



A G E N D A

Sacramento Transportation Authority Sacramento Abandoned Vehicle Service Authority (SAVSA)

700 H Street, Suite 1450 • Sacramento, California • 95814

THURSDAY

OCTOBER 12, 2023

1:30 PM

Members: Rich Desmond (Chair), Sue Frost, Eric Guerra (Vice Chair), Patrick Hume, Jayna Karpinski-Costa, Patrick Kennedy, Caity Maple, Rosario Rodriguez, Paul Sandhu, Phil Serna, Bobbie Singh-Allen, Kevin Spease, Karina Talamantes, Donald Terry, Katie Valenzuela, Mai Vang

Alternates: Bret Daniels, Shawn Farmer, Mike Kozlowski, Siri Pulipati, Darren Suen, Nick Avdis

The Governing Boards of the Sacramento Transportation Authority (STA) and the Sacramento Abandoned Vehicle Service Authority (SAVSA) meet concurrently.

PUBLIC COMMENT PROCEDURES

In-Person Public Comment

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Sacramento Abandoned Vehicle Service Authority

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Written Comment

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- Mail a comment to 700 H Street, Suite 2450, Sacramento, CA 95814. Include meeting date and agenda item number or off-agenda item.

VIEW MEETING

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MEETING MATERIAL

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ACCOMMODATIONS

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DISCLOSURE OF CAMPAIGN CONTRIBUTIONS

Pursuant to Government Code section 84308, members of the Board of Directors are disqualified and not able to participate in any agenda item involving contracts (other than competitively bid, labor, or personal

Continued on back side ✂

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employment contracts), franchises, discretionary land use permits and other entitlements if the Board member received more than \$250 in campaign contributions from the applicant or contractor, an agent of the applicant or contractor, or any financially interested participant who actively supports or opposes the County's decision on the agenda item since January 1, 2023. Members of the Board of Directors who have received, and applicants, contractors or their agents who have made, campaign contributions totaling more than \$250 to a Board member since January 1, 2023, are required to disclose that fact for the official record of the subject proceeding. Disclosures must include the amount of the campaign contribution and identify the recipient Board member and may be made either in writing to the Clerk of the Board of Supervisors prior to the subject hearing or by verbal disclosure at the time of the hearing.

CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

COMMENT ITEMS

1. Comments From The Public Regarding Matters Not On The Agenda
2. Executive Director's Report Kevin M. Bewsey

CONSENT ITEMS

3. Approve Action Summary: September 14, 2023 Sacramento Transportation Authority (STA) Governing Board Meeting ◀ Jennifer Doll
4. Approve An Amendment To Extend The Term of The Financial Consulting Services Agreement ◀ Dustin Purinton

Continued on back side ☞

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- 5. Approve An Amendment To Extend The Term Of The Nexus Study Update Consulting Services Agreement◀ Dustin Purinton

- 6. Approve Accounting Policies And Procedures◀ Dustin Purinton

- 7. Receive Information And Approve The Sacramento Countywide Transportation Mitigation Fee Program Annual Report (Fiscal Year 2022-23)◀ Dustin Purinton

SEPARATE ITEMS

- 8. Receive Information And Authorize The Executive Director To Terminate The Zone 8 Contract Of The SacMetro Freeway Service Patrol◀ Jennifer Doll

- 9. Comments Of Authority Members All

◀ *Denotes items that require Board action*

Staff reports and associated materials are available online at www.sacta.org. For assistance with agenda packets, please contact STA at (916) 323-0080 or info@sacta.org. For questions regarding the agenda or any item on the agenda, please contact Kevin M. Bewsey at (916) 323-0080 or Kevin@sacta.org.



OCTOBER 14, 2023

AGENDA ITEM # 2

EXECUTIVE DIRECTOR'S REPORT

Action Requested: Receive and File

Key Staff: Kevin M. Bewsey, Executive Director

SB125 One Time Transit Funding

In July of 2023 the Governor signed Senate Bill 125 providing \$5.1 billion in new formulaic funding to the State's Regional Transportation Planning Agencies (RTPA). This funding is for high-priority transit capital projects and zero-emission transit projects. According to a population-based formula SACOG will receive \$201 million for high-priority transit capital projects. SACOG is the RTPA for Sacramento, Sutter, Yolo, and Yuba Counties. It is important to note that Sacramento County makes up 80% of the four-county population. If SACOG utilized a similar population based formula \$160 million would go to Sacramento County. SacRT has already identified 8 projects with a capital need of \$210 million through 2026. Please note that SACOG has just begun the effort of working with eligible agencies to determine how these funds are distributed. In Addition, SACOG will also receive another \$37 million for zero-emission projects.

Tax Related Statewide Ballot Measures

Assembly Constitutional Amendment 1 (ACA 1) will be on the November 2024 ballot. If approved by the voters, it would lower the threshold for local sales tax and bond measures for affordable housing and infrastructure from two-thirds to 55%. School District bonds currently only need a 55% approval threshold. ACA 1 also contains significant transparency and accountability measures. Based on a preliminary review this new threshold would also apply for STA led ballot measure.

Assembly Constitutional Amendment 13 (ACA 13) will also be on the November 2024 ballot. If approved by the voters, it would require future ballot initiatives that seek to increase voter thresholds to pass by the same voter threshold. As an example, if you had a statewide proposition that would increase the threshold for a special tax to 75% it could only pass with a 75% approval or greater.

Public Relations Update

We are planning the integration of an intern into STA's staff to enhance its digital communication. This move aligns with our objectives to enhance our online presence, engage with our target audience, and effectively manage our digital communication channels. They will provide fresh perspectives and innovation to our existing strategies in a cost-effective solution.

In addition, STA has created a fact sheet that it can utilize to explain the role of STA in the region and post to its website. A copy of the fact sheet is attached to this report.

SACRAMENTO TRANSPORTATION AUTHORITY

STA administers local transportation funding (Measure A) and provides regional services such as Sacramento Metropolitan Freeway Service Patrol and the Sacramento Abandoned Vehicle Service Authority.

WHO RUNS STA ?

Kevin Bewsey
Executive Director

Dustin Purinton
Accounting Manager

Jennifer Doll
Special Programs Manager



Mr. Bewsey reports to a 16-member board made up of representatives from the Sacramento County Board of Supervisors and City Councils of Sacramento, Elk Grove, Citrus Heights, Folsom, Rancho Cordova and Galt or Isleton.

The current Chair is Rich Desmond, Sacramento County and the Vice Chair is Eric Guerra, City of Sacramento.

WHAT IS MEASURE A

A half-cent district sales tax and development impact fee, to fund transportation projects and programs in Sacramento County. First passed by voters in 1989, to expire after 20 years.

In 2004, voters renewed Measure A, allowing it to continue from 2009 to 2039, with a notable 75% majority in favor.



MEASURE A FISCAL FACTS

Sales Tax revenues approximately
\$170 million/year

Development Impact fee revenues
approximately \$7 million/year

WHAT ARE SOME OF MEASURE A'S BIGGEST ACCOMPLISHMENTS ?

MAJOR CAPITAL PROJECTS

Blue line Light Rail extension to Cosumnes River College | New Bus and Carpool lanes on I-80 and I-5 | Renovation on of the Downtown Sacramento Intermodal Station | Hwy 99/Central Galt Interchange Improvement | Hwy 99/Sheldon Rd Interchange Improvement | Hwy 99/Grant Line Rd Interchange Improvement | Hwy 50/Watt Ave Interchange Improvement | New I-5/Cosumnes River Blvd Interchange and Roadway | New Folsom Lake Crossing Bridge | Hazel Ave Improvement Project in Fair Oaks

TRANSIT SERVICES

82 Bus Routes with 3,100 stops | 44 miles of Light Rail service with 53 stations | ADA Paratransit Service | SmART Ride, On-Demand Shuttle | Non-Emergency Medical and Farmers Market Shuttle

CITY AND COUNTY PROGRAMS/ PROJECTS

Fixing potholes, pavement repair, and bridge maintenance | Traffic management and signal maintenance | Traffic control and safety projects | Walking, biking, and ADA projects

WHAT'S NEXT FOR MEASURE A ?

Upcoming Major Capital Projects in the Sacramento Region

New Bus and Carpool lanes on US 50 and I-5 | Downtown Sacramento Intermodal Station Improvements | US 50 and Hazel Ave. Interchange Improvements | Bradshaw Rd/Jackson Hwy Intersection | South Watt Ave Widening



OTHER MAIN PROGRAM AREAS



SacMetro Freeway Service Patrol (FSP)

FSP's special team of tow truck drivers patrol every major freeway in Sacramento and Yolo Counties during peak commute times to assist stranded motorists.

Approximately 30,000 assists/year. Saves motorists more than two million wasted hours each year.

Sacramento Abandoned Vehicle Service Authority (SAVSA)

A \$1 vehicle registration fee is collected in Sacramento County to fund the Abandoned Vehicle Abatement Program.

The program sunset April 30,2022, STA is pursuing legislation to continue.



OCTOBER 14, 2023

AGENDA ITEM # **3**

APPROVE ACTION SUMMARY: SEPTEMBER 14, 2023 STA GOVERNING BOARD MEETING

Action Requested: Approve

Key Staff: Jennifer Doll, Special Programs Manager

Recommendation

Approve the attached Action Summary of the September 14, 2023 meeting of the STA Governing Board.

