

SAN JOAQUIN REGIONAL TRANSIT DISTRICT
BOARD OF DIRECTORS MEETING – NOTICE AND AGENDA
10:00 A.M. ON FRIDAY, MAY 19, 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, May 19, 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.

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 EMPLOYEES OF THE QUARTER
Special recognition of the Administration, Facilities, Maintenance, and Transportation Employees of the Quarter.
- B. RECOGNITION OF EMPLOYEES' YEARS OF SERVICE
Special recognition of 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 April financial reports.

9. INFORMATION ITEMS

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

- A. FEDERAL LEGISLATIVE UPDATE
Report of Federal Legislative Updates prepared by Capital Edge Advocacy, Inc.
- B. 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 APRIL 21, 2023, REGULAR BOARD OF DIRECTORS MEETING
Board approval of minutes.
- B. RESOLUTION: AUTHORIZING THE CEO TO FILE AND EXECUTE THE FY 2022 - 2023 LOW CARBON TRANSIT OPERATIONS PROGRAM APPLICATION FOR THE BUS RAPID TRANSIT EXPANSION - MIDTOWN CORRIDOR PROJECT
Board approval of filing and execution of funding application.
- C. ACCEPT AND FILE: SAN JOAQUIN REGIONAL TRANSIT DISTRICT'S (RTD) PARATRANSIT OPERATIONS STATUS QUARTERLY REPORT
Board acceptance and filing of Paratransit Operations Status Report.
- D. ACCEPT AND FILE: CHECK REGISTER FOR THE MONTH OF APRIL 2023
Board acceptance and filing of Check Register for the month of April 2023.
- E. ACCEPT AND FILE: FISCAL YEAR TO DATE FINANCE METRICS REPORT FOR MONTH OF APRIL 2023
Board acceptance and filing of financial metrics for the month of April 2023.

11. ACTION ITEM

- A. RESOLUTION: APPROVING AND ADOPTING REVISED SALARY STRUCTURE AND DELEGATION OF AUTHORITY TO THE CEO TO APPROVE JOB DESCRIPTIONS AND MODIFY POSITION TITLES
Board approval of Salary Structure and for CEO to approve job descriptions and modify position titles.

12. DISCUSSION ITEM

- A. FY 2024 PRELIMINARY BUDGET AND STRATEGIC PLAN

13. QUESTIONS AND COMMENTS FROM DIRECTORS AND STAFF

14. CLOSED SESSION

- A. CONFERENCE WITH LABOR NEGOTIATOR
Agency Negotiators: CEO and Pat Glenn (Legal Counsel)
Employee Organization: Amalgamated Transit Union, Local 256

15. ADJOURNMENT

NOTE: THE NEXT REGULARLY SCHEDULED BOARD MEETING WILL BE ON FRIDAY, JUNE 16, 2023, AT 10:00 A.M.

DATE POSTED: MAY 12, 2023



LEAD STAFF: ERICKA FRANCO, HUMAN RESOURCES ADMINISTRATOR

REPORT: RECOGNITION OF EMPLOYEES OF THE QUARTER

I. SUMMARY

Employee(s) of the Quarter recognizes staff for their outstanding qualities and contributions towards their department and RTD's goals and mission.

II. DISCUSSION/BACKGROUND

RTD implemented the Employee of the Month (EOM) Program in 2003 to recognize outstanding employees' performance in different departments. Due to the larger number of employees and larger departments after the assumption of County Services, one (1) month was not enough time to properly evaluate qualified employees for the Employee of the Month; therefore, RTD decided to switch to Employee of the Quarter (EOQ). This allows RTD's management team a 90-day period to properly evaluate employees and elect the right candidate.

To be eligible for EOQ, an employee must meet the following basic criteria:

1. No more than one (1) attendance incident in a 90-day period
 - a. Three (3) days of absence = 1 incident
 - b. Two (2) tardies = 1 incident
2. Employed at RTD for at least six (6) months
3. Excellent work ethic and conduct by obeying all work rules (no disciplinary action pending or in effect)
4. No preventable accidents (District vehicle and/or personal industrial injury)
5. Not a recipient of the EOQ in the last two quarters
6. Good uniform appearance (Maintenance, Facilities, and Transportation Depts. only)
7. No emergency ask-offs (Maintenance Dept. only)
8. No valid internal/external complaints/road calls (Maintenance Dept. only)
9. No repeat repairs/comebacks (Facilities Dept. only)
10. Customer comments – review of complaint file for positive and negative complaints (Transportation Dept. only)

RTD selects EOQs based on the following criteria:

1. Takes initiative, accepts, and carries out additional responsibilities beyond regular job assignments.
2. Provides exceptional internal and external customer service by being courteous and helpful.
3. Projects a positive image and has a helpful and cooperative attitude.

4. Exemplifies trustworthy and ethical behavior.
5. Promotes a positive work environment.
6. Comes to work on time daily.

The EOQs are selected as follows:

1. Management and employees will submit their nomination.
2. Human Resources will review the nominations to identify if the employee meets the qualifications.
3. HR will present the final qualified candidates to the management team for selection at a monthly meeting.
4. Nominees are selected as EOQ when they receive at least a 2/3 majority of the votes cast by management team members.

Every EOQ will receive:

1. \$100.00 Amazon Gift Card
2. Plaque and acceptance photograph

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

The required \$4,000.00/year funding is included in the 2023 fiscal year's Customer Engagement Operating budget within the Recognition Awards – 414000-50932 account.

V. CHANGES FROM COMMITTEE

N/A

VI. ALTERNATIVES CONSIDERED

N/A

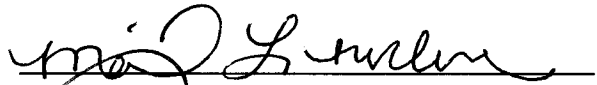
VII. ATTACHMENTS

N/A

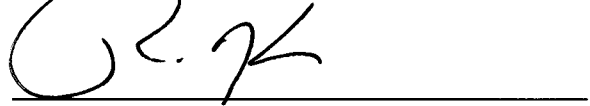
Prepared by: Ericka Franco, HR Administrator

VIII. APPROVALS

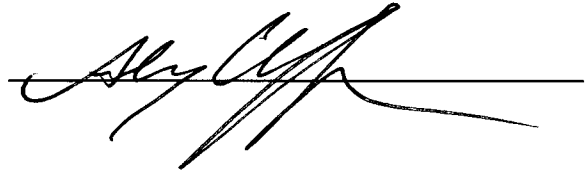
Manager Approval:
Malika McGee, HR Director

A handwritten signature in black ink, appearing to read "Malika McGee", written over a horizontal line.

Financial Impact Approved:
Robert Kyle, CFO

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

Alex Clifford, CEO

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



LEAD STAFF: **ERICKA FRANCO, HUMAN RESOURCES ADMINISTRATOR**

REPORT: **RECOGNITION OF EMPLOYEES' YEARS OF SERVICE**

I. SUMMARY

Recognition to employees for their years of service with RTD.

II. DISCUSSION/BACKGROUND

RTD's primary mission is to provide a safe, reliable, and efficient transportation system for the region and to be the transportation service of choice for the residents it serves. RTD would not be able to achieve this without its employees' strength, contributions, and dedication. Their outstanding commitment and dedication to their career empower RTD to serve its customers well. Employees who have reached a milestone (5, 10, 15, 20, 25, 30 years) will be recognized at the Board Meeting quarterly. Each employee identified will receive a plaque according to the milestone reached.

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

The required \$4,000.00/year funding is included in the 2023 Customer Engagement Departmental budget under Recognition Awards account number 414000-50932.

V. CHANGES FROM COMMITTEE

N/A

VI. ALTERNATIVES CONSIDERED

N/A


VII. ATTACHMENTS

N/A

Prepared by: Ericka Franco, HR Administrator

VIII. APPROVALS

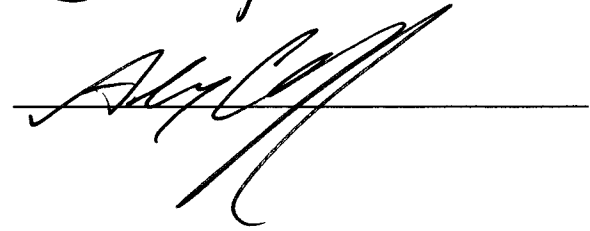
Manager Approval:
Malika McGee, HR Director



Financial Impact Approved:
Robert Kyle, CFO



Alex Clifford, CEO





LEAD STAFF: ALEX CLIFFORD, CEO

REPORT: CHIEF EXECUTIVE OFFICER UPDATE

MEETINGS SINCE APRIL 21, 2023

RTD participated in meetings of the following committees and organizations:

- **American Public Transportation Association (APTA) Mobility Conference:** CEO Alex Clifford
- **APTA Bus & Paratransit CEO Committee Meeting:** CEO Alex Clifford
- **APTA Legislative Steering Committee Meeting:** CEO Alex Clifford
- **APTA Small Ops Committee Meeting:** CEO Alex Clifford
- **California Transit Works! Building Effective Bus Operator Pre-Apprenticeships Meeting:** CEO Alex Clifford
- **California Association for Coordinated Transportation Legislative Committee Meeting:** CEO Alex Clifford
- **California State Transportation Agency Transit Needs Listening Session with Transportation Secretary Toks Omishakin:** Government Affairs Director Ken Baxter
- **California Transit Association (CTA) Executive Committee Meeting:** CEO Alex Clifford
- **CTA Pension Reform Act of 2013 (PEPRA) and 13(c) Task Force Meeting:** CEO Alex Clifford
- **CTA Spring Legislative Conference:** CEO Alex Clifford
- **CTA State Legislative Executive Committee Meeting:** CEO Alex Clifford
- **Federal Legislative Bi-weekly Meetings with Chris Giglio of Capital Edge Advocacy Inc.:** CEO Alex Clifford
- **Quarterly Meeting with General Manager/CEO Henry Li and Deputy General Manager/CEO Shelly Valenton of Sacramento Regional Transit District:** CEO Alex Clifford
- **San Joaquin Council of Governments (SJCOG) Board Meeting:** CEO Alex Clifford, Board Member Gary Giovanetti, Grants Manager Eric Williams, Government Affairs Director Ken Baxter
- **SJCOG Management & Finance Committee Meeting:** Government Affairs Director Ken Baxter
- **SJCOG One Voice Conference:** Board Member Les Fong, Board Member Balwinder Singh
- **SJCOG San Joaquin Valley Policy Conference:** Government Affairs Director Ken Baxter
- **SJCOG Social Services Transportation Advisory Committee Meeting:** Government Affairs Director Ken Baxter

- **SJCOG Technical Advisory Committee Meeting:** Government Affairs Director Ken Baxter
- **San Joaquin Regional Rail Commission Board Meeting:** Government Affairs Director Ken Baxter
- **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

Cinco de Mayo – May 7

On Sunday, May 7, RTD staff participated in the Cinco de Mayo Festival and Parade at Weber Point. This free event hosted by El Concilio attracted more than 11,000 people from all over San Joaquin County. RTD displayed its Hopper bus near the main stage, where we experienced many families rushing and lining up to play the wheel of fun to win RTD prizes. Staff educated folks on general programs and services and promoted our Vamos Mobility app and how to use mobile ticketing.

State of the City – May 18

On Thursday, May 18, RTD attended the 2023 State of the City. The Greater Stockton Chamber of Commerce and The Port of Stockton co-sponsored the event. To the members of the public, it was a high-profile event that showcased our city's economic, educational, and cultural development, as well as plans for upcoming projects. The RTD booth showcased our capital projects and promoted using the Vamos Mobility app.

Free Rides to Stockton Flavor Fest – May 19 to 21

Between May 19 – 21, RTD will provide free rides on the Vamos Mobility app to those who purchase an admission ticket to Stockton Flavor Fest. Visit Stockton hosts the festival, celebrating the city's culture, community, and cuisine at Weber Point. The event is expected to bring in more than 15,000 people.



LEAD STAFF: RAVI SHARMA, FINANCE MANAGER

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 April 30, 2023. The fiscal year (FY) has elapsed 83%.

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 higher county treasury funds balance. The Federal 5307 grant revenue is higher than the budget due to higher preventive maintenance reimbursable expenses. Overall total revenues are 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 lower also due to less spending on materials & supplies, utilities, insurance, and miscellaneous expenses so far 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 April 30, 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

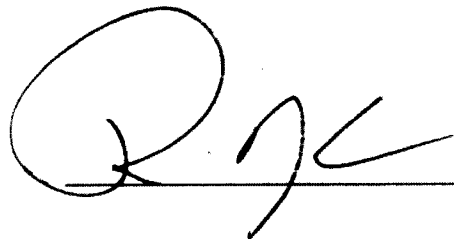
Attachment A: Fiscal year to date monthly financial report for the period ending April 30, 2023.

Attachment B: Cash flow projections.

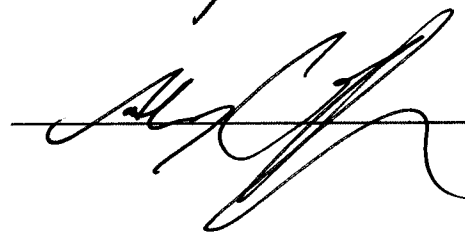
Prepared by: Ravi Sharma, Finance Manager

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 April 30, 2023
(83% 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
REVENUES							
PASSENGER FARES & SPECIAL FARES	\$ 2,110,598	\$ 1,751,796	\$ 1,867,170	\$ 243,428	88%	1,867	-
NON-TRANSPORTATION REVENUES	769,252	638,479	1,346,421	(577,169)	175%	884	-
FEDERAL GRANTS (5307)	5,696,742	4,728,296	5,525,630	171,112	97%	7,351	-
FEDERAL GRANTS (5311)	550,370	456,807	413,631	136,739	75%	170	-
PROPERTY TAXES	1,269,986	1,054,088	1,058,322	211,664	83%	1,293	-
TDA - STA	175,000	145,250	143,182	31,818	82%	175	4,763
TDA - LTF	30,186,961	25,055,178	24,714,268	5,472,693	82%	26,580	-
LCTOP	1,556,856	1,292,190	1,297,380	259,476	83%	1,557	-
Transformative Climate Communities Grant (TCC)	109,826	91,155	56,983	52,843	52%	60	-
MEASURE K	5,706,030	4,736,005	4,754,568	951,463	83%	4,864	-
FEDERAL American Rescue Plan (5311)	559,632	464,494	-	559,632	0%	-	-
FEDERAL GRANTS (5310)	-	-	263,286	-	0%	154	-
FEDERAL CARES Act (5311)	-	-	659,340	-	0%	774	-
CAPITAL PROJECTS CASH INFLOW	-	-	-	-	-	-	3,156
TOTAL REVENUES	\$ 48,691,252	\$ 40,413,739	\$ 42,100,179	\$ 6,591,073	86%	45,729	7,919
CASH INFLOW OPERATING & CAPITAL						45,729	7,919
TOTAL CASH INFLOW						53,648	
EXPENSES							
WAGES AND FRINGE BENEFITS	33,254,132	27,600,930	22,924,908	10,329,224	69%	23,010	-
SERVICES	4,222,065	3,504,314	3,984,910	237,155	94%	3,547	-
MATERIALS & SUPPLIES	3,978,210	3,301,914	2,894,615	1,083,595	73%	3,916	-
UTILITIES	1,194,462	991,403	909,852	284,609	76%	978	-
INSURANCE	2,189,381	1,817,186	1,712,394	476,987	78%	682	-
TAXES	337,278	279,941	257,352	79,926	76%	165	-
PURCHASED TRANSPORTATION	2,163,120	1,795,389	1,884,387	278,733	87%	1,896	-
MISCELLANEOUS EXPENSES	1,352,605	1,122,662	725,926	626,679	54%	554	-
CAPITAL PROJECTS CASH OUTFLOW	-	-	-	-	0%	-	3,515
TOTAL EXPENSES	\$ 48,691,252	\$ 40,413,739	\$ 35,294,344	\$ 13,396,909	72%	34,747	3,515
CASH OUTFLOW OPERATING & CAPITAL						34,747	3,515
TOTAL CASH OUTFLOW						38,262	
Net Revenue (Deficit)	-	-	6,805,835			15,387	
<i>Less Stimulus Grants</i>			<i>(659,340)</i>			<i>-774</i>	
<i>Adjusted Net Revenue (Deficit)</i>			<i>6,146,496</i>			<i>14,613</i>	



Attachment B
Cover Page

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

	<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>	<u>Mar-24</u>
Beginning Cash Balance	\$61,017	\$61,198	\$61,439	\$61,527	\$60,415	\$60,728	\$60,416	\$60,729	\$59,563	\$59,876	\$57,264	\$54,652
Add: Projected Cash Inflow	4,036	12,132	3,858	2,658	4,083	3,458	4,083	2,658	4,083	1,158	1,158	1,158
Less: Projected Cash Outflow	-3,855	-11,891	-3,770	-3,770	-3,770	-3,770	-3,770	-3,823	-3,770	-3,770	-3,770	-3,770
Projected Month-end Cash Balance	\$61,198	\$61,439	\$61,527	\$60,415	\$60,728	\$60,416	\$60,729	\$59,563	\$59,876	\$57,264	\$54,652	\$52,040

OPERATING CASH INFLOWS:

Fare Revenue	185	145	145	145	145	145	145	145	145	145	145	145
Advertising, Rental, Interest & Other Income	443	13	13	13	13	13	13	13	13	13	13	13
Federal 5307	153											
Property tax Revenue	573											
TDA-LTF	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	2,500	1,000	1,000	1,000
Federal 5310	154											
Measure K Operating		1,425			1,425		1,425		1,425			
Projected Operating Cash Inflow	4,008	4,083	2,658	2,658	4,083	2,658	4,083	2,658	4,083	1,158	1,158	1,158

OPERATING CASH OUTFLOWS:

Payroll and Payroll Related Expenses	2,351	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	1,096	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	196	170	170	170	170	170	170	170	170	170	170	170
Measure K loan Interest to SJCOG		72						53				
Projected Operating Cash Outflow	3,643	3,842	3,770	3,770	3,770	3,770	3,770	3,823	3,770	3,770	3,770	3,770

Net Operating Cash Flow	365	241	-1,112	-1,112	313	-1,112	313	-1,165	313	-2,612	-2,612	-2,612
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CAPITAL CASH INFLOWS:

TDA-STTA Capital			1,200			800						
Federal 5307	18											
Federal CMAQ Solar Project		150										
Federal CMAQ Gillig Electric Buses		7,899										
STEP Grant	10											
Projected Capital Cash Inflow	28	8,049	1,200	0	0	800	0	0	0	0	0	0

CAPITAL CASH OUTFLOWS:

Gillig Electric Buses		7,899										
Integrated Mobility Innovation	21											
Masabi Validators	71											
DTC Rental Space Electric Repair	10											
Battery Energy Storage System	72											
Solar Project	5	150										
Battery Platforms	28											
Childrens Museum Exhibit	2											
Non-Revenue Vehicles GPS	2											
Projected Capital Cash Outflow	212	8,049	0	0	0	0	0	0	0	0	0	0

Net Capital Cash Flow	-184	0	1,200	0	0	800	0	0	0	0	0	0
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Funds Kept at:

Bank of Stockton	1,516
County Treasury	59,682
Total	61,198



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

REPORT: FEDERAL LEGISLATIVE UPDATE

FEDERAL DEBT LIMIT STALEMATE

May 1, 2023: U.S. Treasury secretary Janet Yellen sent a letter (<https://bit.ly/3HLhyMc>) to congressional leadership informing them that the U.S. would likely begin to default on some obligations by June 1 unless the federal debt limit is raised before then.

The letter also stated that Treasury has suspended the issuance of State and Local Government Series (SLGS) securities. SLGS are special purpose securities that Treasury issues to state and local government entities to assist with compliance of federal tax laws and regulations governing the investment of cash proceeds generated from a tax-exempt bond issuance.

April 26, 2023: The House of Representatives narrowly approved legislation (HR 2811) that would increase the federal debt limit by \$1.5 trillion or extend it through March 2024, whichever comes first. The bill also includes several deficit reduction measures (<https://adobe.ly/3mQbvyC>), including:

- Capping FY 2024 discretionary spending at the FY 2022 level,
- Limit the growth of discretionary spending to 1% per year through FY 2033,
- Repeal unobligated balances from pandemic relief bills,
- Repeal most 2022 Inflation Reduction Act renewable energy tax incentives and programs,
- Repeal unobligated balances from the 2022 Inflation Reduction Act funds for the Internal Revenue Service,
- Prohibit the Biden Administration from forgiving student loan debt, and
- Require congressional approval of major regulations.

Four Republicans joined all House Democrats in voting against the measure that was approved 217-215. Rep. Harder voted against the bill while Rep. Duarte voted for it). President Biden would likely veto the measure if it were to reach his desk (Senate consideration is unlikely at this point) and he has asked congressional Republicans to send him a "clean" debt limit bill and proposed deficit reduction negotiations occur separately.

Impact on RTD: The discretionary budget caps that Congressional Republicans are asking for would likely have significant impacts on the

Department of Transportation budget. While it is unlikely that the funding levels for transit formula programs would be cut, it is not out of the question. Programs in particular danger of steep reductions include general Fund (as opposed to Highway Trust Fund) programs such as Amtrak, New Start rail/BRT projects, and RAISE Discretionary grants.

