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REGIONAL TRANSIT AUTHORITY EXECUTIVE COMMITTEE AGENDA

Wednesday, August 12, 2026
10:00 a.m.

SLOCOG Conference Room
1114 Marsh Street
San Luis Obispo, California

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

Individuals wishing accessibility accommodations at this meeting under the Americans with Disabilities Act (ADA) may request such accommodations to aid hearing, visual, or mobility impairment (including Limited English Proficiency) by contacting the RTA offices at (805)541-2228 x4833. Please note that 48 hours advance notice will be necessary to honor a request.

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

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

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

3. **Closed Session –** None

4. **Consent Items** –
   A-1 Executive Committee Meeting Minutes of April 8, 2026 (Approve)

5. **Information Items** –
   B-1 Executive Director's Report (Verbal, Receive)
   B-2 Review & Advise on Strategic Planning Services Scope of Services (Receive)

6. **Action Items** – None

7. **Review of Draft September 2, 2026 Draft RTA Board Agenda:**

Employee Recognition

- Employee of the Quarter
- Years of Service Recognition

Consent Items

A-1 RTA Board Meeting Minutes of May 6, 2026 (Approve)
A-2 Draft RTAC Minutes of July 16, 2026 (Information)
A-3 Paso Robles Park-Out Facility Lease Extension (Approve)
A-4 Authorize New SLOCPT Rate for July 2027 Implementation (Approve)
A-5 FTA Transit Asset Management Plan Update (Receive)
A-6 Strategic Business Plan Update (Approve)
A-7 Public Transportation Agency Safety Plan Update (Approve)
A-8 Update Job Descriptions and Policy for Bilingual Premium Pay (Approve)
A-9 Transfer of Four Decommissioned Vans (Approve)
A-10 Amended SDRMA Health Benefits Memorandum of Understanding (Approve)

Information Items

B-1 Executive Director's Report (Receive)
B-2 Update on Fare Change Implementation & Contactless Fare System (Receive)
B-3 Update on Discount Eligibility Verification Program (Receive)

Action Items:

C-1 Procure Strategic Planning Services (Authorize)

Closed Session Item:

None

8. **Adjournment**

Next RTA Executive Committee Meeting: **October 14, 2026**

San Luis Obispo Regional Transit Authority

Executive Committee Meeting

Draft Minutes 4/8/2026

A-1

Members Present:	Carla Wixom, City of Morro Bay, **President** Jimmy Paulding, District 4 Supervisor, **Past President**
Members Absent:	Heather Moreno, District 5 Supervisor, **Vice-President**
Staff Present:	Geoff Straw, RTA Executive Director Tania Arnold, RTA Deputy Director/CFO Anthony Kalvans, RTA Administrative Assistant Jenna Morton, RTA Counsel
Public Present:	Pete Rodgers, SLOCOG Executive Director Eric Greening

1. **Call to Order and Roll Call: President Carla Wixom** called the meeting to order at 10:01 a.m. Roll call was taken and a quorum was present.

2. **Public Comment:**
   Mr. Eric Greening commended the actions of a Bus Operator.

   Mr. Pete Rodgers of SLOCOG gave a report highlighting SLOCOG's upcoming workshop, the Highway 101 groundbreaking, and the additional Pacific Surfliner trip to San Luis Obispo.

3. **Closed Session**: None

4. **Consent Items**
   A-1 Executive Committee Meeting Minutes of February 11, 2026 (Approve)
   A-2 Classification and Compensation/Benefits Study (Approve)

   Public Comment:
   There was no public comment given.

   Mr. Jimmy Paulding motioned to approve, seconded by **Ms. Wixom**. There was unanimous consensus of those present.

BOARD MEMBER	YES	NO	ABSENT
HEATHER MORENO			X
JIMMY PAULDING	X		
CARLA WIXOM	X		

5. **Information Items:**
   B-1 Executive Director's Report (Verbal, Receive)
   Mr. Geoff Straw gave an update on recent events at the RTA. He specifically noted that the draft classification and compensation study has been submitted to staff; phase two of the EVSE project is completed; and that the RTA should see lower electricity charges with a change to a different rate plan. Finally, he mentioned that the new cash fares for the regional routes went live on April 6th.

