

SAN JOAQUIN REGIONAL TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING – NOTICE AND AGENDA  
10:00 A.M. ON FRIDAY, AUGUST 21, 2020

This meeting is being held pursuant to Executive Order N-60-20 issued by California Governor Gavin Newsom on May 4, 2020. The Board of Directors will attend the meeting telephonically via Zoom Video Communications.

Members of the public can attend the RTD Board Meeting (audio only) by dialing: (669) 900-9128 Meeting ID: 824 2249 3651, or by viewing a live broadcast of the meeting online at <https://us02web.zoom.us/j/82422493651>

**Persons wishing to address the Board must submit a public comment request by sending an email to [BoardSupport@sjRTD.com](mailto:BoardSupport@sjRTD.com) or by calling (209) 467-6668. All comments must be received by 9:00 a.m. on Friday, August 21, 2020.**

RTD is committed to ensuring that all meetings are accessible regardless of an individual's ability or access method. If you need a reasonable accommodation, please contact RTD's Chief Executive Office at (209) 467-6668. *For language assistance, interpreter services, please contact (209) 943-1111. Para información en Español, por favor llame al (209) 943-1111.*

1. CALL MEETING TO ORDER
2. MOMENT OF SILENCE/REFLECTION
3. PLEDGE OF ALLEGIANCE TO THE FLAG
4. ROLL CALL
5. SPECIAL PRESENTATIONS
  - A. EMPLOYEES OF THE MONTH  
Special recognition of the Administration, Maintenance, and Transportation Employees of the Month.
  - B. YEARS OF SERVICE RECOGNITION  
Special recognition to retiring employees for their years of service.
  - C. BUS MECHANIC APPRENTICESHIP PROGRAM AND MAINTENANCE DEPARTMENT UPDATE  
Presentation and update by Operations Superintendent – Maintenance Brad Menil.
6. PUBLIC COMMENT

Each person who addresses the Board shall not make slanderous or profane remarks to or about any member of the Board, staff, or general public. Any person who utters loud, threatening, personal, or abusive language, who is unduly repetitious or engages in extended discussion of irrelevancies, or who engages in any disorderly conduct which disrupts, disturbs, or impedes the orderly conduct of any Board meeting shall, at the discretion of the presiding officer or a majority of the Board, be barred from further audience before the Board during that meeting. All public comments shall be limited to no more than FIVE MINUTES. In addition, applause, loud noises, or any other outbursts or disruptions from the audience are not allowed during or after a public comment. At the discretion of the presiding officer, those who are in violation of this protocol may be disconnected from the meeting.

7. REPORTS
  - A. CHIEF EXECUTIVE OFFICER (CEO) UPDATE
  - B. STATE/FEDERAL LEGISLATIVE UPDATE
  - C. FINANCIAL REPORTS  
July financial reports provided to the Board.
8. INFORMATION ITEMS  
There are no informational items.
9. CONSENT CALENDAR
  - A. RESOLUTION: APPROVING THE MINUTES OF THE JULY 17, 2020 REGULAR BOARD OF DIRECTORS MEETING  
Board approval of minutes.
10. ACTION ITEMS
  - A. RESOLUTION: APPROVING A CONTRACT WITH PACIFIC GAS & ELECTRIC (PG&E) FOR THE INSTALLATION OF EIGHT ELECTRIC VEHICLE (EV) DEPOT CHARGERS  
Board approval of PG&E contract to install EV depot chargers.
11. QUESTIONS AND COMMENTS FROM DIRECTORS AND STAFF
12. CLOSED SESSION
  - A. CONFERENCE WITH LABOR NEGOTIATOR  
Agency Negotiator: Gloria Salazar, CEO  
Employee Organization: Amalgamated Transit Union, Local 256
  - B. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION  
[Paragraph (1) of subdivision (d) of Government Code, Section 54956.9]:  
San Joaquin Regional Transit District vs. DSS-2731 Myrtle LLC, et al., San Joaquin Superior Court Case No. 39-2010-00252684-CU-EI-STK
  - C. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
13. ADJOURNMENT  
**NOTE: THE NEXT REGULARLY SCHEDULED BOARD MEETING WILL BE HELD ON FRIDAY, SEPTEMBER 18, 2020 AT 10:00 A.M.**

DATE POSTED: AUGUST 14, 2020

**SPECIAL PRESENTATION:**

**RECOGNITION OF ADMINISTRATION, MAINTENANCE,  
AND TRANSPORTATION EMPLOYEES OF THE MONTH**

**LEAD STAFF:**

**GLORIA SALAZAR  
CHIEF EXECUTIVE OFFICER**

**BACKGROUND:**

To qualify as Employee of the Month (EOM), employees must meet the following basic requirements:

1. Has been an employee for at least six months.
2. Has not been selected EOM for the previous six months.
3. Has a perfect attendance record for the month.
4. Does not have any disciplinary action pending or in effect.

RTD selects EOMs based on the following criteria:

1. Takes initiative and accepts and carries out additional responsibilities beyond regular job assignments.
2. Provides exceptional internal and external customer service by being courteous and helpful.
3. Projects a positive image and has a helpful and cooperative attitude.
4. Exemplifies trustworthy and ethical behavior.
5. Promotes a positive work environment.
6. Comes to work on time, on a daily basis.

The Administrative EOMs are selected as follows:

1. A member of the management team nominates employees at a monthly meeting.
2. Nominees are selected as EOM when they receive at least a 2/3 majority of the votes cast by members of the management team.

A majority of their respective supervisors selects Maintenance and Transportation EOMs. There may be months where no EOM is selected for Administration, Maintenance, or Transportation.

