



REGIONAL TRANSIT AUTHORITY EXECUTIVE COMMITTEE AGENDA

PLEASE NOTE THE DATE, TIME, AND LOCATION:

Wednesday, August 11, 2021

10:00 a.m. – 11:00 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 781-4833. 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 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:**
 - a. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov. Code, § 54956.8.) It is the intention of the RTA Board to meet in closed session to have a conference with its Real Property Negotiator, Geoff Straw, concerning the following:
Property Description: 179 Cross Street, City of San Luis Obispo.
Parties with Whom Negotiating: LTC/SLO, LTD. L.P., a California limited partnership.
Instructions to Negotiator: Price, Terms and Conditions.
 - b. CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: Geoff Straw, Executive Director
Employee organization: Teamsters Local 986
4. **Consent Items**
 - A-1 Executive Committee Meeting Minutes of April 14, 2021 (Approve)
5. **Information Items**
 - B-1 Executive Director’s Report (Verbal, Receive)

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. **Action Items**

- C-1 Salary Schedule Revision for Non-Union Employees (Accept)

7. **September 1, 2021 Draft RTA Board Agenda:** The Executive Committee is asked to review and comment on the proposed agenda items.

Closed Session Item:

- a. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov. Code, § 54956.8.) It is the intention of the RTA Board to meet in closed session to have a conference with its Real Property Negotiator, Geoff Straw, concerning the following:
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Instructions to Negotiator: Price, Terms and Conditions.
- b. CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: Geoff Straw, Executive Director
Employee organization: Teamsters Local 986

Consent Items

- A-1 Executive Committee Meeting Minutes of April 14, 2021 (Information)
- A-2 RTA Board Meeting Minutes of May 5, 2021 (Approve)
- A-3 Fifth Update on BMF Construction Change Orders (Approve)
- A-4 Authorize the RTA to Apply for ARPA Funding (Approve)
- A-5 Vehicle Procurement for ADA Runabout Minivans and Declare Vehicle Surplus (Approve)
- A-6 Authorize New SLOCPT Rates for July 2021 Implementation (Approve)
- A-7 Authorize the RTA to Procure Third Party Services and Equipment Associated with New Facility (Approve)

Information Items

- B-1 Executive Director's Report (Receive)
- B-2 Update on Bus Maintenance Facility Construction (Receive)
- B-3 Bus Stop Improvement Plan Update (Receive)

Action Items

- C-1 Approval of an Agreement between RTA and Teamsters Local 986 and Revised Salary Schedule for Non-Union Employees (Approve)

8. **Adjournment**

Next RTA Executive Committee Meeting: **October 13, 2021**



San Luis Obispo Regional Transit Authority

Executive Committee Meeting

Minutes 04/14/2021

Draft C-1

Members Present: Fred Strong, City of Paso Robles
Ed Waage, City of Pismo Beach, Vice President
John Peschong, District 1 Supervisor, President

Members Absent: None

Staff Present: Geoff Straw, Executive Director
Tania Arnold, Deputy Director/CFO
Nina Negranti, County Counsel

Call to Order and Roll Call: President John Peschong called the meeting to order at 10:00 AM and roll call was taken. A quorum was present.

Public Comment: There was no public comment.

1. Consent Items

A-1 Executive Committee Meeting Minutes of February 10, 2021 (Approve)

Vice President Ed Waage made a motion to approve consent agenda item A-1 and Mr. Fred Strong seconded the motion. The motion passed unanimously via roll call vote as follows:

Table with 4 columns: BOARD MEMBER, YES, NO, ABSENT. Rows for JOHN PESCHONG, FRED STRONG, ED WAAGE.

