



AGENDA
REGIONAL TRANSIT ADVISORY COMMITTEE

Thursday, January 23, 2020 **(NOTE REVISED DATE)**
2:00 p.m. – 3:30 p.m.
San Luis Obispo Council of Governments
1114 Marsh Street
San Luis Obispo, CA 93401

Individuals wishing accessibility accommodations at this meeting under the Americans with Disabilities Act (ADA) may request such accommodations to aid hearing, visual, or mobility impairment (including Limited English Proficiency) by contacting the RTA offices at 781-4833. Please note that 48 hours advance notice will be necessary to honor your request.

1. **CALL MEETING TO ORDER, ROLL CALL**
2. **PUBLIC COMMENTS:** This portion of the agenda is set aside for any members of the public to directly address the Regional Transit Advisory Committee on any items not on the agenda and within the jurisdiction of the Committee. Comments are limited to three minutes per speaker. The Committee will listen to all communication, but in compliance with the Brown Act, will not take any action on items that are not on the agenda.
3. **ELECTION OF OFFICERS: Elect RTAC Chair & Vice Chair**
4. **Annual ADA Appeal Committee Assignment**
5. **A. INFORMATION AGENDA ITEMS:**
 - A-1 Executive Director’s Report (Verbal)
 - A-2 Member Comments / Reports from Jurisdictions (Verbal)
 - A-3 Review FY19-20 Budget Assumptions & Discuss FY20-21 Budget Calendar (Receive)
 - A-4 Review Draft SoCo Transit and Rural DARs SRTPs (Accept)
- B. ACTION AGENDA ITEMS:**

No Items

C. CONSENT AGENDA ITEMS:

The following item is considered routine and non-controversial by staff and will be approved by one motion if no member of the RTAC or public wishes the 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 RTAC members, without the removal of the item from the Consent Agenda. Staff recommendations for each item are noted following the item.

C-1 RTAC Minutes of October 17, 2019 (Approve)

D. ADJOURNMENT

Next Meeting: April 23, 2020 2 p.m. – please note date!

Future Meeting Dates: July 16, 2020, October 15, 2020, and January 21, 2021

**REGIONAL TRANSIT ADVISORY COMMITTEE
JANUARY 23, 2020
STAFF REPORT**

AGENDA ITEM: A-3

TOPIC: Review FY19-20 Budget Assumptions
& Discuss FY20-21 Budget Calendar

ACTION: Receive

PRESENTED BY: Geoff Straw

STAFF RECOMMENDATION: Receive

Proposed Budget Calendar for FY20-21

February 19 Detailed budget assumptions and revenue forecast to Executive Committee.

March 4 Obtain Board concurrence on proposed draft budget assumptions.

March 31 Based on feedback from Executive Committee draft FY21 Budget Draft complete.

April 8 Draft FY21 Budget presentation to Executive Committee

April 23 Formal FY21 Budget presentation to RTAC

May 6 Final Board Budget presentation; Board adoption of FY21 Budget

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**REGIONAL TRANSIT ADVISORY COMMITTEE
JANUARY 23, 2020
STAFF REPORT**

AGENDA ITEM: A-4

TOPIC: Review Dial-A-Ride Short Range Transit Plan Recommendations

ACTION: Review and Accept the Plan

PRESENTED BY: Geoff Straw, Administrator

STAFF RECOMMENDATION: Review and Recommend the Board Adopt the Plan

BACKGROUND/DISCUSSION:

The 2011 Short Range Transit Plans for South County Transit and for Nipomo Dial-A-Ride expired in 2016. At its September 2018 meeting, the RTA Board authorized the Executive Director to issue a Request for Proposal (RFP) to Conduct Joint SoCo Transit and Dial-A-Rides Short Range Transit Plans Study, and staff kicked off the study in December 2018.

The Short Range Transit Plan consultant, LSC Transportation Consultants, provided five “working papers” over the past year to help guide SoCo Transit and the RTA in developing service, capital, and financial elements that should be considered over the next five years. These interim documents were posted on our website and shared with City Managers and County staff for review/comment. This planning effort culminated in Draft SRTP chapters for both SoCo Transit and for the rural Dial-A-Ride programs that are attached to this staff report and were posted on our website on January 3, 2020.

At the October 16, 2019 meeting, the SoCo Transit Board directed staff to present the findings of the Draft SRTP at a series of public meetings on January 15, 2020 in Grover Beach and Pismo Beach.

The Dial-A-Ride recommendations are briefly summarized below.

- Expand Nipomo Dial-A-Ride service area
- Provide Nipomo – Santa Maria medical trips
- Continue to monitor Nipomo Dial-A-Ride service levels
- Eliminate Nipomo Dial-A-Ride pickups after 5 p.m.
- Consider Route 9 service to Eastern Templeton as part of next RTA SRTP or North County Corridor Plan
- Pursue Provision of Templeton Dial-A-Ride service by City of Atascadero
- Pursue grant funding to provide Nipomo Dial-A-Ride/RTA fixed route day pass

At the March 4th RTA Board meeting, staff will as the Board to review and discuss the summary attached for each of the sections of the Draft SRTP report, consider public input, and to adopt the plan. Adopting the plan in no way commits the Board to implementation of the service recommendations contained in the plan nor does it imply that the Board endorses all of these recommendations or plan content. The recommendations contained in this document are the consultant's professional judgment in addressing the data, field observations and overall system analysis and the outcomes for improving service. Staff will provide further information in May 2020 as part of the FY2021 budget presentation regarding recommendations for implementation of the recommended plan elements, the budget associated with each recommendation, and a community outreach plan for obtaining public feedback on any proposed changes.

It should be noted that the recommendations for the South County Transit (Chapter 15, or pages 171-179) are attached for reference only. Staff is not recommending that the RTA Board consider adoption of that chapter; it was presented to the SoCo Transit Board for separate consideration.

STAFF RECOMMENDATION:

Recommend the RTA Board review the draft Dial-A-Ride Transit SRTP, and consider adopting it as presented. Staff will provide further recommendations on possible implementation of the various Dial-A-Ride SRTP plan elements as part of the FY20-21 operating budget presentation in May 2020.

INTRODUCTION

The following plan presents service enhancements, capital improvements, and management plan elements as well as marketing and financial strategies to enhance public transit services in the Five Cities region. It is based on a review of existing transit service and demand conditions, analysis of a wide range of alternatives and public input. This chapter presents the individual plan elements in brief based on the substantial discussions presented in previous chapters; the reader is encouraged to refer to previous chapters for additional background on the plan elements. The overall plan features are presented graphically in Figure 41. These service changes build upon the “base” of the existing services, which are planned to continue except as modified by the plan elements.

Per the San Luis Obispo County 2040 Population, Housing and Employment Forecast (SLOCOG, 2011), the Five Cities area is forecast to increase by 0.5 percent per year from 2020 to 2025. The base transit ridership is assumed to increase at this rate of population growth.

