



South County Transit Committee Agenda

Wednesday, April 30, 2025 at 9:00 a.m.

ADDENDUM

CITY OF PISMO BEACH, CITY COUNCIL CHAMBERS
760 Mattie Road, Pismo Beach, CA 93449

The AGENDA is available/posted at: <http://www.slorta.org>

Members:

Dawn Ortiz-Legg (Third District – SLO County)
Aileen Loe (Arroyo Grande)

Kassi Dee (Grover Beach)
Ed Waage (Pismo Beach)

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

FLAG SALUTE

CALL TO ORDER AND ROLL CALL

PUBLIC COMMENTS: This portion of the agenda is reserved for any members of the public to directly address the South County Transit Committee on any items not on the agenda and within the jurisdiction of the Board. 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.

ADMINISTRATIVE ITEMS

ELECTION OF OFFICERS: Elect Chairperson and Vice Chairperson

A. ACTION AGENDA

- A-1 Fiscal Year 2025-26 Operating and Capital Budget (Approve)
- A-2 Appoint the Operations Manager to Represent SCTC on RTAC (Approve)

B. INFORMATION AGENDA

- B-1 Discuss Proposed Service & Fare Changes (Verbal)

C. CONSENT AGENDA

- C-1 South County Transit Committee Minutes of May 1, 2024 (Approve)

D. MEMBER COMMENTS

ADJOURNMENT

**SOUTH COUNTY TRANSIT COMMITTEE
APRIL 30, 2025
STAFF REPORT**

AGENDA ITEM: A-1

TOPIC: Fiscal Year 2025-26 Operating and Capital Budget

ACTION: Adopt Fiscal Year 2025-26 Budget as Presented

PRESENTED BY: Tania Arnold, Deputy Director/CFO

STAFF RECOMMENDATION: Adopt the FY25-26 Budget as Presented

BACKGROUND

We appreciate the South County Transit Committee's (SCTC's) support and leadership during these unprecedented times as we work to present a financially constrained Fiscal Year 2025-26 operating budget. In addition, we are presenting a five-year capital program.

The budget packet contains the following items:

- Our Vision and Mission statements,
- Fiscally constrained FY25-26 operating and capital budgets, and
- Fiscally unconstrained FY26-27 operating and capital budget.

We are pleased to present the proposed Fiscal Year 2025-26 Operating and Capital Budget for local transit service in South County, which is also included in the combined RTA budget. This is the fifth full-year budget that the SCTC will consider following consolidation into the RTA in January 2021, as approved by the South County Transit Board in October 2020. The South County operating budget is proposed at \$2,674,600 and the capital budget at \$4,86,040. The South County budget is balanced, based on proposed service levels and anticipated funding levels. The South County FY25-26 budget assumes the same levels of fixed-route revenue service hours and miles for all routes, with the exception of adding tripper service for Arroyo Grande High school. Although staff does anticipate some changes to Route 27 and 28 during the fiscal year, it is not anticipated that these changes will impact the hours and miles operated.

Note that should any of the services be increased, reduced and/or eliminated, there are "fixed" expense items that would need to be reallocated to the other services (such as administration costs, and operations management/oversight costs) as part of the final budget or a future budget amendment. The allocation model for maintenance labor and workers compensation is being allocated to each route or service based on miles instead of hours, as it was beginning in FY24-25.

Below are the key issues staff is working to address:

KEY ISSUES

1. Address the uncertainties the agency currently faces, including state and federal funding uncertainty. Impacts of these uncertainties include:
 - a. Impacts of the pending construction on US-101 in the Pismo Beach area, including supporting congestion mitigation efforts.
 - b. Liability costs, which have recently stabilized due to the RTA's good safety record, but the market continues to be extremely volatile due to the increasing number of catastrophic events globally – including the deadly January 2025 wildfires in Los Angeles.

In February 2025, staff was pleased to learn that workers compensation insurance provided by PRISM (Public Risk Innovation Solutions Management) is projected to be in line with prior years projected percentage rate increase, not incurring the significant increases the agency had recently endured, which is of note, especially in times of increasing wages. The premiums continue to be predictable and provide a welcome relief – especially with the realization that worker's compensation across all employment sectors, including for transit services, is especially challenging statewide as loss development trends for the state have not been favorable.

Staff is still waiting on the estimated premium for our general liability and vehicle physical damage insurance policies. The annual premium cost for these two insurance policies is projected to be in line with what was projected during the FY24-25 budget process. Staff continues to work with our employee committee that has evaluated workplace safety and has initiated a proactive program to reduce the number and severity of claims.

- c. Address staffing and retention, particularly in the Bus Operator classification.

The new and relatively low-cost paid family leave program implemented in July 2022 continues to bring positive feedback from staff. It brings the RTA leave program more in line with the leave provided by many private employers who participate in the state disability insurance (CA SDI) program.

Starting in FY24-25, the budget presentation has been updated to show the subcategories included in Labor – Operations in order to provide more understanding about the cost drivers. This helps as the agency looks at which subcategories would and would not be impacted by service level changes.

2. Negotiate a new Collective Bargaining Agreement with Teamsters Local 986, which represents Bus Operator, Mechanic, Parts Clerk, and Utility employees. The current CBA expires December 31, 2025.
3. Continue efforts to implement Zero-Emission Bus technologies and expansion of recharging infrastructure for planned additional BEBs in the coming years.

