



**AGENDA**  
**REGIONAL TRANSIT ADVISORY COMMITTEE**

**Thursday, October 19, 2023**  
**2:00 p.m. – 3:30 p.m.**

**VIA Teleconference**

**Chair: Mark Dariz** (Runabout/DAR)

**Vice-Chair: Omar McPherson** (SoCo Transit)

**Other RTAC Members:**

Anel Perez (Atascadero Transit)

Josh Roberts (County of SLO)

Janeen Burlingame (Morro Bay Transit)

Alex Fuchs (SLO Transit)

Todd Katz (Fixed-Route Transit alternative)

Marlene Cramer (Cal Poly)

Dan Troy (Cuesta College)

Ryan Cornell (Paso Express)

Eric Greening (Fixed-Route Transit)

All or portions of this meeting will be conducted by teleconferencing in accordance with Government Code Section 54953(b). Teleconference locations are as follows:

- RTA, 253 Elks Lane, San Luis Obispo, CA 93401
- City of Atascadero, 6500 Palma Avenue, Room 202, Atascadero, CA 93422

Each location is accessible to the public, and members of the public may address the Committee from any teleconference location.

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. A. INFORMATION AGENDA ITEMS:**

- A-1 Executive Director's Report (Verbal update)
- A-2 Member Comments / Reports from Jurisdictions (Verbal)
- A-3 Discuss Short Range Transit Plan potential joint meeting dates with SLO Transit MTC (Verbal)

**B. ACTION AGENDA ITEMS:**

- B-1 Fiscal Year 2023-24 Operating and Capital Budget Amendment #1 (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 January 19, 2023 (Approve)

**D. ADJOURNMENT**

**Next Regular Meeting: January 18, 2024; Future Regular Meeting Dates: April 18, 2024, July 18, 2024, and October 17, 2023**

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY  
REGIONAL TRANSIT ADVISORY COMMITTEE  
OCTOBER 19, 2023  
STAFF REPORT**

**AGENDA ITEM:** B-1

**TOPIC:** Fiscal Year 2023-24 Operating and Capital Budget  
Amendment #1

**PRESENTED BY:** Tania Arnold, Deputy Director/CFO

**STAFF RECOMMENDATION  
FOR EXECUTIVE**

**COMMITTEE AND RTAC:** Bring the Fiscal Year 2023-24 Budget Amendment  
#1 as Presented to the Board for Approval

**BACKGROUND/DISCUSSION:**

The Fiscal Year 2023-24 RTA operating and capital budget was adopted on May 3, 2023 and was based on a range of assumptions, including pending delivery dates for FY22-23 capital projects. At this time, staff is bringing back capital items that are being carried over from FY22-23 to FY23-24 as well as one adjustment to the operating expenditures. Please note, none of these adjustments require additional/new funds.

Additionally, as noted at the October 4, 2023 San Luis Obispo Council of Governments (SLOCOG) meeting, additional State Transit Assistance (STA) allocated to the region totaling over \$100,000 resulted in additional funding available for the RTA, as well as for the services that the RTA operates on behalf of other agencies. The total incremental change is just under \$5,000. Given this small amount, the STA change is not being included in this budget adjustment.

There are a number of changes which staff has noted in yellow in the ensuing pages. Note, although information for South County Transit, San Luis Obispo County Transit services, and Paso Robles Transit Services are included, the Board and Committee are only adopting the changes to the RTA Core budget.

As part of the reconciliation process to determine fund balances at the start of FY23-24, the amounts have been adjusted by the Governmental Accounting Standards Board (GASB) Statement 68, which is used to improve the accounting and financial reporting by state and local governments for pensions. This adjustment is done as part of the financial statements but does not impact the current level of funding for the agency and is noted in the changes included below. One additional adjustment related to GASB 68 this year, in the RTA financial statements the operating expenses used to calculate the farebox recovery ratio is now also net of the GASB 68 adjustment, in addition to depreciation. This is noted on page 19 of the financial statements which can be found on the RTA website

(<https://www.slorta.org/wordpress/wp-content/uploads/RTA-FY2223-Financial-Statements-and-Single-Audit.pdf>).

#### **Changes in Operating Revenue:**

- General reserves for FY23-24 has been increased by \$252,070, which is part of the reconciliation of the GASB 68 adjustment.
- Offset reserve to carryover to FY24-25 has been increased, which allows for a reduced LTF request in FY24-25.

