,185	\$1,063,345	\$1,521,530	\$0
External Capital Projects Total	\$1,521,530	\$0	\$1,521,530	\$458,185	\$1,063,345	\$1,521,530	\$0
SacRT Capital Budget Project Total: Quantity: 121	\$1,583,753,759	\$318,063,761	\$1,901,817,520	\$454,036,192	\$1,447,781,328	\$855,443,441	\$1,048,374,079

Capital Project Funding Addition Descriptions

Guideway

- R359 LR Modern. 15 Min. Service to Folsom (Side Track)** – Complete track and signal work on the segment of the Gold Line between Sunrise and Historic Folsom Light Rail Stations to enable 15-minute service from downtown Sacramento to Folsom.
- R371 Y1 Substation Installation** – Install a new 2-Megawatt substation within the main storage yard to replace the existing Y1 1 Megawatt substation. Scope includes designing and constructing a new facility for the substation.
- R385 Grand Avenue Bridge Repair** – Repair Grand Avenue bridge after fire damage.
- R400 Light Rail Improvements / State of Good Repair** – Budget authority for light rail state of good repair needs.

Passenger Stations

- R135 Horn Light Rail Station** – Engineering and construction of a new station in Rancho Cordova at Horn Road. New station includes passenger platforms and passenger amenities.
- R375 Dos Rios Light Rail Station Construction** - Construct a new light rail station in conjunction with the new Mirasole Village housing Development located in the Rivers District just North of downtown Sacramento and east of the Rail Yard Project.
- R380 Gold Line Light Rail Station Low Floor Vehicle Conversion** – Construct new raised platforms at light rail stations on the Gold Line to facilitate the use of low-floor light rail vehicles.
- R381 Blue Line Light Rail Station Low Floor Vehicle Conversion** – Construct new raised platforms at light rail stations on the Blue Line to facilitate the use of low-floor light rail vehicles.

Revenue Vehicles

- P013 SacRT Go Paratransit Vehicle Replacement (up to 32)** – Purchase up to 32 zero emission paratransit vehicles with ride improvements.
- R376 NTP 2 Replacement New Low-Floor LRVs (8)** – Purchase 8 new replacement Low-Floor Light Rail Vehicles.
- R377 NTP 3 Replacement New Low-Floor LRVs (8)** – Purchase 8 new Siemens S700 Low-Floor Light Rail Vehicles to replace 8 High-Floor Light Rail Vehicles that have reached the end of their useful life's. New Vehicles will be operated on the Blue Line.
- R378 NTP 4 Replacement New Low-Floor LRVs (8)** – Purchase 8 new replacement Low-Floor Light Rail Vehicles.
- R379 NTP 5 Replacement New Low-Floor LRVs (8)** – Purchase 8 new replacement Low-Floor Light Rail Vehicles.

Capital Project Funding Addition Descriptions continued

Maintenance Buildings

- B165 Electric Bus Charging Infrastructure** – Purchase construct and install charging infrastructure to charge up to 26 electric chargers, with a potential to charge up to 52 buses at BMF1.
- F035 South Area Bus Maintenance Facility** – Planning, environmental, engineering, purchase and construction of a new Bus Maintenance Facility in South Sacramento County.
- R384 LRV Maintenance Shop Upgrades** – Engineering and construction for Light Rail Maintenance Shop upgrades needed to maintain the new Siemens S700.

Other

- M004 Operating Revenue Bond FY13 to FY42 Payments** – Annual payment for Revenue Bond issuance from FY 2013 to FY 2042.
- M008 Transit Action (Long-Range) Plan Update** – The Long-Range Transit Plan (LRTP) will provide an opportunity to display existing conditions and future commitments of SacRT based on adopted plans, programs, practices, including the SacRT financial plan. The LRTP will be a guiding document for future project priorities and route planning and network design.
- M023 SacRT Workforce Development** – Workforce Development and training to develop staff and provide needed skills.

New Projects (Project Numbers TBD)

- TBD Elk Grove Zero Emission Bus** – Purchase one 40 ft. zero emission bus to replace one 40 ft. CNG bus in Elk Grove's bus fleet.
- TBD Multifactor Authentication** – The project is to implement multi-factor authentication using secure keys. A secure key will be issued to each member of the SacRT organization to better secure systems by adding roadblocks that will stop bad actors while securely providing access to authorized technology users.
- Q075 El Dorado Transit FFY23 FTA 5307/5339(a)** – El Dorado Transit has been allocated \$438,792 of FTA 5307/5339(a) funds for FFY23. El Dorado has not determined which projects will receive the funds. This request creates a placeholder budget for \$438,792 El Dorado TBD projects. As designated recipient for the Sacramento region, SacRT includes El Dorado Transit's projects on its FTA grants. For FTA grant purposes, El Dorado Transit is SacRT's subrecipient.

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Shelly Valenton, Deputy General Manager/CEO
SUBJ: APPROVAL OF THE FY 2023 ANNUAL PERFORMANCE
EVALUATION FOR THE GENERAL MANAGER/CEO, HENRY LI

RECOMMENDATION

Adopt the Attached Resolution.

RESULT OF RECOMMENDED ACTION

Approve the FY 2023 Annual Performance Evaluation for the General Manager/CEO (GM/CEO), Henry Li .

FISCAL IMPACT

Performance-based salary increase of 4% of base pay, similar to what the Management and Confidential Employee Group (“MCEG”) and Operating Engineers Local Union No.3 (OE3) are receiving this year, equivalent to an annual amount of \$15,314. This amount is budgeted in the FY 2024 Operating Budget.

DISCUSSION

The Board of Directors met in closed session on May 22, 2023, to conduct the General Manager’s Annual Performance Evaluation. Prior to that meeting, the Board was provided with a comprehensive list of SacRT’s accomplishments for the Fiscal Year (FY) 2023. Highlights include:

1. Successfully awarded the first ever federal Railcar Vehicle Replacement Program grant in the history of the program, securing \$45.1 million to support the purchase of 16 new low-floor light rail vehicles.
2. Continued to see a steady increase in ridership as the Sacramento region recovers from the pandemic. Finished 2022 calendar year up 34% over the prior year.
3. Advanced SacRT’s Light Rail Modernization Project, successfully receiving a portion of the 28 new low-floor light rail vehicles ordered and construction underway to renovate stations on the Gold Line to accommodate the height requirements of the new vehicles. Hosting press events to promote the project.
4. Celebrated the opening of the Wexler Apartments adjacent to SacRT’s University/65th Street Transit Center. The property, sold by SacRT three years ago, now houses over 750 students.

5. Progressed a public-private-partnership to install 10 electric chargers on an underutilized portion of SacRT's light rail station, providing revenue to SacRT and fueling options to the public with the opening expected this summer.
6. Partnered with Civic Thread to develop and finalize a comprehensive list of necessary and desired improvements to bus stops, The Bus Stop Improvement Plan positions SacRT to pursue grant funding for these improvements.
7. Commemorated its 50th anniversary on April 1, 2023 by hosting a series of community and employee events the entire month of April. We will continue to commemorate this important milestone by looking back at our history and celebrating what is still to come.
8. Partnered with the City of Sacramento and Sacramento County to pursue a Bus Rapid Transit route along Stockton Boulevard that will include a bus only lane for 4.5 miles. The project has already been awarded over \$5 million in SACOG funding.
9. In an effort to better connect with our community and riders, SacRT launched the "SacRT in the Community" blog to tell positive stories about our riders, community partnerships and staff.
10. Unveiled SacRT's new BusTracker app to track buses in real time. Riders can sign-up for texts and email notifications as well as subscribe to specific routes and bus stops.
11. Expanded two SmaRT Ride Zone in September 2022. Increased the Elk Grove Zone to provide better connections to fixed route service and expanded the North Sacramento zone to provide service to VA medical clinic at the McClellan Business Park.
12. Partnered with the Sacramento Public Library Authority to launch the nation's first Rolling Library Train. The brightly decorated train promotes riding, reading and the Library of Things.
13. Supported the region by providing transportation assistance for major community events such as the Aftershock Festival, Golden Sky Festival, California International Marathon, and Folsom Pro Rodeo to name a few.
14. Teamed up with Sacramento County to provide free rides system-wide to vote centers and ballot drop box locations across the Sacramento region to help Drive the Vote in November 2022.
15. Worked with Assemblymember Ken Cooley to successfully pass enabling legislative changes to improve efficiencies and remove outdated provisions.
16. Celebrated one year of SacRT GO supplemental service with UZURV, and hosted SacRT GO open houses to hear feedback from riders.
17. Continued SacRT's Social Equity Program to connect individuals living along SacRT's right-of-way and transit facilities with regional services by partnering with local jurisdictions and non-profits.
18. Completed a successful third cohort of SacRT's Transit Academy, educating over 30 individuals on our system and services.

19. Continued the RydeFreeRT fare-free for youth program, now into its fourth year. Student ridership is approximately double what it was pre-pandemic with an estimated 3.5 million rides over the year, demonstrating the vital need for fare-free transit service.
20. Successfully leased office space at 1102 Q Street to free up property along 29th Steet and improve administrative functions.
21. In response to a national workforce shortage, SacRT continued creative hiring initiatives, such as in-person hiring events, which resulted in better than industry average in filling vacancies. SacRT is only short about 2% of its workforce, while the industry average is above 15%.
22. Successfully transferred project ownership of the Downtown Riverfront Streetcar/Light Rail Small Starts Project to SacRT, positioning it for further federal funding through the Capital Investment Grant Program.
23. Launched and promoted a wide variety of initiatives to promote Diversity, Equity and Inclusiveness in the agency and intensified training and workforce development activities.

Recent Major Awards

- 2023 APTA First Place AdWheel Award for Best Marketing and Communications to Highlight Transit Needs/Funding
- 2023 APTA Rail Safety Certificate of Merit Award
- 2023 California Association of Public Information Officials Epic Award for Rolling Library Train
- 2022 Federal Transportation Security Administration's Gold Standard Award for System Security
- 2022 APTA First Place AdWheel Award for Best Partnership to Support Ridership
- 2022 APTA First Place AdWheel Award for Best Special Event to Support Ridership

The following documents, also attached to this report, were provided to the Board prior to the May 22, 2023, Closed Session:

- Attachment 1 - Letter to the Board from General Manager/CEO
- Attachment 2 - FY 23 GM Performance Objectives and Accomplishments
- Attachment 3 - The Year in Pictures
- Attachment 4 - FY 23 SacRT Overall Performance Scorecard
- Attachment 5 - FY 24 Performance Objectives and Goals

The FY 23 objectives and accomplishments and FY 24 performance objectives and goals presented to the Board are in line with SacRT's FY 2021-2025 Strategic Plan, guided by the four pillars that drive SacRT's strategic priorities: Operational Excellence, Customer Satisfaction, Employee Community Value, and Employee Engagement. Embedded in SacRT's strategic plan is a performance scorecard, which tracks quarterly metrics, tactics

and milestones for achieving SacRT's goals. Attachment 4 presents SacRT's FY 23 Q1-Q3 performance scorecard with an overall score of 95.54, indicating that SacRT is making tremendous progress and consistently delivering results in all performance areas.

The Board has determined that the GM/CEO has met, and in most cases, exceeded, the key performance goals set for FY 2023. In recognition of this, the Board proposed that the GM/CEO receive a 4% performance-based salary increase, similar to what MCEG and OE3 employees are receiving this year.

General Manager/CEO Performance Evaluation

SacRT Mission: Moving you where you want to go, when you want to go.



**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

May 17, 2023

Dear Chair Kennedy and SacRT Board of Directors:

I want to thank you for providing a strong vision and steady hand as SacRT continues to provide vital transportation services throughout our region. Through a clear vision, renewed strategic plan and data-driven approach; numerous public-private partnerships; strengthened community collaboration; innovative mobility programs; competitive grant funding awards for our State of Good Repair and Capital expansion projects; sales of excess properties; and bold business optimization initiatives, SacRT concludes Fiscal Year (FY) 2023 in a strong financial position. As I enter my 8th year as SacRT's General Manager/CEO, I am proud of the numerous achievements that our dedicated team has been able to accomplish during another historic and challenging year, and look forward to many exciting new achievements in the coming year. We are proud of the vital role SacRT continues to play in this amazing community and the industry at large.

I also want to thank all of you for helping celebrate the start of our 50th anniversary! This is a big moment for us at SacRT and I could not be prouder of this agency and the work we do in our community to keep people moving. It also represents a phenomenal milestone for our organization as we have become deeply woven into the fabric of the Sacramento community, providing much more than transportation to our region. Fifty years of hard work and dedication deserves to be celebrated by reflecting on all accomplishments and looking forward to all that's to come. It could not have been possible without the hard work and commitment of our Board of Directors, nearly 5,000+ employees (past and present), partners, stakeholders, advocates, community members, and riders over these past five decades. It is my hope that you will continue to find excitement and pride in the valuable work that we do together.

While the last few years have brought about many challenges and unpredictability, it's been truly amazing how much we (staff, board, unions, and all partners working together seamlessly), have been able to accomplish despite the consequences of a global pandemic. With the passage of the historic Bipartisan Infrastructure law, our region is turning to SacRT with high expectations. We know our riders and community members want public transportation to be safe, convenient, and easy to access. They expect public transportation to help their communities accelerate economic recovery, advance greater equity, lessen the effects of climate change, and contribute to a better quality of life for all. I am confident that SacRT is up to the task as we embark on a new fiscal year.

Attached to this letter are copies of the SacRT's FY23 Accomplishments and FY24 GM Performance Goals and Objectives, all of which follow SacRT's strategic plan approach focused on four key strategic priorities: Operational Excellence; Community Value; Employee Engagement; and Customer Satisfaction. Our organizational success aligns with these priorities. Goals and tactics have been thoughtfully developed and measured on a quarterly basis to align directly with one of the four strategic priorities that have successfully guided our work over the last fiscal year resulting in numerous noteworthy national and local achievements and awards. Please allow me to recap a few highlights from the past year:

Achievements

1. Successfully awarded the first ever federal Railcar Vehicle Replacement Program grant in the history of the program, securing \$45.1 million to support the purchase of 16 new low-floor light rail vehicles.
2. Continued to see a steady increase in ridership as our region recovers from the pandemic. Finished 2022 calendar year up 34% over the prior year.
3. Advanced SacRT's Light Rail Modernization Project, successfully receiving a portion of the 28 new low-floor light rail vehicles ordered and construction underway to renovate stations on the Gold Line to accommodate the height requirements of the new vehicles. Hosting press events to promote the project.
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6. Partnered with Civic Thread to develop and finalize a comprehensive list of necessary and desired improvements to bus stops, The Bus Stop Improvement Plan positions SacRT to pursue grant funding for these improvements.
7. Commemorated its 50th anniversary on April 1, 2023 by hosting a series of community and employee events the entire month of April. We will continue to commemorate this important milestone by looking back at our history and celebrating what is still to come.
8. Partnered with the City of Sacramento and Sacramento County to pursue a Bus Rapid Transit route along Stockton Boulevard that will include a bus only lane for 4.5 miles. The project has already been awarded over \$5 million in SACOG funding.
9. In an effort to better connect with our community and riders, SacRT launched the "SacRT in the Community" blog to tell positive stories about our riders, community partnerships and staff.
10. Unveiled SacRT's new BusTracker app to track buses in real time. Riders can sign-up for texts and email notifications as well as subscribe to specific routes and bus stops.
11. Expanded two SmaRT Ride Zone in September 2022. Increased the Elk Grove Zone to provide better connections to fixed route service and expanded the North Sacramento zone to provide service to VA medical clinic at the McClellan Business Park.
12. Partnered with the Sacramento Public Library Authority to launch the nation's first Rolling Library Train. The brightly decorated train promotes riding, reading and the Library of Things.
13. Supported the region by providing transportation assistance for major community events such as the Aftershock Festival, Golden Sky Festival, California International Marathon, and Folsom Pro Rodeo to name a few.
14. Teamed up with Sacramento County to provide free rides system-wide to vote center and ballot drop box locations across the Sacramento region to help Drive the Vote in November 2022.
15. Worked with Assemblymember Ken Cooley to successfully pass enabling legislation changes to improve efficiencies and remove outdated provisions.
16. Celebrated one year of SacRT GO supplemental service with UZURV, and hosted SacRT GO Open-houses to hear feedback from riders.
17. Continued SacRT's Social Equity Program to connect individuals living along SacRT's right-of-way and transit facilities with regional services by partnering with local jurisdictions and non-profits.

18. Completed a successful third cohort of SacRT's Transit Academy, educating over 30 individuals on our system and services.
19. Continued the RydeFreeRT fare-free for youth program, now into its fourth year. Student ridership is approximately double what it was pre-pandemic with an estimated 3.5 million rides over the year, demonstrating the vital need for fare-free transit service.
20. Successfully leased office space at 1102 Q Street to free up property along 29th Street and improve administrative functions.
21. In response to a national workforce shortage, SacRT continued creative hiring initiatives, such as in-person hiring events, which resulted in better than industry average in filling vacancies. SacRT is only short about 2% of its workforce, while the industry average is above 15%.
22. Successfully transferred project ownership of the Downtown Riverfront Streetcar/Light Rail Small Starts Project to SacRT, positioning it for further federal funding through the Capital Investment Grant Program.
23. Launched and promoted a wide variety of initiatives to promote Diversity, Equity and Inclusiveness in the agency and intensified training and workforce development activities.