Attachment

1. Action Summary



ACTION SUMMARY
SACRAMENTO TRANSPORTATION AUTHORITY
SACRAMENTO ABANDONED VEHICLE SERVICE AUTHORITY
700 "H" STREET - SUITE 1450
SACRAMENTO, CALIFORNIA 95814

THURSDAY

SEPTEMBER 14, 2023

1:30 PM

Members: Rich Desmond (Chair), Sue Frost, Eric Guerra (Vice Chair), Patrick Hume, Jayna Karpinski-Costa, Patrick Kennedy, Caity Maple, Rosario Rodriguez, Paul Sandhu, Phil Serna, Bobbie Singh-Allen, Kevin Spease, Karina Talamantes, Donald Terry, Katie Valenzuela, Mai Vang

(Directors Maple, Talamantes, Terry, Valenzuela and Vang were not present)

Alternates: Bret Daniels, Shawn Farmer, Mike Kozlowski, Siri Pulipati, Darren Suen, Nick Avdis

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CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE

COMMENT ITEMS

- 1. Comments From The Public Regarding Matters Not On The Agenda**

1:33 PM Board Action: No public comments were made.

2. Executive Director's Report

1:33 PM Board Action: Executive Director Kevin Bewsey provided an update regarding the procurement of financial consulting and bond counsel services; Caltrans Fiscal Year 2023-24 Sustainable Transportation Planning grant awards totaling \$41.65 million to over 90 applications; and Mr. Bewsey announced that he would be drafting a letter of support to the Governor regarding support for AB350 proposed by the Sacramento Council Area of Governments.

CONSENT ITEMS

1:38 PM Board Action: Rosario Rodriguez/ Bobbie Singh-Allen - Approved the Consent Matters, Items 1 through 7, as recommended.

AYES: Rich Desmond, Sue Frost, Eric Guerra, Patrick Hume, Jayna Karpinski Costa, Patrick Kennedy, Rosario Rodriguez, Paul Sandhu, Phil Serna, Bobbie Singh-Allen, Kevin Spease

NOES: (None)

ABSTAIN: (None)

ABSENT: Caity Maple, Karina Talamantes, Donald Terry, Katie Valenzuela, Mai Vang

RECUSAL: (None)

(PER POLITICAL REFORM ACT (§ 18702.5.))

3. Approve Action Summary: August 10, 2023 Sacramento Transportation Authority (STA) Governing Board Meeting

1:38 PM Board Action: Approved as recommended.

4. Receive And File Capital Status Reports—Fourth Quarter Fiscal Year 2022-23

1:38 PM Board Action: Approved as recommended.

5. Receive And File Measure A Ongoing Programs Annual Report – Fiscal Year 2022-23

1:38 PM Board Action: Received and filed the report.

6. Approve Agreement With Certified Public Accounting Firm To Provide Audit Services

1:38 PM Board Action: Approved by Resolution No. **STA 23-0009**.

7. Adopt A Resolution And Set The Accounting Manager As The Trustee For The Retirement Health Savings Trust

1:38 PM Board Action: Approved by Resolution No. **STA 23-0010**.

SEPARATE ITEMS

8. Receive And File Presentation Of The 2023 Series Bond Refinancing

1:47 PM Board Action: The Board received a presentation from Accounting Manager Dustin Purinton regarding an update for the refunding of the 2009C, 2014A, and 2015A Series Bonds and the termination of related Swap Agreements with 2023 Series Bonds; received and filed the report.

9. Receive Information And Approve Fiscal Year 2022-23 Budget Amendment

1:55 PM Board Action: Patrick Hume/ Eric Guerra - The Board received a presentation from Accounting Manager Dustin Purinton and approved a Fiscal Year 2022-23 year end budget amendment by Resolution No. **STA 23-0011**.

AYES: Rich Desmond, Sue Frost, Eric Guerra, Patrick Hume, Jayna Karpinski Costa, Patrick Kennedy, Rosario Rodriguez, Paul Sandhu, Phil Serna, Bobbie Singh-Allen, Kevin Spease

NOES: (None)

ABSTAIN: (None)

ABSENT: Caity Maple, Karina Talamantes, Donald Terry, Katie Valenzuela, Mai Vang

RECUSAL: (None)

(PER POLITICAL REFORM ACT (§ 18702.5.))

10. Receive Information And Approve Fiscal Year 2023-24 Budget Amendment

2:00 PM Board Action: Patrick Hume/ Bobbie Singh-Allen - Received a presentation from Accounting Manager Dustin Purinton and approved a Fiscal Year 2023-24 budget amendment by Resolution No. **STA-23-0012**.

AYES: Rich Desmond, Sue Frost, Eric Guerra, Patrick Hume, Jayna Karpinski Costa, Patrick Kennedy, Rosario Rodriguez, Paul Sandhu, Phil Serna, Bobbie Singh-Allen, Kevin Spease

NOES: (None)

ABSTAIN: (None)

ABSENT: Caity Maple, Karina Talamantes, Donald Terry, Katie Valenzuela, Mai Vang

RECUSAL: (None)

(PER POLITICAL REFORM ACT (§ 18702.5.))

11. Receive Information And Consider Authorizing The Executive Director To Sign A Three-Year Capital Allocation And Expenditure Contract For Environmental Mitigation Funding With The Capital Southeast Connector Joint Powers Authority Using Transportation Project Environmental Mitigation Program Funding

2:12 PM Board Action: Patrick Hume/ Bobbie Singh Allen - Received a presentation from Executive Director Kevin Bewsey and authorized the Executive Director to sign a three-year capital allocation and expenditure contract for environmental mitigation funding with the Capital SouthEast Connector Joint Powers Authority using transportation project environmental mitigation program funding with a total contract amount of \$5,000,000 in substantial form.

AYES: Rich Desmond, Sue Frost, Eric Guerra, Patrick Hume, Jayna Karpinski Costa, Patrick Kennedy, Rosario Rodriguez, Paul Sandhu, Phil Serna, Bobbie Singh-Allen, Kevin Spease

NOES: (None)

ABSTAIN: (None)

ABSENT: Caity Maple, Karina Talamantes, Donald Terry, Katie Valenzuela, Mai Vang

RECUSAL: (None)

(PER POLITICAL REFORM ACT (§ 18702.5.))

12. Receive Information and Consider Authorizing the Executive Director to Sign a Three-Year Capital Allocation and Expenditure Contract With The Capital Southeast Connector Joint Powers Authority

2:12 PM Board Action: Patrick Hume/ Eric Guerra - The Board received a presentation from Executive Director Kevin Bewsey on the Grant Line Road for the Capital SouthEast Connector Project; authorized the Executive Director to sign a three-year capital allocation and expenditure contract for Grant Line Road with the Capital SouthEast Connector Joint Powers Authority with a total contract amount of up to \$2,000,000 in substantial form.

AYES: Rich Desmond, Sue Frost, Eric Guerra, Patrick Hume, Jayna Karpinski Costa, Patrick Kennedy, Rosario Rodriguez, Paul Sandhu, Phil Serna, Bobbie Singh-Allen, Kevin Spease

NOES: (None)

ABSTAIN: (None)

ABSENT: Caity Maple, Karina Talamantes, Donald Terry, Katie Valenzuela, Mai Vang

RECUSAL: (None)

(PER POLITICAL REFORM ACT (§ 18702.5.))

13. Receive Presentation On A Survey Of Likely Sacramento County Voters For The November 2024 Election

2:26 PM Board Action: The Board received a presentation from Executive Director Kevin Bewsey, CIVx Consultant Barry Barnes and Senior Principal at EMC Research Sara LaBatt regarding the results of the independent survey of voters' support of a proposed transportation sales tax measure. Board members requested additional information related to zip code and tab information; Chairperson Rich Desmond reported that the subcommittee would meet again and consider returning to the Board with a recommendation.

14. Comments Of Authority Members

3:05 PM Board Action: No comments were made.

Adjourned at 3:05 p.m.

Respectfully Submitted,

ALMA D. MUÑOZ
Clerk, Board of Directors



OCTOBER 14, 2023

AGENDA ITEM # **04**

APPROVE AN AMENDMENT TO EXTEND THE TERM OF THE FINANCIAL CONSULTING SERVICES AGREEMENT

Action Requested: Authorize Executive Director

Presenter: Dustin Purinton, Accounting Manager

Recommendation

Authorize the Executive Director to execute a one-year amendment extension with PFM Financial Advisors LLC (PFM) for Financial Consulting Services.

Background

In September 2020, the STA Governing Board authorized the Financial Consulting Services agreement with PFM. PFM has provided high quality consulting services to the STA for more than 13 years. Past services have included determining capital program cash flow requirements, identifying types, and scheduling of financing mechanisms, and assisting with debt program management such as negotiating credit facilities and remarketing agreements, as well as identifying cost saving opportunities such as refunding existing debt. The existing agreement was a three-year agreement and will expire on December 31, 2023. The existing agreement provided compensation of up to \$50,000 per year. For the three-year term, the total compensation allowed was \$150,000. However, actual expenses under this agreement have only been \$28,812.50 in total.

Most recently PFM has assisted STA with the following financial accomplishments:

- Increased Credit Rating to AAA with stable outlook from AA+ rating.
- Refinanced the existing 2012 Series Bonds with an interest savings of \$1.95 million and release of approximately \$5.6 million held in reserve for debt service.
- Refinanced the existing 2009C, 2014A and 2015A Series Bonds that reduced the overall complexity of the portfolio and allow flexibility at the call date in 2033.

Discussion

Staff recommends the STA Governing Board authorize the Executive Director to execute a four-month amendment extension with PFM Financial Advisors LLC (PFM) for Financial Consulting Services. This extension will allow time for STA staff to procure a procurement for financial consulting services going forward.

Attachment

1. *Second Amendment to Agreement for Financial Consulting Services*

SACRAMENTO TRANSPORTATION AUTHORITY

SECOND AMENDMENT TO AGREEMENT FOR FINANCIAL CONSULTING SERVICES

THIS SECOND AMENDMENT is made and entered into this 14th day of October 2023, by and between the SACRAMENTO TRANSPORTATION AUTHORITY, a California local transportation authority formed pursuant to the Public Utilities Code, hereinafter referred to as "AUTHORITY", and PFM Financial Advisors LLC hereinafter referred to as "CONSULTANT".

