REGIONAL TRANSIT AUTHORITY

RTA BOARD AGENDA

Wednesday, September 6, 2017 at 8:30 AM
BOARD OF SUPERVISORS' CHAMBERS
COUNTY GOVERNMENT CENTER
1055 Monterey Street, San Luis Obispo, California 93401

The *AGENDA* is available/posted at: http://www.slorta.org

President: Lynn Compton **Vice President: Jamie Irons**

Board Members:

John Peschong (First District – SLO County)	Tom O'Malley (Atascadero)
Bruce Gibson (Second District – SLO County)	John Shoals (Grover Beach)
Adam Hill (Third District – SLO County)	Jamie Irons (Morro Bay)
Lynn Compton (Fourth District – SLO County)	Fred Strong (Paso Robles)
Debbie Arnold (Fifth District – SLO County)	Ed Waage (Pismo Beach)
Tim Brown (Arroyo Grande)	Dan Rivoire (San Luis Obispo)

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 [LEP]) by contacting the RTA offices at 781-4472. Please note that 48 hours advance notice will be necessary to honor a request.

FLAG SALUTE

CALL MEETING TO ORDER, ROLL CALL

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.

CLOSED SESSION ITEM – CONFERENCE WITH LEGAL COUNSEL: It is the intention of the Board to meet in closed session concerning the following items:

Conference with Labor Negotiator Geoff Straw concerning the following labor organization: Teamsters Local 986

A. INFORMATION AGENDA

A-1 Executive Director's Report (Receive)
A-2 Update on ITS Implementation (Receive)
A-3 Implementation of TDA Triennial Performance Audit Recommendations (Receive)

B. ACTION AGENDA

B-1 Public Hearing: Consider Certification of CEQA IS/MND Report & NEPA Categorical Exclusion for RTA Maintenance Facility Project (Action)
B-2 Public Hearing: Disadvantaged Business Enterprise Plan Update (Action)
B-3 Authorize Staff to Procure Design/Engineering Services for Bus Maintenance Facility Project (Action)

C. CONSENT AGENDA:

(Roll Call Vote) the following items are considered routine and non-controversial by staff and will be approved by one motion if no member of the RTA or public wishes an item be removed. If discussion is desired by anyone, the item will be removed from the consent agenda and will be considered separately. Questions of clarification may be made by RTA Board members, without the removal of the item from the Consent Agenda. Staff recommendations for each item are noted following the item.

C-1 Executive Committee Meeting Minutes of June 21, 2017 (Information)
C-2 Executive Committee Meeting Minutes of July 12, 2017 (Information)
C-3 RTA Board Meeting Minutes of July 12, 2017 (Approve)
C-4 RTA Board Meeting Minutes of August 2, 2017 (Approve)
C-5 Strategic Business Plan Performance Results for FY16-17 (Receive)

D. BOARD MEMBER COMMENTS

Tentative next special meeting will be on October 4, 2017.
Next regularly-scheduled RTA Board meeting will be on November 1, 2017.

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
September 6, 2017
STAFF REPORT

AGENDA ITEM:	**A-1**
TOPIC:	**Executive Director's Report**
PRESENTED BY:	**Geoff Straw, Executive Director**
STAFF RECOMMENDATION:	**Accept as Information**

BACKGROUND/DISCUSSION:

Operations:

Please join me in congratulating Bus Operator Suzy Sisneros for being selected by her peers as the Employee of the Quarter. She was honored at a company barbecue at our Arroyo Grande facility, with Outstanding Achievement awards going to Kevin Cooksley and Jorge Hernandez.

The RTA and SoCoTransit will conduct its annual Bus Roadeo on October 15 from 11:00 AM to 3:00 PM. All Board members and their families are invited to join us at this exciting event where Bus Operators pit their skills operating buses in very tight spaces against their peers. The Bus Roadeo will take place at our operating facility at 179 Cross Street.

Due to recent recruitment challenges, the RTA conducted a media blitz to attract Bus Operators on the radio and cable TV. We also used electronic notices: the bus head signs and the LCD screens inside the buses. As of last week, a total of 41 applications were submitted and we provided offers to eight RTA candidates and one SoCoTransit candidate. We normally only receive 10 to 15 applications. The training class begins September 11th, and the Bus Operators will be on the street in late October.

The construction bidding process is open for the Paso Bus Parking Yard project. A pre-bid meeting was conducted on September 5th, and the bidding period will close at 3:00 PM on September 11th. The original goal of a November 2017 move-in is not possible, so we are now aiming for a February 2018 move.

On June 13th, our partners at SLO County public works submitted the RTA-developed application to the City of San Luis Obispo to make Improvements to the Government Center passenger facility. The city's Tree Commission reviewed and authorized a tree replacement at its August 28th meeting, and we are expecting final city approval in the coming week or so following reviews by the city's public works and development departments. Because of these additional steps, the County Board of Supervisors is

now planning to consider a no-cost lease agreement with the RTA for the partial use of County property at its October 3rd meeting.

Service Planning & Marketing:

The service improvements on Route 12 that were recommended in the 2016 SRTP was implemented on August 20th. In essence, all Route 12 buses now layover at Government Center instead of at Morro Bay Park or in Los Osos – which provides more consistent schedules for riders. By all accounts, the new arrangement is working well. Staff will provide an update on the service change at the September 6th meeting.

To bolster customer input opportunities, staff has published an online survey for the proposed fare changes. We have also scheduled short presentations to each City Council, the Board of Supervisors, and scheduled public workshops in Atascadero, Pismo Beach, Morro Bay, Paso Robles and San Luis Obispo. We are also developing both on-board passenger surveys and an online survey as part of our biennial Customer Perception Survey. These latter efforts will be conducted in October.

RTA staff conducted its annual Celebrate Safety Day on August 2nd, which was also the 8th anniversary of RTA taking operations and maintenance in-house. Staff members cooked breakfast for the morning Bus Operators and provided sandwiches for the afternoon employees. Senior staff also announced Safety Awards for each Bus Operator on buses, which was almost universally met with standing ovations by the riders. It also provided an opportunity for us to talk with riders and front-line employees "on their turf."

Finance and Administration:

Staff submitted an application to the Federal Transit Administration (FTA) for discretionary FTA Section 5339 Bus and Bus Facilities funding to implement a long-term bus garage facility. Under this grant proposal, up to $9.1 million would be provided by the FTA, and the remaining would be provided by another grant proposal submitted to SLOCOG for $1.2 million in Proposition 1B funds and another $1.2 million in current/future Senate Bill 1 funds. The SLOCOG Board will review staff's recommendations on the Proposition1B and Senate Bill 1 funds at its October 4th meeting.

Staff submitted a letter to SLOCOG requesting that the RTA be considered as a second Consolidated Transportation Services Agency, since we operate community-based services on behalf of the County that will not feasibly meet farebox recovery ratio requirements identified in TDA law for traditional public transit services. Specifically, the demand response / lifeline services in Shandon, Templeton and Nipomo cannot be efficiently or cost-effectively served with traditional fixed-routes. In addition, we requested that the farebox recovery ratio requirements in all three urbanized areas be reconsidered at 15% vs. the existing 20% level, as permitted under TDA law in a county under 500,000 population. We were just notified by SLOCOG that our FY17-18

"blended" farebox recovery ratio requirement has been increased to 17.36% (up slightly from 17.15%).

Staff has developed preliminary year-end FY16-17 operating and financial results and presented the tables toward the end of this report. Below are some important findings for the past fiscal year:

- The RTA's core fixed-route ridership totaled 770,517 one-way passenger-trips as reported by the APCs. When comparing the GFI farebox data year over year, fixed-route boardings are down 7.2% (652,327 vs. 702,952). Last year's decline was greater at 8.2%. See the graphs below for details on each fixed-route's ridership trends over the past five fiscal years.

- Runabout ridership also declined: 41,729 vs. 43,516 the previous year, which is a welcome decline of just over 4.1 percent. In February 2017, the monthly ridership dipped below 3,000 boardings for the first time since December 2012. Staff will continue to look for ways to reduce Runabout demand and/or reduce costs.

- The farebox recovery ratio for core fixed-route services equated to 21.9%, while Runabout achieved a ratio of 4.4%. Although the RTA's results for this performance measure are lower than in previous years and is below the SBP standard of 25%, the results are well above the 17.15% requirement established by the SLOCOG.

- The subsidy per passenger-trip on core fixed route services was $4.83 and $71.77 on Runabout, which equate to 9.0% and 3.1% annual increases (respectively). These increases are actually lower than those experienced the previous year, and staff will continue to closely monitor this important metric. It should be noted that 17,340 Runabout trips were provided on RTA and other fixed-route services in FY16-17 through partnership agreements. When those boardings and the $9,930.70 fare-payments are included, the overall Runabout-eligible subsidy per passenger-trip is actually $50.87 – much more in-line with nationwide experience in larger, more-dense urban areas.

- In terms of financial results, staff worked hard to keep operating and capital costs within budget in light of the declining ridership. Some important takeaways include:

    - Administrative costs equated to 92.1% of budget. Staff focused on reducing costs that are essentially discretionary, while most other "fixed" operating costs were also closely monitored to ensure good stewardship of public funds.

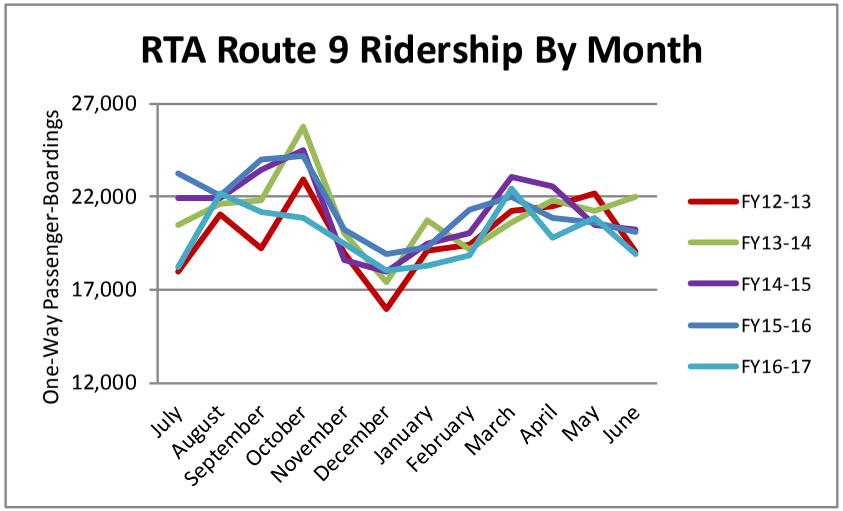
    - Overall Service Delivery costs equated to 91.4% of budget; these costs include both day-to-day operations and vehicle maintenance activities. The greatest variance was experienced in fuel costs (66.9% of budget),

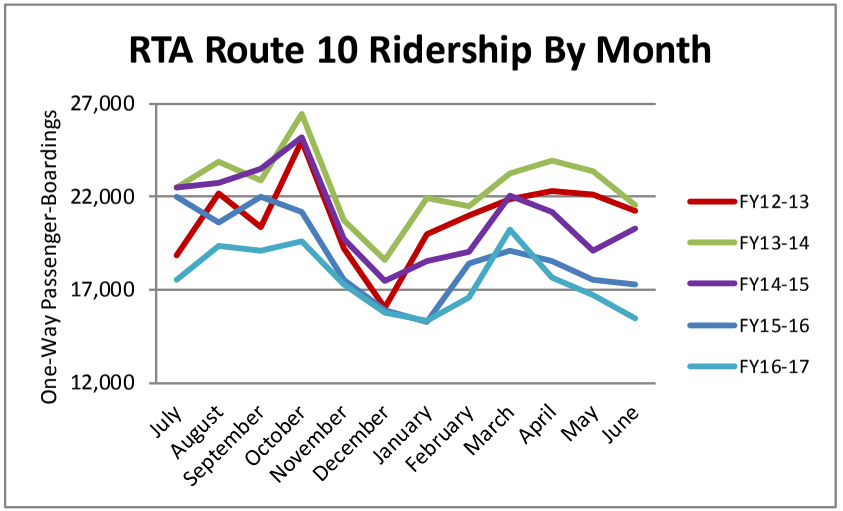
which is the third-greatest single line-item in our budget – which was a welcome relief on the financial side, but also impacted ridership as some riders chose to instead drive their personal automobiles. On the flip-side, costs related to vehicle maintenance (parts, supplies & materials) were 28.6% above budget. Both of these variances were reported throughout the past fiscal year, and staff believes the amounts identified in the FY17-18 budget are more realistic.

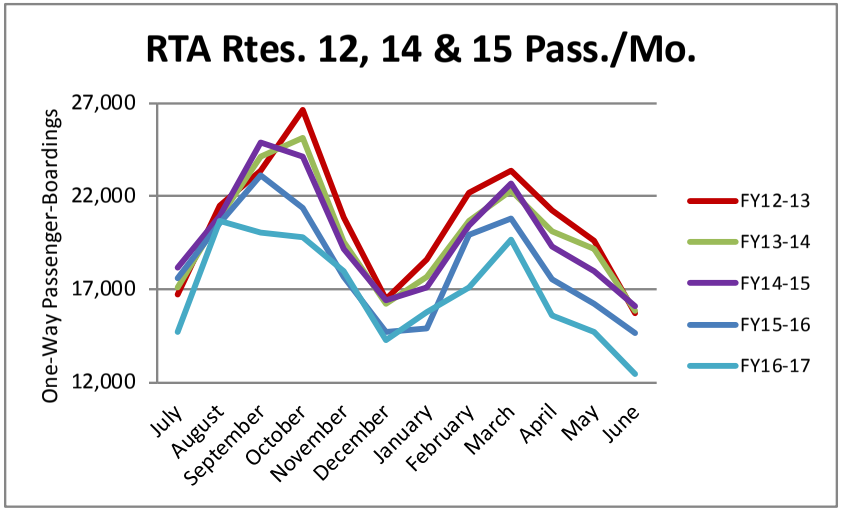
The RTA is not alone in experiencing ridership declines: the American Public Transportation Association (APTA) data shows that from 2014-2016 nearly every major transit system in America saw a decline in ridership. The national average was a loss of 4.5 percent of transit ridership over that time. Lower fuel costs, the uptick of new transportation options from companies like Uber and Lyft, and an increase in telecommuting are often cited as reasons for this decline. However, I do not believe "disruptive" options like Uber and Lyft have had a profound impact nationwide and likely much less in our area. For example, when the City of Austin banned Uber and Lyft, mass transit saw a very modest one percent bump in ridership. A recent ENO Transportation article noted the National Transit Database (NTD) showed an actual decline of 5.2 percent in the number of miles traveled by the nation's public bus systems from 2009-2014, so this certainly has contributed to the overall ridership decline in the past few years, too. While overall transit ridership is declining across America as noted above, in many cities, paratransit ridership is increasing – which had also been the experience with Runabout before we took measures to stem the growth in the recent past. In any case, APTA reported that at its most recent CEO conference in San Diego, declining ridership was a main point of concern among the attendees.

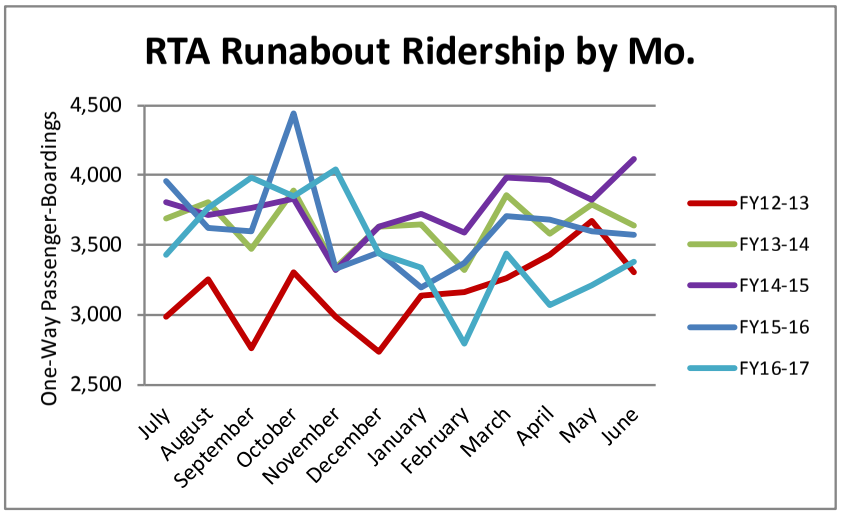
Also, attached are preliminary operating and financial data for the first month of FY17-18. Those two tables are provided at the end of this report. Ridership in July 2017 is down 5.1% in comparison to July 2016 on fixed route services (56,065 vs 59,094). Ridership was down on Routes 9, 10 and 15, but up slightly on Route 12. Runabout ridership was down by the same percentage year over year. The financial results are also provided, although with only one month of information no substantial variances are reported.

Staff expects to bring a budget revision recommendation to the RTA Board at its November meeting to account for capital carryover projects.


RTA Route 9 Ridership By Month
One-Way Passenger-Boardings
27,000
22,000
17,000
12,000
July
August
September
October
November
December
January
February
March
April
May
June
FY12-13
FY13-14
FY14-15
FY15-16
FY16-17


RTA Route 10 Ridership By Month
One-Way Passenger-Boardings
27,000
22,000
17,000
12,000
July
August
September
October
November
December
January
February
March
April
May
June
FY12-13
FY13-14
FY14-15
FY15-16
FY16-17


RTA Rtes. 12, 14 & 15 Pass./Mo.
One-Way Passenger-Boardings
27,000
22,000
17,000
12,000
July
August
September
October
November
December
January
February
March
April
May
June
FY12-13
FY13-14
FY14-15
FY15-16
FY16-17


RTA Runabout Ridership by Mo.
One-Way Passenger-Boardings
4,500
4,000
3,500
3,000
2,500
July
August
September
October
November
December
January
February
March
April
May
June
FY12-13
FY13-14
FY14-15
FY15-16
FY16-17

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY

		Amended Budget FY 2016-17	May Actual	June Budget	June Actual	June Variance	Year to Date FY 2016-17	Percent of Total Budget FY 2016-17
	Hours	**74,430**	6,040	6,203	5,829	374	72,835	97.9%
	Miles	**1,734,770**	137,054	144,564	131,567	12,998	1,619,143	93.3%
Administration:								
Labor	operations cost	**815,700**	90,269	67,975	63,496	4,479	813,383	99.7%
Labor - Administration Workers Comp	operations cost	**71,210**	-	-	-	-	68,662	96.4%
Office Space Rental	operations cost	**504,790**	34,184	42,066	2,105	39,961	404,548	80.1%
Property Insurance	operations cost	**17,420**	-	-	-	-	16,340	93.8%
Professional Technical Services	operations cost	**79,560**	2,264	6,630	4,115	2,515	73,266	92.1%
Professional Development	operations cost	**37,850**	5,234	3,154	2,233	922	38,663	102.1%
Operating Expense	operations cost	**255,190**	20,336	21,266	19,735	1,531	250,847	98.3%
Marketing and Reproduction	hourly	**93,730**	8,669	7,811	8,134	(323)	80,617	86.0%
North County Management Contract	operations cost	**(40,320)**	(3,360)	(3,360)	(3,360)	-	(40,320)	100.0%
County Management Contract	operations cost	**(82,110)**	(6,843)	(6,843)	(6,843)	-	(82,110)	100.0%
SCT Management Contract	operations cost	**(114,900)**	(9,575)	(9,575)	(9,575)	-	(114,900)	100.0%
Total Administration		**1,638,120**	141,179	129,124	80,040	49,084	1,508,996	92.1%
Service Delivery:								
Labor - Operations	hourly	**4,100,660**	416,192	341,722	289,945	51,777	3,786,731	92.3%
Labor - Operations Workers Comp	hourly	**481,790**	-	-	-	-	464,554	96.4%
Labor - Maintenance	hourly	**947,680**	109,442	78,973	75,413	3,560	939,441	99.1%
Labor - Maintenance Workers Comp	hourly	**141,000**	-	-	-	-	135,956	96.4%
Fuel	miles	**1,164,130**	70,522	97,011	67,054	29,957	778,888	66.9%
Insurance	miles	**560,160**	47,386	46,680	47,386	(706)	571,725	102.1%
Special Transportation (for SLOCAT and Paso)	n/a	**57,300**	3,135	4,775	3,473	1,302	38,668	67.5%
Avila Trolley	n/a	**57,060**	6,525	7,133	9,123	(1,991)	52,150	91.4%
Maintenance (parts, supplies, materials)	miles	**465,050**	46,303	38,754	48,576	(9,822)	598,140	128.6%
Maintenance Contract Costs	miles	**138,910**	7,153	11,576	2,794	8,782	48,886	35.2%
Total Operations		**8,113,740**	706,658	626,623	543,764	82,859	7,415,139	91.4%
Capital/Studies:								
Computer System Maintenance/Upgrades		**62,250**	2,675	-	-	-	37,217	59.8%
Miscellaneous Capital								
Facility Improvements		**57,540**	-	-	-	-	-	0.0%
Maintenance Software and Maintenance Equipment		**57,690**	-	-	-	-	29,103	50.4%
Passenger Protection 1300 buses		**8,400**	-	-	-	-	4,536	54.0%
Specialized Maintenance Tools		**33,500**	-	-	-	-	-	0.0%
Desks and Office Equipment		**10,760**	4,025	-	-	-	9,595	89.2%
Vehicle ITS/Camera System		**668,090**	178,274	121,000	120,973	27	590,451	88.4%
Bus Stop Improvements/Bus Stop Solar Lighting		**277,230**	-	-	-	-	16,861	6.1%
Bus Rehabilitation		**126,000**	-	-	-	-	-	0.0%
RouteMatch Call Back System		**37,500**	-	-	-	-	33,150	88.4%
Vehicles								
Support Vehicles		**60,000**	-				60,618	101.0%
Trolley Replacement Vehicle		**200,000**	204,268	-	-	-	204,268	102.1%
Runabout Vehicles		**163,480**	-	-	-	-	289,284	177.0%
Total Capital Outlay		**1,762,440**	389,242	121,000	120,973	27	1,275,082	72.3%
Contingency	hourly	**117,020**	-	9,752	-	9,752	17,570	15.0%
Interest Expense	operations cost	**44,590**	2,109	3,716	1,978	1,737	30,960	69.4%
Loan Paydown		**200,600**	-	-	-	-	200,596	100.0%
Elks Lane Project		**710,480**	24,046	-	-	-	126,391	17.8%
Paso Property Improvements		**1,000,000**	64,084	27,000	26,806	194	140,167	14.0%
Management Contracts		**237,330**	19,778	19,778	19,778	-	237,330	100.0%
TOTAL FUNDING USES		**13,824,320**	1,347,095	936,993	793,340	143,653	10,952,230	79.2%
TOTAL NON-CAPITAL EXPENDITURES		**10,150,800**	869,723	788,993	645,561	143,432	9,209,994	90.7%

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
YEAR TO DATE THRU JUNE 30, 2017
CURRENT FISCAL YEAR - 2016/2017

	RT 9 P.R., TEMP., ATAS., S.M., CAL POLY, S.L.O.	RT 10 S.M., NIPOMO, A.G., S.L.O.	RT 12 MORRO BAY, CUESTA, SAN LUIS	RT 14 CUESTA, SAN LUIS TRIPPER	RT 15 SAN SIM., CAMBRIA, CAYUCOS, M.B.	TOTAL RTA CORE SERVICES	RT 7 PASO EXPRESS ROUTE A	RT 8 PASO EXPRESS ROUTE B	TOTAL PASO EXPRESS FIXED ROUTE	PASO EXPRESS DIAL A RIDE	RUNABOUT	SYSTEM TOTAL
REVENUES:												
FARES	$ 363,039	$ 358,088	$ 262,116	$ 23,076	$ 36,184	$ 1,042,502	$ 65,956	$ 72,563	$ 138,519	$ 7,113	$ 136,526	$ 1,324,660
TOTAL ROUTE REVENUES	$ 363,039	$ 358,088	$ 262,116	$ 23,076	$ 36,184	$ 1,042,502	$ 65,956	$ 72,563	$ 138,519	$ 7,113	$ 136,526	$ 1,324,660
EXPENDITURES:												
ADMINISTRATION	$ 312,719	$ 279,798	$ 182,288	$ 17,992	$ 68,844	$ 861,641	$ 16,085	$ 16,285	$ 32,371	$ 7,327	$ 682,260	$ 1,583,599
MARKETING	29,159	26,169	17,090	1,641	6,437	80,496	60	62	122	-	-	80,617
OPERATIONS/CONTINGENCY	1,057,463	961,329	608,997	60,633	235,132	2,923,554	278,662	282,174	560,836	120,719	2,140,519	5,745,627
FUEL	197,498	202,066	107,744	12,041	48,365	567,714	22,392	22,819	45,211	3,796	147,705	764,425
INSURANCE	126,483	129,147	69,002	7,356	45	332,033	15,147	15,460	30,607	4,667	161,123	528,430
TOTAL EXPENDITURES	$ 1,723,322	$ 1,598,508	$ 985,121	$ 99,663	$ 389,847	$ 4,765,437	$ 332,345	$ 336,801	$ 669,146	$ 136,509	$ 3,131,606	$ 8,702,698
FAREBOX RATIO	21.1%	22.4%	26.6%	23.2%	9.3%	21.9%	19.8%	21.5%	20.7%	5.2%	4.4%	15.2%
SERVICE MILES	366,130.5	373,753.3	199,493.4	21,511.5	90,077.2	1,050,965.9	43,583.7	44,816.5	88,400.2	13,500.0	466,276.0	1,619,142.1
SERVICE HOURS	13,223.8	11,780.5	7,671.5	753.9	2,882.8	36,312.5	3,242.0	3,281.1	6,523.0	1,430.7	28,568.4	72,834.6
RIDERSHIP (Automatic Counters)	266,721	251,951	194,784	34,265	22,796	770,517	57,575	56,820	114,395	3,242	41,729	929,883
RIDERS PER MILE	0.73	0.67	0.99	1.59	0.27	0.73	1.32	1.27	1.29	0.24	0.09	0.57
RIDERS PER HOUR	20.0	21.2	25.6	45.5	8.3	21.2	17.8	17.3	17.5	2.3	1.5	12.8
COST PER PASSENGER	$ 6.46	$ 6.34	$ 5.06	$ 2.91	$ 17.10	$ 6.18	$ 5.77	$ 5.93	$ 5.85	$ 42.11	$ 75.05	$ 9.36
SUBSIDY PER PASSENGER	$ 5.10	$ 4.92	$ 3.71	$ 2.24	$ 15.51	$ 4.83	$ 4.63	$ 4.65	$ 4.64	$ 39.91	$ 71.77	$ 7.93
RIDERSHIP (GFI Fareboxes)	238,929	210,653	165,119	16,749	20,877	652,327	54,346	53,821	108,167	3,242	41,729	805,465
RIDERS PER MILE	0.65	0.56	0.83	0.78	0.23	0.62	1.25	1.20	1.22	0.24	0.09	0.50
RIDERS PER HOUR	18.1	17.9	21.5	22.2	7.2	18.0	16.8	16.4	16.6	2.3	1.5	11.1
COST PER PASSENGER	$ 7.21	$ 7.59	$ 5.97	$ 5.95	$ 18.67	$ 7.31	$ 6.12	$ 6.26	$ 6.19	$ 42.11	$ 75.05	$ 10.80
SUBSIDY PER PASSENGER	$ 5.69	$ 5.89	$ 4.38	$ 4.57	$ 16.94	$ 5.71	$ 4.90	$ 4.91	$ 4.91	$ 39.91	$ 71.77	$ 9.16

		Adopted Budget FY 2017-18	July Budget	July Actual	July Variance	Year to Date FY 2017-18	Percent of Total Budget FY 2017-18
	Hours	**77,750**	6,479	5,654	826	5,654	7.3%
	Miles	**1,722,730**	143,561	128,259	15,302	128,259	7.4%
Administration:							
Labor	operations cost	**855,390**	71,283	65,481	5,801	65,481	7.7%
Labor - Administration Workers Comp	operations cost	**70,930**	17,733	16,658	1,075	16,658	23.5%
Office Space Rental	operations cost	**477,880**	39,823	39,041	782	39,041	8.2%
Property Insurance	operations cost	**17,240**	17,240	17,200	40	17,200	99.8%
Professional Technical Services	operations cost	**99,990**	8,333	-	8,333	-	0.0%
Professional Development	operations cost	**37,670**	3,139	688	2,451	688	1.8%
Operating Expense	operations cost	**270,460**	22,538	5,511	17,027	5,511	2.0%
Marketing and Reproduction	hourly	**90,720**	7,560	557	7,003	557	0.6%
North County Management Contract	operations cost	**(41,850)**	(3,488)	(3,488)	-	(3,488)	8.3%
County Management Contract	operations cost	**(85,230)**	(7,103)	(7,103)	-	(7,103)	8.3%
SCT Management Contract	operations cost	**(119,270)**	(9,939)	(9,939)	-	(9,939)	8.3%
Total Administration		**1,673,930**	167,119	124,607	42,512	124,607	7.4%
Service Delivery:							
Labor - Operations	hourly	**4,157,720**	346,477	296,516	49,961	296,516	7.1%
Labor - Operations Workers Comp	hourly	**479,910**	119,978	112,707	7,271	112,707	23.5%
Labor - Maintenance	hourly	**971,020**	80,918	72,407	8,511	72,407	7.5%
Labor - Maintenance Workers Comp	hourly	**140,450**	35,113	32,985	2,128	32,985	23.5%
Fuel	miles	**1,160,530**	96,711	64,591	32,120	64,591	5.6%
Insurance	miles	**615,000**	51,250	51,922	(672)	51,922	8.4%
Special Transportation (for SLOCAT and Paso)	n/a	**43,900**	3,658	6,329	(2,670)	6,329	14.4%
Avila Trolley	n/a	**69,900**	11,650	(10,661)	22,311	(10,661)	-15.3%
Maintenance (parts, supplies, materials)	miles	**636,610**	53,051	31,113	21,937	31,113	4.9%
Maintenance Contract Costs	miles	**92,100**	7,675	13,743	(6,068)	13,743	14.9%
Total Operations		**8,367,140**	806,480	671,650	134,830	671,650	8.0%
Capital/Studies:							
Computer System Maintenance/Upgrades		**52,220**	-	665	(665)	665	1.3%
Miscellaneous Capital							
Maintenance Software and Maintenance Equipment		**34,730**	-	-	-	-	0.0%
Desks and Office Equipment		**6,600**	-	-	-	-	0.0%
Vehicle ITS/Camera System		**85,870**	-	25,646	(25,646)	25,646	29.9%
Bus Stop Improvements/Bus Stop Solar Lighting		**34,730**	-	-	-	-	0.0%
Total Capital Outlay		**214,150**	-	26,311	(26,311)	26,311	12.3%
Contingency	hourly	**120,490**	10,041	-	10,041	-	0.0%
Interest Expense	operations cost	**30,490**	2,541	2,044	496	2,044	6.7%
Loan Paydown		**200,600**	-	-	-	-	0.0%
Elks Lane Project		**499,990**	-	-	-	-	0.0%
Management Contracts		**246,350**	20,529	20,529	-	20,529	8.3%
TOTAL FUNDING USES		**11,353,140**	1,006,710	845,143	161,567	845,143	7.4%
TOTAL NON-CAPITAL EXPENDITURES		**10,438,400**	1,006,710	818,831	187,879	818,831	7.8%

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
YEAR TO DATE THRU JULY 31, 2017
CURRENT FISCAL YEAR - 2017/2018

	RT 9 P.R., TEMP., ATAS., S.M., CAL POLY, S.L.O.	RT 10 S.M., NIPOMO, A.G., S.L.O.	RT 12 MORRO BAY, CUESTA, SAN LUIS	RT 14 CUESTA, SAN LUIS TRIPPER	RT 15 SAN SIM., CAMBRIA, CAYUCOS, M.B.	TOTAL RTA CORE SERVICES	RT 7 PASO EXPRESS ROUTE A	RT 8 PASO EXPRESS ROUTE B	TOTAL PASO EXPRESS FIXED ROUTE	PASO EXPRESS DIAL A RIDE	RUNABOUT	SYSTEM TOTAL
REVENUES:												
FARES	$ 58,838	$ 61,434	$ 37,377	$ 871	$ 5,282	$ 163,802	$ 4,784	$ 6,484	$ 11,269	$ 546	$ 10,823	$ 186,440
TOTAL ROUTE REVENUES	$ 58,838	$ 61,434	$ 37,377	$ 871	$ 5,282	$ 163,802	$ 4,784	$ 6,484	$ 11,269	$ 546	$ 10,823	$ 186,440
EXPENDITURES:												
ADMINISTRATION	$ 28,648	$ 24,037	$ 16,176	$ 276	$ 6,359	$ 75,496	$ 1,394	$ 1,390	$ 2,783	$ 704	$ 58,493	$ 137,477
MARKETING	212	178	119	2	47	557	-	-	-	-	-	557
OPERATIONS/CONTINGENCY	102,470	87,509	57,670	996	23,353	271,998	27,662	27,640	55,302	11,713	192,116	531,129
FUEL	16,551	16,094	9,069	171	4,552	46,438	1,959	1,995	3,955	304	12,217	62,912
INSURANCE	10,915	10,614	5,981	113	45	27,667	1,311	1,335	2,647	371	14,201	44,886
TOTAL EXPENDITURES	$ 158,796	$ 138,431	$ 89,015	$ 1,557	$ 37,313	$ 422,156	$ 32,326	$ 32,360	$ 64,687	$ 13,092	$ 277,027	$ 776,961
FAREBOX RATIO	37.1%	44.4%	42.0%	55.9%	14.2%	38.8%	14.8%	20.0%	17.4%	4.2%	3.9%	24.0%
SERVICE MILES	29,261.9	28,453.6	16,033.5	302.0	8,048.2	82,099.2	3,515.0	3,579.9	7,095.0	994.0	38,071.0	128,259.2
SERVICE HOURS	1,074.6	901.7	606.8	10.4	238.5	2,832.0	254.7	253.9	508.6	118.8	2,194.2	5,653.5
RIDERSHIP (Automatic Counters)	21,182	18,752	13,726	409	1,996	56,065	4,090	4,091	8,181	248	3,292	67,786
RIDERS PER MILE	0.71	0.65	0.86	1.35	0.27	0.68	1.16	1.14	1.15	0.25	0.09	0.53
RIDERS PER HOUR	19.1	20.6	22.4	39.5	9.2	19.8	16.1	16.1	16.1	2.1	1.5	12.0
COST PER PASSENGER	$ 7.50	$ 7.38	$ 6.49	$ 3.81	$ 18.69	$ 7.53	$ 7.90	$ 7.91	$ 7.91	$ 52.79	$ 84.15	$ 11.46
SUBSIDY PER PASSENGER	$ 4.72	$ 4.11	$ 3.76	$ 1.68	$ 16.05	$ 4.61	$ 6.73	$ 6.33	$ 6.53	$ 50.59	$ 80.86	$ 8.71
RIDERSHIP (GFI Fareboxes)	17,695	14,850	9,941	108	1,382	43,976	3,617	4,003	7,620	248	3,292	55,136
RIDERS PER MILE	0.60	0.52	0.62	0.36	0.17	0.54	1.03	1.12	1.07	0.25	0.09	0.43
RIDERS PER HOUR	16.5	16.5	16.4	10.4	5.8	15.5	14.2	15.8	15.0	2.1	1.5	9.8
COST PER PASSENGER	$ 8.97	$ 9.32	$ 8.95	$ 14.42	$ 27.00	$ 9.60	$ 8.94	$ 8.08	$ 8.49	$ 52.79	$ 84.15	$ 14.09
SUBSIDY PER PASSENGER	$ 5.65	$ 5.18	$ 5.19	$ 6.36	$ 23.18	$ 5.87	$ 7.61	$ 6.46	$ 7.01	$ 50.59	$ 80.86	$ 10.71

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
September 6, 2017
STAFF REPORT

AGENDA ITEM:	**A-2**
TOPIC:	**Intelligent Transportation Systems (ITS) Status Report**
PRESENTED BY:	**Geoff Straw, Executive Director**
STAFF RECOMMENDATION:	**Accept as Information**

BACKGROUND/DISCUSSION:

At the RTA Board meeting in March 2017, I committed to provide a progress report on the ITS system. I am pleased to report that we have formally accepted the Connexionz system, which includes:

- Automatic Vehicle Location system,
- Automatic Passenger Counting system,
- Computer Aided Dispatch, and
- Automatic Bus Stop Annunciation system.

The customer facing features include Short Message Service (SMS, or texting) where passengers can obtain a real-time bus arrival estimate at any bus stop, as well as via the RTA and SoCoTransit apps (iPhone and Android) or through our website. LCD information screens have been placed on each bus, which provides next-stop information as well as customized notices that can be remotely inputted/changed. The remaining item to be installed is a series of four Bus-Finders, which will be placed at the following high-use bus stops:

1. Main Cuesta College campus,
2. SLO Student (formerly Stenner Glen) Apartments on Santa Rose Street,
3. Government Center, and
4. Southbound Higuera at Suburban.

During the past four months, staff also updated the video camera system across all RTA, Paso Express and SoCoTransit fixed-route buses, as well as all Runabout and community dial-a-ride vans. As part of this update, staff also installed wireless access points for video downloads at the RTA bus yard, SoCoTransit bus yard and the Paso Robles Transportation Center. We also installed an eight-camera security system at the SoCoTransit bus yard in Arroyo Grande.

Future ITS components include:

1. Ticket Vending Machines at the following locations:
    a. Government Center – Funded

    b. Pismo Premium Outlet – Funded
    c. Ramona Gardens Park – Funded
    d. Others to be announced base on funding availability
2. Planned Wi-Fi on buses.
3. Possible mobile ticketing.

Staff Recommendation

Accept status report on ITS implementation.

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
September 6, 2017
STAFF REPORT

AGENDA ITEM:	**A-3**
TOPIC:	**Triennial Performance Audit Recommendations**
PRESENTED BY:	**Geoff Straw, Executive Director**
STAFF RECOMMENDATION:	**Accept Staff's Recommended Steps to Address Findings & Recommendations**

BACKGROUND/DISCUSSION:

At its August 2, 2017 meeting, the San Luis Obispo Council of Governments accepted the Triennial Performance Audit (TPA) reports for RTA and South County Transit (SoCoTransit). The findings and recommendations for both agencies are provided at the end of this Staff Report (beginning on page A-3-6). RTA staff provided a more detailed set of responses to each draft finding and recommendation to SLOCOG staff in several correspondence in May 2017, and we will work with SLOCOG staff to address any actionable deficiencies.

This Staff Report will review the recommendations for RTA and for SoCoTransit; the latter as it relates to the RTA's roles/responsibilities, since the RTA Board also governs the oversight responsibilities identified in the July 2016 Agreement with SoCoTransit.

Pertinent SoCoTransit TPA Recommendation

Of particular interest is the first item in the SoCoTransit TPA, since it will ultimately require action by both the RTA and SoCoTransit Boards:

> "*Consider consolidation with RTA, which would be accompanied with a realignment of the RTA management function to ensure SCT maintains a local focus.*"

The primary reasons to consider consolidation include elimination of redundancy, reduce rider confusion, and to address SoCoTransit's inability to achieve the recently-implemented 20% farebox recovery ratio (FRR) requirement. As a reminder, the Federal designation of the Arroyo Grande-Grover Beach Urbanized Area as part of the 2010 Census triggered a State requirement that a higher FRR be attained. On the positive side, the Federal designation currently provides roughly $1.5 million annually in FTA formula funds that can be used for transit capital and operating purposes – and this has reduced transit's proportional use of TDA funds in the AG-GB UZA.

Based on a cursory review of RTA's and SoCoTransit's annual operating expenses and farebox revenues, we believe RTA could "absorb" SCT and still meet the RTA's current "blended" rural/urban FRR requirement on 17.34%. It should be noted that blending RTA and SoCoTransit would incrementally raise the current blended rural/urban FRR requirement for the consolidated RTA and SoCoTransit program, since the proportion of urban miles operated would increase. However, an important consideration is how future cost increases and recent declining ridership trends across the United States could impact RTA's FRR over time. In particular, the planned California minimum wage increases and the trend of rising liability costs will result in overall higher costs of doing business for RTA and SoCoTransit.

Another cost impact is health insurance: because SoCoTransit has fewer than 50 employees, there is no requirement under the Affordable Care Act (ACA) to provide health insurance to employees who work greater than 30 hours per week. SoCoTransit currently has six full-time employees that are provided health/vision/dental, and all seven regular part-time employees would qualify for health-only under the ACA if consolidation occurs. This alone would account for a net annual increase of roughly $40,000 in operating costs (despite likely better employee retention over time).

Further analysis is required by RTA and SLOCOG staff in the coming months to determine the net impact of consolidation to the region as a whole. The other issue is political will, since there has been a stated desire to maintain local control in the South County as it relates to public transit in the Five Cities Area. A possible model is the one in Paso Robles: the local fixed-route and dial-a-ride services are operated by the RTA, but the City Council accepts the service level and other operating parameters as part of the annual budget-making process.

On a related note, TDA law expressly permits the regional transportation planning agency in counties with a population below 500,000 to set the FRR requirement as low as 15% in small urbanized areas. Staff has already submitted a request to SLOCOG to consider lowering the FRR requirement to 15% in both the El Paso – Atascadero Urbanized Area and the Arroyo Grande – Grover Beach Urbanized Area. This lower level was provided to the City of Atascadero for its local Dial-A-Ride program following the consolidation of the El Camino Shuttle into RTA in 2014 – so it is not unprecedented.

<u>RTA TPA Recommendations</u>

Below are the four recommendations in RTA's TPA, as well as staff's response to each:

1. **INTEGRATED SYSTEM ANALYSIS**: Analyze the integration of current services and assess most efficient and effective ways to serve populations in service corridors.

RTA Staff Response: We believe this is primarily a responsibility of SLOCOG, since it is charged under TDA law with giving consideration to the extent to which the operator is

meeting the transportation needs of the area served as part of the annual TDA claims process. Nonetheless, RTA staff herein commits to continue to work closely with SLOCOG staff to identify ways to more closely integrate all transit services with which the RTA has direct or ancillary responsibilities.

The TPA consultant suggests it would require between $60,000 and $100,000 to conduct a focused study using third-party resources. This represents a significant outlay that RTA staff considers to be an unwise use of existing operating funds. Using existing RTA and SLOCOG staff resources to conduct this analysis might be possible after some of the major projects in the pipeline (construction of the Bus Parking Yard in Paso Robles project, design/engineering of the Bus Maintenance Facility, design/build of Improvements to the Government Center passenger facility, development of a long-term Downtown Transit Center, etc.) are completed. For these reasons, staff suggests the RTA Board deem this as a low-priority project in lieu of the medium-priority recommended by the TPA consultant.

The TPA suggests four general elements under this recommendation, and #2 (identify community needs) is clearly a SLOCOG role. We believe #1 (assessment of existing services) was completed as part of the 2016 RTA SRTP. Staff continually conducts analyses on #3 (evaluate cost-effective alternatives) for existing services, and we work closely with SLOCOG staff to evaluate options during the annual Unmet Transit Needs process for potential new services. The fourth element (management and organizational changes) are essentially covered under TPA Recommendation 4 below.

It should be noted that the SLOCOG Coordinated Human Services Public Transportation Plan identified a number of transit service gaps in the region (primarily, service for low-income persons and for the increasing proportion of senior citizens), and RTA staff will continue to work with SLOCOG staff on addressing those shortcomings as well as any integration deficiencies that arise. On a related note, the jointly developed SLO Transit and RTA Short Range Transit Plans (SRTP) effort was a first for the region and I believe moved our region forward greatly in terms of integration, including how scheduled transfers between the two systems are planned, how capital projects can/should be coordinated, and how institutional issues are negotiated.

2. **RUNABOUT PRODUCTIVITY**: Continue to improve the efficiency and effectiveness of Runabout paratransit operations and dispatch.

RTA Staff Response: Staff will continue to focus resources on maximizing the efficiency of Runabout service, as well as evaluate methods to reduce costs. We have already conducted an on-site efficiency review with the Runabout dispatching software vendor to “fine-tune” parameters within the software, and we have tasked the vendor with developing a Slack Time Report to help us evaluate and improve resource allocation planning. We have also reviewed the TCRP Report 124 that was identified as an important resource in the TPA. However, we find most the findings and controllable recommendations in this 2008 report focused primarily on large-scale operations in dense urban areas – not spread out like Runabout’s rural and small urban service area.

It is interesting to note that one of the fourteen experts/panelists on TCRP Report 124 (A.T. Stoddard) led a focused review of Runabout as part of the 2016 RTA SRTP, and most of his recommendations were implemented even before the SRTP was officially adopted.

Of the three new (not “continue to”) elements in this TPA recommendation, staff is reconsidering its March 2013 recommendation to the RTA Board to cease taking new subscription trips – at least during certain non-peak travel periods. We will continue to evaluate this over the coming months and bring a recommendation back to the Board in 2018. The other two new elements have either already been implemented (alter trip negotiation parameters in dispatching software) or are in process (optimization of hours when the Slack Time Report is completed).

3. **PUBLIC OUTREACH**: Enhance public participation, customer service, and marketing.

RTA Staff Response: Staff agrees with the TPA consultant that our Public Participation Policy focuses solely on fare and/or service changes, and that it should be revised in FY17-18 to also cover other outreach efforts. Staff has and will continue to develop public participation plans for future major RTA campaigns. Examples include the outreach plans for the Fare Increase and Bus Maintenance Facility MND that were presented to the RTA Board in recent months. We have also planned to complete our biennial customer perception survey (on-bus surveyors and online) in October 2017.

Staff believes that in recent years we have made strides in improving overall customer service. Examples of recent customer service efforts include name badges for all employees (including nameplates on each fixed-route bus), conducting a focused customer service module for all Bus Operators as part of annual re-training, online surveys as part of Fare Increase proposal, enhanced customer input tracking, and the Runabout Callback System implemented in 2016. But the most important element of good customer service is providing high-quality and reliable service – and we will continue to focus most of our energies in this area.

With regard to a formal Marketing Plan, staff is still researching the best course of action. None of our adjacent transit agency partners (MST, SCCMTD, SMAT, SLO Transit, Morro Bay Transit, Atascadero Dial-A-Ride) have a standalone marketing plan similar to what is suggested in the TPA. It has been my experience that many small to midsize transit agencies use SRTP efforts and annual budget plans as the basis for marketing efforts. The 2015-17 RTA Strategic Business Plan also provides direction on our marketing efforts. We will continue to evaluate this recommendation in the coming months and provide an update to the RTA Board as part of the development of the FY18-19 budget.

4. **ORGANIZATIONAL REALIGNMENT**: Realign responsibilities to augment RTA's organizational capabilities and oversight.

RTA Staff Response: This is an area where we hope that the TPA consultant can help us better understand what actionable deficiencies we are trying to address with this recommendation. In particular, I am concerned because the TPA report states on page 8-20 that:

1. Project delivery must be enhanced and risk must be reduced,
2. Staff productivity must be improved,
3. RTA must seek additional funding opportunities, and
4. Service delivery must be improved.

The TPA report even states: "some functions may require RTA to hire personnel with new and specific knowledge, skills and experience for ongoing functions to enhance the level of RTA's institutional knowledge and/or control costs." Yet I cannot find evidence in the TPA report that deficiencies exist in the four areas listed above that would require a realignment of the organization, nor that additional staff is needed.

Because we have a relatively lean organization, I assign complex and/or long-term projects to teams based on each member's experience and workload. The team leader is also clearly identified and changed with accountably delivering the project. In order to avoid legacy costs, the RTA relies upon consultants and/or technical help from jurisdiction staff to assist with major campaigns rather than hiring new persons. To the degree possible, we use a mentoring model where the relatively few number of us with a long history in transit lead the project and we involve junior members to both provide motivation and hands-on learning.

Staff is prepared to tactfully and methodically plan for the possible consolidation of SoCoTransit into the RTA. This requires an evaluation of our staff resources and how the combined organization would function. One area that currently has redundancies is administration of the two separate organizations – particularly in payroll, scheduling Bus Operators, accounting, and Board agenda development. There is also the opportunity to share Bus Operators across RTA and SoCoTransit under consolidation; the region accrued considerable savings when the Paso Robles and Atascadero services were consolidated into RTA in 2014. The four RTA senior managers will focus this year's annual retreat in October on developing next steps for the possible consolidation.

Staff Recommendation

Accept Staff's recommended steps to address the findings and recommendations in the TDA Triennial Performance Audit report.

San Luis Obispo Regional Transit Authority
2017 Triennial Performance Audit Recommendations

RECOMMENDATION 1: INTEGRATED SYSTEM ANALYSIS

Analyze the integration of current services and assess most efficient and effective ways to serve populations in service corridors.

SITUATION ANALYSIS

Historically, as RTA has matured, it has added or assumed management for various isolated services throughout the County. The net result has been a patchwork of different services. Since these services have been under the RTA umbrella, performance has fluctuated considerably. Although some performance measures and indicators for RTA fixed route, Runabout, and the Paso services are reported to the RTA Board, performance for the County services is not reported to a governing Board.

The County staff asked that RTA to evaluate alternatives, which would better meet communities' needs. The SAN LUIS OBISPO COUNTY COORDINATED HUMAN SERVICES PUBLIC TRANSPORTATION PLAN (2016) identified six (6) areas that have gaps or inadequate transportation options. It also identified a need to increase transportation service to connect rural areas with services in San Luis Obispo, Santa Maria, and Paso Robles. Other planning documents also identified needs in these areas. RTA's 2015-2017 SBP commits to "continue to explore alternative transit modes for underperforming and rural needs."

PROPOSED ACTION

An overall review of all the services under RTA management, including SCT, Runabout, and the local general public dial-a-ride services would examine system gaps, overlaps, inefficiencies, and RTA's ability to meet the transit needs of specific populations.

EXPECTED RESULTS

Although RTA does not currently have planning staff, RTA may consider an internal study as part of SBP update or the use of outside consultants. A phased approach could be used over a three (3) year timeframe to minimize costs. The value would be more cost-effective and productive delivery of services.

RECOMMENDATION 2: RUNABOUT PRODUCTIVITY

Continue to improve the efficiency and effectiveness of Runabout paratransit operations and dispatch.

SITUATION ANALYSIS

The RTA Board voiced continuing concerns about Runabout's escalating costs, low productivity (1.4 to 1.5 passengers per hour), and high subsidy per passenger (over $70 per trip). RTA has taken steps to both reduce costs and ridership. Improved management of ADA productivity will build upon RTA management's successes in managing ADA trip demand.

PROPOSED ACTION

Recommended actions to increase Runabout productivity draw heavily upon the TCRP REPORT 124, GUIDEBOOK FOR MEASURING, ASSESSING AND IMPROVING PERFORMANCE OF DEMAND RESPONSE TRANSPORTATION and those administrative actions it reports as effective in improving the productivity of these services. Strategies identified to provide cost-effectiveness and productivity improvements include:

- Emphasize rider responsibility and customer information availability;
- Continue to manage no-show and late cancellations;
- Reevaluate subscription trips;
- Continue to monitor opportunities for community service flex routes for ADA riders for intercity trips, as was done for Route 15;
- Review ADA trip negotiation parameters with scheduling software vendor;
- Review the vehicle tour structures to improve match to trip demand;
- Ensure regular re-optimization of vehicle tours to improve productivity;
- Continue to promote partnerships between dispatch and staff at high-use destinations to help speed passenger pick-up and drop-off procedures to ensure efficient use of Runabout resources; and
- Supplement low demand trip provision capabilities with non-dedicated vehicle services in urban areas.

EXPECTED RESULTS

Little to no additional costs to RTA, except the required oversight (see Recommendation 4) and on-going assignment of staff to review and assess service. The benefits include decreased subsidy per passenger, increased passengers per revenue hour, and potentially reduced revenue vehicle hours, which translates to lower operating cost. Decreased subsidy per passenger will be the positive consequence of carrying more riders on existing vehicle tours.

The strategic use of Runabout resources to meet ADA trip demand in the County will help control Runabout costs through a reduced or controlled cost per Runabout passenger trip.

RECOMMENDATION 3: PUBLIC OUTREACH

Enhance public participation, customer service, and marketing.

SITUATION ANALYSIS

Both the 2014 REGIONAL TRANSPORTATION PLAN (RTP) and RTA's 2015-17 SBP recognize the importance of public outreach, promoting public transportation, and educating the community on the value of RTA services. Public outreach encompasses two-way communications through—

1. Public Participation – RTA has limited opportunities for riders, potential riders, and the members of the community to provide input to the operations (outreach events, customer complaints, citizen advisory councils).
2. Public Information – The availability and communication of public information to customers, potential customers, and the community could improve in some areas; and
3. Marketing – During the Audit period, RTA did not develop a systematic plan to create awareness and interest in RTA's services with riders, potential riders, and the communities in which it operates.

PROPOSED ACTION
Action is recommended to enhance (1) public participation, (2) public information, and (3) marketing.

Public Participation
Adopting and implementing a comprehensive PUBLIC PARTICIPATION PLAN will provide RTA with definitive steps to improve public awareness and participation. Strategies could include, but not limited to, a Citizens Advisory Committee, which includes riders, social service representatives, and business and community representatives.

Public Information
Several simple modifications to RTA's customer information could include--

- Enhance the Customer Complaint and Comment Log;
- Add a route map, preferably interactive, to RTA's web page and/or "location" navigation options;
- Provide Runabout and Dial-A-Ride riders with readily accessible and complete information on the website, including maps of each program's service area;
- Create and publish an ADA RIDERS GUIDE;
- Enable all passengers to determine the exact fare for a given trip easily; and
- Provide a Spanish version of all materials.

Marketing
A current and relevant MARKETING PLAN forms the foundation for RTA's marketing and community outreach program. The elements of a comprehensive marketing plan are available in APPENDIX F. The MARKETING PLAN should allow RTA to build on and leverage all marketing dollars and measure the results.

