



**SAN LUIS OBISPO
REGIONAL TRANSIT AUTHORITY
May 6, 2020**

AGENDA ITEM: A-1

**TOPIC: Executive
Director's
Report**

**Recommendation: Receive as
Information**

PRESENTED BY: Geoff Straw

COVID-19 Update

- Severe Impact to transit
 - Fixed-Route ridership down 70%-80%
- Providing lifeline service
 - Carrying healthcare, essential workers and transit dependent



COVID-19 Response

- Revised vehicle & facility cleaning
- Enhanced public info campaign
- Established protocols on how to respond if an employee is affected
- Notices in facility, on buses & website
- Suspended exterior bus cleaning to focus on daily interior cleaning
- Bus Operators supplied with cleaning materials to clean driver area



COVID-19 Response

- Implemented Saturday Service with overlay of commuter Express trips
- Suspended fares & entry at exit door
- Request riders only use transit for essential travel



COVID-19 Response

- RTA Board Declared Fiscal Emergency
- Furloughed employees available for when we ramp service back up
- Bus Operator Bid 'Shake up'
 - Worked with Teamsters Local 986 on seniority based temporary work schedules



COVID-19 Response

- Set maximum vehicle loads to facilitate social distancing on board all vehicles
- Deploy 'tripper' buses to handle additional riders
- Coordinating all changes with other transit agencies
- Changes have 'right-sized' service level, but its possible more changes will be needed



COVID-19 Response

- Teamsters provided reusable cloth facemasks for members
- RTA also purchased facemasks
- Purchased five rechargeable battery powered disinfectant foggers
 - We will share these with other transit agencies



COVID-19 Response

- \$2.2 Trillion CARES Act, with \$25B for public transit
- Onetime funding; no local match required
- In SLO County, approximately triple annual allocation in three UZAs,
- Also received \$591k FTA Section 5311 non-urbanized funds through Caltrans
 - *Caltrans only allocated 30% of funds*

COVID-19 Response

- SLO County transit agencies agree to use initial UZA funds to reimburse net operating costs Feb. 1 through June 30
- Will meet with SLOCOG and SBCAG to agree on future funding splits
- Future budget revision (June 3, 2020)



COVID-19 Response

- RTA had one employee confirmed COVID-19
- Developed quarantine at work or home plans for contacted employees
- Employee had relatively low-level symptoms and is back at work
- SLO County Public Health Department was an incredible resource



COVID-19 Recovery

- RTA senior staff meet daily
- Developing “ramp-up: plan:
 - Add ‘trippers’ to Saturday Service level, until transition to Regular Weekday level
 - Developing joint marketing plan with SLO Transit
 - Transition requires phased two-week ramp-up



COVID-19 Recovery

- Provide information and updated FAQ to RTA/SoCo workforce weekly
- Work with Teamsters Local 986 to evaluate employee requests/questions
- Proud of our frontline team members
- Employees are heroes who provide compassionate, safe & essential services

Operations

- Employee of the Quarter:
 - Q1 event cancelled; possibly late July
- No new Bus Operators in service
- **One** new Bus Operator candidate
- 10 candidates in background/permitting process
- Seek to fill seven open Bus Operator positions



Operations

- Andrew Wyly is new Maintenance Manager
 - Currently at Unitrans (Davis, CA)
 - Start June 1



Service Planning & Marketing

- Ticket Vending Machine, relocated to new Government Transit Center
- New location to go live May 11
 - Unable to hold ribbon-cutting ceremony
 - Will promote to local media





Service Planning & Marketing

- Customer Perception Surveys:
 - Conducted every two years
 - Completed a portion of fixed-route surveys
 - Due to COVID 19, Runabout and Employee surveys will be conducted in October



Bus Maintenance Facility Update

- Funding & Contract award *at Special Meeting*
 - Aiming for May 20th
- U-Haul facility asbestos/lead paint testing - No significant hazards found
 - Obtained SLO APCD clearance
- Project not selected for latest round of Transit & Intercity Rail Capital Program funding
- Submitted grant proposal for next round of FTA Section 5339(b) funding