Awards

- 2023 APTA First Place AdWheel Award for Best Marketing and Communications to Highlight Transit Needs/Funding
- 2023 APTA Rail Safety Certificate of Merit Award
- 2023 California Association of Public Information Officials Epic Award for Rolling Library Train
- 2022 Federal Transportation Security Administration's Gold Standard Award for System Security
- 2022 APTA First Place AdWheel Award for Best Partnership to Support Ridership
- 2022 APTA First Place AdWheel Award for Best Special Event to Support Ridership

Although I have covered a lot in this letter, the details of SacRT's accomplishments are outlined in the attached FY23 GM Goals and Accomplishments.

In closing, I would like to express my sincere appreciation of the Board's continued strong leadership, and our highly collaborative team of SacRT professionals, our union partners, our funding partners our stakeholders and the community for working together to find successful solutions to make the Sacramento region a better place to work, live and play, no matter how big or small the challenges we are facing.

With gratitude,



Henry Li
General Manager/CEO
Sacramento Regional Transit District

Attachments:

1. FY23 GM Accomplishments
2. The Year in Pictures
3. FY23 Strategic Plan Q1-Q3 Performance Scorecard
4. FY24 GM Performance Objectives and Goals



Sacramento Regional Transit District (SacRT) General Manager/CEO Fiscal Year 2023 Performance Accomplishments


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 2023. Performance objectives, goals or expectations address progress toward SacRT Board adopted goals and execution of our strategic vision.




As SacRT celebrates its 50th anniversary this year, it provides the opportunity to reflect on the impact of the mission, vision and values. SacRT is poised not only to serve Sacramento better as a leading mobility provider, but to be a social and economic justice leader and a champion in fighting climate change. The report below provides additional details on SacRT's purpose-driven work and strategic accomplishments over the last year.



SacRT Major Performance Goals and Accomplishments in Fiscal Year 2023 (As of May 2023)



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 not only implementing industry best practices, but raising the bar to ensure operational excellence for the Sacramento region.




PERFORMANCE GOALS	FY23 ACCOMPLISHMENTS	STATUS
<p>1. Financial Services Modernization – Leverage our technology systems to deliver a better employee self-service experience for payroll related requests, employee benefits, access to information, updating personal information, and reducing or remove paper processes. Create efficiencies and continue to attain clean financial audit results by reviewing internal processes, evaluating current procedure efficiency, identifying opportunities for improving, creating a roadmap for changes, and implementing changes to modernize and create more efficient procedures agencywide.</p>	<p>In February 2023, Moody's Investors Service published a research report on the financial status of California's transit agencies and found that SacRT has an A2 financial rating, one of the most favorable outlooks of any agency. The report noted that SacRT "will add to already sound operating liquidity by the end of fiscal year 2023, providing additional cushion to weather operating headwinds from potential sales tax volatility as the economy cools, rising expenditures especially from labor costs, and the end of federal pandemic aid, which officials plan to spend down by fiscal 2025."</p> <p>In March 2023, the SacRT Retirement Board held a Special Retirement Board meeting focused on the status of SacRT's pension plans. Over the last 10 years, the three pensions' funded ratios increased by more than 10%, and it is anticipated that over the next five years, all ratios will be over 85%, and in 10 years, by 2032, all three ratios will be 100%. This is due to great pension management policies and diligent practices by staff, consultants, and the Board.</p> <p>The Finance team continues to reconfigure and streamline the SAP system and internal processes to improve the participant data, expanded internal controls, incorporate contract changes timely, and enhance communications with members. Significant reconfigurations this fiscal year have included updating systems for new ATU Elk Grove and AFSCME Supervisor CBAs; updating MCEG, MCEE, and OE3 new hire pro-rated floating holiday accruals; implementing Defined Contribution Changes Negotiated for Elk Grove IBEW Employees.</p>	
<p>2. Grant Project Coordination – Strategically identify and secure additional funding to support critical projects throughout the agency. Implement strong internal controls to provide robust project monitoring, oversight, and compliance. Recruit and develop staff to provide consistent project</p>	<p>In August 2022, SacRT was awarded \$30 million in state funding from California State Transportation Agency through the Transit and Intercity Rail Capital Program (TIRCP). Of that, \$24 million will go directly to help purchase an additional 8 new low-floor light rail vehicles. SacRT has secured funding to support the purchase of 44 new vehicles, with the goal to purchase up to 76. An additional \$5 million grant will support connectivity and planning at Sacramento Valley Station (SVS) to prepare for future development at the</p>	

<p>management support and customer service to project managers to promote completion of projects in a timely and efficient manner.</p>	<p>Railyards, and \$1.5 million for contactless fare payment devices onboard buses and light rail vehicles.</p> <p>In May 2023, SacRT was successfully awarded the first ever Federal Transit Administration (FTA) Railcar Vehicle Replacement Program grant, securing \$45.1 million to support the purchase of 16 additional new low-floor light rail vehicles from Siemens in South Sacramento. The program was created by the President’s Bipartisan Infrastructure law, and only six awards were made nationwide.</p> <p>SacRT’s federal delegation, Senator Alex Padilla and Congressmembers Doris Matsui and Ami Bera championed the application and all three of them have submitted community project funding requests to support SacRT’s transition to a low-floor light rail fleet. In December 2022, Congressman Bera successfully secured \$3.7 million to support station conversions on the Gold Line as part of the federal omnibus package. This fiscal year, Congresswoman Matsui will be championing an additional \$5.5 million request to help complete the construction of the Dos Rios Station in the River District. In total their project funding requests were more than \$14 million. SacRT looks forward to working with them as these requests make their way through the appropriations process. Funding the project is a big undertaking, and as the federal government begins its Fiscal Year 2024 appropriations process, SacRT is thankful for the strong support of our federal delegation.</p> <p>To date, SacRT has secured more than \$350 million for its Light Rail Modernization Project, which includes the purchase of new low-floor trains, modifications to station platforms and adding a passing track to provide 15-minute service to Folsom area stations. SacRT previously purchased 28 new low-floor light rail trains from Siemens Mobility and has a contract to order up to 76. As delivery of the vehicles roll in each month, the trains are currently undergoing a phased testing process before they can be put into service, which is expected to take place summer of 2024. With the order of an additional 16 new low-floor trains, SacRT will have 44 new low-floor vehicles on order or already delivered, which is close to two-thirds of all the vehicles needed to operate on Sacramento’s light rail system.</p>	
<p>3. Community Bus Service System Optimization – Provide innovative public transit projects to increase customer access to public transportation for essential travel, especially in disadvantaged communities. By engaging with community partners in projects, SacRT can increase community awareness of its service and boost ridership. Fully funding and staffing programs will increase system reliability, improve the customer experience and provide a convenient, efficient, and easy to use service.</p>	<p>In January 2020, SacRT switched its microtransit software provider to Via and expand the SmaRT Ride service, an on-demand transit service for Sacramento residents. The Sacramento Transportation Authority (STA) awarded SacRT \$12 million in grant funding to help expand microtransit to communities throughout the region. Since January 2022, Via reported that there have been over 250,303 completed rides using the SmaRT Ride app, 85% of riders accepted the ride proposal on the app, the average wait time was 28 minutes, for an average trip duration of 11 minutes, with an average rider rating of 4.9 out of 5 points.</p> <p>In August 2022, SacRT expanded two SmaRT Ride zones to increase the Elk Grove zone to provide better connections to fixed-route service and expanded the North Sacramento. The Elk Grove service area was expanded to include a direct connection to bus route E113, Elk Grove High School, Elk Grove Library, Elk Grove Adult Education Center, Elk Grove Food Bank, Old Town Plaza, Elk Grove Regional Park, and several Elk Grove grocery stores. The Natomas-North Sacramento SmaRT Ride expansion included McClellan Park, serving the VA Medical Clinic and businesses in the southwestern part of McClellan Park. The expanded service areas provide a new direct connection to important education and health resources as well as several grocery stores in the area.</p>	



<p>4. Independent Operational Process Evaluation – The Internal Audit Unit will continue to provide an independent and objective assurance and consulting activity that assists leadership with improving SacRT operational efficiency, comply with applicable laws and regulations, and accurately report organizational activities to stakeholders. Results of engagements conducted will be delivered by way of audit reports that are supported by necessary documentation substantiating professional opinions given.</p>	<p>The Internal Auditor oversaw the conclusion of the 2022 Federal Transit Administration's (FTA) Triennial Review, including coordinating staff participation and documentation, providing guidance and clarity related to the review process and document submission. The FTA was pleased with the program progress, and SacRT will continue to make improvements to all areas, from operations to internal policies and protocols.</p> <p>Staff is reviewing the draft report for the 2022 Triennial Transportation Development Act (TDA) Performance Audit, which requires regional transportation planning agencies, California Department of Transportation (Caltrans), to conduct triennial performance audits of transit operators that are allocated TDA funding.</p> <p>The Auditor performed a variety of internal audit reports and assisted on the Annual Comprehensive Financial Report (ACFR), to be presented as required to the Board as part of the Internal Auditors annual report.</p>	
<p>5. Information Technology Business Strategic Alignment – Strategically align agency information system with business goals to ensure the confidentiality, integrity, and availability of IT resources. Continue to eliminate technical debt through leveraging previously unused functionality in existing systems, upgrades to existing systems and/or the implementation of new systems. Leverage IT Service Management (ITSM) to manage all aspects of IT Service delivery and ITSM data to improve internal IT processes including customer outcomes, and project delivery.</p>	<p>In 2022, SacRT began a project to replace Digital Messaging Signs (DMS) equipment throughout the SacRT rail system to improve their state of good repair. The program replaced the existing DMS with modern LCD style signage as well as implemented digital content management systems making it easier to communicate with the new signs as well as integrate them with the Public Address (PA) system at the stations. The program transitions the information communicated to passengers at light rail stations from mainly static schedule information to a real time capable systems. The DMS and PA systems in light rail stations are vital for providing passengers with important service information and notices. These systems are especially important for passengers with disabilities who rely on them for accurate information.</p> <p>When the project began in July 2022, approximately 51% of the DMS signs were down due to supply chain issues for spare parts, frequent vandalism, and outdated technology. By May 2023, only 5-8% of DMS signs have experienced issues. Staff are working on a proposal to address the remaining issues and upgrade and replace older light panels. In May 2023, SacRT was awarded a \$8.5 million grant toward the \$17 million needed for DMS sign upgrades and modernization throughout the system to further improve passenger experience with better information, digital advertising, and Wi-Fi on board light rail trains.</p> <p>IT staff have also been instrumental in the transition to the new office space at 1102 Q Street and 1225 R Street. Staff have identified and procured equipment for the new offices, extended server room run-time, and performed audits on all workstations and conference rooms prior to move in.</p> <p>At the same time IT staff have reduced open tickets by about 40% since the beginning of the fiscal year, updated internal processes, and improved project management.</p>	
<p>6. Infrastructure Improvements and Expansion – Successfully manage projects to modernize and expand the transit system to provide greater value to the community and better service to the region. Recruit and develop</p>	<p>Last year, SacRT launched the Light Rail Modernization Project, the biggest upgrade in the history of the light rail system. This project will modernize the light rail system with new low-floor light rail vehicles (LRV), updated station platforms and add a "passing track" in Folsom to provide 15-minute service to Folsom area stations. To accommodate a new fleet of modern and easy to use "low-floor" light rail vehicles, which will be ready for passenger boardings starting in</p>	


<p>staff to meet all technical capacity requirements for federal grants. Identify additional capital funding sources in coordination with Grants, monitor schedule timelines, and align cost recovery for engineering labor to ensure efficient project delivery and fiscal best practices.</p>	<p>2024, SacRT is modifying station platforms on the Gold Line. Station modifications will take place on the Blue Line once additional funding is identified.</p> <p>The first phase of construction work is currently underway to modify 14 light rail stations between 59th Street and Sacramento Valley stations to accommodate the height requirements for the new low-floor light rail trains. A total of 48 additional station platforms, 15 Gold Line stations between University/65th Street and Historic Folsom stations, and 19 Blue Line stations, will still need to be modified in the next phase of construction, which is awaiting additional funding.</p> <p>As part of the Light Rail Modernization Project, construction on Gold Line stations is underway to meet the height requirements of new low-floor light rail trains. Bus bridges were implemented to allow construction crews to work safely, and for riders to safely continue to travel between the affected stations. To minimize impact to riders, the bus bridges only take place during weekends.</p> <p>Construction for the Folsom-15 passing track is expected to break ground in summer 2023 and be completed by spring 2024. Upon project completion, trains will arrive in, and depart from, Historic Folsom Station every 15 minutes.</p>	
<p>7. Light Rail Safety and Service Reliability – Delivering consistent service and increasing system reliability to improve customer satisfaction and better provide light rail service to get people where they want to go, when they want to go. Actively recruiting and developing staff to ensure we are meeting performance targets, being good financial stewards, and proactively managing workloads to improve employee morale and promote safety best practices.</p>	<p>The Light Rail Modernization Project started in full force last year and staff are in the process of updating the light rail network and preparing the new low-floor light rail vehicles, updated station platforms, and a “passing track” in Folsom. Modifying the existing light rail stations to accommodate the new low-floor trains not only impacts the station being modified, it impacts some of the surrounding stations as well. Riders are notified in advance about upcoming service disruptions. Shuttle buses (bus bridges) have been in place to transport riders between the affected stations during the closure. So far, through internal coordination efforts, station conversion has been running smoothly with minimal disruption to customers by implementing intermittent weekend work.</p> <p>To improve on-time performance and availability of the light rail system, the team has focused on recruitment and training efforts, managing day-off work, and revised the attendance control policy. Since 2022, absences have decreased by 5% year over year. By creating more efficient schedules, overtime has been reduced by 170 hours a week. Working closely with Human Resources and Bus Operations, Light Rail is approximately 95% fully staffed, and will have three additional recruits in Q4.</p>	
<p>8. Light Rail System Performance Improvements – Supply operations and customers with clean, reliable light rail vehicles that are ready for service to improve customer satisfaction and deliver community value by delivering consistent service. Review processes for opportunities to reduce task times to better plan proactive maintenance and repair projects, increase system efficiency, and improve performance through state of good repair. Ensure that preventative maintenance targets and spare</p>	<p>The end of 2022 and beginning of 2023 brought unprecedented wet and stormy weather. Unfortunately, high winds and rains presented a variety of challenges to the Sacramento region in terms of power issues, downed trees, flooding and road damage. SacRT staff worked tirelessly to keep the system operational during these storms to help get our riders to their destinations all while ensuring safety is a top priority.</p> <p>SacRT experienced significant damage to its light rail infrastructure with 36 grade crossing arms at 27 grade crossing locations completely damaged by strong winds. As a safety measure, and per regulatory requirement, SacRT canceled train service at those location and used bus bridge service to transport riders between stations during the disruptions. Additionally, due to SMUD power outages affecting multiple areas where light rail service operates, SacRT was unable to provide power to the overhead contact system</p>	


<p>ratios are met to support required vehicle availability for consistent daily pullout.</p>	<p>to energize trains, which further exacerbated the situation. Although the system experienced significant infrastructure damage, the light rail maintenance and operations crews worked around the clock, for several days, responding and making repairs as quickly and safely as possible. As a result, SacRT was able to restore the system to normal within a few days and complete an average of 97.4% of the daily scheduled light rail trips in January, even with the historical weather event.</p>	
<p>9. Proactive Facilities Maintenance Planning and Implementation of CMMS – Initiate process modernizations by fully implementing modern computerized maintenance management system (CMMS) and develop procedures to capture all work through the system. Accurate data tracking and reporting will enable the department to make proactive maintenance decisions, identify efficiencies in work assignments and budgeting, and improve outcomes with internal and external customers. Support the agency during transition to new administrative campus facility to ensure move is well structured, organized, and parts and inventory are appropriately tracked so employees have the equipment needed to successfully complete their work.</p>	<p>This spring, Facilities moved into a new building at 2710 R Street, implemented a new shift schedule, updated facilities parts storage, and are building out and testing an updated CMMS. Having all staff in one location has improved morale, reporting processes, and streamlined communication and storage.</p>	
<p>10. Procurement Procedure Efficiency – Guide internal customers through the procurement process to ensure that SacRT follows written procurement procedures, policies, and laws. Incorporate additional measures and continue communications with internal customers to reduce procurement processing times and avoid unnecessary delays in the process. Continue to do training with internal customers and procurement staff to build skills and understanding of the procurement process. Compare independent cost estimates to incoming quotes/bids to determine potential cost savings when seeking full and open competition through broader outreach using the e-procurement system.</p>	<p>SacRT successfully updated its Procurement Ordinance, following the passage of AB 2015, to increase the authority of Director, Procurement Services for approving contracts, increased goods threshold from \$100,000 to \$125,000 (requiring 3 quotes), and included the ability to delegate authority to approve certain IT agreements. Subsequently, the Procurement team is updating standard operating procedures and procurement policy manuals to incorporate and interpret the changes in the ordinance. The team also updated solicitation boilerplates to allow the reopening of a solicitation for bidding (after the bid due date) when no bids are received or when no responsive bids/proposals are received, and the ability to extend a bid/proposal validity period even after it expires if bidders/proposer agrees to hold its prices. These process changes improve efficiency, expedite processes, and streamline procurements at SacRT.</p> <p>As part of the ongoing Admin Campus move to 1102Q Street, Procurement staff have quickly processed hundreds of purchases, contracts, and POs to successfully build out and move our staff into the new offices.</p> <p>Procurement staff continues to incorporate best practices from the California Association of Public Procurement Officials (CAPPO) for public works, RFP/evaluation process, IT agreements, prevailing wages, and general public procurement practices, as well as network with other public agencies to learn about their procurement processes, which, if adopted, will help streamline SacRT's processes.</p>	

