

REGIONAL TRANSIT AUTHORITY



Fiscal Year 2021/2022 Budget - Projected Five Year Capital Budget - May 5, 2021



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SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY VISION STATEMENT, VISION ELEMENTS, MISSION STATEMENT AND STRATEGIC DIRECTION

VISION

The RTA of the future is an integral part of the “SLO lifestyle.” From the vineyards in North County, to the secluded beach towns on the North Coast, to multi-faceted communities in the South County, residents and visitors use public transportation rather than relying on their cars.

Vision Elements

- Continue successful partnerships with jurisdictions, county, other public agencies, businesses and schools.
- Provide excellent, reliable, sustainable seamless service that is effective in getting residents and visitors where they want to travel.
- Secure reliable funding.
- Implement an Intelligent Transportation Systems (ITS) program to improve service quality and provide efficiencies.
- Develop a well-executed image-building campaign with a single face for public transportation.

MISSION

The Mission of RTA is to provide safe, reliable and efficient transportation services that improve and enhance the quality of life for the citizens and visitors of San Luis Obispo County.

STRATEGIC DIRECTION

- Stabilize and grow funding.
- Continue to improve service quality: On-time performance, scheduling and routing, customer amenities on our vehicles and at our bus stops, operating procedures.
- Consolidate and streamline operations to improve efficiency and effectiveness of public transportation throughout the county.
- Include public transportation as part of the lifestyle evolution needed to confront climate change.
- Reduce Vehicle Miles Traveled.
- Embrace technological improvements that will positively impact efficiency and quality of service.

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY VALUES

Commitment to Serve

Provide valuable services to the public and direct our energies in strengthening our relationships with our customers and the community while maintaining responsible ethical fiscal management.

Leadership

Be trustworthy, credible, confident, progressive and influential in all we do.

Teamwork

Work together with trust, support and mutual cooperation and respect. Provide an environment that fosters frank and open communication. Have Fun in our daily activities and keep issues in perspective. Have pride in our accomplishments while taking on our challenges with spirit and vigor.

Integrity

Promote honesty, loyalty, dignity, respect, decency, fairness, courtesy, responsibility, and character.

Human Development

Provide the appropriate resources and environment for employees to be successful, motivate individuals to take initiative and to be creative in all of our efforts.

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY

MAY 5, 2021

STAFF REPORT

AGENDA ITEM: C-1

TOPIC: Fiscal Year 2021-22 Operating and Capital Budget

PRESENTED BY: Tania Arnold, Deputy Director/CFO

STAFF RECOMMENDATION: Approve the Fiscal Year 2021-22 Budget as Presented

EXEC RECOMMENDATION: Bring to the Board for Approval

RTAC RECOMMENDATION: No quorum

BACKGROUND/DISCUSSION:

We appreciate the Board's support and leadership during these unprecedented times as we work to present a fiscally constrained Fiscal Year 2021-22 operating budget, and an advisory FY22-23 operating plan. In addition, we are presenting a five-year capital program.

The budget packet contains the following items:

- Our Vision and Mission statements,
- Budget Assumptions adopted by the Board at its March 3, 2021 meeting,
- Fiscally constrained FY21-22 operating and capital budgets,
- Fiscally unconstrained FY22-23 operating budget, and
- Fiscally unconstrained FY22-23 through FY25-26 capital budgets (expense only for FY23-24 through FY25-26).

It should be noted that staff continues to present separate columns in the revenue and expense tables for South County Transit (SoCo Transit), Paso Robles Express fixed-route and dial-a-ride services, as well as for the County-funded (SLOCAT) transit services. This separation is presented so that readers can easily distinguish between core RTA services and those operated under contract for our partner agencies. More succinctly, core services are defined as the intercity RTA fixed-routes (RTA Routes 9, 10, 12, 14 and 15), as well as the countywide ADA complementary paratransit services known as RTA Runabout.

Attached to the budget for reference purposes, we have included a full year FY20-21 budget for SoCo Transit since the adopted overall RTA budget for FY20-21 only included six months of So Co Transit's financial information due to the January 1, 2021 consolidation date.

We have broken each RTA core fixed-route service into weekday, Saturday and Sunday sections to better understand the financial commitment necessary to operate these distinct services should service reductions become necessary due to funding or other constraints.

Please note: the budget presentation assumes operation of the same core levels of service miles and hours for fixed-route services that were adopted as part of the FY20-21 budget. During these uncertain times, staff is prepared to bring budget amendments as the impacts of the recovery from the COVID-19 pandemic become clearer and to address current and future reserve needs. In accordance with the adopted RTA Strategic Business Plan (SBP), the RTA will make consistent efforts to explore new service and service delivery options as well as work with regional efficiencies in the delivery of transportation to the jurisdictions.

It should be noted that the RTA has submitted a proposal to Caltrans for a Sustainable Communities grant to conduct a joint Short Range Transit Plan (S RTP) update with SLO Transit, since our respective S RTPs expire at the end of the current fiscal year. The proposed scope of services in the grant proposal includes focused efforts to “right-size” transit services as we emerge from the COVID-19 pandemic over the next 5-7 years. If we are unsuccessful in securing this grant, staff will bring the matter back to the Board for direction.

As noted during the presentation of the budget assumption at the March 3rd RTA Board meeting, below are the key issues staff is working to address, and they are:

KEY ISSUES

1. Address the operational and financial impacts of the COVID-19 pandemic, both internally and in support of the communities in which the RTA operates. Impacts include:
 - a. Liability costs, which stabilized due to the RTA’s good safety record, but the market continues to be extremely volatile.

In January 2021, staff was pleasantly surprised to learn that workers compensation insurance provided by PRISM (Public Risk Innovation Solutions Management, previously known as CSAC Excess Insurance Authority) is projected to be in line with FY15-16 levels, with a notable reduction from the current fiscal year, especially in times of increasing wages and the additional wages from the consolidation of SoCoTransit. Most importantly, it is a drop from the preliminary estimates staff received in October 2020. The reduction in premiums continue to provide a welcome relief – especially with the realization that worker’s compensation for transit services is especially challenging statewide across all employment sectors as loss development trends for the state are not favorable. On the flip side, an emerging workers compensation conflict

amongst the various factions (employers, labor unions, medical care providers, insurers, and attorneys) appears to be rising following recent rulings on presumptive qualification of COVID-related illnesses. Staff will continue to closely monitor this situation.

In late March 2021 we also received estimated premium for general liability and vehicle physical damage insurance policies. The annual premium cost for these two insurance policies is relatively flat as a result of staff's continual work with our employee committee that has evaluated workplace safety and has initiated a proactive program to reduce the number and severity of claims.

- b. Continuing to focus on containment of Runabout costs, especially as productivity during the pandemic is reduced (by design), as well as the expected increase in demand as travel in the region recovers.

Runabout hours and miles are assumed to increase back to the July 2019 to February 2020 ridership trends in FY21-22. Staff will continue to monitor the Runabout service, including the premium fare charged to Tri-Counties Regional Center that started in January 2018 and resumption of the in-person functional assessments as part of the certification and recertification process. Should service demands change significantly during the fiscal year, a budget amendment will be presented to the Board for consideration, which will include options such as taxicab service as noted in the budget assumptions.

- c. Address staffing and retention, particularly in the Bus Operator classification.

The RTA completed a Diversity, Equity and Inclusion review in December 2020 with the final report included in this agenda. There are a number of recommendations that staff will work to address as part of the continued efforts regarding staffing and retention.

- 2. Negotiate a new or extended Collective Bargaining Agreement with Teamsters Local 986, which represents Bus Operators, Technicians and Utility employees. The current CBA expires December 31, 2021.

As included in the budget assumptions that your Board accepted in March 2021, the 4-year CBA was ratified in November 2017, with wage scales that began January 1, 2018. Acknowledging that this agreement is set to expire at the end of the calendar year 2021, staff will be working with the Board to determine the appropriate approach to this agreement process in light of the financial and operating impacts of the pandemic.

The FY21-22 budget includes significant changes in wages and benefits, primarily due to the California Legislature's recent minimum wage hike to \$15.00 per hour by January 2022 resulting in wage compression issues. The RTA's current average hourly wage for Bus Operators is \$22.13 per hour, with a current starting wage rate of \$18.20 per hour.

An annual inflationary adjustment for non-union employees (excluding Operations Supervisors) of 1.5% will be implemented in July 2021. The Operations Supervisor classification CPI increase adjustment will be implemented in January 2022, to coincide with Bus Operator wage scale adjustments. Employees within the salary range for their position will be eligible for a step merit increase subject to performance assessments. The wage scales for non-CBA employees is presented in tabular format at the end of this budget document.

3. Continue efforts to implement Zero Emission Bus technologies, including procurement of battery-electric vehicles and start-up of recharging infrastructure.

