



# PARATRANSIT, INC. MEETING OF THE BOARD OF DIRECTORS

## **Meeting Date and Time:**

April 10, 2026 at 11:00 a.m.

## **Meeting Location:**

Ron Brown Conference Center  
2501 Florin Road  
Sacramento, CA 95822

If you need a disability-related modification or accommodation to participate in this meeting, please contact by Voice: (916) 429-2009. Requests must be made as early as possible.

Members of the public may submit public comments via eComment by email at [publiccomment@paratransit.org](mailto:publiccomment@paratransit.org).

**Paratransit's Mission:** To expand mobility and accessibility by providing innovative programs and services to the Community.

## **AGENDA**

### **1. Call to Order & Roll Call: (2 minutes)**

Directors: Alves, Black, Dawson Rawlings, Heidt, Mulvaney, McCleary, Tucker

### **2. Pledge of Allegiance (2 minutes)**

### **3. Public Comment: (5 minutes)**

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.

**4. Staff Reports (30 minutes)**

A. CEO Report

a. Update on Activities and Contracts

B. CFO Report

a. Monthly Financial Report

**5. Presentations (45 minutes)**

A. Driver Recognition – CalACT Roadeo

B. Mobility Department Informational Report

**6. Consent Calendar (5 minutes)**

A. Approve the Minutes of the February 12, 2026, Meeting of the Board of Directors

B. Approve Resolution 03-26 Authorizing the President and CEO to Submit the Transportation Development Act (TDA) Claim for Fiscal Year 2026-27 and Authorizing Submittal of Subsequent Claims if Funding Revisions are Issued

C. Approve Resolution 04-26 Approving Sole Source Procurement for Agency Legal Services with Folsom Jackson O'Malley LLP and Authorizing the President and CEO to execute all contract documents

- 7. Announce Adjournment to Closed Session (20 minutes)**
  - A. Conference with Legal Counsel – Anticipated Litigation  
Initiation of litigation pursuant to § 54956.9(d)(4): (1 case)
- 8. Reconvene to Open Session and Report Action, if any taken (2 minutes)**
- 9. Board Comments/Reports/Future Agenda Items (5 minutes)**
- 10. Adjourn (1 minute)**

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

**June 8, 2026  
11:00 a.m.**

**Paratransit, Inc.  
Ron Brown Conference Center  
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.



**Paratransit, Inc.**  
**Board of Directors Staff Report**  
**Agenda Item 4A**

**AGENDA TITLE:** Chief Executive Officer's Report

**MEETING DATE:** April 10, 2026

**PREPARED BY:** Tiffani M. Scott, President and CEO

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**PARTNERSHIPS AND OPPORTUNITIES:**

I will provide an overview of our on-going partnerships, grants, contracts and new programs and upcoming opportunities during my oral report and PowerPoint presentation at the Board meeting.

As always, I remain available for any questions.



**Paratransit, Inc.  
Board of Directors Staff Report  
Agenda Item 4Ba**

**AGENDA TITLE:** CHIEF FINANCIAL OFFICER'S REPORT

**MEETING DATE:** APRIL 10, 2026

**PREPARED BY:** LISA M. CAPPELLARI, CHIEF FINANCIAL OFFICER

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**RECOMMENDED ACTION:**

Receive and file the Chief Financial Officer's Report

**BACKGROUND AND DISCUSSION:**

Financial data are from July 2025 to February 2026 and operating data are from July 2025 to March 2026.

- CTSA partner agency trips continue to grow, and are now at 211,238 from July 2025 through March 2026. CTSA agency trips are approximately 70% of ADA trips, and we expect them to keep increasing.
- The CTSA program, where Paratransit, Inc. partners with local social service agencies, continues providing support with vehicle insurance reimbursement, maintenance and fleet management services, fuel reimbursement, buses, facility and parking space, and driver support and training.
- Contracted transportation trips have fallen over the last two years as Paratransit diversifies its transportation services. There were on average 1,870 contracted monthly billable hours from July 2025 through March 2026. In addition, Paratransit provided 5,742 hours of general public shuttle services, trips on behalf of St. John's Program for Real Change, various group trips, and food delivery for the Sacramento Food Bank, where we have delivered 30,600 meals in FY26 so far.
- The Sacramento Mobility Management program successfully travel trained 49 elderly/disabled passengers and 142 youth so far this fiscal year.
- Year to date Paratransit's maintenance department completed 2,105 work orders: 99 of them for CTSA partners, 703 for Paratransit vehicles, 881 for SacRT Go vehicles, and 422 for outside agencies.

- Year to date revenue from Measure A came in 3.4% above budget and Transportation Development Act (TDA) revenue came in 8% above budget.
- The SacRT Go contract revenue is right on budget with the exception of fuel purchases. Fuel purchase revenues are 6% under budget, but since they are reimbursable, the corresponding fuel expense is under budget as well.
- Grant revenue is coming in slower than budget because we have not obtained several grant agreements yet but is likely to make a recovery by the end of the fiscal year.
- Contracted services revenue is running slower than budgeted, primarily because of the driver shortage earlier in the year, which also causes personnel expense to be lower than budgeted. Now that we are fully staffed with drivers, we expect contracted services revenue to rebound somewhat.
- Paratransit's maintenance fees and diversified services revenues are running near budget however fuel sales are about 13% below budget due to lower fuel prices. Since this is a reimbursable expense, it does not affect net income.
- On the expense side, personnel expense, which includes wages, payroll taxes, benefits, and workers compensation, is under budget by \$665,000, due mostly to the driver shortage earlier in the year.
- Fleet operations expense (fuel, vehicle insurance, and vehicle maintenance parts) is under budget by \$313,300, largely because fuel prices have stabilized and vehicle insurance rates came in lower than expected. Nonpersonnel expense (services, office expense, utilities, travel) is \$209,700 lower than budget, due to fiscal tightening in nearly every area. Overall, Paratransit's net income for the first eight months of the fiscal year is \$441,000.

