

SAN JOAQUIN REGIONAL TRANSIT DISTRICT  
BOARD OF DIRECTORS MEETING – NOTICE AND AGENDA  
10:00 A.M. ON FRIDAY, APRIL 21, 2023

The Board of Directors of the San Joaquin Regional Transit District (RTD) will hold a regular meeting at 10:00 a.m. on Friday, April 21, 2023, in the Boardroom of RTD's Downtown Transit Center, 421 East Weber Avenue, Stockton, California. Please visit <https://sanjoaquinrtd.com/board-of-directors/board-meeting-agendas-and-minutes/> for an electronic copy of this document.

ACCESSIBLE PUBLIC MEETINGS: RTD is committed to ensuring that all meetings are accessible regardless of an individual's ability or access method. RTD will make all reasonable accommodations for persons with disabilities to participate in this meeting. Upon request to the Chief Executive Office, RTD will provide agenda materials in appropriate alternative formats or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number, and a brief description of the requested materials, preferred alternative format, auxiliary aid, or service, at least three workdays before the meeting. Requests should be sent to RTD by mail at 421 East Weber Avenue, Stockton, CA 95202, by phone at (209) 467-6613, by fax at (209) 948-8516, or by email to [BoardSupport@sjRTD.com](mailto:BoardSupport@sjRTD.com).

The RTD Board of Directors may take action on each item on the agenda. The action may consist of the recommended action, a related action, or no action. Staff recommendations are subject to action and/or change by the Board of Directors.

*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. SAFETY ANNOUNCEMENT
4. PLEDGE OF ALLEGIANCE TO THE FLAG
5. ROLL CALL

6. PUBLIC COMMENT

All public comments shall be limited to no more than THREE MINUTES. In addition, applause, loud noises, or any other outbursts or disruptions from the audience are not allowed during or after public comment. Those who violate this protocol may be removed from the meeting at the presiding officer's discretion.

7. SPECIAL PRESENTATIONS

- A. RECOGNITION OF YEARS OF SERVICE FOR RETIRING EMPLOYEES  
Special recognition of retiring employees for their years of service.

8. REPORTS

- A. CHIEF EXECUTIVE OFFICER UPDATE  
CEO Alex Clifford will provide an oral update on matters of relevance to RTD.
- B. MARKETING UPDATE  
Supervisor of Marketing and Customer Engagement Maximilian Cao will provide event updates.
- C. FINANCIAL UPDATE  
Finance Manager Ravi Sharma will provide March financial reports.

9. INFORMATION ITEMS

Reports are provided for information only. Staff will be available to answer any questions.

- A. QUARTERLY UPDATE OF SOLICITATIONS  
Report of current and anticipated solicitations.
- B. QUARTERLY UPDATE OF CONTRACTS AWARDED  
Report of contracts awarded January 1, 2023, through March 31, 2023.
- C. QUARTERLY UPDATE OF GRANTS AWARDED  
Report of current and pending grants as of March 31, 2023.
- D. FEDERAL LEGISLATIVE UPDATE  
Report of Federal Legislative Updates prepared by Capital Edge Advocacy, Inc.

- E. STATE LEGISLATIVE UPDATE  
Report of State Legislative Updates prepared by Shaw Yoder Antwih Schmelzer & Lange.

10. CONSENT CALENDAR

- A. RESOLUTION: APPROVING THE MINUTES OF THE MARCH 24, 2023, REGULAR BOARD OF DIRECTORS MEETING  
Board approval of minutes.
- B. RESOLUTION: APPROVING THE MINUTES OF THE MARCH 24, 2023, SPECIAL BOARD OF DIRECTORS MEETING  
Board approval of minutes.
- C. RESOLUTION: APPROVING THE LIST OF PERSONS AUTHORIZED TO SIGN ON SAN JOAQUIN REGIONAL TRANSIT DISTRICT'S (RTD) ON BANK OF STOCKTON ACCOUNTS, SAN JOAQUIN COUNTY TREASURY ACCOUNTS, DEFINED BENEFIT RETIREMENT PLAN ACCOUNTS, 457 (b) DEFERRED COMPENSATION PLAN, AND 401(a) DEFINED CONTRIBUTION PLAN  
Board approval of authorized signatories.
- D. RESOLUTION: APPROVING AND ADOPTING SAN JOAQUIN REGIONAL TRANSIT DISTRICT'S TITLE VI PROGRAM UPDATE FY2023 – FY2026  
Board approval of 2023 Title VI Program.
- E. RESOLUTION: APPROVING A REVISION TO THE RTD TUITION ASSISTANCE POLICY  
Board approval of Tuition Assistance Protocol changes.
- F. RESOLUTION: AUTHORIZING THE CEO TO EXECUTE THE FIRST AMENDMENT TO THE PURCHASE ORDER (PO) WITH NEW FLYER, INC. (NFI) FOR THE PURCHASE AND DELIVERY OF FOUR (4) HYDROGEN FUEL CELL ELECTRIC BUSES (FCEB) TO INCREASE THE ORDER TO ADD ONE (1) BUS, FOR A TOTAL OF NUMBER OF FIVE (5) BUSES, AND TO INCREASE THE TOTAL CONTRACT AMOUNT BY \$1,444,131, FOR A TOTAL PO AMOUNT OF \$7,220,655  
Board approval of an amendment to the PO with New Flyer, Inc.
- G. RESOLUTION: AUTHORIZING THE CEO TO EXECUTE A CONTRACT WITH PINNACLE PETROLEUM, INC. FOR THE FURNISHING AND DELIVERY OF UNLEADED GASOLINE FOR A TOTAL AMOUNT NOT TO EXCEED \$3,500,000 FOR A THREE (3) YEAR BASE TERM WITH TWO (2) ONE-YEAR OPTIONS  
Board approval of a contract with Pinnacle Petroleum, Inc.

- H. ACCEPT AND FILE: CHECK REGISTER FOR THE MONTH OF MARCH 2023  
Board acceptance and filling of Check Register for the month of March 2023.

11. ACTION ITEMS

- A. RESOLUTION: AUTHORIZING THE CEO TO EXECUTE A CONTRACT WITH PLATINUM SECURITY, INC. FOR UNARMED SECURITY GUARD SERVICES FOR A TOTAL AMOUNT NOT TO EXCEED \$3,300,000 FOR A TWO (2) YEAR BASE TERM AND ONE (1) ONE-YEAR OPTION  
Board approval of a contract with Platinum Security, Inc.
- B. RESOLUTION: SUPERSEDING RESOLUTION NUMBER 5929 DECLARING SAN JOAQUIN REGIONAL TRANSIT DISTRICT'S (RTD) COMMITMENT TO A ZERO-EMISSION FLEET  
Board approval of new Resolution to supersede 5737 and 5929.
- C. RESOLUTION: APPROVING REVISIONS TO THE BOARD OF DIRECTORS RULES OF PROCEDURE  
Board approval of revised Board of Directors Rules of Procedure.
- D. RESOLUTION: APPROVING BOARD MEMBER TRAVEL POLICY  
Board approval of Board Member Travel Policy.
- E. RESOLUTION: AUTHORIZING UPCOMING BOARD OF DIRECTOR'S TRAVEL EXPENSES  
Board authorization of upcoming Board member travel.

12. QUESTIONS AND COMMENTS FROM DIRECTORS AND STAFF

13. CLOSED SESSION

- A. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION  
[Paragraph (1) of subdivision (d) of Government Code, Section 54956.9]:
  - i. San Joaquin Regional Transit District vs. DSS-2731 Myrtle LLC, et al.  
San Joaquin Superior Court Case No. 39-2010-00252684-CU-EI-STK
- B. CONFERENCE WITH LABOR NEGOTIATOR  
Agency Negotiators: CEO and Pat Glenn (Legal Counsel)  
Employee Organization: Amalgamated Transit Union, Local 256

14. OPEN SESSION

- A. Closed Session Report (Legal Counsel)



- B. RESOLUTION: APPROVING PURCHASE AND SALE AGREEMENT  
(2731 E. Myrtle Street, Stockton, California 95205; San Joaquin County  
Assessor's Parcel Number 157-020-020-000)

15. ADJOURNMENT

**NOTE: THE NEXT REGULARLY SCHEDULED BOARD MEETING WILL BE  
ON FRIDAY, MAY 19, 2023, AT 10:00 A.M.**

DATE POSTED: APRIL 14, 2023



**LEAD STAFF: MALIKA MCGEE, HUMAN RESOURCES MANAGER**

**REPORT: RECOGNITION OF YEARS OF SERVICE FOR RETIRING EMPLOYEES**

**I. SUMMARY**

Mike Thompson joined RTD on August 23, 2010, as a Manager of Information Technology and retired on March 7, 2023, as Chief Administration and Innovation Officer. RTD would like to recognize Mr. Thompson for 12 years of dedicated service and commitment to providing safe and reliable service to the region.

**II. DISCUSSION/BACKGROUND**

RTD has benefited from many employees who have chosen to spend a significant number of years with the 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. Employees retiring after 15 years of service or more will receive a commemorative plaque.

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 contribution over the years.

**III. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report aligns with the Board's Strategic Priority 1.

Strategic Priorities:

1. Employees
2. Customers
3. Financial Health
4. Operations Excellence
5. Community Relations
6. Innovation

**IV. FINANCIAL CONSIDERATIONS/IMPACT**

N/A

**V. CHANGES FROM COMMITTEE**  
N/A

**VI. ALTERNATIVES CONSIDERED**  
N/A

**VII. ATTACHMENTS**  
N/A

Prepared by: Malika McGee, HR Manager

**VIII. APPROVALS**

Financial Impact Approved:  
Robert Kyle, CFO

  
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\_\_\_\_\_

Alex Clifford, CEO



**LEAD STAFF:       ALEX CLIFFORD, CEO**

**REPORT:           CHIEF EXECUTIVE OFFICER UPDATE**

**MEETINGS SINCE MARCH 24, 2023**

RTD participated in meetings of the following committees and organizations:

- **California Association for Coordinated Transportation (CALACT) Board Meeting:** CEO Alex Clifford
- **CALACT Legislative Committee Meeting:** CEO Alex Clifford
- **CALACT Spring Conference & Expo:** CEO Alex Clifford
- **California Department of Transportation (Caltrans) Tour of RTC:** CEO Alex Clifford, COO Ciro Aguirre, Assistant Maintenance Superintendent John Van Camp, Facilities Superintendent John Coose, Government Affairs Director Ken Baxter
- **CTA State Legislative Committee Meeting:** CEO Alex Clifford
- **City of Stockton Economic Development Meeting with Director Carrie Wright:** CEO Alex Clifford, Grants Manager Eric Williams, Project Controls Manager Merab Talamantes
- **Federal Legislative Bi-weekly Meeting Chris Giglio of Capital Edge Advocacy Inc.:** CEO Alex Clifford
- **SJCOG Technical Advisory Committee Meeting:** Grants Manager Eric Williams, Government Affairs Director Ken Baxter
- **Special CALACT Legislative Committee Meeting:** CEO Alex Clifford
- **Special RTD Retirement Board Meeting:** CEO Alex Clifford, Board Member Michael Restuccia, Board Member Gary Giovanetti, CFO Robert Kyle, Finance Manager Ravi Sharma, Human Resources Manager Malika McGee, Project Controls Manager Merab Talamantes, Service Development Manager Dámaris Galvan, Transportation Superintendent LaShonda Nelson
- **State Legislative Bi-weekly Meetings with Michael Pimentel and Alchemy Graham of Shaw Yoder Antwih Schmelzer & Lange:** CEO Alex Clifford
- **The Bus Coalition (TBC) Board Meeting:** CEO Alex Clifford



**LEAD STAFF:       MAXIMILIAN CAO, SUPERVISOR OF MARKETING AND  
CUSTOMER ENGAGEMENT**

**REPORT:           MARKETING UPDATE**

**Ripon First Responder Day - April 1**

RTD was proud to sponsor the community event honoring the City of Ripon's first responders. Many from the community gathered at the Ripon Police Station, then walked to the Ripon Consolidated Fire District for a short presentation. Attendees enjoyed socializing with the first responders and viewing their service displays, vehicles, and canines. Giveaways and refreshments were also available. RTD provided a hopper bus to accommodate those that preferred a ride to the event. RTD's bus followed the procession along Main Street.

**Bike Stockton Launch Event - April 1**

On April 1, the San Joaquin Council of Governments (SJCOG) and its partners launched Stockton's first electric bike share system. The launch event was hosted at the University of the Pacific from 10 am. to 2 p.m. near the William Knox Holt Memorial Library. It was a well-attended event, with dozens of local officials and community members coming out to celebrate and learn about the program, take advantage of the special annual pass discount, and take part in an inaugural ride around the university campus.

**San Joaquin County Asparagus Festival - April 14-16**

In partnership with Nocetti Group, RTD provided a free shuttle service to festival-goers from the Union Transfer Station to the Asparagus Festival at the San Joaquin County Fairgrounds. This service conveniently drops passengers off near the main gate, where riders were given a coupon for a \$4 discount on their admission tickets. RTD's very own Proterra bus was proudly on display near the main stage for all three festival days.

**Get on Board Day - April 17**

On April 17th, RTD joined the American Public Transportation Association (APTA) and its members to celebrate National Get on Board Day. RTD generously offered free rides on its Local, Express, and Hopper services to mark the occasion. This nationwide event is an important reminder that public transportation is crucial in serving the needs of our society. By raising awareness and providing access and education, initiatives like this ensure that public transit remains an accessible and dependable option for people of all backgrounds.

**Stockton Earth Day - April 23**

RTD will celebrate Stockton Earth Day with a free shuttle service from the Downtown Transit Center to Victory Park, with stops at the Mall Transfer Station. The celebration will let attendees learn firsthand about RTD's zero-emission initiatives, including electric bus technology and hydrogen fuel cell buses. The celebration's highlight will be RTD's Proterra bus displayed in Victory Park. To further promote sustainability and reduce the impact of climate, RTD staff will be available to answer any questions and discuss their efforts to make Stockton a greener place.



**LEAD STAFF:** **RAVI SHARMA, FINANCE MANAGER**  
**DEPARTMENT MANAGER:** **ROBERT KYLE, CFO**

**REPORT: FINANCIAL UPDATE**

**I. SUMMARY**

- A brief analysis of San Joaquin RTD's financial status is prepared monthly to inform the Board of Directors regarding RTD's actual revenues and expenses in relation to the adopted operating budget for the fiscal year.
- Cash inflows, outflows, and projection are also included.

**II. DISCUSSION/BACKGROUND**

Attached is the Operating Revenue and Expense summary report for fiscal year to date ending March 31, 2023. The fiscal year (FY) has elapsed 75%.

Revenues

Passenger fare revenues are higher than the budget level due to higher bus pass sales and cash fares as a result of the increase in ridership. Non-Transportation revenues are higher due to higher interest income as a result of a higher county treasury funds balance. The Federal 5307 grant revenue is higher than the budget due to higher preventive maintenance expenses. Overall total revenues are marginally higher than the revenue budget level.

Expenses

The total expenses compared to the budget level are lower mainly due to lower labor and fringe expenses as a result of vacant positions, which resulted in lower retirement plan expenses and medical premium expenses. Expenses are also lower due to less spending on services, materials & supplies, utilities, insurance, and miscellaneous expenses through the fiscal year.

Cash Basis and Projection

The fiscal year to date cash basis has a positive result mainly due to receiving local transportation operating funds, state transit assistance capital funds, and prior years federal 5307 funds.

The 12-months cash flow projection includes capital and operating cash inflows and outflows.

**III. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report aligns with the Board's Strategic Priorities 3 and 4.

Strategic Priorities:

1. Employees
2. Customers
3. Financial Health
4. Operations Excellence
5. Community Relations
6. Innovation

**IV. FINANCIAL CONSIDERATIONS/IMPACT**

Favorable budget variances in Operating Revenue and Expenses contribute to favorable budget variance in Operating Balance to date as of March 31, 2023.

**V. CHANGES FROM COMMITTEE**

N/A

**VI. ALTERNATIVES CONSIDERED**

There are no alternatives to consider as this is a Monthly Financial Report.

**VII. ATTACHMENTS**

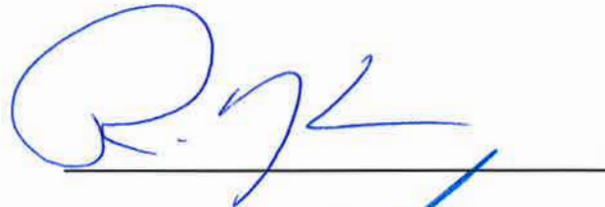
**Attachment A:** Fiscal year to date monthly financial report for the period ending March 31, 2023.

**Attachment B:** Cash flow projections.

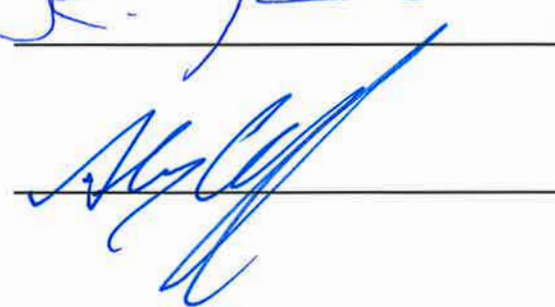
Prepared by: Ravi Sharma, Finance Manager

**VIII. APPROVALS**

Financial Impact Approved:  
Robert Kyle, CFO



Alex Clifford, CEO







Attachment A  
Cover Page

**San Joaquin RTD  
FY2023 Revenue & Expense Summary  
Year to Date Comparison to Annual Budget  
For the Period Ending March 31, 2023  
(75% of Fiscal Year)**

	Annual Budget	YTD Budget	Year to Date Actual (Accrual Basis)	Annual Budget Balance	% of YTD Amount vs. Annual Budget	FYTD Cash Flow (amounts in 000's)	
						OPERATING	CAPITAL
<b>REVENUES</b>							
PASSENGER FARES & SPECIAL FARES	\$ 2,110,598	\$ 1,582,949	\$ 1,682,615	\$ 427,983	80%	1,683	-
NON-TRANSPORTATION REVENUES	769,252	576,939	848,716	(79,464)	110%	441	-
FEDERAL GRANTS (5307)	5,696,742	4,272,557	4,932,037	764,705	87%	7,198	-
FEDERAL GRANTS (5311)	550,370	412,778	371,857	178,513	68%	170	-
PROPERTY TAXES	1,269,986	952,490	952,490	317,496	75%	720	-
TDA - STA	175,000	131,250	127,273	47,727	73%	175	4,763
TDA - LTF	30,186,961	22,640,221	22,217,336	7,969,625	74%	24,080	-
LCTOP	1,556,856	1,167,642	1,167,642	389,214	75%	1,557	-
Transformative Climate Communities Grant (TCC)	109,826	82,369	56,983	52,843	52%	60	-
MEASURE K	5,706,030	4,279,523	4,279,111	1,426,919	75%	4,864	-
FEDERAL American Rescue Plan (5311)	559,632	419,724	-	559,632	0%	-	-
FEDERAL GRANTS (5310)	-	-	243,269	-	0%	-	-
FEDERAL CARES Act (5311)	-	-	599,652	(599,652)	0%	774	-
CAPITAL PROJECTS CASH INFLOW	-	-	-	-	-	-	3,128
<b>TOTAL REVENUES</b>	<b>\$ 48,691,252</b>	<b>\$ 36,518,439</b>	<b>\$ 37,478,980</b>	<b>\$ 11,455,541</b>	<b>77%</b>	<b>41,721</b>	<b>7,891</b>
<b>CASH INFLOW OPERATING &amp; CAPITAL</b>						<b>41,721</b>	<b>7,891</b>
<b>TOTAL CASH INFLOW</b>						<b>49,612</b>	
<b>EXPENSES</b>							
WAGES AND FRINGE BENEFITS	33,254,132	24,940,599	20,646,962	12,607,171	62%	20,659	-
SERVICES	4,222,065	3,166,549	3,025,034	1,197,031	72%	3,157	-
MATERIALS & SUPPLIES	3,978,210	2,983,657	2,592,602	1,385,608	65%	3,573	-
UTILITIES	1,194,462	895,846	856,694	337,768	72%	902	-
INSURANCE	2,189,381	1,642,035	1,588,684	600,696	73%	412	-
TAXES	337,278	252,959	228,034	109,244	68%	163	-
PURCHASED TRANSPORTATION	2,163,120	1,622,340	1,652,059	511,061	76%	1,699	-
MISCELLANEOUS EXPENSES	1,352,605	1,014,454	651,912	700,693	48%	540	-
CAPITAL PROJECTS CASH OUTFLOW	-	-	-	-	0%	-	3,303
<b>TOTAL EXPENSES</b>	<b>\$ 48,691,252</b>	<b>\$ 36,518,439</b>	<b>\$ 31,241,981</b>	<b>\$ 17,449,272</b>	<b>64%</b>	<b>31,104</b>	<b>3,303</b>
<b>CASH OUTFLOW OPERATING &amp; CAPITAL</b>						<b>31,104</b>	<b>3,303</b>
<b>TOTAL CASH OUTFLOW</b>						<b>34,407</b>	
<b>Net Revenue (Deficit)</b>	<b>-</b>	<b>-</b>	<b>6,237,000</b>			<b>15,205</b>	
<i>Less Stimulus Grants</i>			<i>(599,652)</i>			<i>-774</i>	
<i>Adjusted Net Revenue (Deficit)</i>			<i>5,637,348</i>			<i>14,432</i>	



Attachment B  
Cover Page

**San Joaquin RTD**  
**Twelve Months Cash Flow Projection (amounts in 000's)**

	<u>Mar-23</u>	<u>Apr-23</u>	<u>May-23</u>	<u>Jun-23</u>	<u>Jul-23</u>	<u>Aug-23</u>	<u>Sep-23</u>	<u>Oct-23</u>	<u>Nov-23</u>	<u>Dec-23</u>	<u>Jan-24</u>	<u>Feb-24</u>
<b>Beginning Cash Balance</b>	<b>\$62,019</b>	<b>\$61,017</b>	<b>\$61,525</b>	<b>\$61,766</b>	<b>\$61,854</b>	<b>\$60,742</b>	<b>\$61,055</b>	<b>\$60,743</b>	<b>\$61,056</b>	<b>\$59,890</b>	<b>\$60,203</b>	<b>\$57,591</b>
<b>Add: Projected Cash Inflow</b>	<b>2,999</b>	<b>4,355</b>	<b>12,132</b>	<b>3,858</b>	<b>2,658</b>	<b>4,083</b>	<b>3,458</b>	<b>4,083</b>	<b>2,658</b>	<b>4,083</b>	<b>1,158</b>	<b>1,158</b>
<b>Less: Projected Cash Outflow</b>	<b>-4,002</b>	<b>-3,847</b>	<b>-11,891</b>	<b>-3,770</b>	<b>-3,770</b>	<b>-3,770</b>	<b>-3,770</b>	<b>-3,770</b>	<b>-3,823</b>	<b>-3,770</b>	<b>-3,770</b>	<b>-3,770</b>
<b>Projected Month-end Cash Balance</b>	<b>\$61,017</b>	<b>\$61,525</b>	<b>\$61,766</b>	<b>\$61,854</b>	<b>\$60,742</b>	<b>\$61,055</b>	<b>\$60,743</b>	<b>\$61,056</b>	<b>\$59,890</b>	<b>\$60,203</b>	<b>\$57,591</b>	<b>\$54,979</b>
<b>OPERATING CASH INFLOWS:</b>												
Fare Revenue	175	145	145	145	145	145	145	145	145	145	145	145
Advertising, Rental, Interest & Other Income	9	13	13	13	13	13	13	13	13	13	13	13
Federal 5307	195											
Property tax Revenue		620										
TDA-LTF	2,000	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	1,000	1,000
Measure K Operating			1,425			1,425		1,425		1,425		
Federal 5311 CARES Act	410											
<b>Projected Operating Cash Inflow</b>	<b>2,788</b>	<b>3,278</b>	<b>4,083</b>	<b>2,658</b>	<b>2,658</b>	<b>4,083</b>	<b>2,658</b>	<b>4,083</b>	<b>2,658</b>	<b>4,083</b>	<b>1,158</b>	<b>1,158</b>
<b>OPERATING CASH OUTFLOWS:</b>												
Payroll and Payroll Related Expenses	2,575	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400	2,400
Accounts Payable Check-runs	947	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	376	170	170	170	170	170	170	170	170	170	170	170
Measure K loan Interest to SJCOG			72						53			
<b>Projected Operating Cash Outflow</b>	<b>3,898</b>	<b>3,770</b>	<b>3,842</b>	<b>3,770</b>	<b>3,770</b>	<b>3,770</b>	<b>3,770</b>	<b>3,770</b>	<b>3,823</b>	<b>3,770</b>	<b>3,770</b>	<b>3,770</b>
<b>Net Operating Cash Flow</b>	<b>-1,110</b>	<b>-492</b>	<b>241</b>	<b>-1,112</b>	<b>-1,112</b>	<b>313</b>	<b>-1,112</b>	<b>313</b>	<b>-1,165</b>	<b>313</b>	<b>-2,612</b>	<b>-2,612</b>
<b>CAPITAL CASH INFLOWS:</b>												
TDA-STTA Capital		1,000		1,200			800					
Federal 5307	19											
Federal CMAQ Solar Project		77	150									
Federal CMAQ Gillig Electric Buses			7,899									
STEP Grant	169											
5312/SJCOG/StanslousCOG IMI Mobility project	23											
<b>Projected Capital Cash Inflow</b>	<b>211</b>	<b>1,077</b>	<b>8,049</b>	<b>1,200</b>	<b>0</b>	<b>0</b>	<b>800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>CAPITAL CASH OUTFLOWS:</b>												
Procurement Management System	46											
Gillig Electric Buses			7,899									
Integrated Mobility Innovation	5											
Masabi Fare Payment Upgrade (mobile)	3											
Stockton Mobility E-Bikes	15											
IT Surveillance/Security	22											
Solar Project	10	77	150									
<b>Projected Capital Cash Outflow</b>	<b>103</b>	<b>77</b>	<b>8,049</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Capital Cash Flow</b>	<b>108</b>	<b>1,000</b>	<b>0</b>	<b>1,200</b>	<b>0</b>	<b>0</b>	<b>800</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Funds Kept at:</b>												
<b>Bank of Stockton</b>	<b>985</b>											
<b>County Treasury</b>	<b>60,032</b>											
<b>Total</b>	<b>61,017</b>											



**LEAD STAFF:**        **MANNY CALUYA, PROCUREMENT SUPERVISOR**  
                              **SYLVESTER DONELSON, JR., DIRECTOR OF PROCUREMENT**

**REPORT:**            **QUARTERLY UPDATE OF SOLICITATIONS**

**I.        SUMMARY:**

- This report provides the Board of Directors (Board) with a list of all current and upcoming formal solicitations.
- The financial considerations are listed in Attachment A of this report.
- The solicitation listed below, Public Transit and Apportionment Study, is being resolicited as the response pool did not meet the requirements, including number of respondents.

**II.       DISCUSSION/BACKGROUND**

The purpose of this report is to provide the Board an opportunity to review and comment on all current and upcoming formal solicitations before they are recommended to the Board for award.

The thresholds for formal solicitations are as follows:

- \$250,000+ for services
- \$75,000+ for materials, supplies, and equipment
- \$3,000+ for FTA funded public works
- \$200,000+ for non-FTA funded public works (CUPCCAA)

Attachment A lists all formal solicitations that are currently advertised and anticipated to be advertised for the upcoming quarter.

**III.      STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report aligns with the Board's Strategic Priorities 3 and 4.

