

## Quarterly Issues Report Q3, 2013

### KSBO-CA, KDFS-CA, KASC-CA, KLDF-CA, KPAO-CA

PROGRAM NAME	MEETING DATE	AIR TIMES	AIR DATE
SLO County Board of Supervisors	May 14, 2013	08AM to 10AM	July 5, 2013
SLO Rgional Transit Authority	May 1, 2013	10AM to 12PM	July 5, 2013
SLO County Planning Commission	June 13, 2013	08AM to 10AM	July 12, 2013
SLO Board of Supervisors Budget Hearing	June 10, 2013	10AM to 12PM	July 12, 2013
SLO County Board of Supervisors	May 21, 2013	08AM to 10AM	July 19, 2013
SLO County Board of Supervisors	May 7, 2013	10AM to 12PM	July 19, 2013
SLO County Planning Commission	June 13, 2013	08AM to 10AM	July 26, 2013
SLO County Board of Supervisors	June 18, 2013	10AM to 12PM	July 26, 2013
San Luis Obispo Council Governments	June 5, 2013	08AM to 12PM	August 2, 2013
SLO County Board of Supervisors	June 18, 2013	08AM to 10AM	August 9, 2013
SLO Board of Supervisors Budget Hearing	June 12, 2013	10AM to 12PM	August 9, 2013
SLO County Board of Supervisors	July 9, 2013	08AM to 12PM	August 16, 2013
San Luis Obispo Council Governments	July 10, 2013	08AM to 10AM	August 23, 2013
SLO County Board of Supervisors	May 21, 2013	10AM to 12PM	August 23, 2013
SLO County Board of Supervisors	July 23, 2013	08AM to 10AM	August 30, 2013
SLO County Board of Supervisors	August 13, 2013	10AM to 11AM	August 30, 2013
SLO Regional Transit Authority	July 10, 2013	11AM to 12PM	August 30, 2013
SLO County Board of Supervisors	June 4, 2013	08AM to 10AM	September 6, 2013
SLO County Board of Supervisors	July 16, 2013	10AM to 12PM	September 6, 2013
SLO County Board of Supervisors	August 20, 2013	08AM to 10AM	September 13, 2013
SLO County Planning Commission	August 22, 2013	10AM to 12PM	September 13, 2013
SLO County Board of Supervisors	July 23, 2013	08AM to 12PM	September 20, 2013
SLO County Planning Commission	August 8, 2013	08AM to 12PM	September 27, 2013

Tuesday, May 14, 2013

The Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, met in regular session at 9:00 AM.

**PRESENT:** Supervisors: Frank Mecham, Bruce S. Gibson, Adam Hill, Debbie Arnold and Chairperson Paul A. Teixeira

**ABSENT:** None

**THE PLEDGE OF ALLEGIANCE IS LED BY CHAIRPERSON PAUL A. TEIXEIRA.**

**Consent Agenda – Review and Approval:**

**1-19.** This is the time set for consideration of the Consent Agenda.

**Chairperson Teixeira:** opens the floor to public comment.

The action taken for Consent Agenda items 1 through 19 on the following vote is indicated for each item.

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie Board Member)	x			

**Items Set for Hearing:**

**1.** Setting of a public hearing to consider a resolution to collect existing service charges on property tax bills for County Service Areas 1 (Old Galaxy and Tract 1690, Nipomo), 1-A (Galaxy Park and Tract 1898, Nipomo), 1-F (New Galaxy, Nipomo), 7-A (Oak Shores), 18 (San Luis Country Club Estates), and 21 (Cambria). Districts 1, 2, 3, 4. Hearing date set for June 4, 2013.

**The Board approves as recommended by the County Administrative Officer.**

**Bid Opening:**

**2.** Request to adopt contract documents (Clerk’s File) and authorize public bidding for construction services for Job Order Contracting for FY 2013-14. Set bid opening date for Thursday June 13, 2013. All Districts.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Administrative Office Items:**

**3.** Request to reappoint Marjorie Ott, Shirley Lyon, John Fairweather, and Matt Masia to the San Luis Obispo County Tourism Business Improvement District (CBID) Advisory Board for a four year term.

**The Board approves as recommended by the County Administrative Officer.**

**4.** Request to approve a two year agreement in the total amount of \$400,000 with Multi Marketing Corporation to provide marketing services on behalf of the Cambria Local Area of the San Luis Obispo County Tourism Business Improvement District (CBID).

**The Board approves as recommended by the County Administrative Officer.**

5. Submittal of a letter supporting SB 135 (Padilla) which would require the development of a comprehensive statewide earthquake early warning system in California.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Auditor - Controller Items:**

6. Submittal of a cash procedures review of Human Resources conducted on March 6, 2012.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Board of Supervisors Items:**

7. Submittal of a resolution proclaiming May 1 - 7, 2013 as "Youth Week" in San Luis Obispo County.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-99, adopted.**

**Consent Agenda - Clerk-Recorder Items:**

8. Request to approve a letter of opposition to Senate Bill (SB) 391, the California Homes and Jobs Act of 2013 (DeSaulnier).

**Ms. Julie Rodewald – County Clerk-Recorder; Mr. Jerry Rioux – San Luis Obispo County Housing Trust Fund Executive Director and Workforce Housing Coalition Chairperson; Ms. Leslie Halls – San Luis Obispo County Builders Exchange Executive Director; Mr. Mike Brown – Coalition of Labor, Agriculture and Business (COLAB); Mr. Tom Dawson; Mr. Ken Trigueiro – Peoples' Self Help Housing and Ms. Linde Owen: speak.**

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - County Fire Items:**

9. Request to approve two budget adjustment requests in Fund Center 140 - County Fire to move a total of \$48,875 between accounts and to amend the Fixed Asset List, in order to allow the department to purchase equipment for extrication and hazardous materials management.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - General Services Agency Items:**

10. Request to authorize a budget adjustment in the amount of \$61,500 to create a project to rehabilitate or repurpose the existing CW Clarke Park tennis court in Shandon. District 1.

**The Board approves as recommended by the County Administrative Officer.**

11. Request to authorize a budget adjustment in the amount of \$1,413,008, from the SLO-Bob Jones Trail Extension-Higuera Street project to the Avila-Bob Jones Trail Extension-Ontario Road project. District 3.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Health Agency Items:**

12. Request to approve an amendment to an agreement (Clerk's File) with the California Environmental

Protection Agency to extend the term of the agreement from March 31, 2013 to December 31, 2013, with all other provisions remaining the same, to implement hazardous material/waste programs throughout the County.

**The Board approves as recommended by the County Administrative Officer.**

13. Request to approve an amendment to the Joint Exercise of Powers Agreement (Clerk's File) for the purpose of authorizing continued participation of San Luis Obispo County Behavioral Health in the California Counties' Mental Health Services Authority, created to more efficiently and effectively develop and fund regional and statewide Prevention and Early Intervention programs under the Mental Health Services Act.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Planning & Building Items:**

14. Submittal of a contract (Clerk's File) with Marine Research Specialists, Inc. in an amount not to exceed \$476,569, to prepare an Environmental Impact Report for the PXP (Phase V) Oil Field Expansion Conditional Use Permit. District 3.

**The Board approves as recommended by the County Administrative Officer.**

15. Submittal of a resolution to approve an Avigation Easement from PEDP, Inc., a California Corporation, for the San Luis Obispo County Regional Airport. District 3.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-100, adopted.**

**Consent Agenda - Probation:**

16. Submittal of a resolution appointing the Probation Department as the agency to collect restitution, fines, and/or fees from offenders currently imprisoned or mandatory supervision offenders and post release community (PRCS) offenders in San Luis Obispo County.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-101, adopted.**

**Consent Agenda Public Works - Board Sitting as Flood Control District:**

17. Request to approve an agreement for professional engineering services with Cannon Corporation in the amount of \$200,000 for the Regional Recycled Water Strategic Plan. All Districts.

**The Board approves as recommended by the County Administrative Officer.**

18. Submittal of a resolution to levy assessments for Flood Control Zone 4 (Santa Maria River Levees). District 4.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-102, adopted.**

**Consent Agenda - Veterans Services Items:**

19. Submittal of a resolution proclaiming May 2013 as "United States Armed Forces Appreciation Month".

**This item is amended by adding the Agenda Transmittal including the recommendation to adopt the attached resolution. Further, the Board approves as recommended by the County Administrative Officer and as amended by this Board. RESOLUTION NO. 2013-103, adopted.**

**Public Comment Period:**

20. This is the time set for members of the public wishing to address the Board on matters other than scheduled items.

**Mr. Ben DiFatta; Ms. Julie Tacker (handout); Mr. Richard Margetson and Ms. Linde Owen:** address various concerns relating to the Los Osos Wastewater Project (LOWWP).

**Mr. Eric Greening:** speaks to the previous Water Resources Advisory Council (WRAC) meeting and their actions on the Oster Quarry draft Environmental Impact Report (EIR).

**Ms. Elsa Dawson:** commends the Board for their resource development actions relating to the Paso Robles Groundwater Basin and their sincere concern for the rural residents in the affected area.

**Ms. Jeanette Watson:** speaks to Item No. 23.

**Supervisor Hill:** comments on the Amgen Tour of California Bike Race in Avila Beach.

**Chairperson Teixeira:** provides thanks to Deputy Parks Director Curtis Black for organizing the Outdoor Discovery Festival that took place on May 11, 2013 at Lopez Lake.

**Supervisor Mecham:** announces the Veteran's Stand Down this Saturday, May 18 -19, 2013 at the San Luis Obispo Veteran's Hall from 4:00 PM to 6:00 PM. **No action taken.**

21. Introduction of the Fiscal Year 2013-14 Proposed County Budget (Clerk's Filed).

**Chairperson Teixeira:** opens the floor to public comment without response.

**RESOLUTION NO. 2013-104, a resolution approving the Proposed Budget for Fiscal Year 2013-14, adopted. Further, the Board schedules public hearings on the FY 2013-14 Proposed County Budget to begin Monday, June 10, 2013 in the Board of Supervisors Chambers at 9:00 a.m. and orders publication of the required legal notices scheduling the public hearings.**

**Motion by:** Adam Hill

**Second by:** Bruce S. Gibson

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie Board Member)	x			

**Board Business:**

22. Request for Board direction related to the vacancy of the Treasurer-Tax Collector-Public Administrator.

**Chairperson Teixeira:** opens the floor to public comment.

**Mr. Gere Sibbach - Former Auditor-Controller; Ms. Kim Daniels – San Luis Obispo County Employee's Association; Mr. Mike Brown – Coalition of Labor, Agriculture and Business (COLAB); Mr. James Brescia - County Treasury Oversight Committee as representative of the San Luis Obispo County School Boards; Mr. Art Bacon - Acting Treasurer Tax Collector – Public Administrator; Mr. Frank Freitas; Ms. Andrea Devitt; Mr. Kirk Kidwell – Assistant County Assessor (letter) and Ms. Julie Rodewald – County Clerk-Recorder:** speak.

**Supervisor Arnold and Chairperson Teixeira:** outline their reasons for not supporting the consolidation of departments.

**On motion of Supervisor Adam Hill, seconded by Supervisor Frank Mecham, to move forward with**

**the consolidation plan and proceed with the next steps, is discussed.**

**Clerk:** clarifies the motion includes the additional direction to staff regarding development of an implementation plan as discussed by the Board, with the motion maker and second concurring.

**The Board directs staff to return to the Board with a public hearing to amend sections 2.20.030, 2.12.010 and 2.12.020 and repeal sections 2.13.010 and 2.13.020 of the San Luis Obispo County code in order to consolidate the offices of Treasurer-Tax Collector-Public Administrator and Auditor-Controller. Further, staff is directed to develop an implementation plan moving forward including consideration of 1) checks and balances, 2) preservation and enhancements of the culture of the department in relation to customer services; 3) staffing and savings; and 4) implementation of information technology projects that are underway.**

**Motion by:** Adam Hill

**Second by:** Frank Mecham

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)		x		
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie Board Member)		x		

- 23. Consideration of a report from the Economic Vitality Corporation on interim results of the economic analysis pilot project. All Districts.

**Mr. Kris Vardas – Economic Vitality Corporation (EVC) Board of Directors Chairperson and Ms. Christine Rogers – EVC Program Manager (powerpoint):** speak.

**Chairperson Teixeira:** opens the floor to public comment.

**Mr. Mike Brown – Coalition of Labor, Agriculture and Business (COLAB):** speaks.

**Chairperson Teixeira:** receives and files the presentation and written report by the Economic Vitality Corporation regarding interim results of the Economic Analysis Pilot Project.

**Closed Session Items:**

- 24. The Board announces they will be going into Closed Session regarding:
  - I. PENDING LITIGATION (Government Code, section 54956.9.) It is the intention of the Board to meet in closed session concerning the following items:
    - A. Conference with Legal Counsel-Existing Litigation (Government Code, section 54956.9(a).) (Formally initiated) 1. In re Los Osos Community Services District (Bankruptcy); 2. Concerned Landowners in the Paso Robles Groundwater Basin v. County of San Luis Obispo.
    - B. Conference with Legal Counsel-Anticipated Litigation (Government Code, section 54956.9.) 3. Significant exposure to litigation (Government Code, section 54956.9(b).) No. of cases 3. Facts and circumstances not known to potential plaintiff which indicate significant exposure to litigation. 4. Initiation of litigation (Government Code, section 54956.9(c).) No. of cases 2.

**Chairperson Teixeira:** opens the floor to public comment without response.

Thereafter, pursuant to the requirements of the Brown Act, County Counsel reports out on the items discussed during Closed Session as follows: no report required as no final action was taken and the Board goes into Open Public Session.

**Presentations:**

- 25. Submittal of a resolution honoring Retired & Senior Volunteer Program Volunteers in San Luis Obispo and Northern Santa Barbara Counties.

**RESOLUTION NO. 2013-105, a resolution honoring Retired & Senior Volunteer Program volunteers in San Luis Obispo and Northern Santa Barbara Counties, adopted.**

**Motion by:** Adam Hill

**Second by:** Frank R. Mecham

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie Board Member)	x			

- 26. Submittal of a resolution proclaiming May 19, 2013, as "World Viral Hepatitis Awareness Day" in San Luis Obispo County.

**Ms. Alana Rodriguez:** speaks.

**RESOLUTION 2013-106, a resolution proclaiming May 19, 2013, as "World Viral Hepatitis Awareness Day" in San Luis Obispo County, adopted.**

**Motion by:** Adam Hill

**Second by:** Frank R. Mecham

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie Board Member)	x			

**Hearings:**

- 27. Hearing to consider a request by Dana Adobe Nipomo Amigos to waive the administrative fee for processing of an Environmental Impact Report for a Land Use Ordinance Amendment to change the South County (Inland) Area planning area standards and a Conditional Use Permit for a new museum and visitor's center. District 4.

**Mr. Brian Pedrotti – Planning and Building:** amends the resolution to add Exhibit A to the Findings and to correct Footnote 7 to read Footnote 4.e.

**Chairperson Teixeira:** opens the floor to public comment.

**Mr. Alan Daurio – Dana Adobe Nipomo Amigos:** speaks.

**RESOLUTION NO. 2013-107, a resolution approving the request by Dana Adobe Nipomo Amigos to waive the administrative fee for processing of an Environmental Impact Report for a Land Use Ordinance Amendment to change the South County (Inland) Area Planning Area Standards and a Conditional Use Permit for a new museum and visitor's center, adopted as amended.**

**Motion by:** Paul A. Teixeira

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			

Arnold, Debbie Board Member)	x			
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28. Hearing to consider an appeal by Bruce Fosdike of the Planning Department Hearing Officer’s approval of a request by Kingston Bay Senior Living, LLC for a Minor Use Permit/Coastal Development Permit to establish a 31 unit senior care facility at 1981 Green Street, Cambria. Supervisorial District: 2.

**Mr. Bruce Fosdike- Appellant (powerpoint); Mr. Jeff King – Kingston Bay Senior Living, LLC Partner (Applicant); Mr. Jay Bladder (powerpoint) and Ms. Julie McGeever - Kingston Bay Senior Living, LLC Architects: speak.**

**Chairperson Teixeira:** opens the floor to public comment.

**Mr. Mark Pahoundis; Ms. Mary Giacoletti - North Coast Advisory Council (NCAC); Mr. Gregg Whitfield; Ms. Claudia Harmon Worthen – NCAC Alternate Member Leadership in Energy and Environmental Design Accredited Professional (LEED AP), CAPS Certified Aging in Place Specialist (CAPS) and Certified Interior Designer; Mr. Marvin Josephson; Ms. Vikki Hansen; Mr. William Seavey (petitions); Mr. Tony Church; Mr. Erwin Ohannesian - NCAC; Mr. Tom Cochrun; Ms. Lana Cochrun; Ms. Debbie Josephson (photograph); Ms. Eleanor Seavey; Mr. Jeff Hellman; Mr. Lachlan Mactavish; Ms. Joy Fitzhugh – Rancher/Farmer; Ms. Dawn Dunlap – NCAC Agricultural Representative (letter); Ms. Lisa McGurrin and Mr. Matt McGurrin: speak.**

**Mr. Fosdike; Mr. Bladder and Mr. King:** provide closing statements.

**On motion by Supervisor Bruce S. Gibson, to partially deny the appeal and uphold the decision of the hearing officer, with the following conditions to be added by staff: 1) improve the bus stop in the area; 2) require all landscape watering to be non-potable; 3) specify the parking management plan which will include a specific description of what happens with delivery trucks and limit their size to two axels; 4) include further articulation of the massing; 5) require 50 percent screening of the landscape plan at maturity; and 6) limit the height of the lighting to no more than a reasonable height of 5 to 6 feet, with Supervisor Adam Hill, seconding the motion for discussion.**

**On motion of Supervisor Bruce S. Gibson, seconded by Supervisor Frank Mecham, the Board unanimously agrees to continue the meeting past 5:00 P.M.**

**Staff:** reads into the record the revised conditions.

**Mr. Jim Orton – Deputy County Counsel:** recommends the Board amend the resolution to replace the word “denied” with “upheld in part” in the 5<sup>th</sup> Whereas and paragraph No. 4.

**The Board amends Exhibit B – Conditions of Approval as follows: by replacing Condition No. 3 to read: “At the time of application for construction permits, the applicant shall submit a revised site plan, floor plans, and architectural elevations to the Department of Planning and Building for review and approval. The revised plan shall incorporate the following changes: a. A minimum of 20 percent more of the roofline shall be broken with alternative plate heights to allow breaks in the eave and ridge line. b. A minimum of two dormers which may be either gable ended window dormers, shed dormers, and/or roof dormers to break up the scale of the building façade. c. Provide a minimum of 3 exterior muted colors on the building.”; by adding a new sentence to end of Condition No. 6 to read: “The lighting fixtures shall be the minimum height necessary to comply with applicable fire and building codes.”; by adding a new sentence to end of Condition No. 8 a. to read: “A 5’ minimum width paved walk shall be constructed along Ardath.”; by adding a new Condition No. 8 i. to read: “The Ardath Drive access driveway shall be marked and signed for project egress only.”; by adding a new Condition No. 50 to read: “All irrigation shall use water from the underground cistern or CCSD’s non-potable/agricultural water supply. Potable CCSD community water shall not be used for irrigation.”; and subsequent conditions are renumbered 51 through 73; by adding a new sentence to the end of Condition No. 59 (formerly 58) to read: “At maturity, the landscaping shall screen at least 50 percent of the building as viewed from the public right-of-way on Highway 1, Green Street, and Ardath Drive.”; by adding a new sentence to Condition No. 68 (formerly 67) to read: “The parking management plan shall be amended to provide a staging plan for delivery vehicles and limit the size of delivery vehicles consistent with Condition No. 71.”; by adding a new Condition No. 71 to read: “On-going condition of approval (valid for the life of the project), vehicles accessing the site for routine deliveries (e.g. food and linen services) shall be limited in size to two-axle vehicles.”; and subsequent conditions are renumbered 72 through 74. Further the Board amends the resolution to**



replace the word “denied” with “upheld in part” in the 5<sup>th</sup> whereas and in paragraph No. 4. Furthermore, the Board partially upholds the appeal filed by Bruce Fosdike and RESOLUTION NO. 2013-108, a resolution modifying and affirming the decision of the Hearing Officer and conditionally approving the application of Kingston Bay Senior Living, LLC for a Minor Use Permit/Coastal Development Permit DRC2012-00024, adopted as amended.

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie Board Member)	x			

On motion duly made and unanimously carried, the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, does now adjourn.

I, **JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors of the County of San Luis Obispo, and ex-officio clerk of the governing body of all other special assessment and taxing districts for which said Board so acts, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held Tuesday, May 14, 2013, by the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts.

**JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors

By: /s/ Annette Ramirez, Deputy Clerk-Recorder

**DATED:** May 17, 2013



## RTA BOARD AGENDA

Wednesday, May 1, 2013  
BOARD OF SUPERVISORS' CHAMBER  
COUNTY GOVERNMENT CENTER  
1055 Monterey Street, San Luis Obispo, California 93401  
RTA starts at 8:30 am

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

**President: Frank Mecham**

**Vice President: Shelly Higginbotham**

Board Members:

Frank Mecham (First District – SLO County)  
Bruce Gibson (Second District – SLO County)  
Adam Hill (Third District – SLO County)  
Paul Teixeira (Fourth District – SLO County)  
Debbie Arnold (Fifth District – SLO County)  
Tony Ferrara (Arroyo Grande)

Tom O'Malley (Atascadero)  
Debbie Peterson (Grover Beach)  
Jamie Irons (Morro Bay)  
Fred Strong (Paso Robles)  
Shelly Higginbotham (Pismo Beach)  
Jan Howell Marx (San Luis Obispo)

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 by contacting the SLORTA offices at 781-4472. Please note that 48 hours advance notice will be necessary to honor a request.

### CALL TO ORDER AND ROLL CALL

### PUBLIC PRESENTATION – Recognize Art Project Partnership with Studios in the Park

**PUBLIC COMMENTS:** This portion of the agenda is reserved for any members of the public to directly address the San Luis Obispo Regional Transit Authority (RTA) Board on any items not on the agenda and within the jurisdiction of the Board. Comments are limited to three minutes per speaker. The Board 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.

### A. INFORMATION AGENDA

A-1 Executive Director's Report (Receive)

### B. ACTION AGENDA

B-1 Adopt FY13-14 and FY14-15 Operating Budget and FY13-14 through FY17-18 Capital Budget (Approve)

- B-2 Reimbursement for South County Area Transit Use of RTA Vehicles (Approve)

**C. CONSENT AGENDA:** (Roll Call Vote) the following items are considered routine and non-controversial by staff and will be approved by one motion if no member of the RTA or public wishes an 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 RTA Board members, without the removal of the item from the Consent Agenda. Staff recommendations for each item are noted following the item.

- C-1 Trustee Change for Nationwide 457 (Approve)
- C-2 Bus Procurement – Eight 40' Coaches, Four Runabout Cutaways (Approve)
- C-3 Equal Employment Opportunity Plan Update (Approve)
- C-4 North County Transit Consolidation Term Sheet (Approve)
- C-5 Summer Youth Ride Free Program (Approve)
- C-6 Executive Committee Meeting Minutes of February 13, 2013 (Approve)
- C-7 RTA Board Meeting Minutes of March 6, 2013 (Approve)
- C-8 RTAC Meeting Minutes of October 17, 2012 (Approve)
- C-9 RTAC Meeting Minutes of January 16, 2013 (Approve)
- C-10 AGP Contract for Fiscal Year 2013-2014 (Approve)
- C-11 Prop 1B Safety and Security for 2012/2013: Transit System Safety, Security and Disaster Response Account Program and Authorized Agent Signature Authority (Approve)

**D. CLOSED SESSION ITEMS**

- D-1-1 None

**E. BOARD MEMBER COMMENTS**

**ADJOURNMENT**

Next RTA meeting: July 10, 2013

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**May 1, 2013**

**STAFF REPORT**

**AGENDA ITEM:** A-1

**TOPIC:** Executive Director's Report

**PRESENTED BY:** Geoff Straw

**STAFF RECOMMENDATION:** Information

**BACKGROUND/DISCUSSION:**

**Operations:**

At your March 2012 meeting, your Board adopted the RTA No-Show policy for Runabout riders. That policy was fully implemented on March 1, 2013 (attached at the end of this report), and through March 31 RTA has sent 28 warning letters to 16 riders that have violated the No-Show policy. Staff has already conducted five appeals hearings (not including one no-show), and four more are either already scheduled or have been requested. Staff will continue to monitor the number of persons whose riding privileges have been suspended.

As mentioned at the last Board meeting, RTA began a new Bus Operator training class of four new-hires on February 25, 2013. The previous Bus Operator training class began on September 4<sup>th</sup>, 2012, which represents the longest period of time that RTA has gone without having to recruit, hire and train new Bus Operators. Two of the four new-hires were released because they were not able to meet our standards, but the two remaining trainees completed training on April 5<sup>th</sup>. Please welcome Mike and Clark to the RTA team.

I have scheduled May 13 and May 14 to provide formal "Mobile Office Hours" on the buses. This outreach effort provides another method for riders (and Bus Operators) to talk with me about the service and any suggested improvements they would like to see RTA consider. We are working with area press outlets to get the word out about this annual event, and I will provide a summary of this outreach at the July RTA Board meeting.

**Maintenance:**

Fortunately, the maintenance department has not had any major component failures in the past two months. That is great news, given that RTA has a very slim spare ratio with the loss of Bus 148 (engine failure and surplus designation) and South County Area Transit's need for one or more buses on a continual basis.

### **Service Planning:**

RTA is completing preparations for summer services that begin on May 26. No other significant service changes are proposed that would affect the core services. Summer services include “hibernation” of Route 14 after Cuesta College classes end on May 24, the reimplementation of Cambria Trolley services, and implementation of the experimental Summer Beach Shuttle service linking North County and North Coast communities.

Staff has finalized the marketing and service plan for the Summer Beach Shuttle. Based on input received from Morro Bay officials, an on-demand bus stop will be offered to provide a safer alighting location. In addition, a bus stop near the Atascadero Zoo will be accommodated. Marketing materials are currently being printed and will be distributed in late May, along with a media outreach effort. Staff has worked with area schools and youth groups to also get the word out. Based on input from operations and planning staff, RTA has concluded that Tuesday through Saturday service is preferred so that connections with existing RTA Route 9 and Route 15 services can “feed” the Beach Shuttle.

RTA staff continues to participate with stakeholders and the consultants engaged in the following planning efforts:

- North County Transit Plan – Staff continues to participate with staff from the cities of Atascadero and Paso Robles, as well as county staff, as this project moves forward.
- US 101 Bus Rapid Transit Study – Staff participated in the steering committee meeting on April 11<sup>th</sup> and is working with SLOCOG staff to provide comments. The consultant’s initial top five recommendations are:
  - Procure separate BRT motor coaches
  - Create a targeted marketing and branding strategy for express bus service
  - New/expanded park-n-ride lot at Santa Barbara / US-101 in Atascadero
  - Partner with major employers to provide reduced-cost RTA passes
  - Provide new bus stops at Spyglass (South County)
- North Coast Surveys Study – This study surveyed passengers on Morro Bay transit and RTA Routes 12, 14 and 15 during the week of April 22<sup>nd</sup>. Staff will provide updates on the demographic results and ridership patterns at the July RTA Board meeting.

RTA hired Outreach Assistant interns that have been visiting businesses throughout the county to share information about RTA and South County Area Transit services. In addition, the interns have developed and are distributing free displays to encourage employees/customers to ride area fixed route services (including free single-ride tickets from March 25 through April 25 that staff is tracking to determine the outreach effort’s

success). These interns are also helping Rideshare with Bike Month Promotion, and working at some of the outreach events and promoting summer transit services. Some of these folks will also be conducting site specific surveys in June, both for North County transit consolidation and also on the Summer Avila Trolley to start benchmarking service performance and customer satisfaction, as well as trip origin and trip purpose.

Another Cal Poly intern, Masters candidate Alex Fuchs, has received over 550 online surveys from a wide variety of Cal Poly, County and City employees about how to improve RTA services in the North County. Results and recommendations will be available in June.

Staff has submitted an FTA Section 5304 planning grant application to Caltrans to conduct a joint Short Range Transit Plan study effort with San Luis Obispo Transit. This joint effort would permit us to better coordinate our service and capital plans, while also studying some of the impediments of travel between our two agencies' routes. Caltrans will announce successful grant recipients in July 2013. If funded, RTA would act as the lead agency to conduct the study in close coordination with SLO Transit and SLOCOG staff.

Staff continues to work with the County to prepare for the Amgen Tour of California bicycle race, which includes the 5<sup>th</sup> Stage in Avila Beach on Thursday May 16, 2013. Staff submitted a petition to the FTA to operate limited charter service (two trolleys) for this special event, although our petition was denied. Staff is completing plans to operate adjusted Avila Beach Trolley service to augment private charter bus operations.

#### **Finance and Administration:**

Staff has developed a proposed two-year operating budget (first year financially constrained; second year for planning purposes) as part of this annual effort, while also incorporating a rolling five-year capital plan. See Item B-1 for details.

Staff has assembled the fully-executed amended RTA JPA documents from the County and all seven cities. RTA will submit the amended JPA to the Secretary of State within the 30-day period required by law. Staff will report back to your Board once the amended JPA has been fully accepted and recorded.

Staff continues to investigate how pension reform and the Affordable Care Act will affect our business. Our proposed budget includes the financial impacts we expect to face RTA, although as of the end of April we are still awaiting how the Department of Labor will address union protests regarding pension reform and pending FTA grants; if DOL does not respond soon, there may be delays to FTA funding throughout the state and many transit agencies are preparing for cutbacks. Staff will continue to monitor this issue closely.

At the January Board meeting, staff reported on the operations-based performance standards identified in the RTA Strategic Business Plan. Staff is now finalizing a report

on remaining metrics, which we intend to provide to the Board at its July meeting (delayed from the original May 1 target date due to competing priorities).

Preliminary year-to-date February 2013 financials are included in the attached report. As depicted, overall operating expenses totaled 61.9% of the annual budget, yet we completed 66.7% of the year. Staff continues to closely monitor vehicle maintenance and fuel expenses, which together comprise almost a third of the annual Service Delivery budget (\$1,921,239 of \$6,053,335). As noted in previous discussions, SCAT's use of RTA buses has not been correctly accounted in the current year RTA or SCAT budget; a recommended method to resolve this issue will be discussed as Item B-2. Staff also continues to monitor costs related to the operation of Runabout service. Runabout has accumulated \$1,678,718 in year-to-date operating expenses through February 2013, equating to 71.4% of the annual Runabout operating budget (\$2,351,598, as depicted on page B-1-26 of the FY12-13 budget). Nonetheless, based on this mid-year financial review, no overall annual budget adjustment is needed at this time.

Fixed route ridership continues to remain strong with 488,906 passenger boardings through February 2013 in comparison to 452,036 in the previous year, representing a year-over-year increase of 8.2%. Runabout ridership also continues to increase. Year-to-date FY12-13 Runabout ridership totaled 24,326, compared to 22,262 during the same period in FY11-12. That represents a 9.3% increase. The overall RTA farebox recovery ratio (FRR) of 19.5% continues to exceed the minimum 15.8% "blended" FRR required under TDA law. The graphs below depict ridership trends by month for Route 9, Route 10, other RTA fixed routes, and Runabout over the past three fiscal years. Please note that, with the exception of only a few instances, FY12-13 monthly ridership on Routes 9 and 10, as well as on Runabout, is higher year-over-year. However, monthly FY12-13 ridership on the other fixed routes (Routes, 12, 14 and 15) generally mirrors the ridership of FY11-12, but exceeds ridership experienced in FY10-11.

### **RTA Facility Planning**

Staff has received proposals from two commercial real estate appraisers and RTA has contracted with the lowest-cost responsible bidder. We expect the appraisal to require eight to ten weeks to complete. It is our hope to present findings at your July RTA Board meeting.

		Adopted Budget FY 2012-13	January Actual	February Budget	February Actual	February Variance	Year to Date FY 2012-13	Percent of Total Budget FY 2012-13
	Hours	61,187	4,988	5,099	4,649	450	38,083	62.24%
	Miles	1,554,777	129,444	129,565	121,827	7,737	1,007,223	64.78%
<b>Administration:</b>								
Labor	operations cost	736,692	71,515	61,391	53,073	8,318	427,671	58.05%
Labor - Administration Workers Comp	operations cost	33,081	2,423	2,757	2,423	334	20,143	60.89%
Office Space Rental	operations cost	401,278	31,954	33,440	43,439	(9,999)	282,272	70.34%
Property Insurance	operations cost	13,000	-	-	-	-	15,255	117.35%
Professional Technical Services	operations cost	127,520	1,575	11,477	1,522	9,955	27,226	21.35%
Professional Development	operations cost	10,000	205	1,000	1,310	(310)	6,138	61.38%
Operating Expense	operations cost	190,685	15,934	15,890	13,212	2,679	109,031	57.18%
Marketing and Reproduction	hourly	80,000	6,053	6,667	11,309	(4,642)	53,320	66.65%
County Management Contract	operations cost	(175,000)	(14,583)	(14,583)	(14,583)	-	(116,667)	66.67%
SCAT Management Contract	operations cost	(77,500)	(6,458)	(6,458)	(6,458)	-	(51,667)	66.67%
<b>Total Administration</b>		<b>1,339,756</b>	<b>108,616</b>	<b>111,580</b>	<b>105,247</b>	<b>6,333</b>	<b>772,723</b>	<b>57.68%</b>
<b>Service Delivery:</b>								
Labor - Operations	hourly	2,606,717	263,680	217,226	191,684	25,543	1,635,302	62.73%
Labor - Operations Workers Comp	hourly	185,537	13,589	15,461	13,589	1,872	113,060	60.94%
Labor - Maintenance	hourly	654,862	77,909	54,572	49,899	4,673	434,646	66.37%
Labor - Maintenance Workers Comp	hourly	58,336	4,273	4,861	4,273	589	35,522	60.89%
Fuel	miles	1,434,884	106,316	119,574	114,128	5,445	871,720	60.75%
Insurance	miles	276,335	22,772	23,028	22,772	256	182,120	65.91%
Special Transportation (includes Senior Vans, Lucky Bucks, etc)	n/a	79,925	6,221	6,660	5,802	859	51,446	64.37%
Avila Trolley	n/a	66,100	-	5,508	-	5,508	20,156	30.49%
Senior Shuttle	n/a	80,000	5,235	6,667	10,223	(3,556)	51,343	64.18%
Maintenance (parts, supplies, materials)	miles	486,355	41,947	40,530	49,568	(9,038)	352,693	72.52%
Maintenance Contract Costs	miles	124,283	17,508	10,357	5,669	4,688	92,048	74.06%
<b>Total Operations</b>		<b>6,053,335</b>	<b>559,451</b>	<b>504,445</b>	<b>467,606</b>	<b>36,838</b>	<b>3,840,055</b>	<b>63.44%</b>
<b>Capital/Studies:</b>								
<b>Computer System Maintenance/Upgrades</b>	hourly	6,678	-	-	-	-	-	0.00%
Miscellaneous Capital								
Automatic Ticket Machine	hourly	69,000	-	-	-	-	-	0.00%
Transmission Jack	hourly	7,480	-	-	-	-	-	0.00%
Wheel Alignment Tool	hourly	1,430	-	-	-	-	-	0.00%
Opacity Tester	hourly	6,820	-	-	-	-	-	0.00%
Coolant Flush Machine	hourly	4,290	-	-	-	-	-	0.00%
Camera System	hourly	61,787	-	-	-	-	-	0.00%
Bus Rehabilitation	hourly	100,000	-	-	-	-	24,824	24.82%
Bus Procurement Reserve	hourly	29,894	-	-	-	-	-	0.00%
Vehicles								
Seven 40' Coaches	hourly	3,326,000	-	-	-	-	-	0.00%
One Dial A Ride Vehicle	hourly	95,000	-	-	-	-	85,752	90.27%
Five Low Floor Runabout Vans	hourly	224,510	-	134,706	130,039	4,667	130,039	57.92%
<b>Total Capital Outlay</b>		<b>3,932,889</b>	<b>-</b>	<b>134,706</b>	<b>130,039</b>	<b>4,667</b>	<b>240,615</b>	<b>6.12%</b>
<b>Contingency</b>	hourly	100,000	-	8,333	-	8,333	-	0.00%
<b>Interest Expense</b>	operations cost	168,585	14,099	14,049	12,734	1,315	113,780	67.49%
<b>Loan Paydown</b>		308,262	-	-	-	-	154,131	50.00%
<b>Management Contracts</b>		252,500	21,042	21,042	21,042	-	168,333	66.67%
<b>TOTAL FUNDING USES</b>		<b>12,155,327</b>	<b>703,208</b>	<b>794,154</b>	<b>736,668</b>	<b>57,486</b>	<b>5,289,638</b>	<b>43.52%</b>
<b>TOTAL NON-CAPITAL EXPENDITURES</b>		<b>7,914,176</b>	<b>703,208</b>	<b>659,448</b>	<b>606,629</b>	<b>52,820</b>	<b>4,894,892</b>	<b>61.85%</b>



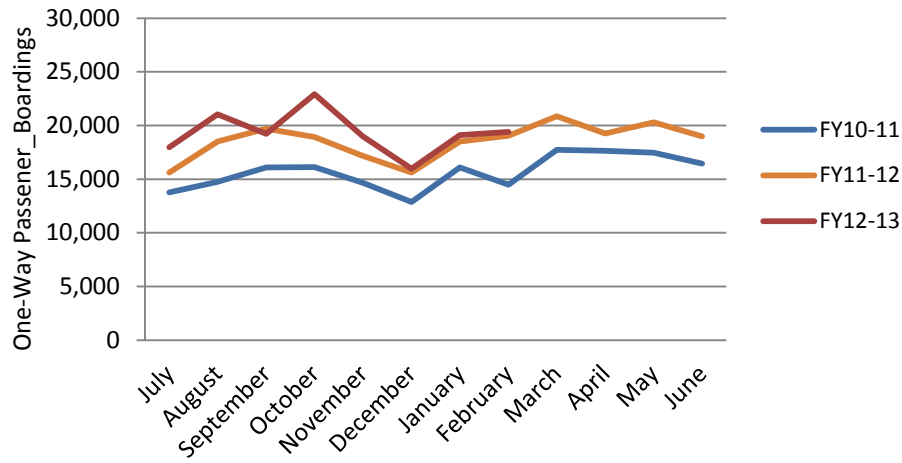
**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY  
YEAR TO DATE THRU FEBRUARY 28, 2013 - WEEKDAYS ONLY  
CURRENT FISCAL YEAR - 2012/2013**

	RT 9 P.R., TEMP., ATAS., S.M., CAL POLY, S.L.O.	RT 10 S.M., NIPOMO, A.G., S.L.O.	RT 11 LOS OSOS, MORRO BAY	RT 12 MORRO BAY, CUESTA, SAN LUIS	RT 14 CUESTA, SAN LUIS TRIPPER	RT 15 SAN SIM., CAMBRIA, CAYUCOS, M.B.	RT 83 FORT HUNTER LIGGETT	TOTAL WEEKDAY
<b>REVENUES:</b>								
FARES	218,529	237,759	626	179,211	17,789	22,138	66,032	742,083
<b>TOTAL ROUTE REVENUES</b>	<b>218,529</b>	<b>237,759</b>	<b>626</b>	<b>179,211</b>	<b>17,789</b>	<b>22,138</b>	<b>66,032</b>	<b>742,083</b>
<b>EXPENDITURES:</b>								
ADMINISTRATION	144,799	145,803	1,434	95,777	7,953	34,519	15,815	446,099
MARKETING	15,872	15,983	116	10,497	935	3,782	0	47,185
OPERATIONS/CONTINGENCY	423,011	431,799	4,203	275,460	23,430	103,477	51,810	1,313,191
FUEL	183,405	197,751	1,710	111,654	11,476	49,672	32,536	588,204
INSURANCE	33,487	36,105	334	20,388	2,050	9,072	5,945	107,382
<b>TOTAL EXPENDITURES</b>	<b>800,574</b>	<b>827,441</b>	<b>7,797</b>	<b>513,776</b>	<b>45,844</b>	<b>200,522</b>	<b>106,106</b>	<b>2,502,060</b>
<b>FAREBOX RATIO</b>	<b>27.30%</b>	<b>28.73%</b>	<b>8.03%</b>	<b>34.88%</b>	<b>38.80%</b>	<b>11.04%</b>	<b>62.23%</b>	<b>29.66%</b>
<b>RIDERSHIP</b>	<b>142,473</b>	<b>149,767</b>	<b>238</b>	<b>124,727</b>	<b>15,571</b>	<b>13,431</b>	<b>5,471</b>	<b>451,678</b>
<b>SERVICE MILES</b>	<b>190,258.90</b>	<b>205,146.20</b>	<b>1,999.20</b>	<b>115,818.40</b>	<b>11,579.40</b>	<b>51,515.00</b>	<b>33,784.00</b>	<b>610,101.10</b>
<b>SERVICE HOURS</b>	<b>6,216.10</b>	<b>6,259.43</b>	<b>66.98</b>	<b>4,111.07</b>	<b>338.70</b>	<b>1,481.23</b>	<b>678.96</b>	<b>19,152.47</b>
<b>RIDERS PER MILE</b>	<b>0.75</b>	<b>0.73</b>	<b>0.12</b>	<b>1.08</b>	<b>1.34</b>	<b>0.26</b>	<b>0.16</b>	<b>0.74</b>
<b>RIDERS PER HOUR</b>	<b>22.92</b>	<b>23.93</b>	<b>3.55</b>	<b>30.34</b>	<b>45.97</b>	<b>9.07</b>	<b>8.06</b>	<b>23.58</b>
<b>COST PER PASSENGER</b>	<b>5.62</b>	<b>5.52</b>	<b>32.76</b>	<b>4.12</b>	<b>2.94</b>	<b>14.93</b>	<b>19.39</b>	<b>5.54</b>
<b>SUBSIDY PER PASSENGER</b>	<b>4.09</b>	<b>3.94</b>	<b>30.13</b>	<b>2.68</b>	<b>1.80</b>	<b>13.28</b>	<b>7.32</b>	<b>3.90</b>

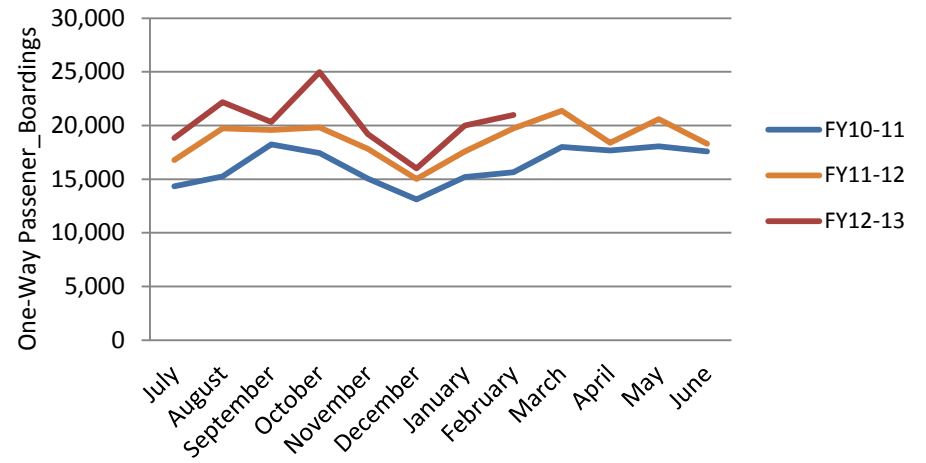
**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY  
YEAR TO DATE THRU FEBRUARY 28, 2013  
CURRENT FISCAL YEAR - 2012/2013**

	RT 9 SAT P.R., TEMP., ATAS., S.M., CAL POLY, S.L.O.	RT 9 SUN P.R., TEMP., ATAS., S.M., CAL POLY, S.L.O.	RT 10 SAT S.M., NIPOMO, A.G., S.L.O.	RT 10 SUN S.M., NIPOMO, A.G., S.L.O.	RT 12 SAT MORRO BAY, CUESTA, SAN LUIS	RT 12 SUN MORRO BAY, CUESTA, SAN LUIS	RT 15 SAT SAN SIM., MORRO BAY, SAN LUIS	RT 15 SUN SAN SIM., MORRO BAY, SAN LUIS	TOTAL WEEKEND	TOTAL FIXED ROUTE	RUNABOUT	SYSTEM TOTAL
<b>REVENUES:</b>												
FARES	13,260	8,092	15,278	9,197	9,846	7,335	3,127	2,157	68,292	810,376	66,288	876,663
<b>TOTAL ROUTE REVENUES</b>	13,260	8,092	15,278	9,197	9,846	7,335	3,127	2,157	68,292	810,376	66,288	876,663
<b>EXPENDITURES:</b>												
ADMINISTRATION	9,999	6,633	9,347	5,773	6,825	6,592	6,841	4,217	56,226	502,325	385,411	887,736
MARKETING	1,104	712	1,032	619	754	707	756	453	6,137	53,322	0	53,322
OPERATIONS/CONTINGENCY	29,062	19,382	27,535	17,012	19,432	18,838	20,461	12,612	164,334	1,477,524	1,046,204	2,523,728
FUEL	12,576	8,541	12,599	7,755	7,659	7,531	9,924	6,082	72,666	660,870	190,301	851,171
INSURANCE	2,292	1,561	2,296	1,417	1,396	1,376	1,809	1,111	13,259	120,641	56,802	177,443
<b>TOTAL EXPENDITURES</b>	55,034	36,828	52,810	32,577	36,067	35,044	39,790	24,474	312,623	2,814,683	1,678,718	4,493,400
<b>FAREBOX RATIO</b>	24.09%	21.97%	28.93%	28.23%	27.30%	20.93%	7.86%	8.81%	21.84%	28.79%	3.95%	19.51%
<b>RIDERSHIP</b>	7,696	4,495	8,193	4,562	5,452	4,008	1,650	1,172	37,228	488,906	24,326	513,232
<b>SERVICE MILES</b>	12,896.20	8,788.50	12,920.00	7,980.00	7,854.00	7,749.00	10,175.70	6,258.00	74,621.40	684,722.50	322,500.00	1,007,222.50
<b>SERVICE HOURS</b>	427.38	283.50	399.50	246.75	291.72	281.75	292.40	180.25	2,403.25	21,555.72	16,527.71	38,083.43
<b>RIDERS PER MILE</b>	0.60	0.51	0.63	0.57	0.69	0.52	0.16	0.19	0.50	0.71	0.08	0.51
<b>RIDERS PER HOUR</b>	18.01	15.86	20.51	18.49	18.69	14.23	5.64	6.50	15.49	22.68	1.47	13.48
<b>COST PER PASSENGER</b>	7.15	8.19	6.45	7.14	6.62	8.74	24.11	20.88	8.40	5.76	69.01	8.76
<b>SUBSIDY PER PASSENGER</b>	5.43	6.39	4.58	5.12	4.81	6.91	22.22	19.04	6.56	4.10	66.28	7.05

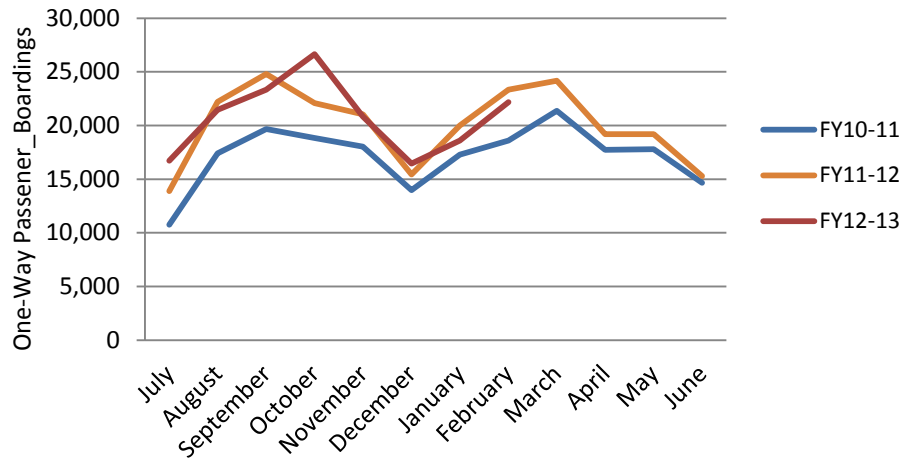
### RTA Route 9 Ridership By Month



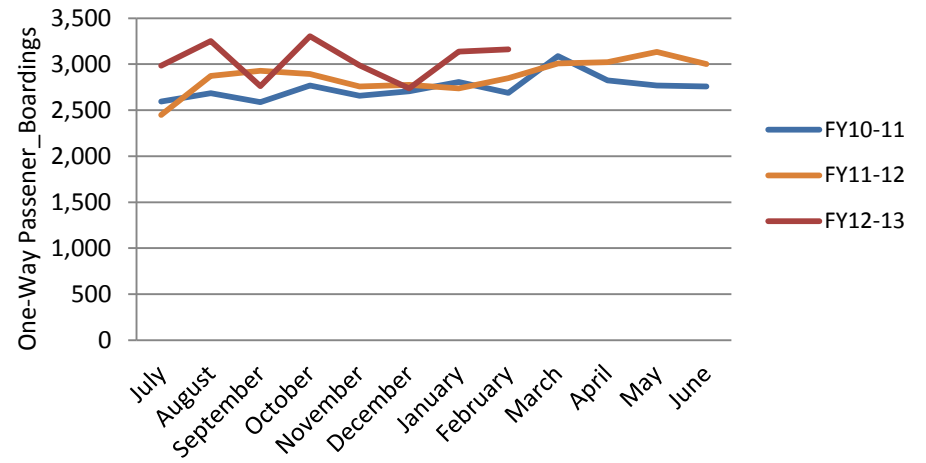
### RTA Route 10 Ridership By Month



### RTA Other Fixed Rtes. Ridership/Mo.



### RTA Runabout Ridership by Mo.



## NO-SHOW POLICY

In an effort to improve the availability of appointment time slots and make Runabout service more efficient for passengers, RTA has a policy that is designed to limit the number of late cancellations and no-shows.

Any Runabout passenger who is a no-show or cancels their trip after 5 p.m. the day before their schedule pick-up will be given penalty points. If a passenger accumulates a specific number of points over a period of time, their service will be temporarily suspended. The number of points given for late cancellations and no-shows and suspension periods are listed below.

### Penalty Assessment

- Any person cancelling a ride after 5 p.m. the day prior to a scheduled pick-up will be assessed one (1) point.
- Any person cancelling a ride within three (3) hours to 30 minutes prior to the beginning of a pick-up window will be assessed two (2) points.
- Any person cancelling a trip within 30 minutes prior to the beginning of the pick-up window or not showing up at all within five minutes after our arrival will be assessed three (3) points.

**Accumulated points for late cancellations and “no-shows” shall result in the following suspensions:**

Accumulated Points	Within a Period of	Suspension Period
9	30 days	15 days
14	60 days	15 days
19	120 days	30 days
24	180 days	60 days

## **Right to Appeal**

Persons receiving suspensions will have the right to appeal. To file an appeal, a customer or his/her representative must send a written explanation of why the customer should not be suspended along with any supporting facts and statements. The appeal must be received within 30 days of the suspension notification. Appeals should be sent to:

Regional Transit Authority  
179 Cross Street, Ste. A  
San Luis Obispo, CA 93401  
Attention: RTA Customer Service Specialist

Individuals will be permitted to ride the bus during the appeal process, which lasts about 30 days. Rulings shall be deemed final.

Penalties will begin accruing March 1, 2013. All tardy and no-shows prior to March 1 will be nullified and members will begin with a clean slate.



## San Luis Obispo Regional Transit Authority Fiscal Year 2013-2014 Budget

Including:  
Projected Fiscal Year 2014-2015 Budget  
& Projected Five Year Capital Budget



# **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**

**May 1, 2013**

**STAFF REPORT**

**AGENDA ITEM:** B-1

**TOPIC:** FY13-14 and FY14-15 Operating Budget,  
and FY13-14 through FY17-18 Capital  
Budget

**PRESENTED BY:** Geoff Straw

**STAFF RECOMMENDATION:** Adopt FY13-14 Budget as presented

**RTAC RECOMMENDATION:** Supported at April 17, 2013 Meeting

**BACKGROUND/DISCUSSION:**

We are pleased to present a balanced Fiscal Year 2013-14 and projected Fiscal Year 2014-15 operating budget. In addition, we are presenting a five-year capital program, which includes the procurement of fifteen new 40-foot transit coaches over the next two years; no Local Transit Fund (LTF) is required for local match for these new vehicles. The FY13-14 operating budget is proposed at \$7,491,441 and the FY13-14 capital budget is proposed at \$5,986,578. Staff has incorporated several significant assumptions based upon the latest information provided by SLOCOG for the LTF and the State Transit Assistance (STA) funding programs.

We appreciate the Board's support and leadership in these recently improved financial times. Furthermore, we are proud that RTA was not forced to reduce service levels during the economic downturn that began in 2008. The FY13-14 budget assumes the same core levels of service miles and hours for fixed route, Dial-a-Ride and Trolley service that are currently being operated, although a slight increase in Runabout service levels is required to meet increasing demand. The highly successful Route 14 service will continue to operate during peak commute times between downtown San Luis Obispo and the Cuesta College campus, our highest trip generators in the regional system. The North Coast Connector service remains in the schedule and we will be reviewing demand for this JARC-funded extra weekday service later in the budget year as new JARC awards are announced. Staff will also continue to evaluate recommendations and monitor our Route Productivity Report to develop service adjustments – if necessary – that we would bring back to your Board for consideration.

It should be noted that a new column has been added to the revenue and expense tables that depicts the possible consolidation of Paso Robles Express fixed route and dial-a-ride services, as well as Atascadero El Camino Shuttle services, into RTA. It is anticipated that this consolidation will be fully implemented in May 2014, so two months' of North County revenues and expenses are shown in the FY13-14 budget; the entire

year's worth of North County financials are assumed in FY14-15. This consolidation will only have a financial benefit for the cities of Atascadero and Paso Robles; the other five cities and SLO County will not be directly financially impacted.

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 insurance, the wage adjustments programmed in the Collective Bargaining Agreement for covered employees, maintenance parts and supplies for the aging fleet, and our health plan. Although we have managed to make progress on upgrading our fleet in recent years, we continue to be conservative in our maintenance cost estimates as a result of the age of the remaining fleet. The delivery of seven new forty-foot low-floor buses early in the fiscal year will help reduce a portion of FY13-14 vehicle maintenance costs, but staff continues to be conservative given the overall fleet age.

The budget packet contains the following items:

- Adopted Budget Assumptions
- Definitions
- Fiscally-constrained FY13-14 operating and capital budgets
- Fiscally-unconstrained FY14-15 operating budget
- Fiscally-unconstrained FY14-15 through FY17-18 capital budgets

Lastly, in prior budget years, we have provided your Board with data for a contingency plan for adjusting service levels should one of our major revenue projections fall short. We are not including that information at this point in time because funding appears to be relatively stable in comparison to previous fiscal years. Instead, since we have broken each service route/type 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.

### **Revised Revenue Assumptions**

There is good news on two revenue fronts as our revenue outlook has improved overall from this current fiscal year, despite a projected decline in one funding source and elimination of another funding source typically used to fund RTA services. Below is a summary of those impacts.

RTA and South County Area Transit operate in the newly-designated Arroyo Grande – Grover Beach urbanized area. This means that RTA and South County Area Transit operations and capital projects are now eligible for Federal Transit Administration Section 5307 reimbursement funds for Federal Fiscal Year 2012-13 (October 1, 2012, through September 30, 2013). It should be noted that RTA services operated in that area are no longer eligible for Rural Transit Funding due to the urbanized area designation.

LTF funds are derived from the statewide ¼ percent sales tax, while STA is derived from the sales tax on diesel fuel. Countywide LTF is projected by SLOCOG to be roughly 28% higher in FY13-14 in comparison to FY12-13. However, STA funding is

estimated to be down roughly \$550,000 countywide, or \$256,514 lower for RTA. The net effect is that the need for LTF from the jurisdictions in FY13-14 is up \$212,124 or 13% in comparison to FY12-13.

We are predicating the revenue stream for the FY13-14 budget on the latest information that we have available on LTF and STA funding for the region. The LTF program should provide some stability in the revenue stream this year and optimistically in the coming years. Staff concurs and applauds the principles laid out in the SLOCOG staff report that any future funding formulas include incentive funding for Vehicle Miles Traveled (VMT) and regional integration of the jurisdictional operations with the regional system as part of the regional funding formula. This budget assumes no fare increases for either FY13-14 or FY14-15.

### **Administration and Operations Expenses**

The overall Administration Expense is up just over 5% compared to FY12-13. This is reflective in workers compensation insurance as a result of RTA implementing policies and procedures related to safety programs. There is a significant increase in our professional development line item as RTA looks to provide additional training and cross training opportunities. Lastly, the budget proposal includes the addition of four new full-time positions:

- One Bus Operator to help meet increasing demand on Runabout (July 1 start).
- One Service Worker to address bus stop and facility cleaning shortcomings (September 1 start).
- One Operations Supervisor to reduce overtime and provide improved support (September 1 start).
- One Accounting Technician to address increased FTA and other reporting (January 1 start).

Under the Runabout section of this report, we discuss the change in ridership and the number of Runabout ADA applications that we receive as a result of the popularity of our service and other factors related to this increase. The amount of staff time that is dedicated to processing applications has changed dramatically over the last three years.

The overall Operating Expense is up just over 8% compared to FY12-13. Labor costs in the operations department are up 10%, while maintenance labor costs are up 16% – primarily due to the addition of the three operations/maintenance positions discussed above. Other contributing factors include increased liability and health insurance costs, volatile fuel costs, as well as vehicle maintenance costs on the aging fleet. Nonetheless, the service delivery line item for fixed route is fairly consistent with that identified in our current budget, as we are reallocating the service hours and miles among the various RTA services in this year's budget in order to minimize fiscal impacts.

As included in the budget assumptions that your Board accepted in March 2013, based on the current projected funding, a 2% annual Cost of Living (COLA) adjustment will be

budgeted for non-union employees; the Collective Bargaining Agreement identifies annual increases based upon longevity for Bus Operators and Mechanics. Employees within the salary range for their position will also be eligible for a step merit increase subject to performance assessments.

Finally, due to the unrest in North Africa and the Middle East, fuel prices have continued to swing wildly over the past two years. Similar to FY12-13, staff budgeted fuel at a relatively high per gallon cost, but we may need to adjust it if fuel prices rise significantly during the fiscal year. Due to our limited infrastructure, we are unable to purchase fuel in bulk to realize economies of scale.

### **Ridership Gains, Overcrowding Mitigation**

This past year we saw steady ridership increases on all RTA services, and especially on our Runabout service. Runabout ridership was up 9%, while fixed route ridership was up nearly 8%, for the first half of FY12-13.

Pursuant to the language in the SLOCOG Regional Transportation Plan under Transit Policies, we have the ability to periodically adjust transit service parameters with the objective to maximize transit system efficiency, effectiveness and economic feasibility. Under this section there is a provision to review the need to add trips or tandems when the peak load factor consistently exceeds 90 percent of a seated bus load. In the case of all our commute trips on Routes 9, 10 and 12, the load factors consistently range from 100 – 130% of the seated load.

### **Runabout Ridership Gains and Runabout Client Census**

Pursuant to the monthly ridership reports, Runabout ridership continues to grow at a non-sustainable rate given existing resources. The number of Runabout applications received has also increased significantly, and we are now receiving an average of 31 applications per month. In FY09-10, we received only twelve per month. Our Runabout fleet is currently at capacity on Mondays, Wednesdays and Fridays. Runabout ridership year-to-date is up 9%, and monthly hours are up nearly 8% over the same period last year. Although our new scheduling software is providing increased efficiencies, we will need to increase Runabout service (vehicles and driver paid hours) during FY13-14. It should be noted that federal regulations prohibit a pattern of ADA paratransit trip denials to certified ADA clients.

### **Capital Program**

The focus of our financially constrained FY13-14 capital program will be funding the procurement of seven low-floor forty foot buses (\$961,000 from Prop 1B grant, \$400,000 from FTA 5307 STIC in the North and South County areas and \$1,900,000 from FTA State of Good Repair) and four Runabout vehicles (\$324,000 FTA 5307 STIC in the North County and \$36,000 STA from an increase not programmed by RTA in FY12-13). We have also programmed \$12,650 for shop equipment for our maintenance department to improve efficiencies, \$187,820 for existing downtown transit center improvements (RTF funding of \$60,000), miscellaneous computer equipment, and ITS

improvements to our existing fleet and new fleet, including on-board camera security systems (\$461,787).

Also included is a projected five-year capital program as part of the budget plan. While only the first year is financially constrained, the projects identified in the ensuing four years will 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 plan, and no expansion vehicles or facilities are included. As the Board provides direction to staff regarding possible expansion vehicles and/or facilities – including a long-term operations/maintenance facility – the capital plan will be updated.

### **Conclusion and Staff Recommendation**

Fiscal Year 2013-14 will be another challenging year, although the challenges will be different than those faced in recent years – instead of being challenged with dire financial barriers this year, we will be challenged to implement a list of long-planned capital projects, in addition to the possible consolidation of North County transit services into RTA. We look forward to working with your Board, our stakeholders and our customers in providing the highest quality of transportation services to our residents and visitors. 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 resources.

The Staff recommends that the Board adopt the Fiscal Year 2013-14 budget as presented.

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**  
**May 1, 2013 (presented March 6, 2013)**  
**STAFF REPORT**

<b>AGENDA ITEM:</b>	<b>B-1</b>
<b>TOPIC:</b>	<b>Fiscal Years 2014 and 2015 Budget Assumptions</b>
<b>ACTION:</b>	<b>Approve Budget Assumptions</b>
<b>PRESENTED BY:</b>	<b>Geoff Straw</b>
<b>STAFF RECOMMENDATION:</b>	<b>Approve Budget Assumptions to enable staff to begin development of FY13-14 &amp; FY14-15 Operating Budget</b>

**BACKGROUND/DISCUSSION:**

The following report outlines staff's budget assumptions recommendation for RTA's Fiscal Year 2013-14 and 2014-15 Operating Budget, and it is the first step in the development of our operating budget and operating program. It should be noted that RTA is developing a two-year operating budget and five-year capital budget. 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 10<sup>th</sup> meeting prior to the final draft budget presentation to the Board in May.

**Objectives**

- Maintain service levels and hours of service that meet the demand of our customers and communities through the effective and efficient delivery of RTA Fixed Route, Runabout, Dial-a-Ride and Trolley services.
- Increase our reserves for the Fiscal Year 2013-14 budget cycle.
- Continue to work with the SLOCOG efficiencies committee in evaluating region-wide service efficiencies.
- Evaluate options and provide analysis on the 5-year capital improvement program and methods to fund these needs.
- Address overcrowding on fixed route runs during peak travel periods.
- Address increasing demand on Runabout service.
- Project the impacts of North County Consolidated Services for both fiscal years.
- Successfully re-negotiate a new Collective Bargaining Agreement with Teamsters Local 986 (current CBA expires January 31, 2014).

**Revenue**

- SLOCOG has projected a decline in State Transit Assistance (STA) funding for FY13-14 in comparison to FY12-13. Once those targets are more firmly

established, RTA will assume a proportional decrease in overall STA funding in our FY13-14 budget, and will budget the same amount for FY14-15.

- Fare revenue is projected to be \$1,100,000 (farebox and pass sales revenue only) for FY13-14. We are not recommending a fare program change for FY13-14, although we may have to consider changes in FY14-15 if funding shortfalls emerge or farebox recovery projections fall short. Based on recent farebox revenue trends, staff expects annual farebox revenues to total \$1,115,000 for FY14-15 (a ~5% increase over FY13-14). If the release of SLOCOG TDA funding estimates in April-May suggests that other fare changes should be instituted, staff will make that presentation at a future Board meeting.
- Federal Transit Administration (FTA) Section 5307, 5311 and 5339 operating and capital funding for both fiscal years shall remain consistent with FY12-13 levels. Should authorizations for federal transportation programs under MAP-21 or its successor legislation in FY14-15 increase or decrease for any of these programs, staff would adjust these assumptions accordingly.
- FTA Section 5307 operating funding from the City of Santa Maria for Route 10 will be budgeted at \$200,000 for both fiscal years, which is consistent with FY12-13 levels.
- FY12-13 LTF revenue was budgeted at \$3,323,717, and SLOCOG has projected a 12 to 15% increase in FY13-14 over FY12-13 levels. Once the FY13-14 targets are further refined, RTA will assume a proportional increase in overall LTF funding in our FY13-14 budget and a similar increase in the FY14-15 budget. Should there be a budget shortfall due to the loss of funding in either fiscal year, staff would evaluate and make appropriate recommendations on a potential budget amendment.
- Staff will evaluate alternatives to address reserves during the next several months and present a draft Reserve Policy to the Board in FY13-14.
- Staff will continue to explore new revenue resources at the federal, state, and local levels.

## **Expenses**

- Service levels, number of revenue service hours, miles and span of service for RTA fixed route services will be budgeted at current levels for FY13-14.
- Runabout service hours and miles are expected to increase slightly to address increasing demand.
- Should staff be unable to secure adequate funding to operate projected fixed route and Runabout service levels, a reduction of service would be proposed and/or a potential increase in LTF funding would be requested for the Board's consideration.
- Detailed miles/hours and span of service for each route and Runabout will be provided with the draft budget. In addition, detailed miles/hours and span of service will be provided separately for SLO County Services (both fiscal years) and North County Consolidated Services (FY14-15 only).
- Staff will use the 2012-14 RTA Strategic Business Plan, the 2010 Fixed Route Performance Standards, the 2012-15 RTA Service Improvement Program, as well as the findings from the 2010 Short Range Transit Plan, to evaluate potential

efficiencies and with Board concurrence implement efficiencies during the course of the two fiscal years.

- Fuel consumption and price will be budgeted conservatively; diesel fuel will be budgeted at \$4.25 per gallon.
- CalTIP liability premiums will be increased 10% annually.
- Workers Compensation premiums are projected to increase 20%, with the realization that workers compensation is especially challenging this year for almost everyone. Staff will be working with our broker on this in an effort to obtain a better number prior to April. We have also established an employee committee that has evaluated work comp injuries and has initiated a proactive program to address the number of claims and severity of the claims that we have had during the last year. It is expected that this effort will hasten the return of employees back to work following lost-time work-related injuries.
- For FY13-14, the number of budgeted positions will slightly increase in comparison to FY12-13 to address deficiencies in data collection, operations oversight, and bus stop maintenance, as well as to address increasing Runabout demand. However should revenue projections in April indicate that FY13-14 revenue is down, there will be a requisite reduction in the number of FTE's based upon projected revenue.
- For FY14-15, it is anticipated that the number of budgeted positions will increase as part of the North County Consolidated Services. It should be noted that the marginal costs and revenues of the consolidation will be treated in the budget the same way that SLO County services are depicted: as a separate and distinct column.
- Staff is still researching the anticipated impacts of the Affordable Care Act on both the number of employees and the costs of per-employee healthcare costs. For budget-making purposes, staff is assuming a 10% annual increase for both PERS- and Blue Cross-covered employees for each of the next two fiscal years.
- Based on the current projected funding, a 2% annual Cost of Living (COLA) adjustment will be budgeted for non-union employees; the Collective Bargaining Agreement identifies annual increases based upon longevity for Bus Operators and Mechanics. Employees within the salary range for their position will be eligible for a step merit increase subject to performance assessments.
- RTA will work with SLOCOG staff and members of the Regional Efficiencies Committees to evaluate efficiencies in the provision of service throughout the county.
- Assume driver and mechanic annual wage increases similar to those in the current CBA for the next two fiscal years.

### **Proposed Budget Calendar**

February 13 Detailed budget assumptions and revenue forecast to Executive Committee.

March 6 Obtain Board concurrence on proposed draft budget assumptions.



- March 6 Provide mid-year FY12 Budget data to Board with any recommended budget amendment.
- March 31 Based on feedback from Executive Committee draft FY13 Budget Draft complete.
- April 10 Draft FY13 Budget presentation to Executive Committee.
- April 17 Formal FY13 Budget presentation to RTAC.
- May 1 Final Board Budget presentation. Board adoption of FY13 Budget.
- Nov. 6 Present draft Reserve Policy to Board.

**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  
FISCAL YEAR 2013-14 BUDGET BACKUP**

**BUDGET DOCUMENT DEFINITIONS**

Staff has highlighted the first page of the document into sections, so that each section can be explained in relation to the total budget. The paragraph numbers below relate to the **bold numbers in squares on the “Proposed Operating Budget For 2013/2014”** of the budget sheets.

