



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

Tuesday, April 17, 2018

10:00 a.m. – 11:30 a.m.

**\*\*\*PLEASE NOTE THE DATE AND TIME\*\*\***

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. ELECTION OF OFFICERS: Elect RTAC Chair**

**4. A. INFORMATION AGENDA ITEMS:**

A-1 Executive Director's Report

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

**B. ACTION AGENDA ITEMS:**

B-1 Fiscal Year 2018-19 Operating and 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 January 18, 2018 (Approve)

**D. ADJOURNMENT**

**Next Meeting: July 19, 2018 2:00 p.m.**

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**April 17, 2018**

**STAFF REPORT**

**AGENDA ITEM:** A-1

**TOPIC:** Executive Director's Report

**PRESENTED BY:** Geoff Straw, Executive Director

**STAFF RECOMMENDATION:** Accept as Information

**BACKGROUND/DISCUSSION:**

**Construction Progress and Mitigations Monitoring for Paso Bus Parking Yard:**

The Paso Robles bus parking yard construction project officially broke ground on November 6, 2017, and only the final electrical connection by PG&E remains until project sign-off can occur. Staff from the Wallace Group is assisting RTA with on-going mitigations monitoring. A more detailed mitigations monitoring report will be provided at the May 2018 Board meeting, as required in the Mitigated Negative Declaration determination report adopted at the September 14, 2016 RTA Board meeting.

**Operations:**

At a special March 21<sup>st</sup> meeting, the SoCo Transit Board of Directors took further action to consolidate into the RTA. Staff continues to schedule presentations at each RTA and SoCo Transit jurisdiction with the intent of soliciting comments on the revised/restated RTA Joint Powers Agreement. Once comments are incorporated in a final JPA document, staff will seek ratification on the new JPA from each jurisdiction – as well as termination of the existing SoCo Transit JPA from the South County jurisdictions. The planned consolidation will be effective January 1, 2019.

The Employee of the Quarter BBQ and Grand Opening of the Paso Robles Bus Parking Yard is scheduled for April 27<sup>th</sup>. Please remember to RSVP if you plan to “bus-pool” from the SLO operations yard to the event in Paso Robles.

Unfortunately, we received no bids for the design and construction services to complete the Government Center passenger facility. Staff parsed out the design and engineering services, and published an RFP on April 4<sup>th</sup>, with bids due on April 25<sup>th</sup>. Although separating design/engineering from construction may result in slightly higher costs (in comparison to design/build, as originally envisioned), we are hopeful the separation will result in greater interest in the project. Staff will provide an update at the May 2<sup>nd</sup> Board meeting.

A Bus Operator training class begins today, with graduation slated for May 18<sup>th</sup> for the two trainees. The RTA eliminated the Special Projects Coordinator position in March, and those resources will instead be used to hire a full-time Transit Trainer that will help our agency with recruiting, training and retaining Bus Operators.

### **Service Planning & Marketing:**

Staff has finalized the RTA Bus Garage Design and Engineering procurement documents. We anticipate completing the FTA grant process in late-April, and advertising the procurement in late-spring/early-summer. This design/engineering project is being funded with FTA Section 5307 funds, with local match provided by the new Senate Bill 1 – Road Repair and Accountability Act (SB-1) funds.

We released a new television commercial in late-March that features RTA, SoCo Transit and Paso Express services. It is currently showing on Charter Cable stations – in both English and Spanish (depending on the channel).

Staff has also posted a new How to Ride animation on our website that appeal to Millennials or others who learn best with animation examples. Staff would appreciate any feedback from Board members and jurisdiction staff on this new animation as well as the existing video accessible from our website.

The Avila-Pismo Beach Trolley began seasonal operations on April 6<sup>th</sup>. The Beach Trolley route is slightly revised, and includes new service to the Avila Village at the Avila Bay Athletic Club. Staff wishes to thank Supervisor Adam Hill for “sponsoring” the Beach Trolley using his office’s Community Funds to supplement fare revenues, which will help meet SLOCOG’s farebox recovery ratio requirement. We also wish to thank the Avila Foundation for its continued financial support and planning/marketing assistance.

### **Finance and Administration:**

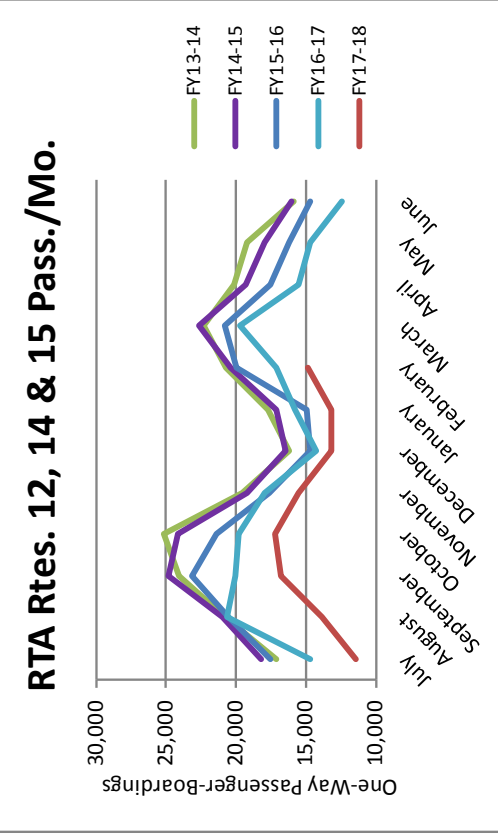
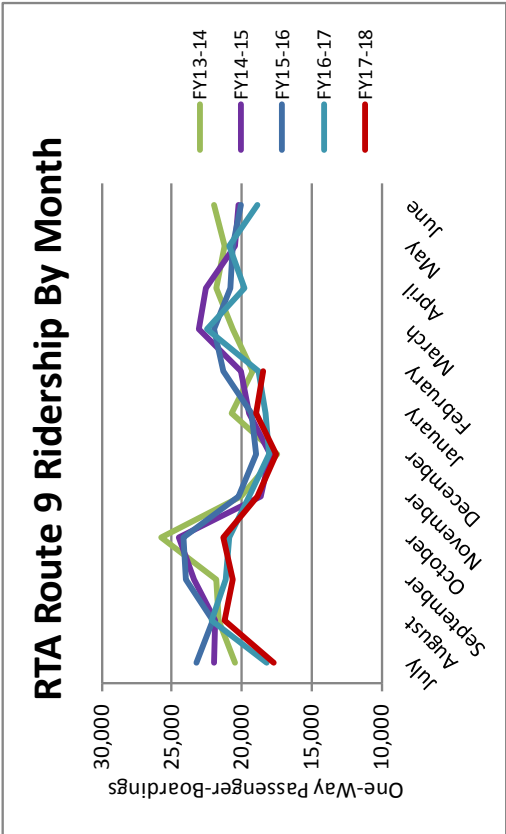
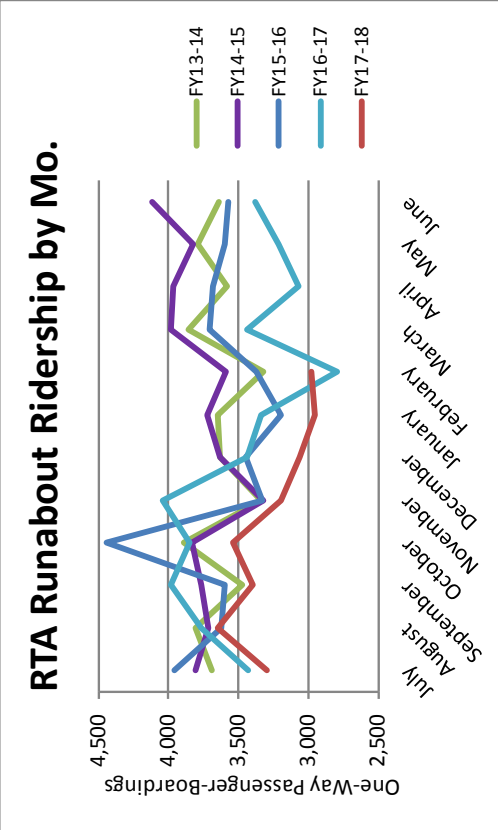
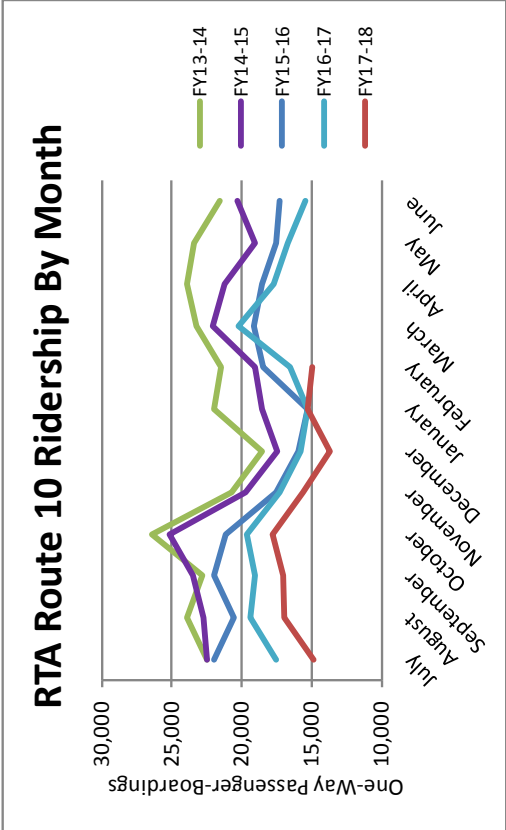
Unfortunately, we were not awarded FTA Bus & Bus Facilities Infrastructure Investment Program funding for our planned garage facility. I believe that we were downgraded because our NEPA/CEQA documents were not fully cleared when our grant proposal was submitted in August 2017 – so I am hoping we will have a better chance in the next round. We will submit an updated grant proposal as soon as the next Notice of Funding Availability is published (likely in June or July).

In response to staff’s request, the SLOCOG Board recently reduced the farebox recovery ratio (FRR) requirement in the Arroyo Grande – Grover Beach Urbanized Area from 20% to 15% pending SoCo Transit’s planned consolidation into the RTA. In addition, the formula used to calculate the RTA’s blended urban/rural farebox was altered slightly; it now uses route miles instead of service hours. The FRR requirement was also lowered in the Paso Robles – Atascadero Urbanized Area to the State-allowed 15%. All of these changes have a five-year limit so that SLOCOG staff can evaluate the impacts and possibly recommend revisions after 2023.