Included in the capital program for FY22-23 is the replacement of two diesel-powered buses purchased in 2008, with zero-emission battery-electric buses. The cost of just two buses is more than \$2 million and staff is finalizing the funding plan which includes using FTA 5307, Low Carbon Transit Operations Program (LCTOP), State of Good Repair (see Key Issue #6), as well as funding from the Air Pollution Control District (APCD) and the California Hybrid and Zero Emission Truck and Bus Voucher Incentive Project (HVIP).

4. The construction of the long-planned new Bus Maintenance Facility located at 253 Elks Lane is scheduled to be completed in February 2022. However, wrapping up the roughly 18-month construction period will continue to require a substantial amount of staff's resources to complete this complex project. Additionally, this vital project will have the electrical infrastructure to support the RTA's purchase of zero-emission vehicles moving forward (see Key Issue #3)

We continue to work with our partners to complete the project on-time and within budget, including the Construction Manager, Commissioning Agent and our funding partners. Staff anticipates the first draw-down of loan funding to occur in the spring of 2021, while using grant funds first to minimize financing costs.

5. Address the final funding gap for the CalPERS liability due to the termination of the RTA's contract with CalPERS as of January 10, 2020.

The major increases in FY20-21 to the administration budget that were not identified in prior projections were related to underestimated buyout costs as part of the transition to the County Pension Trust program from the CalPERS program. Staff also paid an initial buyout payment to CalPERS in December 2020 and is still awaiting the final negotiated payout. Once these numbers are

received we will seek a budget amendment to identify that expense and the associated funding.

6. State Transit Assistance (STA) funds are projected to be higher than the revised amount adopted by the SLOCOG Board in October 2020, although the increase is likely less than original projections for FY20-21. As a reminder, starting in FY17-18 the funding to the region is significantly higher due to the Senate Bill 1 – Road Repair and Accountability Act (SB-1) funds, which include augmented STA funds and State of Good Repair funds.

With the additional State Transit Assistance (STA) funds made available through the SB-1, the RTA has been able to leverage STA as the local match on more capital projects, keeping other local funding available for operations.

Staff continues to apply for the competitive funds from SLOCOG under the State of Good Repair program added with SB-1, and the RTA was awarded discretionary funds for FY21-22 of over \$408,000 toward the funding of zero-emission buses to replace to diesel buses that have reached or exceeded their economically useful lives.

7. Local Transportation Funds (LTF) used for operating purposes are projected to be flat in the region.

During the May 2020 budget presentation, the initial LTF projected for FY21-22 was \$5.6 million. This was revised down in June 2020 to \$5.1 million, and down again to \$4.1 million in December 2020. The final budget amendment in March 2021 had a projected LTF for FY21-22 of \$3.1 million. For FY21-22, the LTF is budgeted at \$3.2 million. This is a significant decrease from prior years, with the LTF in FY19-20 allocated of \$4.1 million. This decrease is in large part due to the increase in funding provided by the “Coronavirus Aid, Relief, and Economic Security Act” (CARES Act), which was a \$2 trillion emergency funding package designed to blunt the worst and most immediate impacts of the COVID-19 pandemic, allowing for a reduced LTF amount in FY20-21 and a carryover to FY21-22.

No LTF is required for local match for any of the proposed capital projects in the current fiscal year.

8. Fuel costs continue to be volatile; this also impacts ridership and fares.

Due to the current global uncertainty, fuel prices have continued to swing wildly over the past few years, and noticeably in the last few weeks. Staff has tried to budget fuel somewhat conservatively, but we may need to adjust our projections if fuel prices change significantly during the fiscal year from the \$3.30 per gallon budgeted amount. It should be noted that diesel-powered buses manufactured after 2009 also require the use of Diesel Exhaust Fluid (DEF) to meet emissions

requirements. DEF costs more than diesel fuel, and it is used at a roughly 5% ratio DEF to diesel; its use is included in the fuel line item.

Revised Revenue Assumptions

In March 2021, the federal government approved the “America Recovery Plan Act” (ARPA) which is a \$1.9 trillion emergency funding package designed to address continued impacts of the COVID-19 pandemic, such as extending unemployment, grants to small businesses, education funding, and transportation provisions. At this time staff is uncertain on the timing of the funding that will come to the region via traditional formula funding allocations but anticipates that these funds will be used to offset the additional costs that the agency continues to incur to address the impacts of the pandemic such as labor for additional sanitation, additional supplies, and to offset lost fare revenue.

Staff will work with SLOCOG, SoCo Transit, and the Cities of Atascadero, Paso Robles and San Luis Obispo to cooperatively program the urbanized area funds for FY21-22, and will focus on the significant impact of reduced fare revenue that the agencies are experiencing. When the State provides apportionment information regarding the funding for rural areas staff will work with SLOCOC, SLOCAT and Morro Bay to cooperative program those funds as well.

Revised Expenses Assumptions

The overall Administration Expense for RTA core services is down by approximately 11% compared to last fiscal year. Labor has shifted due to the new pension program and professional technical services has decreased with the two year agreement for the ITS renewal in FY20-21 only. Facility rental costs will decline significantly with the relocation to the new bus maintenance facility in the third quarter of FY21-22. Marketing and Reproduction has increased for the renewal of the fixed-route Wi-Fi system, which is a two-year agreement, completion of the bi-annual customer perception survey in March 2022, and promoting it is safe to ride during COVID recovery.

The proposed Service Delivery cost is up by roughly 1% from what was identified in the FY20-21 budget. The primary reason for this increase as noted previously is the increase in wages as programmed in the CBA, offset in part by reduced workers compensation insurance.

Capital Program

The focus of our capital program will be to complete the new Bus Maintenance Facility on Elks Lane, as well as engine rehabs for fixed-route vehicles, and the purchase of fixed-route vehicles on behalf of Paso Robles and SoCo Transit. We have also programmed the following minor capital projects:

- \$42,500 for specialized maintenance equipment to improve efficiencies;
- Bus stop improvements; and
- Miscellaneous computer equipment, including regular computer replacements.

It should be noted that a portion of the FY20-21 capital funds for fully funded projects, such as the design and engineering for the Bus Maintenance Facility and bus stop improvements, is not carried over to the proposed FY21-22 budget. This will happen with a budget amendment after the FY21-22 has started, and the carryover will have no financial impact to local jurisdictions because the funding has been fully secured.

Also included is a projected five-year capital improvement program as part of the budget plan. While only the first year is financially constrained, the projects identified in the ensuing four years provide a snapshot of future capital needs and potential cost levels. It should be noted that staff has only identified replacement projects and easily identifiable on-going projects (i.e., computer needs and bus stop improvements) in the capital improvement program. No expansion vehicles are included in the base budget. Also of note is the significant amounts included for vehicle replacements. No LTF funds are programmed for capital projects in FY21-22.

Conclusion

Fiscal Year 2021-22 will be a particularly challenging year, including much financial uncertainty. We look forward to working with our customers, the Board and other stakeholders in providing stability and the highest quality of transportation services to residents of and visitors to our community. We believe that this budget reflects the path set by your Board in previous years and, although we would like to do more, we believe that this budget provides the optimum levels of service within the confines of existing limited resources.

Staff Recommendation for the Board:

Recommend that the Board adopt the FY21-22 budget as presented.

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SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY

**MARCH 3, 2021
STAFF REPORT**

**RTA Board Approved
March 3, 2021**

AGENDA ITEM: C-1

TOPIC: Fiscal Year 2021-22 Budget Assumptions

ACTION: Approve FY20-21 Budget Assumptions

PRESENTED BY: Tania Arnold, Deputy Director/CFO

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

**EXECUTIVE COMMITTEE
RECOMMENDATION:** Recommend staff provide the FY21-22 budget assumptions and budget calendar to the Board for approval at the March 3rd Board meeting, so that a detailed work plan and budget may be developed

BACKGROUND/DISCUSSION:

The following report outlines staff's recommended budget assumptions for the RTA's Fiscal Year 2021-22 Operating and Capital Budget, and it is the first step in the development of our operating budget and operating program. It should be noted that the RTA is again developing a two-year operating budget and five-year capital budget. As in past years, only the first year would be financially-constrained, while the out-years should be considered advisory. Upon the Board's guidance and approval of these assumptions, staff will prepare a detailed report along with preliminary budget numbers for presentation to the Executive Committee at their April 14th meeting prior to the final draft budget presentation to the Board in May.

KEY ISSUES

1. Address the operational and financial impacts of the COVID-19 pandemic, both internally and in support of the communities in which the RTA operates. Impacts include:
 - a. Liability costs, which stabilized due to the RTA's good safety record, but the market continues to be extremely volatile.
 - b. Continuing to focus on containment of Runabout costs, especially as productivity during the pandemic is reduced (by design), as well as the expected increase in demand as the region recovers.