1. **BEGINNING FUND BALANCE** – This amount includes carryover funds and general reserves. This amount represents fund balance available (estimated) plus projected revenues for the fiscal year, less projected expenses for the fiscal year. The resulting amount is the projected fund balance, which will be available at the start of each fiscal year.
2. **LESS REQUIRED RESERVES** – These amounts are deducted from the previous section. First Quarter cash flow requirements represent reserves to maintain uninterrupted operations. The funding to operate RTA comes from quarterly disbursements of TDA funds. Quarterly disbursements are not made until the end of each quarter. Therefore, RTA budgets for the first quarter each year out of the beginning fund balance. (Please note that the prior year cash flow reserve is included in the beginning fund balance, and is not accumulated from year to year.) Capital projects carryover and reserves represent the local match for carryover and future capital projects as outlined in the capital improvement plan.
3. **FUND BALANCE AVAILABLE** – This is the balance of funds actually available to finance the start of the budget year. (Amount represents the difference between beginning fund balance and required reserves.)
4. **NON-TDA SOURCES OF FUNDS** – This section details all the Non-Transportation Development Act (TDA) sources of funding by type. Included are fares, interest on deposited funds, and federal, state and local sources.
5. **TOTAL FUND BALANCE AND NON-TDA FUNDING** – This is the total of funding that comes from sources other than cities and the county. This also includes the fund balance available described in #3 above. These amounts are used to fund the budget, thereby decreasing the required TDA contributions of the member jurisdictions.
6. **NET TDA REQUIRED** – This is the total amount of local transportation funds (LTF) required to balance the budget. The Joint Powers Agreement, signed by all members of RTA, authorizes SLOCOG to allocate this amount from each city and the county. This source of funds provides transit planning, bicycle programs, Consolidated Transportation Service Agency (CTSA) support and RTA. A population-based formula is used to distribute the amount among the eight JPA

members. This formula applies to all RTA services. It is not tied to any one route or any one type of service. The balance of LTF funds goes to each jurisdiction for local transit programs, and for streets and roads maintenance projects.

7. TOTAL OF ALL FUNDING SOURCES – This is the total of all funding sources. It equals the amount of expenditures proposed in the budget.
8. FUNDING USES BY GENERAL CATEGORY – This is a very general breakdown by business function for administration and provision of service.
9. TOTAL FUNDING USES – Equals the amount of funding requested by RTA and is detailed in the budget

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY  
PROPOSED OPERATING BUDGET FOR 2013/2014**

	<b>2011-2012 ACTUAL</b>	<b>2012/2013 AMENDED OPERATING BUDGET</b>	<b>2012/2013 AMENDED SLOCAT BUDGET</b>	<b>2013/2014 PROPOSED OPERATING BUDGET</b>	<b>2013/2014 PROPOSED SLOCAT BUDGET</b>	<b>2013/2014 PROPOSED N. COUNTY BUDGET</b>	<b>2014/2015 PROJECTED OPERATING BUDGET</b>	<b>2014/2015 PROJECTED SLOCAT BUDGET</b>	<b>2014/2015 PROJECTED N. COUNTY BUDGET</b>
FUNDING SOURCES:									
GENERAL RESERVES	1,279,928	1,223,136	207,203	<b>2,050,020</b>	<b>152,321</b>	TBD	1,479,337	161,531	TBD
1. ESTIMATED FUND BALANCE	1,279,928	1,223,136	207,203	<b>2,050,020</b>	<b>152,321</b>	-	1,479,337	161,531	-
2. LESS REQUIRED RESERVES FOR FISCAL YEAR									
CASH FLOW REQUIREMENTS PER TDA	892,119	1,359,421	207,203	<b>1,479,337</b>	<b>152,321</b>	TBD	1,193,527	161,531	TBD
TOTAL	892,119	1,359,421	207,203	<b>1,479,337</b>	<b>152,321</b>	-	1,193,527	161,531	-
3. FUND BALANCE AVAILABLE	387,809	(136,285)	-	<b>570,683</b>	-	TBD	285,810	-	TBD
<b><u>NON TDA SOURCES</u></b>									
FARES	1,386,691	995,000	55,320	<b>1,100,000</b>	<b>25,450</b>	TBD	1,115,000	25,450	TBD
SCAT MANAGEMENT CONTRACT	72,600	77,500	-	<b>77,500</b>	-	-	79,438	-	-
COUNTY MANAGEMENT CONTRACT	175,000	175,000	-	<b>87,500</b>	-	-	89,688	-	-
NORTH COUNTY MANAGEMENT CONTRACT	-	-	-	<b>6,620</b>	-	-	39,720	-	-
COUNTY OPERATIONS	535,989	-	-	-	-	-	-	-	-
INTEREST	2,896	4,500	1,000	<b>4,000</b>	<b>1,000</b>	-	4,000	1,000	-
STATE TRANSIT ASSISTANCE (STA)	72,768	271,061	118,242	<b>40,000</b>	<b>98,295</b>	-	40,000	98,295	-
RURAL TRANSIT FUND (Administration)	25,000	25,000	-	<b>25,000</b>	-	-	25,000	-	-
RURAL TRANSIT FUND (Operating Funds)	128,423	225,120	-	<b>203,366</b>	-	-	72,880	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307) - San Luis Obispo	300,000	340,000	-	<b>340,000</b>	-	-	340,000	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5311) - Operating	520,846	519,830	-	<b>519,830</b>	-	-	612,880	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5316) - JARC	419,453	400,000	-	<b>250,000</b>	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-North County) - Operating	280,209	799,422	-	<b>621,198</b>	-	TBD	621,198	-	TBD
FEDERAL TRANSIT ADM (FTA) (Section 5307-Santa Maria) - Operating	207,618	278,734	-	<b>213,931</b>	-	-	200,000	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307) - South County Operating	-	-	-	<b>39,000</b>	-	-	359,500	-	-
CUESTA CONTRIBUTION ROUTE 12	51,871	61,336	-	<b>54,001</b>	-	-	54,001	-	-
COG ALLOCATION FOR SENIOR SHUTTLE	70,000	80,000	-	-	-	-	-	-	-
SPECIAL EVENTS REVENUE/OTHER	132,060	109,942	-	<b>102,019</b>	-	-	105,080	-	-
4. SUB TOTAL	4,381,424	4,362,444	174,562	<b>3,683,965</b>	<b>124,745</b>	-	3,758,384	124,745	-
5. TOTAL FUND BALANCE & NON TDA FUNDING	4,769,233	4,226,159	174,562	<b>4,254,648</b>	<b>124,745</b>	-	4,044,194	124,745	-

FUNDING SOURCES:		2011-2012 ACTUAL	2012/2013 AMENDED OPERATING BUDGET	2012/2013 AMENDED SLOCAT BUDGET	2013/2014 PROPOSED OPERATING BUDGET	2013/2014 PROPOSED SLOCAT BUDGET	2013/2014 PROPOSED N. COUNTY BUDGET	2014/2015 PROJECTED OPERATING BUDGET	2014/2015 PROJECTED SLOCAT BUDGET	2014/2015 PROJECTED N. COUNTY BUDGET	
<b><u>TDA REQUIRED</u></b>											
CITY OF ARROYO GRANDE	Population Based	147,942	177,456	-	<b>200,136</b>	-	-	232,379	-	-	
CITY OF ATASCADERO		242,769	292,903	-	<b>329,610</b>	-	<b>TBD</b>	382,711	-	TBD	
CITY OF GROVER BEACH		112,818	135,343	-	<b>152,345</b>	-	-	176,888	-	-	
CITY OF MORRO BAY		87,760	105,554	-	<b>118,917</b>	-	-	138,076	-	-	
CITY OF PASO ROBLES		255,486	306,801	-	<b>349,842</b>	-	<b>TBD</b>	406,203	-	TBD	
CITY OF PISMO BEACH		65,644	78,770	-	<b>88,835</b>	-	-	103,147	-	-	
CITY OF SAN LUIS OBISPO		18%	497,683	598,269	-	<b>676,192</b>	-	785,130	-	-	
COUNTY OF SAN LUIS OBISPO		49%	1,354,805	1,628,621	709,568	<b>1,840,745</b>	<b>597,490</b>	-	2,137,298	646,516	-
TDA REQUIREMENTS BEFORE 5311 EXCHANGE			2,764,907	3,323,717	709,568	<b>3,756,623</b>	<b>597,490</b>	<b>TBD</b>	4,361,832	646,516	TBD
LESS: RURAL TRANSIT FUND/5311 EXCHANGE		(520,846)	(519,830)	-	<b>(519,830)</b>	-	-	(612,880)	-	-	
<b>6.</b> NET TDA REQUIREMENTS		2,244,061	2,803,887	709,568	<b>3,236,793</b>	<b>597,490</b>	-	3,748,952	646,516	-	
<b>7.</b> TOTAL FUNDING SOURCES		7,013,294	7,030,046	884,130	<b>7,491,441</b>	<b>722,235</b>	<b>159,119</b>	7,793,146	771,261	1,010,162	
<b>8.</b> FUNDING USES:											
ADMINISTRATION		1,114,642	1,312,406	27,350	<b>1,381,074</b>	<b>10,000</b>	<b>19,772</b>	1,436,117	10,000	118,630	
INTEREST EXPENSE		189,494	168,585	-	<b>133,954</b>	-	-	89,683	-	-	
MANAGEMENT CONTRACTS		252,500	77,500	175,000	<b>84,120</b>	<b>87,500</b>	-	119,158	89,688	-	
SERVICE DELIVERY		5,436,263	5,371,555	681,780	<b>5,792,294</b>	<b>624,735</b>	<b>137,432</b>	6,048,189	671,573	880,042	
CONTINGENCY		20,395	100,000	-	<b>100,000</b>	-	<b>1,915</b>	100,000	-	11,490	
<b>9.</b> TOTAL FUNDING USES		7,013,294	7,030,046	884,130	<b>7,491,441</b>	<b>722,235</b>	<b>159,119</b>	7,793,146	771,261	1,010,162	

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY  
PROPOSED CAPITAL BUDGET FOR 2013/2014**

	2011-2012 ACTUAL	2012/2013 AMENDED CAPITAL BUDGET	2012/2013 AMENDED SLOCAT BUDGET	2013/2014 PROPOSED CAPITAL BUDGET	2013/2014 PROPOSED SLOCAT BUDGET	2013/2014 PROPOSED N. COUNTY BUDGET	2014/2015 PROPOSED CAPITAL BUDGET	2014/2015 PROPOSED SLOCAT BUDGET	2014/2015 PROPOSED N. COUNTY BUDGET
FUNDING SOURCES:									
CAPITAL PROJECTS RESERVE	350,266	288,479	-	540,660	-	TBD	363,152	-	TBD
1. ESTIMATED FUND BALANCE	350,266	288,479	-	540,660	-	-	363,152	-	-
2. LESS REQUIRED RESERVES FOR FISCAL YEAR									
CAPITAL PROJECTS RESERVE	350,266	288,479	-	318,373	-	TBD	363,152	-	TBD
TOTAL	350,266	288,479	-	318,373	-	-	363,152	-	-
3. FUND BALANCE AVAILABLE	-	-	-	222,287	-	TBD	-	-	TBD
<b>NON TDA SOURCES</b>									
STATE TRANSIT ASSISTANCE (STA)	616,105	443,960	-	544,071	-	-	394,071	-	-
PROPOSITION 1B FUNDING - SAFETY & SECURITY	-	61,787	-	400,000	-	-	158,026	-	-
PROPOSITION 1B FUNDING - BUILDING LOAN PAYDOWN	-	-	-	800,000	-	-	-	-	-
PROPOSITION 1B FUNDING - BUS REPLACEMENT	-	1,350,000	95,000	961,000	-	-	400,000	-	-
RURAL TRANSIT FUND (Capital)	89,000	174,710	-	75,000	-	-	639,739	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307) - San Luis Obispo	-	100,800	-	150,000	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5309) - State of Good Repair	82,396	1,985,000	-	1,900,000	-	-	2,280,000	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5339) - State of Good Repair	-	-	-	162,220	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5311) - Stimulus	31,772	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5311f)	-	-	-	-	-	-	336,581	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5316) - JARC	-	-	-	-	-	-	400,000	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5317) - New Freedom	150,151	-	-	-	-	-	-	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-North County)	-	-	-	424,970	-	-	40,000	-	-
FEDERAL TRANSIT ADM (FTA) (Section 5307-South County)	-	-	-	347,030	-	-	-	-	-
COG UNIFORM TRANSIT GRANT	-	-	-	-	-	-	-	-	-
SPECIAL EVENTS REVENUE/OTHER	-	29,894	-	-	-	-	-	-	-
4. SUB TOTAL	969,424	4,146,151	95,000	5,764,291	-	-	4,648,417	-	-
5. TOTAL FUND BALANCE & NON TDA FUNDING	969,424	4,146,151	95,000	5,986,578	-	-	4,648,417	-	-
6. NET TDA REQUIREMENTS	270,450	-	-	-	-	-	-	-	-
7. TOTAL FUNDING SOURCES	1,239,874	4,146,151	95,000	5,986,578	-	-	4,648,417	-	-
8. FUNDING USES:									
CAPITAL	931,612	3,837,889	95,000	4,878,316	-	-	4,258,886	-	-
LOAN PAYDOWN	308,262	308,262	-	1,108,262	-	-	543,134	-	-
9. TOTAL FUNDING USES	1,239,874	4,146,151	95,000	5,986,578	-	-	4,802,020	-	-

## SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY

		<b>Actual FY 2011-12</b>	<b>Adopted Operating Budget FY 2012-13</b>	<b>Proposed Operating Budget FY 2013-14</b>	<b>Projected Operating Budget FY 2014-15</b>
<b>Administration and Service Delivery Totals</b>					
	Hours	57,726	61,187	<b>60,118</b>	63,998
	Miles	1,534,626	1,554,777	<b>1,594,232</b>	1,686,796
<b>Administration:</b>					
Labor	operations cost	594,692	736,692	<b>731,454</b>	817,743
Labor - Administration Workers Comp	operations cost	25,901	33,081	<b>35,690</b>	42,830
Office Space Rental	operations cost	405,247	401,278	<b>416,190</b>	450,620
Property Insurance	operations cost	11,590	13,000	<b>16,186</b>	18,625
Professional Technical Services	operations cost	98,754	127,520	<b>90,725</b>	103,804
Professional Development	operations cost	9,649	10,000	<b>16,250</b>	17,500
Operating Expense	operations cost	161,178	190,685	<b>183,670</b>	216,669
Marketing and Reproduction	hourly	60,131	80,000	<b>92,300</b>	105,800
North County Management Contract	operations cost	-	-	<b>(6,620)</b>	(39,720)
County Management Contract	operations cost	(175,000)	(175,000)	<b>(87,500)</b>	(89,688)
SCAT Management Contract	operations cost	(77,500)	(77,500)	<b>(77,500)</b>	(79,438)
<b>Total Administration</b>		1,114,642	1,339,756	<b>1,410,846</b>	1,564,747
<b>Service Delivery:</b>					
Labor - Operations	hourly	2,245,514	2,606,717	<b>2,869,163</b>	3,484,873
Labor - Operations Workers Comp	hourly	145,268	185,537	<b>206,962</b>	282,659
Labor - Maintenance	hourly	570,856	654,862	<b>760,398</b>	856,644
Labor - Maintenance Workers Comp	hourly	45,675	58,336	<b>63,811</b>	81,491
Fuel	miles	1,304,258	1,434,884	<b>1,490,155</b>	1,628,690
Insurance	miles	299,406	276,335	<b>352,037</b>	412,565
Special Transportation (includes Senior Vans, Lucky Bucks, etc)	n/a	70,095	79,925	<b>81,700</b>	83,743
Avila Trolley	n/a	55,661	66,100	<b>66,100</b>	66,100
Senior Shuttle	n/a	71,386	80,000	-	-
Maintenance (parts, supplies, materials)	miles	484,524	486,355	<b>536,934</b>	567,370
Maintenance Contract Costs	miles	143,620	124,283	<b>127,202</b>	135,670
<b>Total Operations</b>		5,436,263	6,053,335	<b>6,554,461</b>	7,599,804
<b>Contingency</b>	hourly	20,395	100,000	<b>101,915</b>	111,490
<b>Interest Expense</b>	operations cost	189,494	168,585	<b>133,954</b>	89,683
<b>Management Contracts</b>		252,500	252,500	<b>171,620</b>	208,845
<b>TOTAL FUNDING USES</b>		7,013,294	7,914,176	<b>8,372,795</b>	9,574,569

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

<b>Capital Expenditures</b>	<b>Actual Capital Expenditure FY 2011-12</b>	<b>Amended Capital Budget FY 2012-13</b>	<b>Proposed Capital Budget FY 2013-14</b>	<b>Projected Capital Budget FY 2014-15</b>	<b>Projected Capital Budget FY 2015-16</b>	<b>Projected Capital Budget FY 2016-17</b>	<b>Projected Capital Budget FY 2017-18</b>
<b>Capital/Studies:</b>							
<b>Computer System Maintenance/Upgrades</b>	5,258	6,678	<b>13,310</b>	21,090	10,000	10,500	11,030
Miscellaneous Capital	56,095	89,020					
<b>Facility Improvements</b>	-		<b>187,820</b>	12,500	-	-	-
<b>Maintenance Software and Maintenance Equipment</b>	-		<b>60,000</b>	-	-	-	36,470
<b>Tire Lease Buyout</b>	-		<b>37,170</b>	-	-	-	-
<b>Marking and Tethering Program</b>	-		<b>5,500</b>	-	-	-	-
<b>Rotary Lift</b>	-		<b>18,700</b>	-	-	-	22,730
<b>Specialized Maintenance Tools</b>	-		<b>12,650</b>	40,950	15,000	15,750	16,540
<b>Maintenance Staff Office/Additional Desks</b>	-		<b>34,100</b>	-	-	-	-
<b>Backup Generator</b>	-		<b>17,250</b>	-	-	-	-
<b>Vehicle ITS/Camera System</b>	-	61,787	<b>461,787</b>	158,026	-	-	96,040
<b>Bus Stop Improvements</b>	-	-	<b>61,750</b>	30,000	15,000	15,750	16,540
<b>Bus Rehabilitation</b>	97,933	100,000	<b>125,000</b>	60,000	126,000	132,300	-
<b>Bus Procurement Reserve/Large Capital Repairs</b>	160,000	29,894	<b>44,779</b>	-	-	-	-
Electronic Farebox/RouteMatch Dispatching Software	-	-	-	-	-	50,000	-
Vehicles	-	-	-	-	-	-	-
North Coast Connector (Two Small Buses)	178,201	-	-	-	-	-	-
<b>Support Vehicles</b>	-	-	<b>102,500</b>	-	-	50,000	-
<b>40' Coaches</b>	389,117	3,326,000	<b>3,336,000</b>	3,766,320	-	-	1,215,506
<b>Trolley replacement vehicles</b>	-	-	-	-	-	325,000	-
One Dial A Ride Vehicle	-	95,000	-	-	-	-	-
<b>Runabout Vehicles</b>	45,008	224,510	<b>360,000</b>	170,000	-	347,290	-
<b>Total Capital Outlay</b>	931,612	3,932,889	<b>4,878,316</b>	4,258,886	166,000	946,590	1,414,856
<b>Loan Paydown</b>	308,262	308,262	<b>1,108,262</b>	543,134	543,134	271,567	-
<b>TOTAL FUNDING USES</b>	<b>1,239,874</b>	<b>4,241,151</b>	<b>5,986,578</b>	<b>4,802,020</b>	<b>709,134</b>	<b>1,218,157</b>	<b>1,414,856</b>



**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

		<b>Adopted Budget FY 2012-13</b>	<b>Weekday Proposed Budget FY 2013-14</b>	<b>Saturday Proposed Budget FY 2013-14</b>	<b>Sunday Proposed Budget FY 2013-14</b>	<b>Total Proposed Budget FY 2013-14</b>	<b>Projected Budget FY 2014-15</b>
<b>Route 9</b>							
	Hours	10,390	<b>9,760</b>	<b>629</b>	<b>413</b>	<b>10,801</b>	11,071
	Miles	313,841	<b>298,711</b>	<b>18,965</b>	<b>12,806</b>	<b>330,482</b>	338,744
<b>Administration:</b>							
<b>Total Administration (Net of Contracts)</b>		202,065	<b>226,485</b>	<b>14,495</b>	<b>9,641</b>	<b>250,621</b>	259,511
<b>Service Delivery:</b>							
Labor - Operations	hourly	397,976	<b>409,564</b>	<b>26,375</b>	<b>17,336</b>	<b>453,275</b>	458,235
Labor - Operations Workers Comp	hourly	28,327	<b>29,513</b>	<b>1,901</b>	<b>1,249</b>	<b>32,662</b>	37,739
Labor - Maintenance	hourly	99,980	<b>110,757</b>	<b>7,133</b>	<b>4,688</b>	<b>122,578</b>	124,740
Labor - Maintenance Workers Comp	hourly	8,906	<b>9,279</b>	<b>598</b>	<b>393</b>	<b>10,270</b>	11,866
Fuel	miles	272,686	<b>263,015</b>	<b>16,699</b>	<b>11,276</b>	<b>290,989</b>	288,944
Insurance	miles	51,574	<b>61,555</b>	<b>3,908</b>	<b>2,639</b>	<b>68,102</b>	72,572
Maintenance (parts, supplies, materials)	miles	88,265	<b>90,334</b>	<b>5,735</b>	<b>3,873</b>	<b>99,942</b>	95,815
Maintenance Contract Costs	miles	22,555	<b>21,398</b>	<b>1,359</b>	<b>917</b>	<b>23,674</b>	22,935
<b>Total Operations</b>		970,270	<b>995,414</b>	<b>63,706</b>	<b>42,371</b>	<b>1,101,491</b>	1,112,846
<b>Capital/Studies:</b>							
<b>Total Capital Outlay</b>		1,001,452	<b>1,198,255</b>	<b>77,165</b>	<b>50,719</b>	<b>1,326,140</b>	1,308,316
<b>Contingency</b>	hourly	17,278	<b>16,693</b>	<b>1,075</b>	<b>707</b>	<b>18,475</b>	17,894
<b>Interest Expense</b>	operations cost	31,568	<b>22,361</b>	<b>1,440</b>	<b>946</b>	<b>24,748</b>	16,048
<b>TOTAL FUNDING USES</b>		2,222,632	<b>2,459,209</b>	<b>157,882</b>	<b>104,383</b>	<b>2,721,474</b>	2,714,615
<b>TOTAL NON-CAPITAL EXPENDITURES</b>		1,221,180	<b>1,260,954</b>	<b>80,716</b>	<b>53,664</b>	<b>1,395,335</b>	1,406,298

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

		<b>Adopted Budget FY 2012-13</b>	<b>Weekday Proposed Budget FY 2013-14</b>	<b>Saturday Proposed Budget FY 2013-14</b>	<b>Sunday Proposed Budget FY 2013-14</b>	<b>Total Proposed Budget FY 2013-14</b>	<b>Projected Budget FY 2014-15</b>
<b>Route 10</b>							
	Hours	10,652	<b>9,830</b>	<b>588</b>	<b>360</b>	<b>10,777</b>	11,046
	Miles	359,690	<b>322,158</b>	<b>19,000</b>	<b>11,628</b>	<b>352,786</b>	361,605
<b>Administration:</b>							
	<b>Total Administration (Net of Contracts)</b>	218,113	<b>235,189</b>	<b>13,972</b>	<b>8,551</b>	<b>257,712</b>	266,733
<b>Service Delivery:</b>							
	Labor - Operations	408,016	<b>412,498</b>	<b>24,655</b>	<b>15,089</b>	<b>452,242</b>	457,190
	Labor - Operations Workers Comp	29,041	<b>29,724</b>	<b>1,777</b>	<b>1,087</b>	<b>32,588</b>	37,653
	Labor - Maintenance	102,502	<b>111,550</b>	<b>6,667</b>	<b>4,080</b>	<b>122,298</b>	124,456
	Labor - Maintenance Workers Comp	9,131	<b>9,346</b>	<b>559</b>	<b>342</b>	<b>10,246</b>	11,839
	Fuel	312,523	<b>283,660</b>	<b>16,729</b>	<b>10,238</b>	<b>310,628</b>	308,445
	Insurance	59,109	<b>66,386</b>	<b>3,915</b>	<b>2,396</b>	<b>72,698</b>	77,469
	Maintenance (parts, supplies, materials)	101,160	<b>97,425</b>	<b>5,746</b>	<b>3,516</b>	<b>106,687</b>	102,281
	Maintenance Contract Costs	25,851	<b>23,078</b>	<b>1,361</b>	<b>833</b>	<b>25,272</b>	24,482
	<b>Total Operations</b>	1,047,333	<b>1,033,667</b>	<b>61,409</b>	<b>37,582</b>	<b>1,132,658</b>	1,143,816
<b>Capital/Studies:</b>							
	<b>Total Capital Outlay</b>	1,026,715	<b>1,206,841</b>	<b>72,132</b>	<b>44,144</b>	<b>1,323,117</b>	1,305,334
<b>Contingency</b>	hourly	17,714	<b>16,813</b>	<b>1,005</b>	<b>615</b>	<b>18,433</b>	17,853
<b>Interest Expense</b>	operations cost	34,075	<b>22,521</b>	<b>1,346</b>	<b>824</b>	<b>24,691</b>	16,011
<b>TOTAL FUNDING USES</b>		2,343,950	<b>2,515,031</b>	<b>149,863</b>	<b>91,716</b>	<b>2,756,611</b>	2,749,748
<b>TOTAL NON-CAPITAL EXPENDITURES</b>		1,317,235	<b>1,308,190</b>	<b>77,732</b>	<b>47,572</b>	<b>1,433,494</b>	1,444,414

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

		<b>Adopted Budget FY 2012-13</b>	<b>Weekday Proposed Budget FY 2013-14</b>	<b>Saturday Proposed Budget FY 2013-14</b>	<b>Sunday Proposed Budget FY 2013-14</b>	<b>Total Proposed Budget FY 2013-14</b>	<b>Projected Budget FY 2014-15</b>
<b>Route 12, 14 and 15</b>							
	Hours	15,751	<b>9,419</b>	<b>859</b>	<b>673</b>	<b>10,951</b>	11,225
	Miles	350,619	<b>283,473</b>	<b>26,515</b>	<b>20,410</b>	<b>330,398</b>	338,658
<b>Administration:</b>							
<b>Total Administration (Net of Contracts)</b>		270,191	<b>216,983</b>	<b>20,009</b>	<b>15,558</b>	<b>252,549</b>	261,533
<b>Service Delivery:</b>							
Labor - Operations	hourly	603,321	<b>395,275</b>	<b>36,048</b>	<b>28,251</b>	<b>459,574</b>	464,603
Labor - Operations Workers Comp	hourly	42,942	<b>28,483</b>	<b>2,598</b>	<b>2,036</b>	<b>33,116</b>	38,263
Labor - Maintenance	hourly	151,567	<b>106,893</b>	<b>9,748</b>	<b>7,640</b>	<b>124,281</b>	126,474
Labor - Maintenance Workers Comp	hourly	13,502	<b>8,956</b>	<b>817</b>	<b>640</b>	<b>10,412</b>	12,031
Fuel	miles	304,642	<b>249,598</b>	<b>23,346</b>	<b>17,971</b>	<b>290,915</b>	288,871
Insurance	miles	57,618	<b>58,415</b>	<b>5,464</b>	<b>4,206</b>	<b>68,084</b>	72,553
Maintenance (parts, supplies, materials)	miles	98,609	<b>85,726</b>	<b>8,018</b>	<b>6,172</b>	<b>99,917</b>	95,791
Maintenance Contract Costs	miles	25,199	<b>20,307</b>	<b>1,899</b>	<b>1,462</b>	<b>23,668</b>	22,929
<b>Total Operations</b>		1,297,399	<b>953,651</b>	<b>87,939</b>	<b>68,378</b>	<b>1,109,968</b>	1,121,514
<b>Capital/Studies:</b>							
<b>Total Capital Outlay</b>		1,518,174	<b>1,156,450</b>	<b>105,466</b>	<b>82,654</b>	<b>1,344,569</b>	1,326,498
<b>Contingency</b>	hourly	26,193	<b>16,111</b>	<b>1,469</b>	<b>1,151</b>	<b>18,731</b>	18,143
<b>Interest Expense</b>	operations cost	42,211	<b>21,581</b>	<b>1,968</b>	<b>1,542</b>	<b>25,091</b>	16,271
<b>TOTAL FUNDING USES</b>		3,154,169	<b>2,364,775</b>	<b>216,851</b>	<b>169,283</b>	<b>2,750,909</b>	2,743,959
<b>TOTAL NON-CAPITAL EXPENDITURES</b>		1,635,995	<b>1,208,325</b>	<b>111,385</b>	<b>86,630</b>	<b>1,406,340</b>	1,417,460

## SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY

		<b>Adopted Budget FY 2012-13</b>	<b>Total Proposed Budget FY 2013-14</b>	<b>Projected Budget FY 2014-15</b>
<b>Runabout</b>				
	Hours	23,341	<b>25,937</b>	28,531
	Miles	479,229	<b>509,405</b>	560,346
<b>Administration:</b>				
<b>Total Administration (Net of Contracts)</b>		388,742	<b>507,375</b>	565,411
<b>Service Delivery:</b>				
Labor - Operations	hourly	894,045	<b>1,088,454</b>	1,180,879
Labor - Operations Workers Comp	hourly	63,635	<b>78,432</b>	97,254
Labor - Maintenance	hourly	224,603	<b>294,347</b>	321,458
Labor - Maintenance Workers Comp	hourly	20,008	<b>24,661</b>	30,580
Fuel	miles	416,387	<b>448,531</b>	477,967
Insurance	miles	78,753	<b>104,972</b>	120,047
Maintenance (parts, supplies, materials)	miles	134,780	<b>154,051</b>	158,496
Maintenance Contract Costs	miles	34,442	<b>36,492</b>	37,938
<b>Total Operations</b>		<u>1,866,652</u>	<b><u>2,229,938</u></b>	<u>2,424,618</u>
<b>Capital/Studies:</b>				
<b>Total Capital Outlay</b>		261,655	<b>884,517</b>	318,744
<b>Contingency</b>		38,815	<b>44,364</b>	46,113
<b>Interest Expense</b>		60,731	<b>59,427</b>	41,355
<b>TOTAL FUNDING USES</b>		<u>2,616,595</u>	<b><u>3,725,620</u></b>	<u>3,396,241</u>
<b>TOTAL NON-CAPITAL EXPENDITURES</b>		<u>2,354,940</u>	<b><u>2,841,103</u></b>	<u>3,077,497</u>

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

		<b>Adopted Budget FY 2012-13</b>	<b>Line 83 Proposed Budget FY 2013-14</b>	<b>Senior Shuttle Proposed Budget FY 2013-14</b>	<b>Route 227 Proposed Budget FY 2013-14</b>	<b>Beach Shuttle Proposed Budget FY 2013-14</b>	<b>Total Proposed Budget FY 2013-14</b>	<b>Projected Budget FY 2014-15</b>
<b>Line 83, Senior Shuttle, Route 227, Beach Shuttle</b>								
	Hours	1,052	<b>1,081</b>	-	<b>145</b>	<b>428</b>	<b>1,653</b>	2,126
	Miles	51,397	<b>53,766</b>	-	<b>4,875</b>	<b>12,517</b>	<b>71,158</b>	87,440
<b>Administration:</b>								
<b>Total Administration (Net of Contracts)</b>		42,779	<b>31,953</b>	-	-	-	<b>31,953</b>	32,978
<b>Service Delivery:</b>								
Labor - Operations	hourly	40,278	<b>45,345</b>	-	<b>6,092</b>	<b>17,940</b>	<b>69,377</b>	88,011
Labor - Operations Workers Comp	hourly	2,867	<b>3,267</b>	-	<b>439</b>	<b>1,293</b>	<b>4,999</b>	7,248
Labor - Maintenance	hourly	10,119	<b>12,263</b>	-	<b>1,647</b>	<b>4,851</b>	<b>18,761</b>	23,958
Labor - Maintenance Workers Comp	hourly	901	<b>1,027</b>	-	<b>138</b>	<b>406</b>	<b>1,572</b>	2,279
Fuel	miles	44,657	<b>47,341</b>	-	<b>4,292</b>	<b>11,021</b>	<b>62,655</b>	74,585
Insurance	miles	8,446	<b>11,079</b>	-	<b>1,005</b>	<b>2,579</b>	<b>14,663</b>	18,733
Senior Shuttle	n/a	80,000	-	-	-	-	-	-
Maintenance (parts, supplies, materials)	miles	14,455	<b>16,260</b>	-	<b>1,474</b>	<b>3,785</b>	<b>21,519</b>	24,733
Maintenance Contract Costs	miles	3,694	<b>3,852</b>	-	<b>349</b>	<b>897</b>	<b>5,097</b>	5,920
<b>Total Operations</b>		205,417	<b>140,434</b>	-	<b>15,437</b>	<b>42,774</b>	<b>198,644</b>	245,468
<b>Capital/Studies:</b>								
<b>Total Capital Outlay</b>		29,894	-	-	-	-	-	-
<b>Contingency</b>		-	-	-	-	-	-	-
<b>Interest Expense</b>		-	-	-	-	-	-	-
<b>TOTAL FUNDING USES</b>		278,090	<b>172,387</b>	-	<b>15,437</b>	<b>42,774</b>	<b>230,597</b>	278,446
<b>TOTAL NON-CAPITAL EXPENDITURES</b>		248,196	<b>172,387</b>	-	<b>15,437</b>	<b>42,774</b>	<b>230,597</b>	278,446

## SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY

	<b>Adopted Budget FY 2012-13</b>	<b>Total Proposed Budget FY 2013-14</b>	<b>Projected Budget FY 2014-15</b>
<b>County Services</b>			
<b>Administration:</b>			
<b>Total Administration (Net of Contracts)</b>	217,866	<b>97,500</b>	99,688
<b>Service Delivery:</b>			
Labor - Operations	263,082	<b>255,072</b>	267,811
Labor - Operations Workers Comp	18,725	<b>18,380</b>	22,056
Labor - Maintenance	66,092	<b>68,978</b>	72,903
Labor - Maintenance Workers Comp	5,888	<b>5,779</b>	6,935
Fuel	83,990	<b>69,000</b>	70,725
Insurance	20,834	<b>19,100</b>	21,010
Special Transportation (includes Senior Van: n/a	79,925	<b>81,700</b>	83,743
Avila Trolley	66,100	<b>66,100</b>	66,100
Maintenance (parts, supplies, materials)	49,085	<b>48,744</b>	48,744
Maintenance Contract Costs	12,543	<b>11,546</b>	11,546
<b>Total Operations</b>	666,264	<b>644,400</b>	671,573
<b>Capital/Studies:</b>			
<b>Total Capital Outlay</b>	95,000	-	-
<b>Contingency</b>	-	-	-
<b>Interest Expense</b>	-	-	-
<b>TOTAL FUNDING USES</b>	979,130	<b>741,900</b>	771,261
<b>TOTAL NON-CAPITAL EXPENDITURES</b>	884,130	<b>741,900</b>	771,261

# SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY

		<b>Total Proposed Budget FY 2013-14</b>	<b>Projected Budget FY 2014-15</b>
<b>North County Services</b>			
<b>Administration:</b>			
<b>Total Administration (Net of Contracts)</b>		<b>19,772</b>	118,630
<b>Service Delivery:</b>			
Labor - Operations	hourly	<b>91,225</b>	568,200
Labor - Operations Workers Comp	hourly	<b>6,788</b>	42,450
Labor - Maintenance	hourly	<b>9,170</b>	62,670
Labor - Maintenance Workers Comp	hourly	<b>872</b>	5,962
Fuel	miles	<b>17,435</b>	119,150
Insurance	miles	<b>4,417</b>	30,180
Maintenance (parts, supplies, materials)	miles	<b>6,073</b>	41,510
Maintenance Contract Costs	miles	<b>1,452</b>	9,920
<b>Total Operations</b>		<b>137,432</b>	880,042
<b>Capital/Studies:</b>			
<b>Total Capital Outlay</b>		-	-
<b>Contingency</b>	hourly	<b>1,915</b>	11,490
<b>Interest Expense</b>	operations cost	-	-
<b>TOTAL FUNDING USES</b>		<b>159,119</b>	1,010,162
<b>TOTAL NON-CAPITAL EXPENDITURES</b>		<b>159,119</b>	1,010,162

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**May 1, 2013**

**STAFF REPORT**

**AGENDA ITEM:** B-2

**TOPIC:** Reimbursement for South County Area Transit Use of RTA Vehicles

**ACTION:** Review and Approve

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

**RTAC RECOMMENDATION:** Supported at April 17, 2013 Meeting

**BACKGROUND:**

As noted in the Executive Director's report during the March 6, 2013 RTA Board meeting, at various times during the year vehicle(s) have been borrowed from RTA for South County Area Transit service needs. This is being done due to vehicle shortages related to their hybrid bus being unusable, as well as for training needs and when South County Area Transit buses are in the shop for repairs/maintenance.

Staff reviewed the Daily Vehicle Inspection reports completed by South County Area Transit staff for RTA vehicles for the period July 1, 2012 to February 28, 2013. During that time 31,257 miles were operated on RTA vehicles in the provision of South County Area Transit service.

To determine a cost per mile, various cost factors were evaluated, including fuel, parts, maintenance staff time, and insurance. As was noted at the March meeting, RTA is not looking to recover any depreciation costs. Based on the evaluation, the cost per mile is \$1.70, which would result in a charge of \$53,136.90 through February 2013. It should be noted that RTA vehicles continue to be used at South County Area Transit and likely will be until their new vehicles arrive in August 2013.

**Staff Recommendation**

Approve the transfer of \$53,136.90 in maintenance costs from RTA to SCAT for the use of RTA buses from July 1, 2012, through February 28, 2013. In addition, approve the per mile rate for using RTA vehicles of \$1.70 through the end of August 2013.



**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**May 1, 2013**

**STAFF REPORT**

**AGENDA ITEM:** C-1

**TOPIC:** Trustee Change for Nationwide 457

**PRESENTED BY:** Geoff Straw

**STAFF RECOMMENDATION:** Adopt Resolution

**BACKGROUND/DISCUSSION:**

The attached resolution updates the trustees on the existing Nationwide 457 Retirement Account set forth in the Nationwide Financial Defined Contribution Plan and Trust, effective as of January 1, 2009.

**STAFF RECOMMENDATION:**

Adopt the resolution appointing Geoff Straw, Omar McPherson and Tania Arnold as Trustees. As such, they are authorized and directed to perform all acts, sign all documents necessary to put said plan into operation pursuant to Section 401 (a) of the Internal Revenue Code of 1986.

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION AUTHORIZING THE CHANGE IN TRUSTEE FOR  
NATIONWIDE 457 RETIREMENT PLAN**

The undersigned secretary of San Luis Obispo Regional Transit Authority hereby certifies that the following resolutions were adopted at a meeting of the Board of Directors held on May 1, 2013.

**RESOLVED**, that the Corporation hereby adopts the San Luis Obispo Regional Transit Authority 457 Retirement Plan set forth in the Nationwide Financial Defined Contribution Plan and Trust, effective as of January 1, 2009.

**FURTHER RESOLVED**, that Geoff Straw, Omar McPherson and Tania Arnold of the San Luis Obispo Regional Transit Authority are hereby authorized and directed to perform all acts, sign all documents necessary to put said plan into operation, and to secure the approval of said plan by the Internal Revenue Service so that said plan may qualify under Section 401(a) of the Internal Revenue Code of 1986, as amended;

**FURTHER RESOLVED**, that Geoff Straw, Omar McPherson and Tania Arnold are hereby appointed as Trustee(s) and, upon acceptance by executing the Adoption Agreement of said plan, is/are directed to assume ownership of all trust assets.

Upon motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and on the following roll call, to wit:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINING:**

The foregoing resolution is hereby passed and adopted by the San Luis Obispo Regional Transit Authority of San Luis Obispo County, State of California, at a regular meeting of said Board of Directors held on the 1<sup>st</sup> day of May, 2013.

---

Frank Mecham  
President of the RTA Board

\_\_\_\_\_  
Geoff Straw

\_\_\_\_\_  
Omar McPherson

\_\_\_\_\_  
Tania Arnold

APPROVED AS TO FORM AND LEGAL EFFECT:

By: \_\_\_\_\_  
Tim McNulty  
RTA Counsel

Dated: \_\_\_\_\_

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**May 1, 2013**

**STAFF REPORT**

**AGENDA ITEM:** C-2

**TOPIC:** Vehicle Procurement

**PRESENTED BY:** Geoff Straw

**STAFF RECOMMENDATION:** Authorize Executive Director to procure eight (8) forty-foot low floor buses and four (4) Runabout Cutaway vehicles at a cost not to exceed \$4,126,320

**BACKGROUND/DISCUSSION:**

RTA has been awarded funding to purchase eight (8) new replacement forty-foot low-floor buses. Six (6) of the eight buses will be funded with \$2,280,000 in Federal Transit Administration (FTA) State of Good Repair (SGR) funding apportioned in FY12-13, \$400,000 in California Proposition 1B funding apportioned in the FY10-11 cycle, and \$170,000 in Rural Transit Funds as local match to these funds. The other two was funded with \$400,000 in FTA 5316, \$336,581 in FTA 5311, \$40,000 in FTA 5307, and \$89,739 in Rural Transit Funds and \$50,000 in STA as local match to these funds.

Total funding available immediately for the eight bus procurement project is \$3,766,320. Staff has evaluated forty-foot low-floor vehicles available in the marketplace, and has identified several available options for buses manufactured by the Gillig Corporation. These piggyback options are currently available through contracts already executed by other transit agencies, and the procurement documents include all of the FTA-required clauses. These buses have upgrade packages that match the items included in our current procurement with the Gillig Corporation for seven buses that will be delivered beginning in June 2013. These items include digital on-board surveillance systems, multiplex wiring systems, GFI fareboxes, and electronic LED front, side and rear destination signs – all of which will be useful to our customers, as well as to our operations and maintenance team. Staff anticipates a minimum of fifteen (15) months lead time for delivery, once an order is placed.

RTA also secured \$324,000 in FTA 5307 to fund four Runabout Cutaway vehicles. These funds will be match with STA funds of \$36,000. These four (4) Runabout Cutaway wheelchair-accessible vehicles will be purchased from the CalACT procurement list previously used by RTA for vehicle purchases and approved by FTA and Caltrans. RTA will provide ADA Paratransit service with these vehicles. Once the Purchase Order is issued, it will take about 4-6 months for delivery.

**Staff Recommendation**

In order to expedite the purchasing process, staff requests the Board's concurrence to authorize the Executive Director to issue a Purchase Order to vendor for the procurement of eight (8) forty-foot low floor buses and four (4) Runabout Cutaway vehicles at a total price not to exceed \$4,126,320.

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**May 1, 2013**

**STAFF REPORT**

**AGENDA ITEM:** C-3

**TOPIC:** Equal Employment Opportunity Plan

**PRESENTED BY:** Geoff Straw

**STAFF RECOMMENDATION:** Approve staff to submit this EEO Plan to the Federal Transit Administration (FTA)

**BACKGROUND/DISCUSSION:**

RTA is required by the Federal Transit Administration (FTA) to update its Equal Employment Opportunity (EEO) Plan every three years. RTA last updated its EEO Plan in 2010 and is at the point where we need to submit an updated Plan for the next three federal fiscal years starting in October 1, 2013 and ending on September 30, 2016. RTA must submit EEO Plan updates to remain eligible for federal funding.

**Equal Employment Opportunity Program**

It is the policy of RTA and its departments to pursue equal employment opportunity regardless of race, religion, color, national origin, sex, height, weight, marital status, age or disability as defined by federal and state law in our relationship with applicants for employment, employees of the RTA and the Public.

**Staff recommendation**

Approve staff to submit the attached Equal Employment Opportunity Plan to the FTA.



179 Cross Street, Suite A  
San Luis Obispo, CA 93401  
(805) 781-4472 Fax (805) 781-1291  
[www.slorta.org](http://www.slorta.org)

**EQUAL EMPLOYMENT OPPORTUNITY PLAN UPDATE**  
**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**  
**OCTOBER 1, 2013- SEPTEMBER 30, 2016**

**Contact Information:**

**Tania Arnold**  
**Chief Financial Officer & Director of Administration**  
**Office: 805.781.4397**  
[tarnold@slorta.org](mailto:tarnold@slorta.org)

The Regional Transit Authority is a Joint Powers Agency serving residents and visitors of:  
Arroyo Grande Atascadero Grover Beach Morro Bay Paso Robles Pismo Beach San Luis Obispo and The County of San  
Luis Obispo



**EQUAL EMPLOYMENT OPPORTUNITY PLAN**  
**Adapted: May 1, 2012**

**I. POLICY STATEMENT**

1. It's the policy of the San Luis Obispo Regional Transit Authority (RTA) and its departments and agencies to pursue equal employment opportunity regardless of race, religion, color, sex, height, weight, marital status, national origin, age, or disability as defined by federal and state law in our relationship with applicants for employment, employees of the department/agency, and the public.
2. Where there is evidence of the present effects of past discrimination (inadvertent or intentional), a narrowly tailored remedy may be warranted. Any such affirmative action plan must be prepared in advance by the Executive Director or their designee, in accordance with Civil Service Rules, Regulations and applicable law, and then submitted to the RTA Board of Directors for its review and approval.
3. The Chief Financial Officer & Director of Administration will be the EEO Officer for RTA and will work with the RTA Executive Director for all complaints against RTA.
4. All Executives, managers, and supervisory staff shall share the responsibility of the EEO plan and are assigned tasks in hiring and promotions to assure compliance is achieved.
5. All applicants and employees have the right to file a complaint alleging discrimination with the EEO Officer.
6. As part of the annual evaluation of Management Staff, the Executive Direct will evaluate the success of the EEO plan and share this with the Managers and Supervisors.
7. The successful achievement of the EEO goals has and will provide benefits to the recipient through a fuller utilization and development of previously underutilized human resources

\_\_\_\_\_  
**Executive Director      Date**  
**Geoff Straw**

\_\_\_\_\_  
**CFO & Director of Administration      Date**  
**Tania Arnold**



## II. DISSEMINATION AND COMMUNICATION

This Policy Statement will be made available to employees, applicants, and organizations outside the department/agency through employee handbooks, policy directives, posting in conspicuous locations, the Internet, statements on recruitment documents, advertising, and through notification to contractors, etc.

Executive, managerial, and supervisory personnel will be advised of the Policy, through annual meetings and/or training, with emphasis on individual responsibilities for implementation of the policy.

## III. RESPONSIBILITIES

### A. Implementation

The Executive Director, in cooperation with the Chief Financial Officer & Director of Administration of RTA shall implement this Equal Employment Opportunity (EEO) Plan and submit the plan to the RTA Board of Directors for its approval. The plan shall be consistent with applicable law. **(See attachment A for organization chart)**

### B. Executives, Managers, and Supervisors

Executives, managers, and supervisors are responsible for assuring that recruitment for vacancies is handled in a manner to attract a qualified, diverse applicant pool and that hiring decisions are based on job-related factors.

Executives, managers, and supervisors are responsible for making reasonable efforts to assure that all employees are provided a work environment that gives every employee the opportunity to succeed. Employees shall be treated in a non-discriminatory manner, consistent with applicable law, rules, regulations and policies.

### C. Administration of Equal Employment Opportunity Activities

The Chief Financial Officer & Director of Administration, or their designee, is responsible to undertake activities necessary to implement equal employment opportunity activities consistent with the Plan. Overall Equal Employment Opportunity responsibilities shall be coordinated with the Department's Human Resources personnel.

Activities in this area may include:

1. Implementing the EEO Plan through internal and external communication techniques.
2. Consulting with other human resource and departmental personnel responsible for the developing of a plan to forecast departmental workforce needs.
3. Identifying steps that will be taken to assure equal employment opportunity in developing pools of potential qualified employees, including identifying areas where equal employment opportunity improvement is necessary and recommending actions for solving deficiencies.
4. Reviewing personnel policies, selection processes, and record keeping procedures that affect equal employment opportunity. Employment data, practices and policies will be analyzed to determine if these afford equal employment opportunity. Appropriate steps to remedy any identified barriers will be taken in accordance with applicable law, rules, and regulations and as approved by the RTA Executive Director.

5. Analyzing employment practices, including reassignments and promotions, and programs offered to employees, including training and other professional development activities to ensure that such activities occur in a non-discriminatory manner.
6. Reporting data related to the composition of the workforce by race, gender, and disability status.
7. Coordinating Section 504/ADA/reasonable accommodation activities. These accommodations may include:
  - Providing written interview questions for persons who are hearing impaired.
  - Providing a proctor for a person who is visually impaired.
  - Providing more time for persons with a proven learning disability.
  - Providing a quiet environment for persons with attention deficit disorder.
8. Investigating allegations of illegal discrimination and sexual harassment complaints.

#### **IV. EMPLOYMENT PRACTICES**

##### **A. RECRUITMENT**

Recruitment is a shared responsibility between the County of San Luis Obispo and RTA. Qualified applicants who reflect the composition of all such persons in the relevant labor market will be sought. All personnel involved in the recruiting, screening, and selection processes will be properly trained to ensure the elimination and absence of bias in all personnel actions.

Recruitment of applicants to assure equal opportunity may include the following employment resources:

- Posting of vacancy(ies), internally or externally (e.g., targeted newspapers, trade, professional and other journals, e-mail, Internet).
- Contacting universities, colleges, schools and professional organizations.
- Use of career development programs (e.g., school to work co-ops, internships and student assistants, speaking to schools and youth groups, departmental training programs).
- Referral agencies (e.g., Department of Career Development or other state/local employment agencies, private agencies).

##### **B. HIRING**

RTA will make hiring decisions based upon an evaluation of its workforce needs and an evaluation of a person's qualifications and ability to satisfactorily perform the essential duties of the position, with or without accommodation, consistent with applicable law, rules, regulations, and if applicable, in accordance with any contractual requirements.

##### **C. PROMOTIONS AND CAREER ADVANCEMENT**

In accordance with the principles of equal employment opportunity, RTA will: 1) promote employees based on experience, training, and ability to perform duties of a higher level, and 2) encourage employees to participate in available career advancement activities with the department (e.g., internal and external training programs).

## **V. AFFIRMATIVE ACTION**

Where there is evidence of the present effects of past discrimination (inadvertent or intentional), a narrowly tailored remedy may be warranted. Any such affirmative action plan must be prepared in advance by the RTA Executive Director or their designee, in accordance with Civil Service Rules, Regulations and applicable law, and then submitted to the RTA Board of Directors for its review and approval.

## **VI. REPORTING OF EEO EFFORTS**

### **A. SELECTION PROCESS.**

RTA shall ensure equal employment opportunity consistent with Civil Service Rules and Regulations. In addition, RTA shall maintain accurate documentation for all steps of the selection process, including an evaluation of the selected candidate compared to the selection criteria used. Documentation shall be maintained in accordance with Civil Service Rules and Regulations.

### **B. EMPLOYEE RELATIONS AND DEVELOPMENT**

Managers and supervisors are responsible to provide other information necessary for the administration of EEO within RTA. Each department/agency will continue to review on an annual basis:

1. Participation by employees in training and other professional development activities to assure that participation occurs in a non-discriminatory manner, and
2. Performance evaluations and disciplinary actions, to assure that such actions are taken in a non-discriminatory manner.

## **VII. UTILIZATION ANALYSIS**

### **A. UTILIZATION STUDY:**

**RTA is a Joint Powers Authority in San Luis Obispo County and as such uses the County's Office of Human Resources to recruit persons for employment.**

RTA shall prepare a utilization study that contains an analysis of all major job categories in RTA with an explanation showing if minorities or women are currently being underutilized in any one or more job categories. The utilization analysis shall be conducted separately for minorities and women. In determining whether minorities are being underutilized in any job category, the following factors will be used:

1. Minority and female availability for the County's relevant labor market area.
2. The percentage of minority and female employees in the County work force as compared with the availability of minorities and females in the relevant labor market area.
3. The general availability of minorities and females having required requisite skills in the relevant labor market area.
4. The availability of promotable and transferable minorities and women within RTA.

### **B. RTA UTILIZATION ANALYSIS:**

The utilization analysis shall be conducted by comparing RTA's current workforce composition to the availability of Hispanic and other protected groups in the relevant labor market obtained from the most current Labor Market data. The first analysis shall compare the current utilization

in RTA's workforce of members of both genders in each group to the relevant labor market availability. The second analysis shall compare the current utilization in RTA's workforce in each group to the relevant labor market.

The statistics are the basis for the utilization analysis of RTA's current workforce composition. Only those job classifications that are currently filled shall be contained in the utilization analysis.

The utilization analysis shall provide the basis for targeting key positions. In those instances where the utilization analysis indicated that RTA's work force composition is less than 80% of the ratio available in the relevant labor market for a particular protected group (i.e. Hispanic, other, female) and such information is statistically significant, such positions shall be targeted as key positions.

**(SEE ATTACHED B - UTILIZATION ANALYSIS WORKSHEET)**

### **C. EMPLOYMENT GOALS CRITERIA:**

Employment goals shall be established utilizing the following standards:

1. Directors and each manager shall be invited to participate in the goal setting process.
2. The utilization analysis will be used.
3. Goals shall not consist of rigid and inflexible quotas that must be met, but are targets reasonably attainable by means of applying every good faith effort to make all aspects of the entire affirmative action program work.
4. RTA shall establish and set forth, where necessary, specific goals separately for each protected group deemed.
5. Such goals, with supporting data and the analysis thereof, shall be part of San Luis Obispo Regional Authority's written Affirmative Action Plan and maintained in every office.
6. Support data for the required analysis and program shall be compiled and maintained as part of RTA affirmative action program.

### **D. JOB CATEGORIES**

1. Directors:  
Occupations in which employees set broad policies, exercise overall responsibility for execution of these policies, or direct individual departments.
2. Managers:  
Occupations in which employees set focused policies, exercise overall responsibility for execution of these policies, or direct individual divisions. Occupations which require specialized and theoretical knowledge that is usually acquired through college training, or through work experience and other training, and provides comparable knowledge.
3. Administrative Support Staff:  
Occupations in which workers are responsible for internal and external communications, recording and retrieval of data and/or information and other paperwork required in an office.
4. Operations Supervisors:  
Occupations in which workers are responsible for internal and external communications, recording and retrieval of data and/or information and other paperwork required in an office or on the road. This includes dispatchers and road supervisors

5. Technicians:

Occupations in which workers require a combination of basic technical knowledge, manual skills which can be obtained through specialized post-secondary school, education or through equivalent on-the-job training. Occupations in which workers perform duties which may result in, or contribute to, the safety of the general public. This would include maintenance workers.

6. Bus Operators

Occupations in which workers perform duties which may result in, or contribute to, the safety of the general public. This would include bus drivers.

**E. UTILIZATION ANALYSIS NARRATIVE**

The Utilization Analysis conducted compares the most recent data available of the relevant labor market from the 2010 Census by Gender, Race and Hispanic Origin. This is the latest update we have.

The following groups are included in RTA's workforce:

- Directors
- Managers
- Administrative Support
- Operations Supervisors
- Technicians
- Bus Operators

A comparison with the relevant labor market indicates underutilization supporting the targeting of the following job categories as indicated:

Directors	Not underutilized in either category
Managers	Not underutilized in either category
Administrative Support	25% underutilized in Minorities and 2% Underutilized Females
Operations Supervisors	Not underutilized in either category
Technicians	Not underutilized in either category
Bus Operators	18% underutilized in Minorities and 18% Underutilized Females

Under this affirmative action plan, by identifying protected groups, RTA shall attempt to increase the representations of those targeted. This shall be accomplished by directing, through the adoption of this plan, appointing supervisors to meet goals for the inclusion of women and/or minorities who are substantially equally qualified to other applicants for vacancies in targeted job categories.

RTA, under this Utilization Plan has identified underutilization of Targeted Protective groups and will try to increase the representation of those targeted. This will be done through supervisory training and minority recruitment.

## **F. Monitoring and Reporting System**

An important part of any successful EEO program is the establishment of an effective and workable internal monitoring and reporting system. This system serves the following basic purposes:

1. Assessing EEO accomplishments
2. Enables RTA to evaluate the EEO program during the year and to take any necessary corrective action regarding the development and execution of programs of goals and timetables.
3. Identify supervisors who have failed to achieve the goal or to implement affirmation action.
4. Provide a precise and factual database for future projections.

The reporting system will provide documentation to support actions that affect minority and women job applicants or employees.

The utilization profile has been reviewed and discussed and agreed to by the parties signing below.

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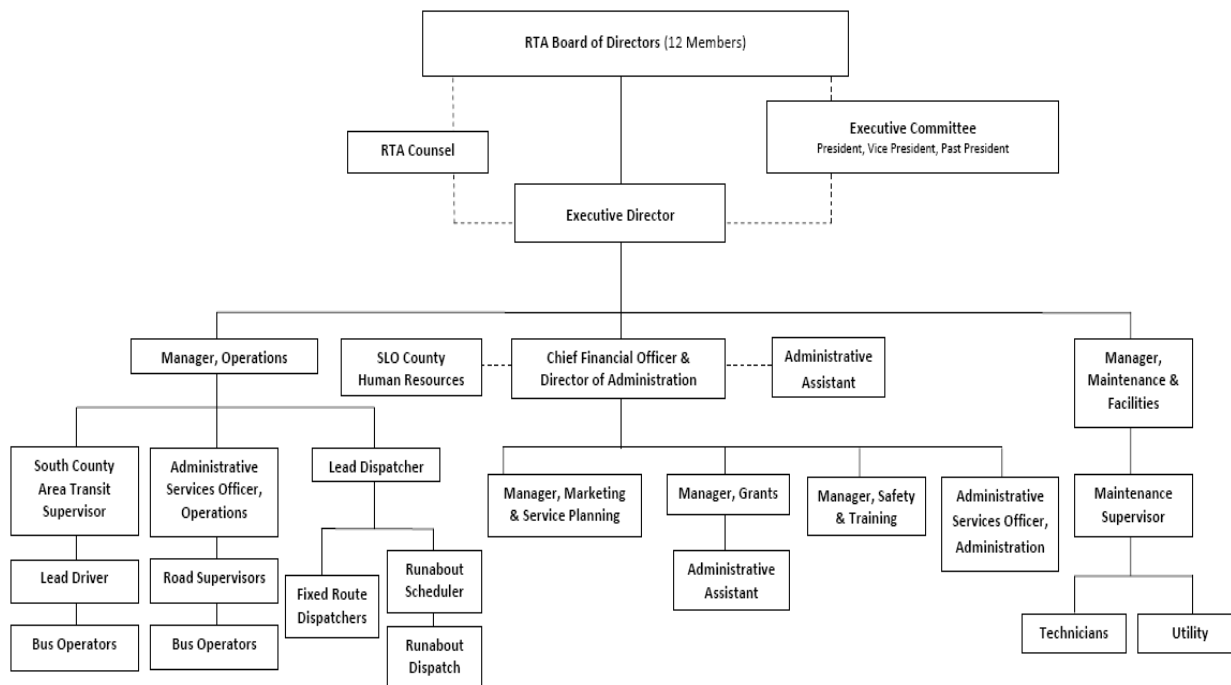
Geoff Straw  
Executive Director

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Tania Arnold  
CFO, Director of Finance

ATTACHMENT A

**San Luis Obispo Regional Transit Authority  
EEO Program Management**



Dept. Job Title or Number	Salary	Current Period As Of: April 15, 2013																	Current				Availability %		% of Under-Utilization		GOAL	
		All Employees			EMPLOYEES								MIN		F		MIN	F	MIN	F								
		TOT	M	F	W	MALE				FEMALE				#	%	#					%							
						AA	HISP	API	AIAN	NHOPI	MULTI	W	AA				HISP	API	AIAN	NHOPI		MULTI	#	%	#	%		
Directors		2	1	1								1							1	50%	1	50%	11%	26%	39%	25%	(1)	(0)
Managers		5	3	2	1	1					1	2							2	40%	2	40%	24%	17%	16%	23%	(1)	(1)
Administrative Support Staff		3	1	2	1							2							0	0%	2	67%	25%	69%	-25%	-2%	1	0
Operations Supervisors		11	4	7	2							4						1	5	45%	7	64%	36%	23%	9%	40%	(1)	(4)
Technicians		11	10	1	4														7	64%	1	9%	22%	1%	41%	8%	(5)	(1)
Bus Operators		52	37	15	30	1	5					1	11	2	2				11	21%	15	29%	40%	47%	-18%	-18%	10	9

AA - African American  
HISP - Hispanic  
API - Asian Pacific Islander  
AIAN - American Indian or Alaskan Native  
NHOPI - Native Hawaiian or Other Pacific Islander  
Multi - Two or More Races



**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**May 1, 2013**

**STAFF REPORT**

**AGENDA ITEM:** C-4

**TOPIC:** North County Transit Consolidation Term Sheet

**PRESENTED BY:** Geoff Straw

**STAFF RECOMMENDATION:** Review and Adopt Staff Recommendation

**BACKGROUND/DISCUSSION:**

Direction is needed from the RTA Board to proceed with development of a North County Transit Consolidation agreement, based on the attached Term Sheet. Below are some facts concerning this matter:

1. The North County Transit Plan of 2012, initiated by the San Luis Obispo Council of Governments (SLOCOG), recommended the consolidation of Fixed- Route transit services in Paso Robles and Atascadero, and Dial-A-Ride services in Paso Robles, under RTA.
2. Transit and administrative staff from SLOCOG, the County of San Luis Obispo, RTA and the cities of Atascadero and Paso Robles subsequently drafted a Term Sheet to guide the consolidation (currently planned for May, 2014). A copy of that document is attached.
3. The Term Sheet is not a binding agreement, and may be modified further. Endorsement, in concept, is being sought to confirm direction prior to final revisions and adoption.
4. Consolidation is expected to maintain the current level of transit service in the North County, while reducing costs by approximately \$325,000 annually. Savings would be split between the cities of Paso Robles and Atascadero. No additional costs would be incurred by RTA that would impact jurisdictions outside of the North County area.
5. The Atascadero City Council, at their March 26, 2013 meeting, approved the Term Sheet in concept, with the proviso that:
  - a. The cost-savings split be shared 55% Atascadero and 45% Paso Robles.
  - b. Staff report back to the City Council when updated cost-savings figures are developed.

- c. Staff work with RTA and SLOCOG to further define how fare revenues in the North County can be shared in order to maximize the farebox recovery ratio for Atascadero Dial-A-Ride and other services operated in Atascadero.
6. The Paso Robles City Council, at their April 16, 2013 meeting, approved the Term Sheet in concept, including the revised 55% Atascadero and 45% Paso Robles cost-savings split.
7. Savings from consolidation could be used to fund increased transit services, such as additional RTA Route 9 express trips between Paso Robles and SLO, or for other purposes suitable for TDA funds.

**Staff Recommendation**

Direct staff to work with officials from SLOCOG, the County, and the cities of Atascadero and Paso Robles to develop a North County Transit Consolidation agreement, based on the attached Term Sheet (as amended).

## **Term Sheet, North County Transit Consolidation** *(revised March 22, 2013)*

### **Parties**

- City of Atascadero (Atascadero)
- City of El Paso de Robles (Paso Robles)
- County of San Luis Obispo (County)
- San Luis Obispo Regional Transit Authority (RTA)
- San Luis Obispo Council of Governments (SLOCOG)

### **Oversight**

- Effective July 1, 2013, each of the parties will designate two representatives to serve on the new North County Policy Oversight and Technical Committee, which supersedes the North County Urbanized Area Technical Committee formed in mid-2003. One of those two representatives will serve as the regular designee; the other representative will serve as an alternate if the regular designee is not able to attend regular meetings or participate in teleconferences.

### **Purpose**

- To set forth the roles, responsibilities and financial commitments in connection with the implementation of consolidated fixed route local and regional service in North San Luis Obispo County.
- This Term Sheet reflects the intentions of all parties to proceed with implementation of the preferred option known as Alternative 3B, defined in the 2012 North County Transit Plan. Alternative 3B consists of consolidated fixed route services in North County and Dial-A-Ride services in Paso Robles to be operated by RTA.
- This Term Sheet will serve as the platform for a Memorandum of Understanding (MOU) to be approved by the governing boards or city councils of each of the parties.

### **Term of Agreement**

- The MOU shall cover a minimum of a five-year timeframe. The MOU shall be effective on May 1, 2014 and shall continue, until or unless terminated earlier as provided herein. RTA will furnish sufficient personnel to complete all phases of the tasks. The service performance will be evaluated each year. The MOU will be automatically extended annually starting on July 1, 2019, unless it is terminated as described below.
- Either party may terminate the MOU at any time by giving the other party One Hundred Eighty (180) days written notice of such termination. Termination shall have no effect upon the rights and obligations of the parties arising out of the transaction occurring prior to the effective date of such termination. RTA

**Term Sheet, North County Transit Consolidation** (revised March 22, 2013)

**Term of Agreement**  
(Continued)

shall be paid for all work satisfactorily completed prior to the effective date of such termination.

- If, through any cause within its control, either party fails to fulfill in a timely and professional manner its obligations under the MOU, or if either party violates any of the terms or provisions of the MOU, either party shall have the right to terminate it immediately upon giving written notice thereof to the party. Termination shall have no effect upon the rights and obligations of the parties arising out of any transaction occurring prior to the effective *date* of such termination. RTA shall be paid for all work satisfactorily completed prior to the effective date of such termination.

**Sharing of Cost-Savings**

- A total of \$364,379 is projected to be saved if all North County services are operated under RTA. The City of Atascadero will retain operation of its Dial-A-Ride; so \$38,000 is reduced from the calculated savings. The net cost savings is agreed to be \$326,379.
- The \$326,379 reduced costs will be split 47% to Paso Robles (\$153,398) and 53% to Atascadero (\$172,980).
- North County services will be funded by a variety of sources including FTA Section 5307, Small Transit Intensive Cities (STIC), TDA, STA and a subsidy from Cuesta College in addition to Passenger Fares.
- A portion of the overall annual cost savings (or costs deferred) not to exceed \$50,000 in the first fiscal year shall be used to fund one additional Route 9 express roundtrip in the first year the new service is implemented in FY 2014/15; this annual funding would be provided by the North County jurisdictions for the life of the MOU. In the first year of the consolidation, the remaining net saving would be \$276,379, which would be split 47% to Paso Robles (\$129,898) and 53% to Atascadero (\$146,481).
- Ridership and financial data for this additional new express run will be monitored and reported electronically by RTA to the North County Urbanized Technical Committee on a quarterly basis. In the 2<sup>nd</sup> year, FY 2015/16, another express run would be introduced assuming it is justified by ridership demand and agreed to by all parties.

**Term Sheet, North County Transit Consolidation** *(revised March 22, 2013)*

**Atascadero  
Responsibilities**

- Atascadero agrees to participate on the Policy Oversight and Technical Committee.
- Atascadero shall transfer title of its El Camino Shuttle fleet to RTA.
- Atascadero Dial-A-Ride would continue as a stand-alone service and will be operated by the City of Atascadero. It might incur minor additional administrative costs that will make it more challenging to achieve the newly required 15% farebox recovery ratio. Atascadero has negotiated with SLOCOG on a mutually acceptable reduced farebox ratio effective July 1, 2013. As part of the phased implementation and after the first full fiscal year in operations with the consolidated fixed route plan, the RTA, SLOCOG and the City will review the service quality and performance of both Atascadero (in house program) and Paso Robles Dial-A-Ride (under the new RTA operation). Based on the evaluation to the end of June 2015, Atascadero may consider transitioning the Atascadero Dial-A-Ride to RTA.

**Paso Robles  
Responsibilities**

- Paso Robles agrees to participate on the Policy Oversight and Technical Committee.
- Paso Robles shall transfer title of its vehicles to RTA, which will operate them in North County. Vehicles determined to be surplus may be liquidated with the consent of both Paso Robles and RTA.
- The Paso Robles Dial-A-Ride (DAR) is subject to the recently agreed upon 15% farebox recovery ratio.
- Paso Robles understands TDA exemptions for meeting minimum farebox recovery ratios; in the event its DAR became a specialized service dedicated to seniors and disabled, the mandated farebox recovery ratio would be lowered by SLOCOG from 15 to 10%.

**County  
Responsibilities**

- County agrees to participate on the Policy Oversight and Technical Committee.

## **Term Sheet, North County Transit Consolidation** *(revised March 22, 2013)*

### **RTA Responsibilities**

- RTA agrees to participate on the Policy Oversight and Technical Committee.
- RTA will need two new positions to operate all fixed route services in North County and general public DAR services in Paso Robles; a Transit Supervisor and Road Supervisor. Since the Transit Supervisor position will have similar roles and responsibilities to the Paso Robles Transit Services Coordinator position, RTA will negotiate with Paso Robles to transfer the majority of the salary and benefits costs to RTA. The two positions should be filled before the end of the second half of FY13-14, several months in advance of the start of the service consolidation when the new service is scheduled for implementation preferably in May 2014. A Hiring Committee will be formed by RTA in February 2014 and include representatives from Atascadero, Paso Robles, County, RTA and SLOCOG to fill the Transit Supervisor position.
- To the extent possible under the RTA's Collective Bargaining Agreement with Teamsters Local 986, priority for the staffing of driver positions on local Paso Robles routes should be given to current drivers of these routes, provided the current drivers possess all qualifications required by RTA.
- RTA will develop a plan for where and how the North County fleet will be maintained after it is transferred to RTA. Factors to consider include costs (maintenance costs/mile, deadhead mileage, storage, service deployment (fixed route and Dial-A-Ride) and other special circumstances). Atascadero, Paso Robles and RTA must agree to this plan.
- RTA will collect data and prepare electronic quarterly reports documenting key performance indicators agreed to by all parties. The Policy Oversight and Technical Committee shall monitor the service. If warranted, the parties shall mutually agree to make modifications to the service.

