



**SAN LUIS OBISPO
REGIONAL TRANSIT AUTHORITY
May 4, 2022**

- **FLAG SALUTE**
- **CALL MEETING TO ORDER**
- **PUBLIC COMMENT**
- **CLOSED SESSION**



**THE SAN LUIS OBISPO
REGIONAL TRANSIT AUTHORITY
IS CURRENTLY IN CLOSED
SESSION**

Consent Agenda

- A-1 Executive Comm. Mtg. Minutes of February 9, 2022 (Information)
- A-2 RTA Board Meeting Minutes of March 2, 2022 (Approve)
- A-3 Update RTA Title VI Policy (Approve)
- A-4 Strategic Business Plan Results (Receive)
- A-5 Procurement of Two BEBs& Declaration of Surplus (Approve)
- A-6 Parts Clerk Job Description (Approve)
- A-7 Agreement for County Auditor/Controller Services (Approve)
- A-8 Employment Agreement with Executive Director (Approve)
- A-9 Contract Renewal - AGP Video Production of Board Mtgs (Approve)
- A-10 End COVID-19 Financial Emergency Declaration (Approve)
- A-11 Draft Executive Comm. Mtg. Minutes of April 6, 2022 (Information)



**SAN LUIS OBISPO
REGIONAL TRANSIT AUTHORITY
May 4, 2022**


AGENDA ITEM: B-1

TOPIC: Executive Director's Report

RECOMMENDATION: Receive and File

PRESENTED BY: Geoff Straw

COVID-19 Updates

- April 19: TSA no longer requires face masks on public transit vehicles or facilities
 - RTA encourages use of faces masks for riders and employees if unvaccinated
 - RTA provide masks on request to riders & employees
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Operations & Maintenance

- RTAC reviewed the proposed FY22-23 budget
- Unanimously recommended the RTA Board adopt the budget as presented
- RTA also reviewed potential fare-free or deeply-discounted fares proposed by Gov. Newsom
 - See Agenda Item D-1

Operations & Maintenance

- Bus Operator update:
 - Five open full-time bids
 - 11 of 19 part-time bids are open
 - One new hire in licensing/permitting stage
- Two Supervisors recently separated
- In background check on the Utility position
- Accounting Technician interviews last week
- HR Officer separated
 - Admin Assistant Shelby Walker serving as interim HRO
 - Temporary hire Jenni Wilkes to help with front desk

Operations & Maintenance

- Employee of the Quarter Rachael Joyous
- *Runabout driver (and DJ for our ribbon-cutting event!)*



Operations & Maintenance

- Continue to wait for five replacement vehicles
 - Delayed due to supply chain issues
 - 3 low-floor mid-size buses for SoCo Transit
 - 2 standard mid-size cutaway vans for Route 15


Operations & Maintenance




Bus Roadeo on Sunday
October 9th

- Driving skills competition
- Family & friends event
- Partner with Teamsters 986 & Cal Poly students


Marketing & Communications

- Planned the ribbon-cutting – fun for all who went!
 - Continued focused on COVID-19 communications
 - Google ads campaign for Bus Operator recruitment
 - Working with transit agency partners for the for Summer Youth Ride Free program
 - Reinstating free Wi-Fi on all fixed-route vehicles
 - Redesign of the RTA website to have a better mobile interface. The vast majority (78%) of the visitors to our website use a mobile phone.
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Finance & Administration

- Monitoring status of our three urbanized areas (UZAs) following decennial census
 - If downgraded to rural, this would have a profound impact on transit funding for our county
 - Expect Census Bureau to announce its findings in summer 2022
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Finance & Administration

- Preparing for field visits from fiscal & compliance auditors (Brown Armstrong CPAs)
 - Staff provided comments to SLOCOG on TDA Triennial Performance Reviews proposals:
 - Covers FY19-20 through FY21-22
 - Draft report due to SLOCOG May 2023
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Finance & Administration