Strategic Priorities:

1. Employees
2. Customers
3. Financial Health
4. Operations Excellence
5. Community Relations
6. Innovation

**IV.      FINANCIAL CONSIDERATIONS/IMPACT**

See Attachment A.

**V. CHANGES FROM COMMITTEE**  
N/A

**VI. ALTERNATIVES CONSIDERED**  
N/A

**VII. ATTACHMENTS**  
**Attachment A:**

Quarterly Update of Solicitations

Prepared by: Manny Caluya, Procurement Supervisor

**VIII. APPROVALS**

Financial Impact Approved:  
CFO, Robert Kyle

CEO, Alex Clifford




Attachment A  
Cover Page

**QUARTERLY UPDATE OF SOLICITATIONS**

<b>Solicitation Number</b>	<b>Solicitation Released Date or Anticipated Released Date</b>	<b>Title</b>	<b>Estimated Award Date</b>	<b>Funding Source</b>	<b>Estimated Amount</b>
23097-S2	May	Public Transit and Apportionment Study-REBID	June	Local	\$125,000
24001-S	May	Transit Advertising Services	June	N/A (Revenue)	\$50,000 (Annually)
24002-S	May	Health & Welfare Benefits Brokerage	June	STA	\$100,000
24003-S	May	Actuarial Consulting Services	June	Local	\$40,000





**LEAD STAFF: SYLVESTER DONELSON, JR., DIRECTOR OF PROCUREMENT**

**REPORT: QUARTERLY UPDATE OF CONTRACTS AWARDED**

**I. SUMMARY:**

- This report provides the Board of Directors (Board) with a list of all contracts awarded within the third quarter of FY 2023 (January – March 2023).
- Contracts listed based on the CEO and Board Contracting Levels.
- The financial impact is listed in Attachment A of this report.

**II. DISCUSSION/BACKGROUND**

The purpose of this report is to provide the Board with a summary of contracts awarded within the CEO's authority on a quarterly basis, pursuant to Section 1.3 Organizational Structure of RTD's Procurement Manual.

Attachment A is a list of contracts awarded from January 1, 2023, through March 31, 2023.

**III. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report aligns with the Board's Strategic Priorities 3 and 4.

Strategic Priorities:

1. Employees
2. Customers
3. Financial Health
4. Operations Excellence
5. Community Relations
6. Innovation

**IV. FINANCIAL CONSIDERATIONS/IMPACT**

See Attachment A.

**V. CHANGES FROM COMMITTEE**

N/A

**VI. ALTERNATIVES CONSIDERED**

N/A

**VII. ATTACHMENTS**

**Attachment A:** Contracts Awarded for the third quarter of FY 2023

Prepared by: Sylvester Donelson, Director of Procurement

**VIII. APPROVALS**

Financial Impact Approved:  
CFO, Robert Kyle



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CEO, Alex Clifford



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Attachment A  
Cover Page

**AMENDED - CONTRACTS AWARDED FOR THE THIRD QUARTER OF FY 2023**

Contract Award Date	Contract Number	Company Name	Title	Contract Amount	Funding Source	Location	DBE
<b>CEO APPROVED CONTRACTS</b>							
02/01/2023	23037-S	OpenGov	Procurement Administration Scheduling System	\$94,030	State	Redwood City, CA	No
02/15/2023	23124-C	Bockmon & Woody Electric Co., Inc.	Electrical Evaluation & Repair	\$39,408	State	Stockton, CA	No
<b>BOARD APPROVED CONTRACTS</b>							
3/24/2023	23103-S	Gillig, LLC	Purchase and Delivery of Six (6) Hybrid Electric Buses	\$5,910,084	Operating	Livermore, CA	N/A*
3/24/2023	23102-S	Gillig, LLC	Purchase and Delivery of One (1) Battery Electric Bus	\$1,191,174	Operating	Livermore, CA	N/A*

\* Not Applicable – Transit Vehicle Manufacturer



**LEAD STAFF:       ERIC WILLIAMS, GRANTS MANAGER**

**REPORT:            QUARTERLY UPDATE OF GRANTS AWARDED**

**I.     SUMMARY:**

- During the third quarter of Fiscal Year FY23 (January 1, 2023 - March 31, 2023), the San Joaquin Regional Transportation District (RTD) received an extension for a formula grant, which will be used for operating assistance.
- A list of RTD's active grants (Attachment A) is provided quarterly to apprise the Board of Directors (Board) of grant funding status.
- There are three Competitive awarded grants pending final grant agreements and two pending Formula grant applications to report for this period.

**II.   DISCUSSION/BACKGROUND**

During the third quarter of FY23, RTD received an extension for one (1) formula grant and submitted a competitive grant application.

Awarded Grants

During the quarter, there were one (1) Cooperative Agreement requiring close-out.

Grants Status Report

- Caltrans signed the extension for FY21 5310 Coronavirus Response and Relief Supplemental Appropriation Act (CRRSAA) from August 31, 2022, to August 31, 2023, in the amount of \$57,395.
- San Joaquin Council of Government (SJCOG) is processing the revised FY2022 - 2023 Transportation Development Act (TDA) claim. The revised FY2022 – 2023 State Transit Revenue and Apportionment Schedule resulted in an increase of \$2,020,571 which will go before the SJCOG Board in April 2023 for final approval.

Closed-out Grants

During the quarter, the Integrated Mobility Innovation project ended on March 31, 2023, and final report will be submitted to FTA in April 2023.

Active and Pending

Staff identified grant funding opportunities for the following unfunded projects:

- |   |              |
|---|--------------|
| • United Cerebral Palsy Bus Replacement Project     | \$ 2,400,000 |
| • Pedestrian Collision and Avoidance System Project | \$ 782,000   |
| • Public Display Monitor System Project             | \$ 637,500   |
| • 26 Hopper Cutaways                                | \$ 3,900,000 |

- 6 Van Go! Ford Transit Vans – StarCraft \$ 654,000

Upcoming Grant Applications

RTD staff is currently working on the following grant applications:

- FY23 Low or No Emission Vehicle Program – 5339 (c) \$23,416,558
  - Replacement of Five (5) BRT Buses
  - Two (2) Fuel Cell Electric Buses for Expansion
  - Purchase Hydrogen Fueling Trailer – Lease to Purchase
  - CALSTART Partnership Workforce Development
- FY23 Buses and Bus Facilities Formula Program – 5339 (b) \$9,185,300
  - Maintenance Shop Retrofit \$
  - Bus Rehabilitation
  - Shop Retrofit: Design and Construction Support
  - Workforce Development
- San Joaquin Council of Governments: Congestion Mitigation and Air Quality (CMAQ) Improvement and Carbon Reduction Program (CRP) \$15,003,200
  - Replacement of Five (5) BRT Buses
  - Replacement of Six (6) BRT Buses
  - Replacement of Six (6) Van Go! Buses
  - Replacement of Fifteen (15) RTD and United Cerebral Palsy Cutaway Buses

**III. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This recommendation aligns with the Board's Strategic Priorities 3 and 4.  
Strategic Priorities:

1. Employees
2. Customers
3. Financial Health
4. Operations Excellence
5. Community Relations
6. Innovation

**IV. FINANCIAL CONSIDERATIONS/IMPACT**

Current active grants listed in Attachment A for RTD's operations and capital improvements. The Operating and Capital Budgets will be amended as necessary when grants are awarded.

**V. CHANGES FROM COMMITTEE**

N/A

**VI. ALTERNATIVES CONSIDERED**

N/A

**VII. ATTACHMENTS**

**Attachment A:** Active Grants as of March 2023

Prepared by: Eric Williams, Grants Manager


**VIII. APPROVALS**

Financial Impact Approved:  
Robert Kyle, CFO



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Alex Clifford, CEO



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Attachment A  
Cover Page



San Joaquin Regional Transit District (RTD)								
Grant Funded Projects								
Active Grants as of 03/31/2023								
#	Award #	Program	Project Description	Grant Award	Total Project Budget	Amount Expended	Amount Remaining	Grant Expiration
1	21-22-D10-127	FFY21-22 Low Carbon Transit Operations Program	BRT Expansion - Midtown Corridor Operating	\$ 1,556,856	\$ 1,556,856	\$ 1,037,904	\$ 518,952	6/30/2023
2	64SO21-01576	5310 CRRSAA	Operating Assistance	\$ 57,395	\$ 57,395	\$ -	\$ 57,395	6/30/2023
3	C-15-023	FFY14-16 Measure K BRT Passenger Amenities	Bus Replacement	\$ 3,223,761	\$ 6,447,522	\$ 2,560,209	\$ 663,552	6/30/2023
4	CA-2018-130-00	FFY16-17 5307-CMAQ Transfer: Bus Replacement Purchase and Midtown BRT Improvements	Bus Replacement Purchase and Midtown BRT Improvements	\$ 6,348,562	\$ 9,271,206	\$ 3,695,867	\$ 2,652,695	6/30/2023
5	CA-2020-048-00	FFY20 5307 Urbanized Area Formula Program - RTD Capital and Operating Projects	Tire Lease, Safety & Security, Preventative Maintenance, Capital Cost of Contracting, Bus Replacement	\$ 5,737,640	\$ 7,172,052	\$ 5,717,375	\$ 20,265	6/30/2023
6	CA-2021-118-00	FFY21 5339(a) Bus and Bus Facilities Formula	Replace an aged diesel-electric hybrid	\$ 636,749	\$ 1,105,131	\$ -	\$ 636,749	6/30/2023
7	64AO19-01226	FFY19 5310 Enhanced Mobility of Seniors & Individuals with Disabilities Formula	Operating assistance for on-demand VanGo! service	\$ 249,529	\$ 249,529	\$ 215,710	\$ 33,819	7/31/2023
8	CA-2020-154-00	FFY17-18 and FFY18-19 5339 Technology Upgrades and Bus Rehabilitation	Fare Vending Machines (FVM), Broadband on Buses and Bus Stops, Bus Rehabilitation	\$ 1,248,000	\$ 1,560,000	\$ 907,297	\$ 340,703	12/31/2023
9	64VO20-01101	FFY20 5311 CARES Formula	Operating Assistance	\$ 1,288,034	\$ 1,288,034	\$ 1,288,034	\$ -	6/30/2024
10	CA-2021-099-00	FFY21 5307 San Joaquin RTD Urbanized Area Capital Projects	Tire Lease, Safety & Security, Preventative Maintenance, Capital Cost of Contracting	\$ 5,909,032	\$ 7,386,291	\$ 5,849,942	\$ 59,090	6/30/2024
11	CA-2021-108-00	FFY20 5339(a) Bus and Bus Facilities Formula	Security Bus Video/Cameras which are to be installed on 18 RTD transit vehicles	\$ 653,778	\$ 817,223	\$ 30,820	\$ 622,958	6/30/2024

San Joaquin Regional Transit District (RTD)								
Grant Funded Projects - Continued								
Active Grants as of 03/31/2023								
#	Award #	Program	Project Description	Grant Award	Total Project Budget	Amount Expended	Amount Remaining	Grant Expiration
12	C-21-054	Sustainable Transportation Equity Project	The Bike Share Pilot Program will include the design, construction, and implementation of a hybrid bike share system in the Downtown, Miracle Mile, and University of Pacific areas of Stockton. The system will include the deployment of 100 electric bicycles and 12 docking stations. The project will also include equity and marketing components. RTD will partner with Mobility Development to implement the project.	\$ 961,000	\$ 961,000	\$ 290,194	\$ 670,806	12/30/2024
13	64VO20-01340	FFY20 5311 CARES Formula	Operating Assistance	\$ 708,523	\$ 708,523	\$ 529,280	\$ 179,243	6/30/2025
14	CA-2022-093-00	FFY22 5339(a) Bus and Bus Facilities Formula	Improve, upgrade and refurbish RTD facilities and replace (1) service truck that passed its Useful Life Benchmark (ULB)	\$ 623,401	\$ 779,251	\$ -	\$ 623,401	6/30/2025
15	64RO21-01658	FFY21 5311 CRRSAA Formula	Operating Assistance	\$ 1,119,262	\$ 1,119,262	\$ -	\$ 1,119,262	6/30/2026
16	CA-2021-001-00	FFY21 CMAQ Transfer Solar Energy Project and Zero-Emission Electric and Cutaway Bus Purchases	Solar Energy Project and Zero-Emission Electric and Cutaway Bus Purchases	\$ 11,918,950	\$ 11,918,950	\$ 3,627,216	\$ 8,291,734	6/30/2026
17	CA-2021-021-00	FFY21 CMAQ Zero-Emission Electric Bus Replacement	Zero-Emission Electric Bus Replacement	\$ 2,140,000	\$ 2,140,000	\$ -	\$ 2,140,000	6/30/2026
18	CA-2022-094-00	FFY22 5307 San Joaquin RTD Urbanized Area Formula Program	Capital Cost of Contracting for RTD's ADA and Public Transit services, preventive maintenance of RTD's rolling stock and facilities, and purchase of surveillance/security and other security related items.	\$ 7,657,057	\$ 9,571,322	\$ 7,391,811	\$ 265,246	6/30/2026
19	CA-2022-051	5311 American Rescue Plan Act (ARPA)	Operating Assistance	\$ 1,190,000	\$ 1,190,000	\$ -	\$ 1,190,000	6/30/2028

San Joaquin Regional Transit District (RTD)								
Pending Competitive Grants as of 03/31/2023								
#	Award #	Program	Project Description	Grant Award	Total Project Budget	Amount Expended	Amount Remaining	Grant Expiration
1	Pending	FFY22 5339(c) Low or No RTD Disadvantaged Communities Route Expansion Project	RTD's Disadvantaged Communities Route Expansion Project will purchase five (5) hybrid electric buses	\$ 3,994,277	\$ 4,987,604	\$ -	\$ 3,994,277	8/31/2024
2	Pending	City of Stockton's Transformative Climate Communities - Hybrid Electric Bus	California Energy Commission	\$ 1,163,309	\$ 1,163,309	\$ -	\$ 1,163,309	9/30/2026
3	Pending	City of Stockton's Transformative Climate Communities - Workforce Development: Apprentice Program	California Energy Commission	\$ 453,844	\$ 453,844	\$ -	\$ 453,844	9/30/2026

San Joaquin Regional Transit District (RTD)								
Pending Formula Grants as of 03/31/2023								
#	Award #	Program	Project Description	Grant Award	Total Project Budget	Amount Expended	Amount Remaining	Grant Expiration
1	Pending	FY 2023 5307	Security, Transit Improvement & Capital	\$ 9,272,244	\$ 9,272,244	\$ -	\$ 9,272,244	12/31/2023
2	Pending	FY 2023 5339a	Buses and Bus Facilities	\$ 811,405	\$ 811,405	\$ -	\$ 811,405	12/31/2023



**LEAD STAFF: CHRIS GIGLIO, CAPITAL EDGE ADVOCACY, INC.**

**REPORT: FEDERAL LEGISLATIVE UPDATE**

## **DEPARTMENT OF TRANSPORTATION BUDGET**

**March 9, 2023:** President Biden delivered an outline his proposed FY 2024 federal budget to Congress, followed by additional details of funding by federal agency the following week.

Overall, the President proposed a \$1.73 trillion budget for FY 2024, an increase of 5.5% over FY 2023 levels. Defense spending would increase by 3.3% while non-defense discretionary spending (where the USDOT budget lies) would be increased by 8% in the Biden budget.

Spending at the Department of Transportation under the President's plan would represent a decrease of about \$2.9 billion (2.9%), but most of that (\$2.6 billion) would be realized from eliminating congressional earmarks, a common tactic of Presidential budgets. However, funding levels for most programs in the proposed DOT budget would align with those authorized in the 2021 infrastructure law (IIJA) that also included a five-year reauthorization of highway, rail, and transit programs.

The proposed DOT budget would eliminate the increases (not the authorized funding levels) that Congress made to some IIJA-funded programs in last year's budget (known in awkward congressional budget parlance as "plus-ups"). This includes increases to the FTA competitive bus programs (which received an additional \$140 million in FY23 over IIJA) and the RAISE discretionary grant program (+\$800m). Congress has the power to reject the proposal and provide plus-ups to those programs should they desire.

On the other hand, the Biden budget proposes a plus-up of its own, an additional \$1.2 billion for the popular "Mega" competitive grant program (<http://bit.ly/3yurapt>), which is funded at \$1 billion in the IIJA.

Other areas receiving plus ups in the Biden proposal are rail programs at the FRA (+\$1.4 billion) and the Capital Investments Grant program (formerly known as New Starts) at FTA (+\$250 million). The budget proposal also included recommended funding for 18 projects in the CIG pipeline: <http://bit.ly/3yuneF6>.

There is also some proposed language in the President's budget that appears to suggest that Congress should allow transit agencies serving urbanized areas over 200,000 (<https://bit.ly/3GcbA59>) in population to use their federal formula allocation on

operations, as opposed to just capital projects. Current law only allows agencies serving UZA populations under 200,000 to use federal formula funds on operations.

Congress will now have a chance to propose its own budget, and if history is a guide, they will make changes to the President's proposal. As we have been reporting, House Republicans have signaled that they would like to pare back federal spending to close the federal deficit.

As a result, we would expect the proposed FY 2024 budget coming out of the House this summer to include cuts to programs in the non-defense discretionary category, including some programs at DOT. House Republicans have also targeted "unspent pandemic relief funds" as a vehicle to reduce the deficit but have to date offered no detail on that proposal.

Highlights of the proposed USDOT budget from the Biden Administration can be found here: <http://bit.ly/3ZQRftX>.

**Impact on RTD: In addition to the possibility that DOT programs (likely competitive programs as opposed to formula programs) will be subject to deep cuts in FY 2024, differences between congressional Republicans and the White House over spending could result in the threat of a government shutdown in the fall/winter.**

## **FEDERAL GRANT OPPORTUNITIES, AWARDS & NOTICES**

**March 31, 2023:** DOT is seeking applications for nearly \$1.2 billion in FY 2023 Streets and Roads for All discretionary grant program funding. Applications are due July 10: <http://bit.ly/3MBM7qV>

**March 27, 2023:** FTA announced the availability of over \$200 million through its Public Transportation Emergency Relief Program, which will support transit agencies recovering from major declared disasters in 2017 and 2020-2022. Applications are due May 26: <https://bit.ly/42Rhgfx>

**March 21, 2023:** DOT announced the first round of grants totaling over \$94 million through the new Strengthening Mobility and Revolutionizing Transportation (SMART) Grants Program: <https://bit.ly/3ZaSBiO>

**March 15, 2023:** The Federal Transit Administration (FTA) published a proposed guidance to provide clarity regarding regulations that permit transit agencies to use their property to support affordable housing. Written public comments are due April 14: <https://bit.ly/3YM304B>

**March 14, 2023:** DOT announced the availability of \$350 million for Community Charging and Fueling Grants and \$350 million for Alternative Fuel Corridor Grants to

support the deployment of EV charging. Applications are due May 30:

<https://bit.ly/3yBrzpY>

**March 13, 2023**: FTA published guidance waiving the local match for Complete Streets planning activities for the Metropolitan Planning Program and the State Planning and Research Program through 2026: <https://bit.ly/3ZTe0hL>

**March 8, 2023**: The Cybersecurity Assessment Tool for Transit webinar recording (from March 1), presentation and participant questions are now available to view online: <https://bit.ly/3Jru8l0>

**Impact on RTD: Information purposes only.**



**LEAD STAFF:**       **MICHAEL PIMENTAL, EXECUTIVE DIRECTOR**  
                          **SHAW YODER ANTWH SCHMELZER & LANGE**  
                          **ALCHEMY GRAHAM, LEGISLATIVE & REGULATORY**  
                          **ADVOCATE**  
                          **JOSHUA W. SHAW, PARTNER**

**REPORT:**           **STATE LEGISLATIVE UPDATE**

***Legislative Update***

The Legislature adjourned for Spring Recess on March 30, and reconvened on April 10. Immediately upon legislators' return to Sacramento, key policy committees resumed hearings to discuss legislation introduced in the 2023-24 Regular Session. These policy committees will have until April 28 to hear and report bills *with* a fiscal impact to the state to their respective appropriations committees; they will have until May 5 to hear and report bills *without* a fiscal impact to the state to their respective floors. Similarly, the budget subcommittees with oversight over discrete aspects of the state budget continue to meet to review the Governor's proposed Fiscal Year 2023-24 state budget. These hearings will continue until the release of the Governor's proposed May Revise, the next milestone in the development of the FY 2023-24 state budget, which is expected to occur on May 15. Following the release of the May Revise, budget subcommittee hearings will resume. As we have previously reported, the Legislative Calendar, which sets the deadlines for the year and can be viewed [here](#).

In this report, we provide updates on statewide efforts on a new oil company oversight bill, transit operations funding, existing funding opportunities for zero-emission buses and infrastructure, and legislation impacting RTD.

**Potential Impact to RTD:** N/A – General Update

***Governor Signs Oil Company Oversight Bill***

On March 28, Governor Newsom signed SBx1-2 (Skinner). SBx1-2 creates a dedicated independent oversight body at the California Energy Commission (CEC) and mandates extensive data reporting to the CEC from various specified entities along California's oil and gasoline supply chain. The law authorizes the CEC to establish a maximum gross gasoline refining margin (max margin) and penalty on gasoline sold by refiners in the state if certain findings are made. The law requires various reports and assessments by the CEC to be submitted to the Legislature regarding the current status and future managed decline of transportation fuels. The bill was co-sponsored by Attorney General Rob Bonta and approved by a supermajority in both the Senate and Assembly. The law will go into effect on June 26, the 91st day after the end of the special session. In his

[press release](#) around the bill's signing, the Governor stated, *"With this legislation, we're ending the oil industry's days of operating in the shadows. California took on Big Oil and won. We're not only protecting families, we're also loosening the vice grip Big Oil has had on our politics for the last 100 years."*

**Potential Impact to RTD:** N/A – General Update

### ***Statewide Effort on Transit Operations Funding***

The California Transit Association, in partnership with regional partners, continues to lead the statewide effort to secure transit operations funding in the FY 2023-24 state budget. As we reported to you last month, in February, the Association adopted a set of principles that will serve as the basis of the transit industry's forthcoming budget request. The principles commit to a two-track process, focused on addressing our industry's short- and long-term operations funding needs. Under the principles, any short-term transit operations funding the industry secures must be available to address budget shortfalls that would lead to service cuts and/or layoffs as well as to address ridership retention and growth strategies. Any long-term transit operations funding the industry secures must be flexible and available to address a broad range of service needs and will come with a broader set of transit reforms. In March, the Association agreed to a series of funding proposals for legislative consideration primarily using existing transit revenue sources and capital programs. The Association will also begin working on both near- and long-term suggestions for the Legislature to consider on how best to bring back riders, the possibility of new metrics for gauging transit's success, and appropriate reporting information. The details of these proposals and recommendations are expected to be released in late April.

**Potential Impact to RTD:** This statewide effort has the potential to deliver new operations funding to RTD to address near-term operations funding shortfalls and to advance strategies that help build transit ridership.

### ***Grants for Zero-Emission Buses and Infrastructure***

As a standing feature, we provide the following breakdown of funding opportunities for zero-emission buses and charging/refueling infrastructure.

#### **Vehicles:**

***Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project – Transit Set-Aside (\$70 million in FY 2021-22)*** – The Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) provides point-of-sale discount vouchers to fleet owners to reduce the purchase cost of zero- and near-zero emission trucks and buses operated in California on a first-come/first-served basis. HVIP is funded through the state's Greenhouse Gas Reduction Fund and State General Fund.

**Current Guidelines:** Found [here](#)

**Status:** [Funding cycle for FY 2021-22 remains open](#); funding cycle for FY 2022-23 expected to open in April 2023



**Vehicles and Infrastructure:**

***Volkswagen Environmental Mitigation Trust (\$130 million total)***- The Volkswagen (VW) Mitigation Trust provides \$130 million in incentives to transit agencies, shuttle bus companies and school districts for the purchase of zero-emission buses and the installation of charging and/or refueling infrastructure on a first-come/first-served basis. The VW Environmental Mitigation Trust is a one-time funding opportunity resulting from a consent decree between the United States Environmental Protection Agency, ARB and VW. Funding from the Trust will be released to transit agencies, shuttle bus companies and school districts in two \$65 million tranches. The second tranche of \$65 million was released in November 2022.

**Current Guidelines:** See Beneficiary Mitigation Plan found [here](#) and certifications found [here](#)

**Status:** [Funding cycle open](#)

**Potential Impact to RTD:** The funding opportunities outlined above support RTD's transition to zero-emission buses, including the buildout of charging/refueling infrastructure.

**Infrastructure:**

***Energy Infrastructure Incentives for Zero-Emission Commercial Vehicles Project (\$50 million in FY 2021- 22)*** – The Energy Infrastructure Incentives for Zero-Emission Commercial Vehicles Project is intended to accelerate the deployment of infrastructure needed to fuel zero-emission trucks, buses, and equipment. The project will use a concierge-like model working directly with eligible applicants to help plan and fund the purchase of charging and hydrogen fueling infrastructure.

**Current Guidelines:** Found [here](#)

**Status:** [Initial funding cycle for FY 2022-23 opened on February 17; next funding cycle for FY 2022-23 will open on April 27](#)

***Bills of Interest***

**AB 96 (Kalra) Public Employment: Local Public Transit Agencies: Autonomous Transit Vehicle Technology.**

This bill would require a public transit employer to provide written notice to the exclusive employee representative of the workforce affected by autonomous transit vehicle technology of its determination to begin, or its substantive progress toward initiating, any procurement process or a plan to acquire or deploy any autonomous transit vehicle technology for public transit services that would eliminate job functions or jobs of the workforce to which the autonomous transit vehicle technology applies not less than 12 months before commencing the process, plan, or deployment. The bill would require a public transit employer, upon a written request of the exclusive employee representative, to provide specified information to the exclusive employee representative, including the potential gaps in skills that may result from the new service. The bill would require the public transit employer, following the written request for information by the exclusive employee representative, and within 30 days of

receiving the specified information, to commence collective bargaining on specified subjects, including creating plans to train and prepare the affected workforce to fill new positions created by the autonomous transit vehicle technology.

**Potential Impact to RTD:** This legislation could slow the deployment of AV technologies by RTD, and create new complications in collective bargaining.

**AB 463 (Hart) Electricity: Prioritization of Service: Public Transit Vehicles. (SUPPORT)**

This bill would provide transit agencies with priority access to electricity when facing grid disruptions caused by natural or man-made disasters, rolling blackouts, utility company "Public Safety Power Shutoffs" (PSPS), and increasing demand on California's electrical grid.

**Potential Impact to RTD:** This legislation could help establish further reliability in RTD's deployment of zero-emission buses.

**AB 610 (Holden) Youth Transit Pass Pilot Program: Free Youth Transit Passes.**

This bill would create the Youth Transit Pass Pilot Program for the purposes of awarding grants to transit agencies for the costs of creating, designing, developing, advertising, distributing, and implementing free youth transit passes to persons attending certain educational institutions, providing free transit service to holders of those passes, and administering and participating in the program. The bill would authorize a transit agency to submit a grant application in partnership with one or more educational institutions and would also authorize grant funds to be used to maintain, subsidize, or expand an existing fare free program.

**Potential Impact to RTD:** This legislation could undermine RTD's existing fare free programs by challenging the financial agreements reached between RTD and local educational institutions.

**AB 761 (Friedman) Transit Transformation Task Force.**

This bill would require the Secretary of the California State Transportation Agency, on or before July 1, 2024, to establish and convene the Transit Transformation Task Force to include representatives from the department, the Controller's office, various local agencies, academic institutions, nongovernmental organizations, and other stakeholders. The bill would require the task force to develop a structured, coordinated process for early engagement of all parties to develop policies to grow transit ridership and improve the transit experience for all users of those services. The bill would require the secretary, in consultation with the task force, to prepare and submit a report of findings based on the task force's efforts to the appropriate policy and fiscal committees of the Legislature on or before January 1, 2025.

