

Consent Agenda

- **A-1 RTA Executive Committee Meeting Minutes February 14, 2024 (Information)**
- **A-2 RTA Board Meeting Minutes of March 6, 2024 (Approve)**
- **A-3 Contract Renewal – AGP Video Taping of Board Meeting (Approve)**
- **A-4 Third-Party Fueling Services (Approve)**
- **A-5 Bus Stop Improvement Services (Approve)**
- **A-6 Strategic Business Plan Results (Receive)**
- **A-7 Short-Range Transit Plan Update (Receive)**
- **A-8 Amendment #1 to Agreement for Provision of Paso Robles Transit Services (Approve)**
- **A-9 New Customer Service Clerk Position (Approve)**
- **A-10 South County Park-Out Yard Lease Extension (Approve)**
- **A-11 Agreement for County Auditor/Controller Services (Approve)**

**SAN LUIS OBISPO
REGIONAL TRANSIT AUTHORITY
May 1, 2024**

AGENDA ITEM: B-1

TOPIC: Executive Director's Report

RECOMMENDATION: Receive and File

PRESENTED BY: Geoff Straw



Updates

- The new Employee of the Quarter has been selected
- Update to the SRTP Study
 - Working Paper #3 Service & System Evaluation is posted
 - Includes rider survey findings
 - Working Paper #4 Service Alternatives scheduled for mid-May and reviewed June 5

Operations & Maintenance

- Staffing Update:
 - Three new Bus Operators entered revenue service
 - Three candidates in training; and ten candidates in permitting/background
 - One returned from extended leave
 - Seven open bids
 - Our 15 Casual drivers have really stepped up to help during staff shortages



Operations & Maintenance

- First two BEBs delivered in March
- Ribbon cutting May 29, 8:30am prior to SLOCOG Board meeting



Operations & Maintenance

- BEBs to enter Route 12 service early summer
- Test on Routes 9 & 10 to evaluate battery usage



Marketing & Communications

- Avila Trolley starts Friday May 3rd
 - Operates Friday through Sunday
 - Want to learn how to use trolley? Email Mary
- Ad campaigns have been a success
 - Recruitment ads have increased number of applicants
 - *Personal Trip Planning* ads getting rave reviews
- Number of RTA App downloads is increasing
- New “How to Ride” video will post soon
- *Youth Ride Free* June 10-Aug 14



Finance & Administration

- Unaudited operating & financial results FY23-24 through 75% of the fiscal year
- RTA fixed-route ridership increased 9% over last year but still 37.3% below pre-pandemic totals
- Paso Robles local routes up 13.4% & SoCo up 11.9%
 - Ridership of local routes improving faster than longer/intercity routes
- Runabout ridership increased 9%



Finance & Administration

- Operating costs for the fiscal year:
 - Slightly below budget at 60.7% of budget for non-capital expenses at 66.7% of the fiscal year
 - Fixed-route FRR is 8.4%
 - Runabout FRR is 2.5%
 - Subsidy per passenger boarding:
 - Fixed-Route \$15.50
 - Runabout \$132.62



Finance & Administration

- For the last 10 years, Runabout registrants can board RTA, SoCo & Paso Robles fixed-routes fare-free
- In 2018 SLO Transit and MB Transit began participating in this program; almost 16k rides/year
- More freedom for Runabout passengers and has lowered public subsidy substantially in our county by \$2M annually (*effective subsidy/trip is \$88.61*)



Staff Recommendation

Accept the Executive Director's Report as an information item



Cal Poly field trip with Paso Robles
City Community Development
Director & Planners

**SAN LUIS OBISPO
REGIONAL TRANSIT AUTHORITY
May 1, 2024**

AGENDA ITEM: C-1

TOPIC: Fiscal Year 2023-24 Operating Budget
Amendment #2

RECOMMENDATION: Adopt Budget Amendment #2 as Presented

PRESENTED BY: Tania Arnold



Background/Discussion

- Staff worked with SLOCOG to maximize the federal funding programmed for operations in FY23-24
 - Increased by combined \$1,076,400
- Maximizes the fund balance available to start FY24-25
 - Reduces the LTF request for FY24-25

Executive Committee Recommendation

Recommend staff provide Budget Amendment #2 to the Board for approval at the May 1, 2024 Board meeting as presented.

RTAC Recommendation

No meeting held due to lack of quorum.

Staff Recommendation

Adopt Budget Amendment #2 as presented.

