



AGENDA
REGIONAL TRANSIT ADVISORY COMMITTEE

Thursday, January 19, 2023
2:00 p.m. – 3:30 p.m.
253 Elks Lane, Cerro Conference Room
San Luis Obispo, CA 93401

Chair: Eric Greening (Fixed-Route Transit)

Vice-Chair: Mark Dariz (Runabout/DAR)

Other RTAC Members:

Alicia King (Atascadero Transit)

Marlene Cramer (Cal Poly)

Josh Roberts (County of SLO)

Dan Troy (Cuesta College)

Janeen Burlingame (Morro Bay Transit)

Ryan Cornell (Paso Express)

Austin O’Dell (SLO Transit)

Omar McPherson (SoCo Transit)

Todd Katz (Fixed-Route Transit alternative)

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 805-541-2228 x4833. Please note that 48 hours advance notice will be necessary to honor your request.

RTA, de acuerdo con la Ley de Estadounidenses con Discapacidades (ADA), acomodará a las personas que requieran una modificación de la adaptación para participar en esta reunión. RTA también se compromete a ayudar a las personas con dominio limitado del inglés a acceder a los servicios públicos esenciales de la agencia y a la información pública en español. Para solicitar una adaptación, por favor llame al (805)541-2228 x4833. Requerimos al menos 48 horas de anticipación para proporcionar adaptaciones razonables.

- 1. CALL MEETING TO ORDER, ROLL CALL**
- 2. PUBLIC COMMENTS:** This portion of the agenda is set aside for any members of the public to directly address the Regional Transit Advisory Committee on 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. ELECTION OF OFFICERS: Elect RTAC Chair & Vice Chair**
- 4. Annual ADA Appeal Committee Assignment**
- 5. A. INFORMATION AGENDA ITEMS:**
 - A-1 Executive Director’s Report (Verbal update from Tania Arnold)
 - A-2 Member Comments / Reports from Jurisdictions (Verbal)
 - A-3 SRTP Discussion & Draft Scope of Work (Verbal update from Omar McPherson)

A-4 Review FY22-23 Budget Assumptions & Discuss FY23-24 Budget Calendar
(Receive)

B. ACTION AGENDA ITEMS:

None

C. CONSENT AGENDA ITEMS:

The following item is considered routine and non-controversial by staff and will be approved by one motion if no member of the RTAC or public wishes the item be removed. If discussion is desired by anyone, the item will be removed from the consent agenda and will be considered separately. Questions of clarification may be made by RTAC members, without the removal of the item from the Consent Agenda. Staff recommendations for each item are noted following the item.

C-1 RTAC Minutes of April 21, 2022 (Approve)

D. ADJOURNMENT

Next Meeting: April 20, 2023; Future Meeting Dates: July 20, 2023, October 19, 2023, January 18, 2024

SECTION III – SCOPE OF WORK

The primary objectives of the Joint Plans effort are as follows:

1. To assess the current and projected conditions (demographic, socioeconomic, land use and operating) in the study area.
2. To assess RTA and SLO Transit services in light of existing goals, objectives and standards to determine appropriate and sustainable service levels.
3. To develop a financially constrained plan for the two services, in light of projected economic conditions and opportunities for coordination/consolidation (where warranted).
4. To identify and make recommendations for individual and joint service efficiencies, systems integration, and cost-sharing opportunities.

A Study Steering Committee will be assembled for this Joint Plans study effort, and it will be comprised of two staff persons from both the RTA and SLO Transit, as well as one SLOCOG staff person.

A total of eight Working Papers described below will be presented for advice and recommendations to the following existing Advisory Bodies:

1. The RTA's Regional Transit Advisory Committee (RTAC), and
2. SLO Transit's Mass Transportation Committee (MTC).

Both of these Advisory Bodies are already fully-functioning and active committees, comprised of community members appointed by each respective governing body. A broad range of stakeholders are represented on these Advisory Bodies, including other transit agencies in the county, disabled community members, senior citizens, bus riders, business representatives, technical representatives, and representatives from the Cal Poly and Cuesta College campuses.

To encourage robust public participation beyond that required in the RTA's and SLO Transit's existing public participation policies, focused efforts will be undertaken at key points in the Joint Plans study process. At a minimum, a joint RTAC/MTC meeting will be conducted to consider and recommend acceptance of the 1st Working Paper (overview of existing systems) and 4th Working Paper (operating and budget plans). An additional joint RTAC/MTC meeting will be conducted to consider recommendation of the draft Joint Plans for acceptance by each agency's governing board. The consultant will provide a Spanish-speaking interpreter at all public meetings, and will translate any public notices into Spanish. These meetings will be preceded by enhanced public outreach efforts facilitated by/coordinated among the two transit agencies to seek input from the transit riding and non-riding communities. In order to engage riders and other stakeholders further in this process, all agencies will include information about the

projects on their website, as well as ongoing communications through emails and social media accounts. The RTA and SLO Transit will include progress reports using Rider Alerts inside the buses.

A summary of the tasks for the Joint Plans are provided below:

1. Project administration
2. Confirm project goals and finalize scope of services and work plan / schedule
3. Overview of transit systems
4. Goals, objectives and standards applicable to each system
5. Service and system evaluations
6. Operations and marketing plans and budgets
7. Capital improvement programs
8. Analyze Joint Coordination between the RTA and SLO Transit
9. Draft Joint Plans
10. Final Joint Plans

The sections below detail each task with related task deliverable information and responsible parties. All interim documents must be provided in MS Word and MS Excel to facilitate comments from the Joint Plans Steering Committee. In addition, all interim and final documents will be provided in PDF format to facilitate sharing with the public on each agency website.

Task 1.0 Administer the Joint Plans Project

The Joint Plans Project Manager is the RTA Executive Director. The Project Manager will work closely with the respective SLO Transit and SLOCOG point person to manage this Joint Plans study that is primarily funded using Federal Transit Administration Section 5307 funds.