<p>11. Reduce Risk and Liability – Promote a culture of employee engagement and risk awareness by better identifying and responding to prevention and mitigation opportunities. Successfully implement risk management information system (RMIS) and update risk program processes to improve efficiency, consistency, and reliability of data, prevent adverse loss, and reduce liability for the agency. Improve record management and integrity for long-term document retrieval and consistency with District retention schedule.</p>	<p>The Risk team has made great progress on updating programs and reviewing processes to reduce risk and liability for SacRT. In January 2023, they successfully updated procedures on light duty modified work assignments for employees temporarily disabled from performing their usual and customary duties. This procedure is intended to allow employees to maintain a healthy, productive, and safe work environment while recuperating from an injury or illness. The changes have resulted in improved participation from departments and better outcomes for employees. The Risk team performed a comprehensive review of Title V and has identified several areas where improvements can be made to improve claim processing.</p> <p>In 2023 courts have opened back up post covid, creating an increased workload for the Risk team as they clear out a backlog of settlements and claims. Risk analysts have been doing working hard on resolving claims in a fair and reasonable manner while protecting SacRT's fiscal sustainability.</p>	
<p>12. Safety Risk Identification & Assurance – Provide data information and analysis on safety risk reduction, ensure audit compliance, and safety promotion through employee training. Continuing to perform ongoing proactive inspections to improve safety outcomes and system reliability. Through ongoing monitoring and completion of corrective actions SacRT will be able to provide better, more reliable service to customers.</p>	<p>The Safety department has completed the 2021 FTA/CPUC required internal audits and are being sent to the CPUC. The calendar for the next three-year cycle has been completed and audits started.</p> <p>In 2022, Safety assumed inspections for all SacRT buildings and began creating thorough documentation and inspections of each facility. Additional preparation is being made for the addition of the four new office suites at Q Street and the Facilities building on R Street.</p> <p>Over the current fiscal year, the Safety department has completed the following periodic inspections of facilities with external agencies: State/County UST inspections & testing (Metro); StateCounty UST inspections & testing (BMF); CARB Inspection (Metro); Cal-OSHA Complaint (Metro); Insurance Broker Inspection (Metro, MHRF, Wayside); Insurance Broker Inspection (BMF II); City Code Compliance/Facilities at Florin Station.</p> <p>The team continues to support the Safety Inspection and Certification Process for various projects and has been providing construction oversight support for 19 projects related to the Light Rail Modernization Project, including station conversion and weekend work requiring the safety team to be onsite for inspections and oversight.</p>	
<p>13. Transitioning Forward with Budget Processing – Transition the Office of Management and Budget data and reporting to modern budgeting tools to increase access to meaningful data for key decision makers at the agency. Provide information that is readily available, easy to understand, and enables managers to make better data-based business decisions and improve processes and outcomes across the agency.</p>	<p>In January 2023, the Budget team rolled out a new reporting dashboard on Microsoft PowerBI to all departments. PowerBI is a collection of software services and connectors that work together to turn unrelated sources of data into coherent, visually immersive, and interactive insights. Staff have been able to gain data insights from colorful and compelling visuals instead of just lists and tables in Excel.</p> <p>Because this is hosted in the Microsoft cloud, PowerBI enables staff to work from the same dashboards and reports from any browser in real time. Management staff can use this to further explore data by looking for trends, insights, and other business intelligence.</p>	

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 ridership, demonstrate 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.

PERFORMANCE GOALS	FY23 ACCOMPLISHMENTS	STATUS
<p>1. Government Contracting Equity Civil Rights Programs – Operating SacRT’s Disadvantaged Business Enterprise (DBE) Program in good faith and in accordance with federal requirements. The primary goal and objective of the DBE program is to level the playing field on federally-assisted transit contracts and subcontracts relating to SacRT’s construction, procurement, and professional services activities. Benchmarking against and collaborating with other agencies to ensure that SacRT is aligning with industry best practices. Ensuring on time reporting of DBE participation and overall DBE goal setting documentation to the Federal Transit Administration (FTA). Collaborating with staff and contractors to implement the requirements of SacRT’s DBE and SBE/LBE Programs. Coordinating and improving vendor outreach and education so that applicants from the DBE and small and local business community can successfully compete for contracts with SacRT.</p>	<p>SacRT’s DBE Program is in full FTA compliance and is performing in good faith. SacRT had no findings in the DBE area during the 2022 FTA Triennial Review. Staff continues to innovate and find new ways to strengthen the program and expand its outreach efforts. Staff have promoted the DBE and SBE/LBE programs at a wide variety of in-person and virtual outreach events. SacRT also offers free webinars for potential vendors to share “How to Do Business with SacRT.” The webinars are presented in partnership with the California Capital Procurement Technical Assistance Center (PTAC). As a result of these and project/solicitation-specific outreach efforts, SacRT has been in contact with well over 300 vendors this fiscal year and had over 300 new vendors register with PlanetBids. SacRT receives positive feedback and appreciation from vendors following these events.</p> <p>Staff has successfully updated the SAP vendor database with SBE and LBE data, which will allow for reporting on awards to SBE and LBE vendors. Staff dedicated months of time and effort to search the Department of General Services SBE database to identify which of SacRT’s 2,621 California vendors are certified SBEs, identified the California County in which each business resides to determine which of the 2,621 California vendors qualify as LBEs, and entered the resulting data into each of the affected SAP vendor records. The SBE/LBE Program Document will be updated in 2023.</p>	
<p>2. Governmental and Community Relations Development – Continue to raise the agency’s profile throughout the community to demonstrate the impact additional funding would have on the transit system and region. Work to leverage the historic amounts of funding available to transform the system infrastructure to expand service for riders while addressing the equity and climate needs of the Sacramento region.</p>	<p>SacRT thanks its federal delegation for championing infrastructure investments and public transportation in our region and their work to pass the House of Representatives six-bill FY23 minibus appropriations package. As part of the omnibus, Congressman Ami Bera was successful in securing \$3.6 million to support the SacRT light rail modernization project, including the renovation and upgrades of four light rail stations to support the new low-floor vehicles. The community project funding, or federal earmark, will support the modernization of the light rail system to increase reliability, encourage transit ridership, and improve accessibility by installing low-floor trains.</p> <p>In August 2022, Governor Newsom signed AB 2015 (Cooley), which cleaned up SacRT’s enabling legislation deleted obsolete provisions, and increased the solicitation threshold for supplies from \$100,000 to \$125,000.</p> <p>In the current 2-year state legislative session, SacRT has sponsored two separate pieces of legislation this cycle. Assemblymember Stephanie Nguyen has introduced AB 354 to update SacRT’s Enabling Legislation to add a Board seat for the City of Elk Grove following Board approval in March. Assemblymember Kevin McCarty has introduced AB 1052 that</p>	



	<p>would update our authority to place a tax measure on the ballot. Specifically, it would allow a jurisdiction within SacRT's boundaries, such as the city of Sacramento, to tax itself to benefit SacRT. These bills have passed out of Committee and are currently moving through the legislative process.</p> <p>SacRT partnered with the Sacramento Municipal Utility District (SMUD), and GiddyUp EV, Inc. to install high-speed electric vehicle chargers at the Power Inn light rail station. The new charging station hub will be fully networked and integrated and would use underutilized parking spots in the station parking lot. The new charging hub is anticipated to go live in June 2023 and be one of the largest charging hubs in the state when fully equipped. The goal is to serve SacRT ridership, the local community, and local commercial fleet operators with easy and fast EV charging. GiddyUp EV is financing the purchase and installation of the fastest DCFC/Level 3 chargers in the industry, which will have the ability to recharge light and medium vehicles simultaneously in minutes compared to hours-longer than a normal plug-in charger. The site will initially offer 10 Level 3 High Speed Chargers (175kw) – with the potential to expand the site for up to 20 Level 3 chargers. The site will also offer two charging stations that are designed to accommodate large fleet vehicles (up to the size of a City bus or Semi-tractor)..</p> <p>SacRT continued the 4 Agency Collaborative work (SacRT, SACOG, Air Quality District, SMUD) by creating together the Sacramento Region Zero Carbon Transportation initiatives. The 28-page Zero Emission Vehicle (ZEV) Deployment Strategy is a coordinated regional approach to improve air quality, reduce greenhouse gas emissions, abate exposure to toxins, adapt to a warming planet, and promote efficient mobility. The plan includes detailed focus on transitions SacRT's fleet of ZEV buses in the coming years.</p>	
<p>3. Innovative Planning and Project Delivery – Successfully lead district planning initiatives to increase access to public transit and mobility options in the community. Further improve the current system by identifying existing needs, supporting funding and real estate opportunities, and prioritizing projects to make sure rider experience is best in class. Coordinate with local, state, and federal partners will enable SacRT to continue to move riders where they want to go when they want to go by improving service, while addressing the equity and climate needs of our community.</p>	<p>In 2022, SacRT partnered with Civic Thread, a local non-profit planning and advocacy organization, to complete a Bus Stop Improvement Plan for SacRT's service area, which includes the cities of Citrus Heights, Elk Grove, Folsom, Rancho Cordova and Sacramento, and Sacramento County. The plan, finalized in March 2023, created a comprehensive list of necessary and desired improvements to bus stops, amenities, and supporting pedestrian infrastructure. This will help SacRT focus the plan on areas with the greatest needs and pursue funding opportunities. Several workshops, walk audits, and a community survey enabled respondents to rate the bus stops in their area. The plan includes a comprehensive list of necessary and desired improvements to bus stops throughout SacRT's service area and identifies over \$65 million worth of improvements to 630 bus stops out of over 3,100 systemwide. With the plan, SacRT is now well positioned to apply and secure grant funding to implement these improvements.</p> <p>In 2021, the City of Sacramento completed a long-term Stockton Boulevard Corridor Study that created a conceptual layout of Stockton Boulevard based on community goals. This project addressed safety and mobility along Stockton Blvd through multimodal improvements and builds upon SacRT's 2020 Stockton Boulevard Conceptual Plan</p> <p>In April 2023, SacRT began working on a Stockton Boulevard Bus Stop Implementation Plan and survey, which is studying bus</p>	



	<p>stops along Stockton Boulevard, SacRT’s highest ridership corridor, to support existing ridership and encourage new ridership by making transit service along the corridor more accessible and equitable, and by providing greater mobility to underserved communities. Through this effort, SacRT is identifying projects at existing bus stops along the Stockton Boulevard from Alhambra Boulevard to Elsie Avenue to improve safety, accessibility, and ridership along Stockton Boulevard.</p> <p>This project will be SacRT’s next major service evolution, that will operate on the region’s busiest corridors. Buses will operate in their own right-of-way, separated from cars, and will have signal priority at intersections. SacRT has partnered with the City of Sacramento and Sacramento County to pursue a BRT route along Stockton Boulevard that will include a bus only lane for 4.5 miles. The project has been awarded over \$5 million in SACOG Transformative Category funding.</p> <p>SacRT is also in advanced planning for a streetcar line over the Tower Bridge into West Sacramento that will better connect the two cities. SacRT has most, but not all, the funding needed for the project. October 2022, SacRT officially took ownership of the streetcar project following the dissolution of the Joint Powers Authority.</p>	
<p>4. Marketing Strategies for Customer Engagement – Continue to engage with customers and members of the community to raise awareness of SacRT services, the benefits of public transit, and increase ridership. Create promotional materials that enable staff and riders to feel more confident using our system and services with engaging videos and hands-on workshops. Collaborate with community partners to connect and engage with riders at a variety of community events, festivals, and promotions.</p>	<p>In August 2022, SacRT partnered with the Sacramento Public Library Authority to launch the nation’s first Rolling Library Train. Sacramento Public Library is the fourth largest library system in California with 28 locations serving 1.4 million urban, suburban and rural residents. In addition to lending books, Sacramento Public Library offers services and programming focused on early learning, technology, and education and is committed to providing Sacramento communities with welcoming community spaces.</p> <p>The brightly decorated train promotes riding, reading and the Library of Things. This is the first time the interior of a SacRT light rail train has been completely reimaged to provide an immersive experience. The interior of the train is filled with artwork on the walls and seatbacks that resemble books on shelves. Riders can find hidden gems on those bookshelves featuring QR codes to free downloadable materials from the Sacramento Public Library. The rolling library train travels on both the Blue and Gold light rail lines. Within the first two weeks of launching the train, the Sacramento Library experienced a significant increase in online access using the QR codes.</p> <p>In October 2022, in celebration of California Clean Air Day, SacRT offered a week of systemwide free rides during the first week of October 2022 between Saturday, October 1 and Friday, October 7, 2022. The free rides included fixed-route bus (including Airport Express, Causeway Connection, Elk Grove, and Folsom), light rail, on-demand SmarT Ride shuttles, SacRT GO paratransit service, and e-van service. Total ridership for the week was 335,041 systemwide, up approximately 21% over the prior week.</p> <p>In December 2022, SacRT launched its new SacRT BusTracker app allowing riders to track buses in real-time using global positioning system (GPS) technology to provide arrival times and locations of our buses. It can be accessed on a smartphone, tablet or computer to view real-time stop predictions to better</p>	



	<p>plan trips on the go. Riders can also sign-up for texts and email notifications as well as subscribe to specific routes and bus stops.</p> <p>In summer 2022, in an effort to better connect with the community and riders, SacRT launched the "SacRT in the Community" blog to share positive stories about riders, community partnerships, and staff.</p> <p>In fall 2022, SacRT started the process for developing a new brand identity and logo as part of a long-term marketing strategy. The goal of the project is to modernize SacRT's brand and increase visibility by helping riders and community members better identify vehicles and all the services provided through consistent imagery. This is especially important as the delivery of the new modern new low-floor light rail trains arrive. During the course of the project, which is expected to take place through the end of 2024, the Marketing team will continue to actively engage with SacRT employees as well as community members to seek input. During this process, SacRT temporarily transitioned to use a 50th anniversary edition of the logo.</p> <p>April 1, 2023, marked SacRT's 50th anniversary of operation, and has been celebrating this important milestone by looking back at its rich history and celebrating what is still to come. SacRT has played an integral role in generations of Sacramentans and has been woven into the fabric of daily life across the Sacramento region. The celebration included hosting celebratory pop-up events at different transit centers and stations across the region during the month of April to thank customers, and it rolled out a special 50th Anniversary edition bus and train that will be in service through the end of the year.</p> <p>SacRT's Marketing team has won a couple of awards in 2023. The national 2023 APTA Adwheel First Place Award for the Best Marketing and Communications to Highlight Transit Needs for SacRT's Citizen's Transit Academy, a free five-class course designed to educate and engage residents, business, and community leaders about SacRT's planning process and how public transit shapes communities. Since launching in 2019, over 100 people have graduated from the class. The Marketing department also received the 2023 California Association of Public Information Officials (CAPIO) Epic Award for the Rolling Library Train. CAPIO is a statewide organization for Public Sector Communicators.</p>	
<p>5. Property Management and System Support – Monitor and track use of SacRT property to improve agency operational efficiencies, transit ridership generation, as well as economic, health, safety, quality of life, and environmental impacts of projects. Acquire additional property for system and agency needs. Dispose of surplus property not needed for agency operations. Identify ways to generate revenue from property that would contribute to transit improvements. Show that SacRT is leading toward better economic and</p>	<p>In 2022, SacRT began implementing the plan to have a new headquarters (HQ) building to replace the current half-century old campus located at 1400 29th Street to improve operational facilities and the work environment for all employees by temporarily leasing office space at 1102 Q Street until SacRT can find or build a suitable and permanent location for all staff. This cost saving move will allow SacRT to downsize its office footprint and potentially provide the opportunity to sell some of its properties, which will significantly help fund a long-term HQ plan. The location of the leased space at Q Street was chosen for several factors, including its proximity to city, county and state government office centers; it's around the corner from SacRT's Customer Service and Sales Center, and just steps away from the 13th Street Station with easy access to all three light rail lines and downtown buses.</p>	


<p>community benefits through real estate projects that positively impact transit ridership and contribute toward improving community value and support in the region.</p>	<p>SacRT is helping address the area’s housing crisis by helping create “transit-oriented” neighborhoods next to light rail stations. In October 2022, SacRT and the Martin Group celebrated the grand opening of the Wexler, a new student housing transit-oriented development (TOD) project located adjacent to the University/65th Street Transit Center, one of SacRT’s busiest transit centers and light rail stations, which is utilized by more than 40,000 light rail riders and 30,000 bus riders per month, and just steps away from nearby retail centers. This TOD project now provides housing for more than 750 students in a village-like locale less than a block south of Sacramento State and just steps from nearby retail centers. . The strategic, transit-oriented location also affords residents easy connectivity to the surrounding Sacramento region.</p> <p>SacRT will soon partner with developers to build a light rail station and public space serving the new Mirasol Village affordable housing project near downtown with 489 affordable, workforce, and market-rate units in the River District.</p> <p>In February 2022, SacRT and the Friends of Light Rail & Transit launched an effort to rescue some of the last remaining historic trolleys stored by SacRT, ranging in vintage from 1909 to 1929. Streetcars once ruled the roads in Sacramento, taking thousands to work daily and helping give birth to the region’s first suburbs. As times changed, they eventually disappeared, ceding the streets in the post-war 1940s to private automobiles and buses. SacRT worked closely to transfer the shells to the Bay Area Electric Railroad Association, which restores trolleys and displays them at their Western Railway Museum in Suisun City.</p> <p>As part of SacRT’s Station Activation Program, a number of partnership activities occurred in the past year including the Mills Art Center monthly concerts and food truck events in the station plaza; Plate It filmed competition at Farmer’s Market at Sunrise Station; continued to lease lots to contractors for construction staging (revenue generating); Urban Land Institute (ULI) Building Healthy Communities Committee 24th Bypass Park activation event; and the Monthly Farmer’s Market at Sunrise Station totaling 6,100 attendees a quarter.</p>	
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CUSTOMER SATISFACTION – Ensuring that SacRT customers have access to high quality mobility options that they actively and increasingly use is a priority. 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.