2. Information Items

B-1 Executive Director's Report (Verbal, Receive)

Mr. Geoff Straw stated that RTA is monitoring ridership to ensure that buses are not exceeding maximum capacity loads allowed by CDC guidelines. However, drivers are not denying any riders due to maximum capacity. Staff has seen an increase in passenger loads in Paso Robles and have been using the 40-foot buses to accommodate social distancing. Paso Robles is experiencing capacity issues due to high school students. The agency is working the SLO County Public Health on getting elderly and disabled individuals rides to their COVID-19 vaccination appointments. The bus maintenance facility walls are up and the facility will soon be fully enclosed. There have been \$289,000 of change orders authorized for

the project. RTA added a tripper vehicle on Route 9 because of the consistent capacity issues during commuter times. Bus stop improvements have been sent out to bid and 34 high priority bus stops will have solar lighting installed. The Avila Trolley will begin in July however, the trolley will not be able to run to the Pismo Preserve this year. The numbers for ARPA have been released, and if funding is reduced, the agency will be forced to implement service cuts. RTA is requesting funds from the Santa Maria urbanized area fund, however the money could be denied. Staff is meeting to discuss solutions.

Questions:

Vice President Waage asked if the money from Santa Maria is being used for something else? He hopes that it can be resolved as Route 10 is a key route.

Mr. Straw stated that it appears to be a different approach to funding than before and Santa Maria is stating that Route 10 funds can be lowered. Staff is disputing this and requesting further discussion.

Mr. Strong stated there are stipulations that can be added to funding requests so change orders are prevented. Has RTA applied to the new Department of Transportation funds that have been made available, particularly for low/zero emission buses?

Mr. Straw stated a grant application has been submitted on behalf of RTA and SLO Transit.

President Peschong stated that the committee will receive and file item B-1.

3. Action Items

C-1 Fiscal Year 2021-21 Operating and Capital Budget (Approve)

Ms. Tania Arnold stated that the budget does include the 5% service reduction and recovery from the pandemic which includes grant applications. Projected liability cost and losses have gone down due to smaller increase workers comp than expected. Runabout costs have increased however there has been a slow down in the number of applicants for the service. Staffing and retention has been challenging due to the pandemic, an issue that will be kept in mind in the coming fiscal year.

The collective Bargaining Agreement with Teamsters Local 986 expires December 31, 2021. RTA is applying for funding to implement Zero Emission Bus (ZEB) technologies and the grant application is for two diesel-powered bus replacements; the agency will be applying for an additional three buses. The first Pac West loan draw for the construction of long-planned Bus Maintenance Facility is occurring this spring. The project is expected to be complete in February 2022.

Mr. Straw stated there is a funding gap for CalPERS liability due to termination of the RTA's contract with CalPERS. The agency made an initial payment completed in December 2020 and is still awaiting final negotiated payout which is not included in the budget. The STA funding is higher than revised numbers provided in October 2020 and staff wants to use the State of Good Repair funds as leverage for ZEB. LTF has dropped because of the CARES Act funding, however it is projected to rise again when those funds are no longer available. The projected fuel cost volatility will impact ridership and fare revenue and staff may need to bring to the board again if cost continues to rise.

Questions

Mr. Strong asked if the agency is on the hook for improvements to Elks Lane?

Mr. Straw stated that RTA is responsible for the design and realignment of Elks Lane, however the agreement with the city is still being drafted.

Vice President Waage asked if there are any anticipated budget issues coming out of the pandemic?

Mr. Straw stated that the biggest issue to lower fares, as the agency has not been able to charge full fares during COVID-19. The state recognizes that this is happening across the country and has removed

the penalties temporarily. However, year 2023 is a concern. Social distancing presents a challenge for bus capacity and meeting service needs.

Mr. Strong asked if the federal government is limiting recovery funding to 75% of the 2019 budgets, just like it has for small cities?

Mr. Straw stated the agency did not receive an CRSA funds, however we are expecting APRA funds.