   Public Comment:
   Mr. Greening said that the new cash fare system is helping to improve the boarding process for buses and reduce delays.

6. **Action Items:**
   C-1 Fiscal Year 2026-27 Operating and Capital Budget (Approve)
   Ms. Tania Arnold presented the fiscal year 2026-2027 operating and capital budget and highlighted the key issues facing the RTA. She noted that there have been favorable developments regarding the RTA's liability costs. She highlighted that the budget includes a fleet contingency plan as well as the costs from the collective bargaining agreement approved by the Board in January 2026. Finally, **Ms. Arnold** discussed funding and impacts to the jurisdictions, especially starting in FY27-28.

   Mr. Paulding asked if the City Managers are involved in the discussions regarding the LTF funding formula issues. **Mr. Straw** and **Ms. Arnold** both said yes.

   Public Comment:
   Mr. Greening thanked **Ms. Arnold** for her hard work and said that it is solid document.

   Mr. Paulding motioned to approve, seconded by **Ms. Wixom** There was unanimous consensus of those present to approve the budget assumptions.

BOARD MEMBER	YES	NO	ABSENT
HEATHER MORENO			X
JIMMY PAULDING	X		
CARLA WIXOM	X		

7. **Review of Draft May 6, 2026 Draft RTA Board Agenda:**
   Mr. Straw presented the draft agenda and said that the RTA will need to add item A-11, regarding an RFP for third party services at the San Luis Obispo bus maintenance facility.

   Public Comment:
   Mr. Greening asked for clarification of the June 2026 Executive Committee date. **Mr. Straw** said the date is June 10th and stressed that the date is tentative.

Ms. Wixom and Mr. Paulding gave consent to approve the draft agenda.

BOARD MEMBER	YES	NO	ABSENT
HEATHER MORENO			X
JIMMY PAULDING	X		
CARLA WIXOM	X		

8. **Executive Committee Member Comments and Adjournment**
The meeting was adjourned at 10:34 AM.

Next RTA Executive Committee Meeting: **June 10, 2026**

Respectfully Submitted, Acknowledged by,

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Anthony Kalvans
Administrative Assistant

Carla Wixom
RTA Board President 2026

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I. OBJECTIVE

The objective of this Strategic Planning effort is to develop a clear path that will focus the RTA's long-range efforts and continue the organization's success in meeting our Mission. A key aspect of this study is to help define the strengths and weaknesses of the agency, which will assist the RTA Board in developing recruiting materials to replace the Executive Director upon his retirement in early 2028.

II. SCOPE OF SERVICES

TASK 0. PROJECT KICKOFF & COORDINATION

Kickoff meeting. Meeting to confirm the goals of this project, to finalize the schedule, and to identify key stakeholders and their relationship to project phases. Key stakeholders should include the twelve RTA Board members, leadership at each city and the county, institutional clients, and external agency partners.

On-going collaboration meetings. The success of this Strategic Planning effort replies on ensuring that tasks are focused on meeting the study objectives, the tasks are completed on time, stakeholders are engaged and participate fully, and there is open and clear communication throughout. To that end, the scope assumes regular check-ins between the selected consultant and the RTA Executive Director and Board Chair to provide status updates and identify any obstacles or opportunities for adaptation as they arise. All products, including drafts, will be shared with the Study Steering Committee for comment and feedback, which will consist of the RTA Executive Director and three department heads.

Deliverables:
● *Project milestone schedule*

TASK 1. REVIEW OF EXISTING PLANS, SURVEYS & PRE-SESSION MEETINGS

The objective of Task 1 is for the consultant to better understand the organization, beginning with a comprehensive review of existing plans and organizational structure documents, followed by surveys of stakeholders, and ending with pre-meetings in preparation for in-person strategic planning sessions.