Every EOM receives:

- \$75.00 gift card
- Certificate and acceptance photograph

RTD recognizes EOMs by posting their photographs in the employee newsletter, "As the Wheels Turn," and at each RTD facility in frames designed for EOM recognition.

The EOM program provides that RTD selects the Employee of the Year (EOY) from the previous 12 months' EOMs. RTD offers EOYs the opportunity to represent their department/division at one of the conferences of the American Public Transportation Association (APTA).

**SPECIAL PRESENTATION: YEARS OF SERVICE RECOGNITION**

**LEAD STAFF: ERICKA FRANCO  
HUMAN RESOURCES ADMINISTRATOR – BENEFITS**

**BACKGROUND:**

RTD has benefitted from many employees who have chosen to spend a significant number of years with our agency. To recognize the years of service for retiring employees, RTD will present a certificate honoring the time employees have spent with RTD and thanking them for their service. For employees leaving after 25 years or more, RTD will honor them with a commemorative plaque.

These certificates and plaques will be presented to retiring employees in a special ceremony at the next scheduled RTD Board meeting following their retirement. On behalf of all RTD employees, Board members, customers, and the community, RTD management wishes to thank these employees for their service and contributions over the years.

**SPECIAL PRESENTATION:**

**BUS MECHANIC APPRENTICESHIP PROGRAM AND  
MAINTENANCE DEPARTMENT UPDATE**

**LEAD STAFF:**

**BRAD MENIL  
OPERATIONS SUPERINTENDENT – MAINTENANCE**

**BACKGROUND:**

Operations Superintendent – Transportation Brad Menil will provide a presentation to the Board regarding the Bus Mechanic Apprenticeship Program and other updates from the Maintenance Department at RTD.

**REPORT: CHIEF EXECUTIVE OFFICER UPDATE**

**LEAD STAFF: GLORIA SALAZAR  
 CHIEF EXECUTIVE OFFICER**

**POLICE ACTIVITIES (JULY)**

Officer Marquez worked 18 days and Officer Perez worked 17 days. Their production statistics for July are listed below:

Type of Report Filed	Quantity	Type of Report	Quantity	Type of Report Filed	Quantity
Felony Arrests		Intoxication Arrest		Field Interviews	16
Warrants Arrests		Moving Citations		PC 640 Citations	
Other Arrests		SMC Citations		Misdemeanor Arrests	2
Parking Citations	1	Traffic Citations		Abandoned Autos	
Other Citations		Vehicles Towed		Narcotics Confiscated	
Calls for Service	28	Weapons Seized		Weapons Confiscated	

**MEETINGS**

RTD participated in meetings of the following committees and organizations:

- **Access San Joaquin Technical Advisory Committee (TAC) Meeting:** Deputy CEO Kimberly Gayle, Grants Manager George Lorente
- **American Public Transportation Association (APTA) Mid-Size Operations Committee Call:** CEO Gloria Salazar
- **APTA Bus Operations Bi-Weekly COVID-19 Conference Call:** CEO Gloria Salazar
- **Interagency Transit Committee (ITC) Meeting:** Deputy CEO Kimberly Gayle, Grants Manager George Lorente
- **CALSTART Zero-Emission Bus Coalition Meeting-State Lobbying:** Grants Manager George Lorente
- **San Joaquin Council of Governments (SJCOG) Management and Finance Committee Meeting:** Deputy CEO Kimberly Gayle
- **San Joaquin Regional Rail Commission Board Meeting:** Deputy CEO Kimberly Gayle
- **Stockton Unified School District Regular Board Meeting:** Project Controls Manager Merab Talamantes

**WEBINARS**

RTD participated in webinars of the following organizations:

- **American Heart Association—209 Heart and Stroke Walk Kick-Off Meeting:** Risk Administrator Nancy Antonio
- **APTA Sustainability & Multimodal Planning Virtual Workshop-**CEO Gloria Salazar
- **APTA Safety Leadership in Action: Board-CEO Collaboration for During the Pandemic Webinar:** CEO Gloria Salazar
- **APTA Transit Board Administrators Virtual Series Part 1:** Executive and Board Support Analyst Alan Anguiano
- **Federal Transit Administration (FTA) Coronavirus Listening Session-Supporting Health, Safety and Confidence of Transit Riders:** Risk Administrator Nancy Antonio
- **National Transit Institute—Human Trafficking Awareness “Transit’s Role and Responsibility:** Risk Administrator Nancy Antonio
- **San Joaquin County Office of Emergency Services-COVID-19 Updates:** Risk Administrator Nancy Antonio
- **St. Joseph’s Medical Center: Community Update on COVID-19 Pandemic Webinar:** Project Controls Manager Merab Talamantes

## EVENTS

On August 5, RTD hosted its first virtual educational workshop for the August 16 Modified Service Change. After a brief introduction explaining the modified service levels, staff presented the weekday schedules, weekend schedules, and the changes to Van Go! Staff also presented RTD's cleaning and sanitizing practices as well as community coordination to ensure the health and safety protection of RTD drivers and passengers alike. Over 60 participants tuned in live through Zoom (more than 50) and Facebook Live (more than 10). The workshop included live closed captioning and live language interpretation so the information could be accessible to both the ADA and bilingual population. It was also recorded and published on RTD's Facebook page with more than 50 reactions and over 3,400 unique views since it was published.