**Potential Impact to RTD:** This legislation could provide RTD with an opportunity to discuss barriers to delivering improvements to transit operations and could create a path to influencing reforms to the Transportation Development Act. This legislation could also create new requirements for transit agencies that could be problematic for RTD.

**ACA 1 (Aguiar-Curry) Local Government Financing: Affordable Housing and Public Infrastructure: Voter Approval.**

This constitutional amendment would lower the necessary voter threshold from a two-thirds supermajority to 55 percent to approve local general obligation bonds and special taxes for affordable housing and public infrastructure projects.

**Potential Impact to RTD:** This constitutional amendment could support RTD in pursuing a future self-help measure.



**LEAD STAFF:       ALEX CLIFFORD, CEO**

**I.       RECOMMENDED ACTION**

Approve meeting minutes from the March 24, 2023, Regular Board of Directors Meeting and the March 24, 2023, Special Board of Directors Meeting.

**II.       SUMMARY**

- Staff is providing the meeting minutes of the March 24, 2023, Regular Board of Directors meeting.
- Staff is providing the meeting minutes of the March 24, 2023, Special Board of Directors meeting.
- Meeting minutes are recorded after each meeting and will be provided for approval at the following regularly scheduled meeting.

**III.       DISCUSSION/BACKGROUND**

Meeting minutes are prepared by staff and serve as an official public record of actions taken by the Board of Directors. Once approved, minutes are filed and will remain in RTD's archives to document the Board's adherence to RTD's Rules of Procedure. Minutes will be made available to any member of the public upon request.

**IV.       STRATEGIC PLAN PRIORITIES ALIGNMENT**

This recommendation aligns with the Board's Strategic Priority 4.

Strategic Priorities:

1. Employees
2. Customers
3. Financial Health
4. Operations Excellence
5. Community Relations
6. Innovation

**V.       FINANCIAL CONSIDERATIONS/IMPACT**

None.

**VI.       CHANGES FROM COMMITTEE**

N/A

**VII.       ALTERNATIVES CONSIDERED**

None.

**VIII. ATTACHMENTS**

- Attachment A:** Draft minutes of the RTD Board of Directors Regular Meeting of March 24, 2023
- Attachment B:** Resolution for the Regular Meeting Minutes of March 24, 2023
- Attachment C:** Draft minutes of the RTD Board of Directors Special Meeting of March 24, 2023
- Attachment D:** Resolution for the Special Meeting Minutes of March 24, 2023

Prepared by: Erica Smith, Executive and Board Support Specialist

**IX. APPROVALS**

Alex Clifford, CEO





Attachment A  
Cover Page

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS  
OF THE SAN JOAQUIN REGIONAL TRANSIT DISTRICT  
FRIDAY, MARCH 24, 2023

The San Joaquin Regional Transit District (RTD) Board of Directors held a Regular Meeting at 10:00 a.m. on Friday, March 24, in the Boardroom of RTD's Downtown Transit Center, 421 East Weber Avenue, Stockton, California.

1. CALL MEETING TO ORDER Chair Gary Giovanetti called the meeting to order at 10:00 a.m.
2. MOMENT OF SILENCE/REFLECTION Chair Gary Giovanetti called for a moment of silence and reflection.
3. SAFETY ANNOUNCEMENT Safety and Security Administrator Katlyn Kraft made a Safety Announcement.
4. PLEDGE OF ALLEGIANCE TO THE FLAG Chair Gary Giovanetti led the pledge.
5. ROLL CALL Present: Gary Giovanetti, Chair  
Les Fong, Vice Chair  
Michael Restuccia, Director  
Balwinder Singh, Director  
Stephan Castellanos, Director  
  
Alex Clifford, CEO  
Julie Sherman, RTD Legal Counsel
6. PUBLIC COMMENTS  
No public comments were received.
7. SPECIAL PRESENTATIONS
  - A. RECOGNITION OF YEARS OF SERVICE FOR RETIRING EMPLOYEES  
Amar Singh was recognized for his 18 years of service with RTD.
  - B. RECOGNITION OF EMPLOYEES OF THE YEAR  
Larry Bottley – Administration  
Andres Ornelas – Maintenance  
Daniel Baker – Facilities  
Duli Chand – Transportation
  - C. RECOGNITION OF THE JOHN LOPEZ INSPIRATIONAL AWARD RECIPIENT  
Maintenance Superintendent Brad Menil received the John Lopez Award.

8. REPORTS

A. CHIEF EXECUTIVE OFFICER UPDATE

CEO Alex Clifford provided an oral update regarding the following topics:

- COVID-19 Update
- Bus Operator Recruitments
- 9 Gillig buses acceptance in process
- Bus Operator Barriers
- Recognition of the Retirement of Mobility Manager Max Calder
- Introduction of Planning and Service Development Director Shofi Ull Azum Shofi
- APTA Legislative Conference summary

B. MARKETING UPDATE

Supervisor of Marketing and Customer Engagement Maximilian Cao provided an update on recent events.

C. FINANCIAL UPDATE

Finance Manager Ravi Sharma presented the February Revenue and Expense Summary and the Cash Flow Projection.

9. INFORMATION ITEMS

Reports provided for information only:

A. STATE LEGISLATIVE UPDATE

B. FEDERAL LEGISLATIVE UPDATE

10. CONSENT CALENDAR

A. RESOLUTION NO. 7003: APPROVING THE MINUTES OF THE FEBRUARY 17, 2023, REGULAR BOARD OF DIRECTORS MEETING

ACTION: MOTION: Michael Restuccia SECOND: Les Fong  
Roll Call:

AYES: Giovanetti, Restuccia, Fong, Singh, Castellanos

NAYES: ABSTAIN: ABSENT:

B. RESOLUTION NO. 7004: AUTHORIZING THE CEO TO EXECUTE A CONTRACT WITH GILLIG, LLC FOR THE PURCHASE AND DELIVERY OF SIX (6) HYBRID ELECTRIC BUSES THROUGH THE STATE OF WASHINGTON DEPARTMENT OF ENTERPRISE SERVICES (DES) COOPERATIVE CONTRACT FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$5,910,084



ACTION: MOTION: Michael Restuccia SECOND: Les Fong  
Roll Call:  
AYES: Giovanetti, Restuccia, Fong, Singh, Castellanos  
NAYES: ABSTAIN: ABSENT:

- C. RESOLUTION NO. 7005: AUTHORIZING THE CEO TO EXECUTE A CONTRACT WITH GILLIG, LLC FOR THE PURCHASE AND DELIVERY OF ONE (1) BATTERY ELECTRIC BUS THROUGH THE STATE OF WASHINGTON DEPARTMENT OF ENTERPRISE SERVICES (DES) COOPERATIVE CONTRACT FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$1,191,174

ACTION: MOTION: Michael Restuccia SECOND: Les Fong  
Roll Call:  
AYES: Giovanetti, Restuccia, Fong, Singh, Castellanos  
NAYES: ABSTAIN: ABSENT:

- D. RESOLUTION NO. 7006: AUTHORIZING THE CEO TO EXECUTE AND FILE THE FISCAL YEAR REVISED (FY) 2022 - 2023 TRANSPORTATION DEVELOPMENT ACT (TDA) CLAIM

ACTION: MOTION: Michael Restuccia SECOND: Les Fong  
Roll Call:  
AYES: Giovanetti, Restuccia, Fong, Singh, Castellanos  
NAYES: ABSTAIN: ABSENT:

- E. RESOLUTION NO. 7007: APPROVING AND ADOPTING REVISED JOB CLASSIFICATION AND SALARY STRUCTURE EFFECTIVE MARCH 24, 2023

ACTION: MOTION: Michael Restuccia SECOND: Les Fong  
Roll Call:  
AYES: Giovanetti, Restuccia, Fong, Singh, Castellanos  
NAYES: ABSTAIN: ABSENT:

- F. RESOLUTION NO. 7008: APPROVING A REVISION TO THE SAN JOAQUIN RTD PERSONNEL MANUAL

ACTION: MOTION: Michael Restuccia SECOND: Les Fong  
Roll Call:  
AYES: Giovanetti, Restuccia, Fong, Singh, Castellanos  
NAYES: ABSTAIN: ABSENT:

G. APPROVING A REVISION TO THE RTD TUITION ASSISTANCE PROTOCOL

Chair Giovanetti pulled this item from the Consent Calendar with a recommendation to include a three-year employment commitment from the employee's completion date of their last course.

H. RESOLUTION NO. 7009: APPOINTING ALTERNATE MEMBERS TO THE SAN JOAQUIN RTD RETIREMENT BOARD

ACTION: MOTION: Michael Restuccia SECOND: Les Fong  
Roll Call:  
AYES: Giovanetti, Restuccia, Fong, Singh, Castellanos  
NAYES: ABSTAIN: ABSENT:

I. ACCEPT AND FILE: INTEGRATED MOBILITY INNOVATION PROJECT CLOSE-OUT

ACTION: MOTION: Michael Restuccia SECOND: Les Fong  
Roll Call:  
AYES: Giovanetti, Restuccia, Fong, Singh, Castellanos  
NAYES: ABSTAIN: ABSENT:

11. QUESTIONS AND COMMENTS FROM DIRECTORS AND STAFF

12. CLOSED SESSION

Chair Giovanetti announced that the Board would recess into Closed Session at 11:07 a.m. to consider the following items set forth on the agenda:

A. CONFERENCE WITH LABOR NEGOTIATOR

Agency Negotiators: CEO and Pat Glenn (Legal Counsel)  
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]:

i. Frances Evans vs. San Joaquin Regional Transit District  
WCAB: ADJ10966455  
Claim No. SJSO-549285

ii. Frances Evans vs. San Joaquin Regional Transit District  
WCAB: ADJ12268563  
Claim No. SJSQ-549336

iii. Frances Evans vs. San Joaquin Regional Transit District

WCAB: ADJ10966456  
Claim No. SJSO-549281

iv. Frances Evans vs. San Joaquin Regional Transit District  
WCAB: ADJ12202522  
Claim No. SJSQ-549325

v. Frances Evans vs. San Joaquin Regional Transit District  
WCAB: ADJ247622  
Claim No. SJSC-333932

The Board of Directors returned from Closed Session at 12:29 p.m.

RTD Legal Counsel, Julie Sherman, reported that no reportable action was taken during the Closed Session.

13. ADJOURNMENT

Chair Giovanetti adjourned the meeting at 12:30 p.m.



Attachment B  
Cover Page

RESOLUTION NO. \_\_\_\_\_  
DATED: APRIL 21, 2023

RESOLUTION APPROVING THE MINUTES OF THE MARCH 24, 2023  
REGULAR BOARD OF DIRECTORS MEETING

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the RTD Board of  
Directors that the minutes of the Regular Meeting of March 24, 2023, be approved.



Attachment C  
Cover Page

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS  
OF THE SAN JOAQUIN REGIONAL TRANSIT DISTRICT  
FRIDAY, MARCH 24, 2023

The San Joaquin Regional Transit District (RTD) Board of Directors held a Special Meeting at 12:00 p.m. on Friday, March 24, at the Hilton Stockton, 2323 Grand Canal Boulevard I, Stockton, California.

1. CALL MEETING TO ORDER Chair Gary Giovanetti called the meeting to order at 12:30 p.m.
2. SAFETY ANNOUNCEMENT Chair Giovanetti skipped this due to time.
3. PLEDGE OF ALLEGIANCE TO THE FLAG Chair Giovanetti skipped this due to time.
4. ROLL CALL Present: Gary Giovanetti, Chair  
Les Fong, Vice Chair  
Michael Restuccia, Director  
Balwinder Singh, Director  
Stephan Castellanos, Director  
  
Alex Clifford, CEO  
Julie Sherman, RTD Legal Counsel
5. PUBLIC COMMENTS  
No public comments were received.
6. DISCUSSION ITEMS
  - A. INTRODUCTION BY CEO ALEX CLIFFORD  
The introduction was skipped due to time constraints.
  - B. ZERO-EMISSION VEHICLE POLICY STRATEGIES  
CEO Alex Clifford discussed presenting a new Resolution at the next Regular Board Meeting in April that will supersede resolutions 5737 and 5929 to reaffirm RTD's commitment to purchase lower- and no-emission buses. The resolution will also provide language reaffirming RTD's opposition to the California Air Resource Board's efforts to impose a zero-emission purchase mandate on cutaways, vans, and over the road coaches until dependable higher range vehicles become available to meet service needs.

C. RIDERSHIP GROWTH POLICY STRATEGIES

Planning and Service Development Director Shofi Ull Azum Shofi presented strategies about ridership growth policy and fare evasion. Shofi highlighted the need fareboxes on all fixed route buses including BRTs and the implementation of front door boarding as of March 1, 2023. Service Development Manager Dámaris Galvan provided history, background, and a current update on the Van Go! Pilot project service. Staff is in the process of analyzing performance and will provide a recommendation to the board for the services at a later date. CEO Alex Clifford discussed the need for service improvements focusing on disadvantaged neighborhoods.

D. REBRANDING THE GILLIG ZERO-EMISSION BATTERY-ELECTRIC BUSES

Supervisor of Marketing and Customer Engagement Maximilian Cao and Project Controls Manager Merab Talamantes presented two zero-emission bus design options. The Board chose the second design presented.

E. BOARD BYLAWS & TRAVEL POLICIES

Chair Giovanetti led a discussion for revisions to be made to the Board Bylaws (Rules of Procedure) that will be presented at the next Regular Board Meeting in April. The new Board Member Travel Policy rough draft was discussed for any revisions that need to be made prior to the April Board Meeting.

7. MEETING WRAP-UP

8. ADJOURNMENT

Chair Giovanetti adjourned the meeting at 4:30 p.m.





Attachment D  
Cover Page

RESOLUTION NO. \_\_\_\_\_  
DATED: APRIL 21, 2023

RESOLUTION APPROVING THE MINUTES OF THE MARCH 24, 2023  
SPECIAL BOARD OF DIRECTORS MEETING

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the RTD Board of Directors that the minutes of the Special Meeting of March 24, 2023, be approved.



**LEAD STAFF:        ROBERT KYLE, CHIEF FINANCIAL OFFICER**

**I.        RECOMMENDED ACTION**

Approve updated list of persons authorized to sign on San Joaquin Regional Transit District's (RTD) Bank of Stockton, San Joaquin County Treasury, Defined Benefit Plan, 457(b) Deferred Compensation Plan, and 401(a) Defined Contribution Plan accounts.

**II.       SUMMARY**

- Authorized signatories:
  - Bank of Stockton Accounts and San Joaquin County Treasury Accounts:  
Alexander Clifford, Chief Executive Officer  
Robert Kyle, Chief Financial Officer  
Ciro Aguirre, Chief Operating Officer
  - Retirement, Retiree Health, and Sub-accounts:  
Alexander Clifford, Chief Executive Officer  
Robert Kyle, Chief Financial Officer  
Malika McGee, Human Resources Manager
- Two authorized signatory signatures are required to exercise authority to Bank of Stockton and San Joaquin County Treasury accounts.
- The financial system's electronic signature with the signatures of the Chief Executive Officer and Chief Financial Officer will be used to sign checks.
- Authorized signatory for retirement, retiree health, and sub-accounts is authorized to sign directives to take actions regarding RTD's Defined Benefit Plan, Retiree Health Plan, and its sub-accounts; 457(b) Deferred Compensation Plan; and 401(a) Retirement Contribution Plan.

**III.       DISCUSSION/BACKGROUND**

RTD would like to remove Michael Thompson from the list of authorized signatories because he retired in March 2023. A Board approved resolution is necessary to implement the change.

Upon Board approval, RTD will coordinate with the following to implement the authorized signatories for the following accounts:

Bank of Stockton Accounts:  
General Checking Account  
Payroll Checking Account  
Merchant Savings Account

San Joaquin County Treasury Accounts:

General Fund Account	FEMA Grant
Local Transportation Fund	Health Reserve
State Transit Assistance Fund	Prop. 1B – General
Measure K Funds	Prop. 1B – Homeland Security
Operations Sustainability Account	Penalties Enforced
Cash Flow Reserve Fund	Federal UMTA
Uninsured Risk Reserve Fund	Escrow IFB Bond Contract
Workers Compensation Reserve	Maintenance & Op Account
County Area Transit – Fuel	

US Bank National Association:

Directives to take action regarding RTD Defined Benefit Plan's Retirement Funds, Retiree Health Funds, and sub-accounts.

Fiduciary Trust of New Hampshire and Empower:

Directives to take action regarding 457(b) Deferred Compensation Plan accounts.

Financial Decisions:

Directives to take action regarding 401(a) Defined Contribution Plan account.

**IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This recommendation aligns with the Board's Strategic Priorities 1 and 3.

Strategic Priorities:

1. Employees
2. Customers
3. Financial Health
4. Operations Excellence
5. Community Relations
6. Innovation

**V. FINANCIAL CONSIDERATIONS/IMPACT**

None.

**VI. CHANGES FROM COMMITTEE**

N/A

**VII. ALTERNATIVES CONSIDERED**

No alternative; this action is needed to update the list of authorized signatories.

**VIII. ATTACHMENTS**

**Attachment A:** Resolution

Prepared by: Virginia Alcayde, Director of Financial Planning

**IX. APPROVALS**

Financial Impact Approved:  
Robert Kyle, CFO



Alex Clifford, CEO





Attachment A  
Cover Page

RESOLUTION NO. \_\_\_\_\_  
DATED: APRIL 21, 2023

RESOLUTION APPROVING THE LIST OF PERSONS AUTHORIZED TO SIGN ON SAN JOAQUIN REGIONAL TRANSIT DISTRICT'S (RTD) ON BANK OF STOCKTON ACCOUNTS, SAN JOAQUIN COUNTY TREASURY ACCOUNTS, DEFINED BENEFIT RETIREMENT PLAN ACCOUNTS, 457 (b) DEFERRED COMPENSATION PLAN, AND 401(a) DEFINED CONTRIBUTION PLAN

RESOLVED AND ORDERED, by the RTD Board of Directors that the list of persons authorized to sign, be, and hereby is, updated, effective April 21, 2023, to include those persons listed below:

Alexander Clifford, Chief Executive Officer  
Robert Kyle, Chief Financial Officer  
Ciro Aguirre, Chief Operating Officer

RESOLVED FURTHER, that any two signatures of authorized signatories are required to exercise authority to the Bank of Stockton accounts and San Joaquin County Treasury Accounts.

RESOLVED FURTHER, that the financial system electronic signature with the signatures of the Chief Executive Officer and Chief Financial Officer will be used to sign checks.

RESOLVED FURTHER, the list of persons authorized to sign directives to take actions regarding RTD's Defined Benefit Plan, 457(b) Deferred Compensation Plan, and 401(a) Retirement Contribution Plan, includes the persons listed below:

Alexander Clifford, Chief Executive Officer  
Robert Kyle, Chief Financial Officer  
Malika McGee, Human Resources Manager

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the RTD Board of Directors that the CEO is hereby authorized and directed to implement such actions as may be necessary to carry out the intent and purpose of this resolution.



**LEAD STAFF: DÁMARIS GALVAN, SERVICE DEVELOPMENT MANAGER**

**I. RECOMMENDED ACTION**

Approve and adopt the San Joaquin Regional Transit District's (RTD) 2023 Title VI Program, and authorize the Chief Executive Officer, or designee, to include evidence of the Board of Directors' consideration and approval of the 2023 Title VI Program in the Program itself, submit the final 2023 Title VI Program to the Federal Transit Administration (FTA), and take any other steps necessary to give effect to the Resolution, including responding to any follow-up inquiries from the FTA.

**II. SUMMARY**

- Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color or national origin under any program or activity receiving federal financial assistance.
- FTA's Title VI Circular 4702.1B provides specific guidance to transit agencies on how to comply with Title VI regulations.
- FTA requires the governing board of federal funding recipients to adopt an updated Title VI program every three years and submit the program to FTA.
- RTD staff has prepared the attached 2023 Title VI Program Update, including the general requirements and requirements for all fixed route transit providers, in compliance with Title VI and FTA Circular 4702.1B.
- RTD's updated Title VI Program is due to FTA on June 1, 2023.
- Staff recommends the Board of Directors (Board) approve and adopt the 2023 Title VI Program Update.

**III. DISCUSSION/BACKGROUND**

RTD's Title VI Program provides information and analysis in compliance with Title VI of the Civil Rights Act of 1964 and FTA Circular 4702.1B regarding transit services and related benefits. The purpose of Title VI is to ensure that "no person shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance." (42 U.S.C. § 2000d.)

Since 1972, the FTA has required applicants for and recipients of federal financial assistance to provide assessments of compliance as part of the grant approval process. The FTA is responsible for ensuring that federally supported transit services and related benefits are distributed in a manner consistent with Title VI,



including as related to Environmental Justice and access for individuals who have Limited English Proficiency.

As a federal grant recipient, RTD is required to maintain and provide to the FTA information on RTD's compliance with Title VI regulations. At a minimum, RTD must conduct periodic compliance assessments to ensure that the level and quality of transit services is provided in a nondiscriminatory manner; that full and fair participation in public transportation decision-making occurs without regard to race, color, or national origin; and, to ensure meaningful access to transit-related programs and activities by persons with limited English proficiency. RTD is required to submit a Title VI Program to the FTA every three years and document that its services and benefits are provided in a non-discriminatory manner. RTD's last Title VI Program Update was adopted by the Board in April 2020. The next submission is due to FTA on June 1, 2023.

As detailed and attached to this staff report, RTD's 2023 Title VI Program including attachments, consists of the following major components:

- General Requirements
  - Title VI Notice to the Public (including posting locations)
  - Title VI Complaint Procedure
  - Title VI Complaint Form
  - List of Transit-Related Title VI Investigations, Complaints, and Lawsuits
  - Public Participation Plan
  - Language Assistance Plan
  - Table of Non-Elected Committees and Councils
  - Subrecipient Monitoring
  - Title VI Equity Analyses (Facilities, Service, and/or Fare)
  - RTD Board Resolution – Approving Title VI Program
- Requirements of Fixed-Route Transit Providers
  - Service Standards
    - Vehicle load for each mode
    - Vehicle headway for each mode
    - On-time performance for each mode
    - Service availability for each mode
  - Service Policies
    - Transit amenities for each mode
    - Vehicle assignment for each mode
- Requirements for Transit Providers that Operate 50 or More Fixed Route Vehicles in Peak Service and are Located in an Urbanized Area of 200,000 or More People
  - Demographic and service profile maps/charts
  - Demographic ridership & travel patterns, collected by surveys
  - Results of monitoring program and report
  - Description of public engagement process for setting the "major

- service change policy,” disparate impact policy, and disproportionate burden policy
- Results of service and/or fare equity analyses conducted since the last Title VI Program submission

RTD’s 2023 Title VI Program Update includes a summary of compliance activities conducted since the previous update. Significant updates include:

- Revised Major Service Change (MSC), Disparate Impact (DI), and Disproportionate Burden (DB) Policies consistent with FTA guidance to evaluate the impact of major service and fare changes on minority and low-income populations during the planning process.
- Updated Public Participation Plan to ensure thoughtful and strategic community engagement to solicit public input during the transit decision-making process.
- Updated Language Assistance Plan to ensure that persons with Limited English Proficiency (LEP) have the most meaningful access to RTD’s programs, services, and activities.

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This recommendation aligns with the Board’s Strategic Priorities 2, 3, 4, and 5. Strategic Priorities:

1. Employees
2. Customers
3. Financial Health
4. Operations Excellence
5. Community Relations
6. Innovation

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

This action will not have an impact on the budget.

#### **VI. CHANGES FROM COMMITTEE**

N/A

#### **VII. ALTERNATIVES CONSIDERED**

The alternative of not approving RTD’s 2023 Title VI Program Update is not recommended as it will not align with FTA guidance, regulations, and requirements.

#### **VIII. ATTACHMENTS**

**Attachment A:** Title VI Program - FY2023 to 2026, April 2023 Update  
**Attachment B:** Resolution

Prepared by: Dámaris Galvan, Service Development Manager

**IX. APPROVALS**

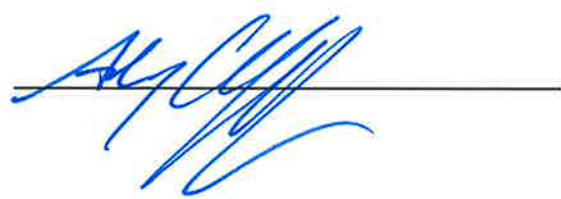
Executive Manager Approved:  
COO, Ciro Aguirre

A handwritten signature in black ink, appearing to be 'C. Aguirre', written over a horizontal line.

Financial Impact Approved:  
CFO, Robert Kyle

A handwritten signature in blue ink, appearing to be 'R. Kyle', written over a horizontal line.

CEO, Alex Clifford

A handwritten signature in blue ink, appearing to be 'Alex Clifford', written over a horizontal line.



Attachment A

Link to Title VI Program - FY2023 to 2026, April 2023 Update

<https://acrobat.adobe.com/link/track?uri=urn:aaid:scds:US:bb03ddd2-7c6d-30c2-b026-80e757e7e838>



Attachment B  
Cover Page

RESOLUTION NO. \_\_\_\_  
DATED: APRIL 21, 2023

RESOLUTION APPROVING AND ADOPTING SAN JOAQUIN REGIONAL TRANSIT  
DISTRICT'S TITLE VI PROGRAM UPDATE FY2023 – FY2026

WHEREAS, Title VI of the Civil Rights Act of 1964 prohibits discrimination based on race, color or national origin in any program or activity receiving federal financial assistance; and

WHEREAS, on October 1, 2012, the Federal Transit Administration (FTA) issued Circular 4702.1B to provide specific guidance to transit agencies about compliance with Title VI regulations; and

WHEREAS, the San Joaquin Regional Transit District (RTD) receives federal financial assistance from the FTA; and

WHEREAS, FTA guidelines require federal grantees to adopt and submit to FTA a Title VI Program every three years to document the agency's Title VI compliance, and RTD submitted its last Title VI Program to FTA for approval in April 2020; and

WHEREAS, RTD staff has prepared the 2023 Title VI Program Update, in compliance with Title VI and FTA Circular 4702.1B, for the Board of Directors' review and approval; and

WHEREAS, RTD's next Title VI Program submission is due to FTA on June 1, 2023.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of the San Joaquin Regional Transit District that the Title VI Program Update FY2023 - FY2026, be, and hereby is, approved and adopted;

BE IT FURTHER RESOLVED AND ORDERED that the Board of Directors authorizes the Chief Executive Officer, or designee, to:

1. Include evidence of the Board of Directors' consideration and approval of RTD's 2023 Title VI Program in the program itself; and
2. Submit the final RTD 2023 Title VI Program to the FTA; and
3. Take any other steps necessary to give effect to this Resolution, including responding to any follow-up inquiries from the FTA.



**LEAD STAFF: MALIKA MCGEE, HUMAN RESOURCES MANAGER**

**I. RECOMMENDED ACTION**

Board approval of revisions to RTD's Tuition Assistance Policy.

**II. SUMMARY**

RTD's Tuition Assistance Policy provides support for personal and professional development opportunities for full-time employees. These opportunities may be used to expand job knowledge and skills, help meet the minimum requirements for a different position at RTD, and take courses required to complete a college degree program. This item is being re-presented due to the recommendation of the Chair of the Board to include a 3-year employment commitment from the completion date of the class.