R E C I T A L S

WHEREAS, AUTHORITY and CONSULTANT have previously entered into an agreement on September 17, 2020, to provide Measure A revenue projections and determine cash flow requirements; facilitate and implement a preferred financing strategy; and provide on-going advisory services to STA (hereinafter "Agreement"); and

WHEREAS, AUTHORITY and CONSULTANT have previously entered into an agreement time extension on March 14, 2023; and

WHEREAS, AUTHORITY and CONSULTANT desire to formally amend said Agreement to extend the term during which CONSULTANT will provide services;

NOW, THEREFORE, the Agreement is amended as follows:

I. TERM

The term during which the CONSULTANT will provide services is extended to April 30, 2024.

II. REAFFIRMATION

In all other respects, the above referenced Agreement, as amended, remains in full force and effect.

III. ENTIRE AGREEMENT

This Agreement, as amended, and any attachments hereto, constitute the entire understanding between AUTHORITY and CONSULTANT concerning the subject matter contained herein.

IV. EFFECTIVE DATE

This Amendment shall be deemed effective as of the date both Parties have executed below.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to the Agreement as of the date both parties have executed below.

SACRAMENTO TRANSPORTATION
AUTHORITY

By _____
Kevin Bewsey
Executive Director

Date: _____

PFM Financial Advisors LLC

By _____
Peter Shellenberger
Managing Director

Date: _____



OCTOBER 14, 2023

AGENDA ITEM # 05

APPROVE AN AMENDMENT TO EXTEND THE TERM OF THE NEXUS STUDY UPDATE CONSULTING SERVICES AGREEMENT

Action Requested: Authorize Executive Director

Presenter: Dustin Purinton, Accounting Manager

Recommendation

Authorize the Executive Director to execute an eight-month amendment extension with GHD Inc. (GHD) for consulting services to update the Sacramento Countywide Transportation Mitigation Fee Program (SCTMFP) Nexus Study.

Background

In April 2022, the STA Governing Board authorized the Nexus Study Update agreement with GHD. GHD has provided high quality consulting services to the STA during the duration of the contract. STA staff and GHD require additional time to elicit comments and feedback from implementing agencies and to finalize the Nexus Study.

In March 2023, the STA Governing Board extended this contract to December 2023 to allow for cross agency coordination and consensus prior to adoption.

Discussion

Staff recommends the STA Governing Board authorize the Executive Director to execute an eight-month amendment extension with GHD for Nexus Study Update consulting services.

Fiscal Impact

There is no direct fiscal impact associated with this action. The total compensation for this contract is not changing. Expenditures under this contract will likely extend into fiscal year 2023-24.

Attachment

1. *Second Amendment to Agreement for Consulting Services to Update the Sacramento Countywide Transportation Mitigation Fee Program (SCTMFP) Nexus Study*

SACRAMENTO TRANSPORTATION AUTHORITY

**SECOND AMENDMENT TO AGREEMENT FOR CONSULTING SERVICES TO
UPDATE THE SACRAMENTO COUNTYWIDE TRANSPORTATION
MITIGATION FEE PROGRAM (SCTMFP) NEXUS STUDY**

THIS SECOND AMENDMENT is made and entered into this 14th day of October 2023, by and between the SACRAMENTO TRANSPORTATION AUTHORITY, a California local transportation authority formed pursuant to the Public Utilities Code, hereinafter referred to as "AUTHORITY", and GHD Inc. hereinafter referred to as "CONSULTANT".

R E C I T A L S

WHEREAS, AUTHORITY and CONSULTANT have previously entered into an agreement on April 7, 2022, to provide consulting services to perform an update of the Nexus Study for the Sacramento Countywide Transportation Mitigation Fee Program (SCTMFP) for the Authority (hereinafter "Agreement"); and

WHEREAS, AUTHORITY and CONSULTANT have previously entered into an agreement time extension on March 14, 2023; and

WHEREAS, AUTHORITY and CONSULTANT desire to formally amend said Agreement to extend the term during which CONSULTANT will provide services;

NOW, THEREFORE, the Agreement is amended as follows:

I. TERM

The term during which the CONSULTANT will provide services is extended to June 30, 2024.

II. REAFFIRMATION

In all other respects, the above referenced Agreement, as amended, remains in full force and effect.

III. ENTIRE AGREEMENT

This Agreement, as amended, and any attachments hereto, constitute the entire understanding between AUTHORITY and CONSULTANT concerning the subject matter contained herein.

IV. EFFECTIVE DATE

This Amendment shall be deemed effective as of the date both Parties have executed below.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to the Agreement as of the date both parties have executed below.

SACRAMENTO TRANSPORTATION
AUTHORITY

By _____
Kevin Bewsey
Executive Director

Date: _____

GHD Inc.

By _____
Kamesh Vedula
Principal-in-Charge

Date: _____



OCTOBER 14, 2023

AGENDA ITEM # **06**

APPROVE ACCOUNTING POLICIES AND PROCEDURES

Action Requested: Approve

Presenter: Dustin Purinton, Accounting Manager

Recommendation

Staff recommend that the Sacramento Transportation Authority (STA) Governing Board approve the Accounting Policy and Procedures.

Background Information

The Accounting Policies and Procedures that have been historically followed have not received formal approval from the Board of Directors. While the annual budget approval incorporates many of the higher-level policies followed, the detailed policies and procedures have not been officially approved.

Discussion

The accounting policy and procedures document is a fundamental component of the STA's financial reporting framework, as it lays the foundation for how financial transactions are recorded, measured, and reported in financial statements. The STA operates with significant sales tax, impact fees, and grant revenues. The STA has three employees and separation of duties is critical with a small staff size. Generally accepted accounting principles require adherence to specific accounting principles, procedures, and reporting formats established by recognized accounting bodies. The STA's financial reporting objectives include presenting fair and accurate financial statements to the Governing Board, partner agencies and the public. Following these guidelines will improve the governance of the Authority and assist auditors during their annual financial review.

The document has been reviewed and approved by the STA Independent Taxpayer Oversight Committee on September 21, 2023.

Fiscal Impact

None

Attachment

1. *Sacramento Transportation Authority Accounting Policies and Procedures*

SACRAMENTO TRANSPORTATION AUTHORITY (Authority) ACCOUNTING POLICIES AND PROCEDURES Fiscal Year 2023

Introduction

The Sacramento Transportation Authority (Authority)—a Local Transportation Authority—was created in August 1988 under the Local Transportation Authority and Improvement Act (Act), commencing with California Public Utility Code Section 180000 to administer the Measure A sales tax program. In November 1988, Sacramento County voters passed Measure A, an Ordinance enacted by the Authority imposing a one-half cent sales tax to fund transportation improvements throughout Sacramento County for a 20-year period. In November 2004, voters approved a 30-year extension of the one-half cent retail sales tax beginning in April 2009 (Measure A). At the same time, the 1988 Measure A sales tax sunsetted. The Authority also administers the Sacramento Abandoned Vehicle Service Authority (SAVSA) funding for SAVSA sunsetted on April 2022, and the Sacramento Metropolitan Freeway Service Patrol (SacMetro FSP) programs, neither of which is affiliated with the Measure A sales tax program.

The Authority's Governing Board (Board) is comprised of 16 members, including five Sacramento County Supervisors, five members of the Sacramento City Council, two members of the Elk Grove City Council, and one councilmember each from the Cities Citrus Heights, Folsom, Galt/Isleton, and Rancho Cordova. The Board holds public meetings about eight times per year, but that schedule may change as necessary. The Board appoints the Authority's Executive Director (ED). The ED is responsible for carrying out the Authority's policies, overseeing day-to-day operations, and staff. The Measure A Ordinance created the Independent Taxpayer Oversight Committee (ITOC). The ITOC consists of three voting members with specific professional and/or community credentials in the areas of finance, engineering or transportation planning, and management of major construction projects. In addition, there are three non-voting members: the Board Chair or their designee, the County of Sacramento Auditor-Controller or their designee, and the Authority's ED.

Authority staff consists for three members – the ED who has been with the Authority since June 2022, the Accounting Manager (AM) who has been with the Authority since September 2022, and the Special Programs Manager ((Administrative Services Officer III (ASO)), who has been with the Authority since December 2013. Staff positions and salaries are tied to Sacramento County's published classifications and compensation.

The sales tax money collected by the Authority is passed through to partner entities by the voter approved formula. Additionally, the ordinance directs the Authority to withhold up to .75% of the net revenue for program administration costs and 20.75% to pay for the Capital Improvement Program (CIP), which includes debt service, ancillary fees, and pay-go funding. The net revenue is derived by deducting California Department of Tax and Fee Administration's (CDTFA) administration fees and allocations to Isleton and Galt. For an example of the monthly allocation see [June 2021 - Summary of Claims and JV's.xlsx](#) and for the voter-approved ordinance see [New Measure A Ordinance.pdf](#).

Measure A also created the Sacramento Countywide Transportation Mitigation Fee Program (SCTMFP). Authority staff annually calculate this fee which is collected by the County and cities of Rancho Cordova, Elk Grove, Galt, Folsom, Sacramento, and Citrus Heights and remitted semi-annually to the Authority. The fee is generated when a final building permit is issued for construction projects. There are some projects that are

SACRAMENTO TRANSPORTATION AUTHORITY (Authority)

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exempt from the fee, such as those outlined in the Memoranda of Understanding the Authority has with each participating entity. The proceeds from this program are used to pay for approved CIP claims.

Bond proceeds, when available, are also used to pay for approved CIP claims. The Authority's debt portfolio consists of two issuances – the 2022 and 2023 series. This debt is serviced with the monthly allocation of 20.75% of the net sales tax as directed in the Ordinance. US Bank, the debt trustee, receives funds first and retains funds for debt service. Any allocated but unused money is available for pay-as-you-go CIP funding. Pay-as-you-go is paying for CIP projects out of current revenue and fund balance rather than borrowing.

