



REGIONAL TRANSIT AUTHORITY EXECUTIVE COMMITTEE AGENDA

NOTE DATE TIME AND LOCATION UPDATE

Friday, December 16, 2022

1:30 p.m.

RTA Islay Conference Room

253 Elks Lane

San Luis Obispo, California

This agenda is available/posted at: <http://www.slorta.org/board/rta-board-meetings>

Individuals wishing accessibility accommodations at this meeting under the Americans with Disabilities Act (ADA) may request such accommodations to aid hearing, visual, or mobility impairment (including Limited English Proficiency) by contacting the RTA offices at (805)541-2228 x4833. Please note that 48 hours advance notice will be necessary to honor a request.

RTA, de acuerdo con la Ley de Estadounidenses con Discapacidades (ADA), acomodará a las personas que requieran una modificación de la adaptación para participar en esta reunión. RTA también se compromete a ayudar a las personas con dominio limitado del inglés a acceder a los servicios públicos esenciales de la agencia y a la información pública en español. Para solicitar una adaptación, por favor llame al (805)541-2228 x4833. Requerimos al menos 48 horas de anticipación para proporcionar adaptaciones razonables.

1. **Call Meeting to Order, Roll Call**
2. **Public Comment:** The San Luis Obispo Regional Transit Authority Executive Committee reserves this portion of the agenda for members of the public to address any items not on the agenda and within the jurisdiction of the Committee. Comments are limited to three minutes per speaker. The Committee will listen to all communication, but in compliance with the Brown Act, will not take any action on items that are not on the agenda.
3. **Closed Session** None
4. **Consent Items**
 - A-1 Executive Committee Meeting Minutes of October 19, 2022 (Approve)
5. **Information Items**
 - B-1 Executive Director’s Report (Verbal, Receive)
 - B-2 ICT Rollout Plan Update (Verbal, Receive)
6. **Action Items:**
 - None

The Regional Transit Authority is a Joint Powers Agency serving the residents and visitors of:

7. **January 11, 2023 Draft RTA Board Agenda:** The Executive Committee is asked to review and comment on the proposed agenda items for the November 2022 Board meeting.

Consent Items

- A-1 Executive Committee Meeting Minutes of October 19, 2022 (Information)
- A-2 RTA Board Meeting Minutes of November 2, 2022 (Approve)
- A-3 Paso Robles Bus Parking Yard CEQA Mitigations Final Monitoring Report (Receive)
- A-4 Annual Fiscal & Compliance Audit and Annual Single Audit (Accept)
- A-5 FTA 5307, 5339 and CMAQ Grant Programs Administration (Adopt)
- A-6 FTA Section 5311 Grant Application (Adopt)
- A-7 Low-Carbon Transit Operations Program (LCTOP) Grant Application (Approve)
- A-8 Rural Transit Funds Grant Application (Approve)
- A-9 California SB-1 State of Good Repair (SGR) Grant Application (Approve)
- A-10 Declare Vehicle Surplus – South County Transit Support Vehicle (Authorize)
- A-11 Authorize FTA 5339 Carryover and TDA Funds, Purchase Order to Replace Six (6) ADA Minivans, and Pursuit of Grant funds to Backfill Price Increases (Authorize)
- A-12 FTA Certifications and Assurances (Authorize)
- A-13 Agreement for Digital Media Services (Approve)

Information Items

- B-1 Executive Director’s Report (Receive)
- B-2 Bus Maintenance Facility Update and CEQA Mitigations 1st Annual Monitoring Report (Receive)
- B-3 ICT Rollout Plan Update (Receive)

Action Items

- C-1 Equal Employment Opportunity Plan Update (Approve)
- C-2 Cuesta Fare Free Agreement (Approve)

Closed Session Item:

- D-1 Conference with Labor Negotiators (Gov. Code § 54957.6)
Agency designated representatives: Geoff Straw, Executive Director
Employee organization: Teamsters Local Union No. 986
- D-2 Executive Director Performance Evaluation (Govt. Code Section 54957)

8. **Adjournment**

Next RTA Executive Committee Meeting: **February 8, 2023**



San Luis Obispo Regional Transit Authority

Executive Committee Meeting

Minutes 10/19/2022

A-1

Members Present: Debbie Arnold, District 5 Supervisor, Vice President
John Peschong, District 1 Supervisor
Ed Waage, City of Pismo Beach, President

Members Absent: None

Staff Present: Geoff Straw, Executive Director
Tania Arnold, Deputy Director/CFO
Tina Halterman, Administrative Assistant
Jon Ansolabehere, RTA Counsel

- 1. Call to Order and Roll Call: President Ed Waage called the meeting to order at 1:01 p.m. and roll call was taken. A quorum was present.
2. Public Comment: None
3. Closed Session: None
4. Consent Items
A-1 Executive Committee Meeting Minutes of July 13, 2022 (Approve)
Board Member John Peschong made a motion to approve consent agenda item A-1 and Vice President Debbie Arnold seconded the motion. The motion passed unanimously via voice vote.