- RTD participated in the APTA Expo Social Media Contest by producing a short one-minute video of RTD employee taking "social distancing selfies." The prize for this contest includes a paid registration to the 2021 APTA TRANSform Conference & EXPO in Anaheim. The video was posted to RTD's social media with the hashtags: #APTAAExpo #DropTheHat #PhysicalDistancing
- On August 12, RTD hosted a virtual educational workshop describing the new mobility and accessibility options for ADA-certified and RTD County passengers. Staff presented a new, RTD On-Demand rideshare program for the Stockton Metropolitan Area, highlighted My Ride, the volunteer driver mileage reimbursement program, and described changes to Van Go! services. Staff also presented cleaning and sanitizing practices as well as community coordination to ensure the health and safety of contracted drivers and passengers alike. Over 120 participants participated through Zoom (more than 110) and Facebook Live (more than 10). RTD answered over 20 questions at the end of the presentations. The live virtual meetings included closed captioning and language interpretation to make the information accessible to both the ADA and bilingual population. It was recorded and made available on RTD's Facebook page with over 20 reactions and over 120 unique view since published.

**REPORT: STATE/FEDERAL LEGISLATIVE UPDATE**

**UPDATED BY: KIMBERLY GAYLE  
DEPUTY CEO**

**PAT JORDAN  
JORDAN & ASSOCIATES**

## State Report

### **California Department of Transportation (Caltrans) Approves \$146 Million to California Low Carbon Transit Projects**

Caltrans approved funding on July 31 for 166 public transportation projects through the Low Carbon Transit Operations Program (LCTOP). RTD received \$1.173 million for the Bus Rapid Transit Expansion of the Mid Town Corridor. The complete list of awards is here: <https://bit.ly/31CqoGa>

**Effect on RTD: This program will support bus rapid transit expansion in the Mid-Town Corridor, and provide service in a disadvantaged and low-income community.**

## Federal

### **House Passes Department of Transportation (DOT) Spending Bill**

The House passed a massive package of six appropriations bills for FY 2021 on July 30, which included the Transportation-HUD (THUD) Appropriations measure. The House has now approved 10 of the 12 bills that make up the FY 2021 budget on the floor, with only measures for the Department of Homeland Security and the Legislative Branch (Congress's budget) outstanding.

The THUD Appropriations, as reported in the July Legislative Report, would provide \$15.9 billion for transit formula grants, which is an increase of \$5.8 billion above the FY 2020 enacted level. Both levels are consistent with the FY 2021 funding levels included in the five-year transportation reauthorization bill (HR 2, the Invest in America Act) that was approved by the House in July.

Other transit highlights of the bill include (comparison to FY 2020):

- \$2.2 billion for Capital Investment Grants (+ \$197m), as well as additional policy direction for allocating funds,
- \$663 million for Bus and Bus Facilities competitive grants (+ \$204m), 100% federal match and \$1 million minimum grant awards, and
- \$180 million for the Low and No Emissions Bus competitive grant program (+ \$50m)

Rep. Brownley's (D-CA) amendment requiring all buses purchased with federal funds after September 30, 2029 be zero-emission buses was not included in the Transportation & Infrastructure Committee markup in June as part of the INVEST Act, or as part of the en bloc amendment approved on the House floor on July 2 in the Moving Forward Act. Rep. Brownley did have an amendment included en bloc as part of the Moving Forward Act that requires that medium and heavy-duty vehicles purchased by the federal government are zero emission vehicles to the maximum extent feasible.

Rep. Schrier's (D-WA) amendment that would waive FTA's spare ratio regulations for two years was approved as part of an en bloc amendment approved by the Rules Committee on June 29 and approved on the House floor on July 2 in the Moving Forward Act.

Rep. Morelle's (D-NY) amendment requiring the DOT to create best practices for application of NEPA to federally funded bus shelters to assist recipients of Federal funds in receiving exclusions permitted by law



was approved en bloc by the House Rules Committee on June 29 and passed on the House floor in the Moving Forward Act on July 2.

The Senate Appropriations Committee has not approved any of the 12 spending bills. The holdup is due to the lack of an agreement between Senate Appropriations Chairman Richard Shelby (R-AL) and ranking member Patrick Leahy (D-VT) on what amendments will be offered in committee. Democrats want to use amendments to score political points to try to reclaim control of the Senate, and Republicans see no point in taking those hits if there is no expectation the bills will be passed before the elections.

It is possible Senate appropriators could end the year without marking up any bills. The Senate typically lags the House in passing appropriations bills, but in recent years markups have begun by June or July at the latest. A September markup sprint is considered unlikely this year because of the elections, which means the window for action, is getting very narrow.

**Effect on RTD: Rep. Schrier's amendment to waive FTA's spare ratio regulations for two years would help RTD during the COVID-19 public health emergency, since the number of buses in operation is low. The spare ratio regulation requires grantees with 50 or more fixed route buses in urban service not to exceed 20 percent of the vehicles operated in maximum fixed route service. Rep. Schrier's amendment regarding best practices for application of NEPA to federally funded bus shelters would simplify the process for RTD to procure bus shelters. From a budget perspective, it is unlikely that Congress will pass a budget for FY 2021 by the end of September, since the House and Senate have left Washington for the month of August.**

#### **COVID-19 Relief Bill Stalls**

Senate Republicans rolled out the Health, Economic Assistance, Liability protection and Schools (HEALS) Act, on July 27, a roughly \$1 trillion coronavirus relief bill, with no funding included for transit nor state transportation departments. A combination of eight bills, the HEALS Act contains S. 4320, the Coronavirus Response Additional Supplemental Appropriations Act, which provides \$306 billion in COVID-19 emergency spending.

By contrast, H.R. 6800, the Health and Economic Recovery Omnibus Emergency Solutions Act (HEROES Act), passed by the House on May 15, is a \$3 trillion measure that included \$16 billion for transit, \$15 billion for state DOTs and \$915 billion in general-purpose aid for municipalities.

The bill provides another \$10 billion in aid to airport authorities, doubling the \$10 billion from the Coronavirus Aid, Relief and Economic Security Act (CARES) enacted in March.

