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Tulare County Association of Governments	Date: <b>Monday, March 21, 2022</b> Time: <b>1:00 PM</b> Place: Lamp Liter Inn 3300 W. Mineral King Avenue Visalia, CA 93291
Technical Advisory Committee	Date: <b>Thursday, March 17, 2022</b> Time: <b>1:30 PM</b> Place: Tulare County Association of Governments 210 N. Church Street, Suite B (Sequoia Conference Room) Visalia, CA 93291

NOTE: This meeting will allow Board Members and the public to participate in the meeting via Teleconference, pursuant to Assembly Bill 361, available at [https://leginfo.ca.gov/faces/billNavClient.xhtml?bill\\_id=202120220AB361](https://leginfo.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB361)

**Zoom Meeting | Direct Link:** <https://bit.ly/2Zt4BQY>  
**Toll Free Call in:** 1(888) 475-4499 | **Meeting ID:** 744 710 0343 | **Passcode:** 82243742  
**Call in only instructions:**  
 Enter your meeting ID followed by #, Enter # for participant ID, Enter the passcode followed by #.

In compliance with the Americans with Disabilities Act and the California Ralph M. Brown Act, if you need special assistance to participate in this meeting, including auxiliary aids, translation requests, or other accommodations, or to be able to access this agenda and documents in the agenda packet, please contact the TCAG office at 559-623-0450 at least 3 days prior to the meeting. If information is needed in another language, contact (559) 623-0450. Si se necesita esta información en español, llame (559) 623-0450. Kung ang kailangang impormasyon ay sa Tagalog, tawagan ang (559) 623-0450

Any staff reports and supporting materials provided to the board after the distribution of the agenda packet are available for public inspection at the TCAG office.

- I. CALL TO ORDER & WELCOME**
- II. PLEDGE OF ALLEGIANCE**
- III. PUBLIC COMMENTS**

**NOTICE TO THE PUBLIC  
 PUBLIC COMMENT PERIOD**

At this time, members of the public may comment on any item of interest to the public and within the subject matter jurisdiction of TCAG but not appearing on this agenda. Under state law, matters presented under this item cannot be discussed or acted upon by the Board at this time. For items appearing on the agenda, the public is invited to make comments at the time the item comes up for Board consideration. Any person addressing the Board will be limited to a maximum of three (3) minutes so that all interested parties have an opportunity to speak with a total of fifteen (15) minutes allotted for the Public Comment Period. Speakers are requested to state their name(s) and address(es) for the record.

**Convene as the Transportation Policy Advisory Committee**

**All items on the Consent Agenda are considered to be routine and non-controversial by TCAG staff and will be approved by one motion if no member of the Committee or public wishes to comment or ask questions. Items pulled from the Calendar will be considered separately.**

#### **IV. TRANSPORTATION CONSENT CALENDAR –INFORMATION ITEMS**

##### **Request Approval of the Transportation Consent Calendar Action Items IV-A through IV-C.**

- A. Action: Reaffirm Conditions of State Assembly Bill 361 to Continue Remote Attendance at Public Meetings (Pages 01 - 02)
- B. Action: Adoption of Resolution: Approve Local Transportation Fund (LTF) Claim for the City of Woodlake for Fiscal Year 2021/22 (Pages 03 - 06)
- C. Information: Senate Bill 1 (SB 1) Competitive Program Update (Pages 07 - 10)

#### **V. TRANSPORTATION ACTION/DISCUSSION ITEMS**

- A. Presentation: Transit Provider Updates (No Page)
- B. Information: 2021/2022 Unmet Transit Needs (Pages 11 - 14)
- C. Public Hearing: 2021/2022 Unmet Transit Needs (No Page)
- D. Information: Implementation Status of Federally Funded Projects (Pages 15 - 16)
- E. Information: Status of State Transportation Improvement Program (STIP) Allocations and California Transportation Commission (CTC) Update (Pages 17 - 18)
- F. Information: Clean California Local Grant Program (CCLGP) Awardees (Pages 19 - 20)
- G. Information: Caltrans Monthly Report (No Page)

*Adjourn as the Transportation Policy Advisory Committee and Convene as the Tulare County Association of Governments*

#### **VI. REQUEST TO REAFFIRM ALL ACTIONS TAKEN WHILE SITTING AS THE TRANSPORTATION POLICY ADVISORY COMMITTEE**

All items on the Consent Agenda are considered to be routine and non-controversial by TCAG staff and will be approved by one motion if no member of the TCAG Board or public wishes to comment or ask questions. Items pulled from the Calendar will be considered separately. The TCAG/Transportation Authority Board may provide guidance and/or direction to staff on any item listed as information.

#### **VII. ASSOCIATION CONSENT CALENDAR –ACTION AND INFORMATION ITEMS**

##### **Request Approval of the Association Consent Calendar Action Items VII-A through VII-B.**

- A. Action: Minutes of January 24, 2022 TCAG Board Meeting (Pages 21 - 24)
- B. Action: Minutes of January 20, 2022 Technical Advisory Committee Meeting (Pages 25 - 28)

#### **VIII. ASSOCIATION ACTION/DISCUSSION ITEMS**

- A. Presentation: State Legislative Update from State Government Relations Firm, The Politico Group (No Page)
- B. Information: Legislative update (Pages 29 - 34)
- C. Presentation: Report from Congressman Valadao's Office (No Page)
- D. Presentation: Report from Assemblyman Mathis' Office (No Page)
- E. Presentation: Report from Senator Hurtado's Office (No Page)
- F. Information: Draft Overall Work Plan (OWP) for Fiscal Year 2022/2023 (Pages 35 - 40)
- G. Information: Member Agency (TDA) Audit Year Ending June 30, 2021 (Pages 41 - 42)
- H. Information: Regional Transit Coordination Update (Pages 43 - 44)
- I. Information: Conflict of Interest Code (Form 700) Due April 1, 2022 (Pages 45 - 72)

#### **IX. CORRESPONDENCE**

- A. San Joaquin Valley Policy Conference – The Road Ahead (Pages 73 - 74)
- B. Tule River Indian Tribe Request (Page 75)

#### **X. OTHER BUSINESS**

- A. Information: Items from Staff:
  - 1. TCAG Director's Report
    - a. CTC Townhall April 13-14, 2022
    - b. Local Motion May 5, 2022
  - 2. Other Items
- B. Information: Items from Board Members
  - 1. Tulare County Water Commission Update
  - 2. San Joaquin Valley Policy Council Update
  - 3. San Joaquin Joint Powers Authority (SJJPA) - Amtrak Update
  - 4. San Joaquin Valley Housing Task Force Update
  - 5. TCAG Transit Report
  - 6. Other Items
- C. Request from Board Members for Future Agenda Items

## **XI. ADJOURN**

The next scheduled Tulare County Association of Governments (TCAG) Board meeting will be held on **Monday, April 18, 2022 at 1:00 p.m.** at the **Tulare Ag Auditorium, 4437 S. Laspina, Tulare, CA 93274.** The Technical Advisory Committee will meet on **Thursday, April 14, 2022 at 1:30 p.m.** at the **Tulare County Association of Governments (TCAG), 210 N. Church Street, Suite B, Sequoia Conference Room, Visalia, CA 93291.**

TULARE COUNTY ASSOCIATION OF GOVERNMENTS  
REGIONAL TRANSPORTATION PLANNING AGENCY  
METROPOLITAN PLANNING ORGANIZATION

<b>BOARD OF GOVERNORS</b>	<b>AGENCY</b>	<b>ALTERNATE</b>
Larry Micari	Tulare County-District 1	Paula Clark
Pete Vander Poel, III - Chair	Tulare County-District 2	William Cushing
Amy Shuklian	Tulare County-District 3	Bill Whitlatch
Eddie Valero	Tulare County-District 4	Derek Williams
Dennis Townsend	Tulare County-District 5	<i>Vacant</i>
Maribel Reynosa	City of Dinuba	Linda Launer
Frankie Alves	City of Exeter	Steve Garver
Paul Boyer	City of Farmersville	Ruben Macareno
Ramona Caudillo	City of Lindsay	Hipolito Cerros
Martha A. Flores – Vice-Chair	City of Porterville	Milt Stowe
Terry Sayre	City of Tulare	Jose Sigala
Brian Poochigian	City of Visalia	<i>Vacant</i>
Rudy Mendoza	City of Woodlake	Florencio Guerra Jr
Greg Gomez	Public Transit Provider*	<i>Vacant</i>
Tyrone Holscher	Member-at-Large*	Shea Gowin
Vicki Riddle	Member-at-Large*	Davis Ward
Pamela K. Whitmire	Member-at-Large*	Julie Allen
Diana Gomez	Caltrans*	Michael Navarro

\* Caltrans serves as an ex-officio member of the TCAG Policy Advisory Committee. At-large TCAG members and the Public Transit Provider representative are not members of the Tulare County Transportation Authority or Abandoned Vehicle Abatement Authority.

**TCAG STAFF**

Ted Smalley, Executive Director  
 Ben Kimball, Deputy Executive Director  
 Ben Giuliani, Executive Officer- LAFCO  
 Leslie Davis, Finance Director  
 Elizabeth Forte, Principal Regional Planner  
 Roberto Brady, Principal Regional Planner  
 Derek Winning, Senior Regional Planner  
 Gabriel Gutierrez, Senior Regional Planner  
 Kasia Poleszczuk, Senior Regional Planner  
 Steven Ingoldsby, Senior Regional Planner  
 Giancarlo Bruno, Regional Planner  
 Sheela Bhongir, Regional Planner  
 Gail Miller, Associate Regional Planner-EH  
 Maria Garza, Associate Regional Planner-EH  
 Jennifer Miller, Associate Regional Planner-EH  
 Michele Boling, TCAG Accountant III  
 Brideget Moore, TCAG Staff Services Analyst III  
 Amie Kane, TCAG Administrative Clerk II  
 Servando Quintanilla, TCAG Administrative Clerk  
 Holly Gallo, Office Assistant III

**Office Address**

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**TCRTA STAFF**

Richard Tree, Executive Director – TCRTA

Tulare County Association of Governments

**AGENDA ITEM IV-A**

**March 21, 2022**

**Prepared by Jeff Kuhn, Chief Deputy County Counsel**

**SUBJECT:**

**Action:** Reaffirm Conditions of State Assembly Bill 361 to Continue Remote Attendance at Public Meetings

**BACKGROUND:**

In response to the COVID-19 pandemic, the Governor suspended part of the Brown Act concerning the requirements for allowing Governing Board members to remotely participate in Board meetings. The suspended provisions require that (1) Governing Board meeting agendas allowing remote Board Member participation list each of the specific locations from which Board members will be remotely participating, (2) such agendas be posted at each such location, and (3) members of the general public must be allowed to remotely participate in the meeting from each of the listed locations. The suspension was done to promote social distancing and so to help limit the spread of COVID-19.

**DISCUSSION:**

The Governor’s suspension of these Brown Act provisions expired as of September 30 and was replaced by new AB 361, an urgency statute that became effective as of September 30. Under AB 361, Governing Boards can continue to allow remote Board members participation in Brown Act public meetings if several conditions are met:

1. The meeting is held during a declared State of Emergency (Like the Governor’s COVID-19 pandemic State of Emergency that’s still in effect in California);
2. The Governing Board adopts findings to the effect that allowing remote meeting participation by Governing Board members promotes social distancing, which in turn helps prevent the spread of COVID-19;
3. The Governing Board confirms these conditions continue to be met every 30 days.

The Tulare County Association of Governments Board of Governors passed a resolution adopting a policy of remote attendance pursuant to AB 361 on October 18, 2021.

**RECOMMENDATION:**

Reaffirm the decision to continue allowing the option to participate in its governing board meetings remotely through the use of the teleconferencing provisions of AB 361.

**FISCAL IMPACT:**

None

**ATTACHMENT:**

None

Work Element 601.02 TCAG Administration

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Tulare County Association of Governments

**AGENDA ITEM IV-B**

March 21, 2022

Prepared by Elizabeth Forte, TCAG Staff

**SUBJECT:**

**Action:** Adoption of Resolution: Approve Local Transportation Fund (LTF) Claim for the City Woodlake for Fiscal Year 2021/22

**BACKGROUND:**

The Transportation Development Act (TDA) was passed in 1971 and provides transit funding for local agencies from two sources. The Local Transportation Fund (LTF) is derived through a ¼ cent of general sales tax collected statewide. The State Transit Assistance (STA) Fund is derived from a statewide sales tax on gasoline and diesel fuels and augmented by funds received via SB 1. Tulare County Association of Governments (TCAG) approves the apportionments, reviews the claims and instructs the County Auditor on the payment of funds to each respective agency. Many requirements exist for approving claims, such as compliance with fiscal and performance audits.

It should be noted that STA funds are allocated annually by the State Controller, and LTF funds are a result of sales tax revenues; the available amount of TDA funding available for 2021/22 is an estimate. Claim amounts in excess of actual receipts will not be paid out; conversely, excess revenues can be claimed via a claim amendment or in the following fiscal year.

**DISCUSSION:**

The claim information for the City of Woodlake is listed below:

**City of Woodlake**

**Local Transportation Fund (LTF)**

Streets and Roads: \$440,829.30

**RECOMMENDATION:**

Approve the claim for the City of Woodlake as presented.

**FISCAL IMPACT:**

Failure to approve the claims will prevent the release of LTF funds for streets and roads.

**ATTACHMENT:**

Resolution of Approval of 2021/2022 Local Transportation Fund (LTF) Claim for the City of Woodlake.

BEFORE THE  
TULARE COUNTY ASSOCIATION OF GOVERNMENTS  
COUNTY OF TULARE, STATE OF CALIFORNIA

In the matter of:

APPROVE LOCAL TRANSPORTATION )  
FUND (LTF) CLAIM FOR THE CITY OF ) Resolution No. 2022-xxx  
WOODLAKE FOR FISCAL YEAR 2021/2022 )

WHEREAS, the State of California, through legislative action, has established the Transportation Development Act as enacted and amended by statute which authorized the creation of a State Transit Assistance Fund and Local Transportation Fund in each Regional Transportation Planning Agency (RTPA); and

WHEREAS, such RTPAs are authorized to approve disbursement of State Transit Assistance Funds and Local Transportation Funds under this Act; and

WHEREAS, the Tulare County Association of Governments (TCAG) has been duly authorized as the RTPA for Tulare County; and

WHEREAS, TCAG has adopted rules and regulations for administration of its duties under the Transportation Development Act; and

WHEREAS, claims for the following are submitted:

**City of Woodlake**  
**Local Transportation Fund (LTF)**  
Streets and Roads: \$440,829.30

WHEREAS, claim amounts submitted do not exceed the estimated allocation amounts for 2021/2022; and

WHEREAS, the proposed expenditures are in conformity with the 2018 Regional Transportation Plan and incorporated Sustainable Communities Strategy.

NOW, THEREFORE, BE IT RESOLVED that the Transportation Development Act (TDA) claim of the City of Woodlake in the amounts specified above is approved and funds shall be allocated as received.

The foregoing Resolution was adopted upon motion of Member \_\_\_\_\_, seconded by Member \_\_\_\_\_, at a regular meeting held on the 21st day of March, 2022 by the following vote:

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

TULARE COUNTY ASSOCIATION OF GOVERNMENTS

\_\_\_\_\_  
Pete Vander Poel III  
Chair, TCAG

\_\_\_\_\_  
Ted Smalley  
Executive Director, TCAG

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**AGENDA ITEM IV-C**

**March 21, 2022**

**Prepared by Gabriel Gutierrez, TCAG Staff**

**SUBJECT:**

**Information:** Senate Bill 1 (SB 1) Competitive Programs Update

**BACKGROUND:**

On April 28, 2017, Governor Brown signed Senate Bill 1 (SB1) (Beall, Chapter 5, Statutes of 2017), which is also known as the Road Repair and Accountability Act (RMRA) of 2017. This Act provides the first significant, stable, and ongoing increase in state transportation funding in more than two decades. In providing this funding, the Legislature has provided additional funding for transportation infrastructure, increased the role of the California Transportation Commission (CTC) in a number of existing programs, and created new transportation funding programs for the CTC to oversee.

The purpose and intention of the Act is to address basic road maintenance, rehabilitation, and critical safety needs on both the state highway and local streets and road systems as well as provide transit assistance. SB1 affected eight different transportation funding programs including the Local Partnership Program (LPP), Trade Corridor Enhancement Program (TCEP), Solution for Congested Corridors Program (SCCP), and the Active Transportation Program (ATP).

**DISCUSSION:**

**Summary of SB1 Funding Programs**

**Solutions for Congested Corridors Program (SCCP)**

The purpose of the Solutions for Congested Corridors Program is to provide funding to achieve a balanced set of transportation, environmental, and community access improvements to reduce congestion throughout the state. This statewide, competitive program makes \$250 million available annually for projects that implement specific transportation performance improvements and are part of a comprehensive corridor plan by providing more transportation choices while preserving the character of local communities and creating opportunities for neighborhood enhancement.

**Trade Corridor Enhancement Program (TCEP)**

The Trade Corridor Enhancement Program provides an ongoing source of state funding dedicated to freight-related projects by establishing the new Trade Corridor Enhancement Account (TCEA). The TCEA will provide approximately \$300 million per year in state funding for projects which more efficiently enhance the movement of goods along corridors that have a high freight volume. Subsequent legislation (SB 103) combined the Trade Corridor Enhancement Program funds with existing federal freight funding. Additional information on Valley TCEP efforts may be found in the Legislative Report (Item VIII-B).

**Local Streets and Roads Program (LSRP)**

The Local Streets and Roads Program dedicates approximately \$1.5 billion per year in new formula revenues apportioned by the State Controller to cities and counties for

basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system.

#### Local Partnership Program (LPP)

The Local Partnership Program provides local and regional transportation agencies that have passed sales tax measures, developer fees, or other imposed transportation fees with a continuous appropriation of \$200 million annually to fund road maintenance and rehabilitation, sound walls, and other transportation improvement projects.

### **SB 1 Augmented Funding Programs**

#### Active Transportation Program (ATP)

The Legislature created the ATP in 2013 to encourage increased use of active modes of transportation, such as biking and walking. SB 1 directs \$100 million annually to the ATP,

#### State Highway Operation and Protection Program (SHOPP)

The additional SB 1 SHOPP investment, estimated at approximately \$1.5 billion annually to improve the condition of the State Highway System, and \$400 million annually for bridges and culverts will also have a positive impact on the State's economy. SB 1 requires the Commission to adopt and manage the SHOPP in a transparent and accountable manner.

#### State Transportation Improvement Program (STIP)

The STIP is the biennial five-year plan adopted by the Commission for future allocations of certain state transportation funds for state highway improvements, intercity rail, and regional highway and transit improvements. State law requires the Commission to update the STIP biennially, in even-numbered years, with each new STIP adding two new years to prior programming commitments.

On August 24, 2021, TCAG staff attended (via virtual meeting format) the 2022 All SB 1 Competitive Programs Kick-off Workshop. Introductory presentations of each of the SB1 programs were made by CTC staff. The kickoff meeting was very general in nature. More in-depth discussions related to the guidelines, selection criteria, etc. were held during several SB1 workshops held in the Fall 2021 and will continue into 2022. The table below shows the workshop schedule beginning in January 2022.

January 2022	LPP	Thursday, January 20, 1:00 – 4:00 pm
	TCEP	Monday, January 31, 1:00 – 4:00 pm
	SCCP	Wednesday, January 12, 1:00 – 4:00 pm
February 2022	LPP	Friday, February 25, 1:00 – 4:00 pm
	TCEP	Wednesday, February 16, 2021, 1:00 – 4:00 pm
	SCCP	Wednesday, February 9, 1:00 – 4:00 pm
March 2022	LPP	Tuesday, March 29, 1:00 – 4:00 pm
	TCEP	Wednesday, March 23, 1:00 – 4:00 pm
	SCCP	Wednesday, March 9, 1:00 – 4:00 pm
April 2022	TCEP	Wednesday, April 20, 1:00 – 4:00 pm

	LPP	Tuesday, April 26, 1:00 – 4:00 pm
	SCCP	Wednesday, April 13, 1:00 – 4:00 pm
Guidelines Adoptions and Calls for Projects	Anticipated Summer 2022	
Program Adoptions	Anticipated Summer 2023	

**ATP**

The guidelines workshops for the Active Transportation Program are on a different track than the three SB1 programs discussed above. The kickoff workshop 2023 Active Transportation Program was held on November 6, 2021. Additional workshops are planned in January and February. Final guidelines adoption and the Call for Projects for the 2023 ATP Program is planned for March 2022.