- c. Address staffing and retention, particularly in the Bus Operator classification.
2. Negotiate a new or extended Collective Bargaining Agreement with Teamsters Local 986, which represents Bus Operators, Technicians and Utility employees. The current CBA expires December 31, 2021.
3. Continue efforts to implement Zero Emission Bus technologies, including procurement of battery-electric vehicles and start-up of recharging infrastructure.
4. The construction of the long-planned new Bus Maintenance Facility located at 253 Elks Lane is scheduled to be completed in February 2022. However, wrapping up the roughly 18-month construction period will continue to require a substantial amount of staff's resources to complete this vital project.
5. Address the final funding gap for the CalPERS liability due to the termination of the RTA's contract with CalPERS as of January 10, 2020.
6. State Transit Assistance (STA) funds are projected to be higher than the revised amount adopted by the SLOCOG Board in October 2020 but the increase is likely less than original projections for FY20-21. As a reminder, starting in FY17-18 the funding to the region is significantly higher due to the Senate Bill 1 – Road Repair and Accountability Act (SB-1) funds, which include augmented STA funds and State of Good Repair funds.
7. Local Transportation Funds (LTF) used for operating purposes are projected to be flat in the region.
8. Fuel costs continue to be volatile; this also impacts ridership and fares.

Mission Statement

The Mission of the RTA is to provide safe, reliable and efficient transportation services that improve and enhance the quality of life for the citizens of and visitors to San Luis Obispo County.

Objectives and Revenue Impacts

- 1) Maintain service levels and hours of service that meet the standards of productivity and demand of our customers and communities through the effective and efficient delivery of RTA Fixed-Route and Runabout core¹ services.
 - a) RTA received \$714,751 for RTA core services in STA funding in FY20-21. Staff will work with SLOCOG staff to determine a realistic estimate for FY21-22.
 - b) Continue to monitor the results and impacts on ridership and fare revenue from the pandemic interim cash fare and the overall regular fare structure. The last

fare change was implemented in December 31, 2017, both on RTA Fixed-Route and on the Runabout service, which included the establishment of a Runabout premium service fare.

- c) The FY20-21 budget adopted in May 2020 included \$4,471,339 in LTF operating revenues, which was amended a few times during the fiscal year, with the current LTF level being \$2,682,429. At the May 2020 Board meeting, the advisory FY21-22 LTF projection was \$ 5,072,480, which was revised during FY20-21 down to \$2,552,340 after budget amendment #4. Staff is still developing estimated annual FY20-21 expenses, which impacts the carryover amount that could reasonably be identified for the FY21-22 budget, but does expect this carryover amount to be relatively small.
- d) Federal Transit Administration (FTA) Sections 5307, 5311 and 5339 operating funding and capital funding for FY21-22 will be presented in the same format as indicated in the most recent budget amendment, taking into account preliminary projected revenues identified in the now-expired Fixing America's Surface Transportation (FAST) Act. Should the actual annual authorizations for FTA programs increase or decrease for any of these programs, staff would adjust these assumptions accordingly in time for the Board's consideration of the budget in May 2021. Monies for FTA-funded projects are reimbursed either as progress payments or as full payment at the end of the project and/or fiscal year, which requires focused care by staff to ensure adequate cash flow. This reimbursement arrangement was waived for CARES Act funding, which staff anticipates being fully expended in fiscal year 2021.
- e) FTA Section 5307 operating funding from the Santa Maria Urbanized Area for RTA Route 10 and Runabout will be budgeted based on commitments with Santa Barbara County Association of Governments (SBCAG) and the City of Santa Maria. Staff is currently meeting with SBCAG to determine allocations for the next three-year period.
- f) Detailed miles/hours and span of service for each RTA core Fixed-Route and Runabout will be provided with the draft budget. For context, detailed budgets based on miles/hours and span of service will also be provided separately for SLO County Services, South County Transit, and North County Local Services.
- g) Productivity of each RTA-operated fixed-route service during holiday time periods will be presented to the Board as part of the draft budget, specifically associated with the service provided during the weeks of Thanksgiving, Christmas and New Years to determine if service levels should remain at a reduced level similar to 2020.
- h) Staff will continue to research and evaluate new revenue sources should any potential shortfall in operating revenues arise. If we are unable to secure funding,

staff would recommend that the Board consider adjusting the TDA allocation from the RTA jurisdictions and/or adjust service levels.

- i) Due to changes in self-insured retention requirements, and now that consolidation has been completed, staff is reviewing and will provide recommendations regarding the RTA reserve policy during FY21-22.
- 2) Work with SLOCOG and our transit agency partners in the region to evaluate region-wide service efficiencies.
- a) Transit agencies across the country are highly impacted by the COVID-19 pandemic, which is impacting ridership and farebox revenues. As a result, the State of California has suspended farebox recovery ratio requirements through the end of FY21-22.
 - b) The RTA will work with SLOCOG staff and other transit providers to evaluate efficiencies in the provision of service throughout the county.
 - c) Staff will use the *2018-20 RTA Strategic Business Plan* as well as the *2016 Short Range Transit Plan* to evaluate potential efficiencies, and with Board concurrence, implement efficiencies.
- 3) Evaluate options and provide analysis on the 5-year capital improvement program and methods to fund these needs.
- a) Staff will continue to work with SLOCOG to prioritize capital projects using the State of Good Repair STA portion of SB-1 funds. These new SB-1 funds are an important source of revenues for the RTA and the other transit operators in our region. It directly impacts the RTA need for LTF to fund operations and the local match for capital projects by reducing local match needed for federal funds, and interest when financing for capital projects is needed.
 - b) Other potential new capital projects include AB617 Clean Air Program and LCTOP funds intended to support our transition to zero emission buses.
- 4) Address projected changes in demand for Runabout service.
- a) Runabout service hours and miles are projected to return to pre-pandemic levels by the middle of FY21-22. Staff will closely monitor this and seek the Board's direction as demand increases over time.
 - b) Staff has to suspend in-person Runabout service eligibility assessment during the pandemic. As we emerge from the pandemic, we will re-institute this program to ensure that only those persons truly eligible for Runabout service are initially registered or re-registered as part of the Runabout application process. Staff will

also provide mobility training for disabled persons who are able to use fixed-route services for some or all of their travel needs.

- c) Staff does not foresee needing to move forward with using supplemental taxicab services at this time, but should future service expansions be required or if staffing shortages persist, staff will revisit this option.

Expenses Impacts

- 1) Fuel price will be budgeted conservatively; diesel fuel will be budgeted at \$3.30 per gallon. Included in the fuel line item will be diesel exhaust fluid (DEF), used to lower diesel exhaust emissions on the newer Fixed-Route vehicles.

2) Insurance Expenses:

- a) CalTIP liability insurance premiums are projected to increase. The exact amount is not known at this time, as CalTIP actuaries are still working on May 1, 2021 through April 30, 2022 rates. Estimates will be available from CalTIP in time to include in the RTA draft budget presented to the Executive Committee at its April 2021 meeting. Although the number of RTA losses based on mileage has been lower than the statewide pool average, the RTA did experience a large claim in February 2019 that will impact future premiums. The pool had experienced significant negative claims development but those have stabilized due to efforts of all the member agencies to ensure the stability of the pool and ensure equity in costing among all members. This included a recently actuarial study on the application and formulas used in applying and calculating each agencies experience modification factor. More importantly, the California liability market continues to contract, which also increases per-mile costs.
- b) CalTIP vehicle physical damage will increase minimally due to the added asset value of newer vehicles in the fleet.
- c) Our annual Employment Risk Management Authority premium is estimated at \$34,000, with a \$50,000 self-insured retention. This self-insured retention does not currently have a reserve in place to cover it should a loss develop. As noted previously, staff is reviewing and will provide recommendations regarding the RTA reserve policy during the FY21-22.
- d) Workers compensation premiums through the Public Risk Innovation, Solutions, and Management (PRISM) are projected to increase, with the realization that workers compensation for transit services is especially challenging statewide as loss development trends in the state are not favorable. Based on estimates provided in January 2021 from PRISM, the estimate is less than the projection include in May 2020 for the FY21-22. Staff will obtain a more refined estimate in early March. We continue to work with our employee committee that has evaluated workplace safety and has initiated a proactive program to address the number of claims and severity of the claims. Although premiums are expected to

rise, a significant portion of that increase is attributable to the increase in wages identified in the collective bargaining agreement that are triggered by the changes in the California minimum wage.

- e) Property insurance will increase due to the significant losses in the property insurance market, namely the wildfires in California.
- f) For budget-making purposes, staff is assuming a 6% annual increase for healthcare costs for each of the next two fiscal years. Although the increase for 2021 was slightly higher than this, staff believes that this estimate is reasonable.