#### **Changes in Capital Revenue:**

- Beginning capital projects reserves has been increased, which is part of the reconciliation of the GASB 68 adjustment as follows:
  - RTA: \$384,320
  - South County Transit: \$73,120
  - SLOCAT: \$95,040
- Changes in Non-TDA Sources for RTA includes:
  - Carryover FTA Section 5307 funds for:
    - Support vehicle replacements of \$15,290.
    - Low-floor minivans for Runabout of \$58,030
    - Short Range Transit Plan of \$200,000
    - Replacement of bus 1101 of \$542,750
    - Bus stop improvements of \$26,050
  - Carryover FTA Section 5339 funds for:
    - Low-floor minivans for Runabout of \$183,990
    - Engine replacements for 1500-series Gillig buses of \$300,000
    - Replacement of vehicles for Route 15 of \$238,590
- Changes in Non-TDA Sources for South County Transit includes the carryover of FTA Section 5307 funds for bus stop improvements of \$292,480
- Changes in Non-TDA Sources for SLOCAT includes:
  - Carryover of FTA Section 5339 funds for the replacement of a Nipomo Dial-A-Ride vehicle of \$63,280
  - Carryover of FTA Section 5307 funds for replacement of an Avila Trolley vehicle and the balance of the Nipomo Dial-A-Ride vehicle of \$312,160

#### **Changes in Operating Expenditure:**

- Increases in professional technical services by \$80,000 due to the timing of the contract renewal prior to the end of the fiscal year for the Intelligent Transportation System technology on all fixed-route vehicles.

#### **Changes in Capital Expenditures:**

- Carryover balance of bus stop improvements of \$365,600.
- Carryover balance of large capital repairs of \$401,050.
- Carryover balance of support vehicles of \$19,120.
- Carryover balance for fixed-route vehicle of \$994,320.
- Carryover balance for Avila Trolley replacement of \$293,200.
- Carryover balance for cutaway and Dial-A-Ride vehicles of \$177,280.

- Carryover balance for Runabout vehicle replacements of \$284,520.
- Carryover balance for the Joint Short-Range Transit Plans of \$250,000.

These amendments do **not** require any additional LTF funds for FY23-24.

**Staff Recommendation for Executive Committee on October 11<sup>th</sup>:**

Recommend staff provide Budget Amendment #1 to the Board for approval at the November 1, 2023 Board meeting.

**Staff Recommendation to Executive Committee RTAC on October 19<sup>th</sup>:**

Recommend staff provide Budget Amendment #1 to the Board for approval at the November 1, 2023 Board meeting.

**Staff Recommendation:**

Adopt Budget Amendment #1 as presented.

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SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY  
AMENDED OPERATING REVENUE BUDGET FOR 2023/2024