Staff continues to engage California Air Resources Board and SLO Air Pollution Control District officials in discussions on the proposed draft *Innovative Clean Transit* regulation. Because we operate fewer than 100 buses, the RTA would not be subject to the initial 2020 or 2022 mandates that a proportion of new bus procurements be zero-emission. However, the third phase in 2026 requires 75% of all new bus purchases must be zero-emission, and the 2029 requirement is that 100% of all new bus purchases be zero-emission. This aggressive plan would have a profound impact, both in the terms of the capital infrastructure costs associated with electrifying our fleet and possible operating impacts due to limited range of current battery electric bus technologies. We will continue to work with our partners at the California Transit Association and CalACT to ensure the ARB understands our grave concerns about this unfunded mandate. Two of the California Transit Association's sponsored bills address staff's concerns, as summarized below (based on an April 2<sup>nd</sup> review):

- AB-3201 (Daly), which would clarify the Legislature's support for a well-funded and stable transition to a zero-emission transit bus fleet by ensuring transit agencies retain access to vital incentive funding.
- SB-1434 (Leyva), which would support and accelerate the deployment of battery-electric transit buses by requiring the California Public Utilities Commission to initiate a ratemaking proceeding that addresses the high cost of electricity as a fuel.

Detailed financial and operating results through February 2018 – the first eight months of the fiscal year – will be reported at the RTA Board meeting on May 2<sup>nd</sup>. In short, ridership is generally holding steady (see graphs below) and financial results are within budgetary limits. More specifically, Route 9 ridership is slightly higher this fiscal year in comparison to the same period last year, while ridership on Routes 10, 12 and especially Route 14 has declined. Runabout ridership continues to be lower than last year.



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

## **VISION**

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

### **Vision Elements**

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

## **MISSION**

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

## **STRATEGIC DIRECTION**

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

## **SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY VALUES**

### **Commitment to Serve**

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

### **Leadership**

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

### **Teamwork**

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

### **Integrity**

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

### **Human Development**

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



**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**April 17, 2018**

**STAFF REPORT**

**AGENDA ITEM:** B-1

**TOPIC:** Fiscal Year 2018-19 Operating and Capital Budget

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

**STAFF RECOMMENDATION:** Adopt Fiscal Year 2018-19 Budget as Presented

**RTAC RECOMMENDATION:**

**BACKGROUND/DISCUSSION:**

We are pleased to present a fiscally constrained Fiscal Year 2018-19 operating budget, and an advisory FY19-20 operating plan. In addition, we are presenting a five-year capital program.

We appreciate the Board's support and leadership. The budget presentation assumes the same core levels of service miles and hours for fixed route services that are currently being operated, with the exception of a new school tripper service between Cayucos and the Morro Bay High School campus. The hours and miles for fixed route services are calculated using the ITS system.

Runabout hours and miles are assumed to decline slightly from FY17-18 with the full impact of the shift implemented in February 2017 by Tri-Counties Regional Center realized. Staff will continue to monitor the Runabout service, including the premium fare charged to TCRC starting in January 2018 and the functional assessments as part of the certification and recertification process. Should service demands change significantly during the fiscal year, a budget amendment will be presented to the Board for consideration.

Route 14 service will continue to operate during peak academic year travel periods between downtown San Luis Obispo and the main Cuesta College campus, our highest trip generators in the regional system. The Route 15 service along the North Coast will continue to operate as a deviated fixed route service to conserve limited resources.

In May 2014, the RTA adopted a reserve policy – one for cash flow purposes, and one for capital projects. As noted during the budget assumptions presentation in March 2018, staff will review this policy during the coming fiscal year to determine an appropriate reserve amount for the self-insured retention requirement for our various lines of insurance.

No Local Transit Fund (LTF) is required for local match for any of the proposed capital projects. The FY18-19 RTA operating budget is proposed at \$9,367,000 and the capital budget is proposed at \$5,118,240. With the additional State Transit Assistance (STA) funds made available through the new Senate Bill 1 – Road Repair and Accountability Act of 2017 (SB1 Augmentation) fund, the LTF request from each RTA jurisdiction has reduced significantly in comparison to original projections.

It should be noted that staff continues to present separate columns in the revenue and expense tables for Paso Robles Express fixed route and dial-a-ride services, as well as for the County-funded (SLOCAT) transit services. This separation is presented so that readers can easily distinguish between core RTA services and those operated under contract for our partner agencies. Staff will present a mock up for demonstration purposes under a separate agenda item what the budget would look like if South County Transit consolidates into the RTA on January 1, 2019.

In summary, RTA staff has done a tremendous job of holding the line on expenses. The major increases in this year's operating budget are costs for vehicle liability insurance, the wage adjustments programmed and projected in the Collective Bargaining Agreement for covered employees, and costs associated with our health plan. Recent declines in fuel costs have provided a welcome financial relief despite associated ridership declines, although we do not expect fuel costs to remain static into the future.

The budget packet contains the following items:

- Our Vision and Mission statements,
- Budget Assumptions adopted by the Board at its March 7, 2018 meeting,
- Fiscally constrained FY18-19 operating and capital budgets,
- Fiscally unconstrained FY19-20 operating budget, and
- Fiscally unconstrained FY19-20 through FY22-23 capital budgets.

Lastly, we have broken each fixed route service into weekday, Saturday and Sunday sections to better understand the financial commitment necessary to operate these distinct services should service reductions become necessary due to funding or other constraints. Staff will be prepared to present a budget amendment in January 2019 should SB1 be repealed by voters in November 2018.

### **Revised Revenue Assumptions**

We are predicating the revenue stream for the FY18-19 budget on the latest information that we have available on Local Transportation Funds (LTF) and State Transit Assistance (STA) funding for the region. SLOCOG's current countywide LTF projection apportionments are up 16% in FY18-19 in comparison to FY17-18 amounts. The original advisory FY18-19 budget presented in May 2017 included an estimated LTF request of \$5,479,010. The influx of STA SB1 Augmentation funds mentioned above that staff is proposing to cover operational costs, partnered with a reduction in cost estimates (primarily workers compensation reductions), resulted in a reduction in the LTF request to \$4,386,600. The FY17-18 request was \$4,350,850.

For FY19-20 staff estimates a roughly 8% increase in operating costs, with a significant portion of the increase for wages as identified in the Collective Bargaining Agreement (CBA). As a result, early projections for FY19-20 LTF funding is up over 16% at \$5,113,570. There are other significant assumptions, including the continued use of STA for operations due to the STA SB1 Augmentation. Staff will provide updates to the Board during future funding presentations.

Staff also worked with SLOCOG to program Rural Transit Funds for operations, which is higher than prior years.

Federal funding apportionments are still being evaluated. Amounts for capital projects in North and South County will need to be adjusted due to reduced federal funding from the FTA Section 5307 Small Transit Intensive Cities program.

### **Administration and Operations Expenses**

Workers compensation insurance provided by CSAC Excess Insurance Authority has decreased, which provided a welcome relief – especially with the realization that worker's compensation for transit services is especially challenging statewide as loss development trends for the state are not favorable. We continue to work with our employee committee that has evaluated workplace safety and has initiated a proactive program to address the number of claims and severity of the claims. Staff will also investigate any cost-savings that might be accrued if the RTA and SOCO TRANSIT payrolls were to be consolidated.

The overall Administration Expense for RTA core services is relatively flat compared to last fiscal year. Marketing and reproduction has increased slightly with staff anticipating doing a rounded campaign in FY18-19 to address declining ridership, although the cost for conducting a customer perception survey has been removed. Professional development increased to emphasize communication, team building, and prepare staff for the next FTA Triennial Audit.

The proposed service delivery cost is up by roughly 5% from what was identified in the FY17-18 budget. The primary reasons for this increase are described below.

As included in the budget assumptions that your Board accepted in March 2018, the new 4-year CBA was ratified in November 2017, with new wage scales that began January 1, 2018. The FY18-19 budget includes significant changes in wages and benefits, primarily due to the California Legislature's recent minimum wage hike to \$15.00 per hour by 2021 will result in wage compression issues. RTA's current average hourly wage for Bus Operators is \$16.15 per hour, with a current starting wage rate of \$14.30. An annual inflationary adjustment for non-union employees (excluding Operations Supervisors) of 3.6% will be implemented in July 2018. The Operations Supervisor classification CPI increase adjustment will be implemented in January 2019, to coincide with Bus Operator wage scale adjustments identified in the CBA. Employees within the salary range for their position will be eligible for a step merit increase subject

to performance assessments. The wage scales for non-CBA employees is presented in tabular format at the end of this budget document.

Staff has included preliminary numbers for the CalTIP general liability and auto physical damage renewal, as well as the addition of employment practices liability coverage through ERMA. Staff will also be evaluating options for consolidating insurance coverage between RTA and SoCo Transit, which would reduce duplicative administrative charges.

Finally, due to the unrest in North Africa and the Middle East, fuel prices have continued to swing wildly over the past few years. Staff has tried to budget fuel somewhat conservatively, but we may need to adjust it if fuel prices change significantly during the fiscal year. Due to our limited infrastructure, we are unable to purchase fuel in bulk to realize economies of scale. It should be noted that diesel-powered buses manufactured after 2009 also require the use of Diesel Exhaust Fluid (DEF) to meet emissions requirements. DEF costs more than diesel fuel, and it is used at a roughly 5% ratio DEF to diesel; its use is included in the fuel line item.

### **Fixed Route Ridership Patterns**

The draft Short Range Transit Plan includes a number of service improvements to meet current and projected future demand for regional transit services. In particular, new mid-day express runs on Routes 9 and 10, as well as later evening services, were recommended for FY17-18. However, those improvements cannot be implemented without significant new funding and will remain financially-unconstrained until or unless new operating funds can be secured.

### **Capital Program**

The focus of our capital program will continue to be development and implementation of the new bus maintenance facility on Elks Lane, as well as vehicle replacements for both fixed route and Runabout services. We have also programmed the following minor capital projects:

- \$51,700 for specialized maintenance equipment to improve efficiencies;
- One support vehicle replacement;
- Bus stop improvements; and
- Miscellaneous computer equipment, including a network switch replacement and additional server drives.

In FY18-19, funding of \$388,880 is included from the STA SB1 State of Good Repair program to keep the operations and maintenance facility on Elks Lane moving forward. To be conservative, we did not assume the same level of funding in FY19-20 to FY22-23.

It should be noted that a portion of the FY17-18 capital funds for fully funded projects, such as the design and engineering for the operations and maintenance facility on Elks Lane, bus stop improvements, and bus rehabilitation will need to be carried over to

FY18-19. However, due to the timing of the projects and in order to provide a clear picture of what is new and what has been previously programmed, staff is recommending that the Board consider a budget amendment in November 2018 to address carryover items. The carryover will have no financial impact to local jurisdictions.

Also included is a projected five-year capital improvement program as part of the budget plan. While only the first year is financially constrained, the projects identified in the ensuing four years provide a snapshot of future capital needs and potential cost levels. It should be noted that staff has only identified replacement projects and easily identifiable on-going projects (i.e., computer needs and bus stop improvements) in the capital improvement program. No expansion vehicles are included in the base budget. It should be noted that the two recent SLOCOG SB1 Congested Corridor grant proposals include expansion buses; should funding be granted, staff will present a budget amendment for consideration. The capital program also includes the estimated construction cost for the operations and maintenance facility on Elks Lane. These numbers will be revised as staff moves forward with the design and engineering. Also of note is the significant amount included in FY22-23 for 40' fixed route bus replacements. No LTF funds are currently programmed for capital projects.