Division of Responsibility

Because of the small staff, separation of duties is somewhat challenging; however, we believe the following procedures effectively prevent fraud and misappropriation of funds.

- The AM does not approve any expenditures, with the exception of the list in the Cash Expenditure Section – all payments are approved by either the ED or ASO.
- The Authority does not store any check stock.
- The Authority does not produce checks in-house; rather all approved disbursements requiring a check are processed by the County of Sacramento treasury or through US Bank's SinglePoint payment service, prepared by the AM and approved by either the ED or ASO.
- The Authority does not keep any cash in its offices, nor does staff handle any cash.
- Only the accountant (Administrative access) and ASO (Accounts Payable access) has access to the Authority's accounting system QuickBooks Enterprise Desktop.
- The ED and ASO have SinglePoint access to approve payments prepared by the accountant. There is a two-step payment process in SinglePoint; preparer (accountant or ASO) approver (accountant, ED or ASO).

Accounting System

The Authority uses QuickBooks Desktop Enterprise to account for all its financial assets. All fund financial information is reported on a modified accrual basis of accounting and government wide information on a full accrual basis. See the Annual Comprehensive Financial Report (ACFR) Footnote number 1 for additional detail on the basis of accounting.

To appropriately report Governmental fund-based accounting information, classes have been established for each sub fund of the General Fund as reported in our ACFR – Administration, SacMetro FSP, SCTMFP, and the General Fund. Additionally, there are classes for Transit Services Special Revenue Fund, SAVSA Special Revenue Fund, Debt Service Fund, and Government-Wide, full-accrual entries.

For the Special Revenue funds, classes were created for each entity/program with cash assets. Over time, many of the entity/programs we initially set up in the accounting system have spent all remaining funds. Therefore, as of June 30, 2023, only the CTSA program has remaining cash assets.

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For simplicity the Authority generally operates on a cash-basis during the fiscal year. Transactions are booked as they impact cash balances. During the year end (June 30) process accounting records are converted for modified and full-accrual as appropriate.

The accounting system is password protected and is accessed at different levels by staff. The AM (administrative access), the ASO (accounts payable access) and the Executive Director have read-only access to the accounting system.

Cash Expenditures

The Authority receives invoices through regular mail and electronically. Each item is date-stamped and forwarded to the appropriate staff for review. All expenditures are approved by the ED or ASO with the exception of the below; the AM does not approve any. In general, the ASO reviews and approves most administration related charges (including payroll), all SacMetro FSP and SAVSA charges, and is a backup approver for the capital program. The ED generally reviews and approves claims from Neighborhood Shuttle program partners, charges for legal services and bond related transactions, capital program claims, and monthly sales tax allocations.

There are routine payments that are made by the Authority that are not individually approved. The ED and the AM discuss and summarize the vendors and transaction types at least annually. They are as follows:

- Debt service payments (interest, principal payments) that are administered by the Trustee.
- Rent payments
- Payroll administration payments
- Benefit provider payments
- Routine office expenditures (phone / internet / parking)

Approved claims/invoices are forwarded to the AM for payment. In general, they are paid by the County of Sacramento (County) treasury or through SinglePoint, an electronic portal hosted by US Bank. Certain bond program charges are paid by the Authority's trustee at US Bank. All claims/invoices forwarded to the County for payment require an accounts payable claim form (wire/ACH transfers and warrants) or journal voucher (Interfund transfers) generated by the AM with supporting documentation. Wire/ACH transfers are commonly used for monthly Measure A allocations for the following agencies – Isleton, Galt, Citrus Heights, Elk Grove, Folsom, Rancho Cordova, City of Sacramento, Paratransit, Sacramento Regional Transit District, and Sacramento Metropolitan Air Quality Management District, but are also used for vendors such as Caltrans. Other agencies such as – Sacramento County, County Parks, and programs such as the Neighborhood Shuttle and Consolidated Transportation Services Agency (CTSA) are paid through journal vouchers (Interfund transfer) since each agency's funds are held in the County treasury.

The County provides a multi-step payment process that verifies: Vendors, Banking Information and Addresses of payments. They also facilitate either the Journal Entry, ACH or Wire transfer depending on the vendor type.

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ACCOUNTING POLICIES AND PROCEDURES

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US Bank SinglePoint is used to pay for all SacMetro FSP claims/invoices, and most administrative charges. To pay an approved claim/invoice, the AM logs into the password protected system and takes an additional step of generating a token number and entering that information into the system to access the bill pay portal. The vendor and amount are entered into the system. Payments are approved by either the ASO or ED prior to generation. US Bank generates a check, or in some cases an electronic transfer, from the bank account associated with the selected vendor.

Purchase Card Policy

Each staff member has an agency credit card (CAL-Card) that is used for business charges throughout the month. When a bill is received for credit card purchases, each staff member provides supporting documentation for each of their charges and the bill and supporting documentation is approved during the credit card reconciliation process. The credit card transaction support is accumulated with the statement, reconciled and the package is approved by either the ASO or Executive Director. Transactions initiated by the ASO or Executive Director are reviewed by the AM. Then the AM initiates payment through SinglePoint.

Supporting documentation must include the business purpose of the transaction, amounts and that the goods or services were received.

Limitations to credit card purchases:

- Personal expenses unrelated to official duties.
- Purchase cards should only be used by the assigned cardholder.
- Cash advances or withdrawals.
- Split transactions to exceed transaction limits.

Cash Receipt

The California Department of Tax and Fee Administration (CDTFA) collects all Measure A sales tax money on behalf of the Authority. The money is remitted to the Authority monthly. The amount of the remittance, is published roughly three-five business days before the money is remitted to the Authority around the 25th of each month. The net proceeds are forwarded to the Authority's trustee, US Bank. The trustee withholds enough funds to pay the Authority's bond program debt service costs. The remaining funds are remitted to the Authority's General Fund within Sacramento County treasury.

Measure A mitigation fees are sent via wire/ACH transfer from our partner agencies to a sub fund of the General Fund within the Sacramento County treasury. All other cash with exception of a portion of the administration funds and Sacramento Metropolitan Freeway Service Patrol (SacMetro FSP) funds are deposited in the Sacramento County pooled assets account. A portion of the Authority's administration funds and all of the SacMetro FSP funds are on deposit with US Bank. The administration fund has two accounts, one with the County of Sacramento and one at US Bank. The US Bank Account is replenished by the County of Sacramento Account through an agreed upon reimbursement process (see the [Administrative Fund Investing Policy](#)).

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SCTMFP revenue is received from each participating agency semi-annually – once for the period July through December (due within 60 days after the end of the reporting period) and again for the period January through June. All funds are remitted via ACH/Wire directly to Authority's fund within the Sacramento County treasury.

The SacMetro FSP program receives funding via a grant from the Sacramento Area Council of Governments (SACOG) and claims reimbursements from Caltrans. The grant funding from SACOG is generated by the Capitol Valley Regional Service Authority for Freeways and Expressways (CVR-SAFE), while the funding from Caltrans is Sacramento and Yolo Counties portion of a Statewide grant. The total funding from SACOG is remitted via ACH/Wire, usually around July. The ASO submits periodic reimbursement requests to Caltrans for claims paid to FSP contractors' semi-monthly. Caltrans remits payment via ACH/Wire within 4-6 weeks of submitting a reimbursement request.

The SAVSA program receives all funding via EFT remittance from the State Controller's Office. The proceeds are deposited directly into the program's fund. FSP Cash is held in a US Bank Account.

Payroll

The Authority uses a third party - Automated Data Processing (ADP) - to process payroll. Employees are paid biweekly. The payroll periods end on Saturday, so payroll is processed on the Wednesday after the end of the payroll period. All employees receive payment by direct deposit on the Friday that follows the end of the pay period. Employee process their timesheets on the ADP employee portal for each payroll period. The ED is an at-will, exempt employee appointed by the Board, but submits a timesheet for accountability. The timesheets are reviewed and approved by the ED (and the ED's by the AM). Once approved, the AM processes the payroll.

The AM is the only employee with administrative access to ADP's web-based payroll data entry system. The payroll data is entered into the system and a preview report is generated for review by the AM and subsequently by the ASO. If the information is correct, the payroll is processed and an email confirmation from ADP is received by the AM. The payroll report and timesheets are forwarded to the ASO for review. Then the ASO logs into CalPERS' website and enters the payroll. The retirement contributions generated by CalPERS' system are verified with the amounts reported to ADP. At the same time, the ASO enters the employee contributions to the deferred compensation (457) program.

The payroll and CalPERS reports are routed back to the AM. Then the AM logs into CalPERS website and pays the amounts due for retirement and deferred compensation by EFT from the administration fund. A confirmation of cash remitted to employees is received in the mail after each payroll cycle. ADP (ADP Run) submits all tax forms and payments on behalf of the Authority.

Bank Reconciliation

Monthly, the AM performs a cash reconciliation of each fund. The process begins when the AM retrieves bank statements. Statements for the administration and SacMetro FSP funds are downloaded from US Banks' SinglePoint, while all trustee statements are

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downloaded from US Banks' web-based Pivot system. The County provides monthly reports from its Comprehensive Online Management Personnel and Accounting System for Sacramento County (COMPASS) that functions as bank statements for each fund the County holds on behalf of the Authority. Those funds are:

General Fund – 102A
Admin Fund – 102P
SCTMFP Fund – 102O
SAVSA Fund – 106A
CTSA Agency Fund – 150E
Neighborhood Shuttle Fund – 150F

The AM reconciles each statements' cash balance to the cash reported in QuickBooks. Any reconciling differences (with exception of immaterial rounding differences) are investigated and resolved. The most common reconciling differences are related to certain transactions posted by the County to our funds for interest earned on cash balances and legal and fiscal services provided by County staff. After each fund is reconciled, a detailed reconciliation report is printed. Each report along with supporting documentation is presented to the ED for review and approval.

IT

Refer to the IT Policy.

