

## REGIONAL TRANSIT AUTHORITY EXECUTIVE COMMITTEE AGENDA

PLEASE NOTE THE DATE, TIME, AND LOCATION:

**Wednesday, October 10, 2018**

**10:00 a.m. – 11:30 a.m.**

**SLOCOG Conference Room**

**1114 Marsh Street**

**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 781-4472. Please note that 48 hours advance notice will be necessary to honor a request.

1. **Call Meeting to Order, Roll Call**
2. **Public Comment:** The Committee reserves this portion of the agenda for members of the public to address the San Luis Obispo Regional Transit Authority Executive Committee on 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**  
CONFERENCE WITH LEGAL COUNSEL: It is the intention of the Executive Committee to meet in closed session concerning the following items:  
Initiation of litigation pursuant to subdivision (c) of Section 54956.9. One case.
4. **Information Items**  
A-1 Executive Director's Report (Verbal)
5. **Action Items**  
B-1 Consider Fiscal Year 2018-19 Capital Budget Amendment (Approve)

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

**Arroyo Grande Atascadero Grover Beach Morro Bay Paso Robles Pismo Beach San Luis Obispo County of San Luis Obispo**

6. **Consent Items**

C-1 Executive Committee Meeting Minutes of September 12, 2018 (Action)

7. **November 7, 2018 Draft RTA Board Agenda:** The Executive Committee is asked to review and comment on the proposed agenda items.

Information Items

A-1 Executive Director's Report (Receive)

A-2 Strategic Business Plan Results for Fiscal Year 2017-18 and YTD August 2018 (Receive)

A-3 Frequency & Ride Patterns of Riders on Runabout (Receive)

Action Items

B-1 Consider Fiscal Year 2018-19 Capital Budget Amendment (Approve)

B-2 Define and Clarify Runabout ADA Service Areas (Approve)

Consent Items

C-1 Executive Committee Meeting Minutes of September 12, 2018 (Information)

C-2 RTA Board Meeting Minutes of September 5, 2018 (Information)

C-3 Runabout No-Show Policy update (Approve)

C-4 Authority to Award SRTP contract (Approve)

C-5 Agreement for Municipal Advisory Services with KNN Public Finance (Approve)

C-6 Declare Vehicles Surplus for Paso Express Vehicle 724 (Approve)

C-7 Mutual Aid Contract with Nearby Transit Agencies (Approve)

Closed Session Items – CONFERENCE WITH LEGAL COUNSEL: It is the intention of the Board to meet in closed session concerning the following items:

Initiation of litigation pursuant to subdivision (c) of Section 54956.9. One case.

8. **Adjournment**

Next RTA Executive Committee Meeting: **December 12, 2018**

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY  
OCTOBER 10, 2018  
STAFF REPORT**

**AGENDA ITEM:** B-1

**TOPIC:** Fiscal Year 2018-19 Capital Budget Amendment

**ACTION:** Approve FY18-19 Budget Amendment

**PRESENTED BY:** Tania Arnold

**STAFF RECOMMENDATION:** Approve Budget Amendment

**RTAC RECOMMENDATION:**

**SUMMARY:**

The Fiscal Year 2018-19 RTA operating and capital budget was adopted on May 2, 2018 and was based on a range of assumptions, including pending delivery dates for FY17-18 capital projects.

At this time, staff is bringing back capital items that are being carried over from FY17-18 to FY18-19 and adding one additional funding source. Please note, none of the items require additional funds.

The following is a detailed description of the proposed budget adjustments that have been incorporated and highlighted in the amended budget on the following pages with the dollar amount increases noted in the descriptions below.

1. Computer System Maintenance/Upgrades: \$12,000 compromising of State Transit Assistance (STA) Funds used for computer replacements, including two Toughbook replacements for the maintenance staff.
2. Maintenance Equipment: \$25,310 funded with Federal Transit Assistance (FTA) 5307 Funds and STA for items such as a parts washer to improve the safety and efficiency of the shop.
3. Specialized Maintenance Tools: \$33,500 funded with FTA 5307 and STA for specialized shop tools and heavy duty floor scrubber.
4. Vehicle ITS: \$61,370 funded with Proposition 1B Safety and Security funding to implement Token Transit and continued improvements to Transit Tracker.
5. Bus Stop Improvements/Bus Stop Solar Lighting: \$\$204,350 funded with a mix of Proposition 1B Safety and Security, FTA 5307 and FTA 5339 to complete the downtown transit center improvements and the improvements identified in the bus stop improvement plan adopted by the Board in March 2017.
6. Elks Lane Project: \$1,782,830 which includes funding FTA 5307, STA SB1 State of Good Repair and STA SB1 Augmentation for the design and engineering of 253 Elks Lane.

The net effect for the above referenced budget adjustments results in no financial impact on the jurisdictions.