FEDERAL GRANT OPPORTUNITIES, AWARDS & NOTICES

May 5, 2023: The Federal Transit Administration (FTA) published awards to six agencies for \$703 million in rail Vehicle Replacements Grants, funded by the 2021 infrastructure law: <https://bit.ly/44DXe94>

April 27, 2023: DOT's Build America Bureau is seeking applications for \$24 million in available funding through its Regional Infrastructure Accelerators Program, which supports expediting the development and delivery of specific transportation projects. Six to ten awards ranging from \$2 million to \$4 million are expected. Applications are due May 30: <https://bit.ly/41L9mDw>

April 26, 2023: The Federal Transit Administration (FTA) published a proposed rulemaking notice regarding new safety requirements in the Public Transportation Agency Safety Plans rule. Written public comments are due June 26: <https://bit.ly/40NvuvM>

April 21, 2023: The Federal Highway Administration is seeking applications for up to \$848 million through the FY 2022 and FY 2023 Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Discretionary Grant Program, which will fund projects that improve resilience of the surface transportation system from natural hazards and climate change impacts. Transit agencies are eligible applicants and applications are due August 18: <https://bit.ly/3N2dD0M>

April 12, 2023: The Federal Highway Administration issued a Request for Information (RFI) seeking public input on how to improve the environmental review process for surface transportation projects. Comments are due by June 1: <https://bit.ly/3nJ4EHF>

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 reconvened from Spring Recess on April 10 and policy committees had until April 28 to hear and report bills *with* a fiscal impact to the state to their respective appropriations committees. The fiscal committees have until May 19 to hear and report bills to their respective floors. Finally, June 2 is the House of Origin deadlines, meaning bills must cross over to the other house or become two-year bills. 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 the release of the May Revise, the release of the Senate's Budget Plan, the statewide efforts on 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 Releases May Revise

On Friday, May 12, Governor Newsom released the semi-annual update to the January budget proposal, known as [the May Revise](#). Traditionally, the May Revise is timed to capture the state's income tax filings and uses those as the basis for updating California's fiscal position, as well as provide an opportunity for the Governor to revisit his fiscal priorities. However, because the tax filing period was extended for most of the counties in California to from April 15, 2023 to October 16, 2023, it may be difficult for the Governor to know the state's true fiscal position until later this year.

As a reminder, in January, Governor Newsom projected a \$30 billion deficit, reduced to \$22.5 billion if certain budget action were taken, including reducing the amount of Transit and Intercity Rail Capital Program (TIRCP) funding from \$4 billion to \$2 billion, postponing the grade separation program, and zeroing out the amount of General Fund money and replacing it with other sources (Cap and Trade, State Highway Account) for zero-emission vehicle and other programs (ATP, Climate Adaptation).

It comes as no surprise that Governor Newsom continues to project a significant budget shortfall, now pegging the deficit for Fiscal Year 2023-24 at \$31.5 billion. The Governor maintains the January reductions he proposed to the various transportation programs and is not proposing to reduce funding any further. In the Governor's May Revision Summary, the Administration states:

"While the state's transit agencies have benefitted from large infusions of capital dollars, both state and federal, post-pandemic ridership trends have resulted in significant operating challenges for many of the state's transit agencies, particularly as federal relief dollars begin to run out. The Administration welcomes discussion with the Legislature on potential near- and long-term solutions to support the viability of transit across the state."

State Transit Assistance Program estimates are updated at the May Revision and now project \$1.09 billion for the STA in FY 2023-24, a \$30 million increase over the January Budget estimate and a \$50 million decrease over the final FY 2022-23 projection of \$1.14 billion. These STA estimates are historical considering the STA received \$830 million in FY 2021-22 and has never crossed the \$1 billion threshold.

The May Revision also signals the Administration's intent to propose a series of recommendations to expedite transportation, water, and clean energy infrastructure projects. Currently, the proposal is light on details, but we believe specific proposals will materialize in the weeks ahead. The May Revision summary states:

The May Revision proposes statutory changes to expedite infrastructure projects that advance California's climate, equity, and economic goals and maximize the state's share of federal infrastructure spending while maintaining appropriate environmental review.

Potential Impact to RTD: The May Revision identifies the Newsom Administration's perspective on funding for transit capital and operations, which may ultimately impact the funding available to RTD in FY 2022-23 and beyond.

Senate Budget Plan Released

On April 26, the California Senate Democrats released their ["Protect Our Progress"](#) budget plan. The budget plan builds on Governor Newsom's proposed January budget and is intended to serve as a starting point for negotiations with the Assembly and the Governor's Administration. Included in the plan are the following recommendations supporting transportation:

- Rejection of the Governor's proposed reductions and shifts to key programs in the energy and ZEV packages, including the following:
 - Rejection of the proposed \$210 million cut for ZEV Fueling Infrastructure Grants;
 - Rejection of the proposed \$242 million cut for Transit Buses & Infrastructure;

- Rejection of the proposed \$98 million shift to the Greenhouse Gas Reduction Fund for Clean Trucks, Buses, and Off-Road Equipment; and,
- Rejection of the proposed \$70 million cut for Emerging Opportunities.
- Rejection of the Governor's proposed reductions and shifts to the Transportation Infrastructure Package, including the following:
 - Rejection of the proposed \$2 billion cut to the Transit and Intercity Rail Capital Program;
 - Rejection of the proposed \$350 million delay to Grade Separations; and,
 - Rejection of the proposed \$500 million cut to the Active Transportation Program.

Additionally, the plan "sets the expectation of working with stakeholders, the Assembly, and the Administration in establishing local flexibility opportunities with various transportation funding streams to assist transit agencies with operations expenses. This will be paired with reform and accountability measures and will serve as a bridge until additional long-term operations funding can be established. Critical infrastructure projects will be identified and protected in these discussions."

Potential Impact to RTD: The Senate's Budget Plan identifies the California State Senate's perspective on funding for transit capital and operations, which may ultimately impact the funding available to RTD in FY 2022-23 and beyond.

Statewide Effort on Transit Operations Funding

On April 25, the California Transit Association released its [letter](#) outlining the Association's transit operations funding request and its commitment to reform and ridership growth. The 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 have reported, the Association adopted a set of principles that served as the basis for the transit industry's 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. The Association is also turning its attention to 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.

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 May 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, at least 10 months before beginning a procurement process to acquire or deploy any autonomous transit vehicle technology for public transit services that would eliminate job functions or jobs of a workforce, to provide written notice to the exclusive employee representative of the workforce affected by the autonomous transit vehicle technology of its determination to begin that procurement process. The bill would require the public transit employer and exclusive employee representative, upon written request by the exclusive employee representative, to commence collective bargaining within a specified time period on certain subjects, including creating plans to train and prepare the affected workforce to fill new positions created by the autonomous transit vehicle technology.

This summary has been updated to reflect amendments taken to the bill on May 1, 2023.

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 April 21, 2023, Regular Board of Directors Meeting.

II. SUMMARY

- Staff is providing the meeting minutes of April 21, 2023, Regular 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

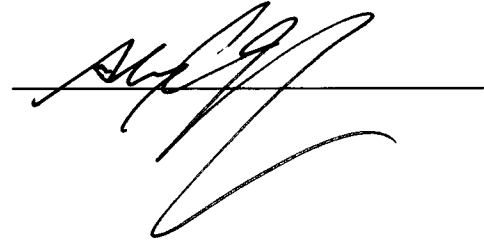
Attachment A: Draft minutes of the RTD Board of Directors Regular Meeting of April 21, 2023

Attachment B: Resolution for the Regular Meeting Minutes of April 21, 2023

Prepared by: Erica Smith, Executive and Board Support Specialist

IX. APPROVALS

Alex Clifford, CEO

A handwritten signature in black ink, appearing to read 'Alex Clifford', is written over a horizontal line.



Attachment A
Cover Page

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE SAN JOAQUIN REGIONAL TRANSIT DISTRICT
FRIDAY, APRIL 21, 2023

The San Joaquin Regional Transit District (RTD) Board of Directors held a Regular Meeting at 10:00 a.m. on Friday, April 21, 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
Mike Thompson was recognized for his 12 years of service with RTD.
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

- Emergency Public Works Project repairing damage to the lobby
- Server Failure Update
- CALACT Conference
- APTA Mobility Conference
- Grant Applications Submitted

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 March Revenue and Expense Summary and the Cash Flow Projection.

9. INFORMATION ITEMS

Reports provided for information only:

- A. QUARTERLY UPDATE OF SOLICITATIONS
- B. QUARTERLY UPDATE OF CONTRACTS AWARDED
- C. QUARTERLY UPDATE OF GRANTS AWARDED
- D. FEDERAL LEGISLATIVE UPDATE
- E. STATE LEGISLATIVE UPDATE

10. CONSENT CALENDAR

- A. RESOLUTION NO. 7010: APPROVING THE MINUTES OF THE MARCH 24, 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. 7011: APPROVING THE MINUTES OF THE MARCH 24, 2023, SPECIAL BOARD OF DIRECTORS MEETING

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

NAYES: ABSTAIN: ABSENT:

- C. RESOLUTION NO. 7012: APPROVING THE LIST OF PERSONS AUTHORIZED TO SIGN ON SAN JOAQUIN REGIONAL TRANSIT DISTRICT'S (RTD) 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

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

AYES: Giovanetti, Restuccia, Fong, Singh, Castellanos

NAYES: ABSTAIN: ABSENT:

- D. RESOLUTION NO. 7013: APPROVING AND ADOPTING SAN JOAQUIN REGIONAL TRANSIT DISTRICT'S TITLE VI PROGRAM UPDATE FY2023 – FY2026

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

AYES: Giovanetti, Restuccia, Fong, Singh, Castellanos

NAYES: ABSTAIN: ABSENT:

- E. RESOLUTION NO. 7014: APPROVING A REVISION TO THE RTD TUITION ASSISTANCE POLICY

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

AYES: Giovanetti, Restuccia, Fong, Singh, Castellanos

NAYES: ABSTAIN: ABSENT:

- F. RESOLUTION NO. 7015: 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

Director Singh pulled this item from the Consent Calendar for discussion.

ACTION: MOTION: Balwinder Singh SECOND: Les Fong
Roll Call:

AYES: Giovanetti, Restuccia, Fong, Singh, Castellanos

NAYES: ABSTAIN: ABSENT:

- G. RESOLUTION NO. 7016: 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

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

- H. ACCEPT AND FILE: CHECK REGISTER FOR THE MONTH OF MARCH 2023

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

11. ACTION ITEMS

- A. RESOLUTION NO. 7017: 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

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

- B. RESOLUTION NO. 7018: SUPERSEDING RESOLUTION NUMBERS 5737 AND 5929 DECLARING SAN JOAQUIN REGIONAL TRANSIT DISTRICT'S (RTD) COMMITMENT TO A ZERO-EMISSION FLEET

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

- C. RESOLUTION NO. 7019: APPROVING THE REVISED RULES OF PROCEDURE FOR THE SAN JOAQUIN REGIONAL TRANSIT DISTRICT

ACTION: MOTION: Les Fong SECOND: Michael Restuccia

Roll Call:

AYES: Giovanetti, Restuccia, Fong, Singh, Castellanos

NAYES: ABSTAIN: ABSENT:

D. RESOLUTION: APPROVING BOARD MEMBER TRAVEL POLICY

All Board Members agreed to pull this item from the Agenda to be brought back at the June meeting after providing feedback with recommended changes.

E. RESOLUTION NO. 7020: AUTHORIZING UPCOMING BOARD OF DIRECTOR'S TRAVEL EXPENSES

ACTION: MOTION: Les Fong

SECOND: Stephan Castellanos

Roll Call:

AYES: Giovanetti, Restuccia, Fong, Singh, Castellanos

NAYES: ABSTAIN: ABSENT:

12. QUESTIONS AND COMMENTS FROM DIRECTORS AND STAFF

The Board Members recognized the Human Resources Department for their ability to hire high-caliber, quality employees.

13. CLOSED SESSION

Chair Giovanetti announced that the Board would recess into Closed Session at 11:34 a.m. to consider the following items set forth on the agenda:

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)

The Board of Directors returned from Closed Session at 11:45 a.m.

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

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

Chair Giovanetti adjourned the meeting at 11:46 a.m.



Attachment B
Cover Page

RESOLUTION NO. _____
DATED: MAY 19, 2023

RESOLUTION APPROVING THE MINUTES OF THE APRIL 21, 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 April 21, 2023, be approved.



LEAD STAFF: ERIC WILLIAMS, GRANTS MANAGER

**REPORT: AUTHORIZE THE CEO TO FILE AND EXECUTE THE FY 2022 -
2023 LOW CARBON TRANSIT OPERATIONS PROGRAM
APPLICATION FOR THE BUS RAPID TRANSIT EXPANSION -
MIDTOWN CORRIDOR PROJECT**

I. SUMMARY:

- The current LCTOP guidelines removed the Five-Year Limit on Operations Projects, effective as of 2023. RTD is allowed to resubmit an operation project Allocation Request with the same project scope as a prior year without having to change its specifications. This rule applies to operations projects awarded before the new announcement.
- The project will continue to operate a Bus Rapid Transit (BRT) Route 47 along the Midtown Corridor that will provide service entirely in a disadvantaged and low-income community project, including implementing zero-emission technology.
- The total estimated operating budget for the BRT Route 47 - Midtown Corridor is \$2,038,881. RTD will use the \$1,602,176 in LCTOP funds and \$436,705 in Local Transportation Funds (LTF) from this request to fully fund this project.

II. DISCUSSION/BACKGROUND

This project is for an additional year of operating funds in FY2022-23 for the BRT Route 47 along the Midtown Corridor. The project will continue to benefit an entirely disadvantaged and low-income community by providing zero-emission BRT service and access to various destinations.

- FY17-18. Staff requested board approval to authorize the CEO or designee to submit and execute applications, certifications and assurances, authorized agent form, and all required documents on behalf of RTD for the LCTOP program. The application included a submittal for the BRT Expansion – Midtown Corridor Project for \$566,110 in FY 2017-18 LCTOP funds.
- FY18-19. Staff requested board approval to authorize the CEO or designee to submit and execute applications, certifications and assurances, authorized agent form, and all required documents on behalf of RTD for the LCTOP program. The application included a submittal for the BRT

- Expansion – Midtown Corridor Project for \$1,053,267 in FY 2018-19 LCTOP funds.
- FY19-20. Staff requests board approval to authorize the CEO or Deputy CEO to submit and execute applications, certifications and assurances, authorized agent form, and all required documents on behalf of RTD for the LCTOP program. The application included a submittal for the BRT Expansion – Midtown Corridor Project for \$1,173,520 in FY 2019-20 LCTOP funds. This included \$1,014,092 from the regional allocation (PUC 99313) and \$159,428 from RTD's direct allocation. This was the third year LCTOP funds were applied to this project. LCTOP guidelines limit operational support for new services for five years.
 - FY20-21. Staff requested Board approval to authorize the CEO or Deputy CEO to submit and execute applications, certifications and assurances, authorized agent form, and all required documents on behalf of RTD for the LCTOP program. The application included a submittal for the BRT Expansion – Midtown Corridor Project for \$650,737 in FY 2020-21 LCTOP funds. This included \$577,764 from the regional allocation (PUC 99313) and \$72,973 from RTD's direct allocation. This allocation was significantly lower than last year's total LCTOP allocation of \$1,173,520. Unfortunately, due to auction proceeds being so low, LCTOP apportionments were down statewide.
 - FY21-22. Staff requested Board approval to authorize the CEO or Deputy CEO to submit and execute applications, certifications and assurances, authorized agent form, and all required documents on behalf of RTD for the LCTOP program. The application included a submittal for the BRT Expansion – Midtown Corridor Project for \$1,772,940 in FY 2021-22 LCTOP funds. This included \$1,556,856 from the regional allocation (PUC 99313) and \$216,084 from RTD's direct allocation. LCTOP apportionments were up from FY20-21 by \$979,092.

III. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

Strategic Priorities:

7. Employees
8. Customers
9. Financial Health
10. Operations Excellence
11. Community Relations
12. Innovation

IV. FINANCIAL CONSIDERATIONS/IMPACT

The required funding of \$2,083,881 for FY23 will provide continued operating assistance for operators, fuel costs, administration expenses, and other expenses.

V. CHANGES FROM COMMITTEE

N/A

VI. ALTERNATIVES CONSIDERED

No alternative to consider. This action is needed to continue with last year's Midtown Corridor project submission. Under the new LCTOP Program's guidelines, RTD is allowed to resubmit a request for additional funding.

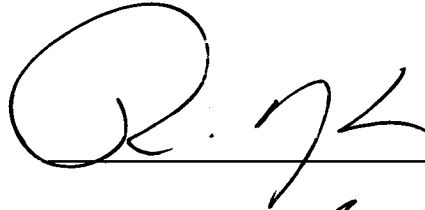
VII. ATTACHMENTS

Attachment A: Resolution

Prepared by: Eric Williams, Grants Manager

VIII. APPROVALS

Financial Impact Approved:
Robert Kyle, CFO



Alex Clifford, CEO





Attachment A
Cover Page

RESOLUTION NO. _____
DATED: MAY 19, 2023

RESOLUTION AUTHORIZING THE CEO TO FILE AND EXECUTE THE FY 2022 - 2023
LOW CARBON TRANSIT OPERATIONS PROGRAM APPLICATION FOR THE BUS RAPID
TRANSIT EXPANSION - MIDTOWN CORRIDOR PROJECT

WHEREAS, the California Legislature enacted the Transit, Affordable Housing and Sustainable Communities Program (SB 862) in 2014 to reduce greenhouse gas emissions from the transportation sector; and

WHEREAS, SB 862 established the Low Carbon Transit Operations Program (LCTOP) to receive revenue from the sale of emission allowances in California's Cap-and-Trade program and distribute these funds to transit operators and regional transportation planning agencies for projects which increase transit ridership; and

WHEREAS, SB 862 named the California Department of Transportation (Caltrans) as the administrative agency for the LCTOP; and

WHEREAS, Caltrans has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, San Joaquin Regional Transit District (RTD) is an eligible project sponsor and may receive state funding from the LCTOP for transit projects; and

WHEREAS, RTD staff recommends the Board authorize submittal of an allocation request for implementation of the following LCTOP project(s):

Project Name: BRT Expansion - Midtown Corridor project

LCTOP Funds Requested: \$2,083,881

Short Description: This project is for one year of additional operating funds in FY 2022-23 for the Bus Rapid Transit (BRT) Route 47 along the Midtown Corridor. The project will benefit a disadvantaged, low-income community by providing zero-emission BRT service and access to various destinations.

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

- 1) That RTD agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations, and guidelines for all LCTOP-funded transit projects.

- 2) That the Chair of the Board and the CEO be, and they hereby are authorized and directed to finalize and execute the FY22-23 LCTOP application and all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.
- 3) That the Chair of the Board and the CEO, acting separately, are hereby authorized to submit the application for FY 2022-23 LCTOP funds for the BRT Expansion - Midtown Corridor project in the amount of \$2,083,881. This project is for one year of additional operating funds in FY 2022-23 for the Bus Rapid Transit (BRT) Route 47 along the Midtown Corridor. The project will benefit a disadvantaged, low-income community by providing zero-emission BRT service and access to various destinations.

REVISED MAY 18, 2023



**LEAD STAFF: SHOFI ULL AZUM SHOFI,
DIRECTOR OF PLANNING AND SERVICE DEVELOPMENT**

I. RECOMMENDED ACTION

That the Board of Directors accepts and files the San Joaquin Regional Transit District (RTD) Paratransit Operations Status Quarterly Report for January, February, and March 2023.

II. SUMMARY

- RTD is federally mandated to provide ADA complementary paratransit service providing shared ride, door-to-door demand-response transportation to customers certified as having disabilities which prevent them from independently using the fixed route bus.
- During January, February, and March, RTD provided **8,755** rides. On-Time Performance for this period was 98%, which is above standard.
- RTD's ADA complementary paratransit service is contracted out to RydeTrans. RydeTrans currently has 13 Paratransit Operators, two Road Supervisors, one Operations Manager, and 13 operating vehicles.

III. DISCUSSION/BACKGROUND

Summary review of monthly operational statistics for RTD's paratransit service.

Comparing the monthly statistics of Q1 FY22 to the monthly statistics of Q1 FY23:

- In January, the number of Paratransit rides increased by: 988
- In February, the number of Paratransit rides increased by: 690
- In March, the number of Paratransit rides increased by: **579**

Summary review of Q1 operational information for FY23:

- January number of total Paratransit rides: 2,945
- February number of total Paratransit rides: 2,750
- March number of total Paratransit rides: **3,060**

Comparing December 2022 statistics to January 2023, Paratransit rides increased by 170.

Comparing January 2023 statistics to February 2023, Paratransit rides decreased by 195.

Comparing February 2023 statistics to March 2023, Paratransit rides increased by **310**.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

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

V. FINANCIAL CONSIDERATIONS/IMPACT

There are no financial considerations for this report.

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

N/A

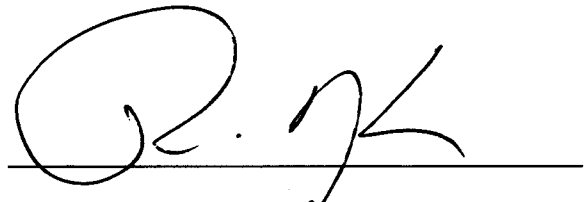
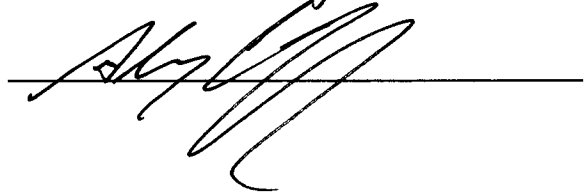
VIII. ATTACHMENTS

- Attachment A:** RTD's Paratransit On-time Performance Charts for January, February, and March
- Attachment B:** Comparative Operating Statistics Tables for January, February, and March
- Attachment C:** Number of Rides Comparison Chart
- Attachment D:** Total Rides vs. Shared Rides Chart
- Attachment E:** Annual Miles Comparison Chart
- Attachment F:** Monthly ADA Assessments
- Attachment G:** Top Monthly Ride Destinations for January, February, and March

Prepared by: Shofi Ull Azum Shofi, Director of Planning and Service Development

IX. APPROVALS

Financial Impact Approved:
Robert Kyle, CFO

Alex Clifford, CEO



Attachment A
Cover Page

On-time Performance Report for January 2023

	January 2022	January 2023
Total pick-ups	1957	2945
Percent in "ready window" *	93.20%	99.12%
1 to 5 minutes late	2.04%	0.44%
6 to 10 minutes late	1.18%	0.14%
11 to 15 minutes late	0.97%	0.17%
16 to 20 minutes late	0.56%	0.07%
21 to 25 minutes late	0.66%	0.07%
26 to 30 minutes late	0.26%	0.00%
31 to 35 minutes late	0.15%	0.00%
36 to 40 minutes late	0.15%	0.00%
41 or more minutes late (excessively late/missed trips)	0.82%	0.00%
Total beyond "ready window"	6.80%	0.88%

*Target: 96%

On-time Performance

For January, RydeTrans met the above standards on-time performance of 99%.
Ridership increased from last month by 170 rides. RydeTrans received an incentive of \$1,500 for OTP.