The final principal payments for the existing loan for the 179 Cross Street building improvements project that began in 2006 will occur in FY18-19.

### **Conclusion and Staff Recommendation**

Fiscal Year 2018-19 will be another challenging year, including financial barriers and the need to implement the long-planned facility related capital project. The prospect of SB1 repeal also looms large, and could result in the need for the RTA to take a larger portion of LTF funds. We look forward to working with our customers, the Board and other stakeholders in providing the highest quality of transportation services to residents of and visitors to our community. We believe that this budget reflects the path set by your Board in previous years and, although we would like to do more, we believe that this budget provides the optimum levels of service within the confines of existing limited resources.

The Staff recommends that the Board adopt the FY18-19 budget as presented.

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**  
**March 7, 2018**  
**STAFF REPORT**

**AGENDA ITEM:** B-1

**TOPIC:** Fiscal Year 2018-19 Budget Assumptions

**ACTION:** Approve Budget Assumptions

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

**STAFF RECOMMENDATION:** Approve Budget Assumptions to Enable Staff to Begin Development of FY18-19 & FY19-20 Operating and Capital Budgets

**BACKGROUND/DISCUSSION:**

The following report outlines staff's recommended budget assumptions for the RTA's Fiscal Year 18-19 Operating and Capital Budget, and it is the first step in the development of our operating budget and operating program. It should be noted that the RTA is again developing a two-year operating budget and five-year capital budget. As in past years, only the first year would be financially-constrained, while the out-years should be considered advisory. Upon the Board's guidance and approval of these assumptions, staff will prepare a detailed report along with preliminary budget numbers for presentation to the Executive Committee at their April 11<sup>th</sup> meeting prior to the final draft budget presentation to the Board in May.

**KEY ISSUES**

1. Address SoCo Transit's request to consolidate with the RTA.
2. State Transit Assistance (STA) funds used primarily for capital projects are projected to be up slightly due to new Senate Bill 1 – Road Repair and Accountability Act (SB-1) funds.
3. Local Transportation Funds (LTF) used for operating purposes are projected to be flat to the region.
4. Liability costs continue to escalate, despite the RTA's good safety record.
5. We continue to focus on Runabout costs, which had been escalating in recent years but have leveled off.
6. Fuel costs continue to remain low; this also results in declining ridership & fares.

## **Mission Statement**

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

## **Objectives and Revenue Impacts**

- 1) Maintain service levels and hours of service that meet the standards of productivity and demand of our customers and communities through the effective and efficient delivery of RTA Fixed Route and Runabout core services.
  - a) SLOCOG is working on STA funding projections for FY17-18 that take into account new SB-1 Road Repair and Accountability Act funds. RTA received just under \$450,000 in STA capital project funding in FY17-18. Staff will work with SLOCOG staff to determine a realistic estimate for FY18-19.
  - b) Continue to monitor the results and impacts of the December 31, 2017 fare increase, both on RTA Fixed Route and on the Runabout service, which included the establishment of a Runabout premium service fare.
  - c) The FY17-18 budget adopted in May 2017 included \$4,488,200 in LTF operating revenues. At that same meeting, the advisory FY18-19 LTF amount was \$5,479,010. Staff is still developing estimated annual FY17-18 expenses, which impacts the carryover amount that could reasonably be identified for the FY18-19 budget.
  - d) Federal Transit Administration (FTA) Section 5307, 5311 and 5339 operating funding and capital funding for FY18-19 will be presented as previously presented in May 2017, taking into account preliminary projected revenues identified in the Fixing America's Surface Transportation (FAST) Act. Should the actual annual authorizations for federal transportation programs increase or decrease for any of these programs, staff would adjust these assumptions accordingly.
  - e) FTA Section 5307 operating funding from the Santa Maria Urbanized Area for RTA Route 10 will be budgeted based on commitments with Santa Barbara County Association of Governments (SBCAG) and the City of Santa Maria. This amount is approximately \$28,000 lower than what was included in the projection for FY18-19 and staff continues discussions with SBCAG officials for Santa Maria UZA funding for RTA Route 10 operations.
  - f) Detailed miles/hours and span of service for each RTA core Fixed Route and Runabout will be provided with the draft budget. For context, detailed budgets based on miles/hours and span of service will also be provided separately for SLO County Services and North County Local Services. Staff will also present a mock budget that includes SoCo Transit under a possible consolidation scenario.

- g) Staff will continue to research and evaluate new revenue resources 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, staff will review and provide recommendations regarding the RTA reserve policy, which was originally adopted in May 2014.
- 2) Address the request for tripper fixed route bus service between Cayucos and Morro Bay High School, as was included in the SLOCOG Unmet Transit Needs process.
  - 3) Work with the SLOCOG in evaluating region-wide service efficiencies.
    - a) Transit agencies across the country have experienced ridership declines due to the relatively low price of fuel and increasing private automobile ownership rates, which are affecting farebox recovery ratios. Other factors also include changes to the California minimum wage. We will continue discussions with SLOCOG regarding RTA's request to reduce the farebox recovery ratio in the three San Luis Obispo County urbanized areas to 15%.
    - b) Review the tasks and financial impacts included in the SoCo Transit contract for administrative, financial, marketing, maintenance and dispatch services, and evaluate efficiencies with the RTA – including SoCo Transit's request to consolidate into the RTA.
    - c) The RTA will work with SLOCOG staff and other transit providers to evaluate efficiencies in the provision of service throughout the county.
    - d) 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.
  - 4) Evaluate options and provide analysis on the 5-year capital improvement program and methods to fund these needs.
    - a) Staff will work with SLOCOG on appropriate projects for the Augmented STA portion of SB-1 funds for RTA projects. For FY17-18, the RTA received funding for the design and engineering of the garage facility on Elks Lane as well as approximately \$59,000 that has been added to capital replacement reserves to match federal funds for three low floor Gillig buses to be delivered in the summer of 2020. These new SB-1 funds are an important source of capital revenues for the RTA and the other transit operators in our region.
    - b) Staff will work with SLOCOG on appropriate projects for future State of Good Repair portion of SB-1 funds for RTA projects, including funding toward the



construction of the garage facility on Elks Lane, reducing the need for LTF or outside financing to fund the project.

- 5) Address projected changes in demand for Runabout service.
  - a) Runabout service hours and miles are projected to remain flat based on recent demand trends, particularly with the shift in Tri-Counties Regional Center ridership that began in February 2017. In FY13-14, the burgeoning demand would have required significant Runabout service level increases but, with a variety of measures implemented at the Board's direction, Runabout demand has decreased.
  - b) To ensure that only those persons truly eligible for Runabout service are initially registered or re-registered, staff will continue to conduct functional assessments as part of the Runabout application process. This process was added in early 2016. Staff will also provide mobility training for disabled persons who are able to use Fixed Route services for some or all of their travel needs. Staff will also work with such as the Paso Robles Independent Skills Program to assist with travel training.
  - c) Staff does not foresee needing to move forward with using supplemental taxicab services, but should future service expansions be required staff will revisit this option.
- 6) Implement the RTA's strategy to develop a long-term administrative, operations and maintenance facility.

### **Expenses Impacts**

- 1) Fuel consumption and price will be budgeted conservatively; diesel fuel will be budgeted at \$3.30 per gallon. Included in the fuel line item will be diesel exhaust fluid (DEF), used to lower diesel exhaust emissions on the newer Fixed Route vehicles.
- 2) Insurance Expenses:
  - a) CalTIP liability insurance premiums are projected to increase. The exact amount is not known at this time, as CalTIP actuaries are still working on May 1, 2018 through April 30, 2019 rates. Estimates will be available from CalTIP in time to include in the RTA April 2018 draft budget. Although the number of RTA losses based on mileage has been lower than the pool average, the pool has experienced significant negative claims development, and the pool is working to ensure the stability of the pool and ensure equity between all members.
  - b) CalTIP vehicle physical damage will increase minimally due to the added asset value of newer vehicles in the fleet.

- c) As of July 1, 2017 CalTIP no longer provides employment practices liability insurance coverage as part of the premiums paid for general liability coverage. The RTA was able to join the Employment Risk Management Authority (ERMA) to obtain coverage. The annual premium is estimated at \$25,000 with a \$50,000 self-insured retention.
- d) Workers compensation premiums through the CSAC Excess Insurance Authority 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. Staff will obtain a more refined estimate in early March. We continue to work with our employee committee that has evaluated workplace safety and has initiated a proactive program to address the number of claims and severity of the claims.
- e) Property insurance will increase due to the addition of the Paso yard and because of the significant losses in the property insurance market, namely the fires and mudslides in California and hurricanes in the southern United States.
- f) For budget-making purposes, staff is assuming an 8% annual increase for healthcare costs for each of the next two fiscal years.

### 3) Staffing Expenses:

- a) The new 4-year Collective Bargaining Agreement (CBA) was ratified in November 2017, with new wage scales that began January 1, 2018. The FY18-19 budget will include significant changes in wages and benefits, primarily due to the effects of changes to the California minimum wage program.
- b) For FY18-19 core RTA services, the number of budgeted full-time positions will increase slightly, by approximately a half-time person. More specifically, in an effort to address hiring, retention and losses, a part-time position in training will be converted to a full-time position.
- c) For FY17-18, the overall number of budgeted positions for the North County 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 adjustment based on the December 2016 to December 2017 Consumer Price Index (CPI) for non-union employees (excluding Operations Supervisors) of 3.6% will be implemented in July 2018. The Operations Supervisor classification CPI increase adjustment will be implemented in January 2019, to coincide with Bus Operator wage scale adjustments identified in the CBA. Employees within the salary range for their position will be eligible for a step merit increase subject to performance assessments.