Based on evaluation criteria spelled out in this RFP package, the Steering Committee members will rank the technical submittals independently and then convene to discuss findings and recommendations. Once the final technical rankings are summarized, the cost proposals will be ranked and the Steering Committee will make a recommendation for final award by the RTA Board Directors.

During the study period, the selected consultant will submit to the RTA Project Manager a written summary of the Joint Plans status with a complete itemization of charges on a monthly basis.

Task 1.0 Administer the Joint Plans Project	Deliverables	Lead Role(s)
RFP and Consultant Selection	Outreach to consultant networks; team selection; panel interviews; and final contract award by policy board	<i>Joint Plans Steering Committee and prospective consultant teams</i>
Monthly status report	Invoices and processing	<i>Consultant; the RTA; City</i>

Task 2.0 Confirm Project Goals and Finalize Scope of Services and Work Plan

Kick off meeting with the RTA / SLO Transit / SLOCOG and selected consultant(s) to negotiate final task budget and determine final schedule with milestones and deliverables.

Task 2.0 Plan Goals and Scope/Budget Adoption	Deliverables	Lead Role(s)
Kick off meeting	Meeting agenda and minutes; finalized budget and detailed project schedule	<i>Consultant</i>

Task 3.0 Overview of Transit Systems

Selected consultants will work with the RTA, SLO Transit and SLOCOG to prepare an overview of the existing transit systems in the area, specifically:

1. Brief History
2. Governance
3. Organizational Structure (use graphic format)
4. Transit Services provided and Areas Served – Describe fixed-route, demand responsive, and connecting services and areas served, and the number of weekday peak vehicles required for each type of service.
 - A. Fixed-route services, including local, regional, express & other services.
 - B. Demand responsive (includes operator-provided services and services provided under partnership agreements).

- C. Connecting services provided by others in San Luis Obispo County and adjacent counties (including Monterey-Salinas Transit in Monterey County; SMOOTH and Santa Maria Regional Transit in Santa Barbara County; Ride-On Transportation, Senior GO!, Atascadero Dial-A-Ride, and Morro Bay Transit in SLO County).
5. Fare Structure – For fixed-route and demand responsive services, and agreements for inter-operator transfers.
 6. Revenue Fleet – Provide a general description of the revenue vehicle fleet and peak vehicle pull-out by agency. Identify the non-revenue fleet separately for each agency.
 7. Existing Facilities – Describe individual or grouped facilities, including administrative, maintenance and fueling capabilities (fossil fuel and zero-emission), vehicle storage, park & ride, and bicycle facilities.
 8. Review of the status of Findings and Recommendations made in recent plans or studies. All of these plans and studies can be downloaded from www.slocog.org or transit agency websites. These documents include:
 - a. US-101 North SLO County Comprehensive Multimodal Corridor Plan (SLOCOG lead; *launching in late 2022*)
 - b. 2023 Regional Transportation Plan (SLOCOG lead; *in progress*)
 - c. 2022 SLO Transit Innovations Study (City lead; *in progress*)
 - d. 2022 SLO Transit Program Analysis (City lead)
 - e. 2022 SLO County Coordinated Human Services Public Transportation Plan (SLOCOG lead)
 - f. 2022 Transportation Efficiency Analysis Study (SLOCOG lead)
 - g. 2021 U.S. 101 SLO to Santa Maria Multimodal Corridor Plan (Caltrans District 5 lead)
 - h. 2021 Regional Active Transportation Plan (SLOCOG lead)
 - i. 2020 Active Transportation Partnership Program Safe Routes to School Plan (SLOCOG lead)
 - j. 2020 SLO County First and Last Mile Wayfinding Report (SLOCOG lead)
 - k. 2020 South County Transit Short Range Transit Plan (RTA lead)
 - l. 2020 SLO County Rural Dial-A-Rides Transit Plan (RTA lead)
 - m. 2020 SLO Regional Zero Emissions Bus Implementation Plan (SLOCOG lead)
 - n. 2020 RTA Strategic Business Plan (RTA lead)
 - o. 2019 Regional Transportation Plan (SLOCOG lead)
 - p. 2019 Regional Housing Needs Allocation Plan (SLOCOG lead)
 - q. 2018 RTA Electrification-Readiness Plan (RTA lead)
 - r. 2016 RTA and SLO Transit Short Range Transit Plans (RTA lead)
 - s. 2014 US 101 Mobility Master Plan (SLOCOG/Caltrans lead)
 - t. 2014 Land Use and Circulation Element Update (City lead)

- u. The last two sets of TDA triennial performance audits for each agency
- v. The last three sets of SLOCOG Unmet Transit Needs reports
- w. Transit Asset Management (TAM) Plans for each agency

Task 3.0 Overview of Transit Systems	Deliverables	<i>Lead Role(s)</i>
Overview of existing systems, highlighting changes made since the last Plans were adopted. Status of recommendations from other plans or studies	Working Paper #1: History, governance, service types, fare structures, capital assets	<i>Consultant, with input from the RTA, SLO Transit, advisory bodies, and other stakeholders</i>

Task 4.0 Goals, Objectives and Standards

1. Taking into account recent triennial performance audits and any new findings, the process for establishing, reviewing, and updating goals, objectives, and standards will be outlined. Particular attention will be provided to assess current service levels against pre-COVID levels, as well as new goals/objectives to regain ridership lost due to the pandemic. Goals and objectives should be comprehensive and address all major areas of operator activities, including principles, standards and guidelines under which new service would be implemented. Performance standards should be measurable, and should address both the efficiency and effectiveness of the services provided by the operator.
2. Once the consultants have issued a draft product on recommended changes to the prior goals, objectives and standards, as well as recent performance in relation to the standards, the Steering Committee will meet to explore areas where common goals or objectives might be desirable and feasible to achieve in the near or longer terms. The results of this meeting will be presented in public meetings by the RTA project manager to the Advisory Bodies (the RTAC and MTC meet in settings that are open to the public and encourage community discourse).
3. Portray and discuss new or revised goals and related objectives and standards; identify changes from prior SRTPs. Provide suggested changes to RTA Strategic Business Plan and City of San Luis Obispo General Plan (related to transit goals, objectives and standards).