**SAN LUIS OBISPO
REGIONAL TRANSIT AUTHORITY
May 1, 2024**

AGENDA ITEM: C-2

**TOPIC: Fiscal Year 2024-25 Operating and Capital Budget
Projected Five Year Capital Budget**

RECOMMENDATION: Adopt the Fiscal Year 2024-25 Budget as Presented

PRESENTED BY: Tania Arnold



RTA Fiscal Year 2024/2025 Budget



Background

The budget packet contains the following items:

- Our Vision and Mission statements
- Budget Assumptions adopted March 6, 2024
- Fiscally constrained FY24-25 operating and capital budgets
- Fiscally unconstrained FY25-26 operating budget
- Fiscally unconstrained FY25-26 through FY28-29 capital budgets

Background

Separate columns in the revenue and expense tables for

- South County local fixed-route services
- Paso Robles local fixed route and dial-a-ride services
- County-funded rural transit services

RTA core services are defined as:

- Intercity RTA fixed-routes (RTA Routes 9, 10, 12, 14 and 15)
- Countywide ADA complementary paratransit services (Runabout)

Background

Expense information broken-out for each RTA core fixed-route service into:

- Weekday
- Saturday
- Sunday
- Express and Tripper Services

Background

- Allocation model for maintenance labor and workers compensation – now based on miles instead of hours
- Subcategories included in Labor - Operations to provide more details on what drives the costs
- Assumes same core levels of service (miles and hours) for fixed-route services that are currently being operated

Key Issue #1

Address the uncertainties the agency currently faces:

- Increasing liability costs
- Containment of Runabout subsidies
- Address staffing and retention

Key Issue #2

Continue efforts to implement Zero-Emission Bus technologies, including implementing our first two battery-electric buses delivered in March 2024, and expansion of recharging infrastructure for planned additional BEBs

Key Issue #3

State Transit Assistance (STA) funds are projected to be down compared to the original FY23-24 allocation.

RTA has applied for funding toward the replacement of four diesel vehicles, which are included in the advisory FY25-26 budget.

Key Issue #4

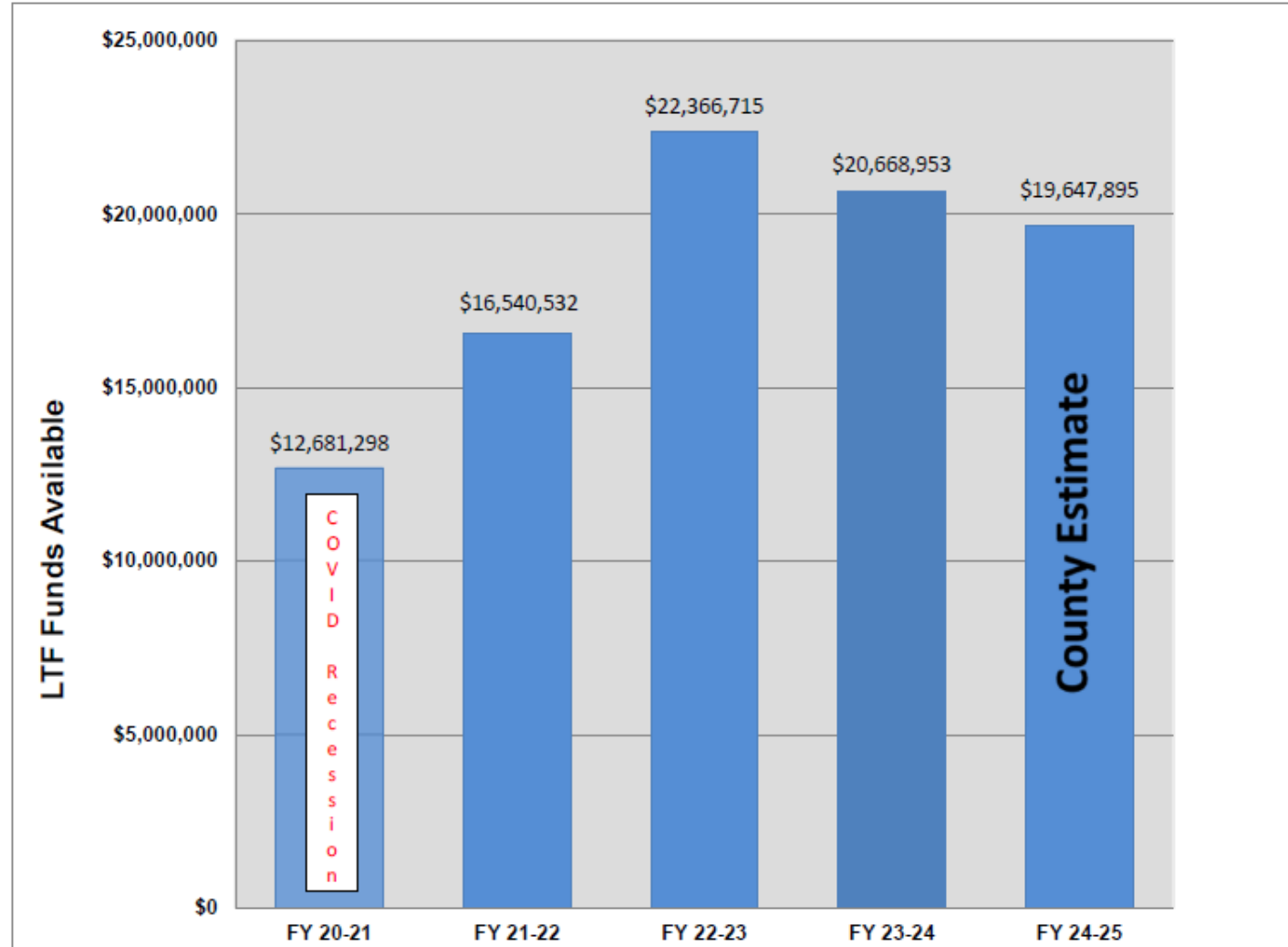
Local Transportation Funds (LTF), used primarily for operating purposes, are projected to be lower in the region but the RTA will continue to maximize all other funding sources before determining the need for LTF.