The House is out the week of August 10 and the Senate was scheduled to recess on August 7 for the month. Senate Majority Leader Mitch McConnell (R-KY) informed Senators on August 6 they will not be adjourning for August as scheduled. McConnell signaled that Senators could go home until a coronavirus deal is struck, which could be a long time, since the slow coronavirus relief negotiations are still ongoing.

The House and Senate negotiated the two coronavirus relief bills starting July 27, but did not reach agreement by July 31, a deadline President Trump made for the two sides to reach an agreement. Both the House and Senate have left town for the August recess – unless negotiations between Democratic leaders and the White House reach agreement on another round of coronavirus-related federal aid, in which case House and Senate members will be called back on 24 hours' notice to vote on the legislation.

The fundamental issue at stake is whether to provide another round of financial aid to state and local governments. The separate issue of whether or not airports and mass transit systems deserve another round of direct financial aid at this time or whether or not state departments of transportation deserve a round of special direct assistance, cannot be decided until after the overall sizes of the general purpose state and local aid pots are known.

Republicans proposed to split up the legislation and address the most time-sensitive parts, such as extending the special COVID benefit for unemployment insurance, extending the statutory eviction moratorium, extending the pending expiration of the Paycheck Protection Program, providing temporary student loan relief, and others, but Democratic negotiators are still insisting on one big bill combining all areas of coronavirus relief.

In the meantime, President Trump signed a series of executive actions intended to extend and expand COVID-19 relief, including suspending payroll tax collection and boosting federal support for unemployment benefits. It is not clear whether the President has the legal authority to issue such orders.

**Effect on RTD: The lack of transit funding in the Senate COVID-19 relief bill is not surprising. RTD should continue to advocate with the delegation on the need for additional funding.**

### **FTA Will Hold Public Transportation Agency Safety Plan (PTASP) Bus Workshops in August**

The FTA will host two virtual PTASP Bus Workshops on August 12-13 and August 19-20. The workshop will cover material from PTASP workshops that were postponed due to COVID-19 public health emergency. The workshop will focus on the PTASP rule requirements and provide strategies for implementing the Safety management System (SMS). The workshop will also discuss Agency Safety Plan (ASP) development and how to identify key stakeholders for plan development.

In July 2018, the FTA published the PTASP Final Rule, which requires certain operators of public transportation systems that receive Urbanized Area Formula Grants to develop safety plans that include the processes and procedures to implement SMS. A July 20, 2020 compliance deadline was originally scheduled. The compliance deadline was extended until December 31, 2020, due to the COVID-19 public health emergency.

The plan must include safety performance targets. Transit operators must certify they have a safety plan in place meeting the requirements of the rule by December 31, 2020. The plan must be updated and certified by the transit agency annually.

The link to the registration of the PTASP bus workshops is here: <https://bit.ly/3ahvQ51>

**Effect on RTD: The Board approved RTD's PTASP in July. The workshops will provide additional information to RTD in implementing the PTASP rule requirements over the next year.**

### **FTA Issues National Transit Database (NTD) Reporting Changes and Clarifications**

The FTA published proposed changes to the NTD on April 9. Based on comments received proposed changes and clarifications were made to the document. Comments focused on the following:

- Additional types of Service
  - New type of service to distinguish demand response tax service
  - New type of service classification for demand responsive service provided by transportation network companies
- Changes to the A-30 Revenue Vehicle Asset Forms
  - Add new data element to identify automated vehicles
  - New reporting on safety equipment on rail transit vehicles
- Changes to the A-20 – Adjust the Reporting Categories for Special Trackwork
- Changes to the D-10—New reporting on the use of automatic passenger counters
- Changes to the FFA-10—New reporting on vehicle revenue miles by state for urbanized area reporters
- Changes to safety event reporting
- Clarification on Reporting Service information on a temporary bus bridge

- Clarification of incidental use for transit asset reporting

The link to the Final Notice is here: <https://bit.ly/3kvBmFP>

***Effect on RTD: The FTA clarifies that it is not changing any reporting eligibilities or requirements for new types of service. If RTD uses a partnership with a transportation network company (RTD On-Demand) to provide Americans with Disability Act (ADA) complementary paratransit service, that service can be reported to the NTD through the new type of service. A tax-based subsidy program is excluded from the NTD, since it does not meet the definition of public transportation as it is not shared-ride. This clarification will help RTD in providing different types of ride-sharing services.***

### **FTA Hosting COVID-19 Recovery Listening Session on Supporting the Health, Safety and Confidence of Transit Riders**

FTA is hosting a series of listening sessions to support peer-to-peer exchange and information sharing on how the transit industry is recovering from the COVID-19 public health emergency.

Sessions are being held on **August 20**. Panelists will discuss strategies, service planning, tools, and resources they use to protect passengers and welcome them back to transit.

A link to registration for the event is here: <https://bit.ly/3kwLdv9>

***Effect on RTD: The listening session will provide information for RTD on how the transit industry is recovering from the COVID-19 public health emergency.***

### **COVID-19: Available Guidance and Resources for the Transit Industry**

The Coronavirus Aid, Relief, and Economic Security (CARES) Act was signed into law on March 27 providing 425 billion in funding for recipients of urbanized area and rural area formula funds. FTA has compiled updated resources for recipients during the COVID-19 health emergency.