	2022/2023 Combined Actual	2023/24 Adopted RTA Core Budget	2023/24 Amended RTA Core Budget	2023/24 Adopted SoCo Transit Budget	2023/24 Adopted SLOCAT Budget	2023/24 Adopted North County Budget	2024/25 Projected RTA Core Budget	2024/25 Projected SoCo Transit Budget	2024/25 Projected SLOCAT Budget	2024/25 Projected North County Budget
FUNDING SOURCES:										
GENERAL RESERVES	3,428,857	2,282,200	2,534,270	393,279	189,530	243,150	2,439,750	357,660	156,770	215,740
1. ESTIMATED FUND BALANCE	3,428,857	2,282,200	2,534,270	393,279	189,530	243,150	2,439,750	357,660	156,770	215,740
2. LESS REQUIRED RESERVES FOR FISCAL YEAR										
CASH FLOW REQUIREMENTS PER TDA OFFSET RESERVE TO CARRYOVER TO FUTURE FISCAL YEARS	3,108,159 252,070	2,267,680	2,267,680 172,070	357,660	156,770	215,740	2,400,670	407,970	164,490	228,200
TOTAL	3,360,229	2,267,680	2,439,750	357,660	156,770	215,740	2,400,670	407,970	164,490	228,200
3. FUND BALANCE AVAILABLE	68,628	14,520	94,520	35,619	32,760	27,410	39,080	(50,310)	(7,720)	(12,460)
NON TDA SOURCES										
FARES	860,739	681,720	681,720	139,530	20,170	123,230	715,810	146,510	21,180	129,390
SoCo TRANSIT MANAGEMENT CONTRACT	126,430	133,360	133,360	-	-	-	143,140	-	-	-
COUNTY MANAGEMENT CONTRACT	108,970	114,950	114,950	-	-	-	123,380	-	-	-
NORTH COUNTY MANAGEMENT CONTRACT	52,870	55,770	55,770	-	-	-	59,860	-	-	-
INTEREST	70,410	39,360	39,360	-	-	-	39,400	-	-	-
STATE TRANSIT ASSISTANCE (STA) INCLUDING SB1	1,687,036	106,180	106,180	399,330	402,090	204,310	644,670	481,550	412,960	295,820
RURAL TRANSIT FUND (Administration)	30,000	30,000	30,000	-	-	-	30,000	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307) - San Luis Obispo	652,400	672,000	672,000	-	-	-	712,970	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5311) - Operating	762,127	777,370	777,370	-	-	-	792,910	-	-	-
FTA (Section 5311) - Operating CARES/CRRSAA/ARPA	-	635,900	635,900	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-N. County) - Operating	1,361,000	1,107,400	1,107,400	-	-	319,000	1,139,120	-	-	328,570
FEDERAL TRANSIT ADM (FTA) (Section 5307-SM) - Operating	-	255,090	255,090	-	-	-	270,440	-	-	-
FTA (Section 5307-SM) - Operating CARES	160,984	-	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307) - S. County Operating	1,264,000	647,400	647,400	619,330	33,670	-	665,320	637,000	35,590	-
CUESTA CONTRIBUTION FOR ROUTE 12 AND 14	106,680	115,240	115,240	-	-	-	122,410	-	-	-
CUESTA CONTRIBUTION NORTH COUNTY	40,580	-	-	-	-	40,580	-	-	-	40,580
SPECIAL EVENTS REVENUE/OTHER	58,650	-	-	422,570	-	-	-	325,000	-	-
4. SUB TOTAL	7,342,876	5,371,740	5,371,740	1,580,760	455,930	687,120	5,459,430	1,590,060	469,730	794,360
5. TOTAL FUND BALANCE & NON TDA FUNDING	7,411,504	5,386,260	5,466,260	1,616,379	488,690	714,530	5,498,510	1,539,750	462,010	781,900
TDA REQUIRED										
CITY OF ARROYO GRANDE	666,714	436,220	436,220	281,299	-	-	421,826	362,577	-	-
CITY OF ATASCADERO	593,587	726,795	726,795	-	-	-	716,845	-	-	-
CITY OF GROVER BEACH	498,332	302,998	302,998	195,390	-	-	315,148	251,845	-	-
CITY OF MORRO BAY	201,200	249,562	249,562	-	-	-	242,979	-	-	-
CITY OF PASO ROBLES	1,125,045	743,391	743,391	-	-	486,180	744,606	-	-	484,280
CITY OF PISMO BEACH	307,338	190,307	190,307	122,721	-	-	194,111	158,179	-	-
CITY OF SAN LUIS OBISPO	1,190,374	1,445,058	1,445,058	-	-	-	1,437,554	-	-	-
COUNTY OF SAN LUIS OBISPO	3,826,090	3,933,769	3,933,769	113,341	290,230	-	3,913,341	146,089	358,000	-
TDA REQUIREMENTS BEFORE 5311 EXCHANGE	8,408,681	8,028,100	8,028,100	712,751	290,230	486,180	7,986,410	918,690	358,000	484,280
LESS: RURAL TRANSIT FUND/5311 EXCHANGE	(762,127)	(1,413,270)	(1,413,270)	-	-	-	(792,910)	-	-	-
6. NET TDA REQUIREMENTS	7,646,554	6,614,830	6,614,830	712,751	290,230	486,180	7,193,500	918,690	358,000	484,280
7. TOTAL FUNDING SOURCES	15,058,057	12,001,090	12,081,090	2,329,130	778,920	1,200,710	12,692,010	2,458,440	820,010	1,266,180
8. FUNDING USES:										
ADMINISTRATION	2,128,541	1,822,380	1,902,380	173,260	7,500	102,220	1,932,450	180,420	7,790	106,700
PERS BUYOUT	178,308	178,310	178,310	-	-	-	178,310	-	-	-
BUILDING DECOMMISSIONING	-	-	-	-	-	-	-	-	-	-
MANAGEMENT CONTRACTS	288,270	-	-	133,360	114,950	55,770	-	143,140	123,380	59,860
SERVICE DELIVERY	12,462,938	9,867,670	9,867,670	1,992,740	647,230	1,026,780	10,440,910	2,103,400	679,120	1,082,760
CONTINGENCY	-	132,730	132,730	29,770	9,240	15,940	140,340	31,480	9,720	16,860
9. TOTAL FUNDING USES	15,058,057	12,001,090	12,081,090	2,329,130	778,920	1,200,710	12,692,010	2,458,440	820,010	1,266,180

