



REGIONAL TRANSIT AUTHORITY EXECUTIVE COMMITTEE AGENDA

***** VIA ZOOM WEBINAR*****

Wednesday, December 8, 2021

1:00 p.m. – 1:40 p.m.

NOTE START AND END TIMES

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 continuing increase of Coronavirus (COVID-19) cases and in accordance with AB 361, which amends Government Code §54953 to allow local legislative bodies to hold virtual meetings after September 30, 2021, if certain criteria is met, the RTA Executive Committee meeting on December 8, 2021 will be a virtual meeting held via Zoom webinar.

HOW TO WATCH:

To Watch and Participate in Live Public Comment: To provide public comment during the meeting, use the Zoom webinar link below. Please use the following link to register in advance of the webinar. After registering, you will receive a confirmation email with details about joining the webinar:

https://us02web.zoom.us/webinar/register/WN_2RjLiWzgTnKWWphTWVo14g

HOW TO COMMENT:

The RTA is accepting general public comments for items on the RTA Executive Committee agenda as well as items of interest not on the agenda within the jurisdiction of the RTA Executive Committee.

Members of the public can submit comments by:

Zoom webinar – Verbal, Live Public Comments

- See details on page 1 of this agenda under ‘How to Watch.’
- Phone – Verbal Public Comments – Call: (805) 781-4833 – 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 5:00 p.m. on December 7, 2021 (the day before the meeting) and will be limited to three (3) minutes.

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

Email – Written Public Comments to: info@slorta.org with the subject line “public comment.”

- Include the agenda item number you are referencing or type “general comment,” if it is about an item not on the agenda.
- **Emailed written comments must be submitted no later than 5:00 p.m. on Tuesday, December 7, 2021.**

Mail – Written Public Comments

- Mail to:
Clerk of the Board, RTA
179 Cross Street
San Luis Obispo, CA 93401
- **Mailed written comments must be received by the RTA no later than 5:00 p.m. on Tuesday, December 7, 2021.**

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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:**
 - a. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov. Code, § 54956.8.) It is the intention of the RTA Board to meet in closed session to have a conference with its Real Property Negotiator, Geoff Straw, concerning the following:
Property Description: 179 Cross Street, City of San Luis Obispo.
Parties with Whom Negotiating: LTC/SLO, LTD. L.P., a California limited partnership.
Instructions to Negotiator: Price, Terms and Conditions.
 4. **Consent Items**
 - A-1 Executive Committee Meeting Minutes of October 13, 2021 (Approve)
 5. **Information Items**
 - B-1 Executive Director’s Report (Verbal, Receive)
 - B-2 Bus Maintenance Facility Progress Update (Verbal, Receive)
 6. **Action Items:** None
 7. **January 5, 2022 Draft RTA Board Agenda:** The Executive Committee is asked to review and comment on the proposed agenda items for the RTA Portion of the January Board meeting.

Closed Session Item:

- a. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov. Code, § 54956.8.) It is the intention of the RTA Board to meet in closed session to have a conference with its Real Property Negotiator, Geoff Straw, concerning the following:
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Instructions to Negotiator: Price, Terms and Conditions.

- b. It is the intention of the RTA Board to meet in closed session concerning the following item: Executive Director Performance Evaluation (Govt. Code Section 54957)

Consent Items

- A-1 Executive Committee Meeting Minutes of October 13, 2021 (Information)
- A-2 RTA Board Meeting Minutes of November 3, 2021 (Approve)
- A-3 RTA Board Meeting Minutes of December 8, 2021 (Approve)
- A-4 Paso Robles Bus Parking Yard CEQA Mitigations 3rd Annual Monitoring Report (Receive)
- A-5 Authorize FTA Annual Certifications and Assurances Submittal (Approve)
- A-6 Authorize FTA Section 5311 Grant Application Submittal (Approve)
- A-7 Authorize Administration of FTA Sections 5307, 5539 and CMAQ Grant Programs (Approve)
- A-8 Authorize Rural Transit Funds Grant Application Submittal (Approve)
- A-9 Authorize Executive Director to Submit Application for State of California SB-1 State of Good Report (SGR) Grant Program Funds (Approve)
- A-10 Authorize Executive Director to Submit Application for California Low-Carbon Transit Operations Program (LCTOP) Grant Program Funds (Approve)
- A-11 Declare Surplus Vehicles – Paso Robles Fixed Route (Approve)
- A-12 Issue Purchase Order for Two Battery-Electric Buses (Approve)

