



Consolidated Transportation Services Agency, a local public agency organized as a nonprofit.

## SPECIAL MEETING OF THE BOARD OF DIRECTORS OF PARATRANSIT, INC.

### Meeting Date and Time:

August 13, 2019 1:00 p.m.

### Meeting Location:

Ron Brown Auditorium  
2501 Florin Road  
Sacramento, CA 95822

**Paratransit's Mission:** To expand mobility options by advocating for a fully accessible integrated public transportation system and by providing innovative community transportation services.

## AGENDA

### 1. Call to Order & Roll Call:

Directors: Faust, Fontus, Hansen, Hume, Kimble, Leventon, Nguyen, Nugent, Shekhar

### 2. Public Comment:

Members of the public may comment on any item of interest to the public within the subject matter jurisdiction of the Paratransit Board of Directors. Speaker cards are located on the table at the sign in desk. Please complete a card and submit it to the Secretary of the Board. Each person will be allowed three minutes, or less if a large number of requests are received on a particular subject. After ten minutes of testimony, the Chair may choose to hear any additional testimony following the Discussion Items.

Please note, under the provisions of the California Government Code, the Board is prohibited from discussing or taking action on any item that is not on the agenda. The Board cannot take action on non-agendized items raised under "Public Comment" until the matter has been specifically included on the agenda. Those audience members who wish to address a specific agendized item are encouraged to offer their public comments during consideration of that item.



### **3. Announce Adjournment to Closed Session**

A. Conference with Legal Counsel – Anticipated Litigation Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9: One case

B. Conference with Labor Negotiations

i. Agency Representative: Tiffani Fink

Unrepresented Employees: Various Positions

### **4. Reconvene to Open Session and Report Action, if any taken**

### **5. Consent Calendar Items:**

A. Approve minutes of the June 17, 2019 Board of Directors Meeting

### **6. Staff Report:\***

A. CEO Report

i. Measure A Presentation

B. CFO Report

i. Financial Report

### **7. Discussion and Action Items:**

A. Adopt Resolution No. 09-19 authorizing the Chief Executive Officer (CEO) to submit an application to the Sacramento Area Council of Governments (SACOG) and California Department of Transportation (CALTRANS) for section 5310 funds for Mobility Management Services in Sacramento, and to execute all necessary documents required to acquire the funds upon notification of award.

B. Adopt Resolution No. 10-19 authorizing the Chief Executive Officer (CEO) to negotiate and execute a Memorandum of Understanding (MOU) with the San Joaquin Regional Transit District (SJRTD) for eligibility and certification, and travel training service and further authorizing the Chief Executive Officer to negotiate and execute all necessary amendments.

### **8. Adjourn**

The next meeting of the Paratransit Board of Directors will be held on

**MONDAY, SEPTEMBER 16, 2019  
6:00 P.M.**

Ron Brown Auditorium  
2501 Florin Road  
Sacramento, CA 95822

\*Staff Reports are subject to change without prior notice.

### **ADA COMPLIANCE**

If requested, this agenda can be made available in appropriate alternative formats to persons with disabilities, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact the Chief Administrative Officer at (916) 429-2009 for further information.

The meeting facilities are accessible to persons with disabilities. A person with a disability who requires a modification or accommodation, including auxiliary aids or services, to participate in a public meeting, should telephone or otherwise contact the Assistant Secretary to the Board of Directors as soon as possible. The Assistant Secretary may be reached at 2501 Florin Road, Sacramento, California 95822 or by telephone at (916) 429-2009.

### **MEETINGS OF INTEREST**

**RT Board Meetings:** August 26, 2019 @ 5:30 pm 1400 29<sup>th</sup> Street, Sacramento, CA (Auditorium)

**RT Mobility Advisory Council:** September 5, 2019 @ 2:30 pm. 1400 29<sup>th</sup> Street, Sacramento, CA (Auditorium)

**Sacramento County Disability Advisory Commission:** September 3, 2019 @ 5:00 p.m.  
700 H Street, Hearing Room 1, County Administration Center

**Sacramento City Disabilities Advisory Commission:** September 19, 2019 @ 6:00 pm New City Hall, 915 I Street, First Floor, Conference Room #1104

## BOARD OF DIRECTORS' MEETING

### **MINUTES:**

June 17, 2019  
6:02 p.m.  
2501 Florin Road  
Sacramento, CA 95822

<b><u>Board Members Present</u></b>	<b><u>Absent</u></b>	<b><u>Public Present</u></b>
Jill Faust	Steve Hansen	Helen O'Connell
Anna Fontus	Stephanie Nguyen	Mike Barnbaum
Pat Hume	Vidhu Shekhar	Jeffrey Taradaguila
Alice Kimble		Rev. Hicks
Scott Leventon		Elder Guice
Molly Nugent		Janice Labrado, Regional Transit

### **Staff Present:**

Tiffani Fink	Tom Roberts	Lisa Cappellari	Mary Harding
Jesse Isaacson	Chris Brown	Kevin Welch	Gary Vickers
Julio Diaz	Kathy Sachen	Louise Friedlander	Michelle Salazar

**Call To Order/Roll Call:** Director Hume called the meeting to order at 6:00 p.m.  
Director Faust, Fontus, Hansen, Hume, Kimble Leventon, Nguyen, Shekhar, Vacant

### **Reflections on Paratransit's Mission:**

President Hume opened the meeting by reading the mission statement.