**III. DISCUSSION/BACKGROUND**

RTD's current Tuition Assistance Policy was last revised in 2014. The current policy provides eligible employees with a maximum tuition reimbursement allowance of \$2,500.00. The current cost for a student to attend college has increased over the years. The average annual tuition for a four-year private institution in California for the 2019-2020 academic year was \$34,496.00. The annual tuition for the 2021-2022 increased by 3.31% to \$35,639. The annual tuition for the 2022-2023 academic year also increased by 10.5530% to \$39,400. We recommend that the Board approve an increase of the maximum tuition reimbursement allowance for eligible employees to \$5,000.00 in order to offset the rising costs of education.

**IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This recommendation aligns with the Board's Strategic Priority 1.

Strategic Priorities:

1. Employees
2. Customers
3. Financial Health
4. Operations Excellence
5. Community Relations
6. Innovation

**V. FINANCIAL CONSIDERATIONS/IMPACT**

This amount will be determined based on the number of employees that request tuition reimbursement.

**VI. CHANGES FROM COMMITTEE**

N/A

**VII. ALTERNATIVES CONSIDERED**

N/A

**VIII. ATTACHMENTS**

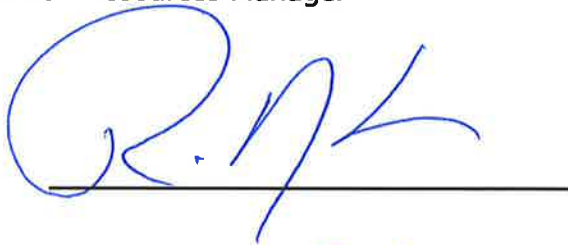
**Attachment A:** Tuition Assistance Policy

**Attachment B:** Resolution

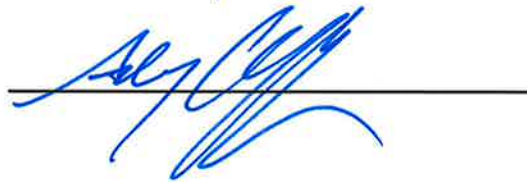
Prepared by: Malika McGee, Human Resources Manager

**IX. APPROVALS**

Financial Impact Approved:  
Robert Kyle, CFO

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Alex Clifford, CEO

A handwritten signature in blue ink, appearing to be "Alex Clifford", written over a horizontal line.





Attachment A  
Cover Page



**TUITION ASSISTANCE POLICY**

**BOARD APPROVED**

**(DATE)**

**POLICY NO. AP - 002**

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## **I. POLICY STATEMENT**

San Joaquin Regional Transit District (RTD) encourages all employees to improve their effectiveness in their job performance and to prepare themselves for future career opportunities within RTD. RTD is dedicated to providing personal and professional development opportunities for its employees.

## **II. PURPOSE**

RTD has established a Tuition Assistance Reimbursement Program, which provides support for personal and professional development opportunities for all regular full-time employees. These opportunities may be used to expand job knowledge and upgrade skills, help meet the minimum requirements for a different position at RTD, prepare employees for another line of work within RTD, or take courses required to complete a college degree program. Tuition assistance is for courses and degrees related to a specific job, function, or career growth.

## **III. APPLICABILITY**

This policy applies to all regular full-time employees regardless of their functions. Part-time employees, temporary employees, independent contractors, and interns are not eligible for this program.

## **IV. DEFINITIONS**

**Job-related courses:** Courses that provide direct and significant assistance in carrying out present duties and responsibilities.

**Career-related courses:** Courses unrelated to specific job duties and responsibilities but related to the employee's career at RTD.

**Accredited:** Accreditation by one of the five regional accrediting bodies for colleges and universities for undergraduate and graduate courses or by recognized state or professional accrediting bodies for diploma, diploma equivalent, and certificate courses.

**Certification:** A program designed to target a specific area within a profession. Certification programs are most commonly used to enhance job skills.

**Continuing Education:** Individual courses, programs, or seminars held on campus and sponsored by the professional or continuing education divisions of accredited colleges or universities.

**Distance Learning (DL):** Learning from a distance, usually from home, or from a conveniently located off-campus site. DL allows adults to earn college credits, even entire degrees, without ever leaving home. DL makes use of the Internet, video conferencing, and other options to deliver instruction.

**E-learning/Online learning:** Education in which students take academic courses by accessing information and communicating with the instructor asynchronously over a computer network.

**CLEP Test:** The College-Level Examination Program (CLEP) is a national system of credit by examination.

**Undergraduate:** A student who has not received a Bachelor's Degree.

**Graduate:** A student who has a Bachelor's degree and who enrolls in an accredited university/college to seek a higher-level degree.

## **V. CONTACT PERSON**

Any questions about this policy or any aspect of the RTD Tuition Assistance Reimbursement Program should be referred to the Human Resources Department at (209) 943-1111.

## **VI. EMPLOYEE ELIGIBILITY**

1. Full-time employees must have a minimum of six (6) months' continuous employment to be eligible for participation.
2. Employee must be in active pay status. Employees on non-active status (full-time disability leave, workers' compensation leave, military leave, etc.) are not eligible for assistance or reimbursement.
3. Employee must be still employed by RTD when final paperwork for reimbursement is submitted.
4. Employee must have satisfactory job performance.

## **VII. CRITERIA**

Determination of tuition assistance is based on:

1. Degree, certificate, or courses sought must be job-related or form part of a career-related program
2. Applicability of the degree to the job and/or future positions in the organization
3. Potential of continued employment

## VIII. GUIDELINES

1. Employee GPA
  - a. **Undergraduate level courses:** Grade of "C" or better (or the numerical equivalent thereof) in each individual course.
  - b. **Graduate level courses:** Grade of "B" or better (or the numerical equivalent thereof) in each individual course.
  - c. **Certificate Courses:** Valid proof of successful completion of certificate curriculum or grade of "Pass" (or equivalent) for individual courses.
2. Scheduling of classes
  - a. Employee's class attendance must not interfere with normal departmental operations or create extra work for other employees.
  - b. Employees may not use administrative leave with pay to participate in any part of their course work.
3. Along with submitting an application for reimbursement, employees are expected to investigate and apply for all alternate sources of tuition support and financial assistance for which they may be eligible. Alternate sources of financial aid include, but are not limited to, agency/facility tuition support programs, Pell Grants, the aid for part-time study (APTS) program, Veterans Administration Educational Benefits (GI Bill), and college stipends. Information about financial assistance programs may be obtained from college/university financial aid offices, or agency/facility staff development.
4. Employees receiving tuition support or financial assistance from any alternate source must report it and the amount on the application form. This amount will be deducted before computing the allowable reimbursement. Employees who fail to report alternate sources and amounts of financial aid on the application will be liable for return of the reimbursement award and face possible exclusion from future reimbursement program eligibility.

## IX. TUITION REIMBURSEMENT

For pre-approved courses in an accredited educational institution or program, eligible employees may receive tuition reimbursement for a maximum of \$5000 subject to budget availability for certificate, Associate, Bachelor's, and Master's degree programs in one fiscal year (July 1 through June 30).

Employees will be reimbursed only for the courses necessary to earn one Bachelor's degree and for the courses necessary to earn one Master's degree during the total employment period.

Reimbursement includes the cost of tuition, required books, supplies, parking, mandatory insurance fee, and related fees. Related fees include standard expenses like financial aid fees and lab fees. Costs **not** covered by this policy include, but are not limited to, the following: transportation, recreation fees, and books that are not required for the course.

## 1. REIMBURSABLE COURSES

- a. All courses required in pursuit of a certificate or degree at an accredited school that will enhance the employee's current skills and will prepare the employee for other career opportunities within RTD.
- b. Courses in accredited technical or trade schools leading to certification in a field that will enhance the employee's current skills or prepare the employee for other career opportunities within RTD.
- c. Courses at an accredited university, college, trade, business, or vocational school (not in pursuit of a degree or certificate) that will enhance skills in current classification or prepare the employee for career opportunities within RTD.
- d. Prerequisite courses outside the major course of study (e.g., completion of an undergraduate statistics course in order to be allowed to register for the graduate course.)
- e. CLEP tests, provided that credits will be applied toward an approved college/university program.
- f. Challenge exams for certification.

## X. TUITION REIMBURSEMENT PROCEDURES

1. Employees should complete the Tuition Assistance Application at least two (2) weeks prior to the start of the course in order to be eligible for tuition assistance.
2. Completed forms will be reviewed by the Human Resources Department to verify eligibility and criteria requirements. The Human Resources Department will determine if funds are available. Funding for tuition reimbursements will be subject to budgetary limitations. A pre-approved Tuition Assistance Application must be on file with RTD to receive reimbursement.
3. Within 45 days from completion of the course, the applicant must submit legible copies of the following:
  - a. Invoices or statement of fees charged and the amount paid. The invoice must contain the school's name and address. Copies of canceled checks and credit card receipts will not be accepted.
  - b. Grade card/report indicating the applicant's name, quarter/semester, course name(s) and grade(s) for the term.

## XI. EXCLUSIONS AND LIMITATIONS

Ancillary fees that may be required by the educational institutional institution, including but not limited to fees for application, technology, late registration, student activities, student licensing, matriculation, graduation, or diploma are **not** reimbursable.

Tuition Reimbursement Applications with reimbursements of less than \$25.00 will not be accepted.

## **XII. TAX LIABILITY**

All reimbursements for education assistance under this policy may be subject to Federal and State income tax laws in effect at the time of payment.

## **XIII. SERVICE OBLIGATION**

All employees receiving reimbursement under this program are obligated to remain in the employ of RTD for a period of three (3) years from the completion date of class or to repay RTD on a pro-rated basis, as described in the tuition reimbursement agreement that is to be signed by each applicant.

## **XIV. POLICY EXEMPTIONS**

Any exceptions to this policy must be reviewed and approved by the CEO or designee.





Attachment B  
Cover Page

RESOLUTION NO. \_\_\_\_  
DATED: APRIL 21, 2023

RESOLUTION APPROVING A REVISION TO THE SAN JOAQUIN RTD TUITION  
ASSISTANCE POLICY

WHEREAS, the Board of Directors are required to approve the San Joaquin RTD Tuition Assistance Policy;

WHEREAS, the Tuition Assistance Policy be amended to include the proposed revisions to reflect the following:

- Increase the tuition reimbursement allowance for eligible employees to \$5,000.00 in order to offset the rising costs of education.
- Requires a 3-year employment commitment from the completion date of the class.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the RTD Board of Directors that the Tuition Assistance Policy be approved and adopted.



**LEAD STAFF:**      **MANNY CALUYA, PROCUREMENT SUPERVISOR**  
                         **JOHN VAN CAMP, ASSISTANT MAINTENANCE**  
                         **SUPERINTENDENT**

**I.      RECOMMENDED ACTION**

Authorize the CEO to execute the first amendment to the Purchase Order (PO) with New Flyer, Inc. (NFI) for the purchase and delivery of four (4) Hydrogen Fuel Cell Electric Buses (FCEBs) to increase the order to add one (1) bus, for a total of number of five (5) buses, and to increase the total contract amount by \$1,444,131, for a total PO amount of \$7,220,655.

**II.     SUMMARY**

- On August 19, 2022, RTD Board approved resolution No. 6063 authorizing the CEO to issue a purchase order to NFI for the purchase four (4) FCEBs through the State of Washington cooperative contract.
- Staff is seeking approval to add an additional bus to replace the Proterra EV1 was used to service the Stockton Metropolitan Area (SMA) route. The replacements will be reassigned to service the intercity route.
- Funding originally programmed fro a new MCI Commuter Coach has been reprogrammed for this purchase due to low commuter ridership.

**III.   DISCUSSION/BACKGROUND**

On August 19, 2022, RTD Board approved resolution No. 6063 authorizing the CEO to issue a purchase order to NFI for the purchase of four (4) FCEBs through the State of California Department of General Services (DGS) cooperative contract. On August 30, 2023, the resolution was amended to purchase the FCEBs through the State of Washington cooperative contract instead of DGS. This was because the State of Washington contract was more cost-effective and included pricing for 400+ optional features and spare parts.

Staff is seeking approval to add an additional bus to replace the Proterra EV1 that is being sold back for parts credit. EV1 was used to service the Stockton Metropolitan Area (SMA). However, this replacement will be reassigned to service the Intercity route.

The table on the next page details the itemized pricing of the buses.

Description	Unit Price	Extended Price
Base Unit Price	\$1,086,990	\$5,434,950
Optional Added Components (Estimate)	160,892	804,460
PPI Adjustment @ 11.78% (Approved by State of WA Department of Enterprise Services)	128,048	640,240
ADA Equipment (Non-Taxable)	(14,863)	(74,315)
Delivery Fee (Non-Taxable)	(13,900)	(69,500)
<b>Subtotal</b>	1,347,167	6,735,835
California Sales Tax (9% Adjusted to 5.0625% for CA Zero Emission)	68,201	341,005
ADA Equipment (Non-Taxable)	14,863	14,863
Delivery Fee (Non-Taxable)	13,900	69,500
<b>Total</b>	<b>\$1,444,131</b>	<b>\$7,220,655</b>

#### IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This recommendation aligns with the Board's Strategic Priorities 2, 3, and 4.  
Strategic Priorities:

1. Employees
2. Customers
3. Financial Health
4. Operations Excellence
5. Community Relations
6. Innovation

#### V. FINANCIAL CONSIDERATIONS/IMPACT

The funding for this purchase is identified in the FY 2023 Capital Budget Project – Project 2237 5th NFI FCEB – Replacement EV1. The funding sources are as follows:

- FY21 5339 (a) \$636,749
- FY23 SGR \$388,763
- HVIP Credit \$258,000
- Insurance Proceeds \$160,619

#### VI. CHANGES FROM COMMITTEE

N/A

**VII. ALTERNATIVES CONSIDERED**

- Direct staff to procure the bus as a standalone RTD procurement. This is not recommended due to the time and staffing resources required for this type of procurement. Also, the price of the bus will be considerably higher due to only one bus is to be procured.
- Direct staff to procure another manufacturer, El Dorado. This is not recommended because El Dorado FCEB purchase would be at a higher cost, it will require more staff hours for training, and additional inventoried spare parts.
- Do nothing and continue to run this service as is with one less spare for the SMA fleet.

**VIII. ATTACHMENTS**

**Attachment A:** Resolution

Prepared by: Manny Caluya, Procurement Contracts Senior Specialist

**IX. APPROVALS**

Financial Impact Approved:  
Robert Kyle, CFO

Alex Clifford, CEO

The image shows two handwritten signatures in blue ink. The top signature is for Robert Kyle, CFO, and the bottom signature is for Alex Clifford, CEO. Both signatures are written over horizontal lines.



Attachment A  
Cover Page

RESOLUTION NO. \_\_\_\_\_  
DATED: APRIL 21, 2023

RESOLUTION AUTHORIZING THE CEO TO EXECUTE THE FIRST AMENDMENT TO THE PURCHASE ORDER (PO) WITH NEW FLYER, INC. (NFI) FOR THE PURCHASE AND DELIVERY OF FOUR (4) HYDROGEN FUEL CELL ELECTRIC BUSES (FCEB) TO INCREASE THE ORDER TO ADD ONE (1) BUS, FOR A TOTAL OF NUMBER OF FIVE (5) BUSES, AND TO INCREASE THE TOTAL PO AMOUNT BY \$1,444,131, FOR A TOTAL PO AMOUNT OF \$7,220,655

WHEREAS, on August 19, 2022, RTD Board approved resolution No. 6063 authorizing the CEO to issue a purchase order to NFI for the purchase of four (4) FCEBs through the State of California Department of General Services (DGS) cooperative contract.; and

WHEREAS, on August 30, 2023, the resolution was amended to purchase the FCEBs through the State of Washington cooperative contract instead of DGS; and

WHEREAS, staff is seeking approval to add an additional bus to replace the Proterra EV1 that is being sold back for parts credit.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of San Joaquin Regional Transit District (RTD) as follows:

- 1) That the CEO be, and hereby is authorized and directed to amend the purchase order with New Flyer Inc. for the purchase and delivery of four (4) Hydrogen FCEB to increase the order to add one (1) bus, for a total of number of five (5) buses, and to increase the total contract amount by \$1,444,131, for a total PO amount of \$7,220,655.
- 2) That the Chair of the Board and the CEO, acting individually, are hereby authorized and directed to execute such other agreements and amendments to this agreement, and to take such other actions as may be necessary or appropriate to carry out the intent and purpose of this resolution.



**LEAD STAFF:       STEPHENNIE LINK, PROCUREMENT SENIOR SPECIALIST**  
**MANNY CALUYA, PROCUREMENT SUPERVISOR**

**I.       RECOMMENDED ACTION**

Authorize the CEO to execute a contract with Pinnacle Petroleum, Inc. for the Furnishing and Delivery of Unleaded Gasoline for a total amount not to exceed \$3,500,000 for a three (3) year base term with two (2) one-year options.

**II.       SUMMARY**

- RTD's current purchase order for the furnishing and delivery of unleaded gasoline is expiring on April 29, 2023.
- Staff determined that it is in RTD's best interest to purchase through a cooperative contract for best pricing.
- Staff have looked at three different contractors that are on the cooperative contracts and determined that the Department of General Services (DGS) cooperative contract with Pinnacle Petroleum, Inc. offers the best pricing to RTD.

**III.       DISCUSSION/BACKGROUND**

RTD's current purchase order for the furnishing and delivery of unleaded gasoline with Pinnacle Petroleum, Inc. is expiring on April 29, 2023. Based on RTD's historical usage data of unleaded gasoline, staff determined that it is in RTD's best interest to purchase through a cooperative contract rather than procuring individually because the cooperative contracts offer discounts for bulk purchases, while providing staff and procurement processing time and cost savings.

Under Federal and California law, RTD can participate in cooperative purchasing contracts, provided such contracts are consistent with RTD's procurement requirements and policies. Staff have looked at three (3) different contractors that are on the cooperative contracts:

Mansfield Energy	(Sourcewell)
Pinnacle Petroleum, Inc.	(State of CA Department of General Services (DGS))
TACenergy	(Sourcewell and Omnia Partners)

Based on these available contracts, staff determined that the DGS cooperative contract with Pinnacle Petroleum, Inc. offers the best pricing to RTD. Pinnacle Petroleum, Inc.'s (through March 1, 2026) pricing is listed on the next page.



Description	Unit of Measure	Differential
Gasoline, Unleaded (87 Octane) (4001 gallons and above)	per gallon	\$ (0.0100)
Gasoline, Unleaded (87 Octane) (4000 gallons and below)	per gallon	\$(0.0710)
<b>ADDITIONAL/SPECIAL SERVICES CHARGES</b>		
Emergency Delivery	per delivery	\$120.00
Demurrage charge	per minute	\$2.50
Trip Charge	per delivery	\$250.00
Standing Time (charge begins after 1 free hour)	per minute	\$1.00
Premium for Less Than Minimum Delivery	per gallon	\$0.10
Winterization	per gallon	\$0.05

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This recommendation aligns with the Board's Strategic Priorities 2, 3, and 4.

Strategic Priorities:

1. Employees
2. Customers
3. Financial Health
4. Operations Excellence
5. Community Relations
6. Innovation

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

This is a three (3) year with two (2) one-year options contract for an amount not to exceed \$3,500,000.

The required funding for the first year of the contract is identified in the FY 2023 Operating Budget under the Materials and Supplies line. Since this is a multi-year contract, the respective department manager will be accountable for budgeting the cost in future years.

#### **VI. CHANGES FROM COMMITTEE**

N/A

#### **VII. ALTERNATIVES CONSIDERED**

- If RTD were to procure the unleaded gasoline individually based on its historical usage, staff has identified that with a high degree of likelihood, better pricing than what is provided on the cooperative contract based on the volume of usage, is not available.

- RTD will continue to have discussions with other transit to have a joint solicitation in procuring unleaded gasoline.

**VIII. ATTACHMENTS**

**Attachment A:** Contract  
**Attachment B:** Resolution

Prepared by: Manny Caluya, Procurement Contracts Senior Specialist

**IX. APPROVALS**

Financial Impact Approved:  
Robert Kyle, CFO

Alex Clifford, CEO

Two handwritten signatures in blue ink are positioned over two horizontal lines. The top signature is a stylized 'R. Kyle' and the bottom signature is a stylized 'Alex Clifford'.



Attachment A  
Contract Link

Contract\_23147-M\_Pinnacle\_Petroleum\_inc.  
[https://sanjoaquinrtd.com/wp-content/uploads/2023/04/Contract\\_23147-M\\_Pinnacle\\_Petroleum\\_Inc..pdf](https://sanjoaquinrtd.com/wp-content/uploads/2023/04/Contract_23147-M_Pinnacle_Petroleum_Inc..pdf)



Attachment B  
Cover Page

RESOLUTION NO. \_\_\_\_  
DATED: APRIL 21, 2023

RESOLUTION AUTHORIZING THE CEO TO EXECUTE A CONTRACT WITH PINNACLE PETROLEUM, INC. FOR THE FURNISHING AND DELIVERY OF UNLEADED GASOLINE FOR A TOTAL AMOUNT NOT TO EXCEED \$3,500,000 FOR A THREE (3) YEAR BASE TERM WITH TWO (2) ONE-YEAR OPTIONS

WHEREAS, RTD's current purchase order for the furnishing and delivery of unleaded gasoline is expiring on April 29, 2023.; and

WHEREAS, staff determined that it is in RTD's best interest to purchase through a cooperative contract for best pricing; and

WHEREAS staff have looked at three (3) different contractors that are on the cooperative contracts and determined that the DGS cooperative contract with Pinnacle Petroleum, Inc. offers the best pricing to RTD; and

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of San Joaquin Regional Transit District (RTD) as follows:

- 1) That a contract be, and hereby is, awarded to Pinnacle Petroleum, Inc. for the furnishing and delivery of unleaded gasoline for a total contract amount not to exceed \$3,500,000 for a three year base term with two one-year options.
- 2) That the Chair of the Board and the CEO be, and they hereby are authorized and directed finalize and execute the contract with Pinnacle Petroleum, Inc. for the furnishing and delivery of unleaded gasoline for a total contract amount not to exceed \$3,500,000 for a three year base term with two one-year options.
- 3) That the Chair of the Board and the CEO, acting separately, are hereby authorized, and directed to execute such other agreements and amendments to this agreement, and to take such other actions as may be necessary or appropriate to carry out the intent and purpose of this resolution.



**LEAD STAFF:** **RAVI SHARMA, FINANCE MANAGER**  
**DEPARTMENT MANAGER:** **ROBERT KYLE, CFO**

**REPORT:** **ACCEPT AND FILE: CHECK REGISTER FOR  
THE MONTH OF MARCH 2023**

**I. SUMMARY**

- This staff report provides the Board of Directors (Board) with the Check Register for the month of March 2023.
- The Finance Department is submitting the check register for Board acceptance and filing.

**II. DISCUSSION/BACKGROUND**

This check register provides the Board with a listing of the vendors and amounts paid out on a monthly cash flow basis (Operating and Capital expenses). All invoices submitted for the month of March 2023 have been processed, the payments have been issued and signed by the Chief Executive Officer and Chief Financial Officer.

**III. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This report aligns with the Board's Strategic Priorities 3 and 4.

Strategic Priorities:

1. Employees
2. Customers
3. Financial Health
4. Operations Excellence
5. Community Relations
6. Innovation

**IV. FINANCIAL CONSIDERATIONS/IMPACT**

The check register presents the invoices paid in March 2023 for Board review, agency disclosure and transparency.

**V. CHANGES FROM COMMITTEE**

N/A

**VI. ALTERNATIVES CONSIDERED**

None.

**VII. ATTACHMENTS**

**Attachment A:** Check Register for the month of March 2023.

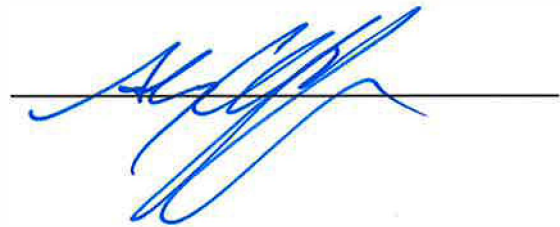
Prepared by: Ravi Sharma, Finance Manager

**VIII. APPROVALS**

Financial Impact Approved:  
Robert Kyle, CFO

A handwritten signature in blue ink, appearing to be "R. Kyle", written over a horizontal line.

Alex Clifford, CEO

A handwritten signature in blue ink, appearing to be "Alex Clifford", written over a horizontal line.