INSTITUTIONAL PLAN

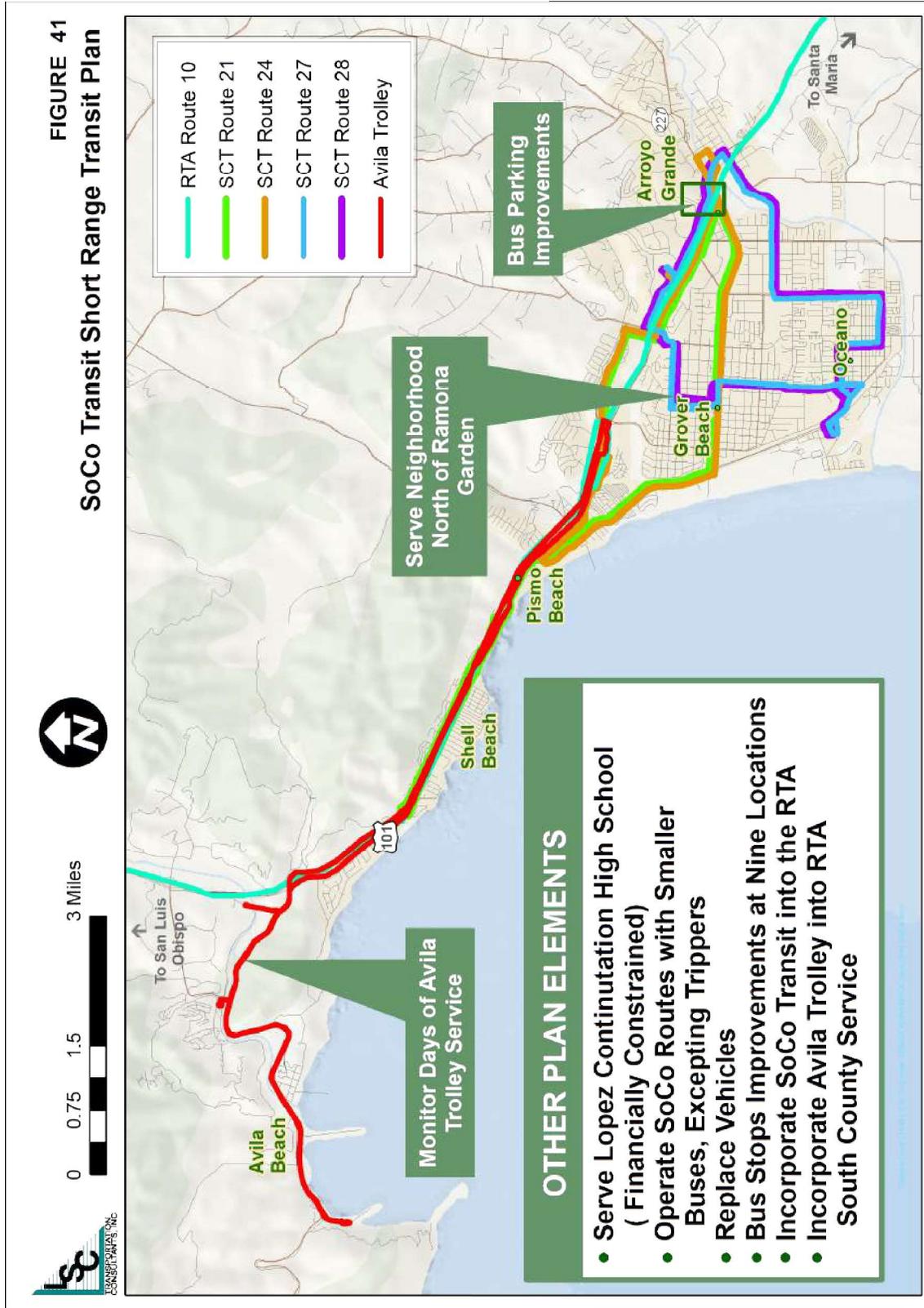
Incorporate the SoCo Transit Program into the RTA

The SoCo Transit organization will be dissolved and functions incorporated into the Regional Transit Authority, through the adoption of an amended RTA Joint Powers Agreement. This will have the following benefits to the SoCo Transit programs and riders:

- Most importantly, it will address the existing issue regarding non-attainment of the Transportation Development Act’s (TDA) minimum farebox return ratio requirements. By “blending” the relatively low farebox return ratio of local service with the higher figures for regional services, the overall RTA program (with SoCo Transit included) will easily attain the regional ratio requirements. Absent this institutional change, the SoCo Transit program would be faced with a combination of (1) significant reductions in services, (2) significant increases in fares and/or (3) cuts in TDA revenues that can be spent on local services.
- It will reduce administrative costs associated with full separate management of the SoCo Transit program.
- It will provide substantial cost savings.
- It enhances opportunities for joint marketing campaigns.

It is important to note that proposals to date will create a separate SoCo Transit Committee, comprised of representatives of the City of Arroyo Grande, City of Grover Beach, City of Pismo Beach and County of San Luis Obispo. This will be the governance body for a separate SoCo Transit budget. This will continue to ensure that SoCo Transit services are under the guidance of Board members that have the best local knowledge of needs and conditions in the area.

FIGURE 41
SoCo Transit Short Range Transit Plan



Incorporate the Avila-Pismo Trolley into the RTA South County Service

While the Avila-Pismo Trolley originated as a limited service focusing solely on Avila Beach visitors, it has grown into an important element of the South County regional public transit network. Unlike when the Trolley service started, it now operates wholly within the Arroyo Grande-Grover Beach Urbanized Area (with the exception of the last two stops in Port San Luis). It also serves trips within the SoCo Transit service area along Price Street. The inclusion of the Avila Beach area population in unincorporated San Luis Obispo County helps to achieve Urbanized Area status, which makes the overall area eligible for Federal Transit Administration 5307 urban formula funds.

As such, the Trolley route should be managed and funded as part of the overall SoCo Transit program. The current “service contract” funding agreement with San Luis Obispo County will be terminated, and instead the costs of this route allocated through the overall SoCo Transit funding agreement. This will allow all planning and operations to be under the management of the RTA’s SoCo Transit Committee.

SERVICE PLAN

Financially Constrained Operating Plan

Shift Routes 27 and 28 to Serve the Neighborhood North of Ramona Garden

Routes 27 and 28 will be revised to serve an additional neighborhood along 9th Street and Atlantic City Avenue north of Ramona Garden. This will provide new service within a convenient walking distance of an additional 1,300 residents, including many residents with a high potential of using transit services, such as residents of the Vista Pacific Apartments. Riders at the stops no longer served by Routes 27 and 28 will continue to be served by Routes 21 and 24, or be within a short walk of the new stops. This shift will result in a modest (\$1,200 per year) savings in operating costs, as the routes would be slightly shorter than at present, and increase overall ridership by an estimated 4,600 boardings per year. While this will require the operation of one bus per hour in each direction on streets currently not carrying buses, the shift to smaller vehicles will tend to offset the impacts.

Financially Unconstrained Operating Plan

Serve Lopez Continuation High School

If new funding sources can be generated to cover operating subsidy needs, the schedules of the existing Route 27 and Route 28 tripper runs should be extended to provide service to Lopez Continuation High School on Mesa View Drive during school days. This would help to provide educational access to several elements of the school community. Approximately \$29,000 in additional funding would need to be secured.

Review Days of Avila-Pismo Trolley Service

Visitation patterns to Avila Beach could shift in the future based on factors such as the growth in tourism and expanded activity outside of the traditional summer season. Trends should be monitored, and service plans modified to match ridership demands as warranted and as funding availability allows.

CAPITAL PLAN

Operate SoCo Transit Routes with Smaller Vehicles Excepting Tripper Buses

This planning study has identified that the four SoCo Transit routes can be operated using smaller vehicles on most runs, which can reduce operating and capital costs while also reducing noise and other neighborhood impacts. Accordingly, as larger vehicles warrant replacement new smaller low-floor cutaway vehicles (with a capacity of approximately 20 seated passengers as well as two wheelchair positions) will be purchased. While a specific manufacturer and vehicle model is yet to be identified, it will ultimately be a low-floor model with easier passenger movement and driver space than the cutaway currently being used on Route 21.

In 2020 (when existing vehicles 201 and 204 warrant replacement), smaller vehicles will be implemented on Routes 27 and 28. After several months, staff will survey the passengers and review operating results (such as on-time performance) to determine if an overall benefit to the transit program has occurred. If so, vehicles 1011 and 1012 will be replaced with smaller vehicles for conversion of Routes 21 and 24 in 2022. This will still provide four 35-foot buses (Gilligs) in the SoCo Transit fleet for tripper use. The tripper runs will continue to be operated using larger buses to accommodate the larger passenger loads. In addition, there are some specific runs (such as for school trips) that are known in advance and will be operated using larger buses.

This strategy will reduce operating costs by an estimated \$46,700, over all four routes. Replacing the larger buses with less expensive smaller cutaways will also reduce total initial capital costs by approximately \$1.2 Million.

