



**REGIONAL TRANSIT AUTHORITY EXECUTIVE COMMITTEE AGENDA**

**\*\*\* VIA ZOOM WEBINAR\*\*\***

**Wednesday December 9, 2020**

**10:00 a.m. – 11:00 a.m.**

This agenda is available/posted at: <http://www.slorta.org/board/rta-board-meetings>

Individuals wishing accessibility accommodations at this meeting under the Americans with Disabilities Act (ADA) may request such accommodations to aid hearing, visual, or mobility impairment (including Limited English Proficiency) by contacting the RTA offices at 781-4833. Please note that 48 hours advance notice will be necessary to honor a request.

**Important Notice Regarding COVID-19**

Due to the Coronavirus (COVID-19) and in accordance with the Governor’s Executive Order N-29-20, the RTA Executive Committee meeting on December 9, 2020 will be a virtual meeting held via Zoom webinar.

**HOW TO WATCH:**

**To Watch and Participate in Live Public Comment:** To provide public comment during the meeting, use the Zoom webinar link below. Please use the following link to register in advance of the webinar. After registering, you will receive a confirmation email with details about joining the webinar:

[https://zoom.us/webinar/register/WN\\_cQXYhicZRr6Z7tSX7omshg](https://zoom.us/webinar/register/WN_cQXYhicZRr6Z7tSX7omshg)

**HOW TO COMMENT:**

The RTA is accepting general public comments for items on the RTA Executive Committee agenda as well as items of interest not on the agenda within the jurisdiction of the RTA Executive Committee.

\*\*\*Note: Every effort will be made to include your comments into the record, but due to time limitations, some comments may not be included. Members of the public can submit comments by:

**Zoom webinar – Verbal, Live Public Comments**

The Regional Transit Authority is a Joint Powers Agency serving the residents and visitors of:

**Arroyo Grande Atascadero Grover Beach Morro Bay Paso Robles Pismo Beach San Luis Obispo County of San Luis Obispo**

- See details on page 1 of this agenda under ‘How to Watch.’

**Email – Written Public Comments to:** [info@slorta.org](mailto:info@slorta.org) with the subject line “public comment.”

- Include the agenda item number you are referencing or type “general comment,” if it is about an item not on the agenda.
- **Emailed written comments must be submitted no later than 5:00 p.m. on Monday, December 7, 2020.**

**Mail – Written Public Comments**

- Mail to:  
Clerk of the Board  
SLO RTA  
179 Cross Street  
San Luis Obispo, CA 93401
  - **Mailed written comments must be received by the RTA no later than 5:00 p.m. on Monday, December 7, 2020.**
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**1. Call Meeting to Order, Roll Call**

- 2. Public Comment:** The San Luis Obispo Regional Transit Authority Executive Committee reserves this portion of the agenda for members of the public to address any items not on the agenda and within the jurisdiction of the Committee. Comments are limited to three minutes per speaker. The Committee will listen to all communication, but in compliance with the Brown Act, will not take any action on items that are not on the agenda.

**3. Information Items**

A-1 Executive Director’s Report (Oral; Receive)

- 4. Action Items:** None

**5. Consent Items**

C-1 Executive Committee Meeting Minutes of November 4, 2020 (Approve)

- 6. January 6, 2021 Draft RTA Board Agenda:** The Executive Committee is asked to review and comment on the proposed agenda items.

**Joint RTA/SLOCOG Meeting Agenda:** RTA and San Luis Obispo Council of Governments (SLOCOG) will have a Joint Session on January 6<sup>th</sup> to address the following items:

- a.) Welcome New Member(s)
- b.) Election of Officers (President and Vice President)
- c.) Executive Committee Assignments (President, Vice President, Past President)

*Following the Joint meeting, the SLOCOG Board will adjourn to the RTA Board meeting and reconvene after the RTA Board meeting is adjourned.*

### **RTA Board Meeting**

#### **Information Items**

- A-1 Executive Director's Report (Receive)

#### **Action Items:**

- B-1 South County Transit Committee Assignments (Approve)

#### **Consent Items**

- C-1 Executive Committee Meeting Minutes of November 4, 2020 (Information)
- C-2 RTA Board Meeting Minutes of December 2, 2020 (Approve)
- C-3 BMF Construction Change Order Summary (Approve)
- C-4 Paso Robles Bus Parking Yard CEQA Mitigations Annual Monitoring Report (Receive)
- C-5 FTA Transit Asset Management Plan (Approve)
- C-6 Authorize FTA Annual Certifications and Assurances Submittal (Approve)
- C-7 Authorize FTA Section 5311 Grant Application Submittal (Approve)
- C-8 Authorize Administration of FTA Sections 5307, 5539 and CMAQ Grant Programs (Approve)
- C-9 Authorize Rural Transit Funds Grant Application Submittal (Approve)
- C-10 Revised Agreement with the Goodyear Tire and Rubber Company (Approve)