Task 4.0 Goals, Objectives and Standards	Deliverables	Lead Role(s)
Update each agency's mission statement as well as previous goals, objectives and standards, and look for possible common goals between the two systems	Working Paper #2: Matrices to compare prior goals, objectives and standards with newly recommended ones by system with supporting narrative	<i>Consultant, with staff input</i>

Task 5.0 Service and System Evaluation

1. **Service Standards:** Evaluate route-level and system-wide performance against current service standards. Describe the evaluation process. Evaluate the four most recent fiscal years for which complete data is available. At a minimum, evaluate performance measures relating to effectiveness and efficiency. Key performance measures should include at a minimum passengers per revenue vehicle hour, passengers per revenue vehicle mile, percent of bus trips with standing passenger loads, operating cost per revenue vehicle hour, operating subsidy per passenger-trip, farebox recovery ratio, average fare, deficit per passenger, and on-time performance.

2. **Demographic and Transit Standards Analysis:** Create a “transit score” map in order to spatially analyze several transit-oriented demographic and socioeconomic characteristics at the same time. These data should be gleaned from US Census, State of California, and other generally-accepted public data published for SLO County. The transit score is a relative measure of how successful a fixed-route transit system is expected to be in a particular region. Transit-oriented variables (such as proximity to an existing bus stop) to be used for the analysis should include:

- a. Population density
- b. Density of the population under the age of 18
- c. Density of the population over the age of 65
- d. Percentage of the population with disabilities
- e. Median household income
- f. Percentage of the population living below the poverty level
- g. Percentage of zero-car households

Each of these variables has a strong correlation with transit success. Transit scores will be mapped by geographic unit and quantile classification to show where demographic and socioeconomic variables lend themselves to potential transit success.

3. **Review of past service:** A retrospective portrayal of performance (e.g., prior five to ten years) may be warranted to exemplify trends, especially if deviations from

service standards are found. Particular attention will be provided to compare pre-pandemic service levels to current service levels.

4. **Surveys:** Conduct passenger surveys on all RTA operated fixed-routes (including RTA Routes 9, 10, 12, 14 and 15; Routes 21, 24, 27 & 28 in South County; and Routes A & B in Paso Robles), Nipomo Dial-A-Ride, Paso Dial-A-Ride, Shandon/Templeton Dial-A-Ride, RTA Runabout services, and on all SLO Transit fixed-routes. The surveys will be provided in English and Spanish, and will include an on-board attitudinal survey of passengers, as well as transfer activity, on-time performance measurement, and boarding/alighting counts.
5. **Public Opinion Surveys:** The consultant will develop an online survey that will be offered to employees at our jurisdiction partners (seven cities and SLO County), as well as Cal Poly, Cuesta College, SLO Rideshare, and other agencies deemed appropriate in consultation with the Study Steering Committee. The link will also be published on the RTA and SLO Transit websites.
6. **Stakeholder Meetings:** Conduct stakeholder meetings and bus operator Drop-In sessions.
7. **Recap of Miles, Hours & Ridership:** Provide a five-year retrospective of RTA and SLO Transit revenue service hours, revenue service miles, and ridership by Route and Service Type. Evaluate and discuss significant changes.
8. **Paratransit Performance:** Identify Runabout paratransit services provided in compliance with the paratransit provisions of the Americans with Disabilities Act (ADA).
9. **FTA Triennial Reviews:** Provide the dates of the two agencies' most recent FTA Triennial Reviews, and describe related remedial actions undertaken or currently underway in response to those reviews.
10. **TDA Performance Audits:** Provide the dates of the two agencies' most recent TDA Performance Audits, and describe related remedial actions undertaken or currently underway in response to those audits.

Task 5.0 Service and System Evaluation	Deliverable	Lead Role(s)
Evaluation of current services and summaries at system level	Working Paper #3: Comprehensive analysis of quantitative and qualitative performance trends for both agencies by service type; tabulation and graphic illustration of survey responses with comparison to the most recent surveys applicable to each service	<i>Consultant</i>

Task 6.0 Operations and Marketing Plans and Budgets

This task is divided into three sub-tasks. A set of three formal Public Meetings (one each in north, central and south county) will be conducted at the end of Sub-Task 6-1 to present findings of previous Tasks, to solicit input on potential service plan changes and changes to capital facilities and assets (i.e., buses and intelligent transportation solutions), and to provide details of how each service plan element would impact future budgets. The information and preliminary findings will also be placed on all three agency websites and broadcast via stakeholder emails and social media tools available thru the RTA, SLO Transit, SLOCOG and Regional Rideshare lists.

Sub-Task 6.1: Transit Operations Plans

The operations plans set forth the intentions to provide fixed-route and demand response services over the Joint Plans period (i.e., the next seven years). Document the ongoing evaluation of services and systems with respect to existing and proposed new goals, objectives and standards, and legal and regulatory requirements, subject to financial constraints for both transit agencies.

1. Describe the modes and types of transit services to be operated over the seven-year Joint Plans period. Separately identify service provided in partnership with others.
2. Separately describe planned new fixed-route activities or service changes relative to the impact on ADA complementary paratransit services. For example, a route to a new area would require expanding the Runabout service area, and the consultant should provide estimated operating and capital costs.
3. It is possible that the 2020 Census results could negative impact Federal Transit Administration (FTA) Section 5307 funding levels in SLO County – particularly in the existing El Paso de Robles – Atascadero Urbanized Area. As such, the

consultant should present service recommendations that include scenarios that assume: 1) reduced FTA funding, 2) no significant change in Transportation Development Act (TDA) or FTA funding, and 3) additional TDA and/or FTA funding.