EXPECTED RESULTS
RTA could take a phased approach and start by developing a simple one (1) or two (2) page a PUBLIC PARTICIPATION AND MARKETING PLANS and budget. RTA could expand the PLANS during the annual updates. RTA has already committed to biennial rider surveys, which could be incorporated into the PLANS when they are completed.

The value of the marketing plan will not be realized until it is successfully implemented and produces the stated results. However, the bottom-line is the accomplishment of the PLANS' objectives and measurable outcomes. An expected return needs to be calculated for each objective. For example, one objective might be to increase ridership without increasing revenue hours. For ridership goals, the benefit would include additional fare revenue, improved farebox recovery ratio, and/or productivity improvements.

RECOMMENDATION 4: ORGANIZATIONAL REALIGNMENT

Realign responsibilities to augment RTA's organizational capabilities and oversight.

SITUATION ANALYSIS
Based on interviews with RTA Board members, RTA staff is very professional and dedicated to fulfilling the mission and goals of the organization. Management provides strong strategic direction and is proactive in addressing issues before they escalate into problems. Most members of the staff have many

different jobs or roles. While the staffing of RTA appears to be adequate and responsive, some minor adjustments may assist RTA to better meet major upcoming challenges. While RTA is handling each of these areas to some degree now, diversification or reassignment of duties among current positions could help to improve focus on critical areas.

1. Grants Management: Reduced Federal and state funding and increased competition for limited funding may require RTA to contend more discretionary grants in the future.
2. Project Management: RTA's requirements for project management expertise will continue to grow with the number of current and upcoming large and complex capital programs. Too often, the Executive Director has had to serve as the Project Manager, which may warrant changes with the many upcoming, different, large, complex projects.
3. Demand Response Services: Costs related to RTA's demand response services have escalated, and productivity is low. RTA Board members have indicated that Runabout's high costs, low productivity, and high subsidy are major concerns.
4. Information Technology: RTA has integrated a number of sophisticated technologies to its operations and can gain additional benefits with further integration of the technologies into its operations.
5. Transit Planning: RTA must continue to manage both strategic and day-to-day operational issues, including the continued evaluation of existing routes and services to meet the transit needs of the ridership and the communities that RTA serves. RTA must currently rely on the Executive Director and Operations Manager for routine planning analysis. Also, RTA's operations could benefit from additional planning activities.

PROPOSED ACTION

Moving forward, RTA should evaluate if it has the right structure in place to achieve its goals and address known and unknown challenges in the future. The best organizational Prepared for structure for RTA would arrange jobs in a way that helps it accomplish its strategic goals and make the best use of resources.

Although the Audit identified five (5) critical areas, five (5) new positions are not needed or recommended. RTA can address these areas through different methods:

- Delegate less critical or lower level tasks to another person in the organization;
- Rearrange of duties and/or additional specific training for individuals; and
- Use of outside contractors or temporary personnel for short-term tasks requiring a high level of expertise.

With employees wearing a number of different hats and the current use of outside contractors, it will be imperative for RTA to focus on the five (5) critical areas:

1. Grants Management: As the funding environment becomes more and more competitive, RTA needs to ensure the Grants Manager, who has many other responsibilities, has the resources and continuing training to make certain RTA's grant applications receive the highest consideration.
2. Project Management: RTA needs to ensure strong project management capabilities, and that oversight of the projects do not jeopardize current operations.
3. Information Technology: Additional training, effective use of existing technology, and improved integration of existing systems will reward RTA with productivity and quality improvements across all functions.

4. Demand Response Services: A programmatic approach to implementing demand response productivity initiatives is recommended and is expected to lead to improved efficiency and cost-effectiveness.
5. Planning: Delegation of RTA's transit planning would allow RTA to undertake additional planning and analysis of transit performance and free the Executive Director and Operations Manager from the more detailed analysis.

EXPECTED RESULTS

Since the duties are being done at some level by current staff and contractors, often at a high level, the primary value would come from employing less expensive resources and improving the productivity of existing resources.

The benefits are more difficult to quantify. Some other perceived benefits include—

- Enhanced project delivery and reduction of risk;
- Higher staff productivity;
- Additional funding opportunities; and
- Improved and more cost-effective service delivery.

Additional likely benefits would include improved customer satisfaction, growth and development of the RTA staff, service flexibility, and enhanced quality control.

South County Transit
2017 Triennial Performance Audit Recommendations

RECOMMENDATION 1: ORGANIZATIONAL ALIGNMENT

Consider consolidation with RTA, which would be accompanied with a realignment of the RTA management function to ensure SCT maintains a local focus.

Situation Analysis: In the 2010 U.S. Census, SCT's service area was designated an urbanized area (population over 50,000). Under TDA, it would now be required to achieve a minimum 20 percent farebox recovery ratio or be subject to the 50 percent limitation for TDA funding. SCT was given a five (5) year waiver but will be required to meet the 20 percent by FY 17/18. From the data available, it does not appear SCT will achieve this goal. Consideration of previous employee issues and the SCT Board's concerns requires that SCT maintains a local focus.

Proposed Action: By the agreement of both the RTA and the SCT Boards, RTA could consolidate SCT operations with RTA. Consolidation would change the basic structure of SCT operations and management. The RTA Board would set policy, and RTA would absorb SCT employees into its workforce. Through various Board and/or committee alignments, SCT could ensure a mechanism is in place to maintain local input.

Expected Results: RTA staff estimated the cost savings that would occur by consolidating SCT fully into RTA would be approximately $20,000; however, SCT may not realize even this small savings due to the need to keep local accountability. The major benefit would be that the combined SCT and RTA farebox recovery ratio would supersede SCT's 20% farebox recovery ratio requirement.

RECOMMENDATION 2: MARKETING AND PUBLIC INFORMATION

Enhance the SCT brand, develop a sustained marketing program, improve the availability of public information, and provide additional opportunities for public participation.

Situation Analysis: SCT's new logo has been placed on all signage, buses, and collateral materials. While the logo is prominent in all materials, the text still uses "SCT" to refer to the service and organization. Public participation was limited during the Audit period to outreach related to the fare and route changes and attendance at Board meetings.

Navigating to SCT's web page can be confusing to potential riders. As with most transit agencies, SCT has limited marketing dollars. It is important to leverage SCT's marketing dollars through clear, focused marketing and customer outreach activities.

Proposed Action: This recommendation is carried forward from a partially implemented recommendation in the prior Audit. It has been modified to address SCT's progress. An annual marketing plan and budget would provide structure to ongoing marketing activites.

Inclusive would be a Public Participation Plan that would provide SCT staff and Board with additional and relevant input on the service from riders and the local community. A mechanism to augment public input would be to expand the Executive Committee to include riders and members of the community or implement a Riders/Citizens Advisory Committee.

Expected Results: The goal is to identify potential users and provide sufficient information to promote the service as a solution to their transportation and mobility issues. The primary benefit is the strategic use of SCT's limited marketing dollars to increase ridership. The secondary goal is to provide the local communities with a sense of pride and ownership of the transit system. To minimize costs and leverage marketing dollars, SCT and RTA could develop a joint marketing plan.

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
September 6, 2017
STAFF REPORT

AGENDA ITEM:	**B-1**
TOPIC:	**Public Hearing: Consider Mitigated Negative Declaration for RTA Bus Maintenance Facility**
ACTION:	**Approve**
PRESENTED BY:	**Geoff Straw, Executive Director**
STAFF RECOMMENDATION:	**Adopt Mitigated Negative Declaration; Adopt Mitigation Monitoring/Reporting Program; and Direct Staff to Pursue the Project by Procuring Design Services**

BACKGROUND/DISCUSSION

The RTA currently leases property at 179 Cross Street in San Luis Obispo to meet its administration, operations, and maintenance needs. The facility contains insufficient capacity and is inadequate to efficiently support existing and future services. The current lease ends February 22, 2022, and the property owner has indicated his intention to redevelop the property when the lease ends. As such, a new administration, operations, and maintenance facility is needed.

At its July 13, 2017 meeting, the RTA Board accepted the draft Initial Study – Mitigated Negative Declaration (IS-MND) document for the RTA Bus Maintenance Facility and directed staff to begin the minimum 30-day public input process. The Board also accepted the draft request letter to the Federal Transit Administration for a Categorical Exclusion determination.

Staff will summarize the public input process below, followed by a number of recommended steps the Board should consider in order to continue to implement this important project.

Public Input Process

Following acceptance of the draft IS-MND document by the RTA Board, staff submitted the document package to the State Clearinghouse. The official State Clearinghouse comment period began on July 20, 2017, when the IS-MND was posted for a 30-day period.

In addition to submitting the required number of copies to the State Clearinghouse (both electronic and 15 bound copies), RTA staff did the following:

- Posted an electronic (PDF) copy on the RTA website,
- Emailed an electronic copy to Federal Transit Administration Region 9 officials,
- Provided a copy to the City of San Luis Obispo Planning department,
- Provided a copy to the County Public Works department,
- Provided a copy to the San Luis Obispo Air Pollution Control District,
- Placed a bound copy at the RTA front desk, and
- Placed a bound copy in the San Luis Obispo library.

The State Clearinghouse posted the report on their website as SCH #2017071040, and distributed paper copies to the following agencies:

- Department of Fish and Wildlife, Region 4;
- Department of Parks and Recreation;
- Department of Water Resources;
- Caltrans, Division of Aeronautics;
- California Highway Patrol;
- Caltrans, District 5;
- Native American Heritage Commission;
- Public Utilities Commission;
- Regional Water Quality Control Board, Region 3; and
- State Water Resources Control Board, Division of Drinking Water.

On August 21, 2017, RTA staff received confirmation from the State Clearinghouse that no comments were provided by State agencies by the August 18, 2017 deadline. No other requests were fielded from the public or any other governmental agency to obtain copies of the draft IS-MND report.

Summary of Public Input Received

In late-May 2016, the RTA mailed letters to all known interested tribes/tribal representatives in the region to comply with AB-52 Tribal Consultation requirements. On June 6, RTA staff spoke with a representative from the Santa Ynez Chumash tribe and she stated her support for an extended Phase I Cultural Resources review. On June 16, a representative from the Salinan Tribe requested that an archaeologist and a cultural resource specialist from the Salinan tribe be on site during all ground disturbing activities for the project. A similar request was provided during an on-site meeting with a Northern Chumash Tribal Council representative on June 30, 2017.

RTA staff only received two formal comments on draft IS-MND report, as summarized below:

1. On August 8, 2017, the Federal Transit Administration (FTA) submitted an email, and staff followed up with a telephone conversation on August 18, 2017. The FTA's comments focused on relatively minor text and graphics suggestions, as well as a request to clarify potential impacts as part of the impending request that the FTA consider granting a Categorical Exclusion from further National Environmental Protection Act (NEPA) evaluation. All of the FTA's suggestions were incorporated into the Initial Study text and are included in the Final Mitigated Negative Declaration document attached hereto.

2. The City of San Luis Obispo submitted a response on August 16, 2017 stating that the City has no comments or questions about the evaluation included in the draft IS-MND report.

The State Clearinghouse affirmed in an August 21 letter that no responding agencies submitted comments during the 30-day comment period.

<u>Changes Incorporated into the Final MND Document</u>

The following are staff's recommended clarifications that could be discussed by the RTA Board as it considers adopting the attached final draft MND. All of the changes outlined in this section are included in the attached revised MND report. In comparison to the original draft IS-MND accepted by the RTA Board at its July 6th meeting, all instances of new text in the revised MND report are <u>underlined</u>, while any removed text is indicated using ~~strikethrough~~.

1. RTA staff has created and included a new figure (Figure 3) in the final MND report depicting the location of the project site, the downtown San Luis Obispo transit center, and the existing RTA Maintenance Facility.

2. RTA staff revised the Background/Project History section of the MND report to clarify the location of the existing, leased RTA maintenance facility and downtown SLO transit center relative to the project site.

3. RTA staff revised the Background/Project History section of the MND report to detail the approach used in the RTA *Siting Analysis Report*, completed in January 2015, to review the RTA operations and system needs, and provide a review of several alternative sites that were considered for the proposed facility.

4. RTA staff revised the Project Overview section of the Description of the Project in the MND report to include reference to the *Transit Garage Planning Guidelines* (SG Associates, Inc. 1987) used in the RTA *Site Analysis Report*, relative to the provision of the major project components.

5. RTA staff revised the Project Overview section of the Description of the Project in the MND report to reference bus stops that would be located in the vicinity of the new maintenance facility upon project implementation.

6. RTA staff revised the site plan included on a new Figure 4 (formerly Figure 3 in the draft IS-MND) to show potential outdoor location for bus servicing/washing at the proposed facility.

7. RTA added language in the Tribal Cultural Resources section of the MND report to note that no Federally-designated tribes are identified in San Luis Obispo County.

If the RTA Board accepts these revisions in the final draft MND report, staff will subsequently remove the underlined/~~strikethrough~~ language from the document and publish it as the Final MND report.

Adopt Mitigation Monitoring and Reporting Program

The RTA has an obligation to carry out the commitments it makes to protect the environment. As listed in Mitigation Measures Required for the Project section of the MND document, a total of 15 measures are proposed to mitigate or avoid significant environmental impacts as a result of the proposed project. Of these 15 Mitigation Measures, all are either preconstruction-related or construction-related and will effectively expire once the project is fully implemented – with the exception of *AQ-3 Measures to Reduce Operational Idling Emissions*. This mitigation measure will require on-going monitoring and reporting.

It shall be the responsibility of the RTA Executive Director to ensure all of the 15 Mitigation Measures are carried out during the preconstruction and construction phases, as well as the on-going monitoring program for the single operational mitigation presented above. During the preconstruction and construction phases, the RTA Executive Director will report on the status of each of the 14 mitigations at each regularly scheduled RTA Board meeting as part of his Executive Director's written report. Once the construction phase is completed, the RTA Executive Director will provide a written annual monitoring report for the single operational mitigation measure for a period of five years. If any challenges arise, it will be reported immediately instead of at year-end. For example, if the Air Resources Board changes the idling requirements during the five-year monitoring period, the Executive Director would report it to the RTA Board and seek direction on addressing the problem.

Filing of Notice of Determination

If the RTA Board chooses to adopt the final draft MND report, RTA staff must take further steps to ensure compliance with CEQA law. The first step is to authorize the RTA Executive Director to execute the Mitigated Negative Declaration statement on page 13 of the revised MND document.

Next, as the lead agency, the RTA must file a notice of determination within five working days after deciding to carry out or approve the project. The notice of determination shall include:

1. An identification of the project including the project title as identified on the proposed mitigated negative declaration, and its location.

2. A brief description of the project.

3. The agency's name and the date on which the agency approved the project.

4. The determination of the agency that the project will not have a significant effect on the environment.

5. A statement that mitigated negative declaration was adopted pursuant to the provisions of CEQA.

6. A statement indicating whether mitigation measures were made a condition of the approval of the project, and whether a mitigation monitoring plan/program was adopted.

7. The address where a copy of the mitigated negative declaration may be examined.

Since the RTA is a local agency, staff must file the notice of determination with the San Luis Obispo County Clerk within five working days after approval of the project by the RTA Board. A notice of determination filed with the County Clerk shall be available for public inspection and shall be posted by the County Clerk within 24 hours of receipt for a period of at least 30 days. Thereafter, the County Clerk shall return the notice to the RTA with a notation of the period during which it was posted. The RTA shall retain the notice for not less than 12 months.

The RTA shall also file a notice of determination with the State Office of Planning and Research, and it shall be available for public inspection and shall be posted for a period of at least 30 days. The Office of Planning and Research shall retain the notice of determination for not less than 12 months.

Implementing the Project: Procure Design and Engineering Services

If the RTA Board adopts the MND document, it is important to keep the momentum moving forward to complete the project. As mentioned above, the RTA’s existing leased facility located at 179 Cross Street is entitled through the City of San Luis Obispo for redevelopment at the end of the current lease on February 28, 2022. RTA staff recommends that the Board authorize the Executive Director to conduct a formal procurement for the first six of eight tasks identified in the draft design/engineering

scope of services document. The final two tasks (construction bidding and construction phase services) would be negotiated as an option during the initial procurement and will allow staff to seek funding for that final phase. This item will be considered separately as Agenda Item B-3.

The first six tasks identified in the design/engineering scope of services is estimated at $1,000,000. This professional services work would be funded using existing FTA Section 5307 Formula Program funds and planned Proposition 1B funds. It should be noted that, in the case of the Proposition 1B funds, the RTA has submitted the region's sole grant application to use a portion of the remaining regional discretionary Proposition 1B funds to use as local match for the RTA Bus Maintenance Facility Project. The SLOCOG Board of Directors will adopt the Proposition 1B apportionment at its October 4, 2017 meeting. RTA staff plans to bring a draft agreement with the successful design/engineering proposer to the RTA Board at its November 1, 2017 meeting.

Staff Recommendation
Approve the attached resolution:

1. Adopting the Final Mitigated Negative Declaration,

2. Adopting the Mitigation Monitoring/Reporting Program; and

3. Directing staff to pursue the project by procuring design and engineering services.

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
RESOLUTION NO. 2017-____

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY MAKING FINDINGS, ADOPTING A MITIGATION MONITORING PROGRAM, APPROVING A MITIGATED NEGATIVE DECLARATION, AND DIRECTING FILING OF THE MITIGATED NEGATIVE DECLARATION FOR THE RTA BUS MAINTENANCE FACILITY PROJECT

WHEREAS, the RTA operates public transportation services in San Luis Obispo County; and

WHEREAS, the RTA leases property at 179 Cross Street in San Luis Obispo for its administration, operations and maintenance functions; and

WHEREAS, the lease ends on February 28, 2022 and the property owner has stated his desire to redevelop the property at the end of the current lease period; and

WHEREAS, a new administration, operations and maintenance facility is needed to adequately support existing and future public transportation services; and

WHEREAS, according to the draft Initial Study – Mitigated Negative Declaration (prepared in July 2016), the proposed RTA Bus Maintenance Facility Project has the potential to result in significant environmental impacts in the areas of air quality, biological resources, cultural resources, noise and tribal resources unless it is implemented according to specified mitigation measures; and

WHEREAS, the RTA has caused a draft July 2016 Initial Study – Mitigated Negative Declaration of environmental impact and mitigation monitoring program to be prepared for the RTA Bus Maintenance Facility Project; and

WHEREAS, the RTA has held a duly noticed public hearing on September 6, 2017, for the purpose of receiving evidence and considering the July 2016 Initial Study – Mitigated Negative Declaration; and

WHEREAS, the RTA has responded to all comments received from the public review, and comments and any revisions have been incorporated in the RTA Bus Maintenance Facility Project Final Mitigated Negative Declaration, dated September 6, 2017 (Final Mitigated Negative Declaration); and

WHEREAS, the RTA has considered all evidence and the Final Mitigated Negative Declaration; and

WHEREAS, the mitigation measures set forth in the Final Mitigated Negative Declaration will mitigate or avoid the significant effects of the project to the point where clearly no significant environmental impacts will occur; and

WHEREAS, the mitigation measures set forth in the Final Mitigated Negative Declaration shall be fully enforceable and monitored by RTA staff via incorporation into project plans, permit conditions, construction agreements, or by other means a specified in the mitigation monitoring program; and

WHEREAS, there is no substantial evidence in the record supporting fair argument that the project, as conditioned, and described in the Final Mitigated Negative Declaration will have a significant effect on the environment; and

WHEREAS, the Final Mitigated Negative Declaration reflect the RTA's independent judgement.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY HEREBY RESOLVES:

1. The findings are true; and

2. The Board hereby adopts the RTA Bus Maintenance Facility Project Final Mitigated Negative Declaration prepared by Rincon Associates, dated September 2017; and

3. The Board approves a mitigation monitoring program for the project, which is found in the September 6, 2017 Staff Report for the Final Mitigated Negative Declaration; and

4. The mitigation measures shall be fully enforceable and monitored by RTA staff via incorporation into project plans, permit conditions, construction agreements, or by other means as specified in the mitigation monitoring program; and

5. Authorize the RTA Executive Director to execute the Mitigated Negative Declaration Determination letter, and make all required submittals to the State Office of Planning and Research and to the County Clerk; and

6. Direct the RTA Executive Director to submit a formal request to the Federal Transit Administration to grant a Categorical Exclusion for the project based on the Final Mitigated Negative Declaration report; and

7. Authorize the RTA Executive Director to carry out the project by procuring design and engineering services; and

8. The record of the proceedings is located at the office of the San Luis Obispo Regional Transit Authority, 179 Cross Street, San Luis Obispo, CA.

Upon motion of Director _____, seconded by Director _____, and on the following roll call, to wit:

AYES:
NOES:
ABSENT:
ABSTAINING:

The foregoing resolution is hereby adopted this 6th day of September 2017.

_____
Lynn Compton, Chairperson
San Luis Obispo Regional Transit Authority

ATTEST:

_____
Geoff Straw, Executive Director
San Luis Obispo Regional Transit Authority

APPROVED AS TO FORM AND LEGAL EFFECT:

By: _____
Timothy McNulty
RTA Counsel

Date: _____

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September 7, 2017

Leslie Rogers, Regional Administrator
Federal Transit Administration Region 9
90 7th St., Suite 4-310
San Francisco, CA 94103-6701

Re: **Request Categorical Exclusion for RTA Maintenance Facility in San Luis Obispo**

Dear Mr. Rogers:

The San Luis Obispo Regional Transit Authority (RTA) is seeking the FTA's concurrence that the proposed transit-related improvements in San Luis Obispo for vehicle storage, vehicle maintenance, operations and administration purposes should be considered as a Categorical Exclusion, and that no further/deeper NEPA environmental evaluation be required. In particular, the RTA believes the proposed project should qualify for a Categorical Exclusion under C.F.R. §771.118(c)(9), which states:

> *"Assembly or construction of facilities that is consistent with existing land use and zoning requirements (including floodplain regulations) and uses primarily land disturbed for transportation use, such as: buildings and associated structures; bus transfer stations or intermodal centers; busways and streetcar lines or other transit investments within areas of the right-of-way occupied by the physical footprint of the existing facility or otherwise maintained or used for transportation operations; and parking facilities."*

Categorical exclusion means a category of actions which do not individually or cumulatively have a significant effect on the human environment and which have been found to have no such effect in procedures adopted by the FTA in implementation of these regulations (40 C.F.R. § 1507.3) and for which, therefore, neither an environmental assessment nor an environmental impact statement is required.

As detailed in the section-by-section analyses below, the RTA's proposed action will not cause:

1. Significant environmental impacts;

2. Substantial controversy on environmental grounds;

3. Significant impact on properties protected by Section 4(f) of the DOT Act or Section 106 of the National Historic Preservation Act; or

4. Inconsistencies with any Federal, State, or local law, requirement or administrative determination relating to the environmental aspects of the action.

As detailed in the attached January 7, 2015 *Site Consideration for a RTA Long-Term Garage Facility* staff report (*Siting Analysis Report*), the RTA has determined that the existing transit administration, operations, and maintenance facility located at 179 Cross Street in the City of San Luis Obispo will not support expansions in regional transit service and is inadequate to support existing services efficiently. The existing facility does not contain enough bus maintenance bays, sufficient storage space for batteries and tires, or any potential expansion space. The existing facility is also 3.5 miles from the downtown San Luis Obispo transit center resulting in increased travel costs and poor customer service. Accordingly, the RTA examined twelve potential sites in southern/southeastern San Luis Obispo for a new facility and screened the sites based on prioritized criteria for the required facility and program. Based on these evaluations, the twelve original sites were narrowed down to four sites that currently possess proper zoning of Public Facility, Manufacturing, or Office. Based on a comparison of the advantages and disadvantages of each of the four sites, the subject parcel located at 253 Elks Lane was selected as the most appropriate for the proposed project despite its inclusion in a Federal Emergency Management Agency (FEMA) designated 100-year floodplain. The proposed site is only 2.2 miles from the downtown SLO Transit center.

The attached *Initial Study / Mitigated Negative Declaration for RTA Bus Maintenance Facility* report (CEQA Report) was certified by the RTA Board of Directors at its September 6, 2017 meeting. The CEQA Report was prepared to determine potential impacts and compliance with California Environmental Quality Act. The CEQA Report was prepared by Rincon Associates in close coordination with RTA staff and staff from responding/responsible agencies. The CEQA Report was initially presented to the RTA Board of Directors at its July 12, 2017 meeting, wherein the Board authorized opening the minimum 30-day public comment period. The RTA Board also authorized me to share the CEQA Report with FTA officials so that an initial FTA review could commence. The RTA Board conducted a Public Hearing at its September 6, 2017 meeting, certified the CEQA Report mitigations, and approved staff's recommendation to pursue further steps to implement the project. Finally, the RTA Board authorized me to submit this Categorical Exclusion request letter to FTA Region 9 officials at its September 6, 2017 meeting.

The RTA is herein asking that FTA staff formally review the CEQA Report and the information in this letter as it relates more directly to National Environmental Protection Act requirements, and that a Categorical Exclusion finding be granted. The RTA intends to use a combination of formula and discretionary funds to implement this project. The formula funds include FTA Section 5307, CMAQ, and California Transportation Development Act funds and Proposition 1B funds. Discretionary funds include possible FTA Section 5339 funds (grant application submitted on August 18th), increased regional State Transit Assistance funds recently enacted under

California Senate Bill 1, California Clean Energy and any other discretionary funds that we can identify. The RTA has also begun discussions with local financial lenders to assist in funding the project.

Section A: Project Description, and Purpose and Need

As noted in the "Project Overview" section of the CEQA Report, the project would involve the construction of an approximately 45,000 square-foot, two-story combined administration headquarters and bus maintenance building on the eastern portion of the approximately 6.5 acre project site, generally consistent with the functional space requirements and specifications detailed in the RTA *Siting Analysis Report*. The bus operations and maintenance functions would be located on the first floor of the proposed development, and would also include large- and small-parts storage, and clean-room workspace (for high-tech components servicing). The administration headquarters would be located on the second floor of the proposed development and would be used for offices, a conference room, and employee restrooms, showers, and lockers. The remainder of the project site would be developed for outdoor circulation, storage, servicing, and inspection. A 0.2 acre drainage basin is also planned for inclusion in the center of the northwestern parking lot. The proposed on-site parking would accommodate approximately 67 public transit buses and vans as well as 120 employee and visitor vehicles, respectively, for a total of 187 on-site parking spaces. In total the developed area proposed for the project is approximately 4.2 acres. The remaining acreage (approximately 2.3 acres) is anticipated to be used for property setbacks and for the future Prado Road overpass and Elks Lane re-alignment. Construction of the project would require development of the proposed buildings to withstand a 100-year flood level event. Figure 4 in the CEQA Report provides the site plan for the proposed project.

Section B: Location of Project

The project site is located at 253 Elks Lane in San Luis Obispo, which is also referred to as Assessor Parcel Number 053-041-071. It is bordered by US-101 to the west, a drive-in theater to the north, the Homeless Services Center (currently under construction) to the east, and the City of San Luis Obispo Corporation Yard to the south. It should be noted that the local fixed route provider (SLO Transit) would be conveniently located across Prado Road in the City's Corporation Yard. The northbound US-101 Prado Road off- and on-ramp are located at the southwest corner of the project site. The project site is approximately 2.2 miles from the downtown SLO Transit center located at the intersection of Osos and Palm Streets in downtown San Luis Obispo.

The existing leased administration, operations, and maintenance facility is located at 179 Cross Street in San Luis Obispo. It is located approximately 3.5 miles from the downtown SLO Transit center.

Figures 1 and 2 in the attached CEQA Report provide the location of the proposed project site.

Section C: Metropolitan Planning and Air Quality Conformity

The proposed project is consistent with the 2014 San Luis Obispo Council of Governments *Regional Transportation Plan* (RTP), which was adopted on April 1, 2015. The Air Quality Conformity Report is included as Appendix D of the RTP, which was adopted on December 3, 2014. The RTP is a comprehensive plan guiding transportation policy for the region and makes recommendations concerning improvements to the existing transportation network of highways, transit, air, water, rail and bicycling. The Bus Maintenance Facility is identified as project number CEN-PT-1406 on page 5-52 of the RTP. Securing a location for the RTA Maintenance Facility project is seen as fulfilling several of the strategies for satisfying multiple recommendations in the RTP, including:

1. Support the incorporation of projects that enable access by transit, bicycling and walking. It is especially helpful for persons seeking services at the adjacent Homeless Services Center.

2. Support the implementation of programs and projects that enhance multimodal transportation choices, limit automobile oriented development and promote pedestrian scale communities.

3. Work with Caltrans, local jurisdictions and transportation providers to develop transportation facilities and amenities that fit within the unique character of the community.

The location of the proposed project is within the jurisdiction of the San Luis Obispo County Air Pollution Control District (APCD). The project would not be located in or directly adjacent to a Federal air quality non-attainment area. However, the air district currently exceeds the State standards of ozone and fine particulate matter. The APCD's 2001 *Clean Air Plan* (CAP) and its amendments identify emission control measures addressing the attainment and maintenance of State and Federal ambient air quality standards. The proposed project would not result in any inconsistencies with the adopted CAP, would not result in significant air quality impacts, and would not result in additional carbon monoxide generation.

The CAP includes land use management strategies to guide decision makers on land use approaches that result in improved air quality. Implementation of the proposed project is not anticipated to conflict with the CAP because the project is limited to relocation of an existing bus maintenance facility site. Proposed improvements would not increase population predictions estimated in the CAP for the city of San Luis Obispo. Construction of the proposed project would temporarily increase the number of vehicle trips for the duration of the proposed construction phase (likely 12 to 18 months). Operation of the proposed project would require no additional RTA employees in comparison to employee activities at the current site located approximately 2.2 miles to the south of the proposed project site. The project is located within a small urbanized area, and would address existing demands for public transit services in San

Luis Obispo County. Due to the nature of the project, the proposed land use of the site would not change or require transportation control measures.

Therefore, the Metropolitan Planning and Air Quality Conformity impacts are expected to be less than significant.

Section D: Land Use and Zoning

The proposed project would be in keeping with existing City of San Luis Obispo land use and zoning requirements, and would use land already disturbed for transportation or similar uses. The proposed property is appropriately zoned for Office with a Planned Development overlay (O-PD) uses, and it is surrounded by other public uses to the east (US Highway 101). To the south is the City of San Luis Obispo Corporation Yard and the northbound US-101 on- and off-ramps. To the north is the Sunset Drive-In Theater, and the east is the quasi-public Homeless Services Center. The proposed project site is also located in the San Luis Obispo County Regional Airport Land Use Plan safety zone S-1b, which has been substituted by City overrule for the requirements of the Airport Overlay Zone which are outlined in Chapter 17.57 of the City's Zoning Regulations (Zoning Regulations Section 17.22.010.B). The implementation of the project would be compatible with surrounding land uses.

Section E: Traffic and Parking Impacts

As presented in *Appendix F: Traffic Impact Study* of the CEQA Report, the proposed project would not seriously impact traffic patterns in and around the City of San Luis Obispo. RTA provided hour-by-hour employee arrival-departure data, as well as hour-by-hour bus departure-arrivals data, to public works and planning staff at the City of San Luis Obispo. Neither department identified these vehicle movements as needing further review. No private vehicle parking would be eliminated as a result of the project. The project site is currently served by the municipal transit operator (SLO Transit), and no additional RTA service is currently being contemplated to/from the site. However, RTA Route 10 intercity service between the cities of San Luis Obispo and Santa Maria would include bus stops approximately 1,200 feet away on Higuera Street (County Social Services bus stop northbound, and Department of Motor Vehicles bus stop southbound).

Section F: Carbon Monoxide, PM2.5 and PM10 Hot Spots

Implementation of the project would not result in serious traffic impacts. Furthermore, the proposed project is not located in a Federal non-attainment area or maintenance area for carbon monoxide, PM2.5 or PM10. Although the proposed project would be located in a district that exceeds State standards of ozone and particulate matter, it would be consistent with the APCD's Transportation Control Measures T-2A Local Transit System Improvements and T-2B Regional Public Transit Improvements found in the CAP. Specifically, such local and regional transit improvements are anticipated to reduce emissions, vehicle miles traveled, and average daily trips – all of which help to reduce vehicle emissions in the region.

Section G: Historic and Cultural Resource Impacts

As identified in *Appendix C: Phase I Cultural Resources Survey* of the CEQA Report, the proposed project would not have adverse impact on any known cultural, historic or archeological resources. No Federally-recognized tribes are located in San Luis Obispo County. In addition, the RTA has identified three Mitigations that would be undertaken both before and during construction to protect resources that might be discovered during ground-disturbing activities and to thus ensure impacts are less than significant.

Sections H and I: Noise and Vibration Impacts

As identified in *Appendix E: Noise Measurement Information* of the CEQA Report, by implementing the four noise-related mitigations the proposed project would not have significant impacts on any noise or vibration sensitive land uses or other sensitive receptors.

Section J: Acquisitions & Relocations

No new land acquisitions or temporary construction easements would be required to implement the project. The proposed property was purchased jointly by RTA and Community Action Partnership of San Luis Obispo (CAPSLO) in 2014 using non-Federal funds. As soon as the purchase was completed, a public lot split was filed with the County of San Luis Obispo so that CAPSLO could undertake its Homeless Services Center project and RTA could begin the environmental review process for the potential future Bus Maintenance Facility project. As part of the lot split, RTA assumed the existing month-to-month lease agreement with the U-Haul dealer that was/is located on the southwest corner of the project site. If the project is ultimately implemented at the proposed site, then RTA would follow the *Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970* to ensure that local the U-Haul business owner will be treated fairly and equitably, and will receive assistance in moving from the property he currently leases.

Section K: Hazardous Materials

Prior to purchasing the property in 2014, the RTA hired Earth Systems Pacific to conduct investigations on the historical use of the property, and to conduct on-site evaluations – including site boring in areas where underground storage tanks formerly existed. As detailed in the April 17, 2014 soil sampling and analysis report, the underground storage tanks were appropriately removed following closure of the gas station in the late 1980s, and the remedial excavation related to the USTs in was completed in 1991. The former gas station has since been used as a leased U-Haul dealer location. No hazardous materials were discovered during these investigations. The attached CEQA Report provides details on mitigations that the RTA agrees to implement in order to avoid any potential impacts to nearby areas through appropriate design and storm water system maintenance procedures.

Section L: Community Disruption and Environmental Justice Analysis

Based on how the State of California defines disadvantaged communities, none are located within or adjacent to the proposed project site. The proposed project would not divide the community or affect the community character. In fact, implementation of the proposed project would include City of San Luis Obispo-required landscape improvements and other amenities, which would foster implementation of City goals.

Section M: Use of Section 4(f) Resources

Appendix B: Natural Environment Study of the CEQA Report presents findings about potential impacts of the proposed project to the natural environment. The biological study area (BSA) comprised the 6.5-acre project site. Biological field surveys, including reconnaissance-level wildlife and aquatic resources inventories and a full floristic botanical survey within the BSA, were conducted on October 26, 2016. The BSA contains a U-Haul facility, which includes a small building and parking lot. The remainder of the BSA is vacant with scattered vegetated areas consisting predominantly of introduced species of grasses, herbs and sub shrubs. One high-voltage electric power transmission tower is located near the center of the site.

Section 4(f) of the Department of Transportation Act of 1966 prohibits FTA and other USDOT agencies from approving the use of land from a publicly owned park, recreation area, or wildlife and waterfowl refuge, or any significant historic site, unless:

1. There is no feasible and prudent alternative to using the property, and

2. The proposed action includes all possible planning to minimize harm to the property resulting from such use.

As detailed in the CEQA Report, the proposed site is not a 4(f) property. Laguna Lake Park is the nearest publicly owned park (approximately one-third mile away).

Section N: Impacts on Wetlands

As detailed in *Appendix B: Natural Environment Study* of the CEQA Report, there are no wetlands or aquatic features within or directly adjacent to the proposed project site.

Section O: Floodplain Impacts

As noted above, the RTA selected the site based on a comparison of the advantages and disadvantages of each of the sites that were analyzed. The proposed project site was selected as the most appropriate despite its inclusion in a Federal Emergency Management Agency (FEMA) designated 100-year floodplain. Construction of the project would require development of the proposed buildings to withstand a 100-year flood level event, as well as the need for imported fill to elevate the proposed building above the floodplain. *Appendix D: Preliminary*

and Supplemental Floodplain Analyses in the CEQA Report details our investigations into floodplain issues, including extensive discussions with City of San Luis Obispo public works officials to determine possible design features to avoid impacts. These analyses provided the basis for all findings that the proposed project would not be impacted significantly by the floodplain zone, nor would implementation of the proposed project have any significant impacts on the floodplain zone.

Section P: Impacts on Water Quality, Navigable Waterways, and Coastal Zones

The proposed project site is not located within a designated Wild and Scenic River area, nor is it located near Navigable Waterways, in a Coastal Zone or near a Sole Source Aquifer. As detailed in *Appendix D: Preliminary and Supplemental Floodplain Analyses* of the CEQA Report, storm water drainage at the proposed site generally flows from northeast to southwest. As the attached CEQA Report stipulates the need for design elements to meet applicable storm water performance requirements, the RTA would include those elements in the site improvement construction activities as part of the project. In particular, post construction water quality site design features would be implemented to treat water quality and provide runoff retention.

Construction and implementation of the project would not substantially alter the existing drainage pattern of the site, result in a significant increase in the rate or amount of surface runoff, or result in flooding exceeding existing conditions during rainfall.

Implementation of existing regulations, including a Storm Water Pollution Prevention Plan (including Best Management Practices, or BMPs) exclusively for the RTA's operations would mitigate the potential for adverse effects. Therefore, based on the location and design of the proposed project, impacts are expected to be less than significant.

Section Q: Impacts on Ecologically-Sensitive Areas and Endangered Species

As described in *Appendix B: Natural Environmental Study* of the CEQA Report, the proposed project site is not considered a natural habitat and is not considered suitable for special-status plants or animals. Due to the existing level of disturbance, project impacts to this area are not expected to be significant.

Section R: Impacts on Safety and Security

The project site is served by the San Luis Obispo Fire Department. The nearest fire station is located approximately 5 minutes (1.7 miles) from the project site at 2160 Santa Barbara Avenue in San Luis Obispo. Access to the project site would be from Prado Road, northbound US-101 and from Elks Lane. The proposed project would not impose a significant demand for fire protection services.

The project site is also served by the City of San Luis Obispo Police Department. The Police Department is located approximately 7 minutes (2.9 miles) from the project site at 1042 Walnut

Street in San Luis Obispo. Access to the project site would be from Prado Road, northbound US-101 and from Elks Lane. Bus storage operations do not typically have a high demand for police protection. The project would be fully fenced, include security cameras, and use sliding gates that would be locked every evening to protect RTA assets.

Overall, no new public safety facilities or additional personnel would be required due to implementation of the project at the proposed site. The local municipal fixed-route transit operator (SLO Transit) already serves the site, and project improvements would include local requirements for sidewalks, ADA access and appropriate lighting. Anticipated impacts are considered less than significant and no mitigation is required.

Section S: Impacts Caused by Construction

Construction activities are not anticipated to cause significant impacts, although the RTA would implement the standard City of San Luis Obispo construction-related mitigations identified in the CEQA Report. No temporary parking would be required. Because the site will require eventual land dedication for a planned future US-101 overcrossing, there is sufficient on-property space for construction staging.

The RTA would also adhere to APCD requirements to reduce emissions during construction, as detailed in the CEQA Report. These mitigation measures would be shown on all applicable construction plans, and include a variety of requirements related to construction equipment, diesel idling restrictions for construction phases, asbestos abatement (naturally occurring and materials in demolition), and fugitive dust reduction. With proper implementation of these mitigation measures, the estimated emissions associated with construction of the proposed project would be below established APCD thresholds and would ensure that potential impacts to sensitive receptors would be less than significant during construction of the project.

Section T: Supporting Technical Studies or Memoranda

The RTA worked closely with a team of professional environmental consultants led by Rincon Associates to complete the attached CEQA Report. The study included efforts to closely coordinate with local, regional and State agencies over a 16 month period. A Mitigated Negative Declaration was certified by the RTA Board of Directors at its September 6, 2017 meeting.

Prior to beginning the formal CEQA study, staff presented a *Siting Analysis Report* to the RTA Board of Directors at its January 7, 2015 meeting. The *Siting Analysis Report* presented estimates for the area needed for each function – administration, operations and maintenance – as well as for revenue vehicle, employee and visitor parking. In total, a minimum 4.6 acre parcel is needed. The *Siting Analysis Repor*t also summarized the site selection process to arrive at the proposed site, including the initial identification of twelve site, a screening process to narrow them down to four sites, and the recommended site at 253 Elks Lane. The RTA Board unanimously adopted this report.

Section U: Public Outreach and Agency Coordination

The RTA closely followed its Environmental Evaluation Policy to complete the CEQA Report. The Policy was adopted by the RTA Board of Directors at its May 4, 2016 meeting. While the Policy primarily focuses on environmental reviews required under CEQA, it also provides direction to staff when developing environmental reviews required under the National Environmental Protection Act (NEPA). The Policy identifies public outreach and agency coordination steps, including coordinating input through the State Clearinghouse agency outreach process, County Clerk notification responsibilities, and other outreach requirements.

A draft copy of this letter and of the draft CEQA Report were presented to the RTA Board at its July 12, 2017 meeting. At that meeting, the RTA Board directed staff to open the minimum 30-day public comment period, and to schedule a public hearing to consider certifying the CEQA Mitigated Negative Declaration finding. The State Clearinghouse assigned our project SCH number 2017071040, and the public comment period was officially recognized from July 20, 2017 through August 18, 2017. As detailed in an August 21, 2017 letter from Scott Morgan, Director of the State Clearinghouse, no comments were submitted by responding agencies through the State Clearinghouse process.

The RTA Board conducted the public hearing on September 6, 2107. The staff report included a summary of public input received, as well as slight language and graphics revisions to the CEQA Report. A total of ___ persons provided oral or written testimony, which is summarized as… The RTA Board of Directors voted ____ to ____ in favor of:

1. Certifying the CEQA finding,
2. Authorizing the RTA Executive Director to submit this NEPA Categorical Exclusion request letter, and
3. Authorizing the RTA Executive Director to solicit proposals for design/engineering services for the RTA Bus Maintenance Facility Project.

The RTA will publicize the final/amended CEQA Report with the County Clerk for 30 days, which will complete our CEQA obligations per State law. Since RTA is a superior agency to the City of San Luis Obispo, a construction permit would not be required. However, to demonstrate our desire to maintain good relations with our jurisdiction partners, RTA would obtain a City of San Luis Obispo building permit. No zoning variances would be required. The City of San Luis Obispo would also require RTA to develop and manage its own Storm Water Pollution Prevention Plan. No other commitments are required.

Projected Costs for Implementation

The attached January 7, 2015 *Siting Analysis Report* (which is also referenced in the CEQA Report) provides a construction cost estimate of approximately $10 Million, which includes costs associated with office furnishings and maintenance infrastructure. However, that

estimate does not include design/engineering, permitting or environmental review costs. It should be noted that RTA currently pays annual rental costs of almost $400,000 to a private company that would no longer be necessary when the new maintenance facility is completed. RTA herein asserts that it will have sufficient funds to implement the project, as well as on-going funds to operate the facility into the future.

Conclusions and Affirmations

In submitting this *RTA Maintenance Facility* Categorical Exclusion request to the FTA, the RTA affirms that it has reviewed and supports the information presented documenting the proposed action as meeting the criteria for a Categorical Exclusion in accordance with 23 CFR Part 771.118 (c)(9). Following independent review and verification by FTA, the RTA requests that we be notified of the acceptability of its submission so that we can move forward with final design and engineering of the site.

A copy of this letter and the referenced reports will be attached to FTA Grant CA-90-Z272 in TrAMS. Feel free to call me at (805) 781-4465 with any questions or comments.

Sincerely,

Geoff Straw
RTA Executive Director

cc: Catherine Lu, FTA Region 9

Attachments:

1. January 7, 2015 RTA Staff Report, *Site Consideration for a RTA Long-Term Garage Facility*
2. *Initial Study – Mitigated Negative Declaration for RTA Bus Maintenance Facility* report

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San Luis Obispo Regional Transit Authority Maintenance Facility Project

Initial Study – Mitigated Negative Declaration

prepared by
San Luis Obispo Regional Transit Authority
179 Cross Street, Suite A
San Luis Obispo, California 93401

prepared with the assistance of
Rincon Consultants, Inc.
1530 Monterey Street, Suite D
San Luis Obispo, California 93401

September 2017

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Environmental Scientists Planners Engineers
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September 2017

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Table of Contents

Initial Study 1
1 Project Title 1
2 Lead Agency Name and Address 1
3 Contact Person and Phone Number 1
4 Project Location 1
5 General Plan Designation 1
6 Zoning 4
7 Environmental Setting and Surrounding Land Uses 4
8 Background/Project History 5
9 Description of Project 7
10 Native American Consultation 9
11 Required Approvals 10
12 Other Agencies With Review or Approval Authority 10
Environmental Checklist 15
1 Aesthetics 15
2 Agriculture and Forest Resources 21
3 Air Quality 23
4 Biological Resources 33
5 Cultural Resources 39
6 Geology and Soils 43
7 Greenhouse Gas Emissions 47
8 Hazards and Hazardous Materials 53
9 Hydrology and Water Quality 61
10 Land Use and Planning 69
11 Mineral Resources 71
12 Noise 73
13 Population and Housing 87
14 Public Service 89
15 Recreation 91
16 Transportation 93
17 Tribal Cultural Resources 101
18 Utilities and Service Systems 105
19 Mandatory Findings of Significance 109
Mitigation Measures Required for the Project 111
References 117
Bibliography 117
List of Preparers 121

Tables

Table 1 Health Effects Associated with Non-Attainment Criteria Pollutants 24
Table 2 SLOAPCD Operational Emissions Significance Thresholds 25
Table 3 Maximum Quarterly Construction Air Pollutant Emissions (tons/quarter) 26
Table 4 Estimated Operational Daily Air Pollutant Emissions 27
Table 5 Estimated Operational Annual Air Pollutant Emissions 28
Table 6 Previously Recorded Resources within 0.5 mile of the APE 40
Table 7 Estimated Construction Emissions of GHGs 49
Table 8 Combined Annual Emissions of GHGs 50
Table 9 Project Consistency with Applicable Climate Action Plan Measures 51
Table 10 Cleanup Sites & Permitted Facilities within 1,000 Feet of 253 Elks Lane, San Luis Obispo 57
Table 11 Typical Vibration Levels for Construction Equipment 74
Table 12 Maximum Noise Exposure for Noise-Sensitive Land Use Areas 76
Table 13 City Maximum Noise Exposure for Noise-Sensitive Land Use Areas Due to Stationary Noise Sources 77
Table 14 City of San Luis Obispo Municipal Code Exterior Noise Limits (Levels not to be exceeded more than 30 minutes in any hour) 77
Table 15 Maximum Time Periods for Increased Noise Levels 78
Table 16 Maximum Noise Levels for Nonscheduled, Intermittent, Short-Term Operation (Less than 10 Days) of Mobile Equipment at Residential Properties 78
Table 17 Maximum Noise Levels for Repetitively Scheduled, Relatively Long-Term Operation (10 Days or More) of Stationary Equipment at Residential Properties 79
Table 18 Noise Monitoring Results 79
Table 19 Noise Ranges of Typical Construction Equipment 83
Table 20 City of San Luis Obispo Multimodal LOS Objectives, Service Standards, and Significance Criteria 98
Table 21 Summary of Traffic Effects in RTA Project Vicinity 98

Figures

Figure 1 Project Vicinity Map 2
Figure 2 Project Site Boundary Map 3
Figure 3 Project Site and Existing Transit Facilities 6
Figure 4 Site Plan 11

Appendices*

Appendix A: Air Quality and Greenhouse Gas Emissions Calculations and Modeling Results
Appendix B: Natural Environment Study
Appendix C: Phase I Cultural Resources Survey Report
Appendix D: Preliminary and Supplemental Floodplain Analyses
Appendix E: Noise Measurement Data
Appendix F: Transportation Impact Analysis

*Hard copies available at main RTA office and digital copies available at http://www.slorta.org/

Initial Study

1 Project Title

Regional Transit Authority (RTA) Maintenance Facility Project

2 Lead Agency Name and Address

San Luis Obispo Regional Transit Authority (RTA)
179 Cross Street, Suite A
San Luis Obispo, California 93401

3 Contact Person and Phone Number

Geoff Straw, Executive Director
(805) 781-4465
gstraw@slorta.org

4 Project Location

The project site is a 6.5-acre parcel (Assessor's Parcel Number [APN] 053-041-071), located at 253 Elks Lane adjacent to the intersection of Elks Lane and Prado Road, in the City of San Luis Obispo, California. The site is regionally accessible from United States Highway 101 (U.S. 101) which runs in the north-south direction, parallel to Elks Lane, west of the site. The project site is within the floodplain of San Luis Obispo Creek located to the east of the site. The project site is also located in the San Luis Obispo County Regional Airport Land Use Plan planning area, within the Aviation Safety Sub-Area S-1b zone (described in further detail in Section 8, *Hazards and Hazardous Materials*).

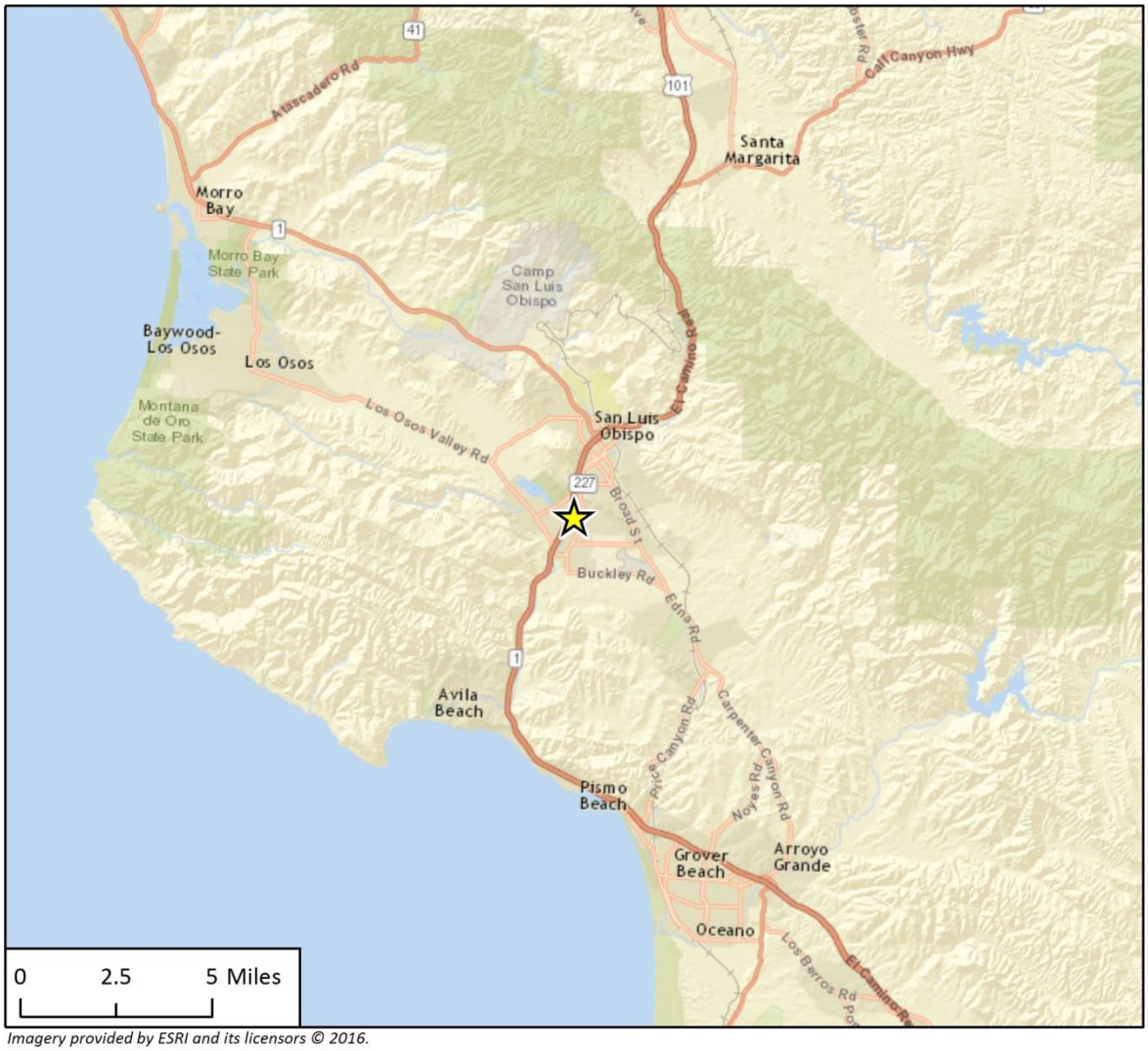
The site is currently occupied by a small U-Haul facility, including a building and parking lot, in the southwest corner of the site. The remainder of the property is vacant with scattered ruderal vegetation and most recently used as a leased employee parking/carpool/vanpool center for a distant multi-year construction project. Thus, prior to its acquisition by the RTA most of the site was graded and paved for a parking and transportation use. One high-voltage electric power transmission tower is located near the center of the site.

Figure 1 identifies the regional location of the project site and Figure 2 shows the project site within the context of the area in which it is located in the City of San Luis Obispo, and transmission lines cross the northern portion of the property.

5 General Plan Designation

The project site parcel is designated Office in the City of San Luis Obispo General Plan Land Use Element. The site is also located within the General Plan's Sunset Drive-In Theater/Prado Road Area Special Focus Area.