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).

**FISCAL IMPACT:**

None

**ATTACHMENTS:**

April 2026 CFO Report  
February 2026 Income Statement  
February 2026 Balance Sheet

**PARATRANSIT, INC.**

# **FINANCIAL REPORT**

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**April 2026**

# Consolidated Transportation Services Agency

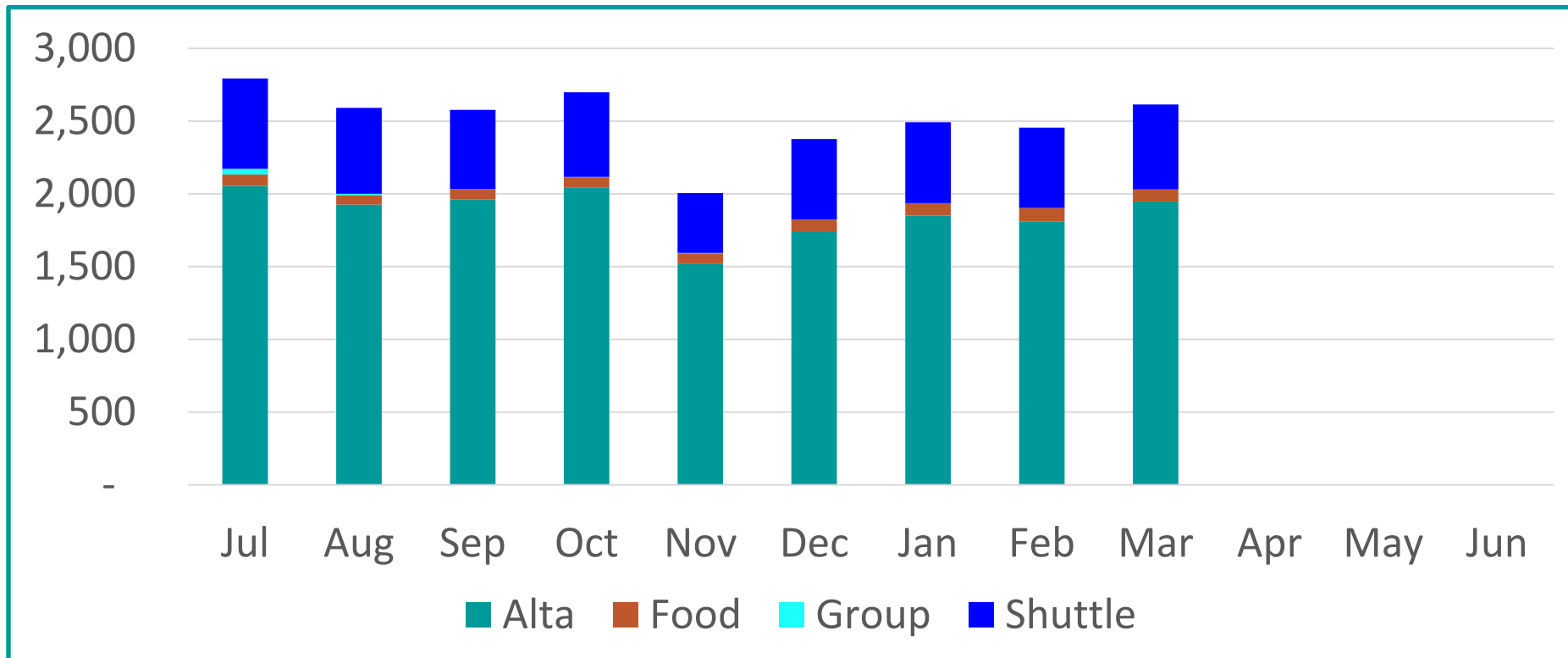
## CTSA Trips Provided

### July 2025 – March 2026

Agency	Trips	% of Trips
ACC	22,224	11%
Elk Grove Adult Community Training	51,629	23%
Easter Seals Society	12,173	7%
St. John's Program for Real Change	3,293	2%
Sutter Senior Care	43,106	20%
UCP of Sacramento & Northern CA	78,815	37%
<b>Total CTSA Trips</b>	<b>211,238</b>	<b>100%</b>



# Total Hours: Alta, Food, Shuttle, Misc. July 2025 through Mar 2026



# Sacramento Mobility Management

July 2025 – March 2026

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- Travel Training for Seniors & Persons with Disabilities
  - Successful trainees: FY26: 49 trainees
- Travel Training for Youth
  - Successful trainees: FY26: 142 trainees