4. Separately describe any proposed revisions or improvements to fixed-route services intended to enhance their usage by persons with disabilities and/or older adults.
5. If reductions in service levels are required in order to achieve a balanced operating budget, describe the reductions and assess their impact on the affected service areas and communities.
6. Portray the levels of service planned, as well as impacts to ridership. Provide in tabular format (or other graphic format) to portray planned levels of service hours and service miles, as well as a narrative description.
7. Describe and discuss planned (not yet implemented or underway) service changes in response to the most recent federal Title VI reports and/or FTA Triennial Reviews.
8. Conduct separate Peer System Analyses for the RTA and SLO Transit using a list of candidate systems to assess the performance relative to a group of similarly-sized transit systems. Present the analyses in three parts: describe the process to select the group, present the analysis of performance indicators, and discuss the results of the analysis.
9. Present all of the above in jpeg color-coded map formats for the outreach part of this Joint Plans as well as presentation in public forums to the Advisory Bodies and the Policy Boards.

Sub-Task 6.2: Transit Operations Budget and Financial Projections

Demonstrate that the planned level of transit service over the 7-year planning period, including rehabilitation and replacement of capital assets, is sustainable. Take into consideration the following:

1. Expense forecasts with inflation rates.
2. Federal, State, Regional and Local revenue projections consistent with the 2014 Update to the Regional Transportation Plan financial assumptions.
3. Potential changes or further streamlining of fare policies for better integration among both systems, including Monterey-Salinas Transit and Santa Maria Regional Transit services.

4. Labor or service agreements.
5. Competitive demands on funding, and with a close look at SLOCOG regional priorities as well as FTA formula fund allocation policies.

The budget (structured into two separate sections: one RTA budget and one SLO Transit budget using similar formats) should reflect a “baseline” level of service, taking into consideration the existing levels of service at the time of publication of the Joint Plans. Committed service changes must also be defined, with their expenses and revenues separately identified in the operating and capital financial plan tables or charts.

The narrative must specifically explain, and the spreadsheet clearly isolate in the appropriate year, by mode, any major change in service hours and miles due to deployment of new service or major service reductions.

The narrative must specifically explain, and the spreadsheet clearly isolate by year (e.g., through individual line items) the following:

1. Change in fare revenue due to a fare increase or decrease.
2. Change in fare revenue due to a change in the level of service.
3. Change in expenses due to a change in the level of service.
4. Change in expenses due to a labor or service contract change.

All assumptions that relate to expenditure and revenue estimates must also be documented.

1. The operations budget must be sustainable and balanced each year over the 7-year period.
2. Where increases in local revenues (e.g., fares, sales taxes, general fund revenues) are required in order to sustain existing service levels, describe and discuss the steps and timelines needed to achieve the revenue increases, and the contingent policies and actions that will be taken if the proposed revenue increases do not materialize.
3. Fixed-route and demand responsive services will be portrayed separately by distinct service and service provider. The consultant will separately identify funding sources and amounts to support operating budgets for ADA complementary service, and any other paratransit or demand responsive services available to older adults and/or persons with disabilities.
4. If applicable, discuss the use of FTA Section 5307, 5310, 5311, 5311f and 5339 funding under the current Bipartisan Infrastructure Law. Anticipated CMAQ funds will also be presented. The consultant will provide a description of post FAST Act

assumptions (some of these assumptions have been developed by SLOCOG for the update to the 2019 RTP that is scheduled for adoption in early 2023).

5. Separately identify and describe funding contributions (expended or received) for services provided in partnership with other transportation providers in the county, as well as with educational institutions or other social services partners in the public or private sectors.
6. The multi-year operating budget shall utilize the draft SLOCOG 2023 RTP 20-year projections of regional operating revenues.

Sub-Task 6.3: Marketing Plans

Transit services typically have a very definitive market, defined by the social and economic make-up of the areas they serve, as well as the type of service provided. The marketing plans should reflect the role that transit plays in the community and service area by targeting current and potential users, and will focus on community outreach with this transit market in mind. By reaching target markets with published and/or electronic materials and literature the community will gain a higher level of understanding of the transit service provided, and passengers will receive valuable information to assist in their use of the system, potentially leading to an increase in ridership and service productivity.

The consultant will conduct a market assessment by building on the service area profile and the results from the passenger/stakeholder surveys completed in Task 5 above. A strengths and challenges discussion will include details on marketing efforts/campaigns completed by the RTA and SLO Transit over the past four complete fiscal years. Develop strategies to increase public awareness of existing transit services, including a list of marketing objectives for the RTA and for SLO Transit. Develop recommended annual marketing campaigns and budgets for each agency, as well.

Task 6.0 Operations Plans and Budgets		
Sub-tasks	Deliverables	Lead Role(s)
6.1 Transit Operations Plans	Working Paper #4: Detailed description of existing services and recommended changes to reasonably meet future demand in the study area	<i>Consultant, using input from Steering Committee and Advisory Bodies (in joint session)</i>
6.2 Operating Budgets & 7-Year Financial Projections	Working Paper #5: Detailed description of existing and projected funds available to the RTA and SLO Transit during the Joint Plans 7-Year period	<i>Consultant, using input from the Steering Committee and Advisory Bodies</i>
6.3 Marketing Plans	Working Paper #6: Marketing strategies, objectives, annual campaigns, and annual budgets during the 7-year Plan period	<i>Consultant, using input from the Steering Committee and Advisory Bodies</i>

Task 7.0: Capital Improvement Plans

Describe and discuss the capital programs (vehicles, facilities and equipment) required to carry out the operations and services set forth in the operating plan and budget under Task 6. Include analysis and recommendation for vehicle, facility, and bus stop safety and security equipment, and improvements as part of the program. Particular attention should be provided to address the zero-emission requirements under the CARB Innovative Clean Transit rule. The Capital Improvement Plans (CIP) should provide the basis for requests for Federal, state and regional funding for fleet and other related capital replacements, rehabilitation, and/or expansion projects.

