



AGENDA
REGIONAL TRANSIT ADVISORY COMMITTEE

Thursday, October 17, 2019
2:00 p.m. – 3:30 p.m.

San Luis Obispo Council of Governments
1114 Marsh Street
San Luis Obispo, CA 93401

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 your request.

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. A. INFORMATION AGENDA ITEMS:

A-1 Executive Director's Report (verbal)
Token Transit and Ticket Vending Machine Update
Bus Maintenance Facility Update including schedule for funding
RTA Downtown Transit Center construction update

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

B. ACTION AGENDA ITEMS:

B-1 Fiscal Year 2019- Amended Capital Budget (Recommend)

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 17, 2019 (Approve)

D. ADJOURNMENT

Next Meeting: January 16, 2019 2:00 p.m.

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
REGIONAL TRANSIT ADVISORY COMMITTEE
OCTOBER 17, 2019
STAFF REPORT**

AGENDA ITEM: B-1

TOPIC: Fiscal Year 2019-20 Capital Budget Amendment

ACTION: Bring FY19-20 Capital Budget Amendment to Board for Approval

PRESENTED BY: Tania Arnold

STAFF RECOMMENDATION: Recommend Approval of Capital Budget Amendment

SUMMARY:

The Fiscal Year 2019-20 RTA operating and capital budget was adopted on May 1, 2019 and was based on a range of assumptions, including pending delivery dates for FY18-19 capital projects.

At this time, staff is bringing back capital items that are being carried over from FY18-19 to FY19-20. Please note, none of the items require additional funds.

The following is a detailed description of the proposed budget adjustments that have been incorporated and highlighted in the amended budget on the following pages with the dollar amount increases noted in the descriptions below.

1. Computer System Maintenance/Upgrades: \$9,500 compromising of State Transit Assistance (STA) Funds used for computer replacements.
2. Maintenance Equipment: \$25,310 funded with Federal Transit Assistance (FTA) Section 5307 Funds and STA for items such as a parts washer to improve the safety and efficiency of the shop.
3. Specialized Maintenance Tools: \$85,200 funded with FTA 5307 and STA for specialized shop tools, mobile column lift, and heavy duty floor scrubber.
4. Vehicle ITS: \$17,350 funded with Proposition 1B Safety and Security funding to implement continued improvements to Transit Tracker.
5. Bus Stop Improvements/Bus Stop Solar Lighting: \$136,860 funded with a mix of Proposition 1B Safety and Security, FTA 5307 and FTA 5339 to complete the

downtown transit center improvements and the improvements identified in the bus stop improvement plan adopted by the Board in March 2017.

6. Support Vehicle: \$18,000 compromising of State Transit Assistance (STA) Funds used for the purchase of a staff support vehicle.
7. Cutaway and Dial A Ride Vehicles: \$5,000 compromising of State Transit Assistance (STA) Funds for the purchase of tablets in the vehicles recently purchased.
8. Short Range Transit Plan – Nipomo: \$22,750 compromising of State Transit Assistance (STA) Funds for the County portion of the Short Range Transit Plan currently being conducted for South County Transit and the County Dial A Ride programs.
9. Elks Lane Bus Garage Project: \$1,762,190 which includes funding FTA 5307, STA SB1 State of Good Repair and STA SB1 Augmentation for design and engineering.

The net effect for the above referenced budget adjustments results in no financial impact on the jurisdictions.

Note that on September 25, 2018 the RTA was allocated a Department of Transportation grant to help fund the new RTA Bus Garage facility that is currently in design. The amount awarded was \$6.285 million, which was the largest grant amount awarded in California and was made possible by a unique community partnerships between the RTA, SLOCOG, CAPSLO, and the City and County of San Luis Obispo. These funds are not included in this budget amendment, since it will be used for construction which will be occurring after the current fiscal year.

Staff Recommendation

Recommend the Board approve the budget amendment as indicated in the staff report.