A Customer Service Report is a compliment, comment, or complaint.

During January, RydeTrans received a total of two Customer Service Reports, both were valid complaints.

On-time Performance Report for February 2023

	February 2022	February 2023
Total pick-ups	2060	2750
Percent in "ready window"	96.60%	98.91%
1 to 5 minutes late	1.55%	0.36%
6 to 10 minutes late	0.78%	0.47%
11 to 15 minutes late	0.29%	0.07%
16 to 20 minutes late	0.39%	0.15%
21 to 25 minutes late	0.15%	0.04%
26 to 30 minutes late	0.00%	0.00%
31 to 35 minutes late	0.10%	0.00%
36 to 40 minutes late	0.05%	0.00%
41 or more minutes late (excessively late/missed trips)	0.10%	0.00%
Total beyond "ready window"	3.40%	1.09%

*Target: 96%

On-time Performance

For February, on-time performance decreased by 0.2%, putting RydeTrans at 98.91%. Ridership also decreased from last month by 195 rides. **RydeTrans received an incentive of \$1,500 for OTP.**

A Customer Service Report is a compliment, comment, or complaint. During February, RydeTrans received a total of two Customer Service Reports, both were valid complaints.

On-time Performance Report for March 2023

	March 2022	March 2023
Total pick-ups	2481	3060
Percent in "ready window"	97.14%	99.22%
1 to 5 minutes late	1.33%	0.33%
6 to 10 minutes late	0.56%	0.33%
11 to 15 minutes late	0.44%	0.10%
16 to 20 minutes late	0.16%	0.03%
21 to 25 minutes late	0.00%	0.00%
26 to 30 minutes late	0.08%	0.00%
31 to 35 minutes late	0.12%	0.00%
36 to 40 minutes late	0.00%	0.00%
41 or more minutes late (excessively late/missed trips)	0.16%	0.00%
Total beyond "ready window"	2.86%	0.78%

*Target: 96%

On-time Performance

On-time performance decreased by 2.25% for March, putting RydeTrans at 96.66%. Ridership increased from last month by 391 rides. RydeTrans received an incentive of \$1,500 for OTP.

A Customer Service Report is a compliment, comment, or complaint. During March, RydeTrans received a total of two Customer Service Reports. One was invalid, and one was valid.



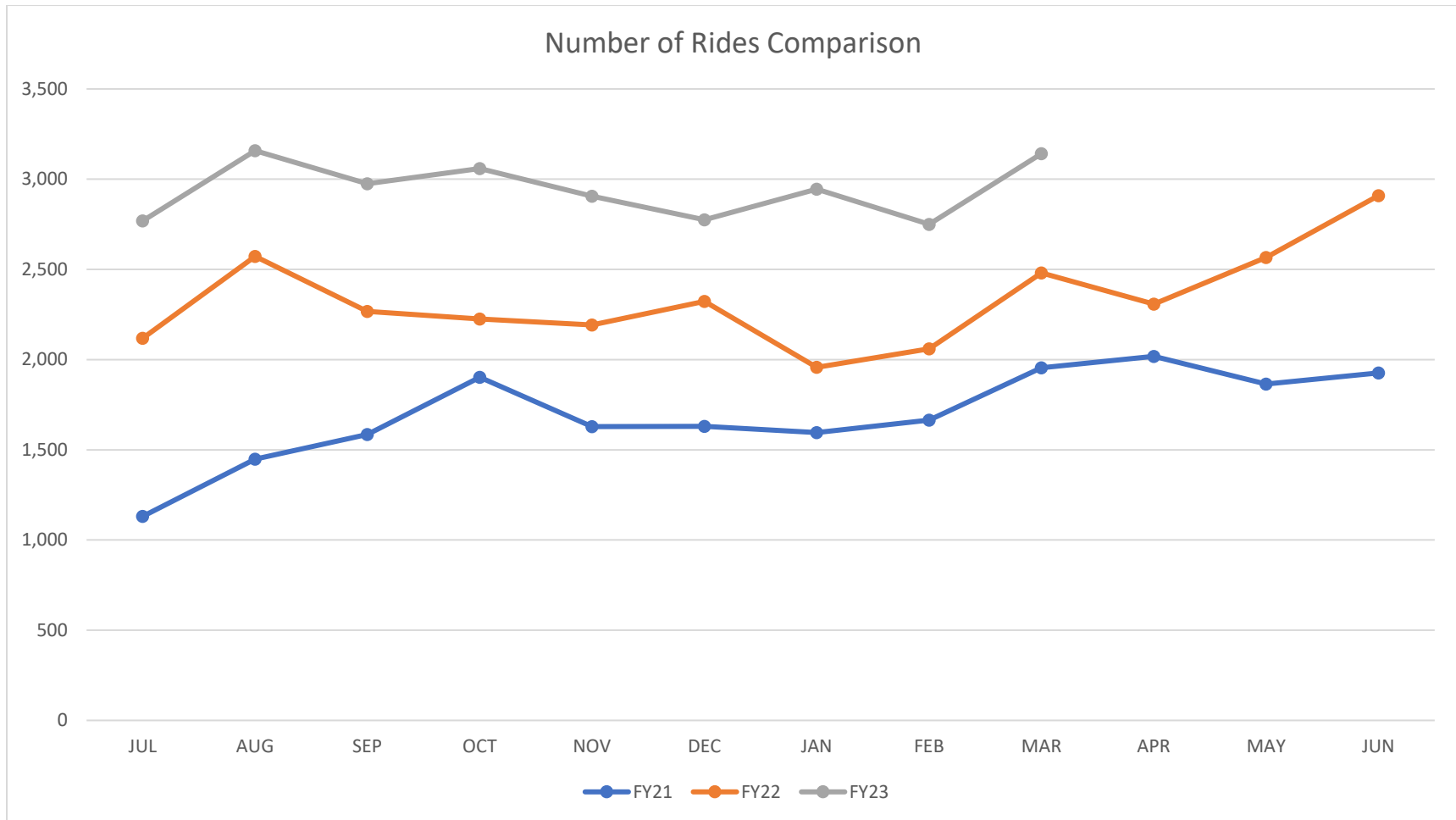
Attachment B
Cover Page

Comparative Operating Statistics for January, February, and March

	Jan-22	Feb-22	Mar-22	Q1 2022 AVG	Jan-23	Feb-23	Mar-23	Q1 2023 AVG	Difference	Performance Goals
Requested	4,954	3,789	4,819	4,521	5,724	5,148	3,141	4,671	150	
Completed Trips	1,957	2,060	2,481	2,166	2,945	2,750	3,060	2,918	752	
Late Cancels	17%	13%	11%	14%	13%	10%	10%	11%	-3%	
No Shows	10%	6%	4%	7%	4%	3%	3%	3%	-4%	Less than 3%
Total Revenue Miles	15,541	15,768	18,596	16,635	23,620	23,150	25,274	24,015	7,380	
Avg (Completed) Trip Miles	6.10	7.65	7.50	7.08	8.02	8.42	8.26	8.23	1.15	
Within Ready Window (OTP)	93%	96.60%	97.14%	95.58%	99%	98.91%	99.22%	99%	3%	96% Expected
Call Center Volume	N/A	N/A	N/A	N/A	2,620	2,495	2,542	2,552	N/A	
Hold Times <=2 minutes	N/A	N/A	N/A	N/A	81%	81%	82%	81%	N/A	Greater than 90%
Distinct Riders	222	105	213	180	264	250	121	212	32	
Most Frequent Rider	53	39	50	47	48	44	44	45	-2	
Shared Rides	22%	33%	41%	32%	39%	42%	41%	41%	9%	
Passenger per Revenue Hour	1.70	1.70	1.9	1.8	1.9	2.00	1.9	1.9	0.2	
Completed Trips <= 10 Miles	91%	93%	91%	92%	91%	90%	91%	91%	-1%	
Completed Trips > 10 Miles	9%	7%	9%	8%	9%	10%	9%	9%	1%	
Denied Rides	0	0	0	0	0	0	0	0	0	Zero
Missed Trips	36	13	14	21	20	16	3	13	-8	
Excessively Long Trips (Duration)	27	8	7	14	17	10	8	12	-2	
Reported Complaints	4	3	1	3	2	2	2	2	-1	Less than 1 per 1k boarding
Valid Complaints	3	2	1	2	2	2	1	2	0	
Farebox Recovery Ratio	4.07%	4.47%	4.59%	4.38%	4.02%	3.93%	3.81%	3.92%	-0.46%	



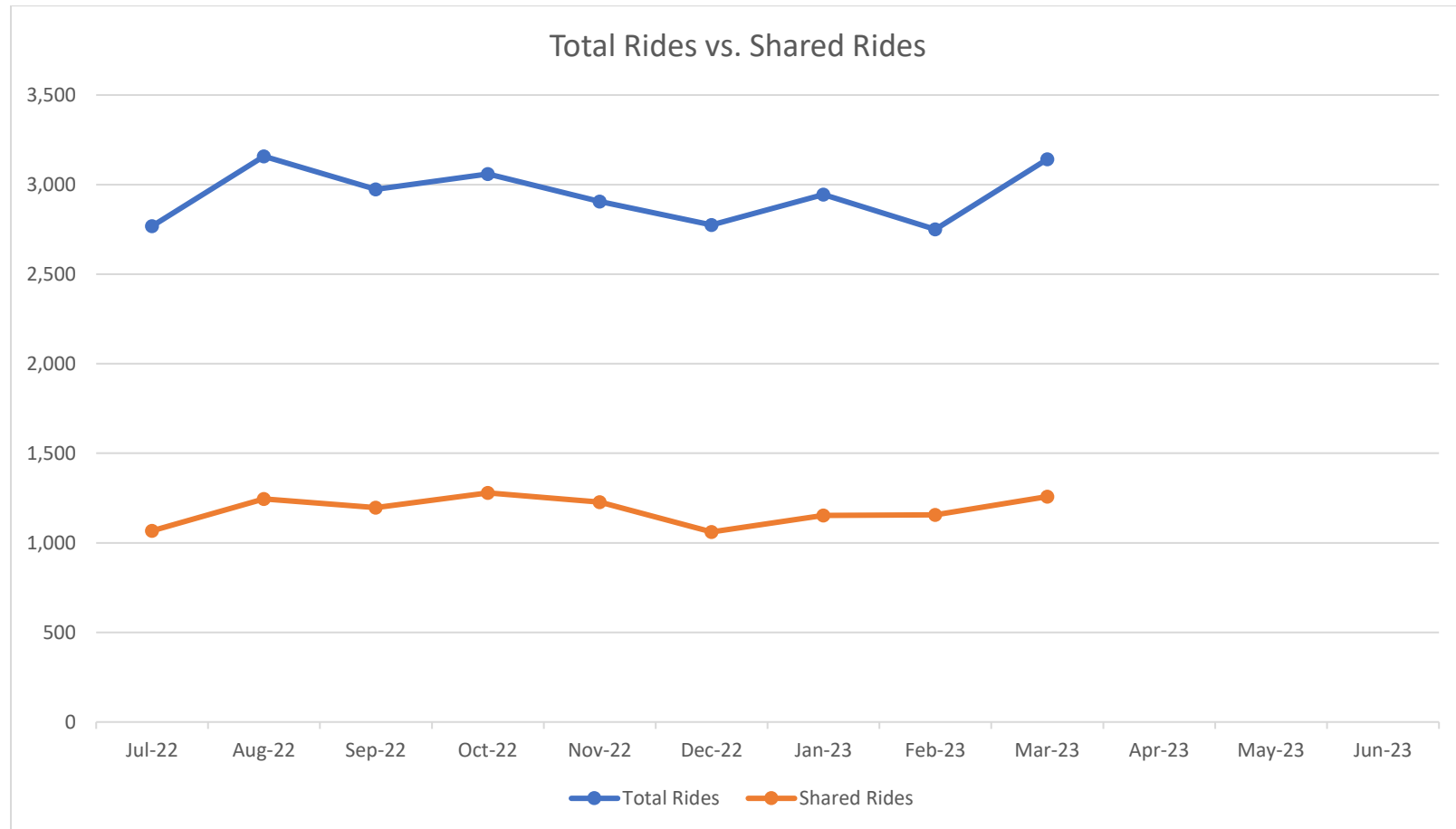
Attachment C
Cover Page



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
FY21	1,131	1,448	1,585	1,902	1,628	1,630	1,596	1,664	1,954	2,018	1,865	1,926	20,347
FY22	2,118	2,572	2,267	2,225	2,192	2,323	1,957	2,060	2,481	2,307	2,566	2,909	27,977
FY23	2,769	3,158	2,974	3,059	2,905	2,775	2,945	2,750	3,060				26,284



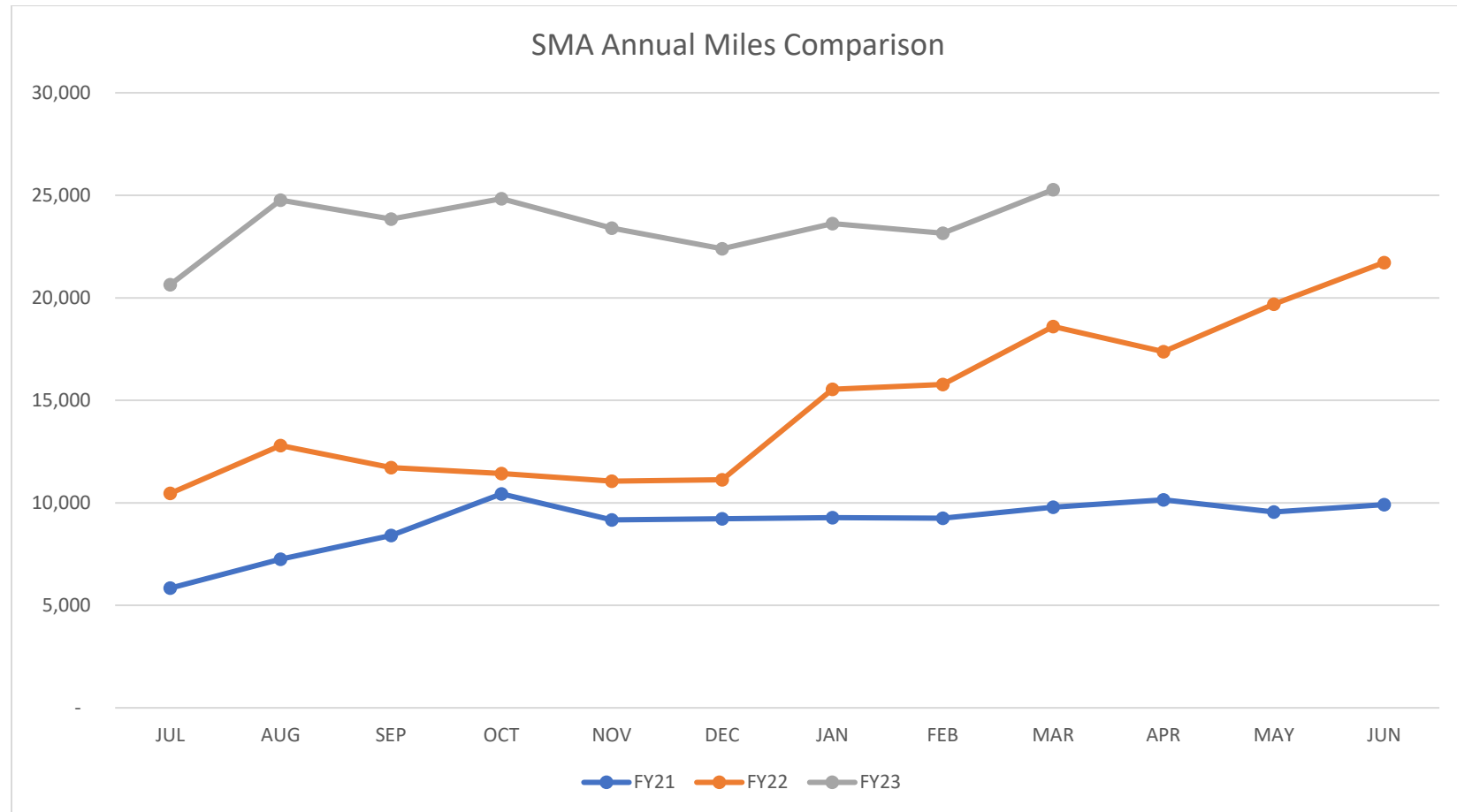
Attachment D
Cover Page



	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Total	Avg
Total Rides	2,769	3,158	2,974	3,059	2,905	2,775	2,945	2,750	3,060				26,395	2,933
Shared Rides	1,068	1,245	1,197	1,279	1,228	1,061	1,153	1,157	1,259				10,647	1,183
% of Share Rides	39%	39%	40%	42%	42%	38%	39%	42%	41%					40%



Attachment E
Cover Page



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	TOTAL
FY21	5,840	7,252	8,408	10,436	9,168	9,224	9,280	9,252	9,787	10,141	9,549	9,918	108,255
FY22	10,464	12,795	11,720	11,427	11,055	11,129	15,541	15,768	18,596	17,374	19,692	21,723	177,284
FY23	20,643	24,764	23,843	24,837	23,404	22,395	23,620	23,150	25,275				211,931



Attachment F
Cover Page

Monthly ADA Assessments

MONTHLY ASSESSMENTS						
	UNRESTRICTED	RESTRICTED CONDITIONAL	RESTRICTED TRIP BY TRIP	TEMPORARY	DENIED	TOTAL
JANUARY 2022	42	7	0	0	0	49
FEBRUARY 2022	49	5	0	0	0	54
MARCH 2022	36	8	0	0	0	44
APRIL 2022	31	5	0	0	0	36
MAY 2022	28	0	0	0	0	28
JUNE 2022	32	6	0	0	1	38
JULY 2022	52	6	0	0	0	58
AUGUST 2022	32	10	0	0	0	42
SEPTEMBER 2022	30	2	0	0	0	32
OCTOBER 2022	33	6	0	0	0	39
NOVEMBER 2022	35	0	0	0	0	35
DECEMBER 2022	33	4	0	0	0	37

Number of Eligible Riders for October 2022 = 1,376

Number of Eligible Riders for November 2022 = 1,411

Number of Eligible Riders for December 2022 = 1,398

Unrestricted: If, because of a disability, a person can never use the fixed route bus service under any condition.

Restricted: If a person can use fixed route bus service for some trips, they may be determined eligible but restricted from those trips that they could make using the fixed route bus system.

Immediate need: If, due to unforeseeable circumstances, a person may need transportation before completing the eligibility process, they may be provided with immediate need eligibility for up to 14 days.

Temporary: If a person has a limited-term condition that prevents them from using the fixed route service system.



Attachment G
Cover Page

Top Monthly Ride Destinations for January, February, and March 2023

LOCATION	January 2023	February 2023	March 2023	Total	Percent of Total Rides
Service First of Norther CA – Day Program 102 W Bianchi Rd Stockton, CA 95207	426	458	314	1,198	8.6%
Active Life Adult Day Center – Day Program 7209 Tam O'Shanter Dr Stockton, CA 95210	543	0	0	543	3.9%
Person Centered Services, Inc. – Day Program 722 W March Ln Stockton, CA 9520	145	225	134	504	3.6%
Community Medical Centers 1801 E March Ln, Stockton, CA 95210	186	194	115	495	3.6%
Walmart Supercenter – Work/Shopping 3223 E Hammer Ln Stockton, CA 95212	175	218	90	483	3.5%
Open Door Services Inc. – Day Program 4045 Coronado Ave Stockton, CA 95204	152	114	157	423	3%
Courtyard at Venetian Terrace – Senior Citizen Apartment 5020 Virtue Arc Dr Stockton, CA 95207	118	126	89	333	2.4%
Da Vita Inc – Kidney Care - Dialysis 545 Cleveland St Stockton, CA 95204	59	127	144	330	2.4%
Senior Citizens Apartments 625 E. Oak St, Stockton, CA 95202	136	161	9	306	2.2%
United Cerebral Palsy (UCP) – Day Program 333 W Benjamin Holt Dr Stockton, CA 95207	97	87	84	268	1.9%

Number of rides for January 2023 = 2,945
Number of rides for February 2023 = 2,750
Number of rides for March 2023 = 3,060



LEAD STAFF: RAVI SHARMA, FINANCE MANAGER

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

I. SUMMARY

- This staff report provides the Board of Directors (Board) with the Check Register for the month of April 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 April 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 April 2023 for Board review, agency disclosure and transparency.

V. CHANGES FROM COMMITTEE

N/A

VI. ALTERNATIVES CONSIDERED

None.