Vehicle Replacement Plan

Reflecting the use of smaller vehicles where appropriate, the following SoCo Transit replacement vehicles will be purchased over the five-year SRTP planning period:

- Two 35-foot Gillig buses (201 and 204) will be replaced by low-floor cutaway vehicles in FY 2020-21.
- Assuming the smaller vehicles are found to be satisfactory, two 35-foot Thor buses will be replaced by low-floor cutaway vehicles in FY 2022-23.
- Two Dodge Grand Caravan minivans will require replacement in 2024-25.

At the current unit costs of \$50,000 for a minivan and \$150,000 for a low-floor cutaway bus (with farebox and other equipment), and assuming a 3 percent annual rate of inflation in capital costs, these vehicle purchases will require an estimated \$752,700 over the five-year plan period. Note that these costs assume standard fossil fuels, pending the results of a comprehensive zero emission vehicle readiness plan for the region.

Zero Emission Vehicles

The California Air Resource Board's (CARB) "Transit Fleet Rule" requires that all public transit fleets in the state ultimately use only Zero Emission Bus (ZEB) vehicles. ZEB technologies consist of Battery Electric Buses (BEBs) and hydrogen fuel cell buses. With limited exceptions, beginning on January 1, 2026, 25 percent of all new bus purchases must be ZEB and beginning on January 1, 2029 all transit fleet new bus purchases must be ZEBs. A transition rollout plan is required to be completed by 2023, which considers technology, vehicles and charging/fueling options. As SoCo Transit and Dial-a-Ride services will be provided using a combined overall RTA fleet, this issue will be addressed at the broader RTA level rather than for the SoCo Transit system alone.

Bus Stop Improvements

The quality of passenger amenities is important in the convenience and safety of a public transit trip, and can "make or break" an individual's decision on using transit services. The following bus stop improvements are included in this plan:

Shelters: Grand Avenue & 16th Street, Highway 1 and 21st Street, Grand Avenue & 13th Street, Dolliver Avenue & Pomeroy Avenue, Highway 1 & 25th Street, Grand Avenue & Elm Street.

Benches: Dolliver Avenue & Hinds Avenue, Shell Beach Road & Seacliff Drive

Concrete Wheelchair Pad: Oceano Airport. In addition, San Luis Obispo County is encouraged to provide sidewalks along Air Park Drive to connect this stop with nearby residences.

Funding for stop improvements are included in this plan, equal to the existing FY 2019/20 funding level (\$45,590) increasing by 3 percent per year for inflation.

Premium Outlets Transfer Center Improvements

While improvements are best accomplished through comprehensive RTA plans, a westbound bus stop for northbound Route 10 on the northeast side of Five Cities Drive (opposite the existing bus bays) would benefit SoCo Transit passengers and operations by improving the reliability of connections at this key location.

Bus Parking Facility Improvements

Pavement conditions at the SoCo Transit bus operations facility on Rodeo Drive in Arroyo Grande are in adequate but deteriorating condition. The plan includes \$200,000 for repaving the parking lot and access drives at this facility.

In addition, transit management staff should investigate the provision of secured parking in the Nipomo area for the two vehicles used for the Nipomo Dial-a-Ride service. Specifically, other public entities (such as the County or School District) should be contacted to see if there are opportunities available to establish secure overnight parking (with 24-hour staff access) at little or no cost to the transit program.

FINANCIAL PLAN

The impacts of the service plan elements on annual operating costs are shown in Table 61. Operating costs are forecast assuming a 5 percent annual increase in unit costs. While this is higher than the typical rate of inflation in recent years, it reflects current labor agreements regarding base wage increases, as well as potential increases in fuel costs and liability costs. The impacts of the operating plan elements on operating costs are then included to estimate the annual operating costs over each of the next five years. As shown, the financially constrained service element will reduce operating costs by 3.0 percent, equal to \$61,100 in savings by the last year of the plan period. Including the financially unconstrained element still provides a reduction in operating costs, totaling \$20,100 (1.0 percent).

Plan Element	Fiscal Year				
	2020-21	2021-22	2022-23	2023-24	2024-25
Base Case Operating Cost⁽¹⁾	\$1,588,700	\$1,751,500	\$1,839,100	\$1,931,100	\$2,027,600
Financially Constrained Service Plan Elements					
Rt 27 & 28 Service North of Ramona Garden	-\$1,300	-\$1,300	-\$1,400	-\$1,500	-\$1,500
<i>Percent Increase</i>	-0.1%	-0.1%	-0.1%	-0.1%	-0.1%
Financially Unconstrained Service Plan Elements					
Serve Lopez High School	\$33,700	\$35,400	\$37,200	\$39,000	\$41,000
<i>Percent Change</i>	2.1%	2.0%	2.0%	2.0%	2.0%
Impact of Smaller Vehicles	-\$21,900	-\$23,000	-\$54,100	-\$56,800	-\$59,600
Total Operating Cost					
Financially Constrained	\$1,565,500	\$1,727,200	\$1,783,600	\$1,872,800	\$1,966,500
<i>Percent Change</i>	-1.5%	-1.4%	-3.0%	-3.0%	-3.0%
Financially Unconstrained	\$1,599,200	\$1,762,600	\$1,820,800	\$1,911,800	\$2,007,500
<i>Percent Change</i>	0.7%	0.6%	-1.0%	-1.0%	-1.0%
Note 1: Per 2019/20 Final Budget, excluding capital outlays; assumes 5% annual inflation.					
Source: LSC Transportation Consultants, Inc.					

Total annual ridership, as shown in Table 62, will increase by 2.0 percent or 4,700 passenger boardings under the financially constrained plan, or 4.2 percent (10,000) under the financially unconstrained option. As indicated in Table 63, this ridership increase would add \$3,800 in passenger fare revenue under the financially constrained option, and \$6,100 if financially unconstrained.

The SoCo Transit financial plan is shown provided in Table 64. This plan is built from the existing adopted budget. The forecasts for operating funding are defined as follows:

- Annual passenger fares are drawn from Table 63.
- 5307 Operating, interest, and advertising/other revenues are assumed to grow at 3 percent per year.

TABLE 62: SoCo Transit SRTP Estimated Annual Ridership

Plan Element	Fiscal Year				
	2020-21	2021-22	2022-23	2023-24	2024-25
Base Case ⁽¹⁾					
SoCo Transit	221,600	222,700	223,800	224,900	226,100
Avila Trolley	9,200	9,300	9,300	9,400	9,400
Total	230,800	232,000	233,100	234,300	235,500
Financially Constrained Service Plan Elements					
Rt 27 & 28 Service North of Ramona Garden	3,100	4,600	4,700	4,700	4,700
Percent Increase	1.3%	2.0%	2.0%	2.0%	2.0%
Financially Unconstrained Service Plan Elements					
Serve Lopez High School	3,700	3,700	3,800	3,800	3,800
Percent Increase	1.6%	1.6%	1.6%	1.6%	1.6%
Total Ridership					
Financially Constrained	233,900	236,600	237,800	239,000	240,200
Financially Unconstrained	237,600	240,300	241,600	242,800	244,000
Note 1: Base case ridership assumed to grow at the pace of population growth (0.5% annually). Source: LSC Transportation Consultants, Inc.					

TABLE 63: SoCo Transit SRTP Estimated Annual Farebox Revenues

Plan Element	Fiscal Year				
	2020-21	2021-22	2022-23	2023-24	2024-25
Base Case ⁽¹⁾					
SoCo Transit	\$153,500	\$154,300	\$155,100	\$155,800	\$156,600
Avila Trolley	\$8,800	\$8,900	\$8,900	\$9,000	\$9,000
Total	\$162,300	\$163,200	\$164,000	\$164,800	\$165,600
Financially Constrained Service Plan Elements					
Rt 27 & 28 Service North of Ramona Garden	\$2,500	\$3,700	\$3,800	\$3,800	\$3,800
Financially Unconstrained Service Plan Elements					
Serve Lopez High School	\$3,100	\$3,100	\$3,100	\$3,200	\$3,200
Total					
Financially Constrained	\$164,800	\$166,900	\$167,800	\$168,600	\$169,400
Percent Increase	1.5%	2.3%	2.3%	2.3%	2.3%
Financially Unconstrained	\$167,900	\$170,000	\$170,900	\$171,800	\$172,600
Percent Increase	3.5%	4.2%	4.2%	4.2%	4.2%
Note 1: Base case ridership assumed to grow at the pace of population growth (0.5% annually). Source: LSC Transportation Consultants, Inc.					