### **SLOCOG Responsibilities**

- SLOCOG agrees to participate on the Policy Oversight and Technical Committee.

### **Miscellaneous**

- Planning – The service schedules for local, regional and express routes will be finalized including agreed upon service levels within each jurisdiction. The proposed bus stops for the regional and express service will be identified.

## **Term Sheet, North County Transit Consolidation** *(revised March 22, 2013)*

### **Miscellaneous (Continued)**

- **Fares** – The full base fare on local fixed route service in Paso Robles and on the Atascadero Saturday Traveler will be \$1.50 in the initial years of the transition. A 50% discount will be offered to eligible seniors and people with disabilities. The RTA Route 9 fares are distance-based and range between \$1.50 and \$3.00. The RTA 31-day passes will be accepted on the local North County services; those will replace current 31-day or monthly passes on the municipal systems and eliminate the requirement to secure Regional 31 day passes in order to travel across systems. Also part of the service integration will be acceptance of discount passes for K-12 students. It is expected that the free ride program for Cuesta students and staff will remain in place for all North County transit services.
- **Vehicles** – All future replacement and expansion vehicles needed exclusively for North County transit services will be partially funded using State or Federal funds; the local share by jurisdiction will be negotiated as part of the annual budget-making process.
- **Other Capital Equipment** – Bus stop signs, benches and other required minor capital equipment projects will be developed as part of the annual RTA capital budget-making process. Minor capital project costs will be shared between Atascadero, Paso Robles, County and RTA; the proportional jurisdiction amounts will be negotiated as part of the annual capital budget-making process. All four entities will partner on seeking non-TDA funds to fully implement these minor capital projects. RTA will be responsible for the cleaning and maintenance of all local transit passenger amenities.
- **Marketing** – Marketing activities, promotional materials, printed schedules, etc. will be developed cooperatively by Regional Rideshare/SLOCOG, Atascadero, Paso Robles, County and RTA. RTA will have the lead on the marketing program with local input from each City and regional input from Regional Rideshare. Efforts will be made to achieve economies of scale in the design and production costs for the North County transit marketing program. This may entail cost sharing involving RTA and Regional Rideshare.
- **Policy Oversight and Technical Committee** – The North County Urbanized Technical Committee formed for the North County Transit Plan will continue to function as the lead body for planning and oversight of the consolidated services. The

**Term Sheet, North County Transit Consolidation** *(revised March 22, 2013)*

**Miscellaneous**  
(Continued)

Committee shall consist of staff from Atascadero, Paso Robles, County, RTA and SLOCOG. The Committee will review and monitor the service and make recommendations to the RTA Board regarding any changes to the consolidated fixed route and dial-a-ride services, fares and other important elements. The RTA Board has final decision-making authority.

- Amendment – The MOU may be amended by the written consent of all parties.



**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**May 1, 2013**

**STAFF REPORT**

**AGENDA ITEM:** C-5

**TOPIC:** Summer Youth Ride Free Program

**PRESENTED BY:** Geoff Straw

**STAFF RECOMMENDATION:** Review and Adopt Staff Recommendation

**BACKGROUND/DISCUSSION:** Direction is needed from the Board to continue San Luis Obispo Regional Transit Authority's participation in the countywide Summer Youth Ride Free program for a second year, and to begin marketing the program early in the spring.

Benefits of extending free rides to K-12 youth would be the following:

- a. Increased ridership
- b. Easy to communicate
- c. Gets youth to try taking transit and instills an ethic of using transit in the future
- d. Increase access to get kids places (and reduce parent taxiing)
- e. Opportunities for free press

Disadvantages include:

- a. Possible revenue loss – this is expected to be minor
- b. Increased loads on some trips that are already busy
- c. Loss of revenue from the Summer Break Pass program that paid for advertising the passes

The free ride period would be at most from Memorial Day (Monday May 27, 2013) to Labor Day (Monday, September 2, 2013).

**Staff Recommendation**

Continue this popular program for a second year and track the response to the program by measuring:

- a. Ridership (easily quantifiable using a special farebox key that drivers enter)
- b. Free press generated by the program
- c. Customer feedback from youth taking advantage of the program (face-to-face interviews, SMS texting, etc.).



San Luis Obispo Regional Transit Authority  
Executive Committee Meeting  
Minutes 2/13/2013  
C-6

Members Present: Frank Mecham, President  
Shelly Higginbotham, Vice President

Members Absent: Fred Strong , Past President

Staff Present: Geoff Straw, Executive Director  
Tania Arnold, CFO & Director of Administration  
Anna Mafort-Lacy, Administrative Assistant  
Tim McNulty, County Counsel

Also Present: Eric Greening  
Ron De Carli, SLOCOG  
Pete Rodgers, SLOCOG  
Aida Nicklin, Rideshare

**1. Call to Order and Roll Call:**

**President Frank Mecham** called the meeting to order at 10:03 a.m. Silent Roll Call was taken and a quorum was present.

**2. Public Comments:**

**Mr. Eric Greening** welcomed the two new members to the Executive Committee. He said he continues to be amazed at how popular the buses are nowadays.

**President Mecham** closed public comment.

**3. Information Items**

A. Information Items:

## A-1 Executive Director's Report

**Mr. Straw** announced bus 148, a 1995 Gillig, recently blew an engine. The cost to rebuild the engine is \$12,000 and new buses are coming later this year, with the first scheduled to arrive in April. Staff decided not to spend the money, as the bus has about one million miles and most of the parts are not compatible with newer fleet vehicles. Staff will use the bus for parts, as its counterpart (bus 149) is still in operation.

**Vice President Shelly Higginbotham** observed the reduced spare ratio may result in maintenance staff overtime and asked if it would be cheaper to rent a bus for the next few months. **Mr. Straw** said this had been considered, but it takes a fair amount of time to procure and inspect a leased vehicle, change the signage, etc.

Staff is seeking a grant to conduct a joint Short Range Transit Plan with SLO Transit. By coordinating our SRTPs, we can better align our services.

Staff is still waiting on the City of Paso Robles regarding the JPA amendment. Once that is approved, we will have 30 days to file the revised JPA with the state.

He said a facility planning meeting will be held after the Executive Committee meeting and includes **Mayor Jan Marx** and **Supervisor Paul Teixeira**.

**Mr. Pete Rodgers** asked if San Luis Obispo Council of Governments (SLOCOG) should be involved in the facilities planning meeting. **Mr. Straw** said yes.

**Mr. Straw** concluded the Executive Directors report.

**President Mecham** opened public comment.

**President Mecham** closed public comment.

## A-2 ADA Recertification & Other Potential Runabout Cost-Saving Measures

**Mr. Straw** said there is increasing demand for Runabout service and it is expected to be over-budget by about \$110,000. The American with Disabilities Act does not allow transit agencies to have a pattern of trip denials. Higher demand requires more drivers and vehicles to go out and help pick up the additional riders, which creates overtime.

Runabout can offer rides during an hour on either side of a rider's requested time. If we cannot provide a ride during this window, it's considered a trip denial. But if we can provide a ride within the parameters and the passenger does not accept it, it is considered a trip refusal. This is not counted against us.

Trips are getting longer and covering more distance. Mr. Straw presented the options to help mitigate some of the rising demand, such as fully implementing the No-Show policy and beginning a recertification process. The No-Show policy is going into effect on March 1. The ADA recertification is expected to get underway by early 2014.

**President Mecham** asked if having smaller vans would be more cost-effective for this service. **Mr. Straw** answered that RTA has been procuring Dodge Caravan low-floor vehicles, in addition to the traditional cutaways. These vans provide superior fuel efficiency and are easier to navigate in small neighborhoods. Most of the cost is actually the driver wages and benefits, and the number of hours the vehicle is in service. He pointed out that Runabout has been unable to accommodate general public ride requests since 2011 and staff would like to eliminate the language from the policy altogether. General public rides only increase the subsidy needed to operate Runabout.

**Mr. Straw** discussed how Runabout passengers can take one personal care attendant for free and any additional companion must pay the same fare as the Runabout passenger.

**Vice President Higginbotham** asked if destinations are definable. Can they go to the beach? **Mr. Straw** said it must be within the  $\frac{3}{4}$  mile corridor of a fixed route. Other than that, riders can schedule rides for whatever destination they wish.

Another cost-saving measure is to fund fare-free fixed routes and encourage ADA paratransit riders to take these buses. Currently they can show their Paratransit Eligibility Card and ride for free on RTA and South County Area Transit. SLO Transit does not currently accept these passengers for fare-free service. Staff is currently working on solutions and to determine an average cost for reimbursement.

**Mr. Straw** pointed to page A-2-5 and six other ways to help reduce Runabout costs. These include travel training to help teach people how to use the fixed route and working with Ride-On Transportation for shared rides and passengers who are covered by Medicare, which will pay for the rides. Another option is implementing subsidized taxi transportation for ambulatory riders. He outlined some concerns with this option.

**Mr. Straw** discussed the JARC funding for Route 15, saying this service will likely become a flexed fixed route in a couple of years when the JARC funding sunsets. This change will eliminate the need for Runabout service along the North Coast, including Cambria and Cayucos.

**Vice President Higginbotham** asked if staff has done outreach to nursing homes and other care facilities. Many of them have wheelchair accessible vehicles and may be shifting the burden on Runabout. **Mr. Straw** agreed this may be happening and said this is referred to as "dumping."

**Vice President Higginbotham** inquired if these care centers are eligible to get any kind of transit funding to provide this type of service. **Mr. Rodgers** said he thought NCI does receive funding, but did not believe private care facilities are eligible. **Mr. Straw** said staff can do research and outreach to some of these facilities and see if there are opportunities to partner with them.

**Mr. Straw** concluded his report.

**President Mecham** opened public comment.

**Mr. Greening** observed this issue was discussed at the January RTAC meeting. He said the deviated fixed route along Route 15 is something worth exploring, although he would hate to lose fixed route service in order to keep Runabout whole—particularly when Runabout is 12 times more expensive to operate.

**Mr. Rodgers** said the free-fare fixed route is a good near-term avenue to pursue. The North County consolidation would buy into it as well, which indicates SLO Transit and the average fare reimbursement is the key. It would seem the average fare would be higher than the discounted fare the agency would receive from the disabled community.

**President Mecham** closed public comment.

#### A-3 Summer Beach Shuttle

**Mr. Straw** reviewed with the Committee a map and draft schedule for the new Beach Shuttle service that will connect North County with the north Morro Bay and Cayucos beach communities. Staff is looking at operating five days per week, Tuesday through Saturday, three round trips each service day. The service will run from June 7 through August 24. This coincides with school summer break.

SLOCOG will allocate some State Transit Assistance funds. One question that is still outstanding is who will actually operate the service. Staff has been meeting with Ride-On Transportation to discuss the possibility of them operating the first two morning trips and RTA doing the afternoon trip using a 40-foot bus.

Staff believes it is important to incorporate some performance standards and looking at ridership of approximately 60 passengers per service day and fare box revenue.

Staff expects to gather and review numbers and report back to the Board at the November meeting.

**Mr. Straw** reviewed the draft schedule with committee members.

**Mr. Straw** concluded his report.

**President Mecham** opened public comment.

**Mr. Greening** suggested changing the schedule from Tuesday through Saturday to Wednesday through Sunday. Families would travel on the weekend. He said Sunday is the most cumbersome day to travel from the interior to the coast. He also recommended adding a stop at the Atascadero Lake Park/Charles Paddock Zoo/Veterans Memorial. It would be wasteful not to promote the reverse route from the coast inland.

**President Mecham** closed public comment.

#### 4. Action Items

##### B-1 RTA Passenger Code of Conduct

**Mr. Straw** announced this is the second time the Board will review the new code of conduct. Changes are highlighted and include input from bus operators, advisory committees, SLOCOG and others. He said some commenters do not think RTA is being hard enough in terms of disciplinary actions. He reviewed areas of concern, such as restraining orders.

**Mr. Straw** concluded his report.

**President Mecham** opened public comment.

**Mr. Greening** said this code should help protect both the drivers and the other passengers.

**President Mecham** closed public comment.

##### B-2 RTA FY13-14 and FY14-15 Budget Assumptions

**Mr. Straw** presented budget assumptions for two years. He said the goal is to keep the fixed route status quo for Fiscal Year 2013-2014 but will have to add additional service for Runabout. We are anticipating additional staffing to help with increased Runabout service demands.

He said a top objective will include a revised Collective Bargaining Agreement (CBA) and staff will be budgeting the same cost increases of about 3% per year. He discussed the anticipated consolidation of North County services in June 2014.

**President Mecham** asked if this will warrant fare increases. **Mr. Straw** said he did not expect fare increases for the next two fiscal years.

**Mr. Straw** stated we cannot manage what we cannot measure. We are not currently measuring maintenance costs very well and will need to do a better job of monitoring the cost per vehicle per mile. Staff currently enters data into spreadsheets, which are labor intensive and subject to human error. We are looking at buying a maintenance program as part of next year's capital improvement plan.

**Vice President Higginbotham** said the goal of the North County consolidation was not only to improve service but also to reduce cost. **Mr. Straw** said RTA will take on qualified employees who already work for the North County transit agencies. He pointed out SLOCAT has a separate budget column. Next year there will be another column for North County, so they will be separate from RTA. He believes we have deficiencies in staffing that must be addressed. He pointed to page B-2-3, fourth bullet, for areas that need to be improved and how staff will creatively fix them.

**Mr. Straw** concluded his report.

**President Mecham** opened public comment.

**Mr. Greening** said his understanding regarding the North County Transit Plan was that we would achieve an economy of scale. While RTA is taking on more in its budget, we will be eliminating duplicate service within the local jurisdictions. The Local Transit Funds (LTF) currently used by those cities will then become available to RTA to cover the cost of providing that service. The net result will be a savings of about \$300,000 per year, which can be used for other LTF services. He asked if the current North County transit staff would become RTA employees. If so, will they be under labor agreements? He questioned how seniority would be addressed. He said RTA drivers are underpaid compared to counterparts in comparable nearby counties.

**Mr. Straw** said he did not anticipate RTA and the union will get an agreement of longer than three years, as the economy is improving. The union may not want to commit to anything long term. He said North County staff will have first chance to become RTA employees, utilize their expertise and bid on local routes.

**Mr. Rodgers** pointed out RTA will not save money by consolidating service. Rather, the local jurisdictions that will benefit from cost savings. RTA will become bigger and can provide more services at a lower overall cost. All of those savings will go to the cities of Atascadero and Paso Robles. RTA is doing this as a service because they are the transit professionals. Federal funding money will be primarily used to pay for this consolidated service, while the local transit funds will be at the discretion of the local jurisdictions to use for either increased transit or street and roads.

**Mr. Straw** noted staff is proposing a 10% annual increase for medical costs to cover the Affordable Care Act. This is in line with what we traditionally see. **Ms. Arnold** said the numbers are based upon full time staff. Some part timers (those working more than 30 hours per week) will now qualify for health insurance under this Act. We will try to maximize the number of full time staff.

**President Mecham** closed public comment.

#### B-3 RTA Board and RTAC Stipend

**Mr. Straw** presented the proposed stipend, which mirrors that of SLOCOG Board members. Additionally, staff recommends issuing bus passes to RTAC members. The pass would not count as a taxable benefit.

**President Mecham** inquired if the Board stipend would be split between RTA and SLOCOG on days when there is a joint session. **Mr. Straw** confirmed this to be correct. For example, SLOCOG pays \$100 per Board meeting and \$50 per Executive Committee meeting. When both agencies share a meeting, Board members would get \$50 from SLOCOG and RTA for each Board meeting and \$25 each for shared Executive Committee meetings.

**Vice President Higginbotham** said she could not support this stipend. It feels disingenuous to accept a stipend when we look at the discrepancies of how we much we pay the drivers, the current budget assumptions and the anticipated deficiencies with decreased STA funding. It sends the wrong message.

**Mr. Straw** asked if the committee would be more comfortable receiving parking reimbursement. He also asked for feedback about the bus passes and whether or not the stipend be modified.

**Vice President Higginbotham** said it felt disingenuous to take money when we often discuss driver wages.



**President Mecham** said he agreed that this is an uncomfortable discussion to have, particularly when talking about a tight time for drivers and the budget. He said he thinks it is part of the responsibility of an elected official to be on board as a representative of his or her community. If one doesn't want to do that or feels the stipend is going to make that much of a difference, perhaps one should step down and let another take over.

**Mr. Straw** asked about the bus passes. He said this can be a great community relations tool and a good way to expect feedback from RTAC members. **Vice President Higginbotham** said she did not have any problems at all with accepting a bus pass. The Board should discuss this issue further.

**President Mecham** opened public comment.

**Mr. Greening** appreciated the issues the Committee is raising. He has not heard a clamor from the Board for a stipend and RTAC has not asked for one either. The pass is of value to all Board members—including County Supervisors—as well as RTAC members. Getting on the bus, riding around and talking to people will help better assist as RTA directors with real-life experiences.

**President Mecham** agreed this discussion should be brought before the Board. The option to have the bus passes as opposed to the stipend should be considered.

**Mr. Rodgers** pointed out the potential stipend discrepancy when RTA and SLOCOG have joint meetings. There is an argument for having consistency so that if there is a regional meeting, either members get a stipend or they don't. This would also reduce confusion.

**President Mecham** suggested the member cities could pay a stipend to their representatives for both RTA and SLOCOG. If jurisdictions send member representatives, perhaps they should provide the stipend.

**Mr. Straw** said jurisdictions do this by providing LTF funding to SLOCOG for this purpose. In effect, the county is paying a portion of the money for city members to be attend these meetings.

**President Mecham** closed public comment.

## **5. Consent Agenda Items**

C-1 Executive Committee Meeting Minutes of December 12, 2012

**Mr. McNulty** advised the minutes could not be approved because no members are present who attended the December 12 meeting. He recommended the Committee receive and file. The Committee agreed.

**6. Agenda Review:**

**Mr. Straw** announced RTAC received applications from someone willing to serve as the Runabout representative, as well as an alternate for fixed route representation.

He pointed to some FTA funds that will be requested on the Consent Agenda. Staff will also request a Closed Session to discuss real property concerns.

**7. Closed Session Items:**

D-1 None

**8. Adjournment: **President Mecham** adjourned the meeting at 11:15 a.m.**

Respectfully Submitted,

Acknowledged by,



Anna Mafort-Lacy  
Administrative Assistant



Frank Mecham  
RTA President

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**  
**MINUTES OF March 6, 2013**  
**C-7**

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**BOARD MEMBERS PRESENT:**

DEBBIE ARNOLD, FIFTH DISTRICT, COUNTY OF SAN LUIS OBISPO  
TONY FERRARA, CITY OF ARROYO GRANDE  
BRUCE GIBSON, SECOND DISTRICT, COUNTY OF SAN LUIS OBISPO (*New President*)  
SHELLY HIGGINBOTHAM, CITY OF PISMO BEACH  
ADAM HILL, THIRD DISTRICT, COUNTY OF SAN LUIS OBISPO  
JAMIE IRONS, CITY OF MORRO BAY  
JAN MARX, CITY OF SAN LUIS OBISPO  
FRANK MECHAM, FIRST DISTRICT, COUNTY OF SAN LUIS OBISPO  
TOM O'MALLEY, CITY OF ATASCADERO (*Past President*)  
DEBBIE PETERSON, CITY OF GROVER BEACH (arrived at 8:41 a.m.)  
FRED STRONG, CITY OF PASO ROBLES (*New Vice President*)  
PAUL TEIXEIRA, FOURTH DISTRICT, COUNTY OF SAN LUIS OBISPO

**BOARD MEMBERS ABSENT:**

**STAFF PRESENT:**

GEOFF STRAW, EXECUTIVE DIRECTOR  
TANIA ARNOLD, CFO & DIRECTOR OF ADMINISTRATION  
PHIL MOORES, OPERATIONS MANAGER  
TIMOTHY MCNULTY, SAN LUIS OBISPO COUNTY COUNSEL  
JEWELL JOHNSON, BUS OPERATOR OF THE QUARTER  
OMAR MCPHERSON, GRANTS MANAGER  
TRENA WILSON, ADMINISTRATIVE ASSISTANT

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**CALL TO ORDER AND ROLL CALL:** President Frank Mecham called the meeting to order at 8:30 a.m. A roll call was taken and a quorum was present.

**Public Comments:** Mr. Eric Greening, Atascadero, observed that Union negotiations will soon begin. He said bus operators are highly trained professionals who take peoples' lives in their hands. Not just anyone can walk in off the street and into the driver's seat of an RTA bus. Our lives depend on having the right, dedicated, well-trained people. Although management must take steps to protect the public purse, they should also consider that some people may not be alive today if not for the fact that capable people are in the driver's seat. He said he is delighted

to see **Ms. Jewell Johnson** is being recognized today. She has the skills, cool head and constant attentiveness which makes her an exceptional driver.

**Mr. Dane Senser**, Grover Beach, said he has never heard of a pitbull being used as a service dog. He said he has pictures of several of them on the bus lately. There needs to be some sort of protocol of provide proof the animal is a service animal. These people are not showing the driver anything.

#### **A. INFORMATION AGENDA:**

**A-1 Mr. Geoff Straw** said that Runabout is seeing a lot of extra demand and is challenged with capacity. He announced **Ms. Johnson** is the Bus Operator of the Quarter. She brought her son here to be with her to accept the honor today.

**Mr. Phil Moores**, Operations Manager, said there were 16 people nominated. Jewell has been nominated every quarter and passengers really appreciate her. She is the face of RTA.

**Ms. Johnson** thanked everyone with whom she works. She thanked **Mr. Straw** and **Mr. Moores** for creating this program. She said RTA is a great company and she enjoys coming to work every day. **Mr. Mecham** said he appreciates everything she does. It's not an easy job.

**Mr. Straw** said the program has been very successful over the last year and is now opening up to other employees, including mechanics. He announced the next quarterly BBQ is set for April 19.

Bus 148, a 1995 Gillig with nearly a million miles, blew an engine a few weeks ago. New vehicles are coming in May, so staff decided not to rebuild the engine. We anticipate some extra overtime in maintenance. There are currently three new Runabout minivans going into service, for a total of six in the fleet, which provide better fuel economy and maneuverability.

RTA continues to be involved with several area transit studies. The next Bus Rapid Transit (BRT) study meeting is on April 16. We will discuss ways to improve speed and reliability of service. Staff continues to work on Beach Shuttle service and schedule. RTA and the City of San Luis Obispo staff are looking at doing a joint Short Range Transit Plan so are plans are in alignment. This will allow staff to better coordinate service.

The Federal Transit Administration (FTA) denied RTA from getting compensation for providing charter service for the Amgen Tour event. There are sufficient private transportation companies to cover this event. **Mr. Straw** announced the Avila Trolley will be running as usual during the Amgen Tour event and recommended budgeting for staff to put another trolley out there to help move people in and out of the community.

He said staff is completing development of the remaining performance measures to complement those presented at the January Board meeting. The finished product will be brought back to the Board at the July meeting.

Staff remains on budget through January, which represents 58% of the annual budget. Actual expenses are currently at 54% of budget. Variables to watch include vehicle maintenance and fuel costs. **Mr. Straw** noted ridership continues to climb, with fixed route ridership up 9.2% year-to-date over last year. Runabout breaks records almost every month. Page A-1-7 shows the results and financials for all routes.

Staff met with the RTA operations facility property owner to discuss the option of buying out the existing property but could not come to an agreement on some of the terms. We will continue to work with the property owner to negotiate possibly extending the lease agreement beyond 2017 and perhaps purchasing the property at a future date.

**Mr. Straw** also said RTA has a policy in place and is regulated by the Code of Federal Regulations regarding service animals. There is no certification for service animals or an accepted card that distinguishes a service animal from a pet. We can remove a service animal if it is aggressive, dirty or causes other disturbances. Otherwise our hands are somewhat tied.

**Mr. Straw** concluded his Executive Director's report.

**President Mecham** opened to Board comment.

**Board Member Jan Marx** asked if staff had considered including in the FAQs or other materials the true cost to operate the Runabout service. There is a substantial subsidy that goes into each trip. Perhaps some riders would be more open to using fixed routes as a way to help out if they knew the true cost to operate Runabout.

**Board Member Tony Ferrara** said he's heard cases of abuses in terms of people portraying their pets as service animals. He suggested looking at what other transit agencies have done—particularly regarding animal hygiene—as a way to tighten up the policy.

**Board Member Jamie Irons** inquired if the new Code of Conduct could be used to address hygiene issues of service animals.

**Vice President Shelly Higginbotham** asked if the concept of rolling into the budget the cost to provide service for the Amgen Tour would be presented before the Board for further discussion. **Mr. Straw** said the timing is not ideal because the Board will not meet again until May 1, unless we hold a special meeting. The Executive Committee meets on April 10 and can further discuss adding another vehicle into Avila then. **Vice President Higginbotham** noted the budget is constrained. The tour may provide national exposure, but how much would that exposure benefit RTA. **Mr. Straw** said the expense would come out of the marketing budget. We would need to get a better feel of how much it would cost.

**Board Member Adam Hill** said the Amgen Tour pays for transportation expenses, including shuttles. This is built into the contract and understood in working with the tour and B.I.D.

**Board Member Paul Teixeira** suggested using the Tour to help kick off and help promote the Youth Ride Free program.

**President Mecham** opened public comment.

**Ms. Kathy Boyd**, San Luis Obispo, talked about the 30 minute window and what a huge difference it makes when the computer adjusts the time 15 minutes either way. This can make it difficult for disabled individuals to get out the door on time. She also discussed the ¾ mile corridor service area, saying when she worked for Runabout back when RTA was known as Central Coast Area Transit (CCAT), they picked up people outside the ¾ mile corridor. They should be able to go anywhere around the county to pick up people. She suggested including information to new riders about the cost to ride, bus operators cannot make change and punch passes are readily available.

**President Mecham** closed public comment.

**President Mecham** closed Board comment.

A-2 **Mr. Straw** discussed ADA Recertification & Other Potential Runabout Cost-Saving Measures. He reviewed the parameters of ADA Paratransit service, the way rides are scheduled and how it follows the fixed routes. The Americans with Disabilities Act (ADA) mandates all fixed route service be wheelchair accessible. For those who cannot access fixed route service, public transit must provide complementary Paratransit service that mirrors the fixed routes.

He noted a key point of concern is trip denials as set forth by the ADA, which has very specific language regarding how trips are scheduled, provided and measured. The Federal Transit Association (FTA) is very strict about trip denial violations.

Staff is challenged with increasing demand and expects to be about \$110,000 over budget for Runabout services in the current fiscal year.

**Mr. Straw** reviewed some proposed cost-saving measures, such as the No-Show/late cancellation policy implemented on March 1. Another suggestion is offering free rides on all fixed routes when an ADA eligible person shows their ADA Paratransit card. RTA and South County Area Transit currently accept these cards. He said staff is discussing a possible pilot program with SLO Transit and then expanding to the other transit agencies.

He said the per-trip cost on Runabout is about \$66.

He also recommended officially removing the provision for space-available general public rides, which staff hasn't been able to accommodate due to a lack of capacity. Mr. Straw then discussed six other possible cost-saving measures to be implemented in the future, such as working with Ride-On Transportation or subcontracting taxi service for ambulatory passengers. There are issues that must be worked out prior to moving forward.

He talked about Route 15 and accompanying Runabout services along the North Coast, which is currently funded by a JARC grant. If staff cannot procure continued JARC funding, staff may look at a flex fixed route that can deviate somewhat and pick up people around Cambria and Cayucos.

**Mr. Straw** concluded his report.

**President Mecham** opened to Board comment

**President Mecham** opened public comment.

**Ms. Boyd** inquired about the number of wheelchair spaces available on the Cambria fixed route. **Mr. Straw** answered two. **Ms. Boyd** suggested adding this information onto marketing materials so people become aware of this option, as well as the cost.

**President Mecham** closed public comment.

**President Mecham** closed Board comment.

A-3 **Mr. Straw** gave an overview of the North County Summer Beach Shuttle service to operate from June 7 to August 24, three trips per day, five days a week from Tuesday through Saturday. He proposed a ridership benchmark of 9 ½ passengers per trip or about 60 passengers per day. Staff recommends including this shuttle in the Youth Ride Free promotion, as minors are estimated to make up about 70% ridership. This service must be at the 15% fare box recovery ratio by the third year.

Staff is working with schools and youth groups to promote the service and the Youth Ride Free promotion, as well as a program to train the trainer on appropriate etiquette and behavior on the bus. Staff recommends authorizing continued development of the plan for a final adoption at the May Board meeting.

**President Mecham** opened to Board comment.

**Board Member Irons** inquired about marketing efforts for this service. **Mr. Straw** said staff will present a plan at the May Board meeting.

**Board Member Debbie Arnold** asked if the beach shuttle was replacing the Santa Margarita Lake shuttle. **Mr. Straw** said no. That service ceased several years ago.

**Board Member Bruce Gibson** suggested setting long-term goals for fare box recovery. **Vice President Higginbotham** asked about shuttle connections with Morro Bay Transit. **Mr. Straw** said staff coordinated the schedule with Route 15 and the Morro Bay Trolley so people could make connections going south and into Morro Bay.

**Board Member Jan Marx** said this is a great program. She pointed out the service will be funded by State Transit Assistance (STA) funds for this first year. She expressed concerns that operating this service could impact all jurisdictions in future years and said we need to consider charging people more for this service going forward.

**Board Member O'Malley** said he would like to see a stop at the Atascadero Lake Park/Charles Paddock Zoo/Veteran's Memorial.

**President Mecham** opened public comment.

**Mr. Greening** concurred with **Board Member O'Malley**. He suggested altering the schedule to Wednesday through Sunday to allow more families to use the service for weekend trips to the beach. He also noted Sunday has the least amount of service. He said providing Sunday service would boost the fare box recovery ratio. He also thought members of the coastal communities would like to venture inland during the summer for shopping, wine tasting and other activities.

**Mr. Straw** said staff discussed including Sunday in the shuttle service. However, the existing span of RTA Route 9 service on Sundays is short and begins so late in the North County that we would not be able to make connections. He said staff would take another look and bring back the final schedule for approval at the May meeting.

**President Mecham** closed public comment.

**Board Member Fred Strong** agreed with Mr. Greening about promoting east-bound passage and talked about the Ravine Water Park as another North County attraction. He said ultimately we need to balance out what is best for the public.

**Board Member O'Malley** pointed out this shuttle is starting up on Atascadero's centennial year and fully supports the service.

**President Mecham** closed Board comment.

**B. ACTION AGENDA:**



B-1 **Mr. Straw** briefly reviewed the revised code of conduct, which included Board, RTAC and public recommendations from the January meeting. He said this is based upon the policy used by SLO Transit. He reviewed the 25 inappropriate behaviors, infractions and disciplinary actions. He pointed to the changes in verbiage, as well as how staff will proceed with implementing the policy and respond to issues as they occur.

**President Mecham** opened Board comment.

**Vice President Higginbotham** inquired about potential amendments going forward—such as possibly strengthening verbiage regarding service animals. **Mr. Timothy McNulty**, county counsel, confirmed amendment can be easily brought back to the Board at future dates. The rules are pretty strict regarding service animals and there is not much latitude.

**Board Member Marx** fully supports the policy. She asked about how infractions will be administered. **Mr. Straw** said major infractions will involve peace officers. Bus operators will complete an incident report for minor infractions. The new buses will have voice and video recordings. **Board Member Marx** inquired if county counsel would prosecute infractions. **Mr. McNulty** answered we are not prosecuting people. Law enforcement periodically is called in when an ordinance is violated. In these instances, prosecutions may occur but it won't be by RTA. This is primarily an internal policy that allows staff to exclude people from riding for a period of time in an attempt to correct certain behavior.

**Board Member Tony Ferrara** asked for clarification about instrumental vocal music provision at locations such as bus shelters. This is very subjective. Is this a free speech issue? **Mr. Straw** said he didn't feel this was something staff could restrict at bus shelters, particularly when a bus is not there. **Board Member Ferrara** suggested adding verbiage stating music is allowed but subject to local permit requirement.

**President Mecham** opened public comment.

**President Mecham** closed public comment.

**President Mecham** closed Board comment.

**Board Member Fred Strong** moved to approve Agenda Item B-1 with additional review of language about music at passengers facilities and bus shelters. **Vice President Higginbotham** seconded, and the motion carried on a voice vote.

B-2 **Mr. Straw** reviewed the FY13-14 Budget and FY14-15 Budget Assumptions. Staff is forecasting with the consideration of potential funding issues on the horizon, as well as the probability of absorbing Paso Express, Paso Robles Dial-A-Ride and Atascadero El Camino

Shuttle service in 2014. He reviewed the eight primary operating objectives such as maintaining service levels, increasing reserves and renegotiating the collective bargaining agreement (CBA).

State Transit Assistance (STA) funds are expected to drop while Local Transit Funds (LTF) will increase considerably. Staff is projecting a 12-15% increase for transit. **Mr. Straw** reviewed some other funding projections, such as MAP-21, which will impact the Five Cities area. Reserves need to be replenished and staff will bring a plan back to the Board at in future meeting.

Staff anticipates fixed route expenses to remain about the same; Runabout will increase slightly. Fuel consumption is budgeted at \$4.25 per gallon. Other fixed costs expected to go up include Workers Compensation, health and liability insurance. Staff is looking at some changes to data collection and a small increase in budgeted positions. We are also projecting a 2% cost of living adjustment, but this will be the first to go should we have funding shortfalls.

**Mr. Straw** concluded his report.

**President Mecham** opened Board comment.

**Board Member Marx** asked if RTA pays the entire health care amount or do employees pay a portion. **Ms. Tania Arnold** said there are several plans from which employees select. They pay a port of the cost and the amount is determined by what plan they choose. **Ms. Marx** requested more detail of how much employees pay and how the insurance cost impacts jurisdictions.

**Board Member Strong** pointed to the diesel fuel cost item on page B-2-3 and asked when staff last reviewed that cost, given how much fuel fluctuates. **Mr. Straw** said the most recent bill from our vendor Easy Fuel was just over \$4 per gallon. He agreed the cost is all over the place.

**President Mecham** opened public comment.

**President Mecham** closed public comment.

**President Mecham** closed Board comment.

**Board Member O'Malley** moved to approve Agenda Item B-2. **Board Member Strong** seconded, and the motion carried on a voice vote.

B-3 **Mr. Straw** discussed the opportunity to implement a stipend for RTA Board and RTAC members that mirrors that of San Luis Obispo Council of Governments (SLOCOG). In 2007, SLOCOG Board adopted a stipend of \$100 per Board meeting and \$50 per Executive Committee meeting. We are bringing this policy to you now with a twist by also offering Regional passes for those who want them. Staff expects RTAC members to ride the bus at least once each quarter

and provide feedback. This stipend and/or bus pass would need to be disclosed on the Form 700, but this would fall under a “commuter benefit” and would not be subject to a 1099. **Mr. Straw** hoped County Supervisors would also utilize the bus passes, even though they would not likely take the stipend.

**Mr. Straw** concluded his report.

**President Mecham** opened Board comment.

**Board Member Marx** asked how much a year’s worth of bus passes would be worth. She was concerned they are limited to no more than \$440 per year for a gift from any one source. It’s a great idea to get Board members on the bus, but this might violate the Fair Political Practices Commission.

**Vice President Higginbotham** said she doesn’t think this is the time to start taking a stipend. As we look at the budget and learn more about the bus operator wages, it doesn’t feel right. This is part of the job as a public servant.

**Board Member Adam Hill** thought providing a stipend to the city representatives is very reasonable. City councils offer very little stipend to offset the cost. It takes a great deal of time and sacrifice to serve on all of the city councils and other Boards. The presented stipend isn’t very much and can be used for child care or other costs incurred by sitting on the Board. I would support it for the city members.

**Board Member Strong** said there should not be a financial test to serve in public office or to provide public service. There are people on minimum income who would like to serve. To preclude them from serving by making them pay out of their own pocket in order for them to give their time and service doesn’t seem appropriate. This actually is average to below average for the coastal counties of California.

**Board Member Irons** said it is an honor to serve. He suggested that if the Board moves not to approve this stipend, perhaps compensation from SLOCOG should also be discussed.

**President Mecham** clarified that, for example, the stipend for today’s meeting would be split between RTA and SLOCOG. Members would not receive additional compensation.

**Board Member Bruce Gibson** added his support for a stipend paid to city members. However, he said he will abstain from this vote as the city members are better able to gauge how their commitments to the RTA and SLOCOG Boards affect their lives and costs.

**Mr. Straw** confirmed that when there is a joint Board meeting, the \$100 stipend would be split evenly between RTA and SLOCOG.

**Board Member Marx** said she supports the concept of the stipend, particularly for representatives who incur commuting costs. If people do want to contribute their time and service on regional committees and subcommittees, it becomes a much greater commitment than just showing up once a month. She said she donates her stipend to the Prado Day Center.

**Board Member Ferrara** did not think there will be a gift issue with the bus passes if it became a Board responsibility. In lieu of a monthly pass, perhaps Board members should receive a couple of day passes each month. This would reduce the cost.

**President Mecham** opened public comment.

**Mr. Greening** fully supportive of the bus pass for everyone, both to cut commute costs and as a responsibility. The more Board members and RTAC members are in the seats of buses, they would have a better rounded discussion. I would continue to take the bus as a responsibility and would look forward to seeing other RTAC members riding as well. This is a benefit for all Board members, whether representing the county or cities. Perhaps the Board should entertain two votes: One for the bus passes for everyone and one for the stipend.

**President Mecham** closed public comment.

**Board Member Hill** said part of the county supervisors' responsibility is to look toward the community and ways to encourage more participation in councils and other forms of government. City council members sacrifice a lot and the stipend is very reasonable. I like Mayor Ferrara's suggestion of receiving two day passes as a way to avoid any reporting issues. It's all very reasonable.

**Board Member Arnold** agreed with Supervisor Hill that you don't want to discourage anyone from serving in public office and acknowledged the sacrifice people make to serve on different boards. But in this situation of the RTA Board, I agree with Mayor Higginbotham. We are talking about costs going on and some funding going down. For me, the bus passes make a lot of sense.

**President Mecham** closed Board comment.

**Board Member Hill** moved to approve Agenda Item B-3 with a stipend for city members on the RTA offset and offer two day passes for all members. **Board Member Strong** seconded, and the motion carried on a voice vote with **Board Member Gibson** abstaining and **Board Members Higginbotham and Arnold** voting no.

### **C. CONSENT AGENDA:**

**Mr. Straw** requested that Item C-5 be pulled and he introduced two candidates for the Regional Transportation Advisory Committee (RTAC). **Board Member Tom O'Malley** recommended **Mr.**

**Mark Dariz** to be a Runabout representative on the Committee. **Mr. Dariz** is an architect who serves on the Atascadero Planning Commission. **Mr. Straw** also introduced **Mr. Todd Katz** as an alternate fixed route representative. **Mr. Katz** also serves on the Mass Transportation Committee (MTC) for the San Luis Obispo Transit program. He regularly rides SLO Transit and is also interested in regional issues. **Mr. Straw** said staff is very happy to have both candidates and recommend the Board appointing them to RTAC.

**President Mecham** thanked both **Mr. Dariz** and **Mr. Katz** for stepping up and offering to serve on the Committee.

**President Mecham** opened public comment.

**Board Member O'Malley** moved to approve Consent Agenda Item C-5. **Vice President Higginbotham** seconded, and the motion carried on a voice vote.

- C-1 Executive Committee Meeting Minutes of December 12, 2012 (Approve)
- C-2 RTA Board Meeting Minutes of January 9, 2013 (Approve)
- C-3 FTA Section 5311 Non-Urbanized Area Resolution (Approve)
- C-4 FTA Section 5316 JARC Resolution (Approve)
- C-5 RTAC Appointments (Approve)

**President Mecham** opened Board comment.

**Past President Strong** closed public comment.

**Past President Strong** closed Board comment.

**Board Member Teixeira** moved to approve Consent Agenda Items. **Board Member O'Malley** seconded, and the motion carried on a voice vote.

**D: RTA CLOSED SESSION:**

**D-1 CLOSED SESSION ITEMS**

The RTA Board meeting adjourned to *Closed Session* at 10:25 a.m., and reconvened to Open Session at 10:59 a.m.

D-1-1 CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov. Code Sec. 54956.8)

**OPEN SESSION:** Mr. McNulty reported out of Closed Session, noting that the RTA Board met in closed session on Item D-1. The Board did not take any final action; therefore no report is required.

**E. BOARD MEMBER COMMENTS:**

None

**F. ADJOURNMENT:** President Mecham adjourned the RTA meeting at 11:00 a.m.

Respectfully Submitted,

Anna Mafort-Lacy  
RTA, Administrative Assistant

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY  
REGIONAL TRANSPORTATION ADVISORY COMMITTEE  
October 17, 2012  
MINUTES**

**C-8**

Members Present:	Janeen Burlingame- Chair <i>(arrived late)</i> John Webster Sr. –Vice Chair Phil Moores Eric Greening Valerie Humphrey Michael Seden – Hansen Susan Rains	Morro Bay Transit SLO Transit SCAT Fixed Route Representative Atascadero Transit City of Paso Robles Cal Poly
Members Absent:	John Diodati Open Anthony Gutierrez	County of San Luis Obispo Runabout/DAR Representative Cuesta College
Staff Present:	Geoff Straw Aimee Wyatt Anna Mafort Doug Moody	RTA RTA RTA RTA Intern
Guest:	Eliane Wilson Todd Katz Stephanie Hicks Ronald De Carli Pete Rodgers	SLOCOG Alternate—Fixed Route Rep. Rideshare SLOCOG SLOCOG

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

**Mr. John Webster** called the meeting to order at 11:36 a.m. Roll call was taken; a quorum was present.

**2. Public Comments:**

**Mr. Pete Rodgers**, San Luis Obispo Council of Governments, requested the committee quickly introduce themselves. He also introduced **Ms. Stephanie Hicks**, the new Rideshare Program Manager.

**A. Action Items**

**A1. Amend RTA Joint Powers Agreement:**

**Mr. Geoff Straw** briefly discussed reasons why staff feels the JPA needs to be amended, which includes cleaning up some language, allowing city members to appoint alternates, and allowing RTA to incur debt. He spent some time explaining the clause allowing cities to select alternate members on page B-1-3, Section 5. Next he pointed to page B-1-6, Section 1, Article 7, which allows RTA to incur debt.

He addressed the process required to amend the governing document.

**Mr. Webster** motioned to accept the JPA amendment. **Mr. Eric Greening** seconded and the motion carried on a voice vote.

## **B. Information Agenda Items**

### **B1. Executive Director's Report (Receive)**

**Mr. Straw** said service changes were implemented on August 19. Staff intends to do service changes or tweaks twice a year, when Cuesta lets out for the summer and begins the fall session. These will coincide with driver bids. Seven new bus operators recently finished a training class and are now out in service.

Staff contracted with the Gillig Corporation to purchase seven (7) 40-foot low floor buses for RTA and three (3) for South County Area Transit (SCAT). Further, RTA was awarded State of Good Repair funds to purchase six (6) full-size replacement vehicles, as well as \$300,000 in Federal Transit Administration (FTA) Section 5311f funds to purchase one additional vehicle.

The SCAT service area has been designated as the Arroyo Grande—Grover Beach Urbanized Area (UZA). Staff is working with local officials to develop a Program of Projects (POP), which may include one additional replacement bus.

Year-end Fiscal Year 2011-12 financials will be presented at the November 7 Board meeting. RTA came in under budget for operations expenses and over budget for revenue. It was a good year. Fixed route ridership increased by 16.6% over last year. Runabout increased by 17%.

The Runabout service is very expensive to operate—a subsidy of approximately \$60 per passenger ride. **Mr. Straw** briefly described the ADA paratransit service. He said there is increasing demand for Runabout, with staff seeing an increase of 600 service hours over last year.

**Mr. Straw** concluded his report.

**Mr. Greening** said the service changes of August 19 were overwhelmingly positive. However, he asked if the Saturday Route 15 schedule was a flaw or misprint, with a posted departure time of 8:02 a.m. that does not connect with the other routes. **Ms. Aimee Wyatt** said it is a misprint. The first departure is actually at 9:02 a.m. and connects with Route 12.

**Mr. Greening** asked how many people using Runabout could use the fixed route and how can we incentivize them to do so. He suggested this may be an example of the cost



of eliminating bus stops. **Mr. Straw** agreed and said that is something staff will be looking at more closely.

**Mr. Webster** asked if the new buses will be clean diesel. **Mr. Straw** said yes. **Mr. Webster** asked how the new UZA would impact the three cities in South County. **Mr. Straw** said they are looking at replacing a portion of locally-programmed TDA funds with federal funds, using them to increase transit service or to repair streets and roads. The challenge is that the state requirements for the fare box recovery ratio will now increase to a minimum of 20%. He announced SLOCOG approved \$10,000 to begin planning a new express service along Price Canyon Road and Route 227. He suggested possibly using Job Access Reverse Commute (JARC) money to help fund this service. **Mr. Webster** inquired if SLO Transit provided free rides to ADA Paratransit passengers on their fixed routes would help reduce to cost to operate Runabout. **Mr. Straw** and **Mr. Rodgers** discussed the criteria established for applicants of the ADA Paratransit service and the recertification process. **Mr. Straw** said one of the issues staff will assess is how to most effectively undertake the recertification process.

#### **B2. Evaluation of Summer Youth Ride Free program (Receive)**

**Mr. Straw** used the ridership for the summer months of 2011 as a baseline and compared it to those same months in 2012. Ridership was up 109% over the previous summer. When looking just at youth ridership, staff saw close to 400% increase. He cautioned the tracking process was different between the two years, as 2011 had the summer break bus pass and not all youth riders purchased that pass; some youth undoubtedly paid the regular cash fare. He discussed the impact to the farebox recovery ratio. He noted the Department of Social Services and other agencies purchase passes in large quantities at the beginning of the fiscal year (July). That said, the farebox dropped about 10%. The cost per passenger trip is about \$0.72. SCAT saw a loss of less than \$0.10 per passenger trip. **Mr. Straw** reviewed some of the negatives, but believes overall this was a successful program. Staff recommends continuing the program next year.

**Mr. Webster** agreed overall this was a successful program in terms of numbers. He said the problem was sometimes multiple agencies such as the YMCA utilized the service and SLO Transit would have capacity issues. He suggested perhaps agencies would be exempt from this service. **Mr. Phil Moores** inquired if drivers had a problem distinguishing the age of the minor. **Mr. Webster** said they did not. .

**Mr. Greening** observed this promotion favors one group over others, but maybe in the long term, young people will understand the value of public transportation. Nationwide, driving is down among the 18-24 year old demographic—partly due to the economy and partly due to a cultural shift.

**Mr. Straw** suggested the jurisdictions check in with their respective city council or legislative bodies and determine what performance standards we would like to set and if this is something we want to continue next year. He would like to revisit this program at the January meeting to begin planning for the next summer. He asked **Mr. Michael Seden-Hansen** if Paso Robles would consider participating next year. **Mr. Seden-Hansen** said one of the concerns Paso Express had was that youth groups might overwhelm capacity. He said procedures are being discussed to address these concerns going forward. **Mr. Rodgers** suggested youth groups be required to make reservations on the Summer Beach Shuttle and other systems next summer.

### **B3. Summer North Coast Beach Shuttle planning (Receive)**

**Mr. Straw** said the SLOCOG recommendation was to institute a new program next year for a summer program from the North County to the North Coast—Paso Robles and Atascadero to Morro Bay and Cayucos using Highway 41. **Mr. Rodgers** said \$50,000 has been programmed for this service. **Ms. Wyatt** said the shuttle will operate five days per week, three roundtrips each day, so the discussion now is what days this should include. It takes about 30 minutes to travel from Atascadero to the beach along highway 41. The next step is to explore where people and kids want to go. **Ms. Wyatt** suggested including this service with the youth ride free promotion. The fare schedule is still under discussion.

**Mr. Greening** advocated including weekend service. He was happy to see this service coming to the fruition. He pointed out that Morro Bay Park is not the beach and Cayucos is going to be a critical destination because that is the beach. He suggested having the service go directly to Cayucos. He noted other people may want to sight-see and visit Morro Bay restaurants. **Ms. Wyatt** said staff was leaning toward providing service from Wednesday through Sunday.

**Mr. Rodgers** suggested establishing a stakeholders committee in the next couple of weeks to develop the service plan. There are a lot of issues to be considered.

### **B4. Evaluation of Bus Operator training costs, wages & retention (Receive)**

**Mr. Straw** briefly reviewed the finding of this report. He quantified the cost to recruit, hire, train and retain bus operators. Currently there are 38 full-time and between 15-20 part-time bus operators on staff. He said the annual cost per full-time bus operator for benefits and workers compensation is \$7,300. The average base rate is \$14.29 per hour. When factoring in benefits, the fully-loaded rate is about \$19.92 per hour. He reviewed reasons why bus operators separated in the last year. The average tenure of those bus operators who separated employment is 64 weeks—while overall tenure of remaining bus operators about 3.5 years. He briefly discussed procedures that will be implemented going forward—such as the Bus Operator Selection Survey (BOSS) program that staff

believes will help recruit optimal candidates. He talked about the corporate culture and efforts to ensure open communication with all bus operators.

**Mr. Straw** said raising wages by \$1.00 per hour would cost RTA an additional \$175,000 per year. Two dollars per hour would cost an additional \$322,000 per year. We would not be able to do this without finding additional funding or cutting service. Staff is looking at the figures discussed above as benchmarks against which we could measure future performance, with a goal of reducing training classes to 1-2 per year. The current collective bargaining agreement with the drivers expires in January 2014. Contract negotiations will begin in January 2013.

**Mr. Greening** said he appreciated the analysis, even if the findings were not what he was hoping to see. He suggested that even if the base wage stays lower than drivers deserve, increasing the rate at which it is bumped up may increase retention.

**B5. Recertification of Runabout riders (Receive)**

**Mr. Straw** said staff will roll out a plan at a future meeting.

**B6. Ticket Vending Machine project development (Receive)**

Staff is looking at possibly phasing in the project. **Mr. Straw** said it is an important service for customers—particularly with the credit card payment option. **Mr. Webster** suggested the city working with RTA on implementing this machine.

**B7. Member Comments/Reports from Jurisdictions (Receive)**

**Ms. Wyatt** reminded everyone about Transit Tuesdays. **Mr. Greening** observed faster boardings on these days.

**C. CONSENT AGENDA ITEMS:**

**C-1 RTAC Minutes of 04-18-12 (approve)**

**Mr. Greening**

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

**D. ADJOURNMENT:**

**Ms. Burlingame** adjourned the meeting at 12:59 p.m.

Next RTAC Meeting: January 16, 2013

Respectfully Submitted:

Anna Mafort-Lacy  
Administrative Assistant  
San Luis Obispo Regional Transit Authority

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY  
REGIONAL TRANSPORTATION ADVISORY COMMITTEE  
January 16, 2013  
MINUTES**

**C-9**

Members Present:	Janeen Burlingame- Chair John Webster Sr. –Vice Chair Phil Moores Eric Greening Valerie Humphrey Michael Seden – Hansen Susan Rains	Morro Bay Transit SLO Transit SCAT Fixed Route Representative Atascadero Transit City of Paso Robles Cal Poly
Members Absent:	John Diodati Open Anthony Gutierrez	County of San Luis Obispo Runabout/DAR Representative Cuesta College
Staff Present:	Geoff Straw Tania Arnold Anna Mafort	RTA RTA RTA
Guest:	Eliane Wilson	SLOCOG

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

**Ms. Janeen Burlingame** called the meeting to order at 10:06 a.m. Roll call was taken; a quorum was present.

**2. Public Comments:**

**Mr. Eric Greening** asked when the committee would look at the Passenger Code of Conduct and when the Board would receive it as an action item. **Mr. Geoff Straw** said it was presented to the Board as an amended first reading in January. The term “Sleeping” was replaced with “Loitering.” It will be brought back to the Board in March. Staff did not plan on bringing it back to RTAC as they already solicited comments from this group. Staff made changes that were suggested at the last committee meeting and will review a marked-up draft to ensure we capture everything. **Mr. Straw** hoped to get it on the website in the next few weeks as a way of receiving additional public comments.

**Mr. John Webster, Sr.,** said that for SLO Transit, sleeping is defined not as dozing in your seat but rather, spreading out across multiple seats in the back to the bus. **Mr. Greening** said this is more of a “failure to yield” infraction. **Mr. Webster** said it is based upon common sense of the driver, which comes with good training and experience. **Mr. Straw** read the definition of loitering as set forth on the code of conduct. **Mr. Webster** said the loitering issue is a tool for drivers, but they are not expected to be sheriffs. **Mr. Straw**

said he would forward another copy of the Code of Conduct for the committee for further review.

### **3. Election of Officers**

**A1. ELECTION OF OFFICERS:** Elect new RTAC Chair & Vice Chair: **Mr. Webster** nominated **Ms. Janeen Burlingame** as Chair and **Mr. Greening** seconded. The motion carried on a voice vote.

**Mr. Greening** nominated **Ms. Valerie Humphrey** as Vice Chair and **Mr. Webster** seconded. The motion carried on a voice vote.

#### **A. Action Items**

##### **A1. Stipend for Board, Executive Committee and RTAC Members:**

**Mr. Geoff Straw** discussed the idea of RTA providing stipends to Board members who are city representatives. The San Luis Obispo Council of Governments (SLOCOG) adopted a stipend program in 2007. RTA staff is looking to implement a similar program. He presented a copy of the 2007 SLOCOG staff report and list of what other COGs and transportation divisions are doing around the state. Staff recommends adopting the SLOCOG stipend plan with the addition of providing all Board and RTAC members with regional bus passes.

Staff is seeking input from RTAC and will add the proposal in our budget for the next fiscal year. The cost is pretty straightforward. Passes are considered a taxable benefit, but because they are valued under \$240 per month, they are tax-free under the tax code. These Board stipends would be issued through payroll and committee members would receive 1099 at the end of the year. There are some tax implications

**Mr. Webster** verified this would be considered a benefit rather than a stipend. **Mr. Straw** said it could be clarified that the Board receives a stipend and RTAC committee members receive a benefit. Board members would not receive two stipends when there is a joint SLOCOG/RTA meeting. **Mr. Greening** asked if there was a conflict of interest for committee members voting for themselves. **Mr. Straw** didn't think so. **Mr. Webster** agreed that it was not a conflict.

The Committee discussed how alternates would be compensated. **Mr. Webster** thought the stipend should go to whoever attended the meeting. **Mr. Straw** said the primary representative must be in good standing in order to receive the stipend and benefit.

**Mr. Greening** noted when an ADA Paratransit representative starts serving on the committee, a regional pass may not be a good option for them. Would they be eligible for a different kind of pass because they represent a different kind of eligibility? **Mr. Straw** suggested the person in that position does not have to be ADA eligible. It could be held by someone in an organization that provides services to people in this market. The benefit provided would be the same for everyone. He suggested we consider this concern on a case-by-case basis, depending upon who serves on the committee. **Mr. Greening**

wondered how the paratransit representative would do their job of checking on the Runabout service and reporting back to the committee.

**Mr. Webster** motioned to accept the staff recommendation with a revision about RTAC having a benefit rather than a stipend. **Mr. Michael Seden–Hansen** seconded, adding that that issuing regional passes are a common practice and should be noted as such on the document. The motion carried on a voice vote.

**Mr. Straw** asked all committee members to check with their jurisdictions to ensure there will not be problems accepting a stipend and/or regional pass benefit and report back prior the March Board meeting.

A2. Runabout recertification project:

**Mr. Straw** said demand and length of the trips are both increasing on Runabout. This requires a lot of resources. Runabout is budgeted at \$2.3M for the current fiscal year and staff estimates RTA will be about \$110,000 over budget. Staff noted three record ridership months in the last year.

Staff recommends fully implementing the No-Show Policy, having member jurisdictions allow Runabout-approved riders to ride free on all local agencies and eliminating service to the general public on Runabout.

**Mr. Straw** reviewed Ridership, Service Hours and Productivity year-by-year. He then discussed how different systems approve riders for ADA Paratransit and processes for recertification. He pointed to the application currently uses, which begins on page A-2-11.

**Mr. Greening** asked if the application had been reviewed by the County Health Commission. **Mr. Straw** said staff could consider doing that—perhaps with the next application revision.

**Mr. Webster** noted the question about an applicant’s ability to get to a bus stop near their home and inquired about the inability of getting to their destination. He said some agencies are moving toward this type of conditional certification. **Mr. Straw** agreed but said many transit agencies have varied success with this type of conditional certification.

**Mr. Straw** explained the idea of offering free rides to this group on area fixed route service provides a quasi conditional certification. It reduces costs to both the passenger and the transit agency. It is 12 times more expensive to transport a person on Runabout than on fixed routes, at just over \$60 per passenger trip. Encouraging riders to take fixed route bus service as much as possible eases strain on costs and capacity.

**Mr. Greening** observed verbiage on page 4 of the Runabout application about RTA’s authorization to contact the medical professional should additional information be needed. He asked if this happens and what is the protocol. **Mr. Straw** answered that it can happen, but he wasn’t sure if RTA has contacted the doctor or medical professional after someone was approved. **Mr. Moores** offered to get a copy of the ADA Paratransit application from Riverside, which is much more comprehensive than RTA’s. He said he served on the appeals board for this service there.

**Mr. Webster** asked if there was grant funding that could be used to offset administrative costs to process these applications. **Ms. Wilson** said New Freedom could be used but there is very little money available.

There was some group discussion about unifying the process of getting discount fares on all area fixed routes from the various transit agencies.

**Mr. Webster** talked about options for running a taxi voucher program for ADA and general customers. **Mr. Straw** stated there were some challenges based on FTA requirements to taking this route, such as drug and alcohol testing the taxi drivers. He talked about how RTA is making a transition from the cutaway vehicles to smaller minivans, which have better fuel efficiency.

**Mr. Straw** briefly discussed the plan to recertify Runabout eligibility. He said the preferred method will be to recertify 1/3 of registrants each year over the next three years and then roll out the ongoing process every 3-5 years.

The group talked about fully implementing the No-Show policy and how it can potentially help reduce costs. This policy will be in force before the end of the fiscal year. **Mr. Straw** asked the committee how long their systems, such as Dial-A-Ride, will wait for passengers before moving on to the next call. The time ranged from two to five minutes. Runabout waits for up to five minutes. **Mr. Webster** suggested tightening up the wait time. Morro Bay, Atascadero and Paso Robles all had two to three minutes maximum wait time. **Mr. Webster** pointed out that doctor's offices sometimes run late. **Mr. Moores** was not in favor of shortening the wait time for this group.

**Mr. Straw** recommended implementing the No-Show policy and see what the impacts are after that point.

**Mr. Greening** moved to recommend presenting this No-Show policy to the Board to approve fully implementing the policy. **Mr. Webster** seconded and the motion carried on a voice vote.

**Mr. Straw** briefly recapped the recommendation to fund fare-free fixed route service for Runabout registrants as a cost-saving measure. This program is currently in place for both RTA and South County Area Transit.

**Mr. Greening** moved to approve this staff recommend with the understanding that is an incentive comparable to such programs as Youth Ride Free. **Mr. Webster** requested language be added that RTA will negotiate fare reimbursement with the area agencies. **Ms. Humphrey** seconded and the motion carried on a voice vote.

Finally, **Mr. Straw** outlined the desire to formally eliminate general public Runabout service. This service has not been provided in some time, there is increasing demand and staff is concerned there may be an expectation to provide this service.

**Mr. Webster** moved to approve staff recommendation to eliminate general public service on Runabout. **Mr. Moores** seconded and the motion carried on a voice vote.



## **B. Information Agenda Items**

### **B1. Manager's Report (Receive)**

**Mr. Straw** said staff is now presenting performance measures to the Board. He would like to bring them back to RTAC at the October meeting and gauge if the performance standards against which the performance measures are judged are still appropriate.

The new bus procurement is moving along and the pilot bus will be here in April. All 10 new vehicles should be delivered by late August.

Staff is developing a two-year operating and five-year capital budget. Staff will present the budget assumptions at the March Board meeting. RTAC members will see the final draft budget at the April 17 meeting.

RTA is currently at about 42% of budget year to date. Staff will continue to keep a close eye on expenses. Ridership continues to be high. Fixed route is about 10.5% higher than this time last year. October was the highest ridership month ever.

**Mr. Straw** concluded his report.

**Mr. Greening** asked when the union contract negotiations will begin and to what extent will the Board be involved? **Mr. Straw** said the Board will receive periodic updates through the budget (executive) committee. The goal is to set the ground rules in February so as to get started early. Staff could give an update at the October RTAC meeting, but otherwise staff doesn't anticipate bringing any more information back to this committee.

**Mr. Greening** said the state is not claiming a deficit. The Feds only did a two-year transportation reauthorization and there is some uncertainty for the second year. **Mr. Straw** said fortunately staff can use the first year (this year) funding for next year's capital and operating budget for next year. The challenge is projecting the State Transit Assistance and Local Transportation Funds fund levels.

**Mr. Michael Seden-Hansen** asked if the pension reform mentioned in the Finance and Administration section was related to PERS and the state's changes. **Mr. Straw** said that was correct. There are only a handful of employees on PERS, so the impact should be minimal. Committee members then discussed anticipated costs related to health care.

### **B2. Member Comments/Reports from Jurisdictions (Receive)**

**C. CONSENT AGENDA ITEMS:**

**C-1 RTAC Minutes of 10-17-12 (approve)**

**Mr. Seden-Hansen** corrected the top of page C-1-4 regarding the summer youth group. Procedures are being discussed at this time and have not yet been implemented.

**Mr. Greening** clarified on page C-1-5 the sentence should read, "...increasing the rate at which it is bumped up may increase retention."

**Mr. Greening** moved to approve the minutes **with correction** and **Mr. Seden-Hansen** seconded. The motion carried with a voice vote.

**D. ADJOURNMENT:**

**Ms. Burlingame** adjourned the meeting at 11:53 a.m.

Next RTAC Meeting: April 17, 2013

Respectfully Submitted:

Anna Mafort-Lacy  
Administrative Assistant  
San Luis Obispo Regional Transit Authority

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**May 1, 2013**

**STAFF REPORT**

**AGENDA ITEM:** C-10

**TOPIC:** Contract Renewal - AGP Video Production of Board Meetings

**ACTION:** Approve

**PRESENTED BY:** Geoff Straw

**STAFF RECOMMENDATION:** Approve Contract Renewal

**BACKGROUND/DISCUSSION:**

In April 2013, the SLOCOG Board approved a contract with AGP Video to televise all SLOCOG and RTA meetings with costs shared on a pro-rata basis. The terms of the existing contract provide video services for \$715/meeting (8:30 to 12:00), plus \$132/hour overtime for all overtime hours beyond the 3<sup>1/2</sup>-hour length, and \$45/hour for additional technical consulting. The effective date of the existing contract is through June 30, 2013. The proposed new contract will run from July 2013 to June 2014 with an increase of \$35 in the base rate for meetings held at locations other than the County Board of Supervisors Chambers.

The contract reflects the existing agreement made by AGP Video. The annual cost of six (6) RTA meetings that are filmed is approximately \$5,005.

The meetings will continue to be broadcasted live and replayed on Channel 21 as well as being webcast on the Internet at [www.slospan.org](http://www.slospan.org). The SLO-SPAN network, produced by AGP Video, is a public service of Charter Communications and provides televised access of government and other meetings held throughout the county. For schedule updates, check [www.slospan.org](http://www.slospan.org), additional replays of meetings are cablecast as the schedule permits. Meeting tapes are available through local libraries.

**Staff Recommendation**

Authorize the Executive Director to sign a contract with AGP Video at a cost not to exceed \$5,005 for FY13-14.

**AGREEMENT TO PROVIDE VIDEO PRODUCTION AND DISTRIBUTION SERVICES  
FOR SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY (RTA) BOARD MEETINGS  
FOR FISCAL YEAR 2013/2014**

THIS AGREEMENT is entered into by and between the San Luis Obispo Regional Transit Authority (hereinafter referred to as "RTA") and AGP Video, a California Corporation (hereinafter referred to as "Contractor").

Witnesseth:

WHEREAS, RTA has a need for special services to provide video production services to document the RTA Board meetings and to distribute copies of the video as needed; and

WHEREAS, AGP Video is specially trained, experienced and competent to perform such services;

NOW THEREFORE, the parties mutually agree as follows:

**I. SCOPE OF WORK**

- A. Without exception Contractor will provide gavel-to-gavel, unedited coverage of all regular RTA meetings held from July 1, 2013, through June 30, 2014. RTA shall provide Contractor with current calendar of scheduled meetings when the calendar is approved;
- B. The agenda item number and description will be presented, whenever possible
- C. Contractor will videotape special meetings of the RTA Board as requested by appropriate representatives of RTA.
- D. Contractor will archive all meetings within three business days of the meeting date.
- E. Contractor will distribute in a timely manner two (2) copies each of the Board meetings to the RTA offices and one (1) copy to the San Luis Obispo City County Library;
- F. Contractor will provide one (1) copy to Charter Channel 21, the Countywide Government and access channel for cablecast. The initial replay of the meeting will be at 6 pm on the day it is held. The meeting will be scheduled to replay at a variety of times a minimum of six (6) times in the week after the meeting date, and may stay in the program schedule up until the next meeting is held.
- G. Contractor may provide additional copies of the meeting tapes to the public, upon request, at a cost not to exceed \$25 per tape. RTA or other agencies requesting copies of additional DVDs will pay \$20 plus tax per DVD.
- H. The work to be done by the contractor pursuant to this Agreement shall include the furnishing of all labor, supervision, equipment, materials, supplies and all other items necessary to perform the services required.
- I. The Contractor may provide videotaping, cable casting, or other related services for "special" meetings upon request of RTA.

**II. CONTRACT PERFORMANCE**

- A. The Contractor shall at all times during the term of this Agreement provide high quality, efficient, technically-competent and professional service in accordance with the standards of the industry and to the reasonable satisfaction of RTA.
- B. All equipment used by the Contractor to perform work under this Agreement shall conform to reasonable industry standards and shall be maintained and kept in good repair at all times.

- C. Contractor shall, at all times during the contracted events, have at least one employee in the production facility (control room) who has a minimum of two years video production experience in environments similar to that of RTA or the County of San Luis Obispo.
- D. Contractor will ensure that all production employees involved in providing services under this Agreement have been thoroughly trained on use of the County of San Luis Obispo's control room equipment prior to working on an event at the County Government Center.
- E. RTA strongly prefers that Contractor production employees assigned to work on any event under this Agreement have experience in working on video production of at least 4 live government meetings prior to working on any event covered under this Agreement.
- F. Contractor will act with due diligence to meet the following quality production expectations:
  - Camera Takes are to be cut or fade away. There will be no "wipes."
  - Picture in Picture is employed when appropriate.
  - Camera takes are to follow the speaker as quickly as possible.
  - Captioning slates are to be displayed as quickly as possible following a subject change.
  - Sound levels are to be kept consistent within the best possible range.
- G. Contractor will meet with RTA on a biannual basis to discuss performance and operational issues. RTA will schedule such meetings and notify Contractor in writing of the established schedule. The frequency of such performance reviews may be reduced at the RTA's discretion.
- H. Contractor will not make any hardware configuration changes to County-owned equipment nor remove *any* County-owned property from the Board Chambers control room without prior written consent or involvement of the County's Information Technology Department staff.
- I. Contractor will not modify nor upgrade any software used on County owned equipment, including the installation of new releases or patches, without prior consent or involvement of the County's Information Technology Department support staff.
- J. At the conclusion of any/all meetings at the facilities of all other agencies or organizations, Contractor shall return all equipment to predefined, default states. As these states may change from time-to-time, they are not specified within this Agreement.
- K. Production primary recordings are to be digital with an analog back up.
- L. Master copies are to be digital where possible.

### III. EMPLOYMENT STATUS

Contractor shall, during the entire term of the Agreement, be construed to be an independent Contractor and nothing in this agreement is intended nor shall be construed to create an employer-employee relationship.

### IV. OWNERSHIP

DVDs or other materials produced in whole or part under this agreement shall be the property of RTA. Any copies of meetings or other materials produced in whole or part under this agreement shall be the property of RTA and none shall be subject to an application for copyright by or on behalf of Contractor

### V. COMPENSATION

RTA shall pay Contractor per meeting compensation of \$715 per meeting for all regular RTA Board meetings that extend from 2.0 to 3.5 hours in length. RTA shall pay Contractor \$132 per hour overtime for all overtime hours beyond the 3.5 hour length billed in 15-minute increments, rounded-up. For Meetings of RTA that are 2 hours or less, RTA shall pay Contractor a reduced per meeting rate of \$500. For "special" meetings, the same rates, as above, shall apply, depending on the length of the meeting. Meetings held at locations other than the County Board of Supervisors Chambers will be billed at a base rate of \$750 per meeting.