3) Staffing Expenses:

- a) The current 4-year Collective Bargaining Agreement (CBA) will expire on December 31, 2021. Staff fully understands the fiscal impacts that the pandemic has had on our agency and its member jurisdictions, and we will seek the Union's assistance in helping us emerge in a fiscally responsible manner.
- b) The number of FY21-22 budgeted full-time equivalent (FTE) positions will remain the same as in FY20-21.
- c) For FY20-21, the overall number of budgeted positions for the non-core services (North County, SoCo Transit, and SLO County services) will remain the same. It should be noted that the marginal costs and revenues the services will be treated in the budget the same way as prior years: as separate and distinct columns.
- d) An annual inflationary wage adjustment based on the December 2019 to December 2020 of 1.5% will be implemented in July 2021. The Operations Supervisor classification CPI increase adjustment would be implemented in January 2022, to coincide with any Bus Operator wage scale adjustments (if any). Employees within the salary range for their position will be eligible for a step merit increase subject to performance assessments and budgetary authority.
- e) The RTA Board of Directors took action at its September 2, 2020 meeting to implement the increase in contribution percentage of 3.91% for the retirement plan with San Luis Obispo County Pension Trust (SLOCPT) in July 2021 at a projected cost of just over \$44,000. Traditionally, when increases have occurred the increase is fully covered by the agency and the budget will assume that pickup will continue. This is related to management, administration and confidential employees.

Proposed Budget Calendar

February 10 Detailed budget assumptions and revenue forecasts presented to Executive Committee

March 3	Obtain Board concurrence on proposed draft budget assumptions
March 3	Provide mid-year FY20-21 Budget data to Board and budget amendment #4
March 31	Based on feedback from Executive Committee, develop FY21-22 Budget
April 14	Present draft FY21-22 Budget and final budget amendment for FY20-21 to Executive Committee
April 22	Present final draft FY21-22 Budget and final budget amendment for FY20-21 to RTAC
May 5	Final Board Budget presentation; Board adoption of FY21-22 Budget

Staff Recommendation for Executive Committee:

Recommend staff provide the FY21-22 budget assumptions and budget calendar to the Board for approval at the March 3rd Board meeting, so that a detailed work plan and budget may be developed.

Staff Recommendation for the Board:

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

ⁱ Core services are defined as:

1. Hourly weekday services on RTA Routes 9, 10 and 12;
2. Five trips/day on Saturdays for Routes 9, 10, 12, and Monday-Saturday on Route 15;
3. Three trips/day on Sundays for Routes 9, 10, 12 and 15;
4. Peak period weekday service on Route 14 during open session of Cuesta College;
5. Peak period commuter Express services on Routes 9, 10 and 12; and
6. Runabout service that matches the fixed-route service days operated in each community.

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**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
PROPOSED OPERATING REVENUE BUDGET FOR 2021/2022**

	2019/2020 Combined Actual	2020/2021 Amendment #4 Operating Budget	2020/2021 Adopted SoCo Transit Budget	2020/2021 Amendment #2 SLOCAT Budget	2020/2021 Amendment #2 North County Budget	2021/2022 Proposed Operating Budget	2021/2022 Proposed SoCo Transit Budget	2021/2022 Proposed SLOCAT Budget	2021/2022 Proposed North County Budget	2022/23 Projected Operating Budget	2022/23 Projected SoCo Transit Budget	2022/23 Projected SLOCAT Budget	2022/23 Projected North County Budget
FUNDING SOURCES:													
GENERAL RESERVES	3,214,138	5,351,291	948,250	111,070	589,310	4,767,420	1,165,170	337,770	513,780	2,033,800	360,640	133,450	194,810
1. ESTIMATED FUND BALANCE	3,214,138	5,351,291	948,250	111,070	589,310	4,767,420	1,165,170	337,770	513,780	2,033,800	360,640	133,450	194,810
2. LESS REQUIRED RESERVES FOR FISCAL YEAR													
CASH FLOW REQUIREMENTS PER TDA	2,026,030	1,827,820	138,940	125,500	513,780	2,033,800	360,640	133,450	194,810	2,033,100	386,680	144,110	206,160
PERS BUYOUT	3,373,900	-	-	-	-	-	-	-	-	-	-	-	-
DEBT SERVICE RESERVE FOR BUS MAINTENANCE FACILITY	207,660	-	-	-	-	-	-	-	-	-	-	-	-
OFFSET RESERVE TO CARRYOVER TO FUTURE FISCAL YEARS	-	2,939,600	1,026,230	212,270	-	-	-	-	-	-	-	-	-
TOTAL	5,607,590	4,767,420	1,165,170	337,770	513,780	2,033,800	360,640	133,450	194,810	2,033,100	386,680	144,110	206,160
3. FUND BALANCE AVAILABLE	(2,393,452)	583,871	(216,920)	(226,700)	75,530	2,733,620	804,530	204,320	318,970	700	(26,040)	(10,660)	(11,350)
NON TDA SOURCES													
FARES	1,000,863	875,940	47,500	28,900	97,810	161,720	38,560	29,480	65,960	700,750	76,000	23,120	78,250
SCT MANAGEMENT CONTRACT	122,650	126,660	-	-	-	114,160	-	-	-	112,530	-	-	-
COUNTY MANAGEMENT CONTRACT	88,680	91,580	-	-	-	98,390	-	-	-	104,300	-	-	-
NORTH COUNTY MANAGEMENT CONTRACT	43,030	44,440	-	-	-	47,740	-	-	-	50,610	-	-	-
INTEREST	29,485	38,670	7,075	-	-	27,570	8,590	-	-	27,570	4,300	-	-
STATE TRANSIT ASSISTANCE (STA) INCLUDING SB1	1,256,793	-	-	82,800	67,400	723,680	183,700	172,000	105,240	546,230	87,370	172,000	123,600
RURAL TRANSIT FUND (Administration)	30,000	30,000	-	-	-	30,000	-	-	-	30,000	-	-	-
RURAL TRANSIT FUND (Operating Funds)	300,000	-	-	295,070	-	313,600	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307) - San Luis Obispo	603,000	474,910	-	-	-	621,300	-	-	-	652,400	-	-	-
FTA (Section 5307) - San Luis Obispo CARES	833,826	1,132,120	-	-	-	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5311) - Operating	534,305	564,630	-	-	-	586,250	-	-	-	599,000	-	-	-
FTA (Section 5311) - Operating CARES	591,789	1,726,390	-	-	-	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-N. County) - Operating	913,173	722,480	-	-	-	1,009,000	-	-	289,000	1,057,000	-	-	303,500
FTA (Section 5307-N. County) - Operating CARES	1,393,300	1,403,640	-	-	779,800	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-SM) - Operating	224,765	404,580	-	-	-	424,800	-	-	-	446,000	-	-	-
FTA (Section 5307-SM) - Operating CARES	-	867,630	-	-	-	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307) - S. County Operating	401,368	439,530	154,315	-	-	613,000	616,000	-	-	630,000	634,000	-	-
FTA (Section 5307) - S. County Operating CARES	867,126	1,517,640	714,110	-	-	-	-	-	-	-	-	-	-
CUESTA CONTRIBUTION FOR ROUTE 12 AND 14	69,120	82,810	-	-	-	82,310	-	-	-	84,990	-	-	-
CUESTA CONTRIBUTION NORTH COUNTY	40,580	-	-	-	40,580	-	-	-	40,580	-	-	-	40,580
SPECIAL EVENTS REVENUE/OTHER	75,184	-	164,390	-	-	-	305,390	-	-	-	305,390	-	-
4. SUB TOTAL	9,419,037	10,543,650	1,087,390	406,770	985,590	4,853,520	1,152,240	112,280	489,270	5,041,380	1,107,060	195,120	545,930
5. TOTAL FUND BALANCE & NON TDA FUNDING	7,025,585	11,127,521	870,470	180,070	1,061,120	7,587,140	1,956,770	316,600	810,270	5,042,080	1,081,020	184,460	534,580
TDA REQUIRED													
CITY OF ARROYO GRANDE	175,376	202,671	-	-	-	172,714	63,336	-	-	322,933	439,816	-	-
CITY OF ATASCADERO	304,958	344,720	-	-	-	293,507	-	-	-	548,786	-	-	-
CITY OF GROVER BEACH	132,765	153,432	-	-	-	129,035	47,318	-	-	241,264	328,588	-	-
CITY OF MORRO BAY	102,834	118,353	-	-	-	99,486	-	-	-	186,014	-	-	-
CITY OF PASO ROBLES	765,901	354,233	-	-	-	304,874	-	-	249,590	570,039	-	-	611,650
CITY OF PISMO BEACH	80,609	93,411	-	-	-	79,478	29,145	-	-	148,603	202,390	-	-
CITY OF SAN LUIS OBISPO	603,019	690,993	-	-	-	588,596	-	-	-	1,100,531	-	-	-
COUNTY OF SAN LUIS OBISPO	2,010,882	1,881,036	-	476,800	-	1,602,290	26,810	360,610	-	2,995,889	186,177	535,420	-
TDA REQUIREMENTS BEFORE 5311 EXCHANGE	4,176,344	3,838,849	-	476,800	-	3,269,980	166,610	360,610	249,590	6,114,060	1,156,970	535,420	611,650
LESS: RURAL TRANSIT FUND/5311 EXCHANGE	(534,305)	(1,156,420)	-	-	-	(586,250)	-	-	-	(599,000)	-	-	-
6. NET TDA REQUIREMENTS	3,642,039	2,682,429	-	476,800	-	2,683,730	166,610	360,610	249,590	5,515,060	1,156,970	535,420	611,650
7. TOTAL FUNDING SOURCES	10,667,624	13,809,950	870,470	656,870	1,061,120	10,270,870	2,123,380	677,210	1,059,860	10,557,140	2,237,990	719,880	1,146,230
8. FUNDING USES:													
ADMINISTRATION	1,741,831	1,970,200	43,340	7,870	128,980	1,776,290	195,470	7,500	112,510	1,519,490	169,100	7,500	137,810
PERS BUYOUT	-	3,373,900	-	-	-	-	-	-	-	-	-	-	-
MANAGEMENT CONTRACTS	254,360	75,370	51,290	91,580	44,440	-	114,160	98,390	47,740	-	112,530	104,300	50,610
SERVICE DELIVERY	8,568,867	8,290,040	767,650	530,880	875,630	8,379,240	1,786,490	563,290	885,760	8,918,130	1,928,100	599,540	943,450
CONTINGENCY	102,566	100,440	8,190	26,540	12,070	115,340	27,260	8,030	13,850	119,520	28,260	8,540	14,360
9. TOTAL FUNDING USES	10,667,624	13,809,950	870,470	656,870	1,061,120	10,270,870	2,123,380	677,210	1,059,860	10,557,140	2,237,990	719,880	1,146,230