## **Proposed Budget Calendar**

- February 14 Detailed budget assumptions and revenue forecast to Executive Committee
- March 7 Obtain Board concurrence on proposed draft budget assumptions
- March 7 Provide mid-year FY17-18 Budget data to Board (no additional budget amendments are being requested)
- March 31 Based on feedback from Executive Committee draft FY18-19 Budget Draft complete.
- April 11 Draft FY18-19 Budget presentation to Executive Committee
- April 17 Formal FY18-19 Budget presentation to RTAC
- May 2 Final Board Budget presentation; Board adoption of FY18-19 Budget

## **Staff Recommendation**

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

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY  
PROPOSED OPERATING REVENUE BUDGET FOR 2018/2019**

|   | 2016/2017<br>COMBINED<br>ACTUAL | 2017/2018<br>ADOPTED<br>OPERATING<br>BUDGET | 2017/2018<br>ADOPTED<br>SLOCAT<br>BUDGET | 2017/2018<br>ADOPTED<br>N. COUNTY<br>BUDGET | 2018/2019<br>PROPOSED<br>OPERATING<br>BUDGET | 2018/2019<br>PROPOSED<br>SLOCAT<br>BUDGET | 2018/2019<br>PROPOSED<br>N. COUNTY<br>BUDGET | 2019/2020<br>PROJECTED<br>OPERATING<br>BUDGET | 2019/2020<br>PROJECTED<br>SLOCAT<br>BUDGET | 2019/2020<br>PROJECTED<br>N. COUNTY<br>BUDGET |
|---|---------------------------------|---|--|---|--|---|--|---|--|---|
| FUNDING SOURCES:  |                                 |   |  |   |  |   |  |   |  |   |
| GENERAL RESERVES  | 2,788,093                       | 1,931,090                                   | 245,580                                  | 180,800                                     | 1,747,520                                    | 143,078                                   | 174,480                                      | 1,558,790                                     | 100,900                                    | 163,890                                       |
| 1. ESTIMATED FUND BALANCE                                     | 2,788,093                       | 1,931,090                                   | 245,580                                  | 180,800                                     | 1,747,520                                    | 143,078                                   | 174,480                                      | 1,558,790                                     | 100,900                                    | 163,890                                       |
| 2. LESS REQUIRED RESERVES FOR FISCAL YEAR                     |                                 |   |  |   |  |   |  |   |  |   |
| CASH FLOW REQUIREMENTS PER TDA                                | 2,357,470                       | 1,455,000                                   | 96,710                                   | 174,480                                     | 1,558,790                                    | 100,900                                   | 163,890                                      | 1,708,660                                     | 110,340                                    | 180,280                                       |
| TOTAL   | 2,357,470                       | 1,455,000                                   | 96,710                                   | 174,480                                     | 1,558,790                                    | 100,900                                   | 163,890                                      | 1,708,660                                     | 110,340                                    | 180,280                                       |
| 3. FUND BALANCE AVAILABLE                                     | 430,623                         | 476,090                                     | 148,870                                  | 6,320                                       | 188,730                                      | 42,178                                    | 10,590                                       | (149,870)                                     | (9,440)                                    | (16,390)                                      |
| <b>NON TDA SOURCES</b>  |                                 |   |  |   |  |   |  |   |  |   |
| FARES   | 1,223,742                       | 1,210,730                                   | 40,910                                   | 102,100                                     | 1,263,280                                    | 33,320                                    | 104,090                                      | 1,288,550                                     | 33,990                                     | 106,170                                       |
| SCT MANAGEMENT CONTRACT                                       | 114,900                         | 119,270                                     | -  | -   | 124,660                                      | -   | -  | 131,050                                       | -  | -   |
| COUNTY MANAGEMENT CONTRACT                                    | 82,110                          | 85,230                                      | -  | -   | 90,130                                       | -   | -  | 94,750  | -  | -   |
| NORTH COUNTY MANAGEMENT CONTRACT                              | 40,320                          | 41,850                                      | -  | -   | 43,740                                       | -   | -  | 45,980  | -  | -   |
| INTEREST  | 11,287                          | 8,860                                       | 650                                      | -   | 12,150                                       | 490                                       | -  | 8,140   | 330  | -   |
| STATE TRANSIT ASSISTANCE (STA) INCLUDING SB1                  | -                               | -   | -  | -   | 399,080                                      | 109,170                                   | -  | 553,840                                       | 148,220                                    | -   |
| RURAL TRANSIT FUND (Administration)                           | 30,000                          | 30,000                                      | -  | -   | 30,000                                       | -   | -  | 30,000  | -  | -   |
| RURAL TRANSIT FUND (Operating Funds)                          | 300,000                         | 300,000                                     | -  | -   | 402,460                                      | -   | -  | 402,460                                       | -  | -   |
| FEDERAL TRANSIT ADM (FTA) (Section 5307) - San Luis Obispo    | 520,940                         | 546,990                                     | -  | -   | 574,340                                      | -   | -  | 603,060                                       | -  | -   |
| FEDERAL TRANSIT ADM (FTA) (Section 5311) - Operating          | 524,930                         | 498,210                                     | -  | -   | 503,200                                      | -   | -  | 514,700                                       | -  | -   |
| FEDERAL TRANSIT ADM (FTA) (Section 5307-N. County) - Operatin | 1,027,723                       | 838,950                                     | -  | 237,660                                     | 878,400                                      | -   | 249,540                                      | 919,820                                       | -  | 262,021                                       |
| FEDERAL TRANSIT ADM (FTA) (Section 5307-SM) - Operating       | 332,850                         | 349,490                                     | -  | -   | 366,960                                      | -   | -  | 385,310                                       | -  | -   |
| FEDERAL TRANSIT ADM (FTA) (Section 5307) - S. County Operatin | 491,000                         | 513,050                                     | -  | -   | 536,200                                      | -   | -  | 560,510                                       | -  | -   |
| CUESTA CONTRIBUTION ROUTE 12                                  | 60,450                          | 68,080                                      | -  | -   | 75,220                                       | -   | -  | 84,670  | -  | -   |
| CUESTA CONTRIBUTION NORTH COUNTY                              | 40,580                          | -   | -  | 40,580                                      | -  | -   | 40,580                                       | -   | -  | 40,580  |
| SPECIAL EVENTS REVENUE/OTHER                                  | 36,008                          | -   | -  | -   | -  | -   | -  | -   | -  | -   |
| SUB TOTAL   | 4,836,840                       | 4,610,710                                   | 41,560                                   | 380,340                                     | 5,299,820                                    | 142,980                                   | 394,210                                      | 5,622,840                                     | 182,540                                    | 408,771                                       |
| 4. TOTAL FUND BALANCE & NON TDA FUNDING                       | 5,267,463                       | 5,086,800                                   | 190,430                                  | 386,660                                     | 5,488,550                                    | 185,158                                   | 404,800                                      | 5,472,970                                     | 173,100                                    | 392,381                                       |
| 5. TOTAL FUND BALANCE & NON TDA FUNDING                       |                                 |   |  |   |  |   |  |   |  |   |

FUNDING SOURCES:

**TDA REQUIRED**

CITY OF ARROYO GRANDE  
 CITY OF ATASCADERO  
 CITY OF GROVER BEACH  
 CITY OF MORRO BAY  
 CITY OF PASO ROBLES  
 CITY OF PISMO BEACH  
 CITY OF SAN LUIS OBISPO  
 COUNTY OF SAN LUIS OBISPO

Population Based

18%  
49%

TDA REQUIREMENTS BEFORE 5311 EXCHANGE  
 LESS: RURAL TRANSIT FUND/5311 EXCHANGE

6. NET TDA REQUIREMENTS

7. TOTAL FUNDING SOURCES

8. FUNDING USES:

ADMINISTRATION  
 INTEREST EXPENSE  
 MANAGEMENT CONTRACTS  
 SERVICE DELIVERY  
 CONTINGENCY

9. TOTAL FUNDING USES

| 2016/2017<br>COMBINED<br>ACTUAL | 2017/2018<br>ADOPTED<br>SLOCAT<br>BUDGET | 2017/2018<br>ADOPTED<br>N. COUNTY<br>BUDGET | 2018/2019<br>PROPOSED<br>OPERATING<br>BUDGET | 2018/2019<br>PROPOSED<br>SLOCAT<br>BUDGET | 2018/2019<br>PROPOSED<br>N. COUNTY<br>BUDGET | 2019/2020<br>PROJECTED<br>OPERATING<br>BUDGET | 2019/2020<br>PROJECTED<br>SLOCAT<br>BUDGET | 2019/2020<br>PROJECTED<br>N. COUNTY<br>BUDGET |
|---------------------------------|--|---|--|---|--|---|--|---|
| 200,014                         | -  | -   | 227,552                                      | -   | -  | 265,263                                       | -  | -   |
| 334,761                         | -  | -   | 396,446                                      | -   | -  | 462,147                                       | -  | -   |
| 150,848                         | -  | -   | 172,409                                      | -   | -  | 200,981                                       | -  | -   |
| 118,025                         | -  | -   | 138,076                                      | -   | -  | 160,959                                       | -  | -   |
| 923,919                         | -  | 567,930                                     | 407,287                                      | -   | 558,480                                      | 474,785                                       | -  | 645,519                                       |
| 88,380                          | -  | -   | 105,809                                      | -   | -  | 123,344                                       | -  | -   |
| 673,290                         | 353,940                                  | -   | 789,588                                      | 371,232                                   | -  | 920,443                                       | 427,290                                    | -   |
| 1,832,844                       | 353,940                                  | -   | 2,149,434                                    | 371,232                                   | -  | 2,505,649                                     | 427,290                                    | -   |
| 4,322,081                       | 353,940                                  | 567,930                                     | 4,386,600                                    | 371,232                                   | 558,480                                      | 5,113,570                                     | 427,290                                    | 645,519                                       |
| (524,930)                       | -  | -   | (503,200)                                    | -   | -  | (514,700)                                     | -  | -   |
| 3,797,151                       | 353,940                                  | 567,930                                     | 3,883,400                                    | 371,232                                   | 558,480                                      | 4,598,870                                     | 427,290                                    | 645,519                                       |
| 9,064,614                       | 544,370                                  | 954,590                                     | 9,371,950                                    | 556,390                                   | 963,280                                      | 10,071,840                                    | 600,390                                    | 1,037,900                                     |
| 1,351,072                       | 10,000                                   | 58,010                                      | 1,569,260                                    | 7,500                                     | 107,920                                      | 1,633,100                                     | 6,760                                      | 111,810                                       |
| 30,960                          | -  | -   | 11,640                                       | -   | -  | -   | -  | -   |
| 237,330                         | 85,230                                   | 41,850                                      | 124,660                                      | 90,130                                    | 43,740                                       | 131,050                                       | 94,750                                     | 45,980  |
| 7,415,139                       | 427,750                                  | 840,600                                     | 7,573,670                                    | 436,910                                   | 800,240                                      | 8,207,850                                     | 475,350                                    | 867,850                                       |
| 17,570                          | 21,390                                   | 14,130                                      | 92,720                                       | 21,850                                    | 11,380                                       | 99,840  | 23,530                                     | 12,260  |
| 9,052,071                       | 544,370                                  | 954,290                                     | 9,371,950                                    | 556,390                                   | 963,280                                      | 10,071,840                                    | 600,390                                    | 1,037,900                                     |