**Staff Recommendation**

Approve the budget amendment as indicated in the staff report.

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY  
PROPOSED AMENDED CAPITAL REVENUE BUDGET FOR 2018/2019**

		2016/2017 COMBINED ACTUAL	2017/2018 AMENDED CAPITAL BUDGET	2017/2018 AMENDED SLOCAT BUDGET	2017/2018 AMENDED N. COUNTY BUDGET	2018/2019 ADOPTED CAPITAL BUDGET	2018/2019 AMENDED CAPITAL BUDGET	2018/2019 ADOPTED SLOCAT BUDGET	2018/2019 ADOPTED N. COUNTY BUDGET	2019/2020 PROJECTED CAPITAL BUDGET	2019/2020 PROJECTED SLOCAT BUDGET	2019/2020 PROJECTED N. COUNTY BUDGET
FUNDING SOURCES:												
CAPITAL PROJECTS RESERVE		770,206	821,573	8,690	40,330	656,950	656,950	119,330	235,630	530,800	119,330	342,580
1.	ESTIMATED FUND BALANCE	770,206	821,573	8,690	40,330	656,950	656,950	119,330	235,630	530,800	119,330	342,580
2. LESS REQUIRED RESERVES FOR FISCAL YEAR												
CAPITAL PROJECTS RESERVE		870,593	656,953	119,330	123,740	530,800	530,800	119,330	342,580	512,610	119,330	5,320
TOTAL		870,593	656,953	119,330	123,740	530,800	530,800	119,330	342,580	512,610	119,330	5,320
3.	FUND BALANCE AVAILABLE	(100,387)	164,620	(110,640)	(83,410)	126,150	126,150	-	(106,950)	18,190	-	337,260
<b>NON TDA SOURCES</b>												
STATE TRANSIT ASSISTANCE (STA) WITH SB1 AUGMENTATION IN FY 18/19		518,695	410,000	71,590	57,880	384,580	505,040	39,050	106,950	492,160	-	106,950
LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)		26,961	264,040	-	-	-	-	-	-	-	-	-
PROPOSITION 1B FUNDING - SAFETY & SECURITY		574,699	210,180	-	-	-	134,990	-	-	-	-	-
STA SB1 AUGMENTATION (Prior Years) & STATE OF GOOD REPAIR		-	806,120	39,050	25,530	388,880	1,195,000	-	-	-	-	-
PROPOSITION 1B FUNDING - BUS REPLACEMENT		-	-	-	-	683,170	683,170	-	-	-	-	-
CONGESTION MITIGATION AND AIR QUALITY (CMAQ)		-	-	-	-	396,000	396,000	-	-	-	-	-
RURAL TRANSIT FUND (Capital)		63,652	-	-	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307) - San Luis Obispo		97,531	337,090	-	-	983,970	1,314,240	-	-	290,640	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5309) - State of Good Repair		4,189	-	-	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5339) - Bus and Bus Facilities		3,663	79,220	-	-	873,210	939,520	65,220	-	-	-	409,820
FEDERAL TRANSIT ADM (FTA) (Section 5307-North County)		295,702	982,170	-	-	398,310	777,250	-	-	351,900	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-South County)		257,531	389,890	-	-	883,970	1,166,240	-	-	290,640	-	-
4.	SUB TOTAL	1,842,623	3,478,710	110,640	83,410	4,992,090	7,111,450	104,270	106,950	1,425,340	-	516,770
5.	TOTAL FUND BALANCE & NON TDA FUNDING	1,742,236	3,643,330	-	-	5,118,240	7,237,600	104,270	-	1,443,530	-	854,030
6. NET TDA REQUIREMENTS		-	-	-	-	-	-	-	-	-	-	26,670
7.	<b>TOTAL FUNDING SOURCES</b>	1,742,236	3,643,330	-	-	5,118,240	7,237,600	104,270	-	1,443,530	-	880,700
8. FUNDING USES:												
CAPITAL		1,541,640	3,442,730	-	-	4,906,570	7,025,930	104,270	-	1,443,530	-	880,700
LOAN PAYDOWN		200,596	200,600	-	-	211,670	211,670	-	-	-	-	-
9.	<b>TOTAL FUNDING USES</b>	1,742,236	3,643,330	-	-	5,118,240	7,237,600	104,270	-	1,443,530	-	880,700