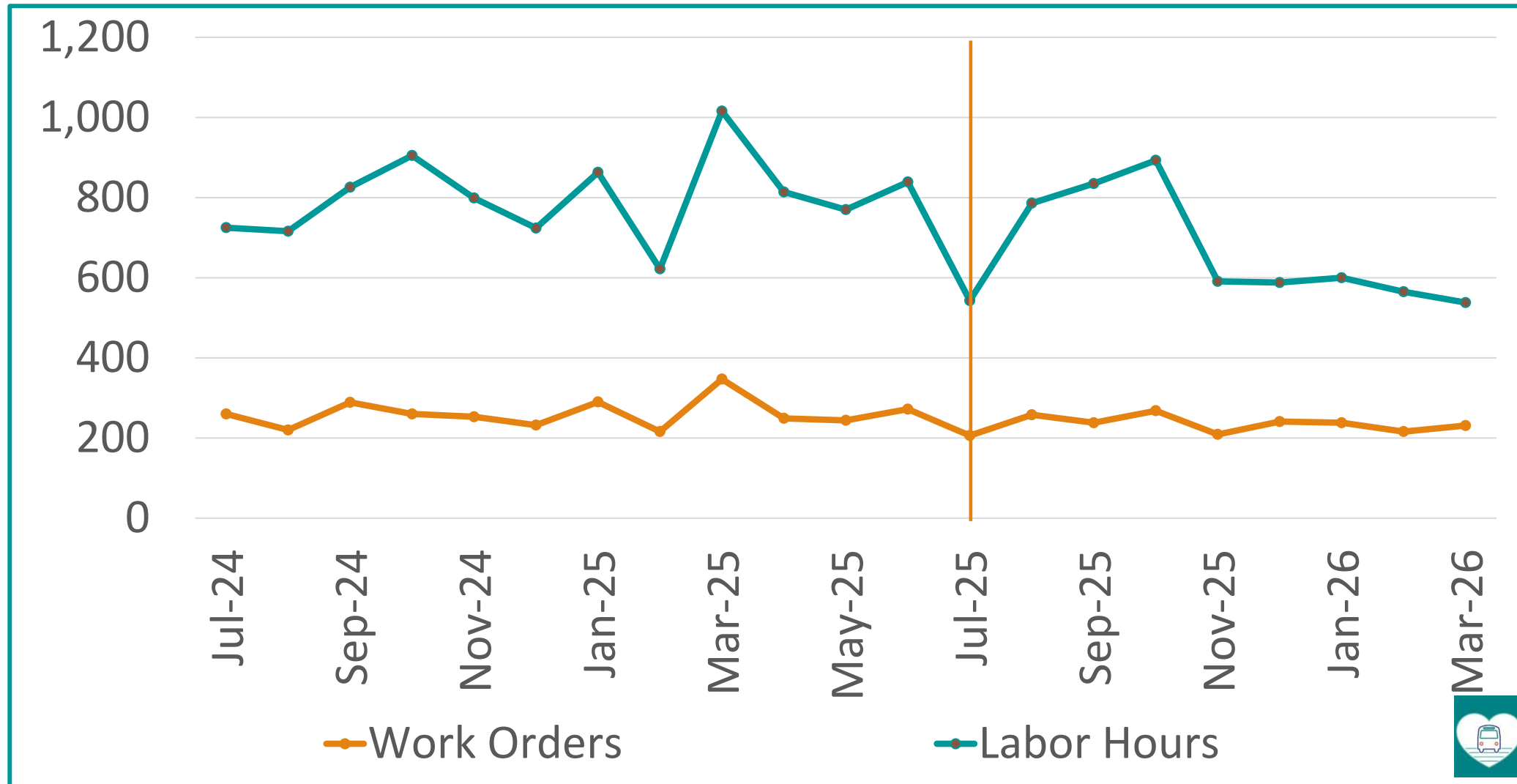
# Vehicle Maintenance Operations

## July 2025 to March 2026

<b>FY26 Maintenance Operations</b>	<b>Quarter 1 Jul-Sep</b>	<b>Quarter 2 Oct-Dec</b>	<b>Quarter 3 Jan-Mar</b>	<b>FY26 Total YTD</b>
Work Orders	702	718	685	2,105
Labor Hours	2,164	2,072	1,703	5,939
Parts Cost	\$101,342	\$100,549	\$90,373	\$292,264
Total Cost	\$492,585	\$506,220	\$448,791	\$1,447,596



# FY26 Maintenance Work Orders and Labor Hours



# Work Orders: July 2025 – March 2026

Vehicle Type	FY26 Work Orders
Paratransit	703
SacRT Go Paratransit Services	881
Outside Agencies	422
CTSA Partners	99
Total Work Orders	2,105



# FY26 Revenue: Budget versus Actuals

## February 2026 (thousands of dollars)

FY26 Revenue	YTD Budget	YTD Actual	\$ Difference	% Difference
Measure A	\$1,647	\$1,704	\$56	3.4%
TDA	844	910	66	8%
Grants	1,024	492	-532	-52%
Contract Transp.	1,830	1,354	-476	-26%
SacRT Go Contract	1,162	1,092	-70	-6%
Maintenance/Fuel	943	821	-122	-13%
Other Revenue	393	384	-9	-2%
Capital Revenue	0	361	361	-
<b>Total Revenue</b>	<b>\$7,843</b>	<b>\$7,119</b>	<b>-\$725</b>	<b>-9%</b>



# FY26 Expense: Budget versus Actuals

## February 2026 (thousands of dollars)

FY26 Expense	YTD Budget	YTD Actual	\$ Difference	% Difference
Personnel	\$4,552	\$3,888	-\$665	-15%
Fleet Operations	1,825	1,512	-313	-17%
Non Personnel	1,069	859	-210	-20%
Capital Projects	80	420	339	422%
Total Expense	\$7,526	\$6,678	-\$848	-11%
Net Income		\$441		