- RTA fixed-route ridership increased 26.7% over last year
 - Pre-pandemic greater than twice as many riders – so we still have ground to make up
 - Runabout ridership increased 7.4%
 - Decline in Feb/Mar due to Omicron cases
 - Past five years of ridership & productivity graphs begin on page B-1-7
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Finance & Administration

- Operating costs through 75% of fiscal year:
 - Below budget (64.9% of budget)
 - Labor is largest line-item at 63%
 - Wage scale for CBA employees shifted up in January
 - Fuel price spiking – 92.1% at 75% of the year
 - \$190,000 over budget
 - Will monitor; no budget adjustment yet
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Finance & Administration

- Farebox Recovery Ratio
 - Fixed-Route 8.2% – was 2.6% in FY20-21
 - Runabout 2.5% – was 2.3% in FY20-21
- Subsidy per passenger is improving
 - Fixed-Route \$15.98– was \$21.63 in FY20-21
 - Runabout \$137.29 – was \$145.36 in FY20-21

Staff Recommendation

Accept the Executive Director's
Report as an Information Item



**SAN LUIS OBISPO
REGIONAL TRANSIT AUTHORITY
May 4, 2022**

AGENDA ITEM:

B-2

TOPIC:

**BMF Progress & Change
Order Update**

RECOMMENDATION: Receive and File

PRESENTED BY:


Geoff Straw

BMF Ribbon-Cutting Ceremony

- Ribbon-cutting ceremony was a success!



BMF Progress

- Short punch list & warranty items remain
 - Electric Vehicle charging system still being negotiated
 - Design, CM & Construction Services near completion; within budget
 - TIFIA -- only \$11.9M of \$13.1M used!
 - All City obligations now met; awaiting permanent Certificate of Occupancy
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Staff Recommendation

Accept the BMF Progress & Change
Order Update as an Information Item





**SAN LUIS OBISPO
REGIONAL TRANSIT AUTHORITY
MAY 4, 2022**

AGENDA ITEM: C-1

**TOPIC: Fiscal Year 2022-23
Operating and Capital Budget**

**Recommendation: Adopt the FY22-23 budget as
presented**

PRESENTED BY: Tania Arnold



REGIONAL TRANSIT AUTHORITY

Fiscal Year 2022/2023 Budget - Projected Five Year Capital Budget - May 4 2022

Key Issues

1. Address impacts of COVID-19 pandemic

- Liability costs
- Containment of Runabout costs
- Staffing and retention



Key Issues

2. Collective Bargaining Agreement with Teamsters Local 986

- Expires December 31, 2022
- Impact on non-union employees
- Staff realignments
 - Parts Clerk



Key Issues

3. Implement Zero Emission Bus (ZEB) technologies

- FY22-23 includes two diesel-powered bus replacements
- Additional five awarded – finalizing funding plan



