

REGIONAL TRANSIT AUTHORITY EXECUTIVE COMMITTEE AGENDA

Note Date and Time:

Wednesday, October 19, 2022

1:00 p.m.

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 (805)541-2228 x4833. Please note that 48 hours advance notice will be necessary to honor a request.

RTA, de acuerdo con la Ley de Estadounidenses con Discapacidades (ADA), acomodará a las personas que requieran una modificación de la adaptación para participar en esta reunión. RTA también se compromete a ayudar a las personas con dominio limitado del inglés a acceder a los servicios públicos esenciales de la agencia y a la información pública en español. Para solicitar una adaptación, por favor llame al (805)541-2228 x4833. Requerimos al menos 48 horas de anticipación para proporcionar adaptaciones razonables.

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. **Closed Session** None
4. **Consent Items**
 - A-1 Executive Committee Meeting Minutes of July 13, 2022 (Approve)
5. **Information Items**
 - B-1 Executive Director's Report (Verbal, Receive)
6. **Action Items:**
 - C-1 Fiscal Year 2022-23 Operating and Capital Budget Amendment #1 (Recommend)

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

7. **November 2, 2022 Draft RTA Board Agenda:** The Executive Committee is asked to review and comment on the proposed agenda items for the November 2022 Board meeting.

Consent Items

- A-1 Executive Committee Meeting Minutes of July 13, 2022 (Information)
- A-2 RTA Board Meeting Minutes of August 3, 2022 (Approve)
- A-3 RTAC Minutes of April 21, 2022 (Information)
- A-4 RTAC Minutes of January 20, 2022 (Information)
- A-5 Authorize New SLOCPT Rates for July 2022 Implementation (Approve)
- A-6 Transit Asset Management (TAM) Plan (Receive)
- A-7 Vehicle Procurement of Battery Electric Buses and Declaration of Vehicle Surplus (Approve)
- A-8 Authorize Procurement for Joint Short Range Transit Plan (Approve)
- A-9 Strategic Business Plan Results (Receive)

Information Items

- B-1 Executive Director's Report (Receive)
- B-2 Bus Maintenance Facility (BMF) Progress and Change Order Update (Receive)

Action Items

- C-1 Fiscal Year 2022-23 Operating and Capital Budget Amendment #1 (Approve)

Closed Session Item:

CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code § 54957.6)

Agency designated representatives: Geoff Straw, Executive Director

Employee organization: Teamsters Local Union No. 986

8. **Adjournment**

Next RTA Executive Committee Meeting: **December 14, 2022**



San Luis Obispo Regional Transit Authority
Executive Committee Meeting
Minutes 07/13/2022
A-1

Members Present: Debbie Arnold, District 5 Supervisor, **Vice President**
John Peschong, District 1 Supervisor
Ed Waage, City of Pismo Beach, **President**

Members Absent: None

Staff Present: Geoff Straw, Executive Director
Jon Ansolabehere, RTA Counsel

1. **Call to Order and Roll Call:** **President Ed Waage** called the meeting to order at 10:25 AM and roll call was taken. A quorum was present.
2. **Public Comment:** None
3. **CLOSED SESSION ITEMS:**
CONFERENCE WITH LABOR NEGOTIATORS (Gov. Code § 54957.6)
Agency designated representatives: Geoff Straw, Executive Director
Employee organization: Teamsters Local Union No. 986

PUBLIC COMMENT: None

The Board went into closed session at 10:30 AM and returned to open session at 10:50 AM

Mr. Jon Ansolabehere stated there was no reportable action from closed session.

4. **Consent Items**
A-1 Executive Committee Meeting Minutes of April 6, 2022 (Approve)
Board Member John Peschong made a motion to approve consent agenda item A-1 and **Vice President Debbie Arnold** seconded the motion. The motion passed unanimously via roll call vote.

BOARD MEMBER

DEBBIE ARNOLD
JOHN PESCHONG
ED WAAGE

YES

X
X
X

NO

ABSENT

5. **Information Items:** None

6. **Action Items:** None

7. **Mr. Straw** went over the agenda for the August 3, 2022 Board meeting agenda.