*Thank You!*



PARATRANSIT, INC. - CONSOLIDATED  
STATEMENT OF OPERATING REVENUE AND EXPENSE AS AT 2/28/2026

	MONTHLY BUDGET	MONTHLY ACTUAL	MONTHLY VARIANCE	YEARLY BUDGET	Y-T-D BUDGET	Y-T-D ACTUAL	Y-T-D \$ VARIANCE	Y-T-D % VARIANCE
<b>REVENUE</b>								
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<b>OPERATING REVENUE:</b>								
Measure A Elderly & Disabled Transportat	172,541	189,947	17,406	2,279,360	1,516,546	1,572,686	56,140	3.7%
Measure A Neighborhood Shuttle	14,897	16,400	1,503	196,800	130,939	131,200	261	0.2%
TDA 4.5	95,991	139,976	43,986	1,268,087	843,707	910,141	66,434	7.9%
SacRT Go Facility & Parking	5,723	6,300	577	75,600	50,300	50,400	100	0.2%
SacRT Go Maintenance	73,837	80,703	6,865	975,432	648,992	645,621	(3,371)	-0.5%
SacRT Go Fueling	52,644	48,358	(4,286)	695,453	462,712	396,321	(66,391)	-14.3%
FY24 SACOG TDM Mode Shift	7,570	-	(7,570)	100,000	66,534	1,959	(64,575)	-97.1%
FY25 SACOG - Mobility Management	29,167	-	(29,167)	350,000	233,333	83,933	(149,400)	-64.0%
FY25 SACOG - Shuttle operating revenue	37,500	-	(37,500)	450,000	300,000	262,500	(37,500)	-12.5%
FY25 SACOG - Preventive Maintenance	16,667	-	(16,667)	200,000	133,333	116,667	(16,667)	-12.5%
SACOG - AoPP	7,570	-	(7,570)	100,000	66,534	-	(66,534)	-100.0%
ICAM Grant	10,174	-	(10,174)	134,400	89,422	-	(89,422)	-100.0%
Farmers' Market Shuttle	562	-	(562)	7,427	4,942	27,393	22,452	454.3%
State and Local Grants	14,799	-	(14,799)	195,500	130,074	-	(130,074)	-100.0%
Contracted Services	208,167	164,199	(43,968)	2,750,000	1,829,681	1,353,824	(475,857)	-26.0%
Maintenance Fees	53,399	47,011	(6,388)	705,429	469,349	454,597	(14,752)	-3.1%
Fuel Sales	53,862	43,227	(10,635)	711,543	473,417	366,179	(107,238)	-22.7%
East Bay Paratransit	21,982	24,200	2,218	290,400	193,214	193,600	386	0.2%
Solano Transportation Authority Eligibility	15,309	16,854	1,544	202,245	134,562	134,830	269	0.2%
Travel Training Revenue	843	1,337	494	11,143	7,414	11,596	4,182	56.4%
Diversified Services	3,202	2,500	(702)	72,301	58,145	43,987	(14,158)	-24.3%
Applied to Capital Projects	(45,746)	(9,476)	36,270	(604,329)	(402,084)	(80,433)	321,651	-80.0%
<b>TOTAL OPERATING REVENUE</b>	<b>850,660</b>	<b>771,537</b>	<b>(79,123)</b>	<b>11,166,791</b>	<b>7,441,065</b>	<b>6,677,001</b>	<b>(764,064)</b>	<b>-10.3%</b>
<b>CAPITAL REVENUE:</b>								
SACOG - Mob. Options Vehicles	-	-	-	160,000	-	-	-	0.0%
SACOG - Cameras	-	-	-	370,000	-	-	-	0.0%
SACOG - Bus Stops	-	-	-	100,000	-	-	-	0.0%
Abound Food Recovery Grant	-	-	-	-	-	341,546	341,546	0.0%
5310 Grant - 15 Buses	-	-	-	2,250,000	-	-	-	0.0%
Applied Operating Revenue	45,746	9,476	(36,270)	604,329	402,084	80,433	(321,651)	-80.0%
Gain/(Loss) on Sale of Assets	-	-	-	-	-	19,605	19,605	0.0%
<b>TOTAL CAPITAL REVENUE</b>	<b>45,746</b>	<b>9,476</b>	<b>(36,270)</b>	<b>3,484,329</b>	<b>402,084</b>	<b>441,584</b>	<b>39,500</b>	<b>9.8%</b>
<b>TOTAL REVENUE</b>	<b>896,406</b>	<b>781,013</b>	<b>(115,394)</b>	<b>14,651,120</b>	<b>7,843,149</b>	<b>7,118,585</b>	<b>(724,564)</b>	<b>-9.2%</b>
<b>OPERATING EXPENSES</b>								
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<b>PERSONNEL:</b>								
Transportation Operations:								
Vehicle Operators	75,430	62,159	(13,271)	996,472	662,991	506,865	(156,126)	-23.5%
Training Center	5,024	-	(5,024)	66,375	44,162	3,562	(40,599)	-91.9%
Operations Administration	25,492	25,134	(358)	336,762	224,061	222,892	(1,169)	-0.5%
Dispatch Center	31,979	28,471	(3,508)	422,459	281,078	271,552	(9,526)	-3.4%
Maintenance Operations	72,736	71,428	(1,308)	960,877	639,308	630,592	(8,717)	-1.4%
