SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
July 8, 2020

AGENDA ITEM: A-1

TOPIC: Executive Director’s Report

Recommendation: Receive as Information

PRESENTED BY: Geoff Straw
CA ARB adopted new rules on August 26th; EO authorized to grant waivers

RTA Board may need to consider resolution(s) in coming months

Not yet certain Cummins, the only bus engine manufacturer in the State, will remain in the market
COVID-19 Response: Update

• Installed permanent ‘sneeze guard’ barriers for drivers
• Fall service Shake Up includes slight service revisions
  • Reduced demand on Runabout and DAR
  • Suspension of Rt 14 and High School Trippers
    • Meets 5% service cut
• Use of new sanitizing foggers
COVID-19 Response

• Reviewing bids to install customer service window on building
  • CARES Act funded
  • New BMF has a good solution in design
• Bids to enhance building air handling system
  • Modify HVAC at current location
  • Working with BMF engineer to review HVAC design
California took in $30.3 billion in general fund revenues (9.3% higher than projected)
  - Personal income taxes beat expectations by 12.6% for July
  - Sales & use taxes ahead of forecast by 47%
- However, total collections during pandemic (March-July) are down 6% from last year
- Good news regarding predictions, but not receipts
Sadly, RTA Bus Operator Darwin Buss passed away August 21
Employee of the Quarter
Elmer Hart, Technician B
Operations

Since last report in July:

- One new Bus Operator in service
- One new Utility Worker hired
- Two new Bus Operators in training
- Six Bus Operator candidates in process
Operations

- Scaled back Annual Safety Day celebration
- presented awards at shift check-in
- The WINNERS:

Rey Gonzalez (11 years)  
Elmer Hart (11 years)  
Jay Newton (11 years)  
Scott Taylor (11 years)  
Roy Esmon (10 years)  
Mike Moore (10 years)  
Abel Sanchez (10 years)  
Matt Adams (9 years)  
Jeff Gibson (9 years)  
Bill Burrows (8 years)  
Carlos Candell (8 years)  
Suzy Sisneros (8 years)  
Jewell Johnson (7 years)  
Alan Fields (6 years)  
George Hartsell (5 years)  
Domingo Pimentel (2 years)
Marketing focused on COVID-19 related service changes & safety protocols

Updated the RTA website to comply with ADA regulations, including attributes for vision-impaired persons, non-mouse users, and those with color sensitivity

Coming soon: new webpage to track BMF construction progress
Service Planning & Marketing

Working with City of Paso Robles to replace faded bus stop signs that includes RTA logos
Bus Maintenance Facility Update

- Specialty Construction broke ground
  - 564-day construction period
  - Completion date: February 5, 2022
  - 3 demolition challenges that will likely result in change orders
- Archeological/artifact and nesting bird surveys complete
  - No further investigation needed at this time
Bus Maintenance Facility Update

- TIFIA/RPI application was accepted
  - Final Loan Agreement considered as Agenda Item B-2
- Thanks to SLOCOG, County Counsel office and County Auditor’s office
- We were not selected for another discretionary FTA Section 5339(b) grant award
Bus Maintenance Facility Update

- RTA was assigned a TIFIA Project Management Oversight Contractor by local FTA Region 9 office for duration of construction
- PMOC accepted the final project scope; no additional funds are necessary from the RTA jurisdictions
Unaudited Operating and Financial Results FY 19-20

• Fixed-Route Ridership: 538,581 riders
  • 23.1% decline includes the 63% decline during March – June COVID-19 shutdown
• Runabout Ridership: 31,965
  • 19.8% decline also includes COVID-19 declines
• Trends for Ridership and Productivity are presented in graphs on page A-1-8
Finance & Administration

• Takeaways from Financial Results:
  • Overall non-capital expenses below budget at 93.2%
  • Administrative Costs above at 104.2%
    • Greatest deviation for funds for operating expenses and professional technical services
  • Service Delivery Costs below at 91.2%
Finance & Administration

- **Farebox Recovery Ratio:**
  - Fixed-Route: 13.2%
  - Runabout: 3.5%
    - Includes suspension of fares starting on March 20
- **Subsidy per Passenger Boarding:**
  - Fixed-Route: $9.36
  - Runabout: $101.01
Staff Recommendation