Public Comment: None

8. **Adjournment**

The meeting was adjourned at 10:55 AM.

Next RTA Executive Committee Meeting:

October 12, 2022

Respectfully Submitted,

Acknowledged by,

Geoff Straw
Executive Director

Ed Waage
RTA Board President 2022

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
EXECUTIVE COMMITTEE
OCTOBER 19, 2022
STAFF REPORT**

AGENDA ITEM: C-1

TOPIC: Fiscal Year 2022-23 Operating and Capital Budget
Amendment #1

PRESENTED BY: Tania Arnold, Deputy Director/CFO

**STAFF RECOMMENDATION
FOR EXECUTIVE**

COMMITTEE AND RTAC: Bring the Fiscal Year 2022-23 Budget Amendment
#1 as Presented to the Board for Approval

BACKGROUND/DISCUSSION:

The Fiscal Year 2022-23 RTA operating and capital budget was adopted on May 4, 2022 and was based on a range of assumptions, including pending delivery dates for FY21-22 capital projects. At this time, staff is bringing back capital items that are being carried over from FY21-22 to FY22-23. Please note, none of the carried-over capital project require additional funds.

Additionally, as noted at the October 5, 2022 San Luis Obispo Council of Governments (SLOCOG), additional State Transit Assistance (STA) allocated to the region totaling over \$965,000 resulted in additional funding for the RTA, as well as for the services that the RTA operates on behalf of other agencies. With the uncertainty related to the Census Bureau small urbanized area designations and the impact that may have on the FTA funding for FY23-24, staff is recommending that the additional STA funding be reserved to offset that potential reduction in funding.

There are a number of changes which staff has noted in yellow in the ensuing pages. Note, although information for South County Transit, San Luis Obispo County Transit services, and Paso Robles Transit Services are included, the Board and Committee are only adopting the changes to the RTA Core budget.

Changes in Operating Revenue:

- Offset reserve to carryover to FY23-24 has been increased, which allows for a reduced LTF request in FY23-24 and address revenue reductions by:
 - \$214,330 for the RTA
 - \$40,329 for South County Transit
 - \$42,090 for San Luis Obispo County Transit services
 - \$40,280 for Paso Robles Transit Services

- Increase in STA of:
 - \$214,330 for the RTA
 - \$42,770 for South County Transit
 - Note: This is slightly different than the carryover, which is due to a typographical error in the original budget
 - \$42,090 for San Luis Obispo County Transit services
 - \$40,280 for Paso Robles Transit Services

Changes in Capital Revenue:

- Increase in starting reserves by the increase in offset reserve carried over from FY22/23.
- Changes in Non TDA Sources
 - Carryover in Prop 1B for bus stop improvement funds of \$14,900.
 - Carryover FTA (Section 5307) funds for Runabout vehicle replacements of \$85,330 for all three UZA's.
 - Carryover FTA (Section 5307) funds from the North County urbanized area for the bus stop improvements and vehicle maintenance equipment of \$33,620.
 - Carryover FTA (Section 5307) funds from the South County urbanized area for the bus engine rebuilds of \$267,820.

Changes in Operating Expenditure: None

Changes in Capital Expenditures:

- Carryover balance of computer system maintenance of \$29,410.
- Carryover balance of maintenance equipment of \$41,670.
- Carryover balance of bus stop improvements of \$285,890.
- Carryover balance of large capital repairs of \$285,890.
- Carryover balance for fixed route vehicle of \$689,840.
- Carryover balance for Runabout vehicle replacements of \$302,000.

These amendments do **not** require any additional LTF funds for FY22-23.

Staff Recommendation for Executive Committee on October 19th:

Recommend staff provide Budget Amendment #1 to the Board for approval at the November 2, 2022 Board meeting.

Staff Recommendation to Executive Committee RTAC on October 20th:

Recommend staff provide Budget Amendment #1 to the Board for approval at the November 2, 2022 Board meeting.

Staff Recommendation:

Adopt Budget Amendment #1 as presented.