Administration	70,939	83,850	12,911	937,138	623,514	661,037	37,523	6.0%
Information Technology	16,218	14,262	(1,956)	214,242	142,544	124,274	(18,270)	-12.8%
Mobility Management	44,186	28,337	(15,849)	583,720	388,371	247,937	(140,435)	-36.2%
Fringe Benefits	160,068	129,802	(30,266)	2,114,577	1,406,910	1,104,010	(302,900)	-21.5%
Workers' Compensation	15,468	13,988	(1,480)	201,081	139,210	114,801	(24,409)	-17.5%
<b>TOTAL PERSONNEL</b>	<b>517,539</b>	<b>457,430</b>	<b>(60,108)</b>	<b>6,833,701</b>	<b>4,552,148</b>	<b>3,887,522</b>	<b>(664,627)</b>	<b>-14.6%</b>
<b>FLEET OPERATIONS:</b>								
Fuel - Gasoline	107,911	78,777	(29,133)	1,425,555	948,477	767,349	(181,128)	-19.1%
Fuel - CNG	27,622	44,437	16,815	364,901	242,782	210,366	(32,417)	-13.4%
Insurance	44,860	41,187	(3,672)	592,622	394,294	294,577	(99,717)	-25.3%
Cost of Parts & Sublet Service	27,249	27,650	401	359,976	239,506	239,516	10	0.0%
<b>TOTAL FLEET OPERATIONS</b>	<b>207,642</b>	<b>192,052</b>	<b>(15,590)</b>	<b>2,743,054</b>	<b>1,825,060</b>	<b>1,511,808</b>	<b>(313,251)</b>	<b>-17.2%</b>
<b>NONPERSONNEL:</b>								
Professional Services	40,685	25,933	(14,752)	537,466	357,597	254,099	(103,497)	-28.9%
Contracted Staffing	4,088	-	(4,088)	54,000	35,928	7,323	(28,606)	-79.6%
Outside Services	17,928	15,344	(2,584)	236,840	157,579	119,259	(38,320)	-24.3%
Rent/Repair	4,767	13,694	8,927	62,975	41,900	29,382	(12,518)	-29.9%
Office Expense	9,805	53,555	43,750	160,026	116,234	130,520	14,287	12.3%
Interest Expense	5,276	4,739	(538)	62,649	42,523	47,598	5,075	11.9%
Telephone/Utilities	23,743	18,046	(5,697)	313,657	208,688	166,883	(41,805)	-20.0%
Tax/License/Dues/Permits	7,640	9,684	2,044	100,928	67,151	53,894	(13,257)	-19.7%
Travel	1,211	977	(234)	16,003	10,647	12,781	2,134	20.0%
Professional Development	3,444	-	(3,444)	45,492	30,268	37,022	6,755	22.3%
Land Donation Expense	-	-	-	-	-	-	-	0.0%
<b>TOTAL NONPERSONNEL</b>	<b>118,587</b>	<b>141,972</b>	<b>23,385</b>	<b>1,590,036</b>	<b>1,068,515</b>	<b>858,763</b>	<b>(209,751)</b>	<b>-19.6%</b>
<b>TOTAL OPERATIONS EXPENSE</b>	<b>843,767</b>	<b>791,454</b>	<b>(52,313)</b>	<b>11,166,791</b>	<b>7,445,723</b>	<b>6,258,093</b>	<b>(1,187,629)</b>	<b>-16.0%</b>
<b>CAPITAL PROJECTS:</b>								
Florin Road Facility	9,476	9,476	-	114,377	75,494	75,494	-	0.0%
Vehicle Acquisition Project	-	-	-	-	-	-	-	0.0%
Abound Food Recovery Grant	-	138,023	138,023	-	-	339,223	339,223	0.0%
SACOG - Mob. Options Vehicles	-	-	-	200,000	-	-	-	0.0%
SACOG - Cameras	-	-	-	500,000	-	-	-	0.0%
SACOG - Bus Stops	-	-	-	100,000	-	-	-	0.0%
5310 Grant - 15 Buses	-	-	-	2,250,000	-	-	-	0.0%
Sign on Front of Building	-	-	-	15,000	-	-	-	0.0%
Facility Reserve	-	-	-	256,952	-	-	-	0.0%
Office Furniture & Equipment	-	-	-	25,000	-	-	-	0.0%
Network & Telecommunications	-	-	-	10,000	3,912	3,912	-	0.0%
Maintenance Equipment	-	-	-	13,000	1,026	1,026	-	0.0%
Miscellaneous Capital Projects	-	-	-	-	-	-	-	0.0%
<b>TOTAL CAPITAL PROJECTS</b>	<b>9,476</b>	<b>147,499</b>	<b>138,023</b>	<b>3,484,329</b>	<b>80,433</b>	<b>419,656</b>	<b>339,223</b>	<b>421.7%</b>
<b>TOTAL OPERATING AND CAPITAL EXP</b>	<b>853,243</b>	<b>938,953</b>	<b>85,710</b>	<b>14,651,120</b>	<b>7,526,156</b>	<b>6,677,749</b>	<b>(848,407)</b>	<b>-11.3%</b>
<b>NET INCOME (LOSS)</b>	<b>43,163</b>	<b>(157,940)</b>	<b>(201,104)</b>	<b>0</b>	<b>316,994</b>	<b>440,837</b>	<b>123,843</b>	<b>39.1%</b>
Depreciation	-	(100,974)	(100,974)	-	-	(781,921)	(781,921)	0.0%
Trial Balance	-	-	-	-	-	(341,085)	(341,085)	0.0%