1. Basis for Revenue Vehicle Projects and/or Proposals, for Replacement, Rehabilitation, and Expansion.
 - a. Describe and discuss policies (or basis), and justification for vehicle replacement.
 - b. Describe and discuss policies (or basis), and justification for rehabilitation/retrofit.
 - c. Describe and discuss policies (or basis), and justification for proposed fleet expansion (or contraction).
 - d. Current and future Revenue Vehicle Fleet Inventory:

- i. Vehicle Replacement: Identify replacement projects individually in table format, showing the number of replacement vehicles to be placed in service per year over the seven year planning horizon by fuel/propulsion type.
 - ii. Vehicle Rehabilitation (if applicable).
 - iii. Vehicle Expansion (if applicable).
 - e. Summary of Revenue Vehicle Fleet Inventory: provide a narrative summary of the vehicle procurement efforts over the seven year planning horizon.
2. Basis for Non-Revenue Vehicle Replacement, Rehabilitation, and Expansion or Contraction: the consultant will provide replacement, expansion and/or contraction of non-revenue vehicle fleet in tabular form and related narrative.
3. Interagency Fleet Consistency: the consultant will analyze the RTA and SLO Transit fleets and make recommendations to accomplish consistencies in vehicles and equipment over time that would permit the two agencies to better coordinate joint procurement activities and potentially share spare parts inventories more effectively.
4. Basis for Major Facilities Replacement, Rehabilitation, Upgrade, and Expansion Projects of the types listed below. Identify the locations of potential new or expanded facilities to the extent possible. Provide project budget, including costs, sources of funds and amounts from each source, identifying funds that have been programmed, allocated or received, and funds that have not been secured. Separately describe security projects. Specify if replacement and rehabilitation of facilities and equipment results in an asset that differs from the existing asset, and how it differs. Include locations for administrative, operations and maintenance, fueling/recharging facilities, vehicle washing facilities, vehicle storage and staging, transit centers and major bus stops, and bicycle facilities.
5. Basis for Major Shop Tools and Equipment Replacement and/or Upgrade. Discuss current and/or proposed projects, including fleet software package(s). Combine projects into a lump sum and indicate costs, sources of funds and amounts.

Task 7.0 Capital Improvement Programs	Deliverables	Lead Role(s)
Capital improvement programs for the RTA and SLO Transit	Working Paper #7: Detailed summary of existing capital assets, current and future capital shortcomings, and recommended replacement or expansion schedules	<i>Consultant, using input from the Steering Committee and Advisory Bodies</i>

Task 8.0 Analyze Joint Coordination among the RTA and SLO Transit

1. Enhanced Transit Coordination of Capital Planning
 - a. Develop and combine data for capital needs for the RTA and SLO Transit.
 - b. Data should have the same components as individual capital planning scope of work in the Joint Plan.
 - c. Identify potential funding sources to meet capital needs of both organizations.
 - d. Show funding need in graphs by year, type of capital, and operator.
 - e. Identify potential joint procurement opportunities.

2. Enhanced Coordination of Transit Service Planning
 - a. Identify duplication of service, lack of service coverage and connection challenges between the RTA and SLO Transit routes.
 - b. Identify changes to enhance service for intercity and inter-regional travel, as well as intercity to local, local to intercity, and intercity to intercity/inter-regional.
 - c. Identify potential coordination needs as ridership increases in the future.
 - d. Identify changes needed to align the schedule change calendar used by the RTA and SLO Transit, and what steps should be taken, if any, to facilitate schedule coordination and customer travel planning.

3. Methods to Contain Costs on Runabout services – the RTA operates Runabout service to comply with ADA complementary paratransit Federally-mandated for all fixed-routes operated in San Luis Obispo County, including the SLO Transit fixed-routes. The RTA considered a range of cost-saving and administrative

solutions at its March 2013 Board meeting. The agency is interested in exploring additional alternatives to further contain costs. The consultant will evaluate existing Runabout policies and procedures, and provide guidance on other steps the agency can take to increase efficiencies and/or reduce costs.

Task 8.0 Joint Projects	Deliverables	Lead Role(s)
Coordination of operations and capital projects between the RTA and SLO Transit, & ADA cost review and ADA evaluation findings	Working Paper #8: A single report describing current coordination efforts and potential future opportunities to coordinate/consolidate services, & ADA cost review and ADA evaluation findings	<i>The RTA, SLO Transit and Consultant</i>

Task 9.0 Draft Joint Plans

1. Submit the administrative draft Joint Plans based on working papers for Tasks 2 – 8 for review to the RTA, SLO Transit and SLOCOG.
2. Incorporate any suggested edits and changes suggested by Advisory Board members, as well as at the Revised Draft stage, during presentations to the RTA Board of Directors and the San Luis Obispo City Council. These presentations will be formal Public Meetings for the Draft Joint Plans.
3. Consultant to issue a minimum of five bound hard copies with appendices material in a separate binder, in addition to a total of three thumb drives.

Task 9.0 Draft Joint Plan	Deliverables	Lead Role(s)
Draft Joint Plan, incorporating previous work products and comments from Steering Committee	Draft Joint Plans, which will be presented at Public Meetings	<i>The RTA, SLO Transit and Consultant</i>

Task 10.0 Final Joint Plans

1. Submit final Joint Plans to the RTA Project Manager and SLO Transit representative.
2. Incorporate any suggested edits and changes suggested during final presentations to the two advisory committees (RTAC and MTC) and to the two governing bodies (RTA Board and the San Luis Obispo City Council).