Figure 1 Project Vicinity Map



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Project Location

N

Fig 1 Regional Location

Figure 2 Project Site Boundary Map

6 Zoning

According to the City's Zoning Map, the project site is zoned Office with a Planned Development overlay (O-PD). The project site is also located in the San Luis Obispo County Regional Airport Land Use Plan Safety Area S-1b, which has been substituted by City overrule for the requirements of the Airport Overlay Zone which are outlined in Chapter 17.57 of the City's Zoning Regulations (Zoning Regulations Section 17.22.010.B).

7 Environmental Setting and Surrounding Land Uses

The project site is generally rectangular shaped and level, sloping slightly downward to its southwestern edge. It is currently vegetated with various non-native plants (discussed in detail in Section 4, *Biological Resources*).

The parcel is partially developed with a small U-Haul facility, which includes a small building and parking lot, in the southwestern most corner of the site. The northern portion of the site is currently vacant with scattered vegetation and was recently used as a leased employee parking/carpool lot for a distant construction site. A high-voltage electric power transmission tower is located near the center of the site, within the existing parking area. Existing uses surrounding the site area are shown on Figure 2, and include the following:

West: Elks Lane and U.S. 101, which run in the north-south direction parallel to Elks Lane, are located to the west of the project site. The U.S. 101 northbound on-ramp from Prado Road is located near the southwest corner of the site and runs parallel to the western boundary of the site connecting Prado Road to U.S. 101. Beyond U.S. 101 are a variety of commercial uses zoned Commercial Retail with a Planned Development overlay (C-R-PD).

North: Sunset Drive-In Theater is located north of the project site with a mobile home park and the San Luis Cemetery (also known as the International Order of Odd Fellows and Lawn Cemeteries) beyond. This area has a General Plan designation of Community Commercial and is zoned Community-Commercial with a Special Focus overlay (C-C-SF).

East: To the east of the project site is a vacant lot, anticipated for development into the Community Action Partnership of San Luis Obispo (CAPSLO) Homeless Services Center. Next to this lot is a storage yard with three existing structures. Two residential structures are located at the east end of the storage yard. A bus stop is planned for the area adjacent to the CAPSLO Homeless Services Center, when that facility is completed in early 2018. However, this bus stop would be served primarily by the municipal transit operator (SLO Transit). The area is zoned Office with a Special Focus overlay (O-SF).

South: The City of San Luis Obispo's corporation yard, which includes the Water Reclamation and Resources Facility (WRRF) and the existing Prado Day Center, are located across Prado Road, directly south of the project site, in the Public Facility (PF) zone. The SLO Transit (local fixed route system) bus maintenance facility is also located within the City's corporation yard. The U.S. 101 northbound off-ramp to Prado Road extends from U.S. 101 in the north-south direction parallel to western boundary of the City's corporation yard property.

8 Background/Project History

RTA is a Joint Powers Authority created by a Joint Powers Agreement with the County of San Luis Obispo, and the Cities of Arroyo Grande, Atascadero, Paso Robles, Grover Beach, Morro Bay, Pismo Beach, and San Luis Obispo. Pursuant to section 6500 et seq. of the California Government Code, a Joint Powers Authority is established when two or more public agencies by agreement jointly exercise any power common to the contracting agencies. The purpose of the Joint Powers Agreement is to enable the RTA to exercise the common powers of the member agencies to own, operate, and administer a county-wide public transportation system within the boundaries and over the territory within the jurisdiction of the Joint Powers Authority. Specifically, RTA manages regional fixed route and paratransit services throughout San Luis Obispo County and is contracted by the County of San Luis Obispo and the City of Paso Robles to operate and provide services in the unincorporated areas and the Paso Express fixed route and Paso Robles Dial-A-Ride services. Five fixed route services run throughout the region from as far north as San Miguel and San Simeon to as far south as Orcutt in Santa Barbara County.

In January of 2015, RTA completed the *Siting Analysis Report*, which provided a summary of RTA's need for a long-term transit administration, operations, and maintenance facility (San Luis Obispo RTA, 2015). The report was intended to inform the RTA Board of Directors, and for the RTA Board of Directors to provide RTA staff with direction, regarding the next steps to develop the project. The *Siting Analysis Report* includes a review of the RTA operations and system needs, and a brief review of several alternative sites considered for the facility.

As described in the *Siting Analysis Report*, RTA has determined that the existing transit administration, operations, and maintenance facility in the City of San Luis Obispo will not support expansions in regional transit service and is inadequate to support existing services efficiently. The existing facility does not contain enough bus maintenance bays, sufficient storage space for batteries and tires, or any potential expansion space. The existing facility is also located at 179 Cross Street, several miles from the downtown San Luis Obispo transit center located at corner of Palm Street and Osos Street, resulting in increased travel costs and poor customer service (Refer to Figure 3). As detailed on page B-2-8 and explained in the *Siting Analysis Report*, RTA staff determined the necessary size (in square feet) of each functional area for the maintenance facility using the *Transit Garage Planning Guidelines* model (SG Associates, Inc. 1987). This information was then presented to the RTA Property Subcommittee, which was comprised of two elected Board of Directors members and supported by RTA staff and technical staff members from the City of San Luis Obispo. ~~Accordingly,~~

The RTA Property Subcommittee and staff worked with a local commercial real estate consultant to identify and examine~~d~~ 12 potential sites in southern/southeastern San Luis Obispo for a new facility and screened the sites based on size, potential availability, and proper zoning ~~prioritized criteria~~ for the required facility and program. Based on these evaluations, the 12 original sites were narrowed down to four sites that currently possess proper zoning of Public Facility, Manufacturing, or Office. Based on a comparison of the advantages and disadvantages of each of the four sites, the ~~subject parcel~~ project site was selected as the single, most appropriate site for the proposed project despite its inclusion in a Federal Emergency Management Agency (FEMA) designated 100-year floodplain.

Figure 3 Project Site and Existing Transit Facilities

9 Description of Project

Purpose of the Project

RTA has determined that the existing leased administration, operations, and bus maintenance facility contains insufficient capacity and is inadequate to efficiently support existing services. As such, a new maintenance facility is needed to adequately support existing services. Additionally, the existing facility supports a 45 vehicle fleet and it is assumed that transit miles/hours will increase one percent annually between 2016 and 2035 (RTA, 2015).

Objectives

The objectives of the project are as follows:

- Construct a new RTA administration, operations, and bus maintenance facility that would have a greater capacity for expansion and service than the existing facility;
- Provide RTA facilities that would accommodate the anticipated transit miles/hours and associated fleet growth and provide an up-to-date RTA support facility; and
- Fulfill Program 3.2.3, Commuter Bus Service, of the City of San Luis Obispo General Plan transit service policies, which states "*The City shall work with the San Luis Obispo Regional Transit Authority (SLORTA) to maintain and expand commuter bus service to and from the City of San Luis Obispo during peak demand periods consistent with the Short Range Transit Plan and Long Range Transit Plan.*"

An important objective that must be considered when selecting a bus maintenance facility site is the distance of the site from the starting/ending points of RTA's bus routes at the Government Center passenger facility at Osos and Palm Streets in downtown San Luis Obispo. It is important that the bus storage yard be located as close as possible to the Government Center in order to conserve resources (such as fuel), to reduce emissions from both buses and employees' personal vehicles, and to minimize "deadhead" costs (i.e., employee wages, wear/tear on vehicles, etc.). Other important factors to consider during site selection include minimizing or avoiding impacts to surrounding uses, compatibility with existing land uses, minimizing impacts to nearby traffic, and providing a safe and secure facility to protect RTA assets and enhance employees' personal security. Sites other than the project site were considered as part of a screening process. However, at the RTA Board of Directors January 2, 2015 meeting, the Board of Directors determined that those sites were infeasible due to expected significant impacts to the environment or due to safety concerns.

Project Overview

The project would involve the construction of an approximately 45,000 square-foot, two-story combined administration headquarters and bus maintenance building on the eastern portion of the approximately 6.5 acre project site, generally consistent with the functional space requirements and specifications in the *Transit Garage Planning Guidelines* (SG Associates, Inc. 1987) and detailed in the RTA *Site Analysis Report*. The bus operations and maintenance functions would be located on the first floor of the proposed development, and would also include large- and small-parts storage, and clean-room workspace (for high-tech components servicing). The administration headquarters would be located on the second floor of the proposed development and would be used for offices, a conference room, and employee restrooms, showers, and lockers. The remainder of the project site would be developed for

outdoor circulation, storage, servicing, and inspection. A 0.2 acre drainage basin is also planned for inclusion in the center of the northwestern parking lot. The proposed on-site parking would accommodate approximately 67 public transit buses and vans as well as 120 employee and visitor vehicles, respectively, for a total of 187 on-site parking spaces. In total the developed area proposed for the project is approximately 4.2 acres. The remaining acreage (approximately 2.3 acres) is anticipated to be used for the future Prado Road overpass and Elks Lane re-alignment. Construction of the project would require development of the proposed buildings to withstand a 100-year flood level event. Figure 4 provides the site plan for the proposed project.

RTA Route 10 intercity service between the cities of San Luis Obispo and Santa Maria would include bus stops approximately 1,200 feet away on Higuera Street (County Social Services bus stop northbound, and Department of Motor Vehicles bus stop southbound).

Employees

Typical daily operations would employ no more than 50 persons on the project site at any given time. Training sessions for all bus operators would be held onsite two times per year and may involve up to 100 persons on-site for up to 8 hours.

Site Access and Fleet Parking

Prior to the realignment of Elks Lane, two driveways along Elks Lane would provide access to the site. An interim access driveway for guests and employees as well as a gated, bus-only access driveway would be provided.

Once Elks Lane is realigned, the interim access for guests and employees would be abandoned and replaced with a permanent access point for both buses and cars. Once inside the facility, visitor and employee parking along with the entrance to the RTA administrative headquarters building would be accessible within the northern portion of the site, while a gate inside the site would allow entrance to the secured bus parking area and bus maintenance area of the building located in the southern portion of the site. Additional ADA accessibility would be available from Prado Road and Elks Lane, prior to its realignment.

Refer to the site plan on Figure 4 for an illustration of proposed interim and permanent site access points and circulation routes, as described above.

Landscaping and Water Quality

The proposed project would include landscape elements in the site design. All plants selected for the landscape would be California native species or drought tolerant. Wastewater resulting from the bus wash would enter sewage drains and would be transported via pipes to the nearby City Water Resource Recovery Facility (WRRF) for treatment; RTA would seek use of recycled water for landscaping and possible bus wash needs. Storm water runoff from impervious surfaces including rooftops and the parking lots would be directed into Low Impact Development (LID) and Best Management Practice (BMP) systems where water would infiltrate the soil and become available for absorption by tree and plant roots. Functional landscape elements, including bioretention systems, are discussed in more detail in Section 9, *Hydrology and Water Quality*. It should also be noted that the Office zone (City Zoning Regulations Section 17.16.020 Property Development Standards: Yards) requires a minimum 'street yard' setback of 15 feet, measured from the right-of-way line or adopted setback line to the nearest

point of the wall of any building onsite. No structures, parking spaces, or parking backup spaces may be located within the yard space.

Utilities

The project site would utilize recycling, compost, refuse, and wastewater collection services as well as potable water, recycled water, electricity, natural gas, and storm drains services. Recycling, compost and refuse services would be provided by Waste Connections, Inc., located approximately 6.5 miles southeast of the project site. Specific details regarding the collection and proper disposal of potentially hazardous materials, such as oil, batteries, and other chemicals would be described in the facility's Storm Water Pollution Prevention Plan (SWPPP). Electricity would be provided by Pacific Gas and Electric (PG&E) and natural gas would be provided by Southern California Gas. Potable water would be provided by the City of San Luis Obispo Utilities Department, and wastewater would be conveyed to the City's WRRF.

Energy and Fuel

Project operations would involve liquid fuel (i.e., diesel and gasoline) facilities on-site. Such facilities would include a 7,000 gallon above-ground diesel tank and a 3,000 gallon above-ground gasoline tank, with associated pumps, lines, and secondary containment facilities. Refueling would be incidental to the parking and maintenance activities for RTA vehicles only. There would be no distribution or retail sales of fuel from these facilities. Electric vehicle charging stations and solar panels would also be included on the project site.

Emergency Services

Fire protection services would be provided by the City of San Luis Obispo Fire Department, with headquarters located a little over one mile northeast of the project site. Law enforcement services would be provided by the City of San Luis Obispo Police Department, with headquarters located approximately two miles north of the project site. Additional back up law enforcement services could be drawn from the San Luis Obispo County Sheriff's Office located five miles northwest of the project site.

Construction and Grading

Construction of the proposed project is anticipated to take approximately 12-18 months, currently projected for January 2019 to June 2021, with operations beginning in August 2021. Imported fill would be required for the project to elevate the proposed maintenance facility building pad above the City's 100-year floodplain.

10 Native American Consultation

California Native American tribes traditionally and culturally affiliated with the project area have been consulted pursuant to Public Resources Code section 21080.3.1. The contact list from the Native American Heritage Commission was received in January of 2016 with correspondence regarding the project beginning on October 19, 2016. Detailed information regarding consultation efforts and results can be found in Section 17, *Tribal Cultural Resources*.

11 Required Approvals

The following entitlement is required for the proposed development:

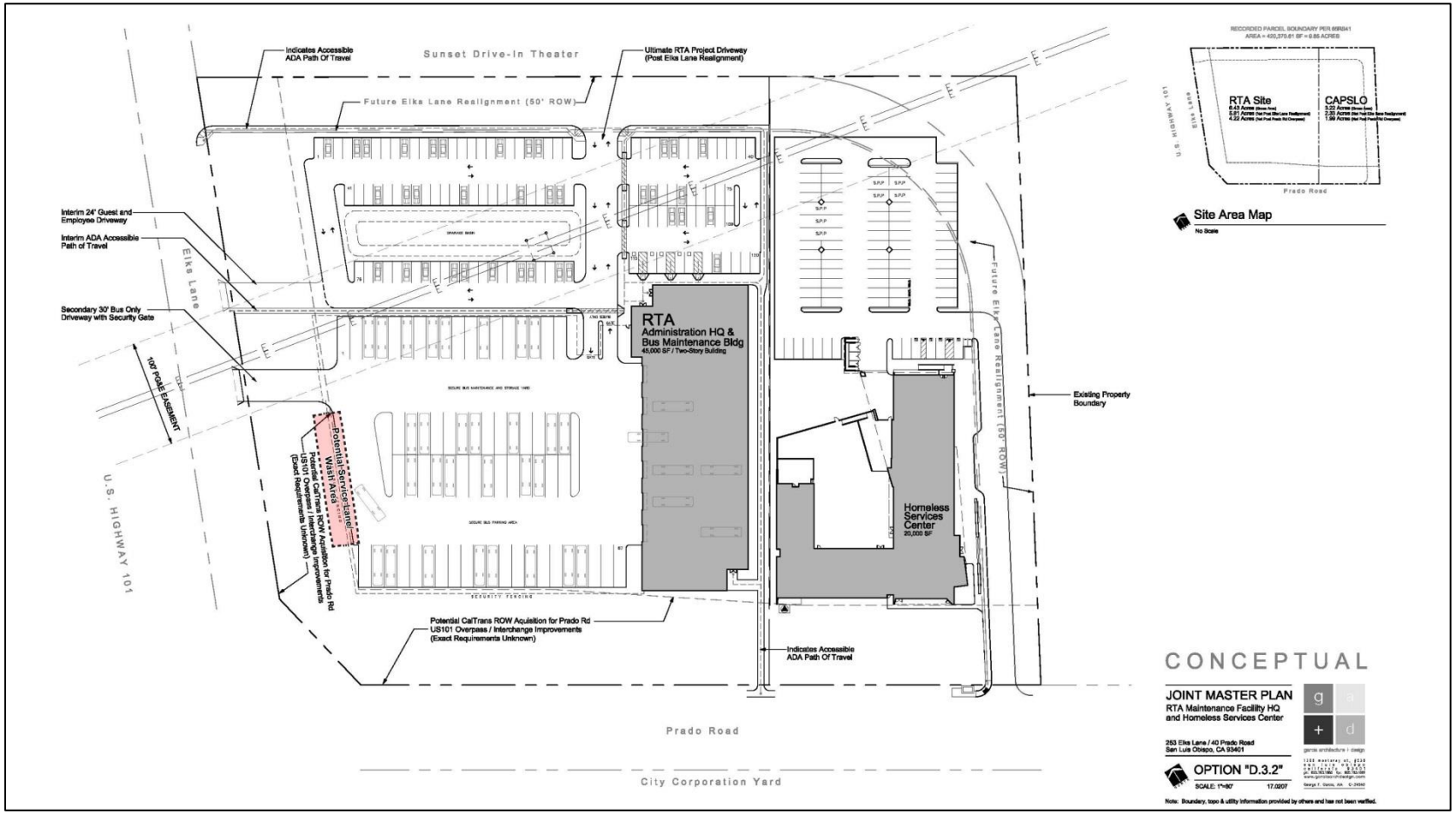
- RTA – Site plan review and approval
- City of San Luis Obispo Planning Commission – Use Permit
- Federal Transit Administration – Federal funding

12 Other Agencies With Review or Approval Authority

- City of San Luis Obispo – compliance with City Drainage Design Manual for San Luis Obispo Creek flood areas
- Central Coast Regional Water Quality Control Board – compliance with Post Construction Stormwater Management Requirements
- California Department of Transportation (Caltrans; District 5) – review for consistency with Project Study Report for Prado Road Overcrossing

This Initial Study – Mitigated Negative Declaration and all appendices referenced herein are available for review in hard copy at main RTA office and for review in digital copy online at http://www.slorta.org/.

Figure 4 Site Plan



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Environmental Factors Potentially Affected

This project would potentially affect the environmental factors checked below, involving at least one impact that is "Potentially Significant" or "Potentially Significant Unless Mitigation Incorporated" as indicated by the checklist on the following pages.

☐	Aesthetics	☐	Agriculture and Forest Resources	■	Air Quality
■	Biological Resources	■	Cultural Resources	■	Geology and Soils
☐	Greenhouse Gas Emissions	☐	Hazards and Hazardous Materials	☐	Hydrology/Water Quality
☐	Land Use/Planning	☐	Mineral Resources	■	Noise
☐	Population/Housing	☐	Public Services	☐	Recreation
☐	Transportation/Traffic	■	Tribal Cultural Resources	☐	Utilities/Service Systems
■	Mandatory Findings of Significance				

Determination

Based on this initial evaluation:

☐ I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.

■ I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions to the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.

☐ I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.

☐ I find that the proposed project MAY have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect (1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and (2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.

☐ I find that although the proposed project could have a significant effect on the environment, because all potential significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

Signature	September 6, 2017 Date
Geoff Straw Printed Name	RTA Executive Director Title

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Environmental Checklist

1 Aesthetics

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project have any of the following impacts?				
a. Substantial adverse effect on a scenic vista	☐	☐	■	☐
b. Substantial damage to scenic resources, including but not limited to trees, rock outcroppings, and historic buildings along a state scenic highway	☐	☐	☐	■
c. Substantially degrade the existing visual character or quality of the site and its surroundings	☐	☐	■	☐
d. Create a new source of substantial light or glare that would adversely affect daytime or nighttime views in the area	☐	☐	■	☐

Setting

The visual character of the area surrounding the city of San Luis Obispo is generally defined by several low hills and ridges formed by the more resistant volcanic rocks of the area such as Bishop Peak and Cerro San Luis Obispo. These peaks are also known as Morros and provide a scenic focal point for much of the city. Along with the Morros, the Santa Lucia Mountains to the northeast and Irish Hills to the southwest visually frame the city and are considered the scenic backdrop for much of the city. The surrounding hills provide a natural contrast to the urban edge of the city where development has generally remained in the lower elevations.

The City itself combines a compact urban form in a rural setting, transitioning from a well-defined urban edge to open space (Section 9, Views, General Plan Conservation and Open Space Element, City of San Luis Obispo, 2006). As reflected in its current General Plan policies, the City has been successful in maintaining an urban or suburban character, separated from a more rural character outside the City by a hard urban edge integral to its development pattern.

The project site is mostly vacant land with a small U-Haul dealership including a small building and parking lot in the southwest corner, a transmission tower, and partially-paved (entrance and aprons) dirt lot encompassing the northern half of the project site. Photos 1 through 4 illustrate the existing visual character of the project site. The project is located along Prado Road, at the

intersection of Prado Road and Elks Lane, and adjacent to the Prado Road on-ramp for northbound U.S. 101.

This segment of Prado Road is designated on Figure 11 of the City's Conservation and Open Space Element and Figure 3 of the Circulation Element as a designated scenic roadway with the category of a moderate scenic vista. Drivers and other users of Prado Road have intermittent views to Cerro San Luis Obispo, the other Morros, as well as the Santa Lucia Mountains northeast of the City. Views from Prado Road also include the Sunset Drive-In Theater screen, high-voltage electrical transmission lines, and vegetation along San Luis Obispo Creek.

Policy 15.1.2, *Development Along Scenic Routes*, of the City's Circulation Element stipulates that development along scenic roadways should not block views or detract from the quality of views and that blocking views should be considered a significant environmental impact.

The segment of U.S. 101 running north to south, west of the project site is designated by the City as a scenic roadway with the category of a roadway of high scenic value. Views along U.S. 101 include the Santa Lucia Mountains to the north and Irish Hills to the south, for vehicles travelling in those directions. The views also include Cerro San Luis Obispo and the other Morros, and the riparian corridor along San Luis Obispo Creek. The RTA project site is also visible from U.S. 101, as well as from Elks Lane, Prado Road, and the adjacent properties.

Future development of the Prado Road, U.S. 101 intersection by Caltrans includes the development of an overpass and interchange improvements that would require re-alignment of Elks Lane to wrap around the property along the north side, connecting to Prado Road along the east side of the property. The proposed site plan for the project shows the potential rights-of-way along Prado Road and Elks Lane where these improvements would be located in the future (refer to Figure 4).

The RTA project site is adjacent to the Sunset Drive-In Theater with agricultural uses to the east and north of the Drive-In Theater property. The RTA site is bounded by Elks Lane and U.S. 101 to the west and Prado Road, along with an industrial complex including the City's corporation yard and the City's WRRF, to the south. To the east is a vacant parcel on which the Community Action Partnership of San Luis Obispo (CAPSLO) is developing the region's homeless services center (known as "40 Prado Road"). And east of the CAPSLO parcel is a storage/junk yard. San Luis Obispo Creek is located both east and north of the property, running north/south adjacent to the agricultural uses and storage yard to the east, as well as east/west adjacent to the mobile home facility north of the Sunset Drive-In Theater. The City's Bob Jones City-to-Sea Bike Trail Route Plan identifies multiple opportunities for bicycle infrastructure on this segment of the Route Plan including Prado Road, Elks Lane, and San Luis Obispo Creek. The plan stipulates that the user experience be maximized by careful alignment and avoidance of offensive visual, auditory, and other negative adjacencies.

Discussion

a. Would the project have a substantial adverse effect on a scenic vista?

The project would involve the development of a two-story administration and maintenance building along the eastern edge of the project site, with the remaining area used for parking, vehicle storage, and movement of vehicles throughout the site. The Office Zone allows for a maximum height of 25 feet, with 35 feet height allowed with approval of an administrative use permit (Zoning Regulations Section 17.34.020.C). Any other exception to these height limits would require approval of a variance per Chapter 17.60 of the City's Zoning Regulations.

Due to the type of uses proposed within the project development, including first-story bus maintenance bays with a second story for administrative uses, and accounting for the necessary elevation of the building above the floodplain, the project may exceed the 35-foot height limit allowed in the Office Zone with an administrative use permit. However, the approval of the use permit would require application submittal to the Community Development Department including site plans, written descriptions of activities to be conducted, and/or technical studies of site characteristics. At the time of application the height of the proposed RTA building would be specified and variance approval would be sought if the height would exceed 35 feet. The approval of a use permit and the approval of a variance require that the development be compatible with existing or desired conditions in their neighborhoods.

Additionally, the project would be consistent with City policies regarding minimization of impacts to scenic resources as provided for in the General Plan. Applying Community Design Guidelines and incorporating landscaping, architectural materials and building forms that are compatible with the existing surroundings would reduce the project's effect on the scenic roadways identified above.

Views from a segment of Prado Road towards features north of the project site (San ta Lucia Mountains) would be partially obscured by the two-story structure proposed for the eastern edge of the site. Background views of these features would be available to motorists and pedestrians as they travel east along Prado Road while looking across the parking areas on the project site but would become less visible as motorists and pedestrians move closer to the proposed building. Similarly, for travelers moving in an east-west direction, views of features in the background (would be temporarily obscured by the proposed structure as they approach the site and then would open up as they pass the building and travel towards U.S. 101.

Views from U.S. 101 toward the site for northbound motorists are currently interrupted by existing trees along the edge of U.S. 101, with intermittent views of the current unpaved parking area and hillsides in the distance available to motorists as they pass the project site. The existing U-Haul facility is only partially visible to motorists due to existing screening by trees. Views across the site for motorists traveling southbound on U.S. 101 are similar, with foreground views dominated by the highway itself, the project site occupying the middle-ground and limited views of the hills in the distant background.

Placement of the new two-story building along the eastern edge of the site would have limited impacts on views for northbound travelers as views of the building would mostly be obscured by existing vegetation. As motorists pass the site, intermittent views of the hillsides in the background would continue to be available as they look over the paved parking area. Views for motorists traveling south would also be much the same as existing with the paved parking area visible and the low hillsides visible in the center of the view in the distance. In summary, considering the nature of the existing views, and the fact that the project would have only a limited effect on those views, the impacts to views by motorists, bicyclists, and pedestrians on the area roadways and trails would be **less than significant**.

b. Would the project substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings in a state scenic highway?

According to the California Department of Transportation (Caltrans) Scenic Highway Mapping System (accessed January 3, 2016), the project site is not located on, directly adjacent to, or within direct view of a State-designated scenic highway. Caltrans has designated U.S. 101 as an eligible state scenic highway. However, this segment of U.S. 101 is not officially designated at this time. In

addition, the project site is vacant with few trees, no rock outcroppings, and no historic buildings on the project site. Therefore, the project would have **no impact** on scenic resources along a state scenic highway.

c. Would the project substantially degrade the existing visual character or quality of the site and its surroundings?

The current visual quality of the site is low since it is currently undeveloped vacant land with one electricity transmission tower, and a U-Haul facility comprised of a small single story maintenance structure with some landscaping and small paved parking lot. The proposed project would remove the existing structure and develop a two story building and paved parking lot for bus storage and maintenance. While the project would alter the visual character of the site, the change would be consistent with adjacent development, which also includes industrial buildings of similar scale and paved surface parking lots. In addition, proposed landscaping and trees would soften the appearance of the project as seen from public view points. Impacts would be **less than significant.**

d. Would the project create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?

The project would result in the replacement of the existing U-Haul facility located in the southwestern corner of the site. The existing U-Haul facility provides some sources of light in the immediate vicinity. Other existing sources of nighttime lighting in the vicinity of the site include a streetlight at the corner of Elks Lane and Prado Road, spillover lighting from surrounding development, as well as light from the headlights of vehicles traveling and streetlights located along U.S. 101. All of these contribute to the existing urban environment, and illuminate the nighttime sky.

The proposed project would consist of a building and paved parking lots with exterior lights over parking lots where buses would be stored when not in use. The primary sources of light would be from the facility itself – exterior lighting as well as indoor light from facility windows. Vehicle headlights would be a secondary source of light in the early morning, at night, and during inclement weather. Buses would be primarily operational between the hours of 6:00 a.m. and 9:50 p.m. returning to the yard between 10:00 p.m. and 11:00 p.m. There are no light-sensitive uses such as residences in the vicinity of the site that would be directly affected by light spillover or glare from light fixtures, except the nearby Sunset Drive-In. Activities during the project's construction phase would contribute additional light to the site, primarily due to reflection from equipment surfaces and the use of headlights and work lights if construction activities occur outside of daylight hours. However, these effects would be temporary and would not substantially increase light levels in the area. The introduction of new operational light sources to the site at night and early morning would add incrementally to background light levels currently present as a result of existing and surrounding development.

The project would be required to conform to the Night Sky Preservation Ordinance (Zoning Regulations Chapter 17.23), which sets operation standards and requirements for lighting installations. These include limits on outdoor lighting that is misdirected, excess, or unnecessary, and meeting the minimum requirements of the California Code of Regulations for Outdoor Lighting and Signs (Title 24, Chapter 6). The project would also be required to comply with City General Plan policies pertaining to lighting and glare (refer to Section 4.1.1[c]), as well as the City's Community Design Guidelines. RTA would also be required to provide an overall lighting plan that demonstrates that the project complies with the requirements of City of San Luis Obispo Ordinance No. 17.18.030,

which prohibits lighting or illuminated devices that would create glare which results in a hazard or nuisance on other properties (City of San Luis Obispo, Zoning Regulations). Adherence to the existing regulations and ordinances, as well as the City's Community Design Guidelines, would ensure that exterior lighting and glare is designed to minimize impacts on neighboring properties, including the Sunset Drive-In. For this reason, and because the project's night lighting provisions would be similar to those associated with other uses along Prado Road, the impacts associated with the creation of new sources of exterior lighting and glare would be **less than significant**.

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2 Agriculture and Forest Resources

In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland.

In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land. This includes the Forest and Range Assessment Project and the Forest Legacy Assessment Project, along with the forest carbon measurement methodology provided in Forest Protocols adopted by the California Air Resources Board.

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project have any of the following impacts?				
a. Convert Prime Farmland, Unique Farmland, Farmland of Statewide Importance (Farmland), as shown on maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use	☐	☐	☐	■
b. Conflict with existing zoning for agricultural use or a Williamson Act contract	☐	☐	☐	■
c. Conflict with existing zoning for or cause rezoning of forest land (as defined in Public Resources Code Section 12220(g)); timberland (as defined by Public Resources Code Section 4526); or timberland zoned Timberland Production (as defined by Government Code Section 51104(g))	☐	☐	☐	■
d. Result in the loss of forest land or conversion of forest land to non-forest use	☐	☐	☐	■
e. Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland to non-agricultural use	☐	☐	☐	■

Setting

According to the City's General Plan Conservation and Open Space Element, Agricultural land in the City consists of the land where there has been a history of agricultural cultivation or keeping of livestock, which remains generally open and is designated as Agriculture, Open Space or Interim Open Space in the General Plan Land Use Element Map. The project site is not located in an area designated as agricultural land nor does it contain prime agricultural soils.

Discussion

a. Would the project convert Prime Farmland, Unique Farmland, Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?

The Farmland Mapping and Monitoring Program of the California Department of Conservation has identified the project site as Urban and Built Up land, a designation that has no regulatory protections. The proposed project would not result in a conversion of agricultural land to non-agricultural use. Therefore, there would be **no impact.**

b. Would the project conflict with existing zoning for agricultural use, or a Williamson Act contract?

The project site is designated as Office in the City's General Plan Land Use Element and zoned Office with a Planned Development overlay (O-PD). The site has not been used for agricultural purposes within the last ten years, nor is the site under a Williamson Act contract. Therefore, **no impact** would occur.

c. Would the project conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code Section 12220(g)), timberland (as defined by Public Resources Code Section 4526), or timberland zoned Timberland Production (as defined by Government Code Section 51104(g))?

d. Would the project result in the loss of forest land or conversion of forest land to non-forest use?

There are no forest land or timberland resources within the City. The project site does not contain any designated forest land, timberland, or timberland zoned Timberland Production. Therefore, the proposed project would not result in the loss of forest land or conversion of forest land to non-forest use or conflict with zoning for these resources. Therefore, **no impact** would occur.

e. Would the project involve other changes in the existing environment, which, due to their location or nature, could result in conversion of Farmland to non-agricultural use?

According to the Farmland Mapping and Monitoring Program, Prime Farmland exists to the west of the project site on the west side of U.S. 101. Changes to the existing environment at the project site would not affect the ability of that area to be farmed due to the separation provided by the U.S. 101 corridor and the types of uses proposed at the site. Therefore, **no impact** would occur.

3 Air Quality

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project have any of the following impacts?				
a. Conflict with or obstruct implementation of the applicable air quality plan	☐	☐	■	☐
b. Violate any air quality standard or contribute substantially to an existing or projected air quality violation	☐	■	☐	☐
c. Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)	☐	■	☐	☐
d. Expose sensitive receptors to substantial pollutant concentrations	☐	■	☐	☐
e. Create objectionable odors affecting a substantial number of people	☐	☐	■	☐

Setting

The City of San Luis Obispo falls within the jurisdiction of the San Luis Obispo County Air Pollution Control District (SLOAPCD) and is located within the South Central Coast Air Basin (SCCAB). SLOAPCD monitors air pollutant levels to assure air quality standards are met, and if they are not met, to develop strategies to meet standards. Depending on whether the standards are met or exceeded, the air basin is classified as being in "attainment" or as "non-attainment." SLOAPCD is in non-attainment for the 24-hour state standard for particulate matter (PM_{10}) and the eight hour state standard for ozone (O_3) (SLOAPCD 2017). The health effects associated with criteria pollutants for which the basin is in non-attainment are described in Table 1.

The major sources of PM_{10} in the SCCAB are agricultural operations, vehicle dust, construction and demolition, paved and unpaved roads, and fugitive windblown dust. Additional sources of particulate pollution include diesel exhaust; mineral extraction and production; combustion products from industry and motor vehicles; smoke from open burning; condensation of gaseous pollutants into liquid or solid particles; and wind-blown dust from soils disturbed by demolition and construction, agricultural operations, off-road vehicle recreation, and other activities. Ozone is a secondary pollutant that is not produced directly by a source, but rather is formed by a reaction between nitrogen oxides (NO_x) and reactive organic gases (ROGs) in the presence of sunlight.

Reductions in ozone concentrations are dependent on reducing the amount of these precursors. In the SCCAB, the major sources of ROGs are aerosol coatings and consumer products, motor vehicles, organic solvents, the petroleum industry, and pesticides. The major sources of NOx are motor vehicles, public utility power generation, and fuel combustion by various industrial sources (SLOAPCD 2012).

Table 1 Health Effects Associated with Non-Attainment Criteria Pollutants

Pollutant	Adverse Effects
Ozone	(1) Short-term exposures: (a) pulmonary function decrements and localized lung edema in humans and animals and (b) risk to public health implied by alterations in pulmonary morphology and host defense in animals; (2) long-term exposures: risk to public health implied by altered connective tissue metabolism and altered pulmonary morphology in animals after long-term exposures and pulmonary function decrements in chronically exposed humans; (3) vegetation damage; and (4) property damage.
Suspended particulate matter (PM_{10})	(1) Excess deaths from short-term and long-term exposures; (2) excess seasonal declines in pulmonary function, especially in children; (3) asthma exacerbation and possibly induction; (4) adverse birth outcomes including low birth weight; (5) increased infant mortality; (6) increased respiratory symptoms in children such as cough and bronchitis; and (7) increased hospitalization for both cardiovascular and respiratory disease (including asthma).[a]

Source: U.S. EPA, http://www.epa.gov/airquality/urbanair/

Air Quality Management

The SLOAPCD, the lead air quality regulatory agency for San Luis Obispo County, maintains comprehensive programs for planning, regulation, enforcement, technical innovation, and promotion of the understanding of air quality issues. The clean-air strategy of SLOAPCD involves the preparation of plans and programs for the attainment of California Ambient Air Quality Standards (CAAQS) and National Ambient Air Quality Standards (NAAQS), adoption and enforcement of rules and regulations, and issuance of permits for stationary sources. The 2001 Clean Air Plan for San Luis Obispo County, prepared by SLOAPCD, contains a comprehensive set of control measures and a regulatory framework designed to reduce criteria air pollutants and precursors from both stationary and mobile sources. The SLOAPCD also inspects stationary sources to ensure they abide by permit requirements, responds to citizen complaints, monitors ambient air quality and meteorological conditions, and implements other programs and regulations required by the Federal and State Clean Air Acts (SLOAPCD 2015).

In 2009, SLOAPCD adopted guidelines for assessment and mitigation of air quality impacts under the California Environmental Quality Act (CEQA). The CEQA Air Quality Handbook, which was updated in 2012, is an advisory document that provides lead agencies, consultants, and project applicants with uniform procedures for addressing air quality issues in environmental documents. The CEQA Air Quality Handbook also includes standard construction and operational mitigation measures that may be applied to projects that exceed SLOAPCD thresholds (SLOAPCD 2012).

Construction Emissions Thresholds

The SLOAPCD has developed specific daily and quarterly numeric thresholds that apply to construction of projects within the SCCAB. Daily thresholds are for projects that would be completed in less than one quarter (90 days). The SLOAPCD's quarterly construction thresholds are

applicable to the project because construction would last for more than one quarter. Thresholds are based on guidance in the SLOAPCD's *CEQA Air Quality Handbook* (2012). These include:

ROG and NO_X Emissions

- Quarterly – Tier 1: For construction projects lasting more than one quarter, exceedance of the 2.5 tons per quarter threshold requires Standard Mitigation Measures and Best Available Control Technology (BACT) for construction equipment. If implementation of the Standard Mitigation and BACT measures cannot bring the project below the threshold, off-site mitigation may be necessary.
- Quarterly – Tier 2: For construction projects lasting more than one quarter, exceedance of the 6.3 tons per quarter threshold requires Standard Mitigation Measures, BACT, implementation of a Construction Activity Management Plan (CAMP), and off-site mitigation.

Diesel Particulate Matter (DPM) Emissions

- Quarterly – Tier 1: For construction projects lasting more than one quarter, exceedance of the 0.13 tons per quarter threshold requires Standard Mitigation Measures, BACT for construction equipment.
- Quarterly – Tier 2: For construction projects lasting more than one quarter, exceedance of the 0.32 ton per quarter threshold requires Standard Mitigation Measures, BACT, implementation of a CAMP, and off-site mitigation.

Fugitive Particulate Matter (PM_{10}), Dust Emissions

- Quarterly: Exceedance of the 2.5 tons per quarter threshold requires Fugitive PM_{10} Mitigation Measures and may require the implementation of a CAMP.

Operational Emissions Thresholds

SLOAPCD's long-term operational emission thresholds are summarized in Table 2.

Table 2 SLOAPCD Operational Emissions Significance Thresholds

Pollutant	Daily Threshold	Annual Threshold
ROG + NO_X (combined)[1]	25 lbs./day	25 tons/year
Diesel Particulate Matter (DPM)[1]	1.25 lbs./day	---
Fugitive Particulate Matter (PM_{10}), Dust	25 lbs./day	25 tons/year
CO	550 lbs./day	---

Source: SLOAPCD 2012

[1] SLOAPCD specifies that CalEEMod winter emission outputs be compared to operational thresholds for these pollutants.

a. Would the project conflict with or obstruct implementation of the applicable air quality plan?

According to the SLOAPCD *CEQA Air Quality Handbook* (April 2012), project-level environmental reviews which may require consistency analysis with the Clean Air Plan and Smart/Strategic Growth Principles adopted by lead agencies include: subdivisions, large residential developments and large commercial/industrial developments. The project does not represent a traditional large commercial/industrial development that would substantially increase population or employment in

the City as it involves the relocation of an existing facility in the City to a new site. The proposed project would be infill development located within an existing urban area, which is a land use strategy supported by the SLOAPCD Clean Air Plan policies, including:

- Cities and unincorporated communities should be developed at higher densities that reduce trips and travel distances and encourage the use of alternative forms of transportation
- Urban growth should occur within the urban reserve lines of cities and unincorporated communities (Clean Air Plan L-1 Planning Compact Communities)

In addition, the proposed project represents an improvement in transit infrastructure in the City, which by its nature would encourage alternative forms of transportation from the single-passenger vehicle. Therefore, the proposed project would have a **less than significant** impact with respect to a conflict with or obstruction to implementation of the applicable air quality plan.

b. Would the project violate any air quality standard or contribute substantially to an existing or projected air quality violation?

c. Would the project result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions that exceed quantitative thresholds for ozone precursors)?

Construction Emissions

Construction of the proposed project would generate temporary emissions of air pollutants. Ozone precursors, NO_X and ROG, as well as DPM (exhaust $PM_{2.5}$ and PM_{10}) would be emitted by the operation of construction equipment, while fugitive dust (PM_{10}) would be emitted by activities that disturb the soil, such as grading and excavation, parking lot construction, and building construction. The project's maximum quarterly emissions are shown in Table 3

Table 3 Maximum Quarterly Construction Air Pollutant Emissions (tons/quarter)[1]

	Maximum Quarter Per Year (tons/quarter)[2]		
Construction Year	**ROG + NO_X**	**DPM**	**Dust**
2019	1.5	0.1	0.1
2020	0.7	<0.1	<0.1
Maximum tons/quarter	**1.5**	**0.1**	**0.1**
SLOAPCD Quarterly Tier 1 Thresholds (tons/quarter)	*2.5*	*0.13*	*2.5*
Threshold Exceeded?	**No**	**No**	**No**
SLOAPCD Quarterly Tier 2 Thresholds (tons/quarter)	*6.3*	*0.32*	*2.5*
Threshold Exceeded?	**No**	**No**	**No**

Notes: All calculations were made using CalEEMod. See Appendix A for model results. DPM equal to combined exhaust PM_{10} and $PM_{2.5}$ and dust equal to fugitive PM_{10} from CalEEMod.

1 Maximum daily emissions include on-site and off-site emissions.

2 CalEEMod calculates quarterly emissions of ROG+NO_X, but does not generate quarterly emissions for DPM and dust; therefore, maximum annual construction emissions of DPM and dust were divided by the number of quarters undergoing construction in a year to estimate maximum quarterly emissions.

As shown in Table 3, the project would not exceed SLOAPCD's Quarterly Tier 1 or Tier 2 construction emissions thresholds. Even though specific thresholds would not be exceeded, the project's construction activities would result in short-term O_3 precursor emissions from heavy equipment and motor vehicles, as well as fugitive dust (PM_{10}) emissions that could affect localized air quality. As described in the SLOAPCD *CEQA Air Quality Handbook* (April 2012), in addition to the construction air quality thresholds, there are several special conditions, local regulations, and/or State and federal rules that apply to construction activities and must be addressed in proposed construction activity. Specifically, SLOAPCD requires any project with grading areas greater than 4.0 acres or that are within 1,000 feet of any sensitive receptor to implement standard mitigation measures, which are listed below as mitigation measures AQ-1 and AQ-2. These measures are appropriate to the proposed project due to its size and the proximity of sensitive receptor locations including the CAPSLO services center east of the site and two residences in the vicinity to the east. Thus, the air quality impacts associated with project construction are considered to be **potentially significant unless mitigation is incorporated.**

With implementation of the required SLOAPCD dust control measures and construction equipment emissions control measures, air quality impacts associated with air pollutant emission generated by project construction would be **less than significant**.

Operational Emissions

Operation of the project would result in ongoing emissions associated with vehicle trips, natural gas use, and area sources, such as landscaping, consumption of consumer products, and off-gassing from architectural coatings. Daily and annual operational emissions associated with the proposed project are shown in Table 4 and Table 5 (see Appendix A for complete CalEEMod results), and compared to the applicable SLOAPCD operational emissions thresholds. All RTA diesel-powered buses are required to meet ARB's Urban Bus and Transit Fleet Vehicle emission standards and reporting requirements, and the emission factors from these requirements are incorporated into the CalEEMod procedures.

Table 4 Estimated Operational Daily Air Pollutant Emissions[a]

Source	Emissions (lbs./day)			
	ROG + NO_X	DPM	Dust	CO
Total Daily Emissions	7.4	0.1	2.2	12.2
SLOAPCD Daily Thresholds	*25*	*1.25*	*25*	*550*
Threshold Exceeded?	**No**	**No**	**No**	**No**

Notes: All calculations were made using CalEEMod. See Appendix A for calculations. DPM equal to combined exhaust PM_{10} and $PM_{2.5}$ from CalEEMod. Dust equal to fugitive PM_{10} from CalEEMod.

[a] Maximum emissions include on-site and off-site emissions.

Table 5 Estimated Operational Annual Air Pollutant Emissions[a]

Source	Emissions (tons/year)	
	ROG + NO_X	Dust
Total Emissions	1.2	0.3
SLOAPCD Annual Thresholds	*25*	*25*
Threshold Exceeded?	**No**	**No**

Notes: All calculations were made using CalEEMod. See Appendix A for calculations. Dust equal to fugitive PM_{10} from CalEEMod.
[a] Maximum emissions include on-site and off-site emissions.

As shown in Table 4 and Table 5, the project's operational emissions would not exceed SLOAPCD's daily or annual operational emissions thresholds. Thus, the operational emissions would not represent a significant impact, particularly on a regional scale. Air quality impacts associated with air pollutant emission generated by project operations would be **less than significant**

d. Would the project expose sensitive receptors to substantial pollutant concentrations?

Certain population groups, such as children, the elderly, and people with health problems, are particularly sensitive to air pollution. Sensitive receptors are defined as land uses that are more likely to be used by these population groups and include health care facilities, retirement homes, school and playground facilities, and residential areas. The nearest existing sensitive receptors to the project site include single-family residential units located along Prado Road approximately 350 feet east of the site on the existing junk yard property and approximately 750 feet east of the site next to the Automatic Transmission Rebuild shop, as well as mobile home park residences located approximately 0.25 mile east of the project site and 0.20 mile north of the project site. The two residences along Prado Road are located beyond the future CAPSLO Homeless Services Center, which will be constructed east of the project site. The nearest wing of CAPSLO building would be located approximately 26 feet from the proposed RTA maintenance building. This use would be similar to transient lodging, and is considered equivalent to residential uses as a sensitive receptor. The mobile home park to the north of the site is located along Elks Lane and is buffered from the project site by the Sunset Drive-In and large stands of eucalyptus trees. The mobile home park to the east of the site is located along South Higuera and is buffered by trees, industrial uses, and an office complex. The nearest schools are C.L. Smith Elementary School and Laurus College, both located approximately one mile from the project site.

The APCD *CEQA Air Quality Handbook* (APCD 2012:pages 3-7) references guidance prepared by the California Air Pollution Control Officers Association (CAPCOA) for the evaluation of potential effects of toxic air contaminants on sensitive land uses. That guidance document is *Health Risk Assessments for Proposed Land Use Projects* (CAPCOA 2009). Based on the screening recommendations in the CAPCOA guidance, the RTA project and the location of the CAPSLO services center do not create a situation that would warrant additional health risk assessment (CAPCOA 2009:Table 2). That is, the CAPSLO services center would be located over 500 feet from the nearest highway (US 101, which is about 670 feet to the west), and the fuel dispensing equipment in the RTA project would be "small" (i.e. not a wholesale bulk plant or with retail sales) and much more than 50 feet from the services center. The number of buses at the RTA facility on a daily basis would be relatively low -- up to a maximum of 67, which is well below the limit of 100 heavy trucks for a distribution center in the CAPCOA guidance. As noted above, other residences in the general vicinity would be located at

greater distances from the RTA facility, and would be buffered by intervening land uses and vegetation. For these reasons, preparation of a more detailed health risk assessment is not warranted for the project.

The RTA project would result in a greater number of transit bus operations in the immediate vicinity, with up to 67 buses entering and using the site for parking and a smaller number for maintenance and servicing. Thus, the potential to expose nearby residents to objectionable exhaust fumes would be present, even if the health risks present would meet all acceptable standards. For this reason, the project related emissions in the immediate vicinity are considered to be a potential impact that can be mitigated. The project operations are subject to statewide requirements that restrict the idling of heavy duty diesel engines in the vicinity of sensitive land uses. These requirements, as well as other recommendations from the APCD are included in mitigation measure AQ-3. In summary, the potential effects of the RTA project in exposing sensitive receptor areas to substantial pollutant concentrations would be **potentially significant unless mitigation is incorporated.**

e. Would the project create objectionable odors affecting a substantial number of people?

The proposed facility would require the use of materials and substances which may have an odor. These substances may include oil, lubricants, paint, and other chemicals utilized in the maintenance facility and bus wash. Buses traveling to and from the facility or idling at the facility would also produce odors associated with tailpipe emissions. Bus fueling would take place on-site, creating additional odors associated with fueling. Odors during construction may result from the use of construction equipment, architectural coatings, or paving with asphalt. Odors associated with construction machinery would be those of diesel machinery, which includes the smells of oil or diesel fuels. Construction activities and exhaust associated with normal project operations have been addressed in topics above, and their potential effects would be less than significant with the inclusion of mitigation measures recommended by the APCD. All of the maintenance work including bus washing, mechanical repairs, and other general vehicle maintenance activities would take place inside that new facility. For these reasons the potential effects related to creating objectionable odors would be **less than significant**.

Mitigation Measures

AQ-1 Measures to Reduce Fugitive Dust During Construction

Implementation of the following mitigation measures, as recommended by the San Luis Obispo County APCD, would be required to minimize construction fugitive dust emissions and help ensure that construction emissions remain at a less than significant level.

- Reduce the amount of the disturbed area where possible;
- Water trucks or sprinkler systems shall be used during construction in sufficient quantities to prevent airborne dust from leaving the site. Increased watering frequency shall be required whenever wind speeds exceed 15 mph. Reclaimed (non-potable) water shall be used whenever possible;
- All dirt stock pile areas shall be sprayed daily as needed;
- Permanent dust control measures identified in the approved project revegetation and landscape plans shall be implemented as soon as possible following completion of any soil disturbing activities;

- Exposed ground areas that are planned to be reworked at dates greater than one month after initial grading shall be sown with a fast germinating, non-invasive grass seed and watered until vegetation is established;
- All disturbed soil areas not subject to revegetation shall be stabilized using approved chemical soil binders, jute netting, or other methods approved in advance by the SLOAPCD;
- All roadways, driveways, sidewalks, etc. to be paved shall be completed as soon as possible after grading unless seeding or soil binders are used;
- Vehicle speed for all construction vehicles shall not exceed 15 mph on any unpaved surface at the construction site;
- All trucks hauling dirt, sand, soil, or other loose materials are to be covered or shall maintain at least two feet of freeboard (minimum vertical distance between top of load and top of trailer) in accordance with California Vehicle Code Section 23114;
- Install wheel washers where vehicles enter and exit unpaved roads onto streets, or wash off trucks and equipment leaving the site;
- Sweep streets at the end of each day if visible soil material is carried onto adjacent paved roads. Water sweepers with reclaimed water shall be used where feasible;
- All of these fugitive dust mitigation measures shall be shown on grading and building plans; and
- The contractor or builder shall designate a person or persons to monitor the fugitive dust emissions and enhance the implementation of the measures as necessary to minimize dust complaints, reduce visible emissions below 20 percent opacity, and to prevent transport of dust offsite. Their duties shall include holidays and weekend periods when work may not be in progress. The name and telephone number of such persons shall be provided to the SLOAPCD Compliance Division prior to the start of any grading, earthwork or demolition.

AQ-2 Measures to Reduce Construction Equipment Emissions

- Maintain all construction equipment in proper tune according to the manufacturer's specifications;
- Fuel all off-road and portable diesel powered equipment with ARB certified motor vehicle diesel fuel (non-taxed version suitable for use off-road);
- Use diesel construction equipment meeting ARB's Tier 2 certified engines or cleaner off-road heavy-duty diesel engines, and comply with State Off-road Regulation;
- Use on-road heavy-duty trucks that meet the ARB's 2007 or cleaner certification standard for on-road heavy-duty diesel engines, and comply with State On-Road Regulation;
- Construction or trucking companies with fleets that do not have engines in their fleet that meet the engine standards identified in the above two measures (e.g., captive of NOX exempt area fleet) may be eligible by proving alternative compliance;
- All on- and off-road diesel equipment shall not idle for more than five minutes. Signs shall be posted in the designated queuing areas and on job sites to remind drivers and operators of the five-minute idling limit;
- Diesel idling within 1,000 feet of sensitive receptors is not permitted;
- Staging and queuing areas shall not be located within 1,000 feet of sensitive receptors;
- Electrify equipment when possible;
- Substitute gasoline-powered in place of diesel-powered equipment, where feasible; and

- Use alternatively fueled construction equipment on-site where feasible, such as compressed natural gas (CNG, liquefied natural gas (LNG), propane, or biodiesel.

AQ-3 Measures to Reduce Operational Idling Emissions

To help reduce the emissions impact from diesel buses and equipment at the proposed facility, RTA will implement the following idling control techniques:

1. California Diesel Idling Regulations
   a. On-road diesel vehicles shall comply with Section 2485 of Title 13 of the California Code of Regulations. This regulation limits idling from diesel-fueled commercial motor vehicles with gross vehicular weight ratings of more than 10,000 pounds and licensed for operation on highways. It applies to California and non-California based vehicles. In general, the regulation specifies that drivers of said vehicles:
      1. Shall not idle the vehicle's primary diesel engine for greater than 5-minutes at any location, except as noted in Subsection (d) of the regulation; and
      2. Shall not operate a diesel-fueled auxiliary power system (APS) to power a heater, air conditioner, or any ancillary equipment on that vehicle during sleeping or resting in a sleeper berth for greater than 5.0 minutes at any location when within 1,000 feet of a restricted area, except as noted in Subsection (d) of the regulation.
   b. Signs must be posted in the designated queuing areas and job sites to remind drivers and operators of the state's 5-minute idling limit.
   c. The specific requirements and exceptions in the regulations can be reviewed at the following web sites: arb.ca.gov/msprog/truck-idling/2485.pdf and arb.ca.gov/regact/2007/ordiesl07/frooal.pdf
2. Diesel Idling Restrictions Near Sensitive Receptors. In addition to the state required diesel idling requirements, the RTA shall comply with these more restrictive requirements to minimize impacts to nearby sensitive receptors:
   a. Diesel idling within 1,000 feet of sensitive receptors shall not be permitted;
   b. Use of alternative fueled or electric equipment is recommended as feasible; and signs that specify the no idling areas must be posted and enforced at the site.