Of note is the significant financial resources required for vehicle replacements, which is based the vehicle replacements and type included in the *RTA Zero Emission Rollout Plan* adopted by the Board in March 2023. It is also important to note that our annual budget plan show the year(s) that capital project expenditures occur – not necessarily the year(s) when we begin to apply for various funds through grant proposals for higher-cost projects such as bus purchases. This can be confusing to the casual reader, since SLOCOG and our other funding partners show the year(s) that funds are allocated to our capital projects rather than the year(s) the funds are expended.

4. State Transit Assistance (STA) funds are projected to be down in the region compared to the original FY24-25 allocation.

Staff continues to apply for the competitive funds from SLOCOG under the State of Good Repair program, and the RTA has applied for funding toward the replacement of vehicles which are included in the advisory FY26-27 budget.

5. Local Transportation Funds (LTF) used for operating purposes and also projected to be lower to the region, but staff will continue to maximize all other funding sources before determining the need for LTF.

LTF funds are derived from the statewide ¼ percent sales tax, and has traditionally been used to fund operations, but can be used for capital projects as well, although the FY25-26 capital budget does not include LTF funds.

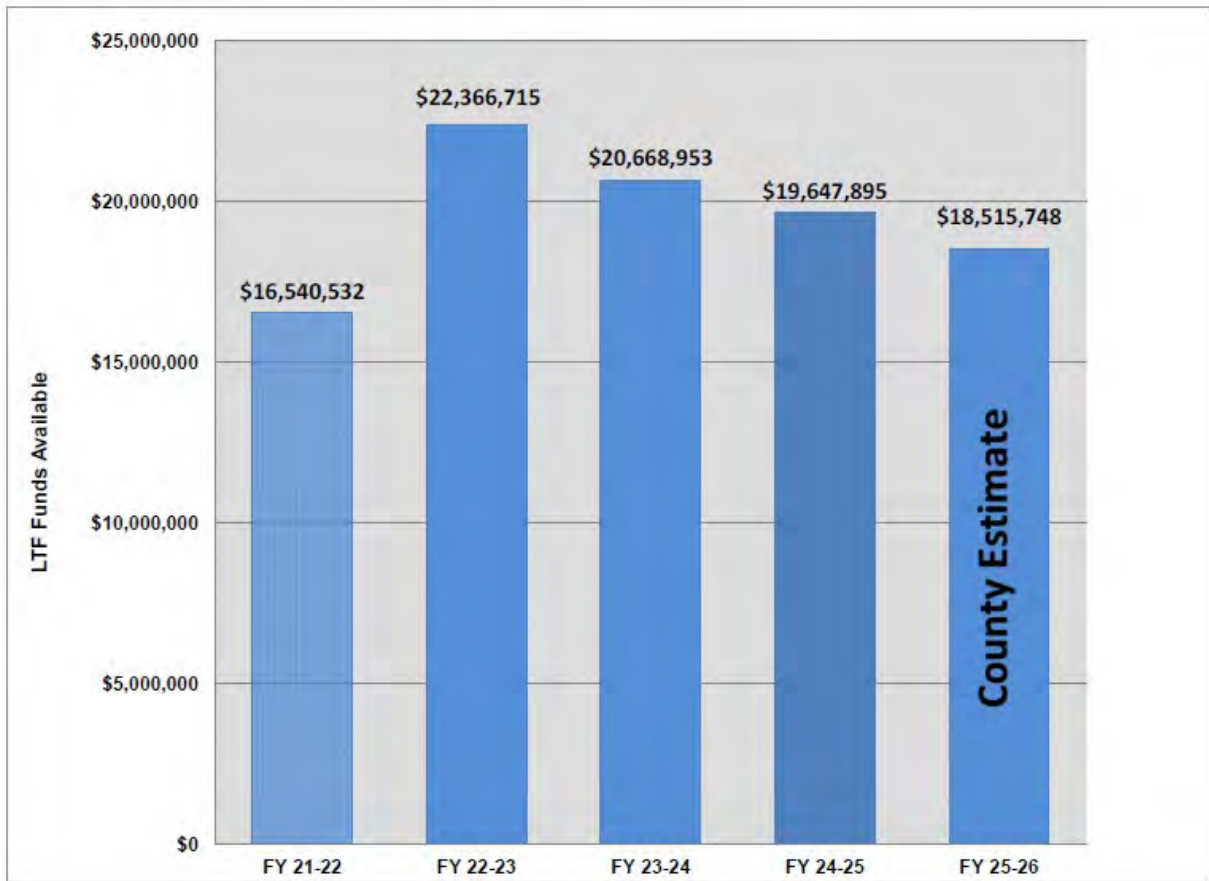
Staff acknowledges current LTF estimates to the region, as presented in the April 2, 2025 SLOCOG Agenda Item B-2. That staff report discusses the LTF coming into the region as:

“2024/25 Local Transportation Fund (LTF) - \$18,515,748 (5.8% decrease in LTF available for distribution)

The County Auditor's estimated cash balance at June 30, 2025 is \$647,743, 70% below FY 24/25. The decrease in opening cash balance is primarily due to a high beginning cash balance in FY 24/25, which was allocated in that year. This figure is difficult to predict. The estimate shows expected revenue deposits equaling \$17,868,005 (inclusive of interest income) for a total of \$18,515,748. Figure 1 depicts the trend in LTF Distribution:

Figure 1

Historical LTF Allocations
(Allocations based on estimated receipts + opening cash balance)



The proposed South County budget includes LTF of \$1,044,500 for operations, which is an increase from the amount included as an advisory FY25-26 total LTF projection of \$869,230 which was presented at the May 2024 South County Transit Committee meeting. This is largely due to the decrease in STA funding.