### **INTRODUCTION TO NEW BOARD MEMBER:**

President Hume introduced our new Board member, Molly Nugent. Director Nugent said she works for Weave and Society of the Blind on a collaboration to increase access to services for people with disabilities. This why she decided to apply to be on the Paratransit Board. She is looking forward to getting to know all the Board Members and Staff, along with getting to know the people. Tiffani Fink, CEO, added Director Nugent wrote an article in the Forbes Magazine 'Access is More than Inclusion' and welcomed her.

## **CONSENT CALENDAR**

The minutes of the May 20, 2019 Board of Director's Meeting were approved. The motion was made by Director Fontus and seconded by Director Leventon to approve the consent calendar. The motion passed unanimously.

**AYES:** Fontus, Hume, Kimble, Leventon, Nguyen

**NOES:** None

**ABSECTIONS:** Faust, Nugent

**ABSENT:** Hansen, Nguyen, Shekhar

## **PUBLIC COMMENT**

Rev. Hicks expressed she would like to see the unlimited monthly pass come back to the Paratransit riders. She welcomed our new Board member and praised the good work Paratransit does and provides to the riders.

Mike Barnbaum stated the next Paratransit, Inc. Board of Directors meeting is on the same day as Sacramento Day 9-1-6. He spoke of SacRT Forward, along with service changes beginning September 8, 2019. He said some areas will no longer be receiving fixed route service and other areas will be new to the service.

Jeff Tardaguila requested Pat Hume ensure Tiffani Fink receives an invitation to the RT Board of Directors Retreat. Jeff expressed his concern of the construction at 421 I Street for passengers and drivers. Jeff is displeased with how the public receives information. Paratransit needs to do a better job of getting the word out to our passengers to upcoming changes, public comments and items on the upcoming board meetings.

## **CLOSED SESSION:**

Director Hume announced no closed session.

## **PRESENTATION FOR THE FY 20 BUDGET AND CONSIDERATION FOR ADOPTION**

Tiffani Fink, Chief Executive Officer, reviewed the Fiscal Year 2020 budget advising the Board we are still negotiating the Option Year for the Agreement with Sacramento Regional Transit.

The CEO stated we are still in discussions on service in Elk Grove.

The Budget includes TDA revenues for the City of Folsom. We will be providing Non-ADA service into Folsom upon adoption of the TDA Claim by the SACOG Board.



Tiffani Fink presented a PowerPoint showing the Fiscal Year 20 Revenues. She showed the Fiscal Year 20 ADA Revenues displaying the amount Paratransit is contributing to support the ADA Service require by law. She explain the impact this is on the funds we receive for beyond the ADA service area from Measure A.

Tiffani reviewed the Capital Budget with the Board, along with the Organizational Chart.

She asked the Board to consider Adoption of the Operating Budget and Capital Improvement Program with a balanced budget of \$28,146,545.

### **ACTION ITEMS:**

Adopt Resolution No. 05-19 Paratransit, Inc. Fiscal Year 2019-2020 Operating Budget

Adopt Resolution No. 06-19 Paratransit, Inc. Fiscal Year 2019-2020 Capital Improvement Program

Director Leventon made a motion to adopt the FY 20 Operating Budget and the FY 20 Capital Improvement Program; seconded by Director Faust. The motion passed unanimously.

**AYES:** Faust, Fontus, Hume, Kimble, Leventon, Nugent

**NOES:** None

**ABSENTIONS:** None

**ABSENT:** Hansen, Nguyen, Shekhar

Adopt Resolution No. 07-19 authorizing the Chief Executive Officer to release an Invitation for Bids for the Exterior Facility Repair Project and award to the lowest responsive and responsible bidder and to execute all necessary documents.

Director Faust made a motion to adopt the Chief Executive Officer to release an Invitation for Bids for the Exterior Facility Repair Project and award to the lowest responsive and responsible bidder and to execute all necessary documents; seconded by Director Leventon. The motion passed unanimously.

**AYES:** Faust, Fontus, Hume, Kimble, Leventon, Nugent

**NOES:** None

**ABSENTIONS:** None

**ABSENT:** Hansen, Nguyen, Shekhar

### **PUBLIC HEARING**

President Hume announced the Board would listen question or comment of each Public member then respond once all questions and comments.

Helen O'Connell express her concern with areas not covered by SacRT Forward. She wanted to know if we would be covering those areas. She stated she did not have a full understand of an ADA service area and a Non-ADA service area.

Jeff Tardaguila finds it we could do a better with getting information to the public.

Elder Guice suggest there be better communication between staff and passengers going forward.

Director Hume and Tiffani Fink provided answers to the Public, explaining the difference between ADA trips and Non-ADA trips including having our policy mirroring RT's policy for consistency for our riders.

Janice Labrado, Accessible Services Director for RT, also provided the different means of communication between the agencies and the Paratransit passenger.