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
PROPOSED AMENDED CAPITAL REVENUE BUDGET FOR 2019/2020**

	2018/2019 COMBINED ACTUAL	2019/2020 ADOPTED CAPITAL BUDGET	2019/2020 AMENDED CAPITAL BUDGET	2019/2020 ADOPTED SLOCAT BUDGET	2019/2020 ADOPTED N. COUNTY BUDGET	2020/2021 PROJECTED CAPITAL BUDGET	2020/2021 PROJECTED SLOCAT BUDGET	2020/2021 PROJECTED N. COUNTY BUDGET	
FUNDING SOURCES:									
<input type="checkbox"/> 1. CAPITAL PROJECTS RESERVE	1,039,110	530,800	530,800	119,330	342,580	512,610	119,330	5,320	
<input type="checkbox"/> 2. ESTIMATED FUND BALANCE	1,039,110	530,800	530,800	119,330	342,580	512,610	119,330	5,320	
<input type="checkbox"/> 3. LESS REQUIRED RESERVES FOR FISCAL YEAR									
CAPITAL PROJECTS RESERVE	992,710	512,610	512,610	119,330	5,320	470,457	5,430	5,320	
TOTAL	992,710	512,610	512,610	119,330	5,320	470,457	5,430	5,320	
<input type="checkbox"/> 4. FUND BALANCE AVAILABLE	46,400	18,190	18,190	-	337,260	42,153	113,900	-	
NON TDA SOURCES									
STATE TRANSIT ASSISTANCE (STA) WITH SBI AUGMENTATION	482,339	469,410	638,131	22,750	5,190	469,410	-	-	
LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)	-	-	98,390	-	-	-	-	-	
PROPOSITION 1B FUNDING - SAFETY & SECURITY	36,600	-	1,029,320	-	-	400,000	-	-	
STA SBI AUGMENTATION (Prior Years) & STATE OF GOOD REPAIR	165,681	-	9,800	-	-	-	-	-	
PROPOSITION 1B FUNDING - BUS REPLACEMENT & BUS MAINTENANCE FACILTI	659,015	-	-	-	-	-	-	-	
CONGESTION MITIGATION AND AIR QUALITY (CMAQ)	396,000	-	-	-	-	-	-	-	
RURAL TRANSIT FUND (Capital)	-	290,640	534,890	-	-	263,520	-	-	
FEDERAL TRANSIT ADM (FTA) (Section 5307) - San Luis Obispo	1,069,983	-	-	-	-	6,285,000	-	-	
FEDERAL TRANSIT ADM (FTA) (Section 5309) - State of Good Repair	942,506	-	697,330	-	-	294,150	-	-	
FEDERAL TRANSIT ADM (FTA) (Section 5309) - Bus and Bus Facilities	431,812	351,900	486,890	-	538,250	263,520	-	-	
FEDERAL TRANSIT ADM (FTA) (Section 5307-North County)	969,983	290,640	-	-	-	-	-	-	
FEDERAL TRANSIT ADM (FTA) (Section 5307-South County)	-	-	-	-	-	-	-	-	
SUB TOTAL	5,153,917	1,402,590	3,494,750	22,750	543,440	7,975,600	113,900	-	
<input type="checkbox"/> 5. TOTAL FUND BALANCE & NON TDA FUNDING		1,420,780	3,512,940	22,750	880,700	8,017,753	113,900	-	
<input type="checkbox"/> 6. NET TDA REQUIREMENTS/FINANCING NEEDED FOR BUS MAINTENANCE FACILITY	-	-	-	-	-	5,752,467	-	-	
<input type="checkbox"/> 7. TOTAL FUNDING SOURCES	5,200,317	1,420,780	3,512,940	22,750	880,700	13,770,220	113,900	-	
FUNDING USES:									
<input type="checkbox"/> 8. CAPITAL	4,988,014	1,420,780	3,512,940	22,750	880,700	13,770,220	113,900	-	
<input type="checkbox"/> 9. LOAN PAYDOWN	212,303	-	-	-	-	-	-	-	
<input type="checkbox"/> 9. TOTAL FUNDING USES	5,200,317	1,420,780	3,512,940	22,750	880,700	13,770,220	113,900	-	