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY  
PROPOSED CAPITAL REVENUE BUDGET FOR 2018/2019**

|   | 2016/2017<br>COMBINED<br>ACTUAL | 2017/2018<br>AMENDED<br>CAPITAL<br>BUDGET | 2017/2018<br>AMENDED<br>SLOCAT<br>BUDGET | 2017/2018<br>AMENDED<br>N. COUNTY<br>BUDGET | 2018/2019<br>PROPOSED<br>CAPITAL<br>BUDGET | 2018/2019<br>PROPOSED<br>SLOCAT<br>BUDGET | 2018/2019<br>PROPOSED<br>N. COUNTY<br>BUDGET | 2019/2020<br>PROJECTED<br>CAPITAL<br>BUDGET | 2019/2020<br>PROJECTED<br>SLOCAT<br>BUDGET | 2019/2020<br>PROJECTED<br>N. COUNTY<br>BUDGET |
|---|---------------------------------|---|--|---|--|---|--|---|--|---|
| <b>FUNDING SOURCES:</b>   |                                 |   |  |   |  |   |  |   |  |   |
| 1. CAPITAL PROJECTS RESERVE                                       | 770,206                         | 821,573                                   | 8,690                                    | 40,330                                      | 656,950                                    | 119,330                                   | 235,630                                      | 530,800                                     | 119,330                                    | 342,580                                       |
| 2. ESTIMATED FUND BALANCE   | 770,206                         | 821,573                                   | 8,690                                    | 40,330                                      | 656,950                                    | 119,330                                   | 235,630                                      | 530,800                                     | 119,330                                    | 342,580                                       |
| 3. LESS REQUIRED RESERVES FOR FISCAL YEAR                         |                                 |   |  |   |  |   |  |   |  |   |
| CAPITAL PROJECTS RESERVE  | 870,593                         | 656,953                                   | 119,330                                  | 123,740                                     | 530,800                                    | 119,330                                   | 342,580                                      | 512,610                                     | 119,330                                    | 5,320   |
| TOTAL   | (100,387)                       | 164,620                                   | (110,640)                                | (83,410)                                    | 126,150                                    | -   | (106,950)                                    | 18,190                                      | -  | 337,260                                       |
| <b>NON TDA SOURCES</b>  |                                 |   |  |   |  |   |  |   |  |   |
| STATE TRANSIT ASSISTANCE (STA) WITH SBI AUGMENTATION IN FY 18/19  | 518,695                         | 410,000                                   | 71,590                                   | 57,880                                      | 384,580                                    | 39,050                                    | 106,950                                      | 229,820                                     | -  | 106,950                                       |
| LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)                     | 26,961                          | 264,040                                   | -  | -   | -  | -   | -  | -   | -  | -   |
| PROPOSITION 1B FUNDING - SAFETY & SECURITY                        | 574,699                         | 210,180                                   | 39,050                                   | 25,530                                      | 388,880                                    | -   | -  | -   | -  | -   |
| STA SBI AUGMENTATION (Prior Years) & STATE OF GOOD REPAIR         | -                               | 806,120                                   | -  | -   | 683,170                                    | -   | -  | -   | -  | -   |
| PROPOSITION 1B FUNDING - BUS REPLACEMENT                          | -                               | -   | -  | -   | 396,000                                    | -   | -  | -   | -  | -   |
| CONGESTION MITIGATION AND AIR QUALITY (CMAQ)                      | -                               | -   | -  | -   | -  | -   | -  | -   | -  | -   |
| RURAL TRANSIT FUND (Capital)                                      | 63,652                          | -   | -  | -   | 983,970                                    | -   | -  | 290,640                                     | -  | -   |
| FEDERAL TRANSIT ADM (FTA) (Section 5307) - San Luis Obispo        | 97,531                          | 337,090                                   | -  | -   | -  | -   | -  | -   | -  | -   |
| FEDERAL TRANSIT ADM (FTA) (Section 5309) - State of Good Repair   | 4,189                           | -   | -  | -   | -  | -   | -  | -   | -  | -   |
| FEDERAL TRANSIT ADM (FTA) (Section 5339) - Bus and Bus Facilities | 3,663                           | 79,220                                    | -  | -   | 873,210                                    | 65,220                                    | -  | 351,900                                     | -  | 409,820                                       |
| FEDERAL TRANSIT ADM (FTA) (Section 5311f)                         | 295,702                         | 982,170                                   | -  | -   | 398,310                                    | -   | -  | -   | -  | -   |
| FEDERAL TRANSIT ADM (FTA) (Section 5307-North County)             | 257,531                         | 389,890                                   | -  | -   | 883,970                                    | -   | -  | 290,640                                     | -  | -   |
| FEDERAL TRANSIT ADM (FTA) (Section 5307-South County)             | -                               | -   | -  | -   | -  | -   | -  | -   | -  | -   |
| SUB TOTAL   | 1,842,623                       | 3,478,710                                 | 110,640                                  | 83,410                                      | 4,992,090                                  | 104,270                                   | 106,950                                      | 1,163,000                                   | -  | 516,770                                       |
| 4. TOTAL FUND BALANCE & NON TDA FUNDING                           | 1,742,236                       | 3,643,330                                 | -  | -   | 5,118,240                                  | 104,270                                   | -  | 1,181,190                                   | -  | 854,030                                       |
| 5. NET TDA REQUIREMENTS   | -                               | -   | -  | -   | -  | -   | -  | -   | -  | 26,670  |
| 6. TOTAL FUNDING SOURCES  | 1,742,236                       | 3,643,330                                 | -  | -   | 5,118,240                                  | 104,270                                   | -  | 1,181,190                                   | -  | 880,700                                       |
| 7. FUNDING USES:  |                                 |   |  |   |  |   |  |   |  |   |
| 8. CAPITAL  | 1,541,640                       | 3,442,730                                 | -  | -   | 4,906,570                                  | 104,270                                   | -  | 1,181,190                                   | -  | 880,700                                       |
| 9. LOAN PAYDOWN   | 200,596                         | 200,600                                   | -  | -   | 211,670                                    | -   | -  | -   | -  | -   |
| TOTAL FUNDING USES  | 1,742,236                       | 3,643,330                                 | -  | -   | 5,118,240                                  | 104,270                                   | -  | 1,181,190                                   | -  | 880,700                                       |

**Administration and Service Delivery Totals**

|   |                 | Actual<br>Combined<br>FY 2016-17 | Amended<br>Operating<br>Budget<br>FY 2017-18 | Proposed<br>Operating<br>Budget<br>FY 2018-19 | Projected<br>Operating<br>Budget<br>FY 2019-20 |
|---|-----------------|----------------------------------|--|---|--|
|   | Hours           | 72,834                           | 77,750                                       | 72,080  | 72,080   |
|   | Miles           | 1,619,141                        | 1,722,730                                    | 1,624,850                                     | 1,624,850                                      |
| <b>Administration:</b>  |                 |                                  |  |   |  |
| Labor   | operations cost | 655,459                          | 855,390                                      | 894,050                                       | 939,910  |
| Labor - Administration Workers Comp                               | operations cost | 68,662                           | 70,930                                       | 65,150  | 66,450   |
| Office Space Rental   | operations cost | 404,548                          | 477,880                                      | 458,500                                       | 472,240  |
| Property Insurance  | operations cost | 16,340                           | 17,240                                       | 19,780  | 20,180   |
| Professional Technical Services                                   | operations cost | 73,266                           | 99,990                                       | 98,480  | 100,940  |
| Professional Development  | operations cost | 38,663                           | 37,670                                       | 46,270  | 39,270   |
| Operating Expense   | operations cost | 250,847                          | 270,460                                      | 265,450                                       | 280,900  |
| Marketing and Reproduction  | hourly          | 80,617                           | 90,720                                       | 95,530  | 103,560  |
| North County Management Contract                                  | operations cost | (40,320)                         | (41,850)                                     | (43,740)                                      | (45,980)                                       |
| County Management Contract  | operations cost | (82,110)                         | (85,230)                                     | (90,130)                                      | (94,750)                                       |
| SCT Management Contract   | operations cost | (114,900)                        | (119,270)                                    | (124,660)                                     | (131,050)                                      |
|   |                 | 1,351,072                        | 1,673,930                                    | 1,684,680                                     | 1,751,670                                      |
|   |                 |                                  |  |   |  |
| <b>Total Administration</b>                                       |                 |                                  |  |   |  |
|   |                 | 3,786,731                        | 4,245,580                                    | 4,556,490                                     | 4,974,990                                      |
| <b>Service Delivery:</b>  |                 |                                  |  |   |  |
| Labor - Operations  | hourly          | 464,554                          | 479,910                                      | 440,830                                       | 449,650  |
| Labor - Operations Workers Comp                                   | hourly          | 939,441                          | 989,230                                      | 1,033,450                                     | 1,132,380                                      |
| Labor - Maintenance   | hourly          | 135,956                          | 140,450                                      | 129,010                                       | 131,590  |
| Labor - Maintenance Workers Comp                                  | hourly          | 778,888                          | 1,054,460                                    | 991,560                                       | 1,020,710                                      |
| Fuel  | miles           | 571,725                          | 615,000                                      | 720,500                                       | 792,550  |
| Insurance (Liability, Physical Damage, Employment Practices miles | n/a             | 38,668                           | 43,900                                       | 43,900  | 47,930   |
| Special Transportation (for SLOCAT)                               | n/a             | 52,150                           | 69,900                                       | 61,750  | 67,420   |
| Avila Trolley   | miles           | 598,140                          | 636,610                                      | 703,460                                       | 777,330  |
| Maintenance (parts, supplies, materials)                          | miles           | 48,886                           | 92,100                                       | 129,870                                       | 156,500  |
| Maintenance Contract Costs  |                 | 7,415,139                        | 8,367,140                                    | 8,810,820                                     | 9,551,050                                      |
|   |                 |                                  |  |   |  |
| <b>Total Operations</b>   |                 |                                  |  |   |  |
|   |                 | 17,570                           | 120,490                                      | 125,950                                       | 135,630  |
| <b>Contingency</b>  | hourly          |                                  |  |   |  |
|   |                 | 30,960                           | 30,490                                       | 11,640  | -  |
| <b>Interest Expense</b>   | operations cost |                                  |  |   |  |
|   |                 | 237,330                          | 246,350                                      | 258,530                                       | 271,780  |
| <b>Management Contracts</b>                                       |                 |                                  |  |   |  |
| <b>TOTAL FUNDING USES</b>   |                 | 9,052,071                        | 10,438,400                                   | 10,891,620                                    | 11,710,130                                     |