**RECOMMENDATION:**

Information item only. No action needed at this time.

**ATTACHMENTS:**

None

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## **AGENDA ITEM V-B**

**March 21, 2022**

**Prepared by Giancarlo Bruno, TCAG Staff**

### **SUBJECT:**

**Information:** 2021/22 Unmet Transit Needs

### **BACKGROUND:**

The Transportation Development Act (TDA) of 1971 is the primary state law governing public transportation in California. The TDA requires that the local Transportation Planning Agency (TPA) identify the unmet transit needs within its jurisdiction and determine which of those needs are reasonable to meet. TCAG is the designated TPA for Tulare County.

The TPA must conduct at least one public hearing as part of this outreach process. The TPA is also required under the statute to adopt a resolution establishing one of the following findings for each request received: 1) item is not an unmet transit need; 2) item is an unmet need that is not reasonable to meet; or 3) item is an unmet transit need that is reasonable to meet. The TCAG Board has adopted definitions of an unmet need that is reasonable to meet and reevaluates its unmet needs criteria every four years. This definition is considered by the Social Services Transportation Advisory Council (SSTAC), which reviews each comment submitted and makes a recommendation of findings to the TCAG Board for adoption.

### **DISCUSSION:**

TCAG has implemented extensive outreach for the 2021/22 Unmet Transit Needs process, building on and refining the efforts of recent years. As a result of Covid, participation in the public hearing is available virtually. Outreach methods include:

1. Designing and distributing comment cards, posters, and on-board bus advertisements in English and Spanish countywide. Information is also included in Tagalog.
2. Direct mailings to an extensive list of agencies, including social service agencies, the Tule River Tribe, civic organizations, community centers, clinics, libraries, and even local supermarkets to provide comment cards that residents can easily fill out and send to TCAG postage-free.
3. Working with Tulare County Public Health to post information in high traffic public buildings, and to increase awareness at local social service offices.
4. Posting official notices in local newspapers, in English and Spanish. Two public hearings will be held, attendees can participate in either by phone or Zoom conference call.
5. Advertising campaign on Facebook and Instagram.
6. Distributing an online survey (<https://publicinput.com/transitneeds>) with the option to submit responses via SMS.
7. Accepting comments via a dedicated email address:  
[TCAGInfo@tularecag.ca.gov](mailto:TCAGInfo@tularecag.ca.gov)

Two public hearings are being conducted for this process on March 21, 2022, the first being at 1:00 p.m. during the regularly scheduled TCAG Board meeting and on Zoom, and the latter at 5:30 p.m. via Zoom only. Spanish translation will be provided at both hearings.

The final day to submit comments for consideration this year is March 31, 2022. Once all comments have been received, TCAG staff will review comments and distribute them to the respective transit agencies so that they may provide their initial responses.

Staff will subsequently provide all comments, along with transit agency responses, to the Social Service Transportation Advisory Council (SSTAC) for their consideration. The SSTAC will meet on May 10, 2022, to make recommendations for each comment received. The SSTAC recommendations will be brought to the Board for action in June. The adopted findings must then be transmitted to Caltrans. Identified unmet transit needs that are found reasonable to meet are required to be implemented before any allocation is made for streets and roads using TDA funds in 2021/22.

**ATTACHMENT:**

Tulare County Unmet Transit Needs Definition and Criteria adopted August 2020.

## Tulare County Unmet Transit Need Definition and Criteria

“Unmet Transit Need”: An unmet transit need, as identified during Tulare County Association of Governments annual Unmet Transit Needs Process, exists where public transit services are not currently provided for persons who rely on public transit to conduct daily activities. At a minimum, an unmet need must be identified by substantial community input through the public hearing process or identified in a Short Range Transit Plan, Coordinated Transportation Plan, or the Regional Transportation Plan and has not yet been implemented or funded.

“Reasonable to Meet”: Following is the TCAG definition of "Reasonable to Meet" including the recommended benchmarks for the passenger farebox recovery ratio for new transit services in Tulare County. An unmet transit need shall be considered “reasonable to meet” if the proposed service is in compliance with all of the following criteria, as each are applicable:

### Equity

1. The proposed service will not require reductions in existing transit services that have an equal or higher priority.

### Timing

1. The proposed service is in response to an existing rather than future transit need.

### Feasibility

1. The proposed service can be provided with available TDA funding.
2. The proposed service can be provided with the existing fleet or under contract to a private provider.

### Performance

1. The proposed service will not unduly affect the operator's ability to maintain the required passenger fare ratio for its system as a whole.
2. The proposed service will meet the scheduled passenger fare ratio standards as described in the recommended benchmarks for the passenger farebox recovery ratio for new transit services in Tulare County.
3. The estimated number of passengers to be carried will be in the range of similar services, and/or, the proposed service provides a "link" or connection that contributes to the effectiveness of the overall transit system.
4. The proposed service must be safe to operate and there must be adequate roadways and turnouts for transit vehicles. The proposed service must have potential providers that are available to implement the service.

### Community Acceptance

1. The proposed service has community acceptance and/or support as determined by the unmet needs public hearing record, inclusion in adopted programs and plans, adopted governing board positions and/or other existing information.

Notes:

1. Per state law, the lack of available resources shall not be the sole reason for finding that a transit need is not reasonable to meet.

RECOMMENDED BENCHMARKS FOR PASSENGER FAREBOX RECOVERY RATIO FOR NEW TRANSIT SERVICES IN TULARE COUNTY.

The state has established a basic requirement in Section 99268 of the Public Utility Code for all proposed transit services in urban areas (the Visalia, Tulare, and Porterville Urbanized Areas). This requirement is to achieve a 20% passenger fare ratio by the end of the third year of operation. A similar targeted passenger fare ratio of 10% exists for special services (i.e. elderly and disabled, demand-response) and rural area services. If a provider is granted a blended farebox recovery, performance levels should be adjusted accordingly.

TCAG has established more detailed interim passenger fare ratio standards, which will be used to evaluate services as they are proposed and implemented, which are described below. Transit serving both urban and rural areas, per state law, may obtain an "intermediate" passenger fare ratio.

END OF TWELVE MONTHS OF SERVICE

*Performance Level*

<u>Urban Service</u>	<u>Special/Rural Service</u>	<u>Recommended Action</u>
Less than 6%	Less than 3%	Provider may discontinue service
6% or more	3% or more	Provider will continue service, with modifications if needed

END OF TWENTY-FOUR MONTHS

*Performance Level*

<u>Urban Service</u>	<u>Special/Rural Service</u>	<u>Recommended Action</u>
Less than 10%	Less than 5%	Provider may discontinue service
10% or more	5% or more	Provider will continue service, with modifications, if needed.

END OF THIRTY-SIX MONTHS

*Performance Level*

<u>Urban Service</u>	<u>Special/Rural Service</u>	<u>Recommended Action</u>
Less than 15%	Less than 7%	Provider may discontinue service
15-20%	7-10%	Provider will continue service, with Modifications if needed
20% or more	10% or more	Provider will continue service, with Modifications if needed

## **AGENDA ITEM V-D**

**March 21, 2022**

**Prepared by Gabriel Gutierrez and Elizabeth Forte, TCAG Staff**

### **SUBJECT:**

**Information:** Implementation Status of Federally Funded Projects

### **BACKGROUND:**

The **Surface Transportation Block Grant Program (STBGP)**, formerly known as STP, is a major source of funds that may be used by local agencies for projects to preserve and improve the transportation system consistent with regional priorities. The funds may be utilized on any Federal-aid highway, including the National Highway System (NHS), bridge projects on any public road, transit capital projects, and intracity and intercity bus terminals and facilities. In Tulare County, these funds have been primarily used for street and highway construction, reconstruction, rehabilitation, resurfacing, and operational improvements. Local agencies navigate a sometimes-complicated federal aid funding process to request and spend these funds in a timely manner. However, through our partnership with Caltrans, TCAG has helped local agencies with the timely and efficient delivery of their projects.

The **Congestion Mitigation and Air Quality (CMAQ) Program** has been a longstanding source of funding for TCAG's member agencies. Tulare County agencies qualify for funding due to the region being in a non-attainment area for meeting federal air quality standards for Particulate Matter (PM) and Ozone. The program exists under federal law and is implemented via guidance issued by the Federal Highway Administration and carried out by Caltrans. TCAG received estimates for the receipt of approximately \$6.2 million per year for the next four-year cycle. Project examples include roundabouts, signal coordination, compressed natural gas and electric facilities and vehicles, transit route expansion and bus purchases, etc.

### **DISCUSSION:**

#### STBGP

As the Metropolitan Planning Organization for the Tulare County region, TCAG is responsible for soliciting projects from eligible agencies for programming in the FTIP and ensuring that the funds are being utilized appropriately and are obligated in a timely manner. In FFY 20/21, \$3.6 million in STBGP funds were obligated on two roadway rehabilitation projects (in the City of Visalia and County of Tulare). In the current fiscal year, \$4.3 million in STBGP is programmed on three road rehabilitation projects in the City of Visalia. Beginning in federal fiscal year 22/23, STBGP funds will be awarded on a competitive basis. The call for projects was released in December 2021. The deadline for applications was February 14, 2022. TCAG staff has begun reviewing and scoring the applications. Funding recommendations will be presented to the TCAG Board next month. Approved projects will be programmed in the FTIP.

#### CMAQ

CMAQ funding is available on a federal fiscal year basis. In order to ensure that TCAG's region receives the maximum amount of funding in each year TCAG requires complete project authorization requests to be submitted annually by April 1. After May 1, funding originally allocated to our region can be redistributed to another if not secured.

TCAG held a call for projects and awarded a number of CMAQ projects in 2021. Due to project delays, the region has unprogrammed funds available this year. Projects programmed in future years are not ready to be advanced. As part of the 2021 project approval process and previous fiscal year procedures, alternative fuel transit vehicle purchases are priority projects to secure CMAQ funds during a fiscal year where unanticipated funds are available. Buy America waivers for non-transit vehicles continue to sit unapproved. Transit vehicles are not handled via the Federal Highway Administration waiver process and are approved by the Federal Transit Administration. The two transit agencies in Tulare County have been contacted to ensure that funds are secured this year.

In addition to the microtransit service project approved in 2021, it is anticipated that 2021/22 funds will be used by Visalia Transit and the Tulare County Regional Transit Agency to procure zero emission buses.

**ATTACHMENT:**

None

## **AGENDA ITEM V-E**

**March 21, 2022**

**Prepared by Benjamin Giuliani, TCAG Staff**

### **SUBJECT:**

**Information:** Status of State Transportation Improvement Program (STIP) Allocations and California Transportation Commission (CTC) Update

### **BACKGROUND:**

The CTC is responsible for the programming and allocating of funds for the construction of highway, passenger rail and transit improvements throughout California. The CTC met via webinar/teleconference on January 26<sup>th</sup>-27<sup>th</sup>. The next CTC meeting via webinar/teleconference and/or in San Diego is on March 16<sup>th</sup>-17<sup>th</sup>. The STIP is a biennial document, which covers five years of programming for transportation projects in California. The STIP is comprised of Regional Transportation Improvement Programs (RTIPs) from each of the counties in California and the Interregional Transportation Improvement Program (ITIP) that is developed by Caltrans. The RTIPs account for 75% and the ITIP accounts for 25% of the total STIP funding.

### **DISCUSSION:**

#### March CTC Meeting

##### Active Transportation Program (ATP)

The CTC adopted the 2023 ATP Fund Estimate includes \$3.373 million for TCAG for FY 23/24 through FY 26/27. This is a \$1.1 million increase from the \$2.288 million in the 2021 ATP Fund Estimate.

##### State Highway Operation and Protection (SHOPP):

\$2.155 million in construction was added to the SHOPP for constructing a hardened fence and repairing slope damage at various locations on SR-99 and SR-198 in Visalia and Tulare.

\$1.55 million for design (PS&E) and \$850 for right of way (R/W) support was allocated for the SR-190/Rockford Road roundabout in Porterville.

\$2.8 million for PS&E and \$103 thousand for R/W support was allocated for the SR-99 rehabilitation project on SR-99 from Paige to Prosperity in Tulare.

#### January CTC Meeting

##### Prop 1b bond - SR-99:

\$30.9 million, all of the remaining Proposition 1b funds for SR-99, was programmed on the SR-99 Delano to Pixley rehabilitation and widening project. Construction is scheduled to begin in FY23/24.

#### 2022 RTIP/STIP

The 2022 STIP is scheduled to be adopted by the CTC at the March 16<sup>th</sup> meeting. CTC staff recommendations include no changes TCAG's proposed RTIP. The 2022 STIP runs from FY 22/23 through FY 26/27.

**2022 RTIP/STIP**

<b>Project</b>	<b>Agency</b>	<b>Phase</b>	<b>FY 21/22 (2020 STIP)</b>	<b>FY 22/23</b>	<b>FY 23/24</b>	<b>FY 24/25</b>	<b>FY 25/26</b>	<b>FY 26/27</b>
SR-65 Realignment and operational improvements	Caltrans	PS&E Con			\$2.5m			\$1.9m
SR-99/Caldwell Interchange	Caltrans	R/W Con		\$4.6m	\$7.0m			
SR-99/Commercial Interchange	Caltrans	R/W Con	\$7.4 m <sup>1</sup>					
SR-99 Widening (Tagus-Prosperity)	Caltrans	Con						
SR-99 Widening (City of Tulare)	Caltrans	E&P PS&E	\$6.37 m <sup>2</sup>					

<sup>1</sup>Additionally, \$29.4 million from Measure R and \$16 million from BUILD

<sup>2</sup>\$4.3 million from ITIP and \$2.07 million from Prop 1b savings

PS&E = Plans, Specifications & Estimate, R/W = Right of Way, E&P = Environmental Studies and Permits

**ATTACHMENTS:**

None

## **AGENDA ITEM V-F**

**March 21, 2022**

**Prepared by Sheela Bhongir, TCAG Staff**

### **SUBJECT:**

**Information:** Clean California Local Grant Program (CCLGP) Awardees

### **BACKGROUND:**

On September 1, 2021, The California Department of Transportation (Caltrans) hosted its first public workshop introducing the guidelines and requirements for a competitive statewide grant program. The program is one part of the nearly \$1.1 billion Clean California initiative introduced by Governor Gavin Newsom to help clean up the state's transportation network through art, litter clean-up projects and job opportunities for veterans, students, artists, and people experiencing homelessness or re-entering society from incarceration. From the \$1.1 billion initiative, \$296 million was specifically reserved for local beautification projects over the next two years. A competitive statewide process was introduced on September 1, 2021 for local agencies and federally recognized tribal governments to submit proposals directly aimed at reducing waste, enhancing public spaces, public health and advancing equity for underserved communities. Each proposal could not exceed five million dollars (\$5,000,000). There was no minimum award amount.

The call for projects was released on December 1, 2021 and applications were due on February 1, 2022. Caltrans received 329 applications, and 105 applicants or approximately 30% were selected and notified on March 1, 2022.

### **DISCUSSION:**

A total of four projects were awarded to TCAG member agencies. The following is a brief description and the total grant funds awarded for each project.

#### **1. City of Farmersville | Farmersville 198 Gateway and Downtown Improvements | \$4,333,906**

"Clean California Funds are requested to complete transformative improvements and cleanup activities that will create a sense of place and cultural connections for the City of Farmersville (population 11,327). The major component of the project is landscaping 2.6 acres of barren land at the City's gateway on both the north and south sides of State Route 198 (which is Caltrans right-of-way). New retaining walls will enhance an existing slope with lettering and LED lighting to showcase the City name and motto. The surrounding spaces will feature climate appropriate, drought-tolerant plantings in alternating rows of rock to mimic the region's bountiful crops. The second improvement area is the heart of the City's downtown where new benches, plantings, signage, and banners will make the central commercial district more inviting and distinctive. A campaign to address ongoing challenges with litter and illegal dumping is a key non-infrastructure component of the project."

#### **2. City of Lindsay | Olive Bowl Renovation/Kaku Park Expansion | \$4,650,920**

"Funding would allow for extra lighting, a walking path, playground area, gateway sign, trees, turf, irrigation, skatepark, wayfinding signs and a restroom building for the future Olive Bowl Park renovations and Kaku Park expansion. This grant would also fund the formation of a new Lindsay Walking Club which will involve a local community volunteer leading monthly walks to promote physical activity and community wellbeing."

### **3. City of Porterville | Santa Fe Byway | \$3,601,826**

“Revitalization of 1.3 miles of the Rails to Trails Parkway (Henderson Avenue to Walnut Avenue) with improvements along the trail that include: replacement of dead trees to mitigate heat; solar lighting, fencing, and bollards to improve safety; refuse receptacles to reduce litter; playground and outdoor fitness equipment to promote physical activity; covered bench seating, a large picnic shelter, drinking fountains, and a bicycle repair station to enhance comfort; concrete ribbon and surface improvements along the paved portion of the trail (Henderson to Olive) to increase trail integrity; installation of gabion and drought tolerant landscaping for soil stabilization; wayfinding and educational signage; and graffiti removal and two public art installations. Porterville Unified School District (PUSD) students will design the trail signage and design and implement an outreach and education plan promoting trail use and proper waste disposal. This project will improve an underutilized trail within 1/4-mile of five underserved communities.”

### **4. City of Woodlake | East Naranjo Beautification and Connectivity Improvements | \$4,811,435**

“Botanical Garden Improvements: The City of Woodlake proposes to install a Class I Bike Path adjacent to the Woodlake Gardens, improve ADA-Accessibility, and beautify park access points with drought-tolerant landscaping, waste collection bins, energy-conserving lighting, and decorative paving. The City will also improve ADA accessibility within the parking area by adding permeable parking paving surfaces and connecting the parking area to the Class I Path.

Woodlake City Park Improvements: Near the Woodlake City Park, the City proposes to remove two parking lots, and reconfigure sections and the intersection of two storm drain lines to increase public recreation space. Park improvements will include the following additions: seating areas, shade structures, pedestrian to existing park facilities, drought-tolerant and native plants landscaping throughout, energy-conserving lighting throughout and recreational structures.”

Approximately 5.88% of the \$296 million CCLGP funds were awarded to agencies in Tulare County. One hundred percent of the funds went towards projects either located in underserved communities or projects with at least 50% of the total grant request benefiting underserved communities.

#### **FISCAL IMPACT:**

TCAG staff time is budgeted to assist member agencies with grant applications.

#### **ATTACHMENT:**

None

**AGENDA ITEM VII-A**  
**TULARE COUNTY ASSOCIATION OF GOVERNMENTS**  
**REGIONAL TRANSPORTATION PLANNING AGENCY**  
**METROPOLITAN PLANNING ORGANIZATION**

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**Executive Minutes February 28, 2022**

Board Members	Alternates	Present (M)ember/(A)lternate	Agency
Larry Micari	Paula Clark	-	Tulare County-Dist. 1
Pete Vander Poel (Chair)	William Cushing	X	Tulare County-Dist. 2
Amy Shuklian	Bill Whitlatch	-	Tulare County-Dist. 3
Eddie Valero	Derek Williams	X	Tulare County-Dist. 4
Dennis Townsend	Terren Brown	X	Tulare County-Dist. 5
Maribel Reynosa	Linda Launer	-	City of Dinuba
Frankie Alves	Dave Hails	X	City of Exeter
Paul Boyer	Ruben Macareno	X	City of Farmersville
Ramona Caudillo	Hipolito Cerros	X	City of Lindsay
Martha A. Flores (Vice-Chair)	Milt Stowe	X	City of Porterville
Terry Sayre	Jose Sigala	X	City of Tulare
Brian Poochigian	<i>Vacant</i>	X	City of Visalia
Rudy Mendoza	Florencio Guerra Jr.	-	City of Woodlake
Greg Gomez	<i>Vacant</i>	X	Rep. from Public Transit
Tyrone Holscher	Shea Gowin	X	Member-At-Large*
Vicki Riddle	<i>Vacant</i>	X	Member-At-Large*
Pamela Whitmire	Julie Allen	X	Member-At-Large*
Diana Gomez	Michael Navarro	A	Caltrans*

\* Caltrans serves as an ex-officio member of the TCAG Policy Advisory Committee. At-large TCAG members and the Public Transit Provider representative are not members of the Tulare County Transportation Authority or Abandoned Vehicle Abatement Authority.