Receive and File
SAN LUIS OBISPO
REGIONAL TRANSIT AUTHORITY
September 2

AGENDA ITEM: A-2

TOPIC: Strategic Business Plan Results

Recommendation: Receive Report on Performance Results through June 30, 2020

PRESENTED BY: Geoff Straw
The Strategic Business Plan (SBP) includes the Vision and Mission statements, as well as “stretch” performance standards (KPIs). The 2016 SRTP set the base goals we can achieve and the SBP set the KPIs we strive to achieve. This annual report compares actual performance results to the adopted KPIs.
<table>
<thead>
<tr>
<th>Performance Metric</th>
<th>Standard</th>
<th>Result</th>
<th>Achieved?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regional Fixed-Route Productivity (boardings/hour)</td>
<td>22.0</td>
<td>17.8</td>
<td>No</td>
</tr>
<tr>
<td>Route 15 Deviated Fixed-Route Productivity</td>
<td>8.0</td>
<td>5.7</td>
<td>No</td>
</tr>
<tr>
<td>Runabout Productivity</td>
<td>2.0</td>
<td>1.4</td>
<td>No</td>
</tr>
<tr>
<td>Fixed-Route Service Delivery (actual divided by scheduled)</td>
<td>99%</td>
<td>99%</td>
<td>Yes</td>
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<td>Regional Fixed-Route On-Time Performance</td>
<td>85%</td>
<td>87%</td>
<td>Yes</td>
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<td>Route 15 Deviated Fixed-Route On-Time Performance</td>
<td>70%</td>
<td>77%</td>
<td>Yes</td>
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<tr>
<td>Runabout On-Time Performance</td>
<td>95%</td>
<td>98%</td>
<td>Yes</td>
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<tr>
<td>Fixed-Route Bus Overcrowding</td>
<td>Various load factors</td>
<td>None exceeded</td>
<td>Yes</td>
</tr>
<tr>
<td>Systemwide Operating Budget (live within means)</td>
<td>100%</td>
<td>93.2%</td>
<td>Yes</td>
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<tr>
<td>Farebox Recovery Ratio (fares / net operating costs)</td>
<td>20.0%</td>
<td>12.9%</td>
<td>No</td>
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<tr>
<td>Preventable Collision Rate (per 100k miles traveled)</td>
<td>1.0</td>
<td>2.56</td>
<td>No</td>
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<tr>
<td>Preventable Workers Compensation Rate</td>
<td>Lost-time &lt;6</td>
<td>7</td>
<td>No</td>
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<tr>
<td>Risk Management Costs (percent of operating budget)</td>
<td>Industry norms</td>
<td>At or below market</td>
<td>Yes</td>
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<tr>
<td>Road Calls (per 100k miles traveled)</td>
<td>5.0</td>
<td>4.6</td>
<td>Yes</td>
</tr>
</tbody>
</table>
Staff Recommendation

Receive and File
AGENDA ITEM: B-1

TOPIC: Authorize New SLOCPT Rates for July 2021 Implementation

Recommendation: Implement Rate Increase in July 2021

PRESENTED BY: Geoff Straw
Pension Trust Background

• RTA joined SLO County Pension Trust in January 2020
• A pension contribution rate increase for miscellaneous employees is required to achieve desired funding levels
• SLO County Board of Supervisors is expected to approve the amendment in December with each group's implementation date
• RTA must choose to implement Jan 2021 or July 2021
Rate Implementation Options

- January 2021: 3.77% increase
- July 2021: 3.91% increase

<table>
<thead>
<tr>
<th>Implementation Date</th>
<th>Fiscal Year 20-21 Cost</th>
<th>Fiscal Year 21-22 Cost</th>
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<tbody>
<tr>
<td>January 2021</td>
<td>$21,000</td>
<td>$44,210</td>
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<tr>
<td>July 2021</td>
<td>-</td>
<td>$45,850</td>
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- RTA Board could also seek to determine how the increase should be implemented & its effect on employees (possibly at a future meeting)
Approve the SLOCPT increased rate implementation date of July 2021 with a projected budget impact of $45,850 for Fiscal Year 2021-22.
AGENDA ITEM: B-2

TOPIC: Financing New Bus Maintenance Facility

PRESENTED BY: Geoff Straw
Changes Since July Board Meeting

- Revised Estimated Borrowing Need:
  - Reduction of total project cost from $31.5M to just over $26.7M
  - Reduces needed TIFIA amount to $13.1M

- Plan of Finance Approach Finalized:
  - TIFIA significantly reduces annual loan payback amount from “Plan B”
  - Annual payment only $470k for 35 years
1. Approve resolution:
   a. Approving the term sheet from TIFIA (Attachment A) to provide financing for the construction of a new Bus Maintenance Facility project.
   b. Authorizing the Executive Director, in coordination with County Counsel, to negotiate and execute:
      i. Loan Agreement (draft included as Attachment B)
      ii. Amended and Restated Collateral Accounts and Security Agreement (CASA) (draft included as Attachment C)

2. Approve the Amended and Restated Irrevocable Direction RE Deposit of LTF Funds (Attachment D) between the RTA and SLOCOG.

3. Approve the Amended and Restated Irrevocable Direction RE Deposit of Farebox Revenue (Attachment E) between the RTA and the County of San Luis Obispo Auditor/Controller/Treasurer/Tax Collector.
Consent Agenda Items

C-1 Executive Committee Meeting Minutes of June 3, 2020 (Info)
C-2 RTA Board Meeting Minutes of July 8, 2020 (Approve)
C-3 Amendment to Agreement with Kitchell (Approve)
C-4 Agreement with CPS HR Consulting for Diversity, Equity & Inclusion Review (Approve)
C-5 RTA Board Meeting Minutes of August 5, 2020 (Approve)
C-6 BMF Construction Change Order (Approve)

Staff Recommendation:
Approve the Consent Agenda