Key Issues

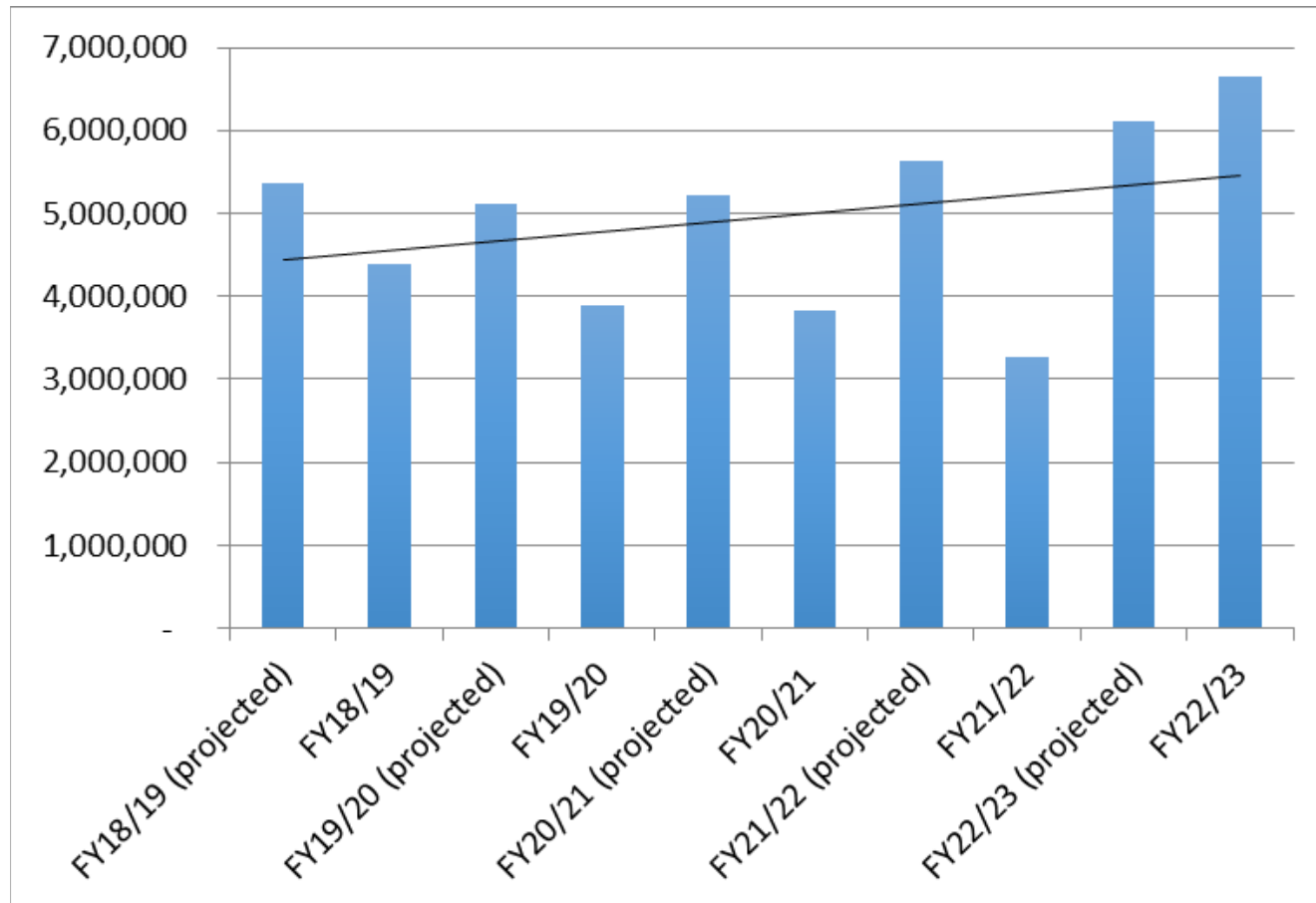
4. STA Funding

- State of Good Repair funds for solar panels



Key Issues

5. LTF funds



Key Issues

6. Fuel cost volatility

- Impact to ridership and fare revenue
