

## REGIONAL TRANSIT AUTHORITY EXECUTIVE COMMITTEE AGENDA

PLEASE NOTE THE DATE, TIME, AND LOCATION:

**Wednesday, September 12, 2018 SPECIAL MEETING**

**10:00 a.m. – 11:30 a.m.**

**(following SLOCOG Executive Committee Meeting)**

**SLOCOG Conference Room**  
**1114 Marsh Street**  
**San Luis Obispo, California**

**This agenda is available/posted at: <http://www.slorta.org/board/rta-board-meetings>**

Individuals wishing accessibility accommodations at this meeting under the Americans with Disabilities Act (ADA) may request such accommodations to aid hearing, visual, or mobility impairment (including Limited English Proficiency) by contacting the RTA offices at 781-4472. Please note that 48 hours advance notice will be necessary to honor a request.

1. **Call Meeting to Order, Roll Call**
2. **Public Comment:** The Committee reserves this portion of the agenda for members of the public to address the San Luis Obispo Regional Transit Authority Executive Committee on any items not on the agenda and within the jurisdiction of the Committee. Comments are limited to three minutes per speaker. The Committee will listen to all communication, but in compliance with the Brown Act, will not take any action on items that are not on the agenda.
3. **Closed Session**  
CONFERENCE WITH LEGAL COUNSEL: It is the intention of the Executive Committee to meet in closed session concerning the following items:  
Initiation of litigation pursuant to subdivision (c) of Section 54956.9. One case.
4. **Information Items**  
None
5. **Action Items**  
None

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

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

6. **Consent Items**

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

7. **October 3, 2018 Draft RTA Board Agenda:** The Executive Committee is asked to review and comment on the proposed agenda items.

Information Items

None

Action Items

None

Consent Items

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

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

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

8. **Adjournment**

Next RTA Executive Committee Meeting: **October 10, 2018**



## San Luis Obispo Regional Transit Authority

### Executive Committee Meeting

**Draft** Minutes 6/6/2018

C-1

Members Present: Tom O'Malley, President  
Dan Rivoire, Vice President

Members Absent: Lynn Compton, Past President

Staff Present: Geoff Straw, Executive Director  
Tania Arnold, Deputy Director and CFO  
Shelby Walker, Administrative Assistant  
Tim McNulty, County Counsel

Also Present: Eric Greening  
Steve Martin, Mayor of Paso Robles

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

**President Tom O'Malley** called the meeting to order at 12:08 p.m. A silent roll call was taken and a quorum was present.

#### **2. Public Comments:**

**Mr. Eric Greening**, thanked RTA staff for all the work that was done to get the bathroom available for the bus operators. He understands that it is not open to them yet but knows it will be good for them when they do have access. **Mr. Geoff Straw** stated that staff is working with the County to finish up the details and will hopefully have it available in two weeks. He mentioned that staff also solved the bathroom issue in Santa Maria.

#### **3. Information Items:**

##### **A-1 Executive Director's Report**

**Mr. Straw** stated the new Paso Robles Bus Parking Yard project is officially completed, and all North County transit operations have been transitioned to the new facility. Staff wishes to thank the public officials who attended the opening celebration on April 27th.

We have two new bus operators who have completed the comprehensive six-week training program on May 25th, and they are currently completing the cadetting program. The next bus operator training class begins on July 9th. We are currently running radio ads, and we have posted notices on the bus LCD screens and our website seeking the next slate of trainees.

Staff advertised the RTA Bus Garage Design and Engineering procurement documents on May 7th. Six firms participated in the non-mandatory pre-bid meeting on May 23rd, and statements of qualifications are due on June 20th. This design/engineering project is being funded with FTA Section 5307 funds, with local match provided by the new SB-1 funds. If bids are higher than

anticipated and staff will seek direction from the Board to see what our next steps should be. **Vice President Dan Rivoire** asked what are the options. **Mr. Straw** stated we may have to lease property or finance a higher amount of the project.

The RTA has selected the Wallace Group to complete the final design/engineering for the Improvements to RTA Transit Center project. Based on preliminary schedules, construction should be bid in late summer and final construction completed by the end of the calendar year.

Mr. Straw noted that he and **Mr. Pete Rodgers**, SLOCOG, met with FTA Region 9 officials on May 16th to discuss possible repurposing of \$4 million in FTA Section 5339(b) funds to the planned new Bus Maintenance Facility. RTA staff will work with SLOCOG staff to present a white paper seeking to justify this change in direction to the RTA and SLOCOG Boards in the coming months.

Staff initially sought to partner with two other transit agencies and Caltrans to submit a joint application for a new discretionary BUILD grant program. The BUILD program essentially replaces the former TIGER program, and \$1.5 billion is available for roadway, rail and transit projects. Caltrans subsequently decided to submit road-related proposals, so RTA staff is now evaluating the possibility of submitting a separate grant proposal for the Bus Maintenance Facility. If our grant proposal appears to be a strong contender, we will seek authority at the next Board meeting so that we can submit the proposal in time for the July 18th deadline.

After the May 2, 2018 Board Meeting, staff realized an error in the salary scheduled included as an information item as part of the FY18-19 budget. Staff has revised the schedule and is including it in this agenda. Of note, the budget included the correct information so no budget revision is required for this correction.