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY  
AMENDED CAPITAL AND PLANNING REVENUE BUDGET FOR 2023/2024

		2022/2023 Combined Actual Capital Budget	2023/24 Adopted RTA Capital Budget	2023/24 Amended RTA Capital Budget	2023/24 Adopted SoCo Transit Capital Budget	2023/24 Amended SoCo Transit Capital Budget	2023/24 Adopted SLOCAT Capital Budget	2023/24 Amended SLOCAT Capital Budget	2023/24 Adopted North County Capital Budget	2024/25 Projected RTA Core Capital Budget	2024/25 Projected SoCo Transit Capital Budget	2024/25 Projected SLOCAT Capital Budget	2024/25 Projected North County Capital Budget
FUNDING SOURCES:													
BEGINNING CAPITAL PROJECTS RESERVE		1,758,160	490,470	874,790	158,730	231,850	38,190	133,230	4,680	663,950	135,080	38,190	10,420
1.	ESTIMATED FUND BALANCE	1,758,160	490,470	874,790	158,730	231,850	38,190	133,230	4,680	663,950	135,080	38,190	10,420
2.													
LESS REQUIRED RESERVES FOR FISCAL YEAR													
CAPITAL PROJECTS RESERVE		1,244,550	663,950	663,950	135,080	135,080	38,190	38,190	10,420	663,950	106,290	33,660	10,420
TOTAL		1,244,550	663,950	663,950	135,080	135,080	38,190	38,190	10,420	663,950	106,290	33,660	10,420
3.													
FUND BALANCE AVAILABLE		513,610	(173,480)	210,840	23,650	96,770	-	95,040	(5,740)	-	28,790	4,530	-
NON TDA SOURCES													
STATE TRANSIT ASSISTANCE (STA) WITH SB1 AUGMENTATION		211,392	730,090	730,090	82,220	82,220	10,870	10,870	136,180	191,600	-	-	44,670
LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)		-	246,010	246,010	-	-	-	-	-	-	-	-	-
STA SB1 STATE OF GOOD REPAIR		-	448,610	448,610	-	-	-	-	-	-	-	-	-
PROPOSITION 1B FUNDING - BUS REPLACEMENT & BUS MAINTENANCE FACILITY		-	-	-	-	-	-	-	-	-	-	-	-
RURAL TRANSIT FUND (Capital)		-	-	-	-	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307) - San Luis Obispo		245,187	710,660	982,680	-	-	-	-	-	215,770	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5339) - Bus and Bus Facilities		170,362	112,590	835,170	-	-	-	63,280	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-North County)		270,069	762,460	1,060,530	-	-	-	-	-	293,270	-	-	117,000
FEDERAL TRANSIT ADM (FTA) (Section 5307-Santa Maria) - CARES		14,355	-	-	-	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-South County)		486,957	637,170	909,190	137,660	430,140	-	312,160	-	215,770	-	-	-
4.													
SUB TOTAL		1,398,323	3,647,590	5,212,280	219,880	512,360	10,870	386,310	136,180	916,410	-	-	161,670
5.													
TOTAL FUND BALANCE & NON TDA FUNDING		1,911,933	3,474,110	5,423,120	243,530	609,130	10,870	481,350	130,440	916,410	28,790	4,530	161,670
TDA REQUIRED													
CITY OF ARROYO GRANDE		4,418	25,655	25,655	-	-	-	-	-	24,938	-	-	-
CITY OF ATASCADERO		7,507	42,743	42,743	-	-	-	-	-	42,378	-	-	-
CITY OF GROVER BEACH		3,300	17,820	17,820	-	-	-	-	-	18,631	-	-	-
CITY OF MORRO BAY		2,545	14,677	14,677	-	-	-	-	-	14,364	-	-	-
CITY OF PASO ROBLES		7,798	43,720	43,720	-	-	-	-	-	44,020	-	-	-
CITY OF PISMO BEACH		2,033	11,192	11,192	-	-	-	-	-	11,475	-	-	-
CITY OF SAN LUIS OBISPO		15,057	84,985	84,985	-	-	-	-	-	84,985	-	-	-
COUNTY OF SAN LUIS OBISPO		40,993	231,349	231,349	-	-	-	-	-	231,349	-	-	-
TDA REQUIREMENTS FOR TIFIA LOAN REPAYMENT		83,650	472,140	472,140	-	-	-	-	-	472,140	-	-	-
6.													
FINANCING FOR BUS MAINTEANCE FACILITY		-	-	-	-	-	-	-	-	-	-	-	-
7.													
TOTAL FUNDING SOURCES		1,995,582	3,946,250	5,895,260	243,530	609,130	10,870	481,350	130,440	1,388,550	28,790	4,530	161,670
8.													
FUNDING USES:													
CAPITAL		1,550,947	3,474,110	5,423,120	243,530	609,130	10,870	481,350	130,440	916,410	28,790	4,530	161,670
LOAN PAYMENTS		444,635	472,140	472,140	-	-	-	-	-	472,140	-	-	-
9.													
TOTAL FUNDING USES		1,995,582	3,946,250	5,895,260	243,530	609,130	10,870	481,350	130,440	1,388,550	28,790	4,530	161,670