Attachment A  
Cover Page



**SAN JOAQUIN RTD**  
**Consolidated Check Register**  
**Date Range: 03/01/2023 t 03/31/2023**

Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00008131	EFT	V01613	ANDRE-BOUDIN BAKERIES INC	1528067	1271344	OH	03/02/2023	03/02/2023	MW	CX	288.12
AP 00008132	EFT	V00528	BIG VALLEY FORD INC	590552FOW	12713440	OH	03/02/2023	03/02/2023	MW	CX	4,764.73
AP 00008133	EFT	V00467	CALIFORNIA WELDING SUPPLY CO	189195	1271344	OH	03/02/2023	03/02/2023	MW	CX	124.00
AP 00008134	EFT	V00050	CHASE CHEVROLET	978014	6356720	OH	03/02/2023	03/02/2023	MW	CX	3,400.60
AP 00008135	EFT	V00486	CREATIVE BUS SALES INC	XA113008403:01	2542688	OH	03/02/2023	03/02/2023	MW	CX	400.01
AP 00008136	EFT	V00279	CRESCENT SURPLUS INC	066938	1271344	OH	03/02/2023	03/02/2023	MW	CX	297.69
AP 00008137	EFT	V00662	CUMULUS-MODESTO/STOCKTON	BB3584438	5085376	OH	03/02/2023	03/02/2023	MW	CX	1,661.00
AP 00008138	EFT	V01721	DAVEY COACH SALES	05P50563	1271344	OH	03/02/2023	03/02/2023	MW	CX	55.44
AP 00008139	EFT	V00390	DELTA DENTAL OF CALIFORNIA	BE005381993	1271344	OH	03/02/2023	03/02/2023	MW	CX	20,503.35
AP 00008140	EFT	V00418	DIRECT TV	075417915X23021	2542688	OH	03/02/2023	03/02/2023	MW	CX	199.64
AP 00008141	EFT	V05375	ECS IMAGING INC.	17573	1271344	OH	03/02/2023	03/02/2023	MW	CX	8,250.00
AP 00008142	EFT	V05245	FREMONT PLAZA ACE HARDWARE	54402/1	2542688	OH	03/02/2023	03/02/2023	MW	CX	58.07
AP 00008143	EFT	V00561	GENERAL PARTS DISTRIBUTION LLC	6306-725313	3814032	OH	03/02/2023	03/02/2023	MW	CX	902.16
AP 00008144	EFT	V01797	GENFARE LLC	90189598	1271344	OH	03/02/2023	03/02/2023	MW	CX	187.79
AP 00008145	EFT	V03216	GILLIG LLC	CM5053854	29240912	OH	03/02/2023	03/02/2023	MW	CX	19,373.88
AP 00008146	EFT	V01492	GOVERNMENTJOBS.COM	INV-32695	1271344	OH	03/02/2023	03/02/2023	MW	CX	10,595.76
AP 00008147	EFT	V01467	GRAINGER	9612817180	1271344	OH	03/02/2023	03/02/2023	MW	CX	16.19
AP 00008148	EFT	V00134	INTERSTATE TRUCK CENTER LLC	01P438090	1271344	OH	03/02/2023	03/02/2023	MW	CX	928.98
AP 00008149	EFT	V01363	KENDALL OWEN MCSPARREN	I50382	2542688	OH	03/02/2023	03/02/2023	MW	CX	757.91
AP 00008150	EFT	E02021	STEPHANIE A LA FEVER	REIMB022023UNIF	1271344	OH	03/02/2023	03/02/2023	MW	CX	194.84
AP 00008151	EFT	V00130	LIFESONG MINISTRIES INC	MARCH2023	1271344	OH	03/02/2023	03/02/2023	MW	CX	225.00
AP 00008152	EFT	V05310	MANAGED HEALTH NETWORK	PRM-078042	2542688	OH	03/02/2023	03/02/2023	MW	CX	778.60
AP 00008153	EFT	V01162	MINNESOTA LIFE	67814541-00	1271344	OH	03/02/2023	03/02/2023	MW	CX	4,494.76
AP 00008154	EFT	V00172	MISSION UNIFORM SERVICE	518742377	1271344	OH	03/02/2023	03/02/2023	MW	CX	767.39
AP 00008155	EFT	V05231	MODESTO JANITORIAL SUPPLY	578756	1271344	OH	03/02/2023	03/02/2023	MW	CX	660.93
AP 00008156	EFT	V00166	MUNCIE RECLAMATION SUPPLY	3457001	2542688	OH	03/02/2023	03/02/2023	MW	CX	563.14
AP 00008157	EFT	V01204	NAVIA BENEFIT SOLUTIONS	10674582	1271344	OH	03/02/2023	03/02/2023	MW	CX	404.60

User: RSHARMA - Ravi Sharma

Page: 1

Current Date: 04/04/2023

Report: BK\_CON\_CK\_REG\_JDC\_EFT - BR: Consolidated Check Register With EFT

Time: 09:10:31

**SAN JOAQUIN RTD**  
**Consolidated Check Register**  
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Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00008158	EFT	V01736	NEXT LEVEL PARTS INC	CM15889-13245	2542688	OH	03/02/2023	03/02/2023	MW	CX	1,997.11
AP 00008159	EFT	V03271	PARTS AUTHORITY METRO LLC	16MG4477	2542688	OH	03/02/2023	03/02/2023	MW	CX	895.96
AP 00008160	EFT	V01706	PINNACLE PETROLEUM INC	0300476	2542688	OH	03/02/2023	03/02/2023	MW	CX	47,306.71
AP 00008161	EFT	V02474	PREVOST CAR (US) INC	CM902056735	8899408	OH	03/02/2023	03/02/2023	MW	CX	2,531.45
AP 00008162	EFT	V05391	PROTERRA INC	1055593	6356720	OH	03/02/2023	03/02/2023	MW	CX	11,452.62
AP 00008163	EFT	V03452	RAY L RIGHETTI	40722	2542688	OH	03/02/2023	03/02/2023	MW	CX	807.05
AP 00008164	EFT	V00398	ROBERT HALF INTERNATIONAL INC	61608092	3814032	OH	03/02/2023	03/02/2023	MW	CX	5,411.02
AP 00008165	EFT	V01614	LP. ROTH STAFFING COMPANIES	14312715	2542688	OH	03/02/2023	03/02/2023	MW	CX	1,990.63
AP 00008166	EFT	V01642	RYDETRANS INCORPORATED	RTD-012023	1271344	OH	03/02/2023	03/02/2023	MW	CX	189,111.67
AP 00008167	EFT	E02286	SHOFI ULL AZUM SHOFI	REIMB113022UBE	1271344	OH	03/02/2023	03/02/2023	MW	CX	211.85
AP 00008168	EFT	V01581	SIRIUS COMPUTER SOLUTIONS INC	23020349	1271344	OH	03/02/2023	03/02/2023	MW	CX	3,851.59
AP 00008169	EFT	E01502	MERAB TALAMANTES	REIMB522-	1271344	OH	03/02/2023	03/02/2023	MW	CX	225.00
AP 00008170	EFT	V05252	TEC OF CALIFORNIA INC	940232DX2	1271344	OH	03/02/2023	03/02/2023	MW	CX	214.18
AP 00008171	EFT	V01326	TENNANT SALES & SERVICE CO	919344821	1271344	OH	03/02/2023	03/02/2023	MW	CX	962.26
AP 00008172	EFT	V00405	TK SERVICES INC	PSO035709-1	1271344	OH	03/02/2023	03/02/2023	MW	CX	171.44
AP 00008173	EFT	V05017	TRANSITTALENT.COM LLC	1752302	1271344	OH	03/02/2023	03/02/2023	MW	CX	125.00
AP 00008174	EFT	V01874	VAN DE POL ENTERPRISES	0261967-IN	1271344	OH	03/02/2023	03/02/2023	MW	CX	1,870.45
AP 00008175	EFT	V05439	VINCE'S OFFICE SUPPLY	IN-1762044	1271344	OH	03/02/2023	03/02/2023	MW	CX	11.43
AP 00008176	EFT	V01348	VISION SERVICE PLAN (CA)	817289975	1271344	OH	03/02/2023	03/02/2023	MW	CX	3,804.22
AP 00008177	EFT	V01580	WESTINGHOUSE AIR BRAKE TECH	363964	2542688	OH	03/02/2023	03/02/2023	MW	CX	5,764.00
AP 00008178	EFT	V01087	BAGLEY ENTERPRISES INC	13637	1271880	OH	03/02/2023	03/02/2023	MW	CX	300.00
AP 00008179	EFT	V01349	FIRST ALARM SECURITY & PATROL	13874770	6359400	OH	03/02/2023	03/02/2023	MW	CX	146,163.43
AP 00008180	EFT	V00419	HANSON BRIDGETT LLP	1340740-1340751	1271880	OH	03/02/2023	03/02/2023	MW	CX	93,778.40
AP 00008181	EFT	V05361	METTLE INC	26030	1271880	OH	03/02/2023	03/02/2023	MW	CX	552.75
AP 00008182	EFT	V05332	PENNINO MANAGEMENT GROUP	8512	1271880	OH	03/02/2023	03/02/2023	MW	CX	6,585.33
AP 00008183	EFT	E01119	LANCE ROWE	REIMB021023TOO	1271880	OH	03/02/2023	03/02/2023	MW	CX	321.51
AP 00008184	EFT	V00201	SAFETY KLEEN SYSTEMS INC	90903121	1271880	OH	03/02/2023	03/02/2023	MW	CX	535.95

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Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00008185	EFT	V01631	SHARED MOBILITY INC	15	1271880	OH	03/02/2023	03/02/2023	MW	CX	7,117.49
AP 00008186	EFT	V01196	TAKE CARE TERMITE	69859-70117	2543760	OH	03/02/2023	03/02/2023	MW	CX	705.00
AP 00008187	EFT	V01569	AGREEYA SOLUTIONS INC	235011	2548602	OH	03/09/2023	03/09/2023	MW	CX	9,288.12
AP 00008188	EFT	V01731	AUTOZONE PARTS INC	2858925964	1274301	OH	03/09/2023	03/09/2023	MW	CX	11.98
AP 00008189	EFT	V01087	BAGLEY ENTERPRISES INC	13702	1274301	OH	03/09/2023	03/09/2023	MW	CX	150.00
AP 00008190	EFT	V00528	BIG VALLEY FORD INC	590680FOW	2548602	OH	03/09/2023	03/09/2023	MW	CX	195.16
AP 00008191	EFT	V04115	BUS AND EQUIPMENT REPAIR INC.	76327	2548602	OH	03/09/2023	03/09/2023	MW	CX	471.10
AP 00008192	EFT	V05303	CAL- ENVIROSAFE. LLC	49368	1274301	OH	03/09/2023	03/09/2023	MW	CX	354.97
AP 00008193	EFT	V01313	CARACAL ENTERPRISES LLC	136812	2548602	OH	03/09/2023	03/09/2023	MW	CX	5,403.50
AP 00008194	EFT	V01690	CARLOS R GONZALEZ	23026360	1274301	OH	03/09/2023	03/09/2023	MW	CX	145.00
AP 00008195	EFT	V05459	CASTLE BRANCH INC.	0878176-IN	1274301	OH	03/09/2023	03/09/2023	MW	CX	928.00
AP 00008196	EFT	V01786	JAMES STEVEN CASTO	20494	1274301	OH	03/09/2023	03/09/2023	MW	CX	514.52
AP 00008197	EFT	V00365	CENTRALSQUARE TECHNOLOGIES	376209	8920107	OH	03/09/2023	03/09/2023	MW	CX	6,723.00
AP 00008198	EFT	V00050	CHASE CHEVROLET	978510	1274301	OH	03/09/2023	03/09/2023	MW	CX	214.49
AP 00008199	EFT	V01426	CONNEXIONZ LTD	SINV000502	1274301	OH	03/09/2023	03/09/2023	MW	CX	17,500.00
AP 00008200	EFT	V00486	CREATIVE BUS SALES INC	XA128007637:01	2548602	OH	03/09/2023	03/09/2023	MW	CX	3,732.60
AP 00008201	EFT	V00279	CRESCENT SURPLUS INC	K70806	16565913	OH	03/09/2023	03/09/2023	MW	CX	1,574.30
AP 00008202	EFT	E01840	STEPHANIE M DOMINGUEZ	REIMB011623FOO	1274301	OH	03/09/2023	03/09/2023	MW	CX	34.56
AP 00008203	EFT	V00511	DS SERVICES OF AMERICA INC	7599441030123	1274301	OH	03/09/2023	03/09/2023	MW	CX	460.21
AP 00008204	EFT	V01564	EAM SOLUTIONS	H912296	1274301	OH	03/09/2023	03/09/2023	MW	CX	24,956.00
AP 00008205	EFT	V000426	FASTENAL COMPANY	CASTC159177	1274301	OH	03/09/2023	03/09/2023	MW	CX	1,030.04
AP 00008206	EFT	V05245	FREMONT PLAZA ACE HARDWARE	54439/1	1274301	OH	03/09/2023	03/09/2023	MW	CX	16.52
AP 00008207	EFT	V00561	GENERAL PARTS DISTRIBUTION LLC	CM8306-725749	7645806	OH	03/09/2023	03/09/2023	MW	CX	1,189.66
AP 00008208	EFT	V01797	GENFARE LLC	CM90189952	2548602	OH	03/09/2023	03/09/2023	MW	CX	29.90
AP 00008209	EFT	V03216	GILLIG LLC	41015227	10194408	OH	03/09/2023	03/09/2023	MW	CX	4,452.44
AP 00008210	EFT	V00512	GOODYEAR TIRE AND RUBBER CO	9821444846	2548602	OH	03/09/2023	03/09/2023	MW	CX	18,632.63
AP 00008211	EFT	V03329	HOGAN MFG INC	147850	2548602	OH	03/09/2023	03/09/2023	MW	CX	923.49

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Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00008212	EFT	V01363	KENDALL OWEN MCSPARREN	I50425	1274301	OH	03/09/2023	03/09/2023	MW	CX	550.58
AP 00008213	EFT	V01024	KRONOS INCORPORATED	12031986	1274301	OH	03/09/2023	03/09/2023	MW	CX	709.28
AP 00008214	EFT	V00573	LOOMIS ARMORED US LLC	13203071	3822903	OH	03/09/2023	03/09/2023	MW	CX	14,505.29
AP 00008215	EFT	V00172	MISSION UNIFORM SERVICE	518824402	2548602	OH	03/09/2023	03/09/2023	MW	CX	13,272.01
AP 00008216	EFT	V05231	MODESTO JANITORIAL SUPPLY	579217	2548602	OH	03/09/2023	03/09/2023	MW	CX	1,406.32
AP 00008217	EFT	V00166	MUNCIE RECLAMATION SUPPLY	3461732	1274301	OH	03/09/2023	03/09/2023	MW	CX	438.38
AP 00008218	EFT	V01204	NAVIA BENEFIT SOLUTIONS	FSA MAR0223	1274301	OH	03/09/2023	03/09/2023	MW	CX	62.50
AP 00008219	EFT	V01010	OVERHEAD DOOR COMPANY of	96790	1274301	OH	03/09/2023	03/09/2023	MW	CX	660.00
AP 00008220	EFT	V03271	PARTS AUTHORITY METRO LLC	16MH9403	1274301	OH	03/09/2023	03/09/2023	MW	CX	497.73
AP 00008221	EFT	V02474	PREVOST CAR (US) INC	901931141	1274301	OH	03/09/2023	03/09/2023	MW	CX	18.90
AP 00008222	EFT	V05391	PROTERRA INC	1055813	8920107	OH	03/09/2023	03/09/2023	MW	CX	4,251.56
AP 00008223	EFT	E01851	VANESSA M RAMIREZ ORTEGA	REIMB102522TOO	1274301	OH	03/09/2023	03/09/2023	MW	CX	500.00
AP 00008224	EFT	V00327	RAY MORGAN	4011113	12743010	OH	03/09/2023	03/09/2023	MW	CX	6,770.01
AP 00008225	EFT	V00469	RAYS RADIO SHOP INC	53991	1274301	OH	03/09/2023	03/09/2023	MW	CX	1,414.60
AP 00008226	EFT	V01599	RELATION INSURANCE SERVICES	2699840	1274301	OH	03/09/2023	03/09/2023	MW	CX	5,417.00
AP 00008227	EFT	V00252	REPUBLIC SERVICES INC	0208-000777596	5097204	OH	03/09/2023	03/09/2023	MW	CX	3,168.74
AP 00008228	EFT	V00398	ROBERT HALF INTERNATIONAL INC	61654883	7645806	OH	03/09/2023	03/09/2023	MW	CX	8,665.47
AP 00008229	EFT	V01614	LP. ROTH STAFFING COMPANIES	14315541	1274301	OH	03/09/2023	03/09/2023	MW	CX	771.75
AP 00008230	EFT	E01119	LANCE ROWE	REIMB022723TOO	2548602	OH	03/09/2023	03/09/2023	MW	CX	243.97
AP 00008231	EFT	V01415	SHAW YODER ANTWHI SCHMELZER	20970	2548602	OH	03/09/2023	03/09/2023	MW	CX	6,666.66
AP 00008232	EFT	V01581	SIRIUS COMPUTER SOLUTIONS INC	22120353	1274301	OH	03/09/2023	03/09/2023	MW	CX	3,835.60
AP 00008233	EFT	V05252	TEC OF CALIFORNIA INC	CM938694DX1	11468709	OH	03/09/2023	03/09/2023	MW	CX	5,084.74
AP 00008234	EFT	V05271	US BANK	RETCONT	5097204	OH	03/09/2023	03/09/2023	MW	CX	4,770.18
AP 00008235	EFT	V01874	VAN DE POL ENTERPRISES	0267283-IN	3822903	OH	03/09/2023	03/09/2023	MW	CX	82,213.14
AP 00008236	EFT	V00312	VERIZON	9928445592	1274301	OH	03/09/2023	03/09/2023	MW	CX	6,243.95
AP 00008237	EFT	V01348	VISION SERVICE PLAN (CA)	817415893	1274301	OH	03/09/2023	03/09/2023	MW	CX	38.30
AP 00008238	EFT	V01392	WILLE ELECTRIC SUPPLY COMPANY	2126558.002	1274301	OH	03/09/2023	03/09/2023	MW	CX	126.88

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Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00008239	EFT	V00433	AFLAC	957496	1274538	OH	03/09/2023	03/09/2023	MW	CX	644.36
AP 00008240	EFT	V05474	ATU LOCAL 256	MAR23 PT DUES	3823614	OH	03/09/2023	03/09/2023	MW	CX	8,550.40
AP 00008241	EFT	V01673	GREAT WEST TRUST COMPANY LLC	043880-01	1274538	OH	03/09/2023	03/09/2023	MW	CX	1,673.11
AP 00008242	EFT	V01204	NAVIA BENEFIT SOLUTIONS	FSA MAR1023	2549076	OH	03/09/2023	03/09/2023	MW	CX	2,267.50
AP 00008243	EFT	V00414	UNITED WAY	CONTRIB MAR423	1274538	OH	03/09/2023	03/09/2023	MW	CX	133.00
AP 00008244	EFT	V05271	US BANK	RETCONTMAR102	7647228	OH	03/09/2023	03/09/2023	MW	CX	162,876.68
AP 00008245	EFT	E01947	CIRO F AGUIRRE	BYOD-FY2023	1276818	OH	03/16/2023	03/16/2023	MW	CX	446.67
AP 00008246	EFT	V01801	AMAZON.COM SERVICES LLC	1LTV-3KNJ-DWM1	1276818	OH	03/16/2023	03/16/2023	MW	CX	298.90
AP 00008247	EFT	V00132	CALIFORNIA WATER SERVICE	9332387932FEB23	1276818	OH	03/16/2023	03/16/2023	MW	CX	4,029.79
AP 00008248	EFT	V01191	CAMFIL USA INC	30359066	1276818	OH	03/16/2023	03/16/2023	MW	CX	2,102.10
AP 00008249	EFT	V05459	CASTLE BRANCH INC.	0875117-IN	2553636	OH	03/16/2023	03/16/2023	MW	CX	1,038.80
AP 00008250	EFT	V05313	CCT TELECOMMUNICATION INC	75510	1276818	OH	03/16/2023	03/16/2023	MW	CX	773.76
AP 00008251	EFT	V05052	CENTRAL VALLEY LIFT TRUCK INC	57624	3830454	OH	03/16/2023	03/16/2023	MW	CX	994.51
AP 00008252	EFT	V00050	CHASE CHEVROLET	979134	1276818	OH	03/16/2023	03/16/2023	MW	CX	215.74
AP 00008253	EFT	V00662	CUMULUS-MODESTO/STOCKTON	BB3593483	1276818	OH	03/16/2023	03/16/2023	MW	CX	312.00
AP 00008254	EFT	V01721	DAVEY COACH SALES	05P50580	1276818	OH	03/16/2023	03/16/2023	MW	CX	30.52
AP 00008255	EFT	V00418	DIRECT TV	036199471X23030	1276818	OH	03/16/2023	03/16/2023	MW	CX	95.99
AP 00008256	EFT	V05245	FREMONT PLAZA ACE HARDWARE	54525/1	3830454	OH	03/16/2023	03/16/2023	MW	CX	23.96
AP 00008257	EFT	V00561	GENERAL PARTS DISTRIBUTION LLC	0306-726410	2553636	OH	03/16/2023	03/16/2023	MW	CX	289.54
AP 00008258	EFT	V01797	GENFARE LLC	90190033	5107272	OH	03/16/2023	03/16/2023	MW	CX	2,308.91
AP 00008259	EFT	V03216	GILLIG LLC	41015756	1276818	OH	03/16/2023	03/16/2023	MW	CX	381.98
AP 00008260	EFT	V05098	JOHNSTON LIM CO MD	00158340-00	44688630	OH	03/16/2023	03/16/2023	MW	CX	4,620.00
AP 00008261	EFT	V01199	MASABI LLC	SJTD-IN7	1276818	OH	03/16/2023	03/16/2023	MW	CX	3,380.00
AP 00008262	EFT	V01576	MEDICAL TRANSPORTATION	100019317	1276818	OH	03/16/2023	03/16/2023	MW	CX	31,993.40
AP 00008263	EFT	V00166	MUNCIE RECLAMATION SUPPLY	3464209	1276818	OH	03/16/2023	03/16/2023	MW	CX	215.38
AP 00008264	EFT	E00627	LASHONDA NELSON	BYOD-FY2023	1276818	OH	03/16/2023	03/16/2023	MW	CX	446.67
AP 00008265	EFT	V01736	NEXT LEVEL PARTS INC	CM15889-14471	2553636	OH	03/16/2023	03/16/2023	MW	CX	1,614.40

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Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00008266	EFT	V02474	PREVOST CAR (US) INC	902063349	2553636	OH	03/16/2023	03/16/2023	MW	CX	799.28
AP 00008267	EFT	V05391	PROTERRA INC	1056004	3830454	OH	03/16/2023	03/16/2023	MW	CX	8,573.79
AP 00008268	EFT	V00327	RAY MORGAN	4040725	3830454	OH	03/16/2023	03/16/2023	MW	CX	1,125.00
AP 00008269	EFT	V01595	RAZIEL ABRAHAM PELAEZ - PELAEZ	INV-2775	1276818	OH	03/16/2023	03/16/2023	MW	CX	139.05
AP 00008270	EFT	V00398	ROBERT HALF INTERNATIONAL INC	61694960	5107272	OH	03/16/2023	03/16/2023	MW	CX	9,234.03
AP 00008271	EFT	V01614	LP. ROTH STAFFING COMPANIES	14265511	2553636	OH	03/16/2023	03/16/2023	MW	CX	1,871.80
AP 00008272	EFT	V01642	RYDETRANS INCORPORATED	RTD-022023	1276818	OH	03/16/2023	03/16/2023	MW	CX	187,227.11
AP 00008273	EFT	V00536	SAMUEL BERRI	14638	1276818	OH	03/16/2023	03/16/2023	MW	CX	731.25
AP 00008274	EFT	E01231	REYNALDO L SAUCEDA	REIMB031123BOO	1276818	OH	03/16/2023	03/16/2023	MW	CX	58.85
AP 00008275	EFT	V01679	SEDGWICK CLAIMS MANAGEMENT	400000128081	2553636	OH	03/16/2023	03/16/2023	MW	CX	7,390.00
AP 00008276	EFT	V05252	TEC OF CALIFORNIA INC	941300D	1276818	OH	03/16/2023	03/16/2023	MW	CX	113.00
AP 00008277	EFT	V01790	WHITE CAP SUPPLY HOLDINGS II	50021183948	1276818	OH	03/16/2023	03/16/2023	MW	CX	4,196.52
AP 00008278	EFT	V01481	YACULTA COMPANIES INC	6921542-00	1276818	OH	03/16/2023	03/16/2023	MW	CX	2,259.46
AP 00008279	EFT	V01569	AGREEYA SOLUTIONS INC	236192	1277674	OH	03/27/2023	03/27/2023	MW	CX	3,645.30
AP 00008280	EFT	V00528	BIG VALLEY FORD INC	591099FOW	1277674	OH	03/27/2023	03/27/2023	MW	CX	137.89
AP 00008281	EFT	V01753	CAPITAL EDGE ADVOCACY INC	#23-38	1277674	OH	03/27/2023	03/27/2023	MW	CX	5,500.00
AP 00008282	EFT	V00486	CREATIVE BUS SALES INC	XA128008056:01	1277674	OH	03/27/2023	03/27/2023	MW	CX	720.10
AP 00008283	EFT	V00418	DIRECT TV	059429424X23031	1277674	OH	03/27/2023	03/27/2023	MW	CX	103.99
AP 00008284	EFT	V03216	GILLIG LLC	41019591	15332088	OH	03/27/2023	03/27/2023	MW	CX	2,472.22
AP 00008285	EFT	V01467	GRAINGER	9636882236	1277674	OH	03/27/2023	03/27/2023	MW	CX	18.11
AP 00008286	EFT	V00306	HOSLETT AND FORBUS	G-020	1277674	OH	03/27/2023	03/27/2023	MW	CX	7,356.25
AP 00008287	EFT	V01363	KENDALL OWEN MCSPARREN	I50550	1277674	OH	03/27/2023	03/27/2023	MW	CX	504.80
AP 00008288	EFT	V00172	MISSION UNIFORM SERVICE	518513258	1277674	OH	03/27/2023	03/27/2023	MW	CX	899.25
AP 00008289	EFT	V05231	MODESTO JANITORIAL SUPPLY	579323	1277674	OH	03/27/2023	03/27/2023	MW	CX	59.92
AP 00008290	EFT	V00166	MUNCIE RECLAMATION SUPPLY	3466222	1277674	OH	03/27/2023	03/27/2023	MW	CX	108.56
AP 00008291	EFT	V01736	NEXT LEVEL PARTS INC	15889-14597	1277674	OH	03/27/2023	03/27/2023	MW	CX	431.62
AP 00008292	EFT	V01616	NFI PARTS	82963183	1277674	OH	03/27/2023	03/27/2023	MW	CX	533.51

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**SAN JOAQUIN RTD**  
**Consolidated Check Register**  
**Date Range: 03/01/2023 t 03/31/2023**

Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00008293	EFT	V01706	PINNACLE PETROLEUM INC	0301556	1277674	OH	03/27/2023	03/27/2023	MW	CX	27,161.34
AP 00008294	EFT	V02474	PREVOST CAR (US) INC	902065092	1277674	OH	03/27/2023	03/27/2023	MW	CX	406.40
AP 00008295	EFT	V01614	LP. ROTH STAFFING COMPANIES	14318400	1277674	OH	03/27/2023	03/27/2023	MW	CX	1,045.63
AP 00008296	EFT	V01679	SEDGWICK CLAIMS MANAGEMENT	SF2657202301257	5110696	OH	03/27/2023	03/27/2023	MW	CX	288,434.96
AP 00008297	EFT	V05025	THE WARDEN'S OFFICE INC	2094515-0	1277674	OH	03/27/2023	03/27/2023	MW	CX	1,092.88
AP 00008298	EFT	V01624	US AIR CONDITIONING	6106343	1277674	OH	03/27/2023	03/27/2023	MW	CX	50.69
AP 00008299	EFT	V01392	WILLE ELECTRIC SUPPLY COMPANY	82133296.001	1277674	OH	03/27/2023	03/27/2023	MW	CX	253.75
AP 00008300	EFT	V01481	YACULTA COMPANIES INC	6921679-00	2555348	OH	03/27/2023	03/27/2023	MW	CX	1,691.55
AP 00008301	EFT	V02988	ADVANCED ELECTRONICS	1606	1279881	OH	03/30/2023	03/30/2023	MW	CX	1,988.75
AP 00008302	EFT	V00433	AFLAC	109950	1279881	OH	03/30/2023	03/30/2023	MW	CX	644.36
AP 00008303	EFT	V01801	AMAZON.COM SERVICES LLC	121886998792185	1279881	OH	03/30/2023	03/30/2023	MW	CX	50.10
AP 00008304	EFT	V03683	ANTONIO J. TRIGO	14363	5119524	OH	03/30/2023	03/30/2023	MW	CX	2,716.75
AP 00008305	EFT	V05474	ATU LOCAL 256	INIT MAR23	2559762	OH	03/30/2023	03/30/2023	MW	CX	2,590.00
AP 00008306	EFT	V01731	AUTOZONE PARTS INC	2858945639	1279881	OH	03/30/2023	03/30/2023	MW	CX	95.88
AP 00008307	EFT	V01181	CALIFORNIA PUBLIC EMPLOYEES'	1984844037APR23	1279881	OH	03/30/2023	03/30/2023	MW	CX	330,768.35
AP 00008308	EFT	V01719	STEPHAN CASTELLANOS	BOARDMTG03142	1279881	OH	03/30/2023	03/30/2023	MW	CX	1,277.02
AP 00008309	EFT	V05459	CASTLE BRANCH INC.	0872199-IN	1279881	OH	03/30/2023	03/30/2023	MW	CX	578.40
AP 00008310	EFT	V01615	CEN-CAL FIRE ALARM & SECURITY	11601	10239048	OH	03/30/2023	03/30/2023	MW	CX	690.00
AP 00008311	EFT	V00050	CHASE CHEVROLET	979411	1279881	OH	03/30/2023	03/30/2023	MW	CX	23.46
AP 00008312	EFT	E01946	ALEXANDER D CLIFFORD	BOARDMTG03212	1279881	OH	03/30/2023	03/30/2023	MW	CX	2,032.87
AP 00008313	EFT	V00662	CUMULUS-MODESTO/STOCKTON	BB3593573	2559762	OH	03/30/2023	03/30/2023	MW	CX	104.00
AP 00008314	EFT	V00418	DIRECT TV	075417915X23031	2559762	OH	03/30/2023	03/30/2023	MW	CX	361.70
AP 00008315	EFT	E01854	DUNG V DO	REIMB030823BOO	1279881	OH	03/30/2023	03/30/2023	MW	CX	33.80
AP 00008316	EFT	V05215	DUNCAN PRESS INC	36938	1279881	OH	03/30/2023	03/30/2023	MW	CX	408.75
AP 00008317	EFT	V05245	FREMONT PLAZA ACE HARDWARE	54553/1	2559762	OH	03/30/2023	03/30/2023	MW	CX	48.90
AP 00008318	EFT	V02195	GARY S. GIOVANETTI	BOARDMTG03142	1279881	OH	03/30/2023	03/30/2023	MW	CX	1,218.47
AP 00008319	EFT	V01797	GENFARE LLC	90190125	2559762	OH	03/30/2023	03/30/2023	MW	CX	1,510.36