Information Items

- B-1 Executive Director’s Report (Receive)
- B-2 Bus Maintenance Facility (BMF) Progress and Change Order Update (Receive)
- B-3 Update on BMF Ribbon Cutting Ceremony on January 20, 2022 (Receive)

Action Items

- C-1 Finalize Funding for 179 Cross Street Decommissioning Project

8. Adjournment

Next RTA Executive Committee Meeting: **February 9, 2022**

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San Luis Obispo Regional Transit Authority
Executive Committee Meeting
Minutes 10/13/2021
C-1

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

Members Absent: None

Staff Present: Geoff Straw, Executive Director
Tania Arnold, Deputy Director and CFO
Shelby Walker, Administrative Assistant
Nina Negranti, RTA Counsel
Pete Rodgers, SLOCOG

Call to Order and Roll Call: **President John Peschong** called the meeting to order at 10:04 a.m. and roll call was taken. A quorum was present.

Public Comment: None

1. Consent Items

A-1 Executive Committee Meeting Minutes of August 11, 2021 (Approve)

Vice President Ed Waage made a motion to approve consent agenda item A-1 and **Board Member Fred Strong** seconded the motion. The motion passed unanimously via voice vote.

2. Information Items

B-1 Executive Director's Report (Verbal, Receive)

Mr. Geoff Straw stated that we had one additional COVID-19 case since the September Board meeting report. Total of 15 cases so far. Since the last report the Biden administration has stated that employers who have a 100 or more employees will have to implement employee vaccination/testing requirements. It has not been officially pushed out and we are waiting for guidelines from OSHA. The RTA will be following County's lead on employee vaccination/testing and tracking. It will cost about \$10,000 per year; it is a platform that follows HIPPA rules.

We are in the 59th week of construction on the Bus Maintenance Facility. The Master Schedule calls for completion by February 8, 2022. The electrical bus duct was delivered last Friday, and installation will be

completed by this Friday. Inspection by PG&E should occur early next week, and then the 8-week process to actually turn on power begins.

Concrete paving is complete along the east and southeast portions of the bus drive aisles, and all asphalt paving is complete on the realigned Elks Lane roadway and the employee/visitor parking area. Concrete pours will continue every few days through the middle of November. The electric bus recharging dispensers and canopy will be installed in the first week of November. The large bus bay roll-up doors were delivered on Monday, and installation should be complete by the middle of next week. Most interior finishes, along with electrical, HVAC and plumbing, will be complete by the end of October.

We are planning an Open House / Scavenger Hunt on January 7th for employees and their families. As a reminder, the Ribbon-Cutting Ceremony is slated for Thursday January 20th at 10:00 a.m. and we hope that all RTA Board members can attend. Save-the-date invitations will be mailed later this month.

We promoted an employee from a Utility Worker to a Mechanic Apprentice, a position that we developed as part of the previous Union contract. We are currently reviewing applications for a new Utility Worker, and we are also actively recruiting for Bus Operator positions.

Public Comment: None

President Peschong stated that the committee will receive and file item B-1.

B-2 Decommissioning of Existing Leased Facility (Verbal, Receive)

Mr. Straw stated that the Board authorized RTA to go to bid for moving services and other services related to the project. Part of that work is some of the modifications we need to do to the current facility. We worked with a private company to develop an engineer's estimate on decommissioning. We will have an update on this at the November Board meeting.

Public Comment: None

President Peschong stated that the committee will receive and file item B-2.

3. Action Items

C-1 Budget Amendment (Accept)

Ms. Tania Arnold stated that the amendment includes a number of items that we will discuss. The amendment reduces the LTF required from the jurisdictions for the current fiscal year by \$550,440.

There are a number of changes to operating revenue of the budget. One is an increase in fare revenue, because we re-implemented full fares in July 2021 and it has been a stronger recovery than originally anticipated. There is also a small increase in STA funding as well as an increase in regular FTA 5307 apportioned within SLO County. We did not use our regular 5307 apportionments due to new COVID-19 emergency funding, so we are carrying over a portion over to the current fiscal year. There is a reduction of 5307 funds from the Santa Maria UZA 5307. Changes in TDA required an increase with the Rural Transit Fund/5311 Exchange and a decrease in LTF required.

There are a number of changes to capital revenue. There is a decrease in equipment replacement. Changes in non-TDA sources are carryover funding of Prop 1B, APCD AB 617, FTA Section 5307, FTA

Section 5339 and financing balance available from TIFIA. On the expenditure side is the annual payment related to the CalPERS settlement. There is also capital projects that are being carried over, including a radio project, bus stop improvements still being worked, Runabout vehicle replacements, and balance for the Bus Maintenance Facility.