The following resources are available:

*FTA COVID-19 Resource Tool* <https://www.transit.dot.gov/regulations-and-programs/safety/fta-covid-19-resource-tool>

CDC Public Health Considerations for Reopening Mass Transit During the COVID-19 Pandemic

<https://www.cdc.gov/coronavirus/2019-ncov/downloads/php/CDC-Activities-Initiatives-for-COVID-19-Response.pdf#page=57>

*FTA COVID-19 Website* <https://www.transit.dot.gov/coronavirus>

*FTA Coronavirus Aid, Relief, and Economic Security (CARES) Act information*  
<https://www.transit.dot.gov/cares-act>

*DOT Guidance on Compliance with DOT Drug and Alcohol Testing Regulations*  
<https://www.transportation.gov/odapc/compliance-with-dot-drug-and-alcohol-testing-regulations>

*Frequently Asked Questions (FAQs) from FTA Grantees Regarding Coronavirus Disease 2019*  
<https://www.transit.dot.gov/frequently-asked-questions-fta-grantees-regarding-coronavirus-disease-2019-covid-19>

*Safety Advisory 20-01: Recommended Actions to Reduce the Risk of Coronavirus Disease 2019 (Covid-19) Among Transit Employees and Passengers*

<https://www.transit.dot.gov/regulations-and-programs/safety/fta-safety-advisory-20-01-recommended-actions-reduce-risk>

***Effect on RTD: The guidance and resources provided by the FTA are useful to RTD in complying with federal regulations during the COVID-19 health emergency.***

**REPORT: FINANCIAL UPDATE**

**LEAD STAFF: RAVI SHARMA  
FINANCE MANAGER**

**DISCUSSION:**

Finance staff will provide an update on the following:

- July Revenue and Expense Summary
- Graphs
- Cash Flow Projection

**San Joaquin RTD  
 FY2021 Revenue & Expense Summary  
 Year to Date Comparison to Annual Budget  
 For the Period Ending July 31, 2020  
 (8.33% of Fiscal Year )**

	Annual Budget	Year to Date Amount (Accrual Basis)	Annual Budget Balance	% of YTD Amount vs. Annual Budget	Year to Date Amount (Cash Basis)
<b>REVENUES</b>					
PASSENGER FARES & SPECIAL FARES	\$ 1,093,607	\$ 185,391	\$ 908,216	16.95%	\$ 185,391
NON-TRANSPORTATION REVENUES	19,014	-	19,014	0.00%	-
FEDERAL GRANTS (5307)	5,680,263	473,355	5,206,908	8.33%	-
FEDERAL CARES Act (5307)	9,521,159	793,430	8,727,729	0.00%	-
OTHER FEDERAL GRANTS	615,980	51,332	564,648	8.33%	-
FEDERAL CARES Act (5311)	308,034	25,670	282,365	8.33%	-
PROPERTY TAXES	1,009,114	84,093	925,021	8.33%	-
TDA - STA	1,800,000	150,000	1,650,000	8.33%	-
TDA - LTF	12,051,425	975,351	11,076,074	8.09%	-
LCTOP	1,173,520	97,793	1,075,727	8.33%	-
MEASURE K	5,708,775	475,206	5,233,569	8.32%	-
<b>TOTAL REVENUES</b>	<b>\$ 38,980,891</b>	<b>\$ 3,311,621</b>	<b>35,669,270</b>	<b>8.50%</b>	<b>\$ 185,391</b>
<b>EXPENSES</b>					
WAGES AND FRINGE BENEFITS	21,771,323	1,579,783	20,191,541	7.26%	1,339,083
SERVICES	3,167,185	191,688	2,975,496	6.05%	147,272
MATERIALS & SUPPLIES	2,543,689	93,827	2,449,862	3.69%	89,877
UTILITIES	1,160,143	78,540	1,081,604	6.77%	67,946
INSURANCE	1,121,169	78,092	1,043,077	6.97%	-
TAXES	275,147	4,751	270,396	1.73%	4,751
PURCHASED TRANSPORTATION	7,765,918	461,413	7,304,505	5.94%	-
MISCELLANEOUS EXPENSES	1,176,316	39,177	1,137,139	3.33%	36,685
<b>TOTAL EXPENSES</b>	<b>\$ 38,980,891</b>	<b>\$ 2,527,271</b>	<b>\$ 36,453,620</b>	<b>6.48%</b>	<b>\$ 1,685,614</b>

Net Revenue (Deficit)