## VI. INVOICES

Contractor shall submit to RTA an invoice detailing the services performed during the preceding period. Contractor shall specify the length of time of both the RTA sessions separately on each invoice.

## VII. PAYMENTS

RTA shall pay within twenty (20) days after receipt of a complete and accurate invoice of video production/tape distribution activities.

## VIII. INSURANCE

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, or employees.

- A. Minimum Scope of Insurance - Coverage shall be at least as broad as:
  - 1. Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001).
  - 2. Insurance Services Office Business Auto Coverage Form Number CA 0001. Code 1 (any auto).
  - 3. Worker's Compensation insurance as required by the State of California and Employer's Liability Insurance.
  - 4. Errors and Omissions liability insurance appropriate to the Contractor's profession. Architects and engineers' coverage is to be endorsed to include contractual liability.
- B. Minimum Limits of Insurance - Contractor shall maintain limits no less than:
  - 1. General Liability - \$1,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
  - 2. Automobile Liability - \$1,000,000 per accident for bodily injury and property damage.

## IX INDEMNIFICATION

The Contractor shall defend, indemnify and hold harmless the County, its officers and employees from all claims, demands, damages, costs, expenses, judgments, attorney fees, liabilities or other losses that may be asserted by any person or entity, and that arise out of or are made in connection with the acts or omissions relating to the performance of any duty, obligation, or work hereunder. The obligation to indemnify shall be effective and shall extend to all such claims and losses, in their entirety, even when such claims or losses arise from the comparative negligence of the County, its officers, and employees. However, this indemnity will not extend to any claims or losses arising out of the sole negligence or willful misconduct of the County, its officers and employees.

The preceding paragraph applies to any theory of recovery relating to said act or omission by the Contractor, or its agents, employees, or other independent contractors directly responsible to Contractor, including, but not limited to the following:

- 1. Violation of statute, ordinance, or regulation.
- 2. Professional malpractice.
- 3. Willful, intentional or other wrongful acts, or failures to act.
- 4. Negligence or recklessness.
- 5. Furnishing of defective or dangerous products.
- 6. Premises liability.
- 7. Strict liability.

8. Inverse condemnation.
9. Violation of civil rights.
10. Violation of any federal or state statute, regulation, or ruling resulting in a determination by the Internal Revenue Service, California Franchise Tax Board or any other California public entity responsible for collecting payroll taxes, when the Contractor is not an independent contractor.

It is the intent of the parties to provide RTA the fullest indemnification, defense, and "hold harmless" rights allowed under the law. If any word(s) contained herein are deemed by a court to be in contravention of applicable law, said word(s) shall be severed from this contract and the remaining language shall be given full force and effect

#### X. TERMINATION OF AGREEMENT

RTA reserves the right to terminate this agreement for convenience, without cause, by the Executive Director at the instruction of the San Luis Obispo Council of Governments, on one week written notice.

#### XI. TERM OF AGREEMENT

The effective date of this agreement shall be May 1, 2013. The term of the agreement shall be for the entire fiscal year 2012/2013 (July 1, 2013 – June 30, 2014), with the option of an extension of the contract. RTA shall contact the Contractor two months prior to the end of each fiscal year to discuss potential contract modifications for the upcoming year.

#### XII. NOTICES

All notices and communications with respect to this Agreement shall be in writing and served as follows:

San Luis Obispo Regional Transit Authority  
179 Cross Street, Ste. A  
San Luis Obispo, CA 93401  
Attn: RTA Executive Director

CONTRACTOR  
AGP Video  
1600 Preston Lane  
Morro Bay, CA 93442  
Attn: Steve Mathieu and Nancy Castle

#### XIII. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this contract, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin, and hereby promises to comply with the provision on contractor agreements contained in Presidential Executive Order Number 11246.

#### IX. ENTIRE AGREEMENT AND MODIFICATION

This Contract supersedes all previous contracts and constitutes the entire understanding of the parties hereto. Contractor shall be entitled to no other benefits than those specified herein. No changes, amendments or alterations shall be effective unless in writing and signed by both parties. Contractor specifically acknowledges that in entering into and executing this Contract, Contractor relies solely upon the provisions contained in this Contract and no others.

#### XV. NON-ASSIGNMENT OF CONTRACT

Inasmuch as this Contract is intended to secure the specialized services of the Contractor, Contractor may not assign, transfer, delegate or sublet any interest therein without the prior written consent of County and any such assignment, transfer, delegation or sublease without the County's prior written consent shall be considered null and void.

#### XVI. COVENANT

This Contract has been executed and delivered in the State of California and the validity, enforceability and interpretation of any of the clauses of this Contract shall be determined and governed by the laws of the State of California. All duties and obligations of the parties created hereunder are performable in San Luis Obispo County and such County shall be the venue for any

action or proceeding that may be brought or arise out of, in connection with or by reason of this Contract.

**XVII. ENFORCEABILITY**

If any term, covenant, condition or provision of this agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired or invalidated thereby.

**XVIII. WARRANTY OF CONTRACTOR**

Contractor warrants that Contractor and each of the personnel employed or otherwise retained by Contractor are properly certified and licensed under the laws and regulations of the State of California to provide the special services herein agreed to.

**IXX. RECORDS**

- a. Contractor shall keep complete and accurate records for the services performed pursuant to this Contract and any records required by law or government regulation and shall make such records available to County upon request.
- b. Contractor shall assure the confidentiality of any records that are required by law to be so maintained.
- c. Contractor shall prepare and forward such additional or supplementary records as County may reasonably request.

ACCEPTED BY:

\_\_\_\_\_  
Frank Mecham, President  
San Luis Obispo Regional Transit Authority (RTA)  
179 Cross Street, San Luis Obispo CA 93401 (805) 781-4472

\_\_\_\_\_  
Date

\_\_\_\_\_  
Nancy Castle  
AGP Video  
1600 Preston Lane, Morro Bay, CA 93442 (805) 772-2715

\_\_\_\_\_  
Date

APPROVED AS TO FORM AND LEGAL EFFECT:

\_\_\_\_\_  
Timothy McNulty  
RTA Legal Counsel

\_\_\_\_\_  
Date



**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**May 1, 2013**

**STAFF REPORT**

**AGENDA ITEM:** C-11

**TOPIC:** Resolution Authorizing RTA Executive Director, Certified Financial Officer or Grants Manager to execute for and on behalf of RTA for State Proposition 1B Safety & Security Funds.

**ACTION:** Approve

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

**STAFF RECOMMENDATION:** Adopt Resolution

**BACKGROUND/DISCUSSION:**

Proposition 1B was passed in November 2006 by California voters. Based on statewide estimates, approximately \$12.1 million will be apportioned to San Luis Obispo County for transit capital projects over the next five years. RTA is an eligible recipient of this funding.

In FY12-13 RTA applied for \$200,000 and was awarded \$158,026 in Proposition 1B Safety and Security Funds as Phase 3 of 3 for our Intelligent Transportation Systems (ITS) project, which includes an enhanced two-way radio system, a GPS-based automatic vehicle location system, automatic passenger counter system, and on-bus security camera systems. However, the Governor's Office of California Emergency Management Agency (CALEMA) requires the attached Authorizing Agent Signature Authority and Governing Body Resolution in order to execute funding agreements.

**Staff Recommendation**

Staff recommends approval of the resolutions authorizing the RTA Executive Director, Chief Financial Officer or Grants Manager to execute for and on behalf of RTA, any actions necessary for the purpose of obtaining financial assistance provided by CALEMA.



179 Cross Street, Suite A  
San Luis Obispo, CA 93401  
(805) 781-4472 Fax (805) 781-1291  
[www.slorta.org](http://www.slorta.org)

Authorized Agent Signature Authority

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AS THE President  
(Chief Executive Officer / Director / President / Secretary)

OF THE San Luis Obispo Regional Transit Authority  
(Name of State Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named state organization, any actions necessary for the purpose of obtaining state financial assistance provided by the California Emergency Management Agency.

Geoff Straw, Executive Director , OR  
(Name or Title of Authorized Agent)

Omar McPherson, Grants Manager , OR  
(Name or Title of Authorized Agent)

Tania Arnold, CFO/Director of Administration .  
(Name or Title of Authorized Agent)

Signed and approved this 1<sup>st</sup> day of May, 2013.

\_\_\_\_\_  
President's (Signature)



179 Cross Street, Suite A  
San Luis Obispo, CA 93401  
(805) 781-4472 Fax (805) 781-1291  
[www.slorta.org](http://www.slorta.org)

## Governing Body Resolution

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**Resolution No:** \_\_\_\_\_

WHEREAS, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 authorizes the issuance of general obligation bonds for specified purposes, including, but not limited to, funding made available for capital projects that provide increased protection against security and safety threats, and for capital expenditures to increase the capacity of transit operators to develop disaster response transportation systems; and

WHEREAS, the California Emergency Management Agency (Cal EMA) administers such funds deposited in the Transit System Safety, Security, and Disaster Response Account under the California Transit Security Grant Program (CTSGP); and

WHEREAS, the San Luis Obispo Regional Transit Authority (RTA) is eligible to receive CTSGP funds; and

WHEREAS, the San Luis Obispo Regional Transit Authority (RTA) will apply for FY12-13 CTSGP funds in an amount up to \$200,000 for RTA/SCAT Radios, AVL, GPS, APC, Camera system; and

WHEREAS, San Luis Obispo Regional Transit Authority recognizes that it is responsible for compliance with all Cal EMA CTSGP grant assurances, and state and federal laws, including, but not limited to, laws governing the use of bond funds; and

WHEREAS, Cal EMA requires San Luis Obispo Regional Transit Authority to complete and submit a Governing Body Resolution for the purposes of identifying agent(s) authorized to act on behalf of San Luis Obispo Regional Transit Authority to execute actions necessary to obtain CTSGP funds from Cal EMA and ensure continued compliance with Cal EMA CTSGP assurances, and state and federal laws.

***THEREFORE, IT IS HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY THAT GEOFF STRAW, EXECUTIVE DIRECTOR, AND/OR HER DESIGNEE, is hereby authorized to execute for and on behalf of San Luis Obispo Regional Transit Authority (RTA), a public entity established under the laws of the State of California, any actions necessary for the purpose of obtaining financial assistance provided by the California Emergency Management Agency under the CTSGP.***

Passed and approved this 1<sup>st</sup> day of May, 2013.

The Regional Transit Authority is a Joint Powers Agency serving residents and visitors of:

Arroyo Grande Atascadero Grover Beach Morro Bay Paso Robles Pismo Beach San Luis Obispo and The County of San Luis Obispo



179 Cross Street, Suite A  
San Luis Obispo, CA 93401  
(805) 781-4472 Fax (805) 781-1291  
[www.slorta.org](http://www.slorta.org)

APPENDIX E – Governing Body Resolution

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*Certification*

I, Frank Mecham, duly appointed and  
(Name)

President of the RTA Board of Directors  
(Title) (Governing Body)

do hereby certify that the above is a true and correct copy of a resolution passed and approved by

the RTA Board of Directors of the RTA on the  
(Governing body) (Name of Applicant)

1<sup>st</sup> day of May, 2013.

President of the RTA Board  
(Official Position)

\_\_\_\_\_  
(Signature)

May 1, 2013  
(Date)

The Regional Transit Authority is a Joint Powers Agency serving residents and visitors of:

Arroyo Grande Atascadero Grover Beach Morro Bay Paso Robles Pismo Beach San Luis Obispo and The County of San Luis Obispo

**THURSDAY, JUNE 13, 2013**

The following action minutes are listed as they were acted upon by the Planning Commission and as listed on the agenda for the Regular Meeting of June 13, 2013 together with the maps and staff reports attached thereto and incorporated therein by reference.

HEARINGS ARE ADVERTISED FOR 9:00 A.M. HEARINGS GENERALLY PROCEED IN THE ORDER LISTED, UNLESS CHANGED BY THE PLANNING COMMISSION AT THE MEETING. (9:03 AM)

ROLL CALL (9:03 AM)

PRESENT: Commissioner(s) Ken Topping, Carlyn Christianson, Tim Murphy, and Don Campbell.

ABSENT: Commissioner(s) Jim Irving.

FLAG SALUTE (9:04 AM)

PUBLIC COMMENT PERIOD (9:04 AM)

No one coming forward.

PLANNING STAFF UPDATES (9:05 AM)

Nancy Orton, Planning Staff: updates Commissioners on their near term schedule.

CONSENT AGENDA:

**APPROVED**

(9:06 AM)

- a. May 23, 2013 DRAFT Planning Commission minutes
- b. May 30, 2013 DRAFT Planning Commission minutes
- c. Request for a 6th discretionary time extension, per Senate Bill 1185 from JOHN L. CURCI representing MORRO SHORES for Vesting Tract Map TR2162 to allow a subdivision of a 54 acre site into ninety one residential lots of 6,000 square feet, within the Residential Single Family land use category, and three lots of 9.7, 2.6 and 11.8 acres located in the Residential Multi-Family land use category. The proposed project is located at the west end of Highland and Mar Vista Drives, south of Los Osos Valley Road in the community of Los Osos, in the Estero Planning Area. County File Number: S880044T/TR2162 Assessor Parcel Number: 074-221-092 Supervisorial District 2 Project Manager: Kerry Brown Recommend approval

**Thereafter, on motion of Don Campbell, seconded by Ken Topping, and on the following vote:**

**AYES:** Commissioner(s) Don Campbell, Ken Topping, Jim Irving, Carlyn Christianson.

**NOES:** None.

**ABSENT:** Commissioner(s) Tim Murphy.

**the Commission approved Consent Agenda items a., b., and c.**

**HEARINGS:** (9:07 AM)

1. Hearing to consider a request by SRK INVESTMENTS, INC. and T-MOBILE for a Minor Use Permit/Coastal Development Permit to allow the construction and operation of an unmanned wireless communications facility consisting of increasing the height of an existing architectural cupola feature, installation of four (4) antennas within the architectural cupola feature, installation of equipment cabinets located within an existing 11'-3" x 8' storage room, and associated utility trenching. The project will result in the disturbance of approximately 200 linear feet of a 1.08-acre property. The proposed project is within the Commercial Retail land use category and is located at 9280 Castillo Drive (Days Inn hotel), approximately 200 feet east of Highway 1, in the community of San Simeon. The site is in the North Coast planning area. This project is found to be statutorily exempt from the California Environmental Quality Act under the provisions of Public Resources Code section 21080(b)(5), which provides that CEQA does not apply to projects which a public agency rejects or disapproves. County File Number: DRC2012-00042 Assessor Parcel Number: 013-0721-027

Supervisorial District: 2 Date: Accepted: N/A

Project Manager: Xzandrea Fowler Recommend denial

**CONTINUED TO JULY 25, 2013**

(9:07 AM)

Xzandrea Fowler, Project Manager: presents staff report and provides reasoning for staff's recommendation for denial.

Ryan Shields, T-Mobile representative: discusses the need for the proposed project.

Don Campbell: questions the location of the air conditioning units with Ms. Fowler responding.

Ken Topping: questions coverage availability with Mr. Shields responding.

Tim Murphy: continues with questions regarding coverage with Mr. Shields responding.

Don Campbell: questions the location with Mr. Shields responding.

Kami Griffin, Assistant Director: discusses the wireless communication facilities in the Communication Facilities use group. Reviews the option of amending the ordinance in wireless in terms of incidental and accessory uses.

Carlyn Christianson: questions when the use standards were written with Kami Griffin, Assistant Director responding.

Kami Griffin: reviews options for Commission.

**Thereafter, on motion of Ken Topping, seconded by Don Campbell, and on the following vote:**

**AYES: Commissioner(s) Ken Topping, Don Campbell, Tim Murphy, Carlyn Christianson.**

**NOES: None.**

**ABSENT: Commissioner(s) Jim Irving.**

**The Commission continues this item to July 25, 2013.**

2. Hearing to consider a request by the COUNTY OF SAN LUIS OBISPO for an amendment to Titles 19 (Building and Construction Ordinance), 22 (Land Use Ordinance), and 23 (Coastal Zone Land Use Ordinance) of the County Code in order to (1) implement the Post Construction Requirements adopted by the Central Coast Regional Water Quality Control Board; and (2) adopt revisions to the grading ordinance within the Coastal Zone. This ordinance will implement requirements that are imposed by mandate of the Regional Water Quality Control Board in order to comply with the Phase-II National Pollutant Discharge Elimination System (NPDES) permit for municipal stormwater discharges. This project affects unincorporated portions of the County. Also to be considered at the hearing will be approval of the Environmental Document prepared for the item. This project qualifies for a Categorical Exemption (Class 8) pursuant to CEQA Guidelines Section 15308, because the project is an action undertaken by a regulatory agency to establish procedures for the protection of water quality. County File Number: LRP2012-0009 Assessor Parcel Number: ALL  
Supervisory District: ALL Date Accepted: N/A  
Project Manager: Michael Conger Recommend Board of Supervisors approval

**THE COMMISSION RECOMMENDED BOARD OF SUPERVISORS APPROVAL  
(9:40 AM)**

Michael Conger, Project Manager: reviews staff report and explains this amendment has a deadline of September 6, 2013.

Commissioners and staff: discuss amendments.

Carlyn Christianson: Requests clarification on page 2-48 questions the note under Exemptions from Grading Permits section and the AG grading, is the same language in the Coastal Zone Ordinance with Mr. Conger responding.

Don Campbell: requests clarification on page 2-73 language with staff responding.

**Thereafter, on motion of Carlyn Christianson, seconded by Ken Topping, and on the following vote:**

**AYES: Commissioner(s) Carlyn Christianson, Ken Topping, Tim Murphy, Don Campbell.**

**NOES: None.**

**ABSENT: Commissioner(s) Jim Irving.**

**The Commission recommends the Board of Supervisors approve Land Use Ordinance Amendment LRP2012-00009 based on the finding listed in Exhibit A.**

Thereafter, on motion of Carlyn Christianson, seconded by Don Campbell, and on the following vote:

**AYES:** Commissioner(s) Carlyn Christianson, Don Campbell, Tim Murphy, Ken Topping.

**NOES:** None.

**ABSENT:** Commissioner(s) Jim Irving.

to accept all documents into the record.

Thereafter, on motion of Tim Murphy, seconded by Carlyn Christianson, and on the following vote:

**AYES:** Commissioner(s) Tim Murphy, Carlyn Christianson, Ken Topping, Don Campbell.

**NOES:** None.

**ABSENT:** Commissioner(s) Jim Irving.

The Commission adjourns to the next regularly scheduled meeting of July 11, 2013.

ADJOURNMENT: 12:00 PM

Respectfully submitted,  
Nicole Retana  
Secretary, SLO County Planning Commission  
***MINUTES APPROVED AT THE 7/11/13 PC.***



Monday, June 10, 2013

The Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, met in regular session at 9:00 AM.

**PRESENT:** Supervisors: Frank R. Mecham, Bruce S. Gibson, Adam Hill, Debbie Arnold and Chairperson Paul A. Teixeira

**ABSENT:** None

**THE PLEDGE OF ALLEGIANCE IS LED BY CHAIRPERSON PAUL A. TEIXEIRA.**

**Public Comment Period:**

1. This is the time set for members of the public wishing to address the board on matters other than scheduled items.

**Mr. Eric Greening:** comments on the previous San Luis Obispo County Council of Governments (SLOCOG) Meeting and their discussion regarding Steinberg's Senate Bill (SB) 731 and suggests the Board schedule this matter on the agenda. **No action taken.**

**Hearings:**

2. Budget Hearings for the Fiscal Year 2013-14 Proposed Budget. The County's Proposed and Supplemental Budget documents can be viewed at the following link:  
<http://www.slocounty.ca.gov/admin/Budget.htm>

**Mr. Dan Buckshi – County Administrative Officer:** states there is a structural gap and, as a result, there are recommendations to scale back services. Further, outlines the purpose, overall approach, and order of review for Budget Hearings.

**Mr. Greg Schulte – Assistant County Administrative Officer:** presents and discusses an overview of the County Budget; states the County received the Government Finance Officers Association (GFOA) Distinguished Budget award for the second year in a row; highlights the budget approach and framework; the 7 Year Pain Plan; the projected 2.2 million dollar gap; the proposed \$494.8 million dollar budget for all funds; the Supplemental Budget document; sources of funding and where the money goes; assumptions; the strategic approach; staffing implications; service level impacts; the State budget, including the status of the Affordable Care Act (ACA) proposal; Sequestration and the U.S. budget; recommendations; and next steps after Budget Hearings. Further, thanks Department Heads and staff, the Auditor-Controller's Office and the Administrative Office for their participation and hard work in preparing the budget.

**Board Members:** question how the County covers pension and benefit costs for the added positions funded by Federal or State government sources; discuss issues relating to the Affordable Care Act (ACA) proposal, including the potential impacts to the budget and how adjustments will be made to the budget; comment on the Airport's continued deficit and how it will be addressed; the status of the \$50,000 suggested for the economic analysis related to the Diablo Canyon; comment on the expansion at the Meridian Fire Station; question the Intergovernmental revenues for Federal and Other; and the sequestration implications to Community Development Block Grant (CDBG) funds, with Mr. Buckshi and Mr. Dana Lilley – Planning and Building responding.

**Chairperson Teixeira:** opens the floor to public comment.

**Ms. Kelley Sutherland (handout), Ms. Jeannette Watson (handout) and Ms. Andrea Seastrand:** speak, with Mr. Buckshi responding to Ms. Sutherland's concerns regarding debt and how it is presented in the Proposed Budget; states in addition to the information contained in the Budget, there is a comprehensive overview of debt as part of the third quarter financial report but there are options to structure future Budgets differently. Further responds to Ms. Watson's issues regarding parcel taxes and Ms. Seastrand's questions regarding the economic development strategy.

**Land Based Budgets:**

- This is the time set for the Land Based Budgets.

**Mr. Greg Schulte – Assistant County Administrator:** presents and overview on Land Based Budgets.

**Board Members:** address issues relating to the impacts from the growing population of ground squirrels; the Bait Program and alternative ground squirrel control solutions, with Mr. Martin Settevendemie - Agricultural Commissioner responding. Further, the Board directs the Ag Commissioner to work with private sector suppliers to make the bait available at the lowest cost possible instead of reinstating a program that was dismantled; speak with the Cattleman’s Association and the Farm Bureau to find out what they are specifically looking for; and come back at a later time. Furthermore, Board Members question the structure of the debt service payment for the Vineyard Drive Interchange Project; with Mr. Dan Buckshi – County Administrator and Mr. Dave Flynn – Public Works responding.

**Chairperson Teixeira:** opens the floor to public comment.

**Mr. Eric Greening:** speaks.

**Board Members:** question the work settlement accounts that are decreasing maintenance accounts; and the costs to replace equipment outlined on page C-30 of the proposed budget book; and the status of road infrastructure conditions, with Mr. Will Clemens, Mr. Flynn – Public Works and Mr. Paavo Ogren – Public Works Director responding.

**The Board tentatively approves the Land Based Budgets for Fund Centers: 141 – Agricultural Commissioner; 142 - Planning and Building; 290 - Community Development; 405 - Public Works; 201 - Public Works Special Services; 245 - Roads; and 248 - Road Impact Fees and Special Districts, as presented by the County Administrative Office and outlined in the Supplemental Document.**

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Mr. Greg Schulte - Assistant County Administrator:** addresses a correction on page A-50 to the proposed budget book, under Financing Sources, the Intergovernmental Revenues listed for “Federal” and “Other” are transposed. The amount for “Federal” should read \$55,333,093 not \$7,845,054 and the amount for “Other” should read \$7,845,054 not \$55,333,093. Further, states they will be correcting those figures for the final budget.

**Public Protection Budgets:**

- This is the time set for Public Protection Budgets.

**Board Members:** question the prospects on continued funding from (AB 109) Public Safety Realignment; and the waste management programs, with Mr. Dan Buckshi – County Administrator and Mr. Paavo Ogren – Public Works Director responding.

**Chairperson Teixeira:** opens the floor to public comment without response.

**The Board tentatively approves the Public Protection Budgets for Fund Centers: 137 - Animal Services; 134 - Child Support Services; 143 - Contributions to Court Operations; 140 - County Fire; 132 - District Attorney; 138 - Emergency Services; 131 - Grand Jury; 139 - Probation; 135 - Public Defender; 136 - Sheriff-Coroner; and 130 - Waste Management, as presented by the County Administrative Office and outlined in the Supplemental Document.**

**Motion by:** Frank R. Mecham

**Second by:** Bruce S. Gibson

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Health & Human Services Budgets:**

- This is the time set for Health & Human Services Budgets.

**Board Members:** comment on the complexity to how this functional area is structured in the proposed budget book; discuss various options regarding a detox center; the elimination of the Public Health Nurse; and question the status of the Veterans Treatment Court Program, with Mr. Dan Buckshi – County Administrator, Mr. Jeff Hamm – Health Agency Director and Mr. Dana Cummings – Veterans Services Officer responding.

**Chairperson Teixeira:** opens the floor to public comment.

**Ms. Soma Margason and Ms. Mary Bianchi - Model of Care Partner Oversight Committee (MOCPOC) and The Friends of Martha’s Place:** speak.

**Supervisor Mecham:** questions what the “New Office of Traffic Safety Grant” is, with Mr. Frank Warren – Behavioral Health Department responding.

**The Board tentatively approves the Health & Human Services Budgets for Fund Centers: 166 - Behavioral Health; 350 - County Medical Services Program; 375 - Driving Under the Influence; 351 - Emergency Medical Services Fund; 184 - Law Enforcement Medical Care; 183 - Medical Assistance Program; 160 - Public Health; 180 - Social Services; 182 - CalWORKs; 181 - Foster Care; 185 - General Assistance; and 186 - Veterans Services, as presented by the County Administrative Office and outlined in the Supplemental Document.**

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Closed Session Items:**

- 3. The Board announces they will be going into Closed Session regarding:

I. CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov. Code, §54956.8.) It is the intention of the Board to meet in closed session to have a conference with its Real Property Negotiator concerning the following: 1. Property Description: 1720 Bishop, San Luis Obispo; Parties with whom negotiating: Child Development Center; Instructions to Negotiator will concern: Price, Terms and Conditions.

**(ADDED PER ADDENDUM TO THE AGENDA. REQUIREMENTS OF THE BROWN ACT HAVE BEEN SATISFIED AS THIS NOTICE WAS POSTED PRIOR TO THE 72-HOUR NOTICING REQUIREMENT.)**

II. PENDING LITIGATION (Government Code, section 54956.9.) It is the intention of the Board to meet in closed session concerning the following items:

A. Conference with Legal Counsel-Existing Litigation (Government Code, section 54956.9(a).)

(Formally initiated) 2. San Luis Obispo County Deputy County Counsel Association, et al. v. San Luis Obispo County Pension Trust Board, et al.(CV100425); 3. County of San Luis Obispo v. San Luis Obispo Government Attorneys’ Union (LA-CO-123-M PERB); 4. County of San Luis Obispo v. San Luis Obispo Deputy County Counsel Association (LA-CO-124-M PERB).

III. CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code ' 54957.6.) It is the intention of the Board to meet in closed session to have a conference with its Labor Negotiator Tami Douglas-Schatz concerning the following: Name of employee organizations are: 5. SLOCPPOA; 6. SLOCEA-Public Services, Supervisors, Clerical; 7. Deputy Sheriff’s Association; 8. DAIA; 9. Sheriffs’ Management; 10. SLOCPMPOA; 11. DCCA; 12. SLOGAU.

**Chairperson Teixeira:** opens the floor to public comment without response.

Thereafter, pursuant to the requirements of the Brown Act, County Counsel reports out on the items discussed during Closed Session as follows: no report required as no final action was taken and the Board goes into Open Public Session.

**Community Services Budgets:**

- This is the time set for Community Services Budgets.

**Board Members:** address various financial concerns with the Airport and Library and establishing a strategic plan for both, with Mr. Craig Piper - Airport Services, Mr. Brian Reynolds – Library Director and Mr. Dan Buckshi – County Administrator responding.

**Chairperson Teixeira:** opens the floor to public comment without response.

**The Board tentatively approves the Community Services Budgets for Fund Centers: 425 - Airports; 215 - Farm Advisor; 331 - Fish and Game; 427 - Golf Courses; 377 - Library; 305 - Parks; and 330 - Wildlife and Grazing, as presented by the County Administrative Office and outlined in the Supplemental Document.**

**Motion by:** Frank R. Mecham

**Second by:** Bruce S. Gibson

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Fiscal and Administrative Budgets:**

- This is the time set for Fiscal and Administrative Budgets.

**Chairperson Teixeira:** opens the floor to public comment.

**Mr. Tom Dawson and Ms. Elsa Dawson:** request a fully outlined dollar figure of the County’s total debt, with Mr. Dan Buckshi responding to Ms. Dawson. Further Mr. Jim Erb– Auditor Controller, states debt figures are projected in the annual financial statements.

**The Board tentatively approves the Fiscal and Administrative Budgets for Fund Centers: 104 - Administrative Office; 275 - Organizational Development; 109 - Assessor; 107 - Auditor-Controller; 100 - Board of Supervisors; 110 - Clerk-Recorder; and 108 - Treasurer, Tax Collector and Public Administration, as presented by the County Administrative Office and outlined in the Supplemental Document.**

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Support to County Departments:**

- This is the time set for Support to County Departments.

**Supervisor Mecham:** questions the reason for eliminating the two positions in the maintenance division; and comments on the number of eliminations of lower level positions rather than higher level positions; with Mr. Dan Buckshi – County Administrator responding.

**Chairperson Teixeira:** opens the floor to public comment without response.

**Mr. Buckshi:** speaks to the deferred Court mainframe costs.

**The Board tentatively approves the Support to County Budgets for Fund Centers: 111 - County Counsel; 113 - General Services Agency; 407 - Fleet Services; 114 - Information Technology; 406 - Reprographics; 112 - Human Resources; 105 - Risk Management; and 408 – 412 - Self Insurance, as presented by the County Administrative Office.**

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Financing:**

- This is the time set for Financing.

**Supervisor Arnold:** asks for an explanation to the \$350,000 decrease in supplemental property tax revenues; and questions how the anticipated \$20 million to \$25 million of sales tax, attributed to the solar projects, ties into the budget, with Ms. Teresa Andrews-Hurliman – Auditor Controller’s Office and Mr. Dan Buckshi responding.

**Chairperson Teixeira:** opens the floor to public comment.

**Ms. Andrea Seastrand:** speaks.

**Supervisor Mecham:** comments on the Board’s discretionary funds and how it’s used in San Diego County.

**The Board tentatively approves the Financing Budgets for Fund Centers: 266 - Countywide Automation Replacement; 277 - Debt Service; 267 - General Government Building Replacement; 102 - Non-Departmental Revenues-Other Financing Use; 101 - Non-Departmental Revenues; 413 - Other Post Employment Benefits; 392 - Pension Obligation Bonds; 247 - Public Facility Fees; and 268 - Tax Reduction Reserve, as presented by the County Administrative Office.**

**Motion by:** Frank R. Mecham

**Second by:** Bruce S. Gibson

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Capital and Maintenance Project:**

- This is the time set for Capital and Maintenance Projects.

**Chairperson Teixeira:** opens the floor to public comment without response.

**The Board tentatively approves the Capital and Maintenance Projects Budgets for Fund Centers: 230 - Capital Projects; and 200 - Maintenance Projects, as presented by the County Administrative Office.**

**Motion by:** Adam Hill

**Second by:** Bruce S. Gibson

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

On motion duly made and unanimously carried, the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, does now adjourn to Wednesday, June 12, 2013.

I, **JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors of the County of San Luis Obispo, and ex-officio clerk of the governing body of all other special assessment and taxing districts for which said Board so acts, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held Monday, June 10, 2013, by the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts.

**JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors

By: /s/ Annette Ramirez, Deputy Clerk-Recorder

**DATED:** June 24, 2013

**Tuesday, May 07, 2013**

The Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, met in regular session at 9:00 AM.

**PRESENT:** Supervisors: Frank Mecham, Bruce S. Gibson, Adam Hill, Debbie Arnold and Chairperson Paul A. Teixeira

**ABSENT:** None

**THE PLEDGE OF ALLEGIANCE IS LED BY CHAIRPERSON PAUL A. TEIXEIRA.**

**Supervisor Gibson:** requests a moment of silence for the passing of John Seitz, a local Attorney who represented the Los Osos and Nipomo Community Services Districts and Mr. Mac McCullar, a longtime volunteer for the County.

**Consent Agenda – Review and Approval:**

**1-15.** This is the time set for consideration of the Consent Agenda.

**Chairperson Teixeira:** opens the floor to public comment.

The action taken for Consent Agenda items 1 through 15 on the following vote is indicated for each item.

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

<b>SUPERVISORS</b>	<b>AYES</b>	<b>NOES</b>	<b>ABSTAIN</b>	<b>RECUSE</b>
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Items Set for Hearing:**

1. Introduction of an amendment to the Growth Management Ordinance, Title 26 of the County Code, to update the fiscal year references for the maximum number of new dwelling units allowed for the Nipomo Mesa area for Fiscal Year 2013-2014 and extension of the allocation waiting list for Los Osos. Hearing date set for May 21, 2013. Districts 2 & 4.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Auditor - Controller Items:**

2. Submittal of a follow-up review of the Home Detention and Alternative Work Programs.

**The Board approves as recommended by the County Administrative Officer.**

3. Review of the County of San Luis Obispo Inmate Cash Deposit and Inmate Welfare Trust Funds.

**The Board approves as recommended by the County Administrative Officer.**

4. Submittal of the Workforce Investment Act Annual Fiscal and Procurement Review report for program year 2012-2013.

**The Board approves as recommended by the County Administrative Officer.**

5. Submittal of a report of the annual Fiscal and Compliance Review of establishments subject to the County Transient Occupancy Tax Ordinance and San Luis Obispo County Tourism Business

Improvement District assessment for calendar year 2011.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Board of Supervisors Items:**

6. Submittal of a resolution recognizing the community of Cayucos for their dedication and "Can Do" attitude by providing new play equipment on Cayucos Beach.

**Mr. Curtis Black – General Services Parks Deputy Director (photographs):** speaks.

**Supervisor Gibson:** presents the resolution to John Carsel, President of the Cayucos Citizens' Advisory Council.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-90, adopted.**

7. Request by Supervisor Frank Mecham to re-appoint Monica Cisneros to the San Miguel Cemetery District.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - County Fire Items:**

8. A resolution proclaiming May 5-11, 2013 as "Wildfire Awareness Week" in San Luis Obispo County.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-91, adopted.**

**Consent Agenda - Public Works Items:**

9. Submittal of right of way documents accepting conveyance from Janice L. Bewley (Bell), and from Mooney Family, LLC, for La Panza Road Widening Project, Creston. District 5.

**The Board approves as recommended by the County Administrative Officer.**

10. Request to adopt a mitigated negative declaration for the Klau Mine Road Slip-out Repair Project, located west of the City of Paso Robles. District 1.

**The Board approves as recommended by the County Administrative Officer.**

11. Submittal of a resolution establishing the 2013-14 special tax rate and confirming the per parcel special tax amount in Nipomo Lighting District, Zone E (Tract 1700, Los Pinos Estates). District 4.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-92, adopted.**

12. Submittal of a resolution and tabulation requesting changes in mileage of maintained County roads as required by the State Department of Transportation. All Districts.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-93, adopted.**

13. Submittal of a resolution to levy water availability charges for County Service Area No. 16 (Shandon), and County Service Area No. 23 (Santa Margarita). Districts 1 and 5.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-94, adopted.**



- 14. Submittal of a resolution to levy sewer availability charges for County Service Area No. 7-A (Oak Shores) and for County Service Area No. 18 (San Luis Obispo Country Club Estates). Districts 1 and 3.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-95, adopted.**

**Consent Agenda - Social Services Items:**

- 15. Request to approve a renewal contract (Clerk’s File) with California State Association of Counties (CSAC) or the Welfare Client Data Systems (WCDS) Consortium for Fiscal Year 2013-2014 in the amount of \$62,637.

**The Board approves as recommended by the County Administrative Officer.**

**Presentations:**

- 16. Submittal of a resolution recognizing CASA’s 20 year anniversary of local services and proclaim May 2013, as “CASA Child Advocate Month” in San Luis Obispo County.

**Ms. Teresa Tardiff – Court Appointed Special Advocates (CASA) Executive Director: speaks.**

**RESOLUTION NO. 2013-96, a resolution recognizing the 20th Anniversary of CASA and proclaiming May 2013 as “CASA Child Advocate Month” in San Luis Obispo County, adopted.**

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

- 17. Submittal of a resolution proclaiming May 2013 as "San Luis Obispo County Older Americans Month".

**RESOLUTION NO. 2013-97, a resolution proclaiming May 2013 as “Older Americans Month” in San Luis Obispo County, adopted.**

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Public Comment Period:**

- 18. This is the time set for members of the public wishing to address the Board on matters other than scheduled items.

**Dr. C. Hite:** provides thanks to the people who make San Luis Obispo a "real" community.

**Mr. Eric Greening:** echoes the previous speakers’ statements; comments on the previous League of Women Voters forum on Hydraulic Fracking and Steinberg's SB 731 California Environmental Quality

Act (CEQA) Bill.

**Mr. David Weisman - Amtrak Station Volunteer Host:** announces National Train Day will take place in San Luis Obispo Saturday, May 11, 2013 from 12:00 PM to 4:00 PM at the Amtrak Station and the Railroad Museum's Freight House.

**Ms. Stephanie Hicks - San Luis Obispo Council of Governments (SLOCOG):** speaks to the US 101 Corridor Mobility Study and states workshops will be held on Wednesday, May 8, 2013 from 6:00 PM to 7:30 PM at the Atascadero Pavilion on the Lake and Thursday, May 9, 2013 from 6:00 to 7:30 PM at the Grover Beach Community Center.

**Mr. Mike Brown - Coalition of Labor, Agriculture and Business (COLAB):** addresses concerns regarding the Water Resources Advisory Committee (WRAC) meeting discussing matters relating to the Las Pilitas Quarry.

**Mr. Ben DiFatta, Ms. Linde Owen and Mr. Richard Margetson:** address various comments and concerns relating to the Los Osos Wastewater Project (LOWWP). Further, Mr. DiFatta, speaks to the recent New Times issue "Best of SLO 2013" stating Supervisor Gibson as "Best Controversy or Scandal" and Supervisor Hill as "Best Annoying Public Figure" and the Homeless Shelter as "Best Waste of Taxpayers' Money." Additionally, Mr. Margetson comments on a public records request.

**Mr. Bob Armstrong - Ride-on Transportation:** speaks to the success of the Traffic Mitigation Project, the implementation of a Bus Program and Van Pool Program with both solar projects in California Valley.

**Cal Fire Chief Robert Lewin:** comments on their preparation efforts for fire season.

**Ms. Dawn Legg - Topaz Solar Farm Assistant Project Manager:** provides an update on the status of the project and addresses their transportation mitigation efforts. **No action taken.**

#### Hearings:

19. Hearing to consider adopting an ordinance amending Chapter 16.10 of the San Luis Obispo County Code to prohibit the ignition and launching of sky lanterns in the unincorporated areas of San Luis Obispo County that are protected by the County Fire Department.

**Supervisor Arnold:** addresses her concerns with the exception outlined in the ordinance.

**Cal Fire Captain Zack Nichols:** speaks.

**Chairperson Teixeira:** opens the floor to public comment.

**Mr. Mike Brown – Coalition of Labor, Agriculture and Business (COLAB) and Dr. C. Hite (video):** speak.

**The reading of the proposed ordinance is waived and said proposed ordinance is read by title only and ORDINANCE NO. 3240, an ordinance amending Chapter 16.10 of the San Luis Obispo County Code to prohibit the igniting and launching of sky lanterns, adopted.**

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

#### Closed Session Items:

- 20.** The Board announces they will be going into Closed Session regarding:
- I. PENDING LITIGATION (Government Code, section 54956.9.) It is the intention of the Board to meet in closed session concerning the following items:
    - A. Conference with Legal Counsel-Existing Litigation (Government Code, section 54956.9(a.)) (Formally initiated) 1. In re Los Osos Community Services District (Bankruptcy); 2. Negranti & Sons v. San Luis Obispo County.
    - B. Conference with Legal Counsel-Anticipated Litigation (Government Code, section 54956.9.) 3. Significant exposure to litigation (Government Code, section 54956.9(b.)) No. of cases 2. Facts and circumstances not known to potential plaintiff which indicate significant exposure to litigation. 4. Initiation of litigation (Government Code, section 54956.9(c.)) No. of cases 2.

**Chairperson Teixeira:** opens the floor to public comment without response.

Thereafter, pursuant to the requirements of the Brown Act, Assistant County Counsel reports out on the items discussed during Closed Session as follows: no report required as no final action was taken and the Board goes into Open Public Session.

**Board Business - Public Works - Board Sitting as Flood Control District:**

- 21.** Consideration of the Paso Robles Groundwater Basin Management Plan implementation update and request to approve appointments to the Blue Ribbon Committee. Districts 1 and 5.

**Mr. Paavo Ogren - Public Works Director:** presents and discusses modified recommendations for the Board's consideration.

**Chairperson Teixeira:** opens the floor to public comment.

**Mr. Larry Werner – Blue Ribbon Committee Chairperson, Mr. Matt Hagen, Ms. Kelley Sutherland, Ms. Andrea Seastrand, Mr. Eric Greening, Mr. Sal Leon, Ms. Carol DeHart, Mr. Kit Carter (handout), Mr. Nat Sherrill, Ms. Sue Luft – Water Resources Advisory Committee (WRAC) Chairperson, Mr. Jerry Reaugh – Paso Robles Agricultural Alliance for Groundwater Solutions (PRAAGS) (handout), Mr. Dana Merrill – Mesa Vineyard Management and PRAAGS, Mr. Steve Sinton - PRAAGS, Ms. Elaine Hagen, Ms. Kathy Sweet (letter), Ms. Sheila Lyons (graphs), Mr. Jim Patterson, Ms. Diane Jackson, Ms. Susan Harvey – North County Watch, Mr. Mike Brown – Coalition of Labor, Agriculture and Business (COLAB), Mr. Tom Dawson, Mr. Bill Pelfrey (handouts), Ms. Patricia Wilmore – Paso Robles Wine Country Alliance Government Affairs Coordinator, Ms. Joy Fitzhugh – Farm Bureau, Mr. Michael Heneveld, Ms. Lindsay Pera and Ms. Della Barrett:** speak.

**On motion of Supervisor Adam Hill, seconded by Supervisor Frank Mecham, the Board unanimously agrees to continue the meeting past 5:00 P.M.**

**Ms. Maria Lorca, Ms. Sarah Leon and Mr. Paul Hoover - Paso Robles Wine Country Alliance Government Chairperson:** speak.

**On motion by Supervisor Debbie Arnold to approve staff's recommendations and directs staff to look into emergency measures including fee reductions and low interest rate loans, is discussed, with Supervisor Adam Hill seconding the motion.**

**Board Members:** discuss their need for additional information regarding: timeframes for the staff recommendations; what are the County's land use authorities and the legal implications of their enforcement; what emergency interim ordinance options are available to address this matter; the purpose of agricultural water ponds; and if USDA funding is available for property owners.

**Mr. Dan Buckshi – County Administrator:** clarifies the motion on the table is to approve staff recommendations and to direct staff to look into potential fee waivers or reductions and low interest loans for those homeowners who need to drill wells in the affected areas, with Supervisor Arnold including the direction to look into the relief of County charges to provide immediate relief.

The Board, acting as the San Luis Obispo County Flood Control and Water Conservation District, directs staff to continue existing Basin computer modeling efforts; proceed with the evaluation of water supply options associated with State Water and the Salinas River Corridor (noting that certain Salinas River Corridor options may also include use of Nacimiento water and other areas of the Basin); proceed with hiring a team of experts to assist in the evaluation of water district and management options; report back to the Board in three months (August 2013) with the Blue Ribbon Committee’s priorities and questions related to the formation of a groundwater management structure, on development of the team of experts, and related budget adjustments; identify a possible emergency program in coordination with the Nacimiento Commission. Furthermore, the Board approves the appointments to the Blue Ribbon Committee as shown in Exhibit “B.” Additionally, staff is directed to look into potential fee waivers or reductions, low interest loans for those homeowners who need to drill wells in the affected areas and relief of County charges to provide immediate relief.

**Motion by:** Debbie Arnold

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**On Motion by Supervisor Adam Hill, seconded by Supervisor Bruce S. Gibson, to direct staff to look into the County's land use authorities and urgency interim ordinances that may alleviate the existing problem as we move towards larger solutions and return to the Board with a report within 30 days, including staff recommendation timeframes, is discussed.**

**Mr. Dan Buckshi – County Administrator:** recommends coming back to the Board on June 18, 2013, the first meeting following budget hearings.

**Supervisor Arnold, Supervisor Mecham and Chairperson Teixeira:** outline their concerns regarding the motion on the floor.

**Supervisor Hill:** further clarifies and amends his motion.

**The Board directs staff to return on June 18, 2013 with a progress report on all the things that have been brought forward in the modified recommendations; explore the Land Use Management options as spelled out in the Blue Ribbon Committee’s report, section 4.3; and report back on the timeframes for completing recommendations 1 through 6, motion fails.**

**Motion by:** Adam Hill

**Second by:** Bruce S. Gibson

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)		x		
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)		x		
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)		x		

On motion duly made and unanimously carried, the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, does now adjourn.

I, **JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors of the County of San Luis Obispo, and ex-officio clerk of the governing body of all other special assessment and taxing districts for which said Board so acts, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held Tuesday, May 07, 2013, by the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts.

**JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of  
the Board of Supervisors

By: /s/ Annette Ramirez, Deputy Clerk-Recorder

**DATED:** May 17, 2013

Tuesday, May 21, 2013

The Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, met in regular session at 9:00 AM.

**PRESENT:** Supervisors: Frank Mecham, Bruce S. Gibson, Adam Hill, Debbie Arnold and Chairperson Paul A. Teixeira

**ABSENT:** None

**THE PLEDGE OF ALLEGIANCE IS LED BY CHAIRPERSON PAUL A. TEIXEIRA.**

**Supervisor Mecham:** provides a brief history of Memorial Day and its meaning; and comments on the success of the recent Veterans Stand Down event in San Luis Obispo.

**Board Members:** comment on the passing of Mr. Howard Mankins, former Board of Supervisor and Mayor of Arroyo Grande, with Chairperson Teixeira, requesting a moment of silence for Mr. Mankins.

**Consent Agenda – Review and Approval:**

**1-18.** This is the time set for consideration of the Consent Agenda.

**Chairperson Teixeira:** opens the floor to public comment.

The action taken for Consent Agenda items 1 through 18 on the following vote is indicated for each item.

**Motion by:** Frank R. Mecham

**Second by:** Debbie Arnold

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Supervisor)	x			
Hill, Adam (Supervisor)	x			
Arnold, Debbie (Supervisor)	x			

**Consent Agenda - Board of Supervisors Items:**

**1.** Submittal of a resolution recognizing Frank Sommers for 35 years of dedicated service to the fire department and to the citizens of Atascadero.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-109, adopted.**

**Consent Agenda - General Services Agency Items:**

**2.** Request to approve a use permit and lease agreement for the rental of terminal office space by the Transportation Security Administration at the San Luis Obispo County Regional Airport. District 3.

**The Board approves as recommended by the County Administrative Officer.**

**3.** Request to approve an agreement with SAP Public Services in support of the County’s SAP Enterprise Financial System for a four year term, not to exceed \$913,740.

**Ms. Jeannette Watson:** speaks.

**The Board approves as recommended by the County Administrative Officer.**

**4.** Submittal of a resolution recognizing the month of June 2013 as Women's Golf Month at all San Luis Obispo County owned or operated golf courses.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-110, adopted.**

**Consent Agenda - Health Agency Items:**

5. Request to approve an amendment to the contract with the California Department of Corrections and Rehabilitation (CDCR) providing outpatient Drug and Alcohol Services, removing errant language included by the CDCR regarding advance payment and leaving all other provisions of the contract remaining the same.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Planning & Building Items:**

6. Request to approve an amendment (Clerk's File) with Aspen Environmental Group, Inc. in the amount of \$116,843, to continue mitigation monitoring for the California Valley Solar Ranch (CVSR/SunPower) Conditional Use Permit (DRC2008-00097). District 5.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Public Works Items:**

7. Submittal of bid opening report for the 2013 Chip Seal, Various County Roads, San Luis Obispo County, to award the subject contract to Intermountain Slurry Seal, the lowest responsible bidder, in the amount of \$816,250. Districts 1, 2, and 5.

**Ms. Linde Owen:** speaks.

**The Board approves as recommended by the County Administrative Officer.**

8. Submittal of a Letter of Commitment for Proposition 50 (Water Security) grant funding in the amount of \$2,975,000 for the Santa Margarita Emergency Water Intertie Project, and a request to authorize a budget adjustment in the amount of \$345,000, for a General Fund loan for project development. Districts 1 and 5.

**Mr. Tom Trott - Public Works:** reads into the record a revision to the recommendation.

**Ms. Julie Tacker:** speaks.

**This item is amended by replacing the recommendation to read: "It is our recommendation that your Honorable Board authorize the Public Works Director to execute a Proposition 50 grant funding Letter of Commitment for a modified Santa Margarita Emergency Water Intertie Project, if California Department of Public Health expresses a possibility of project funding." Further, the Board approves as recommended by the County Administrative Officer and as amended by this Board.**

9. Submittal of a resolution permitting road construction projects performed by County forces. All Districts.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-111, adopted.**

10. Submittal of a resolution amending the Traffic Regulation Code establishing through highways on West and East Centre Streets and a thirty-five mile per hour speed limit on a portion of West Centre Street, Shandon. District 1.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-112, adopted.**

11. The following parcel map has been received and has satisfied all the conditions of approval that were established at the public hearing for lot line adjustment COAL 12-0068, a proposed lot line adjustment resulting in 2 lots by Augusta Tagliaferri, Lake Nacimiento. District 1.

**Mr. Doug Rion – County Surveyor:** amends this item by correcting the Applicant's first name.

**The Board amends this item correcting the Applicant's first name to read: "Augustus" not "Augusta". Further, the Board approves as recommended by the County Administrative Officer and as amended by this Board.**

12. Submittal of a resolution establishing the 2013-14 Special Tax Rate and confirming the per parcel special tax amount in County Service Area No. 21, Burton Drive Road Improvement Zone. District 2.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-113, adopted.**

13. Submittal of a resolution establishing the 2013-14 Special Tax Rate and confirming the per parcel special tax amount in County Service Area No. 21, Bradford Road and Pierce Avenue Improvement Zone. District 2.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-114, adopted.**

14. Submittal of a resolution establishing the 2013-14 Special Tax Rate and confirming the per parcel special tax amount in County Service Area No. 21, Bradford Road Improvement Zone. District 2.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-115, adopted.**

15. Submittal of a resolution establishing the 2013-14 Special Tax Rate and confirming the per parcel special tax amount in County Service Area No. 21, Madison Street Road Improvement Zone. District 2.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-116, adopted.**

16. Submittal of a resolution establishing the 2013-14 Special Tax Rate and confirming the per parcel special tax amount in County Service Area No. 21, Camborne Place Road Improvement Zone. District 2.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-117, adopted.**

17. Submittal of a resolution establishing the 2013-14 Special Tax Rate and confirming the per parcel special tax amount in County Service Area No. 21, Orville Avenue Improvement Zone. District 2.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-118, adopted.**

18. Submittal of a resolution establishing the 2013-14 Special Tax Rate and confirming the per parcel special tax amount in County Service Area No. 21, Castle Street Road Improvement Zone. District 2.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION 2013-119, adopted.**

**Presentations:**

19. Presentation of Richard J. Weyhrich Leadership Scholarship awards to students.

**Ms. Anne Robertson – San Luis Obispo County Community Foundation and Ms. Katie Miller – Scholarship Committee Chairperson:** speak.



**Mr. Donn Clickard – Atascadero Unified School District Board of Trustee:** introduces the following Richard J. Weyhrich recipients: Ms. Sabrina Dunn, Templeton High School; Mr. Cameron Holt, Paso Robles High School; Ms. Bennett McManus, Coast Union High School; Ms. Ella Moberg, Mission College Preparatory Catholic High School; Ms. Emma Phillips, San Luis Obispo High School; Ms. Ariana Shakibnia, San Luis Obispo High School; Mr. Kyle, Berlin, Arroyo Grande High School; Mr. Alex Hascall, Nipomo High School; Ms. Riley Nilsen, Nipomo High School; Ms. Morgan Tompkins, Atascadero High School; Ms. Shelby Warren, Atascadero High School; and Mr. Kash Dierksheide, Del Rio Continuation High School, with Supervisors presenting each student with their awards. **No action taken.**

**Public Comment Period:**

20. This is the time set for members of the public wishing to address the Board on matters other than scheduled items.

**Dr. C. Hite:** provides her appreciation for the improvements in public transportation, the housing authority and Sheriff's Department; thanks the volunteers who held the fund raising sale at the Los Osos Community Center; and comments on the citizens of Los Osos and Los Osos Wastewater Project (LOWWP).

**Mr. Eric Greening:** comments on the future of the next generation and hydraulic fracking.

**Ms. Linde Owen (handout); Mr. Ben DiFatta, Ms. Julie Tacker and Mr. Richard Margetson:** address various comments and concerns relating to the LOWWP. Additionally, Mr. Margetson commends Ms. McManus who received a Richard Weyhrich Scholarship award and comments on the recent tornadoes in Oklahoma.

**Mr. Bob Blair:** comments on the passing of Howard Mankins; gas prices in Nevada; the impacts of Cap and Trade in California; the proposal to lower the two-thirds vote on taxes to 55 percent; and Assembly Bill (AB) 146.

**Mr. Brian Stacy:** speaks to the various issues regarding conspiracy.

**Ms. April McLaughlin:** thanks Supervisor Arnold for her assistance with the Latino Outreach Council's (LOC) Cindo De Mayo events in Oceano and North County and comments on Chairperson Teixeira's absence at the event held in Oceano. **No action taken.**

**Board Business:**

21. Submittal of the Fiscal Year 2012-13 Third Quarter Financial Report.

**Chairperson Teixeira:** opens the floor to public comment without response.

**The Board:** 1) receives, reviews and files the Fiscal Year 2012-13 Third Quarter Financial Report; 2) accepts cash donations in a total amount of \$54,226.03 on behalf of Animal Services, Department of Social Services, Parks, and Library, and approves associated adjustments as outlined in Section 4 of the FY 2012-13 Third Quarter Financial Report; 3) approves requests by the Department of Social Services and Public Works Department for relief from accountability for uncollectable debt in the amounts of \$66,849.16 and \$5,133.94 respectively, as outlined in Section 4 of the FY 2012-13 Third Quarter Financial Report; 4) approves a budget adjustment in the amount of \$50,000 using General Fund contingencies to fund unanticipated expenditures related to a capital murder trial in FC 135 – Public Defender; 5) approves a budget adjustment in Fund Center (FC) 181- Foster Care and Adoptions to increase expenditure appropriation by \$286,538 to be funded by unanticipated realignment revenue; 6) approves a budget adjustment in FC 185- General Assistance to increase expenditure appropriation by \$110,259 to be funded by unanticipated Supplemental Security Income (SSI) reimbursements; 7) amends the Fixed Asset List for the Sheriff's Office to include a software interface in the amount of \$19,130; 8) approves a budget adjustment financed by the Inmate Welfare Trust Fund (IWF) in the amount of \$35,551 for the camera project in FC 136 – Sheriff-Coroner and amends the Fixed Asset List to add a server and storage for the camera surveillance system for the Sheriff's Office in the amount of \$35,014; 9) approves a budget adjustment to approve the use of the California Law Enforcement Equipment Program (CLEEP) funding in the amount of \$31,280 to cover the Records Management System (RMS) upgrade in FC

**136 – Sheriff-Coroner and amends the Fixed Asset List to add the RMS upgrade in the amount of \$35,752; 10) approves a budget adjustment in the amount of \$133,611 using Public Facilities Fees - Library collected during FY 2012-13 to make the annual loan payment, and increases the Designated Fund Balance - Library Cambria in the General Government Building Replacement Fund by a corresponding amount; 11) amends the Fixed Asset List for Fund Center 109 - Assessor to add software in the amount of \$30,000 to integrate the County’s Arc GIS Database into the Assessor’s Assessment Evaluation Services (AES) software; 12) approves a request from the General Services Agency to declare 14 vehicles as surplus, authorizes their removal from the County fleet, and authorizes their sale to recover salvage value in accordance with County Code Section 2.36.030(5); and sitting as the Board for the San Luis Obispo Flood Control and Water Conservation District: 13) approves a budget adjustment in the amount of \$50,000 to transfer funds from the San Luis Obispo County Flood Control and Water Conservation District Reserves to Flood Control Fund 19 to cover the cost of additional staffing efforts on the Groundwater Management Plan for the Paso Robles Groundwater Basin.**

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Supervisor)	x			
Hill, Adam (Supervisor)	x			
Arnold, Debbie (Supervisor)	x			

**Hearings:**

- 22.** Hearing to consider public testimony regarding the renewal of the San Luis Obispo County Tourism Business Improvement District (CBID) and continued levy of assessments for FY 2013-14.

**Ms. Diane Stacklin – Stewardship Travel (powerpoint):** speaks.

**Chairperson Teixeira:** opens the floor to public comment without response. Further, opens the floor for oral or written protests from affected businesses without response.

**Ms. Rita Neal – County Counsel:** requests a recommendation be added to declare the ordinance renewed as set forth in the Resolution of Intention, dated April 16, 2013.

**Clerk:** states 3 protests have been received from the participating business lodging owners, totaling 7.56 percent, which does not constitute a majority.

**The Board receives public testimony regarding the renewal of the San Luis Obispo County Tourism Business Improvement District (CBID) and continued levy of assessments; receives and files the 2013 Annual Report of the San Luis Obispo County Tourism Business Improvement District and declares the ordinance renewed as set forth in the Resolution of Intention, dated April 16, 2013.**

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Supervisor)	x			
Hill, Adam (Supervisor)	x			
Arnold, Debbie (Supervisor)	x			

**Board Business:**

- 23.** Submittal of a resolution to surplus and sell 48 County-owned real properties in the unincorporated area of Cayucos to a qualified land conservancy, authorizing the Chairperson of the Board to open

written bids received by 5:00 PM on May 20, 2013 by the General Services Agency and to conduct an auction. District 2.

**Chairperson Teixeira:** opens the floor to public comment without response.

**Ms. Caryn Maddalena - Real Property Manager:** presents Chairperson Teixeira with one sealed bid to be opened and announced.

**Chairperson Teixeira:** opens and reads the bid submitted by Cayucos Land Conservancy for an offer to purchase said properties in the amount of \$5,000.00. Further, opens the floor to oral bids without response.

**The Board conducts a public auction and accepts the offer from Cayucos Land Conservancy for \$5,000.00 and RESOLUTION NO. 2013-120, a resolution of approval to surplus and sell County-owned real property located in the unincorporated area of Cayucos to a qualified land conservancy, adopted. Further, the Board authorizes the Chairperson to sign the Quitclaim Deed that shall be prepared by the County Real Property Manager following the auction.**

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Supervisor)	x			
Hill, Adam (Supervisor)	x			
Arnold, Debbie (Supervisor)	x			

**Mr. Greg Bettencourt – Cayucos Land Conservancy:** speaks.

- 24. Request to approve a notice to preserve deed restrictions on the main parking area at First and San Francisco Streets in Avila Beach, owned by the Port San Luis Harbor District. District 3.

**Chairperson Teixeira:** opens the floor to public comment.

**Mr. Steve McGrath - Port San Luis Harbor District Harbor Manager:** speaks.

**Board Members:** discuss the Harbor District coming back to present their parking management plan; provide clarification on their vision for the future of the property and the other potential uses on the parking lot; and address the option to Quitclaim the property to the Harbor District if their proposal is consistent with existing deed restrictions that came with the gift of the property.

**The Board approves the Notice of Intent to Preserve Interest; instructs the Chairperson to sign and instructs the Clerk-Recorder to record the Notice, with the understanding that by the end of summer, a proposal will be brought back to the Board to consider, as discussed, with perhaps a Quitclaim Deed on the Consent Agenda if the Board feels confident that the public's interest has been preserved.**

**Motion by:** Adam Hill

**Second by:** Bruce S. Gibson

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Supervisor)	x			
Hill, Adam (Supervisor)	x			
Arnold, Debbie (Supervisor)	x			

**Closed Session Items:**

- 25. The Board announces they will be going into Closed Session regarding:

- I. PENDING LITIGATION (Government Code, section 54956.9.) It is the intention of the Board to meet in closed session concerning the following items:
  - A. Conference with Legal Counsel-Existing Litigation (Government Code, section 54956.9(a).) (Formally initiated) 1. County of San Luis Obispo v. Giacomazzi, et al.; 2. In re Los Osos Community Services District (Bankruptcy); 3. Concerned Landowners in the Paso Robles Groundwater Basin v. County of San Luis Obispo; 4. Los Osos Community Services District v. County of San Luis Obispo, et al. (Golden State Water).
  - B. Conference with Legal Counsel-Anticipated Litigation (Government Code, section 54956.9.) 5. Significant exposure to litigation (Government Code, section 54956.9(b).) No. of cases 2. Facts and circumstances not known to potential plaintiff which indicate significant exposure to litigation. 6. Initiation of litigation (Government Code, section 54956.9(c).) No. of cases 2.

**Chairperson Teixeira:** opens the floor to public comment without response.

Thereafter, pursuant to the requirements of the Brown Act, County Counsel reports out on the items discussed during Closed Session as follows: no report required as no final action was taken and the Board goes into Open Public Session.

**Presentations:**

- 26. Submittal of a resolution proclaiming May 22, 2013 as "No Place for Hate® Day" in San Luis Obispo County.

**Ms. Michele Gordon – San Luis Obispo Anti-Defamation League (ADL) Advisory Committee, Ms. Rachel Conrad - Friday Night Live Coordinator and Ms. Claire Lindsay – Friday Night Live Member:** speak.

**RESOLUTION NO. 2013-121, a resolution proclaiming May 22, 2013 as “No Place for Hate® Day” in San Luis Obispo County, adopted.**

**Motion by:** Frank R. Mecham  
**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Supervisor)	x			
Hill, Adam (Supervisor)	x			
Arnold, Debbie (Supervisor)	x			

- 27. Submittal of a resolution to recognize May as "National Foster Care Month" in San Luis Obispo County.

**Ms. Tracy Schiro – Department of Social Services:** speaks.

**RESOLUTION NO. 2013-122, a resolution proclaiming May as “National Foster Care Month” in San Luis Obispo County, adopted.**

**Motion by:** Frank R. Mecham  
**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Supervisor)	x			
Hill, Adam (Supervisor)	x			
Arnold, Debbie (Supervisor)	x			

- 28. Submittal of a resolution proclaiming the week of May 19-25, 2013 as "National Emergency Medical

Services Week."

**Mr. Steve Lieberman – Public Health Emergency Medical Services (EMS):** speaks.

**RESOLUTION NO. 2013-123, a resolution proclaiming the week of May 19-25, 2013 as National Emergency Medical Services Week, adopted.**

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Supervisor)	x			
Hill, Adam (Supervisor)	x			
Arnold, Debbie (Supervisor)	x			

**Board Business:**

29. Presentation of the 2012 Annual Agricultural Statistics.

**Chairperson Teixeira:** opens the floor to public comment without response and receives and files the 2012 Annual Agricultural Statistics for San Luis Obispo County.

30. Presentation by San Luis Obispo Council of Governments on the U. S. Highway 101 Mobility Study.

**Ms. Jessica Berry - San Luis Obispo Council of Governments (SLOCOG) (powerpoint):** speaks.

**Chairperson Teixeira:** opens the floor to public comment.

**Mr. Eric Greening:** speaks.

**Chairperson Teixeira:** receives the San Luis Obispo Council of Government’s U. S. Highway 101 Mobility Study.

**Hearings:**

31. Annual Review of County Growth Rate in accordance with Title 26 of the County Code, Growth Management Ordinance and submittal of a resolution approving the annual growth rate for the unincorporated areas of the county. All Districts.

**Ms. Jo Manson – Planning and Building:** clarifies that this item is “Board Business” not a “Hearing” as shown on the Agenda.

**Chairperson Teixeira:** opens the floor to public comment.

**Mr. Muril Cliff; Mr. Eric Greening and Ms. Amanda Rice:** speak.

**Board Members:** discuss various questions and concerns regarding the necessary steps that need to occur in order to change the growth rate for Cambria from zero and further amend the Growth Management Ordinance.

**Supervisor Arnold:** outlines her concerns with supporting staff’s recommendations.

**RESOLUTION NO. 2013-124, a resolution of the Board of Supervisors of the County of San Luis Obispo approving the proposed growth rate and an additional carryover of 10% of the maximum allotment from the previous year for use in Fiscal Year 2013-14, resulting in an additional 110 units County-wide, adopted.**

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Supervisor)	x			
Hill, Adam (Supervisor)	x			
Arnold, Debbie (Supervisor)		x		

- 32.** Hearing to consider an amendment to Title 26 of the County Code, the Growth Management Ordinance, regarding fiscal year reference updates for the maximum number of new dwelling units allowed for the Nipomo Mesa area for Fiscal Year 2013-2014 and extension of the allocation waiting list for Los Osos. Districts 2 & 4.

**Chairperson Teixeira:** opens the floor to public comment without response.

**The reading of the proposed ordinance is waived and said proposed ordinance is read by title only and ORDINANCE NO. 3241, an ordinance amending Title 26 of the San Luis Obispo County Code, the Growth Management Ordinance, adopted.**

**Motion by:** Bruce S. Gibson

**Second by:** Paul A. Teixeira

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Supervisor)	x			
Hill, Adam (Supervisor)	x			
Arnold, Debbie (Supervisor)	x			

On motion duly made and unanimously carried, the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, does now adjourn.

I, **JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors of the County of San Luis Obispo, and ex-officio clerk of the governing body of all other special assessment and taxing districts for which said Board so acts, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held Tuesday, May 21, 2013, by the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts.

**JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors

By: /s/ Annette Ramirez, Deputy Clerk-Recorder

**DATED:** May 31, 2013

Tuesday, June 18, 2013

The Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, met in regular session at 9:00 AM.

**PRESENT:** Supervisors: Frank Mecham, Bruce S. Gibson, Adam Hill, Debbie Arnold and Chairperson Paul A. Teixeira

**ABSENT:** None

**THE PLEDGE OF ALLEGIANCE IS LED BY CHAIRPERSON PAUL A. TEIXEIRA.**

**Consent Agenda – Review and Approval:**

**1-42.** This is the time set for consideration of the Consent Agenda.

**Chairperson Teixeira:** opens the floor to public comment.

**Supervisor Gibson:** requests Item No. 5 be pulled for separate consideration.

The action taken for Consent Agenda items 1 through 4 and 6 through 42 on the following vote is indicated for each item.

**Motion by:** Bruce S. Gibson

**Second by:** Frank R. Mecham

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Items Set for Hearing:**

**1.** Setting of a public hearing to consider a resolution to collect delinquent service charges on property tax bills for County Service Area 10A (Cayucos) to the 2013-14 County property tax bills. District 2. Hearing date set for July 23, 2013.

**The Board approves as recommended by the County Administrative Officer.**

**2.** Introduction of ordinances to create the Office of Auditor-Controller-Treasurer-Tax Collector-Public Administrator. Hearing date set for July 9, 2013.

**The Board approves as recommended by the County Administrative Officer.**

**Bid Opening:**

**3.** Letter transmitting plans and specifications (Clerk’s File) for See Canyon Road Slope Repair, Avila Beach, for Board approval and advertisement for construction bids. District 3. Bid opening date set for July 18, 2013.

**The Board approves as recommended by the County Administrative Officer.**

**4.** Letter transmitting plans and specifications (Clerk’s File) for Asphalt Overlay 2013, Ramada Drive and El Pomar Drive, east of Templeton and southeast of Paso Robles, San Luis Obispo County, for Board approval and advertisement for construction bids. Districts 1 and 5. Bid opening date set for July 18, 2013.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda – Administration Office:**

6. Request for consent on the five year renewal agreement between California Polytechnic State University and the City of San Luis Obispo for Fire and Emergency Services at the University.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Auditor - Controller Items:**

7. Submittal of a cash procedures review of the County's Treasurer's Office conducted March 12, 2013.

**The Board approves as recommended by the County Administrative Officer.**

8. Submittal of a cash procedures review of the County Treasurer's Office conducted December 20, 2012.

**The Board approves as recommended by the County Administrative Officer.**

9. Submittal of a resolution to accept the 2013-2014 Appropriation Limitation calculation for San Luis Obispo County.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-137, adopted.**

**Consent Agenda - Board of Supervisors Items:**

10. Submittal of Supervisor's expense report on meetings attended pursuant to Government Code section 53232.3(d).

**The Board approves as recommended by the County Administrative Officer.**

11. Request by Chairperson Paul Teixeira to appoint Geraldine Senna to the Area IX Board on Developmental Disabilities.

**The Board approves as recommended by the County Administrative Officer.**

12. Request by Supervisor Debbie Arnold to appoint Gary Fowler as a District 5 representative to the County Commission on Aging.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - General Services Agency Items:**

13. Submittal of resolution to surplus and transfer ownership of a used construction trailer to Dana Adobe Nipomo Amigos, Inc. (DANA) to be converted to two Americans with Disabilities Act (ADA) compliant restrooms for the use of visitors at Rancho Nipomo Dana Adobe. District 4.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-138, adopted.**

14. Submittal of a resolution proclaiming July 2013 as "Park and Recreation Month" in San Luis Obispo County.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-139, adopted.**

15. Request to authorize a budget adjustment in the amount of \$77,929 from FC 136 – Sheriff-Coroner to FC 200 - Countywide Maintenance Projects for the close of the Main Jail Modular Renovation project located at 1485 Kansas Avenue.