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	Actual Capital Expenditures FY 2016-17	Amended Capital Budget FY 2017-18	Adopted Capital Budget FY 2018-19	Amended Capital Budget FY 2018-19	Projected Capital Budget FY 2019-20	Projected Capital Budget FY 2020-21	Projected Capital Budget FY 2021-22	Projected Capital Budget FY 2022-23
<b>Capital Expenditures</b>								
<b>Capital/Studies:</b>								
<b>Computer System Maintenance/Upgrades</b>	37,217	52,220	<b>31,830</b>	<b>43,830</b>	46,020	48,320	50,740	53,280
Miscellaneous Capital	-	-	-	-	-	-	-	-
Facility Improvements	-	32,540	-	-	-	-	-	-
Maintenance Equipment	29,103	42,010	-	<b>25,310</b>	-	-	-	-
Rotary Lift/Wireless Lift	-	-	-	-	-	-	-	-
Passenger Protection 1300 buses	4,536	-	-	-	-	-	-	-
<b>Specialized Maintenance Tools</b>	-	33,500	<b>51,700</b>	<b>85,200</b>	89,460	-	-	-
<b>Desks and Office Equipment</b>	9,595	6,600	<b>10,000</b>	<b>10,000</b>	-	-	-	-
Radios	-	-	-	-	-	6,600	-	-
Vehicle ITS/Camera System	590,451	163,510	-	<b>61,370</b>	-	-	-	-
<b>Bus Stop Improvements/Bus Stop Solar Lighting</b>	16,860	295,100	<b>36,470</b>	<b>240,820</b>	252,860	265,500	278,780	292,720
Bus Rehabilitation	-	126,000	-	-	-	-	-	-
RouteMatch Dispatching Software/Call Back System	33,150	-	-	-	-	-	-	-
Vehicles	-	-	-	-	-	-	-	-
<b>Support Vehicles</b>	60,618	-	<b>18,000</b>	<b>18,000</b>	-	56,700	63,000	-
<b>40' Coaches</b>	-	-	<b>3,140,380</b>	<b>3,140,380</b>	-	631,800	1,326,700	4,875,600
Trolley replacement vehicles	204,268	-	-	-	-	-	-	253,300
<b>Cutaway and Dial A Ride Vehicles</b>	-	-	<b>81,520</b>	<b>81,520</b>	880,700	-	-	-
<b>Runabout Vehicles</b>	289,284	-	<b>729,320</b>	<b>729,320</b>	555,200	261,300	316,600	-
<b>Total Capital Outlay</b>	1,275,082	751,480	<b>4,099,220</b>	<b>4,435,750</b>	1,824,240	1,270,220	2,035,820	5,474,900
<b>Loan Pay down</b>	200,596	200,600	<b>211,670</b>	<b>211,670</b>	-	-	-	-
<b>Short Range Transit Plans - Nipomo</b>	-	-	<b>22,750</b>	<b>22,750</b>	-	-	-	-
<b>Elks Lane Project</b>	126,391	1,831,420	<b>888,870</b>	<b>2,671,700</b>	499,990	6,000,000	4,000,000	-
<b>Paso Property Improvements</b>	140,167	859,830	-	-	-	-	-	-
<b>TOTAL FUNDING USES</b>	<u>1,742,236</u>	<u>3,643,330</u>	<u><b>5,222,510</b></u>	<u><b>7,341,870</b></u>	<u>2,324,230</u>	<u>7,270,220</u>	<u>6,035,820</u>	<u>5,474,900</u>

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## San Luis Obispo Regional Transit Authority

### Executive Committee Meeting

Draft Minutes 9/12/2018

C-1

Members Present: Tom O'Malley, President  
Lynn Compton, Past President

Members Absent: Dan Rivoire, Vice President

Staff Present: Geoff Straw, Executive Director  
Nina Negranti, County Counsel

Also Present: Eric Greening

**1. Call to Order and Roll Call:**

**President Tom O'Malley** called the meeting to order at 10:47 a.m. A silent roll call was taken and a quorum was present.

**2. Public Comments:**

**Mr. Eric Greening**, had a question for SLOCOG staff. Would the advisory committee meetings discuss the impact before the Board regarding the Proposition 6 determination if needed?

**3. Closed Session:**

CONFERENCE WITH LEGAL COUNSEL: It is the intention of the Executive Committee to meet in closed session concerning the following items:

Initiation of litigation pursuant to subdivision (c) of Section 54956.9. One case.

**President O'Malley** opened public and Committee comment.

**President O'Malley** closed public and Committee comment.

The Committee went into closed session at 11:10 a.m.

The Committee returned from closed session at 11:14 a.m.

The Committee took no reportable action in Closed Session.

C-1-1

4. **Information Items:**

None

5. **Action Items**

None

6. **Consent Agenda Items**

C-1 Executive Committee Meeting Minutes of June 6, 2018

**President O'Malley** moved approval of consent agenda and seconded by **Past President Compton**. The motion carried on a voice vote.

7. **Agenda Review:**

**Mr. Straw** reviewed RTA Board Agenda items for the October 1, 2018 meeting.

8. **Adjournment:** **President O'Malley** adjourned RTA Executive Committee meeting at 11:15 a.m.

Respectfully Submitted,

Acknowledged by,

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Geoff Straw  
Executive Director

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Tom O'Malley  
RTA President 2018