PARATRANSIT, INC.  
COMBINED BALANCE SHEET  
2/28/2026  
UNAUDITED

ASSETS  
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CURRENT ASSETS:

Cash	669,137
Accounts Receivable	917,469
Grants Receivable	985,626
Inventory	128,517
Deposits and Prepaid Expenses	440,890
TOTAL CURRENT ASSETS	<u>3,141,638</u>

CAPITAL ASSETS:

Land Assets	600,000
Grant Equipment	9,803,176
Non-Grant Equipment	6,786,962
SBITA Asset	217,954
TOTAL COST	<u>17,408,092</u>
Less Accumulated Depreciation	(13,563,189)
Less SBITA Accumulated Amortization	(87,182)
Net Capital Assets	<u>3,757,722</u>

TOTAL ASSETS 6,899,360

LIABILITIES AND FUND BALANCE  
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CURRENT LIABILITIES

Accounts Payable	791,272
Accrued Payroll & Benefits	66,650
Sales Tax Payable	(3,130)
Lease/Notes Payable	256,383
SBITA Short Term Debt	43,076
Deferred Revenue	166,611
Other Payables	(21,401)
TOTAL CURRENT LIABILITIES	<u>1,299,461</u>

LONG-TERM LIABILITIES:

Long Term Liabilities	2,546,248
SBITA Liability	97,440
TOTAL LONG TERM LIABILITIES	<u>2,643,688</u>

TOTAL LIABILITIES 3,943,149

FUND EQUITY

Contributed Capital	550,043
Restricted for grant administration	13,003
Retained Earnings (Loss)	2,393,166
TOTAL FUND EQUITY	<u>2,956,211</u>

TOTAL LIABILITIES AND FUND BALANCE 6,899,360



**Paratransit, Inc.  
Board of Directors Staff Report  
Agenda Item 6A**

**AGENDA TITLE:** Approve the Minutes of the February 12, 2026, Meeting of the Board of Directors

**MEETING DATE:** April 10, 2026

**PREPARED BY:** Chris M. Brown, SHRM-SCP, SPHR, Assistant Secretary of the Board of Directors

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**Recommended Action:**

Approve the Minutes of the February 12, 2026, Meeting of the Board of Directors.

**Minutes**

February 12, 2026

2:00 p.m.

Ron Brown Conference Center

2501 Florin Road Sacramento, CA 95822

**Board Members Present**

Jim Alves

Brandon Black

April Dawson Rawlings

Robert Heidt

Katie McCleary

Patrick Mulvaney

Kim Tucker

**Board Members Absent**

**Public Present**

None

**Staff Present**

Tiffani Scott, President and Chief Executive Officer

Lisa Cappellari, PhD, Chief Financial Officer

Gary Vickers, Chief Operating Officer

Chris Brown, SHRM-SCP, SPHR, Chief Administrative Officer

Jesse Isaacson, Director of Information Technology

Jamila Lee, SHRM-CP, PHR, Director of Human Resources

Alicia Brown, Director of Strategic Initiatives and Mobility

Amy Parkin, Director of Service Performance

Sabrina Drago, Consultant

Osman Mufti, Legal Counsel

## **Call to Order/Roll Call**

Director Tucker called the meeting to order at 2:09 p.m.

Directors: Alves, Black, Dawson Rawlings, Heidt, McCleary, Mulvaney, Tucker

## **Pledge of Allegiance**

Director Black led the Pledge of Allegiance.

## **Public Comment**

Lisa Cooley emailed in a public comment requesting we reinstate the 7:00 a.m. to 7:00 p.m. ride reservation hours to better accommodate the needs of the passengers, and also consider creating backup transportation for when drivers are running schedule. Director of Strategic Initiatives and Mobility will respond to Ms. Cooley and direct her to SacRT.

## **Presentation**

Sabrina Drago provided an update on grants and funding sources. State and regional funding is more predictable, faster to deploy and more in alignment with Paratransit's objectives. Due to changes in the federal administration signed grants have a better chance of being funded. Also, Paratransit is working on becoming a direct recipient for federal funds.

## **Staff Reports**

### A. CEO Report

#### a. Update on Activities and Contracts

Chief Executive Officer Tiffani Scott shared for the first time the Board is constructed with Paratransit's own appointees. The discussion focused on how the Board can effectively integrate into the organization's activities and leverage their time and talents. CEO Scott reviewed key activities and partnerships as well as a preview of the board calendar. There was also discussion of changes to the TCC structure and potential shifts in designated recipients for federal funding, which may impact collaboration with other transit providers.

### A. CFO Report

#### a. Monthly Financial Report

Chief Financial Officer Lisa Cappellari reviewed financial data from July 2025 through December 2025, and operations data from July 2025 through January 2026. CFO Cappellari explained the CTSA program and trips, the hours for Alta, food delivery, shuttles and other transportation, as well as Mobility Management and Maintenance services.

b. Presentation of FY 25 Financial Audit

CFO Cappellari explained the annual financial audit occurs in November and the report is issued by December 31<sup>st</sup>, and reviewed the findings. There were no financial findings, but there are changes that will affect how grants and expenses are recorded. CEO Scott shared the net loss in the audit is significant because grants cannot be recorded if the grant agreement is not signed, and SacRT has several of our grants totaling approximately two million dollars that have not been executed.