		Actual Combined FY 2022-23	Adopted Operating Budget FY 2023-24	Amended Operating Budget FY 2023-24	Projected Operating Budget FY 2024-25
Administration and Service Delivery Totals					
	Hours		83,260	83,260	83,260
	Miles		1,776,120	1,776,120	1,776,120
Administration:					
Labor	operations cost	1,424,645	1,260,560	1,260,560	1,353,000
Labor - Administration Workers Comp	operations cost	41,821	45,630	45,630	48,430
Office Space Rental	operations cost	53,398	58,030	58,030	59,770
Property Insurance	operations cost	216,314	239,060	239,060	262,970
Professional Technical Services	operations cost	162,538	167,410	247,410	174,560
Professional Development	operations cost	52,975	91,450	91,450	104,440
Operating Expense	operations cost	334,951	398,380	398,380	413,650
Marketing and Reproduction	hourly	130,169	148,920	148,920	136,920
North County Management Contract	operations cost	(52,870)	(55,770)	(55,770)	(59,860)
County Management Contract	operations cost	(108,970)	(114,950)	(114,950)	(123,380)
SCT Management Contract	operations cost	(126,430)	(133,360)	(133,360)	(143,140)
Total Administration		2,128,541	2,105,360	2,185,360	2,227,360
Service Delivery:					
Labor - Operations	hourly	7,017,330	7,545,070	7,545,070	7,905,790
Labor - Operations Workers Comp	hourly	322,174	346,030	346,030	367,290
Labor - Maintenance	hourly	1,783,771	1,809,490	1,809,490	1,893,470
Labor - Maintenance Workers Comp	hourly	86,580	94,750	94,750	100,560
Fuel	miles	1,643,778	1,651,890	1,651,890	1,651,890
Insurance (Liability, Physical Damage, Employment Practices)	miles	767,693	855,850	855,850	1,027,020
Special Transportation (for SLOCAT)	n/a	63,066	33,740	33,740	35,350
Maintenance (parts, supplies, materials)	miles	694,948	1,029,610	1,029,610	1,152,000
Maintenance Contract Costs	miles	83,598	167,990	167,990	172,820
Total Operations		12,462,938	13,534,420	13,534,420	14,306,190
Contingency	hourly	-	187,680	187,680	198,400
PERS Buyout	operations cost	178,308	178,310	178,310	178,310
Building Decommissioning		-	-	-	-
Management Contracts		288,270	304,080	304,080	326,380
TOTAL FUNDING USES		15,058,057	16,309,850	16,389,850	17,236,640