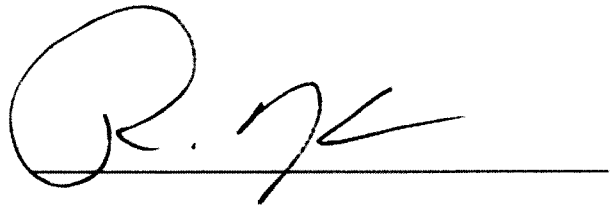
VII. ATTACHMENTS

Attachment A: Check Register for the month of April 2023.

Prepared by: Ravi Sharma, Finance Manager

VIII. APPROVALS

Financial Impact Approved:
Robert Kyle, CFO

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

Alex Clifford, CEO

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



Attachment A
Cover Page

SAN JOAQUIN RTD
Consolidated Check Register
Date Range: 04/01/2023 t 04/30/2023

Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00008344	EFT	V03295	A-Z BUS SALES INC	INVSAC5306	1282615	OH	04/06/2023	04/06/2023	MW	CX	24.14
AP 00008345	EFT	V00433	AFLAC	315408-A	2565230	OH	04/06/2023	04/06/2023	MW	CX	754.88
AP 00008346	EFT	V01801	AMAZON.COM SERVICES LLC	135573159481305	10260920	OH	04/06/2023	04/06/2023	MW	CX	2,673.83
AP 00008347	EFT	V03683	ANTONIO J. TRIGO	14165	3847845	OH	04/06/2023	04/06/2023	MW	CX	1,344.70
AP 00008348	EFT	V05474	ATU LOCAL 256	APR23 PT DUES	3847845	OH	04/06/2023	04/06/2023	MW	CX	10,145.40
AP 00008349	EFT	V01731	AUTOZONE PARTS INC	2858962156	3847845	OH	04/06/2023	04/06/2023	MW	CX	847.97
AP 00008350	EFT	V00528	BIG VALLEY FORD INC	PQ182247FOW	7695690	OH	04/06/2023	04/06/2023	MW	CX	591.56
AP 00008351	EFT	V01232	BOCKMON & WOODY	J019382	1282615	OH	04/06/2023	04/06/2023	MW	CX	9,488.65
AP 00008352	EFT	V04115	BUS AND EQUIPMENT REPAIR INC.	76396	2565230	OH	04/06/2023	04/06/2023	MW	CX	2,890.71
AP 00008353	EFT	V00050	CHASE CHEVROLET	980905	14108765	OH	04/06/2023	04/06/2023	MW	CX	5,465.83
AP 00008354	EFT	V00486	CREATIVE BUS SALES INC	XA128008303:01	1282615	OH	04/06/2023	04/06/2023	MW	CX	2,629.89
AP 00008355	EFT	V01721	DAVEY COACH SALES	05P50598	2565230	OH	04/06/2023	04/06/2023	MW	CX	153.49
AP 00008356	EFT	V00390	DELTA DENTAL OF CALIFORNIA	BE005427397	1282615	OH	04/06/2023	04/06/2023	MW	CX	21,044.48
AP 00008357	EFT	V00511	DS SERVICES OF AMERICA INC	7599441040123	1282615	OH	04/06/2023	04/06/2023	MW	CX	436.25
AP 00008358	EFT	V05215	DUNCAN PRESS INC	36541	1282615	OH	04/06/2023	04/06/2023	MW	CX	2,180.00
AP 00008359	EFT	V000426	FASTENAL COMPANY	CAGO11005	2565230	OH	04/06/2023	04/06/2023	MW	CX	3,561.01
AP 00008360	EFT	V05245	FREMONT PLAZA ACE HARDWARE	54609/1	1282615	OH	04/06/2023	04/06/2023	MW	CX	43.58
AP 00008361	EFT	V00561	GENERAL PARTS DISTRIBUTION LLC	8306-728324	7695690	OH	04/06/2023	04/06/2023	MW	CX	1,520.52
AP 00008362	EFT	V01797	GENFARE LLC	90190480	1282615	OH	04/06/2023	04/06/2023	MW	CX	412.15
AP 00008363	EFT	V03216	GILLIG LLC	CM5054051	28217530	OH	04/06/2023	04/06/2023	MW	CX	17,189.00
AP 00008364	EFT	V01467	GRAINGER	9654235044	3847845	OH	04/06/2023	04/06/2023	MW	CX	362.52
AP 00008365	EFT	V01673	GREAT WEST TRUST COMPANY LLC	743880-01 APR123	1282615	OH	04/06/2023	04/06/2023	MW	CX	1,688.45
AP 00008366	EFT	V01363	KENDALL OWEN MCSPARREN	I50611	2565230	OH	04/06/2023	04/06/2023	MW	CX	635.00
AP 00008367	EFT	V05310	MANAGED HEALTH NETWORK	PRM-078695	1282615	OH	04/06/2023	04/06/2023	MW	CX	389.30
AP 00008368	EFT	V01576	MEDICAL TRANSPORTATION	100018710	2565230	OH	04/06/2023	04/06/2023	MW	CX	55,728.16
AP 00008369	EFT	V05231	MODESTO JANITORIAL SUPPLY	579824	1282615	OH	04/06/2023	04/06/2023	MW	CX	515.09
AP 00008370	EFT	V00166	MUNCIE RECLAMATION SUPPLY	CM3459641	5130460	OH	04/06/2023	04/06/2023	MW	CX	1,880.93

User: RSHARMA - Ravi Sharma

Page: 1

Current Date: 05/05/2023

Report: BK_CON_CK_REG_JDC_EFT - BR: Consolidated Check Register With EFT

Time: 09:23:08

SAN JOAQUIN RTD
Consolidated Check Register
Date Range: 04/01/2023 t 04/30/2023

Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00008371	EFT	V01204	NAVIA BENEFIT SOLUTIONS	FSA APR0723	3847845	OH	04/06/2023	04/06/2023	MW	CX	2,704.18
AP 00008372	EFT	V01736	NEXT LEVEL PARTS INC	CM15889-14654	2565230	OH	04/06/2023	04/06/2023	MW	CX	984.12
AP 00008373	EFT	V03271	PARTS AUTHORITY METRO LLC	16MN2997	1282615	OH	04/06/2023	04/06/2023	MW	CX	141.85
AP 00008374	EFT	E01848	ADAM MICHAEL POTTS	REIMB0325BOOT	1282615	OH	04/06/2023	04/06/2023	MW	CX	170.00
AP 00008375	EFT	V02474	PREVOST CAR (US) INC	902074557	3847845	OH	04/06/2023	04/06/2023	MW	CX	669.15
AP 00008376	EFT	V03452	RAY L RIGHETTI	41194	1282615	OH	04/06/2023	04/06/2023	MW	CX	343.04
AP 00008377	EFT	V05184	REXEL USA INC	3S15368	1282615	OH	04/06/2023	04/06/2023	MW	CX	256.76
AP 00008378	EFT	V00233	ROBERT B. PARKER	BOARDMTGPREP	1282615	OH	04/06/2023	04/06/2023	MW	CX	1,125.00
AP 00008379	EFT	V01444	ROSCO COLLISION AVOIDANCE INC	801432	1282615	OH	04/06/2023	04/06/2023	MW	CX	245.00
AP 00008380	EFT	V01614	LP. ROTH STAFFING COMPANIES	14324157	2565230	OH	04/06/2023	04/06/2023	MW	CX	2,774.45
AP 00008381	EFT	V00536	SAMUEL BERRI	14975	1282615	OH	04/06/2023	04/06/2023	MW	CX	405.00
AP 00008382	EFT	V01679	SEDGWICK CLAIMS MANAGEMENT	CC2657202303271	1282615	OH	04/06/2023	04/06/2023	MW	CX	87,500.00
AP 00008383	EFT	V01581	SIRIUS COMPUTER SOLUTIONS INC	23030351	1282615	OH	04/06/2023	04/06/2023	MW	CX	3,916.84
AP 00008384	EFT	V05252	TEC OF CALIFORNIA INC	941938D	2565230	OH	04/06/2023	04/06/2023	MW	CX	834.77
AP 00008385	EFT	V00405	TK SERVICES INC	PSO038147-1	2565230	OH	04/06/2023	04/06/2023	MW	CX	562.46
AP 00008386	EFT	V00414	UNITED WAY	CONTRIB	1282615	OH	04/06/2023	04/06/2023	MW	CX	133.00
AP 00008387	EFT	V01624	US AIR CONDITIONING	6123472	2565230	OH	04/06/2023	04/06/2023	MW	CX	177.95
AP 00008388	EFT	V05271	US BANK	RETCONTAPR072	8978305	OH	04/06/2023	04/06/2023	MW	CX	159,863.74
AP 00008389	EFT	V01874	VAN DE POL ENTERPRISES	0272841-IN	1282615	OH	04/06/2023	04/06/2023	MW	CX	1,956.78
AP 00008390	EFT	V01583	WOLSELEY INVESTMENTS INC	05P50598	1282615	OH	04/06/2023	04/06/2023	MW	CX	34.87
AP 00008391	EFT	V03295	A-Z BUS SALES INC	INVSAC5607	1284758	OH	04/13/2023	04/13/2023	MW	CX	20.02
AP 00008392	EFT	V01840	AAA BUSINESS SUPPLIES	2257676-0	5139032	OH	04/13/2023	04/13/2023	MW	CX	876.29
AP 00008393	EFT	V01801	AMAZON.COM SERVICES LLC	126815630506824	1284758	OH	04/13/2023	04/13/2023	MW	CX	19.48
AP 00008394	EFT	V01296	BENTLEY SYSTEMS	43883680	1284758	OH	04/13/2023	04/13/2023	MW	CX	5,704.00
AP 00008395	EFT	V00528	BIG VALLEY FORD INC	FOCS989869	6423790	OH	04/13/2023	04/13/2023	MW	CX	1,062.64
AP 00008396	EFT	V01232	BOCKMON & WOODY	J019461	1284758	OH	04/13/2023	04/13/2023	MW	CX	499.40
AP 00008397	EFT	V01766	CAL TRANSIT SYSTEMS JT POWERS	SCAL2021-0237	2569516	OH	04/13/2023	04/13/2023	MW	CX	264,809.46

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Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00008398	EFT	V05303	CAL- ENVIROSAFE. LLC	49574	1284758	OH	04/13/2023	04/13/2023	MW	CX	2,608.19
AP 00008399	EFT	V00132	CALIFORNIA WATER SERVICE	9332387932MAR2	1284758	OH	04/13/2023	04/13/2023	MW	CX	3,727.75
AP 00008400	EFT	V01753	CAPITAL EDGE ADVOCACY INC	23-50	1284758	OH	04/13/2023	04/13/2023	MW	CX	5,500.00
AP 00008401	EFT	V02211	CAPITAL RUBBER CO LTD	S157881	2569516	OH	04/13/2023	04/13/2023	MW	CX	86.66
AP 00008402	EFT	V05266	CARL WARREN & COMPANY	CWC-2029890	2569516	OH	04/13/2023	04/13/2023	MW	CX	3,180.00
AP 00008403	EFT	V05459	CASTLE BRANCH INC.	0881275-IN	1284758	OH	04/13/2023	04/13/2023	MW	CX	1,135.60
AP 00008404	EFT	V00365	CENTRALSQUARE TECHNOLOGIES	378482	1284758	OH	04/13/2023	04/13/2023	MW	CX	45.00
AP 00008405	EFT	V00050	CHASE CHEVROLET	981448	6423790	OH	04/13/2023	04/13/2023	MW	CX	1,580.06
AP 00008406	EFT	V00482	COMFORT AIR INC	101836	1284758	OH	04/13/2023	04/13/2023	MW	CX	3,250.00
AP 00008407	EFT	V01176	EIP HOLDCO INC	188640	2569516	OH	04/13/2023	04/13/2023	MW	CX	12,833.73
AP 00008408	EFT	V05091	ELECTRONIC DATA MAGNETICS	CIEDM23040002	1284758	OH	04/13/2023	04/13/2023	MW	CX	30,450.00
AP 00008409	EFT	V01517	ELITE AUTOMATIC FIRE	SJRTC-1222A	3854274	OH	04/13/2023	04/13/2023	MW	CX	2,550.00
AP 00008410	EFT	V05245	FREMONT PLAZA ACE HARDWARE	54709/1	2569516	OH	04/13/2023	04/13/2023	MW	CX	16.66
AP 00008411	EFT	V00561	GENERAL PARTS DISTRIBUTION LLC	6306-729102	3854274	OH	04/13/2023	04/13/2023	MW	CX	464.79
AP 00008412	EFT	V03216	GILLIG LLC	41026469	8993306	OH	04/13/2023	04/13/2023	MW	CX	3,207.99
AP 00008413	EFT	V00576	GOLDEN BEAR FIRE	9531	1284758	OH	04/13/2023	04/13/2023	MW	CX	2,897.94
AP 00008414	EFT	V01467	GRAINGER	9660231318	1284758	OH	04/13/2023	04/13/2023	MW	CX	287.43
AP 00008415	EFT	V00419	HANSON BRIDGETT LLP	1343210-1343220	1284758	OH	04/13/2023	04/13/2023	MW	CX	68,364.70
AP 00008416	EFT	V01529	HARBOR DIESEL & EQUIPMENT INC	P280857	1284758	OH	04/13/2023	04/13/2023	MW	CX	440.10
AP 00008417	EFT	V03329	HOGAN MFG INC	148702	1284758	OH	04/13/2023	04/13/2023	MW	CX	267.76
AP 00008418	EFT	V00134	INTERSTATE TRUCK CENTER LLC	01P444433	1284758	OH	04/13/2023	04/13/2023	MW	CX	486.73
AP 00008419	EFT	V01363	KENDALL OWEN MCSPARREN	I50736	2569516	OH	04/13/2023	04/13/2023	MW	CX	477.33
AP 00008420	EFT	V01024	KRONOS INCORPORATED	12046740	1284758	OH	04/13/2023	04/13/2023	MW	CX	709.28
AP 00008421	EFT	V00130	LIFESONG MINISTRIES INC	APRIL2023	1284758	OH	04/13/2023	04/13/2023	MW	CX	225.00
AP 00008422	EFT	V01199	MASABI LLC	SJTD-IN8	1284758	OH	04/13/2023	04/13/2023	MW	CX	23,328.00
AP 00008423	EFT	V01576	MEDICAL TRANSPORTATION	100019104RB	3854274	OH	04/13/2023	04/13/2023	MW	CX	19,084.56
AP 00008424	EFT	V01162	MINNESOTA LIFE	91341641-00	1284758	OH	04/13/2023	04/13/2023	MW	CX	4,619.40

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Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00008425	EFT	V00172	MISSION UNIFORM SERVICE	518913885	2569516	OH	04/13/2023	04/13/2023	MW	CX	745.69
AP 00008426	EFT	V05231	MODESTO JANITORIAL SUPPLY	580209	1284758	OH	04/13/2023	04/13/2023	MW	CX	2,662.70
AP 00008427	EFT	V00166	MUNCIE RECLAMATION SUPPLY	CM3475486	2569516	OH	04/13/2023	04/13/2023	MW	CX	535.42
AP 00008428	EFT	V00943	MUTUAL OF OMAHA INSURANCE CO	001503171452	1284758	OH	04/13/2023	04/13/2023	MW	CX	617.40
AP 00008429	EFT	E00887	SHIVA NAMBIAR	REIMB0328TOOLS	1284758	OH	04/13/2023	04/13/2023	MW	CX	317.67
AP 00008430	EFT	V01706	PINNACLE PETROLEUM INC	0302839	1284758	OH	04/13/2023	04/13/2023	MW	CX	26,954.32
AP 00008431	EFT	V00395	PITNEY BOWES	800090001143APR	1284758	OH	04/13/2023	04/13/2023	MW	CX	500.00
AP 00008432	EFT	V02474	PREVOST CAR (US) INC	902087943	1284758	OH	04/13/2023	04/13/2023	MW	CX	37.93
AP 00008433	EFT	V00327	RAY MORGAN	4078310	2569516	OH	04/13/2023	04/13/2023	MW	CX	887.10
AP 00008434	EFT	V00469	RAYS RADIO SHOP INC	52202	1284758	OH	04/13/2023	04/13/2023	MW	CX	1,414.60
AP 00008435	EFT	V01599	RELATION INSURANCE SERVICES	2850828	1284758	OH	04/13/2023	04/13/2023	MW	CX	5,417.00
AP 00008436	EFT	V00252	REPUBLIC SERVICES INC	0208-000780694	6423790	OH	04/13/2023	04/13/2023	MW	CX	3,244.96
AP 00008437	EFT	V00398	ROBERT HALF INTERNATIONAL INC	61836370	6423790	OH	04/13/2023	04/13/2023	MW	CX	10,895.20
AP 00008438	EFT	V01614	LP. ROTH STAFFING COMPANIES	14327008	1284758	OH	04/13/2023	04/13/2023	MW	CX	1,335.43
AP 00008439	EFT	V01448	SAGE RENEWABLE ENERGY	000000277977	1284758	OH	04/13/2023	04/13/2023	MW	CX	1,356.25
AP 00008440	EFT	V01679	SEDGWICK CLAIMS MANAGEMENT	SF2672023012750	2569516	OH	04/13/2023	04/13/2023	MW	CX	29,205.99
AP 00008441	EFT	V01143	SEON DESIGN USA CORP	178491	1284758	OH	04/13/2023	04/13/2023	MW	CX	1,767.32
AP 00008442	EFT	V01415	SHAW YODER ANTWHI SCHMELZER	21064	1284758	OH	04/13/2023	04/13/2023	MW	CX	3,333.33
AP 00008443	EFT	V00405	TK SERVICES INC	PSO038157-1	1284758	OH	04/13/2023	04/13/2023	MW	CX	207.46
AP 00008444	EFT	V01348	VISION SERVICE PLAN (CA)	817634523	2569516	OH	04/13/2023	04/13/2023	MW	CX	3,890.64
AP 00008445	EFT	V01840	AAA BUSINESS SUPPLIES	2258399-0	2574948	OH	04/20/2023	04/20/2023	MW	CX	59.85
AP 00008446	EFT	V00433	AFLAC	387059	1287474	OH	04/20/2023	04/20/2023	MW	CX	644.36
AP 00008447	EFT	V03683	ANTONIO J. TRIGO	14361	23174532	OH	04/20/2023	04/20/2023	MW	CX	13,305.00
AP 00008448	EFT	V05474	ATU LOCAL 256	INIT APR23	2574948	OH	04/20/2023	04/20/2023	MW	CX	4,070.00
AP 00008449	EFT	V01087	BAGLEY ENTERPRISES INC	13736	1287474	OH	04/20/2023	04/20/2023	MW	CX	150.00
AP 00008450	EFT	V01816	BARNEY JORDAN PLUMBING INC	51049	1287474	OH	04/20/2023	04/20/2023	MW	CX	870.00
AP 00008451	EFT	V00528	BIG VALLEY FORD INC	592250FOW	1287474	OH	04/20/2023	04/20/2023	MW	CX	124.50

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Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00008452	EFT	V04115	BUS AND EQUIPMENT REPAIR INC.	76431	1287474	OH	04/20/2023	04/20/2023	MW	CX	102.83
AP 00008453	EFT	V00467	CALIFORNIA WELDING SUPPLY CO	189691	1287474	OH	04/20/2023	04/20/2023	MW	CX	112.00
AP 00008454	EFT	V01313	CARACAL ENTERPRISES LLC	137067	2574948	OH	04/20/2023	04/20/2023	MW	CX	2,052.39
AP 00008455	EFT	V05313	CCT TELECOMMUNICATION INC	75909	1287474	OH	04/20/2023	04/20/2023	MW	CX	773.76
AP 00008456	EFT	V01615	CEN-CAL FIRE ALARM & SECURITY	11737	5149896	OH	04/20/2023	04/20/2023	MW	CX	170.00
AP 00008457	EFT	V00050	CHASE CHEVROLET	981782	3862422	OH	04/20/2023	04/20/2023	MW	CX	1,107.99
AP 00008458	EFT	V00486	CREATIVE BUS SALES INC	XA128008147:01	2574948	OH	04/20/2023	04/20/2023	MW	CX	881.35
AP 00008459	EFT	V01721	DAVEY COACH SALES	05P50602	1287474	OH	04/20/2023	04/20/2023	MW	CX	198.83
AP 00008460	EFT	V03851	DELTA WIRELESS INC	194001308-1	2574948	OH	04/20/2023	04/20/2023	MW	CX	250.00
AP 00008461	EFT	V01726	INC ELITE SUPPLY SOURCE	122247	1287474	OH	04/20/2023	04/20/2023	MW	CX	470.88
AP 00008462	EFT	V01562	ENGIE STORAGE SERVICES NA LLC	90045229	1287474	OH	04/20/2023	04/20/2023	MW	CX	71,544.00
AP 00008463	EFT	V000426	FASTENAL COMPANY	CMCASTC159221	9012318	OH	04/20/2023	04/20/2023	MW	CX	11,320.81
AP 00008464	EFT	V01349	FIRST ALARM SECURITY & PATROL	14038638	2574948	OH	04/20/2023	04/20/2023	MW	CX	59,878.73
AP 00008465	EFT	V05245	FREMONT PLAZA ACE HARDWARE	54811/1	2574948	OH	04/20/2023	04/20/2023	MW	CX	68.41
AP 00008466	EFT	V00561	GENERAL PARTS DISTRIBUTION LLC	8306-729810	6437370	OH	04/20/2023	04/20/2023	MW	CX	865.76
AP 00008467	EFT	V01797	GENFARE LLC	90190843	7724844	OH	04/20/2023	04/20/2023	MW	CX	9,086.20
AP 00008468	EFT	V03216	GILLIG LLC	41022243	5149896	OH	04/20/2023	04/20/2023	MW	CX	2,364.74
AP 00008469	EFT	V00512	GOODYEAR TIRE AND RUBBER CO	9822411226	2574948	OH	04/20/2023	04/20/2023	MW	CX	19,131.97
AP 00008470	EFT	V01467	GRAINGER	9640841327	1287474	OH	04/20/2023	04/20/2023	MW	CX	392.01
AP 00008471	EFT	V01673	GREAT WEST TRUST COMPANY LLC	743880-01 041523	1287474	OH	04/20/2023	04/20/2023	MW	CX	1,788.45
AP 00008472	EFT	V01015	HARBOR SIGNS INC	427935	2574948	OH	04/20/2023	04/20/2023	MW	CX	231.63
AP 00008473	EFT	V03329	HOGAN MFG INC	148959	1287474	OH	04/20/2023	04/20/2023	MW	CX	344.50
AP 00008474	EFT	V01216	JM EQUIPMENT COMPANY INC	V110069106	1287474	OH	04/20/2023	04/20/2023	MW	CX	131.91
AP 00008475	EFT	V00573	LOOMIS ARMORED US LLC	13216286	3862422	OH	04/20/2023	04/20/2023	MW	CX	15,452.61
AP 00008476	EFT	V01199	MASABI LLC	SJTD-IN5	1287474	OH	04/20/2023	04/20/2023	MW	CX	47,541.80
AP 00008477	EFT	V01576	MEDICAL TRANSPORTATION	100019700	1287474	OH	04/20/2023	04/20/2023	MW	CX	7,207.94
AP 00008478	EFT	V05361	METTLE INC	26348	1287474	OH	04/20/2023	04/20/2023	MW	CX	19,193.75