Checklist for Year-end Closing Entries

- Compare Beginning Fund Balances/Net Assets to the audited ending balances from the prior year
- Review all funds for – assets with credit balances, liabilities with debit balances, fund balances/net assets with debit balances, revenues with debit balances, expenditures/expenses with credit balances and research any such balances to determine their validity
- Review year-end budget-to-actual expenditures and explain any material variances – this is typically completed after each quarter and when the final Measure A allocation is posted near the end of August
- Reconcile all June bank statements to accounting system data – resolve any variances
- Adjust all cash balances held in the County Pool to fair value as of June 30
- Accrue all earned interest - County makes an adjustment in August that is dated in the prior fiscal year.
- Determine if any funds report negative cash balances – transfer cash from another fund to eliminate negative cash balance and post DT/DF
- Ensure that all payroll has been posted – AM posts payroll to the fiscal year that corresponds to the pay period end date. Reconcile payroll costs from ADP to QuickBooks GL. Reconcile CalPERS contributions to GL
- Accrue Measure A sales tax revenue received in July and August (for sales tax collections in May and June and a clean-up payment in August for Q4 of the prior year - respectively)

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- Verify that all DFOG (e.g. FSP, SAVSA, and GF) and DTOG (i.e. monthly sales tax allocations and capital claims) are posted and document supported
- Verify that DTOF and DFOF are posted and in balance
- Review all expenditures paid during July and August and accrue a liability as appropriate
- Record interest payable
- Accrue reimbursement (DTOF/DFOF) to GF for expenditures paid on behalf of the administration fund
- Accrue reimbursement from SAVSA and FSP for costs incurred by the administration fund (DTOF/DFOF)
- Compensated absences – ensure the beginning balance matches prior year's ending balance, ensure fiscal year ending balance agrees with accountant's worksheet, record increase/decrease to the compensated absence liability (due within one year and long-term)
- Review long-term debt – ensure beginning balances agree with prior year's audited ending balances, ensure ending balances for each outstanding debt reconcile to supporting reports and amortization schedules, ensure that debt service principal and interest are reported separately, ensure that reductions in the long-term debt agree to the principal payments recorded in the accounting system
- Post the Mark-to-Market (MTM) valuation of the interest rate swaps as of June 30
- Ensure that TI/TO are in balance
- Are there any prior period restatements or adjustments – if so, why?
- Have prior year findings been addressed
- Are revenues coded as general or program – per GASB 34
- Ensure fund balance is classified per GASB 54 (i.e. unassigned, committed, restricted)
- Ensure all pension calculations are performed and posted to the accounting system
- Ensure Other Post Employment Benefit (OPEB) entries are posted to the accounting system



OCTOBER 14, 2023

AGENDA ITEM # **07**

RECEIVE INFORMATION AND APPROVE THE SACRAMENTO COUNTYWIDE TRANSPORTATION MITIGATION FEE PROGRAM ANNUAL REPORT (FISCAL YEAR 2022-23 ◀

Action Requested: Receive Information and Approve

Key Staff: Dustin Purinton, Accounting Manager

Recommendation

Receive information and approve the Sacramento Countywide Transportation Mitigation Fee Program (SCTMFP) Annual Report Fiscal Year 2022-23.

Background Information

The SCTMFP program was approved by voters in November 2004 as part of the Measure A sales tax program extension which began in 2009 and will sunset in 2039. The program was created to generate a uniform transportation mitigation fee on certain new development in Sacramento County as a funding source for road and transit system improvements needed to accommodate projected growth. Under the Measure A Ordinance, each city and the County were required to adopt the development fee program beginning in 2009. Fee generating entities include the County of Sacramento, and the Cities of Sacramento, Galt, Elk Grove, Rancho Cordova, Folsom, Citrus Heights, and Isleton. The fees are required to be remitted to the Authority semi-annually within 60-days after each reporting period (June 30 and December 31).

The Ordinance provides guidelines for the use of these funds as summarized below:

- 35% Local streets capital improvements and rehabilitation
- 20% Public transit capital improvements and rehabilitation
- 20% Local interchange upgrades, safety projects, and congestion relief, including bus and carpool lanes
- 15% Smart Growth Incentive Program
- 10% Transportation Project Environmental Mitigation
100%

Additionally, the Sacramento County Transportation Expenditure Plan 2009-2039 (Expenditure Plan) identifies the projects and funding amounts (based on the original program forecasts) designed to carry out the program.

SCTMFP Program Summary

The projects in the plan are slated for construction by the County and cities remitting fees, but also Caltrans, the Sacramento Regional Transit District (SRTD), and the Capital SouthEast Connector Joint Powers Authority. Therefore, some of the revenue generated by the county and cities in the program is destined for projects constructed by non-fee remitting agencies. For example, the expenditure plan identifies bus and carpool lanes on Highway 50 which are under construction by Caltrans and the Capital SouthEast Connector, each of which includes funding from the SCTMFP.

Discussion

SCTMFP Program Summary

Description	SCTMFP Summary			
	Fiscal Year		\$ Difference	% Difference
	2022	2023		
Beginning Fund Balance	10,708,825	5,563,502	(5,145,323)	-48.0%
Revenue	8,228,462	9,020,625	792,163	9.6%
Expenses	13,373,785	2,625,749	(10,748,034)	-80.4%
Ending Fund Balance	5,563,502	11,958,378	6,394,876	114.9%

- Total revenues from program inception through June 30, 2023, were \$80.6 million, of which FY 2023 revenues were \$9.0 million. Revenues for FY 2023 increased 9.6% over FY 2022.
- Total expenditures from program inception through June 30, 2023, were \$68.6 million, of which FY 2023 expenditures were \$2.6 million. Expenses for FY 2023 decreased 80.4% over FY 2022.
- Fund balance increased in FY 2023 to \$12.0 million from \$5.6 million in FY 2022 because expenditures were lower than revenue.

The attached summaries (Attachment 1 & 2) provide complete revenue and expenditure data from program inception through June 30, 2023, and June 30, 2022, respectively (for comparison). Revenue collected through June 2023 amounts to about 16.5% of the program estimate included in the voter-approved expenditure plan - \$488 million. The reason that three agencies – Elk Grove, Galt, and Folsom – have not received any funding from this source is that each city constructed capital projects at a time when the Authority was paying claims with bond proceeds. When bond funding was exhausted, the Authority began using a mix of SCTMFP and pay-go money to pay claims – at which time the three agencies’ capital projects were completed.

SCTMFP Annual Reports

As a fee program for public improvements under the State Mitigation Fee Act, California Government Code 66000-66008 (CGC), the Authority is required to approve the SCTMFP Annual Report (Attachments 3-5).

The SCTMFP Annual Report for the fiscal year ending June 30, 2023, provides a summarized accounting of the fee program administered by the Sacramento Transportation Authority (STA) in cooperation with the County and Cities within. These Reports are being made available to the public and include the following information as per the CGC:

- 1) Brief description of the type of fees in the program fund.
- 2) Amount of the Fee.
- 3) Beginning and ending fund balance for the Fiscal Year presented.
- 4) Amount of the fees collected for the fiscal year and interest earned on the fund for the Fiscal Year presented.
- 5) Identification of the public improvements on which the fees were expended and the amount of expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with fees.
- 6) Identification of public improvements for which sufficient funding has been collected, but the public improvement remains incomplete.
- 7) Description of inter-fund loans or transfers made from the account.
- 8) The amount of any SCTMFP fee refunds made for the Fiscal Year presented.

Fiscal Impact

There is no fiscal impact, as these are informational reports.

Attachments

- 1) *Sacramento Countywide Transportation Mitigation Fee Program (SCTMFP) Program Summary Through June 30, 2023*
- 2) *Sacramento Countywide Transportation Mitigation Fee Program (SCTMFP) Program Summary Through June 30, 2022*
- 3) *Sacramento Countywide Transportation Mitigation Fee Program (SCTMFP) Annual Report (Fiscal Year 2022-23)*
- 4) *SCTMFP Fee Schedule Effective July 1, 2022*
- 5) *SCTMFP FY 2022-23 Public Improvement Fees Expended Schedule*