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
PROPOSED CAPITAL REVENUE BUDGET FOR 2021/2022

		2019/2020 Combined Actual Capital Budget	2020/2021 Amended RTA #3 Capital Budget	2020/2021 Adopted SoCo Transit Capital Budget	2020/2021 Adopted SLOCAT Capital Budget	2020/2021 Adpoted North County Capital Budget	2021/2022 Proposed RTA Captial Budget	2021/2022 Proposed SoCo Transit Capital Budget	2021/2022 Proposed SLOCAT Capital Budget	2021/2022 Proposed North County Capital Budget	2022/23 Projected RTA Capital Budget	2022/23 Projected SoCo Transit Capital Budget	2022/23 Projected SLOCAT Capital Budget	2022/23 Projected North County Capital Budget
FUNDING SOURCES:														
BEGINNING CAPITAL PROJECTS RESERVE		833,350	171,870	536,830	119,330	5,320	667,520	355,380	119,330	324,580	418,640	182,220	119,330	4,680
1.	ESTIMATED FUND BALANCE	833,350	171,870	536,830	119,330	5,320	667,520	355,380	119,330	324,580	418,640	182,220	119,330	4,680
2.														
LESS REQUIRED RESERVES FOR FISCAL YEAR														
CAPITAL PROJECTS RESERVE		833,350	667,520	355,380	119,330	5,320	418,640	182,220	119,330	4,680	490,470	295,380	88,820	4,680
TOTAL		833,350	667,520	355,380	119,330	5,320	418,640	182,220	119,330	4,680	490,470	295,380	88,820	4,680
3.														
FUND BALANCE AVAILABLE		-	(495,650)	181,450	-	-	248,880	173,160	-	319,900	(71,830)	(113,160)	30,510	-
NON TDA SOURCES														
STATE TRANSIT ASSISTANCE (STA) WITH SB1 AUGMENTATION		581,636	714,750	79,660	-	-	21,990	16,830	-	18,360	199,440	113,160	-	-
LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)		-	-	-	-	-	-	-	-	-	241,750	-	-	-
PROPOSITION 1B FUNDING - SAFETY & SECURITY		-	-	-	-	-	-	-	-	-	-	-	-	-
STA SB1 STATE OF GOOD REPAIR		223,204	-	-	-	-	-	-	-	-	408,780	-	-	-
PROPOSITION 1B FUNDING - BUS REPLACEMENT & BUS MAINTENANCE FACILITY		494,691	1,033,230	-	-	-	-	-	-	113,510	408,780	-	-	-
APCD AB 617 FOR GARAGE PROJECT, CAP AND HVP FOR ELECTRIC BUSES		-	721,980	-	-	-	-	-	-	-	436,000	-	-	-
RURAL TRANSIT FUND (Capital)		-	250,000	-	-	-	-	-	-	-	500,000	-	50,630	-
FEDERAL TRANSIT ADM (FTA) (Section 5307) - San Luis Obispo		146,414	421,820	-	-	-	-	-	-	-	82,100	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5309) - State of Good Repair		-	-	-	-	-	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5339) - Bus and Bus Facilities		30,728	6,285,000	-	-	-	-	-	-	884,910	300,000	-	324,560	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-North County)		146,414	534,980	-	-	-	68,000	-	-	-	152,100	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-Santa Maria) - CARES		-	433,060	-	-	-	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-South County)		146,414	410,030	420,000	-	-	520,000	460,000	-	-	1,096,400	-	-	-
4.														
SUB TOTAL		1,769,501	10,804,850	499,660	-	-	609,990	476,830	-	1,016,780	3,825,350	113,160	375,190	-
5.														
TOTAL FUND BALANCE & NON TDA FUNDING		1,769,501	10,309,200	681,110	-	-	858,870	649,990	-	1,336,680	3,753,520	-	405,700	-
6.														
FINANCING FOR BUS MAINTEANCE FACILITY		-	6,753,000	-	-	-	7,347,000	-	-	-	-	-	-	-
7.														
TOTAL FUNDING SOURCES		1,769,501	17,062,200	681,110	-	-	8,205,870	649,990	-	1,336,680	3,753,520	-	405,700	-
8.														
FUNDING USES:														
CAPITAL		1,769,501	17,062,200	681,110	-	-	8,097,630	649,990	-	1,336,680	3,007,520	-	405,700	-
LOAN PAYDOWN		-	-	-	-	-	108,240	-	-	-	746,000	-	-	-
9.														
TOTAL FUNDING USES		1,769,501	17,062,200	681,110	-	-	8,205,870	649,990	-	1,336,680	3,753,520	-	405,700	-

		Actual Combined FY 2019-20	Amendment #4 Operating Budget FY 2020-21	Proposed Operating Budget FY 2021-22	Projected Operating Budget FY 2022-23
Administration and Service Delivery Totals					
	Hours	60,063	76,690	84,010	84,010
	Miles	1,369,371	1,674,640	1,792,340	1,792,340
Administration:					
Labor	operations cost	798,775	1,042,550	1,079,020	1,151,930
Labor - Administration Workers Comp	operations cost	47,336	47,000	44,970	48,010
Office Space Rental	operations cost	469,823	508,850	407,450	53,450
Property Insurance	operations cost	24,384	28,490	38,870	47,740
Professional Technical Services	operations cost	128,011	262,400	167,100	227,100
Professional Development	operations cost	37,865	60,070	66,470	73,550
Operating Expense	operations cost	379,280	365,150	366,380	378,760
Marketing and Reproduction	hourly	110,717	98,560	181,800	120,800
North County Management Contract	operations cost	(43,030)	(44,440)	(47,740)	(50,610)
County Management Contract	operations cost	(88,680)	(91,580)	(98,390)	(104,300)
SCT Management Contract	operations cost	(122,650)	(126,660)	(114,160)	(112,530)
Total Administration		1,741,831	2,150,390	2,091,770	1,833,900
Service Delivery:					
Labor - Operations	hourly	4,811,367	5,927,310	6,622,980	7,073,100
Labor - Operations Workers Comp	hourly	321,486	355,290	339,940	363,040
Labor - Maintenance	hourly	1,005,333	1,287,250	1,581,620	1,695,770
Labor - Maintenance Workers Comp	hourly	93,731	97,290	93,090	99,810
Fuel	miles	889,930	1,064,520	1,113,670	1,113,670
Insurance (Liability, Physical Damage, Employment Practices)	miles	675,137	764,160	909,680	1,017,930
Special Transportation (for SLOCAT)	n/a	32,512	48,340	44,480	45,210
Avila Trolley	n/a	20,965	68,460	76,490	81,690
Maintenance (parts, supplies, materials)	miles	597,225	708,380	695,930	751,220
Maintenance Contract Costs	miles	121,181	143,200	136,900	147,780
Total Operations		8,568,867	10,464,200	11,614,780	12,389,220
Contingency	hourly	102,566	147,240	164,480	170,680
PERS Buyout	operations cost	-	3,373,900	-	-
Management Contracts		254,360	262,680	260,290	267,440
TOTAL FUNDING USES		10,667,624	16,398,410	14,131,320	14,661,240