Finance & Administration

- FY18-19 Fiscal & Compliance Audit Report on Consent Agenda
- Unaudited operating and financial results FY 19-20 first nine months at the end of this report
 - Fixed-Route Ridership: 3.1% decline before COVID-19 service reductions
 - Runabout Ridership: 2.7% increase

Finance & Administration

- Administrative Costs: above budget
 - Costs for professional technical services
 - Expect to be on budget by end of fiscal year
- Service Delivery Costs: under budget with low fuel costs



Finance & Administration

- Farebox Recovery Ratio:
 - Fixed-Route: 17%
 - Runabout: 4%
- YTD Subsidy per Passenger Boarding:
 - Fixed route: \$7.76
 - Runabout \$88.27*





Blue skies on the horizon...



**SAN LUIS OBISPO
REGIONAL TRANSIT AUTHORITY
MAY 6, 2020**

AGENDA ITEM: B-1

TOPIC: FY2020-21 Budget

Recommendation: Adopt the Budget as Presented and Direct Staff to Conduct Public Participation Process Regarding 5% Service Reduction

PRESENTED BY: Tania Arnold

Special Items to Note

- **Change in core level of service miles and hours – will discuss under Key Issue #10**
- **COVID-19 CARES funding – not included in this budget**
 - **Planning budget amendment as soon as June**



Key Issues

1. Construction of long-planned Bus Maintenance Facility

- Financing approval being delayed to Special RTA Board Meeting when construction awarded



Key Issues

- 2. CalPERS liability due to termination of the RTA's contract with CalPERS**
 - Still awaiting actuarial report
 - Will be addressing with the budget amendment