	Actual Capital Expenditures FY 2018-19	Adopted Capital Budget FY 2019-20	Amended Capital Budget FY 2019-20	Projected Capital Budget FY 2020-21	Projected Capital Budget FY 2021-22	Projected Capital Budget FY 2022-23	Projected Capital Budget FY 2023-24
Capital Expenditures							
Capital/Studies:							
Computer System Maintenance/Upgrades	33,869	46,020	55,520	48,320	50,740	53,280	55,940
Miscellaneous Capital	-	-	-	-	-	-	-
Maintenance Equipment	-	-	25,310	-	-	-	-
Specialized Maintenance Tools	-	89,460	174,660	-	-	-	-
Desks and Office Equipment	-	-	10,000	6,600	-	-	-
Radios	-	-	-	-	-	-	-
Vehicle ITS/Camera System	43,991	-	17,350	-	-	-	-
Bus Rehabilitation	103,960	252,860	389,720	265,500	278,780	292,720	307,360
Bus Stop Improvements/Bus Stop Solar Lighting	-	-	-	-	-	-	-
Bus Rehabilitation Vehicles	-	-	-	-	-	-	-
Support Vehicles	-	-	18,000	56,700	63,000	-	-
40' Coaches	3,144,199	-	-	631,800	1,326,700	4,875,600	-
Trolley/replacement vehicles	83,793	880,700	880,700	113,900	-	253,300	-
Cutaway and Dial A Ride Vehicles	668,692	555,200	560,200	261,300	316,600	133,000	-
Runabout Vehicles	-	1,824,240	2,131,460	1,384,120	2,035,820	5,607,900	363,300
Total Capital Outlay	4,078,504	-	-	-	-	-	-
Loan Pay down	212,303	-	-	-	-	-	-
Short Range Transit Plans - Nipomo	909,510	499,990	22,750	12,500,000	12,500,000	-	-
Elks Lane Project	-	-	2,262,180	-	-	-	-
TOTAL FUNDING USES	5,200,317	2,324,230	4,416,390	13,884,120	14,535,820	5,607,900	363,300

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
REGIONAL TRANSIT ADVISORY COMMITTEE

April 17, 2019

DRAFT MINUTES

C-1

Members Present:

Eric Greening (<i>Vice Chair</i>)	Fixed Route Representative
Omar McPherson	South County Transit (SCT)
Wendy Hall	County of San Luis Obispo
Janeen Burlingame	Morro Bay Transit
Mark Dariz	Runabout/DAR Representative
Dawn Patterson	Atascadero Transit
Gamaliel Anguiano (<i>Chair</i>)	SLO Transit
Todd Katz	Fixed Route Alternate Rep.
Cheryl Andrus	Cal Poly

Members Absent:

Dick McKinley	City of Paso Robles
Mark Sanchez	Cuesta College

Staff Present:

Geoff Straw	RTA
Chelsea Sperakos	RTA
Tania Arnold	RTA

Guest:

Sarah Woolsey	SLOCOG
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1. Call Meeting to Order, Roll Call:

Chairperson Gamaliel Anguiano called the meeting to order at 10:05 AM.

2. Public Comments: None.

A. INFORMATION AGENDA ITEMS:

A-1 Executive Director's Report (Verbal)

Mr. Geoff Straw stated the bus maintenance facility project is moving forward; a 30% design has been submitted to the Architecture Review Committee (ARC). There are challenges in the budget. New projected cost is \$25 million, RTA already has cut \$9 million. RTA will be removing on site fueling and the automated bus washing system from the project. 60% design documents will be available in July.

Chairperson Anguiano asked if building costs will be affected by a potential recession.

Mr. Straw stated that the current cost of the project is \$459 per square foot and the total cost of materials is high so a recession could help cost and bring more bidders to the table. RTA currently spends \$640,000 per year for rent. RTA is pleased to have Omar McPherson as the new Operations

Manager, formerly the Grants Manager. He is a great asset to the agency. RTA has also welcomed **Kayleigh McLeod** as Human Resources Officer and **Justin Kobielus** as Accounting Technician to the team.

A network integration study for connection of services with Santa Barbara County association of governments is in process. The short range transit plan for South County Transit is being developed as well. The downtown government center project is underfunded and RTA will need to seek additional funding in order to begin construction.

Comments:

Vice Chairperson Eric Greening asked could we be talking about a budget adjustment for this year?

Mr. Straw stated that will be figured out once RTA receives construction bids.