|  | Actual<br>Capital<br>Expenditures<br>FY 2016-17 | Amended<br>Capital<br>Budget<br>FY 2017-18 | Proposed<br>Capital<br>Budget<br>FY 2018-19 | Projected<br>Capital<br>Budget<br>FY 2019-20 | Projected<br>Capital<br>Budget<br>FY 2020-21 | Projected<br>Capital<br>Budget<br>FY 2021-22 | Projected<br>Capital<br>Budget<br>FY 2022-23 |
|--|---|--|---|--|--|--|--|
| <b>Capital Expenditures</b>                                |   |  |   |  |  |  |  |
| <b>Capital/Studies:</b>                                    |   |  |   |  |  |  |  |
| <b>Computer System Maintenance/Upgrades</b>                |   |  |   |  |  |  |  |
| Miscellaneous Capital                                      | 37,217  | 52,220                                     | 31,830                                      | 33,420                                       | 35,090                                       | 36,840                                       | 38,680                                       |
| Facility Improvements                                      | -   | 32,540                                     | -   | -  | -  | -  | -  |
| Maintenance Equipment                                      | 29,103  | 42,010                                     | -   | -  | -  | -  | -  |
| Rotary Lift/Wireless Lift                                  | -   | -  | -   | -  | -  | -  | -  |
| Passenger Protection 1300 buses                            | 4,536   | -  | -   | -  | -  | -  | -  |
| <b>Specialized Maintenance Tools</b>                       |   |  |   |  |  |  |  |
| Desks and Office Equipment                                 | 9,595   | 33,500                                     | 51,700                                      | 54,290                                       | -  | -  | -  |
| Radios   | -   | 6,600                                      | 10,000                                      | -  | 6,600  | -  | -  |
| <b>Bus Stop Improvements/Bus Stop Solar Lighting</b>       |   |  |   |  |  |  |  |
| Vehicle ITS/Camera System                                  | 590,451   | 163,510                                    | -   | -  | -  | -  | -  |
| Bus Rehabilitation   | 16,860  | 295,100                                    | 36,470                                      | 38,290                                       | 40,200                                       | 42,210                                       | 44,320                                       |
| Route/Match Dispatching Software/Call Back System Vehicles | 33,150  | 126,000                                    | -   | -  | -  | -  | -  |
| <b>Support Vehicles</b>                                    |   |  |   |  |  |  |  |
| 40' Coaches  | 60,618  | -  | 18,000                                      | -  | 56,700                                       | 63,000                                       | -  |
| Trolley replacement vehicles                               | -   | -  | 3,140,380                                   | -  | 631,800                                      | 1,326,700                                    | 4,875,600                                    |
| Cutaway and Dial A Ride Vehicles                           | 204,268   | -  | -   | -  | -  | -  | 253,300                                      |
| <b>Runabout Vehicles</b>                                   |   |  |   |  |  |  |  |
| Runabout Vehicles  | 289,284   | -  | 81,520                                      | 880,700                                      | -  | -  | -  |
| <b>Total Capital Outlay</b>                                | 1,275,082                                       | 751,480                                    | 729,320                                     | 1,561,900                                    | 1,031,690                                    | 1,785,350                                    | 5,211,900                                    |
| Loan Pay down  | 200,596   | 200,600                                    | 211,670                                     | -  | -  | -  | -  |
| Short Range Transit Plans - Nipomo                         | -   | -  | 22,750                                      | -  | -  | -  | -  |
| Elks Lane Project  | 126,391   | 1,831,420                                  | 888,870                                     | 499,990                                      | 6,000,000                                    | 4,000,000                                    | -  |
| Paso Property Improvements                                 | 140,167   | 859,830                                    | -   | -  | -  | -  | -  |
| <b>TOTAL FUNDING USES</b>                                  | 1,742,236                                       | 3,643,330                                  | 5,222,510                                   | 2,061,890                                    | 7,031,690                                    | 5,785,350                                    | 5,211,900                                    |



|  | Total<br>Adopted<br>Budget<br>FY 2017-18 | Weekday<br>Proposed<br>Budget<br>FY 2018-19 | Saturday<br>Proposed<br>Budget<br>FY 2018-19 | Sunday<br>Proposed<br>Budget<br>FY 2018-19 | Total<br>Proposed<br>Budget<br>FY 2018-19 | Projected<br>Budget<br>FY 2019-20 |
|--|--|---|--|--|---|-----------------------------------|
| <b>Route 9</b>                                 |  |   |  |  |   |                                   |
|  |  | 12,730                                      | 680  | 460  | 13,870                                    | 13,870                            |
|  | 14,320                                   | 343,580                                     | 19,880                                       | 13,350                                     | 376,810                                   | 376,810                           |
| Hours  |  |   |  |  |   |                                   |
| Miles  |  |   |  |  |   |                                   |
| <b>Administration:</b>                         |  |   |  |  |   |                                   |
| <b>Total Administration (Net of Contracts)</b> | 319,360                                  | 296,640                                     | 16,290                                       | 10,990                                     | 323,920                                   | 336,720                           |
| <b>Service Delivery:</b>                       |  |   |  |  |   |                                   |
| Labor - Operations                             | 734,080                                  | 770,430                                     | 41,150                                       | 27,840                                     | 839,420                                   | 916,520                           |
| Labor - Operations Workers Comp                | 82,880                                   | 74,540                                      | 3,980  | 2,690                                      | 81,210                                    | 82,840                            |
| Labor - Maintenance                            | 171,020                                  | 174,740                                     | 9,330  | 6,310                                      | 190,380                                   | 208,620                           |
| Labor - Maintenance Workers Comp               | 24,250                                   | 21,810                                      | 1,170  | 790  | 23,770                                    | 24,240                            |
| Fuel   | 230,560                                  | 205,460                                     | 11,890                                       | 7,980                                      | 225,330                                   | 231,960                           |
| Insurance                                      | 134,850                                  | 149,520                                     | 8,650  | 5,810                                      | 163,980                                   | 180,380                           |
| Maintenance (parts, supplies, materials)       | 135,730                                  | 142,410                                     | 8,240  | 5,530                                      | 156,180                                   | 172,590                           |
| Maintenance Contract Costs                     | 19,640                                   | 26,290                                      | 1,520  | 1,020                                      | 28,830                                    | 34,750                            |
| <b>Total Operations</b>                        | 1,533,010                                | 1,565,200                                   | 85,930                                       | 57,970                                     | 1,709,100                                 | 1,851,900                         |
| <b>Capital/Studies:</b>                        |  |   |  |  |   |                                   |
| <b>Total Capital Outlay</b>                    | 1,306,750                                | 1,471,730                                   | 80,800                                       | 54,510                                     | 1,607,040                                 | 541,840                           |
| <b>Contingency</b>                             | 17,490                                   | 18,390                                      | 980  | 660  | 20,030                                    | 21,570                            |
| <b>Interest Expense</b>                        | 6,270                                    | 2,310                                       | 120  | 80   | 2,510                                     | -                                 |
| <b>TOTAL FUNDING USES</b>                      | 3,182,880                                | 3,354,270                                   | 184,120                                      | 124,210                                    | 3,662,600                                 | 2,752,030                         |
| <b>TOTAL NON-CAPITAL EXPENDITURES</b>          | 1,876,130                                | 1,882,540                                   | 103,320                                      | 69,700                                     | 2,055,560                                 | 2,210,190                         |

|  | Total<br>Adopted<br>Budget<br>FY 2017-18 | Weekday<br>Proposed<br>Budget<br>FY 2018-19 | Saturday<br>Proposed<br>Budget<br>FY 2018-19 | Sunday<br>Proposed<br>Budget<br>FY 2018-19 | Total<br>Proposed<br>Budget<br>FY 2018-19 | Projected<br>Budget<br>FY 2019-20 |
|--|--|---|--|--|---|-----------------------------------|
| <b>Route 10</b>                                |  |   |  |  |   |                                   |
| Administration:                                |  |   |  |  |   |                                   |
| <b>Total Administration (Net of Contracts)</b> |  |   |  |  |   |                                   |
| Hours  | 12,560                                   | 10,680                                      | 620  | 370  | 11,670                                    | 11,670                            |
| Miles  | 394,210                                  | 339,370                                     | 20,020                                       | 12,050                                     | 371,440                                   | 371,440                           |
|  | 295,530                                  | 263,640                                     | 15,390                                       | 9,220                                      | 288,250                                   | 299,570                           |
| <b>Service Delivery:</b>                       |  |   |  |  |   |                                   |
| Labor - Operations                             | 643,850                                  | 646,360                                     | 37,520                                       | 22,390                                     | 706,270                                   | 771,150                           |
| Labor - Operations Workers Comp                | 72,700                                   | 62,530                                      | 3,630  | 2,170                                      | 68,330                                    | 69,700                            |
| Labor - Maintenance                            | 150,010                                  | 146,600                                     | 8,510  | 5,080                                      | 160,190                                   | 175,530                           |
| Labor - Maintenance Workers Comp               | 21,270                                   | 18,300                                      | 1,060  | 630  | 19,990                                    | 20,400                            |
| Fuel   | 235,000                                  | 202,940                                     | 11,970                                       | 7,210                                      | 222,120                                   | 228,650                           |
| Insurance                                      | 137,450                                  | 147,680                                     | 8,710  | 5,240                                      | 161,630                                   | 177,800                           |
| Maintenance (parts, supplies, materials)       | 138,340                                  | 140,670                                     | 8,300  | 4,990                                      | 153,960                                   | 170,130                           |
| Maintenance Contract Costs                     | 20,020                                   | 25,970                                      | 1,530  | 920  | 28,420                                    | 34,250                            |
| <b>Total Operations</b>                        | 1,418,640                                | 1,391,050                                   | 81,230                                       | 48,630                                     | 1,520,910                                 | 1,647,610                         |
| <b>Capital/Studies:</b>                        |  |   |  |  |   |                                   |
| <b>Total Capital Outlay</b>                    | 1,209,260                                | 1,307,980                                   | 76,380                                       | 45,730                                     | 1,430,090                                 | 482,070                           |
| <b>Contingency</b>                             | 15,330                                   | 15,420                                      | 900  | 530  | 16,850                                    | 18,150                            |
| <b>Interest Expense</b>                        | 5,500                                    | 1,940                                       | 110  | 70   | 2,120                                     | -                                 |
| <b>TOTAL FUNDING USES</b>                      | 2,944,260                                | 2,980,030                                   | 174,010                                      | 104,180                                    | 3,258,220                                 | 2,447,400                         |
| <b>TOTAL NON-CAPITAL EXPENDITURES</b>          | 1,735,000                                | 1,672,050                                   | 97,630                                       | 58,450                                     | 1,828,130                                 | 1,965,330                         |

