

Consent Agenda

A-1 RTA Board Meeting Minutes of September 3, 2025 (Approve)

A-2 Draft RTAC Minutes of October 16, 2025 (Information)

A-3 Auction Services for Disposal of Surplus Property (Authorize)

A-4 Annual Fiscal and Compliance Audit (Accept)

A-5 Transfer of Surplus Vehicles (Approve)

**SAN LUIS OBISPO
REGIONAL TRANSIT AUTHORITY
NOVEMBER 5, 2025**

AGENDA ITEM: B-1

TOPIC: Executive Director's Report

PRESENTED BY: Omar McPherson, Operations Manager

RECOMMENDATION: Receive



Employee Awards

Domingo EOQ



**Randy
10 Years**



**James
Outstanding
Achievement**



Operations

- August 10th Service Change Update
 - Route 10 reduction: very few complaints
 - School trippers widely supported
 - Routes 27/28 in Grover Beach: Atlantic City gaining riders
- Bus Operator Recruitment
 - One new Operator in service; another testing for CDL
 - Five applicants in background
 - Eleven open bids



Operations

- Lucas Huston promoted to Training & Safety Manager
- Francisco filled open Mechanic A position



Operations

- Promoted three Bus Operators to Operations Supervisor positions



Marketing & Communications

- Helping recruit Bus Operators is primary focus
- Company newsletter completed
- Preparing for upcoming fare change & contactless fare system



Maintenance & Facilities



- Phase 2 EVSE & PV design/build projects update
- Battery-Electric Buses
- Status of \$1.7M CEC Grant / InductEV

Finance and Administration

- Continuing negotiations with Teamsters Local 986
- *Compensation and Classification Study* underway, focused on non-CBA employees



FY24-25 Operating Results

- RTA intercity fixed-route ridership ~ same as last year
 - Outlier: Route 10 SLO-Santa Maria up 4.5%, despite a reduction in service
- Paso Robles local fixed-routes up 28.9%
- South County fixed-routes: up 2.7%
- Runabout down 16.5%

Staff Recommendation

Accept the Executive Director's Report as an information item



**SAN LUIS OBISPO
REGIONAL TRANSIT AUTHORITY
NOVEMBER 5, 2025**

AGENDA ITEM: B-2

TOPIC: Update on Cal-ITP Contactless Fare System

PRESENTED BY: Omar McPherson, Operations Manager

RECOMMENDATION: Receive



What is Contactless Fare-Capping

- Maximum amount a rider pays over time, using a contactless bank card or a smart device
- Speeds the boarding process
- Riders “pay as you go” -- don’t have to pay up front for a multi-ride discount



Actions Completed to Date

- RTA Board authorized flat fare for each boarding (\$2.00 / \$1.00)
- Executed contracts for three critical items:
 - On-Bus Payment Acceptance Device (Kuba)
 - Transit Processor Services (Littlepay)
 - Payment Acceptance Services (Elavon)
- Design for on-bus equipment installation completed in mid-October



Current Actions

- Back-end software and “rules” being finalized now
- Installation of on-bus equipment in December
- Testing in early January
- Joint SLO Transit & RTA marketing efforts in January
- Launch in February



Looking Ahead

- Short-term: focus on unbanked & underbanked riders:
 - Promotion of *BankOn* options at financial institutions in SLO County
- Mid-term: consortium of Central Coast transit agencies for development of a “reloadable” card
- Ultimate goal of fully cashless in next five years



Staff Recommendation

Sample Kuba device



Accept the Cal-ITP Update
as Information

**SAN LUIS OBISPO
REGIONAL TRANSIT AUTHORITY
NOVEMBER 5, 2025**

AGENDA ITEM: B-3

TOPIC: Update on Discount Fare Eligibility Card Program

PRESENTED BY: Omar McPherson, Operations Manager

RECOMMENDATION: Receive



Background

- Federal Transit laws require half-fare for elderly and disabled riders during peak travel times
- RTA uses “honor system” and lets riders choose either General Public or Discount
 - Result: *Undeniably fare evasion occurring*



Determination Methods

Two ways to apply for Discount Fare Verification Card:

1. Electronically through Cal-ITP online portal coordinated with Login.gov
 - Seniors
 - Disabled
 - Reduces burden for qualifying passengers with mobility limitations
2. Manually through paper application



Planned Outreach Efforts

- Conduct workshops to assist with online registrations, & to process in-person paper applications
 - Portable equipment (laptop, ID card printer, etc.) will allow immediate processing
 - First Verification Card is free; replacements a nominal fee
- Temp employee to cover in the office while Anthony conducts field work
- Preliminary schedule has frequent workshops throughout County

Staff Recommendation

Accept the Discount Fare Verification Card Update as Information

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY NOVEMBER 5, 2025

AGENDA ITEM: C-1

**TOPIC: Fiscal year 2025-26
Operating and Capital
Budget Amendment #1**

PRESENTED BY: Tania Arnold

**RECOMMENDATION: Adopt Budget Amendment
#1 as Presented**



Background/Discussion

- Focus is on capital items that are being carried forward
- *None of these adjustments require additional/new funds*
- STA adjustment not included



Change Overview

- Carryover wide variety of funds (STA, RTF, State of Good Repair, 5307, 5339)
- Carryover large number of projects
 - Larger items include computer system maintenance, maintenance equipment, bus stop improvements, large capital repairs, and vehicle replacements



Executive Committee Recommendation

No Quorum.

RTAC Recommendation

Bring the Fiscal Year 2025-26 Budget Amendment #1 as Presented to the Board of Approval.



Staff Recommendation

Adopt Budget Amendment #1 as presented.

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY NOVEMBER 5, 2025

AGENDA ITEM: C-2

TOPIC: RTA Charter Services Policy

PRESENTED BY: Omar McPherson, Operations Manager

RECOMMENDATION: Approve the Updated Charter Services Policy and FY2025-26 Charter Rates



Background

- Recipients of Federal assistance are precluded from unfairly competing against the private sector
- FTA updated the Charter Service Rule in July 2025
- Primary change is the requirement to establish and regularly update charter rates



Recommended Bus Charter Types

- FTA identifies six allowable categories; staff is recommending only two types:
 1. Gov't officials on official gov't business
 - Ex: Planning Commission tour of projects under review
 2. Petitions to FTA Administrator
 - Events of regional or national significance
 - Unique/time sensitive (i.e., funeral)



Charter Rates & Methodology

- The rates presented in Table 1 of Staff Report (page C-2-2) cover fully-allocated costs, based on adopted FY25-26 Budget
- Rates for future will be presented as part of annual budget

Staff Recommendation

Approve the updated Charter Services Policy and
FY2025-26 Charter Rates