PERFORMANCE GOALS	FY23 ACCOMPLISHMENTS	STATUS
<p>1. Bus Maintenance Modernization – Pursue a variety of projects to rapidly and efficiently update and modernize the bus fleet. Successful implementation of these projects will result in decreased maintenance and parts costs, increases in vehicle equipment availability, and allow for proactive maintenance of the fleet. These efforts will enable the maintenance department to deliver a fleet to customers that is clean, safe and reliable.</p>	<p>In 2016, SacRT’s Bus Maintenance department, in partnership with International Brotherhood of Electrical Workers Local (IBEW) 1245 and American River College, received state certification by the Department of Industrial Relations for a Bus Mechanic Apprenticeship Program, the first in Northern California, and is essential to developing our workforce and training future generations of critical mechanics at SacRT. The 36-month program trains individuals to be a journey-level bus mechanic. Students take classes at community colleges and receive on-the-job training. Having trained and qualified mechanics is critical to SacRT’s mission of providing reliable bus service to the Sacramento region. In April 2023, SacRT celebrated the graduation of two Journey Level Mechanics Anthony Bertuccelli and Brianna Harrison, the first female Journey Level Mechanic in the agency’s history. Upon completion of the course, the staff are positioned to become a Bus Mechanic A, which is the highest classification for bus mechanics at SacRT.</p> <p>The Bus Maintenance department is working to create a uniform management process, updating standard operating procedures, revamping the non-revenue vehicle program, updating the fuel credit card program and radio program, creating agencywide procedure updates to streamline processes, increase safety compliance, and reduce risk.</p> <p>In February 2023, the first of two new CNG compressors were delivered and will be fully installed by this summer at the Bus Maintenance Facility 1. This replaces the outdated compressor and will significantly speed up fueling of buses, leading to improved operational efficiency. .</p> <p>In May 2023, SacRT began building and anticipate delivery later this summer of 40 new CNG vehicles to replace vehicles beyond their useful life. These include new vehicles for Sacramento service, Elk Grove service, and UC Davis shuttle service. SacRT also ordered 16 cutaways for SacRT GO paratransit service with expected delivery in late 2023.</p> <p>In November 2022, in coordination with the Training and Workforce Development dDepartment, piloted a training for all employees on “Creating a Respectful Workforce” to create a more inclusive and collaborative work environment for all staff.</p>	
<p>2. Fare Revenue Modernization – Provide timely and accurate reporting data while adhering to all federal standards for reporting District fare revenues and ridership information. Implement new technologies in fare collection to improve rider experiences and service provision while minimizing risk through internal controls. Provide support for innovative fare projects and partnerships and</p>	<p>SacRT continued to see a steady increase in ridership as the region recovers from the pandemic, finishing the 2022 calendar year up 34% over the prior year.</p> <p>Now into its fourth year, the RydeFreeRT fare-free for youth program continues to show strong ridership. Ridership is approximately double what it was pre-pandemic, demonstrating the vital need for fare-free transit service. At the start of the school year in September 2022, student ridership was nearly 325,000. This is almost 50,000 more than any other month since the RydeFreeRT began, and the program has continued to see ridership growth quarter over quarter. In FY23, for the first time</p>	

<p>provide oversight of the Connect Card Regional Service Center for SacRT and the participating partner agencies.</p>	<p>the RydeFreeRT program was fully funded with financial contributions from all jurisdictions. In FY24, the City of Sacramento approved \$1 million in funding in their budget to continue the program and entered a multiyear contract to continue funding the program.</p> <p>In December 2022, the Connect Card project closeout was completed and formally assigned to SacRT from SACOG after 10 years of partnership.</p> <p>In April 2022, SacRT was awarded an LCTOP grant to fund several weeks of free fare programs, including a free ride week in October to celebrate Clean Air Day/Month. .</p> <p>In February 2023, in coordination with Cal-ITP and SACOG, SacRT launched a "tap to pay" program enabling Transit Ambassadors (TAs) to collect fare in lieu of issuing a citation on board light rail vehicles through a cellular app. The TA's and management have been happy with the program, whose main goal is to reduce contentious interactions with customers, reduce citations, and improve customer satisfaction.</p> <p>In spring 2023, SacRT began working with SACOG on joint procurement of new fare collection hardware through a Cal-ITP program. The region was awarded \$2.1 million to buy tap-to-ride hardware for buses for the entire region. These devices will be installed on the SacRT bus fleets.</p>	
<p>3. Improving the Customer Experience – Provide excellent customer service to SacRT employees, riders, and community members by putting the customer experience first in processes and procedures. Respond to customer inquiries in an effective and respectful manner. Train and empower customer satisfaction employees to engage with members of the public in a way that promotes our core values and improves customer outcomes.</p>	<p>The Customer Satisfaction team continues to implement process modernization to improve customer satisfaction and outcomes. In April 2024, Customer Advocacy hours were expanded from Monday-Friday to include weekends from 10am-2pm and will work up to full day coverage once fully staffed. The added support will relieve the workload from weekend supervisors, allow timely response for customers, improve resolution rates, and increase customer satisfaction.</p> <p>SacRT continues to update and optimize its customer service procedures, including creating a new tagging process for our Lost and Found bikes, updating the clean out process for Lost and Found, evaluating storage bins and combining locations to increase efficiency. Customer Satisfaction also revised the internal complaint processing procedures to improve response times.</p> <p>The department has engaged in a variety of training series, which combines both staff development and engagement, and have created monthly Job Aids on topics including: Call Control, Call Transfer Types, etc.</p>	
<p>4. Providing Reliable and Safe Bus Transportation – Increasing system reliability to improve customer satisfaction and better provide bus service to get people where they want to go, when they want to go. Improve staffing levels and workforce development training opportunities to not only provide riders with more reliable transportation and efficient service, but also positively impact employee</p>	<p>While many of industry peers have been forced to suspend routes because of workforce shortage, SacRT has been thankful to maintain 97% service levels due to effective recruitment efforts and dedicated workforce. Bus Operations meets biweekly with Human Resources to continue to enhance hiring efforts, including quarterly in-person hiring events. These have resulted in full classes of 25-30 trainees throughout the fiscal year. SacRT continues to consistently promote and move operators from Community Bus Services to fixed-route Bus Services, and from Bus to Light Rail to ensure staffing needs are met. With the continuous movement, separations, and retirements, hiring efforts will continue.</p>	

<p>morale, promote safety best practices to eliminate and reduce accidents across our system, and keep passengers and operators safe.</p>	<p>The Bus Operations team is actively working to identify hazards and hazard mitigation options to remove and reduce risk throughout service. Part of this involves providing more training opportunities to address incident trends, including focusing on customer service and ADA priority seating areas to align with other priorities. SacRT provides Operators with customer service training in "Professionalism and Customer Service" and "Conflict and Aggression Management." In addition, RTPS officers join supervisor meetings and ride-along on routes to reduce incidents.</p> <p>The Bus Operations team has been promptly responding to the community's needs, especially during the historic winter storms. Storm damage caused significant closure of our light rail system and the team immediately assisted by implementing light rail bus bridges to ensure system connectivity. Over the course of the last couple months, the Bus Operations team has been coordinating with various City and County staff to ensure its most vulnerable residents and unhoused had transportation access to shelters during the storms. SacRT helped move a significant number of individuals to warming shelters throughout the region ensuring they had a safe refuge from the cold, wind and rain. On top of the extra coordination, SacRT was also able to keep cancellations low, despite running bus bridges and having multiple routes impacted by flooding and the weather.</p>	
<p>5. SacRT GO Paratransit Operational Excellence – Further improve SacRT's paratransit service, operational performance, and actively engage with riders and employees as service area expands more broadly in the region. SacRT's focus on operational excellence, efficiency, and reliability will enable SacRT to meet FTA service requirements and improve customer satisfaction.</p>	<p>In July 2022, SacRT celebrated our 2nd Anniversary of SacRT GO, after bringing ADA paratransit service in-house after years of contracting the service out. In April 2023, SacRT celebrated the one year anniversary of contracting with UZURV, a transportation network company (TNC) that provides supplemental paratransit service to help improve service efficiency. To celebrate, UZURV and SacRT GO hosted an open house to hear feedback from riders and answer questions regarding SacRT GO service. Over 70 people attended the in-person event and another handful via Zoom. SacRT heard from riders that they are pleased with the UZURV service and are very interested in the on-time performance.</p> <p>On-time performance has improved with the implementation of the contract with UZURV. March 2023 had the highest ridership for SacRT GO and supplemental service since bringing it back in-house with over a total of 25,994 passengers in March 2023. Not only is this the highest ridership SacRT experienced since Covid, it is back to 82% of pre-pandemic levels. UZURV provided service to 6,226 passengers, their largest ridership number since they've started providing supplemental service and 24% of overall trips.</p>	
<p>6. RTPS & Social Worker Engagement to Improve Safety Along the Right-of-Way – Collaborate, coordinate, and partner with internal staff and external service providers and agencies to address safety hazards along light rail tracks and right-of-way (ROW). By addressing community concerns and system safety risks SacRT can reduce chronic issues and safety hazards across the system and improve outcomes for the unhoused population. Efforts include piloting innovative solutions to provide</p>	<p>SacRT has worked diligently to reduce widespread safety issues of trespassing along the rail right-of-way (ROW) by people experiencing homelessness in the Sacramento community. SacRT has reduced and prevented this major safety occurrence while placing great emphasis on addressing the resource needs of this vulnerable population. To drive safety change in the Sacramento region, SacRT sought an innovative approach to ending and preventing these devastating incidents. The heart of this approach was based on education and outreach to this disadvantaged population through the use of SacRT's Social Service Practitioner, Rosario Arteaga, who holds a Master's in Social Work. .</p> <p>In 2022, SacRT also created a new partnership with Loaves and Fishes to provide track safety presentations using Operation Lifesaver materials to the staff as their site is adjacent to the</p>	

<p>targeted learning opportunities for staff and resources to unhoused riders and community members.</p>	<p>SacRT ROW. Track safety engagement was launched with a focus on unhoused clients living in and along the ROW in July 2022. Between July 2022 and May 2023, 308 unhoused individuals were contacted and provided with information about the dangers of being on the ROW.</p> <p>The social equity first approach has been successful in helping establish a level of communication and trust not usually experienced by law enforcement officers during their contacts. A police officer from Regional Transit Police Services (RTPS) does accompany the Social Service Practitioner when she is working in the field; however, the officer remains in the background as support personnel while conducting client engagement.</p>	
<p>7. Security Support and Customer Service – Provide robust customer service and promote safety and security across our system to improve customer experience. Focus on developing team members and empowering them to better serve the community, improve customer interactions, and reduce customer service reports and complaints. Staff provide continuous and consistent customer service to all passengers and are the first to respond to resolve security issues, support RTPS sworn officer investigations, and provide real time notification to customers via the public address system and Alert SacRT mobile application.</p>	<p>In January 2023, SacRT won a 2022 Federal Transportation Security Administration (TSA) “Gold Standard” award for its emergency preparedness and overall security systems. This award falls on the heels of winning the 2019 Federal Transportation Security Administration’s Gold Standard Award for System Security. This prestigious award is the highest recognition TSA can give to a transit agency for achieving top scores during an annual review of 17 categories of security and emergency preparedness elements. Out of the 6,800 public transit agencies the TSA oversees, SacRT is one of only four nationwide to receive this recognition this year. It’s the second such award for SacRT in the last three years, a rare achievement among transit agencies. This prestigious award reflects SacRT’s commitment to security programs that benefit riders and the community.</p> <p>In April 2023, SacRT was awarded with APTA’s 2023 Rail Safety Certificate of Merit award for light rail systems for the North 12th Street Safety Program, following previous wins of the APTA 2021 and 2020 Rail Security Gold Awards. At a time when many transit agencies are struggling with safety and security, the SacRT team is leading the industry and continuing to be recognized.</p> <p>Following a detailed Crime Prevention Through Environmental Design (CPTED) assessment, SacRT implemented the North 12th Street Safety Program to reduce trespassers along the rail ROW. The effectiveness of SacRT’s North 12th Street Safety Program resulted in a 19.2% reduction in ROW trespassing within the study area between calendar years 2021 and 2022. The North 12th Street Safety Program is part of a larger social equity movement by SacRT to be a strong community partner for positive change while greatly enhancing track safety.</p> <p>SacRT also received a security grant for \$800,000 to replace security cameras throughout the system. That multifaceted operation is anchored by its Security Operations Center (SOC) on Richards Boulevard where SacRT crews monitor live video cameras at light rail stations, on light rail trains and on buses 24 hours, seven days a week. In total, SacRT has more than 1,000 live-feed security cameras in use system wide. RTPS is working with IT to establish the priorities of camera upgrades. The SOC is also in the process of working with the City of Sacramento to upgrade the video wall.</p>	

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.