6. Federal Transit Administration (FTA) formula funds (Sections 5307, 5339 and 5311) for Federal Fiscal Year 2025 are projected to be in line with the amount projected for FY25-26 when the FY24-25 budget was adopted in May 2024. However, recent actions at the federal level suggest that changes in both the scale of project funding and scope of the projects that remain eligible will be changed during the fiscal year and beyond.

Revised Revenue Assumptions

The overall Administration Expense is up by approximately 20% compared to FY4-25. Two main factors are associated with this increase. The labor line item includes an increase in order to roll out the enforcement of the discounted fare policy. As previously noted, the insurance line-item has been impacted by the difficult insurance market. Additionally, the professional technical services line-item has increased in order to support the development of a maintenance safety plan. Marketing and Reproduction

has increased due to passenger surveys being conducted in the fall of 2025 or spring of 2027 by RTA-hired temporary support.

The proposed Service Delivery cost is up by roughly 3% from what was identified in the FY24-25 budget. The primary reason for this increase is associated with the increase in wages as identified in Collective Bargaining Agreement that covers Bus Operators, Mechanics, Parks Clerk and Utility employees, and rising insurance prices. In line with FY24-25, the labor for operations has been delineated more finely in four pertinent subcategories.

Capital Program

The capital revenue breakdown has been shifted in FY25-26 in order to be in line with the categories included in the federal transportation improvement program (FTIP) instead of by urbanized area because the funding is not received in that manner.

The focus of our capital program will be to secure replacements for vehicles that have reached their economically useful life. Additionally there are bus charging projects that are fully grant funded that are included to support the shift to electric vehicles. The regional contactless fare payment program, also fully funded, is also included with a planned implementation in the fall of 2025.

It should be noted that a portion of the FY24-25 capital funds for fully funded projects, such as the bus stop improvements and the Route 27 and 28 routing realignment, is not carried over to the proposed FY25-26 budget. This will happen with a budget amendment after FY25-26 has started, and the carryover will have no new financial impact to local jurisdictions because the funding has been previously secured.

Conclusion

Fiscal Year 2025-26 will be a particularly challenging year. We look forward to working with our customers, the SCTC and other stakeholders in providing stability and 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 Committee 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.

Staff Recommendation:

Recommend that the SCTC adopt the South County FY25-26 budget as presented.

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**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY - South County Service
OPERATING REVENUE BUDGET FOR 2025/2026**

	2023/2024 Combined Actual	2024/25 Adopted South County Budget	2025/26 Proposed South County Budget	2026/27 Projected South County Budget
FUNDING SOURCES:				
GENERAL RESERVES	3,126,375	759,860	744,920	516,370
1. ESTIMATED FUND BALANCE	3,126,375	759,860	744,920	516,370
2. LESS REQUIRED RESERVES FOR FISCAL YEAR				
CASH FLOW REQUIREMENTS PER TDA	5,268,920	480,190	516,370	532,420
OFFSET RESERVE TO CARRYOVER TO FUTURE FISCAL YEARS	1,935,612	-	-	-
TOTAL	7,204,532	480,190	516,370	532,420
3. FUND BALANCE AVAILABLE	(4,078,157)	279,670	228,550	(16,050)
NON TDA SOURCES				
FARES	1,085,887	107,240	117,930	123,830
MANAGEMENT CONTRACT	304,080	-	-	-
INTEREST	108,428	-	-	-
STATE TRANSIT ASSISTANCE (STA) INCLUDING SB1	1,390,524	433,890	260,340	285,830
RURAL TRANSIT FUND (Administration)	30,000	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307) - San Luis Obispo	543,572	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5311) - Operating	777,370	-	-	-
FTA (Section 5311) - Operating CARES/CRRSAA/ARPA	635,900	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-N. County) - Operating	2,184,810	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-SM) - Operating	814,377	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307) - S. County Operating	2,719,755	944,460	998,080	865,100
CUESTA CONTRIBUTION FOR ROUTE 12 AND 14	115,240	-	-	-
CUESTA CONTRIBUTION NORTH COUNTY	40,580	-	-	-
SPECIAL EVENTS REVENUE/OTHER	440,462	111,710	25,200	25,200
4. SUB TOTAL	11,190,985	1,597,300	1,401,550	1,299,960
5. TOTAL FUND BALANCE & NON TDA FUNDING	7,112,828	1,876,970	1,630,100	1,283,910
TDA REQUIRED				
CITY OF ARROYO GRANDE	717,519	254,570	413,071	570,232
CITY OF ATASCADERO	726,795	-	-	-
CITY OF GROVER BEACH	498,389	177,086	287,361	396,693
CITY OF MORRO BAY	249,562	-	-	-
CITY OF PASO ROBLES	1,229,571	-	-	-
CITY OF PISMO BEACH	313,027	111,717	180,645	249,375
CITY OF SAN LUIS OBISPO	1,445,058	-	-	-
COUNTY OF SAN LUIS OBISPO	4,337,340	103,507	163,423	225,601
TDA REQUIREMENTS BEFORE 5311 EXCHANGE	9,517,261	646,880	1,044,500	1,441,900
LESS: RURAL TRANSIT FUND/5311 EXCHANGE	(1,413,270)	-	-	-
6. NET TDA REQUIREMENTS	8,103,991	646,880	1,044,500	1,441,900
7. TOTAL FUNDING SOURCES	15,216,819	2,523,850	2,674,600	2,725,810
FUNDING USES:				
ADMINISTRATION	2,053,362	213,060	430,720	411,240
PERS BUYOUT	178,308	-	-	-
BUILDING DECOMMISSIONING	-	-	-	-
MANAGEMENT CONTRACTS	304,080	141,160	-	-
SERVICE DELIVERY	12,681,069	2,139,700	2,208,590	2,278,700
CONTINGENCY	-	29,930	35,290	35,870
9. TOTAL FUNDING USES	15,216,819	2,523,850	2,674,600	2,725,810