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4 Biological Resources

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project have any of the following impacts?				
a. Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service	☐	■	☐	☐
b. Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service	☐	■	☐	☐
c. Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means	☐	☐	☐	■
d. Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites	☐	☐	■	☐
e. Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance	☐	☐	■	☐
f. Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?	☐	☐	☐	■

Setting

This region of San Luis Obispo County falls within the Outer South Coast Ranges geographic subdivision of California. The Outer South Coast Ranges subdivision contains an array of vegetation community types that range from southern oak forest, blue-oak/foothill-pine woodland and chaparral to grasslands and agricultural/urbanized areas. The Outer South Coast Ranges subdivision is part of the larger South Coast Ranges geographic sub-region, which is a component of the even larger Central Western California physiographic area. The section of the state that is designated as CW occurs within the cismontane side of California, which is more generally referred to as the California Floristic Province (CA-FP – Hickman 1993).

A Natural Environment Study (NES) was prepared for the project by Rincon Consultants, Inc. in February 2017 (Appendix B) to analyze the potential impacts of the project to local wildlife and habitat. The biological study area (BSA) comprised the 6.5-acre project site (Assessor's Parcel Number [APN] 053-041-071). Biological field surveys, including reconnaissance-level wildlife and aquatic resources inventories and a full floristic botanical survey within the BSA, were conducted on October 26, 2016. The BSA contains a small U-Haul facility which includes a building and parking lot. The remainder of the BSA is vacant with scattered vegetated areas consisting predominantly of introduced species of grasses, herbs and sub shrubs. One high-voltage electric power transmission tower is located near the center of the site. There are no wetlands or aquatic features within the BSA.

Discussion

a. Would the project have a substantial adverse effect, either directly or through habitat modifications, on any species identified as candidate, sensitive, or special status in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or the U.S. Fish and Wildlife Service?

Special status species includes those plants and animals that are: 1) listed, proposed for listing, or candidates for listing as Threatened or Endangered by the U.S Fish and Wildlife Service (USFWS) and National Marine Fisheries Service (NMFS) under the Federal Endangered Species Act (FESA); 2) listed or proposed for listing as Rare, Threatened, or Endangered by the CDFW under the California Endangered Species Act (CESA); 3) recognized as Species of Special Concern (SSC) by the CDFW; 4) afforded protection under the Migratory Bird Treaty Act (MBTA) and/or California Fish and Game Code (CFGC); and 5) occurring on lists 1 and 2 of the CDFW California Rare Plant Rank (CRPR).

The study identified 72 special status plant species with known occurrences within the nine quadrangle area of the project site through a query of the California Department of Fish and Wildlife's (CDFW) California Natural Diversity Database (CNDDB) and the California Native Plant Society (CNPS) Online Inventory of Rare and Endangered Vascular Plants of California. No special status plant species were observed and no suitable habitats for sensitive plant species were present within the BSA. However, three trees comprising of two coast live oak (*Quercus agrifolia)* and one Sydney golden wattle (*Acacia longifolia*), with a diameter at breast height of greater than six inches, occur along the fence line of the U-Haul facility and the western limit of the project site. These trees contained within the project site have the potential to be used by nesting birds. Mitigation measure BIO-1 is recommended to avoid and minimize potential project-related impacts to nesting birds. Therefore, impacts would be **potentially significant unless mitigation incorporated**.

b. Would the project have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or U.S. Fish and Wildlife Service?

The proposed project construction footprint is not located within any riparian habitat or other sensitive natural community. San Luis Obispo Creek is located both north and east of the project site; however project activity would not encroach upon riparian habitat. The study identified the following eight sensitive natural communities to occur within the nine quadrangle area of the project site: central dune scrub, central foredunes, central maritime chaparral, coastal and valley freshwater marsh, coastal brackish marsh, northern coastal salt marsh, northern interior cypress forest, serpentine bunchgrass and valley needlegrass grassland (see Appendix B for more information). The NES determined that no natural vegetation communities occur within the BSA.

Plant communities are considered sensitive biological resources if they have limited distributions, have high wildlife value, include sensitive species, or are particularly susceptible to disturbance. Plant species observed/detected on the project site include several invasive species. Invasive plant species listed in the California Invasive Plant Council (Cal-IPC; 2016) Inventory were observed to occur on the project site. These include: stinkwort (*Dittrichia graveolens*), black mustard (*Brassica nigra*), tocalote (*Centaurea melitensis*), curly dock (*Rumex crispus*), fennel (*Foeniculum vulgare*), castor bean (*Ricinus communis*), redstem filaree (*Erodium cicutarium*), and Russian thistle (*Salsola tragus*). Disturbance of these plants during site preparation and grading could accelerate the spread of these species off site with the potential to adversely impact native plant species in the vicinity. Mitigation measure BIO-2 is recommended to avoid and minimize the spread of invasive plants during project construction. Therefore, impacts would be **potentially significant unless mitigation incorporated**.

c. Would the project have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?

Wetlands function to improve water quality, detain stormwater runoff, recharge groundwater and provide wildlife habitats. A wetland is an area of land whose soil is saturated with moisture either permanently or seasonally. Such areas may also be covered partially or completely by shallow pools of water. The study identified no wetlands within the project site. Therefore, the project would have **no impact** to federally protected wetlands as defined by Section 404 of the Clean Water Act.

d. Would the project interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?

The project is located to the west of the wildlife corridor along San Luis Obispo Creek as identified in the City's Conservation and Open Space Element. The west side of the project site, containing Elks Lane and U.S. 101, has been identified as a linear barrier to wildlife (San Luis Obispo, 2014). The surrounding developments and linear barrier immediately adjacent to the project site would reduce the potential for movement across the project site. Movement of any native resident or migratory fish or wildlife species would be more likely to occur along the established wildlife corridor of San Luis Obispo Creek, some distance from the project site. Results of the field survey and relevant biological resources literature review determined there is no suitable habitat for wildlife species within the project site. Due to the distance of the project from the creek, the surrounding

development, and existing disturbances to the project site, the project would not impede any wildlife movement activity. Therefore, impacts would be **less than significant**.

e. Would the project conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?

Development of the project would include the removal of the three trees identified in the NES. However, these trees are not protected by existing local, state or federal laws and do not provide suitable habitat for sensitive species (beyond general habitat for nesting birds). The City's Conservation and Open Space Element requires the protection of significant trees, as determined by the City Council upon the recommendation of the Tree Committee, Planning or Architectural Review Committee. Trees determined to be significant are found to make substantial contributions to the natural habitat or urban landscape due to their species, size or rarity. Removal of any trees, including trees deemed significant, is subject to the City's Tree Ordinance, which outlines criteria and mitigation requirements. The project would be required to follow all requirements and procedures outlined in the Tree Ordinance, therefore, the project would not conflict with any local policies or ordinances. Impacts would be **less than significant.**

f. Would the project conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?

The project site is not located within any adopted Habitat Conservation Plan, Community Conservation plan, or other approved local, regional or state habitat conservation plan. There would be **no impact.**

Mitigation Measures

Implementation of the following mitigation measures, and compliance with the MBTA and CFGC requirements, would be required to reduce potential impacts to a less than significant level.

BIO-1 **Nesting Birds.** To avoid disturbance of nesting and special-status birds, including raptorial species protected by the MBTA and CFGC, activities related to the project, including, but not limited to, vegetation removal, ground disturbance, and construction and demolition shall occur outside of the bird breeding season (February 15 through September 1), when possible. If construction must begin during the breeding season, then a pre-construction nesting bird survey shall be conducted by a Qualified Biologist no more than one week prior to initiation of ground disturbance and vegetation removal activities to determine the presence/absence of nesting birds within the project site. The California Department of Fish and Wildlife generally considers an appropriate buffer of 100 feet for passerines and 300 feet for raptors. The Qualified Biologist shall perform at least two hours of pre-construction monitoring of the nest to characterize "typical" bird behavior. The Qualified Biologist shall monitor the nesting birds and shall increase the buffer if the Qualified Biologist determines the birds are showing signs of unusual or distressed behavior due to project activities. Atypical nesting behaviors that may cause reproductive harm include but are not limited to, defensive flights/vocalizations directed towards project personnel, standing up from a brooding position, and flying away from the nest. The Qualified Biologist shall have authority, through the Resident Engineer, to order the cessation of all project activities if the nesting birds' exhibit atypical behavior which may cause reproductive failure (nest abandonment and loss of eggs and/or young) until an appropriate buffer is established. To prevent encroachment, the established buffer(s) shall be clearly marked by high visibility material. The established buffer(s) shall

remain in effect until the young have fledged or the nest has been abandoned as confirmed by the Qualified Biologist. Any sign of nest abandonment shall be reported to California Department of Fish and Wildlife within 48 hours

BIO-2 **Invasive Plant Species.** To minimize the spread of invasive plant species during project work, prior to construction all staff and contractors shall receive from a qualified botanist/biologist, invasive plant prevention training. The training shall provide an appropriate identification/instruction guide, a list of target species for the area, and a list of measures for early detection and eradication. Prior to construction, specific areas shall be designated for cleaning of tools, vehicles, equipment, clothing, footwear, and any other gear to be used on site. During construction, before entering and exiting the work site, all tools, equipment, vehicles, clothing, footwear, and other gear shall be thoroughly cleaned to remove soil, seeds, and plant parts. The reproductive parts (seeds, mature flowers, roots and shoots, as well as other parts of species that reproduce in a vegetative manner) shall be removed, stored in sealed containers, transported sealed, and appropriately disposed of at a certified landfill. All disturbed areas that are not converted to hardscape shall be hydro-seeded with a mix of locally native species upon completion of work in the area. In areas where construction is ongoing, hydro-seeding shall occur in those areas where no construction activities have occurred within six weeks of ground disturbance. If exotic species invade the area prior to hydro-seeding, weed removal shall occur in consultation with a qualified botanist/biologist.

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5 Cultural Resources

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project have any of the following impacts?				
a. Cause a substantial adverse change in the significance of a historical resource as defined in §15064.5	☐	☐	■	☐
b. Cause a substantial adverse change in the significance of an archaeological resource as defined in §15064.5	☐	■	☐	☐
c. Directly or indirectly destroy a unique paleontological resource or site or unique geological feature	☐	☐	☐	■
d. Disturb any human remains, including those interred outside of dedicated cemeteries	☐	■	☐	☐

A Phase I Cultural Resources Survey was completed by Rincon Consultants, Inc. (Rincon) in November 2016 (Appendix C). The project site was designated as the area of potential effects (APE) and is limited to the 6.5 acre parcel at 253 Elks Lane, APN 053-041-071, within the City of San Luis Obispo, California. Three additional properties were identified as indirect APE: 1) Sunset Drive-In, APN 053-041-025, 2) 40 Prado Road (future CAPSLO Homeless Services Center), APN 053-041-072, and 3) Water Resource Reclamation Facility, APN 053-051-045. In addition, the project's proximity to San Luis Obispo Creek would increase the archaeological sensitivity of the area. Rincon consulted the following sources to complete the Survey: History Center of San Luis Obispo County and City of San Luis Obispo Community Development Department. Tribal consultation is discussed in *Section 17, Tribal Resources*.

Setting

The area of San Luis Obispo became colonialized by the Spanish Incursion initially in 1542, with the first official settlement on Chumash Territory occurring in 1772, when the Mission San Luis Obispo de Tolosa was established (Chesnut 1993; Rolle 2003). The City of San Luis Obispo was incorporated in 1856, and served as the center of trade for central California (City of San Luis Obispo, 2013). Late in the 19th Century, San Luis Obispo became a stop on the Southern Pacific Railroad, closing the gap between Los Angeles and San Francisco. The railroad brought industry to the region and accelerated the growth of the community. With the advent of the automobile, tourism became an important player in the regional economy, and the first motel in the country, the Milestone Mo-tel, was built in the City of San Luis Obispo in 1924. The economic effects of the Great Depression in the 1930s slowed construction, and marked the establishment of Camp San Luis Obispo. Post-World War II saw a demand for single-family housing, leading to expansions of the city's boundaries and the construction of large residential subdivisions throughout the 1950s and 60s. Cultural and historic

resources from each period still shape the setting of San Luis Obispo today (City of San Luis Obispo 2013).

The Central Coast Information Center (CCIC) records identified six previously recorded cultural resources within 0.5-mile radius of the project APE, and three of which are located within the indirect APE. Table 6 shows the previously recorded cultural resources and their status.

Table 6 Previously Recorded Resources within 0.5 mile of the APE

Primary Number	Trinomial	Resource Type	Description	Recorder(s) and Year(s)	NRHP/CRHR Status	Relationship to APE
P-40-000124	CA-SLO-124	Prehistoric site	Prehistoric midden	C. N. G. 1952	Not evaluated	Outside
P-40-000400	CA-SLO-400	Prehistoric site	Bedrock milling site	C. E. Dills 1968	Not evaluated	Outside
P-40-001406	CA-SLO-1406	Prehistoric site	Prehistoric midden	G. Fleshman 1974	Not evaluated	**Within indirect APE**
P-40-001449	CA-SLO-1449H	Historic site	Historic San Luis Obispo City Dump	C. Singer 1992	Not evaluated	**Within indirect APE**
P-40-038212	N/A	Prehistoric isolate	Isolated chert cobble	W. Nettles 2000	Presumed ineligible	**Within**
N/A	N/A	Historic built-environment	Water Resource Reclamation Facility	S. Carmack 2015	Recommended ineligible	**Within indirect APE**

Source: CCIC 2015, 2016

Discussion

a. Would the project cause a substantial adverse change in the significance of a historical resource as defined in §15064.5?

No built environment resources were identified within the APE. Three properties containing buildings and structures older than 45 years of age were identified within the indirect APE; these include a portion of the previously evaluated San Luis Obispo WRRF, a service station, and the Sunset Drive-In Theater.

One newly recorded historical built-environment resource, a service station building, was identified within the project APE. This resource was recorded, evaluated, and recommended ineligible for the California Register of Historical Resources (CRHR) and National Register of Historic Places (NRHP) under all criteria (1-4 and A-D, respectively). The project indirect APE contained one newly recorded built environment resource, the Sunset Drive-In, and one previously recorded built-environment resource, the San Luis Obispo Water Resource Recovery Facility (WRRF). The WRRF has been previously recommended ineligible for listing in the CRHR and NRHP. The Sunset Drive-In was recorded, evaluated, and recommended eligible for listing in the CRHR. The proposed project would not affect the Sunset Drive-In. The proposed building would be two stories in height and not substantially taller than other buildings in the project vicinity. The project site would be designed so as to minimize ambient light pollution that may affect patrons' ability to see the screen while at the

Sunset Drive-In. Operation of the proposed project would not alter the setting of the Sunset Drive-In and construction of the proposed project would not significantly impact the resource under CEQA, nor would it have an adverse effect on the resource under the NHPA. Therefore, impacts to historical resources would be **less than significant**.

b. Would the project cause a substantial adverse change in the significance of an archaeological resource as defined in §15064.5?

One previously recorded archaeological resource, a prehistoric isolate (P-40-038212), was identified within the project APE as a result of the records search, but was not relocated during the pedestrian survey. Two previously recorded archaeological resources, a prehistoric shell midden (P-40-001406) and the historical City of San Luis Obispo dump (P-40-001449), were recorded within the indirect APE. The proximity to San Luis Obispo Creek increases the archaeological sensitivity of the area. Due to the previously identified archaeological resource and the surrounding identified resources, Mitigation Measures CUL-1 and CUL-2 are recommended to minimize impacts to archeological resources. Therefore, impacts the project would cause are considered **potentially significant unless mitigation is incorporated.**

c. Would the project directly or indirectly destroy a unique paleontological resource or site or unique geological feature?

There are no known unique paleontological resources or sites, or unique geologic features on the project site. According to the Geologic Map of California, San Luis Obispo Sheet published by the California Division of Mines and Geology (CDMG) in 1978, the site is underlain by Quaternary aged alluvium (Qal) which includes unconsolidated deposits of sand, silt, clay, and gravel. The surrounding hills are comprised of the Franciscan and Monterey Formations and Quaternary aged non-marine terrace deposits. These geologic features are not commonly associated with paleontological resources. There are no known unique paleontological resources or sites, or unique geologic features on the project site. Therefore, **no impact** would occur.

d. Would the project disturb any human remains, including those interred outside of formal cemeteries?

As described above, one prehistoric archeological site (P-40-038212) was identified within the project site as a result of records search. Although the site was not relocated and no other archeological resources were identified, discovery of human remains is always a possibility during ground disturbing activities. Unanticipated discovery of human remains during project excavation would require compliance with Health and Safety Code Section 7050.5 and PRC Sections 5097.94 and 5097.98. Compliance with Health and Safety Code Section 7050.5 and PRC Sections 5097.94 and 5097.98 would ensure that unanticipated discovery of human remains during project excavation would be addressed appropriately by the County Coroner and Native American Heritage Commission (NAHC) (if required). Therefore, impacts to disturbance of human remains are considered **potentially significant unless mitigation is incorporated.**

Mitigation Measures

The following mitigation measures would reduce impacts to a less than significant level.

CUL-1 **Archeologist Testing Program.** Prior to project related ground disturbance, an Extended Phase I (XPI) archaeological testing program shall be performed within the project area of potential effect (APE). This study should be conducted by a qualified archaeologist under the direction of a qualified principal investigator and in accordance with CEQA and

Section 106. The qualified archaeologist should prepare a testing plan designed to establish the presence or absence and extent of archaeological deposits within the direct APE. An XPI conducted prior to project construction could reduce potential delays caused by unanticipated finds during construction by informing the applicant of what types of resources may exist on the property and where. Should a subsurface resource be found during the XPI, additional studies such as a Phase II investigation may be required to determine if the resource is eligible for the CRHR and/or the NRHP. The results of the XPI will also determine whether additional mitigation such as monitoring will be necessary. XPI testing should be observed by a Native American monitor.

CUL-2 **Monitoring by Qualified Archeologist.** A qualified principal investigator, defined as an archaeologist who meets the Secretary of the Interior's Standards for professional archaeology (36 CFR 61), shall be retained to carry out all mitigation measures related to archaeological and historical resources (hereafter principal investigator). Monitoring shall involve inspection of subsurface construction disturbance at or in the immediate vicinity of known sites, or at locations that may harbor buried resources that were not identified on the site surface.

CUL-3 **Unanticipated Discovery of Human Remains.** The discovery of human remains is always a possibility during ground disturbing activities. If human remains are found, the State of California Health and Safety Code Section 7050.5 states that no further disturbance shall occur until the county coroner has made a determination of origin and disposition pursuant to Public Resources Code Section 5097.98. In the event of an unanticipated discovery of human remains, the San Luis Obispo County coroner must be notified immediately. If the human remains are determined to be prehistoric, the coroner will notify the Native American Heritage Commission (NAHC), which will determine and notify a most likely descendant (MLD). The MLD shall complete the inspection of the site within 48 hours of notification and may recommend scientific removal and nondestructive analysis of human remains and items associated with Native American burials.

6 Geology and Soils

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project have any of the following impacts?				
a. Expose people or structures to potentially substantial adverse effects, including the risk of loss, injury, or death involving:				
1. Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault	☐	☐	☐	■
2. Strong seismic ground shaking	☐	☐	■	☐
3. Seismic-related ground failure, including liquefaction	☐	■	☐	☐
4. Landslides	☐	☐	☐	■
b. Result in substantial soil erosion or the loss of topsoil	☐	☐	■	☐
c. Be located on a geologic unit or soil that is made unstable as a result of the project, and potentially result in on or offsite landslide, lateral spreading, subsidence, liquefaction, or collapse	☐	■	☐	☐
d. Be located on expansive soil, as defined in Table 1-B of the Uniform Building Code, creating substantial risks to life or property	☐	■	☐	☐
e. Have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater	☐	☐	☐	■

Setting

San Luis Obispo is located within the Coast Range Geomorphic Province, which extends along the coastline from central California to Oregon. This region is geologically complex, characterized by extensive folding, faulting, and fracturing of variable intensity. In general, the folds and faults of this

province comprise the pronounced northwest trending ridge-valley system of the central and northern coast of California. There are no known fault lines on the site or in the immediate vicinity.

The Los Osos, Hosgri, and San Andreas faults are considered to be the most significant regionally active faults that could affect the proposed project during its anticipated lifespan. According to the California Division of Mines and Geology, the Los Osos Fault is capable of a magnitude 6.8 earthquake. Other faults in the vicinity of San Luis Obispo are the West Huasna, Oceanic, and Edna faults. These faults are considered potentially active and present a moderate fault rupture hazard to developments in the vicinity. The closest active fault to the site is the Los Osos Fault which lies approximately 2 miles southwest. San Luis Obispo is in Seismic Zone 4, a seismically active region of California and strong ground shaking should be expected during the life of the project. Structures must be designed in compliance with seismic design criteria established in the California Building Code and City Building Codes.

The project site is flat with no significant slopes on or immediately adjacent to the site. The Natural Environmental Study conducted by Rincon identified two soil map units as mapped within the project site: Salinas silty clay loam, 0 to 2 percent slopes (which covers the majority of the site); and Cropley clay, 0 to 2 percent slopes (which is mapped in the northeast corner of the site). Salinas silty clay loam soil is characterized as very deep, well drained, nearly level soil on alluvial fans and plains. Cropley clay soil is characterized as very deep, moderately well drained, nearly level soil on alluvial fans and plains (U.S. Department of Agriculture Natural Resources Conservation Service, 2016).

Discussion

a.1. Would the project expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault?

The nearest Alquist-Priolo Earthquake Fault Zone is located approximately 2 miles west-northwest of the project site, along the Los Osos Fault. No active faults have been identified on the project site and the site is not located within an Alquist-Priolo Earthquake fault Zone (Treiman 1989). Therefore, neither construction nor operation of the proposed project would expose people or structures to a risk of loss, injury, or death involving rupture of a known earthquake fault and **no impact** would occur.

a.2 Would the project expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving strong seismic ground shaking?

Ground shaking refers to the vibration that occurs in response to displacement along a fault. Typically, ground shaking has a side-to-side component as well as a vertical component, with the actual movement depending on the type of fault, a site's distance from the fault, and the rock and soil conditions at the site. Shaking endangers life and property by damaging or destroying structures and lifeline facilities. As with any site in the region, the project site is susceptible to strong seismic ground shaking in the event of a major earthquake. Compliance with standard engineering requirements, including the 2010 California Building Code (CBC), City of San Luis Obispo Municipal Code, and the most recent California Department of Transportation seismic design standards would be required for the project.

Both construction workers and operational staff could be exposed to a risk of loss, injury, or death involving strong seismic ground shaking. However, as required by CBC Chapter 16 for the

construction of new buildings or structures, specific engineering design and construction measures would be implemented to anticipate and avoid the potential for adverse impacts to human life and property caused by seismically induced groundshaking. The required building standards would minimize the potential for collapse or structural failure during an earthquake and would substantially reduce the potential for loss, injury, or death involving strong seismic groundshaking. Therefore, this impact would be **less than significant.**

a.3. Would the project expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving seismic-related ground failure, including liquefaction?

Liquefaction is a process whereby soil is temporarily transformed to fluid form during intense and prolonged ground shaking or because of a sudden shock or strain. Liquefaction typically occurs in areas where the groundwater is less than 30 feet from the surface and where the soils are composed of poorly consolidated fine to medium sand. Liquefaction maps provided in the City's General Plan Safety Element (2012) identify the project site as being located in an area of very high liquefaction potential, moderate to high expansion potential, and high settlement potential. In response to these potential impacts, Mitigation Measure GEO-1 would reduce identified significant impacts related to potentially hazardous characteristics of on-site soils to **potentially significant unless mitigation is incorporated.**

a.4. Would the project expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving landslides?

Earthquakes can trigger landslides which could potentially obstruct roads, injure people or cause damage to structures. However, landslides are most likely to occur on or near a slope or hillside area, rather than in generally level areas, such as the project site. According to the City's General Plan Safety Element (2012), the project site is not located in an area that would be subject to high or moderate potential for landslides and **no impact** would occur.

b. Would the project result in substantial soil erosion or the loss of topsoil?

The project site is generally flat, which limits the potential for substantial soil erosion. The proposed project would be required to comply with BMPs for construction activities, which include erosion prevention measures. Additionally, the project would be required to adhere to the grading and erosion control requirements outlined in Section 15.04 (Construction and Fire Prevention Regulations) of the City of San Luis Obispo Municipal Code (2015), submitted along with grading plans. Grading and erosion control requirements include rules and regulations to control excavation, grading, earthwork construction including fills and embankments, and establish the administrative procedure for issuance of permits and provides for approval of plans and inspection of grading construction necessary for compliance with stormwater management (City of San Luis Obispo Municipal Code, 2015). Compliance with Municipal Code requirements would reduce impacts associated with soil erosion and the loss of topsoil to a **less than significant** level**.**

c. Would the project be located on a geologic unit or soil that is unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction, or collapse?

Liquefaction maps provided in the City's General Plan Safety Element (2012) identify the project site as being located in an area of very high liquefaction potential, moderate to high expansion potential, and high settlement potential. As required by Mitigation Measure GEO-1, a geotechnical investigation would be completed prior to development (GEO-1) and would remediate any unstable

soils or soils that would become unstable during a seismic event. Also, the proposed project would comply with all applicable building standards. The proposed project is not expected to result in unstable soils and overall impacts would be **less than significant with mitigation incorporated.**

d. Would the project be located on expansive soil, as defined in Table 1-B of the Uniform Building Code, creating substantial risks to life or property?

Expansive soils refer to soils that have the capacity to change in volume, such as shrinking during periods of drought and swelling during periods of heavy moisture content. Fine grained clay soils typically have a higher potential to expand with exposure to moisture. According to the City's General Plan Safety Element (2012), the project site has been identified as being located in an area of moderate to high expansion potential. The 2014 Soils Engineering Report conducted for the development of the San Luis Ranch project (less than 500 feet southwest of the project site) observed soils with moderate shrink-swell potential and high erosion potential. Due to the likely presence of moderate to highly expansive soils at the project site, geotechnical investigation is necessary to determine the risk posed by expansive soils and determine necessary remediation. With incorporation of Mitigation Measure GEO-1, adherence to the City of San Luis Obispo Municipal Code, the California Building Code, General Plan policies, and all other applicable permits and ordinances, impacts related to the presence of expansive soils would be **potentially significant unless mitigation is incorporated.**

e. Would the project have soils incapable of adequately supporting the use of septic tanks or alternative wastewater disposal systems where sewers are not available for the disposal of wastewater?

The project would connect to a sewer system that would transport wastewater to the WRRF for treatment. Septic tanks or alternative wastewater disposal systems would not be utilized. Therefore, **no impact** would occur.

Mitigation Measures

Implementation of the following mitigation measures, and compliance with the California Building Code and California Department of Transportation seismic design standard requirements, would be required to reduce potential impacts to a less than significant level.

GEO-1 **Conduct Geotechnical Investigation and Soil Remediation**. Prior to construction activities, a preliminary geotechnical investigation shall be conducted to determine the presence or absence of unstable soils or soils that would become unstable during a seismic event, including the potential for liquefaction at the project site. The geotechnical investigation shall be conducted by trained engineers and shall comply with ASTM approved methodologies. Based on the results of the preliminary geotechnical investigation, unstable soils or soil that would become unstable during a seismic event shall be remediated to ensure that on-site soils would provide adequate structural support for proposed structures. All on-site structures, transportation infrastructure and subgrades shall comply with applicable methods of the California Building Code and all transportation infrastructures shall comply with the most current California Department of Transportation design standards. Soil remediation may be achieved through, for example, structural piers, excavation of unstable soils, importation of clean, engineered fill, compaction of existing on-site soils, improvement of sub-surface drainage, or a combination of methodologies.

7 Greenhouse Gas Emissions

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project have any of the following impacts?				
a. Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment	☐	☐	■	☐
b. Conflict with any applicable plan, policy, or regulation adopted to reduce the emissions of greenhouse gases	☐	☐	■	☐

Setting

The accumulation of greenhouse gases (GHGs) in the atmosphere regulates the earth's temperature. Without the natural heat trapping effect of GHGs, the earth's surface would be about 34°C cooler (CalEPA 2006). However, emissions from human activities, particularly the consumption of fossil fuels for electricity production and transportation, have elevated the concentration of these gases in the atmosphere beyond the level of naturally occurring concentrations. Carbon dioxide (CO_2), methane (CH_4), and nitrous oxide (N_2O) are the GHGs that are emitted in the greatest quantities from human activities. Emissions of CO_2 are largely by-products of fossil fuel combustion. CH_4 results from fossil fuel combustion as well as off-gassing associated with agricultural practices and landfills. N_2O is produced by microbial processes in soil and water, including those reactions that occur in fertilizers that contain nitrogen, fossil fuel combustion, and other chemical processes.

Scientific modeling predicts that continued GHG emissions at or above current rates would induce more extreme climate changes during the 21st century than were observed during the 20th century. According to the CalEPA's 2010 Climate Action Team Biennial Report, potential impacts of climate change in California may include loss in snow pack, sea level rise, more extreme heat days per year, more high ozone days, more large forest fires, and more drought years (CalEPA 2010). While these potential impacts identify the possible effects of climate change at a global and potentially statewide level, in general scientific modeling tools are currently unable to predict what impacts would occur locally with a similar degree of accuracy.

In response to an increase in man-made GHG concentrations over the past 150 years, California has implemented Assembly Bill (AB) 32, the "California Global Warming Solutions Act of 2006." AB 32 codifies the Statewide goal of reducing GHG emissions to 1990 levels by 2020 (essentially a 15 percent reduction below 2005 emission levels), and requires the California Air Resources Board (ARB) to prepare a Scoping Plan that outlines the main State strategies for reducing GHGs to meet the 2020 deadline. In addition, AB 32 requires ARB to adopt regulations to require reporting and verification of statewide GHG emissions.

After completing a comprehensive review and update process, ARB approved a 1990 statewide GHG level and 2020 limit of 427 million metric tons carbon dioxide equivalent (CO_2e). The Scoping Plan was approved by ARB on December 11, 2008, and includes measures to address GHG emission

reduction strategies related to energy efficiency, water use, and recycling and solid waste, among other measures. The Scoping Plan includes a range of GHG reduction actions that may include direct regulations, alternative compliance mechanisms, monetary and non-monetary incentives, voluntary actions, and market-based mechanisms.

In May 2014, ARB approved the first update to the AB 32 Scoping Plan. The 2013 Scoping Plan update defines ARB's climate change priorities for the next five years and sets the groundwork to reach post-2020 goals set forth in EO S-3-05. The update highlights California's progress toward meeting the "near-term" 2020 GHG emission reduction goals defined in the original Scoping Plan. It also evaluates how to align the State's longer-term GHG reduction strategies with other State policy priorities, such as for water, waste, natural resources, clean energy and transportation, and land use (ARB, 2014).

Senate Bill (SB) 97, signed in August 2007, acknowledges that climate change is an environmental issue that requires analysis in CEQA documents. In March 2010, the California Resources Agency (Resources Agency) adopted amendments to the State CEQA Guidelines for the feasible mitigation of GHG emissions or the effects of GHG emissions. The adopted guidelines give lead agencies the discretion to set quantitative or qualitative thresholds for the assessment and mitigation of GHGs and climate change impacts.

On September 8, 2016, the governor signed SB 32 into law, extending AB 32 by requiring the State to further reduce GHGs to 40 percent below 1990 levels by 2030 (the other provisions of AB 32 remain unchanged). ARB is currently working to update the Scoping Plan to provide a framework for achieving the 2030 target. The updated Scoping Plan is expected to be completed and adopted by ARB in 2017 (ARB, 2015).

SLOAPCD CEQA Thresholds. The City of San Luis Obispo has not adopted GHG emissions thresholds for use in CEQA documents. In March 2012, the SLOAPCD adopted CEQA thresholds for GHG emissions. Based on the adopted SLOAPCD guidance, the following three quantitative thresholds may be used to evaluate the level of significance of GHG emissions impacts for residential and commercial projects:

1. *Qualified GHG Reductions Strategies. A project would have a significant impact if it is not consistent with a qualified GHG reduction strategy that meets the requirements of the State CEQA Guidelines. If a project is consistent with a qualified GHG reduction strategy, it would not have a significant impact; OR,*
2. *Bright-Line Threshold. A project would have a significant impact if it exceeds the "bright-line threshold" of 1,150 metric tons CO_2E/year; OR,*
3. *Efficiency Threshold. A project would have a significant impact if the efficiency threshold exceeds 4.9 metric tons of CO_2E/service population/year. The service population is defined as the number of residents plus employees for a given project.*

The efficiency threshold is specifically intended to avoid penalizing large-scale plans or projects that incorporate emissions-reducing features and/or that are located in a manner that results in relatively low vehicle miles traveled. The project does not represent a traditional large-scale development that would substantially increase population or employment in the City as it involves the relocation of an existing facility in the City to a new site. Therefore, the bright-line threshold has been determined as the appropriate threshold of which to measure the level of potential impacts associated with project-generated GHG emissions. Additionally, the City of San Luis Obispo Climate Action Plan, adopted in 2012, serves as the City's qualified GHG reduction plan. Therefore, the

project's contribution to cumulative GHG impacts would be cumulatively considerable if it is inconsistent with the Climate Action Plan.

Discussion

a. Would the project generate GHG emissions, either directly or indirectly, that may have a significant impact on the environment?

b. Would the project conflict with any applicable plan, policy, or regulation adopted for the purpose of reducing the emissions of greenhouse gases?

The project's GHG emissions are quantified to provide an estimate of the scale of future GHG emissions. In addition to this quantitative analysis, the project's consistency with the Climate Action Plan is evaluated below.

GHG Emissions Estimate

Construction Emissions. Construction of the proposed project would generate temporary GHG emissions, primarily resulting from the operation of construction equipment and on- and off-site truck trips, including soil hauling trips. Site preparation and grading typically generate the greatest amount of GHG emissions due to the use of grading equipment and other large diesel-powered construction equipment. Total and annualized construction emissions are shown in Table 7.

Table 7 Estimated Construction Emissions of GHGs

Source	Annual Emissions
Total Estimated Construction Emissions	527 metric tons CO_2e
Amortized over 25 years	21 metric tons CO_2e per year

See Appendix A for CalEEMod results.

As shown in Table 7, construction activity associated with the proposed project would generate an estimated 527 MT of CO_2e. SLOAPCD has recommended amortizing construction-related emissions over the life of a project. Over this lifetime for the project (conservatively assumed to be 25 years), the construction emissions would amount to 21 MT of CO_2e per year.

Combined Annual Construction, Operational, and Mobile GHG Emissions. The project's operational emissions from energy use (electricity and natural gas use) were estimated using CalEEMod. Table 8 combines the construction and operational GHG emissions associated with development for the project.

Table 8 Combined Annual Emissions of GHGs

Emission Source	Annual Emissions
Construction	21 metric tons CO_2e
Operational	
Area	<0.01 metric tons CO_2e
Energy	229 metric tons CO_2e
Solid Waste	65 metric tons CO_2e
Water	20 metric tons CO_2e
Mobile	
CO_2 and CH_4	376 metric tons CO_2e
N_2O only	19 metric tons CO_2e
Total	**730 metric tons CO_2e**

Sources: See Appendix A for calculations and for GHG emission factor assumptions.

As shown in Table 8, the combined annual emissions from the project would total approximately 730 MT per year of CO_2e and, therefore, would not exceed the SLOAPCD bright-line threshold of 1,150 MT per year of CO_2e.

Climate Action Plan Consistency

In 2012 the City of San Luis Obispo adopted the Climate Action Plan, which serves as a Qualified GHG Reduction Strategy consistent with the CEQA Guidelines. The GHG-reducing policy provisions contained in the Climate Action Plan were prepared with the purpose of complying with the requirements of AB 32 and achieving the goals of the AB 32 Scoping Plan. As a result, the Climate Action Plan is consistent with statewide efforts established in ARB's Climate Change Scoping Plan to reduce statewide GHG emissions to 1990 levels by 2020. The Climate Action Plan outlines a course of action to improve environmental, social, and economic sustainability and includes six emission reductions strategies: 1) buildings, 2) renewable energy, 3) transportation and land use, 4) water, 5) solid waste, and 6) parks and open space. The project would be consistent with the City's Climate Action Plan if it is consistent with all applicable GHG emissions reduction strategies and measures in the Plan. Table 9 shows the project's consistency with applicable Climate Action Plan measures. As shown, the project would be consistent with the Climate Action Plan.

Table 9 Project Consistency with Applicable Climate Action Plan Measures

Climate Action Plan Control Measure	Project Consistency
Buildings	
BLD 2: New Construction Energy Conservation Encourage and incentivize new development to exceed minimum Cal Green requirements.	**Consistent** New structures at the project site would meet Title 24 standards to minimize energy consumption.
Transportation and Land Use	
TLU 1: Transit Services Maintain and expand transit services consistent with the City's Short Range Transit Plan.	**Consistent** The primary objective of the project is to accommodate the anticipated growth in transit miles and hours as well as provide an up-to-date and expanded transit support facility.
TLU 2: Alternative Vehicles Promote clean air vehicles (CAV), and expand the network of electric car charging stations and car-sharing parking spaces.	**Consistent** A portion of the visitor parking spaces in the project would be outfitted with electric vehicle charging stations. These parking spaces would be reserved for electric vehicles, along with the area's multimodal transportation network, to encourage energy conscience transportation. In addition, RTA may install conduit for future implementation of electric charging stations for electric buses in a portion of the bus parking spaces included in the project
TLU 5: Land Use Diversity and Density Encourage compact urban form and mixed-use developments.	**Consistent** The project includes development of RTA administration headquarters and bus maintenance facilities. Therefore, the project development would encourage compact urban form and mixed-use development.
TLU 6: Parking Management Motivate Downtown visitors to park once and walk or ride to multiple destinations, or use transit to get to and from downtown.	**Consistent** The project would provide for transit infrastructure that would contribute to meeting this goal by providing improved transit facilities and service.

Senate Bill 32

In late 2015, the California Supreme Court's Newhall Ranch decision confirmed that there are multiple potential pathways for evaluating GHG emissions consistent with CEQA, depending on the circumstances of a given project (*Center for Biological Diversity v. Department of Fish and Wildlife (2015) 62 Cal. 4th 204*). The decision also identified the need to analyze both near term and post-2020 emissions, as applicable, stating that an "EIR taking a goal-consistency approach to CEQA significance may in the near future need to consider the project's effects on meeting longer term emissions reduction targets." While not legally binding on local land use agencies, SB 32 extends the statewide AB 32 reduction goal, requiring the State to further reduce GHGs to 40 percent below 1990 levels by 2030, and Executive Order S-03-05 has set forth a long-term reduction target to reduce GHG emissions in California by 80 percent below 1990 level by the year 2050.

While the State has adopted the AB 32 Scoping Plan and multiple regulations to achieve the AB 32 year 2020 target, there is no currently adopted State plan to meet post-2020 GHG reduction goals. ARB is currently working to update the Scoping Plan to provide a framework for achieving the 2030 target set forth by SB 32 (ARB, 2015). As a result, State reduction strategies cannot be applied to the project to achieve long-term reductions. Achieving these long-term GHG reduction policies will require State and federal plans and policies for achieving post-2020 reduction goals. Placing the entire burden of meeting long-term reduction targets on local government or individual new development projects would be disproportionate and likely ineffective.

Given the recent legislative attention and judicial action regarding post-2020 goals and the scientific evidence that additional GHG reductions are needed through the year 2050, the Association of Environmental Professionals' (AEP) Climate Change Committee published a white paper in 2015 recommending that CEQA analyses for most land use development projects may continue to rely on current adopted thresholds for the immediate future (AEP, 2015). As such, for the GHG impacts resulting from development under the project, this analysis evaluates future conditions in the year 2020 based on consistency with the City's adopted Climate Action Plan.

Based on the findings in Table 9, the proposed project would be consistent with the City of San Luis Obispo Climate Action Plan. Impacts resulting for GHG emissions from the project would be **less than significant**.

8 Hazards and Hazardous Materials

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project have any of the following impacts?				
a. Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials	☐	☐	■	☐
b. Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment	☐	☐	■	☐
c. Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within 0.25 mile of an existing or proposed school	☐	☐	☐	■
d. Be located on a site that is included on a list of hazardous material sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?	☐	☐	■	☐
e. For a project located in an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area	☐	☐	■	☐
f. For a project near a private airstrip, would it result in a safety hazard for people residing or working in the project area	☐	☐	☐	■
g. Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan	☐	☐	■	☐

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
h. Expose people or structures to a significant risk of loss, injury, or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands	☐	☐	☐	■

Setting

Under Title 22 of the California Code of Regulations (CCR), the term "hazardous substance" refers to both hazardous materials and hazardous wastes. Both of these are classified according to four properties: toxicity, ignitability, corrosiveness, and reactivity (CCR Title 22, Chapter 11, Article 3). A hazardous material is defined as a substance or combination of substances that may cause or significantly contribute to an increase in serious, irreversible, or incapacitating illness, or may pose a substantial presence or potential hazard to human health or the environment when improperly treated, stored, transported, disposed of, or otherwise managed. Hazardous wastes are hazardous substances that no longer have practical use, such as materials that have been discarded, discharged, spilled, or contaminated or are being stored until they can be disposed of properly (CCR Title 22, Chapter 11, Article 2, Section 66261.10). Soil that is excavated from a site containing hazardous materials is a hazardous waste if it exceeds specific CCR Title 22 criteria.

Factors that can influence the health effects when human beings are exposed to hazardous materials include the dose the person is exposed to, the frequency of exposure, the duration of exposure, the exposure pathway (route by which a chemical enters a person's body), and the individual's unique biological susceptibility.

Federal

Many agencies regulate hazardous substances. These include federal agencies such as the U.S. Environmental Protection Agency (U.S. EPA), the Occupational Safety and Health Administration (OSHA), the Department of Transportation, and the National Institute of Health. The following are federal laws and guidelines governing hazardous substances:

- Federal Water Pollution Control Act
- Clean Air Act
- Occupational Safety and Health Act
- Federal Insecticide, Fungicide, and Rodenticide Act
- Comprehensive Environmental Response Compensation and Liability Act
- Guidelines for Carcinogens and Biohazards
- Superfund Amendments and Reauthorization Act Title III
- Resource Conservation and Recovery Act
- Safe Drinking Water Act
- Toxic Substances Control Act

At the federal level, the principal agency regulating the generation, transportation and disposal of hazardous substances is the U.S. EPA, under the authority of the Resource Conservation and

Recovery Act (RCRA). The U.S. EPA regulates hazardous substance sites under the Comprehensive Environmental Response Compensation and Liability Act (CERCLA). Applicable federal regulations are contained primarily in Titles 29, 40, and 49 of the Code of Federal Regulations (CFR).

State

The California Environmental Protection Agency (CalEPA) and the Governor's Office of Emergency Services (OES) establish rules governing the use of hazardous substances. The State Water Resources Control Board (SWRCB) has primary responsibility to protect water quality and supply.

Applicable State laws include the following:

- Porter Cologne Water Quality Act
- Public Safety/Fire Regulations/Building Codes
- Hazardous Substance Control Law
- Hazardous Substances Information and Training Act
- Hazardous Substances Release Response Plans and Inventory Act
- Air Toxics Hot Spots and Emissions Inventory Law
- Underground Storage of Hazardous Substances Act

Within CalEPA, the Department of Toxic Substances Control (DTSC; formerly the Department of Health Services) has primary regulatory responsibility, with delegation of enforcement to local jurisdictions that enter into agreements with the state agency, for the generation, transportation and disposal of hazardous substances under the authority of the Hazardous Waste Control Law. State regulations applicable to hazardous substances are indexed in Title 26 of the CCR.

Discussion

a. Would the project create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?

Construction of the proposed project would require the limited use of heavy machinery and construction equipment, such as a graders, front loaders, and dump trucks. The operation of these vehicles and machinery could result in a spill or accidental release of hazardous materials, including fuel, engine oil, engine coolant, and lubricants. Because the proposed project would require over one acre of grading and development, RTA would be required to obtain coverage under the General Permit for Discharges of Storm Water Associated with Construction Activity (Construction General Permit Order 2009-0009-DWQ) to comply with Clean Water Act National Pollutant Discharge Elimination System (NPDES) requirements. Compliance with these requirements would include preparation of a Storm Water Pollution Prevention Plan (SWPPP), which would specify BMPs to quickly contain and clean up any accidental spills or leaks. Due to the medium-term construction period (approximately 12-18 months) and the moderate amount of construction equipment and associated hazardous materials to be used in construction of the proposed project, the potential for an accidental release of hazardous materials to harm the public or the environment would be low. This potential would be further reduced through compliance with applicable regulations.

Construction activities may also include the temporary transport, storage, and use of potentially hazardous materials including fuels, lubricating fluids, cleaners or solvents. The transport of such materials would be subject to federal, state and local regulations which would assure that risks associated with the transport of hazardous materials are minimized. In addition, construction

activities that transport hazardous materials would be required to transport such materials along designated roadways within the County, thereby limiting risk of upset.

Operational Activities

The proposed project is a bus maintenance facility that would require the routine transport, use, and disposal of potentially hazardous materials, such as batteries, oil, lubricants, paint, cleaning solvents, and other chemicals. Fueling of the fleet would occur on the project site utilizing liquid fuel (diesel and gasoline) facilities on-site. It is anticipated that the project would include a 7,000 gallon above-ground diesel tank and a 3,000 gallon above ground gasoline tank. As with many industrial activities, including those that are currently ongoing in surrounding industrial operations, that involve the storage and use of hazardous materials, on-site activity involving hazardous substances, and the transport, storage, handling of these substances, must adhere to applicable local, state, and federal safety standards, ordinances, or regulations, including a Hazardous Materials Business Plan (HMBP). Businesses that are engaged in the use, sale, storage, or transport of hazardous substances are monitored by various local (e.g., County of San Luis Obispo Environmental Health Services) and State (e.g., DTSC) entities. The facility would be required to store hazardous materials in designated areas with secondary containment designed to prevent accidental release into the environment. Potentially hazardous waste produced during operation would also be collected, stored and disposed of in accordance with applicable laws and regulations. The liquid fuel storage facilities and use on the site would also be subject to SLOAPCD Rule 424, *Storage and Transfer of Gasoline*, and the requirements therein preventing hazardous materials release into the environment.

Compliance with existing laws and regulations governing the transport, use, release and storage of hazardous materials and wastes, including the required SWPPP and HMBP, would reduce impacts related to exposure of the public or environment, including the nearby San Luis Obispo Creek, to hazardous materials to **less than significant.**

b. Would the project create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?

As discussed under Item a. above, existing regulations would ensure that hazardous materials would not be released into the environment during construction and operation of the project. As discussed under Item d. below, grading of the project site is not expected to encounter hazardous materials such as contaminated soil and groundwater that could then be released into the environment. Impacts would be **less than significant.**

c. Would the project emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within 0.25 mile of an existing or proposed school?

Schools are defined as colleges, high schools, elementary schools, preschools, or nursery schools. The nearest schools to the project site are Laurus College and C.L. Smith Elementary School, both located approximately 1 mile from the project site. The project would not emit hazardous emissions or handle hazardous or acute hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school. Therefore, **no impact** would occur.

d. Would the project be located on a site included on a list of hazardous material sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?

Rincon Consultants conducted a database search utilizing Geo Tracker, which concluded that there are a number of hazardous material sites within a 1,000 foot radius of the project site. Table 10 provides information for each site.

Table 10 Cleanup Sites & Permitted Facilities within 1,000 Feet of 253 Elks Lane, San Luis Obispo

Site Name	Global ID	Facility ID	Site Type	Status	Address
Contractor's Glass Group	T0607900013	-	LUST Cleanup Site	Completed Case Closed	56 Prado Road
Corporation Yard	-	600027	Permitted Underground Storage Tank (UST)[1]	-	25 Prado Road
Prado Road Service	T0607900040	60-75	LUST Cleanup Site	Completed – Case Closed	253 Elks Lane
Waste Water Treatment Plant	T0607900164	70-75	LUST Cleanup Site	Completed – Case Closed	35 Prado Road

[1]Permitted UST data in GeoTracker is no longer being kept up-to-date by local permitted agencies.
Source: GeoTracker 2017

There is one hazardous material site, named Prado Road Service, located within the project site. The contaminant of concern was gasoline. Cleanup was completed and the case was closed in March of 1992. In addition to this site, there was another hazardous material site, the Waste Water Treatment Plant, located within 500 feet of the project site to the south. Cleanup was completed and the case was closed in March 1992. One active contaminated site exists roughly 1,600 feet north of the project site. This site is a low priority historical crude oil pipeline leak located along Elks Lane, adjacent to San Luis Obispo Creek that was discovered and subsequently contained in 1965. The SWRCB notes that the site is being monitored and may be appropriate for closure pending analytical data. As there are no known active sites near enough to affect the project site, and the project is located on a hazardous material site that has been cleaned up and closed, a **less than significant** impact would occur.

e. For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?

The project site is located about 1.5 miles northwest of the San Luis Obispo County Airport. As mapped in the existing *Airport Land Use Plan for the San Luis Obispo County Regional Airport* (ALUP), which was adopted by the County Airport Land Use Commission (ALUC) in 1973 and subsequently updated in 2002, 2004 and 2005, the project site is located within ALUP Safety Area S-1b (ALUP, Figure 3). Within this safety area, transportation uses and service uses, including offices, are considered compatible if the density is limited to no more than 50 persons per gross area with an approved Airport Compatible Open Space Plan (ACOS), and 40 persons per gross area without an approved ACOS) (ALUP, Table 7, Figure 7, and Land Use Compatibility Table[Section 5.3]). The proposed RTA project would employ 120 people in an area of 6.5 gross acres, for a density of approximately 20 persons per acre. The project would also involve the storage of diesel and gasoline

fuel for buses, but the amounts stored would be limited to use for RTA vehicles only and would be not be used for retail or wholesale distribution. The RTA project would not construct any new structures that would represent an obstruction to aircraft, and would not include excessive nighttime lighting or other features that would represent a unique hazard. The ALUC is in the process of updating the ALUP and the most current "Working Draft" was released in 2014. This "Working Draft" document also places the RTA project site in the S-1b Safety Area, and has similar compatibility criteria.

In December 2014, the City of San Luis (City) adopted an update to its Land Use and Circulation Element and Zoning Ordinance (collectively, LUCE). The update to the LUCE includes an Airport Overlay Zone that establishes its own compatibility criteria. The ALUC determined that the LUCE was inconsistent with the ALUP. Pursuant to Public Utilities Code Section 21676(b), the City subsequently overruled that determination by the ALUC as part of the City's adoption of the LUCE. The City's *Airport Land Use Compatibility Report* (used to justify the overrule) is found in Appendix F of the Final EIR for the LUCE update (City of San Luis Obispo 2014).

Finally, the City implements its LUCE policies through the zoning ordinance. The RTA site is within the Airport Overlay Zone, and the City would determine consistency with its airport compatibility criteria through review as provided in Chapter 17.57 of the zoning ordinance. The current (December 2016) terms and standards in the zoning ordinance place the RTA project site in the S-1b Safety Area, and would limit the non-residential (RTA employee) density to 200 persons per acre (San Luis Obispo Municipal Code Chapter 17.57, Table 10). Other provisions in the zoning ordinance would also ensure that the project would not cause any aviation hazards by virtue of its height, lighting, and other features. The proposed fuel storage for use by RTA vehicles would be allowed in the S-1b Safety Area under these provisions. The City is in the process of revising its zoning ordinance to bring the terminology up to date and to incorporate the provisions of the City's *Airport Land Use Compatibility Report*, but the basic standards and criteria would not change.

In summary, the RTA project is expected to be compatible with airport planning standards and criteria currently in place in the City of San Luis Obispo. It would also likely be determined to be consistent with similar criteria by the ALUC, even though those more restrictive criteria do not apply in this situation. For these reasons, the project would have a **less than significant** impact with respect to airport safety and compatibility standards.

f. For a project near a private airstrip, would it result in a safety hazard for people residing or working in the project area?

There are no private airstrips near the project site that would result in a safety hazard for people residing or working in the project area. **No impact** would occur.

g. Would the project impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?

The proposed project would not involve the development of structures that could potentially impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan. The design of new access points would be reviewed and approved by the City of San Luis Obispo Fire Department to ensure that emergency access meets City standards. Additionally, in the event of a declared emergency associated with radiation release at the Diablo Canyon Power Plant, RTA would assist with evacuation efforts by providing transportation services. The project would result in easier bus access from RTA headquarters to primary transportation

routes in the region by siting the project adjacent to U.S. 101 and, thus, aid in emergency response and evacuation. Therefore, impacts would be **less than significant.**

h. Would the project expose people or structures to a significant risk of loss, injury, or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?

The project site is surrounded by urban development and no wildlands are in the vicinity of the project site according to the City's General Plan Safety Element (2012). Therefore, **no impact** would occur.

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9 Hydrology and Water Quality

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project have any of the following impacts?				
a. Violate any water quality standards or waste discharge requirements	☐	☐	■	☐
b. Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering or the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level that would not support existing land uses or planned uses for which permits have been granted)	☐	☐	■	☐
c. Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner that would result in substantial erosion or siltation on- or off-site?	☐	☐	■	☐
d. Substantially alter the existing drainage pattern of the site or area, including the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner that would result in flooding on or offsite	☐	☐	■	☐
e. Create or contribute runoff water that would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff	☐	☐	■	☐
f. Otherwise substantially degrade water quality	☐	☐	■	☐

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
g. Place housing in a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary, Flood Insurance Rate Map, or other flood hazard delineation map	☐	☐	☐	■
h. Place structures in a 100-year flood hazard area that would impede or redirect flood flows	☐	☐	■	☐
i. Expose people or structures to a significant risk of loss, injury, or death involving flooding, including that occurring as a result of the failure of a levee or dam	☐	☐	■	☐
j. Result in inundation by seiche, tsunami, or mudflow	☐	☐	☐	■

Setting

The San Luis Obispo Creek Watershed drains an area of approximately 94 square miles, including the City of San Luis Obispo and its surrounding hills, mountains, and valleys. San Luis Obispo Creek (SLO Creek) originates in the Cuesta Grade area north of San Luis Obispo at an elevation of about 2,400 feet above sea level, in the western slopes of the Santa Lucia Range. The creek flows south through the City, at about 200 feet above sea level, adjacent to U.S. 101 until it reaches the southern extent of the Irish Hills where it veers west to the ocean (City of San Luis Obispo 2003) eventually discharging at San Luis Bay, near the community of Avila Beach. The City of San Luis Obispo covers an area of approximately 9.5 square miles near the center of the watershed, with the remaining watershed area under San Luis Obispo County jurisdiction (SLO Creek Waterway Management Plan, Volume I, 2003).