			Actual Capital Expenditures FY 2019-20	Amendment #4 - Capital Budget FY 2020-21	Proposed Capital Budget FY 2021-22	Projected Capital Budget FY 2022-23	Projected Capital Budget FY 2023-24	Projected Capital Budget FY 2024-25	Projected Capital Budget FY 2025-26
Capital Expenditures									
Capital/Studies:									
Computer System Maintenance/Upgrades	hourly		8,825	46,440	40,370	49,550	52,030	54,630	57,360
Miscellaneous Capital	hourly								
Maintenance Equipment			-	40,200	42,500	43,750	46,500	48,830	48,750
Specialized Maintenance Tools	hourly		160,672	-	-	-	-	-	-
Desks and Office Equipment	hourly		-	-	-	-	-	-	-
Radios	hourly		-	6,600	-	-	-	-	-
Vehicle ITS/Camera System	hourly		-	-	-	-	-	-	-
Bus Stop Improvements	hourly		252,586	313,360	92,750	96,500	101,880	106,970	112,320
COVID 19 Related Capital Items	hourly		-	433,060	-	-	-	-	-
Large Capital Repairs	hourly		-	-	575,000	375,000	468,750	225,000	-
Vehicles									
Support Vehicles	hourly		-	56,700	-	57,880	238,200	63,750	33,500
Fixed Route Vehicles	hourly		-	631,800	1,986,680	2,134,840	1,116,330	-	2,843,760
Trolley replacement vehicles	hourly		-	-	-	293,200	-	-	-
Cutaway and Dial A Ride Vehicles	hourly		3,760	631,750	-	112,500	-	289,880	-
Runabout Vehicles	hourly		5,000	261,300	-	-	855,700	-	188,300
Total Capital Outlay			430,843	2,421,210	2,737,300	3,163,220	2,879,390	789,060	3,283,990
Loan Repayments			-	24,010	108,240	746,000	746,000	746,000	746,000
Short Range Transit Plan			-	-	-	250,000	-	-	-
Elks Lane Project			1,338,657	15,298,090	7,347,000	-	-	-	-
TOTAL FUNDING USES			1,769,500	17,743,310	10,192,540	4,159,220	3,625,390	1,535,060	4,029,990

		Total Adopted Budget	Weekday Proposed Budget	Saturday Proposed Budget	Sunday Proposed Budget	Total Proposed Budget	Projected Budget
		FY 2020-21	FY 2021-22	FY 2021-22	FY 2021-22	FY 2021-22	FY 2022-23
Route 9							
	<u>Measure:</u>						
	Annual Hours	12,840	11,750	660	430	12,840	12,840
	Annual Miles	345,010	314,380	18,240	12,390	345,010	345,010
Administration:							
Total Administration (Net of Contracts)		\$ 352,310	\$ 298,150	\$ 16,910	\$ 11,160	\$ 326,220	\$ 280,260
Service Delivery:	<u>Basis:</u>						
Labor - Operations	hourly	\$ 965,960	\$ 889,420	\$ 49,960	\$ 32,550	\$ 971,930	\$ 1,035,900
Labor - Operations Workers Comp	hourly	\$ 55,940	\$ 44,970	\$ 2,530	\$ 1,650	\$ 49,150	\$ 52,410
Labor - Maintenance	hourly	\$ 218,150	\$ 213,090	\$ 11,970	\$ 7,800	\$ 232,860	\$ 249,150
Labor - Maintenance Workers Comp	hourly	\$ 16,280	\$ 12,250	\$ 690	\$ 450	\$ 13,390	\$ 14,360
Fuel	miles	\$ 210,130	\$ 192,200	\$ 11,150	\$ 7,580	\$ 210,930	\$ 210,380
Insurance	miles	\$ 152,120	\$ 156,850	\$ 9,100	\$ 6,180	\$ 172,130	\$ 192,100
Maintenance (parts, supplies, materials)	miles	\$ 133,250	\$ 116,320	\$ 6,750	\$ 4,580	\$ 127,650	\$ 137,420
Maintenance Contract Costs	miles	\$ 27,070	\$ 22,840	\$ 1,330	\$ 900	\$ 25,070	\$ 27,010
Total Operations		\$ 1,778,900	\$ 1,647,940	\$ 93,480	\$ 61,690	\$ 1,803,110	\$ 1,918,730
Capital/Studies:							
Total Capital Outlay		\$ 5,139,190	\$ 1,670,850	\$ 94,780	\$ 62,550	\$ 1,828,180	\$ 702,930
Contingency	hourly	\$ 20,830	\$ 21,900	\$ 1,230	\$ 800	\$ 23,930	\$ 24,780
Loan Repayment	operations cost	\$ -	\$ 21,270	\$ 1,210	\$ 800	\$ 23,280	\$ 160,500
TOTAL FUNDING USES		\$ 7,291,230	\$ 3,660,110	\$ 207,610	\$ 137,000	\$ 4,004,720	\$ 3,087,200
TOTAL NON-CAPITAL EXPENDITURES		\$ 2,152,040	\$ 1,967,990	\$ 111,620	\$ 73,650	\$ 2,153,260	\$ 2,223,770

		Total Adopted Budget	Weekday Proposed Budget	Saturday Proposed Budget	Sunday Proposed Budget	Total Proposed Budget	Projected Budget
		FY 2020-21	FY 2021-22	FY 2021-22	FY 2021-22	FY 2021-22	FY 2022-23
Route 10							
	<u>Measure:</u>						
	Annual Hours	10,790	9,840	590	360	10,790	10,790
	Annual Miles	339,270	309,160	18,810	11,300	339,270	339,270
Administration:							
Total Administration (Net of Contracts)		\$ 310,870	\$ 262,590	\$ 15,820	\$ 9,610	\$ 288,020	\$ 247,360
Service Delivery:	<u>Basis:</u>						
Labor - Operations	hourly	\$ 811,740	\$ 744,850	\$ 44,660	\$ 27,250	\$ 816,760	\$ 870,510
Labor - Operations Workers Comp	hourly	\$ 47,010	\$ 37,680	\$ 2,260	\$ 1,380	\$ 41,320	\$ 44,030
Labor - Maintenance	hourly	\$ 183,320	\$ 178,440	\$ 10,700	\$ 6,530	\$ 195,670	\$ 209,370
Labor - Maintenance Workers Comp	hourly	\$ 13,680	\$ 10,280	\$ 620	\$ 380	\$ 11,280	\$ 12,060
Fuel	miles	\$ 206,630	\$ 189,030	\$ 11,500	\$ 6,910	\$ 207,440	\$ 206,890
Insurance	miles	\$ 149,590	\$ 154,230	\$ 9,380	\$ 5,640	\$ 169,250	\$ 188,890
Maintenance (parts, supplies, materials)	miles	\$ 131,020	\$ 114,380	\$ 6,960	\$ 4,180	\$ 125,520	\$ 135,140
Maintenance Contract Costs	miles	\$ 26,630	\$ 22,480	\$ 1,370	\$ 820	\$ 24,670	\$ 26,560
Total Operations		\$ 1,569,620	\$ 1,451,370	\$ 87,450	\$ 53,090	\$ 1,591,910	\$ 1,693,450
Capital/Studies:							
Total Capital Outlay		\$ 4,534,540	\$ 1,471,510	\$ 88,660	\$ 53,830	\$ 1,614,000	\$ 620,410
Contingency	hourly	\$ 17,500	\$ 18,320	\$ 1,100	\$ 670	\$ 20,090	\$ 20,820
Loan Repayment	operations cost	\$ -	\$ 18,750	\$ 1,130	\$ 690	\$ 20,570	\$ 141,660
TOTAL FUNDING USES		\$ 6,432,530	\$ 3,222,540	\$ 194,160	\$ 117,890	\$ 3,534,590	\$ 2,723,700
TOTAL NON-CAPITAL EXPENDITURES		\$ 1,897,990	\$ 1,732,280	\$ 104,370	\$ 63,370	\$ 1,900,020	\$ 1,961,630

		Total Proposed Budget FY 2020-21	Weekday Proposed Budget FY 2021-22	Saturday Proposed Budget FY 2021-22	Sunday Proposed Budget FY 2021-22	Total Proposed Budget FY 2021-22	Projected Budget FY 2022-23
Route 12, 14 and 15							
	<u>Measure:</u>						
	Annual Hours	10,890	9,260	920	710	10,890	10,890
	Annual Miles	310,690	265,510	26,640	18,540	310,690	310,690
Administration:							
	Total Administration (Net of Contracts)	\$ 304,230	\$ 239,970	\$ 23,910	\$ 17,890	\$ 281,770	\$ 242,040
Service Delivery:							
	<u>Basis:</u>						
Labor - Operations	hourly	\$ 819,260	\$ 700,940	\$ 69,640	\$ 53,740	\$ 824,320	\$ 878,570
Labor - Operations Workers Comp	hourly	\$ 47,440	\$ 35,460	\$ 3,520	\$ 2,720	\$ 41,700	\$ 44,440
Labor - Maintenance	hourly	\$ 185,010	\$ 167,920	\$ 16,680	\$ 12,880	\$ 197,480	\$ 211,310
Labor - Maintenance Workers Comp	hourly	\$ 13,810	\$ 9,670	\$ 960	\$ 740	\$ 11,370	\$ 12,170
Fuel	miles	\$ 189,210	\$ 162,340	\$ 16,290	\$ 11,340	\$ 189,970	\$ 189,460
Insurance	miles	\$ 136,990	\$ 132,460	\$ 13,290	\$ 9,250	\$ 155,000	\$ 172,980
Maintenance (parts, supplies, materials)	miles	\$ 119,990	\$ 98,240	\$ 9,860	\$ 6,860	\$ 114,960	\$ 123,750
Maintenance Contract Costs	miles	\$ 24,370	\$ 19,310	\$ 1,940	\$ 1,350	\$ 22,600	\$ 24,320
	Total Operations	\$ 1,536,080	\$ 1,326,340	\$ 132,180	\$ 98,880	\$ 1,557,400	\$ 1,657,000
Capital/Studies:							
	Total Capital Outlay	\$ 4,437,640	\$ 1,344,740	\$ 134,010	\$ 100,250	\$ 1,579,000	\$ 607,050
Contingency	hourly	\$ 17,660	\$ 17,240	\$ 1,710	\$ 1,320	\$ 20,270	\$ 21,020
Loan Repayment	operations cost	\$ -	\$ 17,130	\$ 1,710	\$ 1,280	\$ 20,120	\$ 138,610
TOTAL FUNDING USES		\$ 6,295,610	\$ 2,945,420	\$ 293,520	\$ 219,620	\$ 3,458,560	\$ 2,665,720
TOTAL NON-CAPITAL EXPENDITURES		\$ 1,857,970	\$ 1,583,550	\$ 157,800	\$ 118,090	\$ 1,859,440	\$ 1,920,060