|  | Total<br>Adopted<br>Budget<br>FY 2017-18 | Weekday<br>Proposed<br>Budget<br>FY 2018-19 | Saturday<br>Proposed<br>Budget<br>FY 2018-19 | Sunday<br>Proposed<br>Budget<br>FY 2018-19 | Total<br>Proposed<br>Budget<br>FY 2018-19 | Projected<br>Budget<br>FY 2019-20 |
|--|--|---|--|--|---|-----------------------------------|
| <b>Route 12, 14 and 15</b>                     |  |   |  |  |   |                                   |
| Administration:                                |  |   |  |  |   |                                   |
| <b>Total Administration (Net of Contracts)</b> |  |   |  |  |   |                                   |
| Hours  | 12,000                                   | 9,610                                       | 1,010  | 710  | 11,330                                    | 11,330                            |
| Miles  | 331,620                                  | 271,030                                     | 29,370                                       | 20,420                                     | 320,820                                   | 320,820                           |
| <b>Total Administration (Net of Contracts)</b> | 269,720                                  | 227,310                                     | 24,140                                       | 16,910                                     | 268,360                                   | 278,940                           |
| Service Delivery:                              |  |   |  |  |   |                                   |
| Labor - Operations                             | 615,150                                  | 581,610                                     | 61,130                                       | 42,970                                     | 685,710                                   | 748,680                           |
| Labor - Operations Workers Comp                | 69,460                                   | 56,270                                      | 5,910  | 4,160                                      | 66,340                                    | 67,670                            |
| Labor - Maintenance                            | 143,310                                  | 131,910                                     | 13,860                                       | 9,750                                      | 155,520                                   | 170,410                           |
| Labor - Maintenance Workers Comp               | 20,330                                   | 16,470                                      | 1,730  | 1,220                                      | 19,420                                    | 19,800                            |
| Fuel   | 197,680                                  | 162,080                                     | 17,560                                       | 12,210                                     | 191,850                                   | 197,490                           |
| Insurance                                      | 115,620                                  | 117,940                                     | 12,780                                       | 8,890                                      | 139,610                                   | 153,570                           |
| Maintenance (parts, supplies, materials)       | 116,380                                  | 112,340                                     | 12,170                                       | 8,460                                      | 132,970                                   | 146,940                           |
| Maintenance Contract Costs                     | 16,840                                   | 20,740                                      | 2,250  | 1,560                                      | 24,550                                    | 29,590                            |
| <b>Total Operations</b>                        | 1,294,770                                | 1,199,360                                   | 127,390                                      | 89,220                                     | 1,415,970                                 | 1,534,150                         |
| Capital/Studies:                               |  |   |  |  |   |                                   |
| <b>Total Capital Outlay</b>                    | 1,103,670                                | 1,127,730                                   | 119,780                                      | 83,890                                     | 1,331,400                                 | 448,870                           |
| Contingency                                    | 14,660                                   | 13,880                                      | 1,460  | 1,030                                      | 16,370                                    | 17,620                            |
| Interest Expense                               | 5,260                                    | 1,740                                       | 180  | 130  | 2,050                                     | -                                 |
| <b>TOTAL FUNDING USES</b>                      | 2,688,080                                | 2,570,020                                   | 272,950                                      | 191,180                                    | 3,034,150                                 | 2,279,580                         |
| <b>TOTAL NON-CAPITAL EXPENDITURES</b>          | 1,584,410                                | 1,442,290                                   | 153,170                                      | 107,290                                    | 1,702,750                                 | 1,830,710                         |

|  | Total<br>Adopted<br>Budget<br>FY 2017-18 | Total<br>Proposed<br>Budget<br>FY 2018-19 | Projected<br>Budget<br>FY 2019-20 |
|--|--|---|-----------------------------------|
| <b>Runabout</b>                                |  |   |                                   |
|  | 30,710                                   | <b>27,330</b>                             | 27,330                            |
|  | 506,180                                  | <b>453,750</b>                            | 453,750                           |
|  |  |   |                                   |
| <b>Administration:</b>                         |  |   |                                   |
| <b>Total Administration (Net of Contracts)</b> | 594,210                                  | <b>554,860</b>                            | 577,140                           |
|  |  |   |                                   |
| <b>Service Delivery:</b>                       |  |   |                                   |
| Labor - Operations                             | 1,574,250                                | <b>1,654,040</b>                          | 1,805,960                         |
| Labor - Operations Workers Comp                | 177,760                                  | <b>160,030</b>                            | 163,230                           |
| Labor - Maintenance                            | 366,760                                  | <b>375,150</b>                            | 411,060                           |
| Labor - Maintenance Workers Comp               | 52,020                                   | <b>46,830</b>                             | 47,770                            |
| Fuel   | 301,750                                  | <b>271,340</b>                            | 279,320                           |
| Insurance                                      | 176,490                                  | <b>197,460</b>                            | 217,210                           |
| Maintenance (parts, supplies, materials)       | 177,640                                  | <b>188,080</b>                            | 207,830                           |
| Maintenance Contract Costs                     | 25,700                                   | <b>34,720</b>                             | 41,840                            |
| <b>Total Operations</b>                        | <b>2,852,370</b>                         | <b>2,927,650</b>                          | <b>3,174,220</b>                  |
|  |  |   |                                   |
| <b>Capital/Studies:</b>                        |  |   |                                   |
| <b>Total Capital Outlay</b>                    | 23,630                                   | <b>772,430</b>                            | 589,120                           |
|  |  |   |                                   |
| <b>Contingency</b>                             | 37,500                                   | <b>39,470</b>                             | 42,500                            |
|  |  |   |                                   |
| <b>Interest Expense</b>                        | 13,460                                   | <b>4,960</b>                              | -                                 |
|  |  |   |                                   |
| <b>TOTAL FUNDING USES</b>                      | <b>3,521,170</b>                         | <b>4,299,370</b>                          | <b>4,382,980</b>                  |
|  |  |   |                                   |
| <b>TOTAL NON-CAPITAL EXPENDITURES</b>          | <b>3,497,540</b>                         | <b>3,526,940</b>                          | <b>3,793,860</b>                  |

|  | Adopted Budget<br>FY 2017-18 | Total<br>Proposed Budget<br>FY 2018-19 | Projected Budget<br>FY 2019-20 |
|--|------------------------------|--|--------------------------------|
| <b>County Services</b>                         |                              |  |                                |
| <b>Administration:</b>                         |                              |  |                                |
| <b>Total Administration (Net of Contracts)</b> | 95,230                       | 97,630                                 | 101,510                        |
| <b>Service Delivery:</b>                       |                              |  |                                |
| Labor - Operations                             | 180,430                      | 194,140                                | 211,970                        |
| Labor - Operations Workers Comp                | 20,830                       | 18,780                                 | 19,160                         |
| Labor - Maintenance                            | 42,140                       | 44,030                                 | 48,240                         |
| Labor - Maintenance Workers Comp               | 6,100                        | 5,500                                  | 5,610                          |
| Fuel   | 21,740                       | 19,900                                 | 20,490                         |
| Insurance                                      | 11,090                       | 13,410                                 | 14,750                         |
| Special Transit (Senior Vans, Incentives, etc) | 43,900                       | 43,900                                 | 47,930                         |
| Avila Trolley                                  | 69,900                       | 61,750                                 | 67,420                         |
| Maintenance (parts, supplies, materials)       | 27,630                       | 29,970                                 | 33,120                         |
| Maintenance Contract Costs                     | 4,000                        | 5,530                                  | 6,660                          |
| <b>Total Operations</b>                        | 427,760                      | 436,910                                | 475,350                        |
| <b>Capital/Studies:</b>                        |                              |  |                                |
| <b>Total Capital Outlay</b>                    | -                            | 81,520                                 | -                              |
| <b>Contingency</b>                             |                              |  |                                |
| <b>Short Range Transit Plans - Nipomo</b>      | 21,390                       | 21,850                                 | 23,530                         |
| <b>Interest Expense</b>                        |                              |  |                                |
| operations cost                                | -                            | -                                      | -                              |
| <b>TOTAL FUNDING USES</b>                      | 544,380                      | 660,660                                | 600,390                        |
| <b>TOTAL NON-CAPITAL EXPENDITURES</b>          | 544,380                      | 556,390                                | 600,390                        |

|  | Adopted<br>Total<br>Budget<br>FY 2017-18 | Proposed<br>Route A & B<br>Budget<br>FY 2018-19 | Proposed<br>Paso DAR<br>Budget<br>FY 2018-19 | Total<br>Proposed<br>Budget<br>FY 2018-19 | Projected<br>Budget<br>FY 2019-20 |
|--|--|---|--|---|-----------------------------------|
| <b>North County Services</b>                   |  |   |  |   |                                   |
| Administration:                                |  |   |  |   |                                   |
| <b>Total Administration (Net of Contracts)</b> | 99,860                                   | 124,380   | 27,280                                       | 151,660                                   | 157,790                           |
| Service Delivery:                              |  |   |  |   |                                   |
| Labor - Operations                             | 497,830                                  | 385,520   | 91,390                                       | 476,910                                   | 520,710                           |
| Labor - Operations Workers Comp                | 56,280                                   | 37,300  | 8,840  | 46,140                                    | 47,060                            |
| Labor - Maintenance                            | 115,990                                  | 87,440  | 20,730                                       | 108,170                                   | 118,520                           |
| Labor - Maintenance Workers Comp               | 16,470                                   | 10,920  | 2,590  | 13,510                                    | 13,770                            |
| Fuel   | 67,730                                   | 53,010  | 8,010  | 61,020                                    | 62,810                            |
| Insurance                                      | 39,500                                   | 38,570  | 5,830  | 44,400                                    | 48,840                            |
| Maintenance (parts, supplies, materials)       | 40,890                                   | 36,740  | 5,550  | 42,290                                    | 46,730                            |
| Maintenance Contract Costs                     | 5,910                                    | 6,780   | 1,020  | 7,800                                     | 9,410                             |
| <b>Total Operations</b>                        | 840,600                                  | 656,280   | 143,960                                      | 800,240                                   | 867,850                           |
| Capital / Studies:                             |  |   |  |   |                                   |
| <b>Total Capital Outlay</b>                    | -  | -   | -  | -   | -                                 |
| Contingency                                    | 14,130                                   | 9,200   | 2,180  | 11,380                                    | 12,260                            |
| Interest Expense                               | -  | -   | -  | -   | -                                 |
| <b>TOTAL FUNDING USES</b>                      | 954,590                                  | 789,860   | 173,420                                      | 963,280                                   | 1,037,900                         |
| <b>TOTAL NON-CAPITAL EXPENDITURES</b>          | 954,590                                  | 789,860   | 173,420                                      | 963,280                                   | 1,037,900                         |