- Impact on operating costs



RTA Core Operating Revenue

Fares \$906,920

Federal \$3,101,530

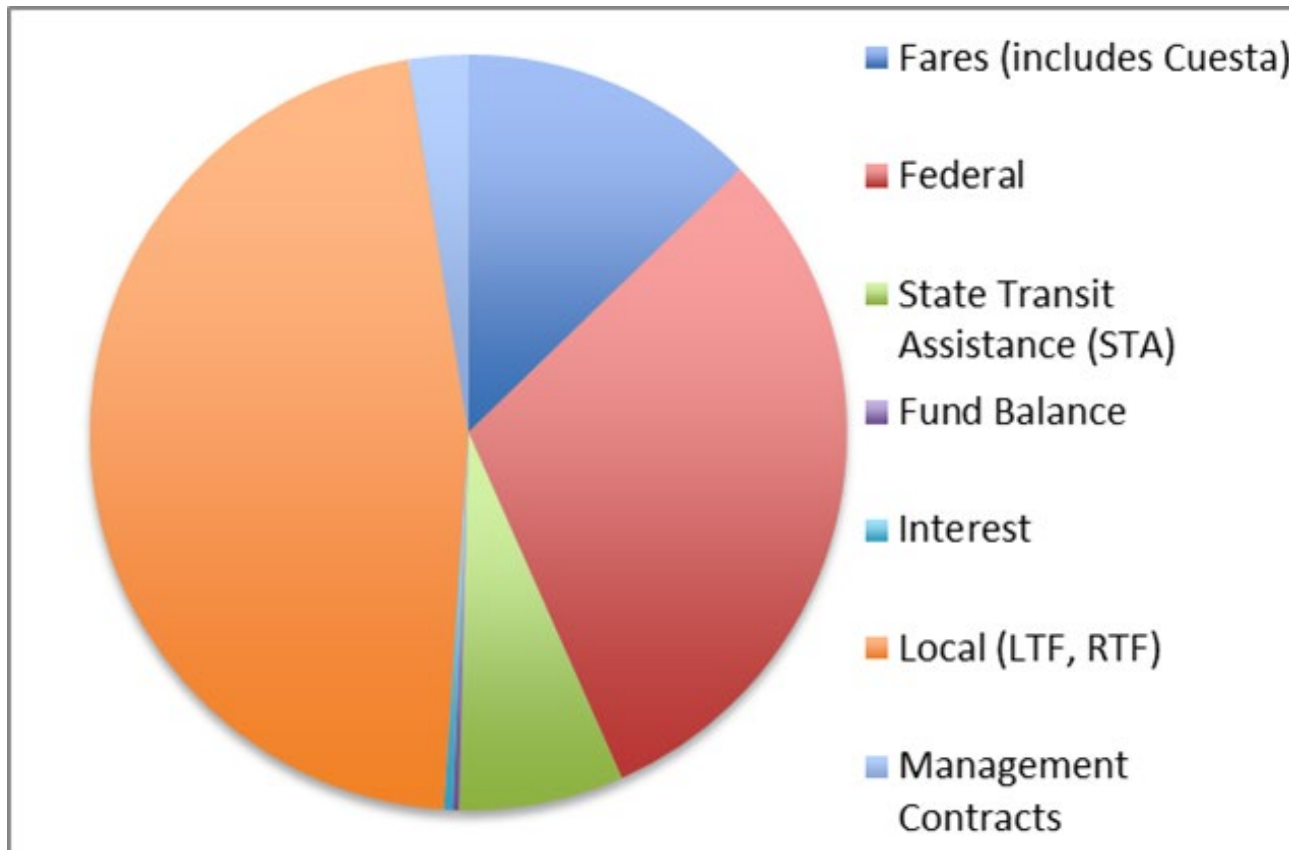
STA \$536,580

Fund Balance \$464,420

Interest \$22,750