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
PROPOSED AMENDMENT #1 TO OPERATING REVENUE BUDGET FOR 2022/2023

	2021/2022 Combined Actual	2022/2023 Adopted RTA Core Budget	2022/2023 Amendment #1 RTA Core Budget	2022/2023 Adopted SoCo Transit Budget	2022/2023 Amendment #1 SoCo Transit Budget	2022/2023 Adopted SLOCAT Budget	2022/2023 Amendment #1 SLOCAT Budget	2022/23 Adopted North County Budget	2022/2023 Amendment #1 North County Budget
FUNDING SOURCES:									
GENERAL RESERVES	6,784,140	2,537,280	2,537,280	360,640	360,640	133,450	133,450	194,810	194,810
1. ESTIMATED FUND BALANCE	6,784,140	2,537,280	2,537,280	360,640	360,640	133,450	133,450	194,810	194,810
2. LESS REQUIRED RESERVES FOR FISCAL YEAR									
CASH FLOW REQUIREMENTS PER TDA	3,055,911	2,067,870	2,067,870	352,950	352,950	147,440	147,440	202,870	202,870
PERS BUYOUT	-	-	-	-	-	-	-	-	-
DEBT SERVICE RESERVE FOR BUS MAINTENANCE FACILITY	-	-	-	-	-	-	-	-	-
OFFSET RESERVE TO CARRYOVER TO FUTURE FISCAL YEARS	663,050	-	214,330	-	40,329	-	42,090	-	40,280
TOTAL	3,718,961	2,067,870	2,282,200	352,950	393,279	147,440	189,530	202,870	243,150
3. FUND BALANCE AVAILABLE	3,065,179	469,410	255,080	7,690	(32,639)	(13,990)	(56,080)	(8,060)	(48,340)
NON TDA SOURCES									
FARES	886,229	800,000	800,000	90,000	90,000	14,500	14,500	111,500	111,500
SoCo TRANSIT MANAGEMENT CONTRACT	114,160	126,430	126,430	-	-	-	-	-	-
COUNTY MANAGEMENT CONTRACT	98,390	108,970	108,970	-	-	-	-	-	-
NORTH COUNTY MANAGEMENT CONTRACT	47,740	52,870	52,870	-	-	-	-	-	-
INTEREST	16,534	22,750	22,750	-	-	-	-	-	-
STATE TRANSIT ASSISTANCE (STA) INCLUDING SB1	915,135	536,580	750,910	272,950	315,720	256,800	298,890	173,370	213,650
RURAL TRANSIT FUND (Administration)	30,000	30,000	30,000	-	-	-	-	-	-
RURAL TRANSIT FUND (Operating Funds)	313,600	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307) - San Luis Obispo	621,300	652,400	652,400	-	-	-	-	-	-
FTA (Section 5307) - San Luis Obispo CARES/ARP.	238,734	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5311) - Operating	586,252	762,130	762,130	-	-	-	-	-	-
FTA (Section 5311) - Operating CARES/CRRSAA	1,549,904	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-N. County) - Operating	1,300,455	1,057,000	1,057,000	-	-	-	-	303,500	303,500