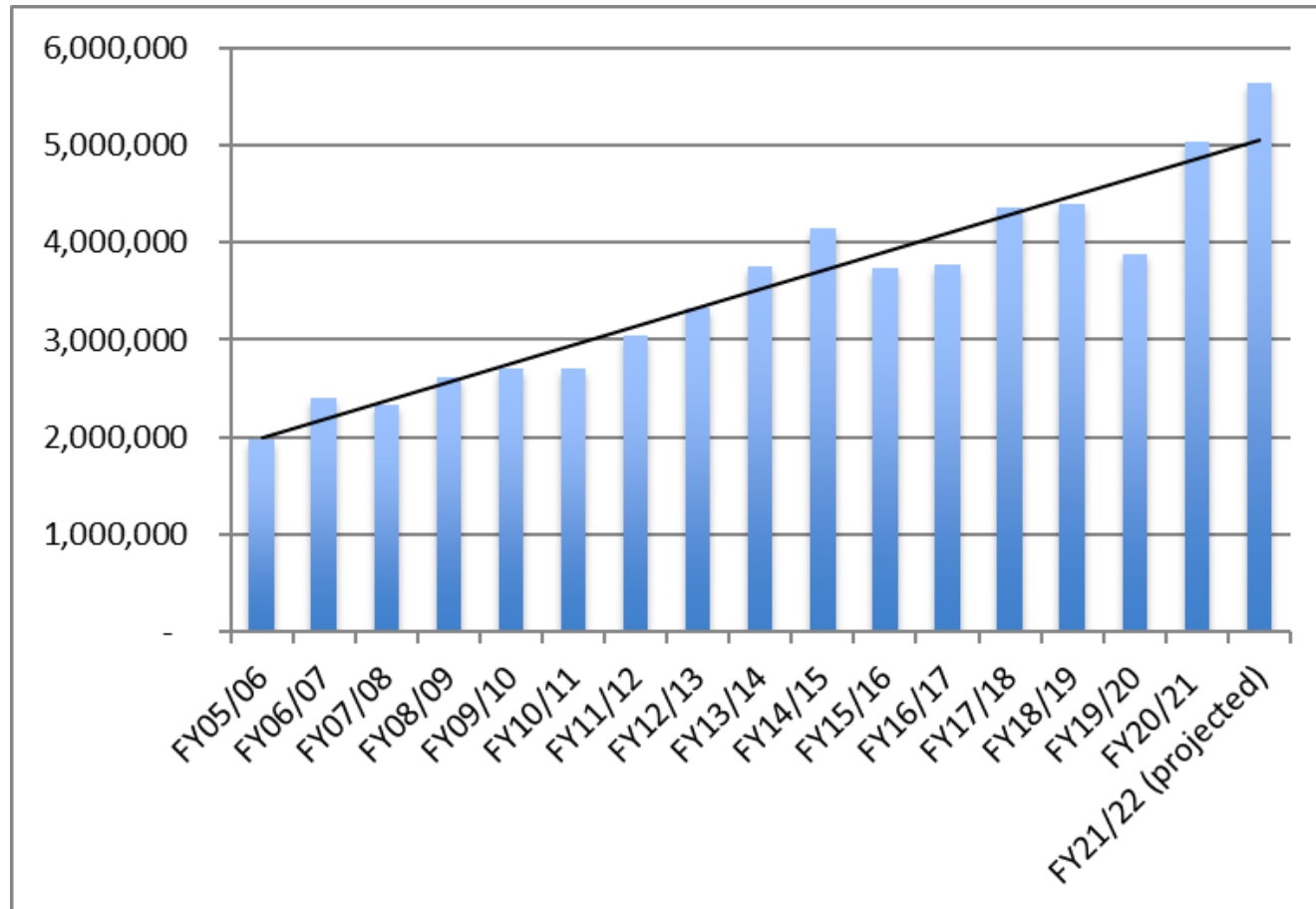
Key Issues

- 3. SoCo Transit's request to consolidate**
 - On track for January 2021
 - Budget amendment once adopted
 - Separate columns as we currently due for County and Paso Robles service
- 4. STA funds**



Key Issues

5. LTF funds



Key Issues

6. Liability Costs

- Workers Compensation – dropped from December projection
- General Liability – increase of 4% (original 10% estimate)
- Vehicle Physical Damage
- Note – administrative charges reduced upon consolidation



Key Issues

7. Containment of Runabout Costs

- Slight increase in ridership from July 2019 – February 2020
- Continue functional assessment and partnerships for travel training



Key Issues

8. Staffing and Retention

- CBA runs through December 2021
 - Closely monitoring minimum wage
- Delay of inflationary adjustment for non CBA employees until January 2021