Mr. Strong made a motion to approve agenda item C-1 and **Vice President Waage** seconded the motion. The motion passed unanimously via roll call vote as follows:

<u>BOARD MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
JOHN PESCHONG	X		
FRED STRONG	X		
ED WAAGE	X		

4. **May 5, 2021 Draft RTA Board Agenda:** The Executive Committee is asked to review and comment on the proposed agenda items.

Consent Items

- A-1 Executive Committee Meeting Minutes of February 10, 2021 (Information)
- A-2 RTA Board Meeting Minutes of March 3, 2021 (Approve)
- A-3 RTA Board Meeting Minutes of April 7, 2021 (Approve)
- A-4 BMF Construction Change Order Summary (Approve)
- A-5 RTA Injury and Illness Prevention Plan Update (Accept)
- A-6 Contract Extension with Connexionz (Accept)
- A-7 Summer Youth Ride Free Program (Approve)
- A-8 Agreement for County Auditor/Controller Services (Approve)
- A-9 Vehicle Procurement for Support Utility-Body Service Truck and Vehicle Surplus/Disposal (Approve)
- A-10 Paso Robles Housing Development Resolution (Approve)

Information Items

- B-1 Diversity, Equity and Inclusion Review and Recommendations (Receive)
- B-2 Executive Director's Report (Receive)
- B-3 Update on Bus Maintenance Facility Construction (Receive)

Action Items

- C-1 Fiscal Year 2021-22 Operating and Capital Budget (Approve)

Closed Session Item:

D-1 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (Government Code section 54956.9.) It is the intention of the Executive Committee to meet in closed session concerning the following item: Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of section 54956.9. Number of potential cases: One.

D-2 CONFERENCE WITH LABOR NEGOTIATORS Agency designated representatives: Geoff Straw, Executive Director Employee organization: Teamsters Local 986

President Peschong asked if the agenda item B-1 was related to the SLOCOG Diversity and Inclusion training or if it was a different topic?

Mr. Straw stated that this item was a report by a consultant regarding staffing, retention, and training opportunities of employees that does not require any action from the Board. Also to be noted, staff is recommending that the Youth Ride Free program is suspended this year due to funding.

Vice President Waage asked if item A-10 is regarding providing service for the new proposed development in Paso Robles?

Mr. Straw stated that staff has been working with the community in Paso Robles on a project on Niblick Rd regarding a potential bus recharging station and bus stop improvement. RTA will ask the Board to do a resolution of support for the project with no financial commitment.

Mr. Strong made a motion to approve the proposed agenda for May 5th, 2021 and **Vice President Waage** seconded the motion. The motion passed unanimously via voice vote.

5. **Closed Session:**

D-1 CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (Government Code section 54956.9.) It is the intention of the Executive Committee to meet in closed session concerning the following item: Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of section 54956.9. Number of potential cases: One.

D-2 CONFERENCE WITH LABOR NEGOTIATORS Agency designated representatives: Geoff Straw, Executive Director Employee organization: Teamsters Local 986

The committee went into closed session at 10:44 a.m. and returned from closed session at 10:58 a.m.

Ms. Nina Negranti stated there was no reportable action from closed session.

6. **Adjournment**

The meeting was adjourned at 11:01 a.m.

Next RTA Executive Committee Meeting: **June 9, 2021**

Respectfully Submitted,

Acknowledged by,

Tania Arnold
Deputy Director/CFO

John Peschong
RTA Board President 2021

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
EXECUTIVE COMMITTEE
AUGUST 11, 2021
STAFF REPORT**

AGENDA ITEM: C-1

TOPIC: Salary Schedule Revision for Non-Union Employees

PRESENTED BY: Geoff Straw

STAFF RECOMMENDATION: Bring to the Board for Approval

BACKGROUND/DISCUSSION:

The current Collective Bargaining Agreement for the Bus Operator, Mechanic and Utility classifications became effective on January 1, 2018, and the CBA expires on December 31, 2021. Staff will bring a proposed amendment to the RTA Board at its September 1st meeting to extend the CBA for one more year.