FTA (Section 5307-N. County) - Operating CARES/	687,784	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-SM) - Operating	-	-	-	-	-	-	-	-	-
FTA (Section 5307-SM) - Operating CARES	-	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307) - S. County Operating	1,229,000	630,000	630,000	609,850	609,850	23,870	23,870	-	-
FTA (Section 5307) - S. County Operating CARES/	324,230	-	-	-	-	-	-	-	-
CUESTA CONTRIBUTION FOR ROUTE 12 AND 14	82,310	106,680	106,680	-	-	-	-	-	-
CUESTA CONTRIBUTION NORTH COUNTY	40,580	-	-	-	-	-	-	40,580	40,580
SPECIAL EVENTS REVENUE/OTHER	306,204	-	-	363,570	363,570	-	-	-	-
4. SUB TOTAL	9,388,541	4,885,810	5,100,140	1,336,370	1,379,140	295,170	337,260	628,950	669,230
5. TOTAL FUND BALANCE & NON TDA FUNDING	12,453,721	5,355,220	5,355,220	1,344,060	1,346,501	281,180	281,180	620,890	620,890
TDA REQUIRED									
CITY OF ARROYO GRANDE	206,977	349,296	349,296	317,418	317,418	-	-	-	-
CITY OF ATASCADERO	244,101	593,587	593,587	-	-	-	-	-	-
CITY OF GROVER BEACH	154,632	260,960	260,960	237,372	237,372	-	-	-	-
CITY OF MORRO BAY	82,739	201,200	201,200	-	-	-	-	-	-
CITY OF PASO ROBLES	503,143	616,575	616,575	-	-	-	-	508,470	508,470
CITY OF PISMO BEACH	95,244	160,735	160,735	146,603	146,603	-	-	-	-
CITY OF SAN LUIS OBISPO	489,517	1,190,374	1,190,374	-	-	-	-	-	-
COUNTY OF SAN LUIS OBISPO	1,719,995	3,240,463	3,240,463	137,436	137,436	448,190	448,190	-	-
TDA REQUIREMENTS BEFORE 5311 EXCHANGE	3,496,349	6,613,190	6,613,190	838,829	838,829	448,190	448,190	508,470	508,470
LESS: RURAL TRANSIT FUND/5311 EXCHANGE	(586,250)	(762,130)	(762,130)	-	-	-	-	-	-
6. NET TDA REQUIREMENTS	2,910,099	5,851,060	5,851,060	838,829	838,829	448,190	448,190	508,470	508,470
7. TOTAL FUNDING SOURCES	15,363,820	11,206,280	11,206,280	2,182,889	2,185,330	729,370	729,370	1,129,360	1,129,360
8. FUNDING USES:									
ADMINISTRATION	1,998,566	1,725,850	1,725,850	165,740	165,740	7,500	7,500	98,050	98,050
PERS BUYOUT	178,308	178,310	178,310	-	-	-	-	-	-
BUILDING DECOMMISSIONING	1,950,000	-	-	-	-	-	-	-	-
MANAGEMENT CONTRACTS	260,290	-	-	126,430	126,430	108,970	108,970	52,870	52,870
SERVICE DELIVERY	10,976,655	9,178,170	9,178,170	1,865,350	1,865,350	604,250	604,250	963,550	963,550
CONTINGENCY	-	123,950	123,950	27,810	27,810	8,650	8,650	14,890	14,890
9. TOTAL FUNDING USES	15,363,820	11,206,280	11,206,280	2,185,330	2,185,330	729,370	729,370	1,129,360	1,129,360