Sacramento Countywide Transportation Mitigation Fee Program

Program Summary Through June 30, 2023

Entity	Sacramento	County	RC	EG	Galt	Folsom	CH	Caltrans	SRTD	CSCA	Total
FY 2009	\$ 140,644	\$ 75,381	\$ 92,800	\$ 51,729	\$ 784	\$ 388,909	\$ 1,452	\$ -	\$ -	\$ -	\$ 751,700
FY 2010	774,416	540,256	259,378	539,123	32,697	160,098	15,989	-	-	-	2,321,958
FY 2011	549,987	476,898	204,379	860,663	-	235,420	7,091	-	-	-	2,334,437
FY 2012	587,824	864,400	302,467	990,421	-	151,321	60,930	-	-	-	2,957,362
FY 2013	871,942	925,576	378,345	588,839	17,152	372,038	22,491	-	-	-	3,176,382
FY 2014	601,826	768,585	360,591	665,916	629,402	504,350	9,872	-	-	-	3,540,542
FY 2015	1,628,337	901,922	352,981	835,144	246,253	563,908	95,594	-	-	-	4,624,139
FY 2016	1,330,694	1,053,408	428,758	920,723	127,781	387,388	114,898	-	-	-	4,363,650
FY 2017	4,433,942	1,709,179	708,906	408,227	188,900	309,544	89,477	-	-	-	7,848,174
FY 2018	3,871,298	1,009,173	400,807	1,434,011	52,510	833,234	20,720	-	-	-	7,621,753
FY 2019	2,707,448	1,233,164	471,078	1,338,725	80,266	782,022	71,335	-	-	-	6,684,037
FY 2020	3,198,236	1,479,587	916,239	964,492	96,852	878,685	17,465	-	-	-	7,551,556
FY 2021	1,712,959	2,850,723	934,092	1,658,050	376,875	1,165,476	258,817	-	-	-	8,956,993
FY 2022	2,660,711	1,448,899	1,014,918	1,175,200	179,181	1,385,171	373,344	-	-	-	8,237,425
FY 2023	2,526,006	1,796,877	1,223,435	1,609,388	152,326	1,528,205	20,006	-	-	-	8,856,242
Prog Interest	256,077	158,994	74,692	130,288	20,238	89,506	10,944	-	-	-	740,739
Total	\$ 27,852,348	\$ 17,293,022	\$ 8,123,866	\$ 14,170,936	\$ 2,201,216	\$ 9,735,277	\$ 1,190,426	\$ -	\$ -	\$ -	\$ 80,567,090
FY 2009	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FY 2010	-	-	-	-	-	-	-	-	-	-	-
FY 2011	-	-	-	-	-	-	-	-	-	-	-
FY 2012	371,690	382,219	-	-	-	-	59,275	1,400,667	3,940,833	1,370,479	7,525,163
FY 2013	-	-	-	-	-	-	-	20,078	-	-	20,078
FY 2014	1,471,903	1,084,917	-	-	-	-	-	-	-	-	2,556,820
FY 2015	-	-	-	-	-	-	-	-	-	-	-
FY 2016	-	-	-	-	-	-	-	-	-	-	-
FY 2017	8,578,391	1,872,358	666,782	-	-	-	-	3,047,319	106,607	2,275,776	16,547,233
FY 2018	1,076,989	614,425	434,878	-	-	-	-	(6,599,873)	(4,047,440)	(2,316,651)	(10,837,673)
FY 2019	716,073	1,689,048	1,322,520	-	-	-	-	1,193,987	-	4,659,492	9,581,120
FY 2020	193,614	1,867,750	1,569,163	-	-	-	-	937,911	-	7,144,332	11,712,770
FY 2021	483,507	6,372,770	2,756,887	-	-	-	-	1,883,549	-	4,006,952	15,503,666
FY 2022	447,031	4,334,452	93,561	-	-	-	600,000	-	-	7,898,740	13,373,785
FY 2023	469,776	24,244	165,212	-	-	-	-	-	-	1,966,518	2,625,749
Total	\$ 13,808,974	\$ 18,242,182	\$ 7,009,003	\$ -	\$ -	\$ -	\$ 659,275	\$ 1,883,639	\$ -	\$ 27,005,638	\$ 68,608,711
Fund Balance	\$ 14,043,373	\$ (949,161)	\$ 1,114,863	\$ 14,170,936	\$ 2,201,216	\$ 9,735,277	\$ 531,151	\$ (1,883,639)	\$ -	\$ (27,005,638)	\$ 11,958,378

**Sacramento Countywide Transportation Mitigation Fee Program (SCTMFP)
Program Summary Through June 30, 2022**

Entity	Sacramento	County	RC	EG	Galt	Folsom	CH	Caltrans	SRTD	CSCA	
<u>Revenue</u>											<u>Total</u>
FY 2009	\$140,644	\$75,381	\$92,800	\$51,729	\$784	\$388,909	\$1,452	\$0	\$0	\$0	\$751,700
FY 2010	774,416	540,256	259,378	539,123	32,697	160,098	15,989	-	-	-	2,321,958
FY 2011	549,987	476,898	204,379	860,663	-	235,420	7,091	-	-	-	2,334,437
FY 2012	587,824	864,400	302,467	990,421	-	151,321	60,930	-	-	-	2,957,362
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FY 2017	4,433,942	1,709,179	708,906	408,227	188,900	309,544	89,477	-	-	-	7,848,174
FY 2018	3,871,298	1,009,173	400,807	1,434,011	52,510	833,234	20,720	-	-	-	7,621,753
FY 2019	2,707,448	1,233,164	471,078	1,338,725	80,266	782,022	71,335	-	-	-	6,684,037
FY 2020	3,198,236	1,479,587	916,239	964,492	96,852	878,685	17,465	-	-	-	7,551,556
FY 2021	1,712,959	2,850,723	934,092	1,658,050	376,875	1,165,476	258,817	-	-	-	8,956,993
FY 2022	2,660,711	1,448,899	1,014,918	1,175,200	179,181	1,385,171	373,344	-	-	-	8,237,425
Total	\$25,070,264	\$15,337,151	\$6,825,740	\$12,431,261	\$2,028,652	\$8,117,565	\$1,159,476	\$0	\$0	\$0	\$70,970,108

<u>Expenditures</u>											
FY 2009	-	-	-	-	-	-	-	-	-	-	-
FY 2010	-	-	-	-	-	-	-	-	-	-	-
FY 2011	-	-	-	-	-	-	-	-	-	-	-
FY 2012	371,690	382,219	-	-	-	-	59,275	1,400,667	3,940,833	1,370,479	7,525,163
FY 2013	-	-	-	-	-	-	-	20,078	-	-	20,078
FY 2014	1,471,903	1,084,917	-	-	-	-	-	-	-	-	2,556,820
FY 2015	-	-	-	-	-	-	-	-	-	-	-
FY 2016	-	-	-	-	-	-	-	-	-	-	-
FY 2017	8,578,391	1,872,358	666,782	-	-	-	-	3,047,319	106,607	2,275,776	16,547,233
FY 2018	1,076,989	614,425	434,878	-	-	-	-	(6,599,873)	(4,047,440)	(2,316,651)	(10,837,673)
FY 2019	716,073	1,689,048	1,322,520	-	-	-	-	1,193,987	-	4,659,492	9,581,120
FY 2020	193,614	1,867,750	1,569,163	-	-	-	-	937,911	-	7,144,332	11,712,770
FY 2021	483,507	6,372,770	2,756,887	-	-	-	-	1,883,549	-	4,006,952	15,503,666
FY 2022	447,031	4,334,452	93,561	-	-	-	600,000	-	-	7,898,740	13,373,785
Total	13,339,198	18,217,939	6,843,791	-	-	-	659,275	1,883,639	-	25,039,120	65,982,962
Fund Balance	\$11,731,066	(\$2,880,788)	(\$18,052)	\$12,431,261	\$2,028,652	\$8,117,565	\$500,201	(\$1,883,639)	\$0	(\$25,039,120)	\$4,987,147
									Interest program to date		576,355
									Fund balance		\$5,563,502

**Sacramento Countywide Transportation Mitigation Fee Program
(SCTMFP) Annual Report (Fiscal Year 2022-23)**

**Prepared for:
Sacramento Transportation Authority (STA)
Board of Directors**

Attachments

- 4. SCTMFP Fee Schedule Effective July 1, 2022**
- 5. SCTMFP FY 2022-23 Public Improvement Fees Expended Schedule**

A. Brief description of the type of fee in the fund:

The Sacramento Countywide Transportation Mitigation Fee Program (SCTMFP) was established to provide a uniform transportation mitigation fee on all new development in Sacramento County that will assist in funding road and transit system improvements as well as smart growth incentives needed to accommodate projected growth and development in the unincorporated portion of Sacramento County and the Cities of Citrus Heights, Elk Grove, Folsom, Galt, Isleton, Rancho Cordova, and Sacramento.

On June 7, 2006, the Sacramento Transportation Authority (STA) Board adopted Resolution No. STA-06-0006 adopting the SCTMFP nexus study.

B. Amount of the fee:

See the Attachment 4 SCTMFP fee schedule that was effective on July 1, 2022.

C. Beginning and Ending Fund Balance FY 2022-23:

Beginning Fund Balance: \$5,563,502

Ending Fund Balance: \$11,958,378

D. Amount of fees collected and Interest Earned, FY 2022-23:

Amount of Fees Collected: \$8,856,242

Interest Earned and Fair Value Adjustment: \$164,384

E. List of public improvements on which fees were expended and the amount of the expenditures on each improvement, including the total percentage of the cost of the public improvement that was funded with the fees:

See the Attachment 5 SCTMFP FY 2022-23 Public Improvement Fees Expended Schedule.

F. An identification of an approximate date by which the construction of the public improvement will commence if the local agency determines that sufficient funds have been collected to complete financing on an incomplete public improvement.

Not Applicable

G. A description of each interfund transfer or loan made from the account or fund:

None

H. The amount of any SCTMFP fee refunds made FY 2022-23:

None



Sacramento Transportation Authority
GOVERNING BOARD

MARCH 10, 2022

AGENDA ITEM # 6

**ANNUAL ADJUSTMENT TO THE MEASURE A SACRAMENTO COUNTYWIDE
TRANSPORTATION MITIGATION FEE PROGRAM RATES**

Action Requested: Adopt

Key Staff: Timothy Jones, Chief Financial Officer

Recommendation

Adopt the adjusted rates for the Measure A Sacramento Countywide Transportation Mitigation Fee Program (SCTMFP) effective July 1, 2022.

Discussion

Cities participating in the Measure A program are required to collect a fee for the Sacramento Countywide Transportation Mitigation Fee Program (SCTMFP) based on rates approved by the STA Governing Board. The fees collected by each agency are remitted to the Authority semi-annually and used to fund road and transit system improvements needed to accommodate projected growth and development throughout the county.

The Measure A Ordinance requires that the fees “be adjusted annually by action of the STA Governing Board to reflect changes in construction costs based on the McGraw-Hill Engineering News Record (ENR) 20-city Construction Cost Index (CCI).” The average CCI in 2021 was 12,133 compared to 11,466 in 2020, an increase of 5.82 percent. This ratio is applied to the approved fiscal year 2021-22 rates to determine the new rates which are shown in the last column of Table 1 on the next page.

Upon adoption, STA staff will distribute the adjusted fee rate schedule to the County and the cities of Elk Grove, Rancho Cordova, Sacramento, Folsom, Galt, Isleton, and Citrus Heights for implementation in their local fee ordinances effective July 1, 2022.