PERFORMANCE GOALS	FY23 ACCOMPLISHMENTS	STATUS
<p>1. Employee Recruitment and Retention – Actively promote internal and external recruitment opportunities to connect with a wider pool of qualified applicants. Review current policies and procedures to identify opportunities for improvement and creating efficiencies in our recruitment processes. Engage in opportunities for staff development, cross training, and succession planning to improve productivity, employee morale, and retention rates.</p>	<p>In response to a national workforce shortage, SacRT continued creative hiring initiatives, such as in-person hiring events, which have resulted in better than industry average in filling vacancies. SacRT is continuously recruiting and held quarterly hiring events throughout the year for bus drivers and many other positions. Hosting in-person hiring events is a very effective way to recruit and quickly hire employees.</p> <p>With the ongoing recruitment and retention challenges facing the transit industry, SacRT has expanded participation in external job fairs. Staff attended a wide variety of hosted events, including a virtual event with SETA; Multicultural Business & Career Expo; SETA Job Talks; Folsom Cordova Adult School Job Fair; SacJobs Fall Career Fair; Sacramento City District 8 Job Fair; Travis AFB In-person Job Fair; Travis AFB Virtual Job Fair; Asian Resources Job Talk; Volunteers of America Veterans Job Fair; You Betta Work Job Fair; Volunteers of America Veterans Job Fair; SacJobs Job Fair; Mark Sanders Job Fair; and talked to hundreds of interested individuals.</p> <p>In January 2023, SacRT offered enhanced life insurance for many employees in the agency at a minimal cost.</p>	
<p>2. Labor Engagement and Workforce Development – Develop a best-in-class workforce by engaging with new employees to establish a deep understanding of workplace expectations to improve retention. Continuously train management employees to improve labor management outcomes and compliance with local, state, and federal laws and regulations. Provide employees with the resources and tools they need to stay engaged at work and focused on the overall success of the agency.</p>	<p>In April 2023, the Federal Transit Administration (FTA) conducted an audit of the FTA-mandated drug and alcohol testing programs of SacRT. The FTA Audit closed out with zero adverse findings. They noted that the majority of agencies SacRT’s size typically have 2-3 times larger reports with adverse findings. They also noted how remarkably organized and prepared SacRT was and commented that they rarely experience such a smooth audit process and cited that their experience was the best follow up program that they have seen in over 20 years.</p> <p>This spring, SacRT and the unions successfully negotiated 3 multi-year labor contracts with ATU Main, ATU Elk Grove, AFSCME Supervisors.</p> <p>In coordination with the Training and Workforce Development team, the Labor Relations team continues to provide training and resources to develop our workforce into industry leaders. Building on the “Discipline and Investigation” training in October 2021, “Legally Managing in California” training in April 2022, and the “Documenting Best Practices” training in March 2023, they have identified additional training resources for staff. These training courses have been well received by staff and are an essential part to developing our leaders and creating a respectful and safe workplace for SacRT employees.</p>	
<p>3. Strategic Planning and Workforce Development – Implementation of robust outcome-based strategic project management plan, records retention policy program</p>	<p>The newly formed Training and Workforce Development department has accomplished much in their first year. Since November 2022, ongoing work with APTA’s Racial Equity pilot Program continues and staff have participated in a variety of signatory information sharing sessions, learned about ROI, project implementation, and climate assessments for DEI</p>	

<p>adherence, training and workforce development program activities, and uniform policy and procedure updates. Develop and procure training materials and resources to cultivate a highly skilled, effective, and motivated workforce. Strategies will focus on improving process efficiency and supporting staff across the agency to improve project outcomes.</p>	<p>initiatives. This work has helped the team identify and develop resources to create a safe work environment for all employees where they feel confident in bringing their whole selves to work.</p> <p>They also developed and procured a variety of trainings, including creating a respectful workplace, documentation best practices, exit interview best practices for HR, how to be a team player, pronunciation, meet and confer, and preparing for interviewing at SacRT. In fall 2023, they coordinated mandatory EEO harassment prevention training and Diversity, Equity, and Inclusion (DEI) foundation training. In coordination with EEO, IT, HR, and operations partners they set up computer labs and provided online learning for 1,304 employees, or 91% of the workforce. They also conducted "Creating a Respectful Workplace" training sessions for 91 Bus Maintenance employees and a New Employee Orientation segment focused on creating a respectful workplace, DEI, and providing exceptional customer service.</p> <p>In 2023, they introduced Diversity Heritage Month and Identity Recognition Project, highlighting monthly celebrations throughout the year. The team also launched SacRT's first book club, conducted "Gender Pronouns in the Workplace" training sessions and worked with the HR benefits team to bring several training opportunities on anxiety and stress in recognition of Mental Health month.</p> <p>The third year of SacRT's current strategic plan is going well. Staff updated all FY24 Tactics to include DEI goals for each department. SacRT developed a quarterly report out that is posted on the SacRT website, shared with Board members, and presented at Board meetings.</p>	
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Major Awards Received in FY23

- 2022 Federal Transportation Security Administration's Gold Standard Award for System Security
- 2022 APTA First Place AdWheel Award for Best Partnership to Support Ridership
- 2022 APTA First Place AdWheel Award for Best Special Event to Support Ridership
- 2023 APTA First Place AdWheel Award for Best Marketing and Communications to Highlight Transit Needs/Funding
- 2023 California Association of Public Information Officials Epic Award for the Rolling Library Train
- 2023 APTA Rail Safety Certificate of Merit Award



Moving the Sacramento region for 50 years!

SACRAMENTO REGIONAL TRANSIT 50

1970s
1980s
1990s
2000s
2010s

RIDE FREE
OCTOBER 1 - OCTOBER 7, 2022

CALIFORNIA CLEAN AIR DAY
A PROJECT OF THE COALITION FOR CLEAN AIR

SacRT Bus + Light Rail + Smart Ride + SacRT GO Paratransit Services

Sacramento Regional Transit

SACRAMENTO REGIONAL TRANSIT

50

1973-2023

ELK GROVE TRANSIT SERVICES

1ST

Happy Anniversary

Sacramento Regional Transit

Sacramento Regional Transit

First New Low-Floor Light Rail Train

50

1973-2023

sgc iDb SACRAMENTO PUBLIC INFRASTRUCTURE

RIDE & READ

FREE READS

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TRANSIT DRIVER APPRECIATION DAY.

Election Day, November 8, 2022

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SYSTEM-WIDE FREE RIDES

SACRAMENTO COUNTY Sacramento Regional Transit

Public Transportation that Comes to You!

SmaRT Ride ON-DEMAND TRANSIT

SmaRT Ride Expanded in Natomas-North Sacramento and Elk Grove Zones

First Student Transit Oriented Development

LIGHT RAIL MODERNIZATION PROJECT

LIGHT RAIL MODERNIZATION PROJECT

STAR WARS DAY MAY THE 4TH BE WITH YOU

RIDE FREE RT

Grades TK-12th

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TRANSIT TUESDAYS

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APR 4 APR 11 APR 18 APR 25

Learn more at sacrt.com/50years or call 916-321-2877

SacRT Awarded \$45 Million for New Low-Floor Light Rail Trains

SacRT Overall Performance Scorecard

Strategic Pillar	Overall Metric	FY2023 Performance Goals	FY23 Performance Results			Goal Points	Q3 Earned Points	Definition
			Q1 (July-Sept)	Q2 (Oct-Dec)	Q3 (Jan-March)			
Operational Excellence	Operating Cost Per Vehicle Revenue Hour	FY23 Budgeted Cost Per Hour:						
	Bus:	\$167.10	\$169.23	\$172.86	\$194.83	3	2.50	The average operating cost of an hour of revenue service.
	CBS Fixed:	\$224.58	\$263.00	\$236.59	\$267.22	3	2.43	The average operating cost of an hour of revenue service.
	SmaRT Ride:	\$184.58	\$184.95	\$176.94	\$177.58	3	3.00	The average operating cost of an hour of revenue service.
	SacRT GO:	\$235.86	\$191.51	\$191.71	\$189.59	3	3.00	The average operating cost of an hour of revenue service.
	Light Rail:	\$415.04	\$394.75	\$383.83	\$404.20	3	3.00	The average operating cost of an hour of revenue service.
	On-Time Performance							
	On-Time Performance (Fixed Route)	80%	81.64%	79.60%	81.31%	3	3.00	The percentage of trips completed within the scheduled on-time window.
	On-Time Performance (Paratransit)	85%	78.00%	79.00%	81.38%	3	2.87	The percentage of trips completed within the scheduled on-time window.
	On-Time Departure (LR)	97%	97.50%	97.70%	97.5%	6	6.00	The percentage of trips completed within the scheduled on-time window.
	Mean Distance Between Failures (Miles)							The average miles between mechanical problems that result in a vehicle not completing its scheduled revenue trip, or a vehicle not starting its next scheduled revenue trip.
	Bus	13,700	10,397	10,892	17,740	3	3.00	Total fleet miles divided by total monthly road calls.
	CBS/SacRT GO/ SmaRT Ride	TBD	42,076	54,167	61,628	3	3.00	Total fleet miles divided by total monthly road calls.
	Light Rail	8,200	8,569	9,763	8,446	4	4.00	Total fleet miles divided by total monthly road calls.
System Cleanliness	100%	85%	89%	84%	5	4.22	The average score for LR Stations, Bus Stops, bus and light rail vehicle cleanliness.	
Collisions Per 100k Miles (YTD)	1.6	0.78	0.57	0.02	5	5.00	The quarterly number of accidents per 100,000 miles. Calculated by (Accidents/ Revenue Miles) *100,000.	
TOTAL POINTS						47	45.02	
Community Value	Rebuild Ridership Trust	3,182,466	3,195,538	3,626,854	3,530,047	10	10.00	The average number of unlinked trips per revenue hour across all service modes.
	Fare Evasion Rate	2.08%	1.20%	1.16%	1.11%	5	5.00	Percentage of fares inspected divided by the number of citations issued for the month.
	Social Media Engagement							
	Facebook Reach/Impressions	140,000	149,235	92,199	177,558	2	2.00	Total reach/impressions of content shared on SacRT social media platforms.
	Twitter Reach/Impressions	400,000	218,400	111,600	140,700	2	0.70	Total reach/impressions of content shared on SacRT social media platforms.
	Instagram Reach/Impressions	30,000	15,546	18,744	38,873	2	2.00	Total reach/impressions of content shared on SacRT social media platforms.
	LinkedIn Reach/Impressions	25,000	25,924	12,228	16,138	2	1.29	Total reach/impressions of content shared on SacRT social media platforms.
TOTAL POINTS						23	20.99	
Employee Engagement	2019 Employee Survey Results							
	% Agree They Receive Timely Feedback on Performance from Supervisor	68.15%	64.90%	64.90%	64.90%	4	3.81	The % of employees that somewhat agree, agree, or strongly agree that they receive timely feedback on their performance from their supervisors.
	% Agree Teamwork is Encouraged and Practiced	73.92%	70.40%	70.40%	70.40%	3	2.86	The % of employees that somewhat agree, agree, or strongly agree that teamwork is encouraged and practiced.
	% Agree They Receive Enough Training to be Their Best at Work	84.11%	80.10%	80.10%	80.10%	3	2.86	The % of employees that somewhat agree, agree, or strongly agree that they receive enough training to be their best at work.
	% Overall I am Happy At Work	88.50%	88.50%	88.50%	88.50%	3	3.00	The % of employees that somewhat agree, agree, or strongly agree that they are happy at work at SacRT.
% Agree they Have a Good Working Relationship with Those Around Me	96.50%	96.50%	96.50%	96.50%	2	2.00	The % of employees that somewhat agree, agree, or strongly agree that they have a good working relationship with those around me.	
TOTAL POINTS						15	14.52	
Customer Satisfaction	Overall Customer Satisfaction	3.5	3.7	3.7	3.7	10	10.00	Through customer surveys, using a scale of 0 to 5 of how satisfied the public is with SacRT. The KPI goal is overall score of 3.5 or higher.
	Service Level for Calls Answered for Customer Service, Customer Advocacy queues							
	Customer Service	80%	74%	75%	82%	2.5	2.50	Percentage of calls answered within 20 seconds for Customer Service.
Customer Advocacy	60%	44%	46%	65%	2.5	2.50	Percentage of calls answered within 20 seconds for Advocacy queues.	
TOTAL POINTS						15	15.00	
OVERALL PERFORMANCE SCORE						100	95.54	

Sacramento Regional Transit District (SacRT) General Manager/CEO FY 2024 Performance Objectives & Goals

SacRT's ongoing implementation of its current strategic plan focuses the agency's work on four strategic priorities: Operational Excellence, Community Value, Employee Engagement, and Customer Satisfaction. Organizational success is defined by, and aligns with, these priorities. Annual goals and tactics have been thoughtfully developed to align directly with one of the four strategic priorities. Using the strategic plan tactics and goals to guide SacRT work, progress will be measured by staff using quarterly milestones to ensure that projects are advancing as planned.

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 services continue to evolve, SacRT is committed to providing the highest standards in transportation by not only implementing industry best practices, but raising the bar to ensure operational excellence for customers.

1. **Funding the Future at SacRT:** Strategically identify and secure competitive grant funding applications to support critical projects throughout the agency. In coordination with project managers, develop clear project and program documentation that includes detailed planning and analysis, cost-benefit information, project prioritization, and defined timelines. Identify partnerships with member agencies on grant applications to expand opportunities. Recruit and develop staff to provide project management support, engage in innovative program planning, and strategically approach the application process.
2. **Infrastructure Improvements and Expansion:** Strategically manage projects to modernize and expand the transit system to provide greater value to the community and better service to the region. Monitor schedule timelines, and track engineering labor costs. Recruit and develop staff to meet all technical capacity requirements for federal grants. Facilitate opportunities for staff development and engagement to improve morale, productivity, and employee retention.
3. **Innovative Planning and Funding Coordination:** Spearhead SacRT planning initiatives to increase access to transit and mobility options in the Sacramento community. Collaboratively work to secure funding for innovative planning initiatives, maintenance of programs, sustainability efforts, and community outreach. Coordinate with local, state, and federal partners to enable SacRT to continue to move riders where they want to go, when they want to go by improving service all while addressing the equity and climate needs of the region.
4. **Light Rail System Modernization and Performance Improvements:** Work with internal and external stakeholders to push successfully implement this project that will modernize the light rail system with new low-floor light rail vehicles (S700 series), updated station platforms to meet the height requirements of the new fleet, and a "passing track" in Folsom to provide 15-minute service. In addition, manage the S700 vehicle procurement project to ensure the fleet is introduced to revenue service as scheduled and within budget. Proactively work with the Siemens project management, commissioning and testing teams to ensure vehicle production and delivery schedules are maintained and do not exceed the contractual agreement. Capitalize on opportunities to reduce the time it takes to accomplish critical tasks such as dynamic testing, vehicle burn-in, and maintenance training. Provide proactive maintenance and repair; increase system efficiency and improve performance through the maintenance of state of good repair.
5. **Light Rail Personnel and System Optimization:** Provide efficient service management and increase system reliability to improve the customer experience and better provide light rail

service to get people where they want to go, when they want to go. Actively recruit and develop staff to ensure effective training and performance targets are met, reducing overtime, being good financial stewards, and proactively managing workloads to improve employee morale and promote safety best practices.

6. **Providing Reliable and Safe Bus Transportation:** Increase system reliability to improve customer satisfaction and better provide bus service to get people where they want to go, when they want to go. Improve staffing levels and workforce development training will positively impact employee morale, retention, promote safety best practices to eliminate and reduce accidents system-wide, and keep passengers and operators safe.
7. **Bus Maintenance Modernization:** Implement new Fleet Maintenance Management Software (FMMS) system to modernize and automate bus management and improve process efficiency. Successful implementation will result in decreased maintenance and parts costs, increases in vehicle equipment availability, allow for proactive fleet maintenance, and streamline reporting. These efforts will deliver a fleet that is clean, safe and reliable.
8. **Community Bus Service System Optimization:** Provide innovative mobility projects to increase customer access to public transportation for essential travel, especially in disadvantaged communities. Engage with community partners and riders to increase community awareness of transit services, educate riders, build trust, address feedback, and boost ridership. Identify opportunities to engage with staff and internal stakeholders to timely respond to requests, support the SacRT team, improve on time performance, and strategically identify and mitigate system needs before they become critical issues. Securing additional funding and training programs will increase system reliability, improve customer experience and provide convenient, efficient, and easy to use service to get people where they want to go, when they want to go.
9. **GO for Excellence:** Increase service reliability to improve customer satisfaction and better provide SacRT GO paratransit bus service to get people where they want to go, when they want to go. Increasing staffing levels and additional workforce development training will positively impact on-time performance, efficiently coordinate scheduling, and increase customer satisfaction. Developing experienced schedulers and dispatchers will enable SacRT to efficiently and professionally resolve issues, engage drivers, streamline coordination of trip connections, and improve customer service outcomes.
10. **Procurement Procedure Efficiency and Staff Development:** Effectively guide internal customers through the procurement process to ensure SacRT follows procurement procedures, policies, and laws. Develop technical skills that empower procurement staff to streamline the procurement process to progress project timeline, delivery, and conserve budget. Continuously strengthen internal controls to improve project management, monitor project timelines and contract expiration dates, track invoice processing, streamline communications, and ensure internal customers receive the goods and services required to maintain SacRT's service levels.
11. **Accounting Process Enhancements:** Leverage technology to create system efficiencies and continue to attain clean financial audit results by reviewing internal processes; evaluating current procedures; identifying opportunities for improving, creating a roadmap for changes; and implementing changes to modernize agencywide.
12. **Budget Tool Refinement:** Amplify the newly implemented budgeting software package (PowerBI) to better manage and collaborate with department managers to simplify the budgeting process and provide meaningful data to effectively improve financial decision making.
13. **Efficient Payroll Processing:** Create efficiencies by measuring payroll performance, reviewing internal processes, evaluating current procedure efficiency, identifying

opportunities for improvement, and implementing changes to create more efficient procedures agency wide. Continue to update forms and procedural controls and cross-functional collaboration to develop new processes for increased efficiency. Complete quarterly federal and state tax reporting in a timely and efficient manner.