Population
Based

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY - South County Service
CAPITAL AND PLANNING REVENUE BUDGET FOR 2025/2026**

		2023/2024 Combined Acutal Capital Expense	2024/25 Amendment #1 South County Capital Budget	2025/26 Proposed South County Capital Budget	2026/27 Projected South County Capital Budget
FUNDING SOURCES:					
	BEGINNING CAPITAL PROJECTS RESERVE	1,244,550	145,630	148,700	220,290
1.	ESTIMATED FUND BALANCE	1,244,550	145,630	148,700	220,290
2.	LESS REQUIRED RESERVES FOR FISCAL YEAR				
	CAPITAL PROJECTS RESERVE	1,271,785	148,700	220,290	196,820
	TOTAL	1,271,785	148,700	220,290	196,820
3.	FUND BALANCE AVAILABLE	(27,235)	(3,070)	(71,590)	23,470
NON TDA SOURCES					
	STATE TRANSIT ASSISTANCE (STA) WITH SB1 AUGMENTATION	685,476	169,670	87,300	61,810
	LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)	254,963	-	-	-
	STATE OF GOOD REPAIR	467,457	-	147,800	-
	SB125	-	-	-	-
	Infrastructure (including fare program)	-	-	932,010	-
	Fixed Route Electric	-	-	291,640	1,297,480
	RURAL TRANSIT FUND (Capital)	40,433	-	454,300	42,230
	FEDERAL TRANSIT ADM (FTA) (Section 5307)	2,132,343	88,700	-	-
	Fixed Route Electric	-	-	545,130	945,540
	Fixed Route Non-Electric	-	-	-	-
	Demand Response Electric	-	-	-	-
	Demand Response Non-Electric	-	-	-	-
	ADA Minivans	-	-	-	-
	Support Vehicles	-	-	5,280	8,270
	Trolley	-	-	-	-
	Bus Stop Improvements	-	-	20,650	20,520
	Vehicle Maintenance Equipment	-	-	5,620	5,420
	FEDERAL TRANSIT ADM (FTA) (Section 5339)	1,000,283	-	-	-
	Vehicle Engine Rehab	-	-	89,640	-
	Fixed Route Electric	-	-	1,581,360	-
	Dial-A-Ride Vehicle Replacement	-	-	-	-
	OTHER	-	-	296,900	-
4.					
	SUB TOTAL	4,580,954	258,370	4,457,630	2,381,270
5.	TOTAL FUND BALANCE & NON TDA FUNDING	4,553,720	255,300	4,386,040	2,404,740
TDA REQUIRED					
	CITY OF ARROYO GRANDE	25,655	-	-	-
	CITY OF ATASCADERO	42,743	-	-	-
	CITY OF GROVER BEACH	17,820	-	-	-
	CITY OF MORRO BAY	14,677	-	-	-
	CITY OF PASO ROBLES	43,720	-	-	-
	CITY OF PISMO BEACH	11,192	-	-	-
	CITY OF SAN LUIS OBISPO	84,985	-	-	-
	COUNTY OF SAN LUIS OBISPO	231,349	-	-	-
	TDA REQUIREMENTS FOR TIFIA LOAN REPAYMENT	472,140	-	-	-
6.	FINANCING FOR BUS MAINTENANCE FACILITY	-	-	-	-
7.	TOTAL FUNDING SOURCES	5,025,860	255,300	4,386,040	2,404,740
FUNDING USES:					
	CAPITAL	4,370,515	255,300	3,454,030	2,404,740
	LOAN PAYMENTS	444,906	-	-	-
	SHORT RANGE TRANSIT PLAN	158,686	-	-	-
	REGIONAL CONTACTLESS FARE PAYMENT SYSTEM	-	-	82,910	-
	REGIONAL CONTACTLESS CHARGING	-	-	-	-
	REGIONAL BUS CHARGING PROJECTS	51,753	-	566,070	-
	MASTER PLANNING & IMPLEMENTATION- OFFSITE FAST CHARGING	-	-	283,030	-
		-	-	-	-
9.	TOTAL FUNDING USES	5,025,860	255,300	4,386,040	2,404,740