**The Board approves as recommended by the County Administrative Officer.**

16. Request to approve a contract with Sixel Consulting Group, Inc. for air service development consulting and recruiting services in an amount not to exceed \$40,000.

**Mr. Richard Howell – General Services Agency Airport Services Manager:** states they found discrepancies in this item and requests it be withdrawn from the Consent Agenda for further clarification.

**This item is withdrawn, per staff's request.**

17. Request to approve a permit with Visitor Television, LLC for display advertising in the San Luis Obispo County Regional Airport terminal.

**The Board approves as recommended by the County Administrative Officer.**

18. Request to accept bid results and award a construction contract to Santa Margarita Construction Corp. in the amount of \$2,717,000 for construction improvements at the new Atascadero Library and North County Service Center located at 6555 Capistrano, Atascadero, and authorize a corresponding budget adjustment in the amount of \$2,731,101. District 5.

**The Board approves as recommended by the County Administrative Officer.**

19. Request to create a new capital improvement project to replace the Honor Farm laundry facility at 885 Oklahoma Avenue, and authorize a budget adjustment in the amount of \$382,665 from Risk Management's Liability Self Insurance Fund.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Health Agency Items:**

20. Request to approve a renewal contract (Clerk's File) with Davis Guest Home, Inc. for Fiscal Year 2013-14 in an amount not to exceed \$204,400 to provide residential board and care and social support services to adults with serious mental illness.

**The Board approves as recommended by the County Administrative Officer.**

21. Request to approve the reappointments of Jim Salio, Ian Parkinson, Stephan Ponce, and Lisa Kelley to the Behavioral Health Board.

**The Board approves as recommended by the County Administrative Officer.**

22. Request to approve a renewal agreement with Thomas Ronay, MD, dba MedDimensions, Inc., for a five year period from July 1, 2013 through June 30, 2018 in an amount not to exceed \$351,000 to serve as Medical Director for the San Luis Obispo County Local Emergency Medical Services Agency.

**This item is amended by adding Exhibit F, which was inadvertently omitted, to the renewal agreement. Further, the Board approves as recommended by the County Administrative Officer and as amended by this Board.**

**Consent Agenda - Library Items:**

23. Request to authorize a budget adjustment in the amount of \$852,255 from the Library Gift Trust Account to Fund Center 230-Capital Projects to fund construction of tenant improvements to the new Cambria Library at 1043 Main Street. District 2.

**The Board approves as recommended by the County Administrative Officer.**

24. Request to approve a second amendment to the Memorandum of Understanding with the Atascadero Friends of the Library to extend the final deadline to donate the balance of their half of the estimated

project cost for the purchase and tenant improvements at 6555 Capistrano Avenue in Atascadero, from June 29, 2013 to December 30, 2013. District 5.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Planning & Building Items:**

25. Request to approve a transfer of \$3,000 in Contingency Funds in FC 290 – Community Development to the operating budget to fund travel expenses for Homeless Services Oversight Council representatives to attend a training for the National “100,000 Homes” campaign.

**Ms. Elsa Dawson:** speaks.

**Ms. Laurel Wier – Social Services Department:** speaks to the program, per Supervisor Arnold’s request.

**The Board approves as recommended by the County Administrative Officer.**

26. Request to authorize the use of alternative publication procedures for amendments to Title 22 of the Land Use Ordinance (Planned Development). All Districts.

**The Board approves as recommended by the County Administrative Officer.**

27. Submittal of Amendment No. 2 (Clerk’s File) to the contract with Marine Resource Specialists in the amount of \$1,947,741, to continue mitigation monitoring for the Chevron/Guadalupe Oil Field Remediation and Abandonment Project. District 4.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Public Works Items:**

28. Submittal of a resolution providing for a service charge credit/rebate for parkway facilities services in County Service Area No. 1A (Galaxy Park, Tract 1898, Nipomo). District 4.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-140, adopted.**

29. Request to amend the FY 2012-13 Fixed Asset List for Fund Center 405 – Public Works Internal Service Fund (ISF) to purchase a portable pipeline inspection system, at an estimated cost of \$63,000. All Districts.

**The Board approves as recommended by the County Administrative Officer.**

30. Submittal of a resolution initiating proceedings to establish a Tract 1747 Nipomo Streetlight Assessment District and Proposition 218 Ballot Process. District 4.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-141, adopted.**

31. Request to approve environmental impact report addenda and California Environmental Quality Act Findings for the revised Santa Margarita Emergency Water Intertie Project. Districts 1 and 5.

**Mr. Eric Greening:** speaks.

**The Board approves as recommended by the County Administrative Officer.**

32. Submittal of bid opening report for Water Distribution System Upgrades, County Service Area 10A, Cayucos, to award the subject contract to Andrew Brown General Engineering, Inc., the lowest responsible bidder, in the amount of \$558,421.00 and request authorization of a budget adjustment, in the amount of \$1,052,000. District 2.

**The Board approves as recommended by the County Administrative Officer.**

33. Submittal of right of way documents accepting conveyance from Sandee L. McLaughlin and Joann A. Chavez; from Kendra Santos and R.D. Karney; and from the Clarence E. and Allene F. Elder Living Trust for the La Panza Road Widening Project, Creston. District 5.

**The Board approves as recommended by the County Administrative Officer.**

34. Submittal of bid opening report for the Main Street Bridge over Santa Rosa Creek in Cambria, to award the subject contract to Souza Construction Inc., the lowest responsible bidder, in the amount of \$3,562,731.66, and authorize a budget adjustment, in the amount of \$814,016 for this project. District 2.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda Public Works - Board Sitting as Flood Control District:**

35. Submittal of a resolution for the San Luis Obispo County Flood Control and Water Conservation District - Zone 3 Advisory Committee appointing Bill Nicolls (Alternate) for City of Grover Beach. Districts 3 and 4.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-142, adopted.**

**Consent Agenda Public Works - Board Sitting as Flood Control District and Board of Supervisors:**

36. Request to approve resolutions authorizing the Public Works Director to execute Multi-Year Water Pool Program Agreements with the California Department of State Water Resources (DWR) and to determine the extent to which the County shall participate in the Program. All Districts.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NOS. 2013-143 and 2013-144, adopted.**

**Consent Agenda - Sheriff - Coroner Items:**

37. Request to approve a renewal contract with Microcorre Diagnostic laboratory for forensic pathology services, including autopsies and medical inspections, for Fiscal Years 2013-14 and 2014-15 in the amount of \$200,000 annually.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Social Services Items:**

38. Request to approve a renewal service contract (Clerk's File) for Emergency Shelter, Crisis-Stabilization Foster Care (CFC), and Wraparound Foster Care (WFC) with Family Care Network, Inc. (FCNI), a foster family agency for Fiscal Year 2013-2014 in the amount of \$4,591,404.

**The Board approves as recommended by the County Administrative Officer.**

39. Request to approve a renewal service contract (Clerk's File) for child care services with Community Action Partnership of San Luis Obispo County, Inc., for Fiscal Year 2013-2014 in the amount of \$1,520,049.

**The Board approves as recommended by the County Administrative Officer.**

40. Request to approve two renewal service contracts (Clerk's File) for Services Affirming Family Empowerment (SAFE) Family Advocates with: 1) Community Action Partnership of San Luis Obispo

County, Inc. (CAPSLO), and 2) Central Coast LINK (The LINK) in the amount of \$62,575 for each contract for Fiscal Year 2013-2014.

**The Board approves as recommended by the County Administrative Officer.**

- 41. Request to approve a renewal service contract (Clerks File) for Workforce Investment Act (WIA) One-Stop Operator services with Goodwill Industries of Santa Cruz, Monterey and San Luis Obispo Counties for Fiscal Year 2013-2014 in the amount of \$1,440,045.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Veterans Services Items:**

- 42. Submittal of a resolution of support for the newly formed Veterans Treatment Court (VTC) in San Luis Obispo County.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-145, adopted.**

**Item Pulled from the Consent Agenda for Separate Consideration:**

- 5. Submittal of letters supporting SB 510 (Jackson) which would clarify existing law governing the conversion of mobile home parks from rental to resident owned.

**Mr. Mike Brown – Coalition of Labor, Agricultural and Business (COLAB):** speaks.

**Supervisor Arnold:** outlines why she can't support this bill until she hears from those affected. Further, **Supervisor Mecham,** states he is unclear on the intent of this bill, with Mr. Dana Lilley – Planning and Building and Mr. Tim McNulty – Chief Deputy County Counsel responding.

**The Board approves letters of support for SB 510 (Jackson) and directs the Chairperson to sign the letters and any subsequent letters of support.**

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)			x	
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)		x		

**Presentations:**

- 43. Submittal of a resolution commending Albert Anthony (Tony) Petruzzi upon his retirement after more than 28 years of service to the County Pension Trust.

**Mr. Matt Janssen – Pension Trust Board President; Mr. Carl Nelson – Pension Trust Board Deputy; Ms. Theresa Schultz – San Luis Obispo County Employees’ Association (SLOCEA) and Mr. Tony Petruzzi – Pension Trust Executive Secretary:** speak.

**RESOLUTION NO. 2013-146, a resolution commending Albert Anthony (Tony) Petruzzi, Executive Secretary for the San Luis Obispo County Pension Trust upon his retirement after more than 28 years of service to the active and retired members of the trust, adopted.**

**Motion by:** Frank R. Mecham

**Second by:** Bruce S. Gibson

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

44. Submittal of a resolution commending Richard Enfield upon his retirement after 33 years of service to the University of California and San Luis Obispo County.

**Ms. Mary Bianchi - Horticulture Farm Advisor Cooperative Extension; Mr. John Evans; Ms. Joann Overbey - 4-H Leader; and Mr. Richard Enfield: speak.**

**RESOLUTION NO. 2013-147, a resolution commending Richard P. Enfield for thirty-three years of service to the County of San Luis Obispo, adopted.**

**Motion by:** Frank R. Mecham

**Second by:** Bruce S. Gibson

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

45. Presentation of annual report by the Commission on the Status of Women.

**(This item is amended, per the Addendum to the Agenda, by replacing the attachment to include pages inadvertently omitted.)**

**Ms. Jan Harper – San Luis Obispo County Commission on the Status of Women: speaks.**

**The Board receives and files the annual report by the Commission on the Status of Women.**

**Motion by:** Frank R. Mecham

**Second by:** Bruce S. Gibson

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Public Comment Period:**

46. This is the time set for members of the public wishing to address the Board on matters other than scheduled items.

**Dr. C. Hite:** comments on various responsibilities of the Board and how their actions impact the well-being of the community.

**Mr. Ben DiFatta:** addresses his concerns relating to the Federal administration’s attack on the constitution and the American people.

**Mr. Eric Greening:** discusses issues relating to the Monsanto Protection Act.

**Ms. Victoria Carranza - Environmental Center of San Luis Obispo (ECOSLO):** announces the Hike-a-thon After Party on June 29, 2013 from 3:00 PM to 7:00 PM at El Chorro Regional Park in San Luis Obispo.

**Ms. Julie Tacker and Mr. Richard Margetson:** address various concerns regarding item No. 53.

**Mr. Kevin Piper - Cal Poly Agricultural Operations Director:** requests reinstatement of the County's Agricultural Rodenticide Bait Program.

**Ms. Linde Owen:** comments on the need for oversight on the Los Osos Wastewater Project (LOWWP).  
**No action taken.**

**Hearing:**

- 47. Hearing to consider adoption of the FY 2013-14 Proposed Budget including: 1) a resolution adopting budgets for the County and Board governed Special Districts; and 2) a resolution adopting the FY 2013-14 Position Allocation List (Clerk's File).

**(This item is amended, per the Addendum to the Agenda, by updating the FY 2013-14 budget, per actions taken during the budget hearings held on June 10-12, 2013, which includes: 1) a resolution adopting budgets for the County and Board governed Special Districts; and 2) a resolution adopting the FY 2013-14 Position Allocation List (Clerk's File).)**

**Supervisors Mecham and Arnold:** re-address their concerns regarding ground squirrels; their impacts; and potential options to reinstate the bait program, with Mr. Dan Buckshi - County Administrator, reiterating the Board's previous direction to staff on this matter.

**Chairperson Teixeira:** opens the floor to public comment.

**Ms. Joy Fitzhugh - Farm Bureau (photographs) and Mr. Mike Brown - Coalition of Labor, Agricultural and Business (COLAB):** speak.

**Board Members:** discuss the need for clear direction to staff on how reinstating the program would affect other County operations; how to address this matter without affecting the adoption of the budget; timeframes on when this matter will come back to the Board; and question if the Government is the right agent to supply this bait and could the private sector do it more efficiently and at a lower cost. Further, the Board provides direction to the Ag Commissioner to work collaboratively with the ag community on a solution to the problem; look at a range of alternatives; how they work functionally and financially; and seek solutions that will not affect the County's General Fund or other activities that the Ag Commissioner's Office undertakes, with Mr. Marty Settevendemie - Ag Commissioner stating he can return to the Board in August.

**The Board closes the Fiscal Year 2013-2014 Budget Hearings; RESOLUTION NO. 2013-148, a resolution adopting the County budget for Board Governed Special Districts for Fiscal Year 2013-2014; and RESOLUTION NO. 2013-149, a resolution allocating positions for Fiscal Year 2013-2014, adopted, with the direction to staff as stated above.**

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Board Business:**

- 48. Discussion and consideration of the City of San Luis Obispo's position on the Airport Land Use Plan update.

**Mr. Dan Buckshi – County Administrator:** introduces the item.

**Supervisor Hill:** requests the Board support the City of San Luis Obispo on their position to the Airport's Land Use Plan and states he is willing to work with staff and the Chairperson to draft a letter on behalf of the Board in support of the City's goals and long range planning.

**Chairperson Teixeira:** opens the floor to public comment.

**Dr. Robert Tefft, Ms. Charlene Rosales – San Luis Obispo Chambers of Commerce Government Affairs Director; Ms. Kim Murry; and Mr. Stephen Peck:** speak.

**Board Members:** address various comments and concerns regarding the support to the City; how the economy has affected the Airport; important discrepancies that need to be addressed; the ability for the City to meet their long range planning; safety issues; the difference between what the City and the Airport Land Use Commission (ALUC) is doing; the potential findings that would need to be made; concerns that this is too soon to support without additional information; and the hesitation to support the City's safety zone proposal understanding the authority of the ALUC and the technical details that have to be worked out.

**Supervisor Gibson:** reviews ideas that can be drafted in the letter to the ALUC, based on the Board's discussion, including the Board's position in supporting the overall goals of the City; that safety zones need to be crafted as compact as possible given prudent air safety and with the least interference with the City's goals; urges timely action that doesn't impede with the City's efforts; encourages the ALUC to have explicit responses to the issues that the City has addressed, including their proposal, with sound and technical data.

**Chairperson Teixeira:** asks the City take special consideration of the impacts to neighbors; and Supervisor Arnold addresses the need for the City to work out the issues with safety and noise and suggests it be included in their goals, with Supervisors Hill and Gibson responding. Furthermore, Supervisor Gibson, suggests delegating Chairperson Teixeira and Supervisor Hill to craft a letter based on today's discussion. **No action taken.**

**49.** Consideration of procedures for a County Fraud Hotline.

**(This item has been withdrawn, per the Addendum to the Agenda, to allow additional time for the Auditor-Controller's staff to discuss the procedures with stakeholders.)**

**Closed Session Items:**

**50.** The Board announces they will be going into Closed Session regarding:

- I. PENDING LITIGATION (Government Code, section 54956.9.) It is the intention of the Board to meet in closed session concerning the following items:
  - A. Conference with Legal Counsel-Existing Litigation (Government Code, section 54956.9(a).) (Formally initiated) 1. Mountain Cascade, Inc. v. SLO Co. Flood Control & Water Conservation District, et al.
  - B. Conference with Legal Counsel-Anticipated Litigation (Government Code, section 54956.9.) 2. Significant exposure to litigation (Government Code, section 54956.9(b).) No. of cases 2. Facts and circumstances not known to potential plaintiff which indicate significant exposure to litigation. 3. Initiation of litigation (Government Code, section 54956.9(c).) No. of cases 2.
- II. CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code ' 54957.6.) It is the intention of the Board to meet in closed session to have a conference with its Labor Negotiator Tami Douglas-Schatz concerning the following: Name of employee organizations are: 4. SLOCPPOA; 5. SLOCEA-Public Services, Supervisors, Clerical; 6. Deputy Sheriff's Association; 7. DAIA; 8. Sheriffs' Management; 9. SLOCPMPOA; 10. DCCA; 11. SLOGAU.

**Chairperson Teixeira:** opens the floor to public comment without response.

Thereafter, pursuant to the requirements of the Brown Act, County Counsel reports out on the items

discussed during Closed Session as follows: no report required as no final action was taken and the Board goes into Open Public Session.

**Board Business:**

51. Presentation of the Joint Land Use Study prepared for Camp Roberts. District 1.

**Mr. Rick Rust - Matrix Design Group Consultant (handout):** presents the Camp Roberts Joint Land Use Study.

**Chairperson Teixeira:** opens the floor to public comment without response and receives and files the presentation. **No action taken.**

**Hearings:**

52. Hearing to consider a request by the County of San Luis Obispo to amend Title 22 of the County Code, and the Land Use Ordinance, to incorporate a Planned Development Ordinance by adding new Sections 22.22.145 – Planned Development, 22.30.475 – Small-Lot Single-Family, amending Section 22.22.140 – Cluster Divisions (related to Residential Single-Family), and other related minor amendments. All Districts.

**Mr. Brian Pedrotti – Planning and Building:** replaces Section 8, 22.22.145 – Planned Development, Subsection D. Required Findings for Approval, to read: “The Review Authority may approve a Planned Development only after considering the justification provided in Subsection H. and making all of the following findings in addition to the findings required by Section 22.62.060.C.4.”

**Chairperson Teixeira:** opens the floor to public comment.

**Mr. Mike Whiteford – Home Builders Association Government Affairs Director; Mr. Dan Lloyd – Land Use Consulting; Mr. Steve Delmartini; Ms. Elsa Dawson; Ms. Lydia Thompson; Mr. Mike Brown – Coalition of Labor, Agricultural and Business (COLAB); Mr. Edward Veek; Ms. Barbara Radisavljevic; Mr. Jim Patterson; and Mr. Bill Pelfrey (handout):** speak.

**A motion by Supervisor Bruce S. Gibson, seconded by Supervisor Frank R. Mecham, to waive the reading of the ordinance; and adopt the ordinance, including the amendment to Subsection D as presented by staff, is discussed.**

**Mr. Timothy McNulty – Chief Deputy County Counsel:** recommends Section 13 regarding the environmental review be removed from the ordinance. Further, Ms. Kami Griffin – Assistant Planning Director, clarifies a correction under Section 8, 22.22.145 – Planned Development, Subsection D, Compliance No. 1, by replacing the word “or” with “and”, with the motion maker and the second, amending the motion to add the two changes.

**The Board amends Section 8, 22.22.145 – Planned Development, by replacing Subsection D. to read: “The Review Authority may approve a Planned Development only after considering the justification provided in Subsection H. and making all of the following findings in addition to the findings required by Section 22.62.060.C.4.”; by replacing the word “or” with “and” under Subsection D., Compliance No. 1; and by removing Section 13 regarding environmental review. Further, the reading of the proposed ordinance is waived and said proposed ordinance is read by title only and ORDINANCE NO. 3242, an ordinance amending Title 22 of the San Luis Obispo County Code, the Land Use Ordinance, Chapter 22.22 relating to Cluster Divisions, Planned Development projects and other related changes, adopted as amended.**

**Motion by:** Bruce S. Gibson

**Second by:** Frank R. Mecham

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			



Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Board Business:**

**53.** Project status update and consideration of: 1) approval of an agreement for professional engineering services with HDR Engineering for Construction Management of the Water Recycling Facility, in the amount of \$4,022,979; 2) approval of an amendment No. 6 with CDM Smith for Engineering Design Services during construction of the Collection System to increase the contract amount from \$4,902,430 to \$6,152,408; and 3) adoption of a resolution authorizing application for State Revolving Fund Loan, up to \$15,000, for Homeowner Mini-Loan Program for the Los Osos Wastewater Project, Los Osos. District 2.

**(This item is amended, per the Addendum to the Agenda, by correcting the amount listed in the subject line, No. 3. The State Revolving Fund Loan request should read up to \$15,000,000 not \$15,000.)**

**Chairperson Teixeira:** opens the floor to public comment.

**Mr. Greg Baltimore; Dr. C. Hite; Mr. David Abrecht; Ms. Linde Owen; Ms. Lacey Cooper; Ms. Julie Tacker; Mr. Ben DiFatta; and Mr. Richard Margetson:** speak.

**The Board:** 1) accepts the Project Status Update from staff; 2) approves an agreement for professional engineering services with HDR Engineering, Inc. in the amount of \$4,022,979 (\$3,657,254 fee estimate for basic services and \$365,725 as a contingency fund) for the construction management of the Water Recycling Facility and directs the Chairperson to execute; 3) approves amendment No. 6 to the agreement for professional engineering services with CDM Smith, Inc. in the amount of \$1,250,000 (increasing the total authorized agreement amount from \$4,902,430 to \$6,152,408) for engineering design services during construction of the Collection System and directs the Chairperson to execute; and 4) **RESOLUTION NO.2013-150**, a resolution authorizing application for a state revolving fund loan for the Los Osos Wastewater Project, adopted.

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

On motion duly made and unanimously carried, the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, does now adjourn.

I, **JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors of the County of San Luis Obispo, and ex-officio clerk of the governing body of all other special assessment and taxing districts for which said Board so acts, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held Tuesday, June 18, 2013, by the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts.

**JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors

By: /s/ Annette Ramirez, Deputy Clerk-Recorder

**DATED:** June 21, 2013

**SAN LUIS OBISPO COUNCIL OF GOVERNMENTS**  
**WEDNESDAY, JUNE 5, 2013**  
**San Luis Obispo Board of Supervisors' Chamber**  
**COUNTY GOVERNMENT CENTER**  
**1055 Monterey Street, San Luis Obispo, California 93401**  
**SLOCOG starts at 8:30 a.m.**

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

**President: Frank Mecham**

**Vice President: Shelly Higginbotham**

**Board Members:**

Frank Mecham (First District - SLO County)  
Bruce Gibson (Second District - SLO County)  
Adam Hill (Third District - SLO County)  
Paul Teixeira (Fourth District - SLO County)  
Debbie Arnold (Fifth District - SLO County)  
Tony Ferrara (Arroyo Grande)

Tom O'Malley (Atascadero)  
Debbie Peterson (Grover Beach)  
Jamie Irons (Morro Bay)  
Fred Strong (Paso Robles)  
Shelly Higginbotham (Pismo Beach)  
Jan Howell Marx (San Luis Obispo)  
Timothy Gubbins (Ex-Officio, Caltrans District 5)

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 by contacting SLOCOG offices at 781-4219. Please note that 48 hours advance notice will be necessary to honor your request.

**CALL TO ORDER AND ROLL CALL**

**PUBLIC COMMENTS:** Any member of the public may address the Council for a period not to exceed three minutes on any item of interest not on the agenda within the jurisdiction of the Council. The Council 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.

**PRESENTATION: Resolution of Appreciation for William "Dan" Woodson** – for his service and contribution as former representative to the SLOCOG Citizens Transportation Advisory Committee (CTAC), representing the County of San Luis Obispo, District 4.

**DIRECTOR AND DELEGATE'S REPORT:**

- **SLOCOG Executive Director**
- **Caltrans District 5 Director**

**A. ACTION AND DISCUSSION ITEMS**

- A-1 Bus Rapid Transit (BRT) Study Findings and Recommendations (VOICE VOTE – APPROVE STUDY AND INCORPORATE RECOMMENDATIONS INTO THE**

REGIONAL TRANSPORTATION PLAN UPDATE). Eliane Wilson/Matt Haynes, Fehr & Peers and Gordon Shaw, LSC Transportation Consultants

- A-2 **Triennial Performance Audits – Findings and Recommendations: Atascadero and Morro Bay** (VOICE VOTE - ACCEPT REPORTS AND RECOMMENDATIONS; BRING BACK FOR UPDATE IN APRIL 2014). Eliane Wilson / Linda Rhine, Nelson/Nygaard Consulting Associates
- A-3 **New SLOCOG Logo, Vision and Mission Statements** (VOICE VOTE – ADOPT FINAL LOGO, VISION AND MISSION STATEMENTS). Stephanie Hicks
- A-4 **Regional Scoring of Job Access and Reverse Commute (JARC) and New Freedom (NF) Cycle 7 Federal Transit Projects** (ROLL CALL – APPROVE REGIONAL SCORING; AND ADOPT RESOLUTION AND FORWARD TO CALTRANS). Eliane Wilson/Tessa Salzman
- A-5 **2014 Regional Transportation Improvement Program (RTIP) / Revenue Projections and Policies** (VOICE VOTE – APPROVE REVENUE ASSUMPTIONS FOR 2014 PROGRAMMING CYCLE; REVIEW AND COMMENT ON GENERAL PROGRAMMING POLICIES; DIRECT STAFF TO DEVELOP FINAL PROGRAMMING POLICIES AND PROJECT SELECTION CRITERIA). Richard Murphy

**“TEN-MINUTE BREAK”**

- A-6 **Highway 101 Median Barrier Treatment Options (continued from March)** (VOICE VOTE – DETERMINE LEVEL OF INTEREST AND WILLINGNESS TO FUND BARRIER ENHANCEMENTS; IF INTEREST BY AFFECTED AGENCIES, BRING BACK FUNDING OPTIONS). Richard Murphy
- A-7 **2013 State Legislative Program (continued from March meeting)** (VOICE VOTE – REVIEW AND ADOPT THE 2013 STATE LEGISLATIVE PROGRAM). Michael Harmon
- A-8 **Pending 2013 State Legislation** (VOICE VOTE – APPROVE RECOMMENDED POSITIONS AS REVISED). Michael Harmon
- A-9 **2013 Regional Housing Needs Plan (RHNP)** (VOICE VOTE – AUTHORIZE DISTRIBUTION OF THE REVISED 2013 REGIONAL HOUSING NEEDS PLAN [ATTACHMENT A]). Steve Devencenzi

**B. INFORMATION / PRESENTATION ITEMS**

- B-1 **San Luis Obispo (SLO) Regional Rideshare Program Update** (RECEIVE INFORMATION). Stephanie Hicks
- B-2 **US 101 Corridor Mobility Master Plan Update** (RECEIVE INFORMATION). Jessica Berry

**C. CONSENT AGENDA (INFORMATION AND ACTION ITEMS – ROLL CALL):**

The following items are considered routine and non-controversial by staff and will be approved by one motion if no member of the COG or public wishes an 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 COG Board members without removal from the Consent Agenda. The recommendations for each item are noted in parenthesis.

- C-1 Meeting Minutes:**
- a. **SLOCOG Minutes – April 3, 2013** (APPROVE).
  - b. Executive Committee Minutes – May 15, 2013 (INFORMATION).
  - c. Social Services Transportation Advisory Council (SSTAC) Minutes, Technical Transportation Advisory Committee (TTAC) Minutes, and Citizens Transportation Advisory Committee (CTAC) Minutes – May 22, 2013 (INFORMATION).
- C-2**
- a. **Year-to-date Financial Report**
  - b. **2012/13 Budget Administrative Amendment No. 4**  
(a. RECEIVE AND FILE YEAR-TO-DATE FINANCIAL STATEMENTS [ATTACHMENTS A AND B]; b. APPROVE BUDGET ADMINISTRATIVE AMENDMENT NO. 4 [ATTACHMENT C]). Sue Hall
- C-3** **Conditional Approval of Transportation Development Act (TDA) Claims for FY 2013/2014** (ADOPT RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO APPROVE THE 2013/2014 TDA CLAIMS, AUTHORIZE TDA FUNDS TO BE RELEASED BASED ON THE AMOUNTS, CONDITIONS, AND FILING REQUIREMENTS NOTED IN EXHIBITS A & B OF THE RESOLUTION). Lori Kramer
- C-4** **Trends in Public Transit Cost-Effectiveness** (WAIVE ATASCADERO TRANSIT PENALTY FOR FY 2013/14 IN ANTICIPATION OF THE NORTH COUNTY SERVICE CONSOLIDATION; WAIVE PASO EXPRESS POTENTIAL PENALTY IN FY 2013/14 AS THE CITY TOOK ACTION TO ADDRESS BY CONSOLIDATING WITH RTA; REQUEST REGIONAL TRANSIT AUTHORITY (RTA) TAKE CORRECTIVE ACTION ON THE NIPOMO DIAL-A-RIDE (DAR) FAREBOX RATIO). Eliane Wilson/Tessa Salzman
- C-5** **Contract to Perform Regional Traffic Count Program** (APPROVE TRAFFIC COUNT CONTRACT WITH NATIONAL DATA & SURVEYING [NDS] SERVICES FOR \$14,450; AUTHORIZE EXECUTIVE DIRECTOR TO HIRE INTERN). James Worthley
- C-6** **Revised Los Angeles – San Diego – San Luis Obispo (LOSSAN) Rail Corridor Agency Joint Powers Agreement (JPA) and other intercity rail items** (APPROVE JPA AS AMENDED AND INSTRUCT PRESIDENT TO SIGN). Peter Rodgers
- C-7** **Contract between SLOCOG and Civic Resource Group (CRG) for SLOCOG Website** (APPROVE CONTRACT WITH CRG TO DEVELOP SLOCOG WEBSITE FOR \$30,000). Stephanie Hicks
- C-8** **Status of Triennial Performance Audits Implementation - Rideshare** (ENDORSE STAFF RECOMMENDATION TO RETAIN RIDESHARE ANNUAL REPORT WITHIN SLOCOG ANNUAL REPORT). Stephanie Hicks
- C-9** **Amend Call Box Private Call Answering Center Contract with CDS Net, Limited Liability Company** (APPROVE CONTRACT AMENDMENT #1 WITH CDS NET, LLC [APPROXIMATELY \$3,000 ANNUALLY]). Tim Gillham
- C-10** **Intelligent Transportation Systems (ITS) Update** (RECEIVE INFORMATION). Jessica Berry
- C-11** **Contract for Engineering and Design Services for the Byway Communities Gateway Monuments Project** (APPROVE CONTRACT WITH RRM DESIGN GROUP FOR ENGINEERING AND CONSTRUCTION SUPPORT SERVICES [NOT TO EXCEED \$35,265]) Geiska Velasquez

**C-12 Correspondence and News Articles** (REVIEW AND FILE). Ronald De Carli

**D. CLOSED SESSION**

**D-1 Conference with Real Property Negotiator (Government Code Section 54956.8):**

Property:	1114 & 1116 Higuera Street, San Luis Obispo, California
Negotiators (SLOCOG):	Ronald De Carli, Peter Rodgers
Negotiating Party:	None
Under Negotiation/Discussion	Price
APN:	002-436-009, 002-436-005

**E. BOARD MEMBER COMMENTS**

**F. ADJOURNMENT**

Next SLOCOG meeting: August 7, 2013

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**Wednesday, June 12, 2013**

The Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, met in regular session at 9:00 AM.

**PRESENT:** Supervisors: Frank Mecham, Bruce S. Gibson, Adam Hill, Debbie Arnold and Chairperson Paul A. Teixeira

**ABSENT:** None

**THE PLEDGE OF ALLEGIANCE IS LED BY CHAIRPERSON PAUL A. TEIXEIRA.**

**Budget Hearings Continued:**

1 Budget Hearings for the Fiscal Year 2013-14 Proposed Budget, is continued.

**Contributions to Outside Agencies Budgets:**

- This is the time set for Contributions to Outside Agencies Budgets.

**Nikki Schmidt – Administration Office (powerpoint):** provides an overview of the Contributions to Other Agencies for Fiscal Year 2013-14; highlights the recommended funding for Community Based Organizations (CBO), Preventative Health Grants (PHG), other Agency requests, and District Community Project Grants. Further, states the total of unallocated funding available budgeted is \$15,800.00.

**Chairperson Teixeira:** opens the floor to public comment.

**Ms. Janna Nichols – 5 Cities Homeless Coalition; Mr. James Sattler – Community Counseling Center; Mr. Eric Greening; Mr. William Parente – Atascadero Loaves and Fishes President; Ms. Charlene Ables – Assistance League of SLO County Member; Ms. Jenna Hartzell – Arts Council; Mr. Mike Brown – Coalition of Labor, Agriculture and Business (COLAB); Mr. Carl Hansen – Food Bank Coalition; Dr. Roslyn Caldwell – Cal Poly Bakari Mentoring Program Director; Ms. Grace McIntosh – Community Action Partnership of San Luis Obispo (CAPSLO) Deputy Director; Mr. Elias Nimeh – Senior Nutrition Program Executive Director; Ms. Lisa Fraser – Big Brothers Big Sisters Interim Executive Director; Ms. Carol Florence - Big Brothers Big Sisters Board of Director; Ms. Susan Warren - North County Connection; Ms. Patricia Golden –Alpha Pregnancy and Parenting Support Executive Director; Ms. Bernadette Bernardi - Literacy Council for San Luis Obispo County; Ms. Marie Brinkmeyer – Senior Volunteer Services; Ms. Stacie Jacob – Visit San Luis Obispo County Executive Director; and Ms. Lisa Ray – Children’s Resource Network of the Central Coast:** speak.

**Board Members:** discuss the requests by the Atascadero Loaves and Fishes and the SLO Noor Foundation; address various concerns regarding the funding for the Federal Lobbyist, including their roll, importance, cost benefits and if these funds could put to better use elsewhere; comments on the potential Affordable Care Act funds; question why the SLO Noor Foundation isn’t funded under the Preventative Health Grant section of the budget; with Mr. Dan Buckshi – County Administrator responding.

**A motion by Supervisor Adam Hill, to fully fund the requests by the SLO Noor Foundation and the Children’s Resource Network and direct Administrative staff to return to the Board and present a proposal that will allow for a more in-depth discussion on the Federal Lobbyist regarding its value and worth, is discussed.**

**Supervisor Arnold:** outlines why she feels the Atascadero Loaves and Fishes should be granted the \$3,100 and recommends it be added. **The motion maker suggests adding that to the motion, with Supervisor Arnold seconding the motion as amended.** Further, she states the funding for the Federal Lobbyist should be coming out of Contingencies rather than Fund Center 106.

**Mr. Dan Buckshi – County Administrator:** clarifies the funding allocations as he understands it as follows: \$50,000 will be for the Noor Foundation, \$7,500 for the Children's Resource Network, and \$3,100 for the Atascadero Loaves and Fishes, for a total of \$60,100. Further states \$15,800 would

come out of the unallocated amount in Fund Center 106 and the remainder would come from General Fund Contingencies, with Mr. Greg Schulte – Assistant County Administrator, correcting the total amount of funds allocated to the three organizations is \$60,600 not \$60,100. Mr. Buckshi, states the funding for the Federal Lobbyist is built into the Budget, however staff will return with a Board Business Item for consideration regarding the future of the Federal Lobbyist, as directed by the Board.

**The Board tentatively approves the proposed budget for Contributions to Other Agencies, including the following changes: the SLO Noor Foundation is to receive an additional \$50,000 to the recommended amount of \$100,000, for a total of \$150,000; the Children’s Resource Network of the Central Coast is to receive an additional \$7,500 to the recommended amount of \$5,000, for a total of \$12,500; and the Atascadero Loaves and Fishes is to receive an additional \$3,100 to the recommended amount of \$12,400, for a total of \$15,500. Further, the increase in funding is to come out of the \$15,800 unallocated funds and the remaining amount of \$44,800 is to come out of the General Fund Contingencies. Further, the Administration Office is directed to return to the Board and present a proposal that will allow for a more in-depth discussion on the Federal Lobbyist regarding its value and worth.**

**Motion by:** Adam Hill  
**Second by:** Debbie Arnold

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**The Board continues Budget Hearings to June 18, 2013 and directs staff to prepare the 2012/13 Final Budget resolutions, reflecting changes made during budget hearings.**

**Motion by:** Frank R. Mecham  
**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice-Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

On motion duly made and unanimously carried, the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, does now adjourn.

I, **JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors of the County of San Luis Obispo, and ex-officio clerk of the governing body of all other special assessment and taxing districts for which said Board so acts, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held Wednesday, June 12, 2013, by the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts.

**JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors

By: /s/ Annette Ramirez, Deputy Clerk-Recorder

**DATED:** June 14, 2013

Tuesday, July 09, 2013

The Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, met in regular session at 9:00 AM.

**PRESENT:** Supervisors: Frank R. Mecham, Adam Hill, Debbie Arnold and Acting Chairperson Bruce S. Gibson

**ABSENT:** None

**THE PLEDGE OF ALLEGIANCE IS LED BY ACTING CHAIRPERSON BRUCE S. GIBSON.**

**Tribute to Paul Teixeira:**

1. This item is reserved to pay tribute to the life and service of District 4 Supervisor Paul Teixeira, who passed away unexpectedly on the night of Wednesday, June 26.

**Ms. Deanna Teixeira; Board Members; Mr. Dan Buckshi - County Administrative Officer; and Ms. Rita Neal – County Counsel: speak.**

**Acting Chairperson Gibson:** opens the floor to public comment.

**Mr. James R. Patterson; Mr. Robert Lewin – CalFire Chief; Mr. Tim Olivas – Under Sheriff; and Assemblyman Katcho Achadjian: speak. No action taken.**

**Consent Agenda – Review and Approval:**

- 2-32. This is the time set for consideration of the Consent Agenda.

**Acting Chairperson Gibson:** opens the floor to public comment.

The action taken for Consent Agenda items 2 through 32 on the following vote is indicated for each item.

**Bid Opening:**

2. Letter transmitting plans and specifications (Clerk's File) for 2013 Micro-Surfacing, various county roads, San Luis Obispo County, for Board approval and advertisement for construction bids. The recommended bid opening date is Thursday, August 8, 2013. Districts 1, 2, and 3.

**The Board approves as recommended by the County Administrative Officer.**

3. Letter transmitting plans and specifications (Clerk's File) for the Klau Mine Road and Huasna Road Slip Out Repair, Nacimiento Lake area and Arroyo Grande, respectfully, for Board approval and advertisement for construction bids. The recommended bid opening date is Thursday, August 8, 2013. Districts 1 and 4.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Administrative Office Items:**

4. Request to approve recommended responses from the Sheriff and Cal Fire/County Fire to the Grand Jury's 2012-13 report "Consolidation of Public Safety Dispatch Systems."

**The Board approves as recommended by the County Administrative Officer.**

5. Request to approve a budget adjustment in the amount of \$1,560 from unanticipated revenues to Fund Center 106 – Contributions to Other Agencies' professional services account. District 2.

**The Board approves as recommended by the County Administrative Officer.**



6. Request by the San Luis Obispo County Tourism Business Improvement District (CBID) to re-appoint Kaushik Patel for a three-year term on the San Simeon Local Area Advisory Board.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Assessor Items:**

7. Request to approve a resolution to amend the Position Allocation List for Fund Center 109-Assessor to delete an Administrative Assistant position and add an Assessment Technician position to provide support functions throughout the Department.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-151, adopted.**

**Consent Agenda - Board of Supervisors Items:**

8. Submittal of resolution recognizing Wade G. McKinney for his service to Atascadero and San Luis Obispo County.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-152, adopted.**

9. Request to approve an agreement with the Atascadero Colony Days Committee allocating \$1,800 from District 5 Community Project Grand Funds – Fund Center 106 to be used for expenses associated with the annual Colony Days event on October 19th, 2013.

**The Board approves as recommended by the County Administrative Officer.**

10. Request to approve an agreement with the 5Cities Homeless Coalition allocating \$4,050 from District Community Project Funds – Fund Center #106 (District Three - \$2,000, District Four - \$2,000 and District 5 - \$50) to be used for expenses associated with holding the Empty Bowls Luncheon fund raiser on September 25th, 2013.

**The Board approves as recommended by the County Administrative Officer.**

11. Request by Board Chair to appoint Rita L. Neal, Nina Negranti and a member designated by the San Luis Obispo County Bar Association to the Law Library Board of Trustees.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Clerk-Recorder Items:**

12. Certification of results of the Pension Trust Election held on June 18, 2013.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - General Services Agency Items:**

13. Request to approve Resolution and Quitclaim Deed to relinquish the County's interest in road and utility easements on a 6.0 acre vacant parcel on Buckley Road near Broad Street in San Luis Obispo. District 3.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-153, adopted.**

**Consent Agenda - Health Agency Items:**

14. Request to approve a contract amendment (Clerk's file) with the Department of State Hospitals to extend the existing contract through December 31, 2013, and increase the contract by \$265,492 to an amount not to exceed \$720,860, with all other provisions of the contract remaining the same, to continue the State funded Conditional Release Program providing mental health services to clients released from State Hospitals.

**The Board approves as recommended by the County Administrative Officer.**

15. Request to approve six renewal contracts and one new contract (Clerk's File) for Fiscal Year (FY) 2013-14 in the collective amount not to exceed \$613,173 with seven group home facilities to provide residential board and care and social support services for youth and adolescents with severe emotional and mental health issues.

**The Board approves as recommended by the County Administrative Officer.**

16. Request to approve a renewal agreement (Clerk's File) with the Lucia Mar Unified School District for a five (5) year period from July 1, 2013 through June 30, 2018 in the amount not to exceed \$3,250,000 to access School Based Medi-Cal Administrative Activities funding.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Probation:**

17. Submittal of a resolution to approve the new classification and setting of salary range of the Supervising Collection Officer and amend the Position Allocation List in Fund Center 139 - Probation to delete a vacant 1.00 FTE Collection Officer I/II position and add a 1.00 FTE Supervising Collection Officer position.

**This item is amended by changing the recommended action to read: "It is recommended that the Board adopt the resolution to approve the new classification and setting of salary range of the Supervising Collection Officer and amend the Position Allocation List in Fund Center 139 - Probation to delete a vacant 1.00 FTE Collection Officer I/II position and add a 1.00 FTE Supervising Collection Officer position." Further, the Board approves as recommended by the County Administrative Officer and as amended by this Board. RESOLUTION NO. 2013-154, adopted.**

**Consent Agenda - Public Works Items:**

18. Submittal of right of way documents accepting conveyance from the Kenneth Raymond Hord Family Trust for the La Panza Road Widening Project, Creston. District 5.

**The Board approves as recommended by the County Administrative Officer.**

19. The following map has been received and has satisfied all the conditions of approval that were established in the public hearing on the tentative map, Parcel Map CO 11-0116, a proposed subdivision resulting in 3 lots by High Plains Ranch I, a Delaware Limited Liability Company, California Valley. District 5.

**The Board approves as recommended by the County Administrative Officer.**

20. Submittal of a resolution for the acceptance of road improvements on Limestone Way and Blue Rock Road in Templeton. District 1.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-155, adopted.**

**Consent Agenda - Sheriff - Coroner Items:**

21. Submittal of a resolution authorizing the Sheriff or the Chief Deputy of Operations within the Sheriff's Office to sign a renewal contract for the Sheriff's Crime Lab to provide services to the California

Department of Corrections and Rehabilitation (CDCR), California Men's Colony (CMC), in an amount not to exceed \$40,000 over a two year period.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-156, adopted.**

22. Submittal of a resolution to approve the new classification and setting of salary range for Sheriff's Records Manager, and amend the Position Allocation List in Fund Center 136 – Sheriff-Coroner to delete a vacant 1.00 FTE Administrative Services Officer II position and add a 1.00 FTE Sheriff's Records Manager position.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-157, adopted.**

23. Submittal of a resolution to approve the new classification and setting of salary range for Sheriff's Correctional Captain, amend the Position Allocation List in Fund Center 136 – Sheriff-Coroner to delete a vacant 1.00 FTE Correctional Lieutenant position, and add a 1.00 FTE Sheriff's Correctional Captain position.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-158, adopted.**

24. Submittal of a resolution requesting authority for the Sheriff-Coroner to sign the annual state-mandated Memorandum of Understanding establishing a legal agreement for delivery of court security services provided by the Sheriff-Coroner to the Superior Court of the State of California, County of San Luis Obispo.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-159, adopted.**

**Consent Agenda - Social Services Items:**

25. Request to approve re-appointment of four (4) business representatives, two (2) local education representatives, one (1) economic development representative, and one (1) One-Stop Career Center partner to the San Luis Obispo County Workforce Investment Board (WIB).

**The Board approves as recommended by the County Administrative Officer.**

26. Request to approve the Child Care Planning Council's priorities for the California Department of Education (CDE) Child Development Program and sign the attached State Report forms.

**The Board approves as recommended by the County Administrative Officer.**

27. Request to approve three renewal service contracts (Clerk's File) for CalWORKs Work-study, Bridge to Success, and the Independent Living Program (ILP)/Extended Foster Care (EFC) with San Luis Obispo County Community College District (Cuesta) for Fiscal Year 2013-2014 in the amounts of \$75,000, \$65,000 and \$380,594 respectively.

**The Board approves as recommended by the County Administrative Officer.**

28. Request to approve the renewal service contract (Clerk's File) for mandatory California Work Opportunity and Responsibility to Kids (CalWORKs) Information Network (CalWIN) Client Correspondence Printing and Mailing services with Document Fulfillment Services (DFS) for Fiscal Years 2013-2014 and 2014-2015 in the total amount of \$274,000.

**The Board approves as recommended by the County Administrative Officer.**

29. Request to approve a renewal service contract (Clerk's File) for Direct Family Services and Parent Education with Community Action Partnership of San Luis Obispo County, Inc., for Fiscal Year 2013-2014 in the amount of \$407,098.

**The Board approves as recommended by the County Administrative Officer.**

30. Request to approve a renewal service contract (Clerk's File) for Cal-Learn Case Management Services with Community Action Partnership of San Luis Obispo County, Inc., for Fiscal Year 2013-2014 in the amount of \$67,500.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda Public Works - Board Sitting as Flood Control District:**

31. Request to approve and authorize the Chairperson to sign the existing San Luis Obispo County Local Hazard Mitigation Plan (Clerk's file) on behalf of the San Luis Obispo County Flood Control and Water Conservation District. All Districts.

**Mr. Eric Greening:** speaks.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda General Services Agency – Board Sitting as Flood Control District:**

32. Request to approve Amendment #4 to the concession contract with CPS Amusements, Inc. revising the term and rent schedule for operation of the Mustang Water Slides at Lopez Lake. District 4.

**Ms. Linda VanFleet – General Services Agency:** replaces Exhibit C to the amendment to provide the Clerk with a legible document for the record.

**This item is amended by replacing Exhibit C to the amendment which was illegible. Further, the Board approves as recommended by the County Administrative Officer and as amended by this Board.**

**Public Comment Period:**

33. This is the set time for members of the public wishing to address the Board on matters other than scheduled items.

**Mr. Eric Greening:** comments on the Planning and Building Director interviews.

**Mr. Barry Vanderkelen: Community Foundation San Luis Obispo County Executive Director:** informs the Board of a name change to their organization from "The San Luis Obispo County Community Foundation" to "The Community Foundation San Luis Obispo County."

**Ms. Julie Tacker; Mr. Ben DiFatta; Ms. Linde Owen; and Mr. Richard Margetson:** address various concerns relating to the Los Osos Wastewater Project (LOWWP). Additionally, Ms. Julie Tacker, speaks to the comments made by Supervisor Hill at the recent South County Chamber event.

**Dr. C. Hite - World Community Workshop:** speaks to community concerns and an exhibit displayed at the Steynberg Gallery in San Luis Obispo.

**Ms. Elsa Dawson:** addresses concerns regarding ICLEI (International Council for Local Environmental Initiatives) and the recent meeting in Santa Barbara regarding this matter.

**Ms. Gina Whitaker; Mr. Lou Traga - Independent Living Resource Center; Mr. Les Tilguer, Mr. Norman Stone, Ms. Christine Petraeus and Ms. Allene Villa - IHSS Providers:** speak to the cut to the In-Home Supportive Services program and urges the Board's support for a wage and benefit increase to In-home Support Services (IHSS) Providers. **Acting Chair Gibson:** directs the County Administrator and the Director of Social Services to provide information to the Board regarding the IHSS situation and Home Health Care provision at both the State and Local levels, with Mr. Dan Buckshi - County Administrative Officer responding.

**Mr. Tom Dawson; Mr. Rick Hernandez; Mr. Jerry Reaugh - Paso Robles Agricultural Alliance for Groundwater Solutions (PRAAGS) Chairperson; Mr. Dana Merrill - PRAAGS Vice-Chairperson and Blue Ribbon Committee Vice-Chairperson; Mr. Bob Harrison; Ms. Sue Luft - PRO Water Equity President; Mr. Bill Stansbury; Ms. Lindsay Pera - PRO Water Equity; Ms. Milagro Velasco; Ms. Sarah Leon; Ms. Elaine Haggen (Petition and Letters); Ms. Dianne Jackson; Ms. Jan Seals - PRO Water Equity Board Member; Ms. C.C. Coates: PRO Water Equity Member; Mr. James Patterson - Former District 5 Supervisor; Ms. Daniella Sapriel; Mr. Mike Brown - Coalition of Labor, Agriculture and Business (COLAB); Mr. Bill Pelfrey (Handout); and Ms. Sheila Lyons - Creston Advisory Committee (Letter):** discuss various issues relating to the Paso Robles Groundwater Basin, including water supply; drying wells; and the need to enact emergency water measures.

**Board Members:** discuss the issues related to the water supply in the Paso Robles Groundwater Basin area, the need for immediate action to ensure adequate resources for existing users and the need to address the concerns that have been raised by the public. Further, discuss options to implement an urgency ordinance to address supply and demand issues; and directs staff to return to the Board, seeking further direction on potential options for an urgency ordinance addressing the supply and demand issues on existing resources.

**Mr. Dan Buckshi – County Administrative Officer:** reiterates the Board’s final direction is for the Acting Chair to work with staff to bring something back to the Board no later than the end of July or early August, outlining options for urgency ordinances and at that time the Board may choose to direct staff to return no later than August 27, 2013 to introduce and pursue an urgency ordinance.

**Hearings:**

- 34. The Board of Supervisors will hold a public hearing to consider approval of ordinances creating the Office of Auditor-Controller-Treasurer-Tax Collector-Public Administrator.

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**Supervisor Arnold:** outlines her reasons for not supporting the consolidation of offices.

**The readings of the proposed ordinances are waived and said proposed ordinances are read by title only and ORDINANCE NO. 3243, an ordinance repealing Sections 2.13.010 and 2.13.020 of the County Code; ORDINANCE NO. 3244, an ordinance amending Section 2.20.030 of the County Code; and ORDINANCE NO. 3245, an ordinance amending Section 2.12.010 and 2.12.020 of the County Code, adopted.**

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Bruce S. Gibson (Acting Chairperson)	x			
Frank R. Mecham (Board Member)	x			
Adam Hill (Board Member)	x			
Debbie Arnold (Board Member)		x		

**Closed Session Items:**

- 35. The Board announces they are going into Closed Session regarding:
  - I. PENDING LITIGATION (Government Code, section 54956.9.) It is the intention of the Board to meet in closed session concerning the following items:
    - A. Conference with Legal Counsel-Existing Litigation (Government Code, section 54956.9(a).) (Formally initiated) 1. Los Osos Community Services District v. County of San Luis Obispo, et al. (Golden State Water).
    - B. Conference with Legal Counsel-Anticipated Litigation (Government Code, section 54956.9.) 2.

Significant exposure to litigation (Government Code, section 54956.9(b).) No. of cases 2. Facts and circumstances not known to potential plaintiff which indicate significant exposure to litigation. 3. Initiation of litigation (Government Code, section 54956.9(c).) No. of cases 2.

II. CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code section 54957.6.) It is the intention of the Board to meet in closed session to have a conference with its Labor Negotiator Tami Douglas-Schatz concerning the following: Name of employee organizations are: 4. SLOCPPOA; 5. SLOCEA-Public Services, Supervisors, Clerical; 6. Deputy Sheriff’s Association; 7. DAIA; 8. Sheriffs’ Management; 9. SLOCPMPOA; 10. DCCA; 11. SLOGAU.

**(ADDED ITEM, PER THE ADDENDUM TO THE AGENDA. REQUIREMENTS OF THE BROWN ACT HAVE BEEN SATISFIED AS THIS NOTICE WAS POSTED PRIOR TO THE 72-HOUR NOTICING REQUIREMENT. III, PERSONNEL (Gov. Code 54957.) A. It is the intention of the Board to meet in Closed Session to (1) Consider the Public Appointment for the position of Director of Planning/Building.)**

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**Ms. Rita Neal – County Counsel:** reminds the board that at the end of today’s meeting they will be adjourning to Closed Session on Friday, July 12, 2013 to consider the position of Director of Planning and Building.

Thereafter, pursuant to the requirements of the Brown Act, County Counsel reports out on the items discussed during Closed Session as follows: no report required as no final action was taken and the Board goes into Open Public Session.

**Board Business:**

**36.** Consideration of a request to authorize a General Plan Amendment to: 1) amend the San Luis Obispo Area Plan by changing the land use category on an approximately 21.5 acre site located immediately southeast of the City of San Luis Obispo Urban Reserve Line, at the eastern terminus of Tiburon Way from Agriculture to Residential Rural; and 2) change the Agriculture Element land use designation from Agriculture to Small Lot Rural for the purpose of subdivision of the property into two parcels. District 3.

**Ms. Rachel Kovesdi – Representing Paul Vanderheyden and Lucia Cleveland, Applicants (powerpoint):** speaks.

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**The Board reviews the proposal (LRP2010-00006 – Paul Vanderheyden) and determines to authorize the application for processing to change the land use category as proposed with restrictions on secondary residences based on limited water availability. Further, the Board provides the following restrictions of two (2) primary residences with one (1) guest house; one (1) detached garage with a shed and a barn which is allowed under the current zoning and the CC&R's for each of the two parcels.**

**Motion by:** Frank R. Mecham

**Second by:** Debbie Arnold

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Bruce S. Gibson (Acting Chairperson)	x			
Frank R. Mecham (Board Member)	x			
Adam Hill (Board Member)	x			
Debbie Arnold (Board Member)	x			

**37.** Request to approve a grant agreement (Clerk's File) for \$638,152 with the California Energy Commission (CEC) for funding of a Renewable Energy Streamlining Program that will encourage development of renewable energy resources. All Districts.

**Acting Chairperson Gibson:** opens the floor to public comment.

**Mr. Eric Greening:** speaks.

**The Board approves and instructs the Acting Chairman to sign the attached agreement with the California Energy Commission for a Renewable Energy and Conservation Planning Grant.**

**Motion by:** Adam Hill

**Second by:** Debbie Arnold

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Bruce S. Gibson (Acting Chairperson)	x			
Frank R. Mecham (Board Member)	x			
Adam Hill (Board Member)	x			
Debbie Arnold (Board Member)	x			

**38.** A hearing to request approval of a resolution for the adoption of the Biddle Regional Park Master Plan Update and approval of the related Mitigated Negative Declaration. District 4.

**Acting Chairperson Gibson:** opens the floor to public comment.

**Mr. Eric Greening:** speaks.

**RESOLUTION NO. 2013-160, a resolution authorizing adoption of the: 1) Mitigated Negative Declaration for the Biddle Regional Park Master Plan Update and Implementation Plan and 2) Biddle Regional Park Master Plan Update and Implementation Plan, adopted.**

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Bruce S. Gibson (Acting Chairperson)	x			
Frank R. Mecham (Board Member)	x			
Adam Hill (Board Member)	x			
Debbie Arnold (Board Member)	x			

On motion duly made and unanimously carried, the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, does now adjourn to Friday, June 12, 2013 at 9:00 A.M.

I, **JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors of the County of San Luis Obispo, and ex-officio clerk of the governing body of all other special assessment and taxing districts for which said Board so acts, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held Tuesday, July 09, 2013, by the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts.

**JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors

By: /s/ Annette Ramirez, Deputy Clerk-Recorder

**DATED:** July 19, 2013



**SAN LUIS OBISPO COUNCIL OF GOVERNMENTS**

**WEDNESDAY, JULY 10, 2013**

**San Luis Obispo County Board of Supervisors' Chamber**

**COUNTY GOVERNMENT CENTER**

**1055 Monterey Street, San Luis Obispo, California 93401**

**JOINT SLOCOG & RTA MEETING**

**“immediately following” the**

**Regional Transit Authority (RTA) Board Meeting**

**(RTA starts at 8:30 a.m.)**

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

**President: Frank Mecham**

**Vice President: Shelly Higginbotham**

**Board Members:**

Frank Mecham (First District - SLO County)  
Bruce Gibson (Second District - SLO County)  
Adam Hill (Third District - SLO County)  
Paul Teixeira (Fourth District - SLO County)  
Debbie Arnold (Fifth District - SLO County)  
Tony Ferrara (Arroyo Grande)

Tom O'Malley (Atascadero)  
Debbie Peterson (Grover Beach)  
Jamie Irons (Morro Bay)  
Fred Strong (Paso Robles)  
Shelly Higginbotham (Pismo Beach)  
Jan Howell Marx (San Luis Obispo)  
Timothy Gubbins (Ex-Officio, Caltrans District 5)

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 by contacting SLOCOG offices at 781-4219. Please note that 48 hours advance notice will be necessary to honor your request.

**CALL TO ORDER AND ROLL CALL**

**PUBLIC COMMENTS:** Any member of the public may address the Council for a period not to exceed three minutes on any item of interest not on the agenda within the jurisdiction of the Council. The Council 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.

**JOINT SLOCOG AND SLORTA CLOSED SESSION**

**CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov. Code Sec. 54956.8):**

**Agency Negotiators:**

Geoff Straw (RTA), Ronald De Carli (SLOCOG),  
Peter Rodgers (SLOCOG)

**Under Negotiation/Discussion:**

Price and Terms of Payment



**Properties:**

**179 Cross Street, San Luis Obispo, CA**  
Negotiating Party:

(APN: 053-257-032)  
LTC of SLO, Ltd.

**40 Prado Road, San Luis Obispo, CA**  
Negotiating Party:

(APN: 053-022-014)  
Rescal SLO193 LLC

**1114 Higuera Street, San Luis Obispo, CA**  
Negotiating Party:

(APN: 002-436-009)  
Blum Michael L Tre Etal

**1116 Higuera Street, San Luis Obispo, CA**  
Negotiating Party:

(APN: 002-436-005 & 002-436-008)  
Clinton Stanford Jr.

**1041 Mill Street, San Luis Obispo, CA**  
Negotiating Party:

(APN: 002-323-023)  
SLO Council of Governments

**BOARD MEMBER COMMENTS**

**ADJOURNMENT**

Next SLOCOG meeting: August 7, 2013

H:\2013-14 OWP\0400 Agency Admin and Support\0400 Admin Support\SLOCOG Board Agendas\1 - July 2013\1-1 July 2013 Agenda.doc

Tuesday, July 23, 2013

The Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, met in regular session at 9:00 AM.

**PRESENT:** Supervisors: Frank R. Mecham, Adam Hill, Debbie Arnold and Acting Chairperson Bruce S. Gibson

**ABSENT:** None

**THE PLEDGE OF ALLEGIANCE IS LED BY ACTING CHAIRPERSON BRUCE S. GIBSON.**

**Consent Agenda – Review and Approval:**

**1-18.** This is the time set for consideration of the Consent Agenda.

**Acting Chairperson Gibson:** opens the floor to public comment.

The action taken for Consent Agenda items 1 through 18 on the following vote is indicated for each item.

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Bid Opening:**

**1.** Letter transmitting plans and specifications (Clerk’s File) for Oklahoma Avenue Sewer Line Replacement, County Operations Center, for Board approval and advertisement for construction bids. The recommended bid opening date is Thursday, August 22, 2013. District 2.

**The Board approves as recommended by the County Administrative Officer.**

**2.** Letter transmitting plans and specifications (Clerk’s File) for Los Osos Valley Road Widening between Doris Avenue and Pine Avenue in Los Osos, for Board approval and advertisement for construction bids. The recommended bid opening date is Thursday, August 22, 2013. District 2.

**Ms. Julie Tacker:** speaks.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Administrative Office Items:**

**3.** Request to appoint Gere Sibbach to the San Luis Obispo County Employees Pension Trust Board.

**The Board approves as recommended by the County Administrative Officer.**

**4.** Request to approve the recommended responses to the 2012-13 Grand Jury report titled “An Event is An Event – An Impact is An Impact” and forward these responses to the Presiding Judge of the Superior Court by August 1, 2013.

**Ms. Sherri Danoff and Ms. Elsa Dawson:** speak.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Board of Supervisors Items:**

5. Submittal of a resolution recognizing Jean Hubbard on her 90th birthday and for her many years of service to the community of Arroyo Grande.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-173, adopted.**

6. Request by Supervisor Adam Hill to appoint Eric Meyer as the District 3 representative on the San Luis Obispo County Planning Commission.

**The Board approves as recommended by the County Administrative Officer.**

7. Request to approve three re-appointments to the Children and Families Commission.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - District Attorney Items:**

8. Request to approve a grant agreement for FY 2013-14 to receive funding from the State's Life and Annuity Consumer Protection Program in the amount of \$45,000 and submittal of a resolution authorizing the District Attorney to sign the State agreement and other grant related documents.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-174, adopted.**

9. Request to approve the District Attorney to sign a renewal grant agreement (Clerk's Filed), on the Board's behalf, with the California Emergency Management Agency (CalEMA) to receive \$180,950 for the continuing administration of a Victim/Witness Assistance Program for FY 2013-2014.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - General Services Agency Items:**

10. Request to accept bid results and award a construction services contract for Job Order Contracting for FY 2013-14 with T. Simons Co. Inc.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Health Agency Items:**

11. Request to approve a renewal contract (Clerk's File) with Silvia Ortiz, Ph.D. for FY 2013-14 in the amount of \$120,000 to continue to provide bilingual, bicultural mental health services.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Library Items:**

12. Submittal of a resolution to amend the Position Allocation List for Fund Center 377 - Library by deleting a 0.50 FTE Supervising Library Assistant, 2.00 FTE Supervising Librarians and 2.00 FTE Library Managers and adding a 0.50 FTE Library Assistant, 3.00 FTE Regional Librarians and a 1.00 FTE Library Support Services Manager.

**Mr. Brian Reynolds – Library Director:** amends the resolution to correct a typographical error.

**This item is amended by correcting a typographical error to the Fund Center listed on the resolution. The Fund Center should read 377 not 377377. Further, the Board approves as recommended by the County Administrative Officer and as amended by this Board. RESOLUTION NO. 2013-175, adopted as amended.**

**Consent Agenda - Planning & Building Items:**

13. Submittal of a resolution to approve an Avigation Easement from Corral de Piedra Land Company, a California Corporation, to the San Luis Obispo County Regional Airport. District 3.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-176, adopted.**

**Consent Agenda - Probation:**

14. Request to approve a FY 2013-14 contract in the amount of \$151,288, to be paid out of AB 109 realignment funds, for the Superior Court to provide County Public Safety Departments with dedicated legal processing services for 2011 Public Safety Realignment cases.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Public Works Items:**

15. Submittal of a resolution authorizing the Public Works Director to execute agreements with the Cities of Arroyo Grande and Pismo Beach for the purpose of transferring underground utility allocations (Tariff Rule 20A). All Districts.

**Ms. Shelly Higginbotham – Mayor of Pismo Beach and Mr. Erik Howell: speak.**

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-177, adopted.**

16. Submittal of a resolution for the addition of delinquent water and sewer availability charges for County Service Areas Nos. 7-A (Oak Shores), 16 (Shandon), 18 (Country Club Estates) and 23 (Santa Margarita) to the 2013-14 Property Tax Bills. Districts 1, 3, and 5.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-178, adopted.**

**Consent Agenda Public Works - Board Sitting as Flood Control District:**

17. Request to approve an agreement for professional engineering services with Fugro Consultants in the amount of \$200,000 for the Santa Maria Groundwater Basin Characterization and Planning Activities. Districts 3 & 4.

**Mr. Jeff Edwards: speaks.**

**The Board approves as recommended by the County Administrative Officer.**

18. Request to approve committee appointments of Bill Nicolls and Greg Ray, representing the City of Grover Beach, and Kurt Bollinger, as Agricultural At-Large Member, to the Water Resources Advisory Committee of the Flood Control and Water Conservation District. All Districts.

**The Board approves as recommended by the County Administrative Officer.**

**Public Comment Period:**

19. This is the time set for members of the public wishing to address the Board on matters other than scheduled items.

**Ms. Julie Tacker and Ms. Linde Owen: comment on the submittal of request to speak slips. Additionally, Ms. Owen, presents and discusses photographs of the construction in Los Osos and the**

need for oversight on the wastewater project.

**Mr. Jeff Edwards:** speaks to the Grover Beach lodge project and the potential move of the equestrian staging facility to Oceano.

**Mr. David Weisman - Alliance for Nuclear Responsibility:** questions the status of the County’s economic future plan in the absence of annual revenue and support from the Diablo Canyon Nuclear Power Plant.

**Dr. C. Hite:** encourages everyone to visit the San Luis Obispo Steynberg Gallery to view an art display regarding the community’s response to violence; and addresses various community concerns in Los Osos.

**Mr. Eric Greening:** discusses information that needs to be compiled prior to hearing the upcoming items on August 6, 2013 and August 29, 2013 regarding the Paso Robles Groundwater Basin.

**Mr. Bob Blair:** speaks to water supply in various locations around the County; the need for a groundwater study; and presents and discusses a report of the Santa Maria Valley groundwater basin and management areas. **No action taken.**

**Board Business:**

- 20. Report to the Board regarding the financial condition of Airport Services.

**Acting Chairperson Gibson:** opens the floor to public comment.

**Mr. Jeff Edwards:** speaks.

**Acting Chairperson Gibson:** receives and files the report.

- 21. Consideration of a terminal development report and a request for approval of Schematic Design Phase (Phase 2) of Terminal Design/Development Project for the San Luis Obispo County Regional Airport (SBP); and a request for authorization to move to third and final phase, Design Development of the project.

**Acting Chairperson Gibson:** opens the floor to public comment.

**Mr. Tim Williams:** speaks.

**The Board receives and files the terminal development report and approves the Phase 2 Schematic Design results of Passenger Terminal Design/Development at San Luis Obispo County Regional Airport (SBP) and authorizes Airport Services to move to Phase 3, Design Development.**

**Motion by:** Adam Hill

**Second by:** Debbie Arnold

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

- 22. Report to the Board on results of Airline Guarantee Programs in different communities.

**Acting Chairperson Gibson:** opens the floor to public comment.

**Mr. Mike Manchak:** speaks.

**The Board directs staff to continue developing airline revenue guarantee program scenarios for the San Luis Obispo County Regional Airport (SBP), work with interested parties such as the business community and the tourism industry, and come back at earliest possible date with proposals for the**

**Board to consider.**

**Motion by:** Adam Hill

**Second by:** Frank R. Mecham

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

- 23.** Request to approve a contract with Sixel Consulting Group, Inc. for air service development consulting and recruiting air carrier services in an annual amount not to exceed \$25,000. Additional incentive payments for air carrier recruiting services will be based upon the number of new airlines or new routes recruited under the conditions specified in this contract.

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**The Board approves the contract and instructs the Acting Chairperson to sign the document, and authorizes the General Services Agency Director authority to sign any extensions authorized in this agreement.**

**Motion by:** Adam Hill

**Second by:** Debbie Arnold

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

- 24.** Request to approve: 1) the Mental Health Services Act Annual Update for Fiscal Year 2013-14; 2) a resolution amending the Position Allocation List to add a 1.0 FTE Mental Health Program Supervisor to Fund Center 166 - Behavioral Health; and 3) a corresponding budget adjustment in the amount of \$128,229 to Fund Center 166.

**(This item is amended, per the Addendum to the Agenda, by replacing Attachment 1 with the correct attachment, the Position Allocation List resolution, due to an error when loading the attachment into the system; and by replacing Attachment 3 to add the required page numbering.)**

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**The Board approves the Mental Health Services Act Annual Update for Fiscal Year 2013-14; RESOLUTION NO. 2013-179, a resolution amending the position allocation list resolution for Fiscal Year 2013-14, adopted. Furthermore, the Board approves a corresponding budget adjustment in the amount of \$128,229 from the MHSA trust to Fund Center 166.**

**Motion by:** Adam Hill

**Second by:** Frank R. Mecham

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Closed Session Items:**

- 25.** The Board announces they will be going into Closed Session regarding:

I. PENDING LITIGATION (Government Code, section 54956.9.) It is the intention of the Board to meet

in closed session concerning the following items:

- A. Conference with Legal Counsel-Existing Litigation (Government Code, section 54956.9(a).) (Formally initiated) 1. Mountain Cascade, Inc. v. SLO Co. Flood Control & Water Conservation District, et al.; 2. Negranti & Sons v. San Luis Obispo County; 3. Los Osos Community Services District v. County of San Luis Obispo, et al. (Golden State Water).
- B. Conference with Legal Counsel-Anticipated Litigation (Government Code, section 54956.9.) 4. Significant exposure to litigation (Government Code, section 54956.9(b).) No. of cases 2. Facts and circumstances not known to potential plaintiff which indicate significant exposure to litigation. 5. Initiation of litigation (Government Code, section 54956.9(c).) No. of cases 2.

II. CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code ' 54957.6.)

- A. It is the intention of the Board to meet in closed session to have a conference with its Labor Negotiator Tami Douglas-Schatz concerning the following: Name of employee organizations are: 6. SLOCEA-Public Services, Supervisors, Clerical; 7. Deputy Sheriff’s Association; 8. DAIA; 9. SLOCPMPOA; 10. DCCA; 11. SLOGAU; 12. Sheriffs’ Management; 13. SLOCPPOA.
- B. It is the intention of the Board, sitting as the Governing Board of the San Luis Obispo County In Home Support Services Public Authority, to meet in Closed Session to have a conference with its Labor Negotiator concerning the following: Name of employee organization: 14. United Domestic Workers.

**Acting Chairperson Gibson:** opens the floor to public comment without response.

Thereafter, pursuant to the requirements of the Brown Act, County Counsel reports out on the items discussed during Closed Session as follows: no report required as no final action was taken and the Board goes into Open Public Session.

**Presentations:**

- 26. Submittal of a resolution recognizing Arthur F. Bacon upon his retirement for over 29 years of service to the residents of the County of San Luis Obispo.

**Mr. Art Bacon:** speaks.

**RESOLUTION NO. 2013-180, a resolution recognizing Arthur F. Bacon for over 29 of service to the residents of the County of San Luis Obispo, adopted.**

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

- 27. Submittal of a resolution commending Cindy Couzzi upon her retirement after thirty-one years of service to San Luis Obispo County General Services Agency.

**Ms. Janette Pell – General Services Agency Director:** speaks.

**RESOLUTION NO. 2013-181, a resolution commending Cindy Couzzi in recognition of thirty-one years of service with San Luis Obispo County, adopted.**

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
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Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

28. Submittal of a resolution recognizing July 21-27, 2013 as "Probation Services Week" in San Luis Obispo County.

**Mr. Jim Salio – Chief Probation Officer:** speaks.

**RESOLUTION NO. 2013-182, a resolution recognizing July 21 - 27, 2013 as Probation Services Week , adopted**

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Board Business:**

29. Update on the implementation of 2011 Public Safety Realignment Act (AB 109) in San Luis Obispo County.

**Acting Chairperson Gibson:** opens the floor to public comment without response.

The Board receives the update on the implementation of the 2011 Public Safety Realignment Act (AB109) in San Luis Obispo County. **No action taken.**

**Hearings:**

30. Hearing to consider a resolution amending the 2006, 2009, 2011, and 2012 Action Plans to reallocate Community Development Block Grant (CDBG) funds. All Districts.

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**RESOLUTION NO. 2013-183, a resolution approving and authorizing submittal of an amendment to the Urban County of San Luis Obispo Program Year 2006, 2009, 2011 and 2013 Action Plans of the Urban County of San Luis Obispo 2010 Consolidation Plan for the Community Development Block Grant (CDBG), adopted.**

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

31. Hearing to consider an Order to Abate Nuisances on the property known as 480 Mesa Grande Drive, Shandon, California, owned by respondents F. James and Rosann Inguito. District 1.

The Clerk swears in all parties that will be presenting testimony.

**Acting Chairperson Gibson:** opens to the floor to the respondents F. James and Rosann Inguito without response. The respondents are not present. Furthermore, opens the floor to public comment



without response.

**RESOLUTION NO. 2013-184, a resolution enacting findings and orders following Nuisance Abatement hearing regarding property located at 480 Mesa Grande Drive, Shandon, California and owned by F. James and Rosann Inguito, adopted.**

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

- 32. Hearing to consider a resolution authorizing the addition of delinquent service charges for County Service Area 10A (Cayucos), to the 2013-14 Property Tax Bills. District 2.

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**RESOLUTION NO. 2013-185, a resolution verifying delinquent service charges on County Services Area 10A (Cayucos – Water Service), adopted. Further directs the Clerk to file a copy of the approved Resolution with the County Auditor prior to August 10, 2013.**

**Motion by:** Debbie Arnold

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

On motion duly made and unanimously carried, the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, does now adjourn.

I, **JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors of the County of San Luis Obispo, and ex-officio clerk of the governing body of all other special assessment and taxing districts for which said Board so acts, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held Tuesday, July 23, 2013, by the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts.

**JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors

By: /s/ Annette Ramirez, Deputy Clerk-Recorder

**DATED:** July 23, 2013

Tuesday, August 13, 2013

The Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, met in regular session at 9:00 AM.

**PRESENT:** Supervisors: Frank R. Mecham, Adam Hill, Debbie Arnold and Acting Chairperson Bruce S. Gibson

**ABSENT:** None

**THE PLEDGE OF ALLEGIANCE IS LED BY ACTING CHAIRPERSON BRUCE S. GIBSON.**

**SUPERVISOR FRANK R. MECHAM CALLS FOR A MOMENT OF SILENCE IN HONOR OF JUDGE WILLIAM P. CLARK.**

**1-13.** This is the time set of consideration of the Consent Agenda.

**Acting Chairperson Gibson:** opens the floor to public comment.

**The action taken for Consent Agenda Items 1 through 13 on the following vote is indicated for each item.**

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

<b>SUPERVISORS</b>	<b>AYES</b>	<b>NOES</b>	<b>ABSTAIN</b>	<b>RECUSE</b>
Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Consent Agenda - Administrative Office Items:**

1. Request for approval to Apply for the Federal Fiscal Year 2013 Homeland Security Grant Program.

**Consent Agenda - Board of Supervisors Items:**

2. Submittal of resolution recognizing Atascadero Mutual Water Company on its 100th anniversary.

**Mr. John Hollenbeck, Mr. Grigger Jones, and Mr. John Neil:** speaks.

**Consent Agenda - Clerk-Recorder Items:**

3. Submittal of the Port San Luis Harbor District 2013-14 Final Budget and implementing resolution.

**Consent Agenda - Health Agency Items:**

4. Request to approve a renewal contract (Clerk's File) with Wilshire Community Services for FY 2013-14 in an amount not to exceed \$208,889 to provide prevention and early intervention behavioral health services to older adults throughout the county.
5. Request to approve renewal contracts (Clerk's File) with San Luis Coastal Unified School District, County Office of Education, and Atascadero Unified School District for FY 2013-14 in a collective amount not to exceed \$154,791 under which the County will provide on-site support in addition to educationally related mental health services in the District's special education classes.
6. Request to approve a contract with Allan Hancock Joint Community College District for Fiscal Years 2013-16 to provide training for its Allan Hancock College nursing students.

**Consent Agenda - Planning & Building Items:**

7. Submittal of resolution commending John Busselle upon his retirement after 27 years with the County of San Luis Obispo Department of Planning and Building.

8. Submittal of two resolutions approving new land conservation contracts (Clerk's File) pursuant to the California Land Conservation Act of 1965. District 5.
9. Request to approve a proposed contract (Clerk's File) with Pacific Municipal Consultants in the amount of \$527,699 for a California Energy Commission funded renewable energy streamlining project and authorize a budget adjustment in the amount of \$527,699. All Districts.

**Mr. Eric Greening and Mr. Tom Dawson:** speak.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Public Works Items:**

10. Request to approve Amendment No. 1 to the agreement for engineering consulting services with Quincy Engineering for River Grove Drive over Estrella River Bridge Replacement, Whitley Gardens, increasing the contract amount by \$86,910. District 1.
11. Submittal of bid opening report for See Canyon Road Slope Repair, Avila Beach, to award the subject contract to Souza Construction, Inc., the lowest responsible bidder, in the amount of \$236,764.75. District 3.
12. Submittal of bid opening report for Asphalt Overlay 2013, Ramada Drive and El Pomar Drive, east of Templeton and southeast of Paso Robles, to award the subject contract to Papich Construction Co., Inc., the lowest responsible bidder, in the amount of \$1,514,284. District 1 and 5.

**Consent Agenda Public Works - Board Sitting as Flood Control District:**

13. Request to approve committee appointments for Anthony Kalvans, member, and David Bentz, alternate member, as representatives of the San Miguel Community Services District to the Paso Robles Groundwater Basin Blue Ribbon Committee. Districts 1 and 5.

**Public Comment Period:**

14. This is the time set for members of the public wishing to address the Board on matters other than scheduled items.

**Acting Chairperson Gibson:** opens the floor to public comment.

**Mr. Eric Greening, Ms. Daniella Sapriel, Mr. Mike Brown – COLAB, Ms. Elsa Dawson, and Mr. Tom Dawson:** comment on the Paso Robles Groundwater Basin.

**Ms. Julie Tacker (handout), Ms. Linde Owen, Dr. C. Hite (Public Records Request), Mr. Ben DiFatta:** address various comments and concerns with the Los Osos Wastewater Project (LOWWP).

**Mr. John Waddell – Public Works:** responds to public comment regarding the LOWWP. **No action taken.**

**Hearings:**

15. Hearing to consider protests regarding the proposed assessments for the Tract 1747 Streetlight Assessment District. District 4.

**Mr. John Diodati – Public Works:** states the ballots will be opened in the Clerk's office on Wednesday, August 14, 2013 at 9:00 a.m., and amends Recommendation 4 by replacing August 27, 2013 with September 10, 2013.

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**The Board held a public hearing of protests, in accordance with California Government Code Section 53753, regarding the proposed Tract 1747 Streetlight Assessment District; opened a Public Testimony period to allow any interested person to present oral or written testimony and to allow the ballots to be submitted, changed or withdrawn; closed the Public Testimony period regarding the proposed Tract 1747 Streetlight Assessment District; and closed the Public Hearing and directs the Clerk of the Board to collect and tabulate**

**the ballots and report the results of the ballot tabulation at the regularly scheduled Board of Supervisors meeting on September 10, 2013.**

**Motion by:** Frank R. Mecham  
**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Board Business:**

**16.** Report on the activities of the Homeless Services Oversight Council (HSOC).

**Acting Chairperson Gibson:** opens the floor to public comment.

**Dr. C. Hite, Mr. Eric Greening, Ms. Linde Owen, and Mr. Richard Margetson:** speak.

**Board members:** direct staff to: look closely at where funds are being spent; ways to ensure less bureaucracy, both federally and locally; and focus more on direct programs.

**Mr. Buckshi:** addresses his concerns about the huge challenges with the 100,000 homes campaign.

**Acting Chairperson Gibson:** receives and files the report on current activities of the Homeless Services Oversight Council.

**17.** Submittal of a resolution to amend the Position Allocation List for Fund Center 180- Social Services Administration, to add 24.0 FTEs in various classifications to support implementation of the Patient Protection and Affordable Care Act, and request to authorize a corresponding budget adjustment in the amount of \$2,205,774.

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**Dr. C. Hite:** speaks.

**RESOLUTION NO. 2013-206, resolution amending the position allocation list resolution for Fiscal Year 2013-14, adopted; and the Board authorizes a budget adjustment to add \$2,205,774 of Medi-Cal funding to Fund Center 180 – Department of Social Services Fiscal Year 2013-2014 Adopted Budget (4/5ths vote of Board required).**

**Motion by:** Adam Hill  
**Second by:** Debbie Arnold

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**21.** The Board re-opens public comment.

**Acting Chairperson Gibson:** re-opens the floor to public comment.

**Mr. Richard Margetson:** (Handouts) addresses various comments and concerns regarding the Los Osos Wastewater Project. **No action taken**

**Closed Session Items:**

**18.** I. Conference with Legal Counsel-Anticipated Litigation (Government Code, section 54956.9.) 1.

Significant exposure to litigation (Government Code, section 54956.9(b).) No. of cases 2. Facts and circumstances not known to potential plaintiff which indicate significant exposure to litigation. 2. Initiation of litigation (Government Code, section 54956.9(c).) No. of cases 2.

II. PERSONNEL (Gov. Code, § 54957.) It is the intention of the Board to meet in closed session to: 3. Consider Public Employee Appointment for the Position of Director of Building/Planning.

III. CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code § 54957.6.) It is the intention of the Board to meet in closed session to have a conference with its Labor Negotiator Tami Douglas-Schatz concerning the following: Name of employee organizations are: 4. SLOCEA-Public Services, Supervisors, Clerical; 5. Sheriffs’ Management; 6. SLOCPPOA; 7. Deputy Sheriff’s Association; 8. DAIA; 9. SLOCPMPOA; 10. DCCA; 11. SLOGAU.

**Ms. Rita Neal - County Counsel:** states Closed Session is cancelled.

**Acting Chairperson Gibson:** opens the floor to public comment.

**Mr. Richard Margetson:** speaks. **No action taken.**

**19.** Request to discuss and appoint one of three applicants to the Airport Land Use Commission: Larry Cooper, Adam Verdin, or Tim Williams.

**Ms. Rita Neal - County Counsel:** explains the Board's role to make appointments to this Commission; states Mr. Verdin and Mr. Williams have both withdrawn their applications.

**Mr. Larry Cooper:** outlines his qualifications.

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**The Board appoints Mr. Larry Cooper to fill the vacancy on the Airport Land Use Commission to a term which expires on May 1, 2017.**

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**20.** Request to receive and file the project update, adopt contract documents (Clerk’s File), approve the incorporation of specifications for materials, products and control systems and authorize processes for public bidding for construction services for the Women’s Jail Expansion project located at 1585 Kansas Avenue, San Luis Obispo, CA. Set bid opening date for Thursday September 26, 2013.

(This item was amended by the Addendum as follows: Recommendation #2 to read: “Adopt contract documents for the Women’s Jail Expansion Project”, this amended recommendation eliminates language authorizing the Clerk to advertise the bids for construction services as language instructing the Clerk to provide notice to bidders is already contained in Recommendation #5.)

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**The Board receives and files the project update; adopts the Contract Documents (Clerk’s File); makes the findings that particular materials, products and control systems that are components of the proposed construction of the Women’s Jail Expansion are to be designated by specific brand names or trade names to match other materials, products and control systems in use in other facilities within the County, as authorized by the Public Contract Code, Section 3400(c)(2); directs staff to set forth the brand name findings in the Invitation to Bidders, and incorporate the requirements for the particular material, products and control systems into the bid documents; instruct the County Clerk to give Notice to Bidders, call for sealed**

**bids no later than 3:00 PM on September 26, 2013; and authorizes the General Services Agency Director to adjust the bid date if necessary and consistent with the noticing requirements as set forth in Public Contract Code, Section 22037.**

**Motion by:** Frank R. Mecham

**Second by:** Debbie Arnold

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

On motion duly made and unanimously carried, the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, does now adjourn.

I, **JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors of the County of San Luis Obispo, and ex-officio clerk of the governing body of all other special assessment and taxing districts for which said Board so acts, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held Tuesday, August 13, 2013, by the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts.

**JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors

By: /s/ Catrina M. Christensen, Deputy Clerk-Recorder

**DATED:** August 22, 2013



## RTA BOARD AGENDA

Wednesday, July 10, 2013  
BOARD OF SUPERVISORS' CHAMBER  
COUNTY GOVERNMENT CENTER  
1055 Monterey Street, San Luis Obispo, California 93401  
RTA starts at 8:30 am

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

**President: Frank Mecham**

**Vice President: Shelly Higginbotham**

Board Members:

Frank Mecham (First District – SLO County)  
Bruce Gibson (Second District – SLO County)  
Adam Hill (Third District – SLO County)  
Paul Teixeira (Fourth District – SLO County)  
Debbie Arnold (Fifth District – SLO County)  
Tony Ferrara (Arroyo Grande)

Tom O'Malley (Atascadero)  
Debbie Peterson (Grover Beach)  
Jamie Irons (Morro Bay)  
Fred Strong (Paso Robles)  
Shelly Higginbotham (Pismo Beach)  
Jan Howell Marx (San Luis Obispo)

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 by contacting the SLORTA offices at 781-4472. Please note that 48 hours advance notice will be necessary to honor a request.

### 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 San Luis Obispo Regional Transit Authority (RTA) Board on any items not on the agenda and within the jurisdiction of the Board. Comments are limited to three minutes per speaker. The Board 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.

### A. INFORMATION AGENDA

- A-1 Executive Director's Report (Receive)
- A-2 Strategic Business Plan Performance Measures Report (Receive)

### B. ACTION AGENDA

- B-1 Reimbursement for South County Area Transit Use of RTA Vehicles (Approve)
- B-2 Unlimited Access on RTA Fixed Route Services for RTAC Members (Approve)

B-3 Delayed Implementation of the ACA Employer Mandate until 2015 (Approve)

**C. CONSENT AGENDA:** (Roll Call Vote) the following items are considered routine and non-controversial by staff and will be approved by one motion if no member of the RTA or public wishes an 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 RTA Board members, without the removal of the item from the Consent Agenda. Staff recommendations for each item are noted following the item.

C-1 Procurement of ITS Technologies (Approve)

C-2 RTA Board Meeting Minutes of May 1, 2013 (Approve)

C-3 RTA Executive Committee Minutes of April 17, 2013 (Approve)

C-4 Title VI Plan for August 1, 2013 – July 13, 2016

**D. CLOSED SESSION ITEMS (JOINT SESSION WITH SLOCOG BOARD)**

D-1-1 It is the intention of the Board to meet in closed session concerning the following items:

**CONFERENCE WITH REAL PROPERTY NEGOTIATOR (Gov. Code Sec. 54956.8):**

**Agency Negotiators:** Geoff Straw (RTA), Ronald De Carli (SLOCOG), Peter Rodgers (SLOCOG)

**Under Negotiation/Discussion:** Price and Terms of Payment

**Properties:**

**179 Cross Street, San Luis Obispo, CA** (APN: 053-257-032)  
Negotiating Party: LTC of SLO, Ltd.

**40 Prado Road, San Luis Obispo, CA** (APN: 053-022-014)  
Negotiating Party: Rescal SLO193 LLC

**1114 Higuera Street, San Luis Obispo, CA** (APN: 002-436-009)  
Negotiating Party: Blum Michael L Tre Etal

**1116 Higuera Street, San Luis Obispo, CA** (APN: 002-436-005 & 002-436-008)  
Negotiating Party: Clinton Stanford Jr.

**1041 Mill Street, San Luis Obispo, CA** (APN: 002-323-023)  
Negotiating Party: SLO Council of Governments

**E. BOARD MEMBER COMMENTS**

**ADJOURNMENT**

Next RTA meeting: September 4, 2013



**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**July 10, 2013**

**STAFF REPORT**

**AGENDA ITEM:** A-1

**TOPIC:** Executive Director's Report

**PRESENTED BY:** Geoff Straw

**STAFF RECOMMENDATION:** Information

**BACKGROUND/DISCUSSION:**

**Operations:**

RTA took delivery of its first new Gillig low-floor bus on May 17<sup>th</sup>. This "pilot bus" is the first of seven for RTA and three for South County Transit (SCT), and it has been tested extensively to ensure it meets the performance standards that staff included as part of the procurement documents. Following a rigorous vehicle inspection process and a focused training program for all RTA and SCT Bus Operators, bus number 1301 entered revenue service on June 6, 2013. We eagerly await delivery of the remaining nine buses in early August.

RTA began a new Bus Operator training class of seven candidates on May 28, 2013. Based on our standard six-week training period, it is expected these new Bus Operators will be ready for revenue service during the first week of July. We conducted a "shake-up" on May 11<sup>th</sup>, which is a twice-yearly event where the Bus Operators choose their driving shifts according to seniority. The shake-ups correspond with planned service changes (i.e., elimination of Route 14 during the summer and the corresponding implementation of the summer Cambria Trolley), and the next shake-up is scheduled for August. The final issue related to safety/training is that RTA provided CHP-required 8-hour Verification of Transit Training classes for Commercial Drivers Licensed employees in April, May and June.

The CHP conducted its TDA-mandated annual terminal inspection of RTA and SCT buses and facilities, as well as driver records, from June 3<sup>rd</sup> through June 5<sup>th</sup>. No deficiencies were noted during the on-site review, and we received the final report at the end of June. Congratulations to our staff for working so hard to ensure another successful inspection.

**Maintenance:**

Unfortunately, the engine in RTA bus number 155 failed in May. Although this bus has traveled almost 900,000 miles since we bought it in 1999 (FTA standards for replacement eligibility are 12 years or 500,000 miles, whichever comes first), staff is currently swapping the engine from bus number 157 – which was destroyed in a non-

preventable crash in April 2012 – to get it back on the road. This is the first time this type of work is being completed in-house, and it should be ready for service by the end of July. However, the temporary loss of that bus put a lot of pressure on the maintenance and operations staff over the past few weeks, given that RTA has a very slim spare ratio with the previous loss of RTA bus number 148 and SCT's need for one or more buses on a continual basis. Fortunately, the arrival of the new Gillig low-floor bus, as well as the dedicated efforts of our operations and maintenance staff, has ensured that RTA continues to provide 100% service delivery during this challenging period.

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

RTA staff continues to participate with stakeholders and the consultants engaged in the following planning efforts:

- North County Transit Plan – The Cities of Atascadero and Paso Robles have endorsed the Term Sheet, and we are currently updating the cost models with more recent information. We plan to develop an operating agreement (similar to the RTA/County agreement) in the coming weeks and to bring it to the RTA Board in September (or possibly November).
- North Coast Surveys Study – This study is surveying passengers on Morro Bay transit and RTA Routes 12, 14 and 15. The spring on-board surveys were conducted the week of April 22<sup>nd</sup>, and the consultant team is planning the Morro Bay Trolley summer surveys in early July.

RTA is working with SLOCOG to help plan the July 11th SLOCOG Social Services Transportation Summit at the Madonna Inn. The intent of the summit is to help area specialized transportation providers coordinate with the agencies that serve persons that typically use Runabout, Ride-On and other demand response services. A key goal from RTA's perspective is to help area agency staff members understand the relatively high per-passenger cost of providing Runabout services and to assist in finding the lowest-cost yet responsive services that can meet their clients' transportation needs.

RTA recently hired Outreach Assistant interns that have been visiting businesses throughout the county to share information about RTA and SCT services. These interns also helped Rideshare with Bike Month Promotion, and worked at some of the transportation-related outreach events in the region to promote summer transit services. Some of these interns will also be conducting focused passenger surveys, including on the Summer Avila Trolley in July to start benchmarking service performance and customer satisfaction, as well as trip origin/destination and trip purpose. Staff is actively promoting the Youth Ride Free Program with radio trade ads on El Dorado and ESPN stations. Press Releases have been widely picked up throughout the county, in the Tribune, the Cambrian and Paso Press, as well as good coverage in the Tolosa Press papers. Finally, staff continues to sell advertising space on RTA and SCT buses.

RTA worked with Cambria area officials to finalize plans for summer Cambria Trolley services, which began on May 25<sup>th</sup> and will operate through Labor Day. New and improved Cambria Trolley marketing materials were developed and distributed, and staff continues to work with area officials and area media outlets to promote the service.

RTA Intern (and Cal Poly graduate student) Alex Fuchs completed a Professional Project (akin to a Master's Thesis) on RTA services that included a general public survey. The goal of the survey was to ask non-riders to try to identify new services that would have the greatest potential of increasing ridership among commuters, particularly focusing on North County commuters from Paso Robles, Templeton and Santa Margarita where extra service could be added as part of the North County Consolidation Plan.

A total of 614 surveys were received. Survey participants included:

- 77 Cal Poly employees
- 14 Rideshare email newsletter recipients
- The balance of over 500 San Luis Obispo City and County employees – sent from an email from the HR department of each.

RTA wishes to thank our partners for their help in administering the email surveys to employees and the high rate of participation that we received, especially from County employees. Results showed that a high percentage of downtown workers that live in the North County would be more likely to ride new express service with faster travel times to travel to and from downtown SLO. This could be achieved with: fewer bus stops; possibly an express bus between Paso Robles and downtown SLO; and with a Paso Robles, Templeton and Atascadero Transit Center trip that would go straight downtown, and then make connections for Cal Poly riders.

Staff is still awaiting word from Caltrans whether or not our FTA Section 5304 planning grant application to conduct a joint Short Range Transit Plan study effort with SLO Transit will be funded. As noted earlier, this joint effort would permit us to better coordinate our service and capital plans, while also studying some of the impediments of travel between our two agencies' routes.

Staff is currently conducting a comprehensive assessment of each RTA and SCT fixed route bus stop. We have modified a survey instrument developed by CalTIP (our liability insurance provider), using input from County and RTA staff, to quantify on-site and adjacent amenities and to prioritize opportunities for improvements within the public right of way. We expect to complete the surveys and begin circulating a draft report by the end of July; we will provide a summary at the September 4<sup>th</sup> RTA Board meeting.

The STA-funded Summer Beach service was officially launched on June 7, and the early ridership results are as depicted in the table below for the first ten days of service.

<b>Summer Beach Shuttle Performance Indicators</b>			
<b>Metric</b>	<b>Actual</b>	<b>Goal</b>	<b>% Goal</b>
Total Ridership	283	3,450	8.2%
Revenue Hours/Day	7.74	N/A	N/A
Average Daily Ridership	28.3	60	47.2%
Overall Productivity	3.7	9.5	38.9%
Total Fare Revenues	\$94.47	\$2,588.00	3.7%
Avg. Cash Fare/Passenger	\$0.33	\$0.75	44.0%
# Days/Season	57	N/A	N/A
# Days Operated So Far	10	57	17.5%
Farebox Recovery Ratio		6%	0.0%
Percent non-youth	21.2%	30%	70.7%

As shown, we are not yet meeting the goals established for the service, although it is still in its infancy. We will continue to monitor the service closely and to work with local officials in the North County and in the Morro Bay / Cayucos area to determine ways to attract more riders.

Staff continues to work with area press to promote this new/experimental service, which will operate through August 24<sup>th</sup>.

**Finance and Administration:**

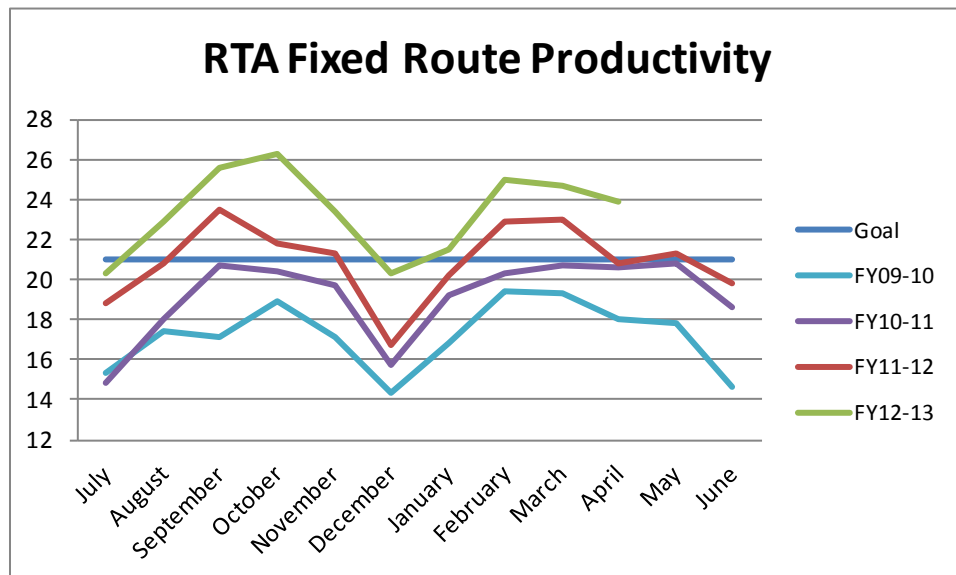
Preliminary year-to-date April 2013 financials are included in the attached report. As depicted, overall non-capital expenses totaled 76.9% of the annual budget, yet we completed 83.3% of the year. Staff continues to closely monitor vehicle maintenance and fuel expenses, which together comprise almost one-third of the annual Service Delivery budget (\$1,921,239 of \$6,053,335). Vehicle maintenance and fuel costs booked through April currently represent 81.1% of the budgeted amount. As noted in previous discussions, SCT's use of RTA buses has not been correctly accounted in the current year RTA or SCT budget; a recommended method to resolve this issue will be discussed as Item B-2. If your Board accepts staff's recommendation to transfer \$67,466.20 in maintenance-related costs to SCT, the year to date percentage changes from 81.1% to 77.6%. Staff also continues to closely monitor costs related to the operation of Runabout service. Runabout has accumulated \$2,095,958 in year-to-date operating expenses through April 2013, equating to 89.1% of the annual Runabout operating budget (\$2,351,598, as depicted on page B-1-26 of the FY12-13 budget).

Fixed route ridership continues to remain strong with 622,097 passenger boardings through April 2013 in comparison to 575,282 in the previous year, representing a year-over-year increase of 8.1%. Runabout ridership also continues to increase. Year-to-date FY12-13 Runabout ridership totaled 30,020, compared to 28,291 during the same period in FY11-12. That equates to a year to date 6.1% increase – which represents a declining increase as depicted in the graph below. We will continue to closely monitor

these ridership trends to determine if changes to our service plan should be considered in future months. See the graphs on the next page for details.

The overall RTA farebox recovery ratio (FRR) of 19.1% continues to exceed the minimum 15.8% “blended” FRR required by SLOCOG under TDA law. The graphs below depict ridership trends by month for Route 9, Route 10, other RTA fixed routes, and Runabout over the past three fiscal years. Similar to the discussion at the May 2013 Board meeting, with the exception of only a few instances, FY12-13 monthly ridership on Routes 9 and 10, as well as on Runabout, is higher year-over-year. However, monthly FY12-13 ridership on the other fixed routes (Routes, 12, 14 and 15) generally mirrors the ridership of FY11-12, but exceeds ridership experienced in FY10-11.

Productivity (number of passenger boardings divided by the number of service hours) remains very strong and typically above the goal of 21 passenger-boardings/hour, as depicted in the graph below.



At your January 12 Board meeting, staff reported on the operations-based performance standards identified in the RTA Strategic Business Plan. Staff will present results on the remaining metrics (see Item A-2), and a summary of those results will be included in future Executive Director reports.

At your May 1 meeting, the RTA Board adopted the Stipend Policy for Board members from the member cities. However, the motion did not include unlimited fixed route access for RTAC members as suggested by staff – despite deliberations that appeared to include support for that notion. As such, staff is bringing that specific issue up for clarification as Item B-2.

On July 2, the US Department of Treasury delayed implementation of the employer mandate from 2014 to 2015. Staff is recommending that RTA continue with our budget

plan to implement medical benefits in FY13-14 for the ten Bus Operators that would otherwise have become eligible by working greater than 30 hours per week. This is included as Item B-3 in the agenda.

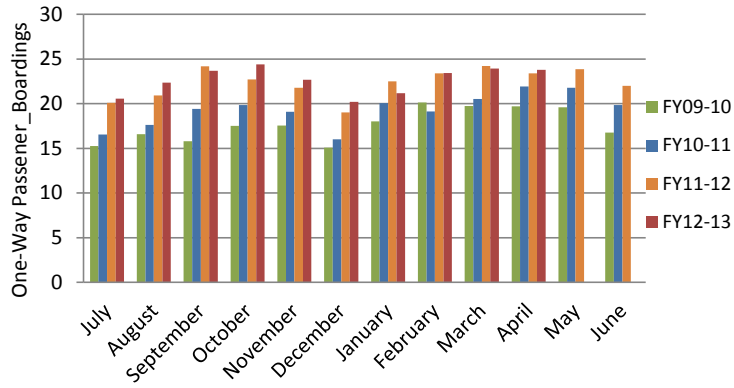
RTA and SCT staff members are working cooperatively to finalize the scope of work for an Intelligent Transportation System program procurement, which is included as Item C-4 in the Agenda packet. As presented in the staff report, this ITS system will use a GPS-based automatic vehicle location program to provide dispatchers/supervisors with real-time information, and will provide vehicle arrival times to passengers. The system will also automatically announce the next bus stop for riders on the bus, which is especially helpful for persons with visual impairments. The system will also automatically record passenger boardings and alightings by location to assist with passenger amenity planning and system capacity needs by route / bus stop. Finally, on-bus surveillance systems are included in the recommended program.

The next RTA Employee of the Quarter barbecue is scheduled for July 19 from 11:30AM until 1:00PM. We will also acknowledge the 4-Year Anniversary of RTA's assuming in-house operations and vehicle maintenance, which officially began on August 1, 2009. We hope that all RTA Board members can join us – the Bus Operators really enjoy the chance to meet the RTA decision-makers in an informal setting.

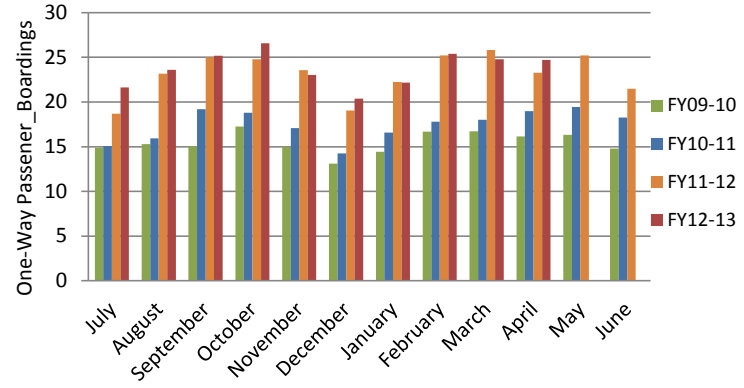
### **RTA Facility Planning**

Staff has working with a local real estate appraiser to develop a commercial appraisal of our operations/maintenance facility at 179 Cross Street. This will be discussed under Item D-1 during a joint RTA/SLOCOG Board meeting in Closed Session.

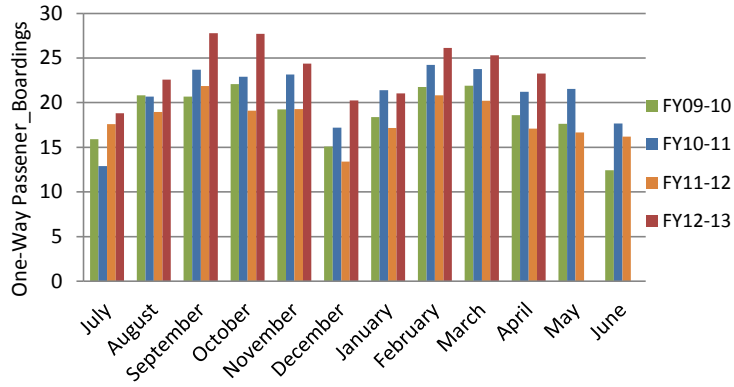
**RTA Route 9 Productivity By Month**



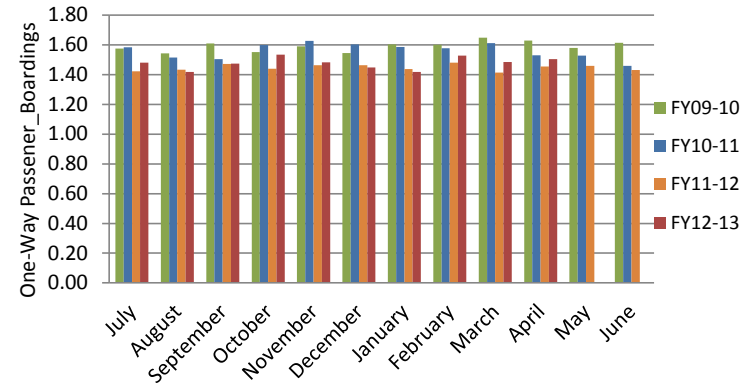
**RTA Route 10 Productivity By Month**



**RTA Other Fixed Rts Productivity/Mo.**



**RTA Runabout Productivity by Mo.**



		Adopted Budget FY 2012-13	March Actual	April Budget	April Actual	April Variance	Year to Date FY 2012-13	Percent of Total Budget FY 2012-13
	Hours	61,187	4,977	5,099	5,093	6	48,153	78.70%
	Miles	1,554,777	132,890	129,565	134,793	(5,228)	1,274,906	82.00%
<b>Administration:</b>								
Labor	operations cost	736,692	51,287	61,391	50,908	10,483	529,866	71.93%
Labor - Administration Workers Comp	operations cost	33,081	2,423	2,757	2,423	334	24,989	75.54%
Office Space Rental	operations cost	401,278	30,074	33,440	30,074	3,366	342,419	85.33%
Property Insurance	operations cost	13,000	-	-	-	-	15,255	117.35%
Professional Technical Services	operations cost	127,520	-	11,477	1,491	9,986	28,717	22.52%
Professional Development	operations cost	10,000	(425)	1,000	2,032	(1,032)	7,745	77.45%
Operating Expense	operations cost	190,685	17,517	15,890	16,601	(711)	143,149	75.07%
Marketing and Reproduction	hourly	80,000	3,272	6,667	5,780	886	62,373	77.97%
County Management Contract	operations cost	(175,000)	(14,583)	(14,583)	(14,583)	-	(145,833)	83.33%
SCAT Management Contract	operations cost	(77,500)	(6,458)	(6,458)	(6,458)	-	(64,583)	83.33%
<b>Total Administration</b>		<b>1,339,756</b>	<b>83,105</b>	<b>111,580</b>	<b>88,266</b>	<b>23,314</b>	<b>944,095</b>	<b>70.47%</b>
<b>Service Delivery:</b>								
Labor - Operations	hourly	2,606,717	196,429	217,226	194,440	22,787	2,026,171	77.73%
Labor - Operations Workers Comp	hourly	185,537	13,589	15,461	13,589	1,872	140,239	75.59%
Labor - Maintenance	hourly	654,862	50,559	54,572	52,099	2,473	537,304	82.05%
Labor - Maintenance Workers Comp	hourly	58,336	4,273	4,861	4,273	589	44,067	75.54%
Fuel	miles	1,434,884	113,555	119,574	111,778	7,796	1,097,054	76.46%
Insurance	miles	276,335	22,772	23,028	22,750	278	227,641	82.38%
Special Transportation (includes Senior Vans, Lucky Bucks, etc)	n/a	79,925	6,304	6,660	6,090	570	63,840	79.88%
Avila Trolley	n/a	66,100	1,140	5,508	4,062	1,446	25,358	38.36%
Senior Shuttle	n/a	80,000	5,081	6,667	5,081	1,586	61,505	76.88%
Maintenance (parts, supplies, materials)	miles	486,355	59,855	40,530	48,844	(8,314)	461,392	94.87%
Maintenance Contract Costs	miles	124,283	5,992	10,357	7,627	2,730	105,666	85.02%
<b>Total Operations</b>		<b>6,053,335</b>	<b>479,550</b>	<b>504,445</b>	<b>470,633</b>	<b>33,812</b>	<b>4,790,237</b>	<b>79.13%</b>
<b>Capital/Studies:</b>								
<b>Computer System Maintenance/Upgrades</b>	hourly	6,678	-	-	-	-	-	0.00%
Miscellaneous Capital								
Automatic Ticket Machine	hourly	69,000	-	-	-	-	-	0.00%
Transmission Jack	hourly	7,480	-	-	-	-	-	0.00%
Wheel Alignment Tool	hourly	1,430	-	-	-	-	-	0.00%
Opacity Tester	hourly	6,820	-	-	-	-	-	0.00%
Coolant Flush Machine	hourly	4,290	-	-	-	-	-	0.00%
Camera System	hourly	61,787	-	-	-	-	-	0.00%
Bus Rehabilitation	hourly	100,000	-	-	-	-	24,824	24.82%
Bus Procurement Reserve	hourly	29,894	-	-	-	-	-	0.00%
Vehicles								
Seven 40' Coaches	hourly	3,326,000	-	-	-	-	-	0.00%
One Dial A Ride Vehicle	hourly	95,000	-	-	2,503	(2,503)	88,255	92.90%
Five Low Floor Runabout Vans	hourly	224,510	2,500	-	7,510	(7,510)	140,049	62.38%
<b>Total Capital Outlay</b>		<b>3,932,889</b>	<b>2,500</b>	<b>-</b>	<b>10,013</b>	<b>(10,013)</b>	<b>253,128</b>	<b>6.44%</b>
<b>Contingency</b>	hourly	100,000	-	8,333	-	8,333	-	0.00%
<b>Interest Expense</b>	operations cost	168,585	14,099	14,049	13,644	405	141,522	83.95%
<b>Loan Paydown</b>		308,262	-	-	-	-	154,131	50.00%
<b>Management Contracts</b>		252,500	21,042	21,042	21,042	-	210,417	83.33%
<b>TOTAL FUNDING USES</b>		<b>12,155,327</b>	<b>600,295</b>	<b>659,448</b>	<b>603,598</b>	<b>55,851</b>	<b>6,493,531</b>	<b>53.42%</b>
<b>TOTAL NON-CAPITAL EXPENDITURES</b>		<b>7,914,176</b>	<b>597,795</b>	<b>659,448</b>	<b>593,585</b>	<b>65,864</b>	<b>6,086,271</b>	<b>76.90%</b>



**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY  
YEAR TO DATE THRU APRIL 30, 2013 - WEEKDAYS ONLY  
CURRENT FISCAL YEAR - 2012/2013**

	RT 9 P.R., TEMP., ATAS., S.M., CAL POLY, S.L.O.	RT 10 S.M., NIPOMO, A.G., S.L.O.	RT 11 LOS OSOS, MORRO BAY	RT 12 MORRO BAY, CUESTA, SAN LUIS	RT 14 CUESTA, SAN LUIS TRIPPER	RT 15 SAN SIM., CAMBRIA, CAYUCOS, M.B.	RT 83 FORT HUNTER LIGGETT	TOTAL WEEKDAY
<b>REVENUES:</b>								
FARES	262,252	286,921	626	217,760	23,236	26,429	82,540	899,765
<b>TOTAL ROUTE REVENUES</b>	<b>262,252</b>	<b>286,921</b>	<b>626</b>	<b>217,760</b>	<b>23,236</b>	<b>26,429</b>	<b>82,540</b>	<b>899,765</b>
<b>EXPENDITURES:</b>								
ADMINISTRATION	177,357	178,605	1,434	117,267	10,460	42,227	19,429	546,778
MARKETING	18,464	18,594	116	12,208	1,128	4,395	0	54,904
OPERATIONS/CONTINGENCY	524,603	535,718	4,203	341,369	31,505	128,233	64,607	1,630,239
FUEL	230,888	248,982	1,710	140,508	15,620	62,446	41,104	741,258
INSURANCE	41,646	44,909	334	25,346	2,762	11,267	7,417	133,682
<b>TOTAL EXPENDITURES</b>	<b>992,959</b>	<b>1,026,808</b>	<b>7,797</b>	<b>636,698</b>	<b>61,475</b>	<b>248,568</b>	<b>132,557</b>	<b>3,106,861</b>
<b>FAREBOX RATIO</b>	<b>26.41%</b>	<b>27.94%</b>	<b>8.03%</b>	<b>34.20%</b>	<b>37.80%</b>	<b>10.63%</b>	<b>62.27%</b>	<b>28.96%</b>
<b>RIDERSHIP</b>	<b>181,646</b>	<b>190,126</b>	<b>238</b>	<b>157,653</b>	<b>20,463</b>	<b>16,472</b>	<b>7,180</b>	<b>573,778</b>
<b>SERVICE MILES</b>	<b>239,347.70</b>	<b>258,109.30</b>	<b>1,999.20</b>	<b>145,647.50</b>	<b>15,858.20</b>	<b>64,720.30</b>	<b>42,642.00</b>	<b>768,324.20</b>
<b>SERVICE HOURS</b>	<b>7,820.00</b>	<b>7,875.37</b>	<b>66.98</b>	<b>5,169.73</b>	<b>462.20</b>	<b>1,860.92</b>	<b>856.98</b>	<b>24,112.18</b>
<b>RIDERS PER MILE</b>	<b>0.76</b>	<b>0.74</b>	<b>0.12</b>	<b>1.08</b>	<b>1.29</b>	<b>0.25</b>	<b>0.17</b>	<b>0.75</b>
<b>RIDERS PER HOUR</b>	<b>23.23</b>	<b>24.14</b>	<b>3.55</b>	<b>30.50</b>	<b>44.27</b>	<b>8.85</b>	<b>8.38</b>	<b>23.80</b>
<b>COST PER PASSENGER</b>	<b>5.47</b>	<b>5.40</b>	<b>32.76</b>	<b>4.04</b>	<b>3.00</b>	<b>15.09</b>	<b>18.46</b>	<b>5.41</b>
<b>SUBSIDY PER PASSENGER</b>	<b>4.02</b>	<b>3.89</b>	<b>30.13</b>	<b>2.66</b>	<b>1.87</b>	<b>13.49</b>	<b>6.97</b>	<b>3.85</b>

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY  
YEAR TO DATE THRU APRIL 30, 2013  
CURRENT FISCAL YEAR - 2012/2013**

	RT 9 SAT P.R., TEMP., ATAS., S.M., CAL POLY, S.L.O.	RT 9 SUN P.R., TEMP., ATAS., S.M., CAL POLY, S.L.O.	RT 10 SAT S.M., NIPOMO, A.G., S.L.O.	RT 10 SUN S.M., NIPOMO, A.G., S.L.O.	RT 12 SAT MORRO BAY, CUESTA, SAN LUIS	RT 12 SUN MORRO BAY, CUESTA, SAN LUIS	RT 15 SAT SAN SIM., MORRO BAY, SAN LUIS	RT 15 SUN SAN SIM., MORRO BAY, SAN LUIS	TOTAL WEEKEND	TOTAL FIXED ROUTE	RUNABOUT	SYSTEM TOTAL
<b>REVENUES:</b>												
FARES	16,459	9,550	19,466	10,906	12,329	8,809	3,769	2,489	83,776	983,541	85,171	1,068,712
<b>TOTAL ROUTE REVENUES</b>	16,459	9,550	19,466	10,906	12,329	8,809	3,769	2,489	83,776	983,541	85,171	1,068,712
<b>EXPENDITURES:</b>												
ADMINISTRATION	12,295	8,112	11,493	7,061	8,392	8,062	8,412	5,158	68,985	615,763	476,376	1,092,139
MARKETING	1,281	826	1,198	719	875	821	877	525	7,120	62,024	0	62,024
OPERATIONS/CONTINGENCY	36,232	24,029	34,341	21,095	24,213	23,343	25,528	15,644	204,426	1,834,665	1,309,043	3,143,708
FUEL	15,883	10,730	15,912	9,020	9,673	9,461	12,533	7,640	90,851	832,109	238,786	1,070,895
INSURANCE	2,860	1,937	2,865	2,482	1,742	1,708	2,257	1,379	17,230	150,912	71,753	222,665
<b>TOTAL EXPENDITURES</b>	68,552	45,634	65,809	40,376	44,895	43,394	49,606	30,347	388,612	3,495,473	2,095,958	5,591,431
<b>FAREBOX RATIO</b>	24.01%	20.93%	29.58%	27.01%	27.46%	20.30%	7.60%	8.20%	21.56%	28.14%	4.06%	19.11%
<b>RIDERSHIP</b>	9,969	5,746	10,796	5,790	7,126	5,338	2,107	1,447	48,319	622,097	31,020	653,117
<b>SERVICE MILES</b>	16,309.90	11,048.40	16,340.00	10,032.00	9,933.00	9,741.60	12,869.40	7,867.20	94,141.50	862,465.70	412,440.00	1,274,905.70
<b>SERVICE HOURS</b>	540.51	356.40	505.25	310.20	368.94	354.20	369.80	226.60	3,031.90	27,144.08	21,008.94	48,153.02
<b>RIDERS PER MILE</b>	0.61	0.52	0.66	0.58	0.72	0.55	0.16	0.18	0.51	0.72	0.08	0.51
<b>RIDERS PER HOUR</b>	18.44	16.12	21.37	18.67	19.31	15.07	5.70	6.39	15.94	22.92	1.48	13.56
<b>COST PER PASSENGER</b>	6.88	7.94	6.10	6.97	6.30	8.13	23.54	20.97	8.04	5.62	67.57	8.56
<b>SUBSIDY PER PASSENGER</b>	5.23	6.28	4.29	5.09	4.57	6.48	21.75	19.25	6.31	4.04	64.82	6.92

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**  
**July 10, 2013**  
**STAFF REPORT**

**AGENDA ITEM:** A-2

**TOPIC:** RTA Operations Performance Report

**PRESENTED BY:** Tania Arnold, CFO and Director of Administration

**STAFF RECOMMENDATION:** Information

**BACKGROUND/DISCUSSION:**

At the January 2013 RTA Board meeting, staff provided a presentation on the five Service Quality and Efficiency performance standards as detailed under the 2012-2014 RTA Strategic Business Plan adopted in October 2011. Four of the Service Quality and Efficiency performance standards are objective and easily measurable/reportable on a quarterly basis, while the remaining standard is subjective and will be reported annually. Staff is now presenting the remaining five sections of the Strategic Business Plan, as follows:

1. Revenue and Resources (three objective and one subjective standards)
2. Safety (five objective standards)
3. Human Resources (two objective and two subjective standards)
4. Fleet and Facility (four objective and one subjective standards)
5. Leadership (all subjective standards)

The narrative below will primarily address the objective standards, with a cursory discussion on the subjective elements.

Significant findings from this review are as follows:

1. Most performance standards have been met or exceeded.
2. Our risk management results are mixed. The number of preventable vehicle-related collisions varies, with year to date FY12-13 results exceeding the adopted standard. Overall Worker's Compensation claims exceed the standard, although lost-time injuries are well below the adopted standard.
3. Due to competing budget and staffing priorities, RTA did not complete a passenger and/or general public survey in the past two years. As such, we were unable to accurately discern if we met standards relating to quality of service perceptions

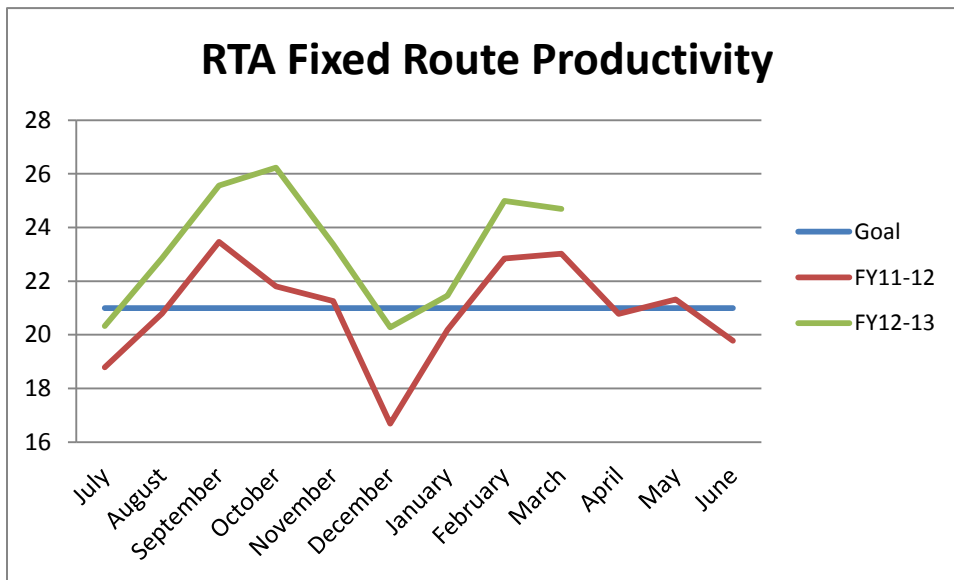
## Regional Transit Authority Standards of Excellence: Service Quality and Efficiency

**Summary:** We will deliver dependable, customer focused and efficient transit services to the communities that we serve. Further, we will look for opportunities to deploy innovative new service within the resources available.

**Standard 1:** Fixed Route passengers per revenue vehicle service hour will be 21 or greater.

*Measurement:* Objective.

RTA achieved an overall FY11-12 productivity of 21, and we have neared or surpassed the standard of 21 passenger boardings per hour during each month of FY12-13.



**Standard 2:** Service delivery rate shall be 99% or greater.

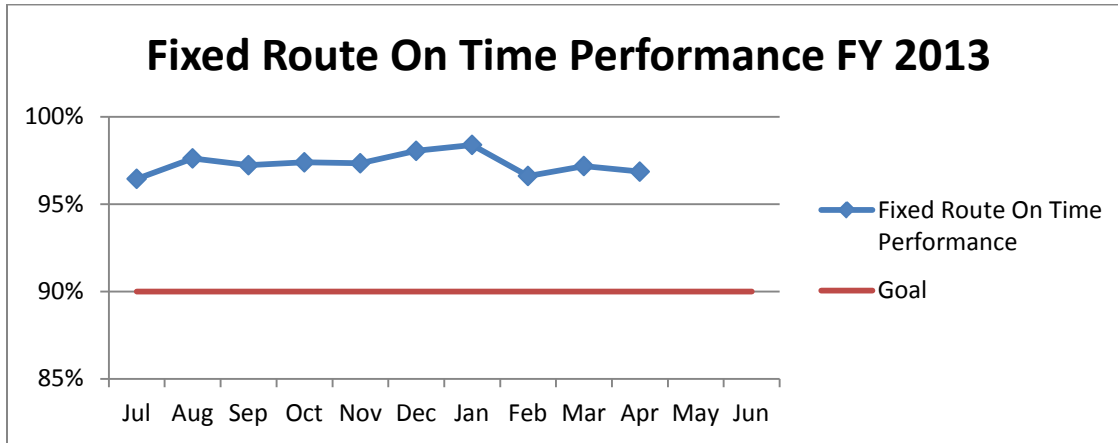
*Measurement:* Objective.

As long as a scheduled fixed route bus trip is delivered ahead of the next scheduled bus trip, then service is considered “delivered” (but that late trip will still be reported under the on-time performance measure discussed below). A typical weekday includes a total of 134 bus trips, while each Saturdays includes 50 trips and each Sunday includes 32. The service delivery goal is 99% or greater. In total, RTA missed one scheduled trip during November and one in December, or a service delivery achievement of 99.97% of 3,040 scheduled trips. It should be noted that only two trips were missed since July 1<sup>st</sup> – representing two trips out of 31,572 scheduled trips, or 0.006 percent of total trips missed.

**Standard 3:** System wide On-time Performance shall be 90% or greater.

*Measurement:* Objective.

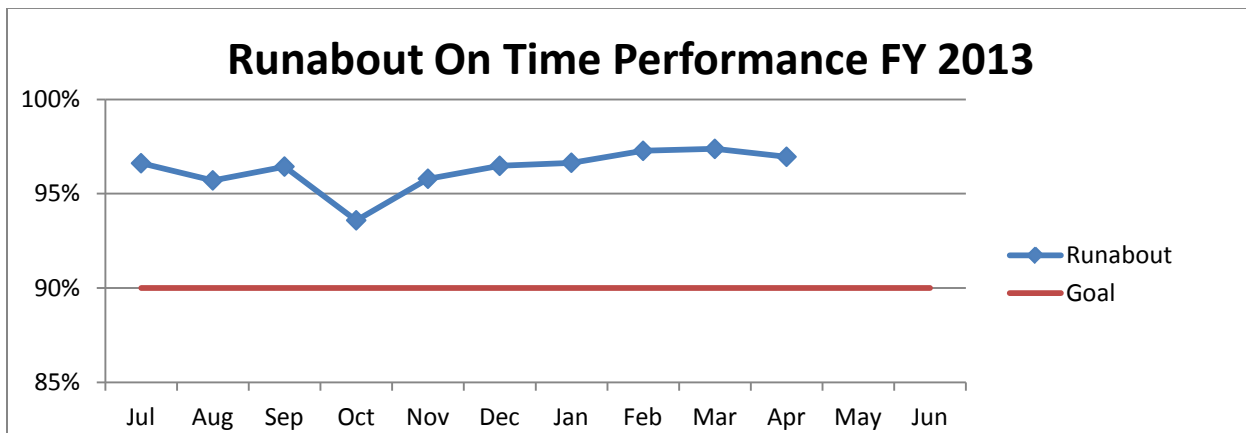
Fixed route service is considered on-time if at no point the bus is six or more minutes late. The goal is 90% or greater<sup>1</sup>. As presented below, RTA has far surpassed the goal during each month of FY12-13.



**Standard 4:** Runabout On-time Performance shall be 90% or greater.

*Measurement:* Objective.

Runabout service is considered on-time if the bus arrives within 30 minutes of the appointed pick-up time. The goal is 90% or greater, and Runabout surpassed this goal in each month of FY12-13. Staff will continue to monitor Runabout’s on-time performance to ensure this trend continues.



**Standard 5:** RTA will make consistent efforts to explore new service and service delivery options as well as work with regional efficiencies in the delivery of transportation to the jurisdictions

*Measurement:* Subjective.

RTA will make consistent efforts to explore new service and service delivery options, as well as work to achieve regional efficiencies, in the delivery of public transportation to the JPA jurisdictions. RTA’s achievements in this area will be reported annually, following the end of the fiscal year.

<sup>1</sup> Bus Operators call in late-running trips to the Dispatcher via our two-way radios. RTA’s new buses will use a GPS-based Automated Vehicle Location (AVL) system to more accurately report this statistic, and it is probable that our reported on-time performance will decline as the AVL system is fully-implemented across the entire fleet.

## Regional Transit Authority Standards of Excellence: Revenue and Resources

We will live within our means. While providing excellent service to our customers and communities, we will do so within the financial resources available to us. The financial health of the organization will not be compromised and we will work to deliver good value for the taxpayers' investment in RTA.

**Standard 1:** The annual operating budget will be based upon projected revenue and the total operating cost will not exceed the budget adopted by the Board.

*Measurement:* Objective.

Revenue for the operating budget is collected from various sources, primarily from Federal Transit Assistance, Local Transit Fund, State Transit Assistance, Rural Transit Funds (RTF) and fares. For RTF, we can do a swap of 5311 and give back some transit funds to the local jurisdictions. SLOCOG administers RTF to eligible cities and RTA. Further, RTA applies to Caltrans for FTA 5311 f, which helping connect inner cities.

Tania compares the budget versus actual expenses on a monthly basis which is reported to the Board every other month so we can all make better decisions.

**Standard 2:** Fixed Route Farebox Recovery Ratio shall be greater than 20%.

*Measurement:* Objective.

RTA consistently meets or exceeds this goal and ridership remains high. As the economy continues to improve and gas prices stabilize the goal is to maintain this goal. Should the ridership gains continue, the goal may need to be increased.

**Standard 3:** No significant financial audit findings.

*Measurement:* Objective.

RTA is audited every year and consistently has clean reports or minor adjustments, which are quickly fixed. Improved transparency and continuing to implement procedures that exceed the auditors' expectations.

**Standard 4:** Ensure that all capital procurements provide good value to our customers and our employees.

*Measurement:* Subjective.

We have not yet fully completed this task. Community evaluation surveys aren't done to date, but should be completed in late 2013. The annual capital program by staff and the Board are done through annual budget process and regular updates if things change as compared to budget projections.

## Regional Transit Authority Standards of Excellence: Safety

We recognize the tremendous importance of safety in the operation of RTA service to our customers and communities. Therefore the safety of our customers and employees will be an organizational priority and we will be proactive in promoting system safety.

**Standard 1:** Rate of preventable accidents will not exceed 2.0 per 100,000 miles.

*Measurement:* Objective.

**Fiscal Year 2012 Result: 1 per 134, 773 service miles**

**Fiscal Year 2013 Result: 1 per 94,789 service miles (through 4/30/2013)**

RTA achieved its goal by significant margins in 2012 and is on pace to meet its goal for 2013. Fixed object accidents have gone up significantly as an overall percentage of preventable accidents compared to previous years. The training department will address this trend in future training sessions. As is customary in the transit business, the majority of accidents are caused by drivers who have been employed less than one year.

**Standard 2:** Address all safety hazards identified by the Health and Safety Survey conducted in June 2011 and identified by the Safety Resource Committee.

*Measurement:* Objective.

All operations and maintenance items have been addressed and action either taken or in progress.

**Standard 3:** Workers compensation claims will not exceed 12 annually.

*Measurement:* Objective.

**Fiscal Year 2011 Result: 10**

**Fiscal Year 2012 Result: 16 (includes 7 medical only)**

**Fiscal Year 2013 Result: 11 (through 4/30/2013; includes 7 medical only)**

2012 was not a good year for workers compensation claims. As of the April 30th of the current fiscal year we may meet our goal. Most importantly to note is workers compensation claim management has become a significant area of focus from both the administrative and safety sides of the issue.

**Standard 4:** Customer and Community perception of system safety will be at least 90%.

*Measurement:* Objective.

Marketing has planned to develop and administer the survey in fall 2013.

**Standard 5:** Total risk management costs shall not exceed 8.5% of total operating costs.

*Measurement:* Objective.

**Fiscal Year 2011 Result: 5.1% of total operating costs**

**Fiscal Year 2012 Result: 7.5% of total operating costs**

**Fiscal Year 2013 Result: 7.4% of total operating costs as of April 2013**

Well under the goal for fiscal years 2011, 2012 and 2013. This includes property, workers compensation, liability, and auto physical damage insurance costs.

### **Regional Transit Authority Standards of Excellence: Human Resources**

Our employees are the foundation of the organization. We will support our employees in achieving excellence through training and development, teamwork, and continuous efforts at effective communication while treating each with integrity and dignity

**Standard 1:** Recruit, promote and retain highly qualified employees to achieve our service standards.

*Measurement:* Subjective.

Based on the positive direction of our organization it should be noted that we have hired and retained in the past two years Operations Manager and a Human Resource Specialist. Promoted in the past two year six Bus Operators to Operation Supervisors, and have retained four as Operation Supervisors and two returned to be Bus Operators. The turnover rates for RTA are as follows:

2010 – 24%

2011 – 33%

2012 – 20%

**Standard 2:** Provide continuous development of organizational skills through ongoing training and development programs that result in personal and professional growth.

*Measurement:* Objective.

- Departments have submitted training needs with budget process.
- Maintenance: 40 Hours per technician annually.
- Operations Supervisors: 24 Hours annually.
- Bus Operators: 8 Hours Annually (does not include bi-annual safety meetings).
- Finance and Administration: 16 Hours per employee annually.

RTA is very fortunate to have an approved training budget over the last two year even through the bad economic time. It should be said that these ongoing training is essential to what staff at RTA does on a daily basis to help both the organization and staff grow.



- Maintenance 40 Hours per technician annually – here are the six technicians training hours over the 2012/2013 fiscal year:
  1. 18 hrs.
  2. 36 hrs.
  3. 22 hrs.
  4. 18 hrs.
  5. 18 hrs.
  6. 22 hrs.

However, with the purchase of new buses in FY2013 maintenance staff will get more than 40 hours of training to learn more on the new technological components of these new buses.

- Operations Supervisors 24 Hours annually – some Supervisors have completed this 24 hours training in the past year. Due to the lean dispatch staff we currently have it was hard to schedule the entire 24 hours of training but, we will work harder in the future to get this accomplished. Most of the dispatch staff did up 6 hours CalTip training this year.
- Bus Operators has a mandatory 8 hours of VTT annually – Completed. However, retraining is taking place every three months and six month of bus operators graduating and put into service.
- Finance and Administration 16 Hours per employee annually – these hours are used by each employee in various ways based on their responsibilities.

**Standard 3:** Enable our employees to achieve excellence in serving our customers by building teamwork and understanding effective communication within the organization.

*Measurement:* Subjective.

All employees went through a training call Verbal Judo which taught us how to communicate more effectively with each other and our customers. Some Maintenance staff went to training on how to deal with generation diversity in the work place. RTA staff also has by-weekly staff meeting where we discuss general items that may affect other departments.

**Standard 4:** Employees will be evaluated annually in a fair and equitable way to judge performance and be provided a developmental plan for the next fiscal year.

*Measurement:* Objective.

RTA currently does formal annual evaluation for Administration and Management Staff. However, the maintenance staff and bus operators are evaluated based on the requirements of the collective bargaining agreement. They are also evaluated as part of the RTA Safety Awards program on their anniversary date.

## **Regional Transit Authority Standard of Excellence: Fleet and Facility**

We will operate and maintain a modern and clean fleet and facilities that will be pleasing to our customers and a source of pride for our employees and our communities.

**Standard 1:** Replace, rehabilitate, or retire 100% of all revenue vehicles within 1-3 years of their useful life (as defined by FTA).

*Measurement:* Objective.

With the new vehicles on order scheduled to arrive at the beginning of the 2013-2014 fiscal year as well as the funding that has been secured for procurement at the beginning of the 2014-2015 fiscal year, all revenue vehicles will be retired within 1-3 years of their useful life. The capital program is scheduled to be updated in 2015 (previously adopted in by the Board in July 2011).

As of January 31, 2013, the average RTA fixed route fleet age is over 10.9 years with an average of over 610,000 miles; and the Runabout/Dial A Ride average fleet age is 3 years with an average of over 110,000 miles.

**Standard 2:** Road calls will not exceed 7 per 100,000 miles of revenue service hours.

*Measurement:* Objective.

This standard has been surpassed each month during the last two fiscal years based on how staff has defined road calls. Staff is working in aligning and reporting to match the definition as listed in the National Transit Database reporting manual as:

“All failures that affect the completion of a scheduled revenue trip or the start of the next scheduled revenue trip, including failures during deadheading and layover.

### **Major Mechanical System Failures**

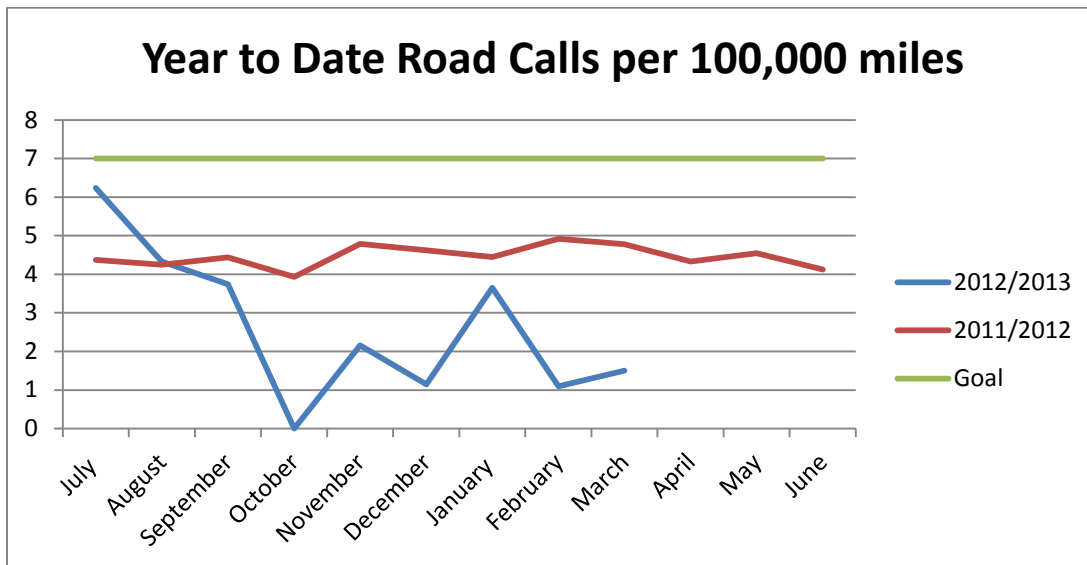
These are failures of a mechanical element of the revenue vehicle that prevents the vehicle from completing a scheduled revenue trip or from starting the next scheduled revenue trip because actual movement is limited or because of safety concerns. Examples of major bus failures include breakdowns of brakes, doors, engine cooling system, steering and front axle, rear axle and suspension and torque converters.

A number of factors affect the number of major mechanical system failures incurred by a transit agency including local operating conditions, types of vehicles operated, and effectiveness of the maintenance program. However, it is expected that the same types of major mechanical failures will be reported by different agencies. The differences among agencies may be in the numbers reported, not the types of major mechanical failures.

## Other Mechanical System Failures

These are failures of some other mechanical element of the revenue vehicle that, because of local agency policy, prevents the revenue vehicle from completing a scheduled revenue trip or from starting the next scheduled revenue trip even though the vehicle is physically able to continue in revenue service. Examples of other bus failures include breakdowns of fareboxes, wheelchair lifts, heating, ventilation and air conditioning (HVAC) systems and other problems not included as a major mechanical systems failure.

Since other mechanical system failures are based on local policies, there will be variation in the types and therefore, the numbers reported by different transit agencies. For example, some agencies in the southern part of the country may continue to operate a bus with a heating system breakdown while agencies in the northern part of the country would replace the bus immediately.”



**Standard 3:** Maintain a clean, attractive fleet. Maintain our facilities so that they are safe and appealing to customers and employees.

*Measurement:* Subjective.

To be included in the annual Community Evaluation conducted by Marketing, this is scheduled for late in 2013.

**Standard 4:** Achieve an 80% favorable rating of bus stop appearance by customers and the communities that we serve.

*Measurement:* Objective.