- Staff acknowledges current LTF estimates, presented in the April 3, 2024 SLOCOG Agenda Item B-2. That staff report discusses the LTF coming into the region as:
“2024/25 Local Transportation Fund (LTF) - \$19,647,895
(5% decrease in LTF available for distribution)

Key Issue #4 (continued)

Figure 1

Historical LTF Allocations
(Allocations based on estimated receipts + opening cash balance)

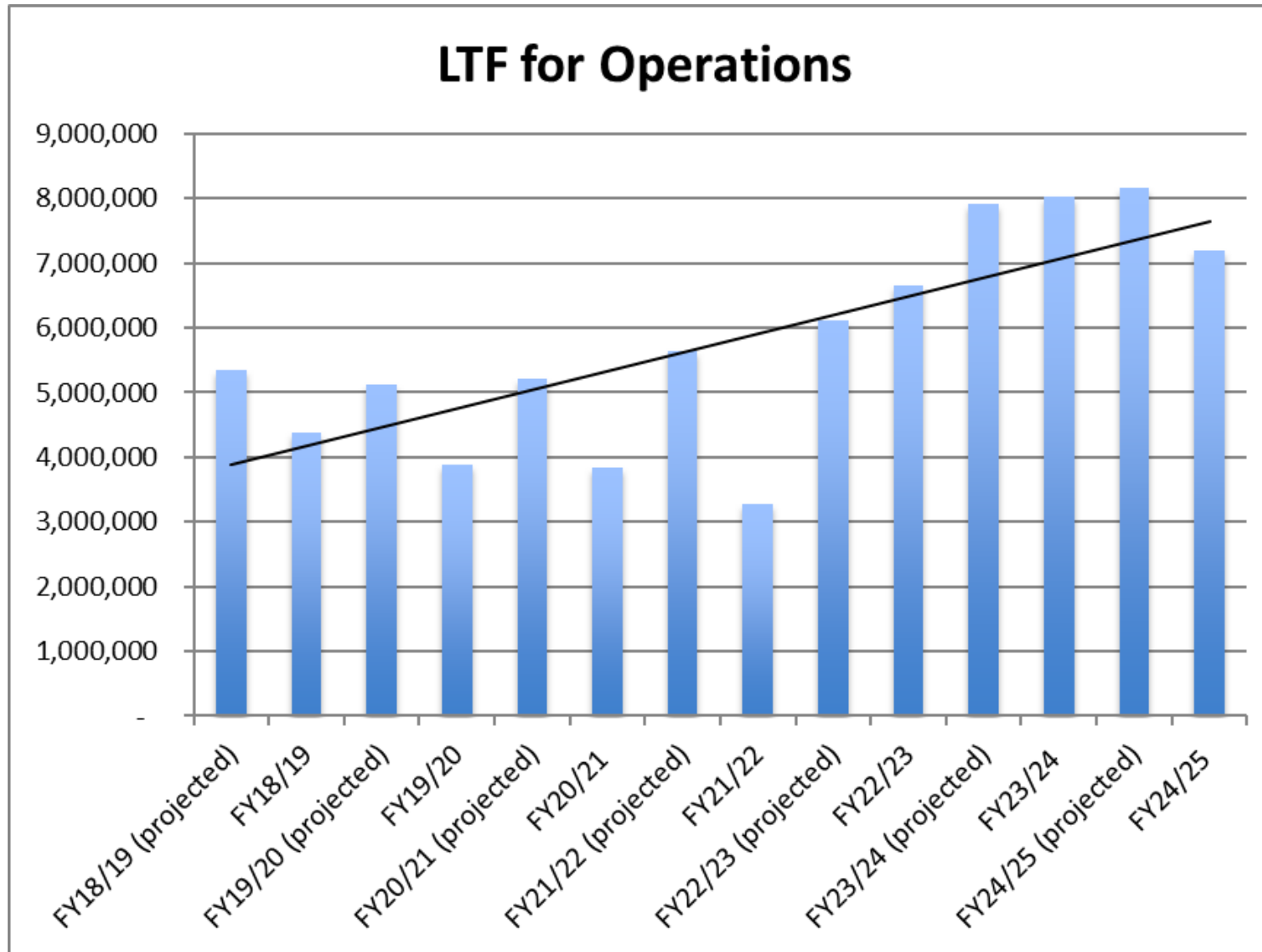


Key Issue #4 *(continued)*

Proposed budget includes LTF of \$7,196,660 for operations and \$472,140 for capital (total of \$7,668,800 prior to the Rural Transit Fund Exchange)

- LTF for capital is in accordance with the requirements outlined in the TIFIA loan agreement approved by the Board in September 2020

Key Issue #4 (continued)



Key Issue #5

Federal Transit Administration formula funds are higher than in recent years

- May help reduce the need for LTF by all transit operators in the county

FTA Section 5307 – Santa Maria funds

- Original amount of \$254,790 presented in the draft budget has been removed
- Not included for FY25-26

Key Issues #6 and 7

Fuel costs continue to be volatile and significantly higher than in prior years; this also inversely impacts ridership and fare revenues.

Completion of the RTA's Joint Short Range Transit Plan (S RTP) in late calendar year 2024 will help guide future RTA services. Findings in the interim Working Papers have also informed FY24-25 budgetary priorities.

Revised Expense Assumptions

Administration Expense for is up by approximately 9%

- Insurance impacts
- Upgrade software for legacy fare collection system
- Partnership with Achievement House

Service Delivery cost is up by roughly 6%

- Increase in wages
- Rising fuel prices

Capital and Planning Program

Focus will be to secure vehicle replacements that have reached their useful life

- Some of the FY23-24 capital funds for fully funded projects, that have been delayed, are not carried over to the proposed FY24-25 budget but will be included in a budget amendment after the start of the fiscal year
- Projected five-year capital improvement program only identified replacement projects and easily identifiable on-going projects

Executive Committee Recommendation