Table with 4 columns: BOARD MEMBER, YES, NO, ABSENT. Rows include DEBBIE ARNOLD, JOHN PESCHONG, and ED WAAGE, all with an 'X' in the YES column.

- 5. Information Items:
B-1 Executive Director's Report (Verbal, Receive)
Mr. Geoff Straw provided an update regarding the impact of COVID on the organization and noted the recent change in the definition of close contact and also noted there are currently three staff members out with COVID. Staff is awaiting the final delivery of the bus chargers to be installed next month with will complete the bus maintenance facility project. Mr. Straw discussed staffing levels and noted that levels are the same as they were in May and when someone leaves someone new has started. The bid in August has reduced the number of employees need and staff continues to

run the service as scheduled but is unable to staff school trippers which has resulted in some standing loads. Ridership, including on Runabout, is still down in comparison with pre-pandemic number but it continues to come up, and more staffing resources will be needed as it continues to increase.

Mr. Straw noted staff conducted a wonderful bus roadeo on October 9th at the new bus maintenance facility and thanked **President Waage** for attending. Jose Flores was the winner, and announced he will no longer compete after winning three times. It was a wonderful opportunity to celebrate the Bus Operators and appreciated the partnerships needed to make the event a success.

Mr. Straw discussed the grant application that staff had submitted under the TIRCP program for eleven electric buses at the same time funding was requested under the federal 5339 program. When staff was awarded the 5339 funding, the TIRCP request was adjusted down to just the local match but was unsuccessful. Staff will requested Board authority to try again in early 2023. **Mr. Straw** concluded the report.

Ms. Debbie Arnold noted other agencies are also facing the same staffing issues. **Mr. Straw** noted we have been okay due to lower ridership but we are concerned.

Public Comment: None

Item was received and filed by the Committee.

6. **Action Items:**

C-1 Fiscal Year 2022-23 Operating and Capital Budget Amendment #1 (Recommend)

Ms. Tania Arnold noted the budget originally adopted in May 2022 included only new items and at that time it was noted that carryover capital items not completed by the end of FY21/22 would be brought back to the Board for consideration as part of a budget amendment, and that budget amendment will require no additional funds. This is that budget amendment, but in addition to amending for capital items, an amendment for additional STA funding discussed at the October SLOCOG Board meeting is also included. The additional STA funding is being reserved to offset the potential impact of the urbanized area designation will have on FTA funding.

Ms. Tania Arnold then reviewed the changes in operating revenue of the increase in offset reserve and the increase in STA funding. The changes in capital revenue come from an increase in starting reserves, which is local funding designated for capital projects not completed, carryover in Prop 1B, and carryover federal funding. There are no changes to operating expenditures. Changes to capital expenditures are for various items including large capital repairs for engine rehabs, fixed route vehicles for South County Transit, and vehicles for Runabout.

Ms. Tania Arnold concluded the report and noted the staff recommendation for the Committee is: Recommend staff provide Budget Amendment #1 to the Board for approval at the November 2, 2022 Board meeting.

Mr. Straw discussed the impacts of the delays in the vehicles including the anticipated arrival of the Arbocs and the continued uncertainty of the Route 15 vehicles and how vehicles may need to be

moved around in order to keep service running. The cost impact of the Route 15 vehicles, in addition to the delay, has been hard on the organization.

Public Comment: None

Board Member Peschong made a motion to approve consent agenda item C-1 and **Vice President Arnold** seconded the motion. The motion passed unanimously via roll call vote.

<u>BOARD MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
DEBBIE ARNOLD	X		
JOHN PESCHONG	X		
ED WAAGE	X		

- Mr. Straw** went over the agenda for the November 2, 2022 Board meeting agenda. It was noted that there will be a delay to the short range transit plan and it will be pulled from the November agenda but may come back to the Board in January. **Ms. Tania Arnold** noted there will be an additional item to address the procurement of the Route 15 vehicles. **Mr. Straw** noted the closed session will likely be cancelled but the RTA may bring the item to the Board in December after the SLOCOG Board meeting.

Public Comment: None

The Committee reviewed and had no comment.

8. Adjournment

The meeting was adjourned at 1:28 p.m.

Next RTA Executive Committee Meeting: **December 14, 2022**

Respectfully Submitted,

Acknowledged by,

Tania Arnold
Deputy Director/CFO

Ed Waage
RTA Board President 2022

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