The Board listened to all comments and responses. After some discussion, Director Hume asked if there was a motion to Adopt Resolution 08-19. Director Fontus made the motion to adopt the Resolution; seconded by Director Faust. The motion passed unanimously.

**AYES:** Faust, Fontus, Hume, Kimble, Leventon, Nugent

**NOES:** None

**ABSENTIONS:** None

**ABSENT:** Hansen, Nguyen, Shekhar

## **STAFF REPORTS**

### **CEO Report**

Tiffani Fink, CEO, reported her written report to the Board verbally. She briefly spoke of Department Updates and Upcoming Work Plan.

Tiffani reiterated the CAO position frozen for this Fiscal Year. Administration will report to her which includes Human Resources with Chris Brown, Director of Human Resources, Information Technology and Kathy Sachen will be the Assistant Secretary to the Board, along with her other tasks.

Tiffani gave a shout out to Louise Friedlander, Executive Program Assistant, for the 550 youths outreached and 100 trained through the Moving Youth to Jobs program. Tiffani explained to the Board this was not a small feat.

### **CFO Report**

Lisa Cappellari, Chief Financial Officer verbalized her report. Lisa responded to Director Hume requested to look at February, as FY18 cost was higher than FY19 at the last Board meeting.

### **COMMUNITY PARTNERSHIPS**

None

### **BOARD COMMENTS/REPORTS/FUTURE AGENDA ITEMS**

Director Fontus congratulated Louise Friedlander on her success with Moving Youth to Jobs.

### **ADJOURNMENT:**

Director Hume announced meeting adjourned at 7:16 p.m.

\_\_\_\_\_  
Kathy Sachen  
Assistant Secretary to the Board of Directors

\_\_\_\_\_  
Date





Consolidated Transportation Services Agency, a local public agency organized as a nonprofit.

## MEMORANDUM

TO: BOARD OF DIRECTORS  
FROM: LISA CAPPELLARI, CHIEF FINANCIAL OFFICER  
SUBJECT: JUNE 2019 PERFORMANCE REPORT  
DATE: AUGUST 13, 2019

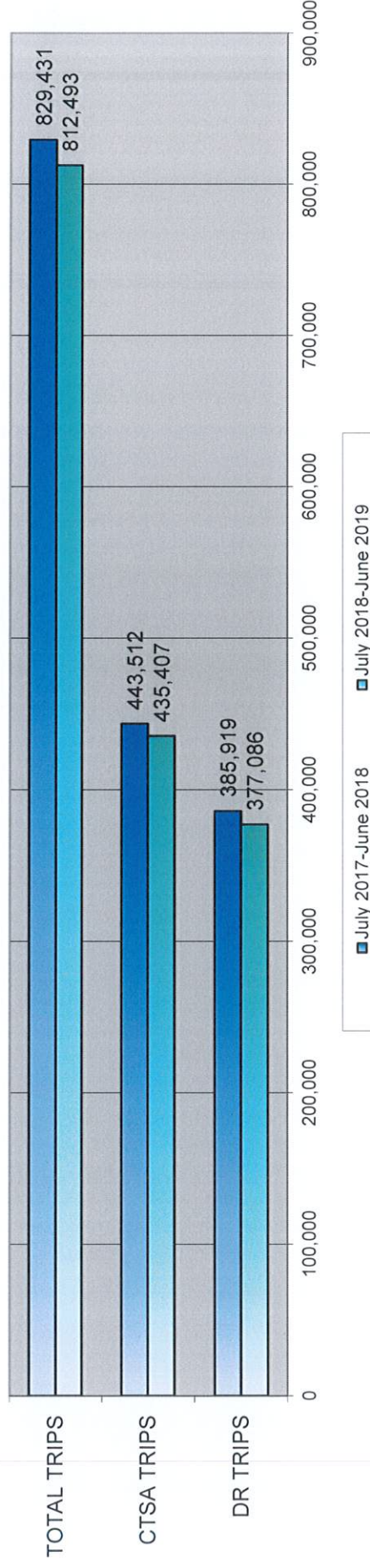
All financial and operating data are through June 2019.

- Rolling year (July 2018 to June 2019) trips provided decreased by 2.0%. Rolling year CTSA trips were down by 8,105 or 1.8% and rolling year DR trips were down 8,833 or 2.3%.
- Year-to-date (YTD) total trips provided decreased by 2.0% or 16,938 trips over June 2018 for a YTD total of 812,493. The YTD decrease was driven by a 2.3% decrease in DR trips and a 1.8% decrease in CTSA trips.
- Overall YTD cost per trip provided increased by 8.3% from FY18. YTD CTSA cost per trip provided increased by 2.0% and YTD DR cost per trip provided increased by 9.0% over prior year.
- The YTD combined fare recovery ratio decreased by 1.1% from FY18 to 10.7% and remains above our goal of 10%, and higher than the TDA-required minimum of 5%.
- The YTD on-time performance rate is 93.3%.

If you have any questions or comments about this Performance Report please contact me at 916-429-2009 ext.7234 or [Lisac@paratransit.org](mailto:Lisac@paratransit.org).