**Consent Calendar**

The Consent Calendar was approved upon motion by Director Black, seconded by Director Alves. The motion passed.

A. Approve the Minutes of the December 15, 2025 Special Meeting of the Board of Directors

**The Minutes were approved as presented.**

B. Receive and File the Fiscal Year 2025 Financial Audit

**The Financial Audit was received and filed.**

C. Adopt Resolution 01-26 Authorizing the President and CEO to prepare, submit and execute Agreements for various upcoming grant programs from the Sacramento Area Council of Governments, the State of California, the Federal Transit Administration, and assorted local programs

**The resolution was approved as presented.**

D. Adopt Resolution 02-26 Approving the 2026-2029 Title VI Plan for Paratransit, Inc. and Authorizing the President and CEO to make administrative adjustments to the plan, as needed

**The resolution was approved as presented.**

**AYES:** Alves, Black, Dawson Rawlings, Heidt, McCleary, Mulvaney, Tucker

**NOES:** None

**ABSTENTIONS:** None

**ABSENT:** None

**Board Team Building Exercise**

The group discussed potential partnerships and advocacy opportunities, particularly in Sacramento and surrounding areas. They explored the possibility

of working with organizations in underserved regions to improve access to resources and services. The conversation also touched on the importance of engaging at the state level for legislative support. Additionally, they discussed initiatives related to food recovery, medically tailored meals, and emergency response preparedness, emphasizing the value of building partnerships and leveraging resources for community benefit. The Directors shared where they could make connections and leverage their networks to help build partnerships with Paratransit.

Additionally, the Board discussed emergency response capabilities and transportation services, with participants exploring how paratransit services could play a broader role in regional emergency responses. Director Dawson proposed developing non-emergency accessible transportation services and wheelchair repair capabilities to address gaps in existing systems. There was discussion on expanding training hours for mobility trainers and drivers to accommodate part-time and non-traditional schedules, with a focus on improving driver understanding of the importance of transportation for clients with disabilities. The Board also discussed several key initiatives, including plans for a 50th anniversary celebration of Paratransit in 2028 and potential vehicle rental programs at the airport. They explored opportunities for accessible transportation services and discussed engaging with county supervisors to secure funding and support for these projects.

### **Action Items**

#### **A. Nominations and Election of Officers of the Board of Directors for Calendar Year 2026**

CEO Scott presented the proposed slate of officers:

President – Director Tucker

Vice-President – Director Alves

Secretary/Treasurer – Director Mulvaney

Director McCleary moved to approve the slate of officers as presented. The motion was seconded by Director Black, and it was unanimously approved by the Board.

**AYES:** Alves, Black, Dawson Rawlings, Heidt, McCleary Mulvaney, Tucker

**NOES:** None

**ABSTENTIONS:** None

**ABSENT:** None

#### **B. Discussion on Board Meeting Dates and Times and Adopt the Board Meeting Schedule for the remainder of 2026 and 2027**

The meeting schedule was discussed with a consensus to hold meetings on the second Monday of the month for June, August, October and December 2026 from 11:00 a.m. to 1:00 p.m. The April will be held on April 10, 2026 from 11:00 a.m. to 1:00 p.m. The Board agreed to revisit the schedule for 2027 in November or December.

**Closed Session**

The Board adjourned to closed session at 4:16 p.m.

**Reconvene to Open Session**

The Board reconvened to open session at 4:56 p.m. Director Tucker reported no action was taken.

**Board Comments/Reports/Future Agenda Items**

There were no comments on this item.

**Adjournment**

Director Black moved to adjourn the meeting. Director Alves seconded the motion, and Director Tucker announced the meeting adjourned at 4:57 p.m.

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Chris M. Brown, SHRM-SCP, SPHR  
Chief Administrative Officer/Secretary

\_\_\_\_\_  
4/10/2026

Date



**Paratransit, Inc.  
Board of Directors Staff Report  
Agenda Item 6B**

**AGENDA TITLE:** Adopt Resolution 03-26 Authorizing The President and CEO to Submit the Transportation Development Act (TDA) Claim for Fiscal Year 2026-27 and Authorizing Submittal of Subsequent Claims if Funding Revisions are Issued

**MEETING DATE:** April 10, 2026

**PREPARED BY:** Amy Parkin, Director of Grants and Service Performance  
Yetzi Ramirez, Grants Analyst I

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**RECOMMENDED ACTION:**

Adopt Resolution 03-26, Transportation Development Act (TDA) Local Transportation Fund Claim Fiscal Year 2026-27 authorizing the President and CEO to submit a claim, and any needed revisions, for up to the maximum funds available under Article 4.5.

**BACKGROUND AND DISCUSSION:**

The Sacramento Area Council of Governments (SACOG) recently notified Paratransit, Inc. of its adopted findings of apportionment for Fiscal Year 2026-27 Local Transportation Funds (LTF), and opened the period for submitting claims. Because Paratransit, Inc. is the designated Consolidated Transportation Service Agency (CTSA) for the urbanized area of Sacramento, it is an eligible claimant for funds available for community transportation pursuant to Articles 4.5 and 6.5 of the Transportation Development Act (TDA). The current apportionment earmarked for Paratransit, Inc. was estimated in March 2026 in the amount of \$1,310,588.

**FISCAL IMPACT:**

These revenues are included as part of the Fiscal Year 2026-27 Budget and will be used to fund activities of the CTSA.