14. **Modernize Risk Processes and Reduce Liability:** Promote a culture of employee engagement and risk awareness through ongoing strategic process improvement and training. Create efficiencies to reduce resource intensive processes in claims management through automation of compliance reporting and file maintenance. Implement risk management information system (RMIS) and update risk program to improve efficiency, consistency, and reliability of data, prevent adverse loss, and reduce liability for the agency.
15. **Independent Operational Process Evaluation:** Through the Internal Audit Unit, provide an independent and objective assurance and consulting activity that assists leadership with improving SacRT operational efficiency, comply with applicable laws and regulations, and accurately report organizational activities to stakeholders.
16. **Information Technology (IT) Business Strategic Alignment:** Leverage information technology resources to achieve strategic business objectives, including expanding service reach; increased productivity; secured information systems; increased return on investment; flexibility in deploying and accessing technology; and greater employee engagement, enhancing the customer experience.
17. **Safety Risk Identification & Assurance:** Perform ongoing proactive inspections and data analysis to improve safety outcomes and system reliability. Support critical construction projects throughout the district to identify hazards and risks in a timely manner to mitigate the risk while still in its latent state. Through ongoing monitoring and completion of corrective actions SacRT will be able to provide better and more reliable service to customers.

COMMUNITY VALUE – SacRT is committed to expanding regional partnerships and providing excellent public transit service to promote SacRT as the region’s premier public transit agency. SacRT will continue to promote programs and incentive options that will encourage more people to try transit, build ridership, demonstrate 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. **Community Partnership Building and Advocacy:** Promote SacRT’s profile and reputation throughout the community to demonstrate the impact additional funding would have on the transit system and region. Engage with local and grassroots organizations to identify transit supportive policies, funding, and advocacy. Work to transform infrastructure to expand service for riders, address climate challenges, and elevate social equity in service programming.
2. **Government Contracting Civil Rights Programs:** Operate SacRT’s Disadvantaged Business Enterprise (DBE) Program in good faith and in accordance with the requirements contained in the Code of Federal Regulations Title 49 Part 26 (49 CFR Part 26). Benchmark against, and collaborate with, other agencies to ensure that SacRT is aligning with industry best practices for its DBE Program and Small and Local Business (SBE/LBE) Program. Ensure on time reporting of DBE participation and overall DBE goal setting documentation to the Federal Transit Administration (FTA). Coordinate vendor outreach so that qualifying applicants have the opportunity to successfully compete for SacRT contracts.
3. **Proactively Managing SacRT Real Property:** Dispose of surplus property to reduce property maintenance costs, taxes and liability. Surplus property also creates Transit Oriented Development (TOD) opportunities that can generate additional ridership, revenue, and revitalize neighborhoods. Monitor and track use of SacRT property to improve agency

operational efficiencies, transit ridership generation, as well as economic, health, safety, quality of life, and environmental impacts of TOD projects.

4. **RTPS Operation Life Saver:** Promote a safe environment for both SacRT passengers and employees by reducing vehicular violations and fouling of the track right-of-way. Continue officer riding presence on rail and bus to enhance rail safety for passengers and operators. The overall goal is to deter fare evasion, crime prevention, reduce motor vehicle accidents, and provide an increased sense of security for SacRT employees and passengers.
5. **Social Worker Engagement and Partnerships:** Collaborate with internal staff and external service providers and agencies to address safety hazards along light rail tracks, right-of-way, and bus stops. Partner with County staff and community stakeholders to hold resource fairs to provide information and resources to unhoused riders and community members. Support and empower employees through training to better understand the community and the resources available to reduce chronic issues and safety hazards across the system and improve outcomes for Sacramento's unhoused population.

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

1. **Marketing Strategies for Retaining and Returning Ridership:** Engage with customers and members of the community to raise awareness of SacRT services, the benefits of public transit, and increase ridership. Creatively communicate with riders in innovative and effective ways. Produce multilingual promotional materials, in accordance with Title VI and Language Assistance Plan, that enable staff and riders to feel more confident using the system and services through pictographs, engaging promotional materials, social media, videos and hands-on workshops. Collaborate with community partners and local media to connect and engage with riders at a variety of community events, festivals, and promotions.
2. **Fare Revenue Modernization:** Provide timely and accurate reporting data while adhering to all federal standards for reporting fare revenues and ridership information. Implement new technologies to simplify fare collection for customers to improve the rider experience. Actively seek unique partnerships to implement innovative fare programs. Look for inventive ways to generate bulk and discount fare programs for SacRT and participating partner agencies to cost-effectively build ridership.
3. **Engaging and Optimizing Customer Service Business Processes:** Provide excellent customer service to SacRT employees, riders, and community members by putting the customer experience first in all processes and procedures. Train and empower front-line employees to engage with members of the public in a way that promotes the core values and improves customer outcomes. Support all services by quickly and efficiently responding to customer inquiries in an effective and respectful manner to build trust in the competency of SacRT staff and delivery of service.
4. **Robust Customer Service and System Security:** Provide robust customer service and promote security across the system to improve the customer experience. Focus on recruiting and developing team members and empowering them to serve the community, improve customer interactions to reduce service reports. Provide consistent customer service to all passengers and quickly respond to resolve security issues, support RTPS sworn officer investigations, and provide real-time notification to customers via the public address system and Alert SacRT mobile application.**Proactive Facilities Maintenance Management:** Identify opportunities to improve efficiencies in facilities work assignments and budgeting, improve outcomes with internal and external customers by developing proactive solutions

and preventive maintenance plans to address potential facilities maintenance incidents before they become critical. Strengthen preventive maintenance and project management processes by fully implementing new computerized maintenance management system (CMMS) to improve data tracking and reporting.

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. SacRT recognizes that the work employees do every day, in every single position, has a potentially significant impact on the quality of life in the Sacramento region. Employees are foundational to SacRT’s success and the agency is committed to hiring the best people and supporting them throughout their careers.

1. **Cross-Departmental Strategic Initiatives:** Coordinate cross-departmental projects to improve process efficiency and expand business modernization. Break down information silos and amplify communication channels to ensure successful delivery of projects. Develop opportunities to share goals and outcomes with workforce, Board, and community.
2. **Employee Recruitment, Retention, and Wellbeing:** Innovatively promote internal and external recruitment opportunities to create a wider pool of diverse candidates. Review current policies and procedures to identify opportunities to increase efficiency and reflect new laws/legislation. Promote opportunities for managers and employees to engage in holistic employee wellbeing and engagement. Facilitate opportunities for staff development, cross-training and succession planning to improve morale, productivity, and employee retention.
3. **Labor Relations Compliance and Labor Partner Outreach:** Develop a best-in-class workforce by engaging with new employees and leaders to establish a deep understanding of workplace expectations and to improve retention. Continuously train supervisory staff to improve labor management outcomes and compliance with local, state, and federal laws and regulations. Positively engage with internal stakeholders and labor partners to further develop relationships and focus on the overall success of SacRT.
4. **Expand Employee Engagement Opportunities and Professional Development:** Facilitate opportunities for employee engagement throughout the district by highlighting new programs, launching Diversity, Equity, and Inclusion (DEI) initiatives, and continuing to explore additional training opportunities. Continuously promote DEI in the workplace and create a workplace environment where employees feel connected and dedicated to SacRT’s goals and values. Develop and procure training materials and resources to cultivate a highly skilled, effective, and motivated workforce. Work with stakeholders to fully implement the newly procured Learning Management System to roadmap learning pathways and roll out accessible training to all staff, including frontline employees.
5. **Expanding Pension and Retirement Plan Communications:** Deliver retirement and health care benefits to active and retired SacRT members and their beneficiaries in an equitable, accurate, courteous, professional, and prompt manner. Strengthen administrative controls by improving data maintenance, increased collaboration with the Retirement Board, and enhanced communications with members. Enhance transparency and accountability to present information that instills confidence in investment and business decisions. Maintain stakeholder trust through ethical, sensitive, effective, and cost-efficient organization in service to employer and employees alike.

RESOLUTION NO. 2023-06-066

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

June 12, 2023

APPROVAL OF THE FY 2023 ANNUAL PERFORMANCE EVALUATION FOR THE GENERAL MANAGER/CEO, HENRY LI

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 2023, the Sacramento Regional Transit District Board of Directors desires to provide him with a performance-based salary 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).

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

THAT, the Board approves the FY 2023 annual performance evaluation of General Manager/CEO Henry Li.

THAT, the Board hereby approves a 4% merit pay increase for Henry Li, effective July 1, 2023.

THAT, the Board Chair and SacRT staff are hereby authorized and directed to perform all tasks necessary to effectuate the terms of this Resolution.

PATRICK KENNEDY, Chair

A T T E S T:

HENRY LI, Secretary

By: _____
Tabetha Smith, Assistant Secretary

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Jamie Adelman, VP, Procurement, Real Estate and Special Projects
SUBJ: SACRAMENTO AREA COUNCIL OF GOVERNMENTS
PRESENTATION ON GREEN MEANS GO AND TRANSIT
ORIENTED DEVELOPMENT

RECOMMENDATION

No Recommendation - For Information Only.

RESULT OF RECOMMENDED ACTION

None

FISCAL IMPACT

None

DISCUSSION

Over the years, Sacramento Regional Transit (SacRT) has worked closely with its regional partners to facilitate transit-oriented development coupled with transit improvements. Along with SacRT's sale of surplus property for development and improvements, SacRT has been able to leverage grant opportunities for design and construction of two new stations as well as fund the Rail Modernization Project to renovate stations for the new low-floor light rail vehicles.

This past year, SacRT saw the openings of the Wexler student housing at 65th St, the Aurora apartments on Cemo Circle and the new Marisol Village in the River District, as well as the ground-breaking of the Del Rio Trail. Next week is the opening of the Salvator apartments on Arden Way.

In addition to these projects, in 2020 SacRT partnered with Sacramento Area Council of Governments (SACOG) and partner agencies to develop the Transit Oriented Development (TOD) Action Plan. As follow up to the recommendations in that plan, earlier this year the City of Sacramento and SacRT were awarded a Green Means Go Grant by SACOG to develop a community-driven TOD Master Plan and Infrastructure Assessment and Finance Plan for the Meadowview Station.

James Corless, Executive Director, SACOG, will be providing a presentation about these efforts, as well as a brief update on the Blueprint/Metropolitan Transportation Plan/Sustainable Communities Strategy..

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Henry Li, General Manager/CEO
SUBJ: GENERAL MANAGER'S REPORT

RECOMMENDATION

No Recommendation - For Information Only.

Major Project Updates

Oral Update

SacRT Meeting Calendar

Regional Transit Board Meeting

July 24, 2023

SacRT Auditorium / Webconference

5:30 P.M

Quarterly Retirement Board Meeting

June 21, 2023

SacRT Auditorium / Webconference

9:00 A.M

Mobility Advisory Council Meeting

July 13, 2023

SacRT Auditorium / Webconference

2:30 P.M

Light Rail Modernization Update

SacRT is actively working on station platform modifications along the Gold Line to meet the height requirements of the new low-floor light rail trains. For information on all the upcoming station closures, please visit sacrt.com/stationclosure for the most recent updates, as weather and other factors may shift the construction schedule.

The next scheduled station platform modification is at 7th & I/County Center Station. The station will be temporarily closed the week of Sunday, June 18 through Friday, June 23 for station construction. Note that the train will stop at the station; however, passengers will not be able to open the doors to board or exit the train. Because of the complexity of the work, a bus bridge will not be available at 7th & I/County Center Station Sunday through Friday due to safety concerns. The next closest light rail stations for Gold Line service are Sacramento Valley Station and the 8th & H/County Center Station.

New RydeFreeRT Cards for the Summer

Youth in grades TK through 12th can enjoy more freedom this summer to get to summer jobs, shopping centers, restaurants and more by taking advantage of SacRT's RydeFreeRT, the fare-free transit program for students/youth.

New RydeFreeRT cards with a valid date of June 1, 2023 – June 30, 2024, are now available for students/youth to ride the entire SacRT transit network, including SacRT buses, light rail, and SmaRT Ride on-demand microtransit service for FREE!

RydeFreeRT is available all day, any day of the week during regular SacRT service hours. To ride free, students/youth simply need a valid RydeFreeRT card. Youth who are experiencing homelessness or taking part in foster programs are also allowed to participate in the program regardless of current residence or school address.

Students and youth who do not have a RydeFreeRT card can visit SacRT's Customer Service and Sales Center located at 1225 R Street (adjacent to the 13th Street Station) or a participating Sacramento library. For more information, visit rydefreert.com or call 916-321-BUSS (2877).

New High-Speed Charging Hub Coming to the Power Inn Light Rail Station

SacRT partnered with the Sacramento Municipal Utility District (SMUD), and GiddyUp EV, Inc. to install high-speed electric vehicle chargers at the Power Inn light rail station. A celebration of the opening of the new charging hub is scheduled for Wednesday, June 14.

The goal is to serve SacRT customers, the local community, and local commercial fleet operators with easy and fast EV charging. The site will initially offer 10 Level 3 High Speed Chargers (175kw) – with the potential to expand the site for up to 20 Level 3 chargers. The site will also offer two charging stations that are designed to accommodate large fleet vehicles (up to the size of a city bus or semi-tractor).

SacRT In-Person Hiring Event

Join SacRT for our next in-person hiring event on Thursday, June 15. SacRT has many different career opportunities, which include medical, dental, paid sick leave and retirement benefits.

Thursday, June 15, 2023

2 p.m. – 7 p.m.

SacRT Auditorium

1400 29th Street, Sacramento

Ride SacRT fixed route bus and light for FREE to and from the hiring event with the free ride flyer available at sacrt.com/freerideflyer! Just print or screenshot the free ride flyer and present it to the bus operator or light rail fare inspection staff upon request.

Plan your trip at sacrt.com/planyourtrip.

Semi-Annual Report: EEO Officer

Semi-Annual Report: General Counsel

Semi-Annual Report: Internal Auditor

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Greg Walters, EEO Officer
SUBJ: EQUAL EMPLOYMENT OPPORTUNITY UPDATE

RECOMMENDATION

No Recommendation - For Information Only.

INFORMATION

The past year June 2022 – June 2023 the EEO office conducted business as usual – fulfilling FTA compliance requirements, training new employees and managers, investigating complaints, monitoring and approving searches and hires and supporting our managers' efforts to provide equal employment opportunity and diversity. In addition to responding to employee complaints, our focus this last year was to close out the FTA audit and implement the few suggested tweaks to our EEO program the FTA offered.

Specific accomplishments include:

- Completed EEO portion of the FTA triennial audit with no findings.
- Updated the Harassment, Discrimination and Retaliation Prevention policy, EEO Complaint Procedures and the ADA Reasonable Accommodation in Employment SOP.
- Increase EEO-related learning opportunities for managers including ADA Reasonable Accommodation training, addressing underutilization and new employee orientations.
- Facilitated ongoing online EEO training for all employees on sexual harassment, discrimination, and harassment prevention.
- Responded to 13 EEO complaints and an additional 12 complaints more appropriately handled outside of EEO. These were passed on to the management chain and Labor Relations to address.

By the Numbers

12/15/2021

Total Employees	1253	% of Total Employees
Persons of Color	868	69%
Veterans	52	4.20%
Disabled	58	4.60%

6/1/2023

Total Employees	1301	% of Total Employees
Persons of Color	926	71%
Veterans	45	3.50%
Disabled	69	5.30%

SacRT hired 221 employees in the last twelve months; 76% were persons of color which is a 5% increase over 2021.

Promotions	127	% of Total Promotions
Persons of Color Promoted	87	68%
Females Promoted	32	34%

Promotions are up 25% from 2021 and the percentage of promoted persons of color and females increased slightly over 2021.

Underutilization

SacRT updated our underutilization date in February. “Underutilization” refers to the presence of fewer minorities or women in a particular job group than would reasonably be expected, given their availability in the talent pool we recruit from. It also refers to the presence of fewer veterans or individuals with disabilities in our workforce than the established federal goals. In summary, our shortages are primarily females in occupations typically dominated by males. Like most employers, we continue to fall short of the federal guidelines for veterans and disabled.

Complaints

SacRT had 13 EEO-related complaints in the last 12 months, 11 of which were internal and two were made to the Civil Rights Department. In the 12 months prior, we had 15 complaints, 14 of which were internal. These numbers are consistent from year to year. In my four years here, I have yet to have a “finding” of discrimination, harassment or retaliation. Most complaints give us an opportunity to help solve a problem and make the workplace safer and more productive even when the issues do not rise to the level of a

policy violation. This strategy is working because fewer than 4% of our complaints (over the last ten years) go to an external agency after an internal complaint is investigated.

Training in 2022

EEO continues to present EEO-related and discrimination/harassment prevention training to all new employees. Additionally, our employees continue to take an online state-mandated harassment prevention class at least once every two years. EEO also conducted ADA reasonable accommodation training with managers to help them recognize accommodation situations and support our employees. As required by the FTA, EEO regularly works with managers on understanding our underutilization numbers. Our 2022 training focused on what managers need to know and how they can help further develop our already excellent diversity.

What is Next?

The focus for the next year will be to improve our underutilization via the hiring process and educating our managers on the best selection and hiring practices. EEO is also monitoring our disciplinary actions with respect to fairness and preventing adverse impact.

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Olga Sanchez-Ochoa, General Counsel
SUBJ: GENERAL COUNSEL UPDATE

RECOMMENDATION

No Recommendation - For Information Only.