<b>Counsel and TCAG Staff Present (X)</b>	___ Steven Ingoldsby, Associate Regional Planner
<u>X</u> Jeff Kuhn, Tulare County Deputy Counsel	<u>X</u> Giancarlo Bruno, Regional Planner
<u>X</u> Ted Smalley, Executive Director	<u>X</u> Sheela Bhongir, Regional Planner
<u>X</u> Benjamin Kimball, Deputy Executive Director	___ Gail Miller, Associate Regional Planner/EH
<u>X</u> Benjamin Giuliani, Executive Officer-LAFCO	___ Barbara Pilegard, Associate Regional Planner/EH
___ Leslie Davis, Finance Director	___ Maria Garza, Associate Regional Planner/EH
<u>X</u> Elizabeth Forte, Principal Regional Planner	___ Michele Boling, TCAG Accountant III
<u>X</u> Roberto Brady, Principal Regional Planner	<u>X</u> Brideget Moore, TCAG Analyst III
___ Derek Winning, Senior Regional Planner	<u>X</u> Amie Kane, Administrative Clerk II
___ Gabriel Gutierrez, Senior Regional Planner	<u>X</u> Servando Quintanilla, Administrative Clerk II
<u>X</u> Kasia Thompson, Associate Regional Planner	<u>X</u> Holly Gallo, Office Assistant III
___ Jennie Miller, Associate Regional Planner EH	___

**I. WELCOME**

The Tulare County Association of Governments Board Meeting was called to order by Chair Vander Poel at 1:00 p.m. on February 28, 2022, at the Tulare County Human Resources and Development offices, 2500 W. Burrel Avenue, Visalia, CA 93291.

**II. PLEDGE OF ALLEGIANCE**

Member Townsend led the Pledge of Allegiance.

**III. PUBLIC COMMENTS**

Public comments opened/closed at 1:02 p.m. No public comments received.

***Convene as the Transportation Policy Advisory Committee***

**IV. TRANSPORTATION CONSENT CALENDAR – ACTION AND INFORMATION ITEMS**

**Request Approval of the Transportation Consent Calendar Action Items IV-A through IV-C.**

- A. Action: Reaffirm Conditions of State Assembly Bill 361 to Continue Remote Attendance at Public Meetings**
- B. Action: Adoption of Resolution: Reaffirm Consultant Agreement with 4Creeks for Tule River Active Transportation Plan**
- C. Action: Adoption of Resolution: Approve Local Transportation Fund (LTF) Claims for the Cities of Dinuba, Exeter, Farmersville, Lindsay, Tulare, and Woodlake for Fiscal Year 2021/22**

Upon a Motion by Member Townsend, and seconded by Member Whitmire, the Transportation Policy Advisory Committee unanimously approved the Transportation Consent Calendar Action Items IV-A through IV-C. Abstained: Gomez. Absent: Micari, Shuklian, Valero, Reynoso, and Mendoza.

**D. Information: Implementation Status of Federally Funded Projects**

**E. Information: Senate Bill 1 (SB 1) Competitive Program Update**

**V. TRANSPORTATION ACTION/DISCUSSION ITEMS**

**A. Information: Regional Transportation Plan (RTP)/ Sustainable Communities Strategy (SCS) Update**

Mr. Kimball stated that the final EIR public hearing is scheduled to be held this summer and that a full draft of the RTP should be completed by late March 2022, after which public input would be solicited. Mr. Kimball highlighted an estimated timeline of steps to be taken for the RTP to be adopted.

**B. Information: Status of State Transportation Improvement Program (STIP) Allocations and California Transportation Commission (CTC) Update**

Mr. Smalley stated that next CTC meeting would be happening in San Diego on March 16-17, 2022, and that the main topic would be the STIP which covers five years of programming for transportation projects. Mr. Smalley discussed some potential projects stating that the realignment project on SR-65 through the City of Lindsay should move forward.

**C. Information: Governor Newsom's Clean California Beautification Projects Initiative – Update on Awarded Projects**

Ms. Poleszczuk presented background on the Clean California initiative and stated that 16 projects had been awarded in District 6, and from those 2 projects were in Tulare County. Ms. Poleszczuk highlighted those projects: the Highway 99 Corridor Screenings to beautify the SR-99 corridor; and the SR-63 Cutler-Orosi Corridor Enhancement project. Ms. Poleszczuk explained that in addition to these awards for Clean California projects the Administration announced the availability of additional grant funds, and that grant recipients for these additional funds would be announced March 1, 2022.

**D. Information: 2021/2022 Unmet Transit Needs Outreach Campaign**

Mr. Bruno provided a brief background on Unmet Transit Needs done annually and discussed outreach efforts. Mr. Bruno highlighted a list of outreach methods which included but were not limited to the following: distributing posters with comment cards and QR codes for people to provide feedback; posting notices in the local newspapers of the public hearing; and an advertising campaign on social media platforms Facebook and Instagram.

**E. Information: Caltrans Monthly Report**

Mr. Navarro announced that the 99-Summit would be held on March 3-4, 2022, in Tulare, this was part of efforts for widening SR-99. Additionally, he shared an overview of projects in Tulare County and the region.

***Adjourn as the Transportation Policy Advisory Committee and Convene as the Tulare County Association of Governments***

**VI. REQUEST TO REAFFIRM ALL ACTIONS TAKEN WHILE SITTING AS THE TRANSPORTATION POLICY ADVISORY COMMITTEE**

Upon a Motion by Member Townsend, and seconded by Member Valero, the Transportation Policy Advisory Committee unanimously reaffirmed all actions while sitting as the Transportation Policy Advisory Committee. Absent: Micari, Shuklian, Reynoso, and Mendoza.

**VII. ASSOCIATION CONSENT CALENDAR-ACTION AND INFORMATION ITEMS**

Request Approval of the Association Consent Calendar Action Items VII-A through VII-I

- A.** Action: Minutes of January 24, 2022 TCAG Board Meeting
- B.** Action: Minutes of January 20, 2022 Technical Advisory Committee Meeting
- C.** Action: Adoption of Resolution: Approval of Amendment No. 8 to the Fiscal Year 2021/2022 Overall Work Plan (OWP)
- D.** Action: Approve the Contract for the California Department of Public Health (CDPH) Kids' Plates Grant for Childhood Unintentional Injury and Illness Prevention
- E.** Action: Adoption of Resolution: Reaffirm Appointment of Alternate Member at Large Position No. 2
- F.** Action: Adoption of Resolution: Approve Members for Sustainable Corridors Committees (SCCs)
- G.** Action: Adoption of Resolution: Reaffirm Agreement with Kimley-Horn and Associates, Provide Three Year On-Call Architecture Maintenance and ITS Consulting Services
- H.** Action: Adoption of Resolution: Approve Agreement with StreetLight Data, Inc. for a One Year Regional Subscription and Authorize the Executive Director to Negotiate Renewals
- I.** Action: Adoption of Resolution: Reaffirm Alternatives for Supplemental Funding for Tulare County Regional Transit Agency (TCRTA)

Upon a motion by Member Townsend, and seconded by Member Valero, the Association unanimously approved the Association Consent Calendar Items VII-A through VII-I. Absent: Micari, Shuklian, Reynosa, and Mendoza.

**VIII. ASSOCIATION ACTION/DISCUSSION ITEMS**

**A. Information: Legislative Update**

Mr. Kimball discussed Federal and State trips and ensuring that valley needs are heard. Mr. Smalley stated that issues central to the valley would be discussed at legislative trips. Mr. Smalley announced that during the 99 Summit issues around widening SR-99 would be provided in more detail, including funding widening of sections on SR-99. Mr. Smalley reported that numerous proposed bills would make widening more challenging but that there should not be a one size fits all approach. AB-285 was released and evaluates how global warming targets are being achieved, Mr. Smalley explained that MPOs were criticized, and that staff and members should pay attention to these types of reports.

**B. Presentation: Report from Congressman Valadao's Office**

Mr. Clayton Smith, representative for Congressman Valadao's office, discussed issues being worked on by the Congressman such as supply chain issues, fentanyl deaths, food security, and water issues. He also discussed the upcoming special election for District 22 representative since Devin Nunes resigned.

**C. Presentation: Report from Assemblyman Mathis' Office**

Ms. Rachel Ray, field representative with Assemblyman Mathis' office provided a report on the current legislation, spot bills, and upcoming mask guidance changes beginning March 1<sup>st</sup>. Ms. Ray also asked that any shovel ready project information should be emailed to her for consideration for State funds that would be expiring soon.

**D. Presentation: Report from Senator Hurtado's Office**

Mr. Eric Coyne with Senator Hurtado's office stated that the Senator was pleased to work with transit providing a letter of support for the cross valley and zero emission transit projects. Mr. Coyne reported that the Senator had been looking forward to the CTC Townhall and 99-Summit events.

**E. Information: Regional Transit Coordination Update**

Ms. Forte outlined TCRTA activities highlighting the request for proposal for transit operations had been extended to mid-March, fare changes had been discussed and public hearings were expected to be in March or April. Lastly, Ms. Forte stated that the partnership with TCRTA and Visalia transit is moving forward to upgrade fare technology and would be expected to be coming soon.

**F. Information: Tulare County Association of Governments (TCAG) Audit Year Ending June 30, 2021**

Mr. Smalley shared that the annual audits conducted by Brown Armstrong CPA came back clean, meaning they did not identify any instances of noncompliance or any other matters that are required to be reported under Government Auditing Standards. Mr. Smalley stated that once audits from the county and city agencies become available that they would be reported.

**IX. CORRESPONDENCE**

**A. None**

**X. OTHER BUSINESS**

**A. Information: Items from Staff**

**1. TCAG Director’s Report**

Mr. Smalley reported that the CTC townhall meeting would be hosted in Tulare, April 13-14, 2022; plans to hold the LocalMotion Awards are upcoming May 5, 2022 and reminded everyone to submit nominations for regional projects; and reiterated all the good projects being done in partnership with Caltrans.

**2. Other Items**

None

**B. Information: Items from Board Members**

**1. Tulare County Water Commission Update**

Member Flores reported that the last meeting had been canceled therefore she had nothing to report at this time.

**2. San Joaquin Valley Policy Council Update**

Member Townsend reported that pre-planning meetings had been scheduled for planning and discussion of topics to be had at the Valley Voice Trip, which would be held virtually on Friday, March 18, 2022.

**3. San Joaquin Joint Powers Authority (SJJPA) – Amtrak Update**

Chair Vander Poel stated that since Member Shuklian was not present there would be no report.

**4. San Joaquin Valley (SJV) Housing Task Force Update**

Member Valero stated no meeting had been recently held and he had nothing to report.

**5. TCAG Transit Report**

Member Gomez stated that much focus currently was on the unmet transit needs that was discussed earlier during the meeting.

**6. Other Items**

None

**C. Request from Board Members for Future Agenda Items**

None

**XI. ADJOURN**

The TCAG Meeting was adjourned at approximately 1:45 p.m.

**ADJOURN AS THE TULARE COUNTY ASSOCIATION OF GOVERNMENTS AND CONVENE AS THE TULARE COUNTY TRANSPORTATION AUTHORITY**

**Item VII-B**  
**TCAG Technical Advisory Committee Meeting**  
**Tulare County Association of Governments - 210 N. Church Street, Suite B, Visalia, CA 93291**  
**February 24, 2022 – Summary Meeting Minutes**

**ATTENDANCE LIST**

City of Dinuba	George Avila
City of Exeter	Eddie Wendt
Cities of Farmersville, Woodlake	<i>Absent</i>
City of Lindsay	<i>Absent</i>
County of Tulare	Karla Artega
City of Porterville	Javier Sanchez
City of Tulare	<i>Absent</i>
City of Visalia	Dolores Verduzco
Tule River Indian Reservation	<i>Absent</i>
TCAG	Benjamin Kimball
Caltrans	Lorena Mendibles

**Others Present:** Michael Knight, City of Porterville

**TCAG Staff Present:** Ted Smalley, Steven Ingoldsby, Giancarlo Bruno, Roberto Brady, Gail Miller, Leslie Davis, Sheela Bhongir, Brideget Moore, Holly Gallo and Servando Quintanilla Jr. Recording.

**SUMMARY MEETING MINUTES**

(Minutes reflect agenda items discussed only)

**I. CALL TO ORDER & WELCOME:**

The meeting was called to order by Mr. Kimball at 1:30 p.m.

All action and informational documents were distributed for review and discussion. All actionable items would be voted on at the next Tulare County Association of Governments (TCAG) Board meeting, scheduled for February 28, 2022.

**III. PUBLIC COMMENTS**

Public comments opened and closed at 1:31pm. No comments were heard.

**IV. TRANSPORTATION CONSENT CALENDAR –INFORMATION ITEMS**

**A. Action: Reaffirm Conditions of State Assembly Bill 361 to Continue Remote Attendance at Public Meetings**

Mr. Smalley stated that the item was a recurring item to have remote meetings.

**B. Action: Adoption of Resolution: Reaffirm Consultant Agreement with 4Creeks for Tule River Active Transportation Plan**

Ms. Bhongir stated that the item is reaffirming 4Creeks for Tule River Active Transportation Plan for planning and preliminary engineering services for FY 2022/2023.

**C. Action: Adoption of Resolution: Approve Local Transportation Fund (LTF) Claims for the Cities of Dinuba, Exeter, Farmersville, Lindsay, Tulare, and Woodlake for Fiscal Year 2021/22**

Ms. Forte gave an updated on LTF claims for the cities of Dinuba, Exeter, Farmersville, Lindsay, Tulare and Woodlake and there would be more LTF claims in future agendas.

**D. Information: Implementation Status of Federally Funded Projects**

Mr. Gutierrez gave an update on three STBGP projects that had been programmed for the City of Visalia and starting next fiscal year STBGP projects would be selected on competitive basis. Mr. Gutierrez also mentioned that the deadline for applications was February 14, 2022, and TCAG staff had begun reviewing and scoring the applications and

staff anticipated the final scoring would be completed sometime in mid-March. Funding recommendations would be presented to the TCAG Board in April.

**E. Information: Senate Bill 1 (SB 1) Competitive Program Update**

Mr. Gutierrez gave an update on three SB1 competitive program projects one was Solutions for Congested Corridors Program, second was Trade Corridor Enhancement Program and third was Local Streets and Roads Program and all were still undergoing guidelines development and it is anticipated that guidelines would be adopted this summer. Mr. Gutierrez stated the guidelines workshops for the Active Transportation Program are on a different track than the three SB1 programs discussed, and the kickoff workshop 2023 Active Transportation Program was held on November 6, 2021, and additional workshops are planned in January and February and final guidelines adoption, and the Call for Projects for the 2023 ATP Program is planned for March 2022.

**V. TRANSPORTATION ACTION/DISCUSSION ITEMS**

**A. Information: Regional Transportation Plan (RTP) / Sustainable Communities Strategy (SCS) Update**

Mr. Kimball gave an update on the RTP dates and discussed the draft EIR.

**B. Information: Status of State Transportation Improvement Program (STIP) Allocations and California Transportation Commission (CTC) Update**

Mr. Smalley gave an update on approved projects in the City of Lindsay roundabout that was fully funded and Caldwell Interchange.

**C. Information: Governor Newsom's Clean California Beautification Projects Initiative – Update on Awarded Projects**

Ms. Poleszczuk gave an update on Clean California with two projects getting selected; one was for the Highway 99 Corridor Screenings and second was SR65/Cutler-Orosi Corridor Enhancement.

**D. Information: 2021/2022 Unmet Transit Needs Outreach Campaign**

Mr. Bruno discussed 2021/22 Unmet Transit Needs process, based largely on outreach methods such as designing and distributing posters with comment cards and QR codes accessing unmet needs for 2022 and direct mailings to an extensive list of agencies, social media campaign, as well as other outreach methods.

**E. Information: Caltrans Monthly Report**

Ms. Mendibles stated that Ms. Bhongir report of Tule River ATP solution plan would be shared with headquarters.

**VII. ASSOCIATION CONSENT CALENDAR –ACTION AND INFORMATION ITEMS**

**C. Action: Adoption of Resolution: Approval of Amendment No. 8 to the FY 2021/2022 Overall Work Plan (OWP)**

Ms. Davis stated that the item is the amendment No. 8 to the current OWP, funding was provided by reserves and reallocation of PL and PL Carryover.

**D. Action: Approve the Contract for the California Department of Public Health (CDPH) Kids' Plates Grant for Childhood Unintentional Injury and Illness Prevention**

Ms. Moore reported that the item is to approve the contract for the CDPH Kids' Plates Grant for Childhood Unintentional Injury and Illness Prevention, on August 12, 2021, CDPH announced that TCAG had been awarded \$150,000 for the Kids' Plates Childhood Unintentional Injury Prevention grant. Ms. Moore stated given TCAG's history of active participation in bike rodeos, active transportation awareness initiatives, and national safety campaign interventions such as Rail Safety Month and Safe Routes to School, implementation of grant projects will find effortless alignment with ongoing TCAG enterprises. Intended projects include child safety seat community installation, training, and

dissemination events, bike rodeos and multisport safety equipment dissemination and targeted safety training; bilingual multimedia safety campaigns; and promotion of national active transportation events, and the grant period would be from October 1, 2021 to June 30, 2023.

**E. Action: Adoption of Resolution: Reaffirm Appointment of Alternate Member at Large Position No. 2**

Ms. Moore expressed that the item was to reaffirm appointment of Mr. Ward to serve as Alternate Member At Large # 2 until the term expires on December 31, 2022, at the last Board meeting held January 24, 2022, a resolution confirming this decision was attached with this report along with supporting documents submitted by Mr. Ward.

**F. Action: Adoption of Resolution: Approve Members for Sustainable Corridors Committees (SCCs)**

Ms. Poleszczuk stated that the item recommends the TCAG Board approve of Jason Ridenour, for the City of Porterville, Neyba Amezcua for the City of Lindsay, and Larry Micari – elected official, for SCCs membership.

**G. Action: Adoption of Resolution: Reaffirm Agreement with Kimley-Horn and Associates, Inc., to Update the Intelligent Transportation Systems (ITS) Regional Architecture and to Provide Three Year On-Call Architecture Maintenance and ITS Consulting Services**

Ms. Poleszczuk stated that the item was a reaffirmation agreement with Kimley-Horn to update the ITS Architecture and to provide on call ITS consulting and architecture maintenance service under a three-year agreement.

**H. Action: Adoption of Resolution: Approve Agreement with StreetLight Data, Inc. for a One-Year Regional Subscription and Authorize the Executive Director to Negotiate Renewals**

Mr. Brady stated that the item would be going before the Board to approve an agreement with StreetLight Data for a one-year subscription of online transportation data.

**I. Adoption of Resolution: Reaffirm Alternatives for Supplemental Funding for Tulare County Regional Transit Agency**

Ms. Davis stated that the item was a reaffirmation on supplemental funding for TCRTA, TCAG reserves would be used for initial organization, specifically for staff and agency support, in the amount of \$100,000 per year for two years and authorize undesignated transit/bike funds from the City of Lindsay Measure R repayment for use by TCRTA.

**VIII. ASSOCIATION ACTION/DISCUSSION ITEMS**

**A. Information: Legislative Update**

Mr. Kimball stated there would be a virtual trip to Sacramento with the rest of the valley in March. Mr. Smalley discussed transportation bills and widening projects with city managers in Tulare County. Mr. Smalley also discussed the 99 coalition to finish 99 widening and mentioned that the CTC would be having their townhall meeting in the city of Tulare on April 13 and 14 and cities would be asked to put together presentations showcasing projects.

**E. Information: Regional Transit Coordination Update**

Ms. Forte gave an update on TCRTA with a request for proposal being out for transit operations and TCRTA would be conducting outreach meetings regarding fare change.

**F. Information: Tulare County Association of Governments (TCAG) Audit Year Ending June 30, 2022**

Ms. Davis stated that TCAG audit are completed and did not have any material weaknesses or instances of non-compliance for the year-ended June 30, 2021 and audits are online for review.