Ms. Arnold advises that the Executive Committee recommend staff provide Budget Amendment #1 to the Board for approval at the November 3rd Board meeting. There will be additional budget amendments coming in the future, but we wanted to bring this one to the Board now.

Public Comment:

Mr. Pete Rodgers, SLOCOG, sees that RTA is requesting a reduction in LTF funding and that will trigger modifications from the local jurisdictions. He asked that the RTA consider hanging on to that funding in contingency to cover any unexpected expenditures that may occur during the building transition. There is a significant amount of administrative work that would need to be done by SLOCOG to modify all the jurisdiction distributions and we are already four months into the fiscal year. Please consider presenting the Board the option of holding steady with LTF funding in the current fiscal year.

Mr. Straw stated that it is certainly something we could consider as a modified recommendation from the Executive Committee, which we could further develop and bring to the Board at the November meeting. Mr. Straw agreed with Mr. Rodgers: there are still a lot of unknowns and we know there will need to be more budget amendments as the year progresses.

Ms. Arnold asked if the Executive Committee would like to adjust the amount identified in the offset reserve to carryover to future fiscal years and increase that dollar amount and hold the LTF flat if requested.

Mr. Straw stated that there was some interest from Board Members at the May meeting to decrease LTF funding from a couple of jurisdictions but that can be discussed separately with those individual cities.

Board Member Strong stated that we can give the Board two options and let them decide which one to approve. He asked if there is any change of funding at the federal level that could help with more equipment replacement.

Mr. Straw stated not yet, but we anticipate capital funding will be available with these infrastructure plans that have been partially adopted by Congress. That will be something we will bring to the Board once we know more.

Board Member Strong made a motion to accept agenda item C-1 as modified in the discussion and **Vice President Waage** seconded the motion. The motion passed unanimously via roll call vote as follows:

| <u>BOARD MEMBER</u> | <u>YES</u> | <u>NO</u> | <u>ABSENT</u> |
|---------------------|------------|-----------|---------------|
| JOHN PESCHONG | X | | |
| FRED STRONG | X | | |
| ED WAAGE | X | | |

- November 3, 2021 Draft RTA Board Agenda:** The Executive Committee is asked to review and comment on the proposed agenda items.

Closed Session Item:

- a. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov. Code, § 54956.8.) It is the intention of the RTA Board to meet in closed session to have a conference with its Real Property Negotiator, Geoff Straw, concerning the following:
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 - Instructions to Negotiator: Price, Terms and Conditions.

Consent Items

- A-1 Executive Committee Meeting Minutes of August 11, 2021 (Information)
- A-2 RTA Board Meeting Minutes of September 1, 2021 (Approve)
- A-3 RTA Board Meeting Minutes of October 6, 2021 (Approve)
- A-4 Sixth Update on BMF Construction Change Orders (Approve)
- A-6 Authorize Agreement for Janitorial Services (Approve)
- A-7 Authorize Agreement for Landscaping Services (Approve)
- A-8 Authorize Agreement for Lighting System Maintenance Services (Approve)
- A-9 Authorize Agreement for Uniform & Linen Rental/Laundry Services (Approve)
- A-9 Authorize Agreement for Supply of Oil and Lubricants (Approve)
- A-10 Authorize Agreement for Moving Relocation Services (Approve)
- A-11 Authorize Agreement for Engine Overhaul Services (Approve)

Information Items

- B-1 Executive Director's Report (Receive)
- B-2 Update on Bus Maintenance Facility Construction (Receive)
- B-3 Decommissioning of Existing Leased Facility (Receive)

Action Items

- C-1 FY21-22 Budget Amendment #1 (Approve)

Public Comment: None

Board Member Strong made a motion to approve the proposed agenda for September 1, 2021 and **Vice President Waage** seconded the motion. The motion passed unanimously via roll call vote as follows:

| <u>BOARD MEMBER</u> | <u>YES</u> | <u>NO</u> | <u>ABSENT</u> |
|----------------------------|-------------------|------------------|----------------------|
| JOHN PESCHONG | X | | |
| FRED STRONG | X | | |
| ED WAAGE | X | | |

Board Member Comments: **Vice President Waage** stated that he just wanted to say he appreciates all the effort to get the Bus Maintenance Facility completed with all the supply issues and labor.

5. Adjournment

The meeting was adjourned at 10:28 a.m.

Next RTA Executive Committee Meeting: **December 8, 2021**

Respectfully Submitted,

Acknowledged by,

Shelby Walker
Administrative Assistant

John Peschong
RTA Board President 2021

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