0      784,349

**(1,500,224)**

San Joaquin RTD												
Twelve Months Cash Flow Projection (amounts in 000's)												
	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21
Beginning Cash Balance	\$8,011	\$5,540	\$5,490	\$5,756	\$3,375	\$2,245	\$1,444	\$0	\$0	\$0	\$0	\$0
Add: Projected Cash Inflow	1,203	3,785	3,854	1,119	2,544	2,699	1,735	2,544	2,518	1,548	6,470	1,119
Less: Projected Cash Outflow	-3,674	-3,834	-3,588	-3,500	-3,675	-3,500	-3,500	-3,501	-3,503	-3,506	-6,469	-3,503
Draw From Line of Credit	0	0	0	0	0	0	321	957	985	1,958	0	2,384
<b>Projected Month-end Cash Balance</b>	<b>\$5,540</b>	<b>\$5,490</b>	<b>\$5,756</b>	<b>\$3,375</b>	<b>\$2,245</b>	<b>\$1,444</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>LINE OF CREDIT (LOC) BALANCE:</b>												
Beginning Balance	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$321	\$1,278	\$2,263	\$4,221	\$1,263
Advance	0	0	0	0	0	0	321	957	985	1,958	0	2,384
Payoff	0	0	0	0	0	0	0	0	0	0	-2,958	0
<b>Unpaid Balance</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>321</b>	<b>1,278</b>	<b>2,263</b>	<b>4,221</b>	<b>1,263</b>	<b>3,647</b>
<b>Available LOC</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>\$9,679</b>	<b>\$8,722</b>	<b>\$7,737</b>	<b>\$5,779</b>	<b>\$8,737</b>	<b>\$6,353</b>
<b>CASH INFLOW DETAILS:</b>												
Fare Revenue	119	70	90	90	90	90	90	90	90	90	90	90
Advertising, Rental, Interest & Other Inc	24	24	24	29	29	29	29	29	29	29	29	29
Federal 5307	78	92	1,198								3,926	
Federal 5311			600									
Property tax Revenue						580				429		
TDA-STA Operating						1,000			800			
TDA-STA Capital			766						598			
TDA-LTF	765	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
LCTOP		1,174										
Measure K Operating		1,425			1,425			1,425			1,425	
SB1-State of Good Repair	216											
Federal 5310							250					
Federal 5311							366					
Federal 5307 CARES Act			175									
<b>Projected Cash Inflow</b>	<b>1,203</b>	<b>3,785</b>	<b>3,854</b>	<b>1,119</b>	<b>2,544</b>	<b>2,699</b>	<b>1,735</b>	<b>2,544</b>	<b>2,518</b>	<b>1,548</b>	<b>6,470</b>	<b>1,119</b>
<b>PROJECTED DRAW FROM LINE OF CREDIT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>321</b>	<b>957</b>	<b>985</b>	<b>1,958</b>	<b>0</b>	<b>2,384</b>
<b>CASH OUTFLOW</b>												
Payroll and Payroll Related Expenses	1,753	1,395	1,395	1,395	1,395	1,395	1,395	1,395	1,395	1,395	1,395	1,395
Accounts Payable Check-runs	1,184	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200	1,200
Purchased Transportation Invoices	737	905	905	905	905	905	905	905	905	905	905	905
Capital Payments:												
Temp Barriers on Buses			88									
BRT FVM Camera's		147										
Line of Credit interest								1	3	6	11	3
Line of Credit Payoff											2,958	
Measure K loan Interest to SJCOG		187			175							
<b>Projected Cash Outflow</b>	<b>3,674</b>	<b>3,834</b>	<b>3,588</b>	<b>3,500</b>	<b>3,675</b>	<b>3,500</b>	<b>3,500</b>	<b>3,501</b>	<b>3,503</b>	<b>3,506</b>	<b>6,469</b>	<b>3,503</b>

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE SAN JOAQUIN REGIONAL TRANSIT DISTRICT  
FRIDAY, JULY 17, 2020

Pursuant to Executive Order N-29-20 issued by California Governor Gavin Newsom on March 17, 2020 the Board of Directors of the San Joaquin Regional Transit District (RTD) held a Regular Meeting at 10:00 a.m. on Friday, July 17, 2020 telephonically via Zoom Video Communications.

Members of the public were able to attend the RTD Board Meeting (audio only) by dialing: (669) 900-9128 Meeting ID: 860 5166 2449, or by viewing a live broadcast of the meeting online at <https://zoom.us/j/86051662449>

1. CALL MEETING TO ORDER Chair Giovanetti called the meeting to order at 10:00 a.m.
2. MOMENT OF SILENCE/REFLECTION Chair Giovanetti called for a moment of silence and reflection.
3. PLEDGE OF ALLEGIANCE TO THE FLAG Chair Giovanetti led the pledge.
4. ROLL CALL Present: Gary Giovanetti, Chair  
Michael Restuccia, Vice-Chair  
Les Fong  
Balwinder Singh  
Joni Bauer

Staff Present (via videoconference)

Gloria Salazar, CEO  
Kimberly Gayle, Deputy CEO  
Al Hoslett, RTD Legal Counsel  
Merab Talamantes, Project Controls Manager  
Alan Anguiano, Executive and Board Support Analyst  
Ravi Sharma, Finance Manager  
Nancy Antonio, Risk Administrator  
Virginia Alcayde, Director of Finance  
John Coose, Safety Administrator  
Jean Foletta-Morales, Mobility and Customer Engagement Manager  
Mike Thompson, Chief of Administration and Innovation  
Ivan Otero, IT Specialist  
Luciana Lindroos, Senior Accountant – Payroll  
Cameron Isaacson, Operations Superintendent – Transportation  
Brad Menil, Operations Superintendent – Maintenance  
Damaris Galvan, Service Development Manager  
Dorceia Watkins, Grants Senior Specialist (Temp)  
Elizabeth Fernandez, Service Development Specialist  
Jocelyn Oamilda, Senior Accountant  
Stephennie Costa, Senior Accountant  
Melissa Comages, Senior Accountant – Payroll  
Ericka Franco, Human Resources Administrator – Benefits  
Maximilian Cao, Marketing Graphics Supervisor  
Darla Smith, Operations Supervisor – Facilities  
George Lorente, Grants Manager  
Sunny Pannu, Human Resources Administrator



Members of the Public Who Indicated They Were Present  
Ryan Niblock, San Joaquin Council of Governments  
Ko Yang

5. SPECIAL PRESENTATIONS

A. EMPLOYEES OF THE MONTH (EOM)

i. JUNE EOM:

Administration: Service Development Analyst Kong Her

B. WHO WE ARE: TRANSPORTATION

Operations Superintendent – Transportation Cameron Isaacson provided a special presentation to the Board regarding the responsibilities and duties of the Transportation department.

Chair Giovanetti asked how much interaction DMV has with RTD's operator trainings. Isaacson stated that the new hires would need to go to DMV to take their written test, air brake endorsements, and passenger endorsement. Behind the wheel testing is also done with DMV.

Chair Giovanetti also asked if delays at the DMV have hindered any trainings for RTD operators. Isaacson stated that currently there are no new hires therefore RTD has not been affected.

Director Singh asked about paratransit services' interface with technology. Isaacson responded that the Mobility Department is responsible for paratransit services and they will be providing a presentation regarding their departmental functions in the near future.