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Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00008479	EFT	V00172	MISSION UNIFORM SERVICE	518998004	5149896	OH	04/20/2023	04/20/2023	MW	CX	1,064.67
AP 00008480	EFT	V05231	MODESTO JANITORIAL SUPPLY	579058	2574948	OH	04/20/2023	04/20/2023	MW	CX	5,501.08
AP 00008481	EFT	V00166	MUNCIE RECLAMATION SUPPLY	3469946	1287474	OH	04/20/2023	04/20/2023	MW	CX	539.55
AP 00008482	EFT	V01204	NAVIA BENEFIT SOLUTIONS	RTD APR1923	3862422	OH	04/20/2023	04/20/2023	MW	CX	2,378.62
AP 00008483	EFT	V03271	PARTS AUTHORITY METRO LLC	16MO4536	3862422	OH	04/20/2023	04/20/2023	MW	CX	871.82
AP 00008484	EFT	V05332	PENNINO MANAGEMENT GROUP	9197	1287474	OH	04/20/2023	04/20/2023	MW	CX	4,007.73
AP 00008485	EFT	V02474	PREVOST CAR (US) INC	902087942	2574948	OH	04/20/2023	04/20/2023	MW	CX	569.73
AP 00008486	EFT	V05391	PROTERRA INC	1057820	5149896	OH	04/20/2023	04/20/2023	MW	CX	1,495.11
AP 00008487	EFT	V00327	RAY MORGAN	4084878	1287474	OH	04/20/2023	04/20/2023	MW	CX	2,329.40
AP 00008488	EFT	V01397	ROMAINE ELECTRIC CORP	6-160375	1287474	OH	04/20/2023	04/20/2023	MW	CX	424.47
AP 00008489	EFT	V01143	SEON DESIGN USA CORP	179433	1287474	OH	04/20/2023	04/20/2023	MW	CX	2,485.83
AP 00008490	EFT	V01581	SIRIUS COMPUTER SOLUTIONS INC	23040347	1287474	OH	04/20/2023	04/20/2023	MW	CX	4,027.05
AP 00008491	EFT	V02781	SPORTWORKS GLOBAL LLC	147256	1287474	OH	04/20/2023	04/20/2023	MW	CX	2,677.61
AP 00008492	EFT	V05252	TEC OF CALIFORNIA INC	CM940537D	6437370	OH	04/20/2023	04/20/2023	MW	CX	635.48
AP 00008493	EFT	V01326	TENNANT SALES & SERVICE CO	919430405	1287474	OH	04/20/2023	04/20/2023	MW	CX	577.19
AP 00008494	EFT	V01607	TRILLIUM SOLUTIONS INC	5255	1287474	OH	04/20/2023	04/20/2023	MW	CX	20,955.15
AP 00008495	EFT	V00414	UNITED WAY	CONTRIB	1287474	OH	04/20/2023	04/20/2023	MW	CX	133.00
AP 00008496	EFT	V01624	US AIR CONDITIONING	6131238	2574948	OH	04/20/2023	04/20/2023	MW	CX	430.34
AP 00008497	EFT	V01874	VAN DE POL ENTERPRISES	0267547-IN	2574948	OH	04/20/2023	04/20/2023	MW	CX	13,538.18
AP 00008498	EFT	V05221	WARD PROMOTIONAL MARKETING	60903	1287474	OH	04/20/2023	04/20/2023	MW	CX	1,324.07
AP 00008499	EFT	V00610	WESTERN ALINEMENT SERVICE	40728	3862422	OH	04/20/2023	04/20/2023	MW	CX	270.00
AP 00008500	EFT	V01790	WHITE CAP SUPPLY HOLDINGS II	50021274771	2574948	OH	04/20/2023	04/20/2023	MW	CX	103.52
AP 00008501	EFT	V01583	WOLSELEY INVESTMENTS INC	0523556	1287474	OH	04/20/2023	04/20/2023	MW	CX	316.74
AP 00008502	EFT	V05271	US BANK	RETCONT	10300048	OH	04/20/2023	04/20/2023	MW	CX	166,785.76
AP 00008503	EFT	V03295	A-Z BUS SALES INC	INVSAC5868	33544628	OH	04/27/2023	04/27/2023	MW	CX	22,741.46
AP 00008504	EFT	V01569	AGREEYA SOLUTIONS INC	237482	2580356	OH	04/27/2023	04/27/2023	MW	CX	8,817.74
AP 00008505	EFT	E01947	CIRO F AGUIRRE	REIMBPERDIEM04	1290178	OH	04/27/2023	04/27/2023	MW	CX	190.00

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Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00008506	EFT	V01801	AMAZON.COM SERVICES LLC	128097433870501	2580356	OH	04/27/2023	04/27/2023	MW	CX	186.28
AP 00008507	EFT	V01731	AUTOZONE PARTS INC	2858003499	1290178	OH	04/27/2023	04/27/2023	MW	CX	82.83
AP 00008508	EFT	V05358	BALWINDER TARLOK SINGH	REIMBPERDIEM11	3870534	OH	04/27/2023	04/27/2023	MW	CX	623.95
AP 00008509	EFT	V00528	BIG VALLEY FORD INC	592613FOW	6450890	OH	04/27/2023	04/27/2023	MW	CX	873.45
AP 00008510	EFT	V00387	BRANNON TIRE	20363507	19352670	OH	04/27/2023	04/27/2023	MW	CX	129.52
AP 00008511	EFT	V04115	BUS AND EQUIPMENT REPAIR INC.	76412	5160712	OH	04/27/2023	04/27/2023	MW	CX	770.34
AP 00008512	EFT	V01181	CALIFORNIA PUBLIC EMPLOYEES'	1984844037MAY23	1290178	OH	04/27/2023	04/27/2023	MW	CX	332,835.03
AP 00008513	EFT	V02211	CAPITAL RUBBER CO LTD	S158220	1290178	OH	04/27/2023	04/27/2023	MW	CX	32.48
AP 00008514	EFT	V01719	STEPHAN CASTELLANOS	BOARDMTG10212	2580356	OH	04/27/2023	04/27/2023	MW	CX	619.26
AP 00008515	EFT	V01615	CEN-CAL FIRE ALARM & SECURITY	11510	2580356	OH	04/27/2023	04/27/2023	MW	CX	368.19
AP 00008516	EFT	V05052	CENTRAL VALLEY LIFT TRUCK INC	57627	3870534	OH	04/27/2023	04/27/2023	MW	CX	1,001.85
AP 00008517	EFT	V00050	CHASE CHEVROLET	982568	2580356	OH	04/27/2023	04/27/2023	MW	CX	756.92
AP 00008518	EFT	E01140	JOHN RAY COOSE	REIMBPERDIEM04	1290178	OH	04/27/2023	04/27/2023	MW	CX	190.00
AP 00008519	EFT	V00486	CREATIVE BUS SALES INC	XA128007785:01	2580356	OH	04/27/2023	04/27/2023	MW	CX	5,546.61
AP 00008520	EFT	V00279	CRESCENT SURPLUS INC	K76536	50316942	OH	04/27/2023	04/27/2023	MW	CX	5,895.97
AP 00008521	EFT	V00390	DELTA DENTAL OF CALIFORNIA	BE005494706	1290178	OH	04/27/2023	04/27/2023	MW	CX	21,821.25
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AP 00008524	EFT	E01188	MARIO A FRANCO	REIMB041723TOO	1290178	OH	04/27/2023	04/27/2023	MW	CX	170.00
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AP 00008526	EFT	V02195	GARY S. GIOVANETTI	BOARDMTG01072	2580356	OH	04/27/2023	04/27/2023	MW	CX	1,171.56
AP 00008527	EFT	V01797	GENFARE LLC	90180666	1290178	OH	04/27/2023	04/27/2023	MW	CX	746.36
AP 00008528	EFT	V03216	GILLIG LLC	41028479	7741068	OH	04/27/2023	04/27/2023	MW	CX	2,182.18
AP 00008529	EFT	E01569	ARACELI GONZALEZ	REIMB04173TOOL	1290178	OH	04/27/2023	04/27/2023	MW	CX	68.66
AP 00008530	EFT	E00815	JUVENAL GONZALEZ	REIMB082522TOO	1290178	OH	04/27/2023	04/27/2023	MW	CX	500.00
AP 00008531	EFT	V01467	GRAINGER	9669344989	3870534	OH	04/27/2023	04/27/2023	MW	CX	554.21
AP 00008532	EFT	V03329	HOGAN MFG INC	149213	1290178	OH	04/27/2023	04/27/2023	MW	CX	861.50

User: RSHARMA - Ravi Sharma

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Current Date: 05/05/2023

Report: BK_CON_CK_REG_JDC_EFT - BR: Consolidated Check Register With EFT

Time: 09:23:08

SAN JOAQUIN RTD
Consolidated Check Register
Date Range: 04/01/2023 t 04/30/2023

Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
AP 00008533	EFT	V00134	INTERSTATE TRUCK CENTER LLC	01P445216	1290178	OH	04/27/2023	04/27/2023	MW	CX	923.25
AP 00008534	EFT	V01135	LESLIE JAMES FONG	BOARDMTG10212	2580356	OH	04/27/2023	04/27/2023	MW	CX	649.72
AP 00008535	EFT	E00655	BRADLEY MENIL	REIMBPERDIEM04	1290178	OH	04/27/2023	04/27/2023	MW	CX	190.00
AP 00008536	EFT	V00997	MICHAEL RESTUCCIA	BOARDMTG10072	2580356	OH	04/27/2023	04/27/2023	MW	CX	711.88
AP 00008537	EFT	V01162	MINNESOTA LIFE	05617641-00	1290178	OH	04/27/2023	04/27/2023	MW	CX	4,532.22
AP 00008538	EFT	V00172	MISSION UNIFORM SERVICE	519041269	2580356	OH	04/27/2023	04/27/2023	MW	CX	432.82
AP 00008539	EFT	V05231	MODESTO JANITORIAL SUPPLY	580314	1290178	OH	04/27/2023	04/27/2023	MW	CX	225.76
AP 00008540	EFT	V00943	MUTUAL OF OMAHA INSURANCE CO	001517011831	1290178	OH	04/27/2023	04/27/2023	MW	CX	545.60
AP 00008541	EFT	V01706	PINNACLE PETROLEUM INC	0303747	1290178	OH	04/27/2023	04/27/2023	MW	CX	24,736.39
AP 00008542	EFT	V02474	PREVOST CAR (US) INC	902094208	3870534	OH	04/27/2023	04/27/2023	MW	CX	4,316.64
AP 00008543	EFT	V05391	PROTERRA INC	1058200	1290178	OH	04/27/2023	04/27/2023	MW	CX	168.93
AP 00008544	EFT	V01595	RAZIEL ABRAHAM PELAEZ - PELAEZ	INV-2778	1290178	OH	04/27/2023	04/27/2023	MW	CX	2,350.04
AP 00008545	EFT	V01614	LP. ROTH STAFFING COMPANIES	14329846	1290178	OH	04/27/2023	04/27/2023	MW	CX	1,271.90
AP 00008546	EFT	V01642	RYDETRANS INCORPORATED	RTD-032023	1290178	OH	04/27/2023	04/27/2023	MW	CX	196,433.68
AP 00008547	EFT	V01351	S&A SYSTEMS INC	16080	1290178	OH	04/27/2023	04/27/2023	MW	CX	2,196.38
AP 00008548	EFT	V01624	US AIR CONDITIONING	6139153	1290178	OH	04/27/2023	04/27/2023	MW	CX	133.09
AP 00008549	EFT	V05271	US BANK	RETCONT	2580356	OH	04/27/2023	04/27/2023	MW	CX	1,685.67
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AP 00008551	EFT	V01874	VAN DE POL ENTERPRISES	0277777-IN	3870534	OH	04/27/2023	04/27/2023	MW	CX	74,459.08
AP 00008552	EFT	V01348	VISION SERVICE PLAN (CA)	817731939	1290178	OH	04/27/2023	04/27/2023	MW	CX	3,884.68
AP 00008553	EFT	V01481	YACULTA COMPANIES INC	6922170-00	1290178	OH	04/27/2023	04/27/2023	MW	CX	158.32
AP 00150052	** BREAK **										
AP 00150053	CHK	V00442	AT&T	1829727700	1282615	OH	04/06/2023		MW	IS	888.13
AP 00150054	CHK	V00837	CA STATE DISBURSEMENT UNIT	875107 APR01	19239225	OH	04/06/2023		MW	IS	2,761.96
AP 00150055	CHK	V00337	CITY OF STOCKTON	688401308920MA	23087070	OH	04/06/2023		MW	IS	1,325.39
AP 00150056	CHK	V01692	FIDUCIARY TRUST COMPANY OF	A0000576 APR123	1282615	OH	04/06/2023		MW	IS	2,035.00
AP 00150057	CHK	V01220	FIRST CAPITOL CONSULSTING INC	CINV-028109	1282615	OH	04/06/2023		MW	IS	4,572.00

SAN JOAQUIN RTD
Consolidated Check Register
Date Range: 04/01/2023 t 04/30/2023

Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
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AP 00150060	CHK	E01622	STEPHENNIE ANNE LINK	PERDIEM040923	1282615	OH	04/06/2023		MW	IS	240.00
AP 00150061	CHK	V00111	PACIFIC GAS AND ELECTRIC	99100298035MAR	15391380	OH	04/06/2023		MW	IS	19,268.92
AP 00150062	CHK	V00106	SAN JOAQUIN COUNTY	2022-23-10	1282615	OH	04/06/2023		MW	IS	3,564.00
AP 00150063	CHK	V00332	SAN JOAQUIN DEPT OF CHILD SUPR	214574 APR01	2565230	OH	04/06/2023		MW	IS	605.53
AP 00150064	CHK	V00183	SHERIFFS CIVIL DIVISION	2018375150	1282615	OH	04/06/2023		MW	IS	50.00
AP 00150065	CHK	V00298	STOCKTON DODGE INC	292004DOR	1282615	OH	04/06/2023		MW	IS	4.14
AP 00150066	CHK	V00610	WESTERN ALINEMENT SERVICE	40705	1282615	OH	04/06/2023		MW	IS	90.00
AP 00150067	CHK	V01804	AMERICAN AED LLC	INV240604	1284758	OH	04/13/2023		MW	IS	5,184.00
AP 00150068	CHK	V00442	AT&T	24813474330535A	8993306	OH	04/13/2023		MW	IS	3,671.43
AP 00150069	CHK	V00214	CALVARY FIRST ASSEMBLY OF GOD	APRIL2023	1284758	OH	04/13/2023		MW	IS	231.75
AP 00150070	CHK	V00337	CITY OF STOCKTON	107279	7708548	OH	04/13/2023		MW	IS	1,725.50
AP 00150071	CHK	V05192	COMCAST HOLDING CORP	169553998	1284758	OH	04/13/2023		MW	IS	659.10
AP 00150072	CHK	V01626	FRUIT GROWERS LABORATORY INC	332518A	1284758	OH	04/13/2023		MW	IS	175.00
AP 00150073	CHK	V01506	IMPERIAL COLLEGE PROJECTS	860008134	1284758	OH	04/13/2023		MW	IS	26,250.00
AP 00150074	CHK	V00160	MOHAWK MFG AND SUPPLY CO	U100667	1284758	OH	04/13/2023		MW	IS	500.57
AP 00150075	CHK	V00111	PACIFIC GAS AND ELECTRIC	98884556485MAR	24410402	OH	04/13/2023		MW	IS	22,706.54
AP 00150076	CHK	V00442	AT&T	119472675MAR23	1287474	OH	04/20/2023		MW	IS	116.99
AP 00150077	CHK	V05475	ATU LOCAL 256 COPE	COPE APR2023	1287474	OH	04/20/2023		MW	IS	76.50
AP 00150078	CHK	V00837	CA STATE DISBURSEMENT UNIT	875107 APR15	19312110	OH	04/20/2023		MW	IS	2,761.96
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AP 00150081	CHK	V00286	FRANCHISE TAX BOARD	553478784 APR15	3862422	OH	04/20/2023		MW	IS	502.94
AP 00150082	CHK	V00286	FRANCHISE TAX BOARD	JK-306-	1287474	OH	04/20/2023		MW	IS	25.00
AP 00150083	CHK	V00309	LODI NEWS SENTINEL	072222	10299792	OH	04/20/2023		MW	IS	1,692.00
AP 00150084	CHK	V00111	PACIFIC GAS AND ELECTRIC	07267212368MAR	1287474	OH	04/20/2023		MW	IS	8.76

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Current Date: 05/05/2023

Report: BK_CON_CK_REG_JDC_EFT - BR: Consolidated Check Register With EFT

Time: 09:23:08

SAN JOAQUIN RTD
Consolidated Check Register
Date Range: 04/01/2023 t 04/30/2023

Check	Type	Payee ID.	Payee Name	Reference	Job	Subs	Check Date	Cancel Date	Type	Status	Check Amount
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AP 00150086	CHK	V00332	SAN JOAQUIN DEPT OF CHILD SUPR	214574 APR15	2574948	OH	04/20/2023		MW	IS	605.53
AP 00150087	CHK	V00183	SHERIFFS CIVIL DIVISION	2023001285	3862422	OH	04/20/2023		MW	IS	503.48
AP 00150088	CHK	V00031	SWRCB ACCOUNTING OFFICE	SW-0263941	1287474	OH	04/20/2023		MW	IS	1,738.00
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AP 00150091	CHK	V00442	AT&T	9822248707	2580356	OH	04/27/2023		MW	IS	1,974.17
AP 00150092	CHK	V00337	CITY OF STOCKTON	688401308920APR	20642848	OH	04/27/2023		MW	IS	1,031.69
AP 00150093	CHK	V00418	DIRECT TV	075417915X23041	3870534	OH	04/27/2023		MW	IS	332.22
AP 00150094	CHK	V00062	EMPLOYMENT DEVELOPMENT DEPT	25-00-89-1	1290178	OH	04/27/2023		MW	IS	2,059.83
AP 00150095	CHK	V01347	ENTRAVISION COMMUNICATIONS	686672-1	1290178	OH	04/27/2023		MW	IS	840.00
AP 00150096	CHK	V01626	FRUIT GROWERS LABORATORY INC	332611A	3870534	OH	04/27/2023		MW	IS	525.00
AP 00150097	CHK	E01927	VANTHA KHUON	REIBM070622TOO	1290178	OH	04/27/2023		MW	IS	150.34
AP 00150098	CHK	E01622	STEPHENNIE ANNE LINK	REIMBPERDIEM04	1290178	OH	04/27/2023		MW	IS	154.36
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AP 00150101	CHK	V01854	LLP WFBM	609970	1290178	OH	04/27/2023		MW	IS	18,908.37

SORTED TOTALS

Machine Written	2,396,049.08
AP Group Total	2,396,049.08

GRAND TOTAL

Grand Total	2,396,049.08
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LEAD STAFF: RAVI SHARMA, FINANCE MANAGER

REPORT: ACCEPT AND FILE: FISCAL YEAR TO DATE FINANCE METRICS REPORT FOR MONTH OF APRIL 2023

I. SUMMARY

- This staff report provides the Board of Directors (Board) with fiscal year to date expenses by category as a percentage of total expenses and a quarterly all routes (system wide) operating cost per revenue hour report.
- The Finance Department is submitting the finance metrics for Board acceptance and filing.

II. DISCUSSION/BACKGROUND

The finance metrics are a set of quantifiable measures that RTD can use to gauge its performance and determine if it meets its strategic and operational goals. The metrics may provide RTD to make data-driven decisions that eventually provide improved service to the community.

FY2023 Q3 cost per revenue hour is \$224, higher than FY2022 Q3 costs of \$204. Operating cost had an increase of 32% and revenue hours increased by 20% compared to FY2022 mainly due to the increase in service level effective Q3 (January 2023).

III. STRATEGIC PLAN PRIORITIES ALIGNMENT

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

Strategic Priorities:

- 13. Employees
- 14. Customers
- 15. Financial Health
- 16. Operations Excellence
- 17. Community Relations
- 18. Innovation

IV. FINANCIAL CONSIDERATIONS/IMPACT

None.

V. CHANGES FROM COMMITTEE

N/A

VI. ALTERNATIVES CONSIDERED

None.