3. Consultant to issue a minimum of ten bound hard copies with appendices material in separate binder, in addition to a total of three thumbdrives.

Task 10.0 Final Joint Plans	Deliverables	<i>Lead Role(s)</i>
Final Joint Plans for the RTA and SLO Transit in formal Public Meetings	Submit final plans to Steering Committee, Advisory Boards and Boards for review, incorporate comments and submit final report.	<i>The RTA, SLO Transit and Consultant</i>

**REGIONAL TRANSIT ADVISORY COMMITTEE
JANUARY 19, 2023
STAFF REPORT**

AGENDA ITEM: A-4

TOPIC: Review FY22-23 Budget Assumptions
& Discuss FY23-24 Budget Calendar

ACTION: Receive

PRESENTED BY: Tania Arnold

STAFF RECOMMENDATION: Receive

Proposed Budget Calendar for FY22-23

February 8 Detailed budget assumptions and revenue forecast to Executive Committee.

March 1 Obtain Board concurrence on proposed draft budget assumptions.

March 31 Based on feedback from Executive Committee draft FY24 Budget Draft complete.

April 12 Draft FY24 Budget presentation to Executive Committee

April 20 Formal FY24 Budget presentation to RTAC

May 3 Final Board Budget presentation; Board adoption of FY24 Budget

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SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY

**MARCH 2, 2022
STAFF REPORT**

**RTA Board Approved
March 2, 2022**

AGENDA ITEM: C-1

TOPIC: Fiscal Year 2022-23 Budget Assumptions

ACTION: Approve FY22-23 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 Bring the budget assumptions and budget calendar to the Board 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 2022-23 Operating and Capital Budget, and it is the first step in the development of our operating budget and capital 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. These assumptions were presented to and approved by the RTA Executive Committee at its February 9th meeting. Upon the Board's guidance and approval of these assumptions today, staff will prepare a detailed report along with preliminary budget numbers for presentation to the Executive Committee at their April 13th meeting prior to the final draft budget presentation to the full Board on May 4th.

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 subsidies, especially as productivity during the pandemic has declined (by design), as well as the expected increase in demand as we transition to an endemic state.

- 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, Mechanics, and Utility employees. The current CBA one-year extension expires December 31, 2022.
 3. Continue efforts to implement Zero-Emission Bus technologies, including procurement of battery-electric vehicles and start-up of recharging infrastructure.
 4. State Transit Assistance (STA) funds are projected to be higher than in the past few years. As a reminder, starting in FY17-18 the funding to the region was significantly increased 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.
 5. Local Transportation Funds (LTF) used primarily for operating purposes are projected to be higher in the region but the RTA will continue to maximize all other funding sources before determining the need for LTF.
 6. Fuel costs continue to be volatile; this also impacts ridership and fare revenues.
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Mission Statement

As a reminder, 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 coreⁱ services:
 - a) The RTA received \$829,280 for RTA core services in STA funding in FY21-22. Staff will work with SLOCOG staff to determine a realistic estimate for FY22-23.
 - b) Continue to monitor the results and impacts on ridership and fares based on the overall regular fare structure. The last system-wide 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 FY21-22 budget adopted in May 2021 included \$3,269,980 in LTF operating revenues, which was subsequently amended to \$2,719,540. At the May 2021 Board meeting, the advisory FY22-23 LTF projection was \$6,114,060, which was revised during FY21-22 down to \$5,448,690. Staff is still developing estimated

annual FY21-22 expenses, which impacts the carryover amount that could reasonably be identified for the FY22-23 budget.

- d) Federal Transit Administration (FTA) Sections 5307, 5311 and 5339 operating funding and capital funding for FY22-23 will be presented in the same format as indicated in the most recent budget amendment. 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 at its May 4, 2022 meeting. 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.
 - e) Detailed miles/hours and span of service for each RTA core Fixed-Route and for 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.
 - f) 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 2021.
 - g) 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.
 - h) 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 FY22-23.
- 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 FY22-23.
 - b) The RTA will work with SLOCOG staff and other transit providers to evaluate efficiencies in the provision of service throughout the county through both the SLOCOG Social Services Transportation Advisory Committee and through the RTA's Regional Transit Advisory Committee.

- 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 as appropriate. Additionally, the RTA will work with our transit agency partners to kick off a Short Range Transit Plan study to update the recently expired 2016 plan as well as address the zero-emission bus requirements of the Innovative Clean Transit (ICT) Rollout Plan.
- 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 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 Low Carbon Transit Operating Program (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 still lower than were originally projected for FY21-22, and staff is closely monitoring service needs to determine when service will return to pre-pandemic levels. Staff will seek the Board's direction as demand increases over time.
 - b) Staff suspended in-person Runabout service eligibility assessments 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 occasionally 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 Runabout service expansions be required or if staffing shortages persist, staff will revisit this option.

Expenses Impacts

- 1) Fuel prices continue to be extremely volatile; diesel fuel will be budgeted at \$4.30 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. Should prices increase or decrease staff will address the change in a budget amendment.

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, 2022 through April 30, 2023 rates. Estimates will be available from CalTIP in time to include in the RTA draft budget presented to the Executive Committee at its April 2022 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 is impacting current and future premiums (through 2023). The pool had experienced significant negative claims development several years ago 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 recent actuarial study on the formulas used in applying and calculating each agency's 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 \$40,000, 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 in FY22-23.
- 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 2022 from PRISM, the estimate is less than the projection include in May 2021 for FY22-23. Staff will obtain a more refined estimate in early March. We continue to work with our employee Safety 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 were triggered by the changes in the California minimum wage.
- e) Property insurance will increase due now owning the facility at 253 Elks Lane and due to the significant losses in the property insurance market, most recently 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. Staff believes that this estimate is reasonable based on historical price increases. Additionally, staff will

be implementing a paid family leave program to bring the leave benefits closer to those offered under the state disability insurance program.