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Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00008320	EFT	V03216	GILLIG LLC	41014828	1279881	OH	03/30/2023	03/30/2023	MW	CX	2,980.49
AP 00008321	EFT	V01673	GREAT WEST TRUST COMPANY LLC	43880-	1279881	OH	03/30/2023	03/30/2023	MW	CX	1,688.45
AP 00008322	EFT	E01398	JOSHUA D JONES	REIMB032623BOO	1279881	OH	03/30/2023	03/30/2023	MW	CX	170.00
AP 00008323	EFT	V00172	MISSION UNIFORM SERVICE	518870771	10239048	OH	03/30/2023	03/30/2023	MW	CX	1,349.79
AP 00008324	EFT	V01204	NAVIA BENEFIT SOLUTIONS	FSA MAR2423	2559762	OH	03/30/2023	03/30/2023	MW	CX	2,267.50
AP 00008325	EFT	V01616	NFI PARTS	82968396	2559762	OH	03/30/2023	03/30/2023	MW	CX	248.41
AP 00008326	EFT	E01654	LAURA ELENA ORTIZ	REIMB031323BOO	1279881	OH	03/30/2023	03/30/2023	MW	CX	169.80
AP 00008327	EFT	V00741	PACIFIC STORAGE CO.	5149154	3839643	OH	03/30/2023	03/30/2023	MW	CX	520.67
AP 00008328	EFT	V03271	PARTS AUTHORITY METRO LLC	16MK6443	2559762	OH	03/30/2023	03/30/2023	MW	CX	1,158.21
AP 00008329	EFT	V05332	PENNINO MANAGEMENT GROUP	96327	1279881	OH	03/30/2023	03/30/2023	MW	CX	3,736.18
AP 00008330	EFT	V02474	PREVOST CAR (US) INC	902068485	1279881	OH	03/30/2023	03/30/2023	MW	CX	3,816.61
AP 00008331	EFT	V05391	PROTERRA INC	1056467	2559762	OH	03/30/2023	03/30/2023	MW	CX	853.24
AP 00008332	EFT	V00327	RAY MORGAN	4063338	2559762	OH	03/30/2023	03/30/2023	MW	CX	1,763.16
AP 00008333	EFT	V00398	ROBERT HALF INTERNATIONAL INC	61766275	2559762	OH	03/30/2023	03/30/2023	MW	CX	6,310.47
AP 00008334	EFT	V01631	SHARED MOBILITY INC	16	1279881	OH	03/30/2023	03/30/2023	MW	CX	8,236.30
AP 00008335	EFT	V01196	TAKE CARE TERMITE	70486-70732	1279881	OH	03/30/2023	03/30/2023	MW	CX	380.00
AP 00008336	EFT	V05252	TEC OF CALIFORNIA INC	941300DX1	1279881	OH	03/30/2023	03/30/2023	MW	CX	150.05
AP 00008337	EFT	V01217	TECHNOLOGY ADVISORS INC	35328	1279881	OH	03/30/2023	03/30/2023	MW	CX	4,218.75
AP 00008338	EFT	V01607	TRILLIUM SOLUTIONS INC	5232	1279881	OH	03/30/2023	03/30/2023	MW	CX	5,333.50
AP 00008339	EFT	V00414	UNITED WAY	CONTRIB	1279881	OH	03/30/2023	03/30/2023	MW	CX	133.00
AP 00008340	EFT	V05271	US BANK	RETCONT	7679286	OH	03/30/2023	03/30/2023	MW	CX	157,377.17
AP 00008341	EFT	E01523	JOHN EDWARD VAN CAMP	PERDIEM032223	1279881	OH	03/30/2023	03/30/2023	MW	CX	123.00
AP 00008342	EFT	V00312	VERIZON	9930860821	2559762	OH	03/30/2023	03/30/2023	MW	CX	6,216.76
AP 00008343	EFT	V01557	VORTEX INDUSTRIES INC	41-1622968	1279881	OH	03/30/2023	03/30/2023	MW	CX	565.00
AP 00149989			** BREAK **								
AP 00149990	CHK	V00442	AT&T	6250746709	1271344	OH	03/02/2023		MW	IS	888.13
AP 00149991	CHK	V01798	BLUE ALLY TECHNOLOGY	1376043	1271344	OH	03/02/2023		MW	IS	22,406.05



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Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00149992	CHK	V00214	CALVARY FIRST ASSEMBLY OF GOD	MARCH2023	1271344	OH	03/02/2023		MW	IS	231.75
AP 00149993	CHK	V00337	CITY OF STOCKTON	688401308920FEB	22884192	OH	03/02/2023		MW	IS	1,252.20
AP 00149994	CHK	V00505	FRESNO TRUCK CENTER	FA008267630:01	1271344	OH	03/02/2023		MW	IS	120.12
AP 00149995	CHK	V05436	LETTER PUBLICATIONS INC.	2690012-R1	1271344	OH	03/02/2023		MW	IS	349.00
AP 00149996	CHK	V00111	PACIFIC GAS AND ELECTRIC	0815964291FEB23	1271344	OH	03/02/2023		MW	IS	5,052.73
AP 00149997	CHK	V00669	TRANSIT FINANCE	000083	1271344	OH	03/02/2023		MW	IS	1,200.00
AP 00149998	CHK	V00603	YRC FREIGHT	686-603737-1	1271344	OH	03/02/2023		MW	IS	159.10
AP 00149999	CHK	V01206	CALIFORNIA DEPARTMENT OF	21ST00059	1271880	OH	03/02/2023		MW	IS	175.00
AP 00150000	CHK	V00337	CITY OF STOCKTON	507085	1271880	OH	03/02/2023		MW	IS	2,213.00
AP 00150001	CHK	V00339	NORCAL ROTOCO INC	726908707	1271880	OH	03/02/2023		MW	RV	1,552.06
AP 00150002	CHK	V00111	PACIFIC GAS AND ELECTRIC	84113869360FEB2	1271880	OH	03/02/2023		MW	IS	777.71
AP 00150003	CHK	V00106	SAN JOAQUIN COUNTY	2022-23-09	1271880	OH	03/02/2023		MW	IS	3,564.00
AP 00150004	CHK	V00442	AT&T	000019562179	8920107	OH	03/09/2023		MW	IS	3,876.33
AP 00150005	CHK	V01347	ENTRAVISION COMMUNICATIONS	680187-2	1274301	OH	03/09/2023		MW	IS	720.00
AP 00150006	CHK	E01593	JENNIE SHAWNTEL FELIX	REIMB011623FOO	1274301	OH	03/09/2023		MW	IS	88.44
AP 00150007	CHK	E01561	IGNACIO GONZALEZ JR Junior	REIMB030223BOO	1274301	OH	03/09/2023		MW	IS	170.00
AP 00150008	CHK	E01771	SAMANTHA MONIQUE GRAVES	REIMB031323FTA	1274301	OH	03/09/2023		MW	IS	241.00
AP 00150009	CHK	E01781	MUHAMMAD SOHRAB ALI KHAN	REIMB022023UNIF	1274301	OH	03/09/2023		MW	IS	109.00
AP 00150010	CHK	E01726	MALIKA LANEITTA MCGEE	REIMB031323FTA	1274301	OH	03/09/2023		MW	IS	241.00
AP 00150011	CHK	E01940	THOMAS PAUL MLADY	REIMB031323FTA	1274301	OH	03/09/2023		MW	IS	241.00
AP 00150012	CHK	V00160	MOHAWK MFG AND SUPPLY CO	U090949	1274301	OH	03/09/2023		MW	IS	203.83
AP 00150013	CHK	V00111	PACIFIC GAS AND ELECTRIC	99100298035FEB2	10194408	OH	03/09/2023		MW	IS	33,973.87
AP 00150014	CHK	E01970	LAKISHA RENEE REDIC	REIMB012723UNIF	1274301	OH	03/09/2023		MW	IS	43.48
AP 00150015	CHK	V00058	SAN JOAQUIN COUNCIL OF	2023SJCOGONEV	1274301	OH	03/09/2023		MW	IS	525.00
AP 00150016	CHK	V00837	CA STATE DISBURSEMENT UNIT	875107 MAR04	19118070	OH	03/09/2023		MW	IS	2,538.81
AP 00150017	CHK	V01692	FIDUCIARY TRUST COMPANY OF	A0000576 MAR423	1274538	OH	03/09/2023		MW	IS	2,035.00
AP 00150018	CHK	V00286	FRANCHISE TAX BOARD	560193079 MAR04	3823614	OH	03/09/2023		MW	IS	300.19

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**SAN JOAQUIN RTD**  
**Consolidated Check Register**  
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Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00150019	CHK	V00332	SAN JOAQUIN DEPT OF CHILD SUPR	214574 MAR04	2549076	OH	03/09/2023		MW	IS	605.53
AP 00150020	CHK	V00183	SHERIFFS CIVIL DIVISION	2018375150	1274538	OH	03/09/2023		MW	IS	50.00
AP 00150021	CHK	V01839	ANGELA BELL	MOBILE2GOREFU	1276818	OH	03/16/2023		MW	IS	40.00
AP 00150022	CHK	V01835	ANNE BALTAO	MOBILE2GOREFU	1276818	OH	03/16/2023		MW	IS	19.50
AP 00150023	CHK	V01832	ANTHONY TRUOMG	MOBILE2GOREFU	1276818	OH	03/16/2023		MW	IS	84.00
AP 00150024	CHK	V01831	ARNOLD MARTIN	MOBILE2GOREFU	1276818	OH	03/16/2023		MW	IS	14.00
AP 00150025	CHK	V00442	AT&T	2481347433053M2	1276818	OH	03/16/2023		MW	IS	14.34
AP 00150026	CHK	V01825		CLAIMPAYOUT309	1276818	OH	03/16/2023		MW	IS	7,279.90
AP 00150027	CHK	V05192	COMCAST HOLDING CORP	167252871	1276818	OH	03/16/2023		MW	IS	659.10
AP 00150028	CHK	V01834	DENNIS YOUNG	MOBILE2GOREFU	1276818	OH	03/16/2023		MW	IS	167.00
AP 00150029	CHK	V00062	EMPLOYMENT DEVELOPMENT DEPT	2500891 JAN3023	1276818	OH	03/16/2023		MW	IS	20,487.44
AP 00150030	CHK	V01833	LOGESH MANOHAR	MOBILE2GOREFU	1276818	OH	03/16/2023		MW	IS	17.50
AP 00150031	CHK	V01836	MUNI SEKHAR REDDY SAKKURU	MOBILE2GOREFU	1276818	OH	03/16/2023		MW	IS	18.50
AP 00150032	CHK	V00111	PACIFIC GAS AND ELECTRIC	77821210810FEB2	1276818	OH	03/16/2023		MW	IS	16,388.94
AP 00150033	CHK	V00339	ROTOCO LLC	726908707	1276818	OH	03/16/2023		MW	IS	1,552.06
AP 00150034	CHK	V00403	THE RECORD	0005092424	1276818	OH	03/16/2023		MW	IS	356.60
AP 00150035	CHK	E01330	SHARLENE H TORRES	PETTYCASH03092	1276818	OH	03/16/2023		MW	IS	105.50
AP 00150036	CHK	V00442	AT&T	119472675JAN23	5119524	OH	03/30/2023		MW	RV	1,507.87
AP 00150037	CHK	V05475	ATU LOCAL 256 COPE	COPE MAR 2023	1279881	OH	03/30/2023		MW	IS	75.50
AP 00150038	CHK	V00837	CA STATE DISBURSEMENT UNIT	875107 MAR18	19198215	OH	03/30/2023		MW	IS	2,501.89
AP 00150039	CHK	V00337	CITY OF STOCKTON	108402	1279881	OH	03/30/2023		MW	IS	248.00
AP 00150040	CHK	V00540	CITY OF STOCKTON	508087	1279881	OH	03/30/2023		MW	IS	631.00
AP 00150041	CHK	V01692	FIDUCIARY TRUST COMPANY OF	A0000576	1279881	OH	03/30/2023		MW	IS	2,035.00
AP 00150042	CHK	V00286	FRANCHISE TAX BOARD	553478784 MAR18	2559762	OH	03/30/2023		MW	IS	143.00
AP 00150043	CHK	V00014	GREATER STOCKTON CHAMBER	TABLESPONSOR2	1279881	OH	03/30/2023		MW	IS	2,800.00
AP 00150044	CHK	E01595	JOCELYN RAMOS OAMILDA	PETTYCASH11012	1279881	OH	03/30/2023		MW	IS	165.39
AP 00150045	CHK	V01805	OPENGOV INC	INV00009924	1279881	OH	03/30/2023		MW	IS	46,326.00

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**SAN JOAQUIN RTD**  
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**Date Range: 03/01/2023 t 03/31/2023**

Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00150046	CHK	V00332	SAN JOAQUIN DEPT OF CHILD SUPR	214574 MAR18	2559762	OH	03/30/2023		MW	IS	605.53
AP 00150047	CHK	V00183	SHERIFFS CIVIL DIVISION	2018375150	1279881	OH	03/30/2023		MW	IS	50.00
AP 00150048	CHK	V01821	SUGAR CRM	INV93619	1279881	OH	03/30/2023		MW	IS	33,304.45
AP 00150049	CHK	V00610	WESTERN ALINEMENT SERVICE	40617	1279881	OH	03/30/2023		MW	IS	90.00
AP 00150050	CHK	V00442	AT&T	000019697382	2560292	OH	03/31/2023		MW	IS	1,324.18
AP 00150051	CHK	V00442	AT&T	119472675JAN23	1280146	OH	03/31/2023		MW	IS	104.15
AP 00150052	CHK	V00442	AT&T	1119472675FEB23	1280146	OH	03/31/2023		MW	IS	79.54

*SORTED TOTALS*

	Machine Written	2,466,979.38
	AP Group Total	2,466,979.38

*GRAND TOTAL*

	Grand Total	2,466,979.38
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**LEAD STAFF:       MANNY CALUYA, PROCUREMENT SUPERVISOR**  
**SYLVESTER DONELSON, JR., DIRECTOR OF PROCUREMENT**

**I.       RECOMMENDED ACTION**

Authorize the CEO to execute a contract with Platinum Security, Inc. for Unarmed Security Guard Services for a total amount not to exceed \$3,300,000 for a (2) two-year base term and one (1) one-year option, for a maximum term of three (3) years.

**II.      SUMMARY**

- On February 1, 2018, San Joaquin Regional Transit District (RTD) entered into a contract agreement with First Alarm Security & Patrol (Allied Universal Company).
- First Alarm Security & Patrol transitioned in name to the Allied Universal Company and Two (2) options were exercised with an additional two (2) month extension for services.
- RTD's current contract extension with Allied Universal for security services expires on April 30, 2023.
- Staff has determined that it is in RTD's best interest to procure security services through a Department of General Services (DGS) cooperative contract for best pricing and value.
- Staff reviewed three (3) different contractors that are listed in the DGS cooperative contracts and recommend authorizing the CEO to award the contract to Platinum Security, Inc for a total Not to Exceed amount of \$3,300,000.

**III.     DISCUSSION/BACKGROUND**

RTD entered into a contract for security guard services with First Alarm Security & Patrol, Inc. (Allied Universal Company) on February 1, 2018. The contract was for three (3) years with two (2) one-year options. On February 1, 2021, the three (3) year contract expired, and the first one-year option was exercised through 2022. On February 1, 2022, the second one-year option was exercised through February 1, 2023, with a two (2) month extension to April 2023. Having exercised the two (2) one (1) year options, and two (2) month extension, RTD's current contract for security services with Allied Universal Company expires on April 30, 2023.

Based on RTD's historical usage data of security services, staff determined that it is in RTD's best interest to procure security services from a list of providers through the Department of General Services (DGS) utilizing a cooperative

contract rather than procuring individually. It was determined that a cooperative contract would offer improved cost savings and value for the security services, while reducing RTD staff and procurement processing time, again, reducing costs.

Improvements realized with the Platinum Security Inc. contract versus the current Allied Universal Company contract consists of the following:

- Three (3) additional guards for a total complement of sixteen (16) guards vs. thirteen (13) guards under current contract.
- One (1) additional patrol vehicle for a total complement of two (2) patrol vehicles vs. one (1) patrol vehicle under current contract.
- Improved wages for Site Supervisor, Assistant Site Supervisor, and Mobile Guard.
- Improved Guard training.

These aspects will allow for improved after-hour patrol coverage with the Mobile Guard, and improved coverage on bus routes with Bus Riding Guards.

Under Federal and California law, RTD can participate in cooperative purchasing contracts, provided such contracts are consistent with RTD's procurement requirements and policies. Staff have looked at the following contractors that provide security services within the San Joaquin County and that are listed on the DGS cooperative contract:

- National Security Industries
- Platinum Security, Inc.
- Inter-Con Security Systems, Inc.

Based on these available contracts, and after reviewing the qualifying characteristics of each company, staff recommend awarding the contract to Platinum Security, Inc.

Platinum Security, Inc. will provide unarmed security services at the following locations and time as shown on the next page:

Description	Days of Services*	Hours of Service*
Dedicated Marked Patrol Vehicles (2)	7 Days a Week	24 hours
Mobile Guard (1)	7 days a week	2130 – 0600
Stationary Guard (13)	7 days a week	0530 – 2000
Bus Riding Guard (2)	Monday – Friday	1000 – 1830 1400 – 2230
Account Manager – Site Supervisor	5 days a week	0600 – 1430
Assistant Security Site Supervisor	5 days a week	1400 – 2230

\*Days of Service and Hours of Service may be adjusted according to RTD service needs.

Primary Service Locations:

Downtown Transit Center (DTC)  
Hammer Triangle Station (HTS)  
Union Transfer Station (UTS)

\*\*Secondary Service Locations:

Regional Transportation Center (RTC)  
County Transportation Center (CTC)

\*\* Secondary Locations will be serviced by Mobile Guard regularly or may have Stationary Guards assigned as needed.

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This recommendation aligns with the Board's Strategic Priorities 1, 2, and 4.  
Strategic Priorities:

1. Employees
2. Customers
3. Financial Health
4. Operations Excellence
5. Community Relations
6. Innovation

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

This contract with Platinum Security Inc. is for a two (2) year base term and one (1) one-year option for a total amount not to exceed \$3,300,000.

The required funding for the first year of the contract is identified in the FY 2023 Operating Budget under the Safety and Security line. Since this is a multi-year contract, the respective department manager will be accountable for budgeting the cost in future years.

Current Contract with Allied Universal was priced at \$2,451,219. The Platinum Security contract price difference will increase security services by \$848,781 for the initial (2) two-year base term and one (1) one-year option, for a maximum

term of three (3) years. The overall price difference divided by three years equates to \$282,927 for each year. Cost savings of \$149,513. per year is applied to the Safety and Security Operating Budget due to non-renewal of Stockton Police Department Officer contract. The cost savings applied to the cost of the contract further offsets yearly cost lowering the yearly difference amount to \$133,414 or \$400,242 total for the three-year period.

**VI. CHANGES FROM COMMITTEE**  
N/A

**VII. ALTERNATIVES CONSIDERED**

- Do nothing and allow the current Allied Universal Company contract to expire. This is not recommended because without security guards, there will be no visual deterrent from threats, crimes, vandalisms, and trespassers on RTD properties.
- Procure Individually requiring Request for Proposals (RFP) and bid submittals from interested parties, and significant staff time to perform the process. Not recommended. Contract procurement of these services through a cooperative contract established by the DGS is designed to provide the best cost savings and value for the services and reduces staff time in processing the contract procurement providing additional cost savings.

**VIII. ATTACHMENTS**

**Attachment A:** Resolution

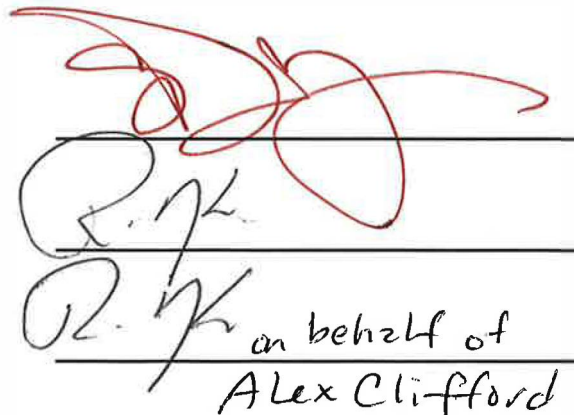
Prepared by: Manny Caluya, Procurement Contracts Senior Specialist

**IX. APPROVALS**

Sylvester Donelson, Jr.,  
Director of Procurement

Financial Impact Approved:  
Robert Kyle, CFO

Alex Clifford, CEO



on behalf of  
Alex Clifford



Attachment A  
Cover Page



RESOLUTION NO. \_\_\_\_\_  
DATED: APRIL 21, 2023

RESOLUTION AUTHORIZING THE CEO TO EXECUTE A CONTRACT WITH PLATINUM SECURITY, INC. FOR UNARMED SECURITY GUARD SERVICES FOR A TOTAL AMOUNT NOT TO EXCEED \$3,300,000 FOR A TWO (2) YEAR BASE TERM AND ONE (1) ONE-YEAR OPTION

WHEREAS, RTD's current contract for the security services expires on April 30, 2023; and

WHEREAS, staff determined that it is in RTD's best interest to procure through a cooperative contract for best pricing while providing staff and procurement processing time and cost savings; and

WHEREAS, staff have looked at three (3) different contractors that are on the Department of General Services (DGS) cooperative contracts and recommend awarding the contract to Platinum Security, Inc.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of San Joaquin Regional Transit District (RTD) as follows:

- 1) That a contract be, and hereby is, awarded to Platinum Security, Inc. for Unarmed Security Guard Services for a total amount not to exceed \$3,300,000 for an initial two (2) year base term and one (1) one-year options, for a maximum term of three (3) years.
- 2) That the Chair of the Board and the CEO be, and they hereby are authorized and directed finalize and execute the contract with Platinum Security, Inc. for Unarmed Security Guard Services for a total amount not to exceed \$3,300,000 for an initial two (2) year base term and one (1) one-year options, for a maximum term of three (3) years.
- 3) That the Chair of the Board and the CEO, acting separately, are hereby authorized, and directed to execute such other agreements and amendments to this agreement, and to take such other actions as may be necessary or appropriate to carry out the intent and purpose of this resolution.



**LEAD STAFF:       ALEX CLIFFORD, CEO**

**I.       RECOMMENDED ACTION**

Approve the attached Resolution that will supersede Resolutions 5929 and 5737 that were previously approved by the RTD Board of Directors.

**II.       SUMMARY**

- On August 18, 2017, the RTD Board of Directors declared their commitment to an all-electric fleet for the City of Stockton by 2025.
- On June 19, 2020, due to battery-electric bus technology limitations and other challenges, the RTD Board of Directors modified their commitment from all-electric buses to zero-emission bus technology, a subtle modification that will include hydrogen fuel cell bus technology.
- The attached Resolution supersedes all prior Resolutions on this topic and in part acknowledges the continuing challenges and limitations of current zero-emission bus technology.
- The Resolution also expresses RTD's recommitment to complying with the California Air Resources Board Innovative Clean Transit Regulation and certain mandatory purchase requirements therein.
- Finally, the attached Resolution reaffirms the RTD's commitment to reducing air pollution in the San Joaquin Air Basin and greenhouse gas emissions by continuing to purchase lower- and no-emission buses.

**III.       DISCUSSION/BACKGROUND**

In 2013, RTD became one of the nation's first transit operators of zero-emission battery electric buses. RTD purchased two Proterra EcoRide buses with an approximate range of fifteen (15) miles between charges. Total cost of each bus was \$1,044,243. These first two buses served as sort of proof of concept and have recently been retired due to range limitations and other mechanical concerns.

In 2016, RTD purchased ten second generation Proterra Catalyst BE-40 battery electric buses at an approximate cost of \$880.5K/each with an approximate range of 45 miles between charges. RTD built an extensive overhead charging infrastructure for the 2013s and 2016s at the Downtown Transit Center (DTC) and the Union Transfer Station (UTS). The DTC overhead chargers (500 kw) cost a total of \$631,432, including one overhead charger that was provided to RTD by Proterra as an in-kind contribution. The UTS overhead chargers (500 kw) cost a total of \$1,414,442. The 2016 Proterra buses continue in service

today and must undergo twelve-minutes of in-route (opportunity) charging once every hour.

In 2018, RTD purchased five third generation Proterra Catalyst BE-41 battery-electric buses at an approximate cost of \$854K/each with an approximate range of 150 miles. The 2018 Proterra buses cannot charge on the DTC and UTS overhead chargers because between 2016 and 2018 overhead charging was standardized to a different configuration. In 2018 the "blade charging configuration" located on the rear roof of the bus was standardized to the industry standard SAE J3105 "conductive cross rail configuration" located on the front roof of the bus. Therefore, the 2018 Proterra buses "depot charge" at the Regional Transportation Center (RTC) at night and run each day on routes averaging less than 150 mile/day.

Depot Chargers at RTC: Construction started in 2018, the PG&E EV Fleet Ready program paid for the bus depot charging infrastructure, including the transformer, switch gear and conduit, and in Phase II covered about \$200,000 in ChargePoint charger costs through their rebate program. The total cost of the two phases of pedestal chargers, Proterra/Rhombus (60 kw) and then ChargePoint (125 kw), was just under \$650,000, excluding the \$200,000 rebate.

Later, in 2022 RTD purchased nine Gillig battery-electric buses at an approximate cost of \$921.1K/each. These buses are in the final stage of acceptance and are expected to have an average range of about 200 miles a day. Similar to the 2018 Proterra buses, these buses cannot opportunity charge using the DTC or UTS overhead chargers. These buses are configured with the overhead SAE J3105 "conductive cross rail" charging configuration. These buses will be placed on routes averaging less than 200 miles/day and will depot charge overnight at the RTC.

Hydrogen Fuel Cell Electric Buses (FCEBs): In 2023, RTD reprogrammed three prior CMAQ grants to purchase five hydrogen FCEBs under a pilot project. RTD will also purchase or lease a hydrogen fueling trailer for the pilot project. Expected to arrive in 2024, RTD will pilot the FCEBs side-by-side with the battery-electric buses and collect data that will later be used to determine RTD's future fleet composition of battery-electric and FCEBs as RTD continues the zero-emission bus journey to meet the California Air Resources Board (CARB) Innovative Clean Transit (ICT) Regulation purchase mandates.

As mentioned above, in 2013 RTD was an early adopter of zero-emission battery-electric buses. The CARB ICT was not adopted until December 2018, over five years after RTD first started operating battery-electric buses. As a result of RTD's early adoption of the bus technology, CARB has granted RTD credits to be used to offset the purchase mandates of the ICT until the end of

2028. For example, if RTD were purchasing twelve buses today, and the purchase mandate were 25%, or four zero-emission buses, RTD could offset those four required zero-emission buses by using four of its CARB credits. All credits expire on December 31, 2028.