Sacramento Regional Transit District Legal Services Department Update to the Board for 2022 - 2023

Overview:

The last year has been a challenging one for the Legal Services Department, with the resignation of one attorney and me having been diagnosed with a serious health condition, requiring me to take an extended leave for treatment. Fortunately, we weathered the storm, thanks in large part to the extraordinary efforts of our Senior Attorney, Melissa Noble and our Senior Paralegal, JoAnne Montanez. We are now back to full staffing levels since we hired a new Attorney II, Loreal Monroe, who has hit the ground running and has been a wonderful addition to our team. With the addition of Loreal, the department is back up to our normal staffing level of three attorneys and one paralegal. As always, despite our staffing challenges, my team accomplished an impressive volume of work in the latter half of 2022 and the first half of 2023. All our efforts are collaborative as we work closely with our peers across the agency in other departments. Our department has been very busy this year helping management and staff progress the Board's agenda. Below please find a synopsis of some of our most significant projects in the latter half of 2022 and the first half of 2023.

Employment Litigation:

In 2021, responsibility for management and oversight of employment related litigation was shifted from the Risk Department to the Legal Services Department. With the addition of one new attorney with experience in employment related litigation, SacRT's Legal Services Department was able to seamlessly take over the oversight of all employment related claims and lawsuits. Absorbing the responsibility has allowed SacRT to experience cost savings in this area because SacRT's inhouse attorneys are able to second chair each litigated matter. Staff in SacRT's Legal Services Department handles all document gathering and review throughout the litigation process, which significantly reduces litigation costs. In addition, close oversight of these cases by inhouse counsel has resulted in the quick, cost-effective resolution of most cases. In the latter part of 2022

and the first half of 2023, SacRT Legal Services Department worked closely with outside counsel to settle three employment law cases successfully and cost-effectively. SacRT Legal Services Department has also been working closely with management to resolve employment issues early to avoid litigation by providing advice on discipline, leave administration, and other employment related process issues to reduce the likelihood of triggering a claim and ensuring positive outcomes for both the agency and SacRT's employees.

Unhoused Crises

As most every other public agency in the region has had to grapple with how best to address the unhoused crises, SacRT has navigated many challenges over the past few years related to the impact the unhoused have had on SacRT's system. SacRT management has had to balance the need to protect its critical infrastructure and provide a reliable, clean and safe transit system to the riding public against a desire to find compassionate solutions to the unhoused crises and its impact on SacRT's system. SacRT's Legal Services Department has been a partner to other departments at SacRT in finding that balance. Throughout the year we have provided legal counsel and advice to management regarding whether *Martin v. Boise* governs SacRT's management of the unhoused crises within its system and how best to legally address the many challenges SacRT faces in this area. We also closely monitor cases being litigated in Sacramento, the Bay Area, Southern California and throughout the state to understand how courts are resolving such disputes and to help determine how those decisions might impact SacRT's efforts to protect its facilities, critical infrastructure, employees, and passengers from any negative impacts of the unhoused crises on the system.

In the last 12 months, SacRT's Legal Services Department has worked closely with SacRT staff on protecting SacRT's critical infrastructure, ensuring the safety of SacRT's employees, patrons and the unhoused who have set up encampments on or adjacent to SacRT's property, and finding lawful, compassionate solutions for unhoused individuals that impact SacRT's system. This year we have worked collaboratively with Sacramento County as the County developed its critical infrastructure ordinance, to ensure that it includes protections for SacRT's critical facilities within the County. Additionally, SacRT Legal Services Department has worked closely with SacRT's Police Services Department, providing advice and counsel on lawfully relocating unhoused individuals who set up encampments on or within 25' of SacRT's critical infrastructure.

SacRT's Administrative Code Revisions and District Policies

SacRT's Legal Services Department works closely with staff when changes or additions need to be made to SacRT's Administrative Code. This year we worked with the Board Clerk's office to amend Title III of the Administrative Code to incorporate the provisions of AB 2015 (Cooley), which took effect January 1, 2023, and changed the voting structure of the Board from a weighted voting structure to a one-person, one-vote structure.

SacRT Legal Services Department also worked closely with SacRT's Risk Management Department and SacRT's risk attorney on modifying Title V of the Administrative Code to modify the General Manager/CEO's settlement authority and decision-making authority

related to litigated matters impacting SacRT. As of this writing, the modified Title V is making its way through the Board's approval process.

California Public Records Act

SacRT's Legal Services Department historically handled responding to California Public Records Act (CPRA) requests. In 2018 when the legal function at SacRT was restructured, the responsibility for responding to CPRA requests was moved to the Risk Department. SacRT receives a not-insignificant number of CPRA requests, and the volume became too demanding for the Risk Attorney to handle, given all the other requirements placed on that position. In April 2021, the responsibility to respond to all CPRA requests returned to SacRT's Legal Services Department. The Legal Services Department works closely with the Program Analyst in the General Manager/CEO's office to process all CPRA requests that are submitted by the public to SacRT. Since June 2022, the Legal Services Department and the GM's Program Analyst have processed approximately 115 requests of varying degrees of complexity.

Board Structure & Legislative Initiatives

In 2022, SacRT Legal Services Department worked closely with management staff and members of the Board to develop legislation that would modify the Board's voting structure. AB 2015 (Cooley) was adopted and signed into law by the Governor in August of 2022. This year, SacRT Legal has worked closely with SacRT's Government Affairs team and with members of the Board to develop legislation that would provide the City of Elk Grove with an additional seat on the Board. AB 354 (Nguyen) was introduced this legislative session and is making its way through the legislative process.

SacRT Legal Services Department has also been working SacRT's Government Affairs team on a legislative measure that, if adopted and enacted into law, will authorize SacRT to pursue tax initiatives in sections of the District, rather than in the entirety of the District. This will provide maximum flexibility and local control since it will allow a city within the District to pursue funding for transit operations and projects that specifically benefit the individual city, even if other cities within the District do not favor the enactment of a tax initiative. If enacted into law, any initiative placed on the ballot to benefit SacRT would only be on the ballot of individuals who reside within the city or territory pursuing the tax initiative. If the initiative is approved by the affected voters, any tax funds generated as a result could only be used within the impacted city or territory. AB 1052 (McCarty) is currently making its way through the Legislature.

Real Estate Support

Throughout the latter part of 2022 and the first half of 2023, the Legal Services Department worked closely with the Real Estate Department on a number of key projects including SacRT expanding its Q Street Lease, the acquisition of property rights necessary to complete the Light Rail Modernization Project, providing legal support for the Dos Rios Light Rail Station project, providing legal support for the close out of several remaining real estate transactions related to the SSCP2 project, providing legal support for the potential acquisition of a new administrative campus and maintenance facilities,

providing legal support for the disposition of SacRT's existing facilities, and providing legal support for numerous easements, licenses, rights of entry and other real estate related transactions. There are several real estate related transactions that are in progress that SacRT's Legal Services Department will dedicate significant resources in the remainder of 2023 to progress those transactions.

Connect Card

After nearly a decade of effort, the region officially launched the "Connect Card" fare card in the Sacramento region in 2016. SacRT, El Dorado Transit, Placer County Transit, Roseville Transit, SCT/Link, YoloBus, and Yuba-Sutter Transit are member agencies to the Connect Card consortium. SACOG was the lead agency for the project and entered into a contract with INIT, the company that provided the Connect Card technology, including hardware and related software. Day to day operation of the Connect Card for the entire region was entrusted to SacRT. In the latter part of 2021, SACOG and SacRT began discussing having SACOG assign its rights and obligations under the INIT contract to SacRT. Negotiations for the transfer of the program from SACOG to SacRT began in late spring 2022 and continued through summer and fall. SacRT's Legal Services Department was heavily involved in the process and worked closely with SacRT staff to negotiate the assignment agreement between SacRT and SACOG and the user and maintenance agreements with INIT. After months of negotiations, all the pertinent agreements have been executed and implemented and SacRT is now the official "project manager" of the regional Connect Card system and is in privity of contract with INIT, which should make managing the system a lot smoother.

Pension Support

The Legal Services Department continues to serve the role of counsel to SacRT's pension staff as that staff performs their role of pension administrator. While the Retirement System has its own counsel, SacRT, as the pension administrator that executes the directives of the Retirement Boards, relies on SacRT's Legal Services Department to provide advice and counsel on pension related issues from the perspective of the pension administrator. In that role, SacRT's Legal Services Department continues to review all pension applications and approvals before their final approval by the General Manager/CEO. In addition, SacRT Legal Services Department continues to review all Qualified Domestic Relations Orders and works with Pension Administration on ensuring that all provisions in each QDRO comply with SacRT's pension plans.

Leave Administration

SacRT established a Leave Administration Committee approximately 13 years ago to manage complex leave requests submitted by employees. The Committee is a cross-departmental body made up of representatives from Human Resources, Labor Relations, EEO, Risk and Legal. SacRT's Legal Services Department has been actively engaged with the Committee throughout the second half of 2022 and the first half of 2023 providing legal advice and counsel to the Committee on SacRT's legal obligations related to FMLA, ADA, CFRA, PDL and the various other leave laws that provide leave entitlement to employees in California.

Service Agreements

In 2020, SacRT, in collaboration with Yolobus, became the co-operator of the Causeway Connection service between the UC Davis campus in Davis and the UC Davis Med Center in Sacramento. The term of that initial contract was three years. Late in 2022, SacRT began negotiations with UC Davis and Yolobus to continue the service for an additional 2-year term. The SacRT Legal Services Department worked closely with Planning and Finance staff to hammer out the terms of the extension. Additionally, SacRT Legal Services Department worked closely with Planning staff on the Title VI analysis for this service.

SacRT Legal Services Department has worked closely throughout the existence of the RydeFreeRT program on the various aspects of its implementation, operation, and continued viability. Most recently, SacRT Legal Services Department worked with staff on negotiating and finalizing an agreement with Sacramento County to provide funding for the RydeFreeRT program.

Procurement Support and Drafting of Contracts

Earlier this year, the Board adopted significant changes to the Procurement Ordinance that sought to minimize the role that the Legal Services Department plays in the Procurement process. The Ordinance shifts authority to the Procurement Department to determine what projects SacRT's Legal Services Department will be involved with and the extent of Legal's role. Despite this shift and change in how procurements are processed, the Legal Services Department has participated in the majority of procurements over the past 12 months, including assisting in the drafting and review of bid documents, providing advice and counsel during the selection process, drafting the contracts and providing assistance with contract interpretation after contract execution. This year the Legal Services Department worked on a number of significant procurements and other project agreements including, but not limited to:

- New solicitation and contract for Microsoft products, resulting in significant cost savings
- Contract for Mobile Camera Trailers to promote safety and security on SacRT system
- Amendments to SacRT's operating easements to allow for Folsom 15-minute service project
- Contract for radio system maintenance and repair services
- New Contracts for Environmental Support Services
- Project Agreement for design and construction of 7th Street Light Rail Station
- Project Agreement for design support for Valley Rail Midtown Sacramento Station
- Project Agreement for design support for Hazel Interchange Project
- Work Order for SVS Station Relocation
- HDR Amendment and AECOM Work Order for continuation of Streetcar Design work
- MOU with the City of West Sacramento for Streetcar work
- Contracts for Furniture and IT purchases to outfit 1102 Q Street

- Contract for Moving Services to move forward with 1102 Q Street move and other office/facility relocations
- Contract for Purchase of Employee Uniforms
- Contract with Clever Devices to leverage state grant to modernization bus communications equipment
- Contract for CNG tank refurbishment to extend useful life of CNG buses
- Contract with Creative Bus to replace cutaway buses needed for paratransit service
- Contract for SAP Operational Support and Enhancement Services to make critical updates to SacRT's aging IT infrastructure
- Contracts to update Trapeze software to modernize and implement employee self-service, which enhances service reliability by providing earlier notice of employee absences and overtime opportunities.
- Contract for replacement of obsolete police vehicles with 16 new Police Interceptors, along with contract for equipment outfitting of those vehicles.
- New Contract for Bus Vehicle Advertising to generate unrestricted revenues for SacRT
- Contract for Low-Floor Vehicle Platform Conversion Phase 1 and CCOs to expedite construction
- Work Orders with Psomas to continue design, bidding and construction support for all phases of the Low-Floor Vehicle Platform Conversion project
- New solicitation for Planning Support Services (to be awarded in the near future)
- Contract for State Lobbying Services
- Work Orders for Final Design and Environmental Review of the Watt/I-80 Transit Center Improvement Project
- Solicitation for Website Administration and Support (currently in the evaluation process)
- Solicitation for Railroad Flagging Support services to provide critical ancillary support for SacRT's limited Wayside resources (currently in evaluation process)
- Solicitation for Risk Management Information System to modernize tracking and management of claims and better analyze and reduce operational risks
- Towing and Roadside Assistance services
- On-call contracts for Bus Maintenance to keep vehicles in revenue service and non-revenue vehicles in good repair: windshield repairs, auto body repairs, glass replacement, non-revenue tires and tire services, cylinder head reconditions, block and crankshaft reconditioning services
- Contract for Power to Wheel Truing Machine to allow for installation of necessary wheel truing equipment to maintain new Siemens light rail vehicles
- Contract for Gate Crossing Mechanism installation to replace obsolete gate crossing equipment and improve safety and service reliability
- On-call/PM contracts for Facilities -- fencing repair, lighting and electrical services, tree trimming and removal services, generator PM and repair
- New Contract for Applicant Tracking System with NeoGov to allow SacRT to continue recruitment efforts.
- Contract for Learning Management System with NeoGov to continue SacRT's training efforts as well as documenting best practices training with Weintraub
- Partial Termination of SacRT's LILO transaction for damaged CAF LRV
- New Lease of Modular Building at SacRT's Hazel Light Rail station to continue operation of satellite dispatch for Folsom service

- Contracts for Pre-Employment and DOT DMV Certification Medical Examinations

In addition to the procurements listed above, the SacRT Legal Services Department worked on numerous other smaller procurements. SacRT Legal anticipates that it will continue to serve a role in the procurement process in the remainder of 2023. In the last six months, SacRT Legal has drafted 207 contracts.

General Legal Support

Throughout the latter part of 2022 and first half of 2023, SacRT's Legal Services Department provided advice and counsel to SacRT Management on the many projects the District is progressing. We provided advice and counsel on labor and employment issues, real property, CEQA, NEPA, PEPRRA, First Amendment issues, procurement, Brown Act, FPPC and conflicts issues, leave administration, and the many legal issues that arise daily at a high performing public transit agency. We have faced many challenges during this year and anticipate that the remainder of 2023 will be no different. We look forward to continuing to assist SacRT Management progress the Board's many initiatives and priorities.

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Coye E. Carter, Internal Accountability and Compliance Auditor
SUBJ: INTERNAL AUDIT UPDATE

RECOMMENDATION

No Recommendation - For Information Only.

Internal Audit

Semiannual Report to the Board of Directors

The Sacramento Regional Transit District's (SacRT) Internal Audit (IA) Unit plans, coordinates, and oversees organizational internal audit and risk assessment activities. IA reviews the integrity and efficiency of SacRT's critical activities, projects, and programs in order to determine if internal controls are adequate and effective in mitigating operational risks and complying with applicable laws and regulations. Additionally, IA works collaboratively with management and staff at all levels to implement necessary changes and corrective actions to assist SacRT with accomplishing its organizational goals and missions.

IA created an Internal Audit Plan for fiscal years 2021 through 2023 and continues to schedule the identified operational areas for review. The Internal Audit Plan was developed through interviews with SacRT Leadership, managers, and staff and review of financial reports, audit reports, and governing regulations for transportation agencies. Several engagements identified on the Internal Audit Plan, and additional special project reviews requested by SacRT Leadership, were completed or are on-going for the period of August 1, 2022 through April 30, 2023:

- College Oak Towing Contract Review – (Completed)
- Vendor Internal Control Review – (Completed)
- Inventory Control Review – (Completed)
- Key Custody and I.D. Badge Access Review – (On-going)
- ADA Record Retention Compliance Review – (On-going)
- Capital Assets Review – (On-going)
- NTSB Light Rail Accident Investigation Follow Up Review – (On-going)

Additionally, IA continues to support SacRT's Strategic Plan and four strategic organizational pillars with the following engagements scheduled for fiscal year ending June 30, 2024:

- Take-Home Vehicle Review
- Federal Transportation Administration (FTA) Grant (5307 and 5337) Compliance Review
- Subrecipient Monitoring Review
- Elk Grove Annexation Review
- California Public Utilities Commission (CPUC) Safety Compliance Review
- IT Active Directory Review
- Cash Handling Review
- I-9 Employment Eligibility Verification Form Compliance Review
- Travel Reimbursement Review
- Revenue Contract Review

The Internal Audit Plan is periodically reevaluated and adjusted to suit organizational priorities and accommodate special project requests from SacRT Leadership.

IA continues to assist with SacRT's California Department of Transportation's (Caltrans) 2022 Transportation Development Act (TDA) Triennial.