According to the San Luis Obispo Waterway Management Plan (WMP), average seasonal precipitation in the City of San Luis Obispo is approximately 9.4 inches. Because the City is part of a coastal watershed, it is subject to wide ranges in precipitation from periods of drought, to unusually wet winters, and occasional short duration very high intensity storms.

Water Quality

The protection of water quality within San Luis Obispo County is under the jurisdiction of the Central Coast Regional Water Quality Control Board (CCRWQCB). The CCRWQCB establishes requirements that prescribe the discharge limits and establish water quality objectives through the *Water Quality Control Plan for the Central Coast Basin* (Basin Plan; CCRWQCB 2016). According to the CCRWQCB, San Luis Obispo Creek is on the 2010 Clean Water Act Section 303(d) list of impaired waters for pathogens. Urban stormwater runoff and agricultural runoff are identified as the primary sources of pathogens to the creek. To address pathogen levels the CCRWQCB adopted a Total Maximum Daily Load (TMDL) for pathogens in the San Luis Obispo Creek, which went into effect July 2005. In 2010,

two San Luis Obispo Creek tributaries, Stenner Creek and Prefumo Creek, were added to the TMDL as impaired waters for pathogens. The TMDL implementation schedule calls for achieving water quality standard pathogen levels in San Luis Obispo Creek and its tributaries by 2015. A water quality report created in 2013 stated that TMDL targets for pathogens in San Luis Obispo Creek were not being met in the urban boundary and downstream of the urban boundary. The City of San Luis Obispo is tasked to evaluate implementation of additional stormwater management practices to reduce and/or eliminate bacteria discharge associated with the tunnelized portion of San Luis Obispo Creek (CCRWQCB, Report Card, 2013). The project site is roughly 500 feet from the San Luis Obispo Creek at its closest point.

Groundwater quality in the San Luis Obispo Groundwater Basin has been reduced in part due to the degradation of surface waters in San Luis Obispo Creek. Groundwater in the unconfined aquifers within the basin contains high levels of nitrates, iron, manganese, and organic compounds.

Groundwater and Water Supply

The City of San Luis Obispo has been the sole purveyor of water within the City limits. This has allowed the City to maintain uniformity of water service and distribution standards, and to be consistent in developing and implementing water policy.

The City Utilities Department annually prepares a Water Resources Status Report to provide the City Council and interested members of the community with an annual update of the status of existing water resources, as well as water supply projects being pursued to meet the community's needs. The City currently has five sources of water: the Salinas Reservoir, Whale Rock Reservoir, Nacimiento Reservoir, recycled water, and groundwater. The City's water supply is primarily obtained through reservoirs, with only two percent of the total supply obtained by groundwater (City of San Luis Obispo Utilities Website, 2016). Water conservation programs are also an effective "source" of water supply and are a major focus of the City's Utilities Department. Additional projects are also underway to help secure future water sources, such as the Nacimiento Pipeline Project.

Each of the City's water sources has a safe annual yield associated with that source. A conjunctive use model has also determined the safe annual yield of all sources used strategically together. Safe annual yield is defined as the amount of water that can be utilized consistently and reliably over an extended period of time. The extended period of time must be long enough to establish patterns that would include a worst-case drought scenario.

Based on available information, the drought of 1986-1991 is the period that defines the safe annual yield of the City's water resources. The adopted safe annual yield of the City's combined water supply for 2015 is estimated at 10,005 acre-feet per year (AFY), which takes into account annual estimated reductions due to siltation at the reservoirs (City of San Luis Obispo Water Resources Status Report 2015). The safe annual yield is used to determine whether the City has sufficient water supplies to meet the demands of existing development and development allowed under the General Plan.

Drainage and Flooding

Flooding is the accumulation of water or excess water from a stream, river, lake, reservoir, or coastal body of water overflows onto adjacent floodplains where usually no water occurs. Floodplains are lowlands adjacent to water bodies and floods are natural events. In San Luis Obispo,

the most common type of flooding event is riverine flooding, also known as overbank flooding. In addition to riverine flooding, the City is susceptible to flash flooding. Flash floods generally involve a rapid rise in water level, high velocity water flows, and large amounts of debris which can lead to significant damage (SLO City Local Hazard Mitigation Plan, 2014).

Flooding within the San Luis Obispo Creek system is generally caused by intense Pacific storm systems that occur during the months of December, January, February, and March. The great topographic variability of the watershed causes these systems to drop large amounts of precipitation, especially along the higher ridgelines. The steepness of the upper watershed, shallow soil, low vegetation, and typically short-duration, intense rainfall pattern result in quickly moving water flows yielding high peak flows that drop quickly back to winter base flow levels once intense rainfall ceases.

The segment of SLO Creek running from Marsh Street Bridge to Prado Bridge, roughly 500 feet east of the project site at its closest point, is a flood prone section of the creek (SLO Creek Waterway Management Plan, Volume I, 2003). According to the Federal Emergency Management Agency (FEMA) Flood Map Service Center, the project site is located within a 100-year floodplain as identified by FEMA Special Flood Hazard Area hazard Zone AE (City of San Luis Obispo, 2014). The 100-year floodplain depicts likely locations to be inundated at one percent annual chance flood. This means that there is a one percent chance every year for the project site and surrounding area to flood.

Discussion

a. Would the project violate any water quality standards or waste discharge requirements?

As with all land development, the proposed bus maintenance facility could potentially generate polluted runoff during rainfall, both during construction and as a part of normal operations. The project would include one new two-story building and a parking lot to accommodate fleet and employee vehicles. The parking lot, which may hold particulate matter, residual hydrocarbons, persistent organic pollutants, and other substances transported to the facility via bus exteriors or tires, would contaminate water that moves across its impervious surface and generate polluted runoff. There are two statewide general permits related to controlling pollutants in stormwater runoff, one for construction activities and another for completed projects of an industrial nature. These are summarized in the following paragraphs.

Because construction of the proposed project would disturb more than one acre, the project is subject to the National Pollutant Discharge Elimination System (NPDES) General Permit for Storm Water Discharges Associated with Construction and Land Disturbance Activities, Order No. 2012-0006-DWQ (Construction General Permit). The Construction General Permit requires development of a construction Stormwater Pollution Prevention Plan (SWPPP) and implementation of Best Management Practices (BMPs) to prevent polluted runoff from leaving the construction site.

Once completed, the project may be covered under the NPDES Statewide General Permit for Stormwater Discharges Associated with Industrial Activities, Order No. 2014-0057-DWQ (Industrial General Permit) from the State Water Resources Control Board. The Industrial General Permit requires facility operators to eliminate unauthorized non-stormwater discharges, develop and implement an operational stormwater pollution prevention plan (SWPPP), and perform monitoring of stormwater discharges and authorized non-stormwater discharges. Finally, development of a Stormwater Management Plan (SWMP) would be required to outline how the project would implement CCRWQCB Post-Construction Requirements (Resolution No. R3-2013-0032) to comply

with the statewide Phase II Municipal General Permit. The Post-Construction Requirements generally require runoff reduction, water quality treatment, runoff retention, and post-development peak flow management.

The City of San Luis Obispo would provide water and wastewater services to the project. For any industrial discharges to the City wastewater system, review and approval of a separate discharge permit to protect treatment plant functioning and local water quality would be required (Sections 13.08.040 and 13.08.080 of the City Code). For example, if a bus washing station is incorporated into the project, City approval of the design and treatment of any wastewater would be required prior to approval to connect to the City wastewater collection system.

In summary, the project has the potential to affect water quality through pollutant discharges in stormwater runoff during construction and operation, and through discharges to the City wastewater system. Each of these potential discharges is covered by existing regulations and permit requirements that would apply to the project, including requirements to supply appropriate noticing, planning and design documents, and compliance monitoring to the State Water Resources Control Board, CCRWQCB, and City of San Luis Obispo. For these reasons, the potential effects on water quality are considered **less than significant.**

b. Would the project substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering or the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level that would not support existing land uses or planned uses for which permits have been granted)?

The project site is mostly vacant with a small building and attached parking lot identified as a local U-Haul dealer. The project would introduce impervious surfaces over most of the site, including rooftops and paved parking areas. These impervious areas would reduce the infiltration capacity of the project site, which would reduce or slow groundwater recharge by a small amount. However, the effect on groundwater levels would not be measurable because both the surface flow in San Luis Obispo Creek and recharge from the large agricultural and open space in and around the City have a much larger effect in the area. The project would not use groundwater for its water supply. The proposed project would receive potable water from the City of San Luis Obispo, which obtains most of its water supply from surface reservoirs, and only about two percent from groundwater. In addition, RTA would seek use of recycled water for landscaping and possible bus wash needs. For these reasons, the project effect on groundwater supplies and recharge would be **less than significant.**

c. Would the project substantially alter the existing drainage pattern of the site or area, including by altering the course of a stream or river, in a manner that would result in substantial erosion or siltation on or offsite?

d. Would the project substantially alter the existing drainage pattern of the site or area, including the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner that would result in flooding on or offsite?

Development of the project would not alter the course of a stream or river or result in substantial erosion or siltation on or offsite. The closest stream is San Luis Obispo Creek, which runs north to south, east of the project site, roughly 500 feet away at its closest point. The project would alter the existing drainage pattern on the project site through re-grading and soil import to raise the proposed building's ground elevations to be above the existing 100-year floodplain. The issue of

flooding is discussed below in issues g. and h. The effects of the project with respect to drainage patterns would be **less than significant.**

e. Would the project create or contribute runoff water that would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?

The project would increase the volume of stormwater runoff from the site, but would be within the capacity of the City stormwater system. Potential releases of pollutants in stormwater runoff would be controlled through standard requirements that apply to construction activities and post-construction operations, as described in issue a. above. The effect of the project would be **less than significant.**

f. Would the project otherwise substantially degrade water quality?

Construction and operation of the project site would alter the rate, volume, and quality of stormwater runoff. As discussed in issue a. above, compliance with applicable general permits and discharge orders related to stormwater management would serve to minimize any effects and thus impacts would be **less than significant**.

g. Would the project place housing in a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary, Flood Insurance Rate Map, or other flood hazard delineation map?

Based on the Flood Insurance Rate Map (FIRM) published by FEMA (Map Number 06079C1068G, revised November 16, 2012) the project site is located in the mapped 100-year floodplain for San Luis Obispo Creek. The project does not involve housing and would have no residential uses. For this reason it would not place any housing within the 100-year flood hazard area and there would be **no impact**.

h. Would the project place in a 100-year flood hazard area structures that would impede or redirect flood flows?

The project is subject to the regulatory requirements of FEMA and the City of San Luis Obispo. In February 2017, Cannon Associates prepared the *RTA Maintenance Facility – Preliminary Floodplain Impact Analysis* using the City's Questa hydraulic model for the San Luis Obispo Creek system (Appendix D). In April 2017, Cannon also prepared a supplemental memorandum to the *Preliminary Floodplain Impact Analysis* for the project using the San Luis Ranch (SLR) development project Conditional Letter of Map Revision (CLOMR) hydraulic model (Appendix D). The following discussion summarizes the applicable requirements and presents the pre- and post-project floodplain conditions modeling results provided in these technical reports by Cannon Associates.

<u>FEMA Requirements</u>

The FEMA requirements relative to floodplain management are found in the Code of Federal Regulations (CFR) Title 44 Parts 59 and 60. They address both design specifications, in terms of how a project is sited in and may affect floodwaters, and review and performance requirements. In very brief terms, the FEMA requirements include the following:

> 60.3(c)(3) – new construction of non-residential structures must (i) have the lowest floor (including basement) elevated to or above the base flood level or, (ii)… be designed so that below the base flood level the structure is watertight…[and meet other requirements related to hydrostatic and hydrodynamic loading]

> 60.3(c)(10) – …until a regulatory floodway is designated…no new construction shall be permitted…unless it is demonstrated that the cumulative effect of the proposed development, when combined with all other existing and anticipated development, will not increase the water surface elevation of the base flood more than one foot at any point within the community.

Beyond these basic design requirements for managing development within flood prone areas, the FEMA standards and procedures also require reviews to determine susceptibility to mudslides or similar instability related to flooding, and the potential to aggravate erosion hazard on the project site or on other properties.

City of San Luis Obispo Requirements

The general requirement in the City of San Luis Obispo municipal code (Section 17.84.050.F.1) is that the cumulative effect of any proposed development, when combined with all other development, will not increase the water surface elevation of the base flood more than one foot at any point within the City of San Luis Obispo. This requirement is consistent with FEMA standard for areas where a regulatory floodway has not been defined.

The project site is also within a "Special Floodplain Management Zone" in the City's *Drainage Design Manual* (San Luis Obispo February 2003:Figure 3-1). For this area, the municipal code (Section 17.84.050.F.2) requires use of the City *Drainage Design Manual* standards, if those standards are more stringent than other provisions within the code. Section 3.5.3 of the *Drainage Design Manual* requires:

- The project shall not cause the 100-year flood elevation to increase more than 2.5 inches
- The project shall not cause stream velocities to increase more than 0.3 feet per second (ft/s)
- The project shall not cause a significant net decrease in floodplain storage volume unless several exceptions are met.

Since these *Drainage Design Manual* standards are more stringent than other City requirements, they apply to this project.

Effects of the Project

According to the *Preliminary Floodplain Impact Analysis* and Questa modeling data, the project would cause a maximum rise in the 100-year flood water surface elevation of 2.0 inches. As such, the project would not result in an exceedance of the City's Drainage Design Manual limit of an increase in 100-year flood elevation of no more than 2.5 inches. The project would result in an increase of the 100-year flood flow velocity of up to 1.39 ft/s, exceeding the City's stream velocity flow limit of 0.3 ft/s.

Similarly, according to the supplemental memorandum to the *Preliminary Floodplain Impact Analysis* and the SLR CLOMR modeling data, the project would not cause a rise in the 100-year flood water surface elevation and, therefore, would not exceed the City's Drainage Design Manual limit of an increase in 100-year flood elevation of no more than 2.5 inches. However, the project would result in an increase of the 100-year flood flow velocity of up to 2.0 ft/s, exceeding the City's stream velocity flow limit of 0.3 ft/s.

Although post-project conditions would exceed the City's stream velocity flow limit, the predicted velocities would be at non-erosive levels and would be limited to cross-sections on the project site itself. These would be parking areas where the surfaces would generally not be subject to erosion. Stream flow velocities at cross-sections beyond the project site would be within the City's

standards. Accordingly, the City has determined that the project would not result in an increase in water surface elevations or stream flow velocities such that it would impede or redirect flood flows.

Additionally, regardless of the pre- and post-project floodplain modeling approach, the project would not result in an exceedance of the FEMA limit of no more than a one foot increase in the water surface elevation of the base flood of at any point. Also consistent with the FEMA requirements, the lowest floor of the proposed building would be elevated above the base flood level. Therefore, impacts to the 100-year floodplain would be **less than significant**.

i. Would the project expose people or structures to a significant risk of loss, injury, or death involving flooding, including flooding as a result of the failure of a levee or dam?

Potential flooding in the 100-year floodplain of San Luis Obispo Creek is discussed in issue h) above. The project is not located within an area that would be impacted by flooding which occurs as a result of the failure of a levee or dam. Thus, with respect to this issue the potential effects would be **less than significant**.

j. Would the project result in inundation by seiche, tsunami, or mudflow?

The project site is not located near large bodies of water and therefore is not at risk of inundation by seiche. The project site is not located within a tsunami inundation area as shown on the California Emergency Management Agency's Tsunami Inundation Map, and therefore would not be subject to inundation by tsunami (CalEMA 2009). Lastly, due to the generally flat topography of the project site and adjacent areas, the project site would not be subject to inundation by mudflow. For these reasons, the effects of or on the project from seiche, tsunami, or mudflows would be **less than significant**.

10 Land Use and Planning

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project have any of the following impacts?				
a. Physically divide an established community	☐	☐	☐	■
b. Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect	☐	☐	■	☐
c. Conflict with an applicable habitat conservation plan or natural community conservation plan	☐	☐	☐	■

Discussion

a. Would the project physically divide an established community?

The project site is located on existing parcels in an area surrounded by development. Implementation of the proposed project would continue the existing development pattern in the area, and would not cut off connected neighborhoods or land uses from each other. No new roads, linear infrastructure or other development features are proposed that would divide an established community or limit movement, travel or social interaction between established land uses. The project will not physically divide an established community; therefore, **no impact** would occur.

b. Would the project conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?

The project site is designated "Office" in the City of San Luis Obispo *General Plan, Chapter 1 Land Use* (San Luis Obispo City June 2014:Figure 3 Land Use Diagram). The site is also part of a "Social Services Area" (San Luis Obispo City June 2014:Figure 5) Policy 3.5.1 of the Land Use Element describes this area, saying "Government social services and the regional offices of state and federal agencies should be near the intersections of South Higuera Street, Prado Road, and Highway 101." Policy 5.5.1 also provides for the grouping of government offices that provide similar types of services. The City transit bus garage is located across Prado Road from the RTA property, within the larger City-owned land containing the Water Resources Reclamation Facility and other City offices. Finally, this area is also part of the "Sunset Drive-In Theater Prado Road Area" special focus area described in Section 8.9 of the Land Use Element. Within this area, it is recognized that the CAPSLO

homeless services center will be developed, and that flooding from San Luis Obispo Creek, the existence of active agricultural uses, and the future Prado Road bridge over US Highway 101 all pose additional constraints. The site is also located in safety zones 4 and 6 as defined in the City of San Luis Obispo *Airport Land Use Compatibility Report*. These issues are all addressed elsewhere in this Initial Study, and the design of the proposed RTA facility has taken these issues into account.

The project site is zoned Office with a Planned Development overlay (O-PD). Allowable uses are set forth in Table 9 of the zoning ordinance, and for the Office zone include: Office – Production and administrative, and Office – Professional. While the proposed RTA project would also include bus parking and maintenance activities, those uses would be incidental to the primary office use and would not provide retail activities or services involving parking and vehicle maintenance. The Planned Development overlay, which applies to the project, allows for design flexibility and may allow for combining and interpreting the uses within the project, as described in Section 17.50.020.D of the zoning ordinance. There is a normal height limit of 25 feet in the O zone, which can be extended to 35 feet with the approval of an administrative use permit. Any additional height, or difference in allowable uses or variance in other standards require approval of a use permit by the City Planning Commission as provided in Section 17.58.030.B of the zoning ordinance.

In summary, the proposed RTA facility would be consistent with applicable policies from the Land Use Element, and would be compatible with existing and future uses in the vicinity. It would also be consistent with applicable requirements of the City zoning ordinance, and is expected to require approval of a conditional use permit by the City Planning Commission. That review and approval may also include more specific conditions to help improve compatibility and land use consistency for the project.

With the approval of a Planning Commission Use Permit for the parking of buses at the facility, a **less than significant impact** would occur.

c. Would the project conflict with an applicable habitat conservation plan or natural community conservation plan?

The project site is not located within any adopted habitat conservation plan or natural community conservation plan. There would be **no impact.**

11 Mineral Resources

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project have any of the following impacts:				
a. Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	☐	☐	☐	■
b. Result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan, or other land use plan?	☐	☐	☐	■

Discussion

a. Would the project result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?

The project site does not contain or lie immediately adjacent to a known mineral resource that would be of value to the region or the state. According to the USGS Mineral Resources On-Line Spatial Data map, the nearest site holding a mineral resource of importance is the Rocky Canyon Quarry, which is located more than sixteen miles north of the project site. This mine is a source of construction aggregates. As the project would not result in the loss of availability of a known mineral resource of value, **no impact** would occur.

b. Would the project result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan, or other land use plan?

The City's Open Space and Conservation Element indicates that in the past quarries and mines in the San Luis Obispo area produced basaltic stone for masonry, "red rock" for road base and surfacing, and cinnabar, an ore of mercury. No quarry or mine operations are expected to be reactivated or initiated. As mentioned above under Item a., Rocky Canyon Quarry is the only mineral resource recovery site in the vicinity delineated in the USGS Mineral Resources On-line Spatial Data map. As the project would not impact Rocky Canyon Quarry, which is over sixteen miles north of the site, **no impact** would occur.

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12 Noise

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project result in any of the following impacts?				
a Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies	☐	☐	■	☐
b Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels	☐	☐	■	☐
c A substantial permanent increase in ambient noise levels above those existing prior to implementation of the project	☐	☐	■	☐
d A substantial temporary or periodic increase in ambient noise levels in the project vicinity above those existing prior to implementation of the project	☐	■	☐	☐
e For a project located in an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels	☐	☐	■	☐
f For a project near a private airstrip, would it expose people residing or working in the project area to excessive noise	☐	☐	☐	■

Setting

Background Noise Information and Terminology

Sound is described in terms of the loudness or volume (amplitude) and frequency (pitch) of the sound waves moving through the air. Noise is typically defined as unwanted sound that interferes with normal activities or otherwise diminishes the quality of the environment. Community noise levels are typically measured in decibels using the A-weighted frequency distribution that accounts for the sensitivity of the human ear (dBA). An equivalent noise level (Leq) is the average noise level

on an energy basis for a specific time period. Thus, whenever measurements or standards are expressed as Leq, the time period must be stated or clearly understood. The duration of noise and the time of day at which it occurs are important factors in determining the effect of noise on communities. The Community Noise Equivalent Level (CNEL) and Day-Night Average Level (Ldn) are based on Leq values over a 24-hour period, and account for the time of day and duration of noise generation. These indices are time-weighted average values equal to the amount of acoustic energy equivalent to a time-varying sound over a 24-hour period. The Ldn value includes an adjustment or "penalty" of 10 dBA during nighttime hours (10:00 p.m. to 7:00 a.m.) to account for the added nuisance of noise during this period. The CNEL uses the same approach, but also includes a smaller adjustment during evening hours (7:00 p.m. to 10:00 p.m.). Numerically, Ldn and CNEL values are very similar and the two terms are often interchanged.

Vibration is sound radiated through the ground. The rumbling sound caused by the vibration of room surfaces is called groundborne noise. The ground motion caused by vibration is referenced as vibration decibels (VdB). The range of interest for groundborne vibration is from approximately 50 VdB, which is the typical background vibration velocity level, to 100 VdB, which is the general threshold where minor damage can occur in fragile buildings (FTA 2006:Section 7.2.1). The vibration velocity level threshold of perception for humans is approximately 65 VdB. Most perceptible indoor vibration is caused by sources inside buildings such as the operation of mechanical equipment, movement of people, or the slamming of doors. Typical outdoor sources of perceptible ground-borne vibration are construction equipment, steel-wheeled trains, and traffic on rough roads. Table 11 shows typical peak vibration levels associated with various types of heavy construction equipment (FRA, 2012). Peak vibration levels associated with the use of individual pieces of heavy equipment can range from about 52 to 87 VdB at 50 feet from the source, depending upon the types of equipment in operation at any given time and phase of construction (FHWA, 2006:page 7-5)).

Table 11 Typical Vibration Levels for Construction Equipment

	Approximate VdB			
Equipment	**25 Feet**	**50 Feet**	**75 Feet**	**100 Feet**
Pile Driver (vibratory)	93	87	83	81
Large Bulldozer	87	81	77	75
Caisson Drilling	87	81	77	75
Loaded Truck	86	80	76	74
Jackhammer	79	73	69	67
Small Bulldozer	58	52	48	46

Source: Federal Railroad Administration [FRA], 2012. These values are also consistent with those in FTA May 2006:Table 12-2)
The vibration levels at 50, 75, and 100 feet were calculated based on FRA referenced levels at 25 feet using FRA procedure.

Sensitive Noise Receptors

Noise exposure goals for various types of land uses reflect the varying noise sensitivities associated with those uses. Single- and multi-family residences, schools, libraries, medical facilities, retirement/assisted living homes, health care facilities, and places of worship are most sensitive to noise intrusion and therefore have more stringent noise exposure targets than commercial or

agricultural uses that are not subject to impacts such as sleep disturbance, disruption of conversations, lectures or sermons, or decreased attractiveness of exterior use areas, such as patios, backyards, or parks. Of particular concern is exposure of sensitive receptors to long-term elevated interior noise levels and sleep disturbance, which can be associated with health concerns.

The nearest existing sensitive noise receptor to the project site is the Sunset Drive-In Theater, in the City's Community Commercial land use, with parking/exterior use areas approximately 50 feet from the project site boundary and 250 feet from the northern end of the proposed building. The residential use at the base of the screen is about 400 feet from the northern end of the proposed building. Two single-family residences are located approximately 250 east of the site, and mobile home park residences are located approximately 0.25 mile (1,350 feet) east of the site and 0.20 mile (1,000 feet) north of the site.

The CAPSLO Homeless Services Center is being developed on the parcel immediately to the east of the project site and will be completed by the time the new RTA facility is built. The nearest wing of this building, which would include temporary sleeping quarters, would be located approximately 26 feet from the proposed RTA maintenance building. This use is similar to transient lodging, and is considered equivalent to residential uses as a sensitive noise receptor. The CAPSLO building itself, would serve as an intervening structure or noise barrier that would tend to shield the lodging uses in the east side of the building, and the residential use offsite to the east, from noise originating from the RTA operations.

Regulatory Setting

Noise from motor vehicles is regulated by the State of California through enforcement of noise standards contained in the Motor Vehicle Code. The standard applicable to buses is the noise limit for vehicles with a manufacturer's gross vehicle weight rating over 10,000 pounds, which is 80 dBA. This is the maximum noise level that must not be exceeded by a vehicle at a distance of 50 feet from the centerline of the road under standard test procedures (12 CVC Section 27200-27204) Vehicle registration with the State Department of Motor Vehicles is the means through which the noise standard is enforced. Recent research has shown that conventional bus noise levels may actually be incrementally lower, with measured pass-by sound levels of between 76 and 77 dBA at a distance of 50 feet (Rossa and Staiano, 2007).

According to State law, a noise element is a required component of all city and county general plans. The City of San Luis Obispo General Plan Noise Element uses modified land use compatibility standards recommended by the California Department of Health Services. The City's maximum noise exposure standards for noise-sensitive land uses (specific to transportation noise sources) are shown in Table 12.

Table 12 Maximum Noise Exposure for Noise-Sensitive Land Use Areas

	Outdoor Activity Areas[1]	Interior Spaces	
Land Use	Ldn[2] or CNEL	Ldn[2] or CNEL	Leq[3]
Residences, hotels, motels, hospitals, nursing homes	60	45	--
Theaters, auditoriums, music halls	--	--	35
Churches, meeting halls, office building, mortuaries	60	--	45
Schools, libraries, museums	--	--	45
Neighborhood Parks	65	--	--
Playgrounds	70	--	--

[1] If the location of outdoor activity areas is not shown, the outdoor noise standard shall apply at the property line of the receiving land use
[2] Ldn (day-night average sound level) is the energy-averaged sound level measured over a 24-hour period, with a 10-dB penalty assigned to noise events occurring between 10:00 PM and 7:00 AM and a 5-dB penalty assigned to noise events occurring between 7:00 PM and 10 PM.
[3] Leq (equivalent sound level) is the constant or single sound level containing the same total energy as a time-varying sound, over a certain time. If the location of outdoor activity areas is not shown, the outdoor noise standard shall apply at the property line of the receiving land use.
Source: City of San Luis Obispo General Plan, Noise Element 1996:Table 1

The City requires that noise generated by new stationary sources be mitigated so as not to exceed the exposure standards shown in Table 12 for noise-sensitive uses, as measured at the property line of the receiver. The City's Noise Element lists mitigation strategies in a descending order of preference. If preferred strategies are not implemented, it is the responsibility of the project applicant to demonstrate through a detailed noise study that the preferred approaches are either not effective or not practical, before considering other design criteria described in the General Plan. The City considers the following mitigation measures appropriate where existing sound levels significantly impact noise-sensitive land uses, or where cumulative increases in sound levels resulting from new development significantly impact existing noise-sensitive land uses:

1. Rerouting traffic onto streets that can maintain desired levels of service, consistent with the Circulation Element, and which do not adjoin noise-sensitive land uses.
2. Rerouting trucks onto streets that do not adjoin noise-sensitive land uses.
3. Constructing noise barriers.
4. Reducing traffic speeds through street or intersection design methods.
5. Retrofitting buildings with noise-reducing features.
6. Establishing financial programs, such as low-cost loans to owners of a noise-impacted property, or developer fees to fund noise-mitigation or trip-reduction programs.

The City's maximum noise exposure standards for noise-sensitive land uses (specific to stationary noise sources) are shown in Table 13.

Table 13 City Maximum Noise Exposure for Noise-Sensitive Land Use Areas Due to Stationary Noise Sources

	Daytime (7:00 AM to 10:00 PM)	Nighttime (10:00 PM to 7:00 AM)
Hourly Leq in dB [1, 2]	50	45
Maximum level in dB [1, 2]	70	65
Maximum impulsive noise in dB [1, 3]	65	60

[1.] As determined at the property line of the receiver. When determining effectiveness of noise mitigation measures, the standards may be applied on the receptor side of noise barriers or other property-line noise mitigation measures.
[2.] Sound level measurements shall be made with slow meter response.
[3.] Sound level measurements shall be made with fast meter response.
Source: City of San Luis Obispo General Plan Noise Element, 1996:Table 2.

The City's Municipal Code (§9.12.060) specifies noise standards for various categories of land use. These limits, shown in Table 14, would apply to long-term operation of the site, and are not applicable during construction. As shown in Table 15, these noise level standards are not to be exceeded more than 30 minutes in any one hour and noise levels are prohibited from exceeding the noise level standard plus 20 dBA for any period of time.

Table 14 City of San Luis Obispo Municipal Code Exterior Noise Limits (Levels not to be exceeded more than 30 minutes in any hour)

Zone	Time	Applicable Limit Thirty Minutes in any Hour Average Sound Level (Decibels)
Low & Medium Density Residential (R-1 & R-2) Conservation/Open Space (C/OS)	7 AM to 10 PM 10 PM to 7 AM	55 50
Medium-High & High Density Residential (R-3 & R-4)	7 AM to 10 PM 10 PM to 7 AM	55 55
Office (O), Public Facility (PF) and Ltd. Commercial	7 AM to 10 PM 10 PM to 7 AM	60 55
Neighborhood Commercial (C-N), Retail Commercial (C-R), Community Commercial (C-C), Tourist Commercial (C-T)	7 AM to 10 PM 10 PM to 7 AM	65 60
Service Commercial (C-S), Light Industrial	Any Time	70
Manufacturing (M), Heavy Industrial	Anytime	75

Source: City of San Luis Obispo, Municipal Code Section 9.12.060

Table 15 Maximum Time Periods for Increased Noise Levels

Noise Standard for Existing Land Use	Maximum Time Period Allowed
+0 dBA	30 minutes/hour
+5 dBA	15 minutes/hour
+10 dBA	5 minutes/hour
+15 dBA	1 minute/hour
+20 dBA	Any time

Source: City of San Luis Obispo Municipal Code Section 9.12.060

Table 16 and Table 17 show the City's maximum allowable noise levels for short-term operation of mobile equipment and long-term operation of stationary equipment at residential properties. Where technically and economically feasible, the City requires that construction activities that use mobile or stationary equipment which may result in noise at residential properties be conducted so that maximum sound levels from mobile equipment at affected properties would not exceed 75 dBA for single-family residential, 80 dBA for multi-family residential, and 85 dBA for mixed residential/commercial land uses (Municipal Code 9.12.050). Except for emergency repair of public service utilities, or where an exception is issued by the City Community Development Department, the City prohibits operation of tools or equipment used in construction, drilling, repair, alteration, or demolition work daily between the hours of 7:00 PM and 7:00 AM, or any time on Sundays or holidays, such that the sound creates a noise disturbance across a residential or commercial property line.

Table 16 Maximum Noise Levels for Nonscheduled, Intermittent, Short-Term Operation (Less than 10 Days) of Mobile Equipment at Residential Properties

Zoning Category	Time Period	Noise Level (dBA)
Single-Family Residential	Daily 7:00 AM to 7:00 PM, except Sundays and legal holidays	75 dBA
Multi-Family Residential		80 dBA
Mixed Residential/Commercial		85 dBA
Single-Family Residential	7:00 PM to 7:00 AM, all day Sunday and legal holidays	50 dBA
Multi-Family Residential		55 dBA
Mixed Residential/Commercial		60 dBA

Source: City of San Luis Obispo Municipal Code, Section 9.12.050.B.6

Table 17 Maximum Noise Levels for Repetitively Scheduled, Relatively Long-Term Operation (10 Days or More) of Stationary Equipment at Residential Properties

Zoning Category	Time Period	Noise Level (dBA)
Single-Family Residential	Daily 7:00 AM to 7:00 PM, except Sundays and legal holidays	60 dBA
Multi-Family Residential		65 dBA
Mixed Residential/Commercial		70 dBA
Single-Family Residential	7:00 PM to 7:00 AM, all day Sunday and legal holidays	50 dBA
Multi-Family Residential		55 dBA
Mixed Residential/Commercial		60 dBA

Source: City of San Luis Obispo Municipal Code, Section 9.12.050.B.6.

Existing Noise Setting

The dominant noise source in the project vicinity is traffic along US Highway 101, which is located 200 feet west of the project site. The City of San Luis Obispo *Noise Element* (San Luis Obispo May 1996:Figures 4 and 5) show that the western portion of the RTA project site extends into the 70 dBA contour of the CNEL associated with the highway, and the entire project site is within the 65 dBA CNEL noise contour. Traffic on South Higuera Street, Elks Lane, and Prado Road also contribute to noise levels in the vicinity. The project site and adjacent uses are located approximately one mile west of the nearest point of the 60 dBA CNEL contour associated with the San Luis Obispo Airport. Aircraft noise occurs infrequently in the project vicinity, and does not represent a substantial noise source.

To estimate existing ambient noise levels in the vicinity of the site, Rincon took two 15-minute noise measurements near the project site on March 3, 2017. An ANSI Type II integrating sound level meter was used to take the measurements (see Appendix E for noise measurement data). The results of the noise measurements are shown in Table 18, and are consistent with expected daytime noise levels in the vicinity of US Highway 101.

Table 18 Noise Monitoring Results

Measurement Number	Measurement Location	Primary Noise Source	Sample Time	Leq [15] (dBA)
1	Elks Lane – adjacent to Elks Lane RV lot, across roadway from southwestern corner of cemetery	Traffic on Elks Lane	2:36 to 2:51 p.m.	65
2	Prado Road – across roadway from Contractor's Glass storefront	Traffic on Prado Road	3:00 to 3:15 p.m.	68

Source: Field visit using ANSI Type II Integrating sound level meter, March 3, 2017

Appendix E provides noise monitoring data sheets and monitoring locations.

Discussion

a. Would the project result in exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?

As shown in Table 18, noise measurements near the project site indicate the land uses in the vicinity are currently exposed to ambient noise levels of approximately 65 to 68 dBA Leq.

The project site is located within the Noise Contours of U.S. 101 as identified in the City's General Plan Noise Element (City of San Luis Obispo, 2014). The 1990 Noise Contours estimate noise impacts to the project site to be 60 to 65 dBA from U.S. 101 and 70 dBA along the Prado Road centerline. The Projected-Buildout Noise Contours estimate noise levels at the project site will increase to 65 to 70 dBA from U.S. 101 and decrease to 65 dBA along Prado Road. The project site is located in the Office zone, which allows for conditionally acceptable noise levels to reach 75 dBA for new development exposed to transportation noise sources, such as those from U.S. 101. Expected noise levels at the site of the proposed office uses within the project would be within this limit. As such, the project would not expose office workers to noise levels from the adjacent highway noise in excess of the standard, and for this issue the effect would be **less than significant**.

The effect of project-generated noise levels on nearby sensitive receptors is discussed in checklist item c below.

b. Would the project result in exposure of persons to or generation of excessive ground borne vibration or ground borne noise levels?

The nearest sensitive land use would be the CAPSLO services center to the east of the project site. The minimum distance between the proposed RTA building and the CAPSLO building would be about 26 feet. The distances between driveways and parking areas where buses would regularly operate and the CAPSLO building would be a minimum of 100 feet.

The *FTA Transit Noise and Vibration Assessment* manual suggests a limit of 72 VdB to define potential impacts from ground borne vibration from frequent events on residential uses (FTA May 2006:Table 8-1). For infrequent activities, the VdB limit may be increased to 80 VdB. The same reference also assessed human response to different levels of ground borne vibration and determined that vibrations of 85 VdB or higher are acceptable only if there are an infrequent number of events per day (FTA May 2006:page 7-6 and Table 7-1). Thus, there is no single numerical limit to define a significant effect related to ground borne vibration, but values in the 80 – 85 VdB range and above would be considered a significant impact under most circumstances.

The routine operation of bus transit vehicles rarely cause ground vibration impacts (FTA May 2006:Table 9-1, and page 10-6). This general conclusion is reasonable, since a typical transit bus moving at 30 mph would generate a ground vibration of about 68 VdB at a distance of 26 feet (FTA May 2006:Figure 10-1). Thus, the uses at the CAPSLO services center would not be subject to excessive ground vibration from the RTA project operations. All other sensitive land uses in the vicinity are at much greater distances, so they too would not be adversely affected. For these reasons, the effect of the project operations on ground vibration would be **less than significant.**

Construction related ground vibration would be a temporary effect, and is addressed in checklist item d below.

c. Would the project result in a substantial permanent increase in ambient noise levels above levels existing without the project?

The proposed maintenance facility would be enclosed, but stall doors would be rolled up during operation. Parking would be provided for up to 67 buses operated by the RTA. During the day, buses would be serviced generally on a schedule consistent with the existing operations. This includes daily inspection and light cleaning by the drivers, and a more thorough washing for each bus every three days, or up to 22 buses per day. In addition, mechanical servicing occurs as needed and scheduled, and results in several additional buses within the facility each day. As is the case with the existing facility, buses would typically access the parking spaces from 4:30 a.m. to 10:30 p.m. on weekdays, 6:00 a.m. to 10:00 p.m. on Saturdays, and 7:00 a.m. to 8:30 a.m. on Sundays. Vehicle washing would occur on weekdays between 5:00 a.m. and 2:00 p.m. Maintenance activities would occur between 4:30 a.m. and 10:00 p.m. on weekdays, between 6:00 a.m. and 8:00 a.m. on Saturdays, and between 6:00 a.m. and 7:30 p.m. on Sundays.

To estimate noise levels from operations of the proposed facility, it was separated into two components: the bus parking area and the bus service facility. Using the procedure from the FTA *Transit Noise and Vibration Impact Assessment* (FTA 2006:Tables 5-5 and 5-6), the hourly Leq was estimated separately for these two components. Using the operations as described above and other assumptions, led to the following input data for this procedure:

- Reference SEL for storage (parking) area: 111 dBA at 50 feet
- Reference SEL for service area (front of building): 114 dBA at 50 feet
- Average no. of buses per hour: 4 buses per hour
- No. of buses cleaned and serviced in peak hour: 7 buses cleaned in peak hour

With this data and using the FTA the procedures (FTA 2006:Table 5-6), the resulting Leq values at a distance of 50 feet from each component would be:

- 61.9 dBA for the parking or storage area
- 70.1 dBA for the service area (front of building)

Adding these two values together, using procedures appropriate for logarithms, gives a total Leq value of 70.7 dBA. This would be the expected Leq at a distance of 50 feet from a point generally between the front of the service building and center of the parking area.

Rincon Consultants recently measured noise levels at a similar facility in Napa County and obtained Leq values ranging from 59 to 70 dBA, which are in good agreement with the estimate here of 70.7 dBA.

The CAPSLO Homeless Services Center to the east of the project site is the nearest sensitive noise receptor. The nearest part of the CAPSLO facility would be located approximately 180 feet east of the major noise source area on the project site, in front of the proposed bus maintenance bays and among the primary bus circulation/parking area onsite, and would be partially shielded by the structure of the RTA building. With a source Leq of 70.7 dBA located near the front of the service building, the resulting Leq at the CAPSLO services facility to the east of the project site would be approximately 50 dBA. Other residences in the vicinity are east of the CAPSLO facility, and would experience even less noise from the RTA project operations.

From the discussion for issue a. above, the entire project vicinity experiences CNEL values around 65 dBA due to the proximity of US Highway 101 and other local traffic. In this context, the addition of a daytime Leq value of 50 dBA and a much lower Leq for a few nighttime hours would not cause a substantial change in ambient noise levels. In addition, the noise levels for the project operations would be consistent with the City of San Luis Obispo standards noted in Tables 14 and 15 above.

For these reasons, the project effects on ambient noise levels, particularly with respect to sensitive uses in the vicinity, would be **less than significant.**

d. Would the project result in a substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?

The San Luis Obispo municipal code requirements for Noise Control (Chapter 9.12) have specific limits for construction activity noise, which are included in Table 16 above. Within residential uses in mixed commercial-residential zone areas, such as the adjacent CAPSLO services center or the Sunset Drive-In property to the north, the maximum short-term noise associated with intermittent construction activity during daytime hours should not exceed 85 dBA.

Construction of the project would occur in one phase over a period of 12 to 18 months, but individual phases would be shorter and would involve different types of equipment from one phase to another. Table 19 below shows typical noise levels associated with standard stationary and mobile construction equipment at distances of 25, 50, and 100 feet from the noise source. These distances have been used because the adjacent CAPSLO services center would be just over 25 feet from the project site, and the Sunset Drive-In Theater parking area is approximately 50 feet from the project boundary and proposed Elks Lane realignment and 100 feet from the nearest proposed parking area.

From a review of Table 19, the loudest pieces of equipment (typically scrapers and pavers) could generate noise up to 95 dBA at a distance of 25 feet, which would affect the nearest part of the CAPSLO services center. With different construction equipment and different distances, most noise levels would be below 85 dBA, but some would exceed this limit at the CAPSLO and Sunset Drive-In properties.

Table 19 Noise Ranges of Typical Construction Equipment

Construction Equipment	Typical Level (dBA) 25 feet	Typical Level (dBA) 50 feet	Typical Level (dBA) 100 feet
Mobile Equipment			
Backhoe	86	80	74
Compactor	88	82	76
Grader	91	85	79
Loader	90	85	79
Paver	95	89	83
Scraper	95	89	83
Truck	94	88	82
Stationary Equipment			
Air Compressor	86	80	74
Concrete Mixer	91	85	79
Concrete Pump	88	82	76
Crane	89	83	77
Generator	87	81	75
Jackhammer	94	88	82
Pneumatic Impact Equipment	91	85	79
Pump	82	76	70

Notes: Machinery equipped with noise control devices or other noise-reducing design features does not generate the same level of noise emissions as that shown in this table.
Noise levels assume a noise attenuation rate of 6 dBA per doubling of distance.
Source: U.S. Department of Transportation 2013.

In addition to noise, construction activities can also cause ground vibration. As shown in Table 11, vibration levels due to the operation of large bulldozers could reach as high as about 87 VdB within 25 feet of the project site. The nearest sensitive receptor to the project site would be the CAPSLO services center, approximately 26 feet to the east. Thus, the potential for ground vibration at the CAPSLO services center could exceed the range of 80-85 VdB discussed in issue b. above.

For these reasons, because of the close proximity to the CAPSLO services center that includes residential uses, the grading and construction activities for the proposed RTA maintenance facility would result in a **potentially significant impact related to noise and ground vibration unless mitigation is incorporated.**

The City of San Luis Obispo municipal code authorizes the city noise control officer (Community Development Director) to grant exceptions from any provision of the noise control chapter. Exceptions may be granted upon application and demonstration that strict compliance with all of the noise provisions would be an unreasonable hardship, and upon the determination by the City that appropriate conditions are incorporated to protect the public health, safety, and welfare (Section 9.12.100). The City has developed a series of noise control measures and other procedures to help minimize the adverse effects of noise during construction activities. These measures, which have been applied to other recent construction projects within the City, are listed below as mitigation measures. Implementation of these measures, in conjunction with City approval of the exception from the specific construction noise limit of 85 dBA, would reduce potential noise and vibration from construction activities to a less than significant level.

e. For a project located in an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?

The San Luis Obispo County Regional Airport is located approximately 1.5 miles southeast of the project site. The Airport Land Use Plan includes noise contours that indicate noise levels created by incoming and departing aircraft from the airport. The project site is within the 55 dBA CNEL airport noise contour. Therefore, the project would not expose people working in the project area to noise levels in excess of City interior and exterior noise standards and would result in a **less than significant impact** related to airport noise exposure.

f. For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise?

There are no private airstrips in the vicinity of the project site that would expose people working at the project area to excessive noise. Therefore, there would be **no impact** in this regard.

Mitigation Measures

The following mitigation measures are required to minimize construction-related noise and its effects on nearby residential and other land uses. These measures include a combination of careful planning for construction activities, the use of equipment and barriers or other sound reducing techniques to minimize noise levels, and coordination with nearby property owners to minimize any disruptions caused by construction activities and quickly resolve any problems. These measures may be refined and finalized upon application for, and approval of, an exception to specific provisions in Chapter 19.12 of the municipal code.

NOI-1 **Construction Vehicle Travel Route.** Construction vehicles and haul trucks shall utilize roadways which avoid residential neighborhoods and sensitive receptors, where possible. The applicant shall submit a proposed construction vehicle and hauling route for City review and approval prior to grading/building permit issuance. The approved construction vehicle and hauling route shall be used for soil hauling trips prior to construction as well as for the duration of construction.

NOI-2 **Construction Activity Timing.** Except for emergency repair of public service utilities, or where an exception is issued by the Community Development Department, no operation of tools or equipment used in construction, drilling, repair, alteration, or demolition work shall occur daily between the hours of 7:00 PM and 7:00 AM, or any time on Sundays, holidays, or after sunset, such that the sound creates a noise disturbance that exceeds

75 dBA for single family residential, 80 dBA for multi-family residential, and 85 dBA for mixed residential/commercial land uses across a residential or commercial property line.

NOI-3 **Construction Equipment Best Management Practices (BMPs).** For all construction activity at the project site, noise attenuation techniques shall be employed to ensure that noise levels are maintained within levels allowed by the City of San Luis Obispo Municipal Code, Title 9, Chapter 9.12 (Noise Control). Such techniques shall include:

- Sound blankets on noise-generating equipment.
- Stationary construction equipment that generates noise levels above 65 dBA at the project boundaries shall be shielded with barriers that meet a sound transmission class (a rating of how well noise barriers attenuate sound) of 25.
- All diesel equipment shall be operated with closed engine doors and shall be equipped with factory-recommended mufflers.
- For stationary equipment, the applicant shall designate equipment areas with appropriate acoustic shielding on building and grading plans. Equipment and shielding shall be installed prior to construction and remain in the designated location throughout construction activities.
- Electrical power shall be used to power air compressors and similar power tools.
- The movement of construction-related vehicles, with the exception of passenger vehicles, along roadways adjacent to sensitive receptors shall be limited to the hours between 7:00 AM and 7:00 PM, Monday through Saturday. No movement of heavy equipment shall occur on Sundays or official holidays (e.g., Thanksgiving, Labor Day).
- Temporary sound barriers shall be constructed between construction sites and affected uses.

NOI-4 **Neighboring Property Owner Notification and Construction Noise Complaints.** The contractor shall inform residents and business operators at properties within 300 feet of the project site of proposed construction timelines and noise complaint procedures to minimize potential annoyance related to construction noise. Proof of mailing the notices shall be provided to the Community Development Department before the City issues a zoning clearance. Signs shall be in place before beginning of and throughout grading and construction activities. Noise-related complaints shall be directed to the City's Community Development Department.

Plan Requirements and Timing. Construction plans shall note construction hours, truck routes, and construction Best Management Practices (BMPs) and shall be submitted to the City for approval prior to grading and building permit issuance for each project phase. BMPs shall be identified and described for submittal to the City for review and approval prior to building or grading permit issuance. BMPs shall be adhered to for the duration of the project. The applicant shall provide and post signs stating these restrictions at construction site entries. Signs shall be posted prior to commencement of construction and maintained throughout construction. Schedule and neighboring property owner notification mailing list shall be submitted 10 days prior to initiation of any earth movement. The Community Development department shall confirm that construction noise reduction measures are incorporated in plans prior to approval of grading/building permit issuance.

All construction workers shall be briefed at a pre-construction meeting on construction hour limitations and how, why, and where BMP measures are to be implemented. A workday schedule will be adhered to for the duration of construction for all phases.

Monitoring. City staff shall ensure compliance throughout all construction phases. Building inspectors and permit compliance staff shall periodically inspect the site for compliance with activity schedules and respond to complaints.

13 Population and Housing

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project result in any of the following impacts?				
a Induce substantial population growth in an area, either directly (e.g., by proposing new homes and businesses) or indirectly (e.g., through extension of roads or other infrastructure)	☐	☐	☐	■
b Displace substantial amounts of existing housing, necessitating the construction of replacement housing elsewhere	☐	☐	☐	■
c Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere	☐	☐	☐	■

Discussion

a. Would the project induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?

The proposed project would not directly induce population growth in the City of San Luis Obispo because no new housing or jobs are proposed. The existing RTA employees would relocate from the existing bus maintenance facility to the new facility. Project construction is expected to be drawn from a local work force and would not require additional housing to accommodate construction workers or their families. Therefore, the facility would not induce substantial population growth and **no impact** would occur.

b. Would the project displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?

c. Would the project displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?

Construction and operation of the proposed project would not displace any existing housing or substantial numbers of people. The project site is mostly vacant with a small U-Haul facility and is zoned for Office development. Therefore, **no impact** would occur.

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14 Public Service

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project result in any of the following impacts?				
a Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, or the need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:				
1 Fire protection	☐	☐	■	☐
2 Police protection	☐	☐	■	☐
3 Schools	☐	☐	☐	■
4 Parks	☐	☐	■	☐
5 Other public facilities	☐	☐	■	☐

Discussion

a.1. Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, or the need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for fire protection?

As previously discussed, primary fire protection services would be provided by the City of San Luis Obispo Fire Department, with headquarters located a little over one mile northeast of the site. The City has developed safety guidelines for commercial facilities, and project plans would be reviewed and approved by the City of San Luis Obispo Fire Department to ensure that, in the event of an emergency, safety standards for accessibility are met. Additionally, the proposed project would be a new facility replacing an existing facility, so that the project would not represent a new use citywide. Therefore the project would cause only an incremental increase in fire service needs in the area and would not require a physical expansion of current fire protection facilities. **No impact** would occur.

a.2. Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, or the need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in

order to maintain acceptable service ratios, response times or other performance objectives for police protection?

Law enforcement services would be provided by the City of San Luis Obispo Police Department, located about 2 miles north of the project site. Additional back up law enforcement services could be drawn from the San Luis Obispo County Sheriff's Office located five miles northwest of the site. The project would not include new population growth and would cause only an incremental increase in police service needs in the area, and thus would not require a physical expansion of current police facilities. **No impact** would occur.

a.3. Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, or the need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for schools?

The proposed project would not require the construction of new or additional school facilities, as the project does not include and would not facilitate population growth or otherwise increase the demand for school service. Accordingly, **no impact** would occur.

a.4. Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, or the need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for parks?

The construction of the proposed facility would not require the construction or physical alteration of parks. The proposed project would not generate new housing that would increase the number of residents in the area, and consequently, increase demand for parks or increase use of existing parks. The proposed project would not require alteration of existing recreational facilities. **No impact** would occur.

a.5. Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, or the need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for other public facilities?

The proposed project would not directly generate substantial population growth and therefore would not result in the need for new public facilities. **No impact** would occur.

15 Recreation

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project result in any of the following impacts?				
a Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated	☐	☐	☐	■
b Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment	☐	☐	■	☐

Setting

The City's portion of the Bob Jones City-to-Sea multi-use path will eventually be linked to the county portion, which in total is envisioned to take riders and hikers from San Luis Obispo (City) to Avila Beach (Sea). Planning for the path began in 2000, with completion of the first section (just over a mile) between Prado Road and north of Los Osos Valley Road, in February 2008. The City's total project will include over four miles of multi-use path, linking the west end of downtown San Luis Obispo, with the southwest corner of the city limits and the county path beyond.

The nearest designated open space area to the project site is located at the intersection of Prado Road and South Higuera, marking the beginning of the Bob Jones City-to-Sea trail segment that runs south of Prado Road, along San Luis Creek to the Los Osos Valley Road overpass. This area is not discussed or referenced in the City's Parks and Recreation Element; however it is shown as open space in Figure 1 of that document.

Discussion

a. Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?

The proposed project does not include new housing, nor would it generate substantial population growth. Therefore, the project would not result in increased demand for parks or recreational services. **No impact** would occur.

b. Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?

The project is located within Segment 2 (Elks Lane to Prado Road) of the Bob Jones City-to-Sea Trail along the San Luis Obispo Creek corridor. The preferred bicycle facilities for Segment 2 are divided

into five options. Of the suggested options, Option B is located directly adjacent to or within the immediate surroundings of the project site. Option B would develop Class II bicycle facilities along the proposed re-alignment of Elks Road and Prado Road. As this option would not be impacted by the proposed development, nor would the project require construction or expansion of the Bob Jones Trail facilities, a **less than significant** impact would occur.

