

Consent Agenda March 2023

- A-1 Executive Committee Meeting Minutes of December 16, 2022 (Information)
- A-2 Joint SLOCOG and RTA Board Meeting Minutes of January 11, 2023 (Approve)
- A-3 RTA Board Meeting Minutes of January 11, 2023 (Approve)
- A-4 2023 Summer Youth Ride Free Program (Approve)
- A-5 Procure Heavy-Duty Diesel-Powered Bus & Vehicle Surplus/Disposal (Approve)
- A-6 Caltrans DRMT Section 5311 ARPA Funds (Approve)
- A-7 Updates to the Public Transportation Agency Safety Plan (Approve)
- A-8 Procure Support Vehicle and Vehicle Surplus/Disposal (Approve)
- A-9 Employment Agreement with Executive Director (Approve)

**SAN LUIS OBISPO
REGIONAL TRANSIT AUTHORITY
MARCH 1, 2023**

AGENDA ITEM: B-1

**TOPIC: Executive Director's
Report**

RECOMMENDATION: Receive and File

PRESENTED BY: Geoff Straw



Update on Maintenance Facility

- Reliability issues with HVAC system
 - Notified general contractor that litigation is possible
- Battery-electric bus direct-current fast-charging system has been installed
 - Commissioning February 28 through March 2
 - Borrowing Santa Maria Transit e-bus to test charging & ensure it is working correctly



EOQs & Recruitment

- Greg Rowan (last quarter) & Gisela Barry (this quarter)
- Staffing: Three part-time bids open
- One Operations Supervisor position open
 - Will fill with an internal candidate
 - Which results in one full-time bus operator position open again
- Welcome Luzion!



Employee of the Quarter - Q4/2022
Gisela Barry

Marketing & Communications

- Developed new brand for BEBs with the assistance from an outside design firm.
 - Narrowed down from eight drafts – will share final design at the next Board meeting.
- New bus stop signs being installed along Routes A & B in Paso Robles, ending Paso Express brand.
- Participated in marketing showcases at the Cuesta College campuses in SLO and Paso Robles.
 - Students were lined up to learn how to ride the bus, which is now fare-free.



Marketing & Communications

- Added new functionality to our Learn How to Ride webpage for custom trip plans.
 - Weblink added to help new riders as part of the upcoming ridership campaign.
- Currently updating all map/schedule materials for RTA Routes 9, 10 and 12.
- Restoring Express trips to the schedule, as well as the popular AG High School tripper.



Finance & Administration

- Hosted summit with Monterey-Salinas Transit, Santa Cruz METRO & Santa Barbara MTD on January 31
 - Seven “tracks” to share accomplishments, challenges, strategic visions



Finance & Administration

- 11th meeting with Teamsters Local 986 on Feb. 24
 - Hopeful that SMCS can help make progress
 - Current one-year CBA extension expired Dec. 31
- The VW Environmental Mitigation Trust Funds awarded to help provide the local match for our first two BEBs cannot be “stacked” with HVIP funds
 - Since the HVIP > VW, use VW funds award to our upcoming order of five BEBs, since we have not yet locked down HVIP funds for those e-buses.



Finance & Administration

- Unaudited operating & financial results FY22-23 at 58.3% of the fiscal year on B-1-5
- RTA fixed-route ridership increased 11.9% over last year
- Runabout ridership increased 26%
- Past five years of ridership and productivity trends are on graphs B-1-10



Finance & Administration

- Operating costs for the fiscal year:
 - Slightly below budget at 53.3 % of budget for non-capital expenses at 58.3% of the fiscal year
 - Labor-Operations is largest line-item at 86.5%
 - Due to lower service levels
 - Fuel steady price increase– over by 21.3%
 - \$120,000+ over YTD budget
 - Prices have declined in December but remain volatile



