

## REGIONAL TRANSIT AUTHORITY EXECUTIVE COMMITTEE AGENDA

**\*\*\* VIA TELECONFERENCE \*\*\***

**Call: +1 (805) 788-9200**

**Input the 4-digit Meeting Number followed by #: 5145#**

**Enter Attendee Access Code followed by #: 124578#**

**Wednesday June 3, 2020**

**Approximately 10:30 a.m. – 11:00 a.m.  
immediately following the SLOCOG Board Meeting**

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

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

### **Important Notice Regarding COVID-19**

Due to the Coronavirus (COVID-19) and in accordance with the Governor's Executive Order N-29-20 relating to the convening of public meetings, **the RTA Executive Committee will still hold the June 3, 2020 meeting and will be conducted via teleconference. However, at this time, the meeting will be closed to members of the public and non-essential RTA staff. Below are instructions for the public on how to leave public comments.**

**Members of the public are encouraged to participate & provide comments in the following ways:**

**Public Comments** – The RTA Executive Committee will still be accepting general public comments for items not on the June 3, 2020 agenda, as well as public comments on specific items in the agenda. Public members can submit comments by:

- **Phone – Verbal Public Comments** – Call: [\(805\) 781-4833](tel:8057814833) – State and spell your name, state the agenda item number you are calling about and leave your comment/s. **Verbal comments must be received no later than 8:00 a.m. on June 3, 2020** (the day of the meeting) and will be limited to **three (3) minutes**. Every effort will be made to include your comments into the record but due to time limitations, some comments may not be included,
- **Email – Written Public Comments** – Email to: [info@slorta.org](mailto:info@slorta.org) – Public comments (on any agenda item or on any item of interest not on the agenda within the jurisdiction of the RTA Board) can be submitted via email no later than **5:00 p.m. on Tuesday, June 2, 2020**.

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**

- **Mail – Written Public Comments** – Public comments (on any agenda item or on any item of interest not on the agenda within the jurisdiction of the RTA Board) can be submitted by mail. **Public Comments by mail must be received by RTA no later than 5:00 p.m. on Tuesday, June 2, 2020.**

**Mail to:**  
**Clerk of the Board, RTA**  
**179 Cross Street**  
**San Luis Obispo, CA 93401**

**\*\*\*Note:** Every effort will be made to include your comments into the record, but due to time limitations, some comments may not be included

---

1. **Call Meeting to Order, Roll Call**
2. **Public Comment:** The San Luis Obispo Regional Transit Authority Executive Committee reserves this portion of the agenda for members of the public to address any items not on the agenda and within the jurisdiction of the Committee. Comments are limited to three minutes per speaker. The Committee will listen to all communication, but in compliance with the Brown Act, will not take any action on items that are not on the agenda.
3. **Information Items**
  - A-1 Executive Director’s Report (Verbal; Receive)
  - A-2 Update on RTA Response to COVID-19 Pandemic (Verbal; Receive)
  - A-3 Update on Rebid for Bus Maintenance Facility Construction Services (Verbal; Receive)
4. **Action Items** None
5. **Consent Items**
  - C-1 Executive Committee Meeting Minutes of April 8, 2020 (Approve)
6. **July 8, 2020 Draft RTA Board Agenda:** The Executive Committee is asked to review and comment on the proposed agenda items.

Information Items

- A-1 Executive Director’s Report (Receive)

Action Items

- B-1 Approve TIFIA Loan Agreement for Construction of 253 Elks Lane (Approve) **Note: this item may be discussed at a Special June 15, 2020 meeting**

Consent Items

- C-1 Executive Committee Meeting Minutes of April 8, 2020 (Information)
- C-2 RTA Board Meeting Minutes of May 6, 2020 (Approve)
- C-3 Special RTA Board Meeting Minutes of May 22, 2020 (Approve)
- C-4 Paso Robles Bus Parking Yard Mitigations Monitoring Report (Receive)

7. **Adjournment**

Next RTA Executive Committee Meeting: **August 12, 2020**



## San Luis Obispo Regional Transit Authority

### Executive Committee Meeting

Minutes 04/08/2020

Draft C-1

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

Members Absent: None

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

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

**President Fred Strong** called the meeting to order at 10:00 AM. Roll call was taken and a quorum was present.

**Public Comment:** None

#### **1. Information Items :**

**A-1 Executive Director's Report (Verbal; Receive)**

**Mr. Geoff Straw** will report on bids received for construction of the Bus Maintenance Facility project on the 21<sup>st</sup>. Construction on the downtown transit center is continuing with the project nearing completion. Those two items in addition to addressing the COVID-19 pandemic have been staffs focus.

**A-2 Update on RTA Response to COVID-19 Pandemic (Verbal; Receive)**

**Mr. Straw** said things are changing daily. Staff negotiated a temporary program with the Union to create a COVID-19 bid. The shelter in place order made 24 of our employees not eligible to work as of March 16th. RTA has been maintaining a Saturday schedule of service – in addition to commuter express runs – to adjust to available employees. Re-bid with employees who are willing to work. Suspended fares to reduce interactions between riders, drivers, and other employees for safety. Staff does not anticipate the need to reduce service further unless employees becomes infected. Social distancing within the office but further quarantine could force the need to reduce daily service to Sunday service.