# Paratransit, Inc. June 2019 Performance Report

## ROLLING YEAR TRIPS PROVIDED



July 2018-June 2019  
Total Trips Provided  
812,493

July 2017-June 2018  
Total Trips Provided  
829,431

(16,938)

-2.0%

July 2018-June 2019  
CTSA Trips Provided  
435,407

July 2017-June 2018  
CTSA Trips Provided  
443,512

(8,105)

-1.8%

July 2018-June 2019  
DR Trips Provided  
377,086

July 2017-June 2018  
DR Trips Provided  
385,919

(8,833)

-2.3%

Change

Variance

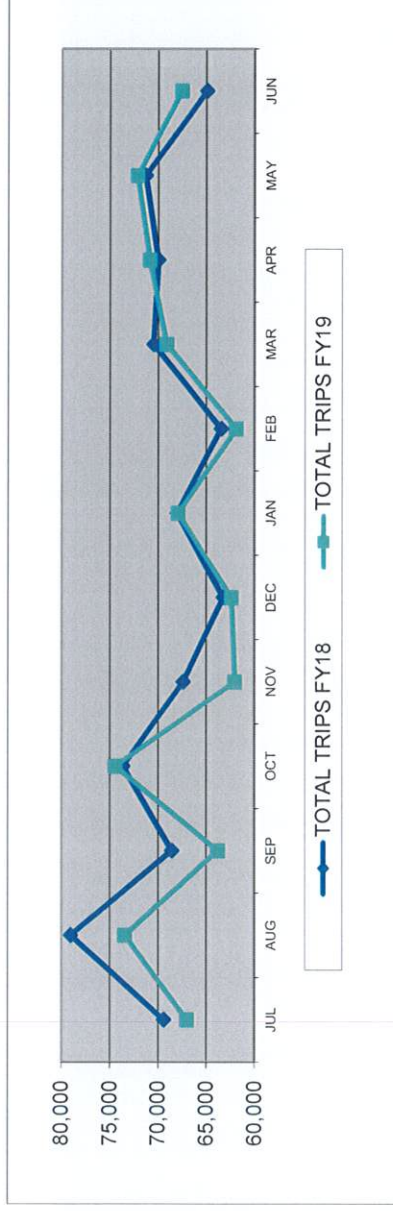
	Jul 2017	Aug 2017	Sep 2017	Oct 2017	Nov 2017	Dec 2017	Jan 2018	Feb 2018	Mar 2018	Apr 2018	May 2018	Jun 2018
Total Trips	69,356	78,978	68,558	73,626	67,398	63,247	68,069	63,477	70,481	69,997	71,288	64,956
CTSA Trips	36,016	44,158	36,499	39,808	35,753	32,236	37,237	34,013	38,066	37,997	38,085	33,644
DR Trips	33,340	34,820	32,059	33,818	31,645	31,011	30,832	29,464	32,415	32,000	33,203	31,312

	Jul 2018	Aug 2018	Sep 2018	Oct 2018	Nov 2018	Dec 2018	Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	Jun 2019
Total Trips	66,965	73,397	63,776	74,408	62,030	62,377	67,948	61,886	69,119	70,858	72,156	67,573
CTSA Trips	35,332	39,673	32,631	40,047	31,822	31,934	37,314	33,367	37,414	39,080	39,749	37,044
DR Trips	31,633	33,724	31,145	34,361	30,208	30,443	30,634	28,519	31,705	31,778	32,407	30,529

# Paratransit, Inc. June 2019 Performance Report

## TOTAL TRIPS PROVIDED



### Total Trips

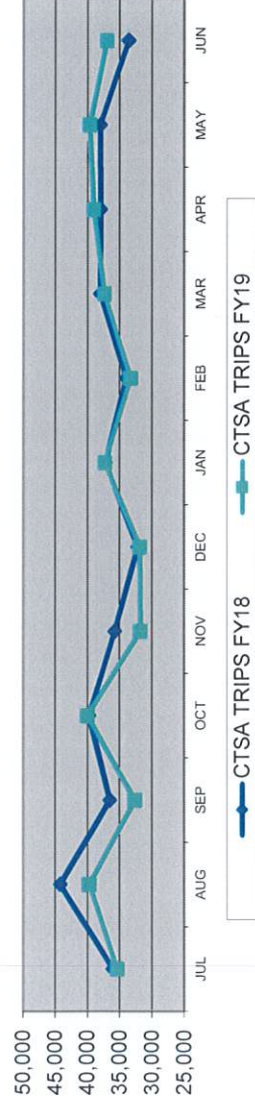
		JUN	YTD
FY19	Total Trips	67,573	812,493
FY18	Total Trips	64,956	829,431
Variance		2,617	(16,938)
		4.0%	-2.0%

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
FY18	69,356	78,978	68,558	73,626	67,398	63,247	68,069	63,477	70,481	69,997	71,288	64,956
FY19	66,965	73,397	63,776	74,408	62,030	62,377	67,948	61,886	69,119	70,858	72,156	67,573