The CBA identified annual wage increases for Bus Operators that coincided with planned increases in California’s minimum wage. More specifically, the CBA included the following percentage increases:

- January 2017 to January 2018: 2.9%
- January 2018 to January 2019: 9.1%
- January 2019 to January 2020: 8.3%
- January 2020 to January 2021: 7.7%

This had the effect of increasing the starting Bus Operator wage from \$14.30 per hour in 2018 to \$18.20 in 2021, and the top Bus Operator wage from \$19.51 (\$40,580.80 annually) in 2018 to \$24.82 (\$51,625.60 annually) in 2021. Wages for many other non-CBA classifications are benchmarked against those included in the CBA. In order to avoid wage compression, the wage scale of the Operations Supervisor classification also increased by the same annual percentages.

For reference, below is the Operations Supervisor scale that was effective in January 2018:

January 2018						
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
\$ 41,783.24	\$ 43,872.40	\$ 46,066.03	\$ 48,369.33	\$ 50,304.10	\$ 51,813.22	\$ 52,849.49

In comparison, below is the Operations Supervisor wage scale effective in January 2021:

January 2021						
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
\$ 53,178.67	\$ 55,837.61	\$ 58,629.49	\$ 61,560.96	\$ 64,023.40	\$ 65,944.10	\$ 67,262.98

These significant increases in the CBA-influenced Operations Supervisor wages have resulted in wage compression issues with other RTA administrative classifications. The ensuing pages depict the non-CBA RTA Staff Salary Schedule that was effective on July 1, 2017 and those currently in effect, which shows that the administrative wage increases have not kept pace.

Due to the compression of the CBA and administrative wages, and a close review of peer agencies and like positions, when applicable, for local jurisdictions in SLO County, staff believes that the current RTA Staff Salary Schedule should be amended to coincide with changes envisioned in the CBA wage that would be effective January 1, 2022 in order to retain our talented workforce and attract new employees when openings occur.

Staff is also reviewing current staff skills and abilities to ensure all RTA team members are working within their appropriate classifications. If any additional classifications are warranted (i.e., expand the single Accounting Technician position to two distinct Accounting Technician I and Accounting Technician II positions), staff will highlight those recommendations and any financial implications at the September 1st meeting.

Staff Recommendation for Executive Committee:

Recommend staff provide a revised salary schedule and any financial implications to the Board for approval at the September 1st Board meeting.

Staff Recommendation for the Board:

Recommend that the Board adopt a revised salary schedule to take effect on January 1, 2022.

RTA Staff Salary Schedule							
FY 2017/2018							
SLORTA POSITION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Bus Operator Instructor/Mobility Specialist	\$40,264.65	\$42,277.90	\$44,391.80	\$46,611.38	\$48,475.84	\$49,930.12	\$50,928.72
Administrative Assistant	\$40,264.65	\$42,277.90	\$44,391.80	\$46,611.38	\$48,475.84	\$49,930.12	\$50,928.72
Administrative Assistant - Finance	\$42,277.90	\$44,391.80	\$46,611.38	\$48,941.95	\$50,899.62	\$52,426.61	\$53,475.15
Accounting Technician	\$42,277.90	\$44,391.80	\$46,611.38	\$48,941.95	\$50,899.62	\$52,426.61	\$53,475.15
Lead Supervisor	\$56,656.42	\$59,489.24	\$62,463.70	\$65,586.89	\$68,210.37	\$70,256.68	\$71,661.81
Human Resources Officer	\$58,072.83	\$60,976.47	\$64,025.29	\$67,226.56	\$69,915.63	\$72,013.10	\$73,453.35
Special Projects Coordinator	\$60,976.47	\$64,025.29	\$67,226.56	\$70,587.89	\$73,411.40	\$75,613.75	\$77,126.02
Maintenance Supervisor	\$65,586.89	\$68,866.22	\$72,309.54	\$75,925.02	\$78,962.02	\$81,330.87	\$82,957.49
Manager, Marketing and Community Relations	\$67,226.56	\$70,587.88	\$74,117.28	\$77,823.14	\$80,936.07	\$83,364.15	\$85,031.43
Manager, Safety and Training	\$67,226.56	\$70,587.88	\$74,117.28	\$77,823.14	\$80,936.07	\$83,364.15	\$85,031.43
Grants & Financial Manager	\$74,117.28	\$77,823.14	\$81,714.30	\$85,800.02	\$89,232.01	\$91,908.98	\$93,747.17
Manager, Maintenance and Facilities	\$79,721.27	\$83,707.34	\$87,892.70	\$92,287.35	\$95,978.83	\$98,858.20	\$100,835.37
Manager, Operations	\$92,287.35	\$96,901.71	\$101,746.79	\$106,834.13	\$111,107.50	\$114,440.72	\$116,729.53
Deputy Director/CFO	\$112,175.85	\$117,784.63	\$123,673.87	\$129,857.57	\$135,051.87	\$139,103.43	\$141,885.50