Task 1A. Review of Existing Plans and Organizational Structure
● *Documents Review.* The consultant will review the current *Strategic Business Plan* and the past two years' bi-annual SBP status update reports. In addition, the consultant will review the *2025 Short-Range Transit Plan*, RTA's *2026 TDA Triennial Audit*, and the *RTA* FY*26-27 Operating and Capital Budget* (the latter provides two years' of operating and five years' of capital plans).

● *Organizational Review.* The consultant will review the organizational structure of the RTA, including roles and responsibilities outlined in the *2026 Classification and Compensation Study* and other pertinent documents.

Task 1B. External Input

● *External Survey.* The selected consultant will develop a scale-based anonymous survey to gain an understanding of the perceptions of the RTA by key external stakeholders and of how well the RTA is accomplishing its Mission. As identified in *Task 0*, the survey will be given to a focused group of up to 30 stakeholders. The RTA will distribute the survey link to the selected stakeholders and the selected consultant will compile and provide survey results during a Task 1D pre-session meeting.

Task 1C. Internal Engagement

● *Staff Survey*. The selected consultant will develop a scale-based anonymous survey to understand the internal environment and work culture. The RTA will distribute the survey link to all employees and the selected consultant will provide a simple quantifiable summary of survey results during the Task 1D pre-session meetings.

Task 1D. Strategic Planning Preparation Meetings

● *Pre-Session Meetings.* The consultant will lead up to three meetings with the Study Steering Committee throughout Task 1 to discuss upcoming strategic planning session needs and provide focus topics for the Study Steering Committee to refine ahead of the strategic planning sessions. Information analysis and development will require work by RTA staff and the consultant outside of Task 1D meetings to summarize key data primarily in tabular and graphical formats, including:

- Stakeholder insights gathered as part of the Tasks 1B and 1C survey efforts.
- Financial report/summary to include previous 3 years and projected 3-4 years (using Short-Range Transit Plan estimates).
- List of the RTA's current and potential multi-year operating and administrative initiatives.
- List of the RTA's current and planned capital projects, as identified in the annual budget.

● *Preliminary Recommended Changes to SBP.* Refinement of the RTA's current Mission and Values may be appropriate leading up to and following strategic planning sessions to ensure overall alignment of the organization's envisioned future state. The consultant will provide an array of preliminary suggested changes to the Mission and Values during these Task 1D meetings that could be incorporated into the Task 2 Strategic Planning Sessions.

Deliverables:
● *Compiled survey results*
● *Various Task 1D handouts for use in Task 2*

TASK 2. STRATEGIC PLANNING SESSIONS

Task 2 involves conducting two strategic planning sessions to engage the RTA's senior managers and RTA Board members in collaborative processes to define its strategic plan. The selected consultant will work collaboratively with the RTA Executive Director and Board President to develop session agendas and a project approach in the time leading up to each session. The expected outcomes discussed within Task 0 will determine each session's design.

Task 2A. Session 1: Visioning

● The selected consultant will conduct a half-day, in-person Visioning Session with the RTA Board, Regional Transit Advisory Committee and senior managers to articulate the ideal organization the RTA wants to be now and in the future. The session will focus on the big-picture strategic goals and priorities.

Task 2B. Session 2: Strategic Priorities

● The selected consultant will conduct a half-day, in-person Strategic Priorities Session with the Study Steering Committee that builds on findings from the visioning session. This session would focus on refining strategic framing of goals and priorities for 2027-2042 as well as identifying a framework for achieving the priorities. On a more near-term level, the session will also focus on organizational gaps, overlaps and future role needs that will support the next Executive Director. The objective of this near-term effort is to define the characteristics, leadership style and priorities that will best position the RTA for the next chapter following the current Executive Director's retirement.

At the conclusion of the two strategic planning sessions, the selected consultant will deliver a final 15-year Strategic Plan that summarizes decisions regarding the RTA's key goals and priorities, along with the framework for achieving the plan.

Deliverables:

● *2027-2042 Strategic Plan*

●*Strategic Plan summary handouts*