**XI. ADJOURN**

The TCAG Technical Advisory Committee adjourned at 1:59 p.m.

The next scheduled Tulare County Association of Governments (TCAG) Board meeting will be held on **Monday, March 21, 2022, at 1:00 p.m.**, at the **Lamp Liter Inn 3300 W Mineral King Ave, Visalia, CA 93291**. The Technical Advisory Committee will meet on **Thursday, March 17, 2022 at 1:30 p.m. at the Tulare County Association of Governments (TCAG), 210 N. Church Street, Suite B, Sequoia Conference Room, Visalia, CA 93291**.

# Tulare County Association of Governments

## **AGENDA ITEM VIII-B**

**March 21, 2022**

**Prepared by Ted Smalley, TCAG Staff**

### **SUBJECT:**

**Information:** Legislative Update

### **BACKGROUND:**

Prior to Covid 19, TCAG conducted one or more One Voice trips to Washington, D.C. to collaborate with administration and legislative bodies on matters of federal policy and financing. TCAG also participated in legislative efforts and Valley Voice trips conducted by the San Joaquin Valley Policy Council, both to Washington, D.C. for federal matters and Sacramento for state matters.

In addition, TCAG works with the California Councils of Government (CalCOG), the Self Help Counties Coalition (Self Help), the American Planning Association (APA) and the National Association of Regional Councils (NARC) to advance the regional agenda and get additional support from the federal and state government.

Assisting TCAG staff in these efforts is our federal lobbyist, Pace Government Solutions, and our State Lobbyist the Politico Group.

### **DISCUSSION:**

#### **STATE LEGISLATION**

At the March 21, 2022 Board Meeting, the State Government relations firm will provide an update of ongoing legislation and various issues.

#### **FINISH 99 EFFORT**

TCAG is working with Madera and Merced on a "Finish the 99" campaign. Supervisor Vander Poel and Mayor Mendoza represent TCAG. A significant number of agencies, local businesses or organizations, and statewide advocates have provided support. As presented in prior meetings, Senator Hurtado led an effort to get the valley assembly and senate representatives to all sign a letter of support to Finish 99. Tulare hosted the 99 Summit on March 3<sup>rd</sup> and 4<sup>th</sup>.

#### **FEDERAL LEGISLATION**

As a result of the recent infrastructure bill TCAG continues to work with our consultant to review and comment as Federal Highway Administration develops implementation plans (called rule making). TCAG staff will also work to identify funding opportunities for our member agencies.

TCAG will conduct a virtual trip in spring 2022. TCAG staff with the help of federal government relations firms continues to monitor the conditions back in DC. TCAG Staff hopes that a valley in person trip will occur this fall.

### **ATTACHMENT(S):**

1. State Route 99 Support Letter
2. Support for 2022 ITIP and Improvements into State Route 99 letter

Work Element: 601.08 Advocacy



March 8, 2022

The Honorable Toks Omishakin  
Secretary  
California State Transportation Agency  
915 Capitol Mall, Suite 350B  
Sacramento, CA 95814

The Honorable Steven Keck  
Acting Director  
California Department of Transportation  
1020 N Street  
Sacramento, CA 95814

**Re: Partnering with CalSTA and Caltrans on State Route 99 Funding Opportunities**

Dear Secretary Omishakin, Acting Director Keck,

The Madera County Transportation Commission (MCTC), Merced County Association of Governments (MCAG), and Tulare County Association of Governments (TCAG) write to **request the California State Transportation Agency (CalSTA) and California Department of Transportation's (Caltrans) partnership in pursuit of upcoming funding opportunities to support State Route 99 gap closure projects.** Specifically, our counties intend to apply for \$25 million in the Trade Corridor Enhancement Program (TCEP) later this summer for right-of-way for the City of Tulare Rehabilitation, Widening, and Paige Avenue Interchange Improvements Project (Project) and in TCEP and other program future funding cycles. CalSTA and Caltrans' support for this project and future SR 99 gap closure projects that incorporate additional project or corridor planning elements such as zero-emission vehicle charging infrastructure, intercity rail, and vehicle miles traveled mitigations is critical to our success in the effort to finish SR 99. As the San Joaquin Valley works to complete SR 99 to six-lanes throughout the corridor, you too have our commitment to partnership and creative problem-solving to deliver cost-effective and comprehensive projects that help the state meet its mobility, climate, equity, and sustainability goals.

We are encouraged by the prospect of even greater collaboration and coordination with the State after the SR 99 Summit in Tulare County on March 3-4. One of the key themes of the SR 99 Summit was that the San Joaquin Valley is doing *a lot* to help the state meet its various goals. From multimodal investments including active transportation infrastructure, zero emission vehicle car sharing, and preparing for high-speed rail to building affordable housing to preserving prime agricultural land – the San Joaquin Valley is committed to building a vibrant, sustainable, and economically thriving region. At the same time, finishing SR 99 to six-lanes throughout the corridor is a critical component to the San Joaquin Valley's future. Our region recognizes that we cannot widen our way out of congestion as has been past practice across the nation, but we sincerely hope that Caltrans recognizes, now more than ever, the important role SR 99 plays to our communities and way of life. A complete SR 99 corridor will solve safety issues, support the movement of agricultural products and other freight, support multimodal mobility, deploy zero-emission vehicle infrastructure, reduce greenhouse gas emissions, and more.

Specifically, the City of Tulare Rehabilitation, Widening, and Paige Avenue Interchange Improvements Project will help us make significant progress on one of the remaining critical gap closures which proposes to widen 5 miles of SR 99 between Prosperity Avenue and Avenue 200. The Project will resolve a major hub for goods movement and passenger travel along SR 99. In addition, the Project includes upgrades to

existing lanes and shoulders, drainage systems, structures, and transportation management systems within the project limits.

This Project will increase connectivity, improve travel-time reliability of time-sensitive goods, and preserve acceptable facility operation on SR 99 (the annual daily truck traffic in 2018 was 27.6% and the number of truck trips is expected to nearly double within 20 years). Another benefit of this Project will be connectivity to employment (particularly agribusiness related manufacturing and processing), education, services, and other opportunities in the Tulare region. As part of a targeted corridor plan, this Project will also improve operational performance of both SR 99 and on local roads thereby supporting economic development.

For the reasons state above and in the spirit of partnership and collaboration, we respectfully request the state's support in 2022 and future funding cycles to close the remaining gaps on SR 99. Should you have any questions, or need further information about our request, please contact Kiana Valentine, SR 99 Legislative Advocate, at (916) 266-3892 or [kiana@politicogroup.com](mailto:kiana@politicogroup.com).

Sincerely,



Stacie Guzman  
Executive Director  
Merced County Association of Governments



Ted Smalley  
Executive Director  
Tulare County Association of Governments



Patricia Taylor  
Executive Director  
Madera County Transportation Commission

cc: The Honorable Melissa Hurtado, Member, California State Senate  
Elissa Konove, Undersecretary, California State Transportation Agency  
Darwin Moosavi, Deputy Secretary, California State Transportation Agency  
Mike Keever, Chief Deputy Director, California Department of Transportation  
Jeanie Ward-Waller, Deputy Director, California Department of Transportation



March 8, 2022

The Honorable Lee Ann Eager  
 Chair  
 California Transportation Commission  
 1020 N Street  
 Sacramento, CA 95814

**Re: Support for Final 2022 Interregional Transportation Improvement Program; Support for 2022 ITIP Investments into State Route 99**

Dear Chair Eager,

The Madera County Transportation Commission (MCTC), the Merced County Association of Governments (MCAG), and the Tulare County Association of Governments (TCAG) write to express our enthusiastic support for the Final 2022 Interregional Transportation Improvement Program (Final 2022 ITIP) released by the California Department of Transportation (Caltrans) on December 15, 2021. The Final 2022 ITIP proposes to fund cost increases for the current program of projects, to program limited subsequent project phases for currently programmed projects, and to add a few new active transportation, intercity rail, and highway projects and we respectfully request the Commission to adopt the Final 2022 ITIP.

We are grateful for the inclusion of funding for State Route 99 (SR 99) as it serves as a critical north-south corridor for goods movement throughout California, supports the largest agricultural region in the United States, and is a vital corridor for daily life for the 4.4 million residents of the San Joaquin Valley. We recognize the Final 2022 ITIP only has \$178.2 million in new capacity to bring to bear for cost increases, new phases, and new projects to deliver a safe, efficient, and multimodal interregional transportation system. The Final 2022 ITIP includes funding for these key SR 99 projects:

- The **South Madera 6 Lane Widening Project** (Madera County from south of Avenue 7 to north of Avenue 12). This project will eliminate the 5.8 mile, four-lane bottleneck on SR 99 in the southbound and northbound directions, between Fresno and Madera by providing an additional lane in each direction in the median.
- The **Tulare City Widening Project**. This project will eliminate the 5 mile, four-lane bottleneck on SR 99 in the City of Tulare, between Avenue 200 and Prosperity Avenue by providing an additional lane in each direction in the median.
- The **Livingston Widening Southbound Project** (Merced County). This project is 8 miles from south of Hammatt Ave to the Merced/Stanislaus County line. The widening is from 2 to 3 lanes in the median. SR 99 north and south of the project area is an existing six-lane freeway. The Livingston Widening *Northbound* Project is currently under construction.
- The **South Tulare 99 Project** (northwards from Delano). Funded specifically with SR 99 bond funds (expected CTC action January 2022), this innovative project will make permanent 13.5 miles of temporary lanes in southern Tulare.

MCTC, MCAG, and TCAG – and the communities we represent – are steadfast in our commitment to finishing SR 99 to six-lanes throughout. Finishing SR 99 will help reduce significant safety issues along the

highly traveled corridor and create economic vitality through the efficient movement of goods and services. Moreover, these goals can be achieved while reducing greenhouse gas (GHG) emissions as demonstrated by our SB 375 Sustainable Communities Strategy, which the California Air Resources Board has approved.

We also support the state’s overarching goals for California’s transportation system – multimodal, safe, efficient, accessible, equitable, and sustainable. Along with our other San Joaquin Valley regional transportation agency partners, we have and will continue to prioritize investments in rail, intercity rail, transit, and active transportation infrastructure and mobility options. We are also actively supporting the state’s zero-emission vehicle goals, endeavor to support affordable housing development, and strive to stand-up disadvantaged communities and make investments to create opportunities for *all* our residents.

We are pleased to report that we have just wrapped up a focused summit on SR 99 as required by the Final 2022 ITIP and are anxious to assist Caltrans to complete a comprehensive multimodal corridor plan for SR 99. We recognize these are conditions of funding for the South Madera 6 Lane Widening Project and we are fully committed to these important and complementary efforts.

Again, we support the Final 2022 ITIP, including funding for SR 99, and respectfully request the Commission’s adoption at its March 15-16 CTC meeting.

Sincerely,



Stacie Guzman  
Executive Director  
Merced County Association of Governments



Ted Smalley  
Executive Director  
Tulare County Association of Governments



Patricia Taylor  
Executive Director  
Madera County Transportation Commission

- cc: Toks Omishakin, Secretary, California State Transportation Agency  
Mitch Weiss, Executive Director, California Transportation Commission  
Steven Keck, Acting Director, California Department of Transportation  
Ronda Paschal, Deputy Legislative Secretary, Office of Governor Gavin Newsom  
Mark Tollefson, Deputy Cabinet Secretary, Office of Governor Gavin Newsom

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**AGENDA ITEM VIII-F**

**March 21, 2022**

**Prepared by Leslie Davis, TCAG Staff**

**SUBJECT:**

**Information:** Draft Overall Work Plan (OWP) for Fiscal Year 2022/2023

**BACKGROUND:**

TCAG staff has completed the 2022/2023 Draft Overall Work Plan and Budget. The OWP contains work elements with detailed tasks as well as revenues and expenditures anticipated by task for the year. Enclosed (*under separate cover*) is a copy of the draft 2022/2023 OWP.

**DISCUSSION:**

The total estimated expenditures for FY 2022/2023 are \$6,626,838. Of those expenditures, \$828,879 is Measure R, or LAFCO related, \$136,766 is related to TCRTA and \$1,522,312 is related to REAP funding. The following is a summary of major work products and highlights for FY 2022/2023:

1. TDA and Measure R audits for all member Cities, the County, and TCAG/TCTA
2. SB1 projects formula funding of \$603,092
3. Process and manage the Overall Work Plan which includes quarterly billing and reporting for 2022/2023 and budget preparation for 2023/2024
4. Advocacy and transportation representation in Washington, DC and Sacramento
5. Active Transportation Program (ATP) development, project selection and programming
6. Comprehensive Master Plan for Tulare River Native Community
7. Process and Manage the Local Transportation Fund (LTF) and the State Transit Assistance Fund (STA) for 2022/2023
8. Process amendments for the 2022/2023 Federal Transportation Improvement Program (FTIP)
9. Continued Measure R Implementation
10. Implementation, programming and tracking of the Congestion Mitigation and Air Quality (CMAQ) projects
11. Congestion Management Process update
12. Continued public information and participation
13. Air quality monitoring, compliance, and conformity determinations
14. Continued monitoring of state and federal legislation
15. Multiple preliminary reports required for future state projects
16. Update of the Travel demand model to a new base year

17. ITS Plan update
18. SCS Update as part of the RTP update
19. Upgrading bike and ped modeling tools in the travel model
20. City of Woodlake Pedestrian Corridor Plan, City of Visalia Hospital Study
21. Continued organization and support of TCRTA

The following summary compares the Draft 2022/2023 and Final 2021/2022 (with amendments) Overall Work Programs (OWP).

Item	21/22 OWP Amend 8	Draft 22/23	Difference
Budget (non Measure R,TCRTA & LAFCO)	\$ 4,947,877	\$ 4,138,881	\$ (808,996)
Measure R, TCRTA, REAP & Lafco Admin	\$ 1,938,989	\$ 2,487,957	\$ 548,968
<b>Total Budget</b>	<b>\$ 6,886,866</b>	<b>\$ 6,626,838</b>	<b>\$ (260,028)</b>
Membership Dues	\$ 191,500	\$ 191,500	\$ -
<b>LTF Contributions</b>			\$ -
TDA Admin	\$ 282,000	\$ 282,000	\$ -
TDA Planning	\$ 889,681	\$ 857,939	\$ (31,742)
Coordination,Mgmt, & Implementation	\$ 226,409	\$ 226,409	\$ -
<b>Total LTF</b>	<b>\$ 1,398,090</b>	<b>\$ 1,366,348</b>	<b>\$ (31,742)</b>
Consultants	\$ 1,253,634	\$ 1,350,264	\$ 96,630

Attachment 1 displays the funding and contribution work plan summary for the Draft 2022/2023 budget.

Attachment 2 displays the funding and contribution work plan summary for the 2021/2022 budget. There is an overall decrease of \$260,028 for the Draft 2022/2023 TCAG budget.

Shown below is the proposed schedule for completion of the 2022/2023 OWP:

1. January 13, 2022 - Received verbal comments from Caltrans and FHWA/FTA
2. March 1, 2022 -Draft OWP provided to Caltrans and FHWA/FTA
3. March 3, 2022 - Draft OWP posted on TCAG Website
4. March 17, 2022 - Receive comments from Technical Advisory Committee
5. March 21, 2022 - Present Draft OWP to the TCAG Board and receive comments
6. April 18, 2022 - Present Final OWP for Board Approval

Upon Board approval in April, the OWP will be printed and submitted to Caltrans and the Federal Highway Administration for final approval.

#### ATTACHMENTS:

1. 2022/2023 Overall Work Plan Summary
2. 2021/2022 Overall Work Plan Summary
3. Consultant Contract List

## 2022/2023 Overall Work Program

## SUMMARY

REVENUES	DOLLARS	EXPENDITURES	DOLLARS	STAFF PERSON MONTHS
Member Dues	190,500	TCAG Staff	2,314,049	182
Local Contribution	1,084,348	City of Dinuba	126,472	
TDA	282,000	City of Exeter	111,233	
FHWA PL (carryover)	172,980	City of Farmersville	136,609	
FHWA PL	1,228,257	City of Lindsay	146,396	
FTA Section 5303 (carryover)	135,565	City of Porterville	165,752	
FTA Section 5303	167,739	City of Tulare	252,898	
FTA Section 5304		City of Visalia	281,298	
FTA Section 5305		City of Woodlake	132,916	
DMV	3,000	County of Tulare	482,851	
City of Dinuba		Insurance	7,426	
City of Exeter		Memberships	17,836	
City of Farmersville		Office Expense	25,500	
City of Lindsay		Consultant	1,350,264	
City of Porterville		Publications/ Legal Notice/Dues	700	
City of Tulare		Training	15,150	
City of Visalia		Transportation and Travel	58,970	
City of Woodlake		Print Services	39,350	
County of Tulare		County Counsel	32,000	
Measure R	573,379	Auditor	2,500	
LAFCO	255,500	Motorpool		
TCAG Reserves	105,000	Rent	167,806	
SB1 Sustainable Community Grant	603,092	Special Dept Expense	716,994	
Other Grants & Misc Revenues	1,688,712	Dues/Subscriptions	6,320	
TCRTA	136,766	Utilities	17,548	
		Office Equipment	18,000	
<b>Total Revenues</b>	<b>6,626,838</b>	<b>Total Expenditures</b>	<b>6,626,838</b>	<b>181.9</b>
Toll Credits(5303) (Not Revenues)	34,789			
Toll Credits(PL) (Not Revenues)	160,722			

\* FHWA PL Funding

Carryover	\$172,980
Current Year funding:	<u>\$1,228,257</u>
<b>Total Funding</b>	<b>\$1,401,237</b>

## 2021/2022 Overall Work Program

## SUMMARY

REVENUES	DOLLARS	EXPENDITURES	DOLLARS	STAFF PERSON MONTHS
Member Dues	191,500	TCAG Staff	2,319,178	221
Local Contribution	1,116,090	City of Dinuba	113,472	
TDA	282,000	City of Exeter	102,877	
FHWA PL (carryover)	284,991	City of Farmersville	103,662	
FHWA PL 1251770	1,251,770	City of Lindsay	112,841	
FTA Section 5303 (carryover)	105,234	City of Porterville	111,096	
FTA Section 5303	268,938	City of Tulare	116,693	
FTA Section 5304	104,882	City of Visalia	204,291	
FTA Section 5305		City of Woodlake	76,225	
DMV	3,000	County of Tulare	493,438	
City of Dinuba		Insurance	5,500	
City of Exeter		Memberships	13,830	
City of Farmersville		Office Expense	22,500	
City of Lindsay		Consultant	1,433,634	
City of Porterville		Publications/ Legal Notice/Dues	700	
City of Tulare		Training	15,650	
City of Visalia	13,589	Transportation and Travel	60,220	
City of Woodlake		Print Services	22,115	
County of Tulare		County Counsel	32,000	
Measure R	618,379	Auditor	2,500	
LAFCO	255,500	Motorpool		
TCAG Reserves	406,850	Rent	165,708	
SB1 Sustainable Community Grant	752,633	Special Dept Expense	1,328,236	
Other Grants & Misc Revenues	1,231,510	Dues/Subscriptions	6,500	
TCRTA		Utilities	16,000	
		Office Equipment	8,000	
<b>Total Revenues</b>	<b>6,886,866</b>	<b>Total Expenditures</b>	<b>6,886,866</b>	<b>220.6</b>
Toll Credits(5303) (Not Revenues)	42,918			
Toll Credits(PL) (Not Revenues)	176,266			

\* FHWA PL Funding

Carryover	\$284,991
<u>Current Year funding:</u>	<u>\$1,251,770</u>
<b>Total Funding</b>	<b>\$1,536,761</b>