# Paratransit, Inc. June 2019 Performance Report

## CTSA TRIPS PROVIDED

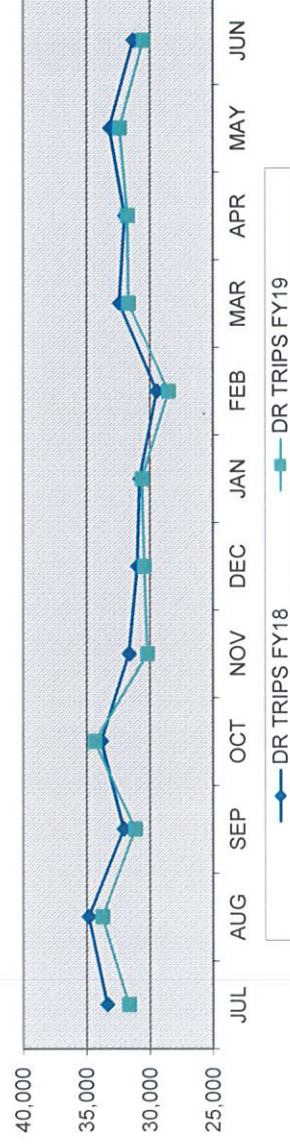


### CTSA Trips

		JUN	YTD
FY19	CTSA Trips	37,044	435,407
FY18	CTSA Trips	33,644	443,512
Variance		3,400	(8,105)
		10.1%	-1.8%

	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
FY18	36,016	44,158	36,499	39,808	35,753	32,236	37,237	34,013	38,066	37,997	38,085	33,644
FY19	35,332	39,673	32,631	40,047	31,822	31,934	37,314	33,367	37,414	39,080	39,749	37,044

## DEMAND RESPONSE TRIPS PROVIDED



### Demand Response Trips

	JUN	YTD
FY19	30,529	377,086
FY18	31,312	385,919
Variance	(783)	(8,833)
	-2.5%	-2.3%

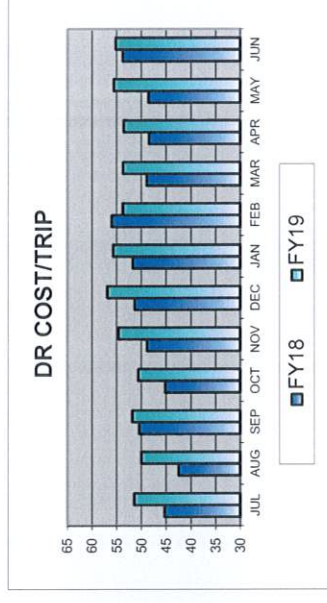
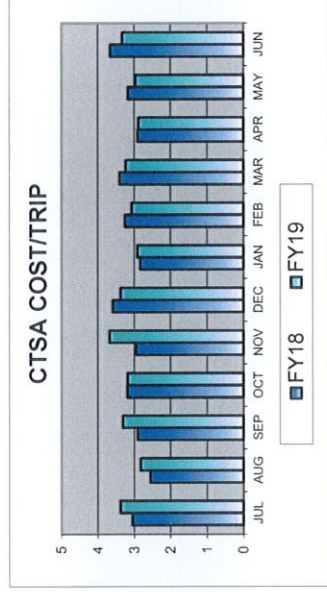
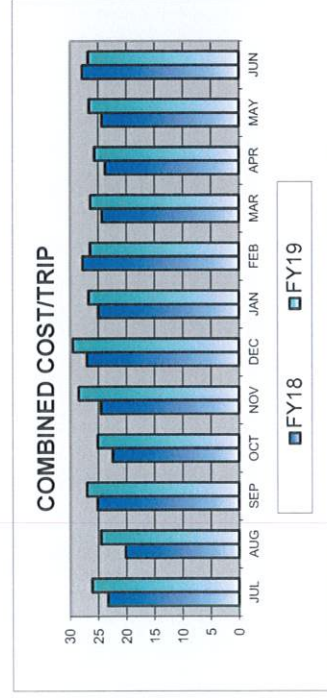
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
FY18	33,340	34,820	32,059	33,818	31,645	31,011	30,832	29,464	32,415	32,000	33,203	31,312
FY19	31,633	33,724	31,145	34,361	30,208	30,443	30,634	28,519	31,705	31,778	32,407	30,529

# Paratransit, Inc. June 2019 Performance Report

## COST PER TRIP

### Cost per Trip

FY19	JUN	FY19 YTD	FY18 YTD	Variance
Combined	\$26.75	\$26.53	\$24.49	8.3%
CTSA	\$3.33	\$3.16	\$3.10	2.0%
DR	\$55.17	\$53.51	\$49.08	9.0%



FY18	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Combined	\$23.32	\$20.14	\$25.12	\$22.44	\$24.50	\$27.00	\$24.97	\$27.74	\$24.32	\$23.72	\$24.30	\$27.80
CTSA	\$3.05	\$2.55	\$2.90	\$3.19	\$2.95	\$3.58	\$2.83	\$3.25	\$3.40	\$2.90	\$3.17	\$3.65
DR	\$45.22	\$42.45	\$50.42	\$45.09	\$48.86	\$51.34	\$51.71	\$55.97	\$48.90	\$48.45	\$48.55	\$53.75