C. INCIDENT MANAGEMENT

Safety Administrator John Coose and Risk Administrator Nancy Antonio provided a presentation to the Board regarding Incident Management processes. Antonio summarized the Business Continuity Plan and explained that training is an essential part and the goal is to test effectiveness through tabletop exercises. She explained the mechanics of tools such as the RTD Emergency Guide, Emergency Action Protocol, SMS text alert system, evacuation/relocation, and restoration/recovery. Coose expressed the combined effect of the Agency Safety Plan and the Business Continuity Plan, and reported on demonstration events and the Active Shooter Protocol draft.

Director Fong asked where the Emergency Guides are located. Antonio responded that they are provided to new hires at orientation and are to be kept near all available phones.

Chair Giovanetti asked about a hypothetical active shooter situation and what steps would be taken to diffuse it. Coose replied that there are procedures in place to either run, hide, or fight. Coose also reported that staff has received training from the Stockton Police Department in the past and will have a refresher training soon.

Chair Giovanetti asked in case of a lockdown, who would be the person to lockdown the building. Coose confirmed that he would be the one to lock the building down.

Chair Giovanetti asked if signs can be made as soon as possible to ensure that RTD is ready if an active shooter incident were to occur. Coose stated that the signs are being made today and will have them in the designated areas for future use.

Coose added that the SMS text blast system would be the fastest way to announce what is happening in real time—faster than posting a sign in the designated areas.

CEO Salazar asked about the panic buttons. Coose explained these one-push buttons are located at the Downtown Transit Center (DTC) and the Regional Transportation Center (RTC) and when used alert the authorities who are to respond immediately.

Director Singh commented that no amount of training can prepare us, and it is good for everyone to think about the situation. Training has to happen often so responses may become second nature.

Director Fong asked how often Stockton Police Department will host trainings at RTD. Coose responded that RTD is working to having these trainings occur annually but maybe more often in the future.

6. PUBLIC COMMENT

There were no public comments.

7. REPORTS

A. CHIEF EXECUTIVE OFFICER UPDATE

CEO Salazar reported to the Board that the labor negotiations are scheduled for July 21-23, 2020 and will be held via Zoom. On June 23, 2020, RTD held its first virtual forum with staff and on June 24, 2020, CEO Salazar spoke at a California Association for Coordinated Transportation (CALACT) webinar about the key steps RTD has taken in managing COVID-19. RTD also began a new Work From Home (WFH) program where employees can voluntarily work from home on Wednesdays and Fridays. On June 30, 2020, RTD and ATU executed a Memorandum of Understanding (MOU) to combine classifications of Utilities and Custodian positions to allow flexibility in assigning work to take care of the interior and exterior grounds at RTD facilities.

CEO Salazar added that staff has developed a modified service plan for the proposed changes since school districts are leaning towards distance learning through the end of August. RTD will need to make changes to the recovery plan such as producing 2 run cuts, one with school schedules and one without. Operators will bid on those schedules according to seniority.

In addition, no fares will be collected during the month of August and social distancing will be enforced. Extra shadow buses will be used on higher ridership routes and disinfecting wipe dispensers are being installed on all buses. Virtual employee forums will be scheduled when the recovery plan changes; RTD will also communicate with the public through live virtual community workshops.

Marketing Graphics Supervisor Maximilian Cao updated the Board on RTD's current events, including the Virtual Employee Forums on RTD's Recovery Plan, the "We're in This Together" Campaign, the Stockton Healthy Pledge, and the Safety and Service Awards.

B. STATE/FEDERAL LEGISLATIVE UPDATE

Deputy CEO Kimberly Gayle provided the Board with a written report and verbal update on current legislative affairs.

Deputy CEO Gayle reported that State Legislature is out of the office and not expected to return until July 27. The passed budget does not include transit, but California Transit Association (CTA) is advocating for \$3.1 billion for transit needs. RTD is working closely with CTA to make that advocacy a priority.

Deputy CEO Gayle added that the INVEST Act has been passed through the Transportation and Infrastructure Committee at this time.

The Moving Forward Act is an infrastructure package that incorporates language from the reauthorization package and includes proposed funding for transit. Also, an amendment that has positive ramifications for RTD was proposed. This would waive the Federal Transit Administration (FTA) spare ratio requirement, which means more than 20% of revenue vehicles can be called spares.

C. FINANCIAL REPORT

Director of Finance Virginia Alcayde presented the June financial update. Chair Giovanetti asked why RTD is better positioned in funding from the CARES Act than other agencies. CEO Salazar mentioned that RTD has been able to extend the benefits of the CARES Act by eliminating positions that were not essential at this time, reducing route services by changing to weekend service, and redesigning Van Go!, and changing ADA services.

8. INFORMATION ITEMS

A. QUARTERLY UPDATE OF SOLICITATIONS JULY – SEPTEMBER 2020

B. QUARTERLY UPDATE ON CONTRACTS AWARDED APRIL – JUNE 2020

9. CONSENT CALENDAR

A. RESOLUTION NO. 5933: APPROVING THE MINUTES OF THE JUNE 19, 2020  
REGULAR BOARD OF DIRECTORS MEETING

ACTION: MOTION: DIRECTOR BAUER SECOND: DIRECTOR FONG  
Roll Call:  
AYES: Fong, Restuccia, Giovanetti, Singh, Bauer NAYES: ABSTAIN: ABSENT:

B. RESOLUTION NO. 5934: ADOPTING THE BUSINESS CONTINUITY PLAN

ACTION: MOTION: DIRECTOR BAUER SECOND: DIRECTOR FONG  
Roll Call:  
AYES: Fong, Restuccia, Giovanetti, Singh, Bauer NAYES: ABSTAIN: ABSENT