TABLE 64: SoCo Transit SRTP Financial Plan -- Financially Constrained						
	Fiscal Year					
	2020-21	2021-22	2022-23	2023-24	2024-25	
OPERATING ELEMENTS						
<i>Base Case Costs</i>	\$1,588,700	\$1,668,100	\$1,751,500	\$1,839,100	\$1,931,000	
<u>Operating Plan Elements (From Table 61)</u>	(\$23,200)	(\$24,300)	(\$55,500)	(\$58,300)	(\$61,100)	
Total Operating Costs	\$1,565,500	\$1,643,800	\$1,696,000	\$1,780,800	\$1,869,900	
<u>Operating Revenues¹</u>						
Passenger Fares (From Table 63)	\$164,800	\$166,900	\$167,800	\$168,600	\$169,400	
Low Carbon Transit Grant	\$309,000	\$0	\$0	\$0	\$0	
FTA 5307 Operating	\$575,900	\$593,200	\$611,000	\$629,300	\$648,200	
SLO County Trolley Operations	\$0	\$0	\$0	\$0	\$0	
Advertising & Other	\$5,200	\$5,400	\$5,600	\$5,800	\$6,000	
<u>Local Transportation Funds</u>						
- Arroyo Grande	\$189,100	\$328,600	\$341,100	\$365,900	\$392,000	
- Grover Beach	\$144,300	\$250,800	\$260,300	\$279,200	\$299,200	
- Pismo Beach	\$84,600	\$147,000	\$152,600	\$163,700	\$175,400	
- SLO County	\$79,600	\$138,400	\$143,600	\$154,000	\$165,100	
- Subtotal	\$497,500	\$864,800	\$897,700	\$962,800	\$1,031,600	
Interest	\$13,100	\$13,500	\$13,900	\$14,300	\$14,700	
TOTAL	\$1,565,500	\$1,643,800	\$1,696,000	\$1,780,800	\$1,869,900	
Balance	\$0	\$0	\$0	\$0	\$0	
CAPITAL ELEMENTS						
Capital Costs (From Table 64)	\$356,000	\$48,400	\$577,600	\$51,300	\$168,800	<u>Total</u>
<u>Capital Revenues</u>						
FTA 5307 Capital ⁽²⁾	\$247,200	\$0	\$262,240	\$0	\$92,720	\$602,160
FTA 5339 Capital ⁽²⁾	\$37,600	\$38,720	\$199,840	\$41,040	\$42,320	\$359,520
STA (Local Match)	\$71,200	\$9,680	\$115,520	\$10,260	\$33,760	\$240,420
Total Capital Revenues	\$356,000	\$48,400	\$577,600	\$51,300	\$168,800	\$1,202,100
Balance	\$0	\$0	\$0	\$0	\$0	
<i>Note 1: 2019-20 figures based upon adopted budget.</i>						
<i>Note 2: 80 percent Federal / 20 percent local match.</i>						
<i>Note 3: The Low Carbon Transit Grant discontinues after FY 2020-21</i>						
<i>Source: LSC Transportation Consultants, Inc.</i>						

- The Low Carbon Transit Grant program ends after Fiscal Year 2020-21.
- The existing San Luis Obispo County operating funds for the Avila Trolley are assumed to be eliminated, as this service is folded into the SoCo Transit program.
- The remaining funding requirements will be met by Local Transportation Funds (LTF). In total, these funds will need to increase by \$577,000 per year, driven by the end of the Low Carbon Transit Grant program, the loss of separate County trolley funding and the effects of inflation. This is equal to a 127 percent increase in LTF funding. This total LTF requirement is allocated to the individual jurisdictions based on the proportion of population, per the SoCo Transit joint powers agreement. Note that the current proportions are applied over the plan period, though these proportions may change based upon 2020 Census results.

Total forecast capital costs are shown in Table 65. As indicated, the capital improvements total \$1,202,100 over the coming five years (assuming a 3 percent annual inflation rate for capital items). Funding for capital improvements is expected to be provided as follows:

- Federal Transit Administration (FTA) Section 5307 Urbanized Area Formula Program funds are used to fund 80 percent of the vehicle purchase costs.
- FTA 5339 Bus and Bus Facility funds (administered through the Caltrans Division of Rail and Mass Transportation) are used to fund 80 percent of the facility improvement costs.
- State Transit Assistance (STA) funds are used as the 20 percent local match for the FTA funding.

These funding sources will provide a balanced capital budget.

TABLE 65: SoCo Transit Short Range Capital Plan							
Plan Element	FY 2019-20 Unit Cost	Fiscal Year					5-Year Plan Total
		2020-21	2021-22	2022-23	2023-24	2024-25	
Vehicle Purchases							
<u>Number of Buses -- Replacement</u>							
Minivan	\$50,000	0	0	0	0	2	2
Cutaway	\$150,000	2	0	2	0	0	4
Total Cost ⁽¹⁾		\$309,000	\$0	\$327,800	\$0	\$115,900	\$752,700
Bus Stop Improvement Program		\$47,000	\$48,400	\$49,800	\$51,300	\$52,900	\$249,400
Bus Operations Facility Paving		\$0	\$0	\$200,000	\$0	\$0	\$200,000
Total Capital Plan Elements		\$356,000	\$48,400	\$577,600	\$51,300	\$168,800	\$1,202,100
<small>Note 1: All costs include 3 percent annual inflation. Source: LSC Transportation Consultants, Inc.</small>							

CONCLUSION

In sum, this plan will increase ridership modestly (2.0 to 4.2 percent), while yielding a net reduction in annual operating costs (0.4 to 3.0 percent). It will provide the Trolley with a permanent source of funding, and result in important capital improvements. Finally, this plan will provide the basis for full integration of the SoCo Transit program into the Regional Transit Authority.

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This chapter presents the plan for service enhancements, capital improvements, management elements and financial strategies to support and improve the various Dial-A-Ride programs, building from the data and analyses presented in previous chapters. The reader is encouraged to refer to previous chapters for additional background on the plan elements. The overall plan features are presented graphically in Figure 42. These service changes build upon the “base” of the existing services, which are planned to continue except as modified by the plan elements.

Per the San Luis Obispo County 2040 Population, Housing and Employment Forecast (SLOCOG, 2011), the rural areas of San Luis Obispo County are forecast to increase by 0.9 percent per year from 2020 to 2025. The base transit ridership is assumed to increase at this rate of population growth.