## RTA Staff Salary Schedule

Effective July 1, 2018

| SLORTA POSITION                                 | STEP 1       | STEP 2       | STEP 3       | STEP 4       | STEP 5       | STEP 6       | STEP 7       |
|---|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Administrative Assistant                        | \$40,896.26  | \$42,941.08  | \$45,088.14  | \$47,342.54  | \$49,236.24  | \$50,713.34  | \$51,727.60  |
| Operations Supervisor                           | \$41,783.24  | \$43,872.40  | \$46,066.02  | \$48,369.32  | \$50,304.10  | \$51,813.22  | \$52,849.48  |
| Administrative Assistant - Finance              | \$42,941.08  | \$45,088.14  | \$47,342.54  | \$49,709.67  | \$51,698.05  | \$53,248.99  | \$54,313.97  |
| Accounting Technician                           | \$42,941.08  | \$45,088.14  | \$47,342.54  | \$49,709.67  | \$51,698.05  | \$53,248.99  | \$54,313.97  |
| Transit Training Instructor/Mobility Specialist | \$47,342.54  | \$49,709.67  | \$52,195.14  | \$54,804.91  | \$56,997.10  | \$58,707.01  | \$59,881.15  |
| Lead Supervisor                                 | \$57,545.15  | \$60,422.41  | \$63,443.52  | \$66,615.71  | \$69,280.34  | \$71,358.75  | \$72,785.92  |
| Human Resources Officer                         | \$58,983.78  | \$61,932.97  | \$65,029.61  | \$68,281.10  | \$71,012.35  | \$73,142.71  | \$74,605.56  |
| Maintenance Supervisor                          | \$66,615.71  | \$69,946.48  | \$73,443.81  | \$77,116.00  | \$80,200.64  | \$82,606.65  | \$84,258.78  |
| Manager, Marketing and Community Relations      | \$68,281.10  | \$71,695.14  | \$75,279.90  | \$79,043.90  | \$82,205.66  | \$84,671.82  | \$86,365.25  |
| Manager, Safety and Training                    | \$68,281.10  | \$71,695.14  | \$75,279.90  | \$79,043.90  | \$82,205.66  | \$84,671.82  | \$86,365.25  |
| Grants & Financial Manager                      | \$75,279.90  | \$79,043.90  | \$82,996.09  | \$87,145.90  | \$90,631.73  | \$93,350.69  | \$95,217.72  |
| Manager, Maintenance and Facilities             | \$80,971.80  | \$85,020.39  | \$89,271.41  | \$93,734.99  | \$97,484.39  | \$100,408.92 | \$102,417.10 |
| Manager, Operations                             | \$93,734.99  | \$98,421.74  | \$103,342.82 | \$108,509.96 | \$112,850.36 | \$116,235.86 | \$118,560.58 |
| Deputy Director/CFO                             | \$113,935.47 | \$119,632.24 | \$125,613.85 | \$131,894.55 | \$137,170.33 | \$141,285.44 | \$144,111.15 |





SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY  
REGIONAL TRANSIT ADVISORY COMMITTEE

January 18, 2018

DRAFT MINUTES

C-1

Members Present:

|   |                             |
|---|-----------------------------|
| Michael Seden – Hansen ( <i>Chair</i> ) | City of Paso Robles         |
| Eric Greening ( <i>Vice Chair</i> )     | Fixed Route Representative  |
| Gamaliel Anguiano                       | SLO Transit                 |
| Mark Dariz                              | Runabout/DAR Representative |
| Wendy Hall                              | County of San Luis Obispo   |
| Phil Moores                             | South County Transit (SCT)  |
| Cheryl Andrus                           | Cal Poly                    |
| Todd Katz                               | Fixed Route Alternate Rep.  |

Members Absent:

|                   |                    |
|-------------------|--------------------|
| Janeen Burlingame | Morro Bay Transit  |
| Mark Sanchez      | Cuesta College     |
| Dawn Patterson    | Atascadero Transit |

Staff Present:

|               |     |
|---------------|-----|
| Geoff Straw   | RTA |
| Shelby Walker | RTA |
| Tania Arnold  | RTA |

Guest:

|               |        |
|---------------|--------|
| Eliane Wilson | SLOCOG |
| Pete Rodgers  | SLOCOG |

**1. Call Meeting to Order, Roll Call:**

**Mr. Michael Seden-Hansen** called the meeting to order at 2:00 p.m. Roll call was taken; a quorum was present.

**2. Public Comments:** None

**3. Election of Officers**

**ELECTION OF OFFICERS:** Elect new RTAC Chair & Vice Chair: **Mr. Greening** nominated **Mr. Seden-Hansen** as Chair and **Mr. Gamaliel Anguiano** seconded. The motion carried on a voice vote.

**Mr. Seden-Hansen** nominated **Mr. Greening** as Vice Chair and **Mr. Phil Moores** seconded. The motion carried on a voice vote.

**4. Annual ADA Appeal Committee Assignment**

**Mr. Greening** motioned that the ADA Appeal Committee remain the same with members as it currently has. Decided to come back to officially vote on this when we have the list of official committee members.

## **A. Information Items**

### **A-1 Executive Director's Report (Verbal):**

**Mr. Geoff Straw** stated that there are a few things to go over. RTA is currently having difficulty recruiting new bus operators. There is a new hire class of eight starting on Monday January 22<sup>nd</sup>. Staff will be working with SLOCOG for transportation planning for the next 3-5 months. SB-1 funding is starting to roll in but there is action on the November ballot to repeal it. If that happens it could lead to RTA requesting more TDA funding and have an impact on the jurisdictions.

**Mr. Straw** concluded his report.

**Mr. Greening** asked who can legally take action against the repeal and suggested someone report about that at the meeting.

**Mr. Todd Katz** asked if without taking any kind of action, can staff discuss the potential affects of the repeal. **Mr. Straw** stated that we will continue to do that at Board meetings.

**Ms. Eliane Wilson** asked if the SB-1 funding is only for capital replacement. **Mr. Straw** stated that it can be used for operational expenses but that is not the first choice for the use of those funds.

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

**Mr. Anguiano** stated that SLO Transit is working through the SB-1 funds planning. He mentioned that ridership is down, which was expected due to fare increases and route changes. The recent changes have helped with efficiencies. The Pilot project of going to the airport is going well.

**Mr. Pete Rodgers** stated that SLOCOG staff is working with Ride-on in regards to CTSA. Working on figuring out an audit for Ride-on as well.

**Mr. Greening** stated that the service in general has been great and riders are happy. Riders are still wondering when the improvements to the Government Center will be happening. **Mr. Seden-Hansen** stated that the Board did approve additional funding in order to add a design component and bid out for construction. It will not be done before summer.

**Ms. Cheryl Andrus, Mr. Mark Dariz, and Ms. Wendy Hall** had no comment.

**Mr. Phil Moores** stated that the SoCo Transit drivers recently voted down the Collective Bargaining Agreement. They will be having a revote and we will know whether or not it is approved.

**Mr. Michael Seden-Hansen** stated that construction has begun on the Paso Robles yard. Doing the ongoing design work for the Elks Lane project. Working on getting permits for the Government Center transit area improvements.

**Mr. Katz** asked if there is a problem with people bringing luggage on the bus at the airport. **Mr. Anguiano** stated that they have been monitoring that and as long as people follow the policy

then they are good. **Mr. Katz** continued by asking if RTA could publicize the use of the airport service throughout the county. **Mr. Straw** said yes, he can mention to the marketing director.

**A-3 Review FY17-18 Budget Assumptions & Discuss FY18-19 Budget Calendar (Receive):**

**Ms. Tania Arnold** presented the proposed Budget Calendar for FY18-19. She stated that included with the staff report is the budget assumptions from last year. The budget will address the possible SoCo Transit consolidation impacts. There will be more employees in the health insurance pool, which could raise cost. On the other hand, it will get rid of some duplication fees.

She stated that STA and LTF funding have been holding steady. Staff is finally seeing a plateau in cost for the liability. Runabout cost are also hitting a plateau, which is a needed relief. Since the fare increases are new it is too early to see the benefits.

**Ms. Arnold** concluded her report.

**A-4 Survey Results (Receive):** **Mr. Moores** stated that there were over nine hundred responses to the survey. The responses were from riders as well as employees. The results of the survey were compared with the 2013 rider survey. He stated that the full report of the surveys was provided on the website and then read over the major takeaways listed on pages A-4-2 through A-4-5.

**Mr. Moores** concluded his report.

**Mr. Greening** asked what is or is not a bus operator allowed to ask about service animals. **Mr. Moores** explained the service animal policy.

**Mr. Anguiano** asked if the multi-ride passes were incentive. **Mr. Straw** stated that yes they are.

**Mr. Katz** asked if staff asked about Uber. **Mr. Straw** stated that it was included.

**A-5 Draft Strategic Business Plan (Receive):**

**Mr. Straw** stated that the Board adopted the RTA 2015-2017 Strategic Business Plan in July 2014. For measurement purposes, the SRTP sets the base of what the RTA believes it can achieve and the Strategic Business Plan sets the goal of what RTA strives to achieve. To ensure that the Strategic Business Plan remains a living document, staff reviewed the recent SRTP and the TDA Triennial Performance Audit, and incorporated changes into the draft document provided today to help us remain focused. If approved by the Board in March 2018, staff will use the goals and objectives to move the organization forward, and results will be provided at RTA Board Meetings. He then highlighted some of the changes to the SBP.

**A-6 Possible Impacts of SCT Consolidation into the RTA (Receive):**

At the January 17, 2018 South County Transit Board meeting, the Board considered next steps for SoCo Transit to consolidate into the RTA. Based on subsequent discussions with City and County senior staff, we are now recommending that SoCo Transit be abolished as a separate entity, and that all operations and assets be incorporated into the RTA. Staff estimates that consolidation would result in an annual net savings comes to about \$76,000. SoCo Transit can not meet the 20% farebox recovery ratio. The net penalty for not meeting the farebox recovery

ratio is \$70,000 and will be assessed in FY 2018/2019. SLOCOG staff is in favor of the consolidation. One new item that emerged during discussions with County Counsel staff regards the possibility of two separate joint powers agencies. Briefly, the possibility of SoCo Transit remaining as a separate entity would not result in the cost-savings that would be realized with one single operations-related workforce. As such, staff worked with Deputy County Counsel Tim McNulty to develop a revised RTA JPA that would still foster local decision-making for transit services in the Five Cities Area, but would abolish the South County Transit JPA. This draft document has been shared with the three City Managers and County public works staff for review and comment.

Next steps would be to schedule staff presentations on the proposed consolidation, as well as the draft amended RTA JPA document, to all seven City Councils and the Board of Supervisors in March and April 2018.

**Mr. Straw** concluded his report.

**Mr. Greening** asked when the consolidation would be completed. **Mr. Straw** said it could be as early as September. **Mr. Greening** then asked if that would affect the CBA. **Mr. Straw** said the contract SoCo Transit CBA would go away if consolidation were to happen.

**Mr. Anguiano** asked if the farebox recovery ratio penalty was correct and recommended a third party look over the financial information to see if there are unknown cost that could possibly come in. **Mr. Straw** stated that staff has done a lot of work looking into the unknowns. **Mr. Anguiano** asked if funding for regional services would increase due to consolidation. **Mr. Straw** stated that the five cities area would still pay for that service. Further discussion ensued.

After looking back to see who the ADA Appeal Committee is currently **Mr. Anguiano** motioned that the ADA Appeal Committee remain the same with **Mr. Anguiano, Mr. Dariz, and Ms. Burlingame** volunteered to be on the Appeals Committee and **Mr. Seden-Hansen** volunteered as an alternate, **Mr. Greening** seconded and the motion carried on a voice vote.

**C. Consent Agenda Items:**

C-1 RTAC Minutes of October 19, 2017 (Approve)

**Mr. Moores** moved to approve the minutes and **Mr. Katz** seconded. The motion carried on a voice vote.

**D. Adjournment:**

**Mr. Seden-Hansen** adjourned the meeting at 3:44 p.m.

Next RTAC Meeting: April 17, 2018 at 10:00 a.m.

Respectfully Submitted:

Shelby Walker  
Administrative Assistant  
San Luis Obispo Regional Transit Authority