Key Issues

9. Fuel cost volatility

- Impact to ridership and fare revenue
- Impact on fuel expenditure



Additional Key Issue

10. Service Reduction

- Declining ridership
- Increasing operating cost
- Impacts of COVID-19



Operating Revenue

Fares \$1,311,580

Federal \$3,151,770

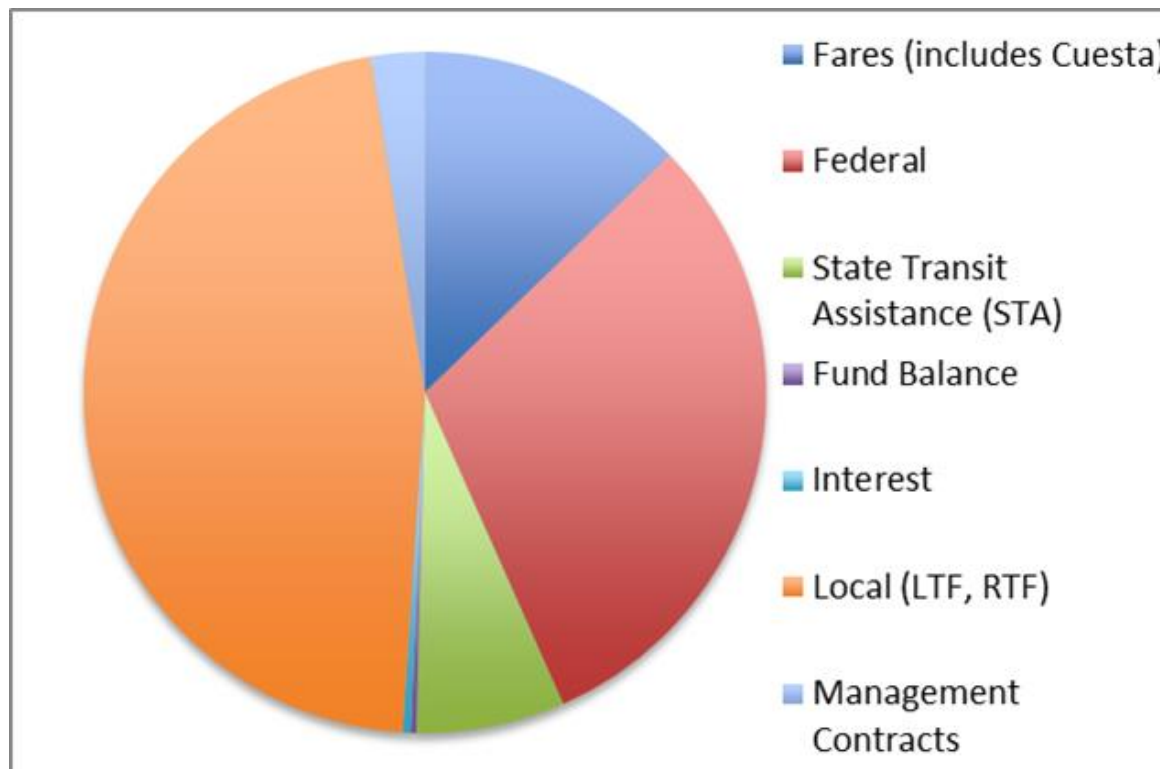
STA \$724,900

Fund Balance \$30,111

Interest \$38,670

Local (LTF, RTF) \$4,751,339

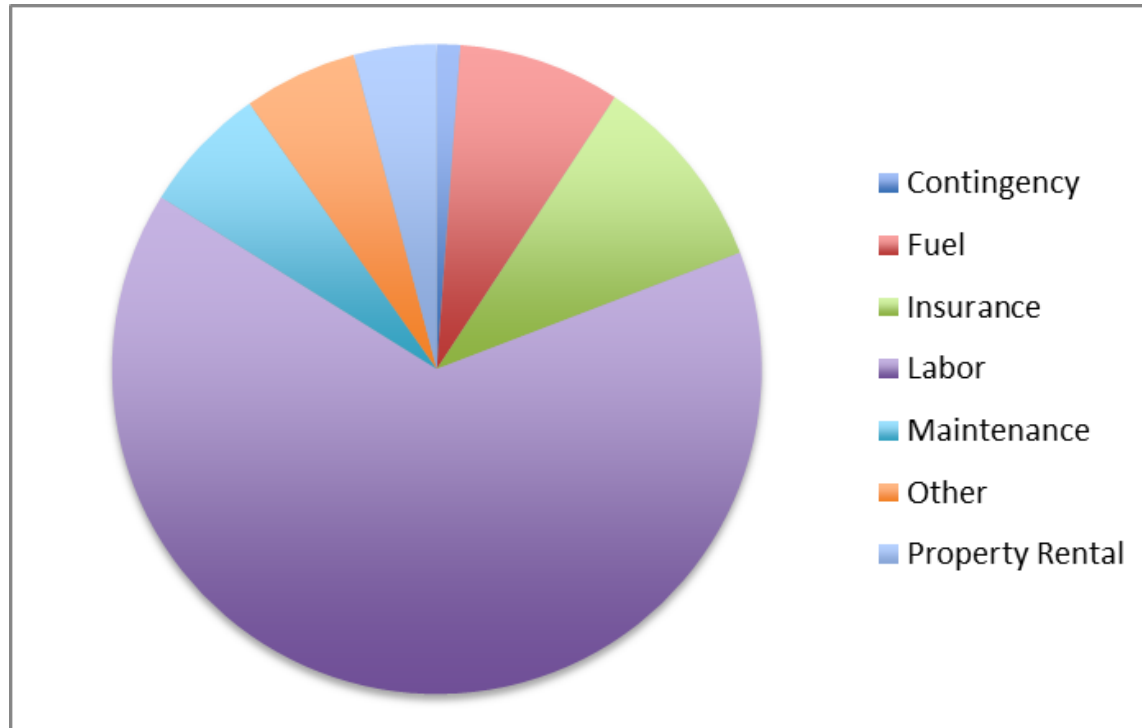
Management Contracts \$262,680



Admin & Service Delivery Expense

<u>Contingency</u>	<u>\$139,050</u>
<u>Fuel</u>	<u>\$968,920</u>
<u>Insurance</u>	<u>\$1,190,540</u>