SERVICE PLAN

Expand Nipomo Dial-a-Ride Service Area

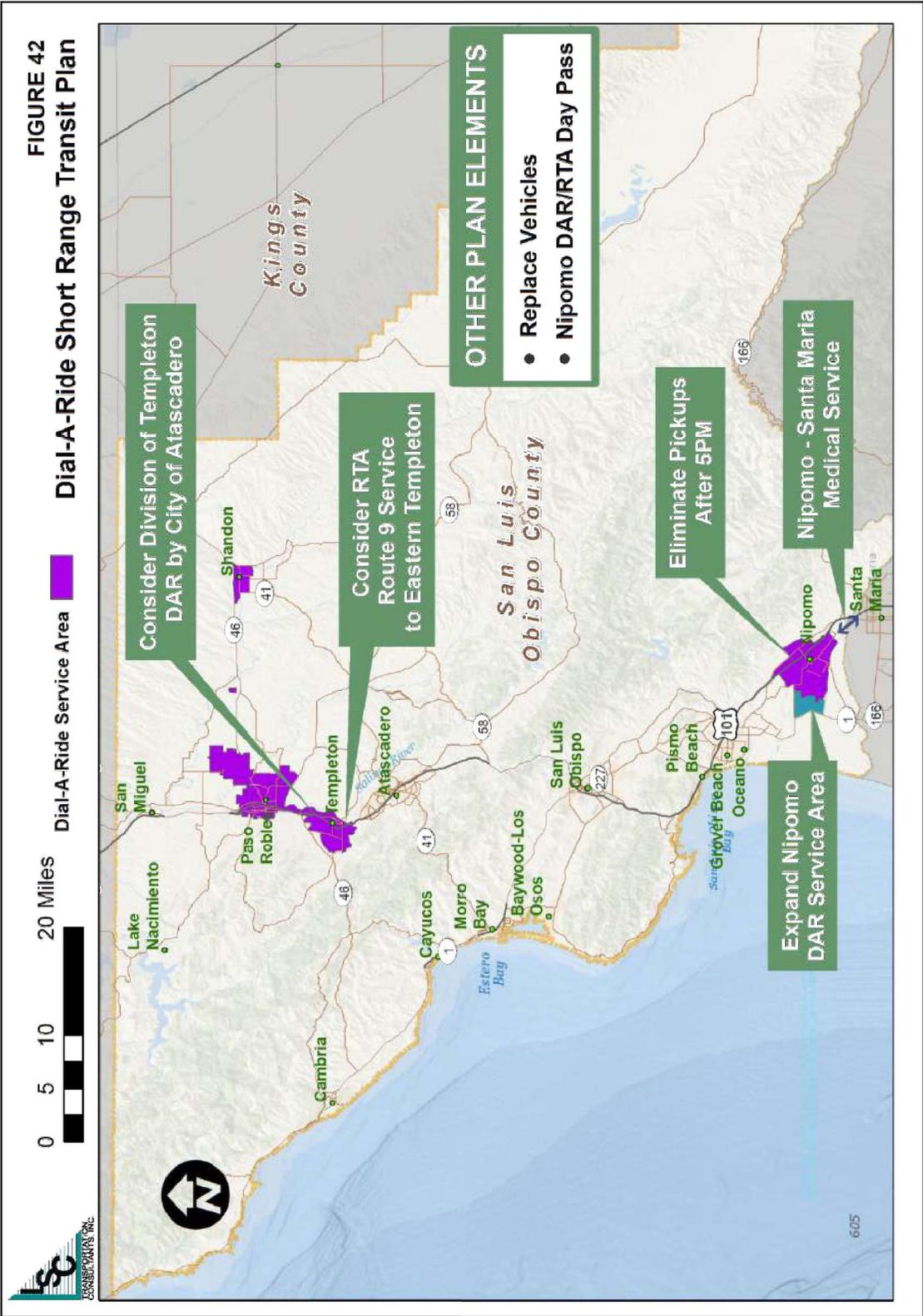
The existing Nipomo Dial-a-Ride service area will be extended westward approximately 1 to 1.5 miles from the existing western boundary (as far west as Via Conchina Road) to the Highway 1 alignment. This area includes the Trilogy development as well as other nearby residential areas. The analysis of existing ridership and service patterns for the Nipomo Dial-a-Ride indicates that there are substantial periods (outside of the school bell times) when there are available resources to expand service. A review of existing capacity indicates that service to this area can be provided without adding additional drivers or vehicles (while further expansion to other area would trigger increased service levels). While this will increase the mileage operated (and thus costs), it will make better use of the existing resources and serve more residents of the area.

Provide Nipomo – Santa Maria Medical Trips

On a demonstration basis, the Nipomo Dial-a-Ride program will be expanded to include two-days-a-week service to medical destinations in Santa Maria on Tuesdays and Thursdays. Two runs a day (mid-morning and mid-afternoon) will be offered on a reservation basis (with a minimum of 2 days advance reservation). Marketing efforts will be made to make Nipomo area residents aware of the service. Ridership, costs and the ability to provide these trips using existing drivers/vehicles (or the need to provide additional service) will be monitored for a minimum of 6 months. This service will fill an existing need for door-to-door service across the county line for persons who cannot use the fixed route service. A fare of \$5.00 per one-way trip will be charged, which is slightly higher than with the Senior Go! fare for a trip of similar length.

Continue to Monitor Nipomo Dial-a-Ride Service Levels

The demand for Nipomo Dial-a-Ride service can vary substantially by day, by season, and over successive years. Changes in factors such as school and summer student programs can impact service. RTA should continue to review ridership demands and tailor the level of service (number of vehicles in operation) to maximize the efficiency of this service.



Eliminate Nipomo Dial-a-Ride Pickups After 5 PM

The hours of the Nipomo Dial-a-Ride service, which currently ends at 6:30 PM, will be reduced to stop picking up new passengers after 5:00 PM (though passengers picked up before 5:00 PM will be transported home). A review of ridership data indicates that only an average of 1.4 passengers per day board after 5:00 PM (or 1.5 percent of all riders), and keeping the drivers on the clock for later pick-ups increases annual operating costs by \$9,600 per year.

Consider Route 9 Service to Eastern Templeton as Part of Next RTA SRTP or North County Corridor Plan

The revision of RTA Route 9 to serve the eastern portion of Templeton (including South Main Street between Templeton Road and 1st Street) has the potential to expand Route 9 ridership and expand service to new residential areas, schools and businesses. Overall, a ridership increase of 4,500 per year would be provided, while operating costs would be increased by an estimated \$48,100. As the additional running time also has the potential to impact transfer opportunities elsewhere along the route, this option should be considered as part of a future larger RTA study encompassing the entire route.

CAPITAL PLAN

Replacement Vehicles

As detailed in Table 56, above, a total of three Dial-a-Ride cutaway buses will require replacement over the coming five years: two Braun Entravans in 2020-21 and one Starcraft in 2022-23. These vehicles will be replaced with vehicles of similar size. While a larger bus for Nipomo Dial-a-Ride school trips would allow additional ridership (and reduce the waiting list), it would not be appropriate for the remainder of the service day.

INSTITUTIONAL PLAN

Pursue Provision of Templeton Dial-a-Ride Service by City of Atascadero

RTA should lead discussions with San Luis Obispo County and the City of Atascadero for the City to serve the modest (167 per year, or only an average of 3.2 one-way passenger-trips per week) trips on the Templeton Dial-a-Ride service. The City has recently expanded service to Templeton for Atascadero resident trips and has the potential to serve these passengers for less than the \$5,800 per year currently incurred by RTA. Management, monitoring and billing procedures would need to be addressed.

FINANCIAL PLAN

Pursue Grant Funding to Provide Nipomo Dial-a-Ride / RTA Fixed Route Day Pass

At present, Nipomo residents not living near the few Route 10 stops must pay separate fares for Nipomo Dial-a-Ride and RTA fixed route service. As a result, a relatively short trip to and from Santa Maria can cost \$9.00 (\$2.25 per one-way trip on Nipomo Dial-a-Ride plus \$2.25 per one-way trip in RTA) for general public and \$5.70 (\$1.75 and \$1.10, times two) for seniors age 65 to 79 and persons with disabilities. A Day Pass is good for a single round-trip on Nipomo Dial-a-Ride as well as unlimited regional

fixed route service would aid Nipomo residents in reaching destinations in other communities, such as for medical, recreational, shopping or cultural purposes. A reasonable cost for this Day Pass (considering existing single fares and Day Pass options) would be \$7.00 for the general public and \$3.50 for seniors and persons with disabilities. Specific costs and ridership impacts of this strategy would need to be based on passenger surveys, but are expected to be modest. This would be a good opportunity for grant programs (such as Area Agency on Aging) focused on senior and/or disabled resident mobility needs.

Planned Funding Sources

Forecast Dial-a-Ride service annual operating costs under this plan are shown in Table 66. This reflects the cost impacts of the service plan elements, the existing base FY 2020-21 budgeted operating costs, and includes a 5 percent per year inflation factor. The expansion of the Nipomo Dial-a-Ride area as well as the medical transportation service to Santa Maria is assumed to be implemented in July of 2020. As it takes time for a new service to reach full ridership potential, two-thirds of the full potential ridership is assumed for the first year (based on studies of ridership impacts typically seen for new services). As modifications to existing Dial-a-Ride service, the marginal costs of these services correspond to the level of ridership. To reflect this, the operating cost impacts in the first year are also factored by two-thirds.