To be included in the annual Community Evaluation conducted by Marketing, this is scheduled for late in 2013.

**Standard 5:** Achieve all federal, state-mandated maintenance practices, as well as vendor recommended maintenance schedules for our fleet and facilities.

*Measurement:* Objective.

There has been no negative FTA or TDA findings in the previous audits, with triennial audit schedule during the 2013 and 2014 calendar years. Preventable maintenance has been completed on a timely basis with no CHP findings in during 2011 and 2012. The next CHP audit is for July/August 2013.

### **Regional Transit Authority Standards of Excellence: Leadership**

We will strive to be one of the nation's leading small transit operators. We will work to maintain collaborative relationships within the industry, our community, with our stakeholders and develop future leaders from within our organization.

**Standard 1:** Maintain cooperative relationships with federal, state and local funding agencies.

*Measurement:* Subjective.

To be reviewed as part of the RTA Executive Directors annual performance evaluation.

**Standard 2:** Develop partnerships with stakeholders, community leaders and decision makers keeping them well informed of the integral role of RTA and contributions to the communities that we serve.

*Measurement:* Subjective.

To be reviewed as part of the RTA Executive Directors annual performance evaluation.

**Standard 3:** Promote effective internal communications and promote the values of the organization.

*Measure:* Subjective.

To be reviewed as part of the RTA Executive Directors annual performance evaluation.

**Standard 4:** Provide effective leadership for public transportation within the County.

*Measurement:* Subjective.

To be reviewed as part of the RTA Executive Directors annual performance evaluation.

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**July 10, 2013**

**STAFF REPORT**

**AGENDA ITEM:** B-1

**TOPIC:** Reimbursement for South County Transit Use of RTA Vehicles

**ACTION:** Review and Approve

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

**RTAC RECOMMENDATION:** Supported at April 17, 2013 Meeting

**BACKGROUND:**

This Staff Report is slightly revised from the one that was included in the May 1 RTA Board agenda packet to include more information about the methodology used to develop the per-mile costs. It should be noted that South County Transit approved the reimbursement to RTA for use of RTA's buses at its June 26 Board meeting.

As noted during previous Executive Director's reports, at various times during FY12-13 South County Transit has borrowed RTA buses to meet its service needs, and this practice is continuing in FY13-14. This vehicle loan arrangement is due to vehicle shortages related to the failure of South County Transit's remanufactured gasoline-electric hybrid bus (#208), as well as when additional buses are needed for training and when South County Transit's four remaining buses are in the shop for repairs/maintenance. Bus #208 has been inoperable since June 2012.

The decision to pursue gasoline-electric hybrid technology was made in response to deficiencies in the South County Transit fleet in the early 2000s, to improve the air quality in our region, and to come into compliance with California Air Resources Board (CARB) emissions reduction requirements promulgated under the Urban Bus Transit Fleet Rule. With regard to the latter, in 2000 all publicly-funded transit agencies were required to choose either a "Diesel Fuel Path" or an "Alternative Fuel Path" to demonstrate reductions in smog-forming vehicle emissions. Both paths ultimately led to the same Oxides of Nitrogen (NOx) and Particulate Matter (PM) emission levels for diesel and alternative fuel engines by 2011, although the annual average fleet emission reductions were different over the monitoring period. Most significantly, the Diesel Fuel Path required greater reductions in the early part of the program. All three of the transit agencies operating heavy-duty transit buses in San Luis Obispo County chose the Diesel Fuel Path. We were not alone in making that decision, as more than half of the transit agencies in the state (40 out of 79) chose the Diesel Fuel Path.

Attached is a timeline of events that ultimately led to South County Transit's decision to purchase the gasoline-electric hybrid bus that was delivered in March 2007. Bus #208

used a unique series hybrid gasoline-and-battery/ultracapitor drivetrain package manufactured by ISE Corporation that was installed by Complete Coach Works into a used 1994 Gillig Phantom chassis (purchased for \$10,000). As indicated in the attached timeline, area officials first began discussing alternative fuel and hybrid technologies in October 2001. The discussion became more urgent after it was clear that then-current diesel technologies could not attain the NOx and PM reductions required under the CARB rules; in fact, no new diesel-powered buses were available in California after 2004 until the 2007 model-year engines were available. During that time period, CARB fined South County Transit in 2004 for not using the Ultra-Low Sulfur Diesel fuel required to meet the emissions reductions for its fleet of one 1983 and four 2003 Gillig Phantom buses. Area officials were also made aware that continuing to operate the 1983 bus would result in not meeting the annual NOx and PM reductions required under the Urban Bus Fleet Rule, so funding was identified in December 2005 to obtain a model year 1996 or newer bus. However, the entire transit industry was scrambling to find usable diesel-powered buses because no new diesel-powered buses were available in the market due to the lack of CARB-compliant engines. As such, both RTA and South County Transit pursued hybrid technologies instead. Following delivery of bus #208, RTA then moved forward to purchase three remanufactured gasoline-electric hybrid buses from Complete Coach Works.

However, it quickly became apparent after the delivery of RTA's first hybrid bus (#169) in mid-2008 that there were significant reliability issues with this technology, and RTA ceased its contract for the remaining two buses while the warranty issues were worked out for buses #169 and #208. It should be noted that while the hybrid drivetrain caused the majority of the reliability problems, other non-drivetrain systems failed and contributed to the challenge of keeping the two buses on the road (likely due to using old chassis for the foundation of the buses). The promise of increased fuel economy was also unfulfilled, as the hybrid buses achieved significantly lower miles per gallon than conventional clean-diesel technologies. In 2010, the company that manufactured the hybrid drivetrain package (ISE) filed for bankruptcy and technical support for that technology ceased. RTA and area third-party vendors struggled greatly to maintain the two vehicles in working order, but both vehicles were ultimately parked due to on-going safety and reliability issues.

During normal operations, South County Transit currently operates three buses all day on Routes 21, 22, 23 and 24. In addition, one bus is operated on Route 25 in the peak morning and afternoon periods during the academic year to augment the regular all-day routes. With only four remaining 2003 Gillig Phantom buses available to meet its needs once bus #208 was "mothballed" in June 2012, RTA offered use of its spare buses when needed with the expectation that South County Transit would reimburse the direct operating costs. It should be noted that South County Transit incurred no operating costs for bus #208 during its periods of inactivity, since its operating costs are only incurred when the bus operates on the road.

In order to determine the extent of South County Transit's use of RTA buses, staff reviewed the driver-prepared Daily Vehicle Inspection reports for the period July 1, 2012

to April 30, 2013. During that time 39,686 miles were operated on RTA vehicles for South County Transit needs.

To determine a cost per mile, various cost factors were evaluated, including fuel, parts, maintenance staff time, and insurance. As was noted at the May 1 Board meeting, RTA is not looking to recover any depreciation costs or physical damage liability costs because that would be “double-dipping.” Based on staff’s evaluation, the cost per mile of operating RTA buses is \$1.70, which would result in a charge of \$67,466.20 through April 2013 based on the accumulated miles discussed above. In comparison, the FY12-13 South County Transit annual operating budget assumes \$423,384 in direct miles-based vehicle maintenance costs (\$48,895 for insurance + \$164,385 for parts/labor + \$210,104 for fuel). The budget also assumes 231,548 miles of in-revenue service, which equates to \$1.82 per mile – approximately 7.1% greater than the \$1.70 per mile proposed herein. As presented to the South County Transit Board on June 26, when this \$67,466.20 amount is added to the already booked year-to-date total operating costs of \$715,435, the resulting total of \$782,901 is still below budgeted amount (76.1% vs. 83.3% through April 30, 2013).

It should be noted that RTA vehicles continue to be used at South County Transit and likely will be utilized until their three new 2013 Gillig low-floor buses are delivered in August 2013. While the notion of using a leased or other bus in the absence of RTA spare vehicles could have been considered, the per-mile cost of maintaining/fueling alternate buses would still be the responsibility of South County Transit. To wit, RTA has paid an annual lease cost of almost \$8,000 to the Livermore Amador Valley Transit Authority for bus #317 and RTA is responsible for all miles-based costs.

### **Staff Recommendation**

Following adoption of a similar action by the South County Transit Board at its June 26 meeting, staff is recommending that the RTA Board approve the transfer of \$67,466.20 in maintenance costs from RTA to SCAT for the use of RTA buses from July 1, 2012, through April 30, 2013. In addition, approve the per mile rate for using RTA vehicles of \$1.70 through the end of September 2013.

## Timeline for Hybrid Bus Planning at SCAT & RTA

1. October 1, 2001: As part of the Coordinated Transit Maintenance/Dispatch Facility study, page 3 of the Transit Resource Center project planning correspondence includes RTA staff statement that due to CARB requirements SLORTA and SCAT “are considering the option of hybrid vehicles and how those would fit into the RTP and fixed route systems” in order to meet CARB 2007 emission reduction requirements.
2. January 12, 2004: SCAT Board accepts a negotiated \$1,000 fine from CARB for violations of emission reduction requirements under the Urban Bus Fleet Rule.
3. December 21, 2005: SCAT Board authorized through Resolution 05-02 submittal of a Rural Transit Fund (RTF) grant application for \$75,000 to purchase a used 1996 or newer bus to replace a gross-polluting 1983 bus.
4. March 15, 2006: The Administrator’s Report discusses the purchase of a hybrid bus and the various funding mechanisms, including:
  - a. RTF – \$75,000 was requested, although \$60,000 was awarded.
  - b. PTA – \$310,000 was requested.
5. March 15, 2006: The SCAT FY06-07 Budget Assumptions report includes a discussion of the need to fund a new bus to replace SCAT’s 1983 bus. Further, Resolution 06-01 authorized submittal of a \$90,000 APCD MOVER grant request for a hybrid bus.
6. May 3, 2006: RTA Resolution 06-02 authorizes the submittal of a \$1,350,000 Public Transit Account (PTA) grant request to purchase three 40-foot hybrid buses for RTA and one 35-foot hybrid bus for SCAT. Of this amount, \$300,000 is appropriated for SCAT’s replacement bus.
7. September 26, 2006: The SCAT Administrator’s Report to the Board discusses the award of \$50,000 in Conoco Grant Funds through the APCD to purchase a hybrid gasoline/electric bus; that report also lays out the updated funding mechanisms, including:
  - a. PTA – \$300,000
  - b. RTF – \$60,000
  - c. Conoco Grant Funds – \$50,000
  - d. STA – \$35,000
  - e. SCAT Reserve Funds – \$20,000
8. December 13, 2006: The SCAT Administrator’s Report to the Board provides an update on the funding scenario presented above, with the caveat that SCAT Reserve Funds will not be required.
9. March 30, 2007: Ribbon-cutting for new bus (#208).
10. June 2012: Bus #208 mothballed at RTA yard due to reliability problems.



**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**July 10, 2013**

**STAFF REPORT**

**AGENDA ITEM:** B-2

**TOPIC:** Unlimited Access on RTA Fixed Route Services for RTAC Members

**PRESENTED BY:** Geoff Straw

**STAFF RECOMMENDATION:** Support Provision of 31-Day RTA Passes beginning in FY13-14

**RTAC RECOMMENDATION:** Support

**BACKGROUND/DISCUSSION:**

At the March 6, 2012 meeting, the RTA Board adopted the RTA Stipend Policy that essentially mirrors the SLOCOG Board stipend policy. However, staff also recommended that RTAC members in good standing<sup>1</sup> be provided unlimited access on RTA fixed-route services. While Board member comments seemed to provide general support for that notion during discussion of the proposed policy, a review of the minutes indicates that the motion to adopt the stipend policy only pertained to Board members. For that reason, staff is seeking the Board's authorization to provide unlimited access to RTAC members on RTA fixed route services.

**Staff Recommendation**

Provide 31-Day RTA passes to RTAC members for unlimited access on RTA fixed route services upon request.

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<sup>1</sup> As indicated in the RTAC By-Laws, RTA staff will notify the appointing agency within 30 days in the event of three consecutive absences by its representative. If an RTAC member misses three consecutive RTAC meetings, their unlimited access privileges would be revoked.

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**July 10, 2013**

**STAFF REPORT**

**AGENDA ITEM:** B-3

**TOPIC:** Delayed Implementation of the ACA  
Employer Mandate until 2015

**PRESENTED BY:** Geoff Straw

**STAFF RECOMMENDATION:** Do Not Delay Implementation of RTA's  
Planned September 1, 2013 Medical  
Benefits Program

**BACKGROUND/DISCUSSION:**

The Patient Protection and Affordable Care Act (ACA) was signed into law by President Barack Obama on March 23, 2010. The ACA is aimed at increasing the affordability and rate of health insurance coverage for Americans, and reducing the overall costs of health care (for individuals and the government). It provides a number of mechanisms – including mandates, subsidies, and tax credits – to employers and individuals to increase the coverage rate and health insurance affordability. Under the original ACA plan, large companies would have had to pay the Internal Revenue Service \$2,000 for each full-time employee who did not get health coverage, beginning January 1, 2014, when the ACA was scheduled to come into full effect.

RTA staff has been working on this issue judiciously over the past three years to finalize our Health Benefits Program, and to ensure that our agency is not penalized financially or otherwise. As part of these preparations, we have begun a meet and confer process with Teamsters Local 986 so that we could be ready for open enrollment that begins on August 1, 2013. The Collective Bargaining Agreement includes Bus Operators and Maintenance personnel. As part of this negotiation process, we discussed the impacts of the ACA over the past several months and then submitted a letter to the union on June 17. The letter explains that RTA is designating a new employee classification (“Part-Time/Health-Benefited”) and that the medical benefits would be implemented on September 1, 2013. Union leadership has agreed with the new designation and implementation schedule, and has submitted the letter to their regional legal counsel for final review and execution.

On July 2, 2014, the U.S. Department of Treasury announced that it will delay a key provision of the ACA by a year, essentially not requiring employers to provide health insurance for their workers (“Employer Mandate”) until 2015. RTA is considered a large employer under the ACA, and the Board adopted the FY13-14 budget assuming that an additional ten part-time employees (all Bus Operator positions) would be provided access to medical benefits; vision and dental benefits are not required under the ACA. It should be noted that our partner agency, South County Transit, does not meet the

definition of large employer, so that agency did not budget for additional medical benefits in FY13-14.

In total, RTA budgeted \$47,110 in FY13-14 for ACA medical benefits for ten Bus Operators not currently covered by our existing Health Benefits Program, or approximately 0.56% of the overall non-capital operating budget. While in gross terms, that represents an approximately an 9.5% increase over the \$496,500 budgeted for all employees already covered under our current Health Benefits Program (inclusive of vision and dental coverage), it should be noted that the budgeted FY13-14 rates assume an overall lower per-employee cost for medical benefits with the larger pool that includes the ten new employees. So it is likely that, if the Board chooses to delay implementation of medical benefits for those ten employees, the savings will be lower than the \$47,110 identified above. Staff is working with our insurance broker to determine what the net cost reduction would be, but it might be several weeks until that can be finalized. It should also be noted that approximately 10% of any cost savings would also need to be shared with the SLOCAT budget, because our agreement is based on budgeted operating costs.

It should be noted that if RTA employees that do not currently have health insurance choose to opt into the Insurance Exchange in 2014 and the Employer Mandate implementation moves forward in 2015, it may be difficult to “pull” those employees out of the Exchange and back into our Health Benefits Program – which could result in RTA paying penalties in 2015, and as a result would face higher per person rates because our pool would be reduced.

Based on steps taken to date (budget authority, negotiations with our broker and with Teamsters Local 986, policies/procedures development, etc.), staff is recommending that we continue to move forward with implementing the Part-Time/Health-Benefited classification on September 1, 2013. Staff believes there is an expectation from the Bus Operator group that employees that work a minimum of 30 hours weekly will receive medical benefits – including those seven Bus Operators that completed their training on July 3<sup>rd</sup>, who were hired with the supposition that they would be eligible for RTA-provided medical benefits. In short, staff believes this benefit will assist with Bus Operator recruitment and retention.

#### **Staff Recommendation**

Do not delay implementation of medical-only health benefits for employees that work a minimum of 30 hours weekly until 2015.

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**July 10, 2013**

**STAFF REPORT**

**AGENDA ITEM:** C-1

**TOPIC:** Procure Intelligent Transportation System Technologies

**PRESENTED BY:** Geoff Straw

**STAFF RECOMMENDATION:** Authorize Executive Director to Jointly Procure ITS Technologies that meet both RTA's and South County Transit's needs

**RTAC RECOMMENDATION:**

**BACKGROUND/DISCUSSION:**

At its July 2011 meeting, the RTA Board discussed plans to continue to implement Intelligent Transportation System technologies. At that time, staff updated the Board on the successful implementation of the electronic validating GFI fareboxes on fixed route vehicles, as well as the successful implementation of a GPS-based Runabout scheduling and dispatching system (RouteMatch). Other planned ITS technologies discussed two years ago included an updated fixed route communication system and an on-bus security camera system. RTA has been successful in obtaining grant funds to fully implement planned technologies.

Based on that identified capital need, staff began seeking state and federal funds to implement a joint RTA and South County ITS system. Together, RTA and South County has been successful in securing a total of \$784,121 in the following grants:

1. CA Proposition 1B Safety & Security: \$619,813 (\$261,787 is secured, awaiting bond sale for \$358,026).
2. CA Proposition 1B SCAT funds remaining from current bus procurement \$ 28,908 for SCAT's three replacement buses to be delivered in 2013.
3. FTA Section 5309 funds remaining from current bus procurement \$135,400 for RTA's replacement buses to be delivered in 2013.

Staff is seeking Board authorization that would permit the Executive Director to procure the already fully-funded fixed route technologies, as described below:

1. Procure a GPS-based Automatic Vehicle Location system for the RTA and SCT fixed route services. This system will use wireless communications to transmit

each vehicle's location, speed and estimate arrival times at bus stops in real-time. In addition, the following system attributes will be sought from prospective bidders:

- a. Automated Voice Annunciation, both inside the vehicle for passengers and on the exterior so that passengers will know which bus is approaching. This system will also display the next bus stop on an LED message board inside the bus.
  - b. Automatic Passenger Counters, which will geo-code each boarding and alighting by time of day and direction of travel. This system will assist with vehicle capacity and passenger amenity planning.
  - c. Emergency Alert system that will allow the Bus Operator to covertly alert RTA Dispatchers of an emergency situation occurring on the vehicle.
  - d. Vehicle Monitoring and Diagnostic Systems that relay and track engine, transmission and other vehicle component performance and monitoring back to the Dispatch Center.
2. On-bus Security Camera System, which will record video using up to ten cameras and audio using up to three channels. The on-bus Digital Video Recorder (DVR) system can retain up to two weeks of voice/audio recordings before the system begins to record over the first-in data.

As mentioned above, this system has long been in planning, and RTA has been successful in obtaining grants to fund its implementation. Funding sources include FTA State of Good Repair funds earmarked for bus replacement, Proposition 1B Safety and Security Funds, and Proposition 1B transit funds from South County Transit.

**Staff Recommendation**

Authorize the RTA Executive Director to procure ITS technologies to meet both RTA's and South County Transit's needs.

# SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY

## MINUTES OF MAY 1, 2013

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### **BOARD MEMBERS PRESENT:**

DEBBIE ARNOLD, FIFTH DISTRICT, COUNTY OF SAN LUIS OBISPO  
TONY FERRARA, CITY OF ARROYO GRANDE  
BRUCE GIBSON, SECOND DISTRICT, COUNTY OF SAN LUIS OBISPO  
SHELLY HIGGINBOTHAM, CITY OF PISMO BEACH (*Vice President*)  
ADAM HILL, THIRD DISTRICT, COUNTY OF SAN LUIS OBISPO  
JAMIE IRONS, CITY OF MORRO BAY  
JOHN ASHBAUGH, CITY OF SAN LUIS OBISPO  
FRANK MECHAM, FIRST DISTRICT, COUNTY OF SAN LUIS OBISPO (*President*)  
TOM O'MALLEY, CITY OF ATASCADERO  
DEBBIE PETERSON, CITY OF GROVER BEACH  
FRED STRONG, CITY OF PASO ROBLES (*Past President*)  
PAUL TEIXEIRA, FOURTH DISTRICT, COUNTY OF SAN LUIS OBISPO

### **BOARD MEMBERS ABSENT:**

### **STAFF PRESENT:**

GEOFF STRAW, EXECUTIVE DIRECTOR  
OMAR MCPERSHON, GRANTS MANAGER  
PHIL MOORES, OPERATIONS MANAGER  
TIMOTHY MCNULTY, SAN LUIS OBISPO COUNTY COUNSEL  
ROY ESMON, BUS OPERATOR OF THE QUARTER  
TRENA WILSON, ADMINISTRATIVE ASSISTANT

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**CALL TO ORDER AND ROLL CALL:** **President Frank Mecham** called the meeting to order at 8:30 a.m. A roll call was taken and a quorum was present.

**Public Comments:** **Mr. Geoff Straw** welcomed several members of Paso Robles Studios on the Park. The organization collaborated with the Regional Transit Authority to display youth art on the fixed route fleet. The originals were in display at the meeting. He introduced **Mr. Henry Ramos**.

**Mr. Ramos**, Paso Robles, greeted the Board and acknowledged those with whom he's previously met. He thanked Mr. Straw for the opportunity to speak and briefly talked about the ARC (Artist's Re-imagining Color) program, which promotes youth—particularly teens—getting

involved in art and giving back to their community. Four members came to the meeting. He introduced **Ms. Beth Reninger**, Atascadero. She spoke about her experiences that led her to the program and how much she's grown since getting involved—both personally and professionally. She introduced fellow ARC member artists, **Mr. Kyler Olson, Mr. Jacob Scotti and Mr. Patrick Keating**. She said they were the oldest members of the group and were transitioning into mentors for younger artists in middle and high schools.

**Ms. Reninger:** Working with RTA has been great. I don't have a car and take the bus as do many of my friends. It's great to get on the bus and see my art. The first day I saw the banner on the side of the bus, it was amazing. My art is on the bus. I really hope we can keep this going.

**President Mecham** said the Board greatly appreciates what the group has done.

**Vice President Shelly Higginbotham** said she enjoyed attending the opening ceremony in March. She said it's a great program and hoped it will continue. She congratulated the group for a job well done.

**Board Member Fred Strong** thanked them for coming to the Board meeting. He said what amazed him about the team was the broad range of ages. He said they all have bright futures in art.

**Mr. Straw** said many riders have provided positive feedback. It's a great experience for our riders to have something displayed that is so positive and uplifting.

**Mr. Eric Greening**, Atascadero, thanked the artists; Studios on the Park, RTA and everyone who helped put together the program. He noted the Studios is located just a few blocks north of the Paso Robles Transit Center and an easy walk for those who ride Route 9. He talked about various art, wine and food events around the county.

#### **A. INFORMATION AGENDA:**

**A-1 Mr. Geoff Straw** provided an update on the Runabout No-Show policy that began March 1 and those riders who accumulated enough late cancellations and no-show points to receive a suspension letter. RTA issued 28 letters to 16 riders in the first 30 days. He reviewed the policy and noted people can appeal their suspension.

**Ms. Debbie Arnold** inquired about the cost to operate this service and suggested that staff remind the public about the expense. **Mr. Straw** said on average it costs \$66 per passenger trip to operate Runabout.

The new Bus Operator training class concluded on April 5. Mike and Clark are out on the road.

**Mr. Straw** introduced Employee of the Quarter **Mr. Roy Esmon** and Operations Manager **Mr. Phil Moores**.

**Mr. Moores** said Mr. Esmon is one of the reasons RTA is able to deliver service on time. He is always smiling and friendly, and he has never received a complaint. He has never been late for work. He is an exemplary Runabout driver.

**Mr. Esmon** said serving Runabout customers is fulfilling because they need you. It fills the heart when you can help them.

**President Mecham** said the Board greatly appreciates him and all RTA bus operators. You have a very important role and high level of responsibility. You take it seriously. Thank you very much.

**Mr. Straw** announced he will once again be conducting mobile office hours as a way to keep the conduit open with the riders. Bus 148 blew an engine and will not be repaired until the new buses arrive. The first new bus will go on the production line Friday.

The North County Summer Beach Shuttle is all set to begin June 7. It will travel from Paso Robles to Atascadero and then over Highway 41 into North Morro Bay and Cayucos. It will also serve the Charles Paddock Zoo. He talked about ongoing marketing outreach efforts.

Pension reform and the Affordable Care Act has impacted some transit agencies because unions have protested some grant funds requested from the Federal Transit Administration (FTA). RTA drivers do not receive Public Employee Retirement System (PERS) benefits so we do not expect protests from our union partners, but grants to some agencies are being delayed.

The Automatic Vehicle Locator (AVL) system initially slated to be funded with Prop 1B funds was not fully funded. We pulled this component out of the new buses. Our intent is to have a smart phone friendly Global Positioning System (GPS) that allows passengers to see where buses are in real-time.

**Board Member Fred Strong** discussed funding subject to Department of Labor (DOL) review. He said there is a bill pending in Sacramento that would exempt certain transit positions from reform.

**Mr. Straw** reviewed year-to-date financials beginning on page A-1-5. Fuel is budgeted at \$4.25 per gallon. Runabout expenses are slightly higher than budgeted. The overall farebox recovery ratio is at 19.5%. Fixed route ridership is up 8.2% over last year.

**Mr. Straw** concluded his Executive Director's report.

**President Mecham** opened to Board comment.



**Board Member Tony Ferrara** inquired about the insurance rate increase under Administration on page A-1-5. **Mr. Straw** acknowledged office space rental insurance rate is higher than anticipated and is the annual cost. He said insurance rates are rising across the board.

**Board Member Paul Teixeira** asked how much it will cost to install the AVL system after the buses have been built and delivered. **Mr. Straw** said the contractor will need to come onsite and install the program. I don't have the actual cost but based on my experience installing an AVL system in the past, I do not believe it will be significantly higher than if installed at the Gillig factory.

**Vice President Higginbotham** asked what efforts staff is making to educate Runabout riders about the benefits of taking the fixed routes. **Mr. Straw** answered that both RTA and SCAT are offering fare-free fixed route rides to ADA Paratransit eligible passengers with a Runabout card. We are adding to the brochures the cost to ride Runabout. We are also working with the City of San Luis Obispo to provide fare-free service on their fixed routes for Runabout riders. People receiving Medicare and Medi-Cal can use Ride-On Transportation for free and we try to educate these individuals of this option when they call.

**President Mecham** opened public comment.

**Mr. Greening** talked about the new Atascadero Transit Center. The center provides a nice combination of shade and ability for breezes to blow through. Other jurisdictions can use this center as a model, particularly for those with hot summers.

**President Mecham** closed public comment.

**President Mecham** closed Board comment.

## **B. ACTION AGENDA:**

B-1 **Mr. Straw** briefly reviewed the budget and the core issues. This is a two-year operating and five-year capital budget. The budget retains core fixed route service. Runabout service must increase by 19% in order to meet current demand. This is a significant increase in costs. Route 15 is largely funded by Job Access Reverse Commute (JARC) funds that could end this fiscal year. The state has some residual funds available for which we've applied. The second year of this operating budget assumes we do not get JARC funding for the North Coast services. Additionally, we expect to begin service consolidation in the North County in May 2014, which partly impacts the next fiscal year. We are seeing an exciting time with improving financials in the state and county.

He reviewed two new columns. First is the North County consolidation, which only impacts Paso Robles and Atascadero. Staff is working with those two cities to establish a Memorandum of Understanding (MOU). Second is the County consolidation. Administrative oversight expenses in this category are estimated to drop by half.

Next he discussed government assistance, non-TDA funding sources such as the State Transit Assistance (STA), Rural Transit Fund (RTF) and Federal Transit Administration (FTA). Overall these funds are down \$678,000 for fiscal year 2013-14. This is a hole we have to fill. However, these funds increase by \$74,000 the following year.

**Mr. Straw** next reviewed the TDA funds that come from local jurisdictions. He noted there is a backfill of \$433,000 funds. There is a 13% increase in TDA funds required for FY13-14 over the current fiscal year.

Overall operating expenses are up 6.5%. The next fiscal year is expected to rise 4%. He highlighted the North County budget where the cities of Paso Robles and Atascadero will realize savings. We are proposing the use of \$800,000 in Proposition 1B funding to pay down the tenant improvements loan. Added to the roughly \$300,000 we normally pay will be a total of \$1.1M reduction. We expect to pay down another \$543,000 in FY14-15. This gets us much closer to the end goal of paying off the debt when the lease expires in 2017. No Local Transit Funds (LTF) are used for capital projects.

Administrative costs increase about 5.3% from the current fiscal year. Operating costs, which includes maintenance, goes up 8.3%. Included are four proposed new positions—one of which is the grant-funded account technician set to begin January 1, 2014. The other three positions are another full-time Runabout driver, an additional operations supervisor and a new dedicated maintenance service worker. Currently RTA hires vendors to empty trash and clean-up bus stops around the county. The service worker would assume those tasks.

Under service delivery, insurance increases 27.4% -- partly due to rising rates and partly because the cost to insure the new buses is higher. Maintenance labor is expected to go up 16.1% and includes wages for the new service worker. Overall we are looking at an increase of about 14.4%.

He briefly reviewed capital expenditures on page B-1-18. The first two fiscal years are fiscally constrained. The following three years are estimates. The lease ends in FY16-17.

**Mr. Straw** concluded his Report.

**President Mecham** opened Board comment.

**President Mecham** inquired about Special Events Revenue on page B-1-16. How does staff deal with large community events such as the Amgen Tour? **Mr. Straw** answered it will be very

difficult for RTA to receive revenue under this category because of Federal Transit Administration policies as well as the charter policy the Board adopted last year.

**Board Member John Ashbaugh** thanked Mr. Straw for preparing a two-year budget and clarified the Board is only being asked to adopt the budget for FY13-14. **Mr. Straw** confirmed this is correct.

**Board Member Debbie Peterson** pointed to page B-1-14 and asked about reserve funds. Are we using funds from reserves, or is this discussing the need for reserves for cash flow purposes. **Mr. Straw** said it is for cash flow, although we are proposing a small increase that will be realized at the end of the year.

**President Mecham** opened public comment.

**Mr. Greening** complimented staff on a job well-done. He pointed out that although TDA draw is going up, jurisdictions are receiving an even higher increase. One thing I don't see room for is labor negotiations. It doesn't appear to be much room for give and take for driver wages. It backs a tough negotiating stance. I would like to think there is a way to deal with give and take on both sides without worrying about cutting service.

**Mr. Pete Rodgers**, SLOCOG, said the budget looks solid. There are a lot of standees on the bus but not at the meeting. The LTF is the first call for transit. TDA funds are up 25% or about \$2.5M for streets, roads and transit in the county. Unfortunately STA funds are down \$550,000. Part of the swing is related to the state gas-tax swap of a few years ago. This budget will at least keep existing service rolling. We were also benefited by the windfall in the South County Urbanized Area designation, which will bring in additional \$800,000 in new federal money. South County cities have a lot of that federal money to help displace lost TDA funds. Some jurisdictions are seeing an increase of 135% in new local money. Finally, I want to support the budget systems and integrity that we currently have. RTA went through difficult times over the last five years or so. It is now on a great track for the future. We are excited about the proposed integration in North County.

**Mr. Straw** said the current collective bargaining agreement expires at the end of January 2014. For budgetary purposes, we assumed the same level of wage levels as in previous year budgets. Depending upon the outcome of negotiations we will come back and present to the Board should any budget amendments be required.

**President Mecham** closed public comment.

**President Mecham** closed Board comment.

**Board Member Fred Strong** moved to approve Agenda Item B-1. **Board Member Teixeira** seconded, and the motion carried on a roll call vote.

B-2 **Mr. Straw** reviewed the request for reimbursement from South County Area Transit for the use of RTA Vehicles. South County Transit's Hybrid Bus 208 is unreliable and has been parked since June 2012. We could not get it to run for more than an hour at a time. It will be replaced when the new buses arrive later this summer. However they needed a replacement until the new vehicles arrive. Staff reviewed the Daily Vehicle Inspection reports completed by South County Transit staff when RTA vehicles were used during the period of July 1, 2012 to February 28, 2013. During that time, 31,257 miles were operated on RTA vehicles in the provision of South County Transit service. We previously had no way to charge back the expense to them and staff is suggesting a per-mile reimbursement rate. To determine a cost per mile, various factors were evaluated, including fuel, parts, maintenance staff time and liability insurance. SCAT currently pays \$1.82 per vehicle mile for use of their own buses based upon their budget. RTA is not looking to recover any depreciation costs or physical damage costs, since that would be "double-dipping." Based upon the evaluation, the cost per mile is \$1.70 would result in a charge of \$53,136.90 through February 2013. Staff recommends approving this charge back for the use of RTA vehicles.

**Mr. Straw** concluded his report.

**President Mecham** opened Board comment.

**Vice President Higginbotham** said she was not at the last SCAT Board meeting and inquired about Board discussion at that meeting. **Mr. Straw** said it was on the Executive Committee agenda and they recommended moving forward. However, staff mistakenly did not include the item on the Board agenda, although the staff report was in the packet, and therefore it was not publicly noticed and the Board could not take action. No formal decisions took place. **Vice President Higginbotham** asked if the SCAT Board should discuss and approve it before the RTA Board makes a decision. **Mr. Straw** said both Boards must approve this reimbursement. Staff is currently working to reschedule the July SCAT Board to June.

**Board Member Teixeira** said the SCAT Board members discussed it briefly in April. He would like to discuss it at that meeting before making a motion at the RTA Board meeting. There are some issues here that SCAT needs to discuss before we bring it back to the full Board of RTA.

**President Mecham** opened public comment.

**President Mecham** closed public comment.

**President Mecham** closed Board comment.

**Board Member Strong** moved to defer Agenda Item B-2 until after the South County Area Transit Board had a chance to review, discuss and approve. **Board Member Teixeira** seconded, and the motion carried on a voice vote.

**C. CONSENT AGENDA:**

**Mr. Straw** said an old version was used on item C-7 and would like to note this for correction. The new President, Vice President and Past President were not listed correctly.

- C-1 Trustee Change for Nationwide 457 (Approve)
- C-2 Bus Procurement – Eight 40' Coaches, Four Runabout Cutaways (Approve)
- C-3 Equal Employment Opportunity Plan Update (Approve)
- C-4 North County Transit Consolidation Term Sheet (Approve)
- C-5 Summer Youth Ride Free Program (Approve)
- C-6 Executive Committee Meeting Minutes of February 13, 2013 (Approve)
- C-7 RTA Board Meeting Minutes of March 6, 2013 (Approve)
- C-8 RTAC Meeting Minutes of October 17, 2012 (Approve)
- C-9 RTAC Meeting Minutes of January 16, 2013 (Approve)
- C-10 AGP Contract for Fiscal Year 2013-2014 (Approve)
- C-11 Prop 1B Safety and Security for 2012/2013: Transit System Safety, Security and Disaster Response Account Program and Authorized Agent Signature Authority (Approve)

**President Mecham** opened public comment.

**Mr. Greening** requested to speak about Item C-4, the North County Consolidation Term Sheet. He was glad to see it is moving forward. He reviewed language regarding Atascadero Dial-A-Ride, which the city intends to keep operating. Given the difficulty of retaining fare box of 20%, it is very difficult for a stand-alone service such this to maintain a minimum fare box recovery ratio. I am wondering why Atascadero is not seeking consolidation. Maintaining the El Camino Shuttle fixed route service has helped to keep the fare box ratio up. Why keep this service and what actual prospects does the Atascadero DAR service have of making the 20% fare box? Would it not be better to enjoy the cost-savings all through a total consolidation?

**Mr. Straw** said it is a local decision made by the City of Atascadero. One of the things we are discussing is how fares and expenses will be booked on the Route 9 for residents who currently take the El Camino Shuttle.

**President Mecham** opened Board comment.

**Past President Strong** closed public comment.

**Past President Strong** closed Board comment.

**Board Member Gibson** moved to approve Consent Agenda Items. **Board Member O'Malley** seconded, and the motion carried on a roll call vote.

**D: RTA CLOSED SESSION:**

**D-1 CLOSED SESSION ITEMS**

None

**E. BOARD MEMBER COMMENTS:**

**Board Member Hill** announced **Board Member Strong** is now the Chair of LOSSAN.

**Board Member Ashbaugh** complimented Atascadero on their new transit center. San Luis Obispo is hoping to do something very similar.

**F. ADJOURNMENT:** **President Mecham** adjourned the RTA meeting at 9:48 a.m.

Respectfully Submitted,

Anna Mafort-Lacy  
RTA, Administrative Assistant



San Luis Obispo Regional Transit Authority  
Executive Committee Meeting  
Minutes 4/17/2013  
C-3

Members Present: Frank Mecham, President  
Shelly Higginbotham, Vice President

Members Absent: Fred Strong , Past President

Staff Present: Geoff Straw, Executive Director  
Tania Arnold, CFO & Director of Administration  
Anna Mafort-Lacy, Administrative Assistant  
Whitney McDonald, County Counsel

Also Present: Ron De Carli, SLOCOG

**1. Call to Order and Roll Call:**

**President Frank Mecham** called the meeting to order at 2:30 p.m. Silent Roll Call was taken and a quorum was present.

**2. Public Comments:**

None

**3. Information Items**

A. Information Items:

A-1 Executive Director's Report

**Mr. Straw** began by giving an update on the Runabout No-Show policy, which was fully implemented March 1. As of March 31, 2013, staff sent out 28 suspension notification

letters to 16 people. Several people received multiple warnings. He reviewed the policy with the committee and discussed how it works.

RTA began a new Bus Operator training class for four new hires in late February. Two of the four did not make it through the training program. Of the two remaining, Clark worked previously worked for the Sacramento Regional Transit Authority. Both are excellent and we are happy to have them.

Paso Robles City Council last night passed the term sheet for the North County Transit Consolidation. Next the county will need to address it and then RTA will bring it back to the Board at the May 1 meeting.

Staff continues to be involved with the Bus Rapid Transit (BRT) study. North Coast Surveys are set to begin the week of April 22 and will get feedback from passengers on route 12, 14 and 15.

**Mr. Straw** presented a draft schedule for the North County Summer Beach Shuttle service. **President Mecham** inquired if the schedule accommodates requests for a stop at the Charles Paddock Zoo in Atascadero. **Mr. Straw** said he would verify.

Staff submitted an FTA Section 5304 planning grant application to Caltrans for a joint Short Range Transit Plan study with San Luis Obispo Transit. This effort would help the two transit agencies better coordinate service and capital plans.

Item B-2 discusses reimbursement from South County Area Transit for the continual use of an RTA bus. Paso Robles City Council last night approved the amended RTA Joint Powers Agreement (JPA). Staff will submit the amended JPA to the Secretary of State within 30 days. Pension reform and the Affordable Care Act may impact our ability to timely execute FTA grants, if any affected unions in the State protest our grant applications. Staff is waiting to see how the Department of Labor will respond to union protests regarding pension reform.

Staff received two proposals from commercial real estate appraisers and will provide an update to the Board at the conclusion of the 6-8 week process.

**Mr. Straw** concluded the Executive Directors report.

#### **4. Action Items**

B-1 FY13-14 and FY14-15 Operating Budget and FY13-14 through FY17-18 Capital Budget



**Mr. Straw** presented a balanced budget for both operating and capital. Staff is forecasting the same core levels of service for fixed route, trolley and demand response services. We anticipate an 11% increase in demand for Runabout that requires the addition of one more full-time driver.

The North Coast Connector service on Route 15 is partially funded by a Job Access Reverse Commute (JARC) grant. Funds were eliminated in to the new Map-21 surface transportation bill. The state has some left-over money for which we've applied and hope to receive over the next three years. If funding is not granted, staff will maintain status-quo service levels in FY14-15 with Local Transit Funds (LTF). Other options, should funding get cut, include reducing service or modifying Route 15 into a deviated fixed route. **Vice President Higginbotham** inquired how much a deviated fixed route would impact ridership. **Mr. Straw** said this is RTA's least cost-effective route and ridership is relatively low, with a fare box ratio of about 11%. **Vice President Higginbotham** suggested we modify the service. **Ms. Tania Arnold** said the federal funding RTA receives is more than we would save by cutting the service. **Mr. Ron DeCarli**, SLOCOG, pointed out the federal funding program has been consolidated into other grants but has not gone away entirely. **President Mecham** voiced concern about the farebox recovery ratio only being about 11%. **Mr. DeCarli** said because the region is rural, the ratio is set at 10%, so we meet this requirement. Also, Route 15 only does 5 runs per day, whereas the other routes operate 16-18 weekday runs.

The newly-designated Arroyo Grande—Grover Beach Urbanized Area is now eligible for federal funding. RTA will receive some of this for Route 10. The South County region is no longer eligible for Rural Transit Funds (RTF). LTF is up about 28% on average throughout the county. The State Transit Assistance (STA) funds are down about \$550,000 countywide, which reduces RTA's share by about \$256,514.

**Mr. Straw** said no fare increases are projected for the next two years, but this can be used as a back-fill option for lost funding if needed. Administrative expenses are up just over 5%. Staff is proposing three entry-level positions and one additional road supervisor. We currently run about 9.2% overtime with the supervisors, who are often doing activities outside of their normal job duties. We need one additional full-time Runabout driver to help meet demand. Another budgeted position is for a new service worker who would focus on bus stop maintenance. Finally, we are proposing an entry-level accounting technician position, which will primarily be funded by FTA and will help with maintenance data entry and the new Arroyo Grande – Grover Beach Urbanized Area.

Based upon current projected funding, a 2% annual cost of living (COLA) adjustment will be budgeted for non-union employees. The Collective Bargaining Agreement (CBA) identifies annual increases based upon longevity of bus operators and mechanics.

Runabout ridership is up 9%. Fixed route ridership rose nearly 8% for the first half of FY12-13. This impacts our projected farebox revenue.

The challenges next year will be to implement all of the projects and the North County consolidation.

**Mr. Straw** reviewed with the Committee the budget as presented beginning on page B-1-14, which outlines Non-TDA funding sources. He acknowledged some funding is going away and others are one-time sources. **Vice President Higginbotham** inquired why STA funding dropped so much. **Mr. Straw** said it is based upon the sales tax on diesel fuel and many believe it will not drop as much as projected. **Mr. DeCarli** stated that revenue is now being used to fund a portion of Proposition 1B. They took a portion of the diesel fuel tax using a complicated formula. **Mr. Straw** pointed out STA has traditionally been an unpredictable funding source and he believes it is best used for capital needs. Page B-1-15 showcases TDA local funding sources.

**Mr. Straw** pointed to FY14-15 projected budget and the sizeable jump in LTF funds required from local jurisdictions. He noted RTA maximized all state and federal funding prior to factoring local funding sources. **Vice President Higginbotham** asked if adding four new positions to an already-constrained budget is fiscally prudent. This looks good next year, but the next year doesn't look so great. **Mr. Straw** reviewed the four suggested positions and how they may be prioritized should funding be limited.

Service Delivery is increasing by 7.8%, largely due to Runabout demand.

He next reviewed the two-year budget overview on page B-1-17 and use of capital over the next five years on page B-1-18. The ensuing pages break down the budget by route.

**President Mecham** inquired how the capital budget proposal lines up in conjunction with an anticipated drop in funding for FY14-15. **Mr. Straw** said the allocated funds are listed on the budget only if we are reasonably sure we will obtain the funds. Nothing beyond FY15 is funded at this point. Page B-1-25 is the breakdown for the North County Services and factors the added Route 9 runs that will begin in May and the anticipated consolidation.

**Mr. Straw** concluded his report.

**Vice President Higginbotham** moved to review and approve Item B-1 and **President Mecham** seconded. The motion passed on a voice vote with **Past President Fred Strong** absent.

B-2 South County Area Transit use of RTA vehicles

**Mr. Straw** briefly reviewed the request for reimbursement from SCAT for the use of RTA vehicles, totaling \$53,137 through February 2013 at \$1.70 cost per mile. This does not include depreciation but does factor in fuel, parts, labor and insurance costs. The year-to-date expenditures for SCAT remains under budget after adding this expense and helps keep RTA under budget as well.

**Vice President Higginbotham** asked if in the past there has been any cost recovery built in for vehicle usage. **Ms. Arnold** said no. It has been very difficult to track. Staff has to manually go through the daily vehicle inspection reports to review miles and determine if the bus was at RTA or SCAT. It has taken some time to complete this process. We are trying to utilize an intern for this project. She noted when RTA had so many issues with maintenance during the transition in-house; the agency was paying over \$7,000 per month to lease vehicles. This excludes the additional operating expense.

**President Mecham** opened public comment.

**President Mecham** closed public comment.

**Vice President Higginbotham** moved to review and approve Item B-2 and **President Mecham** seconded. The motion passed on a voice vote with **Past President Fred Strong** absent.

**5. Consent Agenda Items**

C-1 Executive Committee Meeting Minutes of February 13, 2013

**Vice President Higginbotham** moved to approve Item C-1 and **President Mecham** seconded. The motion passed on a voice vote with **Past President Fred Strong** absent.

**6. Agenda Review:**

**Mr. Straw** briefly reviewed the Board agenda.

**7. Closed Session Items:**

D-1 None

8. **Adjournment:** President Mecham adjourned the meeting at 3:30 p.m.

Respectfully Submitted,

Acknowledged by,



Anna Mafort-Lacy  
Administrative Assistant



Frank Mecham  
RTA President

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**July 10, 2013**

**STAFF REPORT**

**AGENDA ITEM:** C-4

**TOPIC:** Title VI Plan Updates

**PRESENTED BY:** Geoff Straw

**STAFF RECOMMENDATION:** Approve Title VI Policy Statement and Plan

**RTAC RECOMMENDATION:**

**BACKGROUND/DISCUSSION:**

In September 2010, the Title VI Policy was adopted. In order to maintain compliance with current FTA regulations, there are various revisions and updates that are needed. There are revisions to the Title VI Plan that changes it to a three year plan instead of annually. The Limited English Proficiency (LEP) Plan is part of the Title VI Plan and is attached for your reference. These changes are based on the new Title VI regulations in Federal Transit Administration (FTA) Circular 4702.1.B.

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance" (42 U.S.C. Section 2000d).

**Staff Recommendation**

Approve Title VI Policy Statement and Plan as presented via the resolution in Appendix H.



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San Luis Obispo, CA 93401  
(805) 781-4472 Fax (805) 781-1291  
[www.slorta.org](http://www.slorta.org)

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

### **TITLE VI PLAN**

**ADAPTED: JULY 10, 2013**

**AUGUST 1, 2013 – JULY 31, 2016**

#### **Contact Information:**

**Tania Arnold**  
**Chief Financial Officer & Director of Administration**  
**Office: 805.781.4397**  
[tarnold@slorta.org](mailto:tarnold@slorta.org)

The Regional Transit Authority is a Joint Powers Agency serving residents and visitors of:  
Arroyo Grande Atascadero Grover Beach Morro Bay Paso Robles Pismo Beach San Luis Obispo and The County of San  
Luis Obispo

# **TITLE VI PLAN**

## **I. PLAN STATEMENT**

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance" (42 U.S.C. Section 2000d).

The San Luis Obispo Regional Transit Authority is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.B.

This plan was developed to guide the San Luis Obispo Regional Transit Authority in its administration and management of Title VI-related activities.

**Title VI Coordinator Contact information:  
Chief Financial Officer & Director of Administration  
San Luis Obispo Regional Transit Authority  
179 Cross Street, Suite A  
San Luis Obispo, California 93401**

## **II. TITLE VI INFORMATION DISSEMINATION**

Title VI information posters shall be prominently and publicly displayed in the San Luis Obispo Regional Transit Authority facility and on their revenue vehicles. The name of the Title VI coordinator is available on the San Luis Obispo Regional Transit Authority website, at [www.slorta.org](http://www.slorta.org). Additional information relating to nondiscrimination obligation can be obtained from the San Luis Obispo Regional Transit Authority Title VI Coordinator.

Title VI information shall be disseminated to San Luis Obispo Regional Transit Authority employees annually via the Employee Education form (see Appendix A) in payroll envelopes. This form reminds employees of the San Luis Obispo Regional Transit Authority's policy statement, and of their Title VI responsibilities in their daily work and duties. During New Employee Orientation, new employees shall be informed of the provisions of Title VI, and the San Luis Obispo Regional Transit Authority's expectations to perform their duties accordingly.

All employees shall be provided a copy of the Title VI Plan and are required to sign the Acknowledgement of Receipt (see Appendix B).

## **III. SUBCONTRACTS AND VENDORS**

All subcontractors and vendors who receive payments from the San Luis Obispo Regional Transit Authority where funding originates from any federal assistance are subject to the provisions of Title VI of the Civil Rights Act of 1964 as amended.

Written contracts shall contain non-discrimination language, either directly or through the bid specification package which becomes an associated component of the contract.

#### **IV. RECORD KEEPING:**

The Title VI Coordinator will maintain permanent records, which include, but are not limited to, signed acknowledgements of receipt from the employees indicating the receipt of the San Luis Obispo Regional Transit Authority's Title VI Plan, copies of Title VI complaints or lawsuits and related documentation, and records of correspondence to and from complainants, and Title VI investigations.

#### **V. TITLE VI COMPLAINT PROCEDURES**

##### **How to file a Title VI Complaint?**

The complainant may file a signed, written complaint up to thirty (30) days from the date of the alleged discrimination. The complaint should include the following information:

- Your name, mailing address, and how to contact you (i.e., telephone number, email address, etc.)
- How, when, where and why you believe you were discriminated against. Include the location, names and contact information of any witnesses.
- Other information that you deem significant

The Title VI Complaint Form (see Appendix C) may be used to submit the complaint information. The complaint may be filed in writing with the San Luis Obispo Regional Transit Authority at the following address:

**Title VI Coordinator  
Chief Financial Officer & Director of Administration  
San Luis Obispo Regional Transit Authority  
179 Cross Street, Suite A  
San Luis Obispo, California 93401**

NOTE: The San Luis Obispo Regional Transit Authority encourages all complainants to certify all mail that is sent through the U.S. Postal Service and/or ensure that all written correspondence can be tracked easily. For complaints originally submitted by facsimile, an original, signed copy of the complaint must be mailed to the Title VI Coordinator as soon as possible, but no later than 30 days from the alleged date of discrimination.

##### **What happens to the complaint after it is submitted?**

All complaints alleging discrimination based on race, color or national origin in a service or benefit provided by the San Luis Obispo Regional Transit Authority will be directly addressed by the San Luis Obispo Regional Transit Authority. The San Luis Obispo Regional Transit Authority shall also provide appropriate assistance to complainants, including those persons with disabilities, or who are limited in their ability to communicate in English. Additionally, the San



Luis Obispo Regional Transit Authority shall make every effort to address all complaints in an expeditious and thorough manner.

A letter of acknowledging receipt of complaint will be mailed within thirty (30) days (Appendix D). Please note that in responding to any requests for additional information, a complainant's failure to provide the requested information may result in the administrative closure of the complaint.

**How will the complainant be notified of the outcome of the complaint?**

The San Luis Obispo Regional Transit Authority will send a final written response letter (see Appendix E or F) to the complainant. In the letter notifying complainant that the complaint is not substantiated (Appendix F), the complainant is also advised of his or her right to 1) appeal within seven calendar days of receipt of the final written decision from the San Luis Obispo Regional Transit Authority, and/or 2) file a complaint externally with the U.S. Department of Transportation and/or the FTA. Every effort will be made to respond to Title VI complaints within 60 working days of receipt of such complaints, if not sooner.

In addition to the complaint process described above, a complainant may file a Title VI complaint with the following offices:

**Federal Transit Administration Office of Civil Rights  
Attention: Title VI Program Coordinator  
East Building, 5th Floor – TCR  
1200 New Jersey Ave., SE  
Washington, DC 20590**

**VI. LIMITED ENGLISH PROFICIENCY (LEP) PLAN**

San Luis Obispo Regional Transit Authority (RTA) has developed a Limited English Proficiency Plan (LEP) to help identify reasonable steps to provide language assistance for LEP persons seeking meaningful access to RTA services as required by Executive Order 13166. A Limited English Proficiency person is one who does not speak English as their primary language and who has a limited ability to read, speak, write, or understand English. This plan has detail procedures on how to identify a person who may need language assistance, the ways in which assistance may be provided, training staff, how to notify LEP persons that assistance is available, and information for future plan updates. In developing the plan RTA's determined the extent of obligation to provide LEP services, the RTA has undertaken the U.S. Department of Transportation four factor LEP analysis which considers the following: 1) The number or proportion of LEP persons eligible in the RTA service area who maybe served or likely to encounter an RTA program, activity, or service; 2) the frequency with which LEP individuals come in contact with an RTA service; 3) the nature and importance of the program, activity or service provided by the RTA to the LEP population; and 4) the resources available to RTA and overall costs to provide LEP assistance.

**VII. COMMUNITY OUTREACH**

As an agency receiving federal financial assistance, we have made the following community outreach efforts:

The San Luis Obispo Regional Transit Authority holds public meetings bi-monthly. At these meetings the public is welcome to attend and share in discussion with a variety of Community Outreach discussions. Additionally, the San Luis Obispo Regional Transit Authority works with the other transit agencies in the service area and other stakeholder organizations to review and discuss the planning and have involvement in the decision making process. The San Luis Obispo Regional Transit Authority from time to time will provide on-board survey hand-outs to customers for their feedback about a variety of issues.

The San Luis Obispo Regional Transit Authority submits to the California Department of Transportation and Federal Transit Administration annually an application for funding. The application requests funding for both capital and operating assistance. Part of the annual application is a public notice, which includes a 30-day public comment period.

### **VIII. ACTIVE INVESTIGATION, LAWSUIT OR COMPLAINT**

The San Luis Obispo Regional Transit Authority has had no active investigations, lawsuits or complaints alleging discrimination on the basis of race, color or national origin.

### **IX. SUBRECIPIENTS MONITORING**

Primary recipients shall ensure subrecipients are complying with Title VI. Subrecipient Title VI program shall be submitted every three years in line with the primary recipients program. Subrecipients will also submit annual complaint logs to primary recipient which will be kept in an electronic storage device for further review by FTA as necessary.

### **X. BOARD DEMOGRAPHICS**

RTA board of directors is all elected members. Therefore, this does not apply.

### **XI. EQUITY ANALYSIS FOR BUILDING SITE**

An equity analysis was not required when RTA built the Tenant Improvements for the current operating and maintenance facility four years ago. This was a pre-existing site that RTA lease and then did the Tenant Improvement without any federal funds. Therefore, this does not apply.

### **XII. RESOLUTION APPROVING TITLE VI PLAN**

A copy of this resolution can be found in Appendix H of this Plan.

### **XIII. SERVICE STANDARDS**

#### ***Vehicle Load Standards***

RTA uses a standard of 1.5 ratio as the maximum vehicle load on a peak trip. The average of all loads during the peak operating period should not exceed vehicles' achievable capacities, which are 36 passengers for a 15' mini-bus, 55 passengers for low-floor 40-foot buses, and 63

passengers for standard 40-foot buses. The exact maximum passenger capacity may be affected by specific manufacturer's recommendations which may be different for certain vehicle types.

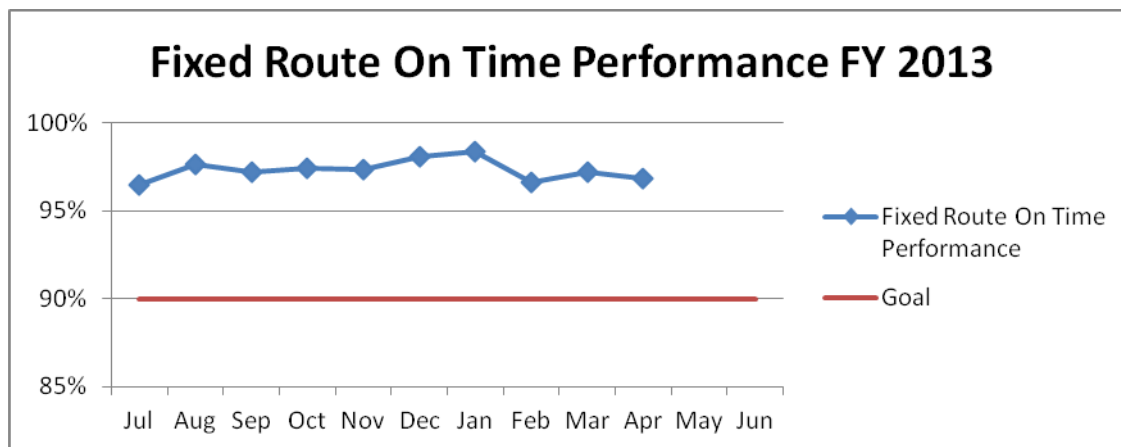
### ***Vehicle Headway Standards***

Service operates on regional trunk lines every 60 minutes (more frequently during peak a.m. and p.m. commute times) from early morning to late in the evening, five days a week, with the exception of the less populated North Coast Route #15. On weekends, service operates 5 times per day on Saturdays and 3 times per day on Sundays, throughout RTA's system.

Scheduling involves the consideration of a number of factors including: ridership productivity, transit/pedestrian friendly streets, density of transit-dependent population and activities, relationship to the Regional Transportation Plan, relationship to major transportation developments, land use connectivity, and transportation demand management.

### ***On-Time Performance Standards***

Fixed route service is considered on-time if at no point the bus is six or more minutes late. The goal is 90% or greater. As presented below, RTA has far surpassed the goal during each month of FY12-13



RTA continuously monitors on-time performance and system results are published and posted as part of monthly performance reports covering all aspects of operations.

### ***Service Availability Standards***

RTA will try to distribute transit service so that 100% of all regional fixed route service are within a 3/4 mile walk of intercity bus transfer points.

## **XIII. SERVICE POLICIES**

### ***Vehicle Assignment Policy***

Bus assignments take into account the operating characteristics of buses of various lengths, which are matched to the operating characteristics of the route. Local routes with lower ridership may be assigned 15-foot buses rather than the 35 or 40-foot buses. Some routes requiring tight turns on narrow streets are operated with 35-foot rather than 40-foot buses.

All buses are also equipped with air conditioning and some of the newer vehicles have automated stop announcement systems.

***Transit Amenities Policy***

Installation of transit amenities along bus and rail routes are based on the number of passenger boardings at stops and stations along those routes.

## **Appendix A      Employee Annual Education Form**

### **Title VI Policy**

No person shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

All employees of the San Luis Obispo Regional Transit Authority are expected to consider, respect, and observe this policy in their daily work and duties. If a citizen approaches you with a question or complaint, direct him or her to the Director, Finance & Administration who is the Title VI Coordinator.

In all dealings with citizens, use courtesy titles (i.e. Mr., Mrs., Ms., or Miss) to address them without regard to race, color or national origin.

## **Appendix B      Acknowledgement of Receipt of Title VI Plan**

I hereby acknowledge the receipt of the San Luis Obispo Regional Transit Authority's Title VI Plan. I have read the plan and am committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.B.

---

Your signature

---

Print your name

---

Date

**Appendix C            TITLE VI COMPLAINT FORM**

Title VI of the 1964 Civil Rights Act requires that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.” If you feel you have been discriminated against in transit services, please provide the following information in order to assist us in processing your complaint and sent it to:

Provide address here

Please print clearly:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Telephone Number: \_\_\_\_\_(home) \_\_\_\_\_(cell) \_\_\_\_\_(work)

Person discriminated against: \_\_\_\_\_

Address of person discriminated against: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Please indicate why you believe the discrimination occurred:

- \_\_\_\_\_ Race
- \_\_\_\_\_ Color
- \_\_\_\_\_ National Origin
- \_\_\_\_\_ Other

What was the date of the alleged discrimination? \_\_\_\_\_

Where did the alleged discrimination take place? \_\_\_\_\_

Please describe the circumstances as you saw it: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please list any and all witnesses' names and phone numbers:

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Have you previously filed a Title VI complaint with this agency?

Yes  No

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court?

Yes  No

If yes, check all that apply:

Federal Agency: \_\_\_\_\_

Federal Court \_\_\_\_\_

State Agency \_\_\_\_\_

State Court \_\_\_\_\_

Local Agency \_\_\_\_\_

Please provide information about a contact person at the agency/court where the complaint was filed.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Agency: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Please attach any documents you have which support the allegation. Then date and sign this form and send to the Title VI Coordinator at:

**Title VI Coordinator  
Chief Financial Officer & Director of Administration  
San Luis Obispo Regional Transit Authority  
179 Cross Street, Suite A  
San Luis Obispo, California 93401**

\_\_\_\_\_  
Your signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print your name



## **APPENDIX D     Sample Letter Acknowledging Receipt of Complaint**

Today's Date

Ms. Jo Doe  
1234 Main St.  
San Luis Obispo, California 93401

Dear Ms. Doe:

This letter is to acknowledge receipt of your complaint against the San Luis Obispo Regional Transit Authority alleging \_\_\_\_\_.

An investigation will begin shortly. If you have additional information you wish to convey or questions concerning this matter, please feel free to contact this office by telephoning \_\_\_\_\_, or write to me at this address.

Sincerely,

**Title VI Coordinator  
Chief Financial Officer & Director of Administration  
San Luis Obispo Regional Transit Authority  
179 Cross Street, Suite A  
San Luis Obispo, California 93401**

**APPENDIX E      Sample Letter Notifying Complainant that the Complaint Is Substantiated**

Today's Date

Ms. Jo Doe  
1234 Main St.  
San Luis Obispo, California 93401

Dear Ms. Doe:

The matter referenced in your letter of \_\_\_\_\_ (date) against the San Luis Obispo Regional Transit Authority alleging Title VI violation has been investigated. (An/Several) apparent violation(s) of Title VI of the Civil Rights Act of 1964, including those mentioned in your letter (was/were) identified. Efforts are underway to correct these deficiencies.

Thank you for calling this important matter to our attention. You were extremely helpful during our review of the program. *(If a hearing is requested, the following sentence may be appropriate.)* You may be hearing from this office, or from federal authorities, if your services should be needed during the administrative hearing process.

Sincerely,

**Title VI Coordinator  
Chief Financial Officer & Director of Administration  
San Luis Obispo Regional Transit Authority  
179 Cross Street, Suite A  
San Luis Obispo, California 93401**

**APPENDIX F      Sample Letter Notifying Complainant that the Complaint Is Not Substantiated**

Today's Date

Ms. Jo Doe  
1234 Main St.  
San Luis Obispo, California 93401

Dear Ms. Doe:

The matter referenced in your complaint of \_\_\_\_\_ (date) against the San Luis Obispo Regional Transit Authority alleging \_\_\_\_\_ has been investigated.

The results of the investigation did not indicate that the provisions of Title VI of the Civil Rights Act of 1964, had in fact been violated. As you know, Title VI prohibits discrimination based on race, color, or national origin in any program receiving federal financial assistance.

The San Luis Obispo Regional Transit Authority has analyzed the materials and facts pertaining to your case for evidence of the city's failure to comply with any of the civil rights laws. There was no evidence found that any of these laws have been violated.

I therefore advise you that your complaint has not been substantiated, and that I am closing this matter in our files.

You have the right to 1) appeal within seven calendar days of receipt of this final written decision from San Luis Obispo Regional Transit Authority, and/or 2) file a complaint externally with the U.S. Department of Transportation and/or the Federal Transit Administration at Federal Transit Administration Office of Civil Rights Attention: Title VI Program Coordinator East Building, 5th Floor - TCR 1200 New Jersey Ave., SE Washington, DC 20590

Thank you for taking the time to contact us. If I can be of assistance to you in the future, do not hesitate to call me.

Sincerely,

**Title VI Coordinator  
Chief Financial Officer & Director of Administration  
San Luis Obispo Regional Transit Authority  
179 Cross Street, Suite A  
San Luis Obispo, California 93401**

## **APPENDIX G      Samples of Narrative to be included in Posters to be Displayed in Revenue Vehicles and Facilities**

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance" (42 U.S.C. Section 2000d).

The San Luis Obispo Regional Transit Authority is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.B. **If you feel you are being denied participation in or being denied benefits of the transit services provided by the San Luis Obispo Regional Transit Authority, or otherwise being discriminated against because of your race, color, national origin, gender, age, or disability, you may contact our office at:**

**Title VI Coordinator  
Chief Financial Officer & Director of Administration  
San Luis Obispo Regional Transit Authority  
179 Cross Street, Suite A  
San Luis Obispo, California 93401**

For more information, visit our website at [www.slorta.org](http://www.slorta.org)

**APPENDIX H  
SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY**

**RESOLUTION NO. 13-\_\_\_\_\_**

**RESOLUTION ADOPTING A TITLE VI POLICY STATEMENT AND PLAN**

**WHEREAS**, The San Luis Obispo Regional Transit Authority (RTA) was formed to provide public transportation to all of the citizens of San Luis Obispo County; and

**WHEREAS**, Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, and national origin in programs and activities receiving federal financial assistance; and

**WHEREAS**, RTA commits to assure that no person shall, on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964, be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination under any RTA program or activity regardless of the funding source; and

**WHEREAS**, RTA as the administrative agent for the City of Paso Robles, City of Atascadero, and City of Arroyo Grande and Grover Beach (South County Transit) receives Federal transportation funding;

**WHEREAS**, RTA receives Federal funding from other agencies that also have Title VI requirements.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of The San Luis Obispo Regional Transit Authority approves the proposed Title VI Policy Statement and Plan in order to meet Title VI and attendant federal requirements. The Chief Financial Officer/Director of Administration, in her capacity, will serve as the Title VI Coordinator and is authorized to revise and update the plan as necessary.

Upon motion of Director \_\_\_\_\_, seconded by Director \_\_\_\_\_, and on the following roll call, to wit:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAINING:**

The foregoing resolution is hereby passed and adopted by the San Luis Obispo Regional Transit Authority of San Luis Obispo County, State of California, at a regular meeting of said Board of Directors held on the 10<sup>th</sup> day of July 2013.

\_\_\_\_\_  
Frank Mecham  
President of the RTA Board

ATTEST:

\_\_\_\_\_  
Geoff Straw  
Executive Director

APPROVED AS TO FORM AND LEGAL EFFECT:

By: \_\_\_\_\_  
Timothy McNulty  
RTA Counsel

Dated: \_\_\_\_\_  
(Original signature in BLUE ink)

# LIMITED ENGLISH PROFICIENCY (LEP) PLAN

## SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY (RTA)

Adopted 7-10-2013

### Introduction

This Limited English Proficiency (LEP) Plan has been prepared to address San Luis Obispo Regional Transit Authority's responsibilities as a recipient of federal financial assistance as they relate to the needs of individuals with limited English language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, Federal Transit Administration Circular 4702.1B dated October 1, 2012, which state that no person shall be subjected to discrimination on the basis of race, color or national origin.

Executive Order 13166, titled Improving Access to Services for Persons with Limited English Proficiency, indicates that differing treatment based upon a person's inability to speak, read, write or understands English is a type of national origin discrimination. It directs each federal agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive federal funds.

### Plan Summary

RTA has developed this LEP Plan to help identify reasonable steps for providing language assistance to persons with limited English proficiency who wish to access services provided by RTA. As defined in Executive Order 13166, LEP persons are those who do not speak English as their primary language and have limited ability to read, speak, write or understand English.

This plan outlines how to identify a person who may need language assistance, the ways in which assistance may be provided, staff training that may be required, and how to notify LEP persons that assistance is available.

In order to prepare this plan, RTA undertook the U.S. Department of Transportation (U.S. DOT) four-factor LEP analysis which considers the following factors:

1. The number or proportion of LEP persons in the service area who may be served or are likely to encounter a RTA program, activity or service.
2. The frequency with which LEP persons comes in contact with RTA programs, activities or services.
3. The nature and importance of programs, activities or services provided by RTA to the LEP population.
4. The resources available to RTA and overall cost to provide LEP assistance.

A summary of the results of the RTA four-factor analysis is in the following section.

## LIMITED ENGLISH PROFICIENCY (LEP) PLAN

### Four-Factor Analysis

1. The number or proportion of LEP persons in the service area who may be served or are likely to encounter a RTA program, activity or service.

RTA staff reviewed the 2006-2010 America Community Survey Report and determined that 42,264 persons in San Luis Obispo County [16.7 % of the population] speak a language other than English. Of this number, 16,646 persons [6.6%] have limited English proficiency; that is, they speak English “not well” or “not at all.”

In San Luis Obispo County, of those persons with limited English proficiency, 13,917 speak Spanish, 1,897 speak Asian and Pacific Island languages, and 832 speak other Indo-European languages.

2. The frequency with which LEP persons come in contact with RTA programs, activities or services.

RTA assessed the frequency with which staff and drivers have, or could have, contact with LEP persons. This includes documenting phone inquiries and surveying vehicle operators for requests for interpreters and translated documents. To date, the most frequent contact between LEP persons are with dispatchers. Translated documents have included postings on the buses, relating to fares and transit rules written in Spanish. All schedules and ride guides are also written in Spanish.

3. The nature and importance of programs, activities or services provided by RTA to the LEP population.

The largest proportion of LEP individuals in the RTA service area speaks Spanish. Three concentrated areas have been identified in San Luis Obispo County. The City of Paso Robles and City of Atascadero has 17% of adult speakers who speak English less than very well. The City of San Luis Obispo has 13.9% of adult speakers who speak English less than very well. And the City of Nipomo has 19.8% of adult speakers who speak English less than very well. Services provided by RTA that are most likely to encounter LEP individuals are the fixed route system which serves the general public and the demand-response (Dial-A-Ride) system which serves primarily senior and disabled persons.