TCAG/TPA Consultant Contracts for the 2022/2023 Overall Work Program

Work Element	Amount	Description of Work	Consultant	Local	Valley	Undetermined/Other	DBE Amount	DBE %	TCAG Project Manager
601.01 Transit Administration	\$ 45,000.00	TDA Audits for Cities/County	Brown Armstrong		\$45,000.00 100%				Leslie
601.01 Transit Administration	\$ 60,000.00	Remix Software & Services TCRTA	Remix		\$56,340.00 94%				Rich
601.02 TCAG Administration	\$ 33,000.00	Outside Auditor	Brown Armstrong			\$33,000.00 100%			Leslie
601.08 Advocacy	\$ 57,000.00	Federal Government Relations	TBD		\$57,000.00 100%				Ben K
601.08 Advocacy	\$ 43,000.00	State Consultant	TBD		\$43,000.00 100%				Ben K
601.08 Advocacy	\$ 5,000.00	RTP/AQ	CalCog		\$5,000.00 100%				Ben K
601.08 Advocacy	\$ 7,000.00	Valley Wide Advocacy	Contribution		\$7,000.00 100%				Ben K
602.02 Traffic Forecasting/Modeling Dev	\$ 40,000.00	Traffic Modeling Assistance	TBD			\$35,000.00 100%			Roberto
602.03 Active Transportation Planning	\$ 20,304.00	ATP Tribe Addl Services	4Creeks		\$20,304.00 100%				Sheela/Ted
602.04-1050 Cross Valley Corridor Development Plan	\$ 328,545.00	Cross Valley Corridor Transit Development Plan	TBD			\$328,545.00 100%			Elizabeth
602.10 Sustainable Communities Planning Grant	\$ 483,315.00	Various	TBD			\$414,203.00 86%			Various
603.02 Intelligent Transportation	\$ 5,000.00	Regional Architecture	TBD			\$5,000.00 100%			Roberto
605.01 Congestion Management Program	\$ 15,000.00	Traffic Count Data Collection	Quality Traffic Data			\$15,000.00 100%			Roberto
670.05 Local Coordination & Project Implementat	\$ 50,000.00	PEIR/SCS for RTP	Rincon		\$50,000.00 100%				Roberto
700.01 Measure R Administration & Planning	\$ 44,000.00	Audit Services	Brown Armstrong		\$44,000.00 100%				Leslie
700.01 Measure R Administration & Planning	\$ 20,000.00	Financial Services	KNN		\$15,000.00 100%				Leslie
700.01 Measure R Administration & Planning	\$ 5,000.00	Arbitrage Services	BLX		\$1,500.00 100%				Leslie
825.01 TCRTA	\$ 40,000.00	Transit Coordination Implementation	SBLB		\$40,000.00 100%				Ricj
<b>Totals</b>	<b>\$ 1,301,164.00</b>			<b>\$ -</b>	<b>\$ 384,144.00 30%</b>	<b>\$ 830,748.00 64%</b>			

Measure R Capital Projects

Work Element	Amount	Description of Work	Consultant	Local	Valley	Other	DBE Amount	DBE %	TCAG Project Manager
700.02 Measure R Santa Fe Trail	\$ 100.00					\$100.00			Leslie
<b>Totals</b>	<b>\$ 100.00</b>					<b>\$100.00</b>			

TCAG/TPA Fair Share Contributions & Special Contracts for the 2022/23 Overall Work Program (Not used for DBE calculations)

Work Element	Amount	Description of Work	Consultant	Comments	TCAG Project Manager
620.01 Valleywide Coordination	\$ 13,000.00	Regional Policy Council Coordination	Fresno COG	Fair Share contribution for Valleywide Coordination and Website Maintenance	Ben K
610.01 Air Quality Planning	\$ 36,000.00	Air Quality Conformity consultation	SJCOG	Fair share contribution to Valley-wide air quality consulting - Firm selected by Valley-COG directors	Elizabeth
<b>Totals</b>	<b>\$ 49,000.00</b>				
	\$ 1,350,264.00				

DBE calculation

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# Tulare County Association of Governments

## **AGENDA ITEM VIII-G**

**March 21, 2022**

**Prepared by Leslie Davis, TCAG Staff**

### **SUBJECT:**

**Information:** Member Agency (TDA) Audit Year Ending June 30, 2021

### **BACKGROUND:**

Tulare County Association of Governments (TCAG) audit was completed for the year ending June 30, 2021 and issued February 9, 2022. The audited financial statements of the governmental activities and the major funds of the Tulare County Association of Governments (TCAG) can be found at:

<https://tularecog.org/tcag/finance/audits/fy-20202021/tcag-fy-20-21-audit-financial-statements/>

The audit was conducted in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Controller General of the United States.

The TCAG audit by Brown Armstrong Certified Public Accounts did not identify any instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

Tulare County Association of Governments (TCAG) audit is complete and did not have any material weaknesses or instances of non-compliance for the year-ended June 30, 2021. The required communication with the Board of Directors (SAS 114) from Brown Armstrong CPA was attached and presented on February 28, 2022.

### **DISCUSSION:**

Member Agencies: The City of Porterville and City of Tulare, City of Lindsay, City of Dinuba, City of Exeter, City of Farmersville, City of Woodlake, County of Tulare, and the City of Visalia TDA audits have not been completed.

### **ATTACHMENT:**

None

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**AGENDA ITEM VIII-H**

**March 21, 2022**

**Prepared by Elizabeth Forte, TCAG Staff**

**SUBJECT:**

**Information:** Regional Transit Coordination Update

**BACKGROUND:**

TCAG led the effort to help improve regional transit service by facilitating the creation of a regional transit agency. The Joint Powers Agreement creating the Tulare County Regional Transit Agency (TCRTA) was effective August 11, 2020. Eight member agencies have joined the TCRTA.

**DISCUSSION:**

At the January and February TCAG Board meetings staff informed the Board that the TCRTA is considering fare changes and has released a Request for Proposals for transit services. As of the date this agenda went to print the TCRTA had not yet scheduled public hearings for fare changes and had not yet received bids for the provision of transit services.

An update, if any, on these items will be provided at the Board meeting on March 21.

**ATTACHMENT:**

None

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# Tulare County Association of Governments

## **AGENDA ITEM VIII-I**

**March 21, 2022**

**Prepared by Amie Kane, TCAG Staff**

### **SUBJECT:**

**Information:** Conflict of Interest Code (Form 700) Due April 1, 2022

### **BACKGROUND:**

The Tulare County Association of Governments is required to adopt and maintain a conflict of interest code. This code outlines who must disclose information on an annual basis, and what type of information must be disclosed.

### **DISCUSSION:**

The Political Reform Act requires certain officials and employees who serve in positions designated in an agency's conflict of interest code to file a Statement of Economic Interest (Form 700). Appendix A of this staff report provides a listing of positions that are designated to provide a Form 700 by April 1, 2022. Appendix B lists the disclosure categories for those designated positions. The Form 700 is available in an interactive version on the Fair Political Practices Commission website: [www.fppc.ca.gov](http://www.fppc.ca.gov).

### **ATTACHMENTS:**

1. Appendix A- Designated Employees
2. Appendix B- Disclosure Categories
3. Form 700- 2021/2022 Statement of Economic Interests

**APPENDIX A  
(DESIGNATED EMPLOYEES)**

<b><u>DESIGNATED POSITIONS</u></b>	<b><u>DISCLOSURE CATEGORIES</u></b>
Members of TCAG Board	1, 2, 3
Alternate Members of TCAG Board	1, 2, 3
Executive Director	1, 2, 3
Deputy Executive Director	1, 2, 3
Fiscal Manager	1, 2, 3
Principal Planner	1, 2, 3
LAFCo Executive Officer	1, 2, 3
Consultant*	1

\* Consultants are included as designated employees and shall disclose pursuant to the broadest disclosure category, subject to the following limitation:

The executive director/executive officer of this local agency may determine in writing whether a particular consultant is a “designated employee” or whether the consultant is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements required by this code. Such written determination shall include a description of the consultant’s duties and, based upon that description, a statement of the extent of disclosure requirements. The determination of the executive director/executive officer is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

## APPENDIX B

### 2020 CONFLICT OF INTEREST CODE DISCLOSURE CATEGORIES

#### 1. Full Disclosure:

All interests in real property located entirely or partly within this Agency's jurisdiction or boundaries, or within two miles of this Agency's jurisdiction or boundaries or of any land owned or used by this Agency. Such interests include any leasehold, ownership interest or option to acquire such interest in real property.

All investments, business positions, and sources of income, including gifts, loans and travel payments.

*(Intended for board members and high-level decision-making employees with broad duties)*

#### 2. Full Disclosure {excluding interests in real property}:

All investments, business positions, and sources of income, including gifts, loans and travel payments.

#### 3. Interests in Real Property {only}:

All interests in real property located entirely or partly within this Agency's jurisdiction or boundaries, or within two miles of this Agency's jurisdiction or boundaries or of any land owned or used by this Agency. Such interests include any leasehold, ownership interest or option to acquire such interest in real property.

#### 4. General Contracting {two options}:

- A. All investments, business positions, and sources of income, including gifts, loans and travel payments, from sources that provide, or have provided in the last two years, leased facilities, goods, supplies, materials, equipment, vehicles, machinery, services, or the like, including training or consulting services, of the type utilized by the County.

*(Intended for employees whose duties and decisions involve contracting and purchasing for the entire County)*

- B. All investments, business positions, and sources of income, including gifts, loans and travel payments, from sources that provide, or have provided in the last two years, leased facilities, goods, supplies, materials, equipment, vehicles, machinery, services, or the like, including training or consulting services, of the type utilized by the employee's department or agency.

*(Intended for employees whose duties and decisions involve contracting and purchasing for a specific department or agency of the County)*

## **5. Regulatory, Permit or Licensing Duties:**

All investments, business positions, and sources of income, including gifts, loans and travel payments, from sources that are subject to the regulatory, permit or licensing authority of, or have an application for a license or permit pending before, the employee's department or agency, or the County.

## **6. Grant/Service Providers/Agencies that Oversee Programs (two options):**

- A. All investments, business positions, and sources of income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to receive grants or other monies from or through the specific department or agency of the County.

***(Intended for employees whose duties and decisions involve awards of monies or grants to organizations or individual/s)***

- B. All investments, business positions, and sources of income, including gifts, loans and travel payments, or income from a nonprofit organization, if the source is of the type to offer or provide consulting, rehabilitative or educational services concerning the prevention, treatment or rehabilitation of persons.

***(Intended for employees who a/so approves programs for rehabilitative services)***

# 2021-2022 Statement of Economic Interests



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## Form 700

A Public Document

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### ***Helpful Resources***

- Video Tutorials
- Reference Pamphlet
- Excel Version
- FAQs
- Gift and Travel Fact Sheet for State and Local Officials

## **California Fair Political Practices Commission**

1102 Q Street, Suite 3000 • Sacramento, CA 95811

Email Advice: [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov)

Toll-free advice line: 1 (866) ASK-FPPC • 1 (866) 275-3772

Telephone: (916) 322-5660 • Website: [www.fppc.ca.gov](http://www.fppc.ca.gov)

December 2021

## Quick Start Guide

Detailed instructions begin on page 3.

### WHEN IS THE ANNUAL STATEMENT DUE?

- March 1 – Elected State Officers, Judges and Court Commissioners, State Board and Commission members listed in Government Code Section 87200
- April 1 – Most other filers

### WHERE DO I FILE?

Most people file the Form 700 with their agency. If you're not sure where to file your Form 700, contact your filing officer or the person who asked you to complete it.

### ITEMS TO NOTE!

- The Form 700 is a public document.
- Only filers serving in active military duty may receive an extension on the filing deadline.
- You must also report interests held by your spouse or registered domestic partner.
- Your agency's conflict of interest code will help you to complete the Form 700. You are encouraged to get your conflict of interest code from the person who asked you to complete the Form 700.

### NOTHING TO REPORT?

Mark the "No reportable interests" box on Part 4 of the Cover Page, and submit only the signed Cover Page. Please review each schedule carefully!

Schedule	Common Reportable Interests	Common Non-Reportable Interests
A-1: Investments	Stocks, including those held in an IRA or 401K. Each stock must be listed.	Insurance policies, government bonds, diversified mutual funds, funds similar to diversified mutual funds.
A-2: Business Entities/Trusts	Business entities, sole proprietorships, partnerships, LLCs, corporations and trusts. (e.g., Form 1099 filers).	Savings and checking accounts, and annuities.
B: Real Property	Rental property in filer's jurisdiction, or within two miles of the boundaries of the jurisdiction.	A residence used exclusively as a personal residence (such as a home or vacation property).
C: Income	Non-governmental salaries. Note that filers are required to report only half of their spouse's or partner's salary.	Governmental salary (from school district, for example).
D: Gifts	Gifts from businesses, vendors, or other contractors (meals, tickets, etc.).	Gifts from family members.
E: Travel Payments	Travel payments from third parties (not your employer).	Travel paid by your government agency.

**Note:** Like reportable interests, non-reportable interests may also create conflicts of interest and could be grounds for disqualification from certain decisions.

### QUESTIONS?

- [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov)
- (866) 275-3772 Mon-Thurs, 9-11:30 a.m.

### E-FILING ISSUES?

- If using your agency's system, please contact technical support at your agency.
- If using FPPC's e-filing system, write to [form700@fppc.ca.gov](mailto:form700@fppc.ca.gov).

## What's New

### Gift Limit Increase

The gift limit increased to **\$520** for calendar years **2021** and **2022**. The gift limit in 2020 was **\$500**.

### Who must file:

- Elected and appointed officials and candidates listed in Government Code Section 87200
- Employees, appointed officials, and consultants filing pursuant to a conflict of interest code ("code filers"). **Obtain your disclosure categories, which describe the interests you must report, from your agency;** they are not part of the Form 700
- Candidates running for local elective offices that are designated in a conflict of interest code (e.g., county sheriffs, city clerks, school board trustees, and water board members)

#### Exception:

- Candidates for a county central committee are not required to file the Form 700
- Employees in newly created positions of existing agencies

For more information, see Reference Pamphlet, page 3, at [www.fppc.ca.gov](http://www.fppc.ca.gov).

### Where to file:

#### 87200 Filers

State offices	⇒	Your agency
Judicial offices	⇒	The clerk of your court
Retired Judges	⇒	Directly with FPPC
County offices	⇒	Your county filing official
City offices	⇒	Your city clerk
Multi-County offices	⇒	Your agency

#### Code Filers — State and Local Officials, Employees, and Consultants Designated in a Conflict of Interest

**Code:** File with your agency, board, or commission unless otherwise specified in your agency's code (e.g., Legislative staff files directly with FPPC). In most cases, the agency, board, or commission will retain the statements.

**Members of Newly Created Boards and Commissions:** File with your agency or with your agency's code reviewing body pursuant to Regulation 18754.

**Employees in Newly Created Positions of Existing Agencies:** File with your agency or with your agency's code reviewing body. (See Reference Pamphlet, page 3.)

Candidates file as follow:

State offices, Judicial offices and multi-county offices	⇒	County elections official with whom you file your declaration of candidacy
County offices	⇒	County elections official
City offices	⇒	City Clerk
Public Employee's Retirement System (CalPERS)	⇒	CalPERS
State Teacher's Retirement Board (CalSTRS)	⇒	CalSTRS

### How to file:

The Form 700 is available at [www.fppc.ca.gov](http://www.fppc.ca.gov). Form 700 schedules are also available in Excel format. Each Statement must have a handwritten "wet" signature or "secure electronic signature," meaning either (1) a signature submitted using an approved electronic filing system or (2) if permitted by the filing officer, a digital signature submitted via the filer's agency email address. (See Regulations 18104 and 18757.) Companies such as Adobe and DocuSign offer digital signature services. All statements are signed under the penalty of perjury and must be verified by the filer. See Regulation 18723.1(c) for filing instructions for copies of expanded statements.

### When to file:

#### Annual Statements

##### ⇒ March 1, 2022

- Elected State Officers
- Judges and Court Commissioners
- State Board and State Commission Members listed in Government Code Section 87200

##### ⇒ April 1, 2022

- Most other filers

Individuals filing under conflict of interest codes in city and county jurisdictions should verify the annual filing date with their filing official or filing officer.

Statements postmarked by the filing deadline are considered filed on time.

Statements of 30 pages or less may be emailed or faxed by the deadline as long as the originally signed paper version is sent by first class mail to the filing official within 24 hours.

#### Assuming Office and Leaving Office Statements

Most filers file within 30 days of assuming or leaving office or within 30 days of the effective date of a newly adopted or amended conflict of interest code.

#### Exception:

If you assumed office between October 1, 2021, and December 31, 2021, and filed an assuming office statement, you are not required to file an annual statement until March 1, 2023, or April 1, 2023, whichever is applicable. The annual statement will cover the day after you assumed office through December 31, 2022. (See Reference Pamphlet, page 6, for additional exceptions.)

#### Candidate Statements

File no later than the final filing date for the declaration of candidacy or nomination documents. A candidate statement is not required if you filed an assuming office or annual statement for the same jurisdiction within 60 days before filing a declaration of candidacy or other nomination documents.

#### Late Statements

**There is no provision for filing deadline extensions unless the filer is serving in active military duty. (See page 19 for information on penalties and fines.)**

#### Amendments

Statements may be amended at any time. You are only required to amend the schedule that needs to be revised. It is not necessary to amend the entire filed form. Obtain amendment schedules at [www.fppc.ca.gov](http://www.fppc.ca.gov).

## Types of Statements

### Assuming Office Statement:

If you are a newly appointed official or are newly employed in a position designated, or that will be designated, in a state or local agency's conflict of interest code, your assuming office date is the date you were sworn in or otherwise authorized to serve in the position. If you are a newly elected official, your assuming office date is the date you were sworn in.

- Report: Investments, interests in real property, and business positions held on the date you assumed the office or position must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the date you assumed the office or position.

For positions subject to confirmation by the State Senate or the Commission on Judicial Appointments, your assuming office date is the date you were appointed or nominated to the position.

- Example: Maria Lopez was nominated by the Governor to serve on a state agency board that is subject to state Senate confirmation. The assuming office date is the date Maria's nomination is submitted to the Senate. Maria must report investments, interests in real property, and business positions she holds on that date, and income (including loans, gifts, and travel payments) received during the 12 months prior to that date.

If your office or position has been added to a newly adopted or newly amended conflict of interest code, use the effective date of the code or amendment, whichever is applicable.

- Report: Investments, interests in real property, and business positions held on the effective date of the code or amendment must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the effective date of the code or amendment.

### Annual Statement:

Generally, the period covered is January 1, 2021, through December 31, 2021. If the period covered by the statement is different than January 1, 2021, through December 31, 2021, (for example, you assumed office between October 1, 2020, and December 31, 2020 or you are combining statements), you must specify the period covered.

- Investments, interests in real property, business positions held, and income (including loans, gifts, and travel payments) received during the period covered by the statement must be reported. Do not change the preprinted dates on Schedules A-1, A-2, and B unless you are required to report the acquisition or disposition of an interest that did not occur in 2021.

- If your disclosure category changes during a reporting period, disclose under the old category until the effective date of the conflict of interest code amendment and disclose under the new disclosure category through the end of the reporting period.

### Leaving Office Statement:

Generally, the period covered is January 1, 2021, through the date you stopped performing the duties of your position. If the period covered differs from January 1, 2021, through the date you stopped performing the duties of your position (for example, you assumed office between October 1, 2020, and December 31, 2020, or you are combining statements), the period covered must be specified. The reporting period can cover parts of two calendar years.

- Report: Investments, interests in real property, business positions held, and income (including loans, gifts, and travel payments) received during the period covered by the statement. Do not change the preprinted dates on Schedules A-1, A-2, and B unless you are required to report the acquisition or disposition of an interest that did not occur in 2021.

### Candidate Statement:

If you are filing a statement in connection with your candidacy for state or local office, investments, interests in real property, and business positions held on the date of filing your declaration of candidacy must be reported. In addition, income (including loans, gifts, and travel payments) received during the 12 months prior to the date of filing your declaration of candidacy is reportable. Do not change the preprinted dates on Schedules A-1, A-2, and B.

Candidates running for local elective offices (e.g., county sheriffs, city clerks, school board trustees, or water district board members) must file candidate statements, as required by the conflict of interest code for the elected position. The code may be obtained from the agency of the elected position.

### Amendments:

If you discover errors or omissions on any statement, file an amendment as soon as possible. You are only required to amend the schedule that needs to be revised; it is not necessary to refile the entire form. Obtain amendment schedules from the FPPC website at [www.fppc.ca.gov](http://www.fppc.ca.gov).