*Adjourn RTA Board Open Session meeting, and reconvene as the SLOCOG Board in Open Session*

### **SLOCOG Board Meeting**

*The SLOCOG meeting agenda is provided under separate cover. Following adjournment of the SLOCOG Board meeting, the RTA Board will reconvene in Closed Session.*

#### **Closed Session Item:**

- a. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (Government Code section 54956.9.) It is the intention of the Executive Committee to meet in closed session concerning the following item: Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of section 54956.9. Number of potential cases: One.
  - b. It is the intention of the RTA Board to meet in closed session concerning the following item: Executive Director Performance Evaluation (Govt. Code Section 54957)
7. **Closed Session:**
- a) CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (Government Code section 54956.9.) It is the intention of the Executive Committee to meet in closed

session concerning the following item: Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of section 54956.9. Number of potential cases: One.

- b) It is the intention of the RTA Board to meet in closed session concerning the following item: Executive Director Performance Evaluation (Govt. Code Section 54957)

Next RTA Executive Committee Meeting: **February 10, 2021**



## San Luis Obispo Regional Transit Authority

### Executive Committee Meeting

Minutes 11/04/2020

Draft C-1

Members Present: Fred Strong, City of Paso Robles, **President**  
Ed Waage, City of Pismo Beach  
John Peschong, District 1 Supervisor, **Vice President**

Members Absent: None

Staff Present: Geoff Straw, Executive Director  
Tania Arnold, Deputy Director/CFO  
Nina Negranti, County Counsel  
Chelsea Sperakos, Administrative Assistant

#### Call Meeting to Order, Roll Call:

**President Fred Strong** called the meeting to order at 10:37 AM.

**Public Comment:** The San Luis Obispo Regional Transit Authority Executive Committee reserves this portion of the agenda for members of the public to address any items not on the agenda and within the jurisdiction of the Committee. Comments are limited to three minutes per speaker. The Committee will listen to all communication, but in compliance with the Brown Act, will not take any action on items that are not on the agenda.

**Mr. Eric Greening** asked how the COVID-19 tier response and social distancing will affect load capacity on the buses?

**Mr. Straw** stated that would be addressed in the Director's report.

#### A. Information Items

##### A-1 Executive Director's Report (Receive)

**Mr. Geoff Straw** stated RTA had the first full staff meeting since the start of the pandemic on September 18<sup>th</sup>. A building intercom was installed and in use October 1<sup>st</sup>. Administration is discussing enhanced BMF air handling as of October 12<sup>th</sup>. The bus maintenance facility construction is on schedule. The RTA lease on the current building ends February 2022. Construction found some contaminated but not hazardous dirt under the former UHaul facility and all ground analysis is wrapping up. The agency Relay for Life cancer awareness walk on October 28<sup>th</sup>. A new utility employee started November 2<sup>nd</sup> and the new accounting technician is expected to start mid-November. There are two new bus operators in service and seven replacement

vehicles will be delivered; 1 cutaway (December) and 6 minivans. There is increasing ridership and the agency intends to keep city managers informed if service needs increase. Most marketing has been focused on COVID-19. The holiday schedule has been announced. A diversity and inclusion consultant was delayed due to personal leave. The analysis will resume in December or January kick off. Ridership and financial results will be presented at the December 2nd RTA Board Meeting.

Questions:

**Vice President John Peschong** asked if the diversity and inclusion consultant is a state required program? If so, will the hired consultant be able to meet required standards?

**Mr. Straw** stated that the staff is not aware of a mandate from the state, this is an action taken in response to this year's cultural climate.

**Mrs. Tania Arnold** stated the consultant will make recommendations for policy changes.

**Vice President Peschong** stated that the Board should be involved in the changes.

**Ms. Nina Negranti** stated she will look into a statutory requirements.

**Vice President Peschong** made a motion to receive and file agenda item A1, and **Mr. Waage** seconded the motion. The motion passed unanimously via voice vote.