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
PROPOSED AMENDMENT #1 TO CAPITAL AND PLANNING REVENUE BUDGET FOR 2022/2023

		2021/2022 Combined Actual Capital Budget	2022/2023 Adopted RTA Core Capital Budget	2022/2023 Amendment #1 RTA Core Capital Budget	2022/2023 Adopted SoCo Transit Capital Budget	2022/2023 Amendment #1 SoCo Transit Capital Budget	2022/2023 Adopted SLOCAT Capital Budget	2022/2023 Adopted North County Capital Budget
FUNDING SOURCES:								
BEGINNING CAPITAL PROJECTS RESERVE		1,201,690	418,640	733,600	182,220	348,070	119,330	4,680
1.	ESTIMATED FUND BALANCE	1,201,690	418,640	733,600	182,220	348,070	119,330	4,680
2.		LESS REQUIRED RESERVES FOR FISCAL YEAR						
CAPITAL PROJECTS RESERVE		1,220,570	490,470	490,470	158,730	158,730	38,190	4,680
TOTAL		1,220,570	490,470	490,470	158,730	158,730	38,190	4,680
3.	FUND BALANCE AVAILABLE	(18,880)	(71,830)	243,130	23,490	189,340	81,140	-
NON TDA SOURCES								
STATE TRANSIT ASSISTANCE (STA) WITH SB1 AUGMENTATION		554,691	219,310	219,310	58,340	58,340	-	43,830
LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)		-	244,700	244,700	-	-	-	-
PROPOSITION 1B FUNDING - SAFETY & SECURITY		-	-	-	-	-	-	-
STA SB1 STATE OF GOOD REPAIR		-	706,440	706,440	-	-	-	-
PROPOSITION 1B FUNDING - BUS REPLACEMENT & BUS MAINTENANCE FACILITY		185,438	-	14,900	-	-	-	-
APCD AB 617 FOR GARAGE PROJECT, CAP AND HVP FOR ELECTRIC BUSES		787,655	-	-	-	-	-	-
RURAL TRANSIT FUND (Capital)		-	565,000	565,000	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307) - San Luis Obispo		-	82,100	167,430	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5309) - State of Good Repair		-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5339) - Bus and Bus Facilities		1,617,036	300,000	300,000	-	49,630	324,560	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-North County)		12,465	152,100	271,050	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-Santa Maria) - CARES		-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-South County)		255,823	1,096,400	1,449,550	-	474,360	-	-
4.	SUB TOTAL	3,413,108	3,366,050	3,938,380	58,340	582,330	324,560	43,830
5.	TOTAL FUND BALANCE & NON TDA FUNDING	3,394,228	3,294,220	4,181,510	81,830	771,670	405,700	43,830
TDA REQUIRED								
CITY OF ARROYO GRANDE		-	4,418	4,418	-	-	-	-
CITY OF ATASCADERO		-	7,507	7,507	-	-	-	-
CITY OF GROVER BEACH		-	3,300	3,300	-	-	-	-
CITY OF MORRO BAY		-	2,545	2,545	-	-	-	-
CITY OF PASO ROBLES		-	7,798	7,798	-	-	-	-
CITY OF PISMO BEACH		-	2,033	2,033	-	-	-	-
CITY OF SAN LUIS OBISPO		-	15,057	15,057	-	-	-	-
COUNTY OF SAN LUIS OBISPO		-	40,993	40,993	-	-	-	-
TDA REQUIREMENTS FOR TIFIA LOAN REPAYMENT		-	83,650	83,650	-	-	-	-
6.	FINANCING FOR BUS MAINTNEANCE FACILITY	7,557,454	-	-	-	-	-	-
7.	TOTAL FUNDING SOURCES	10,951,682	3,377,870	4,265,160	81,830	771,670	405,700	43,830
8.		FUNDING USES:						
CAPITAL		10,857,159	2,874,700	3,761,990	81,830	771,670	405,700	43,830
LOAN PAYMENTS		94,523	503,170	503,170	-	-	-	-
9.	TOTAL FUNDING USES	10,951,682	3,377,870	4,265,160	81,830	771,670	405,700	43,830

			Actual Capital Budget FY 2021-22	Adopted Capital Budget FY 2022-23	Amendment #1 Capital Budget FY 2022-23
Capital and Planning Expenditures					
Capital/Studies:					
Computer System Maintenance/Upgrades	hourly		10,961	42,390	71,800
Miscellaneous Capital	hourly				
Maintenance Equipment			830	43,750	85,420
Specialized Maintenance Tools	hourly		-	-	-
Desks and Office Equipment	hourly		-	-	-
Radios	hourly		-	-	-
Vehicle ITS/Camera System	hourly		-	-	-
Bus Stop Improvements	hourly		91,543	96,500	382,390
COVID 19 Related Capital Items	hourly		-	-	-
Large Capital Repairs	hourly		346,679	375,000	603,320
Vehicles					
Support Vehicles	hourly		-	57,880	57,880
Fixed Route Vehicles	hourly		1,276,250	2,134,840	2,824,680
Trolley replacement vehicles	hourly		-	293,200	293,200
Cutaway and Dial A Ride Vehicles	hourly		-	112,500	112,500
Runabout Vehicles	hourly		-	-	302,000
Total Capital Outlay			1,726,262	3,156,060	4,733,190
Loan Repayments			94,523	503,170	503,170
Short Range Transit Plan			-	250,000	250,000
Elks Lane Project			9,130,896	-	-
TOTAL FUNDING USES			10,951,682	3,909,230	5,486,360

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