RTA Staff Salary Schedule							
Effective July 1, 2021							
SECRETARY POSITION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Administrative Assistant	\$ 45,005.61	\$ 47,255.91	\$ 49,618.71	\$ 52,099.63	\$ 54,183.62	\$ 55,809.14	\$ 56,925.32
Accounting Technician	\$ 47,255.91	\$ 49,618.71	\$ 52,099.63	\$ 54,704.62	\$ 56,892.80	\$ 58,599.58	\$ 59,771.57
Transit Training Instructor	\$ 52,099.63	\$ 54,704.62	\$ 57,439.84	\$ 60,311.84	\$ 62,724.31	\$ 64,606.04	\$ 65,898.15
Transit Training Instructor/Mobility Specialist	\$ 52,099.63	\$ 54,704.62	\$ 57,439.84	\$ 60,311.84	\$ 62,724.31	\$ 64,606.04	\$ 65,898.15
Lead Supervisor	\$ 63,327.43	\$ 66,493.80	\$ 69,818.49	\$ 73,309.42	\$ 76,241.80	\$ 78,529.05	\$ 80,099.63
Human Resources Officer	\$ 64,910.61	\$ 68,156.15	\$ 71,563.95	\$ 75,142.15	\$ 78,147.84	\$ 80,492.28	\$ 82,102.12
Maintenance Assistant Manager	\$ 73,309.42	\$ 76,974.88	\$ 80,823.63	\$ 84,864.80	\$ 88,259.40	\$ 90,907.17	\$ 92,725.32
Manager, Marketing and Community Relations	\$ 75,142.15	\$ 78,899.25	\$ 82,844.22	\$ 86,986.43	\$ 90,465.89	\$ 93,179.85	\$ 95,043.45
Manager, Grants	\$ 75,142.15	\$ 78,899.25	\$ 82,844.22	\$ 86,986.43	\$ 90,465.89	\$ 93,179.85	\$ 95,043.45
Manager, Safety and Training	\$ 75,142.15	\$ 78,899.25	\$ 82,844.22	\$ 86,986.43	\$ 90,465.89	\$ 93,179.85	\$ 95,043.45
Manager, Maintenance and Facilities	\$ 89,108.05	\$ 93,563.45	\$ 98,241.62	\$ 103,153.72	\$ 107,279.86	\$ 110,498.25	\$ 112,708.23
Manager, Operations	\$ 103,153.72	\$ 108,311.40	\$ 113,726.96	\$ 119,413.31	\$ 124,189.84	\$ 127,915.53	\$ 130,473.84
Deputy Director/CFO	\$ 125,383.99	\$ 131,653.18	\$ 138,235.84	\$ 145,147.65	\$ 150,953.55	\$ 155,482.16	\$ 158,591.80
Executive Director	\$ 138,307.96						\$ 168,105.32