16 Transportation

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project result in any of the following impacts?					
a	Conflict with an applicable plan, ordinance or policy establishing a measure of effectiveness for the performance of the circulation system, taking into account all modes of transportation, including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways, and freeways, pedestrian and bicycle paths, and mass transit?	☐	☐	■	☐
b	Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?	☐	☐	■	☐
c	Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?	☐	☐	☐	■
d	Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible use (e.g., farm equipment)?	☐	☐	☐	■
e	Result in inadequate emergency access?	☐	☐	☐	■
f	Conflict with adopted policies, plans, or programs regarding public transit, bikeways, or pedestrian facilities, or otherwise substantially decrease the performance or safety of such facilities?	☐	☐	☐	■

Setting

Background

The City of San Luis Obispo updated the Land Use and Circulation Elements of its General Plan in 2014. Together, the updates were called the "LUCE," and the City published its *Final Program EIR for the Land Use & Circulation Update* in September 2014, and approved the updates as *Chapter 1 Land Use*, and *Chapter 2 Circulation*, in December 2014. These chapters are frequently referenced as the *Land Use Element* and *Circulation Element* of the General Plan. The goals and policies adopted as part of this update place emphasis on managing growth, planning balanced communities, and on promoting different modes of transportation to decrease reliance on automobiles. The *Land Use Element* defined several Specific Plan Areas throughout the City, two of which figure prominently in recent transportation planning for the southern half of the City where the RTA project site is located. These areas are the proposed San Luis Ranch and Avila Ranch specific plans. Both of these proposed development projects were in the review process during 2016 and 2017, and transportation impact analyses have been prepared for the development proposed in both of these specific plans. The transportation impact analyses for these projects incorporate policy direction, standards and criteria from the LUCE update.

Appendix F of this IS-MND includes the transportation impact analysis for the proposed RTA office and bus maintenance facility. Much of the background and analysis of transportation and traffic circulation presented in Appendix F and in this section is based on the recent *San Luis Ranch Specific Plan Multimodal Transportation Impact Analysis Report*, prepared by Omni Means for the San Luis Obispo City Community Development Department (City of San Luis Obispo 2017).

Roadway and Transportation Network

The City of San Luis Obispo is accessed primarily by roadways including U.S. 101, State Route (SR) 1 and SR 227. Routes of regional significance providing access include Los Osos Valley Road, Foothill Road, Broad Street, South Higuera Street and Orcutt Road. The local roadway system is characterized by a regular street grid in the downtown area and neighborhood street patterns in other parts of the City. In general terms, north-south movement into and out of the downtown portion of San Luis Obispo occurs on U.S. 101 and SR 227 (Broad Street). South Higuera Street also runs generally north-south out of the downtown area, parallel to U.S. 101. East-west movement across the City is more restricted, however, and occurs primarily on South Street and on Tank Farm Road. Both of these roadways have signalized intersections with SR 227 on the east, but neither one has a direct interchange with U.S. 101 on the west. Prado Road provides limited east-west movement, but it currently only has limited connection to U.S. 101 (northbound movements only) and its eastern limit does not yet extend to SR 227.

According to the San Luis Obispo General Plan *Circulation Element* Prado Road is designated as a Highway/Regional Route (San Luis Obispo City, 2014:Figure 1). Regional Routes connect the city with other parts of the county and are designated as primary traffic carriers. Based on the *Circulation Element*, Prado Road will be extended over U.S. 101 Highway to Madonna Road, and will eventually be extended eastward to SR 227, so that it would serve its function as a Highway/Regional Route. The Maximum Average Daily Traffic (ADT) volume for Highway/Regional Routes is based on Vehicle Level of Service (LOS), a letter grade representing the quality of traffic flow based on congestion. For Highway/Regional Routes such as Prado Road, the LOS should not be worse than "D" (City of San Luis Obispo 2014:Table 4). These standards from the *Circulation Element* form a major part of the criteria used to define transportation system impacts, discussed below.

South Higuera Street is designated as an Arterial, intended to provide circulation between major activity centers and residential areas. Outside of the downtown area, the *Circulation Element* indicates that the LOS for such streets should not be worse than "D"

Elks Lane, a local road, forms the western boundary of the RTA project site. Elks Lane extends between a point on South Higuera Street about one-half mile to the north and Prado Road. It provides access to the San Luis and Sutcliffe Cemeteries, Elks Lodge, Sunset Drive-In, and other local businesses and residences. The north bound off and on ramps for U.S. 101 intersect Prado Road just west of the RTA project site. These ramps are part of the intersection of Elks Lane and Prado Road, with the off-ramp forming the southern leg of the intersection (across from Elks Lane) and the onramp forming the western leg of the intersection (across from Prado Road). In the future, a new overcrossing will be constructed to extend Prado Road westward over U.S. 101. This improvement will remove the existing northbound ramps, so they will have to be relocated. The Prado Road Overcrossing and northbound ramps would occupy portions of the RTA project site as well as the rights of way of Elks Lane and Prado Road. Elks Lane would have to be relocated eastward to a new intersection on Prado Road. The RTA project design would allow for these future improvements, and would include temporary access points on Elks Lane until the road relocation occurs.

The discussion below mentions the large numbers of intersections (28) and roadway segments (24) that are analyzed in the *San Luis Ranch Specific Plan Multimodal Transportation Impact Analysis Report.* In the immediate vicinity of the proposed RTA project, the intersections and roadway segments most directly affected by traffic associated with the RTA offices and bus maintenance facility are as follows:

- Intersection of South Higuera Street/Prado Road
- Intersection of Prado Road/Elks Lane and freeway ramps
- Segment of Prado Road between U.S. 101

Pedestrian facilities in the vicinity include (sidewalks and pedestrian cycles in signalized intersections. Bicycle facilities in the vicinity include Class II bicycle lanes along South Higuera Street (existing) and a future bicycle path connector between the Bob Jones multi-purpose trail along San Luis Obispo Creek and bicycle lanes planned for the area west of U.S. 101. This future bicycle path or lane would be part of the Prado Road Overcrossing project.

Transit facilities in the area are provided by the RTA itself and by the City of San Luis Obispo (SLO Transit). Both systems serve the transit center in downtown San Luis Obispo, near the Government Center where City and County offices are located. SLO Transit Route 2 connects the downtown area with southern portions of the City along South Higuera Street, and neighborhoods along Los Osos Valley Road west of U.S. 101. A new configuration of this route (Route 2A) will use Elks Lane and Prado Road for the "clockwise" or southbound direction in this circuit. The RTA connects the downtown transit center with points to the north and south, and with more distant locations in Morro Bay, Paso Robles, and northern Santa Barbara County. RTA Route 10 (to and from Santa Maria) and SLO Transit Route 2 both use South Higuera Street in the project vicinity. Also, both systems have their bus storage and maintenance facilities nearby: The current RTA offices and bus maintenance facility are located on Cross Street, just south of Tank Farm Road about one mile from the project site. The SLO Transit garage is on City-owned property south of Prado Road across the street from the proposed RTA facility. Thus, bus traffic from both transit systems is a part of the existing traffic volumes in the vicinity, particularly along South Higuera Street.

Traffic Analysis Scenarios and Impact Criteria

The *San Luis Ranch Specific Plan Multimodal Transportation Impact Analysis Report*, prepared by Omni Means for the San Luis Obispo City Community Development Department reviews many different land use scenarios and traffic situations. The various transportation analysis scenarios, which are defined in terms of general timeframe and the degree of development assumed in each scenario, are summarized as follows:

1. Existing Conditions, based on current City traffic data or modeling and supplemented or confirmed through traffic counts performed for the analysis.
2. Existing + Project Conditions, which for this analysis adds traffic from development as proposed in the San Luis Ranch Specific Plan to the existing conditions.
3. Near Term (Year 2025) Conditions, which is based on assumed growth and increased traffic during the next few years Data and projections for this scenario were obtained from the City and from the recent traffic analysis prepared for the Avila Ranch Specific Plan, which is also under review by the City.
4. Near Term + Project Conditions, which adds the traffic generation from the proposed San Luis Ranch development to the Near Term conditions
5. Cumulative (Year 2035) Full Build Prado Road Interchange Conditions, which assumes longer-term growth in traffic consistent with the City General Plan. In this scenario, the Prado Road overcrossing would be built and southbound on- and off-ramps would be provided on the west side of U.S. 101, as well as relocating the northbound ramps that currently exist on the east side of the freeway.
6. Cumulative (Year 2035) Full Build Prado Road Interchange + Project, which adds the San Luis Ranch related traffic to the preceding scenario.
7. Cumulative (Year 2035) Prado Road Overcrossing Conditions, which does not include the southbound on-and off-ramps.
8. Cumulative Prado Road Overcrossing + Project Conditions.

Twenty-eight roadway intersections were considered in the analyses presented in the *San Luis Ranch Specific Plan Multimodal Transportation Impact Analysis Report*. These included 20 existing intersections plus eight new intersections in conjunction with the San Luis Ranch development. Ten arterial roadways were considered, and divided into 24 distinct road segments for analysis (19 existing segments and five new roadway segments). Two segments of U.S. 101 were analyzed: from Los Osos Valley Road to Prado Road, and from Prado Road to Madonna Road.

For each of the above scenarios and traffic facilities, traffic or transportation effects were determined for the following modes of travel or situations:

- Automobile traffic at roadway intersections “intersection level of service”
- Pedestrian activity at intersections
- Bicycle activity at intersections
- Automobile traffic queuing distances for turning movements at intersections
- Automobile traffic flow along roadway segments “segment level of service”
- Pedestrian activity along segments

- Bicycle activity along segments
- Transit service along segments
- Vehicle activity along highway segments

In some specific scenarios, additional analyses were performed in order to evaluate the effect of mitigation measures, which generally include improving streets and intersections and providing additional transportation facilities consistent with the *Circulation Element* and with City standards. The most important mitigation measure is the completion of the Prado Road Overcrossing, which is expected to be required as a condition of the second phase of development in San Luis Ranch. A key finding of the *San Luis Ranch Specific Plan Multimodal Transportation Impact Analysis Report* is that the Prado Road Overcrossing with only northbound ramps to and from U.S. 101 "…would provide for adequate operations under existing and near term conditions; however a full access interchange with both NB and SB ramps would be needed as part of Phase 2 of the San Luis Ranch development" (City of San Luis Obispo 2017:page 2).

In summary, there are literally hundreds of specific traffic or transportation analyses in the *San Luis Ranch Specific Plan Multimodal Transportation Impact Analysis Report,* which are defined by considering each of the transportation facilities and uses (intersections or road segments and vehicle traffic, pedestrian use, bicycles, and transit) under each of the eight broad scenarios.

For purposes of the analysis presented here for the RTA project, a subset of all the possible combinations has been selected to represent the effects of the project related traffic on facilities nearest to the project site. The particular facilities analyzed include:

- Intersection of Elks Lane and South Higuera Street
- Intersection of South Higuera Street/Prado Road
- Intersection of Prado Road/Elks Lane and freeway ramps
- Segment of Prado Road between U.S. 101 and South Higuera Street

The particular scenarios include the Existing Conditions and the Existing Conditions+Project. Appendix F of this IS-MND provides more detail for the analysis.

The evaluation of impacts is based on the criteria and thresholds used by the City of San Luis Obispo. These multi-modal Levels of Service (LOS) parameters, policies, and related criteria are discussed in detail in the *San Luis Ranch Specific Plan Multimodal Transportation Impact Analysis Report* (City of San Luis Obispo 2017:pages 9-19). The major objectives and impact criteria are in the General Plan *Circulation Element* and are summarized in Table 20 below.

In accordance to the criteria specified in Table 20, a project has a significant impact on the identified modes of transportation when it causes an exceedance to one of these LOS standards. For certain specific analyses in the *San Luis Ranch Specific Plan Multimodal Transportation Impact Analysis Report,* the LOS objectives or other applicable standard are not met under the Existing Conditions scenario. In these instances, the analysis of the Existing Conditions+Project scenario also considers whether the project (San Luis Ranch development in that report) would exacerbate the situation and, thus, be considered a significant impact or make a significant contribution towards an identified cumulative impact.

Table 20 City of San Luis Obispo Multimodal LOS Objectives, Service Standards, and Significance Criteria

Travel Mode	LOS Objective	Minimum LOS Standard
Bicycle[1]	B	D
Pedestrian[2]	B	C
Transit[3]	C	Baseline LOS or LOS D, whichever is lower
Vehicle	C	E (Downtown) D (All Other intersections and segments)

[1]Bicycle LOS objectives & standards only apply to routes identified in the City's adopted Bicycle Transportation Plan
[2]Exceptions to minimum pedestrian LOS objectives & standards may apply when its determined that sidewalks are not consistent with neighborhood character including topography, street design and existing density.
[3]Transit LOS objectives & standards only apply to routes identified in the City's Short Range Transit Plan.
Source: City of San Luis Obispo General Plan *Circulation Element* (San Luis Obispo City 2014:Table 2)

Discussion

a. Would the project conflict with an applicable plan, ordinance or policy establishing a measure of effectiveness for the performance of the circulation system, taking into account all modes of transportation, including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways, and freeways, pedestrian and bicycle paths, and mass transit?

Table 21 summarizes the Traffic Effects in the immediate vicinity of the RTA project site, and the discussion below reviews other transportation modes and effects of the project.

Table 21 Summary of Traffic Effects in RTA Project Vicinity

Intersection or Segment	Existing Conditions (am/pm peak)	Existing+Project Conditions (San Luis Ranch)	Minimum LOS Standard and Impact
Intersection of Elks Lane and South Higuera Street	A/C	B/C	D – No impact
Intersection of S Higuera St/Prado Rd	B/C	B/C	D – No impact
Intersection of Prado Rd/Elks Ln and NB freeway ramps	A/C	B/C	D – No impact
Segment of Prado Rd from U.S. 101 to S Higuera St (WB)	B/C	B/C	D – No impact
Segment of Prado Rd from U.S. 101 to S Higuera St (EB)	C/C	C/C	D – No impact

Intersection results are from *San Luis Ranch Specific Plan Multimodal Transportation Impact Analysis Report* (San Luis Obispo City May 2017:Table 16 (Existing Conditions) and Table 30 (Existing +Project Conditions)
Roadway Segment results are from (San Luis Obispo City May 2017:Table 20 (Existing Conditions) and Table 34 (Existing+Project Conditions)

Similar analyses for other modes of transportation at the locations in Table 21 also indicate that LOS values for pedestrian, bicycle, and transit use would remain acceptable in the Existing Conditions+Project scenario.

Under other scenarios into the near term future (through 2025), all intersections would continue to operate at acceptable LOS values, and bicycle, pedestrian, and transit facilities would continue to operate at acceptable levels on all roadway segments and intersections.

There is one potential adverse effect In the Near Term (Year 2025) Conditions, near the RTA project site, which is identified in the *San Luis Ranch Specific Plan Multimodal Transportation Impact Analysis Report.* That is a deficiency in left turn que lengths at the intersection of Prado Road and South Higuera Street. Both the northbound and the westbound left turn lanes would have insufficient capacity to handle que lengths during peak hours (City of San Luis Obispo 2017:Table 47). This effect is part of what was identified as Impact T-2 in the *Final EIR for the San Luis Ranch Specific Plan*, and a mitigation measure was identified in that project to provide adequate turning lane lengths (Mitigation Measure T-2[j]) for the Near Term (Year 2025) conditions.

In a similar fashion, in the various Cumulative (Year 2035) scenarios, the turning que lengths at Prado Road and South Higuera Street are projected to worsen. This impact is identified as T-9 in the Final EIR for the San Luis Ranch Specific Plan, and the Mitigation Measure T-2(j) would reduce the impact to a level below significance at this location.

Most of the RTA buses traveling to the proposed maintenance facility from the south are expected to use US Highway 101 and Prado Road, so they would not regularly use the left turn movement from South Higuera Street to Prado Road. When traveling towards San Luis Obispo from the proposed facility, RTA buses would likely use Prado Road to US highway 101 north, again avoiding left turn movements at this intersection. The RTA Route 10 runs along South Higuera Street, but does not involve any turns at this intersection.

Several other impacts are identified in the Cumulative (Year 2035) scenarios, but they are related to reductions in the scoring for pedestrian facilities that would accompany the Prado Road overcrossing improvement and effects at intersection locations distant from the RTA project site. The RTA project itself would have little effect on traffic volumes or operations on any of the intersections or segments in the vicinity. This is primarily because the RTA personnel and buses currently use South Higuera Street to access the existing offices and maintenance facility off of Tank Farm Road, and the relocation to the proposed site on Prado Road would not substantially alter the pattern of RTA traffic. There would be some increase in traffic as the bus fleet and operations grow as projected, and this increase is part of what has been modeled in the City traffic projections. To the extent that an increase in RTA operations and ridership would be promoted by this project, the effect would help to shift transportation modes away from motor vehicles and towards transit in compliance with City General Plan policies.

In summary, the proposed RTA project would be consistent with applicable Circulation Element policies and would have traffic and transportation effects that would be **less than significant**.

b. Would the project conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?

Because the County population is below 200,000, a Congestion Management Program is a voluntary activity that is not required in this region. The functions of congestion management planning have been

folded into the role of the San Luis Obispo Council of Governments (SLOCOG). Policies and standards related to congestion management are incorporated by SLOCOG into the Sustainable Communities Strategy and Regional Transportation Plan. Support for and expansion of transit service, such as that provided by the RTA, is part of that regional planning effort. Thus, the effects of the project related to congestion management planning would be **less than significant.**

c. Would the project result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?

The project would not generate any air traffic or result in any changes to existing air traffic patterns that could result in substantial safety risks. There would be **no impact**.

d. Would the project substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible use (e.g., farm equipment)?

The project involves development of offices and a bus maintenance use that is compatible with surrounding uses and circulation patters. The project would not result in the development of any sharp curves, dangerous intersections, or incompatible uses on local roadways. The project design would provide for pedestrian access from the adjacent Prado Road consistent with applicable requirements. For these reasons **no impact** would occur.

e. Would the project result in inadequate emergency access?

The proposed development would include a temporary entrance/exit for employee/guest vehicles from the current Elks Lane alignment. Once the future Elks Lane is built, the temporary entrance/exit would be removed and a permanent entrance/exit for employee/guest vehicles would be added from the realigned Elks Lane. The development would also include a permanent entrance/exit for buses from Elks Lane to provide security and to minimize internal site congestion by keeping any visitor and employee traffic separate from the RTA vehicle traffic. Site plans would be reviewed by emergency service providers (City of San Luis Obispo police and fire departments) as part of the plan review process to ensure emergency access complies with required standards. **No impact** would occur.

f. Would the project conflict with adopted policies, plans, or programs regarding public transit, bikeways, or pedestrian facilities, or otherwise substantially decrease the performance or safety of such facilities?

The San Luis Obispo General Plan *Circulation Element* has a number of policies that are intended to "Support the development and maintenance of a circulation system that balances the needs of all circulation modes." These policies and related actions are identified in Section 6 of the Circulation Element. The RTA works cooperatively with the City of San Luis Obispo towards improving transit service provided by both agencies. The recent Short Range Transit Plan was prepared jointly by both agencies to fulfill their planning requirements, and the two systems come together at the transit center in downtown San Luis Obispo. This allows transfer between the two systems at a central location and improves the convenience and performance of each system. For these reasons, the proposed project and its role in maintaining the ability of the RTA to continue improving transit service would have **no impact** relative to this issue.

17 Tribal Cultural Resources

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project cause a substantial adverse change in the significance of a tribal cultural resource, defined in a Public Resources Code section 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:				
a Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k), or	☐	☐	■	☐
b A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Cod Section 2024.1. In applying the criteria set forth in subdivision (c) of Public Resources Code Section 5024.1, the lead agency shall consider the significant of the resource to a California Native American tribe.	☐	☐	■	☐

Setting

The City of San Luis Obispo is located within the area historically occupied by the Obispeño Chumash, the northernmost of the Chumash people of California. The earliest evidence of human occupation in the Central Coast region comes from archaeological sites along the coast dated to 10,000 BC (Bikel 1978:7, Jones et al. 2007). Permanent Chumash villages included hemispherical dwellings arranged in close groups, and a formal cemetery marked by tall painted poles and often with a defined entrance area (Gamble et al. 2001:191). The acorn was a dietary staple for the mainland Chumash, while on the coast; the wooden plank canoe (tomol) was employed in the pursuit of marine mammals and fish. Chumash populations were decimated by the effects of European colonization and missionization (Johnson 1987). Traditional lifeways largely gave way to laborer jobs on ranches and farms in the Mexican and early American periods. Today, the Santa Ynez Band of Chumash Indians is the only federally recognized Chumash tribe, though many people of Chumash descent continue to live throughout their traditional territory.

California Assembly Bill 52 (AB 52) amends Public Resources Code (PRC) Section 5097.94 (CEQA) and adds eight new sections to the PRC relating to Native Americans. AB 52 was signed into law in 2014 and took effect on July 1, 2015. This law establishes a new category of resource called tribal cultural resources (PRC Section 21074) and establishes a formal process for consulting with Native American

tribes and groups regarding those resources. The consultation process must be completed before a CEQA document can be certified. Native American tribes to be included in the process are identified through consultation with the California Native American Heritage Commission (NAHC) (PRC Section 21080.3.1). No Federally-recognized tribes are located in San Luis Obispo County.

Tribal cultural resources are defined in Public Resources Code 21074 as sites, features, places, cultural landscapes, sacred places, and objects with cultural value to a California Native American tribe that are either:

- Included or determined to be eligible for inclusion in the California Register of Historical Resources
- Included in a local register of historical resources as defined in subdivision (k) of Section 5020.1

As part of the Cultural Resources Survey, Rincon Consultants, Inc. (Rincon) initiated consultation with Native American groups and individuals for the proposed project. The Native American Heritage Commission (NAHC) was contacted on October 18, 2016 to request a review of the Sacred Lands File (SLF). In anticipation of the response from the NAHC, Rincon mailed anticipatory letters to 16 tribal groups or individuals on October 19, 2016. These groups and individuals are known to Rincon to have affiliations to the project APE and surrounding area.

On October 25, 2016, Freddie Romero of the Santa Ynez Tribal Elders Council responded via telephone, asking if local groups had been contacted and stating that he would defer his comments to local groups.

On November 10, 2016, Rincon Archaeologist Hannah Haas conducted follow-up consultation by telephone. Ms. Haas left a voicemail with each of the contacts that she called.

On November 10, 2016, Mona Olivas Tucker responded via telephone, stating that the project vicinity is considered sensitive due to its proximity to San Luis Creek and the known presence of numerous Native American archaeological sites in the San Luis Obispo area. She recommended that limited archaeological testing be conducted prior to project ground disturbance and that, at a minimum, all project ground disturbance be observed by archaeological and Native American monitors.

On May 31, 2017, pursuant to AB 52, RTA initiated the required government to government consultation with 18 total local tribal groups and individuals (the 16 interested groups/individuals previously consulted by Rincon plus two additional groups to cover all interested parties on the City of San Luis Obispo's consultation list).

On June 29, 2017, Fred Collins of the Northern Chumash Tribal Council (NCTC) responded via email, requesting a meeting at the project site. On June 30, 2017 RTA Executive Director Geoff Straw and NCTC Tribal Administrator Fred Collins met at the project site to perform an observational site reconnaissance and to discuss the project relative to impacts to tribal cultural resources to determine the necessary mitigation to avoid potential impacts to these resources. Information and interest provided by Collins and obtained from the site visit was used in the development and refinement of the analysis of tribal cultural resources and associated mitigation herein. This information will also be considered in the final review of the project by the RTA.

Discussion

a, b. Would the project cause a substantial adverse change in the significance of a tribal cultural resource as defined in Public Resources Code 21074 that is (a) listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k), or (b) a resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code Section 2024.1?

The information provided by the consultation with Native American groups and individuals does not suggest any currently known significant tribal cultural resources, as defined in Public Resources Code 21074, are located on the project site. However, due to the project site's proximity to San Luis Creek and the acknowledgement that the area is considered sensitive due to the known presence of numerous Native American archeological sites in the San Luis Obispo area, mitigation measures TCR-1 and TCR-2 are required. The project impact would be **potentially significant unless mitigation is incorporated.**

Mitigation Measures

TCR-1 **Native American Monitor.** A Native American monitor shall be present during ground disturbing activities due to the area being identified as a culturally sensitive location. The monitor(s) shall be on-site on a full-time basis during earthmoving activities, including grading, trenching, vegetation removal, or other excavation activities.

TCR-2 **Unanticipated Discovery of Tribal Cultural Resources.** In the event that archaeological resources of Native American origin are identified during project construction, a qualified archaeologist will consult with the City to begin Native American consultation procedures.

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18 Utilities and Service Systems

	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
Would the project result in any of the following impacts?				
a Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board	☐	☐	■	☐
b Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects	☐	☐	■	☐
c Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects	☐	☐	■	☐
d Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed	☐	☐	■	☐
e Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments	☐	☐	■	☐
f Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs	☐	☐	■	☐
g Comply with federal, state, and local statutes and regulations related to solid waste	☐	☐	■	☐

Setting

Wastewater

The City's wastewater collection system and WRRF is managed by the Utilities Department. The wastewater collection system consists of approximately 136 miles of gravity sewer lines, three miles of force main, and nine sewer lift stations. Wastewater is conveyed to the WRRF, located on Prado Road near U.S. 101. The WRRF removes larger material, treats the waste stream to reduce the amount of nutrients and bacteria, separates sludge, and discharges treated effluent into San Luis Obispo Creek near Los Osos Valley Road and is distributed as recycled water for irrigation and possible vehicle washing. The sludge is separated from the wastewater, dried in open ponds at the WRRF, and hauled away for disposal (City of San Luis Obispo, 2014).

The WRRF treats about 4.5 million gallons per day (mgd) during dry weather conditions. The current treatment capacity of the WRRF during dry weather conditions is 5.1 mgd. Therefore, the WRRF currently has excess capacity of 0.6 mgd. Average dry weather treatment flows have been stable over the past several years due to a balance between increased population and improved water conservation (City of San Luis Obispo 2014; 2016).

Water

The City Utilities Department provides water service throughout the city and provides potable water to approximately 14,500 metered water customers. The City obtains its water supplies from three sources: surface water, recycled water from the WRRF, and a limited amount of groundwater. Surface water is collected in three local reservoirs: Salinas Reservoir (also known as Santa Margarita Lake), Whale Rock Reservoir, and Nacimiento Reservoir. The Salinas and Whale Rock Reservoirs provide a combined safe yield of 6,940 AF/year, the Nacimiento Reservoir provides 3,380 AF/year dependable yield/contractual limit, and recycled water from the WRRF provides 165 AF/year (City of San Luis Obispo, 2014). The City does not rely on groundwater as a long-term water supply source.

Stormwater

The City's stormwater drainage system is a separate system that collects surface runoff and conveys it to community retention basins, such as parks, local lakes, and creeks. San Luis Obispo Creek is the main tributary in the city, discharging into the Pacific Ocean at Avila Bay. The City's stormwater drainage system currently consists of 59 miles of storm sewer with 2,148 drainage inlets and 490 storm drain manholes (City of San Luis Obispo, 2010).

Solid Waste

The regional waste collection facility is Cold Canyon Landfill, located approximately six miles south of the city on SR 227. The San Luis Garbage Company, owned by Waste Connections, is the sole provider of solid-waste collection services in the city (City of San Luis Obispo 2016). The San Luis Obispo County Integrated Waste Management Authority estimates that roughly 41,000 tons of refuse were disposed of in the Cold Canyon Landfill in 2015 (CalRecycle 2016).

Discussion

a. Would the project exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?

b. Would the project require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?

e. Would the project result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?

The Central Coast Regional Water Quality Control Board (CCRWQCB) in connection with the implementation of the NPDES program imposes requirements on the treatment of wastewater and its discharge into local water bodies. Wastewater produced by the project would meet these requirements through treatment by the WRRF. The WRRF treats municipal wastewater collected from the city, California Polytechnic State University (Cal Poly), and the San Luis Obispo County Airport. Because the project would involve relocation of the existing RTA bus maintenance facility, already located within the city and serviced by the WRRF, and little to no increase in wastewater generation by the facility is anticipated, impacts to wastewater treatment systems would be **less than significant.**

c. Would the project require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?

The project site is mostly undeveloped and covered with a vegetated, permeable surface, except for the area occupied by the existing U-Haul facility and paved entrance/aprons of the formerly leased parking facility. Stormwater from the project site would be accommodated in the system of street curbs and gutters along Prado Road and the City stormwater system. The proposed project would introduce additional impervious surfaces at the office building and bus maintenance facility, in addition to the associated surface parking and driveways. The project would incorporate appropriate stormwater control during construction, and for the post-construction period, as discussed in Section 9, *Hydrology and Water Quality*. Impacts to storm water conveyance facilities would be **less than significant**.

d. Would the project have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?

The project site is served by existing water supplies, treatment facilities, storage, and distribution systems operated by the City.

The City's potable water treatment plant has a capacity of 16.0 million gallons per day (mgd), which is adequate for treating all sources of surface water received by the City and is sufficient to meet the City's water demands at full build-out under the General Plan (City of San Luis Obispo 2011). The project would involve the relocation of the existing facility to a new facility within the city; therefore, water service required for the project would be transferred from the previous location to the new location. Therefore, impacts regarding sufficient water supplies would be **less than significant.**

f. Would the project be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?

g. Would the project comply with federal, state, and local statutes and regulations related to solid waste?

Solid waste would be generated during construction and demolition of the existing U-Haul facility. Construction waste would be temporary in nature, and in accordance with AB 341, the project would be required to divert 50 percent of construction waste from landfills, which would minimize potential impacts to the Cold Canyon Landfill. The amount of solid waste generated from operation of the project would be minimal and would be offset by abandonment of current facility in San Luis Obispo. San Luis Garbage Company and Cold Canyon Landfill have adequate capacity to serve the project. Impacts would be **less than significant**.

19 Mandatory Findings of Significance

		Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less than Significant Impact	No Impact
a	Does the project have the potential to substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self- sustaining levels, eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?	☐	■	☐	☐
b	Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?	☐	☐	■	☐
c	Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?	☐	☐	■	☐

Discussion

a. Does the project have the potential to substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self- sustaining levels, eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?

As described under Section 4, *Biological Resources*, the project site has the potential to support nesting birds. In order to ensure that the grading and construction activities do not affect the bird population, Mitigation Measure BIO-1, require that surveys be conducted prior to vegetation clearing or other project-related construction activities. In addition Mitigation Measure BIO-2 would reduce the possibility for spread of invasive species from the project site during construction activities. Mitigation Measures BIO-1 and BIO-2 would reduce potential impacts to a less than significant level. As described in Section 5, *Cultural Resources*, ground disturbing activities during construction of the project have the potential to disturb previously identified and unidentified archaeological resources and human remains. In order to ensure that ground disturbing activities do

not affect such resources, Mitigation Measures CUL-1, CUL-2 and CUL-3 identify the survey and monitoring requirements as well as actions to undertake in the event of discovery of archaeological resources or human remains. Mitigation Measures CUL-1, CUL-2 and CUL-3 would reduce potential impacts to a less than significant level.

b. Does the project have impacts that are individually limited, but cumulatively considerable?

As described in the discussion of environmental checklist Sections 1 through 19 herein, the project would have no impact, a less than significant impact, or a less than significant impact with the incorporation of mitigation with respect to all environmental issues. The project would not conflict with the current City of San Luis Obispo General Plan land use designation for the site or with the land use pattern in the project site vicinity.

Other major planned or pending projects in the immediate vicinity of the project site include development of the CAPSLO Homeless Services Center adjacent to the eastern boundary of the project site, upgrades to the City of San Luis Obispo WRRF south of the project site across Prado Road, development of the San Luis Ranch residential and commercial project west of the site across Elks Lane and U.S. 101, and development of a new highway overcrossing at Prado Road near the southwest corner of the site. As shows in Table 9 and described in Section 7, *Greenhouse Gas Emissions*, the project would be consistent with all applicable Climate Action Plan measures and, thus, would not result in a considerable contribution to cumulative GHG impacts. As described in Section 9, *Hydrology and Water Quality*, the project would also comply with Section 17.84.050.F.1 of the City of San Luis Obispo Municipal Code requiring that the proposed development, when combined with all other development, would not increase the water surface elevation of the base flood more than one foot at any point within the City. Additionally, as described in Section 12, *Noise*, and Section 16, *Transportation*, the project would result in less than significant impacts relative to increases in noise and traffic in the City. Therefore, the project would not result in a considerable contribution to cumulative noise and traffic impacts, when considered in combination with the other planned and pending projects in the immediate vicinity. Overall, the project's contribution to any cumulative impacts would not be cumulatively considerable.

c. Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?

The proposed project has been found in this Initial Study to have no impacts to human health. Although some construction noise and vibration may occur mostly during daylight hours, overall impacts associated with operation of the project on the site would remain similar to current conditions and consistent with the planned use at the site.

Mitigation Measures Required for the Project

Preconstruction

CUL-1 **Archeological Testing Program.** Prior to project related ground disturbance, an Extended Phase I (XPI) archaeological testing program shall be performed within the project area of potential effect (APE). This study should be conducted by a qualified archaeologist under the direction of a qualified principal investigator and in accordance with CEQA and Section 106. The qualified archaeologist should prepare a testing plan designed to establish the presence or absence and extent of archaeological deposits within the direct APE. An XPI conducted prior to project construction could reduce potential delays caused by unanticipated finds during construction by informing the applicant of what types of resources may exist on the property and where. In the event that a subsurface resource is found during the XPI, additional studies such as a Phase II investigation may be required to determine if the resource is eligible for the CRHR and/or the NRHP. The results of the XPI will also determine whether additional mitigation such as monitoring will be necessary. XPI testing should be observed by a Native American monitor.

GEO-1 **Conduct Geotechnical Investigation and Soil Remediation**. Prior to construction activities, a preliminary geotechnical investigation shall be conducted to determine the presence or absence of unstable soils or soils that would become unstable during a seismic event, including the potential for liquefaction at the project site. The geotechnical investigation shall be conducted by trained engineers and shall comply with ASTM approved methodologies. Based on the results of the preliminary geotechnical investigation, unstable soils or soil that would become unstable during a seismic event shall be remediated to ensure that on-site soils would provide adequate structural support for proposed structures. All on-site structures, transportation infrastructure and subgrades shall comply with applicable methods of the California Building Code and all transportation infrastructures shall comply with the most current California Department of Transportation design standards. Soil remediation may be achieved through, for example, structural piers, excavation of unstable soils, importation of clean, engineered fill, compaction of existing on-site soils, improvement of sub-surface drainage, or a combination of methodologies.

NOI-1 **Construction Vehicle Travel Route.** Construction vehicles and haul trucks shall utilize roadways which avoid residential neighborhoods and sensitive receptors, where possible. The applicant shall submit a proposed construction vehicle and hauling route for City review and approval prior to grading/building permit issuance. The approved construction vehicle and hauling route shall be used for soil hauling trips prior to construction as well as for the duration of construction.

NOI-4 **Neighboring Property Owner Notification and Construction Noise Complaints.** The contractor shall inform residents and business operators at properties within 300 feet of the project site of proposed construction timelines and noise complaint procedures to minimize potential annoyance related to construction noise. Proof of mailing the notices shall be provided to the Community Development Department before the City issues a zoning clearance. Signs shall be in place before beginning of and throughout grading and

construction activities. Noise-related complaints shall be directed to the City's Community Development Department.

Plan Requirements and Timing. Construction plans shall note construction hours, truck routes, and construction Best Management Practices (BMPs) and shall be submitted to the City for approval prior to grading and building permit issuance for each project phase. BMPs shall be identified and described for submittal to the City for review and approval prior to building or grading permit issuance. BMPs shall be adhered to for the duration of the project. The applicant shall provide and post signs stating these restrictions at construction site entries. Signs shall be posted prior to commencement of construction and maintained throughout construction. Schedule and neighboring property owner notification mailing list shall be submitted 10 days prior to initiation of any earth movement. The Community Development department shall confirm that construction noise reduction measures are incorporated in plans prior to approval of grading/building permit issuance.

All construction workers shall be briefed at a pre-construction meeting on construction hour limitations and how, why, and where BMP measures are to be implemented. A workday schedule will be adhered to for the duration of construction for all phases.

Monitoring. City staff shall ensure compliance throughout all construction phases. Building inspectors and permit compliance staff shall periodically inspect the site for compliance with activity schedules and respond to complaints.

During Construction

AQ-1 Measures to Reduce Fugitive Dust During Construction

Implementation of the following mitigation measures, as recommended by the San Luis Obispo County APCD, would be required to minimize construction fugitive dust emissions and help ensure that construction emissions remain at a less than significant level.

- Reduce the amount of the disturbed area where possible;
- Water trucks or sprinkler systems shall be used during construction in sufficient quantities to prevent airborne dust from leaving the site. Increased watering frequency shall be required whenever wind speeds exceed 15 mph. Reclaimed (non-potable) water shall be used whenever possible;
- All dirt stock pile areas shall be sprayed daily as needed;
- Permanent dust control measures identified in the approved project revegetation and landscape plans shall be implemented as soon as possible following completion of any soil disturbing activities;
- Exposed ground areas that are planned to be reworked at dates greater than one month after initial grading shall be sown with a fast germinating, non-invasive grass seed and watered until vegetation is established;
- All disturbed soil areas not subject to revegetation shall be stabilized using approved chemical soil binders, jute netting, or other methods approved in advance by the SLOAPCD;
- All roadways, driveways, sidewalks, etc. to be paved shall be completed as soon as possible after grading unless seeding or soil binders are used;
- Vehicle speed for all construction vehicles shall not exceed 15 mph on any unpaved surface at the construction site;

- All trucks hauling dirt, sand, soil, or other loose materials are to be covered or shall maintain at least two feet of freeboard (minimum vertical distance between top of load and top of trailer) in accordance with California Vehicle Code Section 23114;
- Install wheel washers where vehicles enter and exit unpaved roads onto streets, or wash off trucks and equipment leaving the site;
- Sweep streets at the end of each day if visible soil material is carried onto adjacent paved roads. Water sweepers with reclaimed water shall be used where feasible;
- All of these fugitive dust mitigation measures shall be shown on grading and building plans; and
- The contractor or builder shall designate a person or persons to monitor the fugitive dust emissions and enhance the implementation of the measures as necessary to minimize dust complaints, reduce visible emissions below 20 percent opacity, and to prevent transport of dust offsite. Their duties shall include holidays and weekend periods when work may not be in progress. The name and telephone number of such persons shall be provided to the SLOAPCD Compliance Division prior to the start of any grading, earthwork or demolition.

AQ-2 Measures to Reduce Construction Equipment Emissions

- Maintain all construction equipment in proper tune according to the manufacturer's specifications;
- Fuel all off-road and portable diesel powered equipment with ARB certified motor vehicle diesel fuel (non-taxed version suitable for use off-road);
- Use diesel construction equipment meeting ARB's Tier 2 certified engines or cleaner off-road heavy-duty diesel engines, and comply with State Off-road Regulation;
- Use on-road heavy-duty trucks that meet the ARB's 2007 or cleaner certification standard for on-road heavy-duty diesel engines, and comply with State On-Road Regulation;
- Construction or trucking companies with fleets that do not have engines in their fleet that meet the engine standards identified in the above two measures (e.g., captive of NOX exempt area fleet) may be eligible by proving alternative compliance;
- All on- and off-road diesel equipment shall not idle for more than five minutes. Signs shall be posted in the designated queuing areas and on job sites to remind drivers and operators of the five-minute idling limit;
- Diesel idling within 1,000 feet of sensitive receptors is not permitted;
- Staging and queuing areas shall not be located within 1,000 feet of sensitive receptors;
- Electrify equipment when possible;
- Substitute gasoline-powered in place of diesel-powered equipment, where feasible; and
- Use alternatively fueled construction equipment on-site where feasible, such as compressed natural gas (CNG, liquefied natural gas (LNG), propane, or biodiesel.

BIO-1 Nesting Birds. To avoid disturbance of nesting and special-status birds, including raptorial species protected by the MBTA and CFGC, activities related to the project, including, but not limited to, vegetation removal, ground disturbance, and construction and demolition shall occur outside of the bird breeding season (February 15 through September 1), when possible. If construction must begin during the breeding season, then a pre-construction nesting bird survey shall be conducted by a Qualified Biologist no more than one week prior to initiation of ground disturbance and vegetation removal activities to determine the presence/absence of nesting birds within the project site. The California Department of Fish and Wildlife generally considers an appropriate buffer of 100 feet for passerines and 300

feet for raptors. The Qualified Biologist shall perform at least two hours of pre-construction monitoring of the nest to characterize "typical" bird behavior. The Qualified Biologist shall monitor the nesting birds and shall increase the buffer if the Qualified Biologist determines the birds are showing signs of unusual or distressed behavior due to project activities. Atypical nesting behaviors that may cause reproductive harm include but are not limited to, defensive flights/vocalizations directed towards project personnel, standing up from a brooding position, and flying away from the nest. The Qualified Biologist shall have authority, through the Resident Engineer, to order the cessation of all project activities if the nesting birds' exhibit atypical behavior which may cause reproductive failure (nest abandonment and loss of eggs and/or young) until an appropriate buffer is established. To prevent encroachment, the established buffer(s) shall be clearly marked by high visibility material. The established buffer(s) shall remain in effect until the young have fledged or the nest has been abandoned as confirmed by the Qualified Biologist. Any sign of nest abandonment shall be reported to California Department of Fish and Wildlife within 48 hours

BIO-2 **Invasive Plant Species.** To minimize the spread of invasive plant species during project work, prior to construction all staff and contractors shall receive from a qualified botanist/biologist, invasive plant prevention training. The training shall provide an appropriate identification/instruction guide, a list of target species for the area, and a list of measures for early detection and eradication. Prior to construction, specific areas shall be designated for cleaning of tools, vehicles, equipment, clothing, footwear, and any other gear to be used on site. During construction, before entering and exiting the work site, all tools, equipment, vehicles, clothing, footwear, and other gear shall be thoroughly cleaned to remove soil, seeds, and plant parts. The reproductive parts (seeds, mature flowers, roots and shoots, as well as other parts of species that reproduce in a vegetative manner) shall be removed, stored in sealed containers, transported sealed, and appropriately disposed of at a certified landfill. All disturbed areas that are not converted to hardscape shall be hydro-seeded with a mix of locally native species upon completion of work in the area. In areas where construction is ongoing, hydro-seeding shall occur in those areas where no construction activities have occurred within six weeks of ground disturbance. If exotic species invade the area prior to hydro-seeding, weed removal shall occur in consultation with a qualified botanist/biologist.

CUL-2 **Monitoring by Qualified Archaeologist.** A qualified principal investigator, defined as an archaeologist who meets the Secretary of the Interior's Standards for professional archaeology (36 CFR 61), shall be retained to carry out all mitigation measures related to archaeological and historical resources (hereafter principal investigator). Monitoring shall involve inspection of subsurface construction disturbance at or in the immediate vicinity of known sites, or at locations that may harbor buried resources that were not identified on the site surface.

CUL-3 **Unanticipated Discovery of Human Remains.** The discovery of human remains is always a possibility during ground disturbing activities. If human remains are found, the State of California Health and Safety Code Section 7050.5 states that no further disturbance shall occur until the county coroner has made a determination of origin and disposition pursuant to Public Resources Code Section 5097.98. In the event of an unanticipated discovery of human remains, the San Luis Obispo County coroner must be notified immediately. If the human remains are determined to be prehistoric, the coroner will notify the Native

American Heritage Commission (NAHC), which will determine and notify a most likely descendant (MLD). The MLD shall complete the inspection of the site within 48 hours of notification and may recommend scientific removal and nondestructive analysis of human remains and items associated with Native American burials.

NOI-2 **Construction Activity Timing.** Except for emergency repair of public service utilities, or where an exception is issued by the Community Development Department, no operation of tools or equipment used in construction, drilling, repair, alteration, or demolition work shall occur daily between the hours of 7:00 PM and 7:00 AM, or any time on Sundays, holidays, or after sunset, such that the sound creates a noise disturbance that exceeds 75 dBA for single family residential, 80 dBA for multi-family residential, and 85 dBA for mixed residential/commercial land uses across a residential or commercial property line.

NOI-3 **Construction Equipment Best Management Practices (BMPs).** For all construction activity at the project site, noise attenuation techniques shall be employed to ensure that noise levels are maintained within levels allowed by the City of San Luis Obispo Municipal Code, Title 9, Chapter 9.12 (Noise Control). Such techniques shall include:

- Sound blankets on noise-generating equipment.
- Stationary construction equipment that generates noise levels above 65 dBA at the project boundaries shall be shielded with barriers that meet a sound transmission class (a rating of how well noise barriers attenuate sound) of 25.
- All diesel equipment shall be operated with closed engine doors and shall be equipped with factory-recommended mufflers.
- For stationary equipment, the applicant shall designate equipment areas with appropriate acoustic shielding on building and grading plans. Equipment and shielding shall be installed prior to construction and remain in the designated location throughout construction activities.
- Electrical power shall be used to power air compressors and similar power tools.
- The movement of construction-related vehicles, with the exception of passenger vehicles, along roadways adjacent to sensitive receptors shall be limited to the hours between 7:00 AM and 7:00 PM, Monday through Saturday. No movement of heavy equipment shall occur on Sundays or official holidays (e.g., Thanksgiving, Labor Day).
- Temporary sound barriers shall be constructed between construction sites and affected uses.

TCR-1 **Native American Monitor.** A Native American monitor shall be present during ground disturbing activities due to the area being identified as a culturally sensitive location. The monitor(s) shall be on-site on a full-time basis during earthmoving activities, including grading, trenching, vegetation removal, or other excavation activities.

TCR-2 **Unanticipated Discovery of Tribal Cultural Resources.** In the event that archaeological resources of Native American origin are identified during project construction, a qualified archaeologist will consult with the City to begin Native American consultation procedures.

Post-Construction / Operations

AQ-3 Measures to Reduce Operational Idling Emissions

To help reduce the emissions impact from diesel buses and equipment at the proposed facility, RTA will implement the following idling control techniques:

1. California Diesel Idling Regulations
    a. On-road diesel vehicles shall comply with Section 2485 of Title 13 of the California Code of Regulations. This regulation limits idling from diesel-fueled commercial motor vehicles with gross vehicular weight ratings of more than 10,000 pounds and licensed for operation on highways. It applies to California and non-California based vehicles. In general, the regulation specifies that drivers of said vehicles:
        1. Shall not idle the vehicle's primary diesel engine for greater than 5-minutes at any location, except as noted in Subsection (d) of the regulation; and
        2. Shall not operate a diesel-fueled auxiliary power system (APS) to power a heater, air conditioner, or any ancillary equipment on that vehicle during sleeping or resting in a sleeper berth for greater than 5.0 minutes at any location when within 1,000 feet of a restricted area, except as noted in Subsection (d) of the regulation.
    b. Signs must be posted in the designated queuing areas and job sites to remind drivers and operators of the state's 5-minute idling limit.
    c. The specific requirements and exceptions in the regulations can be reviewed at the following web sites: arb.ca.gov/msprog/truck-idling/2485.pdf and arb.ca.gov/regact/2007/ordiesl07/frooal.pdf.
2. Diesel Idling Restrictions Near Sensitive Receptors. In addition to the state required diesel idling requirements, the RTA shall comply with these more restrictive requirements to minimize impacts to nearby sensitive receptors:
    a. Diesel idling within 1,000 feet of sensitive receptors shall not be permitted;
    b. Use of alternative fueled or electric equipment is recommended as feasible; and Signs that specify the no idling areas must be posted and enforced at the site.

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SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
September 6, 2017
STAFF REPORT

AGENDA ITEM:	**B-2**
TOPIC:	**Public Hearing for RTA Disadvantaged Business Enterprise (DBE) Goal Methodology Updates**
PRESENTED BY:	**Tania Arnold, DBE Liaison Officer**
STAFF RECOMMENDATION:	**Authorize Executive Submit the Updated DBE Goal Methodology as Required by Federal Transit Administration (FTA)**

BACKGROUND/DISCUSSION:

In September 2010, the RTA Board of Directors adopted its Disadvantaged Business Enterprise (DBE) program and subsequently updated the program in May 2015. In order to maintain compliance with current FTA regulations, RTA must update the DBE program. As part of the DBE program, FTA requires RTA as the recipient (grantee) of federal funds to update and submit a three year DBE goal.

As part of the goal methodology update the draft revision is subject to a thirty (30) day public review period which began on August 2, 2017. This review period concludes today. RTA provided notices to the agencies included in the draft methodology update to solicit feedback. Public notice was also published in the Tribune in English and Spanish to solicit public comments. The draft goal has been submitted to FTA and is under their review.

Staff did not receive any feedback during the thirty (30) day public review period.

Staff Recommendation

Authorize the RTA Executive Director submit the updated DBE goal methodology as required by Federal Transit Administration (FTA).

Fiscal Years 2018-20

Overall Goal for Disadvantaged Business Enterprise Participation in Federal Transit Administration Assisted Programs (Including Goal Setting Methodology)

Prepared by

San Luis Obispo Regional Transit Authority (RTA)
179 Cross Street, San Luis Obispo, CA 93401
(805) 781-4397, www.SLORTA.org

Adopted by

RTA Board of Directors
September 6, 2017

Submitted to

U.S. Department of Transportation
Federal Transit Administration
San Francisco, California

September 8, 2017

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
OVERALL DBE GOAL FOR FFYs 2018-2020

I. EXECUTIVE SUMMARY

The U.S. Department of Transportation (DOT) prescribes its Disadvantaged Business Enterprise (DBE) program and requirements for recipients of Federal funds from DOT in the Code of Federal Regulations (CFR) Title 49, Part 26 (Regulations). Specific instructions are found in Section 26.45 entitled "How do recipients set overall goals."

As a recipient of DOT financial assistance via the Federal Transit Administration (FTA), San Luis Obispo Regional Transit Authority (RTA) has established a recommended overall DBE goal for FYs 2018-20 of 5.1% based on all FTA-assisted contracting funds anticipated to be awarded between October 1, 2017 and September 30, 2020.

The goal is based on demonstrable evidence of the availability of ready, willing and able DBEs relative to all businesses ready, willing and able to participate in our FTA-assisted contracts. The overall goal reflects RTA's determination of the level of DBE participation expected to be achieved absent the effects of discrimination. RTA intends to meet this goal to the maximum extent feasible through race-neutral measures and does not intend to establish specific goals for any contracts unless needed.

This new report includes the change requested by Lynette Little, Civil Rights Officer, Region IX in a concurrence letter dated April 13, 2017 letter and is adopted at the September 6, 2017 RTA Board of Directors meeting. These public comments and how RTA plans to address these comments will be submitted to FTA on September 8, 2017 as an attachment 3 to this methodology.

II. DBE GOAL FOR FY 18-20

The proposed overall DBE Goal for FY 18-20 is 5.1%. The goal applies to FTA-funded contracts awarded by RTA and its sub-recipients from October 1, 2017 through September 30, 2020. The analysis described herein indicates the proposed goal of 5.1% can be achieved entirely through race and gender neutral measures. In accordance with the decision by the US Court of Appeals for the Ninth Circuit in *Western States Paving Company* v. United States and Washington State Department of Transportation, USDOT recipients in the Ninth Circuit, which includes California, cannot consider the use of a race- or gender-conscious goal unless a finding of statistically significant disparity (disparity study) has been made for the ethnic and gender groups to be included in the race- or gender-conscious goal. RTA has not conducted a disparity study and, therefore, did not consider the use of a race- or gender-conscious goal as part of the overall goal. However, based on the results of the analysis described in sections IV and V of this report, RTA believes it can achieve the weighted goal figure calculated in Step One entirely through race- and gender-neutral measures. A summary of disparity studies conducted by Caltrans and the Los Angeles County Metropolitan Transportation Authority is provided in section V of this report.

III. METHODOLOGY FOR SETTING THE OVERALL DBE GOAL

As noted in Section I (Executive Summary), the DBE goal was calculated using the two-step process described in the "Tips for Goal Setting" guidance provided by USDOT. The two step process for calculating the overall DBE goal is to:

Step 1: Calculate a base figure to determine the relative availability of DBEs; and
Step 2: Adjust the base figure if necessary.

The DBE Directory and Census Data method was used to calculate the base figure of the relative availability of DBEs to perform the types of contracts that RTA intends to let. A detailed description of the methodology used in Step One and associated calculations and assumptions are provided in Section IV. In Step Two, past DBE participation and projects from previous years in relation to projects proposed in FYs 18-20 was utilized to determine if the base figure should be adjusted. A description of this analysis conducted for Step Two is provided in Section V.

Determination of Local Market Area

The boundaries of the local market area were determined by examining the area in which the substantial majority of the contractors and subcontractors that are more likely to submit bids for the type of projects that will be performed in the upcoming years, as RTA had none of these major types of projects in the past five years.

IV. STEP ONE - BASE FIGURE CALCULATION

The purpose of Step One is to determine what percentage of DBEs represents all firms that are ready, willing, and able to compete for USDOT-assisted contracting. This percentage is calculated by dividing the number of DBEs ready, willing and able to bid for the types of work to be funded during a three-year period, by the number of all firms (DBEs and non-DBEs) ready, willing and able to bid for the types of work to be funded during the same three-year period. The calculation is summarized in the equation below:

$$\text{Step One-Base Figure} = \frac{\text{Ready, Willing and Able DBEs}}{\text{All Firms Ready, Willing and Able (including DBEs and non-DBEs)}}$$

To complete the calculation, the first item of work was to develop a list of contracts that RTA intends to let in FYs 18-20. This list of anticipated projects/contracts is provided in Attachment 1. A total of 11 anticipated contracts were identified that total $11.9 million.

The DBE firms that are ready, willing and able to perform the anticipated work were identified using the California Unified Certification Program (CUCP) Statewide DBE Directory. DBE firms that indicated their willingness to work in Caltrans District 5 (Monterey County, San Benito County, San Luis Obispo County, Santa Barbara County and Santa Cruz County) were selected. North American Industry Classification System (NAICS) codes were then assigned to each project to help identify DBEs and all firms that are ready, willing and able to compete for the anticipated projects. NAICS codes were obtained from the US Census Bureau web page located at: http://www.census.gov/eos/www/naics/.