			Actual Capital Budget FY 2022-23	Adopted Capital Budget FY 2023-24	Amendment #1 Capital Budget FY 2023-24	Projected Capital Budget FY 2024-25	Projected Capital Budget FY 2025-26	Projected Capital Budget FY 2026-27	Projected Capital Budget FY 2027-28
Capital and Planning Expenditures									
Capital/Studies:									
Computer System Maintenance/Upgrades	hourly		72,787	180,750	180,750	46,730	49,070	51,520	54,100
Miscellaneous Capital	hourly								
Maintenance Equipment			186,898	46,500	46,500	48,750	50,250	52,760	55,400
Vehicle ITS/Camera System	hourly		-	138,000	138,000	-	-	-	-
Bus Stop Improvements	hourly		16,789	101,880	467,480	48,130	50,630	53,160	55,820
Large Capital Repairs	hourly		302,212	468,750	869,800	-	-	-	-
Vehicles									
Support Vehicles	hourly		34,948	236,950	256,070	33,500	58,630	61,500	64,630
Fixed Route Vehicles	hourly		689,850	2,136,140	3,130,460	690,840	4,355,330	14,071,000	4,221,250
Trolley replacement vehicles	hourly		-	-	293,200	-	-	445,500	-
Cutaway and Dial A Ride Vehicles	hourly		-	-	177,280	146,250	261,500	-	184,630
Runabout Vehicles	hourly		247,463	549,980	834,500	97,200	1,340,130	923,380	1,015,750
Total Capital Outlay			1,550,947	3,858,950	6,394,040	1,111,400	6,165,540	15,658,820	5,651,580
Loan Repayments			444,635	472,140	472,140	472,140	458,060	458,060	458,060
Short Range Transit Plan			-	-	250,000	-	-	-	-
Elks Lane Project				-	-	-	-	-	-
TOTAL FUNDING USES			1,995,582	4,331,090	7,116,180	1,583,540	6,623,600	16,116,880	6,109,640

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY  
REGIONAL TRANSIT ADVISORY COMMITTEE  
JANUARY 20, 2023  
**DRAFT** MINUTES  
C-1

**Members Present:**

Ryan Cornell	City of Paso Robles
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.
Alicia King	Atascadero Transit
Omar McPherson	South County Transit (SCT)

**Members Absent:**

Janeen Burlingame	Morro Bay Transit
Austin O'Dell	SLO Transit
Josh Roberts	County of San Luis Obispo
Dan Troy	Cuesta College

**Staff Present:**

Tania Arnold	RTA
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**Guests:**

Sarah Woolsey	SLOCOG
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1. **CALL MEETING TO ORDER, ROLL CALL** Mr. Eric Greening called the meeting to order at 2:06 PM and roll call was taken. There was a quorum present.
2. **PUBLIC COMMENTS:** None
3. **ELECTION OF OFFICERS: Elect RTAC Chair & Vice Chair 2023**  
Mr. Omar McPherson nominated Mr. Mark Dariz for Chairperson and Mr. Greening seconded the nomination. The motion passed unanimously via voice vote.  
  
Mr. Greening nominated Mr. Omar McPherson for Vice Chairperson and Ms. Marlene Cramer seconded the nomination. The motion passed unanimously via voice vote.
4. **Annual ADA Appeal Committee Assignment**  
Mr. Greening moved to have the appeals committee members remain the same as last year which was, Mr. Mark Dariz, Mr. Todd Katz, and Ms. Janeen Burlingame and Mr. McPherson seconded the motion. The motion passed unanimously via voice vote.

There was a discussion on what this Committee does and the ADA application process.

A. INFORMATION AGENDA ITEMS:

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

**Ms. Tania Arnold** discussed current staffing levels for Bus Operators, noting there are currently only four part time positions open. Staff is reviewing options to add back some of the express trips, which would include a public outreach effort to inform the public of the increase in service. Labor negotiations are ongoing and progress is being made. The agreement covers Bus Operators, Mechanics, Utility Workers, and Parts Clerk. There are no current concerns that we are aware of from the workforce due to the prior agreement ending on December 31, 2022. On January 31<sup>st</sup> the RTA will be hosting the Central Coast Transit Agency Summit which is a great opportunity for staff to have discussions with peers from other agencies. Ridership continues to recover but are still below pre-pandemic level. Budget results are strong and under budget overall although fuel does continue to be over that budget line item.

**Ms. Arnold** noted the Board did approve updates to the EEO plan, as well as a number of resolutions to apply for various grants. Staff has been busy preparing the response to the request for information as part of the FTA Triennial Review process. That response is due on February 3<sup>rd</sup>.

**Ms. Cramer** noted there are a lot of grant opportunities that Cal Poly cannot apply for but if there are any opportunities to partner with the RTA to apply of those funds, please let them know. **Ms. Arnold** noted that staff will do so and appreciates the partnership with Cal Poly.