		Total Adopted Budget	Proposed Route 21 Budget	Proposed Route 24 Budget	Proposed Route 27 Budget	Proposed Route 28 Budget	Proposed Tripper Budget	Total Proposed Budget	Projected Budget
		FY 2024-25	FY 2025-26	FY 2025-26	FY 2025-26	FY 2025-26	FY 2025-26	FY 2025-26	FY 2026-27
South County									
	<u>Measure:</u>								
	Annual Hours	14,550	3,850	3,620	3,000	4,000	300	14,770	14,770
	Annual Miles	224,230	71,380	49,550	37,860	50,910	2,200	211,900	211,900
Administration:									
	Total Administration (Net of Contracts)	\$ 354,220	\$ 123,100	\$ 103,970	\$ 84,010	\$ 112,300	\$ 7,340	\$ 430,720	\$ 411,240
Service Delivery:									
	<u>Basis:</u>								
	Labor - Operations		hourly						
	Bus Operators	\$ 967,680	\$ 266,070	\$ 250,180	\$ 207,330	\$ 276,440	\$ 20,730	\$ 1,020,750	\$ 1,042,940
	Training Staff	\$ 73,320	\$ 17,960	\$ 16,890	\$ 14,000	\$ 18,660	\$ 1,400	\$ 68,910	\$ 71,080
	Operations Supervisors/Schedulers	\$ 269,010	\$ 64,880	\$ 61,000	\$ 50,560	\$ 67,410	\$ 5,060	\$ 248,910	\$ 255,070
	Ops. Mgt. / Oversight	\$ 77,800	\$ 20,430	\$ 19,210	\$ 15,920	\$ 21,220	\$ 1,590	\$ 78,370	\$ 82,100
	Labor - Operations Workers Comp	\$ 62,540	\$ 16,370	\$ 15,390	\$ 12,750	\$ 17,000	\$ 1,280	\$ 62,790	\$ 63,670
	Labor - Maintenance	\$ 229,050	\$ 82,870	\$ 57,530	\$ 43,960	\$ 59,110	\$ 2,550	\$ 246,020	\$ 254,740
	Labor - Maintenance Workers Comp	\$ 11,320	\$ 4,410	\$ 3,060	\$ 2,340	\$ 3,150	\$ 140	\$ 13,100	\$ 13,410
	Fuel	\$ 185,260	\$ 65,580	\$ 45,520	\$ 34,780	\$ 46,770	\$ 2,020	\$ 194,670	\$ 194,670
	Insurance	\$ 119,590	\$ 47,870	\$ 33,230	\$ 25,390	\$ 34,140	\$ 1,480	\$ 142,110	\$ 163,060
	Maintenance (parts, supplies, materials)	\$ 125,700	\$ 38,810	\$ 26,940	\$ 20,590	\$ 27,680	\$ 1,200	\$ 115,220	\$ 120,550
	Maintenance Contract Costs	\$ 18,430	\$ 5,980	\$ 4,150	\$ 3,170	\$ 4,260	\$ 180	\$ 17,740	\$ 17,410
	Total Operations	\$ 2,139,700	\$ 631,230	\$ 533,100	\$ 430,790	\$ 575,840	\$ 37,630	\$ 2,208,590	\$ 2,278,700
Capital/Studies:									
	Total Capital Outlay	\$ 202,550	\$ 1,253,560	\$ 1,058,680	\$ 855,510	\$ 1,143,560	\$ 74,730	\$ 4,386,040	\$ 2,404,740
Contingency									
	hourly	\$ 29,930	\$ 9,200	\$ 8,650	\$ 7,170	\$ 9,550	\$ 720	\$ 35,290	\$ 35,870
Loan Repayment									
	operations cost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL FUNDING USES		\$ 2,726,400	\$ 2,017,090	\$ 1,704,400	\$ 1,377,480	\$ 1,841,250	\$ 120,420	\$ 7,060,640	\$ 5,218,570
TOTAL NON-CAPITAL EXPENDITURES		\$ 2,523,850	\$ 763,530	\$ 645,720	\$ 521,970	\$ 697,690	\$ 45,690	\$ 2,674,600	\$ 2,725,810

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**SOUTH COUNTY TRANSIT COMMITTEE
APRIL 30, 2025
STAFF REPORT**

AGENDA ITEM: A-2

TOPIC: SCTC Representative on the Regional Transit Advisory Committee

ACTION: Approve

PRESENTED BY: Geoff Straw, Executive Director

STAFF RECOMMENDATION: Designate the RTA Operations Manager Position as SCTC Representative on RTAC

BACKGROUND/DISCUSSION:

The RTAC's primary role is to advise the RTA Board on transit issues that affect the region including, but not limited to, the coordination and consolidation of transit services, service changes, proposed budget, transit planning, and performance audit findings. In addition, the RTAC serves as the review committee for appeals by transit users. The Regional Transit Advisory Committee (RTAC) bylaws were amended by the RTA Board in May 2012 and May 2016, replacing the previous document adopted in May 2006. The RTA Board will consider additional revisions to the bylaws at its May 7, 2025 meeting. The draft revised bylaws are attached, noting the changes are being requested to specifically address the quorum challenges encountered over the past few years. Other small editing changes are also recommended as depicted in the line-out version attached to this staff report.

The South County Transit Committee is a designated Appointing Agency and has a representative on the RTAC. To avoid lapses in representation, staff recommends appointing primary and alternate representatives by position, rather than individuals, to the RTAC.

Staff Recommendation

Designate the RTA Operations Manager as the primary representative and the RTA Maintenance and Facilities Manager as the alternate representative for the South County Transit Committee on the Regional Transit Advisory Committee.

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SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
REGIONAL TRANSIT ADVISORY COMMITTEE BYLAWS

~~Adopted – May 4, 2016~~
~~Revised – May 7, 2025~~

ARTICLE I
FUNCTIONS

The purpose of the Regional Transit Advisory Committee (RTAC) is to improve the quality, efficiency and effectiveness of regional public transit services provided by the San Luis Obispo Regional Transit Authority (RTA). RTAC shall also review agenda items for transit issues, and provide comment and recommendations and other such advice as may be requested by ~~SLORTA~~the RTA.

A major function of the RTAC is to review issues of operational and financial significance presented by appropriate RTA staff members. The review by the RTAC may include a recommendation that will become part of the staff agenda reports presented to the RTA Boards of Directors.