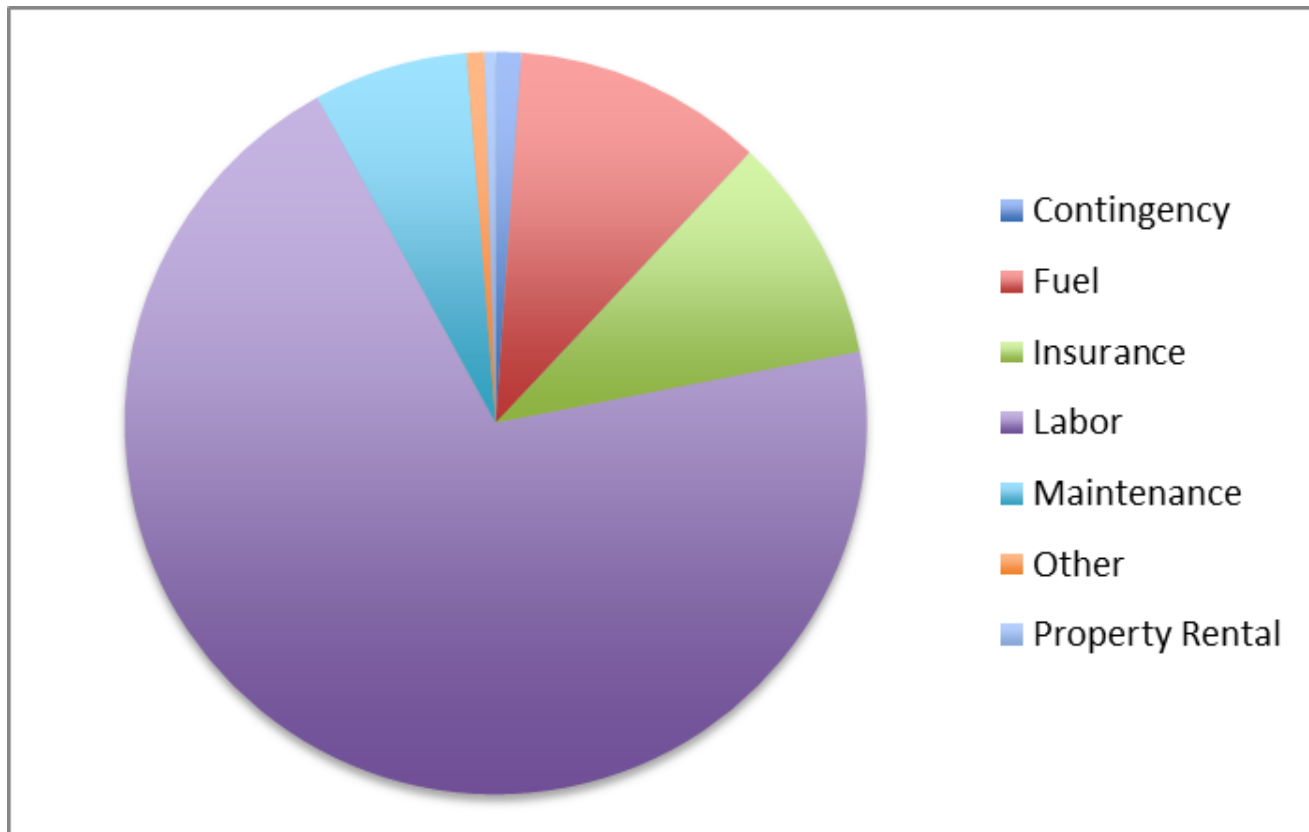
Local (LTF, RTF) \$5,916,400

Management Contracts \$293,070

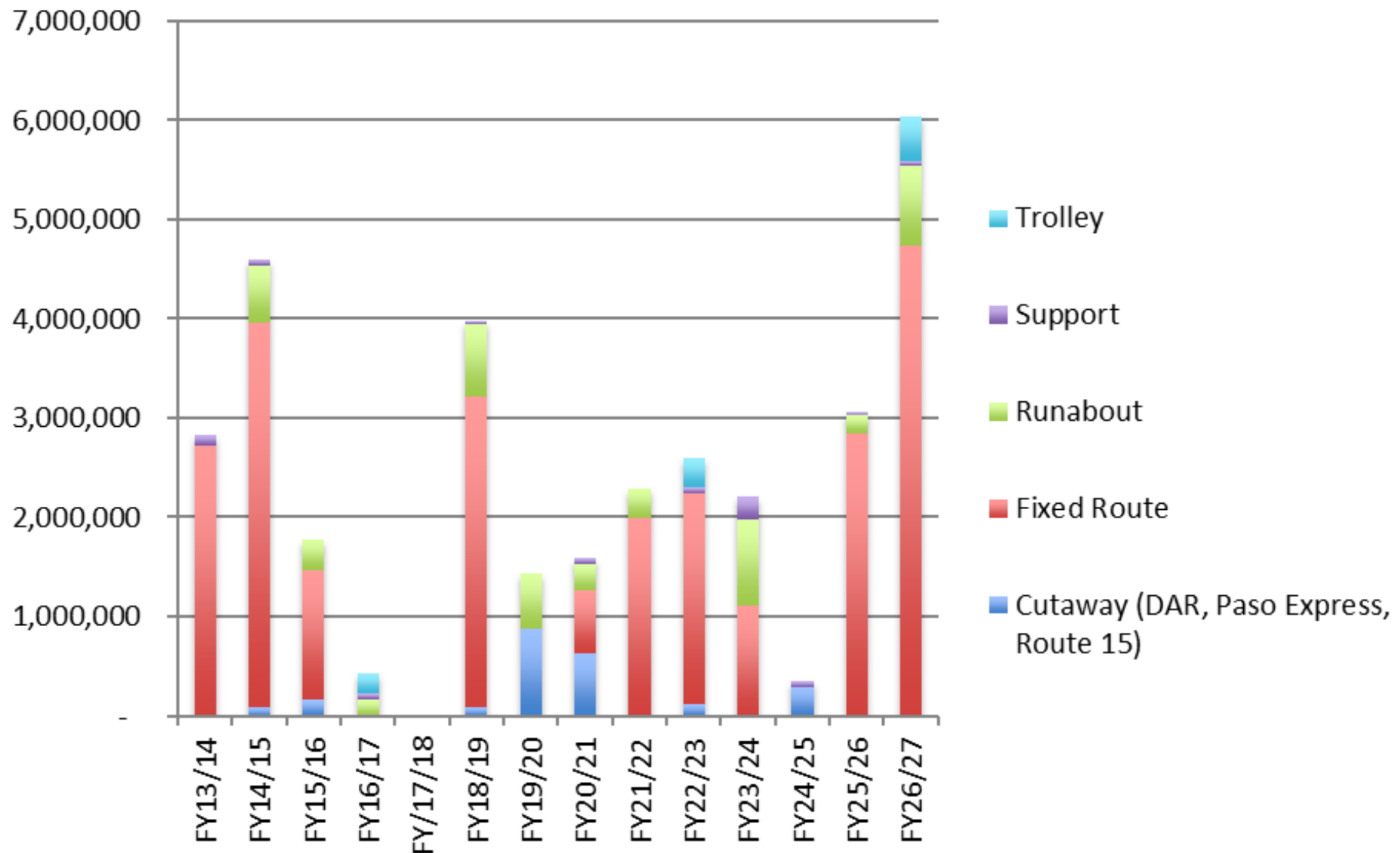


Admin & Service Delivery Expense

<u>Contingency</u>	<u>\$124,310</u>	<u>Labor</u>	<u>\$7,879,710</u>
<u>Fuel</u>	<u>\$1,225,470</u>	<u>Maintenance</u>	<u>\$756,800</u>
<u>Insurance</u>	<u>\$1,114,670</u>	<u>Other</u>	<u>\$86,340</u>
		<u>Property Rental</u>	<u>\$54,370</u>