VII. ATTACHMENTS

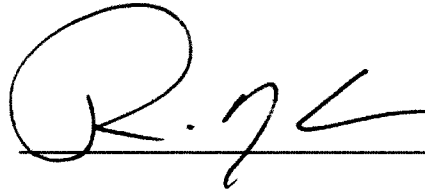
Attachment A: All Routes Operating Cost per Revenue Hour

Attachment B: FY2023 Expenses by Category, percentage of Total Expenses


Prepared by: Ravi Sharma, Finance Manager

VIII. APPROVALS

Financial Impact Approved:
Robert Kyle, CFO



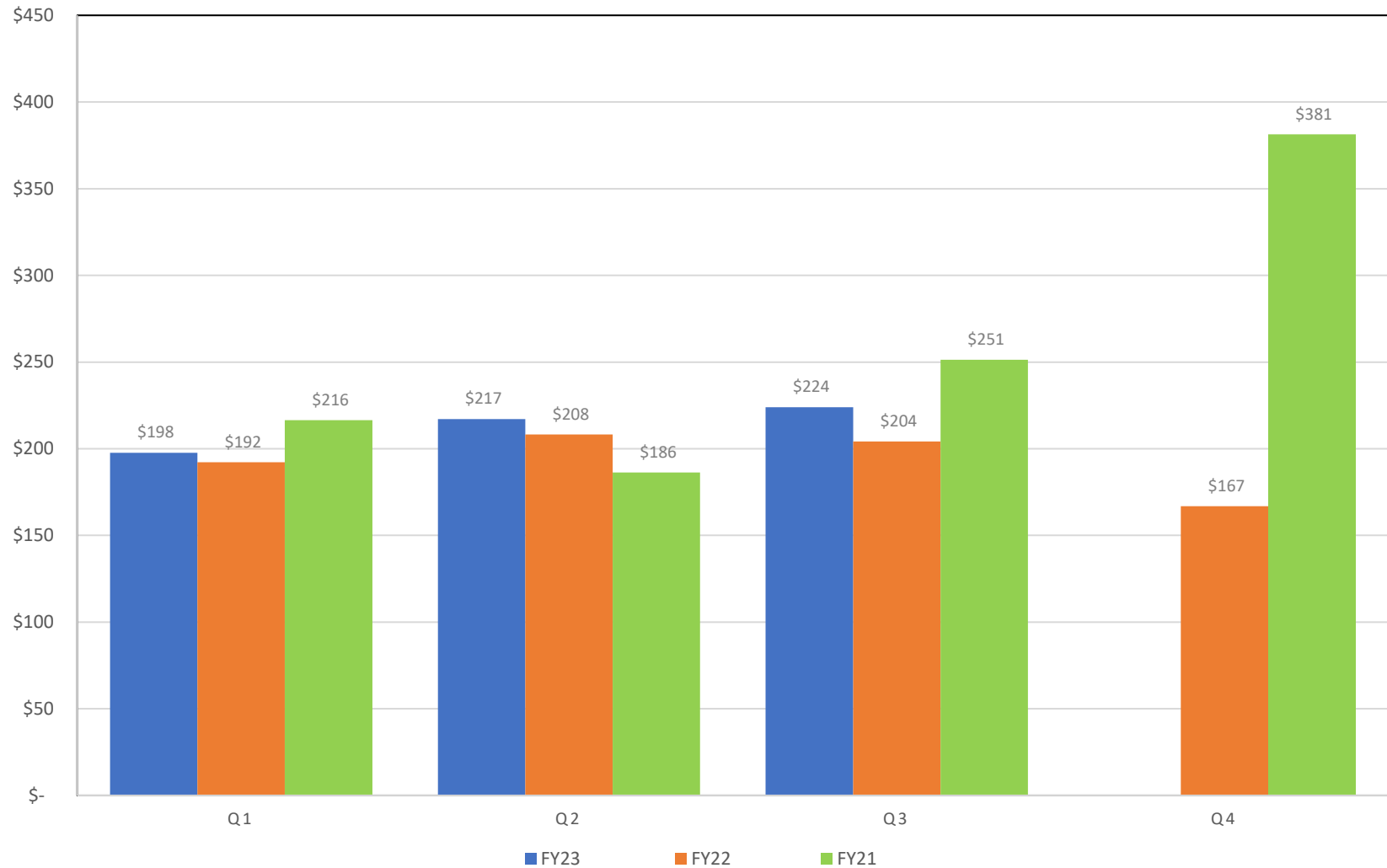
Alex Clifford, CEO





Attachment A
Cover Page

ALL ROUTES OPERATING COST PER REVENUE HOUR

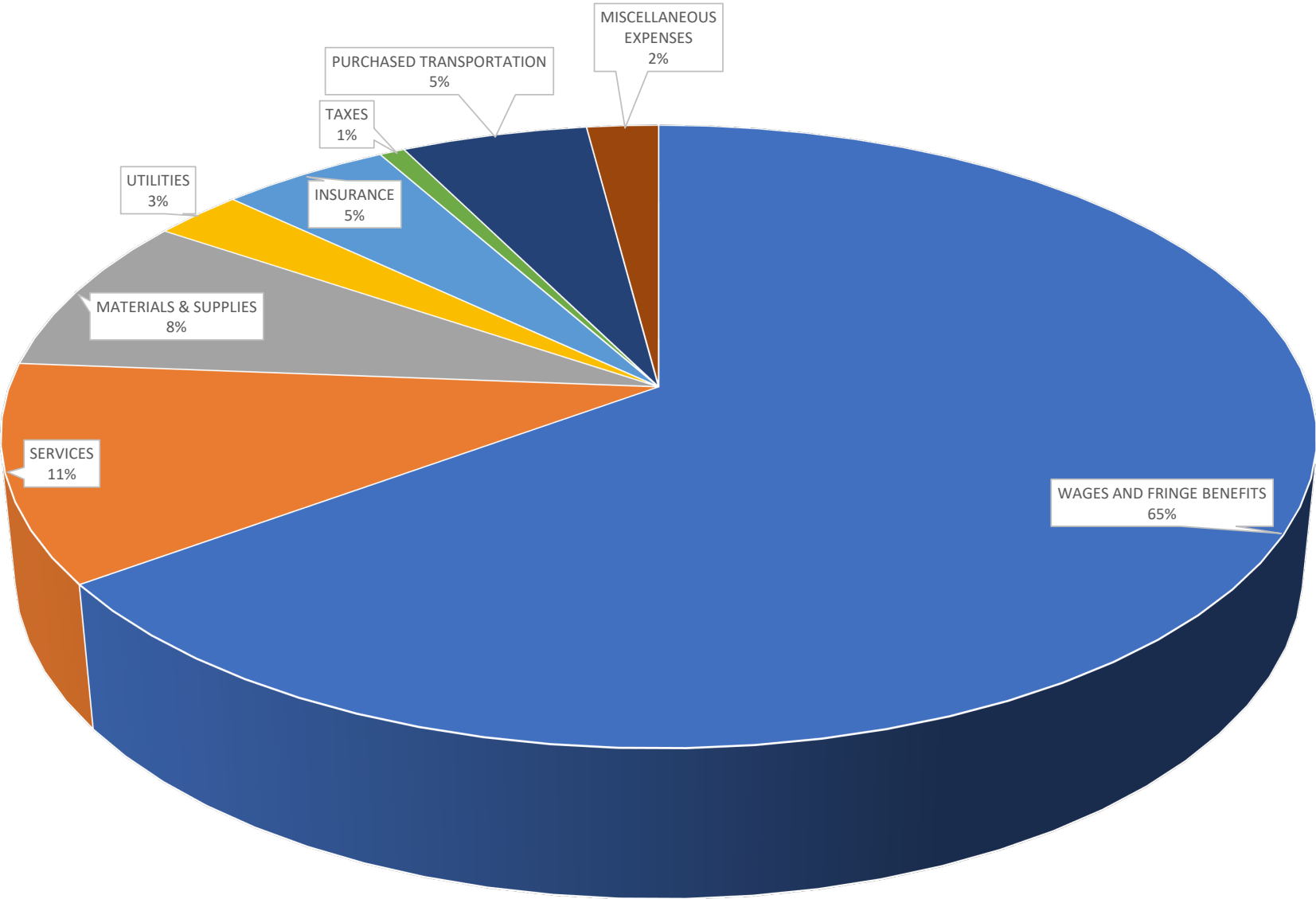


Period	Operating Cost per Revenue Hour		Operating Cost per Revenue Hour		Operating Cost per Revenue Hour	
	FY23		FY22		FY21	
Q1	\$198		\$192		\$216	
Q2	\$217		\$208		\$186	
Q3	\$224		\$204		\$251	
Q4			\$167		\$381	



Attachment B
Cover Page

FY2023 Expenses as of April 30, 2023 \$35,294,344



FY2023 Expenses as of April 30, 2023 \$35,294,344

WAGES AND FRINGE BENEFITS	\$22,924,908	65%
SERVICES	3,984,910	11%
MATERIALS & SUPPLIES	2,894,615	8%
UTILITIES	909,852	3%
INSURANCE	1,712,394	5%
TAXES	257,352	1%
PURCHASED TRANSPORTATION	1,884,387	5%
MISCELLANEOUS EXPENSES	725,926	2%
	\$35,294,344	100%



LEAD STAFF: ALEX CLIFFORD, CEO

I. RECOMMENDED ACTION

Board approval of the revised Salary Structure and delegation of authority to the CEO to approve job descriptions and modify position titles.

II. SUMMARY

- Per RTD's enabling statutes, RTD's Board of Directors (Board) must approve the salary structure used by RTD staff.
- Staff is also requesting that the CEO be delegated authority by the Board to (1) approve job descriptions for all Board-approved positions and titles, and (2) modify position titles (with the understanding such modification would not place the position in a different pay scale), which actions will be incorporated into periodic updates to the salary schedule approved by the Board of Directors.

III. DISCUSSION/BACKGROUND

RTD management finds it necessary to revise the current Salary Structure approved by the Board on March 24, 2023. This revision will create more opportunities for cross-training, skill development, collaboration, and employee retention. This revision will not create additional Full-Time Equivalents (FTEs). Staff proposes the following revisions to the salary structure:

Administrative Salary Track

T/A 3 Class

- Remove Accounting Assistant, this position is no longer needed in the Finance department.

T/A 4 Class

- Remove Senior Accounting Assistant, this position is no longer needed in the Finance department.

P1 Class

- Remove Accountant and Analyst job titles. These titles will be reclassified as Specialist I.

P2 Class

- Remove Senior Accountant and Specialist job titles. These titles will be reclassified as Specialist II.

P3 Class

- Remove Senior Specialist/Supervisor position. The salary range for this position aligns with the Supervisor range in the M1 class.

P5 Class

- This will be a new class created in the series for the IT department entitled Engineer. The salary range for this class will be \$91,000 - \$128,000. This salary range will align us with comparator agency salaries.

M1 Class

- This class will include all Administrative Supervisor positions. The minimum salary range will decrease to \$70,000 and the maximum range will increase to \$105,000. This salary range will align us with comparator agency salaries.

M4 Class

- This class will include the Deputy CEO and Chief level positions. The Chief level positions will not be listed individually which will mirror the other classifications listed.

Operations Salary Track

Staff recommends creating an Operations Track in the current Salary Structure. This track will include positions that fall under the Operations department. The levels in this series will include the following:

M1 Class

- This class will include all Supervisor positions for Operations.

M2 Class

- This class will include the Assistant Superintendent position.

M3.5 Class

- This class will include all Superintendent positions.

M4 Class

- This class will include the Deputy CEO and the Chief Operating Officer.

M5 Class

- This class will include the CEO.

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

N/A

VI. CHANGES FROM COMMITTEE

N/A

VII. ALTERNATIVES CONSIDERED

N/A

VIII. ATTACHMENTS

Attachment A: Revised Salary Structure

Attachment B: Procurement Specialist I, Procurement Specialist II, and
Procurement Senior Specialist Job Descriptions

Attachment C: IT Network Engineer Job Description

Attachment D: IT Software Engineer Job Description

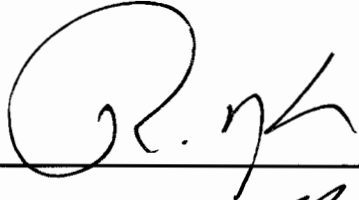
Attachment E: IT Systems Engineer Job Description

Attachment F: Resolution

Prepared by: Malika McGee, Human Resources Director

IX. APPROVALS

Financial Impact Approved:
Robert Kyle, CFO



Alex Clifford, CEO





Attachment A
Cover Page

Revised Salary Structure

Class	Position	Minimum	Maximum	Position	Minimum	Maximum
	Administrative Track			Operations Track		
	Leadership					
M5	Chief Executive Officer	Per contract	Per contract	Chief Executive Officer	Per contract	Per contract
M4	Deputy CEO Chief Chief Financial Officer Chief Information, Technology & Intelligent Transportation Systems Officer (CIO) Chief Purchasing Officer	160,000	195,000	Deputy CEO Chief Operating Officer	160,000	195,000
M3.5				Superintendent	135,000	170,000
M3	Director	130,000	165,000			
M2	Manager	95,000	130,000	Assistant Superintendent	95,000	130,000
M1	Supervisor	70,000 70,183	105,000 95,320	Supervisor	70,000 70,183	105,000 95,320
	PROFESSIONAL					
P5	IT Engineer	91,000	128,000			
P4	IT Administrator	85,308	115,166			
	Administrator	75,000	100,000			
	ADVANCED JOURNEY LEVEL					
	IT Senior Specialist	77,377	104,459			
P3	Senior Specialist/Supervisor	69,583	99,859			
	Senior Specialist	63,503	90,781			
	JOURNEY LEVEL					
	IT Specialist	70,183	94,747			
P2	Specialist—Specialist II	54,901	80,738			
	Senior Accountant					
	ENTRY LEVEL					
P1	Accountant—Specialist I	47,437	69,784			
	Analyst					
	TECHNICAL/ADMINISTRATIVE					
	ADVANCED JOURNEY LEVEL					
T/A 4	Senior Accounting Assistant	43,136	62,219			
	Senior Administrative Assistant					
	JOURNEY LEVEL					
T/A 3	Accounting Assistant	39,215	56,515			
	Administrative Assistant					



Attachment B
Cover Page

CLASS SPECIFICATION

PROCUREMENT SPECIALIST I / PROCUREMENT SPECIALIST II /
PROCUREMENT SENIOR SPECIALIST

GENERAL PURPOSE

Under general supervision, performs routine to moderately difficult and highly responsible duties in the areas of contract administration and sourcing for the following: construction projects, equipment purchases, consulting services, and administrative services; monitors and ensures contractor compliance with terms, conditions, and cost performance provisions of contracts and performs other related duties as assigned.

DISTINGUISHING CHARACTERISTICS

Procurement Specialist I is the entry-level class in this professional procurement series. Under close supervision, the incumbent learns to perform the more routine, less complex contract administration and sourcing duties while learning RTD policies and procedures and basic legal requirements. As experience is gained, duties become more diversified and are performed under more general supervision. An incumbent is expected to carry out responsibilities with initiative and creativity, exercising sound professional judgment and problem-solving skills.

Procurement Specialist II is the journey-level class in this professional procurement series. Under general supervision, the incumbent is fully competent to perform a wide range of contract administration and sourcing in one or more assigned functional areas of contracts management responsibility. An incumbent in this class performs their responsibilities with a significant degree of independence and application of professional experience and judgment.

Procurement Senior Specialist is the advanced journey-level class in this professional procurement series. Under minimal supervision, the incumbent independently performs the most difficult and highly responsible activities associated with the development and administration of contracts including activities associated with sourcing assignments. Assignments require a thorough understanding of public agency contracting, including but not limited to an understanding of RTD procurement policies and functions. An incumbent is expected to exercise initiative and judgment in carrying out highly detailed assignments successfully.

Successful candidates may be hired at either the Procurement Specialist I, Procurement Specialist II or Senior Procurement Specialist level depending on experience/qualifications.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

1. Assists in developing and administering contracts for construction, professional services, and equipment and other specialized services; reviews and evaluates conformity in the development of specifications and scope of work; drafts and prepares Requests for Proposal (RFP's), Requests for Quotation (RFQ's), and other solicitation documents; negotiates contract terms and conditions including contract changes and addenda; provides reports to Director of Procurement and project managers; maintains contract oversight within budget and RTD policies.
2. Maintains contract templates applicable to RTD's contracting needs; ensures standard practices and protection of RTD's interests.
3. Ensures conformance with contract provisions and budget authority; briefs Director of Procurement and project managers on contract management activities and recommends appropriate courses of action.
4. Conducts pre-bid meetings and represents initiating departments at bid openings; chairs consultant selection committee meetings; serves as point of contact between department staff and contractors to provide information and resolve issues.
5. Attends pre-award negotiations sessions with contract initiators and chairs kick-off meetings for new contracts; creates and maintains a record of negotiation discussion and agreements for later reference in administering contracts.
6. Prepares special reports and analyses; performs special projects as requested.
7. Receives and processes purchase requisitions; verifies accuracy and conformity to pertinent laws, regulations, codes and RTD policies and standards.
8. Monitors vendor delivery dates, identifies past due dates, and contacts vendors to develop a course of action to expedite orders; interprets and explains applicable laws, regulations, codes, and policies; promptly responds to requests for emergency orders.
9. Conducts periodic cycle and physical year-end counts; reconciles inventory and orders as necessary.
10. Analyzes and determines reorder points and initiates purchases when reorder points are reached; validates purchasing transactions entered into the system.
11. Ensures conformity with regular audits including preparing reports.
12. Manages vendors including, but not limited to products and service performance and compliance.
13. Researches, assesses, and identifies new or better sources of supply for products and services within areas of assigned responsibility; interviews vendors to evaluate products and services and to obtain information for use in developing proposals and prepares summary documentation; educates vendors regarding purchasing policies and procedures; obtains accurate and complete price and delivery information, product literature, and samples from suppliers.

14. Provides training and support to purchasing and storekeeping staff in the proper use of automated systems and hardware.
15. Performs other incidental and related duties as required and assigned.

QUALIFICATIONS

Knowledge of:

1. Principles, practices and methods used in public agency contract administration and purchasing.
2. Local, state, and federal laws and regulations governing public agency contracting and contract administration.
3. Sourcing of supplies and other types of products, commodities, and services used by a public transportation agency.
4. Recordkeeping practices and procedures related to a purchasing function.
5. Excellent organizational and presentation skills.
6. Principles and practices of sound business communication.
7. Microsoft Office Suite, including Word, Excel, and PowerPoint.
8. English usage, spelling, grammar and punctuation.
9. Policies and procedures of the assigned department.

Ability to:

1. Analyze and make sound recommendations on complex technical data and legal requirements associated with contract administration and sourcing.
2. Evaluate contract documents and make sound decisions on their administration and enforcement.
3. Understand, interpret, apply, and explain state and federal laws and regulations applicable to areas of responsibility.
4. Negotiate effectively on behalf of RTD.
5. Review contractor invoices, perform complicated cost calculations, and make accurate determinations on contractor payments.
6. Organize, set priorities, and exercise sound judgment and initiative within established guidelines.
7. Interpret RTD personnel policies and procedures and applicable local, state, and federal legislation.
8. Communicate clearly and effectively, orally and in writing.
9. Understand and follow oral and written instructions.
10. Prepare clear, concise, and comprehensive correspondence, reports, studies, and other written materials.
11. Exercise sound, expert independent judgment within general policy guidelines.
12. Establish and maintain effective customer-focused working relationships with all stakeholders.

Education, Training and Experience:

A typical way of obtaining the knowledge, skills, and abilities outlined above is:

Procurement Specialist I:

Graduation from an accredited two-year or four-year college or university with major coursework in acquisitions, business or public administration, engineering, or a closely related field; and experience in developing and administering contracts for a public agency; or an equivalent combination of training and experience. One (1) additional year of the required experience may be substituted for each year (30 semester hours) of the required education.

Procurement Specialist II:

Graduation from an accredited four-year college or university with major coursework in acquisitions, business or public administration, engineering, or a closely related field; and three to five years of progressively responsible experience in developing and administering contracts for a public agency, at least two of which were at the level of Procurement Analyst-Contracts; or an equivalent combination of training and experience. One (1) additional year of the required experience may be substituted for each year (30 semester hours) of the required education.

Procurement Senior Specialist:

Graduation from an accredited four-year college or university with major coursework in acquisitions, business or public administration, engineering, or a closely related field; and five to seven years of progressively responsible experience in developing and administering contracts for a public agency, at least two of which were at the level of Procurement Specialist-Contracts; or an equivalent combination of training and experience. One (1) additional year of the required experience may be substituted for each year (30 semester hours) of the required education.

Licenses; Certificates; Special Requirements:

A valid California Class C driver's license.

Experience in a public transit agency or governmental setting is preferred.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands:

While performing the duties of this class, an employee is regularly required to sit, talk and hear, in person and by telephone, use hands repetitively to operate standard office equipment, and reach with hands and arms. The employee is frequently required to

stand, walk, and lift up to ten pounds. Specific vision abilities required by this class include close vision and the ability to adjust focus.

Mental Demands:

While performing the duties of this class, the employee is regularly required to use written and oral communication skills; read and interpret complex data, information, and documents; analyze and solve complex problems; observe and interpret people and situations; use math and mathematical reasoning; learn and apply new information or skills; perform highly detailed work on multiple, concurrent tasks with constant interruptions; work under intensive deadlines and interact with all levels of RTD management, staff, employees, representatives of employee organizations, other governmental officials, and the public.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this class, the employee works under typical office conditions and the noise level is moderately quiet.