USDOT recommends that weighting be used to help ensure that the Step One Base Figure is as accurate as possible. Weighting increased the Base Figure from 3.1% to 5.1%.

The calculations for Step One- Base Figure and Weighted Figure calculation of 3.1% and 5.1% are shown in Attachment 2.

V. STEP TWO BASE FIGURE ADJUSTMENT

The purpose for Step Two of the goal setting calculation is to adjust the Step One figure to make it more precise, if necessary. The factors listed below were considered to determine whether such an adjustment is necessary:

- Past DBE participation;
- Disparity studies conducted in the local market area.

Past DBE Participation

The DBE goals achieved in the previous three federal fiscal years were examined to determine the median DBE participation although RTA did not have any examples of the proposed project type in these years. The DBE goals achieved in the past three fiscal years are:

FY 14/15 = 0%
FY 15/16 = 2.0%
FY 16/17 = 2.6%

Median = 2.0%

The median DBE participation for the previous three-year period is 2.0%. However, RTA believes that with the projects that are proposed it will make every effort to achieve our overall goal of 5.1% and that the large increase may be due, in part, to the construction of our new facilities as compared to past years.

Disparity Studies Conducted in the Local Market Area

The Los Angeles County Metropolitan Transportation Authority (Metro) conducted a disparity study in 2012 known as the Metro 2012 DBE Program Disparity Study. The study documented a disparity for African Americans, Asian-Pacific Americans, Subcontinent Asian Americans and Hispanic Americans. The study also initially found that Caucasian females were over utilized. In a subsequent analysis, it was determined that Caucasian females were underutilized.

Based on the factors listed above to consider whether to adjust the Base Figure, it is determined that no adjustment should be made. Therefore, the overall goal for FYs 18-20 is proposed at 5.1% to be achieved through race and gender neutral measures.

The calculations for Step Two- Base Figure Adjustment are shown in Attachment 2.

VI. Public Notice and Consultation

The public notice and consultation process will be conducted for setting the DBE Goal for FFYs 18-20 is provided in Attachment 3. Copies of all correspondences are incorporated into attachment.

Attachment 1
List of Anticipated Projects
FY 18-20

FEDERAL GRANTS WITH FY 18-20 CONTRACTING OPPORTUNITY

Project	Antic. Federal Grants FY 18-20 Capital & Planning	3-Yr Total Maintenance & Planning	Amount with Contracting Opportunity	Amount without Contracting Opportunity	Notes - see below
A	B	C	D	E	F
New Ops & Maint Facility	$7,600,000		$7,600,000		
Paso Yard Ops Facility	$800,000		$800,000		
Bus Stop Improvements (including shelters, amenities, etc)	$326,000		$326,000		
Service Vehicle	$60,000		$60,000		
Support Equipment	$81,000		$81,000		
Six (6) Replacement Buses	$2,460,000		$2,460,000		
Upgrade Network Switch Infrastructure	$12,000			$12,000	1
SQL Servers (2) Upgrade	$22,600			$22,600	1
ADA software Upgrade	$80,000			$80,000	1
Upgrade Fare collection system	$350,000			$350,000	1
TOTALS	**$11,791,600**		**$11,327,000**	**$464,600**	

PLANNING GRANTS					
Transit Planning & Programming					
Consultant Services (SRTP)	$125,000	$125,000	$125,000		
TOTALS	**$125,000**	**$125,000**	**$125,000**	**$0**	

SUMMARY					
Capital Totals	$11,791,600		$11,327,000	$464,600	
Planning Totals	$125,000		$125,000	$0	
TOTALS	**$11,916,600**		**$11,452,000**	**$464,600**	

Notes:
1 - Sole Source- software purchased from only source, the manufacturer

Attachment 2

FY 16-18 Goal Determination Calculations

Step 1 and Step 2

FY 18-20 GOAL DETERMINATION

A	B	C		D	E	F	G	H	I
Project	NAICS	Number of Firms: Overall Total	Number of Firms: DBE Only	Step 1 Percent DBE	Amt with contracting Opportunity	Anticipated DBE Expenditure	Weighted Percent DBE	Step 2 Percent DBE	Notes - See Below
CAPITAL GRANTS									
New Ops & Maint Facility	236220	2,103	134	6.4%	$7,600,000	$484,261	4.3%	4.3%	1
Paso Yard Ops Facility	236220	2,103	134	6.4%	$800,000	$50,975	0.5%	0.5%	1
Bus Stop Improvements (including shelters, amenities, etc)	236220	2,103	134	6.4%	$326,000	$20,772	0.2%	0.2%	1
Service Vehicle	441110	2,738	1	0.0%	$60,000	$22	0.0%	0.0%	1
Support Equipment	811213	1,597	7	0.4%	$81,000	$355	0.0%	0.0%	1
Six (6) Replacement Buses	336120	904	0	0.0%	$2,460,000	$0	0.0%	0.0%	1
Upgrade Network Switch Infrastructure	334210	904	0	0.0%		$0	0.0%	0.0%	2
SQL Servers (2) Upgrade	331111	904	0	0.0%		$0	0.0%	0.0%	2
ADA software Upgrade	511210	351	13	3.7%		$0	0.0%	0.0%	2
Upgrade Fare collection system	511210	351	13	3.7%		$0	0.0%	0.0%	2
TOTALS		**14,058**	**436**	**3.1%**	**$11,327,000**	**$556,385**	**5.1%**	**5.1%**	
PLANNING GRANTS									
Transit Planning & Programming									
Consultant Services (SRTP)	541611	2,354	494	21.0%	$125,000	$26,232	21.0%	21.0%	1
TOTALS		**2,354**	**494**	**21.0%**	**$125,000**	**$26,232**	**21.0%**	**21.0%**	
SUMMARY									
Capital Totals		14,058	436	3.1%	$ 11,327,000	$556,385	5.1%	5.1%	
Planning Totals		2,354	494	21.0%	$ 125,000	$26,232	21.0%	21.0%	
TOTALS		**16,412**	**930**	**5.7%**	**$11,452,000**	**$582,617**	**5.1%**	**5.1%**	

Notes:

1. Step 2 reflects adjustment for weighting,
2. Sole Source- software purchased from only source, the manufacturer

Attachment 3
Public Notice and Consultation

This memo is to summarize the process RTA followed for public participation regarding its proposed DBE goal as required by the FTA concurrence letter for previous DBE goal dated April 13, 2017. RTA will conduct public outreach that will properly address it in our submission.

DBE Goal Setting Consultation Process

On July 28, 2017, RTA mailed the “Notice to Disadvantage Business Enterprise Resource and Assistance Agencies” (copy provided below) to the organizations listed in Resource Agency Listing (copy provided below). This letter notified these groups of RTA’s goal and requested consultation. Subsequently, RTA sent these same organizations a follow-up letter (copy provided below) and a follow up phone call was made on August 11, 2017 inviting them to a meeting at RTA’s office on August 23, 2017.

RTA published its Disadvantaged Business Enterprise Goal on August 4, 2017 in our local paper, The Tribune, which is available online and in hardcopy. The notice was also posted on our website and in our lobby of our Administration office and on the public board located just outside our building for 30 days.

RTA made every concerted effort, as required, to obtain public participation for its DBE Goal.

NOTICE TO DISADVANTAGED BUSINESS ENTERPRISE RESOURCE AND ASSISTANCE AGENCIES

July 28, 2017

In accordance with Federal Regulations 49 CFR Part 26, San Luis Obispo Regional Transit Authority (RTA) is committed to enabling participation of Disadvantaged Business Enterprises (DBEs) in its contracting opportunities as reflected in the RTA Disadvantaged Business Enterprise (DBE) Program.

It is the policy of RTA to ensure nondiscrimination based on race, color, sex or national origin in the award and administration of contracts assisted by the U.S. Department of Transportation (DOT). It is the intention of RTA to create a level playing field on which DBEs can compete fairly and participate in the performance of contracts and subcontracts relating to RTA's procurement activities. The DBE Program is the result of RTA's commitment to the participation of small business firms owned and controlled by socially and economically disadvantaged individuals for purchasing and contracting opportunities.

In this regard, RTA wishes to notify your organization and all interested parties that it is proposing to establish an overall DBE goal for Federal fiscal years 2018-20. This DBE goal will be applicable to contracts and procurements financed, in whole or in part, by the U.S. DOT, Federal Transit Administration (FTA).

In establishing its overall DBE goal, RTA wishes to consult with minority, women and general contractor groups, community organizations and other groups that may have information that will be useful to RTA in its procurement efforts. In this regard, we solicit your assistance by providing RTA with information concerning:

a. DBEs and non-DBEs that may wish to participate in RTA’s contracting opportunities.
b. The effects of discrimination on opportunities for DBEs.
c. RTA's efforts to establish a level playing field for the participation of DBEs.

Please direct your input to: San Luis Obispo Regional Transit Authority
Attn: Tania Arnold, Deputy Director/CFO (DBE Liaison)
179 Cross St.
San Luis Obispo, CA 93401

Thank you for your assistance and, if you have any comments or questions, please call me at (805) 781-4397, and refer to the DBE Program.

Tania Arnold

Tania Arnold
DBE Liaison

Resource Agency Listing

Arroyo Grande Grover Beach Chamber of Commerce 800 W Branch Street Arroyo Grande, CA 93420Arr	Morro Bay Chamber of Commerce 695 Harbor Street Morro Bay, CA 93442Mor	Paso Robles Chamber of Commerce 1225 Park Street Paso Robles, CA 93446
Atascadero Chamber of Commerce 6904 El Camino Real Atascadero, CA 93422	Latino Outreach Council of San Luis Obispo County 267 W Tefft St Nipomo, CA 93444	Templeton Chamber of Commerce 321 South Main Street Templeton, CA 93465La
San Luis Obispo Chamber of Commerce 895 Monterey Street San Luis Obispo, CA 93401	Pismo Beach Chamber of Commerce 581 Dolliver Street Pismo Beach, CA 93449	Nipomo Chamber of Commerce 239 West Tefft Street Nipomo, CA 93444
Santa Maria Chamber of Commerce 614 South Broadway Santa Maria, CA 93454	Women's Network of SLO P.O. Box 1741 San Luis Obispo, CA 93406	Northern Chumash Tribal Council 15980 18th Street Los Osos, CA 93402

August 4, 2017

To: Organizations Representing Potential Contracting Partners

From: San Luis Obispo Regional Transit Authority

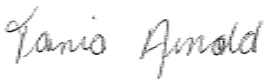
Subject: **Consultation for RTA Disadvantaged Business Enterprise/Small Business Enterprise Program**

Recently, your firm received a letter from my office with information on how you can participate in development of RTA's Disadvantaged Business Enterprise (DBE) goal. RTA is very interested in meeting directly with your organization to get your suggestions for our goal. To this end, RTA has scheduled a meeting at RTA's office to discuss how this participation goal is established. This important meeting will be held in the Upstairs Conference Room at RTA's office at 179 Cross Street, San Luis Obispo, CA 93401, at 1:30 p.m. on Wednesday, August 23rd, and your organization is strongly urged to attend.

The letter sent to you earlier also offered to schedule a meeting specifically with your organization at your convenience, and that offer still stands, but the general meeting now scheduled for August 23rd hopefully provides another option for your participation in RTA's program. It would preferable to have all these meetings wrapped up by August 25th so that RTA can proceed with finalizing its DBE goal.

Should you have any questions, or to schedule a separate meeting, please do not hesitate to contact Tania Arnold Deputy Director/CFO DBE Liaison at (805) 781-4397. We hope to meet with you shortly.

Sincerely,



Tania Arnold
Deputy Director/CFO DBE Liaison

Log of DBE Consultation Outreach Calls:

Agency	Phone Number	When	Outcome
Arroyo Grande Grover Beach Chamber of Commerce	805-489-1488	8/11/17 at 12:41 p.m	spoke with staff who will share with President, Judith called me back and we chatted about it and she asked for it to be e-mailed Judith@aggbchamber.com
Morro Bay Chamber of Commerce	805-772-4467	8/11/17 at 12:47 p.m.	message recording doesn't match for Chamber but I left a message, unable to find another valid phone number or e-mail; spoke with Gina at Paso Chamber and she will contact the President of that Chamber and have them reach out to me
Paso Robles Chamber of Commerce	805-238-0506	8/11/17 at 12:51 p.m.	Gina did received the information and did not have any questions
Atascadero Chamber of Commerce	805-466-2044	8/11/17 at 12:54 p.m.	Vicky requested the information be sent to info@atascaderochamber.org to ensure the President has seen it
Latino Outreach Council of San Luis Obispo	805-610-3385	8/11/17 at 12:57 p.m	has not seen it, please e-mail clararoa1@hotmail.com, CR Lara
Templeton Chamber of Commerce	805-434-1789	8/11/17 at 12:34 p.m	left message, also e-mailed info@templetonchamber.com
San Luis Obispo Chamber of Commerce	805-781-2777	8/11/17 at 12:59 p.m.	send via e-mail slochamber@slochamber.org
Pismo Beach Chamber of Commerce	805-773-4382	8/11/17 at 1:10 p.m.	send via e-mail peter@pismochamber.com rochelle@pismochamber.com
Nipomo Chamber of Commerce	805-929-1583	8/11/17 at 1:22 p.m.	left message, also e-mailed info@NipomoChamber.org
Santa Maria Chamber of Commerce	805-925-2403	8/11/17 at 1:15 p.m.	need to speak with Teri O., she will be calling me back shortly
Women's Network of SLO	805-345-1031	8/11/17 at 1:27 p.m.	left message on Jean Jones President number, also e-mailed slowomensnetwork@gmail.com
Northern Chumash Tribal Council	805-801-0347	8/11/17 at 1:33 p.m.	left message and e-mailed fcollins@northernchumash.org

PUBLIC NOTICE
DISADVANTAGED BUSINESS ENTERPRISE GOAL
August 2, 2017

The San Luis Obispo Regional Transit Authority (RTA), in accordance with regulations of the U.S. Department of Transportation (DOT), 49 CFR, Part 26 proposes an overall goal of 5.1% for participation by Disadvantaged Business Enterprises (DBEs) on Federal Transit Administration (FTA) assisted contracts during the federal fiscal years from October 1, 2017 to September 30, 2020.

The proposed goal and its rationale are available for inspection during normal business hours at RTA's Administrative Offices, located at 179 Cross Street, San Luis Obispo, CA 93401 for thirty (30) days from the date of this notice. Written comments should be directed to Tania Arnold, Deputy Director/CFO DBE Liaison, San Luis Obispo Regional Transit Authority, 179 Cross Street, San Luis Obispo, CA 93401 and/or Regional Director, U.S. Department of Transportation, Federal Transit Administration, 201 Mission Street, Suite 2210, San Francisco, CA 94105. Comments will be received for thirty (30) days from the date of this publication.

Noticia Pública
Empresa de Negocio Desventaja (DBE)
2 de Agosto de 2017

De acuerdo con las regulaciones de U.S. Departamento de Transporte (DOT), 49 CFR, Parta 26, propone un objetivo general de 5.1% para la participación de Empresa de Negocio Desventaja (DBE) en administración federal de tránsito (FTA) de contratos asistidos durante los ejercicios fiscales federales desde el 1 de octubre de 2017 hasta el 30 de septiembre de 2020.

El objetivo propuesto y su justificación pueden ser inspeccionados durante las horas normales de trabajo en las oficinas administrativas del RTA ubicadas en RTA ubicadas en 179 Cross Street, San Luis Obispo, CA 93401durante 30 días a partir de la fecha de este aviso. Los comentarios escritos deben dirigirse a Tania Arnold, Deputy Director/CFO DBE Liaison, San Luis Obispo Regional Transit Authority, 179 Cross Street, San Luis Obispo, CA 93401 y/o Director Regional, Departamento de Transporte de los Estados Unidos, Administración Federal de Tránsito, 201 Mission Street, Suite 2210, San Francisco, CA 94105. Los comentarios serán recibidos por treinta (30) días a partir de la fecha de esta publicación.

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In The Superior Court of The State of California
In and for the County of San Luis Obispo

AD #3203223
RTA

STATE OF CALIFORNIA
ss.
County of San Luis Obispo

I am a citizen of the United States and a resident of the County aforesaid; I am over the age of eighteen and not interested in the above entitled matter; I am now, and at all times embraced in the publication herein mentioned was, the principal clerk of the printers and publishers of THE TRIBUNE, a newspaper of general Circulation, printed and published daily at the City of San Luis Obispo in the above named county and state; that notice at which the annexed clippings is a true copy, was published in the above-named newspaper and not in any supplement thereof – on the following dates to wit; AUGUST 4, 2017 that said newspaper was duly and regularly ascertained and established a newspaper of general circulation by Decree entered in the Superior Court of San Luis Obispo County, State of California, on June 9, 1952, Case #19139 under the Government Code of the State of California.

I certify (or declare) under the penalty of perjury that the foregoing is true and correct.

Jane E. Durand
(Signature of Principal Clerk)
DATE: AUGUST 4, 2017
AD COST: $193.60

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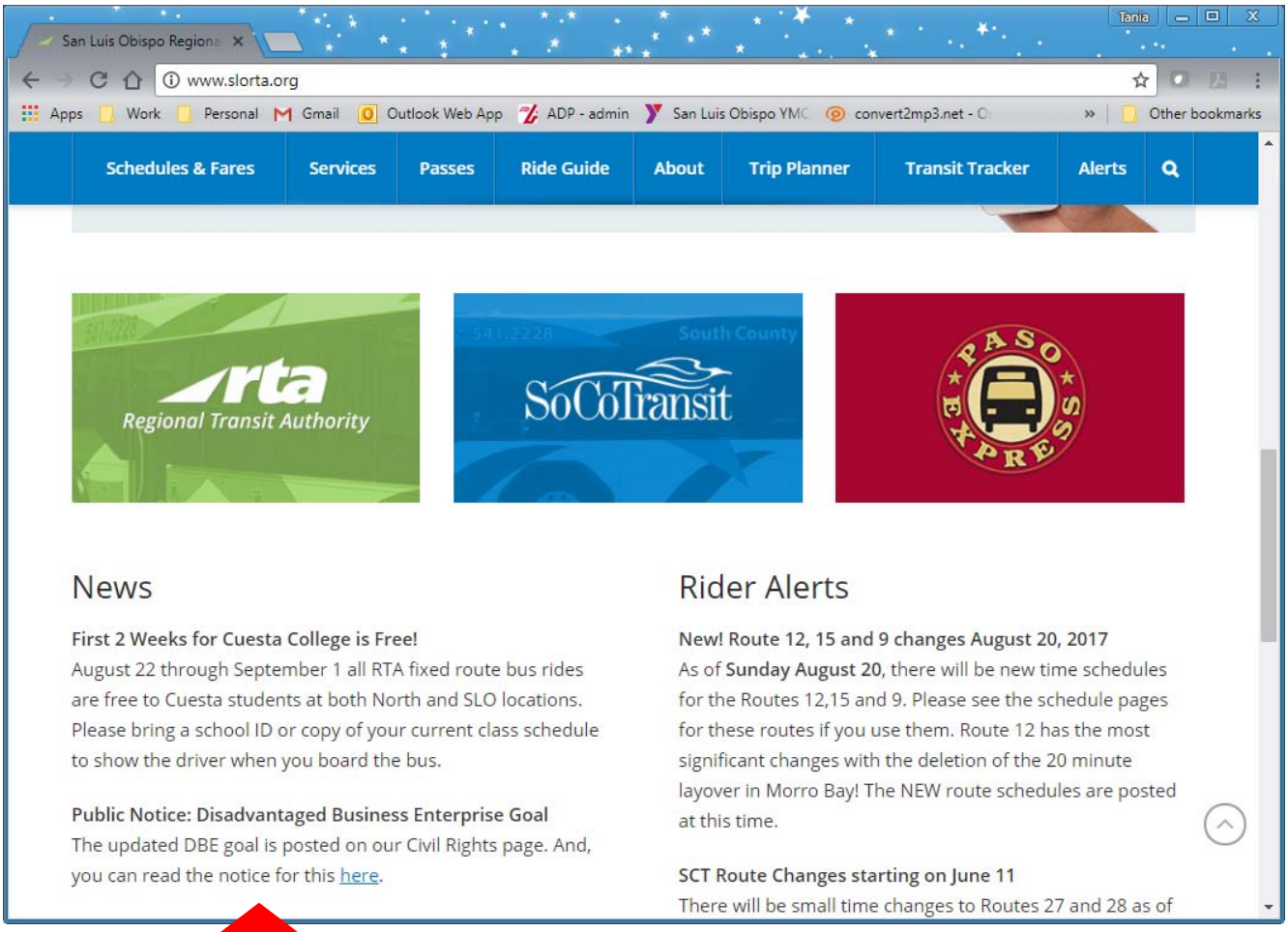
August 4, 2017 3203223

Screenshot of Website
(to be provided in the final draft)



SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
SEPTEMBER 6, 2017
STAFF REPORT

AGENDA ITEM:	**B-3**
TOPIC:	**RTA Bus Maintenance Facility**
PRESENTED BY:	**Geoff Straw, Executive Director**
STAFF RECOMMENDATION:	**Authorize Executive Director to Procure Design and Engineering Services at a Cost Not to Exceed $1,000,000**

BACKGROUND/DISCUSSION:

The RTA currently leases an administration, operations and maintenance facility located at 179 Cross Street in San Luis Obispo. The facility is too small for future needs, and the lease expires at the end of February 2022. The RTA Board will consider certifying the Mitigated Negative Declaration report for a long-term Bus Maintenance Facility located at 253 Elks Lane earlier on today's Agenda. Assuming the MND will be certified, the next step in the project is to complete the design and engineering phase.

The attached draft scope of work was developed by staff, and is based on documents that were prepared by the American Public Transportation Association specifically for a bus garage project. The scope includes eight phases, and staff has identified sufficient funding to complete the first six tasks. Staff's recommendation is for the RTA Board to authorize procurement for the first six tasks in Phase One, and to include the final two tasks as options under Phase Two. Should staff be successful in attaining additional grant funding for Phase Two, the Board could then consider amending the initial agreement at a future Board meeting.

Phase One will be funded with $8000,000 in Federal Transit Administration (FTA) Section 5307 formula funding. RTA has applied for $1,200,000 in California Proposition 1B funding as local match to these and possible future federal funds.

In order to continue the Bus Maintenance Facility development process, staff requests the Board's concurrence in authorizing the Executive Director to seek professional design and engineering services using a Request for Qualifications process.

Staff Recommendation
Authorize staff to solicit proposals from qualified design and engineering firms, and negotiate a draft agreement not to exceed $1,000,000. The draft agreement would be considered by the RTA Board at a future meeting.

SECTION III – SCOPE OF SERVICES

The scope defines the RTA's requirements for delivering services for the planning, design, construction and permitting of the proposed RTA Bus Maintenance Facility and providing the necessary services to bring the project to fruition. The proposed scope itemizes the various tasks and subtasks develop a level of detail on each task that shall lead to providing a functional facility.

The scope of services comprises eight major tasks, discussed on the following pages:

Site Master Planning
- Task 1: Review Existing Conditions
- Task 2: Facility Programming
- Task 3: Conceptual Layouts

Architectural and Engineering Design
- Task 4: Schematic Design
- Task 5: Design Development
- Task 6: Construction Contract Documents

Bid Phase and Construction Phase Services
- Task 7: Contractor Bidding and Award
- Task 8: Construction Phase Services

TASK 1: REVIEW EXISTING CONDITIONS

Task 1 consists of identifying existing conditions and criteria to be used during the other project tasks.

1.1 Field Topo/Utility Survey Of Selected Site

A surveyor shall be contracted by the Design Team to provide current topographic surveys of the proposed site based on the most current USGS data. Additional survey information that shall be required by the project shall be identified by the Design Team and shall be gathered by whatever additional survey efforts are necessary. Utility locations are to be identified, as well as any restrictions that may be attached to the proposed site. As part of the overall effort, the Design Team is to study existing site conditions to identify possible site issues that may affect locations of new structures. The Design Team shall verify (or perform) measurements on the survey and provide documentation to the owner.

1.2 Site Visit

The Design Team shall visit the proposed site to become familiar with site constraints and to validate the findings in the following two Concept Plan documents:

- The Site Consideration for an RTA Long-Term Garage Facility report, which was presented to the RTA Board of Directors at its January 7, 2015 meeting.

- The concept plan and related findings in the Mitigated Negative Declaration report, which was certified by the RTA Board at its September 6, 2017 meeting.

The Design Team shall review the drainage characteristics of the proposed site, including any existing drainage channels and structures, outfalls, and the need for oil/water separators. The Design Team shall review access and egress opportunities and determine the need for traffic control or roadway improvements. The condition of the site shall be reviewed, as well as locations of incoming utilities. The Design Team shall perform photo-documentation and provide documentation to the RTA.

1.3 Phase I Geotechnical Investigation

The Design Team shall conduct a Phase I geotechnical investigation at the project site to provide an initial assessment of soil conditions that may affect installation of the administration, operations and maintenance building, ancillary equipment (fueling, washing, etc.) and pavement improvements. The Phase I investigation shall include compilation and review of available geotechnical and geological information regarding the study area, including past and current site usage. Laboratory tests shall also be carried out on recovered soil samples to aid soil classification and determination of pertinent engineering properties.

The results of the Phase I geotechnical investigation are to be summarized in a written report with all test results attached and forwarded to the RTA. The report shall include preliminary assessments of site preparation needs, foundation support considerations and recommendations for additional investigation at the site that shall be required for final design.

TASK 1 DELIVERABLES:

- Topographic and boundary surveys
- Utility location survey
- Geotechnical report (if deemed necessary)

TASK 2: FACILITY PROGRAMMING

Task 2 consists of research and validation of any existing space programming and operating requirements for each functional area in the proposed facility, such as office space, storage and vehicle parking areas, and areas to be allocated to nonrevenue vehicles, employee parking, and

landscaping to include areas required by local jurisdictional agencies (e.g., water retention/detention).

2.1 User Group Interviews

During the kickoff meeting, the Design Team shall meet with RTA staff to discuss the Scope of Services, the plan of action, and the project schedule. Participants shall include the RTA Executive Director, the RTA Deputy Director, the RTA Maintenance Manager and the RTA Operations Manager, as well as planning or public works staff from the City of San Luis Obispo. The intent of these meetings is to ascertain the operating characteristics of the proposed facility and any special operating conditions or methods that would impact the programming and design of the facility. This shall be the first step in developing the facility space validation program.

Management staff interviews: The management staff will help to identify RTA employees for the various functional areas and work with the project team in setting up user interviews and detailed tours of the functional areas. This will be the second step in validating the facility space program.

User group interviews: As part of the ongoing interviews, the team will meet with supervisors and lead personnel to understand the operational and functional requirements of the site. Members of the Design Team specializing in programming and functional requirements will interview personnel and gather information to validate space and equipment needs as currently defined in the Concept Plan. The team will generate equipment lists, design criteria and space needs for the offices and storage areas.

Operation observations: As a continuation of the user interviews, members of the Design Team will observe operations personnel during shift operations (i.e., early morning bus departures and mid-day shift changes) to better understand needs and identify current constraints that may prevent personnel from functioning at a peak level of production. This will require observations at the RTA's current facility located at 179 Cross Street. This is critical in identifying restrained performance due to space or equipment needs. Observations will also provide valuable input in the preparation of any alternative facility concept plans.

CEQA Mitigation Measures: On September 6, 2017, the RTA Board of Directors adopted the *RTA Bus Maintenance Facility* Initial Study / Mitigated Negative Declaration (MND) report. The MND report provides a summary of the 15 mitigation measures that must be incorporated into the project. It will be the Design Team's responsibility to incorporate those mitigation measures into the design and engineering of the project. The full report can be downloaded at http://www.slorta.org/about-rta/agency-reports/.

2.2 Functional Criteria

The RTA initially defined the project in the Facility Siting Analysis report, which was presented to the RTA Board of Directors at its January 2016 meeting. The project was further refined in the MND report, which was certified by the RTA Board at its September 6, 2017 meeting. Members of the Design Team shall review and understand both reports, and subsequently meet with operating personnel to validate the space and equipment needs that were previously assumed. This shall allow the Design Team to generate more detailed equipment lists, design criteria and space needs for the individual offices and storage areas.

2.3 Program Development

This sub-task consists of research and validation of the space program and operating requirements for each functional area in the proposed modular office building, such as office space, materials storage, bus parking, non-revenue vehicle parking, employee parking, landscaping and other operational needs.

Early on, the Design Team must review and understand all of the environmental Mitigation Measures certified by the RTA Board of Directors in the MND report, and each must be considered in all phases of the work. Below is a summary list of the 15 measures:

Preconstruction:

- CUL-1: Archeological Testing Program
- GEO-1: Conduct Geotechnical Investigation and Soil Remediation
- NOI-1: Construction Vehicle Travel Route
- NOI-4: Neighboring Property Owner Notification and Construction Noise Complaints, Plan Requirements and Timing, and Monitoring.

During Construction:

- AQ-1: Measures to Reduce Fugitive Dust During Construction
- AQ-2: Measures to Reduce Construction Equipment Emissions
- BIO-1: Nesting Birds
- BIO-2: Invasive Plant Species
- CUL-2: Monitoring by Qualified Archaeologist
- CUL-3: Unanticipated Discovery of Human Remains
- NOI-2: Construction Activity Timing
- NOI-3: Construction Equipment Best Management Practices (BMPs)
- TCR-1: Native American Monitor
- TCR-2: Unanticipated Discovery of Tribal Cultural Resources

Post-Construction/Operations:

- AQ-3: Measures to Reduce Operational Idling Emissions

2.4 Validated Facility Program

Upon completion of the user interviews, the Design Team will prepare a detailed space allocation program identifying space requirements for major functions such as vehicle storage, employee amenities, and administrative spaces. Site spatial needs for requirements such as bus storage, fare retrieval, and employee parking will also be identified. The program will reflect specific code issues such as ADA compliance and applicable building codes. A program report to document proposed alternatives will be prepared and verified with RTA personnel during the design forum. The program will reflect the following:

- Definition of all functions to be provided at the site.
- Dimensional criteria for both horizontal and vertical directions.
- Definition of all rooms and spaces proposed for the building.
- Parking requirements for vehicle fleets including number of spaces and total area.
- Site operations requirements, including minimum turning radii, minimum distances between obstructions for turning, backing and parking.
- Offsite requirements such as turn lanes, acceleration/deceleration lanes, esplanades and identified utility extensions.

The product of this subtask deliverable will be input to a program manual that includes a draft space allocation program as a part of a document summarizing the information gathered during this task. The program manual, which is a flexible working document, will be submitted for RTA comment and concurrence.

2.6 Facility Needs Assessment Validation Report

Upon completion of the staff interviews, the Design Team shall prepare a detailed space program identifying space requirements for all functions such as vehicle storage, employee amenities, and administrative and operations spaces. Site spatial needs for requirements such as bus storage and employee parking shall also be identified. The program shall conform to specific and applicable building codes and laws such as ADA requirements, particularly as they relate to the assumed use of a modular office building. A program report to document any proposed alternatives to the assumptions presented in the Concept Report shall be prepared and verified with RTA personnel during the design charrette.

2.7 RTA Review

The RTA will review the draft documentation and reports from the Design Team and provide comments for incorporation into the final documents prior to authorizing future tasks.

TASK 2 DELIVERABLES:

- Program manual (space allocation program)
- Facility needs assessment report

TASK 3: CONCEPTUAL LAYOUTS

Task 3 shall begin the process of generating site and layout alternatives based on the information gathered during interviews and on the program manual. The layouts shall bring the program report to life and shall generate site and building layouts that shall be the foundation of the overall product.

3.1 Develop Conceptual Alternatives

The Design Team shall use the criteria presented in the program manual to prepare material flow diagrams depicting the movements of buses, equipment, automobiles, repair parts, materials and employees through the functional areas located onsite. The diagrams shall assist in developing individual site, building and functional area floor plans.

Using the information obtained in developing the program manual, the Design Team shall develop up to three alternatives covering site and building plans for the facility. Through discussion with RTA personnel, the Design Team shall develop alternatives that meet the RTA's criteria and expectations. The alternatives shall consider the site development boundaries, access to site and sight distances, location of utilities, parking, storage, and site mobilization.

3.2 Design Charrette

The design charrette shall incorporate appropriate personnel from the Design Team, RTA management staff and users, as well as representatives from the City. Through a proposed two- to three-day work session, the alternative plans developed in Subtask 3.1 shall be reviewed and evaluated. Plans considered workable by the charrette participants shall be further refined during the work session to establish a general consensus on the building layouts and site plans.

Early in the charrette process, the joint Design Team, including key members of the RTA management and consultant staff, shall identify and evaluate the immediate, short-term and long term issues and desired improvements. The Design Team also shall brainstorm other potential improvements that may be considered in the planning process. During the process, the Design Team can review potential fast-track design, operational quality improvements and new methods and equipment. The format of the charrette is aimed at obtaining the necessary information for quality decision making.

The Design Team shall conduct the charrette exercise with RTA personnel, who shall jointly determine the direction of the project. Plans that the group considers to be workable shall be further refined. During the charrette, the joint Design Team shall consider all the immediate, short-term and long-term issues and desired improvements. It is important that all

considerations be evaluated and programmed in the planning stages to account for the necessary infrastructure improvements in the designs.

The proposed plans shall be consistent with the overall immediate, short-range and long-range goals for the facility.

3.3 Presentations

Design Team personnel shall make presentations to RTA decision-makers to review the selected alternative as required. The selected participants and the Design Team shall review and discuss the alternatives and the reasons that led the charrette participants to the preferred alternative.

3.4 Conceptual Design Report

A conceptual design report shall be prepared to document the progression from the facility needs assessment report to the selected concept plans. The report shall include plans for meeting the 10-year program needs of the RTA.

3.5 RTA Review

The RTA will review the draft documentation and reports from the Design Team and provide comments for incorporation into the final documents prior to authorizing future tasks.

TASK 3 DELIVERABLES:

- Material flow diagrams
- Alternatives covering site and building plans
- Facilitate design charrette
- Conceptual design report

TASK 4: SCHEMATIC DESIGN

The preferred alternative shall be further developed and the Design Team shall identify appropriate design criteria, costs and existing conditions that shall affect the design and construction of the facility. The Design Team shall generate schematic building and site plans identifying the building and site improvement issues. A cost estimate based on the schematic plans design shall be part of the overall schematic design submittal to the RTA.

At the initiation of schematic design, the Design Team shall begin investigations relating to the site and site conditions so the elements of the facility design that are dependent on soils/geotechnical information, utilities investigation, or accurate survey and mapping data shall be available to proceed in a timely manner.

4.1 Surveys and Mapping

Topographic, boundary, horizontal and vertical control surveys shall be necessary for the project. These surveys shall also locate and identify sources of power, water, communications and other utilities such as existing storm water, waste water and natural gas lines. The most current existing property survey information on file shall be field checked and verified; any differences shall be provided in writing to the RTA. The data obtained from field surveys shall be used to develop soil, topographic, utility and base maps for the site. The surveyor shall also lay the grid and indicate soil boring locations on the site drawings.

4.2 Phase II Geotechnical Investigation

Based upon the planned location of the new building and ancillary equipment, as well as the results of the Phase I geotechnical investigation described under Task 2, a Phase II geotechnical investigation program shall be developed for design review and approval. It is anticipated that the Phase II scope can be optimized and minimized as a result of the Phase I investigation. The Phase II scope may include additional soil borings at the locations of the planned structure. The Phase II subsurface investigation shall be made to determine soil characteristics at specific structure locations, depth to bedrock and foundation conditions for the final design of the structure(s). A complete analysis, study and written report of subsurface conditions and geotechnical design criteria shall be made by the consultant team and submitted to the RTA.

4.3 Utility Connections

Tie-ins to existing utilities within the project area, including drainage structures and those utilities that shall be required to provide service to the proposed facility, shall be identified, sized and located. Appropriate invert elevations on any drainage structures shall be verified or obtained in the field. Any proposed extension of utilities that would impact onsite development shall be investigated. Utility work shall be coordinated with the survey team to provide updated mapping and to verify any available utility as-built drawings.

4.4 Detailed Schematic Plans

The final conceptual design shall provide plans with sufficient detail to be able to show the building in relation to other physical features on the site. The plans shall have sufficient detail to provide information on the recommended location and sizes of:

- offices,
- hallways,
- conference rooms,
- driver training area,
- fare counting room,
- bus maintenance bays,
- employee break areas,
- dispatch areas,
- parts and equipment storage areas,
- major maintenance equipment,
- employee restrooms,
- general storage rooms,
- vehicle parking/storage,
- fueling area,
- bus washing area,
- building risers,
- vehicle circulation areas,
- utility areas

Should the project require construction phasing, the Design Team will develop a construction phasing plan to minimize disruption to any ongoing RTA operations at the site.

4.5 Cost Estimates And Milestone Schedule

The Design Team shall provide schematic level cost estimates to quantify the future construction costs, by both initial and future phases, to implement all the desired improvements to the facility. Costs at the level are to be based on RSMeans' "Square-Foot Costs Methodology" for similar facilities in the general geographic area and verified through cost estimating, staff knowledge of the San Luis Obispo area, and FTA-required prevailing wages. The Design Team shall provide the RTA with a milestone schedule at this juncture. Should the project require construction phasing, the Deign Team will indicate the individual phases on the schedule.

4.6 Schematic Design Submittal

The final subtask shall be to prepare the final schematic design package for RTA review and approval. Five copies of the final schematic design submittal and one copy in electronic format shall be delivered to the RTA for distribution. The RTA shall receive a drawing package, a programming report and an order-of-magnitude cost estimate for the bus maintenance facility.

4.7 RTA Review

The RTA will review the schematic design submittal from the Design Team and provide comments for incorporation into the final documents prior to authorizing future tasks.

TASK 4 DELIVERABLES:

- Schematic building and site plans
- Topographic and boundary surveys
- Geotechnical report
- Schematic design submittal
- Schematic plans
- Cost estimate
- Milestone schedule

TASK 5: DESIGN DEVELOPMENT

Task 5 begins the final architectural and engineering design of the facility and the development of the detailing that will give the facility character and appearance. The plans and drawings prepared under this task shall be sufficiently detailed to define the construction of the individual spaces for the approved site plan and building layouts.

5.1 Final Design

The Design Team shall begin to finalize the design of various building systems through the investigation of alternative systems that may be more energy- or cost-efficient and that could be integrated into the project. Of particular interest is incorporation of electric vehicle (revenue vehicle, support vehicle and possible visitor vehicle) charging, as well as solar power production. These systems are briefly described below.

Architecture
The project site is located along US-101. As such, it is important that the RTA's operations be suitably screened from passers-by. Overall, this work item shall identify the architectural treatment proposed for the building and shall provide a design that meets functional and aesthetic needs as well as applicable building codes, but shall enhance the surrounding area and create a positive visual impact to include energy conservation features.

Structures and Foundations
Information on alternative foundation, paving and related structural systems shall be assembled and evaluated. Existing soils information and soils data obtained during earlier tasks shall be reviewed. Local, state and federal codes, regulations and requirements shall be considered to recommend the best system for the existing conditions. Based on this information, foundation, paving and related structural systems shall be evaluated relative to the responsiveness to the building operation, the economic merit and the long-term durability.

HVAC
Alternative HVAC systems shall be evaluated for the new building. The design for the building should emphasize energy conservation to minimize annual HVAC costs by use of natural lighting, insulation, programmed thermostats, makeup air system, use of local unit heaters, spot heating by means of radiant panels or a combination of these methods.

Plumbing
Various piping systems shall be introduced in this project. Aside from conventional domestic hot and cold water systems and drainage systems for toilet/kitchen areas, certain specialty systems shall be considered. In addition, the proximity of the Water Reclamation and Resource facility might provide possible use of "purple pipe" water for landscaping and/or bus washing. The proximity of San Luis Creek also suggests the need for oil/water separators for discharging the drainage to the site system shall be required in the vehicle storage areas, as well as sand interceptors.

Electrical
Lighting systems shall utilize energy-efficient, high-intensity discharge light sources wherever practical; positioning must be considered to protect the nearby drive-in theater and Homeless Service Center users. Site power distribution systems and voltage levels shall be analyzed on the basis of site distribution requirements for the purpose of economical first costs and operating costs. The interior power distribution and communications systems design shall be based upon flexibility and economics, and possible solar panels to both generate electricity and provide weather protection for parked buses.

Life Safety Systems
The identification of requirements for life safety systems and the preliminary design of those systems shall be undertaken as part of this work item. Fire alarms systems shall be investigated and appropriate systems recommended for inclusion in the design. Other related work shall include coordination of alarm panels with emergency back-up power and two-way radio communications systems. All systems shall be designed in accordance with the all applicable codes and regulations including the ADA.

Site and Utilities
Work under this discipline shall include the development of site geometry, the preparation of contractor drawings for access points, site grading, pavement design, utilities, drainage, fencing/gates, curbing and connections to existing utilities. The site drawings shall present placement of curbs, driveways (particularly as they relate to drive-through access by County public works users), street improvements, fencing, gates and other security and safety features. It would be appropriate to also depict on a site map the placement of a "cross traffic ahead" or similar traffic warning sign for motorists approaching the site ingress/egress. Utility coordination, connection and interface shall be an important aspect of this subtask.

5.2 Design Development Documents
The following is a preliminary listing of the work items to be developed in the design development task:

- horizontal and vertical control (all conveyance types)
- grading plans
- site plans
- utility plans
- foundations
- elevations and cross-sections
- landscape
- structural
- architectural
- mechanical (HVAC) plans
- plumbing plans
- electrical schematic plans
- equipment layouts
- details
- landscape
- civil
- specialties
- finishes
- life safety
- security
- communication

5.3 Outline Specifications
In addition to the plans and drawings provided under this task, outline specifications for systems and equipment shall be developed for review by the RTA. The outline specifications prepared shall illustrate materials proposed for use, interior finishes, applicable codes and standards and methods of construction. Any long-lead items shall be identified, together with alternates, at this time.

5.4 Photo Simulation/Perspective

The Design Team shall develop building elevations and photographic simulations of the appearance of the modular office building, berm/landscape screening and parked buses as it would be viewed from US-101. This will be provided in both electronic format and five paper copies for RTA review.

5.5 Cost Estimates

During design development, the Design Team shall prepare a construction cost estimate in conjunction with the writing of the outline specifications. The cost estimate shall contain an itemized list of the major methods, materials, and items used in the design. The cost breakdown shall be presented by specification section using the Construction Specifications Institute (CSI) format. The estimate shall take into consideration an anticipated cost escalation over the life of the specific contract, current prevailing wage rates, materials availability and market conditions, restricted work conditions, and other pertinent factors.

5.6 Schedule

The Design Team shall develop and provide the RTA, in critical path format, a detailed project schedule to reflect the status of the project and ensure the delivery of construction documents on schedule.

5.6 RTA Review

The RTA will review the design development submittal from the Design Team and provide comments for incorporation into the final documents prior to authorizing future tasks.

TASK 5 DELIVERABLES:

- Design development drawings
- Outline specifications
- Cost estimate
- Project schedule

TASK 6: CONSTRUCTION CONTRACT DOCUMENTS

Task 6 shall include the completion of all construction specifications and plan in conformance with the previously approved preliminary design plans that shall permit construction contractors to bid competitively.

The RTA closely follows the construction bidding documents used by the County of San Luis Obispo, and will be similar to the documents recently prepared for the RTA Bus Parking Facility in Paso Robles project (published on August 21, 2017; electronic copies available upon request). The County's contract documents are similar to those used by Caltrans.

Continuous coordination with the RTA shall be maintained throughout the design phase to reduce time required for detailed reviews. Milestone reviews shall be scheduled at 60 and 90 percent completion; however, the continual coordination mechanisms in place shall allow the Design Team to continue work as the documents are being reviewed.

6.1 Contract Documents

Contract bid documents shall provide complete descriptions of work involving the architectural, civil, structural, mechanical, electrical, special systems, interior design, landscaping components and all other drawings noted in the design development task of the proposed improvements. The documents shall describe, locate and dimension, as well as give the physical properties, workmanship requirements, performance characteristics and other pertinent information relating to each component. Any required construction methodology and sequencing as well as special provisions due to phasing requirements shall be described. Contract drawings, specifications, cost estimates and project schedules shall be submitted at the 60 and 90 percent completion points for RTA review and approval.

The design disciplines are described below:

- Architectural and interior design: This task shall provide a design that meets the facility's functional and aesthetic needs, as well as applicable national, state and local building codes, and the ADA. The drawings shall present security, building maintenance, graphics and future flexibility, and reflect a sensitivity to the proposed location of the facility. These work elements culminate in the preparation and completion of the final architectural contract drawings.

- Site, civil and utility design: Work under this discipline completes the development of site geometry, the preparation of contract drawings for access points as they interface within the master plan of the area, site grading, pavement design, utilities, drainage, fencing, and connections to existing utilities. The site drawings shall present placement of curbs, driveways, street improvements, fencing, gates and other security and safety features. A detailed parking plan by vehicle type (35-, 40- and 45-foot heavy-duty bus,

cutaway van, staff car, and employee car) will be provided that includes large vehicle movement limitations using AutoTURN or a similar software package.

- Landscape design: The materials that shall be selected to landscape the perimeter of the complex shall be chosen to ease the visual impact of the hard surfaces of the facility and present a pleasing appearance, particularly as it pertains to the site's location along US-101.

- Geotechnical design: Soils and subsurface information shall have been completed, reviewed and evaluated to design foundations requiring special consideration during construction. Recommendations on foundation types, as well as bearing capacity and settlement characteristics of the soil contained in the subsurface investigation report, shall be utilized to design foundations for the building, ancillary equipment and paving systems.

- Structural engineering: This discipline shall present the building's structural system based upon applicable codes and site conditions. The facility's design shall meet all applicable codes, regulations and requirements for fire and safety.

- HVAC and energy conservation systems: Work under this discipline shall include the finalization of the design for heating, ventilating and air conditioning for the building based upon applicable codes.

- Electrical engineering: Electrical design work shall include finalization of power and lighting requirements and design of an efficient electrical distribution system for a new building. In particular, a detailed lighting plan shall be provided that depicts lighting type, areas of illumination and light intensity as it relates to nearby sensitive receptors. Other related work shall include design for fire alarm systems, life/safety, emergency power, security and communication systems. The work shall include power and electrical requirements for the HVAC system and other mechanical systems.

- Specifications: Specifications for the entire facility shall be developed following the CSI format. A set of construction specifications, together with the standard bidding and contract documents, general conditions and special provisions shall be prepared. Where applicable, standard specifications shall be utilized – particularly for the site work items. The general conditions shall include standard contract provisions required by the RTA. Also, long-lead items shall be identified within this scope.

6.2 Construction Cost Estimates and Schedule

During site design, complete construction estimates shall be prepared and submitted to the RTA for each scheduled submission in conjunction with the writing of the contract specifications. Each cost estimate shall contain an itemized list of materials and methods used

on the project, along with the associated unit and installation costs. The estimates shall be based upon standard bid items and formats and shall be used as a standard against which all bids shall be evaluated. A detailed construction schedule, in critical path format, shall be developed and provided to the RTA to assist in controlling the construction schedule and budget.

6.3 Permitting and Review

The Design Team shall review the design with the RTA and other agencies having jurisdiction to obtain the necessary development permits for the project. The design shall also be reviewed with suppliers of utility services to develop the construction documents and obtain permits. The Design Team consultant shall coordinate and furnish documentation required for approvals, permits, utility service and connections, and the relocation of existing utilities and other facilities. The Design Team shall submit the construction documents to the City of San Luis Obispo planning and building departments, the APCD, and the Regional Water Quality Control Board. In addition, the Design Team will assist the RTA in developing documents necessary to obtain a Conditional Use Permit from the City of San Luis Obispo. Following receipt of comments from the various reviewing agencies, the Design Team shall make all necessary revisions to the documents in order to receive the permit approvals.

6.4 RTA Review

The RTA will review the contract documents submittal from the Design Team and provide comments for incorporation into the final documents prior to authorizing that the project be let for bidding.

TASK 6 DELIVERABLES:

- 60 and 90 percent contract document review packages that include:
    - Drawings
    - Specifications
    - Cost estimate
    - Project schedule

TASK 7: CONTRACTOR BIDDING AND AWARD

The Design Team shall assist RTA staff in developing a proposal format by which all contractors shall comply in order to facilitate ease of review by the RTA of the following components:

- Confirmation of understanding and compliance with the services to be performed
- Standard terms and conditions
- Special terms and conditions
- Procurement boilerplate
- FTA terms, conditions and standard clauses (provided by the RTA)
- Fees

- Personnel/experience
- References for similar size projects
- Miscellaneous, including firm history, background, and other pertinent info

7.1 Bid Phase Services

The Design Team shall provide the following services should it be determined that the project shall be bid, either in whole or in part, to obtain the most competitive pricing.

- Pre-bid conferences: Schedule and conduct contractor pre-bid conference and site visit.

- Long-lead items: Identify items with long lead times and propose alternates for consideration.

- Respond to questions: Answer questions raised by prospective bidders regarding the contract documents at the pre-bid conference and during the bidding period.

- Addenda: Prepare addenda to the contract documents, as required.

- Review rids: Review contract bids for conformance with the contract drawings and specifications, and evaluate bids and make recommendation of contract awards.

- Analyze substitutions: Analyze substitutions request and recommend disposition.

TASK 7 DELIVERABLES:

- Minutes of pre-bid meeting
- Log of contractor questions and responses
- Addenda
- Bid analysis and recommendation

TASK 8: CONSTRUCTION PHASE SERVICES

During the construction phase, the Design Team shall provide the following services to assist with the completion and occupancy of the new facility.

8.1 Shop Drawings Review

The Design Team is responsible to coordinate through the general contractor creation of and review and approval of shop drawings, erection drawings, requests for substitutions, samples, manufacturer's specifications and catalog cuts submitted by the contractors as required by the contract documents. Reviews shall be completed within two weeks of the submission.

8.2 Consultation

Throughout the construction phase, the key members of the Design Team shall provide consultation on the RTA's behalf to the contractor's project manager on a continuing basis. At a minimum, the Design Team shall provide qualified personnel to provide and document the following specialized services related to the RTA's CEQA construction-related mitigation measure obligations as listed below:

During Construction:

- AQ-1: Measures to Reduce Fugitive Dust During Construction
- AQ-2: Measures to Reduce Construction Equipment Emissions
- BIO-1: Nesting Birds
- BIO-2: Invasive Plant Species
- CUL-2: Monitoring by Qualified Archaeologist
- CUL-3: Unanticipated Discovery of Human Remains
- NOI-2: Construction Activity Timing
- NOI-3: Construction Equipment Best Management Practices (BMPs)
- TCR-1: Native American Monitor
- TCR-2: Unanticipated Discovery of Tribal Cultural Resources

8.3 Attend Construction Meetings

The Design Team's project manager, project architect or other key members shall attend regularly scheduled construction meetings during the construction period.

8.4 Requests for Information

The Design Team shall provide, as needed, investigation of and consultation on anticipated problems or conditions encountered during construction; preparation of supplementary sketches for resolution thereof; review of construction engineering proposals submitted by the contractor; and interpretation of plans and specification requirements. All RFIs shall be requested and answered in writing with a copy forwarded to the RTA.

8.5 Periodic Observations

Key members of the Design Team shall visit the site on a regular basis to observe construction activity, document observations, and to determine if the project is being constructed consistent with the design. They shall promptly advise the RTA of any discrepancies. If anyone within the Design Team becomes aware of any defect in the work or becomes aware of any work that is not being performed in accordance with the construction documents, they shall provide immediate written notification to the RTA and the general contractor.

8.6 Equipment Testing and Startup

The Design Team shall review selected items of equipment to be installed as part of the project. Manufacturer's specifications and catalog cuts submitted by the contractor and suppliers shall be reviewed for compliance with the specifications. Further, experienced Design Team staff

members shall provide assistance during testing of equipment and recommend final acceptance.

8.7 Final Inspections and Certificate of Occupancy

A pre-final inspection shall be conducted in conjunction with the RTA to assist in developing a punch list of work items required to complete the project. Upon completion of the punch list items, a final inspection shall be performed. If a final Certificate of Occupancy is received, move-in may occur at the RTA's discretion. If a temporary Certificate of Occupancy is received, then the final inspection by the Design Team shall be postponed until corrective work is completed.

8.8 Construction Management and Inspection Duties

The Design Team shall provide a construction manager/inspector to monitor the daily progress of the contractor(s) onsite. The duties of the inspector shall include the following:

- Review all the contractor's pay requests, change orders, field orders, claims for additional time and other such data and take appropriate action on behalf of the RTA.

- The construction manager shall recommend the rejection of all work observed by the Design Team personnel during the above site inspections that, in its opinion, does not conform to the contract documents.

- Conduct a punch list walk-through prior to signing off on the Certificate of Substantial Completion for the structure and site improvements. The punch list shall identify all work items that must be corrected or completed.

- Produce field observation reports.

- Maintain a submittal log.

- Maintain a daily progress log, including weather observations.

- Maintain record drawings.

8.9 Facility Maintenance Plan

The Design Team will prepare a preventive maintenance plan for the new facility that shall identify the maintenance requirements of all building components, systems and equipment that need to be maintained on a regular basis and the frequency of maintenance required. Specifically the work includes the following:

- Identifying all building components, systems and equipment requiring maintenance.

- Reviewing the list of items identified above to determine the availability of resource data for each item.

- Reviewing all available resource data, including the O&M manuals, installation manuals, shop drawings, warrant information, product data and nameplate information.

- Identify all periodic inspection and maintenance requirements for each item.