**ATTACHMENTS:**

1. Resolution 03-26



## RESOLUTION 03-26

### **AUTHORIZING THE PRESIDENT AND CEO TO SUBMIT THE TRANSPORTATION DEVELOPMENT ACT (TDA) CLAIM FOR FISCAL YEAR 2026-27 AND AUTHORIZE SUBMITTAL OF SUBSEQUENT CLAIMS IF FUNDING REVISIONS ARE ISSUED**

**WHEREAS**, the Social Services Transportation Improvement Act of 1979 requires transportation planning agencies to designate entities to function as Consolidated Transportation Services Agencies (CTSA) within their respective jurisdictions; and

**WHEREAS**, the Sacramento Area Council of Governments (SACOG), the local transportation planning agency, has designated Paratransit, Inc. as the Consolidated Transportation Services Agency for the urbanized area of Sacramento County; and

**WHEREAS**, the Social Services Transportation Improvement Act of 1979 designates Consolidated Transportation Services Agencies as eligible claimants of funds legislated by the Transportation Development Act (TDA); and

**WHEREAS**, the Transportation Development Act authorizes Consolidated Transportation Services Agencies to claim Local Transportation Funds and State Transit Assistance under Articles 4.5 and 6.5 for community transit services;

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Directors of Paratransit, Inc. does hereby submit a claim for Local Transportation Funds under Article 4.5 for transportation operations.

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Kim Tucker, Chair of the Board  
Paratransit, Inc. Board of Directors  
Dated: April 10, 2026



**Paratransit, Inc.  
Board of Directors Staff Report  
Agenda Item 6C**

**AGENDA TITLE:** Adopt Resolution 04-26 Approving a Sole Source Procurement for Agency Legal Services with Folsom Jackson O'Malley LLP and Authorizing the President and CEO to execute all contract documents

**MEETING DATE:** April 10, 2026

**PREPARED BY:** Tiffani M. Scott, President and CEO

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**RECOMMENDED ACTION:**

Adopt Resolution 04-26 Approving a Sole Source Procurement for Agency Legal Services with Folsom Jackson O'Malley LLP and Authorizing the President and CEO to execute all contract documents.

**BACKGROUND AND DISCUSSION:**

Paratransit, Inc. contracts for legal support services in a variety of areas including Labor, Corporate, Governmental and Real Estate services. Rather than having one or two in-house attorneys, it has proven both cost effective and efficient to contract legal services to outside agencies for these services. Currently, the agency has contracts with Duggan McHugh, Sloan Sakai and Delfino Madden O'Malley Coyle and Koewler, LLP (Delfino Madden).

In 2022, as Paratransit began pursuing PI Housing, a significant review of legal services was undertaken to select a firm, and a lead attorney, to best represent our interests in the development. After many referrals, including one from Nancy Miller, Delfino Madden was selected and Elizabeth Leet Jackson was assigned as our lead counsel. As that project has evolved and with it the need for updated Articles of Incorporation, Bylaws and other

foundation documents have surfaced, that work has been delegated from Sloan Sakai to Delfino Madden. In early 2026, Paratransit was notified that Delfino Madden had restructured and become Folsom Jackson O'Malley, LLP, following the departure of Christopher Delfino. This change does not affect our relationship with the firm as Elizabeth Leet Jackson and Kaitlin Saberlin remain our legal representation for the firm and, in fact, Elizabeth Leet Jackson now has a stronger role at the firm.

The item before the Board would allow the President and CEO to transfer all of our contractual arrangements to the newly organized firm and execute all documents necessary to do so. Due to the extensive work that Delfino Madden has performed to date, their hands on interaction and knowledge of our pending projects, staff recommends that a sole source procurement is justified and in the best interest of Paratransit. It is not expected that a formal RFQ would result in a more beneficial outcome. No changes to other legal counsel assignments are contemplated at this time.

**FISCAL IMPACT:**

There are no anticipated impacts to the budgeted expenses for legal services at this time and all services remain within our budgeted amounts.

**Attachments:**

1. Resolution 04-26



**RESOLUTION NO. 04-26**  
**APPROVING A SOLE SOURCE PROCUREMENT FOR AGENCY**  
**LEGAL SERVICES WITH FOLSOM JACKSON O'MALLEY, LLP AND**  
**AUTHORIZING THE PRESIDENT AND CEO TO EXECUTE ALL**  
**CONTRACT DOCUMENTS NECESSARY**

**WHEREAS**, Paratransit, Inc. contracts for legal services rather than utilizing in-house legal services; and

**WHEREAS**, Delfino Madden currently provides our Corporate Counsel, general contracts, governance and general administrative support legal services; and

**WHEREAS**, our existing legal firm Delfino Madden has transitioned into Folsom Jackson O'Malley, LLP and Paratransit wishes to retain our Corporate Counsel, general contracts, governance and general administrative legal services following their transition from to Delfino Madden O'Malley Coyle & Koewler to Folsom Jackson O'Malley; and

**WHEREAS**, all other legal services shall remain unchanged.

**NOW, THEREFORE BE IT RESOLVED**, that the Board of Directors of Paratransit, Inc. adopts Resolution 04-26 approving a sole source procurement for agency legal services with Folsom Jackson O'Malley, LLP.

**NOW, THEREFORE BE IT FURTHER RESOLVED**, that the Board of Directors of Paratransit, Inc. authorizes the President and CEO to execute all contract documents necessary.

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Kim Tucker, Chair of the Board  
Paratransit, Inc. Board of Directors  
Dated: April 10, 2026