**B. Action Items**

**B-1 Fiscal Year 2020-21 Amendment #2 (Approve)**

**Mrs. Tania Arnold** stated this amendment reduces the LTF required from the jurisdictions. For FY20-21: \$105,209 and a projection for FY21-22: \$1,018,940. The agency will receive additional FTA 5307 CARES funding from the Santa Maria Urbanized Area. This does not include Phase 2 of 5311 CARES funds.

Allocation of STA funds will be revised down at the SLOCOG Board meeting. FY20-21 changes to operating revenue and expenses include reducing debt service reserve which is now being spent with the close of the TIFIA loan in September 2020; an increase in offset reserve carryover to FY21-22; an increase in FTA 5307; CARES from Santa Maria UZA balance to capital funds; a decrease in LTF required. FY20-21 changes to capital revenue and expenses include a decrease in equipment replacement reserves and STA for the current year due to decrease in STA allocation from SLOCOG; an increase in FTA 5307 CARES from Santa Maria UZA for COVID related capital items; an increase in revenue and expense related to bus maintenance facility due to refined schedule; an increase in loan repayments (interest). FY21-22 advisory changes to operating revenue and expenses include revised reserves; revised STA based on reduced STA in FY20-21 assuming same lower number moving forward; the use of offset reserve carryover generated in FY20-21; a reduction in office space rental. FY21-22 changes to capital revenue and expenses include revised reserves, revised STA based on reduced STA in FY20-21 assuming same lower number moving forward and a revised revenue and expense related to bus maintenance facility due to refined schedule.

Public Comment:

**Mr. Greening** asked is there any date assumption when the allowable capacity on the buses will increase and is it included in the farebox revenue for the budget?

**Mr. Straw** stated we are monitoring CDC, state and national responses. We will follow instructions; San Francisco is attempting to put into effect a 3 feet social distancing policy. The staff is continuing to act conservatively and monitoring demand. There is no clear date or formula. Interim cash fare was implemented because there is no place to sell passes.

Questions:

**President Strong** asked are driver barriers portable or removable for reuse if needed?

**Mr. Straw** said they are used all the time in larger cities, so the agency most likely will keep barriers in place even after the pandemic.

**Mr. Waage** made a motion to approve agenda item B-1, and **Vice President Peschong** seconded the motion. The motion passed unanimously via roll call vote as follows:

<u>BOARD MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
JOHN PESCHONG	X		
FRED STRONG	X		
ED WAAGE	X		

**B-2 Consolidation SoCo Transit into the RTA (Approve)**

**Mr. Straw** stated the issue of local control has been a concern in this consolidation. South County will have control over their budget and service levels provided. Benefits of consolidation (originally presented in January 2018) include increased costs for employee health care and work comp but lower administration oversight/audit/planning costs, and lower vehicle-related insurance costs. Most importantly consolidation will help the County avoid future Farebox Recovery Ratio penalties. The result will be net operating cost savings through consolidation. Implementation will be effective at 12:00 AM January 1, 2021. Local control will remain with the South County Transit Committee (SCTC) which will be comprised of RTA Board members from Arroyo Grande, Grover Beach, Pismo Beach and one member from the County Board of Supervisors. There is concern that the term “core services” introduced in the amended RTA JPA is too vague and might not prevent future service cuts along El Camino Real in Atascadero. There is a joint letter from RTA & COG executive directors commit agency staff to follow policies. Staff could agendize a discussion item on Dec. 2 RTA Board agenda to reinforce direction to staff. The Atascadero City Manager Rachelle Rickard was invited to provide context to this issue. Staff’s recommendation is to approve the attached resolution, which addresses the SoCo Transit Board’s support for the San Luis Obispo Regional Transit Authority amended and restated Joint Powers Agreement and terminates the current South County Area Transit Joint Powers Agreement. The Board will direct staff to work with the City Manager and Clerk at each jurisdiction to present a resolution seeking concurrence on termination of the South County Area Transit Joint Powers Agreement by SoCo Transit member jurisdictions, as well as execution of the San Luis Obispo Regional Transit Authority amended and restated Joint Powers Agreement. Following termination of the South County Area Transit Joint Powers Agreement, the Board will direct staff to file necessary paperwork with the California Secretary of State.

Questions:

**Ms. Rachelle Rickard** stated the city of Atascadero is behind consolidation, however the language in the JPA provided a vague definition of “Core Services”. There were concerns over levels of service provided to Atascadero. The city is looking for some discussion by the Board and commitment to Atascadero’s continuing services.

**Mr. Pete Rodgers** said SLOCOG can work to adjust the funding formula and the core services.

**Mr. Straw** stated the funding formula is in the SLOCOG JPA not RTA JPA, any current amendments would restart the process and delay SCT consolidation.