Plan Element	Fiscal Year				
	2020-21	2021-22	2022-23	2023-24	2024-25
Base Case Operating Cost ⁽¹⁾	\$513,500	\$539,200	\$566,200	\$594,500	\$624,200
Service Plan Elements					
Expand Nipomo DAR Service Area ⁽²⁾	\$3,300	\$5,200	\$5,400	\$5,700	\$6,000
Nipomo-Santa Maria Medical Trips ⁽²⁾	\$17,000	\$27,000	\$28,400	\$29,800	\$31,300
Eliminate Nipomo DAR Service After 5 PM	-\$9,400	-\$9,900	-\$10,400	-\$10,900	-\$11,400
Subtotal	\$10,900	\$22,300	\$23,400	\$24,600	\$25,900
<i>Percent Increase</i>	2.1%	4.1%	4.1%	4.1%	4.1%
Total Operating Cost	\$524,400	\$561,500	\$589,600	\$619,100	\$650,100
Note 1: Per 2019/20 Final Budget, excluding capital outlays and Avila Trolley, Special Transit costs; assumes 5% annual inflation. Note 2: Assumes 2/3 of full ridership potential in first year, with corresponding cost impact. Source: LSC Transportation Consultants, Inc.					

As indicated, the plan elements are forecast to increase operating costs by \$25,900 per year by the end of the five-year plan period, or 4.1 percent above the base case costs. Including the impacts of inflation, total annual operating costs for the Dial-a-Ride services are forecast to increase to \$650,100.

Annual ridership forecasts, as presented in Table 67, include a modest 0.9 percent per year growth in base ridership (reflecting the forecasts in annual population for unincorporated San Luis Obispo County) as well as the ridership generated by the service plan elements. This total service plan element ridership increase (950 per year) is equal to a 5.1 percent increase over current Dial-a-Ride ridership.

TABLE 67: Dial-a-Ride S RTP Estimated Annual Ridership

Plan Element	Fiscal Year				
	2020-21	2021-22	2022-23	2023-24	2024-25
Base Case ⁽¹⁾					
Nipomo Dial-a-Ride	15,544	15,700	15,800	16,000	16,100
Shandon Dial-a-Ride	2	2	2	2	2
Templeton Dial-a-Ride	168	170	170	170	170
Paso Robles Dial-a-Ride	2,875	2,900	2,930	2,950	2,980
Total	18,589	18,772	18,902	19,122	19,252
Service Plan Elements					
Expand Nipomo DAR Service Area ⁽²⁾	400	600	600	600	600
Nipomo-Santa Maria Medical Trips ⁽²⁾	460	700	700	700	700
Eliminate Nipomo DAR Service After 5 PM	-350	-350	-350	-350	-350
Subtotal	510	950	950	950	950
Total Ridership					
	19,099	19,722	19,852	20,072	20,202
<i>Percent Increase</i>	2.7%	5.1%	5.0%	5.0%	4.9%
Note 1: Base case ridership assumed to grow at the pace of population growth (0.5% annually). Source: LSC Transportation Consultants, Inc.					

The financial plan for operating elements is presented in the top of Table 68. Total operating revenues are defined as follows:

- Fare revenues are estimated based on the growth in base ridership as well as the fares generated by the expanded services. Between both factors, fare revenues will increase by \$3,270 per year.
- State Transit Assistance Funds is assumed to equal the currently budgeted amount for FY 2020-21 (\$206,000), increasing by the rate of inflation.
- The balance of required funding is assumed to consist of Local Transportation Funds provided through San Luis Obispo County for the Nipomo and Shandon/Templeton services, and the City of Paso Robles for the Paso Robles Dial-a-Ride. These funds range from \$266,020 in the first year of the plan to \$341,270 in the fifth year, largely due to the impacts of inflation.

Capital costs for the Dial-a-Ride services are generated by the replacement of three vehicles, with a total estimated cost of \$472,900. Approximately 80 percent of these funds are defined to come from the Federal Transit Administration 5339 Bus and Bus Facilities program (administered by Caltrans), while local match funds will come from State Transit Assistance funds.

TABLE 68: Dial-a-Ride SRTP Financial Plan						
	<i>Fiscal Year</i>					
	2020-21	2021-22	2022-23	2023-24	2024-25	
OPERATING ELEMENTS						
Operating Costs						
<i>Base Case Costs</i>	\$513,500	\$539,200	\$566,200	\$594,500	\$624,200	
<u>Operating Plan Elements (From Table 66)</u>	\$10,900	\$22,300	\$23,400	\$24,600	\$25,900	
Total Operating Costs	\$524,400	\$561,500	\$589,600	\$619,100	\$650,100	
<u>Operating Revenues¹</u>						
<u>Passenger Fares</u>						
- Base	\$50,440	\$50,890	\$51,810	\$53,220	\$55,160	
- Expanded Nipomo DAR Service Area	\$260	\$400	\$400	\$400	\$400	
- Nipomo-Santa Maria Medical Svc	\$2,310	\$3,500	\$3,500	\$3,500	\$3,500	
- End Nipomo DAR Pickups After 5 PM	(\$630)	(\$630)	(\$630)	(\$630)	(\$630)	
- <i>Subtotal</i>	\$52,380	\$54,160	\$55,080	\$56,490	\$58,430	
Local Transportation Funds	\$266,020	\$291,040	\$307,420	\$324,110	\$341,270	
STA (Including SB1)	\$206,000	\$216,300	\$227,100	\$238,500	\$250,400	
TOTAL	\$524,400	\$561,500	\$589,600	\$619,100	\$650,100	
Balance	\$0	\$0	\$0	\$0	\$0	
CAPITAL ELEMENTS						
<u>Capital Costs</u>						
Vehicle Replacement						
<i>Number of Cutaways</i>	2	0	1	0	0	<u>Total</u>
Total Cost	\$309,000	\$0	\$163,900	\$0	\$0	3
<u>Capital Revenues</u>						
FTA 5339 Capital ⁽²⁾	\$247,200	\$0	\$131,100	\$0	\$0	\$378,300
STA (Local Match)	\$61,800	\$0	\$32,800	\$0	\$0	\$94,600
Total Capital Revenues	\$309,000	\$0	\$163,900	\$0	\$0	\$472,900
Balance	\$0	\$0	\$0	\$0	\$0	
Note 1: 2019-20 figures based upon adopted budget.						
Note 2: 80 percent Federal / 20 percent local match.						
Source: LSC Transportation Consultants, Inc.						

CONCLUSION

This plan will expand the overall benefits of the Nipomo Dial-a-Ride service to Nipomo area residents, including new service areas and mobility options to medical services, while improving the effectiveness of the remaining services. It also continues existing services to other areas of unincorporated San Luis Obispo County, and allows for replacement of vehicles as needed to ensure the sustainability of the services.

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
MARCH 6, 2019
STAFF REPORT**

AGENDA ITEM: B-1

TOPIC: Fiscal Year 2019-20 Budget Assumptions

ACTION: Approve Budget Assumptions

PRESENTED BY: Tania Arnold, Deputy Director/CFO

STAFF RECOMMENDATION: Approve Budget Assumptions to Enable Staff to Begin Development of Operating and Capital Budgets

BACKGROUND/DISCUSSION:

The following report outlines staff's recommended budget assumptions for the RTA's Fiscal Year 2019-20 Operating and Capital Budget, and it is the first step in the development of our operating budget and operating program. It should be noted that the RTA is again developing a two-year operating budget and five-year capital budget. As in past years, only the first year would be financially-constrained, while the out-years should be considered advisory. Upon the Board's guidance and approval of these assumptions, staff will prepare a detailed report along with preliminary budget numbers for presentation to the Executive Committee at their April 10th meeting prior to the final draft budget presentation to the Board in May.