		Total Adopted Budget FY 2020-21	Total Proposed Budget FY 2021-22	Projected Budget FY 2022-23
Runabout				
	<u>Measure:</u>			
	Annual Hours	27,410	27,410	27,410
	Annual Miles	464,490	464,490	464,490
Administration:				
Total Administration (Net of Contracts)		\$ 670,490	\$ 619,990	\$ 533,000
Service Delivery:	<u>Basis:</u>			
Labor - Operations	hourly	\$ 2,062,070	\$ 2,074,820	\$ 2,211,360
Labor - Operations Workers Comp	hourly	\$ 119,410	\$ 104,960	\$ 111,860
Labor - Maintenance	hourly	\$ 465,690	\$ 497,060	\$ 531,860
Labor - Maintenance Workers Comp	hourly	\$ 34,740	\$ 28,630	\$ 30,630
Fuel	miles	\$ 282,890	\$ 284,000	\$ 283,250
Insurance	miles	\$ 204,810	\$ 231,720	\$ 258,610
Maintenance (parts, supplies, materials)	miles	\$ 179,390	\$ 171,850	\$ 185,020
Maintenance Contract Costs	miles	\$ 36,450	\$ 33,780	\$ 36,360
Total Operations		\$ 3,385,450	\$ 3,426,820	\$ 3,648,950
Capital/Studies:				
Total Capital Outlay		\$ 630,410	\$ 3,076,450	\$ 1,077,130
Contingency	hourly	\$ 44,460	\$ 51,050	\$ 52,900
Loan Repayment	operations cost	\$ -	\$ 44,270	\$ 305,230
TOTAL FUNDING USES		\$ 4,730,810	\$ 7,218,580	\$ 5,617,210
TOTAL NON-CAPITAL EXPENDITURES		\$ 4,100,400	\$ 4,097,860	\$ 4,234,850

		Total Proposed Budget	Proposed Route 21 Budget	Proposed Route 24 Budget	Proposed Route 27 Budget	Proposed Route 28 Budget	Proposed Trolley Budget	Total Proposed Budget	Projected Budget
		FY 2020-21	FY 2021-22	FY 2021-22	FY 2021-22	FY 2021-22	FY 2021-22	FY 2021-22	FY 2022-23
South County Transit									
	<u>Measure:</u>								
	Annual Hours	7,320	3,580	3,530	2,820	3,960	750	14,640	14,640
	Annual Miles	117,700	68,200	52,520	41,400	57,060	16,220	235,400	235,400
Administration:									
Total Administration (Net of Contracts)		\$ 94,630	\$ 83,090	\$ 77,800	\$ 61,990	\$ 86,750	\$ -	\$ 309,630	\$ 281,630
Service Delivery:									
	<u>Basis:</u>								
Labor - Operations	hourly	\$ 449,550	\$ 270,990	\$ 267,210	\$ 213,460	\$ 299,760	\$ 43,940	\$ 1,095,360	\$ 1,181,110
Labor - Operations Workers Comp	hourly	\$ 35,370	\$ 13,710	\$ 13,520	\$ 10,800	\$ 15,160	\$ 2,220	\$ 55,410	\$ 59,750
Labor - Maintenance	hourly	\$ 51,580	\$ 64,920	\$ 64,010	\$ 51,140	\$ 71,810	\$ 10,530	\$ 262,410	\$ 284,070
Labor - Maintenance Workers Comp	hourly	\$ 4,210	\$ 3,740	\$ 3,690	\$ 2,950	\$ 4,140	\$ 610	\$ 15,130	\$ 16,360
Fuel	miles	\$ 95,600	\$ 41,700	\$ 32,110	\$ 25,310	\$ 34,890	\$ 7,010	\$ 141,020	\$ 143,550
Insurance	miles	\$ 61,660	\$ 34,020	\$ 26,200	\$ 20,650	\$ 28,470	\$ 5,720	\$ 115,060	\$ 131,060
Maintenance (parts, supplies, materials)	miles	\$ 55,060	\$ 25,230	\$ 19,430	\$ 15,320	\$ 21,110	\$ 4,240	\$ 85,330	\$ 93,770
Maintenance Contract Costs	miles	\$ 14,620	\$ 4,960	\$ 3,820	\$ 3,010	\$ 4,150	\$ 830	\$ 16,770	\$ 18,430
Total Operations		\$ 767,650	\$ 459,270	\$ 429,990	\$ 342,640	\$ 479,490	\$ 75,100	\$ 1,786,490	\$ 1,928,100
Capital/Studies:									
Total Capital Outlay		\$ 681,110	\$ 174,430	\$ 163,310	\$ 130,140	\$ 182,110	\$ -	\$ 649,990	\$ -
Contingency	hourly	\$ 8,190	\$ 6,670	\$ 6,570	\$ 5,250	\$ 7,370	\$ 1,400	\$ 27,260	\$ 28,260
Loan Repayment	operations cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL FUNDING USES		\$ 1,551,580	\$ 723,460	\$ 677,670	\$ 540,020	\$ 755,720	\$ 76,500	\$ 2,773,370	\$ 2,237,990
TOTAL NON-CAPITAL EXPENDITURES		\$ 870,470	\$ 549,030	\$ 514,360	\$ 409,880	\$ 573,610	\$ 76,500	\$ 2,123,380	\$ 2,237,990

		Adopted Budget	Total Proposed Budget	Projected Budget
		<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>
County Services				
Administration:				
	Total Administration (Net of Contracts)	\$ 99,450	\$ 105,890	\$ 111,800
Service Delivery:				
Labor - Operations	hourly	\$ 259,010	\$ 276,610	\$ 295,410
Labor - Operations Workers Comp	hourly	\$ 17,710	\$ 18,910	\$ 20,190
Labor - Maintenance	hourly	\$ 57,100	\$ 61,220	\$ 65,640
Labor - Maintenance Workers Comp	hourly	\$ 5,150	\$ 5,520	\$ 5,920
Fuel	miles	\$ 20,700	\$ 20,700	\$ 20,700
Insurance	miles	\$ 15,990	\$ 17,890	\$ 20,020
Special Transit (Senior Vans, Incentives, etc)	n/a	\$ 48,340	\$ 44,480	\$ 45,210
Avila Trolley	n/a	\$ 68,460	\$ 76,490	\$ 81,690
Maintenance (parts, supplies, materials)	miles	\$ 32,010	\$ 34,550	\$ 37,290
Maintenance Contract Costs	miles	\$ 6,410	\$ 6,920	\$ 7,470
	Total Operations	\$ 530,880	\$ 563,290	\$ 599,540
Capital/Studies:				
	Total Capital Outlay	\$ -	\$ -	\$ 405,700
Contingency	hourly	\$ 26,540	\$ 8,030	\$ 8,540
Loan Repayment	operations cost	\$ -	\$ -	\$ -
TOTAL FUNDING USES		\$ 656,870	\$ 677,210	\$ 1,125,580
TOTAL NON-CAPITAL EXPENDITURES		\$ 656,870	\$ 677,210	\$ 719,880