**Ms. Arnold** discussed the concerns that staff has with rolling out the new technology and will be taking a measured approach and looking to our peers for information. The first two electric buses being delivered in September 2023 will give us the first data for our community and will provide information on the actual vehicle performance in our service area. This information will also be valuable for the short-range transit plan.

There was some discussion regarding the charging times, the distance per charge, and the options that will be reviewed in order to address the charging needs as well as route impacts.

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

**Mr. McPherson** shared information about the impacts on service on January 9<sup>th</sup> and 10<sup>th</sup> due to the severe weather. Staffing is getting back up to the desired level and the hope is to increase service levels.

**Ms. Cramer** shared the impacts the storm had on the Cal Poly campus. There were a number of tanks that were used to hold water pumped out water of the water reservoirs that were already full. There are still some areas closed on campus.

**Mr. Todd Katz** had nothing for the group.

**Ms. Alicia King** share impacts on service due to the storms, noting that students were still off on winter break which was helpful. There are still a couple of road closures but nothing that impacts service.

**Mr. Greening** did hear from other riders who were riding during the severe weather and they said the changes were handled well with a large number of resources being used. **Mr. McPherson** noted there are currently no routes being re-routed and no stops are inaccessible although a number of stops still need to be cleaned.

**Mr. Ryan Cornell** noted the City was interested in having the RTA management present to the City management staff a summary of the services the RTA provides and the relationship between the RTA and the City. The storm impacts on the Salinas River in the City continue.

**Ms. Cramer** mentioned that Cal Poly is currently working on a Transit Demand Management Study and some of the preliminary data, they were able to see that there is growth in the staff and faculty coming from outside the region. The average commute for the group is 13 – 15 miles, which is emphasizing the need for regional service. As recommendations are received, the information will be brought back and shared with the group. The hope is to encourage those groups to use transit and how the agency can grow.

A-3 SRTP Discussion & Draft Scope of Work (Verbal update from Omar McPherson)

**Mr. McPherson** discussed the timing of the short-range transit plan and the coordination with the City of San Luis Obispo. There has been a delay due to the impact of COVID but we are anxious to get this plan moving forward. It was noted the Mr. Geoff Straw of the RTA will be the project manager. The objectives of the plan were reviewed as well as the tasks that will be included in the plan. The role of RTAC and the committee members was discussed.

**Mr. Greening** asked financially constrained options and the uncertainty with a potential sales tax measure being placed on the ballot in November 2024 and if that would be factored into the options. **Mr. McPherson** discussed that the timing of the plan would be good in helping determine the transit funding needs for that measure but the base model will assume the funding that is currently available.

**Mr. Katz** noted a staff report to support the discussion would have been appreciated. It was also discussed if further consolidation would be reviewed as part of the process and making sure Cal Poly and the community colleges are involved in the process in order to ensure their service needs are addressed.

**Ms. Cramer** noted the importance of long range planning and the role that Cal Poly has on not only RTAC but the MTC.

There was a discussion on the timing of when to provide feedback to staff and that was roughly by February 15<sup>th</sup>. There was also a discussion on why the plan is just the RTA and SLO Transit which is due to the timing of each agency's plan but that all services in the region will be considered during the review.

**Mr. Greening** recommended that under the demographic analysis, that in addition to percentage of zero-car households, percentage of households with an unreliable vehicle be included.

A-4 Review FY22-23 Budget Assumptions and Discuss FY23-24 Budget Calendar (Receive)  
**Ms. Arnold** reviewed the budget calendar. The budget assumptions that were adopted by the Board in March 2022 were also discussed with the key items highlighted, especially noting the higher than expected volatility with fuel.

There was some discussion on the status of the labor negotiation and if that would be settled prior to the adoption of the budget assumption and **Ms. Arnold** noted yes, that is anticipated.

B. ACTION AGENDA ITEMS:  
None

C. CONSENT AGENDA ITEMS:

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

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

D. ADJOURNMENT AND COMMITTEE COMMENTS:

**Chairperson Dariz** adjourned the meeting at 3:27 p.m.

**Next Meeting: April 20, 2023**

**Future Meeting Date: July 20, 2023, October 19, 2023, January 18, 2024**

Respectfully Submitted,

Acknowledged by,

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Tania Arnold  
Deputy Director/CFO

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Mark Dariz  
RTAC Chairperson 2023