March 10, 2022

Item # 6

Table 1: SCTMFP Fee Schedule for FY 2022-23

Land Use	Per	Current Rates FY 2021-22	New Rates FY 2022-23
Single-Family Residential	unit	\$1,351	\$1,429
Single-Family Residential, Senior	unit	\$1,081	\$1,144
Multi-Family Residential	unit	\$945	\$1,000
Multi-Family Residential, Senior	unit	\$809	\$856
Office Use	1,000 square feet	\$1,622	\$1,717
Retail Use	1,000 square feet	\$2,028	\$2,146
Industrial Use	1,000 square feet	\$1,081	\$1,144
Hotel/Motel	sleeping room	\$783	\$828
Extended Stay Hotel/Motel	sleeping room	\$695	\$736
Golf Course	acre	\$1,124	\$1,190
Movie Theater	screen	\$2,570	\$2,720
Religious Center	1,000 square feet	\$1,257	\$1,330
Hospital	1,000 square feet	\$2,266	\$2,397
Service Station	fueling pump	\$1,757	\$1,860
Supermarket	1,000 square feet	\$2,028	\$2,146
Warehouse/Self-Storage	1,000 square feet	\$338	\$358
Assisted Living Facility	bed	\$389	\$412
Congregate Care	unit	\$286	\$302
Child Day Care	student	\$622	\$658
Private School (K-12)	student	\$352	\$372
Auto Repair/Body Shop	1,000 square feet	\$2,028	\$2,146
Gym/Fitness Center	1,000 square feet	\$2,028	\$2,146
Drive-through Car Wash	1,000 square feet	\$2,028	\$2,146
All Other	average weekday trips generated	\$142	\$151

Attachment 5 SCTMFP FY 2022-23 Public Improvement Fees Expended Schedule

Project Name	Estimated Total Project Cost	Total SCTMFP Contribution to Date	SCTMFP Contribution Current FY	Total SCTMFP Contribution as a Percentage of Total Expenditures to Date	Status
A. LOCAL ARTERIAL PROGRAM					
Antelope Road: Watt-Roseville Rd	\$ 5,349,275			0.00%	Future
Antelope Road - Phase 1 (Roseville Rd - I-80)	\$ 7,109,374	\$ 49,661		0.70%	Completed
Antelope Road - Phase 2 (I-80 - Auburn Blvd)	\$ 26,000,000			0.00%	Future
Arden Way: ITS improvements Eathan Way-Fair Oaks Blvd	\$ 4,944,101			0.00%	Future
Arden Way: ITS improvements Del Paso-Eathan Way	\$ -			0.00%	Not Planned
Bradshaw Road: Grantline Rd. - Calvine Rd	\$ 27,765,597			0.00%	Future
Bradshaw Road - Phase 1 (Calvine Rd – Florin Rd)	\$ 32,000,000			0.00%	Completed
Bradshaw Road - Phase 2 (Calvine Road – Old Placerville Road)	\$ 197,396,000	\$ 108,208		0.05%	Future
Bruceville Road: Sheldon-Cosumnes River Blvd	\$ -			0.00%	Not Planned
Cosumnes River Blvd - I-5 - Franklin	\$ 55,100,000			0.00%	Completed
Elk Grove-Florin Rd (Calvine Rd - Elk Grove Blvd)	\$ -			0.00%	Not Planned
Elk Grove-Florin Rd (Calvine Rd - Sheldon Rd)	\$ 2,495,550			0.00%	Future
Elk Grove-Florin Rd (Sheldon Rd - Elk Grove Blvd)	\$ -			0.00%	Not Planned
Elk Grove Blvd: Big Horn-Waterman	\$ 6,348,910			0.00%	Future
Folsom Blvd: 65th-Watt	\$ -			0.00%	Not Planned
Folsom Blvd: Watt Ave. - Bradshaw Rd	\$ 40,698,159	\$ 1,501,287		3.69%	Active
Folsom Blvd Streetscape – Phase 1 (Bradshaw to Sunrise)	\$ 26,877,572			0.00%	Completed
Folsom Blvd Streetscape – Phase 2 (Bradshaw to Sunrise)	\$ 15,475,157	\$ 4,124,977		26.66%	Completed
Folsom Bridge Crossing	\$ 139,201,826			0.00%	Completed
I-5/SR 99/SR 50 Connector	\$ 504,000,000	\$ 17,802,182	\$ 1,867,907	3.53%	Active
I-5/SR 99/SR 50 Connector, \$5 million for the Cosumnes River Permanent Open Space Preserve	\$ 5,000,000	\$ 5,000,000		100.00%	Completed
Greenback Lane (Fair Oaks Blvd – Main Ave) – Phase 1	\$ 41,716,000	\$ 352,706		0.85%	Active
Greenback Lane (Fair Oaks Blvd – Main Ave) – Phase 2	\$ 68,500,035			0.00%	Future
Greenback Lane: I-80-Manzanita Ave	\$ 15,000,000			0.00%	Future
GREENBACK LANE (West City Limit to Fair Oaks Blvd)	\$ 7,016,280			0.00%	Completed
Hazel Avenue - Phase 1 (US 50 – Madison Ave)	\$ 117,480,000	\$ 10,373,022		8.83%	Completed
Hazel Avenue - Phase 2 (Madison Ave - Placer Co. Line)	\$ 83,121,000			0.00%	Future
Hazel Avenue - (US Highway 50 – Folsom Blvd)	\$ 105,000,000	\$ 2,176,186		2.07%	Active
Madison Avenue - Phase 1 (Sunrise Blvd – Hazel Ave)	\$ 30,381,000	\$ 944,844		3.11%	Active

Attachment 5 SCTMFP FY 2022-23 Public Improvement Fees Expended Schedule

Project Name	Estimated Total Project Cost	Total SCTMFP Contribution to Date	SCTMFP Contribution Current FY	Total SCTMFP Contribution as a Percentage of Total Expenditures to Date	Status
Madison Avenue - Phase 2 (Hazel Ave – Greenback Lane)	\$ 36,235,715			0.00%	Future
Madison Avenue - Phase 3 (Watt Ave – Sunrise Blvd)	\$ 90,411,746			0.00%	Future
S Watt / Elk Grove-Florin Rd - Phase 1 (Folsom Blvd – Calvine Rd)	\$ 53,000,000	\$ 599,765		1.13%	Active
S Watt / Elk Grove-Florin Rd - Phase 2 (Folsom Blvd – Calvine Rd)	\$ 180,111,556			0.00%	Future
Sheldon Road - Bruceville-Elk Grove-Florin	\$ -			0.00%	Not Planned
Sheldon Road - Elk Grove-Florin - Bradshaw	\$ 8,551,924			0.00%	Future
Sunrise Blvd - Jackson Rd - Grant Line Rd	\$ 33,883,638			0.00%	Active
Sunrise Blvd - Gold Country Road-Jackson Rd**	\$ 58,780,914	\$ 2,625,253		4.47%	Completed
Sunrise Blvd - Madison Ave. - Gold Country Rd	\$ 43,518,800			0.00%	Future
Sunrise Blvd - Phase 2 (Greenback Lane – Oak Ave)	\$ 8,300,000	\$ 600,000		7.23%	Future
Sunrise Blvd - Phase 1 (Oak Ave - Antelope Rd)	\$ 4,581,393	\$ 9,614		0.21%	Completed
Sunrise Blvd - Phase 3 (Antelope Rd – City Limit)	\$ 6,400,000			0.00%	Future
Watt Avenue (Antelope Rd – Capital City Freeway)	\$ 82,909,270	\$ 1,189,131		1.43%	Active
B. TRANSIT CAPITAL IMPROVEMENT PROGRAM					
Downtown Intermodal Station	\$ 100,000,000	\$ 12,095,220	\$ 265,517	12.10%	Active
LRT extension (Meadowview Road to Cosumnes River Blvd)	\$ 268,789,416	\$ (125,057)		-0.05%	Completed
Regional Rail Commuter Services	\$ -			0.00%	Not Planned
LRT extension to Airport (planning/enviro/design only)	\$ 7,195,809	\$ 125,057		1.74%	Active
LRT Improvements in the I-80 Corridor	\$ 26,610,582			0.00%	Completed
C. FREEWAY SAFETY AND CONGESTION RELIEF PROGRAM					
Bus/Carpool ramp connection from SR 50 E to SR 99 S	\$ 300,000,000			0.00%	Future
I-80 Bus/Carpool Lanes: I-5—Capital City Freeway	\$ 137,636,110			0.00%	Completed
I-5 Bus/Carpool Lanes: Phase 1 from Elk Grove to US 50	\$ 50,700,000	\$ 870,874		1.72%	Active
I-5 Bus/Carpool Lanes: Phase 2 from US 50 to I-80	\$ 90,000,000			0.00%	Active
Ramp widenings for connectors between SR 50 and I-5	\$ 300,000,000			0.00%	Future
US 50 Bus/Carpool Lanes & Community Enhancements - Phase 1	\$ 98,901,105			0.00%	Completed
US 50 Bus/Carpool Lanes & Community Enhancements - Phase 2	\$ 128,000,000	\$ 1,012,764		0.79%	Active
Central Galt/SR 99 Interchange Upgrade	\$ 39,265,932			0.00%	Completed