The CARB ICT imposes the following purchase mandates upon RTD:

- Although not technically a large transit agency, the CARB ICT classifies RTD as a "Large Transit Agency" because the RTD operates in the San Joaquin Air Basin and operates more than 65 buses.
- The CARB ICT "Large Transit Agency" designation requires:
  1. Starting January 1, 2023, twenty-five percent (25%) of the total number of new bus purchases in each calendar year must be zero-emission buses.
  2. Starting January 1, 2026, fifty percent (50%) of the total number of new bus purchases in each calendar year must be zero-emission buses.
  3. Starting January 1, 2029, all new bus purchases must be zero-emission buses.

The purpose of this proposed new Resolution is to supersede all prior Resolutions on this topic and for the RTD Board of Directors to reaffirm their commitment to lower- and no-emission buses, and to help the San Joaquin Air Basin achieve cleaner air by having RTD do our part to reduce air pollution and greenhouse gas emissions. In addition, the new Resolution recommits RTD as an early adopter of zero-emission bus technology to meeting the zero-emission bus purchase mandates in the CARB ICT.

Further, both zero-emission battery-electric buses and zero-emission hydrogen FCEBs have many challenges and constraints yet to overcome. Their limitations, weaknesses and current constraints include range; weight\*; bus price; infrastructure costs; lack of electric dependability and resiliency; timely availability of multiple megawatts of power; electric power costs; battery energy density; hydrogen fuel availability; and hydrogen fuel cost, just to name a few.

*\* 40' New Flyer FCEB 31,500 lbs; 40' Gillig hybrid 41,600 lbs; and 40' Proterra BEB 42,000 lbs; 40' Gillig BEB 46,500 lbs*

In the coming years RTD will continue to purchase as many electric hybrid lower-emission buses as possible as the zero-emission bus technology continues to evolve and improve. Furthermore, as RTD pilots the FCEB project, it will collect data and determine the optimal fleet mix of hydrogen FCEBs and battery electric buses needed to achieve a 100% zero-emission fleet for the region.

Finally, although smaller electric vehicles such as vans and cutaways are available today, RTD will continue to avoid purchasing them because they are not yet under the ICT mandatory purchase requirements, and more importantly,

they do not yet have the range needed by RTD in order to place them in service on a 1:1 replacement ratio. The same holds true for the large commuter over-the-road coaches. In the meantime, RTD will continue to purchase diesel over-the-road coaches and diesel and gasoline vans and cutaways.

The CEO respectfully requests Board approval of the new Resolution (Attachment A).

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This recommendation aligns with the Board's Strategic Priorities 2, 3, 4, and 6. Strategic Priorities:

1. Employees
2. Customers
3. Financial Health
4. Operations Excellence
5. Community Relations
6. Innovation

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

Adoption of the attached Resolution will not have an immediate financial impact on RTD. However, the Resolution does suggest a more measured and prudent approach that will attempt to ensure an effective and efficient deployment of zero-emission bus technology.

#### **VI. CHANGES FROM COMMITTEE**

N/A

#### **VII. ALTERNATIVES CONSIDERED**

- Do nothing. Staff does not recommend this approach as it would leave in place the current Resolution and its mandate that all buses in the City of Stockton be zero-emissions by 2025. Bus technology has not improved enough to continue to make this commitment to an artificial deadline that is greater than the CARB ICT deadline.
- The Board could provide guidance on a different Resolution and ask staff to return with a revised Resolution at a later date.

#### **VIII. ATTACHMENTS**

**Attachment A:** Proposed new Resolution  
**Attachment B:** Prior Resolution 5929  
**Attachment C:** Prior Resolution 5737

Prepared by: Alex Clifford, CEO

**IX. APPROVALS**

Financial Impact Approved:  
CFO, Robert Kyle

A handwritten signature in blue ink, appearing to be "R. Kyle", written over a horizontal line.

CEO, Alex Clifford

A handwritten signature in blue ink, appearing to be "Alex Clifford", written over a horizontal line.



Attachment A  
Cover Page

RESOLUTION NO. \_\_\_\_\_  
DATED: APRIL 21, 2023

RESOLUTION SUPERSEDING RESOLUTION NUMBER 5929 DECLARING SAN JOAQUIN  
REGIONAL TRANSIT DISTRICT'S (RTD) COMMITMENT TO A ZERO-EMISSION FLEET

WHEREAS, on August 18, 2017, the RTD Board of Directors declared its  
commitment to an all-electric fleet for the City of Stockton by 2025; and

WHEREAS, on June 19, 2020, due to battery-electric bus technology limitations  
and other challenges, the RTD Board of Directors modified their commitment from all-  
electric buses to zero-emission bus technology, a subtle modification that would include  
hydrogen fuel cell bus technology; and

WHEREAS, over twelve years ago, RTD became an early adopter of lower-  
emission electric hybrid buses, and placed in service two zero-emission battery electric  
buses in 2013, over five-years ahead of the 2018 California Air Resources Board (CARB)  
Innovative Clean Transit (ICT) Regulation; and

WHEREAS, RTD's commitment was for the purpose of deploying buses that  
reduce fuel consumption, air pollution, and greenhouse gas emissions; and

WHEREAS, the CARB ICT Regulation, among other things, imposes certain zero-  
emission bus purchase mandates to be triggered in 2023, 2026 and 2029, with all bus  
purchases starting on January 1, 2029 limited to only zero-emission buses; and

WHEREAS, the ICT classifies RTD as a "Large Transit Agency" because the RTD  
operates in the San Joaquin Air Basin and operates more than 65 buses; and

WHEREAS, the CARB ICT "Large Transit Agency" designation requires: 1.  
Starting January 1, 2023, twenty-five percent of the total number of new bus purchases  
in each calendar year must be zero-emission buses; 2. Starting January 1, 2026, fifty  
percent of the total number of new bus purchases in each calendar year must be zero-  
emission buses; and 3. Starting January 1, 2029, all new bus purchases must be zero-  
emission buses; and

WHEREAS, in recognition of the RTD Board's commitment to a zero-emission  
fleet and full compliance with the CARB ICT Regulation, RTD has developed a zero-  
emission fleet transition plan for all buses operated in San Joaquin County, and has  
currently deployed 24 zero-emission battery-electric buses and supporting depot  
pedestal and transit center overhead chargers; and

WHEREAS, RTD recognizes that the transit bus industry is rapidly shifting  
towards zero-emission buses, but it also recognizes the limitations, weaknesses and



current constraints of zero-emission bus technology, including: range; weight; bus price; infrastructure costs; lack of electric dependability and resiliency; timely availability of multiple megawatts of power; electric power costs; battery energy density; hydrogen fuel availability; and hydrogen fuel cost, just to name a few; and

WHEREAS, RTD seeks to have more flexibility and ability to exercise the best options for RTD and the public, and to ensure that taxpayer funds the public provides RTD are utilized in the most efficient, effective, and sustainable manner.

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

- 1) RTD recommits to compliance with the California Air Resources Board Innovative Clean Transit Regulation.
- 2) RTD will continue to be a leader in the implementation of lower- and no-emission buses in the nation.
- 3) In recognition of the still developing zero-emission bus technology, and the limitations, weaknesses and current constraints of the technology, in the years to come, leading up to January 1, 2029, RTD will meet the CARB ICT Regulation purchase mandates, while at the same time using accrued early adopter CARB credits to continue to purchase lower-emission electric hybrid fixed-route and Bus Rapid Transit (BRT) buses and diesel over-the-road coaches. Thereafter, RTD will purchase 100% zero-emission fixed-route and BRT buses.
- 4) Estimated to start in 2024, RTD will pilot five or more fuel cell electric buses (FCEBs) and before January 1, 2029, will use the data collected to provide recommendations to the RTD Board of Directors relative to the future fleet mix of zero-emission FCEBs and zero-emission battery electric buses.
- 5) As we endeavor to do our part for the health of those who live in the communities we serve, the RTD Board of Directors remains strongly committed to low-emission and zero-emission bus technology and to helping reduce air pollution and greenhouse gas emissions in the San Joaquin Air Basin.



Attachment B  
Cover Page

RESOLUTION NO. 5929  
DATED JUNE 19, 2020

RESOLUTION AMENDING RESOLUTION NO. 5737 DECLARING SAN JOAQUIN REGIONAL  
TRANSIT DISTRICT'S (RTD) COMMITMENT FROM ALL-ELECTRIC FLEET TO ZERO-EMISSION  
FLEET FOR THE CITY OF STOCKTON BY 2025

WHEREAS, on August 18, 2017 the RTD Board of Directors declared its commitment for all-electric fleet for the City of Stockton by 2025; and

WHEREAS, said commitment was for the purpose of deploying buses that reduce fuel consumption, air pollution, and greenhouse gas emissions; and

WHEREAS, to honor the RTD Board's commitment toward an all-electric fleet technology, RTD has developed a fleet plan, bought and deployed 17 all-electric fleet supported by 10 chargers. RTD currently has incoming 9 all-electric buses and will be procuring and installing 8 more chargers; and


WHEREAS, while the transit bus industry began rapidly shifting towards electric buses, it is also recognizing the limitations and weaknesses of electric technology; and

WHEREAS, in order to have more flexibility and ability to exercise the best option for RTD based on the industry research and experience it is necessary to amend resolution no. 5737.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors that RTD declares its commitment to operate a zero-emission fleet for the City of Stockton by 2025.

Gloria G. Salazar, the duly appointed, qualified, and acting Secretary of the San Joaquin Regional Transit District, does hereby certify that the foregoing is true and exact copy of the Resolution passed and adopted at a regular meeting of the Board of Directors of said District held on June 19, 2020.

DATED: June 19, 2020

  
\_\_\_\_\_  
GLORIA G. SALAZAR, SECRETARY



Attachment C  
Cover Page

RESOLUTION NO. 5737  
DATED: AUGUST 18, 2017

RESOLUTION DECLARING SAN JOAQUIN REGIONAL TRANSIT DISTRICT'S (RTD) COMMITMENT  
FOR 100% ALL ELECTRIC FLEET FOR THE CITY OF STOCKTON BY 2025

WHEREAS, the success of initiatives to convert its fleet to cleaner, more cost-effective bus technologies has established RTD as a leader among national transit agencies. These initiatives include the deployment of 80 Hybrid buses, 17 all electric buses, and the installation of supporting infrastructure; and

WHEREAS, the urgency caused by the extreme air pollution levels in the California Central Valley and the climate crisis demands that RTD and the city of Stockton pursue transition to zero-emission all-electric buses; and

WHEREAS, the transit bus industry is rapidly shifting towards electric buses; and

WHEREAS, transit agencies across the country have declared their intentions to convert their fleets to all electric technology; and

WHEREAS, Hybrid and all electric bus technologies have allowed RTD to reduce its environmental footprint, improve air quality, reduce fuel consumption, reduce expenditures on fuel, and provide passengers with a quieter ride.

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

1. That RTD declares its commitment to operate a 100% all electric fleet for the city of Stockton and establish a goal to meet this objective by 2025.
2. That RTD shall take the necessary steps to implement and transition RTD's bus fleet to meet this goal by 2025.

Resolution No. 5737

Dated: June 23, 2017

Re: Declaration of San Joaquin Regional Transit District's (RTD) commitment for 100% all electric fleet for the City of Stockton by 2025

Adopted at a regular meeting of the Board of Directors of the San Joaquin Regional Transit District at Stockton, California this 18<sup>th</sup> day of August, 2017.

DATED: August 18, 2017

  
MICHAEL RESTUCCIA, CHAIR

Donna DeMartino, the duly appointed, qualified, and acting Secretary of the San Joaquin Regional Transit District, does hereby certify that the foregoing is a true and exact copy of the Resolution passed and adopted at a regular meeting of the Board of Directors of said District held on August 18, 2017.

DATED: August 18, 2017

  
DONNA DEMARTINO, SECRETARY



**LEAD STAFF:       ALEX CLIFFORD, CEO**

**I.       RECOMMENDED ACTION**

To approve the revised Rules of Procedure for the San Joaquin Regional Transit District.

**II.       SUMMARY**

- RTD's Rules of Procedure (Bylaws) were established on March 24, 1992, and last revised on May 20, 2016.
- Section 5.01 provides that the Bylaws may be amended.
- The Board met and reviewed the Bylaws during its Special Meeting on March 24, 2023.
- The proposed revisions have been made and are attached for the Board consideration.
- Revisions made are intended to provide clarity and align with current practices.

**III.       DISCUSSION/BACKGROUND**

RTD's Rules of Procedure (Bylaws) were adopted on March 24, 1992, with resolution number 3898, establishing rules for its proceedings.

Section 5.01 of the RTD Rules of Procedure provides that the Rules of Procedure may be amended (a) upon the written request to the Secretary by the Chairperson, (b) with at least seven days prior written notice of the intent to alter and/or amend the Rules has been given by the Secretary to all Directors, and (c) a majority vote of the members of the Board of Directors has approved the amendment.

The Board approved the last revision to RTD's bylaws on May 20, 2016.

On March 24, 2023, RTD's Board reviewed its bylaws with RTD's Legal Counsel and CEO. The following changes were proposed and have been incorporated into the attached Revised Rules of Procedure.

- Added: Table of Content
- Updated language: Rule 2.03 Compensation of Board Members
- Updated language: Rule 3.03 Regular Board Meetings
- Updated language: Rule 3.08 Order of Business
- Updated language: Rule 3.09 Quorum and Voting
- Updated language: Rule 3.10 Closed Session

- Updated language: Rule 3.12.1 Addressing the Board – Public Comment
- Updated language: Rule 3.13.2 Appointment to Retirement Board
- Updated language: Rule 3.13.3 Appointment to Fill Vacancy
- Updated language: Rule 4.02 Election of Officers
- Added: Rule 5.04 Disclaimer

Additions and updates to the Rules above intend to provide clarity and align with current practices.

Staff recommends that the Board approve the revised Rules of Procedure as revised effective April 21, 2023.

**IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This recommendation aligns with the Board's Strategic Priority 4.

Strategic Priorities:

1. Employees
2. Customers
3. Financial Health
4. Operations Excellence
5. Community Relations
6. Innovation

**V. FINANCIAL CONSIDERATIONS/IMPACT**

N/A

**VI. CHANGES FROM COMMITTEE**

N/A

**VI. ALTERNATIVES CONSIDERED**

Do nothing. The Board may choose not to approve the revised Rules of Procedure and continue conducting business as usual.

**VIII. ATTACHMENTS**

**Attachment A:** Revised Rules of Procedure

**Attachment B:** Resolution

Prepared by: Merab Talamantes, Project Controls Manager

**IX. APPROVALS**

Alex Clifford, CEO







Attachment A  
Cover Page



**RULES OF PROCEDURE**

**BOARD APPROVED**

**(REVISED: APRIL 21, 2023)**

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## **RULES OF PROCEDURE FOR THE SAN JOAQUIN REGIONAL TRANSIT DISTRICT**

### **ARTICLE I** **GENERAL PROVISIONS**

#### **Rule 1.01 - Purpose**

These Rules of Procedure for the San Joaquin Regional Transit District (RTD) are adopted pursuant to the authority set forth in Public Utilities Code, Sections 50071 and 50087, for the purpose of providing for the conduct of the business of RTD.

#### **Rule 1.02 - Conflict with Law**

In the event that these Rules of Procedure should now or at any time in the future be in conflict either with the San Joaquin Regional Transit District Act, as amended, found in the California Public Utilities Code commencing with Section 50000, or with the Ralph M. Brown Act ([Brown Act](#)), as amended, found in the California Government Code, commencing with Section 54950, then and in such event those statutory provisions shall supersede these Rules of Procedure.

### **ARTICLE II** **BOARD OF DIRECTORS**

#### **Rule 2.01 - Purpose of the Board**

The Board of Directors, within the authority granted by statute, shall control and guide the operation of RTD as the policy-making body. (See Public Utilities Code, Section 50086.)

#### **Rule 2.02 - Authority**

The government of RTD shall be vested in a Board of Directors, composed of five members. Two of the Directors shall be appointed by the Board of Supervisors of the County of San Joaquin. Two of the Directors shall be appointed by the City Council of the City of Stockton.

The Board of Supervisors, together with five members of the City Council appointed by the Mayor, shall constitute a Board of Election which, by a majority vote, shall appoint the fifth Director.



### **Rule 2.03 - Compensation of Board Members**

The Board of Directors may provide, by ordinance or resolution, that each Director shall receive for attendance at the meetings of the Board of Directors the sum of one hundred dollars (\$100) per meeting, but not to exceed one hundred dollars (\$100) in any calendar month. The Directors shall be allowed such necessary travel and other expenses incurred in the performance of their duties as authorized by the Board. In addition, the Board of Directors shall be compensated for attending committee meetings at the rate of \$100.00 per committee meeting and be allowed such necessary traveling and personal expenses incurred in the performance of their duties as authorized by the Board, but not to exceed five hundred dollars (\$500) in any calendar month.

### **Rule 2.04 - Attendance By Directors**

The effectiveness of the Board of Directors is directly related to the regular participation of each Board member in each and all regular and special meetings of the Board. Each Board member shall make every reasonable effort to attend all Board meetings and to be prepared to discuss and consider the items on the Agenda.

As a courtesy to other Board members, Directors shall notify the CEO at the earliest possible time if they will be unable to attend any meeting of the Board or any scheduled Committee meeting, indicating the reason(s) for their non-attendance at such meeting.

### **Rule 2.05 - Presiding Officer**

The Presiding Officer shall maintain order and decorum and decide questions of procedure, subject to the advice of RTD's Legal Counsel, and subject to the right of the Board of Directors to override such decision by majority vote. The Presiding Officer shall call the meeting to order promptly at the appointed hour and conduct the meeting as prescribed by these Rules of Procedure and the laws of the State of California.

### **Rule 2.06 - Powers and Duties of Directors**

The powers and duties of the Directors are specifically set forth in Article 3 of Chapter 3 of Part 5 of the Public Utilities Code, commencing with Section 50070.



### **Rule 2.06.1 - Policy**

The Board of Directors shall establish all policy for RTD.

### **Rule 2.06.2 - Relationship to Staff**

All instructions, demands, or directions to RTD staff shall be made by the Board of Directors to the CEO. Nothing cited in either the law or these Rules of Procedure shall be deemed to provide for or contain any language authorizing an individual Director or the Board of Directors to instruct, direct, or make demands, specifically or by innuendo, of any person employed by RTD.

### **Rule 2.07 - Conflict of Interest**

Directors may not place themselves in a position in which personal interest may conflict with public duty. A public office is a trust conferred by the public. The duties of that office must be exercised with fairness and impartiality. The good faith of the Director is not a consideration, for the policy exists to prevent a Director from being influenced by anything other than the public good.

Each Director shall file a Statement of Economic Interests in accordance with RTD's Conflict of Interest Code and complete Ethics training, in accordance with the provisions of the laws of the State of California.

## **ARTICLE III**

### **MEETINGS**

### **Rule 3.01 - Open Meetings**

All meetings of the Board of Directors and all meetings of the committees of the Board shall be open to the public, excepting as otherwise provided for or allowed by law.

### **Rule 3.02 - Place of Meeting**

Unless otherwise directed by the Board, all meetings of the Board of Directors shall be held in the Board Room of RTD'S Downtown Transit Center, 421 East Weber Avenue, Stockton, California.





### **Rule 3.03 - Regular Meetings**

Regular Meetings shall be held at such date and time each month as established by resolution as from time to time adopted by the Board of Directors. Meeting dates may be adjusted and/or cancelled due to current and future schedule conflicts or the business needs of RTD. ~~If the regular meeting date shall fall upon a legal holiday, that meeting shall be held on the next succeeding business day.~~

### **Rule 3.04 - Special Meetings**

Upon request to the Secretary at any time either by the Chairperson or by majority of the members of the Board pursuant to Government Code Section 54956, the Secretary shall give notice of Special Meetings by delivering personally or by mail, to be delivered and received at least twenty-four hours before the time of such meeting, a written notice to each member of the Board and to each local newspaper of general circulation, radio or television station requesting notice in writing. The Notice of Special Meeting shall also be posted at least twenty-four hours before the time of the meeting in accordance with Rule 3.07.1. The notice of the Special Meeting shall specify the date, time, and place of the Special Meeting and the business to be transacted. No other business shall be transacted. If the time and/or place of the meeting are not stated, it shall be commenced at the time and/or place of Regular Meetings.

### **Rule 3.05 - Adjourned Meetings**

Any regular, adjourned regular, special or adjourned special meeting may be adjourned to meet again at a specific date, time, and place. Less than a quorum of Directors present may adjourn the meeting. If all Directors are absent, the Secretary of the Board may adjourn any meeting to a specific date, time, and place. If no time or place is specified in the order of adjournment, then the meeting shall be commenced at the time and place established for regular meetings.

The Notice of Adjournment shall be posted within twenty-four hours of the adjournment in accordance with Rule 3.07.1. If all of the Directors are absent, the Notice of Adjournment shall also be served as required for a Special Meeting.

### **Rule 3.06 - Agenda**

At least seventy-two hours before each Regular Meeting and each Adjourned Regular Meeting, the Secretary shall cause the Agenda for the meeting to be posted in accordance with Rule 3.07.1 and to be distributed to each Board Member and to each local newspaper of general circulation, radio or television station, and member of the public requesting the agenda in writing.

#### **Rule 3.06.1 - Agenda Items**

Except as provided in the Ralph M. Brown Act (California Government Code, Sections 54950 et seq.) only those items listed on the Agenda as posted may be considered and acted upon by the Board of Directors at its meeting.

#### **Rule 3.06.2 - Consent Agenda**

Consent Agenda Items will be considered together and approved on a single motion. Items may be removed from the Consent Agenda for separate consideration, if requested before approval of the Consent Agenda. Discussion items will be considered separately.

#### **Rule 3.06.3 - Additions to Agenda**

Notwithstanding Rule 3.06.1, the Board of Directors may take action on items of business not appearing on the posted agenda, pursuant to Section 54954.2 of the Government Code, under any of the following circumstances:

- (a) Upon a determination by a majority vote of the Board of Directors that an emergency situation exists; or
- (b) Upon a determination by a two-thirds vote of the Board of Directors, or if less than two-thirds of the Directors are present, a unanimous vote of those Directors present, that the need to take action arose subsequent to the Agenda being posted; or
- (c) The item was posted for a prior meeting of the Board, occurring not more than five calendar days prior to the date action is taken on the item, and at the prior meeting the item was continued to the meeting at which action is being taken.

#### **Rule 3.06.4 - Public Inspection of Agenda File**

The Secretary shall maintain an Agenda File for Public Inspection which shall include copies of all proposed resolutions, correspondence, reports, memoranda, and/or miscellaneous materials provided to the Directors with their Agenda in advance of the meeting or handed to the Directors during the meeting. Said Agenda File shall be available for public inspection in advance of and during meetings of the Board of Directors.

#### **Rule 3.07 - Notice to Public**

In accordance with Section 54954.1 of the Government Code, the Secretary shall cause notice of every regular meeting and of any special meeting called at least one week prior to the date set for the meeting to be mailed to any person who has filed a written request for that Notice. Such Notice shall be mailed within a reasonable time prior to the date of the meeting.

#### **Rule 3.07.1 - Posting of Agenda and Other Notices**

All Notices and Agenda required to be posted by these Rules of Procedure or by law shall be posted (i) on RTD's Public Bulletin Board at its Downtown Transit Center, (ii) on RTD's website, and (iii) at such other location as may be required by law.

#### **Rule 3.08 - Order of Business**

The order of business for all meetings of the Board of Directors shall be established by the Presiding Officer in consultation with the CEO. The order of business, as set forth in the agenda, may be subject to change [at any time before or during the meeting by the Board Chair or Presiding Officer](#). Members of the Board of Directors may submit to the CEO, at least ten (10) days before the date of any Regular Meeting and five (5) days before the date of any Special Board Meeting, requests for items to be placed on the Agenda.

#### **Rule 3.09 - Quorum and Voting**

A majority of the Board shall constitute a quorum for the transaction of business. [For example, assuming there are five \(5\) seated Board members, three \(3\) of the five \(5\) will constitute a quorum.](#)

Unless otherwise required by law, all ordinances, resolutions, and motions shall be adopted only upon the affirmative votes of a majority of the Directors. All Directors, including the Presiding Officer of the Board, shall vote on all matters coming before the Board, unless otherwise restricted from voting.

### **Rule 3.10 - Closed Sessions**

A Closed Session shall be held only during a Regular or Special Meeting of the Board of Directors, in full compliance with these Rules of Procedure and in accordance with the disclosure provisions of the Ralph M. Brown Act. As applicable and in accordance with the Ralph M. Brown Act, disclosure on the Agenda under the topic of "Closed Session" shall indicate one or more of the following topics to be discussed:

- Personnel Matters
- Pending Litigation
- Real Estate Negotiations
- Labor Negotiations

In accordance with the Ralph M. Brown Act, RTD's Legal Counsel shall report at a public meeting any [reportable](#) action taken by the Board of Directors during the Closed Session and the roll call vote thereon. [Pursuant to Government Code Section 54963, all closed session discussions and documentation shall be treated as confidential by the Board, unless disclosure is required by law or authorized by a quorum of the Board.](#)

### **Rule 3.11 - Public Hearings**

All matters set for public hearing before the Board shall be heard in accordance with the provisions of this Rule.

#### **Rule 3.11.1 - Changes in Rates and Service**

Any public hearing held in connection with changes in the service to be provided by RTD and/or with the rates and charges to be set for RTD's services shall be conducted substantially as follows:

- (a) The matter set for hearing shall be announced by the Presiding Officer at the time set for commencement of the hearing.
- (b) Staff reports on the matter shall be presented to the Board and to those in attendance at the hearing.
- (c) The Presiding Officer shall open the public hearing and invite those individuals who wish to speak on the matter to address the Board.
- (d) Persons addressing the Board shall identify themselves by name and address, and shall speak into the microphone, addressing their remarks to the Board. Only one person shall speak at a time, and a courteous and orderly hearing shall prevail. Comments shall be limited to the matter being heard and shall be short and to the point.
- (e) After all individuals have had an opportunity to speak, the Presiding Officer shall close the public hearing.

#### **Rule 3.11.2 - Continued Hearings**

Any matter set for hearing before the Board may be continued from time to time either before, during or after the public hearing.

#### **Rule 3.11.3 - Improper Testimony**

RTD's Legal Counsel shall advise the Presiding Officer where comments become improper and the Presiding Officer may preclude such comments.

#### **Rule 3.11.4 - Conduct of Hearing**

In the event that any issue is raised that is not addressed by this Rule or by provisions of law, the Presiding Officer, with the advice of RTD's Legal Counsel, shall conduct said public hearing in accordance with Robert's Rules of Order Revised.

#### **Rule 3.12 - Conduct of Meetings**

The Presiding Officer shall be responsible for the conduct of the meeting in a courteous and efficient manner.

### **Rule 3.12.1 - Addressing the Board - Public Comment**

Persons in attendance may address the Board or member thereof only through the Presiding Officer. Members of the Board may address one another or persons in attendance only through the Presiding Officer.

Persons wishing to address the Board when recognized by the Presiding Officer shall step to the rostrum and then give their names and addresses for the record. Each person has up to three minutes to address the Board, however, depending on the circumstances, the Presiding Officer may limit the total amount of time allocated for public comment on particular issues. The Presiding Officer may also increase or reduce the allocated time per speaker when he/she determines longer or shorter time allotments are appropriate.

### **Rule 3.12.2 - Limitation on Discussion**

Except as otherwise herein provided, discussion on any particular item, either by a Board member or by any person in attendance, may be limited, in the discretion of the Presiding Officer, to such time as the Presiding Officer may find to be reasonable under the circumstances, provided that any decision of the Presiding Officer to limit discussion may be overruled by the Board.