C. RESOLUTION NO. 5935: ADOPTING THE UPDATED AGENCY SAFETY PLAN

ACTION: MOTION: DIRECTOR BAUER SECOND: DIRECTOR FONG  
Roll Call:  
AYES: Fong, Restuccia, Giovanetti, Singh, Bauer NAYES: ABSTAIN: ABSENT

10. ACTION ITEMS

- A. RESOLUTION NO. 5936: AWARDING A CONTRACT TO EAM SOLUTIONS, LLC FOR PURCHASE OF TRANSIT ASSET MANAGEMENT SYSTEM FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$471,577

ACTION: MOTION: DIRECTOR RESTUCCIA

SECOND: DIRECTOR BAUER

Roll Call:

AYES: Fong, Restuccia, Giovanetti, Singh, Bauer

NAYES: ABSTAIN: ABSENT:

11. QUESTIONS AND COMMENTS FROM DIRECTORS AND STAFF

Director Bauer commended staff and CEO Salazar for doing a great job.

RTD Legal Counsel Al Hoslett reported that under the Brown Act, when the Board adopts a resolution with something that is confidential the matter has to be reported out after the confidentiality has been satisfied. Since the settlement to the claim regarding April Jenkins has been resolved and paid, the minutes shall reflect that.

12. CLOSED SESSION

Chair Giovanetti announced that the Board would recess into Closed Session to consider the following items set forth on the agenda.

- A. CONFERENCE WITH LABOR NEGOTIATOR

Agency Negotiator: Gloria Salazar, CEO

Employee Organization: Amalgamated Transit Union, Local 256

- B. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

[Paragraph (1) of subdivision (d) of Government Code, Section 54956.9]

San Joaquin Regional Transit District vs. DSS-2731 Myrtle LLC, et al., San

Joaquin Superior Court Case No. 39-2010-00252684-CU-EI-STK

Upon returning from Closed Session, the Chair announced that the Board took no reportable action in Closed Session.

13. ADJOURNMENT

Chair Giovanetti adjourned the meeting at 11:33 a.m.

RESOLUTION NO. \_\_\_\_\_  
DATED AUGUST 21, 2020

RESOLUTION APPROVING THE MINUTES OF THE JULY 17, 2020  
REGULAR BOARD OF DIRECTORS MEETING

RESOLVED AND ORDERED by the Board of Directors of San Joaquin Regional Transit District that the minutes of the Regular Meeting of July 17, 2020 be approved.

**STAFF RECOMMENDATION:**                   **APPROVING A CONTRACT WITH PACIFIC GAS & ELECTRIC (PG&E) FOR THE INSTALLATION OF EIGHT ELECTRIC VEHICLE (EV) DEPOT CHARGERS**

**LEAD STAFF:**                                   **DARLA SMITH  
FACILITIES SUPERINTENDENT**

**FINANCIAL IMPACT:**                       **\$415,000 INITIAL OUT OF POCKET  
\$215,000 AFTER REBATE IS RECEIVED (PG&E EV FLEET PROGRAM (SB 350))**

**BACKGROUND:**

As one of its strategic goals, RTD commits to exploring zero-emission bus technology to ensure viable energy and fuel alternatives. In line with this goal, RTD seeks to partner with Pacific Gas & Electric (PG&E) to explore energy and fuel options. PG&E offers an EV Fleet Electrification Program that provides rebates to their customers. RTD desires to install eight EV depot chargers. The rebate is 50% of the cost of an EV Supply Equipment or EV Charger for an amount of \$25,000 per charger totaling \$200,000 for eight chargers.

**DISCUSSION:**

PG&E has evaluated and approved RTD's application for the program. PG&E has determined RTD is eligible for the PG&E Ownership option, and for a rebate capped at \$25,000 per charger. PG&E Ownership option: PG&E will design, construct, own, and maintain the EV supply infrastructure, including all work to the base of the EV Chargers. RTD will receive reimbursement upon purchasing the qualifying chargers.

RTD currently has five electric buses that use the five installed depot chargers (which were also installed with the PG&E Ownership option). Nine additional electric buses are due to arrive in spring 2021; the eight additional chargers will support the total of 14 depot charge technology buses.

RESOLUTION NO. \_\_\_\_\_  
DATED: AUGUST 21, 2020

RESOLUTION TO APPROVE A CONTRACT WITH PACIFIC GAS & ELECTRIC (PG&E) FOR THE  
INSTALLATION OF EIGHT ELECTRIC VEHICLE (EV) DEPOT CHARGERS

WHEREAS, San Joaquin Regional Transit District (RTD) commits to exploring zero-emission bus technology to ensure viable energy and fuel alternatives as one of its strategic goals; and

WHEREAS, RTD and Pacific Gas & Electric Company (PG&E) both desire to enter into a contract for PG&E EV Fleet Electrification Program (EV Program); and

WHEREAS, the EV Program PG&E Ownership option will support infrastructure for RTD electric vehicle (EV) fleet, including the following:

- PG&E will design, construct, own, and maintain the EV supply infrastructure including all work to the base of the EV Chargers
- PG&E will rebate up to \$200,000 for qualifying chargers; and

WHEREAS, the EV Program will assist in purchasing depot chargers for the nine buses arriving in Spring of 2021.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of the RTD, as follows:

1. That certain EV Fleet Program #FLEET 001309763 ("Contract") between the San Joaquin Regional Transit District (RTD) and Pacific Gas & Electric Company (PG&E), hereby is approved.
2. That the Chair and CEO be and they hereby are authorized and directed to finalize and execute the said Contract, on behalf of RTD.
3. That the Chair and CEO, or either of them individually, are hereby directed to take such further actions and to execute such other documents, including amendments to said Contract, as may necessary or appropriate to carry out the intents and purposes of this Contract.