Specific functions of RTAC for the RTA are:

- A. To advise on transit issues that affect the region including, but not limited to, the coordination and consolidation of transit services, service changes, proposed budget, transit planning, and performance audit findings.
- B. To serve as the Paratransit Appeals Board (PAB), as follows:
 1. Purpose: The purpose of the PAB is to review and determine paratransit eligibility upon the appeal of an initial denial of Runabout services by RTA staff. Service denials are based on Americans with Disabilities Act of 1990 (ADA) eligibility requirements and the Runabout No-Show Policy. Service denials based on a violation of a transit agency's Passenger Codes of Conduct will not be reviewed by the PAB. The PAB will be organized and trained by the RTA Mobility Specialist. However,
 2. PAB Membership: Three RTAC members and one alternate will be chosen by the full RTAC at its first meeting each calendar year to serve on the PAB. Neither the RTA Mobility Specialist nor anyone in the RTA decision making chain of command may serve as a voting member of the PAB.
 3. Voting: A simple majority vote of the PAB will either confirm or overturn the denial of Runabout service. Based on ADA guidelines, the decision of the PAB will be final.

ARTICLE II

RTAC MEMBERSHIP

Section 1 – Membership Regular members, representing various public transit interests, shall be appointed to the RTAC as follows:

- A. One representative from each ~~JPA jurisdiction~~separately funded transit service, per ~~the~~ Appointing ~~Authorities Agencies~~ listed in Exhibit “A”. ~~(Alternatively, Arroyo Grande, the County of San Luis Obispo, Grover Beach and Pismo Beach may choose to appoint one representative from the SCT JPA~~South County service area.)
- B. One representative of fixed-route transit users
- C. One representative of ~~ADA~~ paratransit users
- D. One representative of Cuesta College
- E. One representative of California Polytechnic State University
- E.F. One representative of the San Luis Obispo Council of Governments (SLOCOG)

Section 2 – Voting Each representative shall have one vote. All decisions shall be supported by a vote of the majority membership.

Section 3 – Alternates and Absences As part of the appointment process, RTA staff shall seek ~~both a one~~ primary and ~~at least one an~~ alternate member from each ~~appointing agency~~Appointing Agency. The ~~appointing agency~~Appointing Agency will be notified by RTA staff within 30 days of each occurrence when the jurisdiction is not represented at a regularly scheduled meeting. In the event of three consecutive absences by either its primary or alternate representative(s), RTA staff shall inquire in writing if a new representative from the ~~appointing agency~~Appointing Agency should be appointed to serve the remainder of the term.

Section 4 – Terms Members shall serve a term of 4 years, except separately funded transit operator service members, who shall serve without regard to such term limits. ~~Initial appointments will be for either 2-year or 4 year terms, chosen by lot at the first meeting, to stagger term expiration dates.~~ Members representing fixed-route and paratransit users may be reappointed for additional terms.

Section 5 – Appointments ~~Appointments to the RTAC shall be made by the appointing agencies shown on Exhibit A, in accordance with each agency's procedures for such appointments. The RTA Board of Directors shall ratify all appointments.~~

ARTICLE III

OFFICERS

Section 1 – Officers The officers of the RTAC shall be a Chair and a Vice-Chair.

Section 2 – Election of Officers The Chair and Vice-Chair shall be chosen annually by a majority vote of the RTAC membership present at the first meeting of each calendar year to assume responsibility at the second meeting of the year.

Section 3 – Vacancies A mid-term vacancy in an office shall be filled by a majority vote of committee members present at the next regular meeting. The newly elected officer shall serve the remainder of the term.

Section 4 – Duties of Officers

A. Chair

1. To preside at all meetings of the RTAC.
2. To call meetings of the RTAC in accordance with these Bylaws.
3. To see that all actions of the RTAC are properly taken.
4. To appoint subcommittees.
5. To review, amend if necessary, and approve the agenda for RTAC meetings.

B. Vice-Chair

1. To perform all duties and responsibilities of the Chair during the temporary absence or disability of the Chair, or on permanent absence of the Chair, until a new Chair is selected.
2. To assist the Chair in the conduct of RTAC business.

Section 5 – Staff Support

RTA staff support shall be provided to perform the following duties:

1. Keep the minutes of all meetings.
2. Give or serve all notices to appointing agencies and members required by these Bylaws.
3. Prepare an agenda for each ~~meeting, and~~ meeting and send it to the Chair one week prior to the meeting.
4. Be ~~custodiana~~ custodian of RTAC records.
5. Provide training to the PAB on the Runabout eligibility appeals process.

ARTICLE IV

MEETINGS

Section 1 – Meetings Meetings shall be scheduled no less than quarterly and prior to the RTA Board meetings in sufficient advance of the finalization of the RTA agendas that RTAC recommendations can be included on the staff reports. Additional meetings may be scheduled as needed.

Section 2 – Quorum A quorum shall consist of six members of the Committee. No formal action shall be taken in the absence of a quorum, except to adjourn the meeting to a later date.

Section 3 – Notice A written copy of the agenda and related staff reports for each meeting shall be given to members at least 3 working days prior to the meeting.

Section 4 – Proceedings Except as otherwise provided in these Bylaws, all meetings of the RTAC should be conducted in accordance with the Brown Act and Robert's Rules of Order, Newly Revised.

ARTICLE V

SUB-COMMITTEES

The Chair shall appoint the members and determine the duties of Sub-Committees, as directed by the RTAC. Sub-Committees shall make and submit recommendations to the full Committee for appropriate action.