3) Staffing Expenses:

- a) The previous 4-year Collective Bargaining Agreement (CBA) expired on December 31, 2021, and a one year extension was negotiated through December 31, 2022. 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 FY22-23 budgeted full-time equivalent (FTE) positions will remain the same as in FY21-22, although staff realignments are anticipated. Should adjustments to the FTE count need to be revised, staff will bring that proposal to the Board along with any new or revised to job descriptions, if applicable.
- c) For FY22-23, 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 2020 to December 2021 Consumer Price Index (CPI) of 6.6% will be implemented in July 2022. The Operations Supervisor classification CPI increase adjustment would be implemented in January 2023, 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 1, 2021 meeting to implement the increase in contribution percentage of 2.16% for the retirement plan with San Luis Obispo County Pension Trust (SLOCPT) in July 2022. 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 9 Detailed budget assumptions and revenue forecasts presented to Executive Committee
- March 2 Provide mid-year FY21-22 Budget data to Board and present budget amendment (if needed). Obtain Board concurrence on proposed draft budget assumptions.
- March 31 Based on feedback from Executive Committee, develop FY22-23 Budget

- April 13 Present draft FY22-23 Budget and final budget amendment for FY21-22 to Executive Committee (if needed)
- April 21 Present final draft FY22-23 Budget and final budget amendment for FY21-22 to RTAC (if needed)
- May 4 Final Board Budget presentation; Board adoption of FY22-23 Budget

Staff Recommendation for Executive Committee:

Recommend staff provide the FY22-23 budget assumptions and budget calendar to the Board for approval at the March 2nd 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
REGIONAL TRANSIT ADVISORY COMMITTEE

April, 21, 2022

DRAFT MINUTES

C-1

Members Present:

Janeen Burlingame	Morro Bay Transit
Ryan Cornell	City of Paso Robles (arrived at 2:29 PM)
Marlene Cramer	Cal Poly
Mark Dariz (<i>Vice Chair</i>)	Runabout/DAR Representative
Eric Greening (<i>Chair</i>)	Fixed Route Representative
Todd Katz	Fixed Route Alternate Rep.
Omar McPherson	South County Transit (SCT)
Josh Roberts	County of San Luis Obispo

Members Absent:

Austin O'Dell	SLO Transit
Dawn Patterson	Atascadero Transit
Dan Troy	Cuesta College

Staff Present:

Geoff Straw	RTA
Tania Arnold	RTA

Guests:

Sarah Woolsey	SLOCOG
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1. **CALL MEETING TO ORDER, ROLL CALL** Mr. Eric Greening called the meeting to order at 2:03 PM and roll call was taken. There was a quorum present.

2. **PUBLIC COMMENTS:** None

A. INFORMATION AGENDA ITEMS:

A-1 Executive Director's Report (Receive)

Mr. Geoff Straw invited the Committee members and their families to the Bus Rodeo which is scheduled for Sunday, October 9th.

Mr. Straw updated the Committee on the facemask mandate that was repealed effective April, 19th. Masks are encouraged, and masks will be provided to riders and employees. **Mr. Straw** shared that there is some difficulty recruiting new employees; specifically Bus Operators. Currently RTA is down 16 Operators; 5 full-time positions are open as well as 11 out of 19 part-time positions. Currently there is one candidate is in the pre-licensing training phase. He noted two supervisors have also separated within the past month. Staff has begun a new google ads program to help with recruitment, and will continue to monitor staffing levels.

Mr. Straw discussed the Governor's proposal to provide an incentive to operate discounted or fare free service for a minimum of 90 days. While there are no details at this time **Mr. Straw** has

reached out to transit agencies across the county to discuss the implications of the proposal. He stated that agencies would need to go into this hand in hand because there are agreements with how regional fares are shared. The Governor's office has proposed funding that's essentially 55% of the collections for FY 19/20. If we get 55% of the fares for 90 days of service it would certainly be a financial benefit, and could bring back some of the riders to the service. There is concern about overcrowding at peak travel times as well as the cost of operating additional Runabout service. The City of Atascadero is interested in talking further about this, but no firm commitments from other partners.

Ms. Marlene Cramer asked if the proposal specified a timeline. This is obviously an opportunity to market and promote transit. **Mr. Straw** replied that fare free service must start no later than 60 days after the bill has taken effect. **Mr. Greening** noted that when fares were suspended in the past, it was his understanding there were some problems. He went on to ask what the problems were, and if we anticipate them again? **Mr. Straw** replied that the main issue was overcrowding. At the time a guideline of no more than one round trip per boarding was implemented. A rider would need to get off the bus and transfer to a different vehicle after a round trip. **Ms. Janeen Burlingame** stated that Morro Bay might be interested, but would need details in regards to funding, as well as administrative costs. **Mr. Greening** stated that his understanding has been that this is part of a larger provision attached to rebates to drivers who are paying gas tax. **Mr. Straw** confirmed they are still part of the same package.

A-2 Member Comments / Reports from Jurisdictions (Receive)

Ms. Marlene Cramer Shared that Cal Poly campus has changed their face mask requirement on campus shuttles. Masking is still recommended but also no longer required. **Mr. Greening** stated that as the news spread about the mask requirement being lifted he noticed a good percentage of riders removed their masks while others felt more comfortable leaving them on. He went on to say that it appeared to alleviate some of the strain on the drivers to enforce the mandate. **Ms. Burlingame** informed the committee that next week the Morro Bay City Council will be making a proclamation to mark Morro Bay Transit's 45th anniversary. Morro Bay Transit Week will be May 2 through May 6. **Mr. Greening** asked if there had been progress on the transit center project. **Ms. Burlingame** replied it is still in the design phase. The project will go out to bid over the summer, with construction to tentatively start after Labor Day.