### **Rule 3.12.3 - Reconsideration**

Whenever action has been taken on any matter by a majority vote of the members of the Board, the matter shall not again be considered nor placed upon the Agenda except in accordance with Robert's Rules of Order.

### **Rule 3.12.4 - Referral to Staff**

Except as provided in Rule 3.06.2, the Presiding Officer may refer to the CEO any item which is not on the posted Agenda when it is initiated by any Director or by members of the public during the Public Comment portion of the meeting.

### **Rule 3.12.5 - Disqualification of Board Member**

A Director who is legally disqualified from participating in RTD action on any particular matter shall, as soon as such matter is reached on the agenda, disclose his/her disqualification and the reason therefore and shall take no part in the discussion, debate, or vote on such matter.

If such disqualification is not known to the Director at the time such matter is reached on the agenda, the Director shall make such disclosure as soon as the disqualification becomes known.

As soon as the disqualification is declared by the Director, the Director shall step down and leave the Board Chambers. When the discussion and action on this item has been concluded, the Director may return and assume his/her position as a Director.

Such disclosure and disqualification, and the Director's retirement from the Board Chambers, shall be entered in the minutes of the meeting.

### **Rule 3.13 - Committees**

The Chair of the Board of Directors may create standing, special, and/or Ad Hoc committees consisting of not more than two Directors and one alternate Director to advise the Board on matters assigned to the committees.

#### **Rule 3.13.1 - Committee Appointments**

The Chairperson shall, at the first Board Meeting in February, appoint committee members with the concurrence of the Board. The Board member first appointed to each committee shall act as its Chairperson.

#### **Rule 3.13.2 - Appointments to Retirement Board**

Annually at the first Board meeting in February, the Chairperson shall appoint RTD's two representatives, **and two alternates**, to the Retirement Board, with one **representative (and alternate)** being a representative of the non-represented employees. The appointments shall be made in accordance with the procedures set forth in Section 3.13.1 for Committee Appointments.

#### **Rule 3.13.3 - Appointment to Fill Vacancy**

At any time there is a vacancy on any Committee or on the Retirement Board (**for such members appointed by the Board**), the Chairperson shall fill said vacancy at the next regular meeting of the Board of Directors in accordance with Section 3.13.1, above.

## **ARTICLE IV**

### **OFFICERS**

#### **Rule 4.01 - Officers**

The officers of the Board of Directors are a Chairperson, a Vice-Chairperson, and a Secretary.

#### **Rule 4.02 - Election of Officers**

The Chairperson and Vice-Chairperson shall be elected every year at the first regular meeting of the Board in January from among the Directors. [The individuals serving as Chairperson and Vice-Chairperson are not prohibited from serving in those roles for consecutive years, if elected to do so.](#)

The election of the Chairperson and Vice-Chairperson pursuant to these Rules of Procedure shall be conducted by the Secretary.

The term of office of the Chairperson and Vice-Chairperson shall commence at the close of the meeting at which the election is held and shall continue to the first regular meeting in January of the succeeding year at which time a successor has been elected. Provided, however, there shall be no change in the officers, other than in January, unless (a) it is necessary to fill or (b) upon the written request to the Secretary by three Directors. At least seven days' written notice of the intent to elect new officers shall be given by the Secretary to all Directors.

#### **Rule 4.03 - Chairperson**

The Chairperson shall preside at all meetings of the Board of Directors and shall perform such duties as ordered by the Board or prescribed by law.

#### **Rule 4.04 - Vice-Chairperson**

In the Chairperson's absence or inability to act, the Vice-Chairperson shall preside at all sessions of the Board and shall have such other duties as normally performed by the Chairperson.





#### **Rule 4.05 - Temporary Presiding Officer**

In the absence or inability to act of both the Chairperson and the Vice-Chairperson, the Directors, by order duly entered in their records, shall select one of their members to act temporarily as the Presiding Officer.

#### **Rule 4.06 - Secretary**

The CEO shall serve as the Secretary to the Board. The Secretary shall maintain a full and complete record of all meetings of the Board of Directors, including the names of those Directors present and the action taken by the Directors and the roll call vote thereon. The Secretary shall be responsible for the giving and/or posting of all agendas and all notices, to the Directors and/or to the public, required or permitted by these Rules of Procedure.

#### **Rule 4.07 - Legal Counsel**

The Board of Directors shall appoint an attorney to act as the legal counsel for RTD, who shall hold office during the pleasure of the Board. (See Public Utilities Code, Section 50100.)

##### **Rule 4.07.1 - Parliamentarian**

The Legal Counsel for RTD shall be present at all meetings of the Board as requested by the Presiding Officer. The Legal Counsel shall act as Parliamentarian.

##### **Rule 4.07.2 - Legal Matters**

The Legal Counsel shall take charge of all suits and other legal matters to which RTD is a party or in which it is legally interested. The Legal Counsel shall give advice or opinion in writing whenever required by the Board or the CEO. The Legal Counsel shall be the legal adviser of the CEO and other RTD officers and shall prepare or approve, as requested by RTD, the forms of all ordinances, resolutions, contracts, bonds, and other legal documents connected with the business of RTD. The Legal Counsel shall perform such other and additional services as the Board or the CEO may require.



#### **Rule 4.08 - CEO**

In accordance with the San Joaquin Regional Transit District Act, as amended, and subject to the powers vested in the Board of Directors, the CEO shall be the Chief Executive Officer of RTD and shall have full charge of the acquisition, construction, maintenance, and operation of the facilities of RTD, and also of the administration of the business and financial affairs of RTD. In addition to the duties and responsibilities assigned to the CEO by the Board of Directors, the CEO shall have all the duties and responsibilities enumerated in Sections 50105, 50106, 50108, 50109, and 50110 of the California Public Utilities Code.

The CEO shall attend all meetings of the Board and, upon request of the Presiding Officer, all Committee Meetings of the Board.

### **ARTICLE V**

#### **MISCELLANEOUS PROVISIONS**

#### **Rule 5.01 - Alteration, Amendment, Suspension or Repeal of Rules**

These Rules of Procedure may be altered, amended, suspended or repealed by the majority vote of the members of the Board of Directors, but such alteration, amendment, suspension, or repeal shall not affect any matter then pending before the Board. Provided, however, there shall be no change in these Rules of Procedure unless upon the request to the Secretary by the Chairperson or upon written request to the Chairperson and Secretary by three Directors, at least seven days' written notice of the intent to alter, amend, suspend or repeal these Rules of Procedure has been given by the Secretary to all Directors.

#### **Rule 5.02 - Robert's Rules of Order**

Robert's Rules of Order Revised are adopted for all proceedings of the Board in cases not otherwise provided for in these rules or by provisions of law.

#### **Rule 5.03 - Protocol for Requesting Information from Independent Contractors**

The purpose of this protocol is to ensure accuracy, consistency, and transparency of information provided to the members of the RTD Board. This protocol will ensure that all



members of the RTD Board are aware of any and all information requested and received by any board member.

1) Board members may request information from RTD's independent contractors during the regular or special board meeting. The CEO will provide information requested to all board members.

2) A board member wishing information outside of the RTD Board meeting will direct the request to the CEO. The CEO will provide the information requested to all members of the RTD Board.

#### **Rule 5.04 - Disclaimer**

Unless provisions set forth herein are required pursuant to RTD's enabling legislation or other applicable law (i.e., the Brown Act), the RTD Board may waive any provision herein. Waiver may occur in one or more ways, including but not limited to, by action or by motion by a majority of the voting Directors.



Attachment B  
Cover Page

RESOLUTION NO. \_\_\_\_\_  
DATED: APRIL 21, 2023

RESOLUTION TO APPROVE THE REVISED RULES OF PROCEDURE  
FOR THE SAN JOAQUIN REGIONAL TRANSIT DISTRICT

WHEREAS, the San Joaquin Regional Transit District (RTD) Board of Directors' Rules of Procedure (Bylaws) were adopted on March 24, 1992, with resolution number 3898, establishing rules for its proceedings; and

WHEREAS, Section 5.01 of the RTD Rules of Procedure provides that the Rules of Procedure may be amended (a) upon the written request to the Secretary by the Chairperson, (b) with at least seven days prior written notice of the intent to alter and/or amend the Rules has been given by the Secretary to all Directors, and (c) a majority vote of the members of the Board of Directors has approved the amendment; and

WHEREAS, the Board met and reviewed the Bylaws at its Special Meeting on March 24, 2023; and has revised several sections to provide clarity and align with current practices.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the RTD Board of Directors that the revised Rules of Procedure are here by adopted and approved effective April 21, 2023.



**LEAD STAFF: MERAB TALAMANTES, PROJECT CONTROLS MANAGER**

**I. RECOMMENDED ACTION**

To approve the proposed Board of Directors Travel Policy.

**II. SUMMARY**

- As a member of local, state, and national associations, the San Joaquin Regional Transit District (RTD) is afforded the opportunity to take advantage of attending educational conferences annually.
- RTD's Board of Directors has been actively participating and benefiting from attending conferences since 1975 when it established its Travel Policy for Directors and the General Manager.
- The policy provided rules and guidelines governing reimbursement for actual and necessary expenses incurred while traveling on official RTD business.
- RTD's current general travel policy was last revised on June 17, 2016.
- In accordance with best practices and similar to other transit agencies and City and County boards, staff is proposing a travel policy specifically for Board members (Policy).
- The proposed Policy provides guidance and general travel requirements, including prior approval from the full Board of estimated expenses to be incurred, authorized and nonauthorized expenses, lodging, transportation, and meals.

**III. DISCUSSION/BACKGROUND**

RTD is an active member of several state and national associations representing transit's interests before the legislative and regulatory agencies at the local, state, and federal levels. Some of these associations, including the California Association for Community Transportation (CALACT), California Transit Association (CTA), and American Public Transportation Association (APTA), convene annual conferences providing educational sessions focusing on the public transit industry's current challenges, technology innovations, lessons learned, best practices, and networking for public transit professionals at all levels including Board members.

RTD has benefited from Board member attendance and conference participation since August 18, 1975, when the Stockton Metropolitan Transit District Board approved resolution number 1056, establishing a travel policy for directors and general managers to travel outside the transit district on official business. This existing travel policy was last revised on June 17, 2016, and staff is currently revising the policy to reflect RTD's current best practices and provide greater

detail of processes for employee business travel. Revisions will be brought to the Board for approval upon completion.

As a part of this overall policy revision, staff proposes that the separate Policy be explicitly adopted for business travel conducted by Board members. This is common practice among other transit agencies and RTD's local City and County Boards. Therefore, staff has developed the attached Policy.

The Policy's proposed rules and guidelines address general travel requirements, including prior approval from the full Board of estimated expenses, authorized and nonauthorized expenses, lodging, transportation, and meals.

This Policy does not address every issue, exception, or contingency that may arise while Board Members are conducting RTD business. Accordingly, the primary standard that should always prevail is to exercise sound judgment in the use and stewardship of RTD's resources.

RTD recognizes that some exceptions may be justified. In these instances, the full Board may authorize expenses not explicitly covered by this Policy, or that may deviate from this Policy, preferably before costs are incurred.

#### **IV. STRATEGIC PLAN PRIORITIES ALIGNMENT**

This recommendation aligns with the Board's Strategic Priority 4.

Strategic Priorities:

1. Employees
2. Customers
3. Financial Health
4. Operations Excellence
5. Community Relations
6. Innovation

#### **V. FINANCIAL CONSIDERATIONS/IMPACT**

There is no direct financial impact at this time. Board travel, when incurred, will be debited from the Executive Department's budget cost center 403000-50912.

#### **VI. CHANGES FROM COMMITTEE**

N/A

#### **VII. ALTERNATIVES CONSIDERED**

Do nothing. If the Board chooses not to adopt this Policy, they may continue to follow the general travel policy. Staff recommends adopting the proposed Policy to clearly define general requirements, authorized versus non authorized expenses, and processes for business travel performed by RTD board members.


**VIII. ATTACHMENTS**

**Attachment A:** Proposed Board of Directors Travel Policy  
**Attachment B:** Resolution

Prepared by: Merab Talamantes, Project Controls Manager

**IX. APPROVALS**

Alex Clifford, CEO







Attachment A  
Cover Page



**BOARD OF DIRECTORS TRAVEL POLICY**

**BOARD APPROVED**

**(DATE)**

**POLICY NO. AP - 001**

DRAFT

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DRAFT

## **I. PURPOSE**

San Joaquin Regional Transit District (RTD) acknowledges its responsibility to administer limited public resources prudently and to expend them only when there will be a substantial benefit to the agency and the community it serves. This policy intends to establish rules and guidelines governing reimbursement for actual and necessary expenses incurred in performing official duties as RTD Board members.

## **II. APPLICABILITY**

This policy shall apply when members of the RTD Board of Directors travel acting in their official capacity on behalf of the agency. This policy conforms to the requirements of RTD's Rules of Procedure section 2.03, Compensation of Board Members.

This policy does not address every issue, exception, or contingency that may arise while conducting RTD business. Accordingly, the primary standard that should always prevail is to exercise sound judgment in the use and stewardship of RTD's resources.

RTD recognizes that some exceptions may be justified. In these instances, the ~~Chair of the Board or designee~~ full Board may authorize expenses not explicitly covered by this policy or that may deviate from this policy, preferably before expenses are incurred.

## **III. DEFINITIONS**

**Travel** is defined as attending off-site meetings of professional associations, conferences, training sessions, seminars, and other meetings having a direct relationship and/or advantage to RTD. Travel refers to authorized attendance at a meeting farther than 80 miles from the Board members' primary and/or overnight lodging. Under certain circumstances, overnight lodging may be required for destinations within the 80-mile radius due to the conference agenda (e.g. early start, evening business meetings, multi-day schedule).

**Travel Coordinator** is a designated RTD employee in the Chief Executive Officer's office responsible for making business travel arrangements.

## **IV. GENERAL REQUIREMENTS**

- A. The Travel Coordinator must provide Board members with a list of optional educational conferences and events at the beginning of the calendar year.
- B. Budgeted travel funds must be available to cover the trip's entire cost, including prepaid, estimated, and incidental expenses to be reported and paid at the end of travel.

- C. The ~~Chair of the Board or designee~~ full Board must approve estimated expenses in advance.
- D. All travel arrangements shall be made by the Travel Coordinator when possible. Board members, accompanied by a family member, or friend shall book their own flights and submit their receipts for reimbursement.
- E. Within thirty days of return from business travel, the RTD Representative must submit a claim for payment/reimbursement, accompanied by all supporting required documentation and a written report summarizing the value of such travel to RTD.

Any cost that is not adequately supported will not be paid or reimbursed. The expense report must include itemized receipts for all expenses for which reimbursement is requested.

## **V. AUTHORIZED EXPENSES**

### **A. Air Travel**

Economy accommodations should be used for air travel. Whenever possible, reservations should be made well in advance to take advantage of discount or reduced fares. If the selected airline charges for baggage, RTD will reimburse for the first bag within the airline's weight limit.

Some airlines charge extra for aisle and/or window seats. Upon request, RTD will cover the additional cost if applicable up to \$75 (seventy-five dollars) for each leg of the trip. Doing so will not be considered an airline upgrade if the seat is in coach/economy and does not involve upgrades, such as legroom or emergency exit row.

Airline seat upgrades that utilize one's own personal airline miles or frequent flyer miles may be used if the upgrade takes place separately from the Travel Coordinators' original transaction, such as online, at the airport or airline gate. Such upgrades shall not be pre-booked or arranged by the Travel Coordinator or paid by RTD.

### **B. Travel To and From The Airport**

Depending upon the expense, taking an airport shuttle or an Uber-type service may be advisable rather than driving to the airport and paying to park.

1. Ridesharing Services - May be reimbursed to and from the airport station if the total cost per trip is more economical than mileage and airport parking expenses.

2. Airport Shuttles Services - Are encouraged and may be booked and prepaid in advance by the Travel Coordinator when possible.
3. Personal Vehicle - Using one's private vehicle to travel to and from the airport is authorized, and mileage will be reimbursed at the current IRS rate ([www.irs.gov](http://www.irs.gov)).
4. Limousines and Town Car **Services** - Expenses for the use of limousines or town cars are not reimbursable unless such car service is demonstrated to be more economical than mileage and airport parking expenses. **Example, transportation provided by " Joe's Limousine and Town Car Transportation".**

Board members may keep individual airline and hotel reward points earned while traveling on RTD business.

C. Automobile Travel

Travel by personal automobile will be reimbursed at the IRS-approved rate per mile from the Board member's primary residence to the travel destination. Requests for mileage reimbursement and reasonable parking expenses must include beginning and ending points, total miles traveled the business purpose for the trip, and the original parking receipts.

In no case shall the mileage reimbursement exceed the cost of coach airfare and ground transportation (to/from airport and to/from hotel) to the destination.

Board members who use their personal vehicle on RTD business must carry at least the minimum liability and property damage insurance required by state law. RTD reserves the right to request proof of insurance. Should Board members be involved in an accident while on RTD business, they must notify both RTD and their insurance company immediately.

If two or more Board members are traveling to the same destination, they are encouraged to arrange with the Travel Coordinator to find opportunities to contain travel costs, such as carpooling.

Automobile rentals should be authorized in advance by the Chair of the Board or designee and will be approved if the cost of taxis and public transportation is expected to exceed rental costs. Automobile rentals for out-of-town travel will be reimbursed at the cost of a compact mode. A larger model can be justified if three or more Board members are traveling together.

D. Lodging

Accommodations must be booked at conference rates, if applicable, or at government rates.

## **VI. UNAUTHORIZED EXPENSES**

The following expenditures incurred by Board members in the course and scope of their official duties shall not be reimbursed:

- A. The personal portion of any trip.
- B. Expenses incurred by or on behalf of a family member or partner who accompanies the Board member on official business.
- C. Expenses associated with entertainment, including theater events, movies (including in-room viewing), sporting events, and personal recreation, such as golfing, spa treatments, and fitness workouts at a gym.
- D. Non-mileage personal automobile expenses, including repairs, insurance, gasoline, and traffic citations.

## **VII. REIMBURSEMENT**

RTD shall establish and maintain a procedure for reimbursement for RTD travel. This procedure will provide for the reimbursement of Board members for their reasonably required travel expenses, while at the same time, maximizing the availability of these RTD funds for RTD travel expenses associated with business travel. Reimbursements shall be processed promptly not exceeding 30 days from the date received. A breakdown of total trip cost will be provided to the traveler after each trip.

RTD will reimburse Board members for all ordinary, necessary, and reasonable business expenses incurred in connection with official responsibilities performed on behalf of RTD, in accordance with established approved procedures.

### **A. Meals**

Board members shall be entitled to reimbursement for up to three (3) meals ~~per day~~, including tax and gratuity.

Under this policy, the business traveler may be reimbursed for meal expenses using ~~one of two options: Method 1: Itemized Receipts OR Method 2: the Per Diem Method as described below. —Note: The two may not be combined.~~

#### ~~Method 1—Itemized Receipts~~

~~Actual costs of meals purchased, including gratuities up to 15% of the total bill and tax, are reimbursable. All such expenses are reimbursable for the Travel Event if itemized meal receipts are submitted with the Travel Expense Report Form. Credit card receipts can also be included for gratuities reimbursement.~~

~~Credit card receipts are not an acceptable substitute for itemized meal receipts. Credit card receipts do not reflect the details of the meals purchased at company expense and will not provide sufficient proof that the request reimbursement does not include unacceptable expenses such as alcohol.~~

Method 2—Per Diem Method

The Per Diem Method is established annually by the General Services Administration (GSA) and reflects an all-inclusive fixed- rate of reimbursement for food, beverages, taxes and gratuities on meals by destination city. Itemized meal receipts are not required for reimbursement under the Per Diem Method.

Receipts are required for all other reimbursable business-related expenses.

Non-reimbursable expenses include alcoholic beverages, entertainment, ~~and non-business and~~ personal expenses, ~~and meals provided by conference host.~~

B. Incidental Expenses

Incidental expenses, including but not limited to business-related long distance telephone calls, bridge tolls, parking fees, and taxis shall be reimbursed at cost, based upon supporting documentation, or reasonable costs where documentation is unavailable.

No items for personal use will be reimbursed.

C. Family Members and Friends Traveling with Board members

Board members should notify RTD in advance of any family/friends traveling with the representative or accompanying the representative while conducting RTD business. RTD is not responsible for the payment of expenses incurred by individuals who are not Board members.

Arrangements for meals, accommodations, or any other expense for family members or friends traveling with Board members shall be the sole and full responsibility of the Board member.

D. Personal Property

Expenses incurred because of damage or loss of personal property, even when incurred in connection with RTD business, do not constitute an RTD obligation. All expenses in connection with repair or replacement of personal items shall be borne and paid by the traveler.



Personal items include automobiles, clothing, luggage, jewelry, books, and computers.

E. Travel Insurance

The purchase of the travel insurance is reimbursable.

**VIII. COMPLIANCE WITH LAWS**

Board members should be aware that some expenditures may be subject to reporting under the Political Reform Act. In addition, all agency expenditures are public records subject to disclosure under the Public Records Act.

DRAFT



Attachment B  
Cover Page

RESOLUTION NO. \_\_\_\_  
DATED: APRIL 21, 2023

RESOLUTION ADOPTING AND APPROVING THE  
BOARD OF DIRECTORS TRAVEL POLICY

WHEREAS, as a member of local, state, and national associations, the San Joaquin Regional Transit District (RTD) is allowed to take advantage of attending educational conferences annually; and

WHEREAS, RTD's Board of Directors has been actively participating and benefiting from attending conferences since 1975 when it established its Travel Policy for Directors and General Manager; and

WHEREAS, RTD's existing general travel policy was last revised on June 17, 2016; and

WHEREAS, in accordance with best practices and similar to other transit agencies and City and County boards, staff is proposing a travel policy specifically for Board members (Board of Directors Travel Policy); and

WHEREAS, the proposed Board of Directors Travel Policy provides guidance and general travel requirements, including prior approval from the full Board of estimated expenses to be incurred, authorized and nonauthorized expenses, lodging, transportation, and meals.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the RTD Board of Directors that the Board of Director Travel Policy be adopted and approved.

**REVISED APRIL 20, 2023**



**LEAD: GARY GIOVANETTI, CHAIRMAN OF THE BOARD**

**I. RECOMMENDED ACTION**

For the San Joaquin Regional Transit District (RTD) Board to consider authorizing the upcoming Board member travel expenses.

**II. SUMMARY**

- RTD staff annually solicits Board members for interest in attending educational conferences and events.
- The full Board will consider expressions of interest received for travel from Board members.
- Upon authorization from the Board, staff will work with Board members to make necessary travel arrangements.

**III. DISCUSSION/BACKGROUND**

RTD acknowledges its responsibility to administer limited public resources prudently and to expend them only when there will be a substantial benefit to the agency and the community it serves.

RTD is an active member of local, state, and national associations representing transit's interests before the legislative and regulatory agencies at the local, state, and federal levels. Associations, including the California Association for Community Transportation (CALACT), California Transit Association (CTA), and American Public Transportation Association (APTA), convene annual conferences providing educational sessions focusing on the public transit industry's current challenges, technology innovations, lessons learned, best practices, and networking for public transit professionals at all levels including Board members.

The San Joaquin Council of Governments also convenes an annual advocacy program (One Voice) for San Joaquin County promoting projects, programs, and issues of regional significance to federal legislators and agencies, typically through a yearly trip to Washington, D.C. The purpose of One Voice is to advocate for new or increased funding and new or amended legislation for issues and projects of regional significance to the San Joaquin region.

On an annual basis, RTD staff solicits Board members for expressions of interest in attending educational conferences. Staff has received several expressions of interest for the full Board to consider authorizing at this time.

San Joaquin RTD Board of Directors  
Subject: Board of Directors Travel Expenses

Item 11E  
April 21, 2023

Below is a list of upcoming conferences Board members are interested in attending.

Number indicates priority

Board Member	2023 CALACT Spring Conference & Expo April 17-20, 2023 Olympic Valley, CA	San Joaquin One Voice May 7-10, 2023 Washington, DC	CTA Spring Legislative Conference May 16, 2023 Sacramento, CA	APTA Transit Board Members & Transit Board Administrators Seminars July 15-18, 2023 Birmingham, AL	APTA TRANSform Conference & Expo October 8-11, 2023 Orlando, FL	CALACT Autumn Conference & Expo Oct.31-Nov. 3, 2023 Indian Wells, CA	CTA – Fall Conference & Expo November 15-17, 2023 Pasadena, CA
Mike Restuccia							
Gary Giovanetti				X	X		X
Les Fong		1	3		2		
Balwinder Singh		X		X			X
Stephen Castellanos				X			X
Estimated Cost Per Person	\$ 1,500.00	\$ 3,000.00	\$ 175.00	\$ 2,100.00	\$ 2,500.00	\$ 2,000.00	\$ 1,600.00

#### IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

This recommendation aligns with the Board's Strategic Priority 4.

Strategic Priorities:

1. Employees
2. Customers
3. Financial Health
4. Operations Excellence
5. Community Relations
6. Innovation

#### V. FINANCIAL CONSIDERATIONS/IMPACT

Estimated Board member travel expenses, including registration, are estimated at \$18,575. This amount is budgeted in the 2023 fiscal year budget under account number 403000-50912 – Board Travel.

#### VI. CHANGES FROM COMMITTEE

N/A

#### VII. ALTERNATIVES CONSIDERED

Do nothing. The Board may choose not to approve travel requests at this time.

#### VIII. ATTACHMENTS

Attachment A: Resolution

Prepared by: Merab Talamantes, Project Controls Manager

#### IX. APPROVALS

Alex Clifford, CEO





Attachment A  
Cover Page

San Joaquin RTD Board of Directors  
 Subject: Resolution Board of Directors Travel Expenses

Item 11E  
 April 21, 2023

RESOLUTION NO. \_\_\_\_\_  
 DATED: APRIL 21, 2023

# RESOLUTION AUTHORIZING UPCOMING BOARD OF DIRECTOR'S TRAVEL EXPENSES

WHEREAS, the San Joaquin Regional Transit District (RTD) acknowledges its responsibility to administer limited public resources prudently and to expend them only when there will be a substantial benefit to the agency and the community it serves; and

WHEREAS, RTD staff annually solicits Board members for interest in attending educational conferences and events; and

WHEREAS, the full Board will consider expressions of interest received for travel from Board members; and

WHEREAS, upon authorization from the Board, staff will work with Board members to make necessary travel arrangements.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the RTD Board of Directors that the following travel requests and estimated expenses be and are hereby authorized.

Number indicates priority

Board Member	2023 CALACT Spring Conference & Expo April 17-20, 2023 Olympic Valley, CA	San Joaquin One Voice May 7-10, 2023 Washington, DC	CTA Spring Legislative Conference May 16, 2023 Sacramento, CA	APTA Transit Board Members & Transit Board Administrators Seminars July 15-18, 2023 Birmingham, AL	APTA TRANSform Conference & Expo October 8-11, 2023 Orlando, FL	CALACT Autumn Conference & Expo Oct.31-Nov. 3, 2023 Indian Wells, CA	CTA – Fall Conference & Expo November 15-17, 2023 Pasadena, CA
Mike Restuccia							
Gary Giovanetti				X	X		X
Les Fong		1	3		2		
Balwinder Singh		X		X			X
Stephen Castellanos				X			X
Estimated Cost Per Person	\$ 1,500.00	\$ 3,000.00	\$ 175.00	\$ 2,100.00	\$ 2,500.00	\$ 2,000.00	\$ 1,600.00