**Note:** Once you file your statement, you may not withdraw it. All changes must be noted on amendment schedules.

### Expanded Statement:

If you hold multiple positions subject to reporting requirements, you may be able to file an expanded statement for each position, rather than a separate and distinct statement for each position. The expanded statement must cover all reportable interests for all jurisdictions and list all positions for which it is filed. The rules and processes governing the filing of an expanded statement are set forth in Regulation 18723.1

**STATEMENT OF ECONOMIC INTERESTS**  
**COVER PAGE**  
*A PUBLIC DOCUMENT*

Please type or print in ink.

NAME OF FILER (LAST) (FIRST) (MIDDLE)

**1. Office, Agency, or Court**

Agency Name (Do not use acronyms)

Division, Board, Department, District, if applicable Your Position

► If filing for multiple positions, list below or on an attachment. (Do not use acronyms)

Agency: Position:

**2. Jurisdiction of Office (Check at least one box)**

State Judge, Retired Judge, Pro Tem Judge, or Court Commissioner (Statewide Jurisdiction)

Multi-County County of

City of Other

**3. Type of Statement (Check at least one box)**

Annual: The period covered is January 1, 2021, through December 31, 2021.

-or- The period covered is / / , through December 31, 2021.

Assuming Office: Date assumed / /

Candidate: Date of Election and office sought, if different than Part 1:

Leaving Office: Date Left / / (Check one circle.)

The period covered is January 1, 2021, through the date of leaving office.

-or- The period covered is / / , through the date of leaving office.

**4. Schedule Summary (must complete) ► Total number of pages including this cover page: \_\_\_\_\_**

**Schedules attached**

Schedule A-1 - Investments – schedule attached

Schedule A-2 - Investments – schedule attached

Schedule B - Real Property – schedule attached

Schedule C - Income, Loans, & Business Positions – schedule attached

Schedule D - Income – Gifts – schedule attached

Schedule E - Income – Gifts – Travel Payments – schedule attached

-or- **None - No reportable interests on any schedule**

**5. Verification**

MAILING ADDRESS STREET CITY STATE ZIP CODE  
(Business or Agency Address Recommended - Public Document)

DAYTIME TELEPHONE NUMBER EMAIL ADDRESS  
( )

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information contained herein and in any attached schedules is true and complete. I acknowledge this is a public document.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date Signed (month, day, year)

Signature (File the originally signed paper statement with your filing official.)

# Instructions Cover Page

Enter your name, mailing address, and daytime telephone number in the spaces provided. **Because the Form 700 is a public document, you may list your business/office address instead of your home address.**

## Part 1. Office, Agency, or Court

- Enter the name of the office sought or held, or the agency or court. Consultants must enter the public agency name rather than their private firm's name. (Examples: State Assembly; Board of Supervisors; Office of the Mayor; Department of Finance; Hope County Superior Court).
- Indicate the name of your division, board, or district, if applicable. (Examples: Division of Waste Management; Board of Accountancy; District 45). **Do not use acronyms.**
- Enter your position title. (Examples: Director; Chief Counsel; City Council Member; Staff Services Analyst).
- If you hold multiple positions (i.e., a city council member who also is a member of a county board or commission) you may be required to file separate and distinct statements with each agency. To simplify your filing obligations, in some cases you may instead complete a single expanded statement and file it with each agency.
  - The rules and processes governing the filing of an expanded statement are set forth in Regulation 18723.1. To file an expanded statement for multiple positions, enter the name of each agency with which you are required to file and your position title with each agency in the space provided. **Do not use acronyms.** Attach an additional sheet if necessary. Complete one statement disclosing all reportable interests for all jurisdictions. Then file the expanded statement with each agency as directed by Regulation 18723.1(c).

If you assume or leave a position after a filing deadline, you must complete a separate statement. For example, a city council member who assumes a position with a county special district after the April annual filing deadline must file a separate assuming office statement. In subsequent years, the city council member may expand their annual filing to include both positions.

### Example:

Brian Bourne is a city council member for the City of Lincoln and a board member for the Camp Far West Irrigation District – a multi-county agency that covers the Counties of Placer and Yuba. The City is located within Placer County. Brian may complete one expanded statement to disclose all reportable interests for both offices and list both positions on the Cover Page. Brian will file the expanded statement with each the City and the District as directed by Regulation 18723.1(c).

## Part 2. Jurisdiction of Office

- Check the box indicating the jurisdiction of your agency and, if applicable, identify the jurisdiction. Judges, judicial candidates, and court commissioners have statewide jurisdiction. All other filers should review the Reference Pamphlet, page 13, to determine their jurisdiction.
- If your agency is a multi-county office, list each county in which your agency has jurisdiction.

- If your agency is not a state office, court, county office, city office, or multi-county office (e.g., school districts, special districts and JPAs), check the “other” box and enter the county or city in which the agency has jurisdiction.

### Example:

This filer is a member of a water district board with jurisdiction in portions of Yuba and Sutter Counties.

<b>1. Office, Agency, or Court</b>	
Agency Name (Do not use acronyms) Feather River Irrigation District	
Division, Board, Department, District, if applicable N/A	Your Position Board Member
▶ If filing for multiple positions, list below or on an attachment. (Do not use acronyms)	
Agency: N/A	Position:
<b>2. Jurisdiction of Office (Check at least one box)</b>	
<input type="checkbox"/> State	<input type="checkbox"/> Judge or Court Commissioner (Statewide Jurisdiction)
<input checked="" type="checkbox"/> Multi-County Yuba & Sutter Counties	<input type="checkbox"/> County of _____
<input type="checkbox"/> City of _____	<input type="checkbox"/> Other _____

## Part 3. Type of Statement

Check at least one box. The period covered by a statement is determined by the type of statement you are filing. If you are completing a 2021 annual statement, **do not** change the pre-printed dates to reflect 2022. Your annual statement is used for reporting the **previous year's** economic interests. Economic interests for your annual filing covering January 1, 2022, through December 31, 2022, will be disclosed on your statement filed in 2023. See Reference Pamphlet, page 4.

Combining Statements: Certain types of statements for the same position may be combined. For example, if you leave office after January 1, but before the deadline for filing your annual statement, you may combine your annual and leaving office statements. File by the earliest deadline. Consult your filing officer or the FPPC.

## Part 4. Schedule Summary

- Complete the Schedule Summary after you have reviewed each schedule to determine if you have reportable interests.
- Enter the total number of completed pages including the cover page and either check the box for each schedule you use to disclose interests; **or** if you have nothing to disclose on any schedule, check the “No reportable interests” box. Please **do not** attach any blank schedules.

## Part 5. Verification

Complete the verification by signing the statement and entering the date signed. Each statement must have an original “wet” signature unless filed with a secure electronic signature. (See page 3 above.) All statements must be signed under penalty of perjury and be verified by the filer pursuant to Government Code Section 81004. See Regulation 18723.1(c) for filing instructions for copies of expanded statements.

**When you sign your statement, you are stating, under penalty of perjury, that it is true and correct.** Only the filer has authority to sign the statement. An unsigned statement is not considered filed and you may be subject to late filing penalties.

# SCHEDULE A-1

## Investments

### Stocks, Bonds, and Other Interests

(Ownership Interest is Less Than 10%)

Investments must be itemized.

Do not attach brokerage or financial statements.

Name

▶ NAME OF BUSINESS ENTITY \_\_\_\_\_

GENERAL DESCRIPTION OF THIS BUSINESS \_\_\_\_\_

---

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other \_\_\_\_\_ (Describe)

Partnership Income Received of \$0 - \$499  
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

\_\_\_\_\_/\_\_\_\_\_/21      \_\_\_\_/\_\_\_\_\_/21  
ACQUIRED                  DISPOSED

▶ NAME OF BUSINESS ENTITY \_\_\_\_\_

GENERAL DESCRIPTION OF THIS BUSINESS \_\_\_\_\_

---

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other \_\_\_\_\_ (Describe)

Partnership Income Received of \$0 - \$499  
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

\_\_\_\_\_/\_\_\_\_\_/21      \_\_\_\_/\_\_\_\_\_/21  
ACQUIRED                  DISPOSED

▶ NAME OF BUSINESS ENTITY \_\_\_\_\_

GENERAL DESCRIPTION OF THIS BUSINESS \_\_\_\_\_

---

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other \_\_\_\_\_ (Describe)

Partnership Income Received of \$0 - \$499  
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

\_\_\_\_\_/\_\_\_\_\_/21      \_\_\_\_/\_\_\_\_\_/21  
ACQUIRED                  DISPOSED

▶ NAME OF BUSINESS ENTITY \_\_\_\_\_

GENERAL DESCRIPTION OF THIS BUSINESS \_\_\_\_\_

---

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other \_\_\_\_\_ (Describe)

Partnership Income Received of \$0 - \$499  
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

\_\_\_\_\_/\_\_\_\_\_/21      \_\_\_\_/\_\_\_\_\_/21  
ACQUIRED                  DISPOSED

▶ NAME OF BUSINESS ENTITY \_\_\_\_\_

GENERAL DESCRIPTION OF THIS BUSINESS \_\_\_\_\_

---

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other \_\_\_\_\_ (Describe)

Partnership Income Received of \$0 - \$499  
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

\_\_\_\_\_/\_\_\_\_\_/21      \_\_\_\_/\_\_\_\_\_/21  
ACQUIRED                  DISPOSED

▶ NAME OF BUSINESS ENTITY \_\_\_\_\_

GENERAL DESCRIPTION OF THIS BUSINESS \_\_\_\_\_

---

FAIR MARKET VALUE

\$2,000 - \$10,000	\$10,001 - \$100,000
\$100,001 - \$1,000,000	Over \$1,000,000

NATURE OF INVESTMENT

Stock Other \_\_\_\_\_ (Describe)

Partnership Income Received of \$0 - \$499  
Income Received of \$500 or More (Report on Schedule C)

IF APPLICABLE, LIST DATE:

\_\_\_\_\_/\_\_\_\_\_/21      \_\_\_\_/\_\_\_\_\_/21  
ACQUIRED                  DISPOSED

Comments: \_\_\_\_\_

## Instructions – Schedules A-1 and A-2 Investments

“Investment” means a financial interest in any business entity (including a consulting business or other independent contracting business) that is located in, doing business in, planning to do business in, or that has done business during the previous two years in your agency’s jurisdiction in which you, your spouse or registered domestic partner, or your dependent children had a direct, indirect, or beneficial interest totaling \$2,000 or more at any time during the reporting period. (See Reference Pamphlet, page 13.)

### Reportable investments include:

- Stocks, bonds, warrants, and options, including those held in margin or brokerage accounts and managed investment funds (See Reference Pamphlet, page 13.)
- Sole proprietorships
- Your own business or your spouse’s or registered domestic partner’s business (See Reference Pamphlet, page 8, for the definition of “business entity.”)
- Your spouse’s or registered domestic partner’s investments even if they are legally separate property
- Partnerships (e.g., a law firm or family farm)
- Investments in reportable business entities held in a retirement account (See Reference Pamphlet, page 15.)
- If you, your spouse or registered domestic partner, and dependent children together had a 10% or greater ownership interest in a business entity or trust (including a living trust), you must disclose investments held by the business entity or trust. (See Reference Pamphlet, page 16, for more information on disclosing trusts.)
- Business trusts

### You are not required to disclose:

- Government bonds, diversified mutual funds, certain funds similar to diversified mutual funds (such as exchange traded funds) and investments held in certain retirement accounts. (See Reference Pamphlet, page 13.) (Regulation 18237)
- Bank accounts, savings accounts, money market accounts and certificates of deposits
- Insurance policies
- Annuities
- Commodities
- Shares in a credit union
- Government bonds (including municipal bonds)

### Reminders

- Do you know your agency’s jurisdiction?
- Did you hold investments at any time during the period covered by this statement?
- Code filers – your disclosure categories may only require disclosure of specific investments.

- Retirement accounts invested in non-reportable interests (e.g., insurance policies, mutual funds, or government bonds) (See Reference Pamphlet, page 15.)
- Government defined-benefit pension plans (such as CalPERS and CalSTRS plans)
- Certain interests held in a blind trust (See Reference Pamphlet, page 16.)

**Use Schedule A-1** to report ownership of less than 10% (e.g., stock). Schedule C (Income) may also be required if the investment is not a stock or corporate bond. (See second example below.)

**Use Schedule A-2** to report ownership of 10% or greater (e.g., a sole proprietorship).

### To Complete Schedule A-1:

Do not attach brokerage or financial statements.

- Disclose the name of the business entity.
- Provide a general description of the business activity of the entity (e.g., pharmaceuticals, computers, automobile manufacturing, or communications).
- Check the box indicating the highest fair market value of your investment during the reporting period. If you are filing a candidate or an assuming office statement, indicate the fair market value on the filing date or the date you took office, respectively. (See page 20 for more information.)
- Identify the nature of your investment (e.g., stocks, warrants, options, or bonds).
- An acquired or disposed of date is only required if you initially acquired or entirely disposed of the investment interest during the reporting period. The date of a stock dividend reinvestment or partial disposal is not required. Generally, these dates will not apply if you are filing a candidate or an assuming office statement.

### Examples:

Frank Byrd holds a state agency position. His conflict of interest code requires full disclosure of investments. Frank must disclose his stock holdings of \$2,000 or more in any company that is located in or does business in California, as well as those stocks held by his spouse or registered domestic partner and dependent children.

Alice Lance is a city council member. She has a 4% interest, worth \$5,000, in a limited partnership located in the city. Alice must disclose the partnership on Schedule A-1 and income of \$500 or more received from the partnership on Schedule C.

# SCHEDULE A-2

## Investments, Income, and Assets of Business Entities/Trusts

(Ownership Interest is 10% or Greater)

**CALIFORNIA FORM 700**

FAIR POLITICAL PRACTICES COMMISSION

Name \_\_\_\_\_

**▶ 1. BUSINESS ENTITY OR TRUST**

Name \_\_\_\_\_

Address (Business Address Acceptable) \_\_\_\_\_

Check one  
 Trust, go to 2       Business Entity, complete the box, then go to 2

GENERAL DESCRIPTION OF THIS BUSINESS

---

FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:	
\$0 - \$1,999	____/____/21	____/____/21
\$2,000 - \$10,000	ACQUIRED	DISPOSED
\$10,001 - \$100,000		
\$100,001 - \$1,000,000		
Over \$1,000,000		

NATURE OF INVESTMENT  
 Partnership     Sole Proprietorship    \_\_\_\_\_ Other

YOUR BUSINESS POSITION \_\_\_\_\_

**▶ 2. IDENTIFY THE GROSS INCOME RECEIVED (INCLUDE YOUR PRO RATA SHARE OF THE GROSS INCOME TO THE ENTITY/TRUST)**

\$0 - \$499	\$10,001 - \$100,000
\$500 - \$1,000	OVER \$100,000
\$1,001 - \$10,000	

**▶ 3. LIST THE NAME OF EACH REPORTABLE SINGLE SOURCE OF INCOME OF \$10,000 OR MORE (Attach a separate sheet if necessary.)**

None    or    Names listed below \_\_\_\_\_

**▶ 4. INVESTMENTS AND INTERESTS IN REAL PROPERTY HELD OR LEASED BY THE BUSINESS ENTITY OR TRUST**

Check one box:  
 INVESTMENT       REAL PROPERTY

Name of Business Entity, if Investment, or Assessor's Parcel Number or Street Address of Real Property \_\_\_\_\_

Description of Business Activity or City or Other Precise Location of Real Property \_\_\_\_\_

FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:	
\$2,000 - \$10,000	____/____/21	____/____/21
\$10,001 - \$100,000	ACQUIRED	DISPOSED
\$100,001 - \$1,000,000		
Over \$1,000,000		

NATURE OF INTEREST  
 Property Ownership/Deed of Trust       Stock       Partnership

Leasehold \_\_\_\_\_ Other \_\_\_\_\_  
Yrs. remaining

Check box if additional schedules reporting investments or real property are attached

**▶ 1. BUSINESS ENTITY OR TRUST**

Name \_\_\_\_\_

Address (Business Address Acceptable) \_\_\_\_\_

Check one  
 Trust, go to 2       Business Entity, complete the box, then go to 2

GENERAL DESCRIPTION OF THIS BUSINESS

---

FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:	
\$0 - \$1,999	____/____/21	____/____/21
\$2,000 - \$10,000	ACQUIRED	DISPOSED
\$10,001 - \$100,000		
\$100,001 - \$1,000,000		
Over \$1,000,000		

NATURE OF INVESTMENT  
 Partnership     Sole Proprietorship    \_\_\_\_\_ Other

YOUR BUSINESS POSITION \_\_\_\_\_

**▶ 2. IDENTIFY THE GROSS INCOME RECEIVED (INCLUDE YOUR PRO RATA SHARE OF THE GROSS INCOME TO THE ENTITY/TRUST)**

\$0 - \$499	\$10,001 - \$100,000
\$500 - \$1,000	OVER \$100,000
\$1,001 - \$10,000	

**▶ 3. LIST THE NAME OF EACH REPORTABLE SINGLE SOURCE OF INCOME OF \$10,000 OR MORE (Attach a separate sheet if necessary.)**

None    or    Names listed below \_\_\_\_\_

**▶ 4. INVESTMENTS AND INTERESTS IN REAL PROPERTY HELD OR LEASED BY THE BUSINESS ENTITY OR TRUST**

Check one box:  
 INVESTMENT       REAL PROPERTY

Name of Business Entity, if Investment, or Assessor's Parcel Number or Street Address of Real Property \_\_\_\_\_

Description of Business Activity or City or Other Precise Location of Real Property \_\_\_\_\_

FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:	
\$2,000 - \$10,000	____/____/21	____/____/21
\$10,001 - \$100,000	ACQUIRED	DISPOSED
\$100,001 - \$1,000,000		
Over \$1,000,000		

NATURE OF INTEREST  
 Property Ownership/Deed of Trust       Stock       Partnership

Leasehold \_\_\_\_\_ Other \_\_\_\_\_  
Yrs. remaining

Check box if additional schedules reporting investments or real property are attached

Comments: \_\_\_\_\_

## Instructions – Schedule A-2

### Investments, Income, and Assets of Business Entities/Trusts

---

Use Schedule A-2 to report investments in a business entity (including a consulting business or other independent contracting business) or trust (including a living trust) in which you, your spouse or registered domestic partner, and your dependent children, together or separately, had a 10% or greater interest, totaling \$2,000 or more, during the reporting period and which is located in, doing business in, planning to do business in, or which has done business during the previous two years in your agency's jurisdiction. (See Reference Pamphlet, page 13.) A trust located outside your agency's jurisdiction is reportable if it holds assets that are located in or doing business in the jurisdiction. Do not report a trust that contains non-reportable interests. For example, a trust containing only your personal residence not used in whole or in part as a business, your savings account, and some municipal bonds, is not reportable.

Also report on Schedule A-2 investments and real property held by that entity or trust if your pro rata share of the investment or real property interest was \$2,000 or more during the reporting period.

#### To Complete Schedule A-2:

**Part 1.** Disclose the name and address of the business entity or trust. If you are reporting an interest in a business entity, check "Business Entity" and complete the box as follows:

- Provide a general description of the business activity of the entity.
- Check the box indicating the highest fair market value of your investment during the reporting period.
- If you initially acquired or entirely disposed of this interest during the reporting period, enter the date acquired or disposed.
- Identify the nature of your investment.
- Disclose the job title or business position you held with the entity, if any (i.e., if you were a director, officer, partner, trustee, employee, or held any position of management). A business position held by your spouse is not reportable.

**Part 2.** Check the box indicating **your pro rata** share of the **gross** income received **by** the business entity or trust. This amount includes your pro rata share of the **gross** income **from** the business entity or trust, as well as your community property interest in your spouse's or registered domestic partner's share. Gross income is the total amount of income before deducting expenses, losses, or taxes.

**Part 3.** Disclose the name of each source of income that is located in, doing business in, planning to do business in, or that has done business during the previous two years in your agency's jurisdiction, as follows:

- Disclose each source of income and outstanding loan **to the business entity or trust** identified in Part 1 if your pro rata share of the **gross** income (including your community property interest in your spouse's or registered domestic partner's share) to the business entity or trust from that source was \$10,000 or more during the reporting period. (See Reference Pamphlet, page 11, for examples.) Income from governmental sources may be reportable if not considered salary. See Regulation 18232. Loans from commercial lending institutions made in the lender's regular course of business on terms available to members of the public without regard to your official status are not reportable.
- Disclose each individual or entity that was a source of commission income of \$10,000 or more during the reporting period through the business entity identified in Part 1. (See Reference Pamphlet, page 8.)