Staff continues to engage CARB and SLOAPCD officials in discussions on the proposed draft Innovative Clean Transit regulation. We are also exploring the possibility of submitting a grant application in conjunction with the SLOAPCD to partially pay for two SoCo Transit battery electric buses and a recharging system.

Detailed financial and operating results through April 2018 were reviewed. More specifically, Route 9 ridership is slightly higher this fiscal year in comparison to the same period last year, while ridership on Routes 10, 12 and especially Route 14 have declined. Runabout ridership is approximately 6% lower than last year. There is a possibility of becoming a CenCal operator, we will be trying to get the highest reimbursement rate and will go to the Board for more direction. **President O'Malley** asked what the legal consequences in denying a ride are. **Mr. Straw** stated that the rides are set up through the broker and then sent to us.

**Mr. Straw** concluded his report.

**President O'Malley** asked if it could be split and only use half of the property that is proposed for the Bus Maintenance Facility. **Mr. Tim McNulty** stated that no, due to some of the property constraints.

**Mr. Greening** asked if there is a delay or if we have to pull out if we impact CAPSLO. **Mr. McNulty** stated that we already divided the property so we are not tied to CAPSLO.

#### **4. Action Items**

##### **B-1 Amended and Restated RTA Joint Powers Agreement**

**Mr. Straw** stated that four actions need to take place. First, Adoption of the attached amended and restated RTA JPA by the RTA Board of Directors. Then adoption of the amended/restated RTA

JPA by all eight jurisdictions identified in the new JPA. Abolishment of the existing South County Area Transit JPA by the SoCo Transit Board of Directors. Lastly, abolishment of the South County Area Transit JPA by all four jurisdictions identified in that JPA.

In addition, upon full execution of the amended and restated RTA JPA, staff will need to file the necessary paperwork with the California Secretary of State. Staff will also ask the SoCo Transit Board of Directors at its July 20th meeting to consider abolishing its JPA and direct staff to ask each jurisdiction to agree to abolish the South County Area Transit JPA. Finally, staff will bring a budget amendment to the RTA Board that includes the consolidated South County services in November 2018.

At the January 18th SoCo Transit Board meeting, staff reported that consolidation into the RTA would result in an annual net savings to the SoCo Transit jurisdictions of approximately \$6,000, as well as avoiding an estimated annual \$70,000 TDA penalty. The SoCo Transit Board unanimously approved staff's recommendation to pursue consolidation into the RTA. However, staff subsequently learned in February 2018 from SLOCOG staff members that consolidation would increase SoCo Transit's share of the annual regional portion of the STA allocation by approximately \$6,000. Together, these three elements result in an estimated annual net benefit of roughly \$82,000 to the South County jurisdictions.

In previous public presentations, staff highlighted ten challenges and opportunities under consolidation. These challenges and opportunities have been further refined based on conversations with City and County staff. He went over the steps that staff have implemented in order to refine the potential impacts of consolidation. He also stated that staff has attached two versions of the RTA joint powers agreement so that readers can plainly see the existing JPA language and the proposed new language.

**Mr. Straw** stated the staff recommendations and concluded his report.

**Mr. Greening** asked about the funding listed on B-1-26. **Mr. Straw** stated SoCo Transit would be separated out on the budget.

**Vice President Rivoire** moved approval of action item B-1 and seconded by **President O'Malley**. The motion carried on a voice vote.

B-2 RTA Employee Handbook, and Non-DOT Drug and Alcohol Policy and Testing Provisions Policy

**Ms. Arnold** stated that the previous RTA Employee Handbook was published in 1994, although written policies and procedures have been issued in the intervening years. RTA worked with our cohorts at other transit agencies and at RTA jurisdictions to update our documents into a consolidated new draft Employee Handbook. Staff has provided the draft to each of the City Managers along with County Human Resources. Staff made the draft version available online as part of the May 2, 2018 RTA Board presentation.

Staff continued to request feedback and has incorporated appropriate feedback into the handbook being presented today. In addition, staff developed a Non-DOT Drug and Alcohol Policy and Testing Provisions Policy. **Vice President Rivoire** asked if it was part of an article of the employee handbook. **Ms. Arnold** stated it is a separate policy from the handbook.

She went over some of the recommended changes that were turned in to the staff and summarized what the changes were made.

**Mr. Straw** stated that we received great feedback from the cities.

**Mr. Greening** asked about an article and if someone is on duty only or out in public. **Mr. Straw** stated that it is when they are in uniform and on-duty. **Mr. Greening** asked if staff knows what their responsibility.

**President O'Malley** moved approval of action item B-2 and seconded by **Vice President Rivoire**. The motion carried on a voice vote.

**5. Consent Agenda Items**

C-1 Executive Committee Meeting Minutes of February 14, 2018

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

**6. Agenda Review:**

**Mr. Straw** reviewed RTA Board Agenda items for the July 11, 2018 meeting.

**7. Adjournment: President O'Malley** adjourned RTA Executive Committee meeting at 12:48 p.m.

Respectfully Submitted,

Acknowledged by,

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Shelby Walker  
Administrative Assistant

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Tom O'Malley  
RTA President 2018