Finance & Administration

- Farebox Recovery Ratio
 - Fixed-Route 8.8%
 - Runabout 2.4%
- Subsidy per passenger is improving
 - Fixed-Route \$15.68– was \$15.72 in FY20-21
 - Runabout \$128.14 – was \$133 in FY20-21



Staff Recommendation

Receive the Executive
Director's Report as
an Information item

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY MARCH 1, 2023

AGENDA ITEM: C-1

TOPIC: Fiscal Year 2023-24 Budget
Assumptions

RECOMMENDATION: Adopt the budget
assumptions and budget
calendar so that a detailed
work plan and budget may
be developed

PRESENTED BY: Tania Arnold



Key Issues

1. Address the uncertainties the agency currently faces
 - a. Liability costs
 - b. Continuing to focus on containment of Runabout costs
 - c. Address staffing and retention
2. Continue efforts to implement Zero Emission Bus technologies
3. State Transit Assistance (STA) funds
4. Local Transportation Funds (LTF)
5. Federal Transit Administration (FTA) formula funds
6. Fuel costs continue to be volatile
7. Joint Short Range Transit Plan



Budget Calendar

- | | |
|------------|---|
| February 8 | Detailed budget assumptions and revenue forecasts presented to Executive Committee |
| March 1 | Provide mid-year FY22-23 Budget data to Board. Obtain Board concurrence on proposed draft budget assumptions. |
| March 31 | Based on feedback from the Board, Executive Committee and RTAC, develop FY23-24 Budget |
| April 12 | Present draft FY23-24 Budget and final budget amendment for FY22-23 to Executive Committee (if needed) |
| April 20 | Present final draft FY23-24 Budget and final budget amendment for FY22-23 to RTAC (if needed) |
| May 3 | Final Board Budget presentation; Board adoption of FY23-24 Budget |

Staff Recommendation

Approve the budget assumptions and budget calendar so that a detailed work plan and budget may be developed.

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY MARCH 1, 2023

AGENDA ITEM: C-2

TOPIC: Innovative Clean Transit
Zero-Emissions Bus Rollout
Plan and Related FTA Zero
Emission Transition Plan

RECOMMENDATION: Adopt the CARB Required
ICT Rollout Plan and
Resolution, as well as the
Related FTA Required ZEB
Transition Plan

PRESENTED BY: Geoff Straw



ICT Rollout Plan

- Regulation was adopted by CARB in December 2018
 - Requires all CA public transit agencies to transition to a 100-percent zero-emission bus fleet by 2040
 - Small transit agencies must submit its governing body-approved *ICT ZEB Rollout Plan* to the CARB Executive Officer by July 1, 2023



ICT Rollout Plan

- Describes how a transit agency is planning to achieve a full transition by 2040
- Must include nine components:
 - A. Transit Agency Information
 - B. Rollout Plan General Information
 - C. Technology Portfolio
 - D. Current Bus Fleet Composition and Future Bus Purchases
 - E. Facilities and Infrastructure Modifications
 - F. Providing Service in Disadvantaged Communities
 - G. Workforce Training
 - H. Potential Funding Sources
 - I. Start-up and Scale-up Challenges



Legislation & Regional Plans/Policies

- CARB ICT published December 2018
- *RTA Zero-Emission Vehicle Purchase Policy* adopted March 2019
- *RTA Electrification-Readiness Plan and Deployment of Battery-Electric Buses* presented April 2019
- *SLOCOG Regional Zero Emissions Bus Implementation Plan* adopted August 2020
- *FTA Zero-Emission Transition Plan* requirement published December 2021



Steps Taken Since January Draft

- Developed white paper on Hydrogen Fuel Cell Electric Bus technologies & potential application at the RTA (Appendix E)
- Addresses two areas required for the *FTA Zero-Emission Transition Plan* (Appendix F)



Staff Recommendation

Adopt the CARB required *ICT Rollout Plan* and resolution, as well as the related FTA required *ZEB Transition Plan*