You may be required to disclose sources of income located outside your jurisdiction. For example, you may have a client who resides outside your jurisdiction who does business on a regular basis with you. Such a client, if a reportable source of \$10,000 or more, must be disclosed.

Mark "None" if you do not have any reportable \$10,000 sources of income to disclose. Phrases such as "various clients" or "not disclosing sources pursuant to attorney-client privilege" are not adequate disclosure. (See Reference Pamphlet, page 14, for information on procedures to request an exemption from disclosing privileged information.)

**Part 4.** Report any investments or interests in real property held or leased **by the entity or trust** identified in Part 1 if your pro rata share of the interest held was \$2,000 or more during the reporting period. Attach additional schedules or use FPPC's Form 700 Excel spreadsheet if needed.

- Check the applicable box identifying the interest held as real property or an investment.
- If investment, provide the name and description of the business entity.
- If real property, report the precise location (e.g., an assessor's parcel number or address).
- Check the box indicating the highest fair market value of your interest in the real property or investment during the reporting period. (Report the fair market value of the portion of your residence claimed as a tax deduction if you are utilizing your residence for business purposes.)
- Identify the nature of your interest.
- Enter the date acquired or disposed only if you initially acquired or entirely disposed of your interest in the property or investment during the reporting period.

**SCHEDULE B**  
**Interests in Real Property**  
 (Including Rental Income)

Name \_\_\_\_\_

▶ ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

---

FAIR MARKET VALUE      IF APPLICABLE, LIST DATE:

\$2,000 - \$10,000		
\$10,001 - \$100,000	____/____/21	____/____/21
\$100,001 - \$1,000,000	ACQUIRED	DISPOSED
Over \$1,000,000		

NATURE OF INTEREST

Ownership/Deed of Trust	Easement
Leasehold _____	_____
Yrs. remaining	Other

IF RENTAL PROPERTY, GROSS INCOME RECEIVED

\$0 - \$499	\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000	

SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of \$10,000 or more.

None

▶ ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS \_\_\_\_\_

CITY \_\_\_\_\_

---

FAIR MARKET VALUE      IF APPLICABLE, LIST DATE:

\$2,000 - \$10,000		
\$10,001 - \$100,000	____/____/21	____/____/21
\$100,001 - \$1,000,000	ACQUIRED	DISPOSED
Over \$1,000,000		

NATURE OF INTEREST

Ownership/Deed of Trust	Easement
Leasehold _____	_____
Yrs. remaining	Other

IF RENTAL PROPERTY, GROSS INCOME RECEIVED

\$0 - \$499	\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000	

SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of \$10,000 or more.

None

\* You are not required to report loans from a commercial lending institution made in the lender's regular course of business on terms available to members of the public without regard to your official status. Personal loans and loans received not in a lender's regular course of business must be disclosed as follows:

NAME OF LENDER\* \_\_\_\_\_

ADDRESS (Business Address Acceptable) \_\_\_\_\_

BUSINESS ACTIVITY, IF ANY, OF LENDER \_\_\_\_\_

INTEREST RATE      TERM (Months/Years)

_____%	None	_____
--------	------	-------

HIGHEST BALANCE DURING REPORTING PERIOD

\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000

Guarantor, if applicable \_\_\_\_\_

NAME OF LENDER\* \_\_\_\_\_

ADDRESS (Business Address Acceptable) \_\_\_\_\_

BUSINESS ACTIVITY, IF ANY, OF LENDER \_\_\_\_\_

INTEREST RATE      TERM (Months/Years)

_____%	None	_____
--------	------	-------

HIGHEST BALANCE DURING REPORTING PERIOD

\$500 - \$1,000	\$1,001 - \$10,000
\$10,001 - \$100,000	OVER \$100,000

Guarantor, if applicable \_\_\_\_\_

Comments: \_\_\_\_\_

## Instructions – Schedule B Interests in Real Property

Report interests in real property located in your agency's jurisdiction in which you, your spouse or registered domestic partner, or your dependent children had a direct, indirect, or beneficial interest totaling \$2,000 or more any time during the reporting period. Real property is also considered to be "within the jurisdiction" of a local government agency if the property or any part of it is located within two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the local government agency. (See Reference Pamphlet, page 13.)

### Interests in real property include:

- An ownership interest (including a beneficial ownership interest)
- A deed of trust, easement, or option to acquire property
- A leasehold interest (See Reference Pamphlet, page 14.)
- A mining lease
- An interest in real property held in a retirement account (See Reference Pamphlet, page 15.)
- An interest in real property held by a business entity or trust in which you, your spouse or registered domestic partner, and your dependent children together had a 10% or greater ownership interest (Report on Schedule A-2.)
- Your spouse's or registered domestic partner's interests in real property that are legally held separately by him or her

### You are **not** required to report:

- A residence, such as a home or vacation cabin, used exclusively as a personal residence (However, a residence in which you rent out a room or for which you claim a business deduction may be reportable. If reportable, report the fair market value of the portion claimed as a tax deduction.)
- Some interests in real property held through a blind trust (See Reference Pamphlet, page 16.)
  - **Please note:** A non-reportable property can still be grounds for a conflict of interest and may be disqualifying.

### To Complete Schedule B:

- Report the precise location (e.g., an assessor's parcel number or address) of the real property.
- Check the box indicating the fair market value of your interest in the property (regardless of what you owe on the property).
- Enter the date acquired or disposed only if you initially acquired or entirely disposed of your interest in the property during the reporting period.
- Identify the nature of your interest. If it is a leasehold,

### Reminders

- Income and loans already reported on Schedule B are not also required to be reported on Schedule C.
- Real property already reported on Schedule A-2, Part 4 is not also required to be reported on Schedule B.
- Code filers – do your disclosure categories require disclosure of real property?

disclose the number of years remaining on the lease.

- If you received rental income, check the box indicating the gross amount you received.
- If you had a 10% or greater interest in real property and received rental income, list the name of the source(s) if your pro rata share of the gross income from any single tenant was \$10,000 or more during the reporting period. If you received a total of \$10,000 or more from two or more tenants acting in concert (in most cases, this will apply to married couples), disclose the name of each tenant. Otherwise, mark "None."
- Loans from a private lender that total \$500 or more and are secured by real property may be reportable. **Loans from commercial lending institutions made in the lender's regular course of business on terms available to members of the public without regard to your official status are not reportable.**

When reporting a loan:

- Provide the name and address of the lender.
- Describe the lender's business activity.
- Disclose the interest rate and term of the loan. For variable interest rate loans, disclose the conditions of the loan (e.g., Prime + 2) or the average interest rate paid during the reporting period. The term of a loan is the total number of months or years given for repayment of the loan at the time the loan was established.
- Check the box indicating the highest balance of the loan during the reporting period.
- Identify a guarantor, if applicable.

If you have more than one reportable loan on a single piece of real property, report the additional loan(s) on Schedule C.

### Example:

Allison Gande is a city planning commissioner. During the reporting period, she received rental income of \$12,000, from a single tenant who rented property she owned in the city's jurisdiction. If Allison received \$6,000 each from two tenants, the tenants' names would not be required because no single tenant paid her \$10,000 or more. A married couple is considered a single tenant.

ASSESSOR'S PARCEL NUMBER OR STREET ADDRESS <b>4600 24th Street</b>	
CITY <b>Sacramento</b>	
FAIR MARKET VALUE	IF APPLICABLE, LIST DATE:
<input type="checkbox"/> \$2,000 - \$10,000	____/____/XX ____/____/XX
<input type="checkbox"/> \$10,001 - \$100,000	<input type="checkbox"/> ACQUIRED <input type="checkbox"/> DISPOSED
<input checked="" type="checkbox"/> \$100,001 - \$1,000,000	
<input type="checkbox"/> Over \$1,000,000	
NATURE OF INTEREST	
<input type="checkbox"/> Ownership/Deed of Trust	<input type="checkbox"/> Easement
<input type="checkbox"/> Leasehold	<input type="checkbox"/> Other
	Yrs. remaining _____
IF RENTAL PROPERTY, GROSS INCOME RECEIVED	
<input type="checkbox"/> \$0 - \$499	<input type="checkbox"/> \$500 - \$1,000
<input type="checkbox"/> \$1,001 - \$10,000	<input type="checkbox"/> \$10,001 - \$100,000
<input checked="" type="checkbox"/> \$100,001 - \$1,000,000	<input type="checkbox"/> OVER \$100,000
SOURCES OF RENTAL INCOME: If you own a 10% or greater interest, list the name of each tenant that is a single source of income of \$10,000 or more.	
<input type="checkbox"/> None	
<b>Henry Wells</b>	
NAME OF LENDER*	
<b>Sophia Petroillo</b>	
ADDRESS (Business Address Acceptable)	
<b>2121 Blue Sky Parkway, Sacramento</b>	
BUSINESS ACTIVITY, IF ANY, OF LENDER	
<b>Restaurant Owner</b>	
INTEREST RATE	TERM (Months/Years)
<b>8</b> % <input type="checkbox"/> None	<b>15</b> Years
HIGHEST BALANCE DURING REPORTING PERIOD	
<input type="checkbox"/> \$500 - \$1,000	<input type="checkbox"/> \$1,001 - \$10,000
<input checked="" type="checkbox"/> \$10,001 - \$100,000	<input type="checkbox"/> OVER \$100,000
<input type="checkbox"/> Guarantor, if applicable	
Comments: _____	



# Instructions – Schedule C

## Income, Loans, & Business Positions

### (Income Other Than Gifts and Travel Payments)

#### Reporting Income:

Report the source and amount of gross income of \$500 or more you received during the reporting period. Gross income is the total amount of income before deducting expenses, losses, or taxes and includes loans other than loans from a commercial lending institution. (See Reference Pamphlet, page 11.) You must also report the source of income to your spouse or registered domestic partner if your community property share was \$500 or more during the reporting period.

The source and income must be reported only if the source is located in, doing business in, planning to do business in, or has done business during the previous two years in your agency's jurisdiction. (See Reference Pamphlet, page 13.) Reportable sources of income may be further limited by your disclosure category located in your agency's conflict of interest code.

#### Reporting Business Positions:

You must report your job title with each reportable business entity even if you received no income during the reporting period. Use the comments section to indicate that no income was received.

#### Commonly reportable income and loans include:

- Salary/wages, per diem, and reimbursement for expenses including travel payments provided by your employer
- Community property interest (50%) in your spouse's or registered domestic partner's income - **report the employer's name and all other required information**
- Income from investment interests, such as partnerships, reported on Schedule A-1
- Commission income not required to be reported on Schedule A-2 (See Reference Pamphlet, page 8.)
- Gross income from any sale, including the sale of a house or car (Report your pro rata share of the total sale price.)
- Rental income not required to be reported on Schedule B
- Prizes or awards not disclosed as gifts
- Payments received on loans you made to others
- An honorarium received prior to becoming a public official (See Reference Pamphlet, page 10.)
- Incentive compensation (See Reference Pamphlet, page 12.)

#### Reminders

- Code filers – your disclosure categories may not require disclosure of all sources of income.
- If you or your spouse or registered domestic partner are self-employed, report the business entity on Schedule A-2.
- Do not disclose on Schedule C income, loans, or business positions already reported on Schedules A-2 or B.

#### You are not required to report:

- Salary, reimbursement for expenses or per diem, or social security, disability, or other similar benefit payments received by you or your spouse or registered domestic partner from a federal, state, or local government agency.
- Stock dividends and income from the sale of stock unless the source can be identified.
- Income from a PERS retirement account.

(See Reference Pamphlet, page 12.)

#### To Complete Schedule C:

##### Part 1. Income Received/Business Position Disclosure

- Disclose the name and address of each source of income or each business entity with which you held a business position.
- Provide a general description of the business activity if the source is a business entity.
- Check the box indicating the amount of gross income received.
- Identify the consideration for which the income was received.
- For income from commission sales, check the box indicating the gross income received and list the name of each source of commission income of \$10,000 or more. (See Reference Pamphlet, page 8.) **Note: If you receive commission income on a regular basis or have an ownership interest of 10% or more, you must disclose the business entity and the income on Schedule A-2.**
- Disclose the job title or business position, if any, that you held with the business entity, even if you did not receive income during the reporting period.

##### Part 2. Loans Received or Outstanding During the Reporting Period

- Provide the name and address of the lender.
- Provide a general description of the business activity if the lender is a business entity.
- Check the box indicating the highest balance of the loan during the reporting period.
- Disclose the interest rate and the term of the loan.
  - For variable interest rate loans, disclose the conditions of the loan (e.g., Prime + 2) or the average interest rate paid during the reporting period.
  - The term of the loan is the total number of months or years given for repayment of the loan at the time the loan was entered into.
- Identify the security, if any, for the loan.

**SCHEDULE D  
Income – Gifts**

Name \_\_\_\_\_

<p>▶ NAME OF SOURCE <i>(Not an Acronym)</i></p> <p>_____</p> <p>ADDRESS <i>(Business Address Acceptable)</i></p> <p>_____</p> <p>BUSINESS ACTIVITY, IF ANY, OF SOURCE</p> <p>_____</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">DATE (mm/dd/yy)</th> <th style="width: 15%;">VALUE</th> <th style="width: 65%;">DESCRIPTION OF GIFT(S)</th> </tr> </thead> <tbody> <tr> <td>____/____/____</td> <td>\$ _____</td> <td>_____</td> </tr> <tr> <td>____/____/____</td> <td>\$ _____</td> <td>_____</td> </tr> <tr> <td>____/____/____</td> <td>\$ _____</td> <td>_____</td> </tr> </tbody> </table>	DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)	____/____/____	\$ _____	_____	____/____/____	\$ _____	_____	____/____/____	\$ _____	_____	<p>▶ NAME OF SOURCE <i>(Not an Acronym)</i></p> <p>_____</p> <p>ADDRESS <i>(Business Address Acceptable)</i></p> <p>_____</p> <p>BUSINESS ACTIVITY, IF ANY, OF SOURCE</p> <p>_____</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">DATE (mm/dd/yy)</th> <th style="width: 15%;">VALUE</th> <th style="width: 65%;">DESCRIPTION OF GIFT(S)</th> </tr> </thead> <tbody> <tr> <td>____/____/____</td> <td>\$ _____</td> <td>_____</td> </tr> <tr> <td>____/____/____</td> <td>\$ _____</td> <td>_____</td> </tr> <tr> <td>____/____/____</td> <td>\$ _____</td> <td>_____</td> </tr> </tbody> </table>	DATE (mm/dd/yy)	VALUE	DESCRIPTION OF GIFT(S)	____/____/____	\$ _____	_____	____/____/____	\$ _____	_____	____/____/____	\$ _____	_____
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**Comments:** \_\_\_\_\_

## Instructions – Schedule D Income – Gifts

A gift is anything of value for which you have not provided equal or greater consideration to the donor. A gift is reportable if its fair market value is \$50 or more. In addition, multiple gifts totaling \$50 or more received during the reporting period from a single source must be reported.

It is the acceptance of a gift, not the ultimate use to which it is put, that imposes your reporting obligation. Except as noted below, you must report a gift even if you never used it or if you gave it away to another person.

If the exact amount of a gift is unknown, you must make a good faith estimate of the item's fair market value. Listing the value of a gift as "over \$50" or "value unknown" is not adequate disclosure. In addition, if you received a gift through an intermediary, you must disclose the name, address, and business activity of both the donor and the intermediary. You may indicate an intermediary either in the "source" field after the name or in the "comments" section at the bottom of Schedule D.

### Commonly reportable gifts include:

- Tickets/passes to sporting or entertainment events
- Tickets/passes to amusement parks
- Parking passes not used for official agency business
- Food, beverages, and accommodations, including those provided in direct connection with your attendance at a convention, conference, meeting, social event, meal, or like gathering
- Rebates/discounts not made in the regular course of business to members of the public without regard to official status
- Wedding gifts (See Reference Pamphlet, page 16)
- An honorarium received prior to assuming office (You may report an honorarium as income on Schedule C, rather than as a gift on Schedule D, if you provided services of equal or greater value than the payment received. See Reference Pamphlet, page 10.)
- Transportation and lodging (See Schedule E.)
- Forgiveness of a loan received by you

### Reminders

- Gifts from a single source are subject to a \$520 limit in 2021. (See Reference Pamphlet, page 10.)
- Code filers – you only need to report gifts from reportable sources.

### Gift Tracking Mobile Application

- FPPC has created a gift tracking app for mobile devices that helps filers track gifts and provides a quick and easy way to upload the information to the Form 700. Visit FPPC's website to download the app.

### You are not required to disclose:

- Gifts that were not used and that, within 30 days after receipt, were returned to the donor or delivered to a charitable organization or government agency without being claimed by you as a charitable contribution for tax purposes
- Gifts from your spouse or registered domestic partner, child, parent, grandparent, grandchild, brother, sister, and certain other family members (See Regulation 18942 for a complete list.). The exception does not apply if the donor was acting as an agent or intermediary for a reportable source who was the true donor.
- Gifts of similar value exchanged between you and an individual, other than a lobbyist registered to lobby your state agency, on holidays, birthdays, or similar occasions
- Gifts of informational material provided to assist you in the performance of your official duties (e.g., books, pamphlets, reports, calendars, periodicals, or educational seminars)
- A monetary bequest or inheritance (However, inherited investments or real property may be reportable on other schedules.)
- Personalized plaques or trophies with an individual value of less than \$250
- Campaign contributions
- Up to two tickets, for your own use, to attend a fundraiser for a campaign committee or candidate, or to a fundraiser for an organization exempt from taxation under Section 501(c)(3) of the Internal Revenue Code. The ticket must be received from the organization or committee holding the fundraiser.
- Gifts given to members of your immediate family if the source has an established relationship with the family member and there is no evidence to suggest the donor had a purpose to influence you. (See Regulation 18943.)
- Free admission, food, and nominal items (such as a pen, pencil, mouse pad, note pad or similar item) available to all attendees, at the event at which the official makes a speech (as defined in Regulation 18950(b)(2)), so long as the admission is provided by the person who organizes the event.
- Any other payment not identified above, that would otherwise meet the definition of gift, where the payment is made by an individual who is not a lobbyist registered to lobby the official's state agency, where it is clear that the gift was made because of an existing personal or business relationship unrelated to the official's position and there is no evidence whatsoever at the time the gift is made to suggest the donor had a purpose to influence you.

### To Complete Schedule D:

- Disclose the full name (not an acronym), address, and, if a business entity, the business activity of the source.
- Provide the date (month, day, and year) of receipt, and disclose the fair market value and description of the gift.

**SCHEDULE E**  
**Income – Gifts**  
**Travel Payments, Advances,**  
**and Reimbursements**

Name \_\_\_\_\_

- Mark either the gift or income box.
- Mark the “501(c)(3)” box for a travel payment received from a nonprofit 501(c)(3) organization or the “Speech” box if you made a speech or participated in a panel. Per Government Code Section 89506, these payments may not be subject to the gift limit. However, they may result in a disqualifying conflict of interest.
- For gifts of travel, provide the travel destination.

<p>▶ NAME OF SOURCE <i>(Not an Acronym)</i></p> <p>_____</p> <p>ADDRESS <i>(Business Address Acceptable)</i></p> <p>_____</p> <p>CITY AND STATE</p> <p>_____</p> <p>501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE</p> <p>_____</p> <p>DATE(S): ____/____/____ - ____/____/____ AMT: \$ _____  <i>(If gift)</i></p> <p>▶ MUST CHECK ONE:      Gift <b>-or-</b>      Income</p> <p>    Made a Speech/Participated in a Panel</p> <p>    Other - Provide Description _____</p> <p>_____</p> <p>▶ If Gift, Provide Travel Destination _____</p> <p>_____</p>	<p>▶ NAME OF SOURCE <i>(Not an Acronym)</i></p> <p>_____</p> <p>ADDRESS <i>(Business Address Acceptable)</i></p> <p>_____</p> <p>CITY AND STATE</p> <p>_____</p> <p>501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE</p> <p>_____</p> <p>DATE(S): ____/____/____ - ____/____/____ AMT: \$ _____  <i>(If gift)</i></p> <p>▶ MUST CHECK ONE:      Gift <b>-or-</b>      Income</p> <p>    Made a Speech/Participated in a Panel</p> <p>    Other - Provide Description _____</p> <p>_____</p> <p>▶ If Gift, Provide Travel Destination _____</p> <p>_____</p>
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**Comments:** \_\_\_\_\_

\_\_\_\_\_

## Instructions – Schedule E Travel Payments, Advances, and Reimbursements

Travel payments reportable on Schedule E include advances and reimbursements for travel and related expenses, including lodging and meals.