**President Strong** asked is the formula totally population based? Is there no consideration for miles in the jurisdiction?

**Mr. Straw** stated the funding formula is 49% SLO County contribution, 11% city of San Luis Obispo contribution and the rest is divided by population per jurisdiction.

**President Strong** stated we should all work together as a county and look out for each other, and the county has no intention of taking away services from Atascadero.

**Ms. Rickard** stated per the letter provided by Geoff and Pete, Atascadero is willing to work with RTA.

**Vice President Peschong** stated that SLOCOG is the representative to move this forward, then let's not forget San Miguel.

**Mr. Waage** made a motion to approve agenda item B-2, and **Vice President Peschong** seconded the motion. The motion passed unanimously via roll call vote as follows:

<u>BOARD MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
JOHN PESCHONG	X		
FRED STRONG	X		
ED WAAGE	X		

**B-3 Fiscal Year 2020-21 Amendment #3 for Consolidation of SoCo Transit into the RTA**

**(Approve)**

**Mrs. Tania Arnold** stated this amendment does not have an impact on LTF required for FY20-21.

Additional columns in RTA budget to include services provided for South County. Staff is also presenting advisory FY21-22 budgetary information. The operating revenue for FY 2020-21 include no changes to RTA and the additional column for SoCo Transit. For FY 2021-22, there is a slight reduction in revenue for administrative services \$20,980 and an additional column for SoCo Transit. The capital revenue includes no changes to RTA and additional columns for SoCo Transit.

There were no questions or comments.

**Mr. Waage** made a motion to approve agenda item B-3, and **Vice President Peschong** seconded the motion. The motion passed unanimously via roll call vote as follows:

<u>BOARD MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
JOHN PESCHONG	X		
FRED STRONG	X		
ED WAAGE	X		

**C. Consent Items**

**C-1 Executive Committee Meeting Minutes of August 12, 2020 (Approve)**

**Mr. Waage** made a motion to approve consent agenda item C-1, and **Vice President Peschong** seconded the motion. The motion passed unanimously via roll call vote as follows:

<u>BOARD MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
JOHN PESCHONG	X		
FRED STRONG	X		
ED WAAGE	X		

**December 2, 2020 Draft RTA Board Agenda:** The Executive Committee is asked to review and comment on the proposed agenda items.

Information Items

- A-1 Executive Director's Report (Receive)
- A-2 Update Bus Maintenance Facility Construction (Receive)

Action Items



- B-1 Fiscal Year 2020-21 Amendment #2 (Approve)
- B-2 Consolidation SoCo Transit into the RTA (Approve)
- B-3 Fiscal Year 2020-21 Amendment #3 for Consolidation of SoCo Transit into the RTA (Approve)

Consent Items

- C-1 Executive Committee Meeting Minutes of August 12, 2020 (Information)
- C-2 RTA Board Meeting Minutes of August 5, 2020 (Approve)
- C-3 RTA Board Meeting Minutes of September 2, 2020 (Approve)
- C-4 Procurement of Replacement Vehicles (Approve)
- C-5 Declare Vehicles Surplus (Approve)
- C-6 Designate Executive Director as Alternate on CalTIP Board (Approve)
- C-7 BMF Construction Change Order Summary (Approve)
- C-8 Final Social Security Resolution for RTA Employees (Approve)

Closed Session Item:

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (Government Code section 54956.9.) It is the intention of the Executive Committee to meet in closed session concerning the following item: Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of section 54956.9. Number of potential cases: One..

**Mr. Waage** made a motion to approve the agenda for the RTA Board meeting December 2nd, and **Vice President Peschong** seconded the motion. The motion passed unanimously via roll call vote as follows:

<u>BOARD MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
JOHN PESCHONG	X		
FRED STRONG	X		
ED WAAGE	X		

D. **Closed Session:** CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION (Government Code section 54956.9.) It is the intention of the Executive Committee to meet in closed session concerning the following item: Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of section 54956.9. Number of potential cases: One.

The Executive Committee went into closed session at 11:42 AM and returned to open session at 11:53 AM. There was no reportable action taken.

**E. Adjournment**

The meeting was adjourned at 11:54 AM.

Next RTA Executive Committee Meeting: **December 9, 2020**

Respectfully Submitted,

Acknowledged by,

\_\_\_\_\_  
Chelsea Sperakos  
Administrative Assistant

\_\_\_\_\_  
Fred Strong  
RTA President 2020