Vehicle Capital Expenditures by Service Type



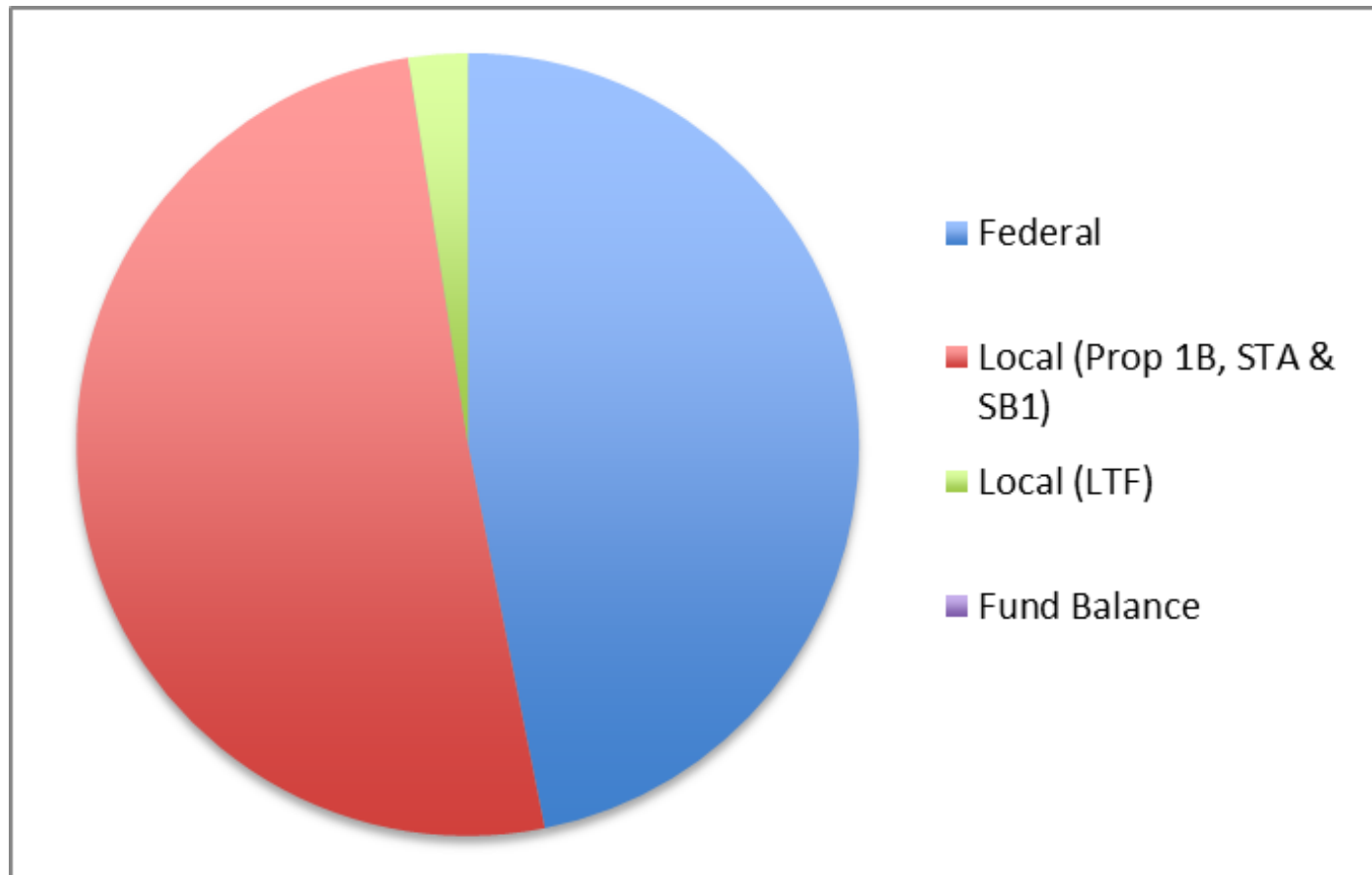
RTA Core Capital Revenue Sources

Federal: \$1,603,600

Fund Balance: (\$71,830)

State and Local (Prop 1B & STA): \$1,735,450

LTF for TIFIA repayment \$83,650



Staff Recommendation

Recommend approval of the FY22-23 budget as presented.





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May 4, 2022**


AGENDA ITEM: D-1 PUBLIC HEARING

TOPIC: Temporary Fare-Free Service

**RECOMMENDATION: Seek Public Input; Authorize
Executive Director to
Implement Fare-Free Service
June, July & August 2022**

PRESENTED BY: Geoff Straw

Governor Newsom Proposal

- Appropriate \$750M from General Fund to incentivize fare-free or deeply discounted transit service
 - Funding to cover admin & op costs, and to offset lost fare revenues
 - Minimum 3 consecutive months; no later than 60 days after legislature passes bill
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Benefits/Drawbacks

- + RTA & partner agencies ~\$550k in +revenues
- + Incentivize new & lure back former riders
- - Overcrowding during peak periods
- - Shelter on bus (limit to one roundtrip/boarding)
- +/- Increased Runabout subsidies
- +/- Equitability for currently valid passes
- +/- Consistency across agencies in County
- +/- Administrative burden (reporting, etc.)

Open the Public Hearing

Share input already received, and seek additional public input



Staff Recommendation

If supported by public & Board:

Temporarily suspend or greatly reduce fares, and authorize Executive Director to implement for the months of June, July & August 2022