<u>Labor</u>	<u>\$7,755,980</u>
<u>Maintenance</u>	<u>\$761,900</u>
<u>Other</u>	<u>\$679,330</u>
<u>Property Rental</u>	<u>\$493,320</u>



Capital Program

Computer Systems \$44,940

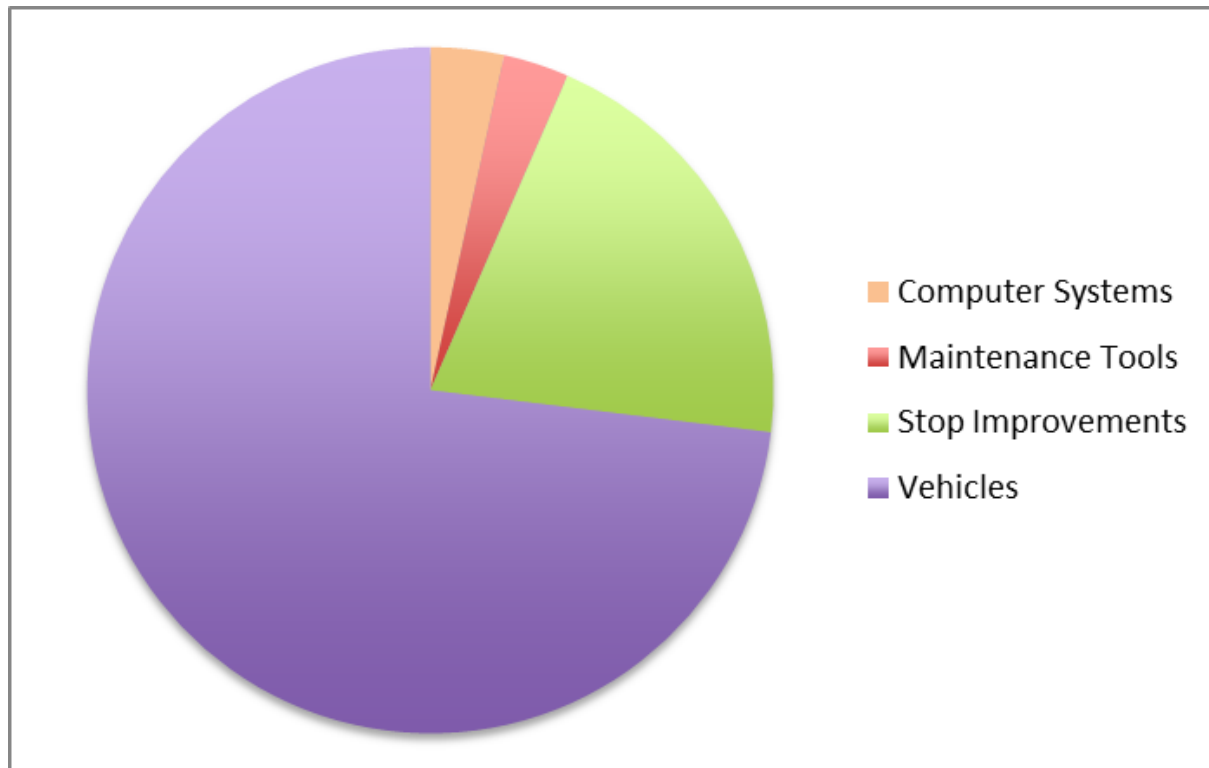
Maintenance Tools \$40,200

Stop Improvements \$265,500

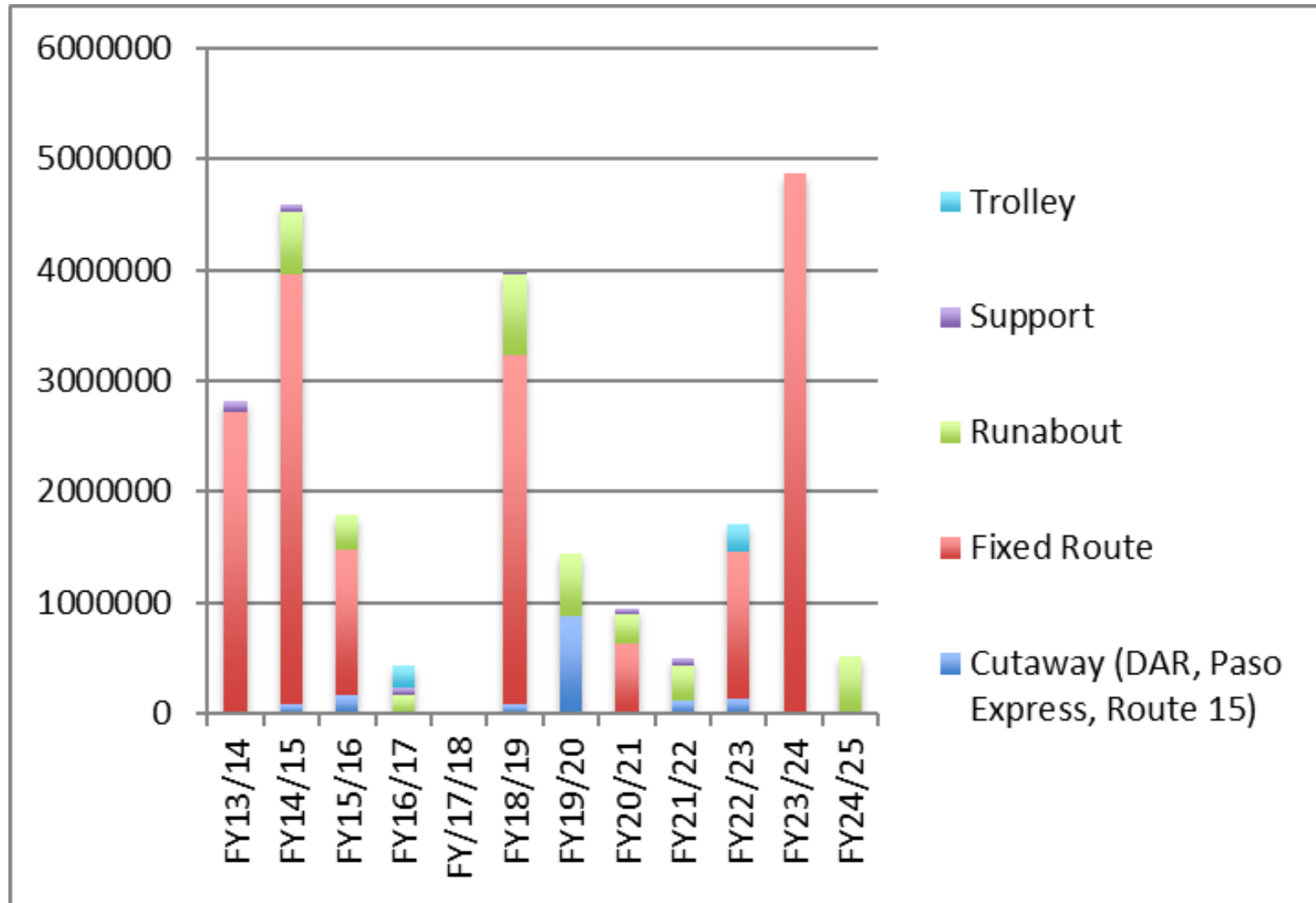
Vehicles \$949,800

Elks Lane (not included in the chart)