Attachment C
Cover Page

CLASS SPECIFICATION

INFORMATION TECHNOLOGY NETWORK ENGINEER

GENERAL PURPOSE

Under general or policy direction plans, develops, implements, troubleshoots, and oversees the San Joaquin Regional Transit District (RTD) networking equipment for Local Area Networks, Metro Area Networks, Wide Area Networks, and their associated routing protocols, and information technology programs; ensures RTD's networks are fully functional, secure, accessible, and highly performing by continuous monitoring, performance tuning, applying equipment and software updates, and redesigning topologies, as appropriate, when new networking technology, techniques, or solutions are available; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

This single incumbent class is responsible for demonstrating high level competency for selecting, configuring, and implementing network switches, routers, and security appliances and overseeing the work of technical support personnel engaged in performing the full range of information technology activities for RTD, including making sure networks are fully functional, secure, accessible, and highly performing. Within areas of accountability, the incumbent operates with substantial latitude and discretion to achieve goals and objectives with strong analytical and problem-solving skills.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

1. Install, configure, and support firewalls, switches, to ensure network availability and security.
2. Network infrastructure design and selection of appropriate equipment.
3. Perform network maintenance and system upgrades including service packs, patches, hotfixes, and security configurations.
4. Configure and install various network devices and services (e.g., routers, switches, firewalls, load balancers, VPN, QoS).
5. Troubleshoot and resolve network and networking related issues.
6. Monitor and initiate resolution, as needed, to indicate network performance or bandwidth utilization issues.
7. Project network utilization and performance metrics across all network segments and recommend remediation steps as necessary.
8. Monitor and resolve network intrusion events.
9. Apply system patches and updates to network equipment as available.
10. Work with outside vendors on network problem resolution as needed.
11. Work with outside vendors on the implementation of equipment into the RTD

network as needed.

12. Prepares a variety of reports, correspondence, and records.
13. Present information, proposals, and/or recommendations clearly, logically, and persuasively, including at public meetings.
14. Represents RTD at meetings and with local partners.
15. Performs other incidental and related duties as required and assigned.

QUALIFICATIONS

Knowledge of:

1. Metro Area Network configuration and optimization of site-to-site routing.
2. Experience with Wan Optimization, WAN aggregation, and SD-WAN methodologies.
3. Network Engineering; Cisco Routers, Switches, Security Appliances; and VLAN configuration and routing.
4. Network concepts and protocols such as TCP/IP, DHCP, UDP, and routing.
5. Network hardware and infrastructure such as routers, servers, VPNs, and switches.
6. Firewalls and security for network security.
7. Cloud networking architecture, virtualization, and automation
8. Network configuration and design principles and best practices and ability to implement them in a production environment.
9. Firewall configuration and best practices and ability to implement them in a production environment.
10. Network monitoring tools and techniques and ability to utilize them in a production environment.
11. Wireless network design and security practices and ability to implement them in a production environment.
12. Basic project management techniques and standard practices.
13. Basic principles and procedures of record keeping.
14. Customer service principles and practices.
15. Research methods and analysis techniques.
16. Excellent communication, organizational and presentation skills to explain technical concepts to non-technical individuals.
17. Principles and practices of sound business communication.
18. Microsoft Office Suite, including Word, Excel, Access, and PowerPoint.
19. English usage, spelling, grammar, and punctuation.
20. Policies and procedures of the assigned department

Ability to:

1. Monitor network performance and ensure system availability and reliability.
2. Monitor and troubleshoot complex network issues.
3. Manage time to coordinate various project aspects.
4. Define issues, analyze problems, evaluate alternatives, and develop sound, independent conclusions, and recommendations in accordance with laws,

regulations, rules, and policies.

5. Interpret RTD personnel policies and procedures and applicable local, state, and federal legislation.
6. Organize, set priorities, and meet deadlines.
7. Organize and maintain office and specialized confidential files and records.
8. Work independently and in a team-oriented environment.
9. Instruct others in work procedures and practices.
10. Understand and follow oral and written instructions.
11. Communicate clearly and effectively, orally and in writing.
12. Operate a computer using word processing and other business software.
13. Prepare clear, concise, and comprehensive correspondence, reports, studies, and other written materials.
14. Represent RTD effectively in public settings on a variety of issues.
15. Exercise tact, discretion, and diplomacy in dealing with sensitive, complex, and confidential personnel issues and employee situations.
16. Establish and maintain effective working relationships with all levels of RTD management, Board of Directors, employees, employee organizations and their representatives, other governmental officials, community groups, and the public.

Education, Training and Experience:

A typical way of obtaining the knowledge, skills, and abilities outlined above is:

Graduation from an accredited four-year college or university with major coursework in computer science, information technology, management information systems, telecommunications management, engineering, or a closely related field; and seven years of progressively responsible experience in network administration, applications development, and/or systems administration. One (1) additional year of the required experience may be substituted for each year (30 semester hours) of the required education.

Licenses; Certificates; Special Requirements:

A valid California Class C driver's license.

Experience in a public transit agency or governmental setting is preferred.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands:

While performing the duties of this class, an employee is regularly required to sit, talk and hear, in person and by telephone, use hands repetitively to operate standard office equipment, and reach with hands and arms. The employee is frequently required to stand, walk, and lift up to twenty pounds.

Specific vision abilities required by this class include close vision and the ability to adjust focus.

Mental Demands:

While performing the duties of this class, the employee is regularly required to use written and oral communication skills; read and interpret complex data, information, and documents; analyze and solve complex problems; observe and interpret people and situations; use math and mathematical reasoning; learn and apply new information or skills; perform highly detailed work on multiple, concurrent tasks with constant interruptions; work under intensive deadlines and interact with all levels of RTD management, staff, employees, representatives of employee organizations, other governmental officials, and the public.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this class, the employee works under typical office conditions and the noise level is moderately quiet.



Attachment D
Cover Page

CLASS SPECIFICATION
INFORMATION TECHNOLOGY SOFTWARE ENGINEER

GENERAL PURPOSE

Under general or policy direction uses modern software development tools to simplify and automate business processes and provide creative solutions to business needs; plans and organizes assigned programs and activities of the Information Technology Department. The Software Engineer is responsible for designing, developing, configuring, and implementing software applications, performing complex and analytical assignments, managing multi-tasking projects, and creating, modifying, and maintaining business applications. This is accomplished by analyzing existing systems and programs, developing, or recommending new systems or modifications, managing development and implementation of multi-site, web-enabled applications, performing system analysis of programs and processes, and interfacing with end users to determine system requirements to improve efficiency, accountability, and workflow. Other duties include assisting with application architectural design, technology research, and developing prototypes for proof of concept.

DISTINGUISHING CHARACTERISTICS

This single incumbent class is responsible for demonstrating high level technical competency and must have a strong understanding of common APIs and integration practices with a keen understanding of where functionality meets the user interface aesthetic; overseeing the work of technical support personnel engaged in performing the full range of information technology activities for RTD, including designing, developing, configuring, and implementing software applications. Within areas of accountability, the incumbent operates with substantial latitude and discretion to achieve goals and objectives.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

1. Analyzes, designs, and develops and configures systems and applications and business systems, working with the full software development lifecycle of new projects, writing, and maintaining documentation to describe program development, logic, coding, changes, and corrections, and consulting with clients and users to gather information about needs, objectives, functions, features, and other requirements.
2. Designs, programs, reports, and databases by using good design practices to design tables, views, indices, and stored procedures, understanding, and designing projects by maintaining integrity and establishing security, and developing and delivering business intelligence and reports.
3. Provides support for existing business systems by maintaining and enhancing

existing web sites, supporting second tier applications for public website, modifying existing programs to conform to system changes, addressing and solving complex customer service tickets, and advising and working with user departments to resolve specific or complex problems.

4. Provides support by interacting with business users and solving ticket items related to modules, providing innovated solutions by researching software and matching with user requirements, advising users on limitations, and providing alternative approaching, and maintaining and enhancing data warehouse for various reports.
5. Prepares a variety of reports, correspondence, and records.
6. Present information, proposals, and/or recommendations clearly, logically, and persuasively, including at public meetings.
7. Represents RTD at meetings and with local partners.
8. Performs other incidental and related duties as required and assigned.

QUALIFICATIONS

Knowledge of:

1. Software engineering; full stack development; database; business process automation; systems integration; and algorithm design and analysis.
2. Object-oriented languages (Python; JS/Java; C/C++).
3. Common frameworks/CMS; common database/ORM; and common developer toolkits.
4. Design, develop, and implement applications for web and desktop.
5. Project coordination, relational database management systems.
6. Report writing, data analysis, and business intelligence.
7. Data warehousing and business process analysis, business intelligence.
8. Project management and development using SQL.
9. Concepts of database and system security.
10. Computer architecture, in both hardware and software components.
11. Application programming interfaces, communication protocols, programming languages, and various scripting languages.
12. Quality assurance methodology.
13. Project management techniques and standard practices.
14. Principles and practices of applications design and programming and software development life cycle.
15. Methods and techniques of de-bugging programs and applications.
16. Principles and practices of database administration.
17. Microsoft SQL Server architecture and programming.
18. Principles of mainframe computer systems, electric circuit boards, processors, chips and computer hardware and software, including applications and programming.
19. Techniques of programming and coding.
20. Methods and procedures of program documentation.
21. Principles and practices of research methodology and data analysis.
22. Systems and procedures analysis and development.
23. Customer service principles and practices.

- 24. Research methods and analysis techniques.
- 25. Principles and practices of sound business communication.
- 26. English usage, spelling, grammar, and punctuation.
- 27. Policies and procedures of the assigned department

Ability to:

- 1. Research, analyze, and determine appropriate course of action for complex practices, procedures, and problems.
- 2. Business requirement and process analysis.
- 3. Perform the full range of programming and database support in assigned systems area.
- 4. Implement security on assigned systems.
- 5. Develop and Deploy Software Applications.
- 6. Train User, Implement Application Security.
- 7. Learn enterprise systems configuration techniques.
- 8. Reconcile user data needs with various file structure and data types.
- 9. Understand and interpret the user's needs and ideas into specific data information technology solutions.
- 10. Develop and revise existing programs.
- 11. Develop technical documentation.
- 12. Install and integrate new software programs into existing programming systems.
- 13. Learn departmental software tools, applications, and libraries.
- 14. Write specifications and application programs.
- 15. Organize, set priorities, and meet deadlines.
- 16. Organize and maintain office and specialized confidential files and records.
- 17. Work independently and in a team-oriented environment.
- 18. Understand and follow oral and written instructions.
- 19. Communicate clearly and effectively, orally and in writing.
- 20. Prepare clear, concise, and comprehensive correspondence, reports, studies, and other written materials.
- 21. Exercise tact, discretion, and diplomacy in dealing with sensitive, complex, and confidential personnel issues and employee situations.
- 22. Establish and maintain effective working relationships with all levels of RTD management, Board of Directors, employees, employee organizations and their representatives, other governmental officials, community groups, and the public.

Education, Training and Experience:

A typical way of obtaining the knowledge, skills, and abilities outlined above is:

Graduation from an accredited four-year college or university with major coursework in software development, computer science, information technology, management information systems, or a closely related field; and seven years of progressively responsible experience in programming, applications development, and/or systems administration. One (1) additional year of the required experience may be substituted

for each year (30 semester hours) of the required education.

Licenses; Certificates; Special Requirements:

A valid California Class C driver's license.

Experience in a public transit agency or governmental setting is preferred.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands:

While performing the duties of this class, an employee is regularly required to sit, talk, and hear, in person and by telephone, use hands repetitively to operate standard office equipment, and reach with hands and arms. The employee is frequently required to stand, walk, and lift to twenty pounds.

Specific vision abilities required by this class include close vision and the ability to adjust focus.

Mental Demands:

While performing the duties of this class, the employee is regularly required to use written and oral communication skills; read and interpret complex data, information, and documents; analyze and solve complex problems; observe and interpret people and situations; use math and mathematical reasoning; learn and apply new information or skills; perform highly detailed work on multiple, concurrent tasks with constant interruptions; work under intensive deadlines and interact with all levels of RTD management, staff, employees, representatives of employee organizations, other governmental officials, and the public.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this class, the employee works under typical office conditions and the noise level is moderately quiet.



Attachment E
Cover Page

CLASS SPECIFICATION
INFORMATION TECHNOLOGY SYSTEMS ENGINEER

GENERAL PURPOSE

Under general or policy direction builds, maintains, troubleshoots, develops, and oversees the San Joaquin Regional Transit District (RTD) server infrastructure and information technology programs; ensures RTD's server systems and associated applications are fully functional, secure, accessible, and highly performing by continuous monitoring, performance tuning, applying equipment and software updates; and performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

This single incumbent class is responsible for demonstrating high level technical competency and overseeing the delivery of mission critical infrastructure to ensure the highest levels of availability, performance, and security. Oversees the work of technical support personnel engaged in performing the full range of information technology activities for RTD, including making sure server systems and applications are fully functional, secure, accessible, fully patched, and highly performing. Within areas of accountability, the incumbent operates with substantial latitude and discretion to achieve goals and objectives.

ESSENTIAL DUTIES AND RESPONSIBILITIES

The following statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required of personnel so classified.

1. Manage and monitor all RTD installed systems, programs, and infrastructure.
2. Install, configure, test, and maintain operating systems, application software and system management tools.
3. Proactively ensure the highest levels of systems and infrastructure availability.
4. Monitor and test application performance for potential bottlenecks, identify possible solutions, and work with developers to implement fixes.
5. Maintain security, backup, and redundancy strategies.
6. Write and maintain custom scripts to increase system efficiency and lower the human intervention time on any tasks.
7. Design of information and operational support systems.
8. Provide 2nd and 3rd level support for IT related issues.
9. Liaise with vendors and other IT personnel for problem resolution.
10. Troubleshoot and resolve server system and associated application related issues.
11. Implement, integrate, and troubleshoot computer information, and software systems, including software and hardware components. Ensures that data flows from one application to another; synchronize information and data systems ensuring interoperability between data sources using API's, automation, and

scripting languages.

12. Windows server management with experience in migrations.
13. Create and implement BC: DR plans.
14. Determine problems within specific systems and provide solutions for issues including systems design and optimization, upgrading hardware, and maintaining of existing systems.
15. Migrate existing services to the cloud with minimal business disruption.
16. Monitor and initiate resolution, as needed, to indicate server system and application performance or stability issues.
17. Project server system utilization and performance metrics across all servers and recommend remediation steps as necessary to address expected computational, memory, or storage space issues.
18. Monitor and resolve system intrusion events.
19. Ensure that all application systems are backed up on a daily and weekly basis.
20. Regularly test backup and restore processes and procedures.
21. Ensure all business continuity processes and procedures are up to date as system servers and applications are updated or changed.
22. Apply system patches and updates to servers as available.
23. Apply application patches and updates as available.
24. Work with outside vendors on server or software application problem resolution as needed.
25. Prepares a variety of reports, correspondence, and records.
26. Present information, proposals, and/or recommendations clearly, logically, and persuasively, including at public meetings.
27. Represents RTD at meetings and with local partners.
28. Performs other incidental and related duties as required and assigned.

QUALIFICATIONS

Knowledge of:

1. Windows server based environments installation, configuration, and troubleshooting.
2. Administration and performance tuning of application IIS, AD, DNS, DHCP, SQL.
3. Cloud experience, preferably in Azure and AWS.
4. Virtualization, hyperconvergence, and containerization such as Hyper-V and ESXi.
5. Automation software such as Zapier, Automate, and Task Scheduler.
6. Scripting skills such as PowerShell.
7. Networking knowledge (OSI network layers, TCP/IP).
8. Integration experience using API's and automated tasks.
9. Deep implementation and integration experience with business systems, such as ERP, HRIS, and CRM.
10. Processing and dependency mapping and diagrams
11. Server systems configuration and design principles and best practices and ability to implement them in a production environment.

12. Server management tools and techniques and ability to utilize them in a production environment.
13. Basic project management techniques and standard practices.
14. Basic principles and procedures of record keeping.
15. Customer service principles and practices.
16. Research methods and analysis techniques.
17. Excellent organizational and presentation skills.
18. Principles and practices of sound business communication.
19. Microsoft Office Suite, including Word, Excel, Access, and PowerPoint.
20. English usage, spelling, grammar and punctuation.
21. Policies and procedures of the assigned department

Ability to:

1. Define issues, analyze problems, evaluate alternatives, and develop sound, independent conclusions, and recommendations in accordance with laws, regulations, rules, and policies.
2. Monitor and backup RTD systems.
3. Interpret RTD personnel policies and procedures and applicable local, state and federal legislation.
4. Organize, set priorities, and meet deadlines.
5. Organize and maintain office and specialized confidential files and records.
6. Work independently and in a team-oriented environment.
7. Instruct others in work procedures and practices.
8. Understand and follow oral and written instructions.
9. Communicate clearly and effectively, orally and in writing.
10. Operate a computer using word processing and other business software.
11. Prepare clear, concise, and comprehensive correspondence, reports, studies, and other written materials.
12. Represent RTD effectively in public settings on a variety of issues.
13. Exercise tact, discretion, and diplomacy in dealing with sensitive, complex, and confidential personnel issues and employee situations.
14. Establish and maintain effective working relationships with all levels of RTD management, Board of Directors, employees, employee organizations and their representatives, other governmental officials, community groups, and the public.

Education, Training and Experience:

A typical way of obtaining the knowledge, skills, and abilities outlined above is:

Graduation from an accredited four-year college or university with major coursework in computer science, management information systems, engineering, or a closely related field; and seven years of progressively responsible experience in systems administration, applications development, and/or network administration. One (1) additional year of the required experience may be substituted for each year (30 semester hours) of the required education.

Licenses; Certificates; Special Requirements:

A valid California Class C driver's license.

Experience in a public transit agency or governmental setting is preferred.

PHYSICAL AND MENTAL DEMANDS

The physical and mental demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Physical Demands:

While performing the duties of this class, an employee is regularly required to sit, talk and hear, in person and by telephone, use hands repetitively to operate standard office equipment, and reach with hands and arms. The employee is frequently required to stand, walk, and lift up to twenty pounds.

Specific vision abilities required by this class include close vision and the ability to adjust focus.

Mental Demands:

While performing the duties of this class, the employee is regularly required to use written and oral communication skills; read and interpret complex data, information, and documents; analyze and solve complex problems; observe and interpret people and situations; use math and mathematical reasoning; learn and apply new information or skills; perform highly detailed work on multiple, concurrent tasks with constant interruptions; work under intensive deadlines and interact with all levels of RTD management, staff, employees, representatives of employee organizations, other governmental officials, and the public.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this class. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this class, the employee works under typical office conditions and the noise level is moderately quiet.



Attachment F
Cover Page

RESOLUTION NO. _____
DATED: MAY 19, 2023

RESOLUTION APPROVING AND ADOPTING REVISED SALARY STRUCTURE AND
DELEGATION OF AUTHORITY TO THE CEO TO APPROVE JOB DESCRIPTIONS AND
MODIFY POSITION TITLES

WHEREAS, The T/A 3 Class will remove the Accounting Assistant position, as this position is no longer needed in the Finance department; and

WHEREAS, The T/A 4 Class will remove the Senior Accounting Assistant position, as this position is no longer needed in the Finance department; and

WHEREAS, The P1 Class will remove the Accountant and Analyst job titles. These titles will be reclassified as Specialist I; and

WHEREAS, The P2 Class will remove the Senior Accountant and Specialist job titles. These titles will be reclassified as Specialist II; and

WHEREAS, The P3 Class will remove the Senior Specialist/Supervisor position from this series. The Supervisor position is already included in the M1 Class and the salary range for this position aligns with the salary range in the M1 Class; and

WHEREAS, The P5 Class will be a new class created in the series for the IT department entitled Engineer. The salary range for this class will be \$91,000 - \$128,000. This salary range will align us with comparator agency salaries; and

WHEREAS, The M1 Class will include all Administrative Supervisor positions. The minimum salary range will decrease to \$70,000 and the maximum of the range will increase to \$105,000. This salary range will align us with comparator agency salaries; and

WHEREAS, The M4 Class will include the titles Deputy CEO and Chief level positions. The Chief level positions will not be listed individually which will mirror the other classifications listed; and

WHEREAS, The M1 Class on the operations track will include all Supervisor positions for Operations; and

WHEREAS, M2 Class on the operations track will include the Assistant Superintendent position; and

WHEREAS, The M3.5 Class on the operations track will include all Superintendent positions; and

WHEREAS, The M4 Class on the operations track will include the Deputy CEO and the Chief Operating Officer; and

WHEREAS, The M5 Class on the operations track will include the CEO.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the Board of Directors of the San Joaquin Regional Transit District that the revised Salary Structure be, and hereby is, approved effective May 19 ,2023; and

BE IT FURTHER RESOLVED AND ORDERED that the CEO is delegated authority to (1) approve job descriptions for all Board-approved positions and titles, and (2) modify position titles (with the understanding such modification would not place the position in a different pay scale), which actions will be incorporated into periodic updates to the salary schedule approved by the Board of Directors.