		Adopted Total Budget	Proposed Route A & B Budget	Proposed Paso DAR Budget	Total Proposed Budget	Projected Budget
		FY 2020-21	FY 2021-22	FY 2021-22	FY 2021-22	FY 2022-23
North County Services						
	<u>Measure:</u>					
	Annual Hours	7,440	6,160	1,280	7,440	7,440
	Annual Miles	97,480	85,940	11,540	97,480	97,480
Administration:						
Total Administration (Net of Contracts)		\$ 173,420	\$ 134,150	\$ 26,100	\$ 160,250	\$ 137,810
Service Delivery:						
	<u>Basis:</u>					
Labor - Operations	hourly	\$ 559,720	\$ 466,290	\$ 96,890	\$ 563,180	\$ 600,240
Labor - Operations Workers Comp	hourly	\$ 32,420	\$ 23,590	\$ 4,900	\$ 28,490	\$ 30,360
Labor - Maintenance	hourly	\$ 126,410	\$ 111,710	\$ 23,210	\$ 134,920	\$ 144,370
Labor - Maintenance Workers Comp	hourly	\$ 9,430	\$ 6,430	\$ 1,340	\$ 7,770	\$ 8,310
Fuel	miles	\$ 59,370	\$ 52,550	\$ 7,060	\$ 59,610	\$ 59,440
Insurance	miles	\$ 42,980	\$ 42,870	\$ 5,760	\$ 48,630	\$ 54,270
Maintenance (parts, supplies, materials)	miles	\$ 37,650	\$ 31,800	\$ 4,270	\$ 36,070	\$ 38,830
Maintenance Contract Costs	miles	\$ 7,650	\$ 6,250	\$ 840	\$ 7,090	\$ 7,630
Total Operations		\$ 875,630	\$ 741,490	\$ 144,270	\$ 885,760	\$ 943,450
Capital/Studies:						
Total Capital Outlay		\$ -	\$ 1,336,680	\$ -	\$ 1,336,680	\$ -
Contingency	hourly	\$ 12,070	\$ 11,470	\$ 2,380	\$ 13,850	\$ 14,360
Loan Repayment	operations cost	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL FUNDING USES		\$ 1,061,120	\$ 2,223,790	\$ 172,750	\$ 2,396,540	\$ 1,095,620
TOTAL NON-CAPITAL EXPENDITURES		\$ 1,061,120	\$ 887,110	\$ 172,750	\$ 1,059,860	\$ 1,095,620

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RTA Staff Salary Schedule

Effective July 1, 2021

SLORTA POSITION	STEP 1	STEP 2	STEP 3	STEP 4	STEP 5	STEP 6	STEP 7
Administrative Assistant	\$ 45,005.61	\$ 47,255.91	\$ 49,618.71	\$ 52,099.63	\$ 54,183.62	\$ 55,809.14	\$ 56,925.32
Accounting Technician	\$ 47,255.91	\$ 49,618.71	\$ 52,099.63	\$ 54,704.62	\$ 56,892.80	\$ 58,599.58	\$ 59,771.57
Transit Training Instructor	\$ 52,099.63	\$ 54,704.62	\$ 57,439.84	\$ 60,311.84	\$ 62,724.31	\$ 64,606.04	\$ 65,898.15
Transit Training Instructor/Mobility Specialist	\$ 52,099.63	\$ 54,704.62	\$ 57,439.84	\$ 60,311.84	\$ 62,724.31	\$ 64,606.04	\$ 65,898.15
Lead Supervisor	\$ 63,327.43	\$ 66,493.80	\$ 69,818.49	\$ 73,309.42	\$ 76,241.80	\$ 78,529.05	\$ 80,099.63
Human Resources Officer	\$ 64,910.61	\$ 68,156.15	\$ 71,563.95	\$ 75,142.15	\$ 78,147.84	\$ 80,492.28	\$ 82,102.12
Maintenance Assistant Manager	\$ 73,309.42	\$ 76,974.88	\$ 80,823.63	\$ 84,864.80	\$ 88,259.40	\$ 90,907.17	\$ 92,725.32
Manager, Marketing and Community Relations	\$ 75,142.15	\$ 78,899.25	\$ 82,844.22	\$ 86,986.43	\$ 90,465.89	\$ 93,179.85	\$ 95,043.45
Manager, Grants	\$ 75,142.15	\$ 78,899.25	\$ 82,844.22	\$ 86,986.43	\$ 90,465.89	\$ 93,179.85	\$ 95,043.45
Manager, Safety and Training	\$ 75,142.15	\$ 78,899.25	\$ 82,844.22	\$ 86,986.43	\$ 90,465.89	\$ 93,179.85	\$ 95,043.45
Manager, Maintenance and Facilities	\$ 89,108.05	\$ 93,563.45	\$ 98,241.62	\$ 103,153.72	\$ 107,279.86	\$ 110,498.25	\$ 112,708.23
Manager, Operations	\$ 103,153.72	\$ 108,311.40	\$ 113,726.96	\$ 119,413.31	\$ 124,189.84	\$ 127,915.53	\$ 130,473.84
Deputy Director/CFO	\$ 125,383.99	\$ 131,653.18	\$ 138,235.84	\$ 145,147.65	\$ 150,953.55	\$ 155,482.16	\$ 158,591.80
Executive Director	\$ 138,307.96						\$ 168,105.32

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SOUTH COUNTY TRANSIT OPERATING REVENUE BUDGET FOR 2020/2021

FUNDING SOURCES:

- GENERAL RESERVES
1. ESTIMATED FUND BALANCE
2. LESS REQUIRED RESERVES FOR FISCAL YEAR
- CASH FLOW REQUIREMENTS PER TDA
- OFFSET RESERVE TO CARRYOVER TO FY21-22

TOTAL

3. FUND BALANCE AVAILABLE

NON TDA SOURCES

- FARES
- INTEREST
- FEDERAL TRANSIT ADM (FTA) (Section 5307) - S. County Operating
- FTA (Section 5307) - S. County Operating CARES**
- SPECIAL EVENTS REVENUE/OTHER

- 4.
5. TOTAL FUND BALANCE & NON TDA FUNDING

SUB TOTAL

TDA REQUIRED

- CITY OF ARROYO GRANDE
- CITY OF GROVER BEACH
- CITY OF PISMO BEACH
- COUNTY OF SAN LUIS OBISPO

6. NET TDA REQUIREMENTS
7. **TOTAL FUNDING SOURCES**

8. FUNDING USES:

- ADMINISTRATION
- MANAGEMENT CONTRACTS
- SERVICE DELIVERY
- CONTINGENCY

9. **TOTAL FUNDING USES**

2020/2021 Full Year SoCo Transit Budget	2020/2021 Adopted SoCo Transit Budget
948,250	948,250
948,250	948,250
138,940	138,940
1,026,230	1,026,230
1,165,170	1,165,170
(216,920)	(216,920)
95,000	47,500
14,150	7,075
308,630	154,315
1,428,220	714,110
328,780	164,390
2,174,780	1,087,390
1,957,860	870,470
-	-
-	-
-	-
-	-
-	-
-	-
1,957,860	870,470
86,680	43,340
102,580	51,290
1,752,220	767,650
16,380	8,190
1,957,860	870,470

SOUTH COUNTY TRANSIT CAPITAL REVENUE BUDGET FOR 2020/2021

FUNDING SOURCES:

BEGINNING CAPITAL PROJECTS RESERVE

1. ESTIMATED FUND BALANCE

2. LESS REQUIRED RESERVES FOR FISCAL YEAR

CAPITAL PROJECTS RESERVE

3. FUND BALANCE AVAILABLE

NON TDA SOURCES

STATE TRANSIT ASSISTANCE (STA) WITH SB1 AUGMENTATION
FEDERAL TRANSIT ADM (FTA) (Section 5307-South County)

4.

5. TOTAL FUND BALANCE & NON TDA FUNDING

6. FINANCING FOR BUS MAINTENANCE FACILITY

7. **TOTAL FUNDING SOURCES**

8. FUNDING USES:

CAPITAL

9. **TOTAL FUNDING USES**

	2020/2021 Full Year SoCo Transit Budget	2020/2021 Adopted SoCo Transit Budget
	536,830	536,830
	536,830	536,830
	355,380	355,380
TOTAL	355,380	355,380
	181,450	181,450
	89,660	79,660
	460,000	420,000
SUB TOTAL	549,660	499,660
	731,110	681,110
	-	-
	731,110	681,110
	731,110	681,110
	731,110	681,110

4/1/2021
9:52 AM

South County Transit

Hours
Miles

Administration:

Total Administration (Net of Contracts)

Service Delivery:

Labor - Operations hourly
Labor - Operations Workers Comp hourly
Labor - Maintenance hourly
Labor - Maintenance Workers Comp hourly
Fuel miles
Insurance miles
Maintenance (parts, supplies, materials) miles
Maintenance Contract Costs miles

Total Operations

Capital/Studies:

Total Capital Outlay

Contingency hourly

Interest Expense operations cost

TOTAL FUNDING USES

TOTAL NON-CAPITAL EXPENDITURES

Full Year Budget FY 2020-21	Total Adopted Budget FY 2020-21
14,640	7,320
235,400	117,700
189,260	94,630
1,116,020	449,550
70,740	35,370
103,160	51,580
8,420	4,210
191,200	95,600
123,320	61,660
110,120	55,060
29,240	14,620
1,752,220	767,650
731,110	681,110
16,380	8,190
-	-
2,688,970	1,551,580
1,957,860	870,470

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