STAFF REPORT

DATE: June 12, 2023
TO: Sacramento Regional Transit Board of Directors
FROM: Kevin Schroder, Senior Planner
SUBJ: SAN JOAQUIN JOINT POWERS AUTHORITY MEETING
SUMMARY OF MAY 19TH, 2023

RECOMMENDATION

No Recommendation - For Information Only.

SacRT Board members present:

Chair Pat Hume was not present for the regular meeting of the San Joaquin Joint Powers Authority on May 19, 2023.

Meeting Notes

Item 1. Call to Order, Pledge of Allegiance, Roll Call

Item 2. Public Comments

- A citizen talked about the soon to be rail connections in Elk Grove and Elkhorn Blvd roadway connection into the airport.

Item 3. Consent Calendar

- All comments were approved.

Item 4. Rail Safety Presentation.

- This item was pulled by the board.

Item 5. Approve a Resolution of the Governing Board of the San Joaquin Joint Powers Authority Approving the Final 2023 San Joaquin Joint Powers Authority Business Plan Update and Authorizing and Directing the Executive Director to Execute Any and All Documents Associated with the Master Fund Transfer Agreement Supplements for Operations, Administration, and Marketing Budgets for Fiscal Year 2023/2024.

Staff Comments:

The Draft 2023 SJJPA Business Plan was released on March 3rd, 2023. Staff has provided the bullet point changes to the plan below:

- Updated ridership and financial numbers.
- Discussed impacts related to COVID-19 and plans to reintroduce the 7th daily round trip.
- Proposed deployment of new Thruway Bus Route 40 between Merced and San Jose.
- Support the development of the Cross Valley Corridor.

- Annual maintenance of State-owned Venture Cars.
- Details of the expanded Valley Rail Program.
- Details of the Federal Railroad Administration Corridor ID Program and SJJPA intention to partner with Caltrans.
- Several of the strategies for reducing San Joaquin’s travel times between Northern California and Bakersfield to under six hours were eliminated in the 2023 Draft Business Plan.
- The “Studies of New Proposals” was deleted from the 2023 Draft Business Plan.
- Proposed and encouraged café car service on the new Venture Car equipment.
- Martinez transfer station should be only considered for additional San Joaquin’s service and not affect the current and planned through running service to Oakland.
- Encourage acquiring more rolling stock equipment.
- Encourage “First/Last Mile” connectivity solutions be incorporated into future SJJPA grant applications.
- Raised rolling stock equipment ADA concerns and suggested improved flat surface entry from the Station platform onto the train.

Draft review provided a request for additional 1.2-million-dollar Stockton EV study.

Board Comments:

- N/A

Public comments:

- Question about communication and new train cars.

Board Vote:

- All approved.

Item 6. Approve a Resolution of the Governing Board of the San Joaquin Joint Powers Authority Approving an Agreement with RailPros, Inc. for Environmental Review, Planning, and Preliminary Engineering Services for the Madera High-Speed Rail Station Full Build Project for an Amount Not-To-Exceed \$1,987,380 and Authorizing the Executive Director to Negotiate, Award, and Execute Any and All Agreements and Documents Related to the Project including Any and All Amendments thereto within Her Spending Authority.

Staff Comments:

- Efforts to relocate the existing San Joaquin Madera Station.
- The relocation would allow for future expansion of the Station including the expected 18 service roundtrips a day.
- The effort would implement the “Silicon Valley to Central Valley” service which would extend into the Bay Area.
- The efforts will require CEQA review.
- RFP on February 24, 2023.
- 7 interested parties.
- 1 proposal was received.

Board Comments:

- N/A

Public comments:

- N/A

Board Vote:

- All approved.

Item 7. Approve a Resolution of the Governing Board of the San Joaquin Joint Powers Authority Authorizing the Executive Director to Submit and Execute Any and All Grant Applications, Agreements, Certifications, and Assurances and Any Other Documents Necessary to the California State Transportation Agency to obtain State Rail Assistance (SRA) Funding in the Amount of \$3,200,000 for the Burlington Northern Santa Fe (BNSF) 100% design of Lake to West Escalon Track Improvements.

Staff Comments:

- Senate Bill 1 created the State Rail Assistance (SRA) Program by directing a portion of new revenue specifically to intercity rail and commuter rail (0.5% new diesel sales).
- This fiscal year’s budget is expected to be \$6.1 million.

Intercity Rail Agency	Estimated Distribution				
	2020-21	2021-22	2022-23	2023-24	2024-25
Capitol Corridor Joint Powers Authority	\$5.7M	\$5.8M	\$5.9M	\$6.1M	\$6.3M
LOSSAN Rail Corridor Agency (Pacific Surfliner)	\$5.7M	\$5.8M	\$5.9M	\$6.1M	\$6.3M
San Joaquin Joint Powers Authority	\$5.7M	\$5.8M	\$5.9M	\$6.1M	\$6.3M
Flexible for intercity rail agencies, public agencies authorized to plan an/or manage intercity rail operations for aspiring corridors, and Caltrans	\$5.7M	\$5.8M	\$5.9M	\$6.1M	\$6.3M

- Total available SRA funding is \$11,783,036.

Staff requests the following:

- \$2,400,000 for the design of the double main track sections between Stockton and Merced.
- \$800,000 for Federal match towards construction of the Lake to Escalon double main track.

Board Comments:

- Request for clarification of funding.

Public comments:

- N/A

Board Vote:

- All approved.

Item 8. Marketing Program Overview.

Staff Comments:

- The marketing and outreach goal: Grow awareness, lower barriers, and increase service performance for the San Joaquins.

San Joaquins Geographic Scale

- **Train Corridor 365 mi.**
 - 6 Round-Trips
 - 11 Counties
 - 17 Station Cities
- **Bus Routes**
 - 9 Bus Routes
 - 55+% of Passengers Utilize Thruway Bus
 - 70+ Buses per Day
 - 22 Counties
 - 80+ Bus Stop Cities
- **Designated Marketing Areas**
 - 10 DMAs

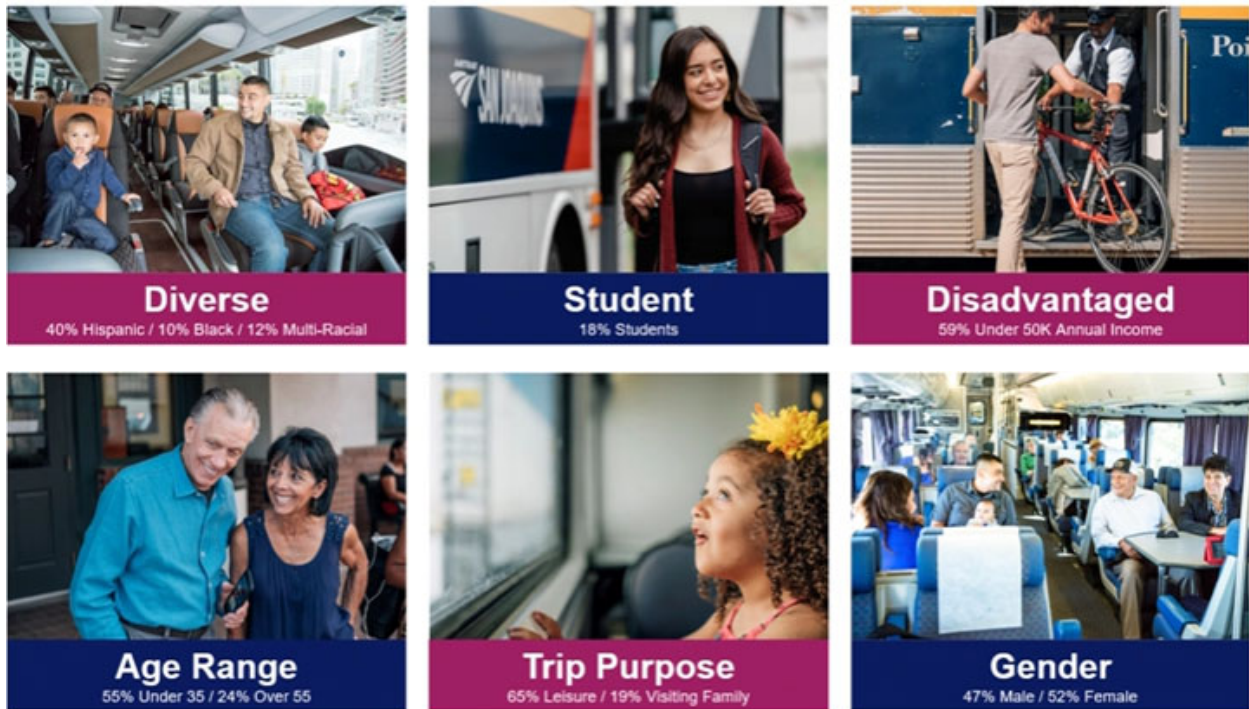


San Joaquins Market Segments

MARKET	RIDERS	%
San Joaquin Valley	353,348	48.5%
Bay Area/Silicon Valley	100,969	13.9%
Los Angeles Area	74,496	10.2%
Sacramento Area	48,611	6.7%
Inland Empire/High Desert	20,888	2.9%
North Coast	17,626	2.4%
San Diego Area	12,290	1.7%
Central Coast	11,716	1.6%
Northern CA	6,494	0.9%
Other	83,583	11.2%
Total	728,016	100.0%



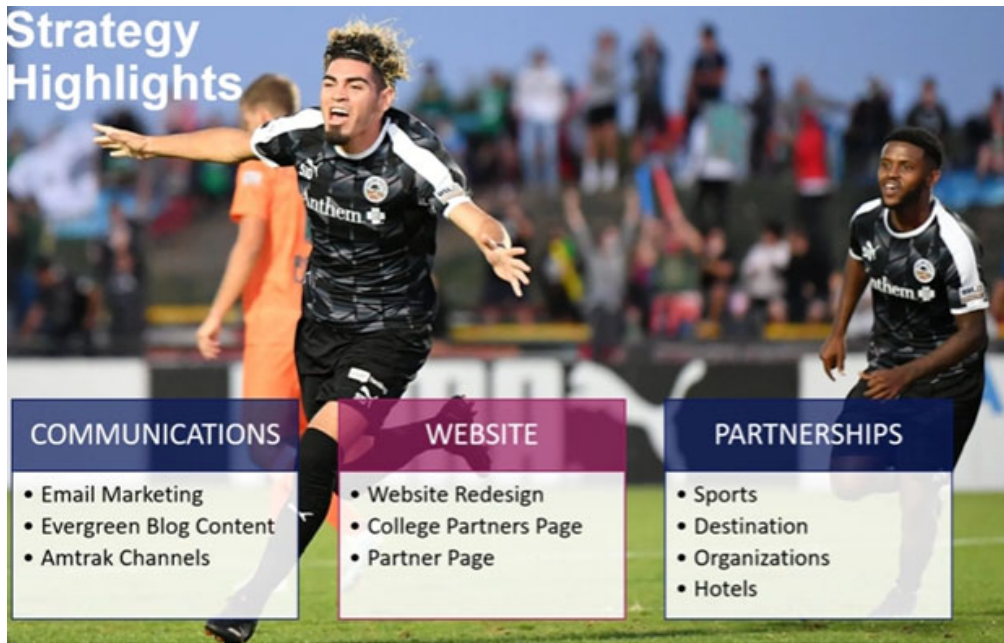
Demographic scale of service (following slides):



Specifics about marketing outreach:

- Five full time staff members
- Consultant teams (Covers all of California)





Board Comments:

- N/A

Public comments:

- N/A

Board Vote:

- All approved.

Item 9. Approve a Resolution of the Governing Board of the San Joaquin Joint Powers Authority Approving an Agreement with Jeffrey Scott Agency for Advertising and Creative Services for an Amount Not-To-Exceed \$4,005,000 and Authorizing the Executive Director to Negotiate, Award, and Execute Any and All Agreements and Documents Related to the Project including Any and All Amendments thereto within Her Spending Authority.

Staff Comments:

- RFP on January 4, 2023.
- 84 interested parties
- 7 proposals were received.
- 2 firms were invited for interviews.

Background

- As part of the San Joaquin Joint Powers Authority (Authority) Marketing Department's effort to support corridor-wide advertising to promote service, and increase ridership and revenue for the San Joaquins, the Authority solicited to retain the services of a creative, out-of-the-box thinking team.
- The consultant will work in tandem with staff and consultants to perform the following services for the entire San Joaquins train and Thruway Bus corridors:
 - Advertising
 - Social media
 - Creative services



Board Comments:

- N/A

Public comments:

- N/A

Board Vote:

- All approved.

Item 10. Approve a Resolution of the Governing Board of the San Joaquin Joint Powers Authority Approving an Agreement with Winter Consulting Group, LLC for Bay Area Region Marketing and Outreach Services for an Amount Not-To-Exceed \$843,782 and Authorizing the Executive Director to Negotiate, Award, and Execute Any and All Agreements and Documents Related to the Project including Any and All Amendments thereto within Her Spending Authority.

Staff Comments:

- RFP on January 12, 2023.
- 77 interested parties
- 4 proposals were received.
- 2 firms were invited for interviews.

Background

- Since the inception of the San Joaquin Joint Powers Authority (Authority), an important aspect of marketing and outreach efforts has been grassroots community outreach and stakeholder engagement.
- Bay Area Outreach Team will perform the following activities:
 - Stakeholder engagement
 - Community event tabling
 - Partnership acquisition
 - Destination marketing
 - Earned media



Board Comments:

- N/A

Public comments:

- N/A

Board Vote:

- All approved.

Item 11. Approve a Resolution of the Governing Board of the San Joaquin Joint Powers Authority Approving an Agreement with KP Public Affairs for Central Valley Region Marketing and Outreach Services for an Amount Not-To-Exceed \$1,379,967 and Authorizing the Executive Director to Negotiate, Award, and Execute Any and All Agreements and Documents Related to the Project including Any and All Amendments thereto within Her Spending Authority.

Staff Comments:

- RFP on January 20, 2023.
- 61 interested parties
- 4 proposals were received.
- 2 firms were invited for interviews.



Background

- ❑ Since the inception of the San Joaquin Joint Powers Authority (Authority), an important aspect of marketing and outreach efforts has been grassroots community outreach and stakeholder engagement.
- ❑ Central Valley Outreach Team will perform the following activities:
 - ❑ Stakeholder engagement
 - ❑ Community event tabling
 - ❑ Partnership acquisition
 - ❑ Destination marketing
 - ❑ Earned media
 - ❑ Technical Writing
 - ❑ Thruway Bus Outreach Administration



Board Comments:

- Asked about bus advertisements.

Public comments:

- Question about Route 3 to the north

Board Vote:

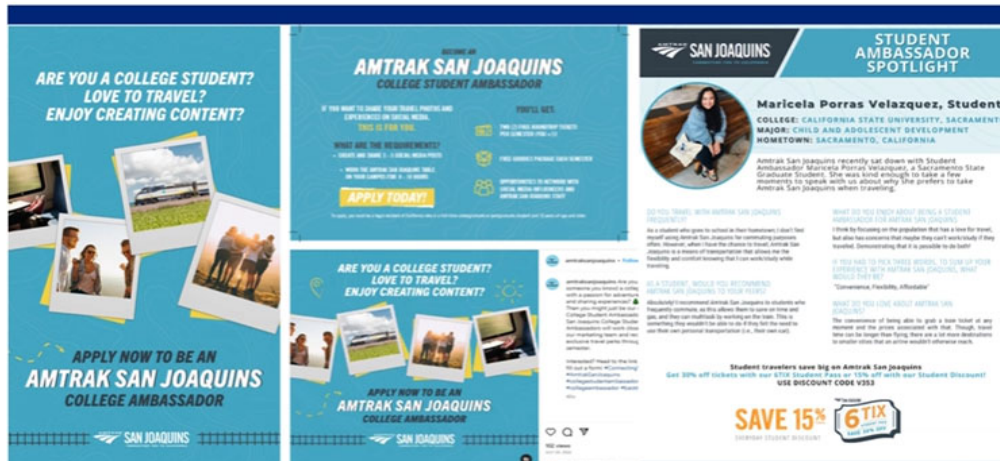
- All approved

Item 12. Amtrak San Joaquins Student Ambassador Program

Staff Comments:

- 7 current student ambassadors

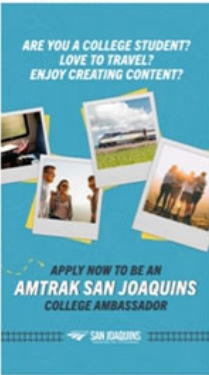
Print and Digital Recruitment Materials



Student Ambassador Program Process

STEP ONE:

Click link in social media post/bio and fill out application



STEP TWO:

Application approval and Welcome aboard letter



STEP THREE:

Post welcome box and introduce yourself on social media



Board Comments:

Public comments:

- N/A

Board Vote:

- N/A

Item 13. Board Member Comments

- N/A

Item 14. Executive Director's Report Adjournment

- N/A