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

Mr. McPherson stated the SRTP is going on in SoCo, which includes all dial-a ride services; staff is recommending a different service in Nipomo and plans to take this issue to the SCT Board meeting in July. The execution for this plan is expected to be January 2020.

Chairperson Anguiano asked what do the potential service changes look like?

Mr. Straw stated that RTA would consider a deviated fixed route to better serve the Nipomo area.

Ms. Sarah Woolsey stated that SLOCOG will be working on triennial performance audits and needs score sheets back; she requested comments back from administration for the draft on May 10th. Dawn Patterson is on leave so contact Nick Dunbar.

Ms. Cheryl Andrus stated that Cal Poly is working with consultants for a transportation and parking survey. The goal of the study is to guide recommendations toward Cal Poly's master plan and circulation; Cal Poly has no plan to restrict access for public transit. The Open House visitors this past weekend were encouraged to use to RTA and SLO Transit, however very few actually utilized the transit systems.

Mr. Mark Schaefer stated that Ride On ridership is up to 80,000 with 35 routes for the regional center. ADHOC committee is scheduled to talk about unspent funds that were dedicated to the CTSA.

Vice Chairperson Greening stated that he continues to be a satisfied rider. He expects disruption when various construction projects occur. He asked will a separate senior van service continue.

Ms. Janeen Burlingame stated that Morro Bay is conducting a city park transit hub study and will be bringing the results to the public works advisory board in May. Morro Bay Transit is awaiting the results of the SRTP and will have a lot of recommendations to start in next fiscal year. There are two new vehicles in production right now and expected to be added to the fleet in the summer time. The art association has expressed an interest in taking back the Morro Bay park couch.

Chairperson Anguiano stated that SLO Transit is working on their solar project as part of the SLO City larger initiative; the solar panels will be installed during the summer. Future plans are being discussed with PG&E and SLO Transit is making steps towards electrification of the fleet.

Mr. Straw stated he will send more information about charging the electric buses and RTA will be working with a Civic Spark intern to help strategize electrification. RTA will also work to coordinate with countywide agencies moving forward.

B. ACTION AGENDA ITEMS:

B-1 Fiscal Year 2019-20 Operating and Capital Budget (Recommend)

Mrs. Tania Arnold stated that RTA is looking to eliminate express trips during holiday weeks which will cut cost of staffing. Runabout hours and miles are holding steady with the recertification process and in person assessments going well.

RTA has a cash flow reserve and capital projects reserve; we are trying to get an insurance reserve to lower insurance premiums and will most likely bring this item to budget for next year.

LTF is not being budgeted for any capital projects, it is an advisory number. RTA will continue to present south county and north county budgets separate. The cost increase is related to operating expenses and the minimum wage increase.

The revised revenue assumptions—STA is going up, 6.5% increase in operating costs, LTF funding is up 34% (which fills in what we couldn't get with other funds).

In administration and operating expenses we will see an increase in workers comp but it has come down from previous fiscal years; there is an administration expense for WiFi to all fixed route buses. However, labor costs have gone down because we have had significant turnover.

RTA has been keeping an eye on fuel cost; the focus of the capital program is related to the bus maintenance facility. RTA will partner with city of SLO for a fleet replacement grant.

Mrs. Arnold discussed specific numbers within the budget. She also commented that funding Elks lane and replacing the fleet are projected issues with future budget years.

Comments:

Vice Chairperson Greening stated he is inclined to approve the budget as written, however RTA might change wording in the paragraph on page B-1-5 to reflect that it is worst case scenario.

Mr. Katz stated it is confusing to say "funding is up" which sounds positive; he recommended to change wording to reflect need.

Vice Chairperson Greening moved to approve item B-1, **Mr. McPherson** seconded the motion; the motion was approved unanimously via voice vote.

C. CONSENT AGENDA ITEMS:

C-1 RTAC Minutes of January 17, 2019 (Approve)

Ms. Burlingame moved to approve item C-1 and **Vice Chairperson Greening** seconded the motion; the motion was approved unanimously via voice vote.

D. ADJOURNMENT

The RTAC meeting was adjourned at 11:12 AM.

Next Meeting: Thursday July 18, 2019 2:00 p.m. – please note date and time!

Respectfully Submitted by Chelsea Sperakos, Administrative Assistant

San Luis Obispo Regional Transit Authority