- Develop detailed facility maintenance standards and procedures, which shall clearly define maintenance personnel responsibilities.

- Develop a work order system to effectively monitor preventive maintenance activities.

- Identify maintenance task intervals to provide a basis for facility maintenance master schedule.

- Provide computer-based facility maintenance program software to automate the work orders and master schedule.

- Provide all of the above described items in an organized facility maintenance system operating manual.

- Provide onsite startup assistance and training to familiarize maintenance personnel with the system.

8.10 Warranty Review

Eleven months after substantial completion (and one month before the end of the one-year warranty period expires), the Design Team shall conduct a warranty inspection for the purpose of identifying any items of work that need to be corrected under the warranty. The Design Team shall work with the RTA as required to ensure that the work is corrected in a timely manner. A warranty review report that details the method of inspection, findings and recommended actions will be provided to the RTA.

TASK 8 DELIVERABLES:

- Shop drawing review log
- RFI response log
- Construction meeting minutes
- Field observation reports
- Preliminary and final punch lists
- Certificate of occupancy
- Facility maintenance plan
- Warranty review findings report

San Luis Obispo Regional Transit Authority

Executive Committee Meeting

Draft Minutes 6/21/2017

C-1

Members Present:	Jamie Irons, Vice President Tom O'Malley, Past President
Members Absent:	Lynn Compton, President
Staff Present:	Geoff Straw, Executive Director Shelby Walker, Administrative Assistant Tim McNulty, County Counsel
Also Present:	Pete Rodgers, SLOCOG

1. **Call to Order and Roll Call:**
   Vice President Jamie Irons called the meeting to order at 9:59 a.m. Silent Roll Call was taken and a quorum was present.

2. **Public Comments:** None

3. **Information Items:**
   A-1 Executive Director's Report
   Mr. Geoff Straw stated that the draft Initial Study – Mitigated Negative Declaration report has been received and will be presented to the Board. He mentioned that **Ms. Martha Raymond** was selected as the Employee of the Quarter and will be recognized at the Board meeting.

   The Paso Bus Parking Yard is at 90% of design. We are right at budget for the project. The asphalt is in worse shape than expected, so the cost to resurface that is a little higher than originally expected. **Mr. Tim McNulty** asked if the County Corp Yard will benefit from RTA resurfacing. **Mr. Straw** stated that yes, they will. **Vice President Irons** asked if some of the materials can be reused. **Mr. Straw** stated some of it will possibly be reusable.

He continued by discussing the Government Center improvements and stated that an application has been given to the City of San Luis Obispo, hoping to get a response in late July. It is fully funded.

He mentioned that one of the findings from the Route 10 Plan was that the Route 10 service should be re-routed to the Broadway corridor instead of continuing to serve low-ridership Marian Hospital. He stated that we do not want to skim off Santa Maria Transit ridership.

He stated that staff has agreed on a new higher rate for directly-billed TCRC clients. The Board needs to adopt that new rate, he suggest that it is adopted when the new fare program is presented.

Mr. Straw stated that RTA hosted MST and Santa Cruz Metro Transit on May 11th. It was a great way to network with the other transit systems. He mentioned that the Executive Directors discussed mutual aide options. Further discussion ensued.

The RTA administrative/management staff met off-site for a follow-up half-day communications workshop on June 8th that went well. Staff wishes to thank the Wallace Group for loaning us the use of their conference room, and Dale Magee from Catalyst Consulting for facilitating these the workshops.

In terms of overall non-capital expenses, we are at 76.1% of the budget through 83% of the fiscal year. Whatever savings we have will be rolled into the next fiscal year. Ridership is currently down but with the SB-1 tax on diesel, there is a possibility people will be pushed back on to buses. We monitor this very closely with the ITS system. Runabout ridership is also down which is a welcomed relieve.

Mr. Straw conclude his report.

Vice President Irons opened public and board comment.

Vice President Irons closed public and board comment.

A-2 Discuss Next Steps for the Strategic Business Plan

Mr. Straw stated that the last Strategic Business Plan was adopted in March 2015, and it covers calendar years 2015 through 2017. RTA staff members will present initial findings and recommendations to the Regional Transportation Advisory Committee at a late-October 2017 meeting. Information will be brought to the November 2017 meeting. It is anticipated that 2018-20 SBP will be reviewed and revised again (as necessary) in mid- to late 2020 to reflect changing conditions. Staff is proposing to seek adoption of a 2018-20 SBP at the Board's January 2018 meeting.

Mr. Straw concluded his report.

Vice President Irons opened public and board comment.

Vice President Irons asked what the presentation will look like at the November meeting. **Mr. Straw** stated that is a question he wants to ask the Executive Committee about, would a workshop be necessary to discuss the SBP. **Vice President Irons** feel that should stay as a stand-alone item. **Board Member O'Malley** stated that he could go either way with it. Further discussion ensued.

Vice President Irons closed public and board comment.

A-3 Public Participation Plan for Proposed RTA Fare Program Changes

Mr. Straw stated that due to flat or declining public transportation revenues at both the local, State and Federal level, the RTA Board adopted a Fiscal Year 2018-19 budget that assumed a net increase of 5% in annual fare revenues. He then went over an elasticity analysis. Discussion on the analysis ensued.

He mentioned that RTA has not increased cash fares since 2010. He also noted that the Board could decide to delay implementation of the fare increases due to the additional funds that will be made available under SB-1. Those funds are slated to become available in April 2018 and would more than make up for the amount additional fare revenues identified in the FY17-18 Budget. Although the decision on whether or not to delay the fare increases should ultimately be delayed until the November 2, 2017 meeting, staff recommends that the Board move forward with the public engagement process.

The RTA Procedures for Public Comments Regarding Fare and Services Changes policy was adopted on September 8, 2010. Staff will bring a redline copy of the policy with some updates. To meet the base requirements of the policy and more importantly to ensure that robust public engagement process considers the public's ideas and concerns, there will be a number of outreach efforts that staff is planning over the next several months.

Mr. Straw concluded his report.

Vice President Irons opened public and board comment.

Mr. Pete Rodgers stated it was a good idea to update the public comment polidy. He also stated that SB-1 could be rescinded at that needs to be known by the Board.

Vice President Irons closed public and board comment.

4. **Action Items**

B-1 Update on CEQA & NEPA Documentation for RTA Maintenance Facility Project

Mr. Straw mentioned that over the past 15 months, staff has worked closely with Rincon and its team of subconsultants to evaluate the project's potential impacts to the surrounding environment. He stated that staff is currently working with Rincon and Federal Transit Administration officials to develop a related Categorical Exclusion (CE) request letter that will accompany the IS-MND so that the FTA can consider NEPA impacts during the same period that the general public and responsible/responding agencies can comment on the draft IS-MND. He stated that staff will be looking to the Board to accept the final draft IS-MND report and FTA CE request letter, open the 30-day public input process, and schedule a public hearing to consider comments received, and to consider certification of the IS-MND findings.

Mr. Straw concluded his report.

Vice President Irons opened public and board comment.

Vice President Irons closed public and board comment.

B-2 Authorize Procurement of Paso Robles Bus Parking Yard Construction Services

Mr. Straw stated that the estimated construction cost is within the budgetary limits discussed at previous Board meetings, and the design includes all of the mitigations identified in the MND document. Staff worked closely with County staff to develop the procurement documents, which are based on established standards and procedures. RTA staff will use the same solicitation methods used by the County, and will rely upon the existing Wallace Group contract to carry out Resident Engineer services.

He stated that staff is seeking authorization to solicit bids and to execute a contract with the lowest-cost responsive bidder. If the bids come in at an amount higher than the final Engineer's Estimate, staff will seek direction from the Board at its September 6, 2017 meeting.

Mr. Straw concluded his report.

Vice President Irons opened public and board comment.

Vice President Irons asked that since the project is at 90% of design, this is pretty good to move forward. **Mr. Straw** stated yes, additional cost for a flashing light could be added, but hoping the City will take some responsibility for it.

Vice President Irons closed public and board comment.

5. **Consent Agenda Items**

5. **Consent Agenda Items**

C-1 Executive Committee Meeting Minutes of April 12, 2017

Board Member O'Malley moved approval of consent agenda and seconded by **Vice President Irons**. The motion carried on a voice vote.

6. **Agenda Review:**

Mr. Straw briefly reviewed RTA Board Agenda items for the July 12th meeting, he stated that he will be adding a consent item for that meeting.

7. **Adjournment: Vice President Irons** adjourned RTA Executive Committee meeting at 11:05 a.m.

Respectfully Submitted,

Shelby Walker
Administrative Assistant

Acknowledged by,

Lynn Compton
RTA President 2017

San Luis Obispo Regional Transit Authority

Executive Committee Meeting

Draft Minutes 7/12/2017

C-2

Members Present:	Lynn Compton, President Tom O'Malley, Past President
Members Absent:	Jamie Irons, Vice President
Staff Present:	Geoff Straw, Executive Director Shelby Walker, Administrative Assistant Tim McNulty, County Counsel
Also Present:	Pete Rodgers, SLOCOG Eric Greening, Atascadero

1. **Call to Order and Roll Call:**
   President Lynn Compton called the meeting to order at 11:15 a.m. Silent Roll Call was taken and a quorum was present.

2. **Public Comments:** None

3. **Information Items:**
   A-1 Schedule Public Hearing: Disadvantaged Business Enterprise Plan Update
   Mr. Straw stated that we have a public hearing for the Title VI for the Disadvantage Business Enterprise plan. The Federal government is requiring staff to do another round of review for projects. We are still waiting for comments back. Will be brought to the August 2nd Board meeting. There are a couple of paragraphs that we have to adopt as an amendment to our existing plan.

   Mr. Straw concluded his report.

   President Compton opened public and board comment.

President Compton closed public and committee comment.

4. **Action Items:** None

5. **Consent Agenda Items:** None

6. **Agenda Review:** None

7. **Adjournment: President Compton** adjourned RTA Executive Committee meeting at 11:16 a.m.

Respectfully Submitted,

Shelby Walker
Administrative Assistant

Acknowledged by,

Lynn Compton
RTA President 2017

DRAFT
SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
MINUTES OF JULY 12, 2017
C-3

BOARD MEMBERS PRESENT:

LYNN COMPTON, FOURTH DISTRICT, COUNTY OF SAN LUIS OBISPO *(President)*
JAMIE IRONS, CITY OF MORRO BAY *(Vice President)*
DEBBIE ARNOLD, FIFTH DISTRICT, COUNTY OF SAN LUIS OBISPO
TIM BROWN, CITY OF ARROYO GRANDE
BRUCE GIBSON, SECOND DISTRICT, COUNTY OF SAN LUIS OBISPO
TOM O'MALLEY, CITY OF ATASCADERO
JOHN PESCHONG, FIRST DISTRICT, COUNTY OF SAN LUIS OBISPO
CARLYN CHRISTIANSON, CITY OF SAN LUIS OBISPO
MIRIAM SHAH, CITY OF GROVER BEACH
FRED STRONG, CITY OF PASO ROBLES
ED WAAGE, CITY OF PISMO BEACH

BOARD MEMBERS ABSENT:

ADAM HILL, THIRD DISTRICT, COUNTY OF SAN LUIS OBISPO

STAFF PRESENT:

GEOFF STRAW, EXECUTIVE DIRECTOR
TIM MCNULTY, SAN LUIS OBISPO COUNTY COUNSEL
SHELBY WALKER, ADMINISTRATIVE ASSISTANT
MARY GARDNER, MARKETING & COMMUNITY RELATIONS MANAGER
LESLIE SANCHEZ, HUMAN RESOURCES OFFICER
OMAR MCPHERSON, GRANTS MANAGER
MICHAEL SEDEN-HANSEN, SPECIAL PROJECTS COORDINATOR
TRENA WILSON, FINANCE ADMINISTRATIVE ASSISTANT
PHIL MOORES, OPERATIONS MANAGER
MARTHA RAYMOND, BUS OPERATOR

CALL TO ORDER AND ROLL CALL: President Lynn Compton called the meeting to order at **8:31 a.m.** A roll call was taken and a quorum was present.

Public Comments: **Mr. Eric Greening**, Atascadero, complimented the great service he has been receiving. He stated he is grateful for the bus operators who managed service during the extreme traffic due to the fires on the Cuesta Grade. Staff did a great job to make sure the buses were not too delayed. Would also like to note driver compensation, but will discuss more in other agenda items.

Mr. Bud Newman, Atascadero, stated that he believes the RTA Bus Operators should be allowed to use the restrooms at the government buildings. He listed a couple of different locations that could be used.

A. INFORMATION AGENDA:

A-1 Executive Director's Report: **Mr. Geoff Straw** stated that staff is having a difficult time recruiting new bus operators. Currently, we are short ten drivers. We have put together multiple forms of outreach to draw people in. The DMV is putting stricter restrictions on medical tests. It is a hardship on the bus operators because they have to take the time to do that. **Ms. Mary Gardner** is responsible for creating advertising and outreach for bus operators.

He stated that **Ms. Martha Raymond** was selected by her peers as the Employee of the Quarter and invited **Mr. Phil Moores** to present **Ms. Raymond** to the Board. **Mr. Moores** stated that **Ms. Raymond** is primarily a Runabout Bus Operator, and her riders continually say nice things about her. She has been with RTA for almost 4 four years. **Ms. Raymond** stated it was nice to be here and to meet the Board. **Mr. Straw** continued by stating the next EOQ luncheon will be noon on July 28th at the Arroyo Grande yard.

He stated that RTA staff continues to work diligently to improve the Government Center passenger facility. San Luis Obispo County public works staff has developed a lease agreement with the RTA for the use of County property. The site will have a ticket vending machine, "next bus" LED signs and new bus shelters. The final lease agreement document could be altered slightly after the City's review of the development application.

He stated he met with Dan Troy who serves as the Vice President of Administrative Services for the San Luis Obispo Community College District. Dan agreed to appoint a new Cuesta College representative and alternate to serve on the Regional Transit Advisory Committee (RTAC). We will also continue discussions on partnership opportunities, including possible implementation of an LED next-bus sign at the RTA's bus stop on their campus. The next regularly-scheduled RTAC meeting will be at 2:00 PM on July 18th.

RTA staff is putting the final touches on the North Coast service improvements. The changes are not significant enough to require formal public outreach, but we will place notices at the Morro Bay Transit Center, major bus stops and on the LCD screens inside Route 12 and 15 buses. These changes will essentially provide consistent weekday service on Route 12; all layovers will now be at the Government Center instead of sometimes at Morro Bay. These service changes will be implemented on August 20th.

He mentioned that the Santa Barbara County Association of Governments is leading the Santa Maria-San Luis Obispo Transit Connections Study. One of the preliminary recommendations of the consultants is that RTA Route 10 service be re-routed to the Broadway corridor instead of continuing to serve the two low-ridership Marian Hospital bus stops. The consultants are also recommending that as the region grows we consider operating longer daily spans of service and more frequent service during peak travel periods. More information is available at www.Route10Plan.com. As further details emerge, staff will share them with the SoCo Transit and RTA Boards.

The RTA Board will need to conduct a Public Hearing at a special meeting on August 2, 2017 in order to consider updates to our Disadvantaged Business Enterprise policy. This special meeting is necessary to meet the FTA's recently published schedule, and the meeting will begin prior to the regularly-scheduled SLOCOG Board meeting.

Staff began negotiations with Bus Operators and maintenance staff, who are represented by the Teamsters, on July 6th. The takeaways from that kick-off meeting will be discussed in Closed Session at the end of today's meeting.

He mentioned that the RTA administrative/management staff met off-site for a follow-up half-day communications workshop on June 8th, which built upon the Team Building exercise that we completed in February 2016. Staff wishes to thank the Wallace Group for loaning us the use of their conference room, and Dale Magee from Catalyst Consulting for facilitating these two workshops.

Mr. Straw stated in terms of overall non-capital expenses, we are below budget – 84.7% through 91.7% of the fiscal year, still working with auditors to get final numbers. RTA core fixed-route ridership has declined of 6.9%. However, ridership has rebounded somewhat and we expect that increasing fuel prices – particularly after SB-1 fuel taxes are implemented in November 2017 – will continue to result in ridership recovery. Runabout ridership is 4.0% lower than the total from the first ten months of the previous year. It should be noted that the ridership reduction experienced due to negotiated changes to Tri-Counties Regional Center (TCRC)-funded riders began in February 2017.

Mr. Straw concluded his report.

President Compton opened to Board and public comment.

Board Member Tom O'Malley complimented staff on the management job and thinks the organization is running well. He stated Runabout is a valuable service provided to the community. He commended **Mr. Newman** for mentioning the needs of access to restrooms for the Bus Operators, and will follow-up with staff to see if there is something that can be done.

Board Member Ed Waage asked if staff has tried to work with Cuesta College in regards of recruiting for bus operators. **Mr. Straw** stated that staff has been to job fairs throughout the county but have not worked directly with Cuesta College for recruiting.

Mr. Eric Greening stated that the government center improvements could maybe include bathroom use if we work with the county. He mentioned that recruiting for bus operators would be stronger if the compensation was higher. The fare increase could help with that but so could SB-1 funding.

President Compton closed Board and public comment.

B. ACTION AGENDA:

B-1 Receive Draft CEQA IS/MND Report for RTA Maintenance Facility Project, and Open 30-Day Comment Period: **Mr. Straw** stated that this has been a long process for this project. Looking to build a

long-term facility. In June 2014 we purchased land. In March 2016 we The draft CEQA IS/MND documents state there are no significant effect on the environment because of project revisions and mitigations. The primary revision being that instead of the 2 buildings there will be one two-story building. There are four pre-construction mitigations, ten construction mitigations, and one operational mitigation. Staff believes that the mitigations are appropriate. He stated that staff is requesting the Board to accept the draft IS-MND report and the draft FTA CE request letter. Open the 30-day public input process, and schedule September 6th public hearing. The public hearing would be publicized through various means.

Mr. Straw concluded his report.

President Compton opened Board and public comment.

Board Member Debbie Arnold stated this is an excited day. She says this is an excellent example of local government providing great service to the taxpayers. It was pretty hard to find a big piece a property to use. She complimented SLOCOG and RTA for having the vision with this property and being able to handle the floodplain issues.

President Compton closed Board and public comment.

Board Member O'Malley moved to approve the Agenda Item B-1. **Board Member Arnold** seconded, and the motion carried on a roll call vote.

B-2 Authorize Procurement of Paso Robles Bus Parking Yard Construction Services: **Mr. Straw** stated that the bus parking yards that we use in Paso Robles will be redeveloped and will not be able to use. The estimated construction cost is within the budgetary limits discussed at previous Board meetings, and the design includes all of the mitigations identified in the IS-MND document. Staff worked closely with County staff to develop the procurement documents, which are based on established standards and procedures. RTA staff will use the same solicitation methods used by the County, and will rely upon the existing Wallace Group contract to carry out Resident Engineer services. He stated staff is seeking authorization to solicit bids and – presuming the bids come in at or below the Engineer's Estimate (90% design estimate is $855,000) – to execute a contract with the lowest-cost responsive bidder.

President Compton opened Board and public comment.

President Compton closed Board and public comment.

Board Member Fred Strong moved to approve the Agenda Item B-1. **Board Member John Peschong** seconded, and the motion carried on a roll call vote.

B-3 Public Participation Plan for Proposed Changes to RTA Fare Program: **Mr. Straw** stated the FY17-18 Budget assumes 5% net increase in annualized fare revenues. He stated that in 2010 the Board adopted a new cash fare increase. In 2013, the passes were increased and in 2014 the Runabout fares were normalized and increased. He stated that we will be looking into a premium fare for some

Runabout services, for example TCRC. He then went over the chart on B-3-2 and B-3-3 that showed the cost differences of the proposed increases from the current prices.

He stated that public outreach will be a key component and the last time our policy was updated was 2010. To meet the base requirements of the new Public Comments policy and – more importantly – to ensure that robust public engagement process considers the public's ideas and concerns, there will be several types of outreach efforts that staff will conduct over the next several months.

Mr. Straw then went over the information about the possibility of using SB-1 money. It can be used to buy down fares but it will not help with the farebox recovery ratio. There is a real challenge using it towards buy downs and it would be better used for our future capital projects. He went over the elasticity model on page B-3-7.

He then stated that the staff recommendations are to amend the RTA fare/service change policy as presented, authorize staff to conduct public workshops & other outreach as presented, and schedule a November 1 Public Hearing to consider the public input on the proposed new fare program.

Mr. Straw concluded his report.

President Compton opened Board and public comment.

Board Member Strong asked if there is a recovery period for ridership. **Mr. Straw** stated that the rule of thumb is two years for recovery.

President Compton asked when was the last time the fares went up. **Mr. Straw** stated it was in 2010.

Board Member Waage stated that high fuel cost could drive more people to ride the bus.

Mr. Greening stated that he believes the better use of SB-1 funding would be to increase bus operator compensation. In conversations with fellow riders, and the sense he gets is that people wouldn't mind the fare increase if it benefits the bus operators. He said SB-1 should not be used to delay the fare increase because it will eventually happen anyway. SB-1 should be used during labor negotiations.

Mr. Gamaliel Anguiano, SLO Transit, stated that he supports RTA staff for the public outreach and fare increase. When SLO Transit developed their budget, they also considered using SB-1. SB-1 is a great source but the benefits of it will not be seen for two years and it could possibly be a repealed.

Mr. Pete Rodgers, SLOCOG, stated that SLOCOG supports the staff recommendation, exclusive of the alternative. Cost have gone up by 13% with no fare increase over the past 7 years. He mentioned that SLOCOG does not support using the SB-1 funding to get rid of the fare increase because there are a few capital projects RTA has in the pipeline that will need that funding.

Board Member Strong stated that SB-1 does have some potential problems but they may not materialize. He stated that because of SB-1 funding, cost for projects could become higher. He stated that at the national level, both parties are working to help transportation.

President Compton closed Board and public comment.

Board Member Strong moved to approve the Agenda Item B-1. **Board Member Bruce Gibson** seconded, and the motion carried on a roll call vote.

A-2 Special Presentation- Paso Robles Adult Independent Skills Program: **Mr. Straw** introduced **Mr. Blaze Smith** from the Independent Skills Program (ISP) in Paso Robles. **Mr. Smith** stated that the program works with students 18-22 years old who have moderate to severe disabilities. RTA has really helped the students. The common dominator for the students getting around is through public transportation. Working with the resources provided by **Ms. Carol Woodard** has helped ISP train students, increasing their independence and responsibility by teaching how to use the fixed route services. Some of the students use their ADA passes to ride the Paso Express now instead of their school bus. Students are riding independently and RTA allows the students to do that. The bus operators are the most valuable resources. He then shared a story about one of his students riding alone, making the proper transfers. It has transformed the program and we are seeing great things from it.

Mr. Straw stated that mobility is real independence for all people. They could ride Runabout but instead they ride the fixed route services, which saves RTA on cost. This is also a great example of travel training.

B-4 Strategic Business Plan Update: **Mr. Straw** stated that in October 2008, the RTA Board, RTA staff, SLOCOG staff and members of the general public met in a day-long workshop to craft the elements of the first RTA Strategic Business Plan (SBP). The result of this workshop was a draft outline that contained the major sections and components of the plan. During the development of the FY09-10 Operating and Capital Program, staff developed the four key sections of the plan and this was approved by the Board during the budget process. The 2012-14 SBP was subsequently adopted in October 2011. Staff used the measurable standards in the SBP to help guide the organization toward meeting the agency's goals and objectives. The current 2015-2017 SBP was adopted in July 2014.

The next three-year Plan will incorporate both new and revised standards that arose out of development of the 2016 RTA Short Range Transit Plan. In addition, staff plans to complete a customer perception survey in early-October 2017, which will provide additional input into the strategic planning process. Finally, the performance results gleaned from our comprehensive Intelligent Transportation System (ITS) will help determine if existing key performance indicators are appropriate and achievable.

He stated that staff believes RTA as an organization is in fine-tuning mode we do not believe that a half- or full-day workshop is necessary to develop refined RTA objectives and performance standards. As such, we are recommending that staff develop these revisions internally after reviewing full-year ITS and customer perception survey data. Staff is proposing to seek adoption of a 2018-20 SBP at the Board's January 2018 meeting.

President Compton opened Board and public comment.

President Compton closed Board and public comment.

Board Member Strong moved to approve the Agenda Item B-1. **Board Member Gibson** seconded, and the motion carried on a roll call vote.

C. CONSENT AGENDA:

C-1 Executive Committee Meeting Minutes of April 12, 2017 (Approve)
C-2 RTA Board Meeting Minutes of May 3, 2017 (Approve)
C-3 Paso Robles Bus Camera Agreement & Procurement Authorization (Approve)
C-4 Resolution Authorizing Executive Director to Submit Application for FTA Section 5311 Funds (Approve)
C-5 Resolution Authorizing Executive Director to Submit Application for FTA Section 5307 Funds (Approve)
C-6 Resolution Authorizing Executive Director to Submit Application for Remaining Regional Proposition 1B Funds (Approve)
C-7 Authorization to Procure Three Replacement Buses (Approve)
C-8 Lease Agreement with County for Use of Government Center Property (Approve)

Broad Member Strong moved to approve the Consent Agenda. **Vice President Irons** seconded, and the motion carried on a roll call vote with **Board Member Miriam Shah** abstaining on items C-1 and C-2.

D. CLOSED SESSION ITEMS – CONFERENCE WITH LEGAL COUNSEL: It is the intention of the Board to meet in closed session concerning the following items:

D-1 Conference with Labor Negotiator Geoff Straw concerning the following labor organization: Teamsters Local 986

Mr. Greening, stated that staff should be as generous as they can. He suggested that staff look into making an offer of significant increases throughout the years so the contract can get agreed upon.

The RTA Board went into Closed Session at **9:48 a.m.** and returned to Open Session at **10:00 a.m.**

Counsel **Mr. Tim McNulty** stated that he had nothing to report out of the Closed Session.

BOARD MEMBER COMMENTS: None

ADJOURNMENT: President Compton adjourned RTA meeting at **10:01 a.m.**

Respectfully Submitted,

Shelby Walker

RTA Administrative Assistant

DRAFT
SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
MINUTES OF AUGUST 2, 2017
C-4

BOARD MEMBERS PRESENT:

JAMIE IRONS, CITY OF MORRO BAY *(Vice President)*
DEBBIE ARNOLD, FIFTH DISTRICT, COUNTY OF SAN LUIS OBISPO
TIM BROWN, CITY OF ARROYO GRANDE
BRUCE GIBSON, SECOND DISTRICT, COUNTY OF SAN LUIS OBISPO
ADAM HILL, THIRD DISTRICT, COUNTY OF SAN LUIS OBISPO
TOM O'MALLEY, CITY OF ATASCADERO
DAN RIVOIRE, CITY OF SAN LUIS OBISPO
JOHN SHOALS, CITY OF GROVER BEACH
FRED STRONG, CITY OF PASO ROBLES
ED WAAGE, CITY OF PISMO BEACH

BOARD MEMBERS ABSENT:

LYNN COMPTON, FOURTH DISTRICT, COUNTY OF SAN LUIS OBISPO (President)
JOHN PESCHONG, FIRST DISTRICT, COUNTY OF SAN LUIS OBISPO

STAFF PRESENT:

GEOFF STRAW, EXECUTIVE DIRECTOR
NINA NEGRANTI, SAN LUIS OBISPO COUNTY COUNSEL
TANIA ARNOLD, DEPUTY DIRECTOR & CFO
SHELBY WALKER, ADMINISTRATIVE ASSISTANT

CALL TO ORDER AND ROLL CALL: Vice President Jamie Irons called the meeting to order at **8:32 a.m.** A roll call was taken and a quorum was present.

Public Comments: None

A. INFORMATION AGENDA: None

B. ACTION AGENDA:

B-1 Open Public Hearing Period for RTA: Disadvantaged Business Enterprise Goal Methodology Update:

Mr. Geoff Straw stated that this special meeting is to open the 30-day public comment period for the Disadvantaged Business Enterprise (DBE) Goal Methodology. The DBE is to combat discrimination and its continuing effects by providing contracting opportunities on Federally-funded projects. The focus is on small businesses owned and controlled by socially and economically disadvantaged individuals. The last time we updated the DBE was in May of 2015 before the regulations changed. The changes include revisions to certification forms, including personal net worth calculations and it strengthens the certification and debarment process. It also modified overall goal setting and good faith efforts process. The plan would in effect from October 2017 through September 2020 with the overall goal of 5.1% for FTA-funded contracts. RTA's goal can be achieved through gender and race neutral means.

Vice President Irons opened Board and public comment.

Vice President Irons closed Board and public comment.

Board Member Fred Strong moved to approve the Agenda Item B-1. **Board Member John Shoals** seconded, and the motion carried on a voice vote.

C. CONSENT AGENDA: None

BOARD MEMBER COMMENTS: None

ADJOURNMENT: Vice President Irons adjourned RTA meeting at **8:37 a.m.**

Respectfully Submitted,

Shelby Walker

RTA Administrative Assistant

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
September 6, 2017
STAFF REPORT

AGENDA ITEM:	**C-5**
TOPIC:	**Strategic Business Plan Results**
ACTION:	**Receive**
PRESENTED BY:	**Geoff Straw, Executive Director**
STAFF RECOMMENDATION:	**Receive Fiscal Year Report on Performance Results Through June 30, 2017**

BACKGROUND/DISCUSSION:
At its July 9, 2014 meeting, the RTA Board adopted the updated *RTA 2015-2017 Strategic Business Plan*. This plan includes several "stretch" performance standards to ensure RTA staff continually seeks to improve its services.

The attached report presents our fiscal year end results from July 1, 2016 through June 30, 2017 as well as comparative information in comparison to prior fiscal years. Please note that the financial figures are unaudited estimates, but they provide a reasonable representation of each applicable financial measure. For measurement purposes, the Short Range Transit Plan (SRTP) sets the base of RTA believes it can achieve, and the Strategic Business Plan sets the goal of RTA strives to achieve.

The "dashboard" table on the following page provides a 5-year snapshot view of several metrics that staff tracks closely on a continual basis. As depicted in the yellow-highlighted cells, we were deficient in terms of farebox recovery ratio (but still well above the SLOCOG 17% minimum) and productivity.

It should be noted that staff is currently planning for the next comprehensive RTA Customer Perception Survey projected to take place in October 2017. This effort will include an employee survey, a Rider Survey for RTA and Runabout customers, and an Internet-based stakeholder/Non-Rider survey. Staff anticipates providing a summary of the survey results at the January 2017 RTAC meeting, with recommendations of changes to the Strategic Business Plan as result of the survey, for final Board adoption in March 2018.

Staff Recommendation:
Receive the attached report on performance results achieved year for the fiscal year 2016-17.

RTA Operating and Financial Performance Trends							
Metric	**Service Type**	**Standard**	**FY12-13**	**FY13-14**	**FY14-15**	**FY15-16**	**FY16-17**[1]
Annual Ridership	Fixed-Route	N/A	734,743	763,614	765,559	702,952	770,517
	Runabout	N/A	37,994	43,669	45,266	43,516	41,729
Annual Service Miles	Fixed-Route	N/A	988,056	993,858	982,914	964,714	1,050,965
	Runabout	N/A	508,634	564,686	519,165	480,149	466,276
Annual Service Hours	Fixed-Route	N/A	31,676	31,851	31,531	31,812	36,312
	Runabout	N/A	25,575	31,209	30,396	29,155	28,568
Subsidy per Passenger-Trip	Fixed-Route	N/A	$3.75	$3.50	$4.03	$4.43	$4.83
	Runabout	N/A	$65.12	$64.99	$65.62	$69.63	$71.77
Farebox Recovery Ratio	Fixed-Route	25%	30.8%	31.5%	26.6%	25.7%	21.9%
	Runabout	N/A	4.0%	3.9%	4.0%	4.2%	4.4%
Productivity[2] (Passenger Boardings per Service Hour)	Fixed-Route	22 Px/Hr	23.2	24.0	24.3	22.1	21.2
	Runabout	N/A	1.49	1.40	1.49	1.49	1.46
Note 1: Fiscal Year 2016-17 financial data are unaudited; all previous-year data has been audited. Also, FY16-17 Fixed-Route ridership was derived from APC data (not GFI, as used in previous years), while hours and miles for Fixed-Route and Runabout use GPS data.							
Note 2: The productivity standard was increased from 20 to 22 in the Strategic Business Plan update in 2015.							

Fiscal Year End Report on RTA Performance Standards

July 2016 through June 2017

Regional Transit Authority Standards of Excellence: Service Quality and Efficiency

Summary: We will deliver dependable, customer focused and efficient transit services to the communities that we serve. Further, we will look for opportunities to deploy innovative new service within the resources available.

Standard 1: Fixed Route passengers per vehicle service hour will be 22 or greater.
Measurement: Objective.

- Reviewed monthly by Operations, and reported by Executive Director at each Board meeting.

RTA met its goal of 22 riders per hour in FY 2017. However, ridership is down and lower fuel prices are considered the primary reason for the decline as some passengers appear to have chosen to use their private automobile in lieu of riding RTA fixed route buses.

Productivity													
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	YTD
RTA	25	27	24	23	23	19	20	22	23	22	22	21	22
Rte 15	9	7	8	8	8	9	8	7	8	8	8	8	8
Paso	16	16	20	20	18	16	15	18	19	15	20	18	18

Standard 2: Service delivery rate shall be 99% or greater.
Measurement: Objective.

- Reviewed quarterly by Operations, and reported by Executive Director bi-annually to the Board.

As long as a scheduled fixed route bus trip is delivered ahead of the next scheduled bus trip, then service is considered "delivered" (but that late trip will still be reported under the on-time performance measure discussed below). The service delivery goal is 99% or greater. RTA delivers about 2,644 trips per month, and missed six scheduled trips in FY2017, or a service delivery achievement of 99.99%. Paso Express delivers about 634 trips per month, and missed 2 trips in FY2017 for a similar performance of 99.99%.

Standard 3: System wide On-Time Performance shall be 95% or greater.
Measurement: Objective.

- Reviewed quarterly by Operations, and reported by Executive Director bi-annually to the Board.

Fixed route service is considered on-time if at no point the bus is six or more minutes late. The goal is 95% or greater. The onboard Intelligent Transportation System (ITS) is providing more reporting accuracy making the goal of 95% out of reach. During the development of the next

Strategic Business Plan, the RTA Board should consider a revised goal that would represent a more achievable target.

	FY 2017											
	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
RTA	82%	80%	80%	82%	83%	81%	85%	83%	84%	82%	83%	81%
Paso	88%	84%	83%	86%	82%	87%	89%	86%	84%	87%	87%	92%
Rte 15	66%	67%	65%	65%	67%	55%	64%	67%	71%	72%	80%	71%

Standard 4: Runabout On-Time Performance shall be 95% or greater.
Measurement: Objective.

- Reviewed quarterly by Operations, and reported by Executive Director bi-annually to the Board.

Runabout service is considered on-time if the van arrives within 30 minutes of the appointed pick-up time. The goal is 95% or greater, and Runabout has surpassed this goal in each month of FY 2017, achieving an OTP result of better than 98%. Staff will continue to monitor Runabout's OTP to ensure we continue to achieve this strong result.

Standard 5: RTA will make consistent efforts to explore new service and service delivery options, as well as work with regional efficiencies in the delivery of transportation to the jurisdictions
Measurement: Subjective.

- Reported by the Executive Director and Division Heads annually. Below are some interim findings:

1. The Short Range Transit Plan adopted in September 2016 recommended that staff evaluate the Route 12 in an effort to improve service between Los Osos and San Luis Obispo. There were Bus Operator breaks scheduled at the Morro Bay transit center during non-peak travel periods, which resulted in a relatively long total trip time for some passengers. A plan to move all break time to Government Center was completed and implemented August 20, 2017.

2. Budget challenges and a loss of Runabout passengers necessitated a look at service levels. In response to the challenge, two express trips were merged with other service and eliminated in May. Also, as much as 40 weekly Runabout hours were cut in May.

3. A recent study being undertaken by Santa Barbara County has asked for research on moving Route 10 to Broadway in Santa Maria. This would eliminate the Marion Medical Center stop and move the Hancock College stop to the back of the school. Preliminary results are favorable for the change. The Broadway corridor is commercial dense with some high density housing nearby. An agreement with Santa Maria Transit would be necessary for the success of this plan.

4. The Five Cities Senior Shuttle in Nipomo has changed contractors. Ventura Transit Services will take over from Ride-On on September 1, 2017. This service is a one van senior shuttle carrying around 1,600 per year.

Standard 6: The number of bus trips with passenger standees will not exceed 10% of the daily bus trips on that route.
Measurement: Objective.

- Reviewed quarterly by Operations, and reported by Executive Director biannually to the Board.

There are curently no trips exceeding this metric.

Regional Transit Authority Standards of Excellence: Revenue and Resources

We will live within our means. While providing excellent service to our customers and communities, we will do so within the financial resources available to us. The financial health of the organization will not be compromised and we will work to deliver good value for the taxpayers' investment in RTA.

Standard 1: The annual operating budget will be based upon projected revenue and the total operating cost will not exceed the budget adopted by the Board.
Measurement: Objective.

- Monthly financial statements and YTD budget expenses.

Fiscal Year 2012 Result: Operating Costs were 95% of the adopted budget
Fiscal Year 2013 Result: Operating Costs were 93% of the adopted budget
Fiscal Year 2014 Result: Operating Costs were 90% of the adopted budget
Fiscal Year 2015 Result: Operating Costs were 88% of the adopted budget
Fiscal Year 2016 Result: Operating Costs were 90% of the adopted budget
Fiscal Year 2016 Result: Operating Costs are 91% of the adopted budget *(unaudited results)*

Budget versus actual expenses data is calculated and reviewed on a monthly basis by RTA staff. This information is reported to the Board at each meeting (typically every other month) to help inform decisions.

Standard 2: Fixed Route Farebox Recovery Ratio (FRR) shall be greater than 25%.
Measurement: Objective.

- Based upon monthly Route Productivity/Performance Report.

Fiscal Year 2012 Result: 28.8%
Fiscal Year 2013 Result: 30.8%

Fiscal Year 2014 Result: 31.5%
Fiscal Year 2015 Result: 26.4% (*including Paso Express*)
Fiscal Year 2016 Result: 25.7% (*including Paso Express*)
Fiscal Year 2016 Result: 21.7% (*including Paso Express unaudited results*)

RTA consistently meets or exceeds this FRR goal, and ridership remains high. Staff will continue to closely monitor our FRR performance, particularly as the economy continues to improve, and gas prices continue to remain low.

Standard 3: No significant financial audit findings.
Measurement: Objective.

- Finance and Administration will report negative audit findings (if any).

RTA consistently achieves positive annual fiscal and compliance reports with no significant financial audit findings. Staff strives for improved transparency and continues to implement procedures that exceed the auditors' expectations.

Standard 4: Ensure that all capital procurements provide good value to our customers and our employees.
Measurement: Subjective.

- Evaluated through bi-annual customer perception survey, feedback from communities and review of the annual capital program by staff and the Board.

The annual capital program is developed by staff and presented to the Board as part of the annual budget-making process. In addition, staff presents budget revision recommendations if conditions change.

Regional Transit Authority Standards of Excellence: Safety

We recognize the tremendous importance of safety in the operation of RTA service to our customers and communities. Therefore, the safety of our customers and employees will be an organizational priority and we will be proactive in promoting system safety.

Standard 1: Rate of preventable vehicle collisions will not exceed 1.0 per 100,000 miles.
Measurement: Objective.

- Rate shall be reported by Safety and Training.

In January 2014, the RTA Board tightened the standard from 2.0 collisions per 100,000 miles to only 1.0. For the first time since this revision to the standard, RTA has achieved this more challenging goal with a collision rate of 0.55 per 100,000 miles. Staff will continue to provide training and raise safety awareness in order to achieve positive results.

Fiscal Year End Report on RTA Performance Standards

July 2016 through June 2017

Standard 2: Address all safety hazards identified by the Safety Resource Committee. *Measurement*: Objective.

- List shall be compiled with action items and timelines by Safety and Training.

The safety committee entered 33 new items, closed 22 items, 12 open items and 4 items are reoccurring items. The four open items include the Heart-TA health awareness program, posting Safety Committee meeting minutes for all employees to see, posting quarterly Collision Statistics, and maintaining the days without a preventable collision counter poster. In FY15-16, the committee started with ten open items and ended with four open items. The committee resolved 39 employee suggestions over the course of that fiscal year.

Standard 3: Preventable workers compensation lost-time claims will not exceed 6 annually, and preventable medical-only claims will not exceed 10 annually.
Measurement: Objective.

- All work comp claims shall be duly investigated and reported by Finance and Administration.

Fiscal Year 2010-11 Result: 10
Fiscal Year 2011-12 Result: 16 (includes 7 medical only)
Fiscal Year 2012-13 Result: 11
Fiscal Year 2013-14 Result: 9 (includes 5 medical only)
Fiscal Year 2014-15 Result: 10 (includes 5 medical only, 5 have been closed)
Fiscal Year 2015-16 Result: 1 lost-time claim (no medical only)
Fiscal Year 2016-17 Result: 5 lost-time claims (3 medical only)

Standard 4: Customer and Community perception of system safety will be at least 90%.
Measurement: Objective.

- As measured by community survey, which shall be conducted at least every two years.

The first comprehensive Customer Perception Survey was completed in 2013. We completed passenger and stakeholder surveys as part of the joint Short Range Transit Plan effort in March 2015; the results of this effort is included in the final SRTP report and customer satisfaction remained high for RTA and Runabout. RTA will be conducting a follow-up survey in October 2017.

Standard 5: Total risk management costs shall not exceed 8.5% of total operating costs.
Measurement: Objective.

- Reported monthly by Finance and Administration in financials and YTD budget reports.

Fiscal Year 2011 Result: 5.1% of total operating costs
Fiscal Year 2012 Result: 7.5% of total operating costs
Fiscal Year 2013 Result: 7.6% of total operating costs
Fiscal Year 2014 Result: 8.2% of total operating costs
Fiscal Year 2015 Result: 8.7% of total operating costs

Fiscal Year 2016 Result: 10.7% of total operating costs
Fiscal Year 2017 Result: 13.7% of total operating costs *(unaudited)*

We achieved the goal during Fiscal Years 2010-11 to 2013-14. Fiscal Years 2014-15 and ensuing year results are higher as a result of significant development in liability and workers compensation claims, as well as generally higher liability costs in the public transit market. This includes property, workers compensation, liability, and auto physical damage insurance costs. Due to the tightening market in California, staff expects these costs to continue to escalate unless tort reform or other adjustments are made by the Legislature that could reduce transit agencies' exposure to frivolous lawsuits. If our exposure could be reduced, it would likely increase competition in the market and reduce our risk management costs. Staff is closely monitoring this issue and report developments back to the Board as information is collected. Staff is also evaluating options to fund a self-insured retention (deductible) in order to reduce risk management costs overall, which will include a presentation regarding the reserve policy.

Regional Transit Authority Standards of Excellence: Human Resources

Our employees are the foundation of the organization. We will support our employees in achieving excellence through training and development, teamwork, and continuous efforts at effective communication while treating each with integrity and dignity

Standard 1: Recruit, promote and retain highly qualified employees to achieve our service standards.
Measurement: Subjective.

- Annual assessment by Executive Director and Department Heads.

The annual calendar year turnover rates for RTA are as follows:

2010 – 24%
2011 – 33%
2012 – 20%
2013 – 12%
2014 – 19%
2015 – 18%
2016 – 14%
2017 – 9%

Standard 2: Provide continuous development of organizational skills through ongoing training and development programs that result in personal and professional growth.
Measurement: Objective.

- Departments have submitted training needs with budget process.
- Maintenance: 30 Hours per technician annually.
- Operations Supervisors: 24 Hours annually.
- Bus Operators: 8 Hours Annually

- Finance and Administration: 16 Hours per employee annually.

RTA is very fortunate to have had a relatively robust training budget over the last two years as we have emerged from the economic recession. It should be noted that this ongoing training is essential to what staff at RTA does on a daily basis to help both the organization and staff grow.

- Maintenance: For fiscal year 2017 the Technicians averaged 32 hours of training per person. During FY15-16 they averaged 43.75, and it FY14-15 they averaged 108.5. It should be noted that Technicians were provided an unusually high number of vendor-provided hours as part of the Gillig low-floor bus procurements that were completed in 2013 and early 2015.

- Operations Supervisors (24 Hours annually): Supervisors averaged 22 annual training hours per person for the 2017 fiscal year. Staff is evaluating this standard and will bring back recommended revisions to address the appropriateness of the standard.

- Bus Operators training includes:
    - State-mandated minimum of 8 hours of *Verification of Transit Training* annually.
    - Six-month refresher for new Bus Operators.
    - Focused and customized training designed specifically for 2 year drivers.

- Finance and Administration: these training hours are used by each employee in various ways based on their responsibilities and in consultation with their direct supervisor. Staff believes that this standard has been met in FY16-17.

Standard 3: Enable our employees to achieve excellence in serving our customers by building teamwork and understanding effective communication within the organization.
Measurement: Subjective.

To help connect with passengers on a more personal level, administrative staff and all managers have been issued nametags. This program was carried forward on all fixed route buses in 2017. We also continually stress the tenets of *Verbal Defense and Influence*, which focused us how to communicate more effectively with each other and our customers. A total of 13 RTA staff members and one SCT staff member also meet bi-weekly staff to discuss general items that may affect other departments; others are invited as needed and to address specific issues (when possible, including one Bus Operator and one Road Supervisor). Finally, the Executive Director and the three department heads meet weekly to ensure consistency in messaging and direction for the organization; these four employees also held an overnight retreat in July 2015 and 2016, and are currently planning for October 2017, to address challenges and major projects facing the organization.

Standard 4: Employees will be evaluated annually in a fair and equitable way to judge performance and be provided a developmental plan for the next fiscal year.
Measurement: Objective.

- Employee merit evaluations will be provided to each employee annually with the evaluation grading measurement of attainment of department objectives developed during the budget process and achievement of RTA's Standards and KPIs.

RTA currently completes formal annual evaluations for administration and management staff. Bus Operators are evaluated based on the requirements of the Collective Bargaining Agreement (CBA). Both Technicians and Bus Operators are evaluated as part of the RTA Safety Awards program on their individual anniversary dates.

Regional Transit Authority Standard of Excellence: Fleet and Facility

We will operate and maintain a modern and clean fleet and facilities that will be pleasing to our customers and a source of pride for our employees and our communities.

Standard 1: Replace 100% of all revenue vehicles no more than 40% beyond the FTA-defined useful life standard in terms of years or miles.
Measurement: Objective.

- As reported by Finance and Administration.

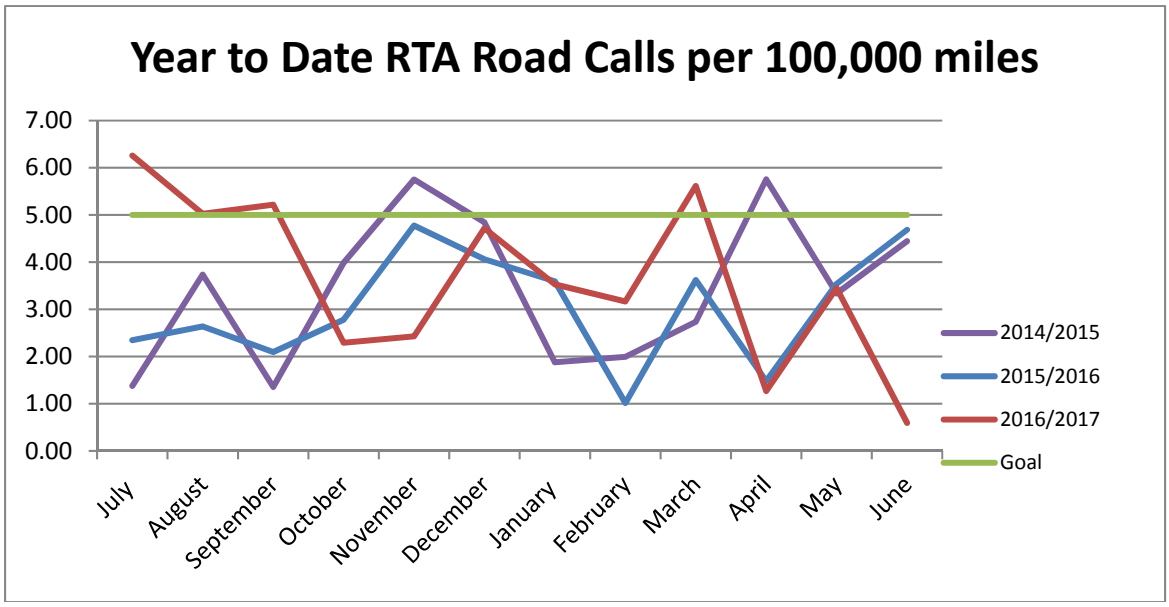
As of June 30, 2017 the average RTA fixed route vehicle age (including Paso Express fixed route vehicles) is 6 1/2 years with an average of 280,601 miles. The design life of a fixed route bus is 12 years/500,000 miles. The average demand response vehicle age (including Runabout and other Dial-A-Ride vans) is 2 1/2 years with an average of 56,292 miles. The design life of a demand response van is 4-years/100,000 miles, so we are currently within RTA's standard. Our capital program was updated as part of the SRTP update, which was adopted by the RTA Board in July 2016, and a five-year capital program is included in each annual budget document.

Standard 2: Road calls will not exceed 5 per 100,000 miles of vehicle service miles. A road call is defined as all failures that affect the completion of a scheduled revenue trip or the start of the next scheduled revenue trip, including failures during deadheading and layover.
Measurement: Objective.

- As reported by the Maintenance Department.

This standard has been achieved in all but five months over the past three fiscal years. The year-end average was 3.31 in FY14-15, 3.05 in FY15-16, and 3.63 in FY16-17. RTA's reporting matches the definition as used in the National Transit Database. We will closely track this standard as our fleet ages and/or if breakdowns appear to be happening more frequently.

Fiscal Year End Report on RTA Performance Standards
July 2016 through June 2017



Standard 3: Maintain a clean, attractive fleet. Maintain our facilities so that they are safe and appealing to customers and employees.
Measurement: Subjective.

- As measured by employee and customer feedback.

The first comprehensive Customer Perception Survey was completed in 2013. We completed passenger and stakeholder surveys as part of the Short Range Transit Plan in March 2015; the results were positive as part of the 2016 SRTP, too. Overall, passengers appear to be satisfied with the cleanliness of RTA vehicles and facilities. RTA will be conducting a follow-up survey in October 2017.

Standard 4: Achieve an 80% favorable rating of bus stop appearance by customers and the communities that we serve.
Measurement: Objective.

- As measured in the biannual Community Evaluation conducted by Marketing.

The first comprehensive Customer Perception Survey was completed in 2013. We completed passenger and stakeholder surveys as part of the Short Range Transit Plan in March 2015; the results were positive in the 2016 SRTP report, too. Overall, passengers appear to be satisfied with the state of RTA bus stops. RTA will be conducting a follow-up survey in October 2017.

Standard 5: Achieve all federal, state-mandated maintenance practices, as well as vendor recommended maintenance schedules for our fleet and facilities.
Measurement: Objective.

- No negative FTA or TDA audit findings.
- Preventative maintenance schedules for all equipment shall be done on a timely basis (3,000 mile intervals or as mandated by equipment OEM vendor).

There were no negative findings in the 2017 TDA Triennial Audit nor in the recent 2016 FTA Triennial Review. Preventable maintenance has been completed on a timely basis with no CHP findings in at least the last four years.

Regional Transit Authority Standards of Excellence: Leadership

We will strive to be one of the nation's leading small transit operators. We will work to maintain collaborative relationships within the industry, our community, with our stakeholders and develop future leaders from within our organization.

Standard 1: Maintain cooperative relationships with federal, state and local funding agencies.
Measurement: Subjective.

- Will be reviewed by staff and RTA Board.

Staff believes that we have maintained strong relationships with most local, state and federal agencies. Staff regularly meets with (in-person or teleconference) with our funding partners, and our Grants Manager is recognized by state and federal officials as a "go-to person" to help other transit agencies with developing good oversight practices.

Standard 2: Develop partnerships with stakeholders, community leaders and decision makers keeping them well informed of the integral role of RTA and contributions to the communities that we serve.
Measurement: Subjective.

- To be evaluated and monitored by RTA Board.

The Executive Director and other senior staff attend City Council and other policy board meetings throughout the county, as well as civic group meetings, as appropriate. RTA will hosted our regional partners at MST and Santa Cruz METRO in May 2017 to enhance networking opportunities for our respective management groups.

Standard 3: Promote effective internal communications and promote the values of the organization.
Measure: Subjective.

- To be evaluated by Executive Director.

This is area of organizational culture than can never be fully "completed" but is something that we continually strive to improve. We strive to include one RTA Bus Operator and one SCT Supervisor to our bi-weekly staff meetings to ensure the strategic issues we discuss include input from both the driver group and our SCT partners. We completed a "tune-up" session in June 2017 for the Team Strengthening session we conducted in February 2016. The Executive Director and the three senior managers are currently working on a Succession Plan that focuses on the attributes and traits necessary for critical positions in the organization.

Standard 4: Provide effective leadership for public transportation within the County.
Measurement: Subjective.

- To be evaluated by Executive Director and RTA Board.

The Executive Director attends each bimonthly SLO Transit Mass Transit Committee meeting to ensure open communications between our two agencies. To ensure that each JPA jurisdiction's policy board is informed about regional transit issues, the Executive Director occasionally attends City Council meetings or as requested. A recent example is his involvement with the City of Arroyo Grande's Halcyon Corridor planning project to ensure RTA and SCT needs are addressed. The RTA Executive Director also attends County Supervisor agenda review meetings with the SLOCOG Executive Director to ensure we understand and support each other's efforts. Finally, RTA staff provides comments to City and County planning departments to ensure that transit amenities are considered in planning documents and development proposals.