Attachment 5 SCTMFP FY 2022-23 Public Improvement Fees Expended Schedule

Project Name	Estimated Total Project Cost	Total SCTMFP Contribution to Date	SCTMFP Contribution Current FY	Total SCTMFP Contribution as a Percentage of Total Expenditures to Date	Status
Cosumnes Blvd/I-5 Interchange Upgrade	\$ 3,860,000	\$ 945,241		24.49%	Completed
Grant Line Road/SR 99 Interchange Upgrade	\$ -			0.00%	Completed
I-5/I-80 Interchange Upgrade & Carpool Lane Connector	\$ 177,000,000			0.00%	Active
Richards Blvd/I-5 Interchange Upgrade	\$ 115,000,000	\$ 696,441	\$ 132,186	0.61%	Active
Sheldon Road/SR 99 Interchange Upgrade	\$ -			0.00%	Completed
Watt Ave/SR 50 Interchange Upgrade	\$ 25,567,395	\$ 972,790		3.80%	Completed
E. SMART GROWTH INCENTIVE PROGRAM					
SGIP Competitive Grant Program	\$ 27,123,395	\$ 355,089	\$ 261,528	1.31%	Active
I-5/SR 99/SR 50 Connector, \$5 million for the Consumnes River Permanent Open Space Preserve	\$ 5,000,000	\$ 4,203,458	\$ 98,612	84.07%	Active
F. TRANSPORTATION PROJECT ENVIRONMENTAL MITIGATION PROGRAM					
I-5/SR 99/SR 50 Connector, \$5 million for the Consumnes River Permanent Open Space Preserve	\$ 5,000,000			0.00%	Active
Total	\$ 4,076,310,536	\$ 68,608,713	\$ 2,625,749		



OCTOBER 14, 2023

AGENDA ITEM # **8**

RECEIVE INFORMATION AND AUTHORIZE THE EXECUTIVE DIRECTOR TO TERMINATE THE ZONE 8 CONTRACT OF THE SACMETRO FREEWAY SERVICE PATROL

Action Requested: Approve Staff Recommendations
Key Staff: Jennifer Doll, Special Programs Manager
Dustin Purinton, Accounting Manager
Kevin Bewsey, Executive Director

Recommendation

Staff recommends that the STA Governing Board receive a verbal presentation on the SacMetro Freeway Service Patrol and then authorize the Executive Director to terminate the Zone 8 Contract 20-FSP-01.

Background

The SacMetro Freeway Service Patrol (FSP) currently operates in eight zones in Sacramento and Yolo counties along Highway 99, Capital City Freeway (Business 80), Interstate 5, Highway 50, and Interstate 80. FSP contractors patrol Sacramento freeways during peak commute times to assist stranded motorists by helping change a flat tire, providing a gallon of fuel, jump-starting cars or making minor repairs. See Figure 1 for FSP current coverage areas.

FSP is funded with state and local grants. The California Department of Transportation (Caltrans) annually approves a state grant which is received on a reimbursement basis as the Authority invoices for services. Additionally, a local grant is received annually as a lump sum through the Capitol Valley Regional Service Authority for Freeways and Expressways (CVR-SAFE) program administered by the Sacramento Area Council of Governments (SACOG).

Table 1: FSP Fiscal Year 2023-24 Funding

Fund Source	Amount
State Grant- State High Account	\$ 1,147,311
State Grant- Senate Bill 1	\$ 992,355
Local Grant- CVR-SAFE	\$ 910,000
Total Funding	\$ 3,049,666

Figure 1: FSP Coverage Map



In April of 2023, STA received bids for Zone 2 of the FSP program from prequalified firms. The bids received were \$325 and \$330. STA staff had estimated a maximum total hourly bid of approximately \$260 would be within budget. STA's current contract rates vary from \$160 to \$240 but can adjust further based on fuel prices.

In May of 2023, the STA Governing Board rejected all bids on the grounds that all proposed rates were over the estimated total hourly rate and extended the existing contract for one year. This has allowed STA staff to evaluate ways of restructuring the FSP program, so it is sustainable over the long term with more reasonable total hourly rates. Contractor rates are driven by the cost of vehicles, fuel, insurance, and labor all of which have increased due to higher inflation, supply chain issues, and other reasons.

Discussion

The FSP program's annual funding averages \$3 million, most of the funding comes from the State of California through the State Highway Account. State grant funding is allocated based on regional traffic patterns and regional populations causing variances in funding. Staff would like to point out the FSP statewide budget was static for nearly 15 years prior to the passage of Senate Bill 1 (SB 1). Based on this history State funding is highly unlikely to increase on its current trajectory. CVR-SAFE funds make up the rest of the program's annual funding. CVR-SAFE funds come from the receipt of a \$1 dollar vehicle registration fee. These funds have increased over the years being a key factor in assisting with increasing program costs. However, CVR-SAFE funds have been fully maximized and don't look to increase. Given the nature of this limited funding, the size of the FSP program is finite.

The other limiting factor for the size of the FSP program are contractor costs. FSP contracts with independent tow companies to provide roadside assistance. To date funding has met and at times exceeded the cost of the program allowing the program to grow from just four trucks, at its inception in 1992, to 20 trucks today. But as we saw from the last request for bids contractor rates have exceeded our estimated rates by 25% and current contract rates by 60% These higher contract rates will drive the cost of FSP program up by a similar amount as existing contracts end and new contracts begin.

Working with current contractors, CHP, Caltrans and a Caltrans FSP consultant at UC Berkeley collectively have begun reviewing the program to identify: 1) what can be changed to current freeway coverage and 2) options to lower future bid rates. Since, FSP is a traffic mitigation program that collects assist data for annual reports, we can use this data to look at benefit versus cost for each zone or portions of zones. Using this information, we can then evaluate how to best change the service in a zone and still provide the most favorable service within the programs budget constraints. Staff's focus has been on zones or portions of zones with the lowest benefit cost ratio and then the type of and number of vehicles as well as where these vehicles patrolled to determine the best way to improve benefit cost ratios. Staff recommendations are then discussed with CHP as well as Caltrans and our current contractors to gain a consensus on recommendations that could be made to the STA governing board. This first recommendation is for Zone 8.

Discontinuing Zone 8

Based on assist data, it is evident that the newest zone, Zone 8 (I-5 between Sacramento County line and Woodland), hasn't been as beneficial as expected and has not improved since the pandemic. This zone was the last zone added to FSP in 2021 at the request of CHP. However, Zone 8 has an average benefit cost ratio of less than one while our program average is five. Additionally, the Contractor agrees that Zone 8 isn't cost effective for them either because their total assists are low and the trucks are patrolling for longer times which in turn uses significantly more fuel. Stakeholders agree it is best to discontinue service in Zone 8. Staff is recommending discontinuing the zone in November 2023. Discontinuing Zone 8 would result in a \$255,000 savings for the remainder of the fiscal year and an estimated \$387,000 for the fiscal years 2024-25 onward with the recently bid rates. For fiscal year 2024-25, this would reduce program cost by approximately 10% to 12% As you can see further reductions are needed to align the FSP program with anticipated rate increases in the coming years. Staff will continue to look at improvements to other zones and ways to lower future bid rates.

Fiscal Impact

The fiscal impact of this contract termination is anticipated to reduce costs by \$255,000 in the 2022-23 fiscal year and \$387,000 in fiscal years 2024-25 forward. While this reduction does not entirely mitigate cost increases, it does diminish the overall severity of the impact, providing the STA staff with the necessary time to work towards a resolution.

Attachment(s)

Contract Termination Letter 20-FSP-01



Sacramento Transportation Authority

801 12th Street, 5th Floor
Sacramento, CA 95814

(916) 323-0080 Phone
(916) 323-0850 Fax

Email: info@sacta.org
Web: SactA.org

Month Day, 2023

Katherine Sasser, Owner
All American Towing & Transport, Inc.
184 Teamtrack Road
Auburn, CA 95603

SUBJECT: CONTRACT TERMINATION FOR CONTRACT 20-FSP-01

Dear Katherine,

As we have previously discussed, this letter is to memorialize the next steps regarding Contract 20-FSP-01 between Sacramento Transportation Authority (STA) and All American Towing & Transport, Inc. (All American); namely:

1. **Contract 20-FSP-01.** As provided for in Section 5.0(A), STA hereby provides notice of termination for convenience of Contract 20-FSP-01, in whole, subject to the following conditions:
 - a. 30 Days Written Notice Requirement Extended. STA hereby extends the 30-day written notice requirement contained in Section 5.0(A)(1). Contract 20-FSP-01 shall terminate at the end of the afternoon/evening shift on Thursday, November 30, 2023 at 6:30 p.m.
 - b. Return of STA Equipment and Final Invoice. All STA-owned equipment shall be returned following the contract termination date. All American must submit its final invoice for FSP services rendered under contract after the corresponding CHP overtime/downtime logs are made available. Your final payment will be withheld until all STA-owned equipment has been returned.
 - c. Contract Termination & Adverse Action. The termination of Contract 20-FSP-01 is considered a termination of convenience for the STA, to which All American agrees. The termination is not considered an adverse action of All American, as such, Contract Section 5.0 (B) does not apply to this termination in any form. At the time of this letter of agreement for contract termination American is considered in good standing with the STA.

Please let me know if you have any questions about the process outlined above.

Sincerely,

JENNIFER DOLL
SacMetro FSP Program Manager
(916) 323-0897
Jennifer@sacta.org



Freeway Service Patrol Zone 8 Termination

October 14, 2023

Jennifer Doll, Special Programs Manager

Kevin Bewsey, Executive Director



FY 2022-23 Program Stats

34394
Total Assists

9 minutes
Average Duration/Assist

5
Average Benefit Cost Ratio

FY 2023-24 Proposed Expenditures

\$3.55 Million

Background-Continued



April 2023

Zone 2 RFB Results:
\$325 - \$330/ hour

Estimated Max Bid:
\$260/ hour

Current Contract Rates:
\$160 - \$240/ hour

May 2023

Zone 2 Contract Extension

Program Review

Constraints

- State Funding Static
- Local Funding Maximized
- Estimated rate increase 60%



Evaluation

- Collective Review
- Benefit Cost
- Contractor Requirement



- Interstate 5 (Sac/Yolo)
- One tow truck & one service truck



- Average benefit cost ratio less than one
- Beneficial to current contractor



- Consensus for zone termination
- Proposed termination date, November 30, 2023



- Current FY savings \$255,000
- Next FY savings \$387,000
- Estimated future FY savings of – 12%

10

Recommendation



Authorize the Executive Director to terminate the Zone 8 Contract 20-FSP-01