FY19	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Combined	\$26.08	\$24.51	\$27.00	\$25.09	\$28.47	\$29.48	\$26.70	\$26.42	\$26.39	\$25.63	\$26.59	\$26.75
CTSA	\$3.37	\$2.82	\$3.31	\$3.18	\$3.67	\$3.37	\$2.91	\$3.06	\$3.23	\$2.88	\$2.97	\$3.33
DR	\$51.45	\$50.01	\$51.82	\$50.62	\$54.60	\$56.87	\$55.68	\$53.74	\$53.72	\$53.59	\$55.57	\$55.17



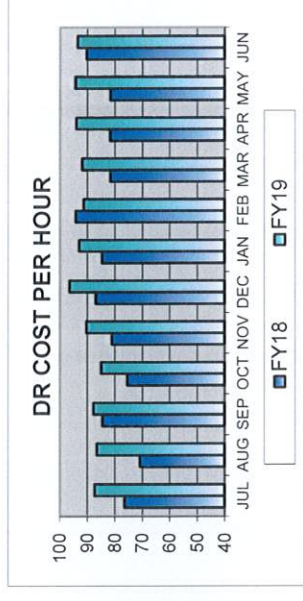
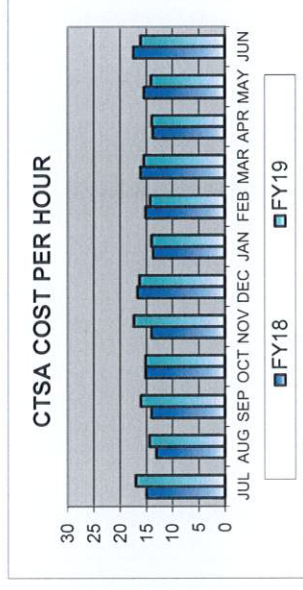
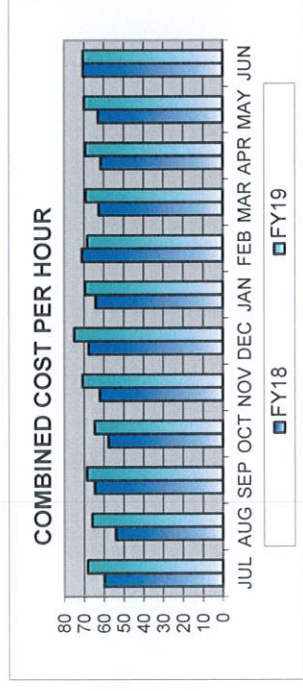
# Paratransit, Inc.

## June 2019 Performance Report

### COST PER VEHICLE SERVICE HOUR

#### Cost per Vehicle Service Hour

	FY19	FY18	
	JUN	YTD	Variance
FY19			
Combined	\$70.40	\$69.01	\$62.94
CTSA	\$16.08	\$15.26	\$14.89
DR	\$93.50	\$90.85	\$82.20
			<b>9.6%</b>
			<b>2.5%</b>
			<b>10.5%</b>



	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
FY18												
Combined	\$59.74	\$53.94	\$64.53	\$57.74	\$62.08	\$67.63	\$64.05	\$70.91	\$62.49	\$61.50	\$62.89	\$70.31
CTSA	\$14.94	\$13.06	\$14.00	\$15.12	\$13.98	\$16.67	\$13.67	\$15.11	\$16.11	\$13.73	\$15.44	\$17.42
DR	\$76.41	\$70.86	\$84.50	\$75.45	\$81.08	\$86.91	\$84.67	\$94.23	\$81.69	\$81.71	\$81.66	\$90.35

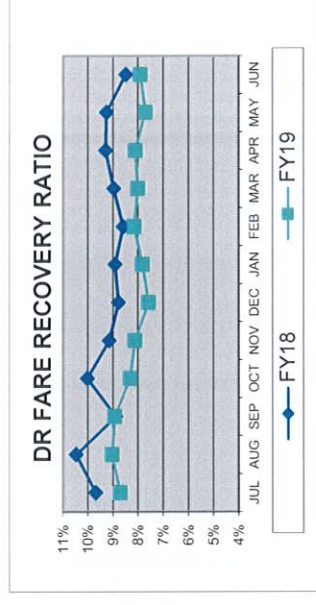
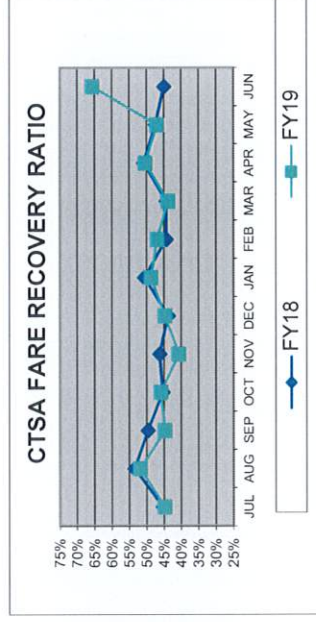
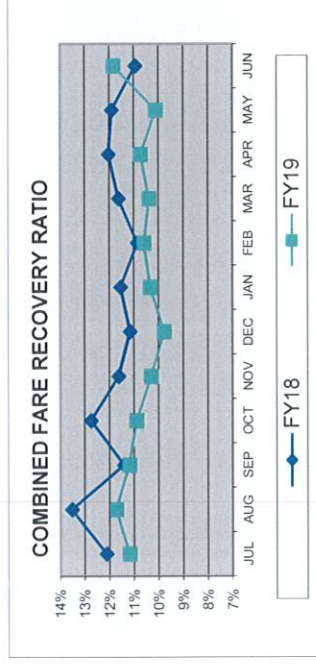
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
FY19												
Combined	\$68.08	\$65.91	\$68.54	\$64.60	\$70.63	\$74.87	\$69.43	\$68.24	\$69.16	\$69.31	\$69.84	\$70.40
CTSA	\$16.98	\$14.39	\$16.03	\$15.12	\$17.35	\$16.29	\$13.97	\$14.25	\$15.44	\$13.94	\$14.08	\$16.08
DR	\$87.35	\$86.49	\$87.79	\$84.96	\$90.28	\$96.45	\$92.94	\$91.33	\$91.85	\$94.03	\$94.28	\$93.50