Recommended staff remove the FTA 5307 of \$254,790 from the City of Santa Maria and use the offset reserve carryover to future fiscal years to hold LTF required as presented.

RTAC Recommendation

No meeting held due to lack of quorum.

Staff Recommendation

Adopt the fiscal year 2024-2025 budget as presented.

**SAN LUIS OBISPO
REGIONAL TRANSIT AUTHORITY
May 1, 2024**

AGENDA ITEM: C-3

TOPIC: Public Participation Plan for Possible Changes on Route 10

RECOMMENDATION:

- 1. Authorize the Executive Director to Conduct Town Hall & Other Public Workshops to Solicit Input on Route 10 Funding Reductions and Possible Service Cuts, and**
- 2. Schedule a Public Hearing on September 4, 2024 to Consider Public Input on Any Proposed Changes to RTA Route 10**

PRESENTED BY: Geoff Straw



Background

- RTA Route 10 operates between SLO and Santa Mari, as follows:
 - Hourly on weekdays from 6:14AM to 9:43PM.
 - Five roundtrips on Saturdays & three on Sundays.
- RTA Runabout operates within $\frac{3}{4}$ -mile of all fixed-routes, including into Santa Maria.
- We operated up to four Route 10 Express roundtrips during commute times, but whittled down as demand declined since 2014.

Background

- Boardings/alightings in Santa Maria account for 20% of Route 10 passenger activity, and 2% of Runabout
- Santa Maria City Council voted on April 16th to not provide continued partial funding of RTA Route 10.
 - *Instead, wishes to initiate its own Express trips between SLO and Santa Maria*
- Loss of ~\$270k in FY24-25 for RTA's Route 10 services (*roughly 13.2% if Route 10 operating costs*).

Background

- RTA public participation policy requires extensive public outreach, and Public Hearing if major service changes contemplated
 - SRTP Working Paper #4 will include possible Route 10 changes
 - Present at joint MTC/RTAC on June 5th
 - Also SRTP public meetings in Paso Robles, Nipomo and SLO on June 5th and 6th
 - Workshop in Grover Beach
 - Pop-up meetings at transit centers in SLO, Pismo Beach and Santa Maria
 - Social media and on-bus notices

Staff Recommendation

1. Authorize the Executive Director to Conduct Town Hall & Other Public Workshops to Solicit Input on Route 10 Funding Reductions and Possible Service Cuts, and
2. Schedule a Public Hearing on September 4, 2024 to Consider Public Input on Any Proposed Changes to RTA Route 10