**Mr. Ed Waage** asked if the agency has enough protective supplies. **Mr. Straw** stated that the only staff who have N95 masks are utility employees for bio hazard cleaning only. The union provided cloth masks to all Bus Operators, Mechanics and Utility employees, and the RTA provided cloth masks to all other employees. We have plenty of gloves, hand sanitizer, and wipes. Ordered 5,000 non-medical masks. Constantly looking for additional supplies. Also ordered five disinfecting “foggers”.

**President Strong** wants to have the Board thank the union for assistance. Mr. Strong also asked about the SCT buses operating in Paso Robles. **Mr. Straw** stated that the SCT buses are there to allow social distancing by having the riders enter the bus through the rear second door away from the drivers and allowing staff to test routes for 40ft buses in the future. Also doing solo rides only on Runabout.

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

##### **B-1 Fiscal Year 2020-21 Operating and Capital Budget (Approve)**

**Ms. Tania Arnold** noted that regardless of timing, the agency will need an approved budget to start the fiscal year. The CARES Act will bring in federal assistance that is 100% usable on operations, which will free up LTF funding for the jurisdictions. In July, provided the additional information is nailed down, there will most likely be a budget amendment request. Moving forward with SCT consolidation, funding for Paso and County services are separately identified, and the RTA has a 5% reduction in Route 9, 10, and 12 included. Related to the pandemic, staff does not know how long current service levels will remain. The TIFIA funding is expected to be available for the Bus Maintenance Facility project and the CARES funding is expected to assist with funding as well. Staff anticipates being able to resolve the payment due to leaving CalPERS. State Transit Assistance funds are projected to be flat. Estimated 30% increase in LTF needed in FY 20-21, which is decreased from 41% LTF projected previously. Liability costs will decrease. Workers comp costs will decline due to major efforts from Safety and Training, Maintenance and Operations departments. After consolidation, the agency will see a reduction in liability programs’ administration costs. Runabout ridership increase has increased operating costs slightly. Staffing and retention continue to be a priority and with the current collective bargaining agreement expiring in December 2021, negotiations will need to begin in summer 2021. Depending on the Governor’s pending decision regarding minimum wage, the salary schedule could change and need a budget amendment. There are significant decreases in fuel prices currently, but is expected to return to normal levels. The Bus Maintenance Facility project is the largest capital item; a small budget for specialized maintenance equipment and miscellaneous computer equipment will also be included.

**President Strong** asked if staff has to request money under the CARES Act, and it has to be COVID-19 related. **Ms. Arnold** said FTA clarified that it does not have to be directly COVID-19 related, it could just be general operating costs during the COVID-19 pandemic response and recovery period. Staff is working with SLOCOG to determine how to distribute funds. It is approximately 3x standard funds received. **Mr. Straw** stated the CARES funds are back funded to January 2020 and staff is hoping to free up LTF in 20-21.

No public comment.

**Mr. Waage** made a motion to approve agenda item B-1 and **Vice President John Peschong** seconded the motion. The motion passed unanimously with **Mr. Waage, Vice President Peschong, and President Strong** voting in favor of the motion, with none opposed and none absent.

**5. Consent Items**

**C-1** Executive Committee Meeting Minutes of February 5, 2020 (Approve)

**Vice President Peschong** made a motion to approve agenda item C-1 and **Mr. Waage** seconded the motion. The motion passed unanimously with **Vice President Peschong, Mr. Waage,** and **President Strong** voting in favor of the motion, with none opposed and none absent.

**6. May 6, 2020 Draft RTA Board Agenda:** The Executive Committee is asked to review and comment on the proposed agenda items.

Information Items

A-1 Executive Director's Report (Receive)

Action Items

B-1 Approve Loan Agreement for Construction of 253 Elks Lane (Approve)

B-2 Authorize Construction of 253 Elks Lane (Approve)

B-3 Fiscal Year 2020-21 Operating and Capital Budget (Approve)

Consent Items

C-1 Executive Committee Meeting Minutes of February 5, 2020 (Information)

C-2 RTA Board Meeting Minutes of March 4, 2020 (Approve)

C-3 RTA Board Meeting Minutes of April 1, 2020 (Approve)

C-4 RTA Board Meeting Minutes of April 8, 2020 (Approve)

C-5 Summer Youth Ride Free Promotion (Approve)

C-6 Agreement Renewal with AGP Video (Approve)

C-7 Agreement for County Auditor/Controller Services (Approve)

C-8 Execute Grant Award for the SLOAPCD CAP Funds (Approve)

C-9 Social Security Resolution for RTA Employees (Approve)

C-10 Amendment to Agreement with Stantec Architects (Approve)

C-11 Strategic Business Plan Results (Receive)

C-12 Annual Fiscal & Compliance Audit for Fiscal Year 2018-19 (Accept)

Mr. Straw plans to ask for authorization for funding the Bus Maintenance Facility project on May 6th. C-8 did receive \$721,000 for electric bus infrastructure, which frees up funding for the Elks Lane realignment portion of the project.

**Vice President Peschong** made a motion to approve the Draft May 6, 2020 RTA Board agenda and **Mr. Waage** seconded the motion. The motion passed unanimously with **Vice President Peschong, Mr. Waage,** and **President Strong** voting in favor of the motion, with none opposed and none absent.

**7. Adjournment**

Next RTA Executive Committee Meeting: June 3, 2020

Respectfully Submitted,

Acknowledged by,

\_\_\_\_\_  
Chelsea Sperakos  
Administrative Assistant

\_\_\_\_\_  
Fred Strong  
RTA President 2020