KEY ISSUES

1. Address SoCo Transit's request to consolidate with the RTA.
2. State Transit Assistance (STA) funds are projected to be flat to the region but they are higher than FY17-18 due to the Senate Bill 1 – Road Repair and Accountability Act (SB-1) funds, which included augmented STA funds and State of Good Repair funds.
3. Local Transportation Funds (LTF) used for operating purposes are projected to be flat to the region.
4. Liability costs continue to escalate, despite the RTA's good safety record, especially general liability costs.
5. We continue to focus on Runabout costs, which had been escalating in recent years but have leveled off.
6. Address staffing and retention, in particularly in the Bus Operator classification.

7. Fuel costs continue to remain low; this also results in declining ridership and fares.

Mission Statement

The Mission of the RTA is to provide safe, reliable and efficient transportation services that improve and enhance the quality of life for the citizens of and visitors to San Luis Obispo County.

Objectives and Revenue Impacts

- 1) Maintain service levels and hours of service that meet the standards of productivity and demand of our customers and communities through the effective and efficient delivery of RTA Fixed-Route and Runabout core services.
 - a) RTA received \$1,304,500 for RTA core services in STA funding, which includes \$517,450 in SB-1 State of Good Repair funding being used to fund the new RTA Bus Maintenance Facility project at 253 Elks Lane. Staff will work with SLOCOG staff to determine a realistic estimate for FY18-19.
 - b) Continue to monitor the results and impacts on ridership and fare revenue from the December 31, 2017 fare increase, both on RTA Fixed-Route and on the Runabout service, which included the establishment of a Runabout premium service fare.
 - c) The FY18-19 budget adopted in May 2018 included \$3,883,400 in LTF operating revenues. At that same meeting, the advisory FY19-20 LTF amount was \$4,598,870. Staff is still developing estimated annual FY18-19 expenses, which impacts the carryover amount that could reasonably be identified for the FY19-20 budget.
 - d) Federal Transit Administration (FTA) Sections 5307, 5311 and 5339 operating funding and capital funding for FY19-20 will be presented in the same format as previously presented in May 2018, taking into account preliminary projected revenues identified in the Fixing America's Surface Transportation (FAST) Act. Should the actual annual authorizations for FTA programs increase or decrease for any of these programs, staff would adjust these assumptions accordingly.
 - e) FTA Section 5307 operating funding from the Santa Maria Urbanized Area for RTA Route 10 will be budgeted based on commitments with Santa Barbara County Association of Governments (SBCAG) and the City of Santa Maria. This amount is likely to be lower than what was included in the projection for FY18-19 and staff continues discussions with SBCAG officials for Santa Maria UZA funding for RTA Route 10 operations.
 - f) Detailed miles/hours and span of service for each RTA core Fixed-Route and Runabout will be provided with the draft budget. For context, detailed budgets

based on miles/hours and span of service will also be provided separately for SLO County Services and North County Local Services. As a consolidation date is reviewed for SoCo Transit, staff will present a mock consolidated budget for review. Assuming consolidation is ultimately adopted, staff will present a budget amendment for adoption by the Board.

- g) Productivity of service during holiday time periods will be presented to the Board as part of the draft budget, specifically associated with the service provided the weeks of Christmas and New Years to determine if service levels should be reduced.
 - h) Staff will continue to research and evaluate new revenue resources should any potential shortfall in operating revenues arise. If we are unable to secure funding, staff would recommend that the Board consider adjusting the TDA allocation from the RTA jurisdictions and/or adjust service levels.
 - i) Due to changes in self-insured retention requirements, staff will review and provide recommendations regarding the RTA reserve policy, which was originally adopted in May 2014. Note: this item is being carried over to the FY19-20 due to staffing shortfalls during the current fiscal year not allowing adequate time to address this item.
- 2) Work with SLOCOG and our transit agency partners in the region to evaluate region-wide service efficiencies.
- a) Transit agencies across the country have experienced ridership declines due to the relatively low price of fuel and increasing private automobile ownership rates, which are affecting farebox recovery ratios. Other factors also include increasing costs due to the California minimum wage. These issues have caused farebox recovery ratios to decline for most transit agencies.
 - b) Review the tasks and financial impacts included in the SoCo Transit contract for administrative, financial, marketing, maintenance and dispatch services, and evaluate efficiencies with the RTA – including SoCo Transit’s request to consolidate into the RTA.
 - c) The RTA will work with SLOCOG staff and other transit providers to evaluate efficiencies in the provision of service throughout the county.
 - d) Staff will use the *2018-20 RTA Strategic Business Plan* as well as the *2016 Short Range Transit Plan* to evaluate potential efficiencies, and with Board concurrence, implement efficiencies.

- 3) Evaluate options and provide analysis on the 5-year capital improvement program and methods to fund these needs.
 - a) Staff will continue to work with SLOCOG to prioritize capital projects using the State of Good Repair STA portion of SB-1 funds. For FY17-18 and FY18-19, the RTA received funding for the design and engineering of the new RTA Bus Maintenance Facility on Elks Lane, as well as approximately \$59,000 that has been added to capital replacement reserves to match federal funds for three low floor Gillig buses to be delivered in the summer of 2020. These new SB-1 funds are an important source of revenues for the RTA and the other transit operators in our region. It directly impacts the RTA need for LTF to fund operations and the local match for capital projects by reducing local match needed for federal funds, and interest when financing for capital projects is needed.
 - b) Staff will complete the design, engineering, and permitting process for the long-term RTA Bus Maintenance Facility in late 2019. Assuming sufficient funding can be identified, the RTA will then conduct the construction services procurement in spring 2020, with construction mobilization to begin in late summer 2020.
- 4) Address projected changes in demand for Runabout service.
 - a) Runabout service hours and miles are projected to remain flat based on recent demand trends, particularly with the shift in Tri-Counties Regional Center ridership that began in February 2017. In FY13-14, the burgeoning demand would have required significant Runabout service level increases but, with a variety of measures implemented at the Board's direction, Runabout demand has decreased.
 - b) To ensure that only those persons truly eligible for Runabout service are initially registered or re-registered, staff will continue to conduct functional assessments as part of the Runabout application process. This process was added in early 2016. Staff will also provide mobility training for disabled persons who are able to use Fixed-Route services for some or all of their travel needs. Staff continue to work with groups such as the Paso Robles Independent Skills Program that have completed the RTA travel training review process and are now able to assist their clients with travel training.
 - c) Staff does not foresee needing to move forward with using supplemental taxicab services, but should future service expansions be required or if staffing shortages persist, staff will revisit this option.

Expenses Impacts

- 1) Fuel consumption and price will be budgeted conservatively; diesel fuel will be budgeted at \$3.30 per gallon. Included in the fuel line item will be diesel exhaust

fluid (DEF), used to lower diesel exhaust emissions on the newer Fixed-Route vehicles.

2) Insurance Expenses:

- a) CalTIP liability insurance premiums are projected to increase. The exact amount is not known at this time, as CalTIP actuaries are still working on May 1, 2019 through April 30, 2020 rates. Estimates will be available from CalTIP in time to include in the RTA April 2019 draft budget. Although the number of RTA losses based on mileage has been lower than the pool average, the pool has experienced significant negative claims development, and the pool is working to ensure the stability of the pool and ensure equity between all members by conducting an actuarial study on the application and formulas used in applying and calculating each agencies experience modification factor. More importantly, the California liability market continues to contract, which also increases costs.
- b) CalTIP vehicle physical damage will increase minimally due to the added asset value of newer vehicles in the fleet, namely the six new 40-foot buses and eight new cutaway vehicles that RTA received in replacement for vehicles that had exceeded their useful life during the FY18-19.
- c) Our annual Employment Risk Management Authority premium is estimated at \$27,000, with a \$50,000 self-insured retention. This self-insured retention does not currently have a reserve in place to cover it should a loss develop. As noted previously, staff hopes to bring a revised reserve policy to the Board in FY19-20 to address this reserve need.
- d) Workers compensation premiums through the CSAC Excess Insurance Authority are projected to increase, with the realization that workers compensation for transit services is especially challenging statewide as loss development trends in the state are not favorable. Staff will obtain a more refined estimate in early March. We continue to work with our employee committee that has evaluated workplace safety and has initiated a proactive program to address the number of claims and severity of the claims. The decline in FY18-19 was a result of these efforts, and although premiums are expected to rise, a significant portion of that increase is attributable to the increase in wages identified in the collective bargaining agreement that are triggered by the changes in the California minimum wage.
- e) Property insurance will increase due to the significant losses in the property insurance market, namely the wildfires in California.
- f) For budget-making purposes, staff is assuming a 6% annual increase for healthcare costs for each of the next two fiscal years.