# Paratransit, Inc.

## June 2019 Performance Report

### FARE RECOVERY RATIO

Fare Recovery Ratio		JUN		YTD	Goal	Variance	TDA minimum
FY19	Total Fare Recovery	11.8%	10.7%	10.7%	10.0%	1%	5.0%
FY18	Total Fare Recovery	10.9%	11.8%	11.8%	10.0%	1.8%	5.0%
Variance		0.9%	-1.1%				



FY18	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Combined	12.1%	13.5%	11.4%	12.7%	11.6%	11.1%	11.5%	10.8%	11.6%	12.0%	11.9%	10.9%
CTSA	45.4%	53.4%	49.6%	45.3%	46.2%	43.8%	50.6%	44.3%	44.4%	50.8%	47.4%	45.0%
DR	9.7%	10.5%	8.9%	10.0%	9.2%	8.8%	8.9%	8.6%	9.0%	9.3%	9.2%	8.5%

FY19	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Combined	11.2%	11.7%	11.2%	10.9%	10.3%	9.7%	10.3%	10.6%	10.4%	10.7%	10.1%	11.8%
CTSA	44.8%	51.8%	44.7%	45.9%	40.7%	44.7%	48.7%	47.0%	43.8%	50.3%	47.0%	65.6%
DR	8.7%	9.0%	8.9%	8.3%	8.1%	7.6%	7.8%	8.1%	8.0%	8.1%	7.7%	7.9%



Paratransit, Inc.

June 2019 Performance Report

TRANSPORTATION DEVELOPMENT ACT PERFORMANCE CRITERIA

Cost per Vehicle Service Mile			Trips Provided per 100 Vehicle Service Miles		
FY19	JUN	YTD	FY19	JUN	YTD
Combined	\$4.31	\$4.27	Combined	16.1	16.1
CTSA	\$0.86	\$0.82	CTSA	26.0	25.8
DR	\$6.08	\$6.01	DR	11.0	11.2

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Trips Provided per Vehicle Service Hour			DR On-Time Performance		
FY19	JUN	YTD	FY19	JUN	YTD
Combined	2.6	2.6	DR	93.9%	93.3%
CTSA	4.8	4.8			
DR	1.7	1.7			



Consolidated Transportation Services Agency, a local public agency organized as a nonprofit.

## MEMORANDUM

TO: BOARD OF DIRECTORS

FROM: TOM ROBERTS, DEPUTY DIRECTOR *pp Kathy Sacher*

RE: ADOPT RESOLUTION 09-19 AUTHORIZING THE CHIEF EXECUTIVE OFFICER (CEO) TO SUBMIT AN APPLICATION TO THE SACRAMENTO AREA COUNCIL OF GOVERNMENTS (SACOG) AND CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) FOR SECTION 5310 FUNDS FOR MOBILITY MANAGEMENT SERVICES IN SACRAMENTO, AND TO EXECUTE ALL NECESSARY DOCUMENTS REQUIRED TO ACQUIRE THE FUNDS UPON NOTIFICATION OF AWARD

DATE: AUGUST 13, 2019

The Sacramento Area Council of Governments (SACOG) and the California Department of Transportation (Caltrans) have issued a call for the next round of Section 5310: Enhanced Mobility of Seniors and Individuals with Disabilities program. These funds are available to provide mobility management projects. Applications were due to SACOG by September 6, 2019 and will be forwarded to Caltrans once scored.

The core service of the Mobility Options Department is our Travel Training Program. Since 1982, Paratransit has been providing one on one and small group trainings in the safe and effective use of fixed route public transit. To date, over 15 thousand people with disabilities, seniors, low income, homeless, and those individual's with limited English proficiency, have successfully completed training. This service has resulted in millions of dollars in savings or cost avoidance to our local fixed route transit providers.

A resolution from the Paratransit, Inc. Board of Directors is required by the Sacramento Area Council of Governments (SACOG) and the California Department of Transportation (Caltrans) and our own procurement manual to apply. The application will be submitted for Four Hundred Thousand Dollars (\$400,000) for mobility management.



**RECOMMENDATION:** Adopt Resolution 09-19 authorizing the Chief Executive Officer to submit an application to the Sacramento Area Council of Governments (SACOG) and California Department of Transportation (Caltrans) for Section 5310 funds for Mobility Management Services in Sacramento, to execute all necessary documents required to acquire the funds upon notification of award.