ARTICLE VI

EFFECTIVE DATE

These Bylaws and any amendments shall become effective upon adoption by the RTAC and ratification by RTA Board of Directors.

EXHIBIT A

RTA REGIONAL TRANSPORTATION ADVISORY COMMITTEE

<u>SEPARATELY FUNDED</u> TRANSIT REPRESENTATIVES	APPOINTING AGENCY
San Luis Obispo Transit	City of San Luis Obispo
Morro Bay <u>Local</u> Transit Services	City of Morro Bay
Atascadero <u>Local</u> Transit Services	City of Atascadero
Paso Robles <u>Local</u> Transit Services	City of Paso Robles

County Transit Services	County of San Luis Obispo
Fixed-Route Services in South County Transit	SCT Board of Directors <u>South County Transit Committee</u>
USER MEMBERS	APPOINTING AGENCY
Dial-A-Ride Paratransit Representative-User	RTA Board of Directors
Fixed-Route Representative-User	RTA Board of Directors
OTHER ENTITIES	APPOINTING AGENCY
<u>Regional Transportation Representative</u>	<u>SLOCOG Executive Director</u>
Cuesta College <u>Representative</u>	Cuesta College
Cal Poly Representative	California Polytechnic State University

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The RTA Short-Range Transit Plan has recommended five changes to the RTA system. Please read about the changes and provide feedback that will go to the RTA Board of Directors for implementation at its our May 7th meeting and go into effect Fall 2025.

RTA PROPOSED SERVICE CHANGES



1. Changes to Route 10

Due to a loss of funding from the City of Santa Maria that previously supported the Route 10, the following three changes are recommended:

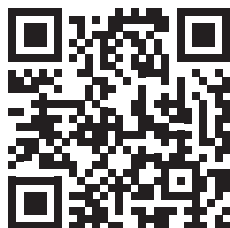
- a. Remove the loop near Marian Medical Center on all but two trips: Retain the northbound 8:14AM trip (8:16AM at Marion Medical) and the southbound 3:33PM southbound trip (4:35PM at Marion Medical)
- b. Reduce evening service to Santa Maria
 - The southbound 7:33PM departure from the SLO Government Center would end service in Nipomo and would not serve Santa Maria stops
 - The southbound 8:33PM departure would be eliminated
- c. Add a Route southbound 10 departing the SLO Government Center at 6:03AM and arrive at the Santa Maria Transit Center at 7:13AM

2. Add a Cal Poly southbound Route 9 trip arriving at 12:17PM

3. Add School 'Tripper' service: Paso Robles High School and Flamson Middle School, and Arroyo Grande High School. Morning and afternoon trips, during the academic year

4. Add Saturday Paso Robles Route A service

Take the survey to provide feedback



Read the SRTPE Executive Summary



5. Change the regional cash-fares from zone-based to time-based

RTA Proposed Cash Fare Change

The RTA is proposing a new fare structure for our four regional Routes 9,10,12 and 15. Currently, the RTA uses a zone-based system that charges more for longer rides. This can be confusing for riders and difficult for Bus Operators who are collecting the fares. We propose instead that each boarding would require \$2.00 regular fare or a \$1.00 discounted fare.

Current fare structure sample

CASH FARES					
CASH FARES TARIFAS	San Luis Obispo	Santa Margarita Atascadero	Templeton	Paso Robles	San Miguel
San Luis Obispo	\$1.75	\$2.25	\$2.75	\$3.25	\$3.25
Santa Margarita Atascadero	\$2.25	\$1.75	\$1.75	\$2.25	\$2.75
Templeton	\$2.75	\$1.75	\$1.75	\$1.75	\$2.25
Paso Robles	\$3.25	\$2.25	\$1.75	\$1.75	\$2.25
San Miguel	\$3.25	\$2.75	\$2.25	\$2.25	\$1.75

Regional Day Pass: \$5.50

Proposed new fare structure

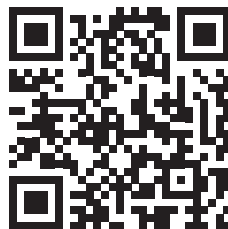
Regular	Discount
\$2	\$1

- Discounted fares: K-12, over 65, Medicare card holders or disabled persons
- The Regional Day Pass, RTA 31-Day Pass, the Regional 31-Day Pass and the 7-Day Pass pricing will not change
- The \$15 dollar Stored Value card would change to an even number \$16

Please provide feedback through our survey at
<https://www.surveymonkey.com/r/SHRW5BQ>



Questions? Contact us at info@slorta.org



Please take the
survey to
provide feedback

SOUTH COUNTY TRANSIT COMMITTEE

MINUTES OF May 1, 2024

C-1

Members Present: Dawn Ortiz-Legg County Supervisor, District 3 (Chairperson)
Ed Waage City of Pismo Beach
Jim Guthrie City of Arroyo Grande (Vice-Chairperson)
Daniel Rushing City of Grover Beach

Members Absent: None

Staff Present: Geoff Straw Administrator
Tania Arnold RTA Deputy Director and CFO
Anthony Kalvans Administrative Assistant

CALL TO ORDER AND ROLL CALL: The South County Transit Committee meeting was called to order at 8:15 am. Roll call was taken. A quorum was present.

PUBLIC COMMENTS:

There was no public comment given or received for any items not on the SCTC agenda.

BOARD ADMINISTRATIVE ITEMS

ELECTION OF OFFICERS: Elect Chairperson and Vice Chairperson.

Mr. Ed Waage made a motion to elect **Mr. Jim Guthrie** as chair of the South County Transit Committee.