B. B-1 Fiscal Year 2022-23 Operating and Capital Budget (Recommend)

Ms. Tania Arnold reviewed the Fiscal Year 2022-2023 Operating and Capital Budget that was included in the agenda. She discussed the budget assumptions that were used to develop the current fiscal year budget and addressed some of the following key issues.

Ms. Arnold went over the operational and fiscal impacts of the pandemic. Even with increased wage rates, Workers Compensation is in line with previous years. General liability insurance has stayed relatively flat. There is, however, an increase in property insurance that comes along with owning the new higher-value building. Staff continues to monitor the cost of the Runabout service while looking at containment strategies. Runabout ridership is anticipated to increase.

Ms. Arnold highlighted the difficulty with staffing and retention. Staff is hoping to address this by implementing paid family leave, as well as beginning a diversity, equity and inclusion training program next month. The current Collective Bargaining Agreement is set to expire on December 31st of this calendar year. Upon the Board's direction, negotiations will begin over the summer. The

annual inflationary adjustment for non-union employees is also included within this budget at a rate of 6.6% with an implementation date of July of 2022. If the COLA is lowered to 4%, which is in line with what the Board approved for SLOCOG, there would be a savings of just over \$30,000. Budgeted full time equivalent positions would be the same as the current fiscal year. We are looking at realigning a utility position to fulfil the need for a dedicated parts clerk, as well as pulling back an earlier recommendation for an HR Manager position.

Ms. Arnold shared the progress of implementing zero emission bus technologies. Replacement of two diesel buses is expected in the 2023 – 2024 Fiscal Year. The RTA was recently awarded a grant in combination with SLO Transit for eleven zero emission vehicles (five for the RTA and six for SLO Transit). Once the funding package is prepared, it will be brought to the Board for approval.

Ms. Arnold stated that staff continues to monitor LTF funding, since it continues to be the last place we go for funding. It has come in at just over \$6.6 million which is an increase over the projection from May 2021. Fuel costs play a large part in the increase. There were some significant savings over the past several years' budgets in being able to use the stimulus funds including CARES Act funding. This year the capital budget does include a small amount of LTF related specifically to the TIFIA loan, which is required to be paid back with local funds.

Ms. Arnold noted that fuel costs continue to be volatile. Fuel was budgeted at \$4.30 a gallon in the initial budget assumptions from March, but with the continued increases we are now budgeting at \$4.80. Staff will monitor, and bring it back to the Board as needed.

Mr. Greening asked what the increase in professional technical services for ITS program in May 2023 meant. **Ms. Arnold** replied that the ITS program that helps riders see where their bus is and navigate the system; it is up for renewal in May 2023.

Mr. Greening asked if the supply chain issues have affected the ordering of replacement parts. **Mr. Straw** replied that supply chain issues have been a problem more so with vehicles than parts.

Mr. Todd Katz suggested that when staff references the move to zero emission bus technologies the fuel savings should be highlighted. **Mr. Straw** noted that it will be important to look at charging rates by time of day as costs are higher during demand charging times. There are some routes like the Route 9 and possibly the Route 10 where current battery capacities do not have the ability to run on those longer trips without a recharge. Meaning they may need to be topped off throughout the day. At this point it's hard to predict how much less per mile it will be. **Mr. Katz** stated it sounds like an argument for better storage systems to store electricity at a cheaper rate.

Mr. Katz asked if the new paid family leave program will be accessible to Bus Operators, too? **Ms. Arnold** replied yes the program will apply to all employees.

Mr. Greening asked if solar panels at the Bus Maintenance Facility would insulate RTA from the high demand charges on electricity. **Mr. Straw** replied that while it may help realistically it takes a full acre of panels to charge one bus per day.

Mr. Straw spoke about the urbanization issue and how the US Census Bureau changed how they classify an area as urban vs rural. It had previously been calculated at person per square mile and now its housing unit per square mile. Within the county there are currently three small urban areas

North County, Central, and South County. Two of our three urbanized areas North, and South may lose their designation. Losing the urban designation would have a profound impact on funding in our area. If those areas are reclassified as rural will lose close to \$3,000,000 a year starting in FY22-23. The changes in designations should be published sometime this summer. **Mr. Greening** asked if it would be possible to backfill using CMAQ money. **Mr. Straw** replied while that is a possibility there are some pretty stringent requirements for using CMAQ funds for operating purposes, and those funds are already earmarked.

Mr. Katz asked if the possibility of a self-help county with a half cent increase would help in a situation like this if we lose funding. **Mr. Straw** replied that it wouldn't immediately help but there have been discussions that it may go before the voters again in 2024.

Ms. Burlingame made a motion to bring Fiscal Year 2022-23 Operating and Capital Budget as presented to the Board for approval, and **Mr. Mark Dariz** seconded the motion. A voice vote was taken and the motion was approved unanimously via roll call vote.

<u>BOARD MEMBER</u>	<u>YES</u>	<u>NO</u>	<u>ABSENT</u>
Janeen Burlingame	X		
Ryan Cornell	X		
Marlene Cramer	X		
Mark Dariz	X		
Eric Greening	X		
Omar McPherson	X		
Austin O'Dell			X
Dawn Patterson			X
Josh Roberts	X		
Dan Troy			X

C. CONSENT AGENDA ITEMS:

C-1 RTAC Minutes of January 20, 2022 (Approve)

Mr. Greening made a motion to approve the minutes, **Mr. McPherson** seconded the motion. A voice vote was taken and the motion was approved unanimously.

D. ADJOURNMENT AND COMMITTEE COMMENTS:

Chairperson Greening adjourned the meeting at 3:01 p.m.

Next Meeting: July 21, 2022

Future Meeting Date: October 20, 2022, January 19, 2023

Respectfully Submitted,

Acknowledged by,

 Jenni Wilkes
 Interim Administrative Assistant

 Eric Greening
 RTAC Chairperson 2022