**RESOLUTION NO. 09-19**

**AUTHORIZING THE CHIEF EXECUTIVE OFFICER (CEO) TO SUBMIT AN  
APPLICATION TO THE SACRAMENTO AREA COUNCIL OF GOVERNMENTS  
(SACOG) AND CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)  
FOR SECTION 5310 FUNDS FOR MOBILITY MANAGEMENT SERVICES IN  
SACRAMENTO, AND TO EXECUTE ALL NECESSARY DOCUMENTS REQUIRED  
TO ACQUIRE THE FUNDS UPON NOTIFICATION OF AWARD**

**WHEREAS**, Paratransit, Inc. desires to pursue grant opportunities to fund the mobility management services in Sacramento; and

**WHEREAS**, the Section 5310 program makes funds available to non-profit agencies serving the Elderly and Disabled for mobility management.

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Directors of Paratransit, Inc. authorizes the Chief Executive Officer to submit applications to the Sacramento Area Council of Governments (SACOG) and California Department of Transportation (Caltrans) for Section 5310 funds for mobility management services in Sacramento, and to execute all necessary documents required to acquire funds upon notification of award.

\_\_\_\_\_  
Patrick Hume, President  
Paratransit, Inc., Board of Directors

\_\_\_\_\_  
Date





**paratransit**  
creating independence through smart transit **inc.**

Consolidated Transportation Services Agency, a local public agency organized as a nonprofit.

## MEMORANDUM

TO: BOARD OF DIRECTORS

FROM: TOM ROBERTS, DEPUTY DIRECTOR *P.P. Kathy Sacher*

RE: ADOPT RESOLUTION 10-19 AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO NEGOTIATE AND EXECUTE A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE SAN JOAQUIN REGIONAL TRANSIT DISTRICT (SJRTD) FOR COUNTYWIDE AMERICANS WITH DISABILITIES ACT (ADA) ELIGIBILITY AND CERTIFICATION AND TRAVEL TRAINING SERVICES AND FURTHER AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO NEGOTIATE AND EXECUTE ALL NECESSARY AMENDMENTS

DATE: AUGUST 13, 2019

Paratransit, Inc. has been providing Americans with Disabilities Act (ADA) Eligibility services to the San Joaquin Regional Transit District (SJRTD) for several years. Additionally, Paratransit, Inc. has previously provided travel training services to SJRTD. SJRTD has recently been designated the Consolidated Transportation Service Agency (CTSA) for San Joaquin County and has requested Paratransit, Inc. now assist them in providing those services county-wide. Under the terms of this MOU, Paratransit will continue our work to include eligibility and travel training services to the City of Lodi, City of Escalon, City of Manteca and the City of Tracey. The extension of the MOU would cover a period of up to one year and 9 months in an amount not to exceed (NTE) \$275,000 per twelve (12) month period.

Paratransit staff continues to work actively with SJRTD and the local jurisdictions within San Joaquin County to assist their CTSA and plans for countywide services. This program was included in the adopted FY 2020 financial budget.

**RECOMMENDATION:** Adopt Resolution No. 10-19 authorizing the Chief Executive Officer to negotiate and execute a Memorandum of Understanding with the San Joaquin Regional Transit District (SJRTD) for Countywide Americans with Disabilities Act (ADA) Eligibility and Certification and Travel Training Services and further authorizing the Chief Executive Officer to negotiate and execute all necessary amendments.



**RESOLUTION NO. 10-19**

**AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO NEGOTIATE AND EXECUTE A MEMORANDUM OF UNDERSTANDING (MOU) WITH THE SAN JOAQUIN REGIONAL TRANSIT DISTRICT (SJRTD) FOR COUNTYWIDE AMERICANS WITH DISABILITIES ACT (ADA) ELIGIBILITY AND CERTIFICATION AND TRAVEL TRAINING SERVICES AND FURTHER AUTHORIZING THE CHIEF EXECUTIVE OFFICER TO NEGOTIATE AND EXECUTE ALL NECESSARY AMENDMENTS**

**WHEREAS**, Paratransit, Inc. has been providing ADA Eligibility services to the San Joaquin Regional Transit District (SJRTD) for several years and previously provided Travel Training Services; and

**WHEREAS**, SJRTD would like to continue the MOU with Paratransit, Inc. to provide ADA Eligibility and Certification and Travel Training services throughout San Joaquin County as part of the new Access San Joaquin Consolidated Transportation Services Agency; and

**WHEREAS**, as public agencies, Paratransit, Inc. and SJRTD are entering into a Memorandum of Understanding under the procurement guidelines for interagency agreements and coordination.

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Directors of Paratransit, Inc. authorizes the Chief Executive Officer to negotiate and execute a Memorandum of Understanding with the San Joaquin Regional Transit District for Countywide ADA Eligibility and Certification and Travel Training Services.

**NOW, THEREFORE BE IT FURTHER RESOLVED**, that the Board of Directors of Paratransit, Inc. authorizes the Chief Executive Officer to negotiate and execute all necessary amendments which may be required.

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Patrick Hume, President

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Date