4. The resources available to RTA and overall cost to provide LEP assistance.

RTA assessed its available resources that could be used for providing LEP assistance, including determining how much a professional interpreter and translation service would cost on an as needed basis, which of its documents would be the most valuable to be translated if the need should arise, and taking an inventory of available organizations that RTA could partner with for outreach and translation efforts. The amount of staff and vehicle operating training that might be needed was also considered. Based on the four-factor analysis, RTA developed its LEP Plan as outlined in the following section.



## LIMITED ENGLISH PROFICIENCY (LEP) PLAN

### Limited English Proficiency (LEP) Plan Outline

How RTA staff may identify a LEP person who needs language assistance:

1. Examine records to see if requests for language assistance have been received in the past, either at meetings or over the phone, to determine whether language assistance might be needed at future events or meetings.
2. Have a staff person greet participants as they arrive at RTA sponsored events. By informally engaging participants in conversation it is possible to gauge each attendee's ability to speak and understand English.
3. Have Census Bureau Language Identification Flashcards available at RTA meetings. This will assist RTA in identifying language assistance needs for future events and meetings.
4. Have Census Bureau Language Identification Flashcards on all transit vehicles to assist vehicle operators in identifying specific language assistance needs of passengers. If such individuals are encountered; vehicle operators will be instructed to try to obtain contact information to give to RTA's management for follow-up.
5. Vehicle operators and other front-line staff, like dispatchers, dial-a-ride schedulers, and service development planners, will be surveyed annually on their experience concerning any contacts with LEP persons during the previous year.

### Language Assistance Measures

There are numerous language assistance measures available to LEP persons, including both oral and written language services. There are also various ways in which RTA staff responds to LEP persons, whether in person, by telephone or in writing.

- RTA will provide Hispanic Education and Outreach Programs which will continue to provide vital information to LEP groups on RTA programs and services;
- Network with local human service organizations that provide services to LEP individuals and seek opportunities to provide information on RTA programs and services;
- Provide a bilingual Community Outreach Coordinator at community events, public hearings and Board of Director meetings. Placement of statements in notices and publications that interpreter services are available for these meetings, with 48 hours advance notice per Brown Act;
- Survey bus drivers and other front-line staff, like dispatchers, dial-a-ride schedulers, and service development planners, annually on their experience concerning any contacts with LEP persons during the previous year;

## LIMITED ENGLISH PROFICIENCY (LEP) PLAN

- Provide Language Identification Flashcards onboard the RTA fleet, in Road Supervisor vehicles and at transit systems administrative offices;
- Post the RTA Title VI Policy and LEP Plan on the agency website, [www.slorta.org](http://www.slorta.org);
- Provide group travel training to LEP persons with the assistance of bilingual staff;
- Include language “Spanish a plus” on bus driver recruitment flyers and onboard recruitment posters;
- When an interpreter is needed for a language other than Spanish, in person or on the telephone, staff will attempt to access language assistance services from a professional translation service or qualified community volunteers. A list of volunteers will need to be developed.

### Staff Training

The following training will be provided to RTA staff:

1. Information on the RTA Title VI Procedures and LEP responsibilities
2. Description of language assistance services offered to the public
3. Use of Language Identification Flashcards
4. Documentation of language assistance requests
5. How to handle a potential Title VI/LEP complaint

### Outreach Techniques

When staff prepares a document or schedules a meeting, for which the target audience is expected to include LEP individuals, then documents, meeting notices, flyers, and agendas will be printed in an alternative language based on the known LEP population. Interpreters may be available as needed.

### Monitoring and Updating the LEP Plan

RTA will update the LEP as required by U.S. DOT. At minimum, the plan will be reviewed and updated when data from the 2010 U.S. Census is available, or when it is clear that higher concentrations of LEP individuals are present in the RTA service area. Updates will include the following:

- The number of documented LEP person contacts encountered annually
- How the needs of LEP persons have been addressed
- Determination of the current LEP population in the service area
- Determination as to whether the need for translation services has changed
- Determine whether local language assistance programs have been effective and sufficient to meet the need
- Determine whether RTA’s financial resources are sufficient to fund language assistance resources needed

## LIMITED ENGLISH PROFICIENCY (LEP) PLAN

- Determine whether RTA has fully complied with the goals of this LEP Plan
- Determine whether complaints have been received concerning RTA's failure to meet the needs of LEP individuals

### Dissemination of the RTA LEP Plan

A link to the RTA LEP Plan and the Title VI Procedures is included on the RTA website at [www.slorta.org](http://www.slorta.org).

Any person or agency with internet access will be able to access and download the plan from the RTA website. Alternatively, any person or agency may request a copy of the plan via telephone, fax, mail, or in person and shall be provided a copy of the plan at no cost. LEP individuals may request copies of the plan in translation which RTA will provide, if feasible.

Questions or comments regarding the LEP Plan may be submitted to the San Luis Obispo Regional Transit Authority, Title VI Coordinator:

San Luis Obispo Regional Transit Authority  
179 Cross Street, Suite A  
San Luis Obispo, CA 93401  
Phone: 805-781-4833  
Fax: 805-781-1291  
Email: [tarnold@slorta.org](mailto:tarnold@slorta.org) (Title VI Coordinator)

**Tuesday, June 04, 2013**

The Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, met in regular session at 9:00 AM.

**PRESENT:** Supervisors: Frank Mecham, Bruce S. Gibson, Adam Hill, Debbie Arnold and Chairperson Paul A. Teixeira

**ABSENT:** None

**THE PLEDGE OF ALLEGIANCE IS LED BY CHAIRPERSON PAUL A. TEIXEIRA.**

**Supervisor Hill:** calls for a moment of silent in honor of Senator Frank Loudenberg.

**Consent Agenda – Review and Approval:**

**1-26.** This is the time set for consideration of the Consent Agenda.

**Chairperson Teixeira:** opens the floor to public comment.

The action taken for Consent Agenda items 1 through 26 on the following vote is indicated for each item.

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

<b>SUPERVISORS</b>	<b>AYES</b>	<b>NOES</b>	<b>ABSTAIN</b>	<b>RECUSE</b>
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Consent Agenda - Administrative Office Items:**

1. Request to approve recommended responses from the Sheriff and Probation Department to the Grand Jury's 2012-13 report "County Jail, Juvenile Hall, and Holding Cells: Inspection and Information Report."

**The Board approves as recommended by the County Administrative Officer.**

2. Submittal of the Supplemental Document to the FY 2013-14 Proposed Budget.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Assessor Items:**

3. Request by Supervisor Debbie Arnold to re-appoint Michelle Blanc as a District 5 representative to the Commission on the Status of Women.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Board of Supervisors Items:**

4. Request by Supervisor Adam Hill to appoint Anita Shower as a District 3 representative to the Commission on the Status of Women.

**The Board approves as recommended by the County Administrative Officer.**

5. Submittal of Supervisor's expense report on meetings attended pursuant to Government Code section 53232.3(d).

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - General Services Agency Items:**

6. Request to approve Amendment No. 1 to the lease with Woods Humane Society, Inc. to clarify and formalize ongoing services and extend the lease for property located at 875 Oklahoma Avenue, San Luis Obispo.

**The Board approves as recommended by the County Administrative Officer.**

7. Submittal of a resolution authorizing execution of a Notice of Completion and Acceptance for the construction of improvements at the Norma Rose Park, 2491 South Ocean Avenue, Cayucos. District 2.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-125, adopted.**

8. Request to approve Amendment No. 4 to the lease with the South Bay Community Center to allow an addition to the community center located at 2180 Palisades Avenue in Los Osos on County-owned land and to authorize a sublease of the addition area to People Helping People.

**Mr. Ben DiFatta, Ms. Julie Tacker, Mr. Richard Margetson (Photograph), Mr. Bob Simonsen, Dr. C. Hite: speak.**

**The Board approves as recommended by the County Administrative Officer.**

9. Submittal of: 1) a resolution for an Easement Quitclaim Deed; 2) a request to accept and record an executed Easement Quitclaim Deed; and 3) a request to sign the Certificate of Acceptance for the Easement Quitclaim Deed for the Juvenile Hall Expansion project located at 1065 Kansas Avenue.

**This item is amended by replacing the Certificate of Acceptance to make a correction to the date. Further, the Board approves as recommended by the County Administrative Officer and as amended by this Board. RESOLUTION NO. 2013-126, adopted.**

**Consent Agenda - Health Agency Items:**

10. Request to approve a renewal contract (Clerk's File) with American Care Home for FY 2013-14 in an amount not to exceed \$618,072 to provide residential board and care and social support services for Behavioral Health Department clients.

**The Board approves as recommended by the County Administrative Officer.**

11. Request to approve a renewal contract (Clerk's File) with C & D's Guest Homes, Inc. for FY 2013-14 in an amount not to exceed \$55,015 to provide residential board and care and social support services to adults with serious mental illness.

**The Board approves as recommended by the County Administrative Officer.**

12. Request to approve a renewal agreement (Clerk's File) with the State Department of Health Care Services allowing continued participation in the Medi-Cal Targeted Case Management program for a five (5) year period from July 1, 2013 through June 30, 2018.

**The Board approves as recommended by the County Administrative Officer.**

13. Request to approve the renewal contract with Maxim Healthcare Services (Clerk's file) for FY 2013-14 in an amount not to exceed \$33,000 to provide skilled nursing and psychiatric technician personnel to supplement county staff at the County's Psychiatric Health Facility and Jail Facility.

**The Board approves as recommended by the County Administrative Officer.**

14. Request to approve a renewal contract (Clerk's File) with Psynergy Programs, Inc. for FY 2013-14 in an amount not to exceed \$1,418,868 to provide residential board and care, social support, and outpatient mental health services to adults with serious mental illness.

**This item was amended by the replacing the compensation page (Exhibit B, page 2 of 4) with the current version. Further, the Board approves as recommended by the County Administrative Officer and as amended by this Board.**

15. Request to approve two renewal contracts (Clerk's File) with Lisa Moreno and Laura Cooper, licensed occupational therapists, for FY 2013-14 for a combined amount not to exceed \$69,600, to provide specialized pediatric occupational therapy for children at Martha's Place.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Library Items:**

16. Request to approve Amendment No. 1 to the contract with J & B Management Inc., doing business as Courier Systems, to continue providing courier services to transport Library materials for an additional two years, for an estimated annual amount of \$60,000.

**The Board approves as recommended by the County Administrative Officer.**

17. Request to accept a California State Library/Library Services & Technology Act Grant in the amount of \$17,500 and an associated budget adjustment to increase revenue and expenditures in Fund Center 377 – Library.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Planning & Building Items:**

18. Request to approve a contract (Clerk's File) with Aspen Environmental Group, in an amount not to exceed \$362,519, to prepare an Environmental Impact Report for the Hanson Aggregates/ Santa Margarita Quarry Expansion Conditional Use Permit and Reclamation Plan Amendment. District 5.

**Mr. Eric Greening:** speaks.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Public Works Items:**

19. Request to approve Amendment No. 1 with SWCA Environmental Consultants for biological monitoring on the Los Osos Wastewater Project, in the amount of \$188,230, for a total contract amount including a \$13,211 contingency, of \$333,549. District 2.

**Ms. Julie Tacker:** speaks.

**The Board approves as recommended by the County Administrative Officer.**

20. Request to approve a covenant agreement with Cambria Community Services District, for the

preservation of riparian enhancement area, for the Main Street Bridge Replacement Project, Cambria. District 2.

**The Board approves as recommended by the County Administrative Officer.**

21. The following parcel map has been received and has satisfied all the conditions of approval that were established at the public hearing for lot line adjustment COAL 04-0135, a proposed lot line adjustment resulting in 3 lots by Jeffrey R. Elmore and Brendan Coalwell, San Miguel. District 1.

**The Board approves as recommended by the County Administrative Officer.**

22. The following maps have been received and have satisfied all their conditions of approval that were established in their public hearings on their tentative maps: Tract 3023, a proposed subdivision resulting in 2 lots, by Christina Kay Baxley, Constance Biaggini Spradling and Harold James Biaggini, east of the City of Morro Bay; act on the attached resolution to accept the Relinquishment of Access Rights along State Highway 41; and Parcel Map 05-0406, a proposed subdivision resulting in 2 lots, by Thomas R. and Lorina A. Foran and Ray Buban, east of the community of Santa Margarita; act on the attached resolution to accept the Relinquishment of Access Rights along Huer Huero Road. Districts 2 and 5.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-127 and 2013-128, adopted.**

**Consent Agenda Public Works - Board Sitting as Flood Control District:**

23. Submittal of a resolution to levy assessments for Flood Control Zone 18 (Cambria West Village Area). District 2.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-129, adopted.**

24. Request to approve an agreement with EnerNOC for participation in an electrical Demand Response Program for the pump stations of the Nacimiento Water Project. All Districts.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Sheriff - Coroner Items:**

25. Request to approve the use of Federal Asset Forfeiture Funds in the amount of \$88,000 to purchase a replacement K-9 vehicle and equipment, ballistic helmets, surveillance cameras and make repairs to the firing range; authorize a corresponding budget adjustment in Fund Center 136 – Sheriff-Coroner; and amend the Sheriff-Coroner's Fixed Asset List.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Social Services Items:**

26. Request to approve the appointments of Karen O'Brien and Deborah Wharton to the San Luis Obispo County Workforce Investment Board.

**The Board approves as recommended by the County Administrative Officer.**

**Presentations:**

**27.** Submittal of a resolution recognizing Deborah (DJ) Comstock, Mental Health Therapist III and Karen Robles, Mental Health Therapist III for their exemplary action in administering life-saving aid to a citizen of our community.

**RESOLUTION NO. 2013-130, resolution recognizing Deborah (DJ) Comstock, MHT, LVN and Karen Robles, MHT, LVN for their exemplary action in administering life-saving aid to a citizen of our community, adopted.**

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Public Comment Period:**

**28.** This is the time set for members of the public wishing to address the Board on matters other than scheduled items.

**Chairperson Teixeira:** opens the floor to public comment.

**Fire Chief Rob Lewin:** discusses the various emergency responders who will be out in the public today teaching hands only CPR; provides an update on this fire season; presents the badge ceremony for Deputy Fire Chief Steve Reeder, with Chairperson Teixeira swearing him in.

**Deputy Fire Chief Reeder:** thanks everyone for their support.

**Dr. C. Hite, Mr. Ben DiFatta, Ms. Julie Tacker, and Mr. Richard Margetson:** comment on the Los Osos Wastewater Project.

**Mr. Brian Stacy:** speaks regarding violation of his civil rights.

**Mr. Eric Greening:** asks for a public update on the Emergency Training Session held in April and questions how the County is prepared in case of an emergency.

**Board Business:**

**29.** Presentation by the Coastal San Luis and the Upper Salinas Las Tablas Resource Conservation Districts on resource conservation activities in the County.

**Chairperson Teixeira:** opens the floor to public comment.

**Mr. Mike Broadhurst - Director Upper Salinas Las Tablas Resource Conservation District, Mr. Eric Greening, Ms. Cheryl Lenhardt, and Mr. Neil Havlik:** speak.

**Chairperson Teixeira:** receives and files the presentation.

**30.** Request by Chairperson Paul Teixeira to discuss which of two applicants to appoint to the Airport Land Use Commission: Vern Dahl or Wayne Caruthers.

**Chairperson Teixeira:** opens the floor to public comment.

**Mr. Wayne Caruthers:** withdraws his application due to holding an incompatible office with his existing appointment on the Civil Service Commission.



**Mr. Roger Oxborrow – Airport Land Use Commission Chairperson:** speaks.

**A motion by Supervisor Adam Hill, seconded by Supervisor Frank Mecham, to continue this matter and re-advertise the vacant appointment.**

**Ms. Rita Neal – County Counsel:** states Mr. Caruthers currently sits as an alternate member on the ALUC and will need to resign; suggests the Board modify their motion to include noticing both the regular and alternate position, with the motion maker and second agreeing to amend their motion.

**The Board continues this matter and directs the Clerk to re-advertise the regular position and advertise the alternate position, currently held by Mr. Caruthers.**

**Motion by:** Adam Hill  
**Second by:** Frank R. Mecham

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**31.** Submittal of a resolution for approval of Certificates of Participation (COP) financing documents to fund the County Service Area (CSA) 10A Water System Improvement Project for Cayucos. District 2.

**Chairperson Teixeira:** opens the floor to public comment without response.

**RESOLUTION NO. 2013-131, a resolution relating to the Certificates of Participation for County Service Area 10, Zone of Benefit “A” (CSA 10A) Water System Improvement Project; approving the forms of and authorizing the execution and delivery where applicable of an Installment Sale Agreement, a Purchase Agreement, a Trust Agreement and an Assignment Agreement in connection therewith; and authorizing certain other related actions; and RESOLUTION NO. 2013-132, a resolution of the Board of Supervisors of the County of San Luis Obispo, Acting on behalf of County Service Area No, 10A authorizing and providing for the incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving and/or extending its CSA 10A Water System Facility to serve an area lawfully within its jurisdiction to serve, adopted.**

**Motion by:** Bruce S. Gibson  
**Second by:** Frank R. Mecham

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Hearings:**

**32.** Hearing to consider a resolution authorizing the collection of service charges within County Service Areas 1 (Old Galaxy Park and Tract 1690 – Nipomo), 1-A (Galaxy Park and Tract 1898 – Nipomo), 1-F (New Galaxy – Nipomo), 7-A (Oak Shores), 18 (San Luis Country Club Estates), and 21 (Cambria, Road Improvements). Districts 1, 2, 3 & 4.

**Chairperson Teixeira:** opens the floor to public comment without response.

**RESOLUTION NO. 2013-133, resolution of the Board of Supervisors acting as the Governing Board of the San Luis Obispo County Service Area (CSA) Nos. 1 (Old Galaxy Park and Tract 1690 – Nipomo), 1-A (Galaxy Park and Tract 1898 – Nipomo), 1-F (New Galaxy – Nipomo), 7-A (Oak Shores), 18 (San Luis Country Club Estates), and 21 (Cambria, Road Improvements), adopted and the Clerk is directed to file the approved resolution and exhibit to the County Auditor no later than August 10, 2013.**

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Closed Session Items:**

**33.** The Board announces they will be going into Closed Session regarding:

- I. PENDING LITIGATION (Government Code, section 54956.9.) It is the intention of the Board to meet in closed session concerning the following items:
  - A. Conference with Legal Counsel-Existing Litigation (Government Code, section 54956.9(a).) (Formally initiated) 1. County of San Luis Obispo v. Giacomazzi, et al.; 2. County of San Luis Obispo v. Corr Family Properties; 3. Nipomo Parks Conservancy v. County of San Luis Obispo.
  - B. Conference with Legal Counsel-Anticipated Litigation (Government Code, section 54956.9.) 4. Significant exposure to litigation (Government Code, section 54956.9(b).) No. of cases 3. Facts and circumstances not known to potential plaintiff which indicate significant exposure to litigation. 5. Initiation of litigation (Government Code, section 54956.9(c).) No. of cases 2.

**(ADDED – ALL REQUIREMENTS OF THE BROWN ACT HAVE BEEN SATISFIED AS THIS WAS POSTED PRIOR TO THE 72-HOUR NOTICING REQUIREMENT.)**

- I. PENDING LITIGATION (Government Code, section 54956.9.) It is the intention of the Board to meet in closed session concerning the following items:
  - A. Conference with Legal Counsel-Existing Litigation (Government Code, section 54956.9(a).) (Formally initiated) 6. County of Santa Cruz, et al. v. Kathleen Sebelius; 7. County of SLO v. Kajima Construction Services, et al.

**Chairperson Teixeira:** opens the floor to public comment without response.

Thereafter, pursuant to the requirements of the Brown Act, County Counsel reports out on the items discussed during Closed Session as follows: no report required as no final action was taken and the Board goes into Open Public Session.

**Hearings:**

**34.** Hearing to consider an appeal by Michael R. Erickson on behalf of Helen M. Kilgore of the Health Officer refusal to issue a well permit on the Kilgore property as requested in the application of Ben Giordano for Well Permit No. 2013-001 for property on Richard Avenue, Cambria (APN 024-122-003). District 2.

**Mr. Michael Erickson – representing the Applicant:** presents and discusses the two exhibits he presented.

**Chairperson Teixeira:** opens the floor to public comment.

**Mr. Greg Berge (Letter) and Mr. Craig Smith:** speak.

**Mr. Erickson:** makes his closing comments.

**The Board denies the appeal and RESOLUTION NO. 2013-134, resolution affirming the decision of the Health Officer refusal to issue a well permit on the Kilgore property as requested in the application of Ben Giordano for Well Permit No. 2013-001, adopted.**

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)		x		

**35.** Hearing to consider an appeal by Save the Park of the Planning Department Hearing Officer’s approval of a request by the Morro Coast Audubon Society for a Minor Use Permit/Coastal Development Permit to establish public access improvements to the eastern portion of the Sweet Springs Nature Preserve located on the north side of Ramona Street between Broderson Avenue and 4th Street, Los Osos. District 2.

**Ms. Betty Winholtz and Mr. David Dubbink– representing Save the Park, Appellant (powerpoint); Ms. Jennifer Moonjian– representing Morro Coast Audubon Society, Applicant (powerpoint):** speak.

**Chairperson Teixeira:** opens the floor to public comment.

**Ms. Rosalie Valvo and Ms. Lynnette Tornatzky:** speak.

**Mr. Dubbink and Ms. Moonjian:** provide closing statement.

**The Board denies the appeal and RESOLUTION NO. 2013-135, resolution affirming the decision of the Hearing Officer and conditionally approving the application of Morro Coast Audubon Society for Minor Use Permit/Coastal Development Permit DRC2011-00013, adopted.**

**Motion by:** Bruce S. Gibson

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**36.** Hearing to consider an appeal by Jeff Edwards of the Planning Commission’s approval of a Development Plan/Coastal Development Permit for the County Public Works drainage improvement project located on Highway 1, at the intersection of 13th Street/Paso Robles Street and terminating near Arroyo Grande Creek, in Oceano. District 4.

**Mr. Jeff Edwards - Appellent:** speaks.

**Supervisor Teixeira:** opens the floor to public comment without response.

**Mr. Edwards:** makes his closing statement.

**The Board denies the appeal and RESOLUTION NO. 2013-136, resolution affirming the decision of the Planning Commission and conditionally approving the application of the County of San Luis Obispo for Development Plan/Coastal Development Permit DRC2012-00044, adopted.**

**Motion by:** Paul A. Teixeira

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Teixeira, Paul A. (Chairperson)	x			
Gibson, Bruce S. (Vice Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

On motion duly made and unanimously carried, the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, does now adjourn.

I, **JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors of the County of San Luis Obispo, and ex-officio clerk of the governing body of all other special assessment and taxing districts for which said Board so acts, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held Tuesday, June 04, 2013, by the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts.

**JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors

By: /s/ Catrina M. Christensen, Deputy Clerk-Recorder

**DATED:** June 6, 2013

Tuesday, July 16, 2013

The Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, met in regular session at 9:00 AM.

**PRESENT:** Supervisors: Frank R. Mecham, Adam Hill, Debbie Arnold and Acting Chairperson Bruce S. Gibson

**ABSENT:** None

**THE PLEDGE OF ALLEGIANCE IS LED BY ACTING CHAIRPERSON BRUCE S. GIBSON.**

**Consent Agenda – Review and Approval:**

**1-22.** This is the time set for consideration of the Consent Agenda.

**Acting Chairperson Gibson:** opens the floor to public comment.

The action taken for Consent Agenda items 1 through 22 on the following vote is indicated for each item.

**Motion by:** Adam Hill

**Second by:** Frank R. Mecham

<b>SUPERVISORS</b>	<b>AYES</b>	<b>NOES</b>	<b>ABSTAIN</b>	<b>RECUSE</b>
Bruce S. Gibson (Acting Chairperson)	x			
Frank Mecham R. (Board Member)	x			
Adam Hill (Board Member)	x			
Debbie Arnold (Board Member)	x			

**Consent Agenda - Assessor Items:**

1. Submittal of a resolution authorizing the Assessor to enter into a Joint Powers Agreement with the State Board of Equalization and other participating counties for the purpose of creating an E-forms Portal for the collection, storage, and maintenance of assessment information.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-161, adopted.**

**Consent Agenda - Board of Supervisors Items:**

2. Submittal of Supervisor's expense report on meetings attended pursuant to Government Code section 53232.3(d).

**Ms. Linde Owen:** speaks.

**The Board approves as recommended by the County Administrative Officer.**

3. Request to approve an agreement with the City of Grover Beach - Parks and Recreation Department in the amount of \$2,000 from District 3 Community Project Grant Funds – Fund Center 106 to be used for expenses associated with holding the Sizzlin’ Summer Concert Series every Sunday through September 29th, 2013.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - General Services Agency Items:**

4. Request to approve First Amendment to lease agreement with AT&T Wireless Services, Inc. for a cell site at Nipomo Community Park and assignment of the Lease to New Cingular Wireless PCS, LLC.

**Ms. Linda VanFleet – General Services Agency:** replaces the location map to show Nipomo Community Park not Lopez Lake and clarifies the subject line should have stated that there are two documents presented for approval, an amendment to the lease and a memorandum of lease, as outlined in the recommendation.

**This item is amended by replacing the location map to show Nipomo Community Park not Lopez Lake and by clarifying the subject line should read that there are two documents presented for approval, an amendment to the lease and a memorandum of lease, as outlined in the recommendation. Further, the Board approves as recommended by the County Administrative Officer and as amended by this Board.**

**Consent Agenda - Health Agency Items:**

- 5. Request to approve an amendment to the existing agreement (Clerk’s File) with Community Health Centers of the Central Coast in the amount of \$1,250,000 to provide primary medical care, pharmacy and ancillary services to County Medical Services Program patients, extending the term of the agreement through December 31, 2013.

**The Board approves as recommended by the County Administrative Officer.**

- 6. Request to approve amendments to existing agreements (Clerk’s File) with Arroyo Grande Community Hospital, French Hospital Medical Center, Sierra Vista Regional Medical Center and Twin Cities Community Hospital to provide hospital services to County Medical Services Program patients, to extend the term of the agreements through December 31, 2013.

**The Board approves as recommended by the County Administrative Officer.**

- 7. Request to: 1) approve the Blue Shield of California Foundation Grant Agreement in the amount of \$114,639 to maximize enrollment of uninsured residents and transition County Medical Services Program (CMSP) enrollees to Medi-Cal or Covered California starting October 2013; and 2) approve a sole source contract with Diringier and Associates in an amount not to exceed \$75,000 for consulting services to help implement the transition.

**The Board approves as recommended by the County Administrative Officer.**

**Motion by:** Adam Hill  
**Second by:** Frank R. Mecham

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Bruce S. Gibson (Acting Chairperson)	x			
Frank Mecham R. (Board Member)	x			
Adam Hill (Board Member)	x			
Debbie Arnold (Board Member)	x			

- 8. Request to approve four renewal contracts and one new contract (Clerk’s File) with five Sober Living Environment providers for Fiscal Year 2013-14 in the collective amount not to exceed \$200,000 to provide sober living environment housing in collaboration with drug and alcohol treatment services.

**The Board approves as recommended by the County Administrative Officer.**

- 9. Request to approve a renewal contract (Clerk’s File) with San Luis Obispo County Special Education Local Planning Area for FY 2013-14 in an amount not to exceed \$773,212 whereby County will continue to provide educationally related mental health services for eligible children who have an Individual Education Plan.

**This item is amended by correcting the dollar amount in the recommendation to read \$773,212 not \$776,313. Further, the Board approves as recommended by the County Administrative Officer and as amended by this Board.**

- 10. Request to approve a contract (Clerk’s File) with Gayle D. Gaines, M.D. for calendar year 2013 at a rate of \$121 per hour to provide psychiatric services for Mental Health patients.

**The Board approves as recommended by the County Administrative Officer.**

11. Request to approve a renewal contract (Clerk's File) with County Office of Education for Fiscal Year 2013-14 in an amount not to exceed \$200,000 to provide outpatient drug-free substance abuse treatment services to students enrolled in Sober School programs.

**The Board approves as recommended by the County Administrative Officer.**

12. Request to approve four (4) renewal contracts (Clerk's File) with four Institutes for Mental Disease facilities for Fiscal Year 2013-14 in the collective amount not to exceed \$729,051 to provide residential and intensive mental health services in locked facilities to adults who cannot care for themselves due to their mental illness.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Probation:**

13. Request to authorize the Chief Probation Officer to sign a three year Memorandum of Agreement with the seven municipal police departments for provision of the Probation Public Safety Liaison Officer Program in annual the amount of \$120,186.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Public Works Items:**

14. Request to approve an agreement with the State to exchange federal highway funds in the amount of \$578,060 for State highway account funds for Fiscal Year 2012-13, direct the Chairperson to execute the agreement, and approve a resolution authorizing the Chairperson to execute future agreements. All Districts.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-162, adopted.**

15. Request to approve an agreement with the San Luis Obispo County Office of Education for a cable TV Public, Education, and Government (PEG) Access Grant and authorize an associated budget adjustment in the amount of \$48,314. All Districts.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda Public Works - Board Sitting as Flood Control District:**

16. Submittal of resolutions to levy assessments for Flood Control Zones 1 and 1A (Arroyo Grande/Oceano Area). District 4.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NOS. 2013-163 and 2013-164, adopted.**

17. Submittal of a resolution to levy additional annual assessments for Flood Control Zones 1 and 1A (Arroyo Grande/Oceano Area). District 4.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-165, adopted.**

**Consent Agenda - Social Services Items:**

18. Request to approve the renewal service contract (Clerk's File) with the National Council on Crime and Delinquency, Inc., for Safe Measures and Structured Decision Making in the total amount of \$215,224

for Fiscal Years 2013-2014 and 2014-2015.

**The Board approves as recommended by the County Administrative Officer.**

- 19. Request to approve: 1) an agreement (Clerk’s File) with the South Bay Workforce Investment Board, Inc. for receipt of Workforce Investment Act (WIA) Dislocated Worker 25% Additional Assistance funds in the amount of \$197,311, 2) a corresponding budget adjustment in the amount of \$197,311 of 25% WIA Dislocated Worker Additional Assistance funds to FC 180- Department of Social Services, and 3) a contract (Clerk’s File) with Goodwill Industries for Dislocated Worker services for Fiscal Year 2012-13 and 2013-14 in the amount of \$178,567 in 25% WIA Dislocated Worker Additional Assistance funds.

**The Board approves as recommended by the County Administrative Officer.**

- 20. Request to approve the renewal service contract (Clerk’s File) for the Relative Caregiver Program between the County of San Luis Obispo Department of Social Services and Seneca Family of Services (Seneca), in the amount of \$240,838 for Fiscal Year 2013-2014.

**The Board approves as recommended by the County Administrative Officer.**

- 21. Request to approve a renewal service contract (Clerk’s File) for Housing Assistance Services with the Housing Authority of the City of San Luis Obispo (HASLO) for Fiscal Year 2013-2014 in the amount of \$100,000.

**The Board approves as recommended by the County Administrative Officer.**

**Motion by:** Adam Hill

**Second by:** Frank R. Mecham

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Bruce S. Gibson (Acting Chairperson)	x			
Frank Mecham R. (Board Member)	x			
Adam Hill (Board Member)	x			
Debbie Arnold (Board Member)	x			

- 22. Request to approve two renewal service contracts (Clerk’s File) for Domestic Violence Services with: 1) Sexual Assault Recovery and Prevention (SARP) Center of San Luis Obispo County and 2) Women’s Shelter Program of San Luis Obispo County (WSP) for Fiscal year 2013-2014 in the amounts of \$100,000 and \$75,000 respectively.

**The Board approves as recommended by the County Administrative Officer.**

**Public Comment Period:**

- 23. This is the time set for members of the public wishing to address the Board on matters other than scheduled items.

**Acting Chairperson Gibson:** opens the floor to public comment and states he would like to have all request to speak slips for public comment on the dais before the item is opened.

**Mr. Eric Greening:** speaks to the State Lands Commission’s Mitigated Negative Declaration Offshore Low-Energy Geophysical Survey Permit Program Update; and requests the County have hardcopies of the document available for the public.

**Dr. C. Hite:** presents and discusses photographs regarding gun violence.

**Mr. Ben DiFatta and Ms. Linde Owen:** comment on the Los Osos Wastewater Project (LOWWP). Additionally, Ms. Owen, comments on the submittal of public comment speaker slips.

**Ms. Julie Tacker; Mr. Tom Dawson; Ms. Elsa Dawson; Ms. Laura Mordaunt; and Mr. Bill Pelfrey:** address various concerns relating to the Paso Robles Groundwater Basin; last week's discussion during public comment period; and the Brown Act. Additionally, Ms. Tacker questions if Acting Chairperson



Gibson's trip to meet with the Nuclear Regulatory Commission (NRC) is reimbursable by the Public Utilities Commission and PG&E; and Mr. Pelfrey comments on the cut-off time to submit public comment speaker slips.

**Mr. Dan Lloyd:** states he was a member of the stakeholder group who participated in the Planning and Building Director interviews; and outlines why he is requesting the Board re-open the recruitment process for the position.

**Ms. April McLaughlin:** comments on the potential Farmers Market in Oceano; the recent Grover Beach and Arroyo Grande Chamber of Commerce meeting; and suggests the admission fee be waived to attend those meetings.

**Acting Chairperson Gibson:** asks staff to respond to last week's discussion regarding the Paso Robles Groundwater basin, the Brown Act and the schedule for moving forward on this matter, with Ms. Rita Neal – County Counsel, stating there was no violations of the Brown Act during last week's discussion and Mr. Dan Buckshi – County Administrative Officer, stating that there will be a Board Business item on August 6, 2013 to discuss potential urgency options and an item set on August 27, 2013, per the Board's direction from the May 7, 2013 meeting. **No action taken.**

**Board Committee Reporting:**

24. This is the time set for Board Members to report on various committee activities.

**Supervisor Arnold:** highlights various club and committee meetings and special events she has attended. Further, states Monica Grant is the new Chief Executive Officer (CEO) for the YMCA; and announces the Atascadero Library Groundbreaking Kick-off event will be held on Friday, July 19, 2013 at 9:00 AM.

**Supervisor Hill:** comments on the Lodge Project at the Oceano Airport.

**Acting Chairperson Gibson:** speaks to the Independent Peer Review Panel. **No action taken.**

**Board Business:**

25. Consideration of a status report by Mike Miller of the Ferguson Group on Federal lobbying activities being undertaken on behalf of the County.

**Mr. Mike Miller – Ferguson Group:** speaks.

**Acting Chairperson Gibson:** opens the floor to public comment.

**Mr. Eric Greening:** speaks.

**Acting Chairperson Gibson:** receives and files the Ferguson Group's status report. **No action taken.**

26. Submittal of a resolution adopting a policy governing bid protests and other challenges to construction contracts. All Districts.

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**RESOLUTION NO. 2013-166, a resolution adopting a policy governing bid protests and other challenges to construction contracts, adopted.**

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Bruce S. Gibson (Acting Chairperson)	x			
Frank Mecham R. (Board Member)	x			
Adam Hill (Board Member)	x			

Debbie Arnold (Board Member)	x			
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**Closed Session:**

32. The Board announces they will be going into Closed Session regarding:

- I. CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code section 54957.6.) It is the intention of the Board, sitting as the Governing Board of the San Luis Obispo County In Home Support Services Public Authority, to meet in Closed Session to have a conference with its Labor Negotiator concerning the following: Name of employee organization: 1. United Domestic Workers.
- II. PERSONNEL (Gov. Code section 54957.) It is the intention of the Board to meet in closed session to: 2. Consider Public Employee Appointment for the Position of Director of Building/Planning.

**(This item was amended, per the Addendum to the Agenda, by adding Closed Session Items that were inadvertently left off of the Agenda. REQUIREMENTS OF THE BROWN ACT HAVE BEEN SATISFIED AS THIS NOTICE WAS POSTED PRIOR TO THE 72-HOUR NOTICING REQUIREMENT.)**

**Acting Chairperson Gibson:** opens the floor to public comment without response.

Thereafter, pursuant to the requirements of the Brown Act, County Counsel reports out on the items discussed during Closed Session as follows: no report required as no final action was taken and the Board goes into Open Public Session.

**Presentations:**

27. Presentation of the Leadership SLO Class XXI Legacy Project to update San Luis Obispo County's display at the Hall of Counties at the Capitol Building in Sacramento.

**Ms. Amy Collins – Leadership SLO Class XXI (Powerpoint):** speaks. **No action taken.**

28. Submittal of a resolution recognizing Jan Potter for receiving the Commission on the Status of Women 2012 Woman of the Year award.

**Mr. Paul Potter; Ms. Vivien Mendez; Ms. Consuelo Maux - Commission on the Status of Women Chairperson; and Ms. Paulla Ufferheide:** speak.

**RESOLUTION NO. 2013-167, a resolution recognizing Jan Potter for receiving the Commission on the Status of Women 2012 “Woman of the Year” award, adopted.**

**Motion by:** Adam Hill

**Second by:** Debbie Arnold

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Bruce S. Gibson (Acting Chairperson)	x			
Frank Mecham R. (Board Member)	x			
Adam Hill (Board Member)	x			
Debbie Arnold (Board Member)	x			

29. Submittal of The Commission on Aging Annual Report for FY 2012-2013.

**Ms. Kathleen Bellefontaine; Ms. Carol Schmidt; and Ms. Alice York – Commission on Aging:** speak.

**The Board accepts and files the Annual Report for Fiscal Year 2012-2013 from the San Luis Obispo County Commission on Aging.**

**Motion by:** Adam Hill

**Second by:** Debbie Arnold

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
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Bruce S. Gibson (Acting Chairperson)	x			
Frank Mecham R. (Board Member)	x			
Adam Hill (Board Member)	x			
Debbie Arnold (Board Member)	x			

**Hearings:**

30. Hearing to consider an appeal of the Templeton Area A Road Improvement Fee by Mike and Nancy Harris. District 1.

**Mr. Mike Harris – Appellant (photographs):** speaks.

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**The Board denies the appeal to waive or reduce the projects’ Road Improvement Fee; and waives the appeal fee of \$513.**

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Bruce S. Gibson (Acting Chairperson)	x			
Frank Mecham R. (Board Member)	x			
Adam Hill (Board Member)	x			
Debbie Arnold (Board Member)	x			

31. Hearings to consider five proposals to establish a new agricultural preserve and amend existing agricultural preserves. Districts 1 and 5.

**A. FILE NUMBER: AGP2012-00010:** A proposal by Patricia Diane Vineyard, LLC to alter the boundaries of an agricultural preserve to reflect a lot line adjustment. The resulting parcel will include approximately 54 acres. The property is located in the Agriculture land use category approximately 0.5 mile west of Buena Vista Drive approximately 2,000 feet east of River Road, north of and abutting the City of Paso Robles. The parcel is in the Salinas River Planning Area. APNs: 020-311-030 & PTN of 020-012-017; District No. 1.

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**RESOLUTION NO. 2013-168, a resolution altering the boundaries of Estrella Agricultural Preserve No. 10 pursuant to the California Land Conservation Act of 1965, adopted.**

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Bruce S. Gibson (Acting Chairperson)				
Frank Mecham R. (Board Member)				
Adam Hill (Board Member)				
Debbie Arnold (Board Member)				

**B. FILE NUMBER: AGP2012-00011:** A proposal by Woodland Trust to alter the boundaries of an agricultural preserve to reflect a lot line adjustment. The resulting parcel will include approximately 114 acres. The property is located in the Agriculture land use category at 3995 Buena Vista Drive north of and abutting the City of Paso Robles. The parcel is in the Salinas River Planning Area. APN: 020-012-017; District No. 1.

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**RESOLUTION NO. 2013-169, a resolution altering the boundaries of Estrella Agricultural Preserve No. 9, Amendment No. 1 pursuant to the California Land Conservation Act of 1965, adopted.**

**Motion by:** Frank R. Mecham

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Bruce S. Gibson (Acting Chairperson) Frank Mecham R. (Board Member) Adam Hill (Board Member) Debbie Arnold (Board Member)				

**C. FILE NUMBER: AGP2012-00013:** A Proposal by Flight Investments, LLC to establish an agricultural preserve to enable the applicant to enter into a land conservation contract. The 50 acre parcel is located within the Agriculture land use category at 495 Cripple Creek Road approximately 3/4 mile south of the intersection of Creston Road and Cripple Creek Road and approximately 5.0 miles southeast of the Urban Reserve Line of Paso Robles. The site is in the El Pomar-Estrella planning area. APN: 035-101-051; District No. 5.

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**RESOLUTION NO. 2013-170, a resolution establishing an agricultural preserve pursuant to the California Land Conservation Act of 1965, adopted.**

**Motion by:** Debbie Arnold

**Second by:** Frank R. Mecham

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Bruce S. Gibson (Acting Chairperson) Frank Mecham R. (Board Member) Adam Hill (Board Member) Debbie Arnold (Board Member)				

**D. FILE NUMBER: AGP2009-00025:** Reconsideration of a proposal by Claudine Blackwell to alter the boundaries of an agricultural preserve to reflect a lot line adjustment. The resulting parcel will remain at approximately 120 acres. The project site is located in the Agriculture land use category at 1030 Penman Springs Road, approximately 0.5 mile southeast of the intersection of Penman Springs Road and Union road, approximately 1.1 mile east of the City of Paso Robles, in the El Pomar-Estrella Planning Area. APNs: 015-053-027 & 28; District No. 5.

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**RESOLUTION NO. 2013-171, a resolution altering the boundaries of El Pomar Agricultural Preserve No. 71 pursuant to the California Land Conservation Act of 1965, adopted.**

**Motion by:** Debbie Arnold

**Second by:** Frank R. Mecham

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Bruce S. Gibson (Acting Chairperson)	x			
Frank Mecham R. (Board Member)	x			
Adam Hill (Board Member)	x			
Debbie Arnold (Board Member)	x			

**E. FILE NUMBER - AGP2009-00026:** Reconsideration of a proposal by Keith Harnish to alter the boundaries of an agricultural preserve to reflect a lot line adjustment. The resulting parcel size will remain at approximately 440 acres. The property is located in the Agriculture land use category at 1975 Hidden Acre Lane, approximately 1 mile southeast of the intersection of Penman Springs Road and Union road, approximately 1.5 mile east of the City of Paso Robles, in the El Pomar-Estrella Planning Area. APN: 015-053-025; District No. 5.

**Acting Chairperson Gibson:** opens the floor to public comment without response.

**RESOLUTION NO. 2013-172, a resolution altering the boundaries of El Pomar Agricultural Preserve No. 1 pursuant to the California Land Conservation Act of 1965, adopted.**

**Motion by:** Debbie Arnold  
**Second by:** Frank R. Mecham

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Bruce S. Gibson (Acting Chairperson)				
Frank Mecham R. (Board Member)				
Adam Hill (Board Member)				
Debbie Arnold (Board Member)				

On motion duly made and unanimously carried, the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, does now adjourn.

I, **JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors of the County of San Luis Obispo, and ex-officio clerk of the governing body of all other special assessment and taxing districts for which said Board so acts, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held Tuesday, July 16, 2013, by the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts.

**JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors

By: /s/ Annette Ramirez, Deputy Clerk-Recorder

**DATED:** July 18, 2013

Tuesday, August 20, 2013

The Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, met in regular session at 9:00 AM.

**PRESENT:** Supervisors: Frank R. Mecham, Adam Hill, Debbie Arnold and Acting Chairperson Bruce S. Gibson

**ABSENT:** None

**THE PLEDGE OF ALLEGIANCE IS LED BY ACTING CHAIRPERSON BRUCE S. GIBSON.**

**Consent Agenda – Review and Approval:**

**1-11.** This is the time set for consideration of the Consent Agenda.

**Acting Chairperson Gibson:** opens the floor to public comment.

The action taken for Consent Agenda items 1 through 11 on the following vote is indicated for each item.

**Motion by:** Frank S. Mecham

**Second by:** Adam Hill

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

**Consent Agenda - Administrative Office Items:**

**1.** Request to approve an agreement in the amount of \$100,000 with the Food Bank Coalition of San Luis Obispo for grant funds through Fund Center 106 – Contributions to Other Agencies for Fiscal Year 2013-14.

**The Board approves as recommended by the County Administrative Officer.**

**2.** Request to cancel the September 3, 2013 Strategic Planning Board meeting.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Board of Supervisors Items:**

**3.** Request to appoint Robyn DeRohan as a District Four representative to the Commission on the Status of Women.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - District Attorney Items:**

**4.** Request to approve a renewal grant agreement for FY 2013-14 to receive funding from the State's Workers' Compensation Insurance Fraud Prosecution and Investigation Program in the amount of \$62,254 and submittal of a resolution authorizing the District Attorney to sign the State agreement and other grant related documents.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-207, adopted.**

**Consent Agenda - General Services Agency Items:**

5. Request to approve a Release of Covenants, Conditions, and Restrictions on four residential lots located in Tract 3018 near the intersection of West Branch Street and Old Ranch Road in Arroyo Grande, each approximately 10,000 square feet in size and owned by the City of Arroyo Grande. District 4.

**Dr. C. Hite:** speaks.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Health Agency Items:**

6. Request to approve appointments to the Emergency Medical Care Committee.

**The Board approves as recommended by the County Administrative Officer.**

7. Request to approve a renewal contract (Clerk's File) with Community Counseling Center for FY 2013-14 in an amount not to exceed \$38,889 to provide prevention and early intervention behavioral health services to individuals and families throughout the county.

**Dr. C. Hite:** speaks.

**The Board approves as recommended by the County Administrative Officer.**

8. Request to approve a renewal contract (Clerk's File) with Central Coast Link (The Link) for FY 2013-14 in an amount not to exceed \$143,392 to provide prevention and early intervention behavioral health services to youth and families throughout the county.

**Dr. C. Hite:** speaks.

**The Board approves as recommended by the County Administrative Officer.**

9. Request to approve a renewal contract (Clerk's File) with San Luis Obispo Child Abuse Prevention Council for FY 2013-14 in an amount not to exceed \$99,000 to provide prevention and early intervention behavioral health services to parents and families throughout the county.

**Dr. C. Hite:** speaks.

**The Board approves as recommended by the County Administrative Officer.**

**Consent Agenda - Public Works Items:**

10. Submittal of a resolution for the acceptance of road improvements on Vista Del Pueblo, Vista Del Rio, Vista Del Sol, and Santa Maria Vista within Tracts 1802 and 1856 (Maria Vista Estates), in Nipomo. District 4.

**The Board approves as recommended by the County Administrative Officer. RESOLUTION NO. 2013-208, adopted.**

**Consent Agenda - Social Services Items:**

11. Request to approve the Strategic Local Workforce Development Plan for Program Years 2013-2017 (Clerk's File).

**The Board approves as recommended by the County Administrative Officer.**

**Public Comment Period:**

- 12. This is the time set for members of the public wishing to address the Board on matters that are not scheduled on the current agenda.

**Ms. Julie Tacker; Mr. Richard Margetson (handout); Mr. Ben DiFatta; and Ms. Linde Owen (photographs):** address issues relating to the Los Osos Wastewater Project (LOWWP). Additionally, Mr. Margetson and Ms. Owen, comment on the conduct of public comment period.

**Dr. C. Hite:** speaks to the status of her public records request.

**Mr. Mike Brown - Coalition of Labor, Agriculture and Business (COLAB):** discusses issues regarding the upcoming Paso Robles Groundwater Basin hearing.

**Mr. Eric Greening:** comments on the public comment policy and the deadline for comments to be submitted to the State Lands Commission regarding low energy seismic testing. **No action taken.**

**Board Business:**

- 13. Consideration of Amendment No. 3 to the agreement for services with the Ferguson Group in the amount of \$72,000 to provide Federal lobbying services for FY 2013-14.

**Acting Chairperson Gibson:** opens the floor to public comment.

**Mr. Eric Greening:** speaks.

**The Board approves Amendment No. 3 to the Agreement for Services with the Ferguson Group to provide federal lobbying services for the FY 2013-14.**

**Motion by:** Frank S. Mecham

**Second by:** Debbie Arnold

SUPERVISORS	AYES	NOES	ABSTAIN	RECUSE
Gibson, Bruce S. (Acting Chairperson)	x			
Mecham, Frank R. (Board Member)	x			
Hill, Adam (Board Member)	x			
Arnold, Debbie (Board Member)	x			

- 14. Presentation of a report (Clerk's File) on the Economic Contributions of Agriculture in San Luis Obispo County.

**Acting Chairperson Gibson:** opens the floor to public comment without response and receives and files the report of Economic Contributions of San Luis Obispo County Agriculture.

- 15. Presentation and report on the California Public Records Act.

**Acting Chairperson Gibson:** opens the floor to public comment.

**Ms. Julie Tacker:** speaks.

**Acting Chairperson Gibson:** receives and files the report on the California Public Records Act.

**Closed Session Items:**

- 16. The Board announces they will be going into Closed Session regarding:

I. PENDING LITIGATION (Government Code, section 54956.9.) It is the intention of the Board to meet in closed session concerning the following items: Conference with Legal Counsel-Anticipated Litigation (Government Code, section 54956.9.) Significant exposure to litigation (Government Code, section 54956.9(b).) No. of cases 2. Facts and circumstances not known to potential plaintiff which indicate significant exposure to litigation. 2. Initiation of litigation (Government Code, section 54956.9(c).) No. of cases 2.



II. PERSONNEL (Gov. Code, § 54957.) It is the intention of the Board to meet in closed session to: 3. Consider Public Employee Appointment for the Position of Director of Building/Planning.

III. CONFERENCE WITH LABOR NEGOTIATOR (Gov. Code ' 54957.6.) It is the intention of the Board to meet in closed session to have a conference with its Labor Negotiator Tami Douglas-Schatz concerning the following: Name of employee organizations are: 4. DCCA; 5. SLOGAU; 6. Sheriffs' Management; 7. Deputy Sheriff's Association; 8. DAIA; 9. SLOCPMPOA; 10. SLOCPPOA; 11. SLOCEA-Public Services, Supervisors, Clerical.

(Added Item, per Addendum to the Agenda. "I. PENDING LITIGATION (Government Code, section 54956.9.) It is the intention of the Board to meet in closed session concerning the following items: B. Conference with Legal Counsel-Existing Litigation (Government Code, section 54956.9(a).) (Formally initiated) 12. People of the State of California v. Sani, et al., 13. People of the State of California v. Welsh, et al." Requirements of the Brown Act have been satisfied as this notice was posted prior to the 72-hour noticing requirement.)

**Acting Chairperson Gibson:** opens the floor to public comment without response.

Thereafter, pursuant to the requirements of the Brown Act, County Counsel reports out on the items discussed during Closed Session as follows: no report required as no final action was taken and the Board goes into Open Public Session.

On motion duly made and unanimously carried, the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts, does now adjourn.

I, **JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors of the County of San Luis Obispo, and ex-officio clerk of the governing body of all other special assessment and taxing districts for which said Board so acts, do hereby certify that the foregoing is a fair statement of the proceedings of the meeting held Tuesday, August 20, 2013, by the Board of Supervisors of the County of San Luis Obispo, and ex-officio the governing body of all other special assessment and taxing districts for which said Board so acts.

**JULIE L RODEWALD**, County Clerk-Recorder and Ex-Officio Clerk of the Board of Supervisors

By: /s/ Annette Ramirez, Deputy Clerk-Recorder

**DATED:** August 20, 2013

**THURSDAY, AUGUST 22, 2013**

The following action minutes are listed as they were acted upon by the Planning Commission and as listed on the agenda for the Regular Meeting of August 22, 2013 together with the maps and staff reports attached thereto and incorporated therein by reference.

HEARINGS ARE ADVERTISED FOR 9:00 A.M. HEARINGS GENERALLY PROCEED IN THE ORDER LISTED, UNLESS CHANGED BY THE PLANNING COMMISSION AT THE MEETING.

**ROLL CALL (9:04 AM)**

PRESENT: Commissioner(s) Tim Murphy, Ken Topping, Don Campbell, Eric Meyer, and Jim Irving.

ABSENT:

**FLAG SALUTE (9:05 AM)****PUBLIC COMMENT PERIOD (9:05 AM)**

Jim Irving: opens Public Comment with no one coming forward.

**PLANNING STAFF UPDATES (9:05 AM)**

Nancy Orton, staff: updates commissioners on their near term schedule. Reports August 29, and September 12, 2013 Planning Commission meetings have been cancelled.

Tim Murphy: reports on October 24, 2013 he will only be available until the noon hour.

Don Campbell: reports he will be absent on October 31, 2013 if there is a meeting.

Jim Irving: requests information regarding the appeal of the Dana Adobe with Ms. Orton responding. Asks about the Laticia development and when it may be coming to the commission with Ms. Orton responding. Discusses the San Miguel Community Plan update in terms of community participation with Ms. Orton responding.

**CONSENT AGENDA: None (9:09 AM)****HEARINGS: (9:10 AM)**

1. Hearing to consider a request by ARPAD SOO for a Conditional Use Permit to allow for amendments to the conditions of approval for Conditional Use Permit DRC2007-00069. The amendments include changing the total number of residents allowed in the existing residential care facility from 18 to 24. The project will not involve any new construction as the existing care facility contains 17 resident rooms. The proposed project is within the Residential Rural land use category and is located at 2171 Halcyon Road, approximately three miles north of the community of Nipomo. The site is in the South County (Inland) planning area. This project is exempt under CEQA. County File No: DRC2012-00120

Assessor Parcel Number: 092-232-051      Supervisorial District: 4 Date  
Accepted: July 12, 2013      Stephanie Fuhs, Project Manager Recommend  
approval (9:10 AM)

Stephanie Fuhs, Project Manager: presents staff report via a Power Point presentation. Reads new Condition 6 into the record.

John Mack, agent: is available for questions. Briefly describes proposed expansion and changes.

Tim Murphy: confirms the nature of the facility with Mr. Mack responding.

John Mack: further reports they are not hiring additional staff becauseg this is regulated by the State and at this time they will not be hiring additional staff.

Jim Irving: opens public Comment.

Lorene VanderVeen: speaks.

Jim Irving: asks for ex-parte contacts with no one coming forward.

Stephanie Fuhs, Project Manager: addresses Public Comment issues brought forth.

Commissioners: begin their deliberations.

Arpod Soo, owner: explains approximately how many emergency service vehicles come to the facility. Further explains reasoning for expansion request.

Tim Murphy: would like a correction to Finding E. to delete "up to 24" as it is redundant.

Stephanie Fuhs, Project Manager: explains a condition to address water usage in terms of severity levels has been prepared should it be needed.

**Thereafter, on motion of Tim Murphy, seconded by Don Campbell, and on the following vote:**

**AYES:      Commissioner(s) Tim Murphy, Don Campbell, Ken Topping, Eric Meyer, Jim Irving.**

**NOES:      None.**

**ABSENT: None.**

**The Commission approves Conditional Use Permit DRC2012-00120 based on the findings listed in Exhibit A, deleting the reference "up to 24" in Finding e., and subject to the conditions listed in Exhibit B, adding new Condition 6 to read "Within 30 days of permit approval, the applicant shall pay South County Road Impact Area 2 Road Impact Fees to the Department of Public Works for the proposed additional residential beds in accordance with the latest adopted fee schedule."; adopted.**

COMMISSION BUSINESS (9:48 AM)

2.

Study session on the 2013 draft San Luis Obispo County Local Hazard Mitigation Plan (LHMP). (9:48 AM)

Mike Wulkan, staff: introduces subject matter and Ron Alsop from the Office of Emergency Services.

Ron Alsop, County Office of Emergency Services: provides background about the Local Hazard Mitigation Program (LHMP) and shows a Power Point presentation. Provides a quick link to the County Office of Emergency Services: [slocountyoes.com](http://slocountyoes.com). Final adoption of the Plan is expected in October. September is National Preparedness month.

Jim Irving: opens Public Comment. Martin Melts and David Dubink: speak.

Commissioners: begin with questions about the program.

Ken Topping: encourages the Office of Emergency Services to rank the Tsunami higher than it currently is.

Ron Alsop: suggest looking at [www.caloes.com](http://www.caloes.com) to look at GIS mapping for a variety of scenarios.

ADJOURNMENT: 12:00 PM

Respectfully submitted,  
Ramona Hedges, Secretary  
SLO County Planning Commission  
**MINUTES APPROVED AT THE 9/26/13 PC**

**THURSDAY, AUGUST 8, 2013**

The following action minutes are listed as they were acted upon by the Planning Commission and as listed on the agenda for the Regular Meeting of August 8, 2013 together with the maps and staff reports attached thereto and incorporated therein by reference.

HEARINGS ARE ADVERTISED FOR 9:00 A.M. HEARINGS GENERALLY PROCEED IN THE ORDER LISTED, UNLESS CHANGED BY THE PLANNING COMMISSION AT THE MEETING. (9:04 AM)

ROLL CALL (9:05 AM)

PRESENT: Commissioner(s) Tim Murphy, Don Campbell, Eric Meyer, and Jim Irving.  
ABSENT: Commissioner(s) Ken Topping.

FLAG SALUTE (9:05 AM)

PUBLIC COMMENT PERIOD (9:05 AM)

Chief Reeder: presents award to Battalion Chief Fire Marshall Laurie Donnelly.

PLANNING STAFF UPDATES (9:12 AM)

Nancy Orton, staff: updates Commissioners on their near term schedule.

CONSENT AGENDA: (9:14 AM)

- a. June 27, 2013 CANCELLED Planning Commission minutes (9:14 AM)
- b. July 11, 2013 DRAFT Planning Commission minutes (9:14 AM)

**Thereafter, on motion of Tim Murphy, seconded by Don Campbell, and on the following vote:**

**AYES: Commissioner(s) Tim Murphy, Don Campbell, Jim Irving.**

**NOES: None.**

**ABSENT: Commissioner(s) Ken Topping.**

**The Commission approves Consent items a. and b.**

HEARINGS: (9:15 AM)

1. Hearing to consider a request by EPOCH WINE ESTATES for a Conditional Use Permit to allow for the phased construction and expansion of winery facilities including: expansion of the existing Stephen's Cellars' winery facility (D010280P), the rehabilitation of the condemned York Mountain Winery to restore the historic winery and tasting room uses, the construction of a new wine

processing building, and the conversion of the existing tasting room to administrative uses and commercial kitchen. The applicant is requesting 25 special events with no more than 200 attendees and modifications of ordinance requirements involving setbacks, signage, and amplified music (noise). Winery build-out (includes existing winery structures) will total 49,351 square feet on two parcels. The project will result in the total site disturbance of 6.9 acres on two parcels totaling 165 acres including 12,000 cubic yards of cut, and 12,000 cubic yards of fill. The project is located within the Agriculture land use category, at 7505 / 7520 / 7575 York Mountain Road), approximately 6 miles west of the community of Templeton. The site is located within the Adelaide planning area. The site is located within the Adelaide planning area. Also to be considered at the hearing will be approval of the Environmental Document prepared for the item. The Environmental Coordinator, after completion of the initial study, finds that there is no substantial evidence that the project may have a significant effect on the environment, and the preparation of an Environmental Impact Report is not necessary. Therefore, a Mitigated Negative Declaration (pursuant to Public Resources Code Section 21000 et seq., and CA Code of Regulations Section 15000 et seq.) has been issued on July 5, 2013 for this project. Mitigation measures are proposed to address: Agricultural Resources, Cultural Resources, Water, Biological Resources, and Noise and are included as conditions of approval. County File No: DRC2011-00061 Assessor Parcel Number: 014-221-027 and 025 Supervisorial District: 1 Date Accepted: May 4, 2013 Holly Phipps, Project Manager Recommend approval (9:15 AM)

Commissioners: disclose ex-parte contacts.

Holly Phipps, Project Manager: presents staff report and last minute changes to staff report.

Jamie Kirk, agent; makes a Powerpoint presentation and requests condition changes.

Kami Griffin, Assistant Director: addresses agent's requests for Condition 3. b. referencing a phasing schedule and discusses meetings with County Counsel regarding this subject.

Whitney McDonald, County Counsel: explains Counsel's interpretation of the phasing schedule.

Commissioners: comment on approval of projects.

Frank Honeycut, Public Works: discusses agent's request for driveway access and recommends the Commission close that access at the existing tasting room. Would like that access be closed and an alternate access provided before any public events are held.

Jamie Kirk, agent: would like to address Public Works' concern through conditioning.

Frank Honeycutt, Public Works: reiterates that no public access should be given as per Public Works standards.

Commissioners: deliberate current access road and alternatives.

Commissioners and Ms. Kirk: discuss signage measurements.

Jim Irving: suggests down lighting for signage and would like this added in the conditions.

Steve George, owner's representative. West facing sign does not serve well and explaining reasoning for asking for the larger monument sign.

Jamie Kirk, agent: discusses a condition to add exclude any vehicular access during special events

Eric Meyer: begins formulating his motion and discusses signage waiver modification reduced to 200 square feet and 48' remain directional signage as proposed and incorporate existing at 4x29'. Further comments public access to existing driveway be eliminated but private access be maintained. Condition 1 b to begin within 20 years, and C. phase 3 to begin within 25 years instead of 20 years. adding the words "completion". Signage that trucks exit the property to the west.....signage to include directional indications to the west.

Don Campbell: states he does not agree with the phasing increase in years.

Tim Murphy: would like some restrictions in the phasing years. Signage opinion leaning towards reduction of the 120 foot sign to 200' limitation.

Jim Irving: supports signage change and phasing changes.

**Thereafter, on motion of Eric Meyer, seconded by Don Campbell, and on the following vote:**

**AYES: Commissioner(s) Eric Meyer, Don Campbell, Tim Murphy, Jim Irving.**

**NOES: None.**

**ABSENT: Commissioner(s) Ken Topping.**

**The Commission adopts the Mitigated Negative Declaration in accordance with the applicable provisions of the California Environmental Quality Act, Public Resources Code Section 21000 et seq and approves Conditional Use Permit DRC2011-00061 based on the findings listed in Exhibit A, adding a paragraph to Finding G. to read "The height , bulk, location, structural materials, landscaping and other aspects of the proposed use will not obstruct the public view of this historic structure. The rehabilitation and remodel of the historic winery proposed will ensure historic building materials and character-defining features are maintained." and changing finding J. to indicate 200 square and deleting the measurement of 252 square feet; -and subject to the Conditions listed in Exhibit B, changing Condition 1. a. iv. to correct the hours to read 10:00 instead of 11:00; changing Condition 1. b. to read "b. Phase II "to begin within 20 years after completion of Phase I (at York Mountain Winery site, APN: 014-221-027).; changing Condition 1. c. to read: c. Phase III to begin within 25 years after completion of Phase II (at York Mountain Winery site, APN: 014-221-027; changing Condition 1. f. to deleted measurement of 252 and replacing it with "...200 sf..." and changing the table to reflect same; changing Condition 3. a. to read: a. The project shall be limited to three "new and one existing" driveway approaches...."; Changing Condition 3. a. i. to read: "i. Phase I construct one driveway approach to Building F per B-1a"; Changing Condition 3. a. ii. Phase II construct one new driveway approach to the wine tasting room and existing barn (Buildings D & E)**

per B-1a; and reconstruct one driveway approach to the existing residence per B-1a"; and adding the word "Phase III" to Condition 3. a. iii.; adding the word "public" to Condition 3. b.; deleting the word "not" from the second sentence in Condition 19.; changing Condition 43. b. to correct the time to 10 a.m. or after 10 p.m."; changing Condition 45 to add the paragraph: "As an alternative to providing the annual listing of the events in a letter, a website may be used. If a web-site is used, notification shall first be provided by mail and contain the website address, the 24 hour local contact information and the approved number of events and attendee numbers. The website shall be maintained and kept current at all times."; **Adopted.**

DON CAMPBELL IS NOW ABSENT.

2. Hearing to consider a request by BKS CAMBRIA, LLC and PG&E for a Development Plan/Coastal Development Permit to allow the construction and operation of an unmanned telecommunications facility consisting of two (2) 30" UHF omni antennas and two (2) 36" diameter microwave dishes mounted on an existing 274' lattice radio tower. In addition, one (1) 30 square-foot fuel cell pad, and equipment will racks installed to an existing building. The project will result in the disturbance of approximately 1,000 square feet on a 34-acre property. The proposed project is within the Recreation land use category and is located at 202 Monte Cristo Road (former Cambria Air Force Station site), approximately 1 mile west of Highway 1 and 1.5 miles south of the community of Cambria. The site is in the rural North Coast planning area. This project is exempt under CEQA. County File No: DRC2012-00097 Assessor Parcel Number: 013-181-005 Supervisorial District: 2 Date Accepted: June 3, 2013 Airlin Singewald, Project Manager Recommend approval (10:50 AM)

Airlin Singewald, Project Manager: presents staff report via a Power Point presentation.

Kris Vardas, agent: thanks staff and briefly discusses proposal.

Jim Irving: opens Public Comment with no one coming forward.

Commissioners: begin deliberating proposal.

**Thereafter, on motion of Tim Murphy, seconded by Eric Meyer, and on the following vote:**

**AYES: Commissioner(s) Tim Murphy, Eric Meyer, Jim Irving.**

**NOES: None.**

**ABSENT: Commissioner(s) Ken Topping, Don Campbell.**

**the Commission approves Development Plan/Coastal Development Permit DRC2012-00097 based on the findings listed in Exhibit A and the conditions listed in Exhibit B.**

3. Continued hearing to consider a request by the County of San Luis Obispo to amend the inland Land Use and Circulation Elements of the County General Plan and the Land Use Ordinance, Title 22 of the County Code. The proposal is a reorganization only and does not involve changes or updates to general plan goals, policies, programs, data, or statistics or changes in the effect of standards



for development (planning area standards). This project consists of the following major parts: 1) The 11 existing inland planning areas are consolidated and reorganized into four new inland planning areas, based largely on watershed boundaries. 2) The plans for the four new inland planning areas are combined into a single document called The Area Plans. 3) Community plans are proposed for urban areas and villages. 4) Planning area standards in the Land Use Ordinance (LUO) are reorganized into rural and urban/village standards according to the new planning areas. This project is not subject to the California Environmental Quality Act (CEQA) under Section 15061(b)(3), General Rule Exemption. CONTINUED FROM 5/30/13 & 7/25/13 County File Number: LRP2008-00002 Assessor Parcel Number: N/A Supervisorial Districts: 1, 2, 3, 4, & 5 Date Authorized: July 15, 2008, modified March 29, 2011 Karen Nall, Project Manager Recommend Board of Supervisors approval (11:05 AM)

Jim Irving: opens Public Comment with no one coming forward.

Commissioners: begin their deliberations.

Eric Meyer: reports he reviewed the video from prior meetings and is up to date in order to vote on this subject.

Commissioners and Staff: finalize changes requested and amendments.

**Thereafter, on motion of Eric Meyer, seconded by Jim Irving, and on the following vote:**

**AYES: Commissioner(s) Eric Meyer, Jim Irving, Tim Murphy.**

**NOES: None.**

**ABSENT: Commissioner(s) Ken Topping, Don Campbell.**

**The Commission recommends the Board of Supervisors adopt the resolution to approve the proposed General Rule Exemption in accordance with the applicable provisions of the California Environmental Quality Act (Public Resources Code 21000 et seq.); and adopt the following amendments: a) Inland Framework for Planning, Part I of the Land Use Element as set forth in Exhibit LRP2008-00002:B; b) The Inland Area Plans, Part II of the Land Use Element, as set forth in Exhibit LRP2008-00002:C; c) Community/Village Plans, Part III of the Land Use Element, as set forth in Exhibit LRP2008-00002:D; Amendments to the Official Maps, Part IV of the Land Use Element as set forth in Exhibit LRP2008-00002:E; e) The County General Plan Documents as set forth in Exhibit LRP2008-00002:F; and f) Amendments to Title 22, Land Use Ordinance (Inland) as set forth in Exhibits LRP2008-00002: G-1, G-2, G-3, and G-4, subject to the findings as set forth in Exhibit A; and g). Inland Framework for Planning Page 1-1, the beginning of Paragraph 1-1 changing from "The Land Use and Circulation Elements (LUCE) is..." To: "The LUCE (Land Use and Circulation Elements) is..."; h) Inland Framework for Planning Page 1-10, Figure 1-4 "Summary of County Planning Areas", Sub Areas, and Community/Village Plans as proposed by staff in the new figure 1-4 handed out this morning and as further discussed by the commission today; i) Inland Framework for Planning, Page 1-5, Paragraph: "The Area Plans (LUCE Part II)" as described in the memo from staff today clarifying "Areas and Area Plans"; j) Inland Framework for Planning, Page 2-10, Paragraph 5 as suggested by staff in the memo today; and k) All maps should include Sub Area**

**i.e. (North), (South) designation clearly rather than simply stating the name without the North, South area designations.**

ADJOURNMENT: 2:00 PM

Respectfully submitted,  
Ramona Hedges, Secretary  
SLO County Planning Commission  
***MINUTES APPROVED AT THE 9/26/13 PC***