Fiscal Year 2024 Proposed Operating and Capital Budget

**Board of Directors Budget Review Meeting
May 19, 2023**

**Presented by:
Virginia Alcayde, Director of Financial Planning**

Overview of Today's Presentation

- **Budget Process**
- **FY24 Operating Budget**
 - Service Plan
 - Major Budget Drivers/Assumptions - Revenue and Expense
 - Stimulus Grants
 - 5-Year Operating Budget
- **FY24 Capital Budget**
- **Non-controllable Budget Risk**
- **Reserve Funds Balance**

Budget Process

- Strategic Planning and Budget Training with Staff
 - Board Workshop (3/24/2023)
 - Departmental Budget Proposals
 - Funding Projections
- Departmental Budget line-item review with CEO
 - Capital Budget review with CEO
 - CEO Final Review of Draft Budget
- Finance and Audit Committee Board Review (5/12/2023)
 - **Board Review of Draft Budget (5/19/2023)**
 - Board Adoption (6/16/2023)
 - Budget Distribution to Stakeholders
- Budget Control, Monitoring, and Status Reporting

OPERATING BUDGET

FY24 Service Plan

- Continue to directly operate county services through April 24, 2024
- Pre-COVID service levels
- Focus on service improvements specially in Disadvantaged Neighborhoods to increase ridership
- Employee: Attraction, Retention, and Development
- Enhance Safety and Security
- Reduction in Fare Evasion
- Provide Board with Van Go! recommendations

FY24 Major Budget Drivers - Revenue

- **Revenue**

- 5% increase in fare revenue due to projected increase in ridership
- Increase in non-transportation revenue due to higher interest revenue
- 5% increase in property tax based on historical data
- Measure K is budgeted the same amount as prior year, awaiting MK Strategic Plan from SJCOG
- \$45.3K increase in Low carbon Transit Operations Program (LCTOP) apportionment
- No Transformative Climate Communities (TCC) operating funding
- 100% of State Transit Assistance (STA) programmed for capital projects
- \$2.18M increase in Local Transportation Fund (LTF) based on estimates from SJCOG
- \$1.31M increased use of Federal 5307 grant for preventive maintenance, mobility management, and contracting cost
- \$1.1M Corona Virus Response and Relief Supplemental Appropriations Act (CRRSAA)

Operating Revenues FY23 to FY24

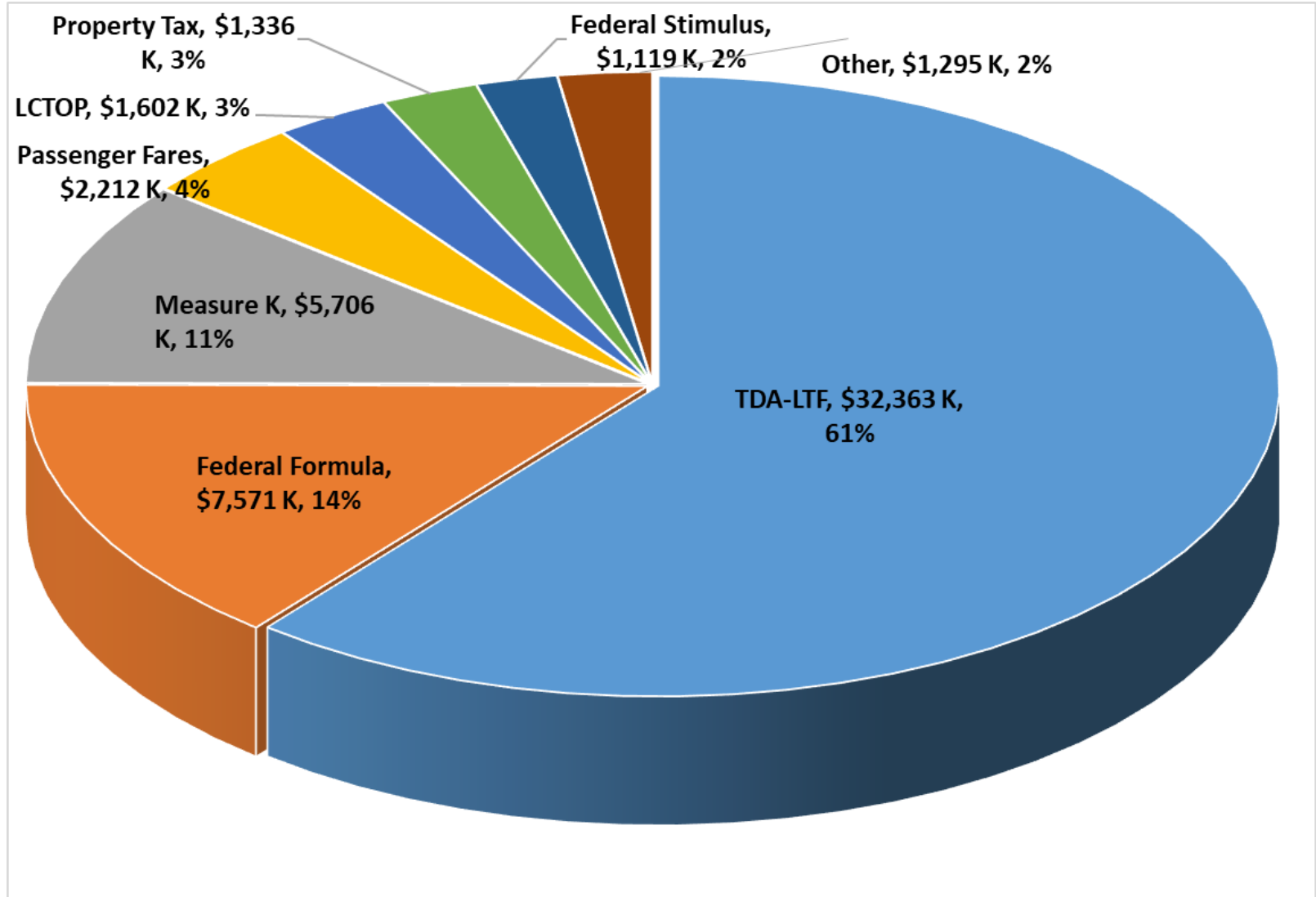
(\$ in thousands)

Description	FY23 Adopted Budget	FY24 Proposed Budget	FY24 Increase (Decrease) over FY23 Budget	
Revenue				
Passenger Fares	\$2,111	\$2,212	\$102	4.8%
Auxiliary and Non-transportation	769	1,120	351	45.6%
Property Tax	1,270	1,336	66	5.2%
Measure K	5,706	5,706	0	0.0%
LCTOP	1,557	1,602	45	2.9%
TCC Grant	110	0	-110	-100.0%
TDA-STA	175	175	0	0.0%
TDA-LTF	30,187	32,363	2,176	7.2%
Federal 5307	5,697	7,009	1,313	23.0%
Federal 5311 (Formula)	550	561	11	2.0%
Operating Revenues	\$48,132	\$52,086	\$3,955	8.2%
Federal 5311 (ARPA)	560			
Federal 5311 (CRRSA)		1,119		
Total Operating Revenues	\$48,691	\$53,206	\$4,514	9.3%

Federal Stimulus Grants

		(\$ in Thousands)							
Grant Sources		FY20	FY21	FY22	FY23	FY24	FY25	Total	Status, 3/31/2023
Section 5307 Urbanized Area	Corona Virus Aid, Relief, and Economic Security (CARES) Act	\$ 4,764	\$ 11,493					\$ 16,257	Fully spent
	American Rescue Plan Act (ARPA)			9,010				9,010	Fully spent
Section 5310 Elderly & Disabled	Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA)				57			57	Will be fully spent by 6/30/2023
	American Rescue Plan Act (ARPA)						57	57	Awaiting Executed Contract from Caltrans.
Section 5311 Rural Service	CARES Act - Rural Service (Phase I)			1,277	11			1,288	Fully spent
	CARES Act - Rural Service (Phase II)				709			709	Fully spent
	CRRSAA					1,119		1,119	Expires 6/30/2026
	ARPA						1,190	1,190	Expires 6/30/2028
TOTAL		\$ 4,764	\$ 11,493	\$ 10,287	\$ 777	\$ 1,119	\$ 1,247	\$ 29,688	

FY24 Operating Revenues



FY24 Major Budget Drivers - Expenses

- **Expenses**

- Personnel

- 3% pay increase for non-represented personnel
 - Progression level pay increases for represented personnel. *No assumptions made yet for increases in represented personnel costs pending results of labor negotiation.*
 - 6.25% increase in medical premiums and 3.5% increase in dental and vision premiums
 - 4.46% increase in Defined Benefit Plan contribution rate (from 32.42% to 36.88%)
 - Positions and FTE changes

- Non-personnel

- Projected increase in service
 - Increased security services
 - 5% projected increases in software maintenance
 - Fuel cost assumed at \$4.50 per gallon
 - Change in capitalization procedure
 - \$200K increase in operating contingency

Position Changes

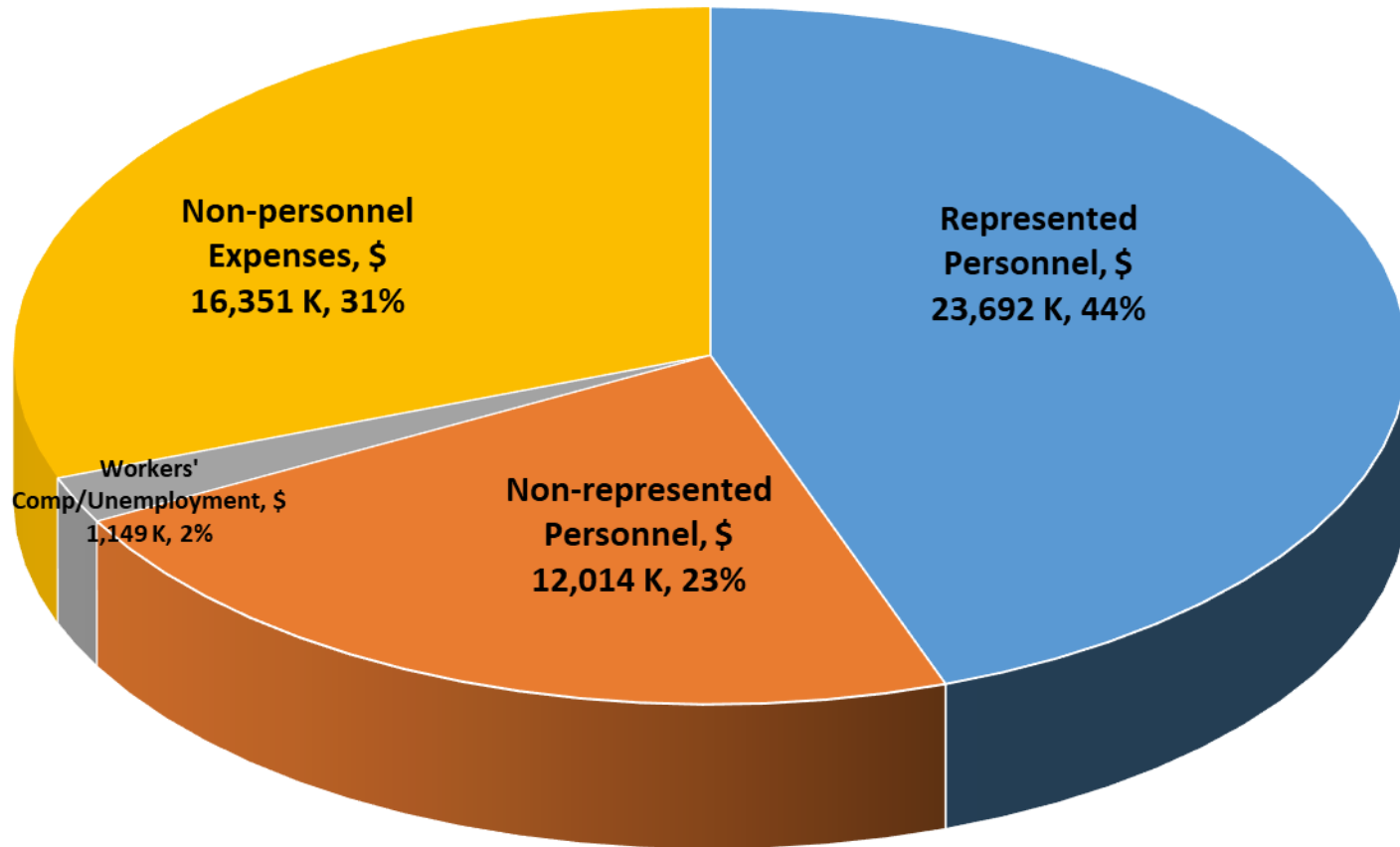
- New Positions (Wages & Fringes)
 - Engineer (TBD)
 - Project Manager
 - Operations Training Instructor
 - Five Operators
 - Procurement Intern
 - Graphic Designer (one Full-time) – Replacing (3FTE) part-time contractors
- Changes in Positions
 - HR Manager, upgraded to HR Director
 - IT Specialist, upgraded to IT System Administrator
 - IT Administrator, upgraded to Software Developer
 - IT Administrator, upgraded to Network/System Engineer
 - Facilities Analyst, upgraded to Specialist
 - (3) Facility Technicians C, upgraded to (2) Facility Technician B and (1) Facility Technician A
 - Pay Structure changes for Superintendents
 - Positions hired at higher cost than FY23 Budget

Operating Expenses

(\$ in thousands)

Description	FY23 Adopted Budget	FY24 Proposed Budget	FY24 Increase (Decrease) over FY23 Budget	
Expenses				
Wages & Fringes	\$33,201	\$36,854	\$3,653	11.0%
Services	4,123	4,816	693	16.8%
Materials & Supplies	3,985	3,670	-315	-7.9%
Utilities	1,194	1,270	76	6.4%
Insurance	2,189	1,939	-251	-11.5%
Taxes & Licenses	337	289	-48	-14.3%
Purchased Transportation	2,127	2,300	173	8.1%
Operating Contingency	300	500	200	66.7%
Miscellaneous Expenses	1,234	1,568	334	27.1%
Total Operating Expenses	\$48,691	\$53,206	\$4,514	9.3%

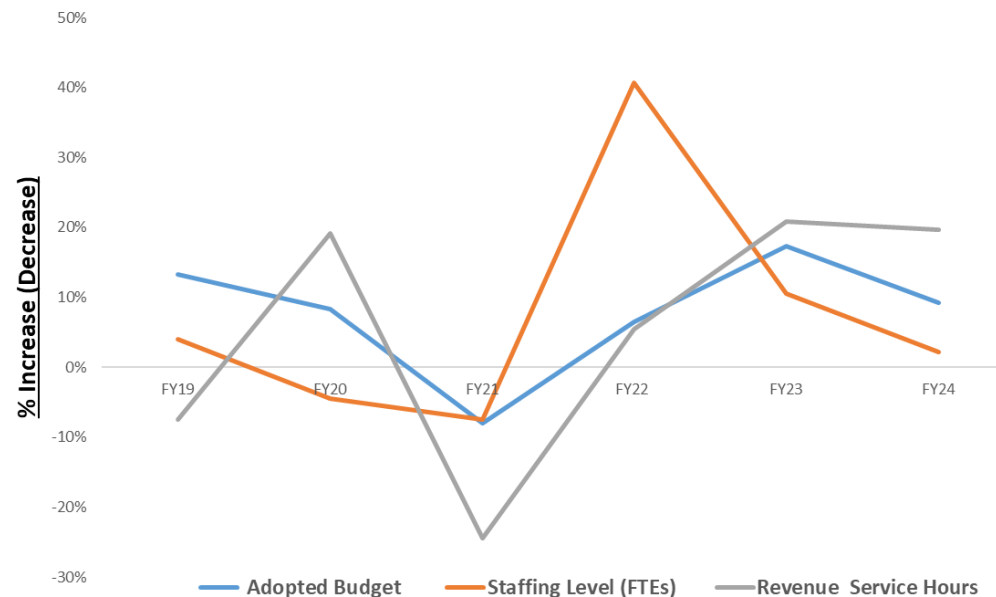
FY24 Operating Expenses



FY24 Proposed Operating Budget

	FY23 Budget	FY24 Proposed Budget	FY24 Increase (Decrease) over FY23 Budget	
Operating Revenue	\$ 48,131,621	\$ 52,086,361	\$ 3,954,740	8.2%
Stimulus Grants	559,631	1,119,262	559,631	100.0%
Revenues Available for Operations	\$ 48,691,252	\$ 53,205,623	\$ 4,514,371	9.3%
Expenses	48,691,252	53,205,623	4,514,371	9.3%
Surplus (Deficit)	\$ -	\$ -	\$ -	

FY19 – FY24 Operating Budget



Directly operated
County Services
starting in FY22

	FY19	FY20	FY21	FY22	FY23	FY24
Budget (in Thousand)	\$39,122	\$42,380	\$38,981	\$41,528	\$48,691	\$53,206
% Increase(Decrease)	13%	8%	-8%	7%	17%	9%
Metro Operator	86.0	85.0	84.5	76.5	84.5	90.0
County Operator				51.0	60.5	61.0
Other Represented	46.0	46.0	45.0	70.0	71.0	71.0
Non-Represented	85.5	77.9	63.8	74.5	84.5	85.7
Total Staffing Level (FTE)	217.5	208.9	193.3	272.0	300.5	307.7
% Increase(Decrease)	3%	-4%	-7%	41%	10%	2%
Service Hours	204,681	243,733	184,029	193,926	234,382	280,379
% Increase(Decrease)	-7%	19%	-24%	5%	21%	20%

FY23 Operating Budget, Plus 5-Year Projection

(\$ in Thousands)

	FY23	FY24	FY25	FY26	FY27	FY28
REVENUES:						
Operating Revenue	48,132	52,086	52,324	52,568	52,818	53,075
Stimulus Funds	560	1,119	1,177	0	0	0
Total Operating Revenue	\$ 48,691	\$ 53,206	\$ 53,501	\$ 52,568	\$ 52,818	\$ 53,075
Year over year % Increase		9%	1%	-2%	0%	0%
EXPENSES:						
Personnel Expenses	33,201	36,854	37,570	38,318	39,100	39,916
Non-personnel Expenses	15,490	16,351	17,144	17,976	18,850	19,767
Total Operating Expenses	\$ 48,691	\$ 53,206	\$ 54,714	\$ 56,295	\$ 57,950	\$ 59,683
Year over year % Increase		9%	3%	3%	3%	3%
SURPLUS (DEFICIT)	\$0	(\$0)	(\$1,214)	(\$3,727)	(\$5,132)	(\$6,609)

Annual Assumptions:

Flat Revenues, except for 5% increase in Fare Revenue due to service increase in FY24 and 2% annual increase thereafter, 4.4% Property tax based on average increase in San Joaquin County Estimates, and 2% annual increase in Federal 5307 and 5311.

Pre-COVID service level is projected to be fully restored in FY24. Stimulus funds are projected to be fully utilized by FY25.

No assumptions made yet for increases in represented personnel cost pending results of labor negotiation.

3% annual pay rate increase for non-represented personnel, 6.25% annual medical premium increase, 2% annual increase of Defined Benefit Plan contribution rate, and 5% average annual increase on all other expenses.

CAPITAL BUDGET

FY24 Capital Project Objectives

- Improve safety and security of RTD passengers and employees.
- Improve customer experience with technology and facility improvements.
- Keep RTD's infrastructure and rolling stock in a state of good repair.
- Reduce greenhouse gas emissions and focus on capital expenditures to improve services in disadvantaged neighborhoods.
- Compliance with California Air Resource Board's (CARB) Innovative Clean Transit (ICT) Regulation.
- Fuel Cell Electric Bus (FCEB) Pilot Program.
- Revisit ITOS Projects.
- Major investments in IT infrastructure removing single point of failures, add redundancy, and ensuring data backup.

FY24 Capital Budget Summary

Capital Funding Sources	Type	Amount	Percentage
FTA 5307 Urbanized Area (UZA) Formula	Formula	6,551,875	52.5%
FTA 5339(a) Bus and Bus Facilities	Formula	1,629,791	13.1%
SB1 State of Good Repair (SGR)	Formula	819,238	6.6%
State Transit Assistance (STA)	Formula	3,483,704	27.9%
Total Projected Capital Funds		\$ 12,484,608	100.0%

Proposed Capital Projects by Category	Amount	Percentage
Communication, IT and Office Equipment: Financial and Grants software, Switch network infrastructure, servers, storage arrays, copiers, other hardware/software, and equipment.	\$ 5,906,836	47.3%
Facilities - Associated Transit Improvements: Bus stop signs and amenities update.	254,812	2.0%
Facilities - Other Capital Improvements: Hydrogen Fueling Trailer, DTC HVAC replacement, DTC Scrubber and HTS plumbing/sink.	4,447,955	35.6%
Maintenance Equipment and Support Vehicles: Shop tools, equipment and replacement for six (6) support vehicles.	819,238	6.6%
Safety and Security: Portable light towers, network firewall, and Pedestrian Collision Avoidance Detection System (PCADS).	1,055,767	8.5%
Total Proposed Capital Projects	\$ 12,484,608	100.0%

Budget Surplus (Deficit)	\$ -
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Non-controllable Budget Risks

- Revenues

- Passenger Fares: Fluctuations in Ridership
- Measure K, State Transit Assistance (STA), and Local Transportation Fund (LTF): Revenue sources are from sales tax. Consumer spending is uncertain with inflation.
- Federal Revenue Sources: Federal budget adoptions and deficit limit
- State and Federal Discretionary Grants
- Economic Downturn
- Unanticipated revisions in budgeted apportionments
- State and Federal deliberations about additional operating assistance
- Lease and free-fares contract renewals

- Expenses

- Actual costs could come in higher than budget assumptions for (Inflation):
Fuel cost, utility cost, medical and liability insurance premiums, Workers Compensation claims, bus failures and accidents, contract renewals and rebids, etc.
- Unfunded government mandates
- Unfunded liability and liability costs that are higher than historical data: pension plan sustainability, workers compensation, lawsuits/third party liabilities, etc.
- Changes in State and Federal legislation and regulations
- Unbudgeted Hydrogen Fuel Cost may begin FY2024 Q3
- Force Majeure

RESERVE BALANCES

Reserve Funds, 7/1/2022



**Operations
Sustainability
Fund \$13M**

Fully Funded



**Cash Flow Fund
\$7.6M**

Fully Funded



**Uninsured Risk
Reserve Fund
\$5M**

Fully Funded



**Operating and
Capital Reserve
Fund \$13.95M**

No Minimum Balance

Based on Board-approved Reserve Fund Policy

Any Questions?