3) Staffing Expenses:

- a) The new 4-year Collective Bargaining Agreement (CBA) was ratified in November 2017, with new wage scales that began January 1, 2018. The FY19-20 budget will include significant changes in wages and benefits, primarily due to the effects of changes to the California minimum wage program. Should the January 2020 minimum wage change be delayed by the Governor, staff would bring a budget amendment to the Board. The draft budget will assume the minimum wage change will be implemented as planned.
- b) The number of FY19-20 budgeted full-time equivalent (FTE) positions will remain the same as in FY18-19. As a reminder, the number of budgeted training department positions in FY18-19 was increased by 0.5 FTEs. It was in an effort to address Bus Operator staff shortages. This effort has proved helpful, even though staff hiring and retention continues to be a critical issue.
- c) For FY19-20, the overall number of budgeted positions for the North County and SLO County services will remain the same. It should be noted that the marginal costs and revenues the services will be treated in the budget the same way as prior years: as separate and distinct columns.
- d) An annual inflationary adjustment based on the December 2017 to December 2018 of 3.2% will be implemented in July 2019. The Operations Supervisor classification CPI increase adjustment will be implemented in January 2020, to coincide with Bus Operator wage scale adjustments identified in the CBA. Employees within the salary range for their position will be eligible for a step merit increase subject to performance assessments.

Proposed Budget Calendar

February 6	Detailed budget assumptions and revenue forecasts presented to Executive Committee
March 6	Obtain Board concurrence on proposed draft budget assumptions
March 6	Provide mid-year FY18-19 Budget data to Board (no additional budget amendments are being requested)
March 31	Based on feedback from Executive Committee, develop FY19-20 Budget
April 10	Present draft FY19-20 Budget to Executive Committee
April 17	Present final draft FY19-20 Budget to RTAC
May 1	Final Board Budget presentation; Board adoption of FY19-20 Budget

Staff Recommendation

Approve the budget assumptions and budget calendar so that a detailed work plan and budget may be developed.

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SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
REGIONAL TRANSIT ADVISORY COMMITTEE

October 17, 2019

DRAFT MINUTES

C-1

Members Present:

Eric Greening (*Vice Chair*)

Gamaliel Anguiano

Wendy Hall

Omar McPherson

Dawn Patterson

Dick McKinley

Janeen Burlingame

Cheryl Andrus

Mark Dariz

Fixed Route Representative

SLO Transit

County of San Luis Obispo

South County Transit (SCT)

Atascadero Transit

City of Paso Robles

Morro Bay Transit

Cal Poly

Runabout/DAR Representative

Members Absent:

Mark Sanchez

Todd Katz

Cuesta College

Fixed Route Alternate Rep.

Staff Present:

Chelsea Sperakos

Tania Arnold

RTA

RTA

Guest:

Bob Armstrong

Josh Roberts

Ride-On Transportation

County of San Luis Obispo

CALL MEETING TO ORDER: Chairperson Gamaliel Anguiano called the meeting to order at 2:00 PM and a roll call was taken.

PUBLIC COMMENTS: None

A. INFORMATION AGENDA ITEMS:

A-1 Executive Director's Report (verbal)

Mrs. Tania Arnold stated that Token Transit has gone really well for RTA; staff saw an increase in ridership and pass sales when school started. The ticket vending machine is installed in the hallway of the Public Works department and will move to the new government center transit shelter once the construction is complete. The machine is not operational at the moment, pending some troubleshooting issues. RTA will continue to test the machine until it is fully operational and issuing correct passes. Transit center construction is going out to bid and completion of the project is pending the results of the bid.

Vice Chairperson Eric Greening has concerns regarding construction and passenger shelters.

Ms. Dawn Patterson recommended a “protected construction walkway” as a solution for passenger shelters.

The planned new RTA Bus Maintenance Facility is expected to go out to bid in March 2020, and staff is hoping to break ground in June 2020. RTA is continuing to seek funding for the project through the rural TIFIA grant. If the federal funding should not pan out, RTA is looking into other funding sources.

Chairperson Anguiano vocalized an issue with students presenting fraudulent passes.

A-2 Member Comments / Reports from Jurisdictions (Verbal)

Note: **Chairperson Anguiano** moved this item to the end of the meeting.

Ms. Cheryl Andrus stated that building a parking/financial plan is not in Cal Poly’s financial plan. With upcoming events there is potential restriction of vehicle traffic. In an attempt to alleviate parking and traffic issues, Cal Poly has been working on six graduation ceremonies, but nothing had been confirmed.

Vice Chairperson Greening was concerned about Cal Poly becoming its own autonomous bus system and discontinuing public transit across the campus.

Mr. Omar McPherson stated the South County Transit draft Short Range Transit Plan is available on the website. SoCo Transit will be revising Routes 21/24 to better serve the Grover Beach Amtrak station. Shifting from Ramona Gardens to the Grover Beach Amtrak; staff will also be revising Routes 27/28 to better serve the RTA Route 10 connection. Additional changes include reducing/eliminating service on Mattie Rd and Oceano Airport, redirecting to Valley Rd. Staff requests any feedback be directed to **Mr. Geoff Straw**. During construction in Shell Beach, SoCo Transit has been using cutaways instead of large 35-foot buses.

Vice Chairperson Greening stated that he is a satisfied rider. He also asked what the current protocol is regarding service animals and will be informing other passengers about the SLOCOG Unmet Transit Needs hearing.

Mr. McPherson answered with the policy statement.

Ms. Janeen Burlingame stated that MBT has new vehicles; the deficiencies discovered on the new trolley are being corrected. She presented the transit study to Public Works Advisory Board; SB 1 funds have been approved. The draft Short Range Transit Plan has been taken to public works and staff is scheduling with the City Council for review.

Vice Chairperson Greening asked if trolleys are included in electrification of transit.

Ms. Patterson stated there were two buses that have been damaged in traffic accidents; she is working on prepping for FTA review; Atascadero Transit is putting an ad out for dispatcher and down a driver.

Chairperson Anguiano stated that SLO Transit showed ridership is up 5% this month from last year and expecting strong ridership for the fiscal year. The ridership could reach 1 million riders. PTMISEA funds will be used for solar signs; the agency will adopt a policy that will proportionately distribute funds.

B. ACTION AGENDA ITEMS:

B-1 Fiscal Year 2019- Amended Capital Budget (Recommend)

Mrs. Arnold stated that none of the items listed will need additional funding, but are being carried over from FY18-19. There is \$6.25 million for construction that is not included because it is designated for the future fiscal years. She stated future years will show an estimate given how the Bus Maintenance Facility project goes; identifying projects early on has been very effective in requesting discretionary federal funds.

Chairperson Anguiano asked if electric buses were included in the budget.

Mr. McPherson stated no because there is no electric or hydrogen bus that is able to function on our longer routes.

Discussion continued regarding electrification.

Vice Chairperson Greening made a motion to approve agenda item B-1, and **Ms. Patterson** seconded the motion. The motion passed via voice vote.

C. CONSENT AGENDA ITEMS

C-1 RTAC Minutes of April 17, 2019 (Approve)

Mr. Mark Dariz made a motion to approve agenda item C-1, and **Vice Chairperson Greening** seconded the motion. The motion passed via voice vote.

D. ADJOURNMENT

The meeting adjourned at 2:56 PM.

Next Meeting: January 16, 2019 2:00 p.m.

Respectfully Submitted,

Acknowledged by,

Chelsea Sperakos
Administrative Assistant

Gamaliel Anguiano
RTAC Chairperson 2019