Ms. Dawn Ortiz-Legg seconded the motion. The motion to appoint the chair of the South County Transit Committee passed unanimously via roll call vote:

<u>Member</u>	<u>Yes</u>	<u>No</u>
DAWN ORTIZ-LEGG	X	
ED WAAGE	X	
JIM GUTHRIE	X	
DANIEL RUSHING	X	

Mr. Waage made a motion to elect **Mr. Daniel Rushing** to Vice-Chair. **Mr. Guthrie** seconded the motion. The motion to appoint the vice chair of the South County Transit Committee passed unanimously via roll call vote as follows:

<u>Member</u>	<u>Yes</u>	<u>No</u>
DAWN ORTIZ-LEGG	X	
ED WAAGE	X	
JIM GUTHRIE	X	
DANIEL RUSHING	X	

A. ACTION AGENDA

A-1 Fiscal Year 2024-25 Operating and Capital Budget (Approve)

Ms. Tania Arnold presented the proposed South County Transit Fiscal Year 2024-25 Operating and Capital Budget. The budget contains the Fiscal Year 24-25 Operating and Capital Budget, Fiscal Year 25-26 Unconstrained Operating Budget, and a Fiscal Year 25-26 to Fiscal Year 28-29 Unconstrained Capital Budget. The budget contains the same level of service hours and miles, with some route changes pending. Ms. Tania Arnold also mentioned that the new Arboc buses arrived this year and will be used for the new service plan for Grover Beach.

Ms. Tania Arnold addressed the following key issues:

1. Transit faces some uncertainties with liability costs, and staffing retention. However, the good news is that staff is reducing worker comp claims and has vigorously engaged in outreach to boost staffing. The RTA has received several new applicants and completed a lot of training.
2. Continuing efforts to implement zero-emission vehicles, with the first two electric buses arriving earlier this year and are currently being tested to see how they operate.
3. State Transit Assistance (STA) funding is projected to be down compared to original fiscal year 23-24 report.
4. Local Transportation Funds (LTF) projected to be down. This funding source is used last amongst all the funding sources and is used for primarily operating the SCT service. The proposed budget includes \$646,880 for operations. This is a decrease from the original projection of \$918,690 because more funding is coming from the federal government.
5. Federal Transit Administration formula funds are higher than recent years.
6. Fuel remains really volatile but has stabilized a bit. It was noted that fuel costs also impact ridership and fare revenues.

Ms. Tania Arnold said that RTA staff will be working on bus stop improvements this year including making improvements to the Ramona Gardens Transit Center, which was fully funded in the fiscal year 23-24 budget. She also mentioned that changes to SCT routes 27 and 28 will be coming.

Ms. Tania Arnold expressed that the administration expense is up due to increasing insurance costs and software upgrades that will be done to replace legacy systems. In addition, she noted that service delivery costs are up largely due to wages and fuel prices. Even with the increase in costs **Ms. Tania Arnold** said that there were no internal red flags.

Mr. Geoff Straw noted that Governors' office is suspending discretionary funding. This suspension will affect 2-year funding including TIRCEP and Zero Emission grants, but it will not impact SCTs operating funding as RTA staff did not anticipate this funding.

MEMBER COMMENTS:

Ms. Ortiz-Legg thanked Ms. Tania Arnold for her hard work and noted that everything appears to be on a smooth path.

Chairperson Guthrie asked how long we have had the legacy software. **Ms. Tania Arnold** said since 2009. **Chairperson Guthrie** also asked about service involving Achievement House. **Ms. Tania Arnold** said that staff will be partnering with Achievement House to clean certain bus stops. The SCTC was happy to hear about this arrangement.

Mr. Waage said that the state's announcement sounds like they are pushing issues into the future, and he is concerned about future impacts. **Mr. Straw** said that the state announcement will impact bigger agencies who were facing the fiscal cliff and were planning on using the funding for operations, and while staff has that funding for capital projects, he didn't believe the state's announcement will hurt RTA/South County Transit. **Mr. Waage** thanked staff for all their hard work.

Public Comment:

Mr. Pete Rodgers of SLOCOG said that he supports the budget and noted that SLOCOG was expecting to receive \$5 million dollars from the state, before the announcement. He also noted that the funding appears to be frozen until a later decision is made in May.

Mr. Waage made a motion to adopt the South County Transit Fiscal Year 2024-25 Operating and Capital Budget and **Vice Chairperson Rushing** seconded the motion. The motion passed unanimously via roll call vote as follows:

<u>Board Member</u>	<u>Yes</u>	<u>No</u>
DAWN ORTIZ-LEGG	X	
ED WAAGE	X	
JIM GUTHRIE	X	
DANIEL RUSHING	X	

B. INFORMATION AGENDA

None

C. CONSENT AGENDA

C-1 South County Transit Committee Minutes of May 3, 2023 (Approve)

PUBLIC COMMENT: There was no public comment

Chairperson Guthrie made a motion approve consent agenda item C-1 and **Vice Chairperson Rushing** seconded the motion. The motion passed unanimously via roll call vote as follows:

<u>Board Member</u>	<u>Yes</u>	<u>No</u>
DAWN ORTIZ-LEGG	X	
ED WAAGE	X	
JIM GUTHRIE	X	
DANIEL RUSHING	X	

D. MEMBER COMMENTS

E. ADJOURNMENT

The meeting was adjourned at 8:44 AM

Respectfully Submitted,

Acknowledged by,

Anthony Kalvans
Administrative Assistant

Jim Guthrie
SCT Board Chairperson 2024