\$13,738,960



Vehicle Capital Expenditure by Service Type



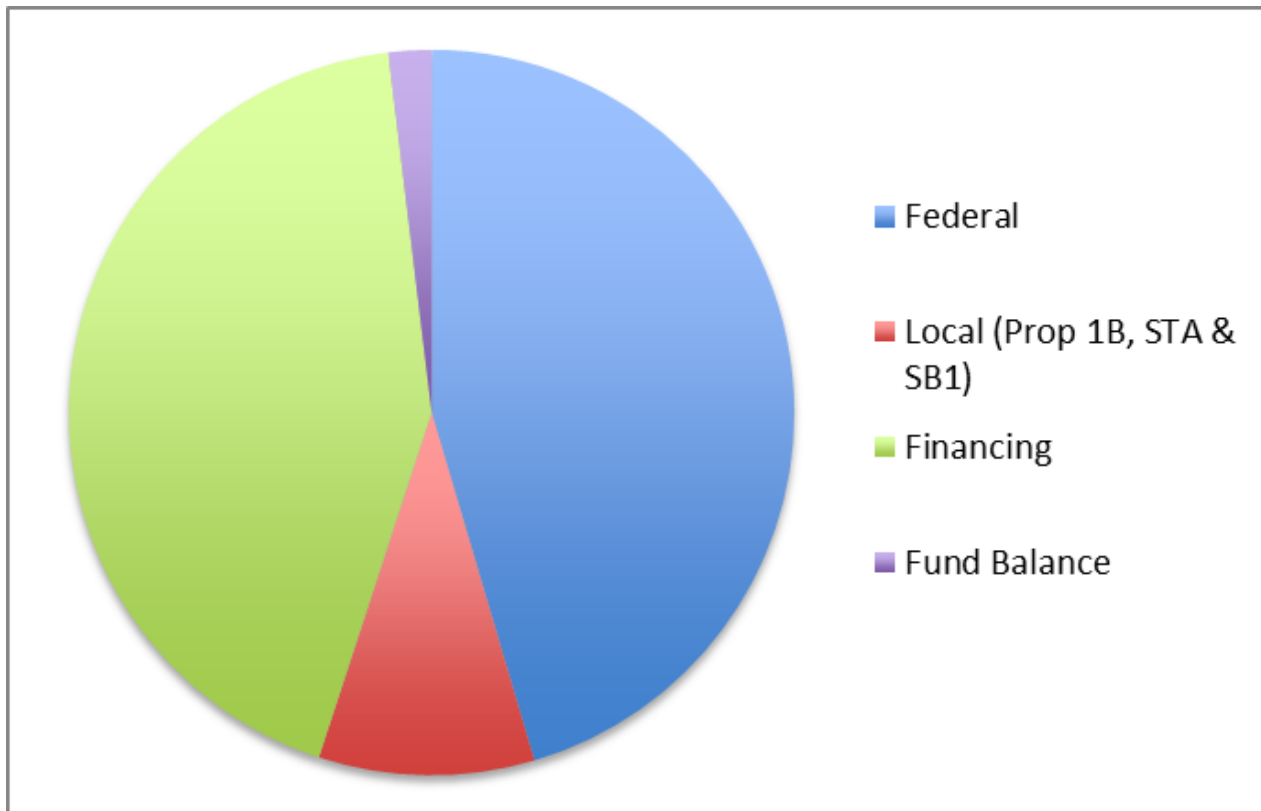
Capital Revenue Sources

Federal: \$7,106,190

State and Local (Prop 1B & STA): \$1,502,640

Fund Balance: (\$298,590)

Financing \$6,735,760



Staff Recommendation

Adopt the budget as presented and direct staff to conduct public participation process regarding 5% service reduction

Budget amendment projected in June 2020 to include CARES Act funding



Consent Agenda Items

- C-1 Executive Committee Meeting Minutes of February 5, 2020 (Info)
- 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 Program (Approve)
- C-6 Public Transportation Agency Safety Plan (Approve)
- C-7 Agreement for County Auditor/Controller Services (Approve)
- C-8 Grant Award for the SLOAPCD CAP Funds (Approve)
- C-9 Social Security Resolution for RTA Employees (Approve)
- C-10 Amendment to Agreement with Stantec Architecture (Approve)
- C-11 Strategic Business Plan Results (Receive)
- C-12 Annual Fiscal & Compliance Audit for Fiscal Year 2018-19 (Accept)
- C-13 Declare Paso Express Vehicle Surplus (Approve)
- C-14 Amendment to Agreement with Kitchell CM (Approve)
- C-15 Amended Contract with RTA Executive Director (Approve)