Gifts of travel may be subject to the gift limit. In addition, certain travel payments are reportable gifts, but are not subject to the gift limit. To avoid possible misinterpretation or the perception that you have received a gift in excess of the gift limit, you may wish to provide a specific description of the purpose of your travel. (See the FPPC fact sheet entitled “Limitations and Restrictions on Gifts, Honoraria, Travel, and Loans” to read about travel payments under section 89506(a).)

### You are **not** required to disclose:

- Travel payments received from any state, local, or federal government agency for which you provided services equal or greater in value than the payments received, such as reimbursement for travel on agency business from your government agency employer.
- A payment for travel from another local, state, or federal government agency and related per diem expenses when the travel is for education, training or other inter-agency programs or purposes.
- Travel payments received from your employer in the normal course of your employment that are included in the income reported on Schedule C.
- A travel payment that was received from a nonprofit entity exempt from taxation under Internal Revenue Code Section 501(c)(3) for which you provided equal or greater consideration, such as reimbursement for travel on business for a 501(c)(3) organization for which you are a board member.

**Note: Certain travel payments may not be reportable if reported via email on Form 801 by your agency.**

### To Complete Schedule E:

- Disclose the full name (not an acronym) and address of the source of the travel payment.
- Identify the business activity if the source is a business entity.
- Check the box to identify the payment as a gift or income, report the amount, and disclose the date(s).
  - **Travel payments are gifts** if you did not provide services that were equal to or greater in value than the payments received. You must disclose gifts totaling \$500 or more from a single source during the period covered by the statement.

When reporting travel payments that are gifts, you must provide a description of the gift, the **date(s)** received, and the **travel destination**.

- **Travel payments are income** if you provided services that were equal to or greater in value than the

payments received. You must disclose income totaling \$500 or more from a single source during the period covered by the statement. You have the burden of proving the payments are income rather than gifts. When reporting travel payments as income, you must describe the services you provided in exchange for the payment. You are not required to disclose the date(s) for travel payments that are income.

### Example:

City council member MaryClaire Chandler is the chair of a 501(c)(6) trade association, and the association pays for her travel to attend its meetings. Because MaryClaire is deemed to be providing equal or greater consideration for the travel payment by virtue of serving on the board, this payment may be reported as income. Payments for MaryClaire to attend other events for which she is not providing services are likely considered gifts. Note that the same payment from a 501(c)(3) would NOT be reportable.

<small>▶ NAME OF SOURCE (Not an Acronym)</small>	
Health Services Trade Association	
<small>ADDRESS (Business Address Acceptable)</small>	
1230 K Street, Suite 610	
<small>CITY AND STATE</small>	
Sacramento, CA	
<input type="checkbox"/> 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE	
Association of Healthcare Workers	
<small>DATE(S):</small> ___/___/___ <small>(if gift)</small> <small>AMT: \$</small> 550.00	
<small>▶ MUST CHECK ONE:</small> <input type="checkbox"/> Gift <small>-or-</small> <input checked="" type="checkbox"/> Income	
<input type="radio"/> Made a Speech/Participated in a Panel	
<input checked="" type="radio"/> Other - Provide Description <u>Travel reimbursement for board meeting.</u>	
<small>▶ If Gift, Provide Travel Destination</small> _____	

### Example:

Mayor Kim travels to China on a trip organized by China Silicon Valley Business Development, a California nonprofit, 501(c)(6) organization. The Chengdu Municipal People’s Government pays for Mayor Kim’s airfare and travel costs, as well as his meals and lodging during the trip. The trip’s agenda shows that the trip’s purpose is to promote job creation and economic activity in China and in Silicon Valley, so the trip is reasonably related to a governmental purpose. Thus, Mayor Kim must report the gift of travel,

<small>▶ NAME OF SOURCE (Not an Acronym)</small>	
Chengdu Municipal People’s Government	
<small>ADDRESS (Business Address Acceptable)</small>	
2 Caoshi St. CaoShiJie, Qingyang Qu, Chengdu Shi,	
<small>CITY AND STATE</small>	
Sichuan Sheng, China, 610000	
<input type="checkbox"/> 501 (c)(3) or DESCRIBE BUSINESS ACTIVITY, IF ANY, OF SOURCE	
<small>DATE(S):</small> <u>09</u> / <u>04</u> / <u>XX</u> <small>(if gift)</small> <small>AMT: \$</small> 3,874.38	
<small>▶ MUST CHECK ONE:</small> <input checked="" type="checkbox"/> Gift <small>-or-</small> <input type="checkbox"/> Income	
<input type="radio"/> Made a Speech/Participated in a Panel	
<input checked="" type="radio"/> Other - Provide Description <u>Travel reimbursement for trip to China.</u>	
<small>▶ If Gift, Provide Travel Destination</small> <u>Sichuan Sheng, China</u>	

but the gift is exempt from the gift limit. In this case, the travel payments are not subject to the gift limit because the source is a foreign government and because the travel is reasonably related to a governmental purpose. (Section 89506(a)(2).) Note that Mayor Kim could be disqualified from participating in or making decisions about The Chengdu Municipal People’s Government for 12 months. Also note that if China Silicon Valley Business Development (a 501(c)(6) organization) paid for the travel costs rather than the governmental organization, the payments would be subject to the gift limits. (See the FPPC fact sheet, Limitations and Restrictions on Gifts, Honoraria, Travel and Loans, at [www.fppc.ca.gov](http://www.fppc.ca.gov).)

## Restrictions and Prohibitions

The Political Reform Act (Gov. Code Sections 81000-91014) requires most state and local government officials and employees to publicly disclose their economic interests including personal assets and income. The Act's conflict of interest provisions also disqualify a public official from taking part in a governmental decision if it is reasonably foreseeable that the decision will have a material financial effect on these economic interests as well as the official's personal finances and those of immediate family. (Gov. Code Sections 87100 and 87103.) The Fair Political Practices Commission (FPPC) is the state agency responsible for issuing the attached Statement of Economic Interests, Form 700, and for interpreting the Act's provisions.

### Gift Prohibition

Gifts received by most state and local officials, employees, and candidates are subject to a limit. In 2021-2022, the gift limit increased to \$520 from a single source during a calendar year. In 2019 and 2020, the gift limit was \$500 from a single source during a calendar year.

Additionally, state officials, state candidates, and certain state employees are subject to a \$10 limit per calendar month on gifts from lobbyists and lobbying firms registered with the Secretary of State. See Reference Pamphlet, page 10.

State and local officials and employees should check with their agency to determine if other restrictions apply.

### Disqualification

Public officials are, under certain circumstances, required to disqualify themselves from making, participating in, or attempting to influence governmental decisions that will affect their economic interests. This may include interests they are not required to disclose. For example, a personal residence is often not reportable, but may be grounds for disqualification. Specific disqualification requirements apply to 87200 filers (e.g., city councilmembers, members of boards of supervisors, planning commissioners, etc.). These officials must publicly identify the economic interest that creates a conflict of interest and leave the room before a discussion or vote takes place at a public meeting. For more information, consult Government Code Section 87105, Regulation 18707, and the Guide to Recognizing Conflicts of Interest page at [www.fppc.ca.gov](http://www.fppc.ca.gov).

### Honorarium Ban

Most state and local officials, employees, and candidates are prohibited from accepting an honorarium for any speech given, article published, or attendance at a conference, convention, meeting, or like gathering. (See Reference Pamphlet, page 10.)

### Loan Restrictions

Certain state and local officials are subject to restrictions on loans. (See Reference Pamphlet, page 14.)

### Post-Governmental Employment

There are restrictions on representing clients or employers before former agencies. The provisions apply to elected state officials, most state employees, local elected officials, county chief administrative officers, city managers, including the chief administrator of a city, and general managers or chief administrators of local special districts and JPAs. The FPPC website has fact sheets explaining the provisions.

### Late Filing

The filing officer who retains originally-signed or electronically filed statements of economic interests may impose on an individual a fine for any statement that is filed late. The fine is \$10 per day up to a maximum of \$100. Late filing penalties may be reduced or waived under certain circumstances.

Persons who fail to timely file their Form 700 may be referred to the FPPC's Enforcement Division (and, in some cases, to the Attorney General or district attorney) for investigation and possible prosecution. In addition to the late filing penalties, a fine of up to \$5,000 per violation may be imposed.

**For assistance** concerning reporting, prohibitions, and restrictions under the Act:

- Email questions to [advice@fppc.ca.gov](mailto:advice@fppc.ca.gov).
- Call the FPPC toll-free at (866) 275-3772.

### Form 700 is a Public Document Public Access Must Be Provided

Statements of Economic Interests are public documents. The filing officer must permit any member of the public to inspect and receive a copy of any statement.

- Statements must be available as soon as possible during the agency's regular business hours, but in any event not later than the second business day after the statement is received. Access to the Form 700 is not subject to the Public Records Act procedures.
- No conditions may be placed on persons seeking access to the forms.
- No information or identification may be required from persons seeking access.
- Reproduction fees of no more than 10 cents per page may be charged.

## Questions and Answers

### General

- Q. What is the reporting period for disclosing interests on an assuming office statement or a candidate statement?
- A. On an assuming office statement, disclose all reportable investments, interests in real property, and business positions held on the date you assumed office. In addition, you must disclose income (including loans, gifts and travel payments) received during the 12 months prior to the date you assumed office.

On a candidate statement, disclose all reportable investments, interests in real property, and business positions held on the date you file your declaration of candidacy. You must also disclose income (including loans, gifts and travel payments) received during the 12 months prior to the date you file your declaration of candidacy.

- Q. I hold two other board positions in addition to my position with the county. Must I file three statements of economic interests?
- A. Yes, three are required. However, you may instead complete an expanded statement listing the county and the two boards on the Cover Page or an attachment as the agencies for which you will be filing. Disclose all reportable economic interests in all three jurisdictions on the expanded statement. File the expanded statement for your primary position providing an original “wet” signature unless filed with a secure electronic signature. (See page 3 above.) File copies of the expanded statement with the other two agencies as required by Regulation 18723.1(c). Remember to complete separate statements for positions that you leave or assume during the year.
- Q. I am a department head who recently began acting as city manager. Should I file as the city manager?
- A. Yes. File an assuming office statement as city manager. Persons serving as “acting,” “interim,” or “alternate” must file as if they hold the position because they are or may be performing the duties of the position.

- Q. My spouse and I are currently separated and in the process of obtaining a divorce. Must I still report my spouse’s income, investments, and interests in real property?
- A. Yes. A public official must continue to report a spouse’s economic interests until such time as dissolution of marriage proceedings is final. However, if a separate property agreement has been reached prior to that time, your estranged spouse’s income may not have to be reported. Contact the FPPC for more information.
- Q. As a designated employee, I left one state agency to work for another state agency. Must I file a leaving office statement?
- A. Yes. You may also need to file an assuming office statement for the new agency.

### Investment Disclosure

- Q. I have an investment interest in shares of stock in a company that does not have an office in my jurisdiction. Must I still disclose my investment interest in this company?
- A. Probably. The definition of “doing business in the jurisdiction” is not limited to whether the business has an office or physical location in your jurisdiction. (See Reference Pamphlet, page 13.)
- Q. My spouse and I have a living trust. The trust holds rental property in my jurisdiction, our primary residence, and investments in diversified mutual funds. I have full disclosure. How is this trust disclosed?
- A. Disclose the name of the trust, the rental property and its income on Schedule A-2. Your primary residence and investments in diversified mutual funds registered with the SEC are not reportable.
- Q. I am required to report all investments. I have an IRA that contains stocks through an account managed by a brokerage firm. Must I disclose these stocks even though they are held in an IRA and I did not decide which stocks to purchase?
- A. Yes. Disclose on Schedule A-1 or A-2 any stock worth \$2,000 or more in a business entity located in or doing business in your jurisdiction.

## Questions and Answers Continued

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- Q. The value of my stock changed during the reporting period. How do I report the value of the stock?
- A. You are required to report the highest value that the stock reached during the reporting period. You may use your monthly statements to determine the highest value. You may also use the entity's website to determine the highest value. You are encouraged to keep a record of where you found the reported value. Note that for an assuming office statement, you must report the value of the stock on the date you assumed office.
- Q. I am the sole owner of my business, an S-Corporation. I believe that the nature of the business is such that it cannot be said to have any "fair market value" because it has no assets. I operate the corporation under an agreement with a large insurance company. My contract does not have resale value because of its nature as a personal services contract. Must I report the fair market value for my business on Schedule A-2 of the Form 700?
- A. Yes. Even if there are no *tangible* assets, intangible assets, such as relationships with companies and clients are commonly sold to qualified professionals. The "fair market value" is often quantified for other purposes, such as marital dissolutions or estate planning. In addition, the IRS presumes that "personal services corporations" have a fair market value. A professional "book of business" and the associated goodwill that generates income are not without a determinable value. The Form 700 does not require a precise fair market value; it is only necessary to check a box indicating the broad range within which the value falls.
- Q. I own stock in IBM and must report this investment on Schedule A-1. I initially purchased this stock in the early 1990s; however, I am constantly buying and selling shares. Must I note these dates in the "Acquired" and "Disposed" fields?
- A. No. You must only report dates in the "Acquired" or "Disposed" fields when, during the reporting period, you initially purchase a reportable investment worth \$2,000 or more or when you dispose of the entire investment. You are not required to track the partial trading of an investment.
- Q. On last year's filing I reported stock in Encoe valued at \$2,000 - \$10,000. Late last year the value of this stock fell below and remains at less than \$2,000. How should this be reported on this year's statement?
- A. You are not required to report an investment if the value was less than \$2,000 during the **entire** reporting period. However, because a disposed date is not required for stocks that fall below \$2,000, you may want to report the stock and note in the "comments" section that the value fell below \$2,000. This would be for informational purposes only; it is not a requirement.
- Q. We have a Section 529 account set up to save money for our son's college education. Is this reportable?
- A. If the Section 529 account contains reportable interests (e.g., common stock valued at \$2,000 or more), those interests are reportable (not the actual Section 529 account). If the account contains solely mutual funds, then nothing is reported.

### Income Disclosure

- Q. I reported a business entity on Schedule A-2. Clients of my business are located in several states. Must I report all clients from whom my pro rata share of income is \$10,000 or more on Schedule A-2, Part 3?
- A. No, only the clients located in or doing business on a regular basis in your jurisdiction must be disclosed.
- Q. I believe I am not required to disclose the names of clients from whom my pro rata share of income is \$10,000 or more on Schedule A-2 because of their right to privacy. Is there an exception for reporting clients' names?
- A. Regulation 18740 provides a procedure for requesting an exemption to allow a client's name not to be disclosed if disclosure of the name would violate a legally recognized privilege under California or Federal law. This regulation may be obtained from our website at [www.fppc.ca.gov](http://www.fppc.ca.gov). (See Reference Pamphlet, page 14.)

## Questions and Answers Continued

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Q. I am sole owner of a private law practice that is not reportable based on my limited disclosure category. However, some of the sources of income to my law practice are from reportable sources. Do I have to disclose this income?

A. Yes, even though the law practice is not reportable, reportable sources of income to the law practice of \$10,000 or more must be disclosed. This information would be disclosed on Schedule C with a note in the “comments” section indicating that the business entity is not a reportable investment. The note would be for informational purposes only; it is not a requirement.

Q. I am the sole owner of my business. Where do I disclose my income - on Schedule A-2 or Schedule C?

A. Sources of income to a business in which you have an ownership interest of 10% or greater are disclosed on Schedule A-2. (See Reference Pamphlet, page 8.)

Q. My husband is a partner in a four-person firm where all of his business is based on his own billings and collections from various clients. How do I report my community property interest in this business and the income generated in this manner?

A. If your husband’s investment in the firm is 10% or greater, disclose 100% of his share of the business on Schedule A-2, Part 1 and 50% of his income on Schedule A-2, Parts 2 and 3. For example, a client of your husband’s must be a source of at least \$20,000 during the reporting period before the client’s name is reported.

Q. How do I disclose my spouse’s or registered domestic partner’s salary?

A. Report the name of the employer as a source of income on Schedule C.

Q. I am a doctor. For purposes of reporting \$10,000 sources of income on Schedule A-2, Part 3, are the patients or their insurance carriers considered sources of income?

A. If your patients exercise sufficient control by selecting you instead of other doctors, then your patients, rather than their insurance carriers, are sources of income to you. (See Reference Pamphlet, page 14.)

Q. I received a loan from my grandfather to purchase my home. Is this loan reportable?

A. No. Loans received from family members are not reportable.

Q. Many years ago, I loaned my parents several thousand dollars, which they paid back this year. Do I need to report this loan repayment on my Form 700?

A. No. Payments received on a loan made to a family member are not reportable.

### Real Property Disclosure

Q. During this reporting period we switched our principal place of residence into a rental. I have full disclosure and the property is located in my agency’s jurisdiction, so it is now reportable. Because I have not reported this property before, do I need to show an “acquired” date?

A. No, you are not required to show an “acquired” date because you previously owned the property. However, you may want to note in the “comments” section that the property was not previously reported because it was used exclusively as your residence. This would be for informational purposes only; it is not a requirement.

Q. I am a city manager, and I own a rental property located in an adjacent city, but one mile from the city limit. Do I need to report this property interest?

A. Yes. You are required to report this property because it is located within 2 miles of the boundaries of the city you manage.

Q. Must I report a home that I own as a personal residence for my daughter?

A. You are not required to disclose a home used as a personal residence for a family member unless you receive income from it, such as rental income.

Q. I am a co-signer on a loan for a rental property owned by a friend. Since I am listed on the deed of trust, do I need to report my friend’s property as an interest in real property on my Form 700?

A. No. Simply being a co-signer on a loan for property does not create a reportable interest in that real property.

## Questions and Answers Continued

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### Gift Disclosure

- Q. If I received a reportable gift of two tickets to a concert valued at \$100 each, but gave the tickets to a friend because I could not attend the concert, do I have any reporting obligations?
- A. Yes. Since you accepted the gift and exercised discretion and control of the use of the tickets, you must disclose the gift on Schedule D.
- Q. Julia and Jared Benson, a married couple, want to give a piece of artwork to a county supervisor. Is each spouse considered a separate source for purposes of the gift limit and disclosure?
- A. Yes, each spouse may make a gift valued at the gift limit during a calendar year. For example, during 2021 the gift limit was \$520, so the Bensons may have given the supervisor artwork valued at no more than \$1,040. The supervisor must identify Jared and Julia Benson as the sources of the gift.
- Q. I am a Form 700 filer with full disclosure. Our agency holds a holiday raffle to raise funds for a local charity. I bought \$10 worth of raffle tickets and won a gift basket valued at \$120. The gift basket was donated by Doug Brewer, a citizen in our city. At the same event, I bought raffle tickets for, and won a quilt valued at \$70. The quilt was donated by a coworker. Are these reportable gifts?
- A. Because the gift basket was donated by an outside source (not an agency employee), you have received a reportable gift valued at \$110 (the value of the basket less the consideration paid). The source of the gift is Doug Brewer and the agency is disclosed as the intermediary. Because the quilt was donated by an employee of your agency, it is not a reportable gift.
- Q. My agency is responsible for disbursing grants. An applicant (501(c)(3) organization) met with agency employees to present its application. At this meeting, the applicant provided food and beverages. Would the food and beverages be considered gifts to the employees? These employees are designated in our agency's conflict of interest code and the applicant is a reportable source of income under the code.
- A. Yes. If the value of the food and beverages consumed by any one filer, plus any other gifts received from the same source during the reporting period total \$50 or more, the food and beverages would be reported using the fair market value and would be subject to the gift limit.
- Q. I received free admission to an educational conference related to my official duties. Part of the conference fees included a round of golf. Is the value of the golf considered informational material?
- A. No. The value of personal benefits, such as golf, attendance at a concert, or sporting event, are gifts subject to reporting and limits.

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SAN JOAQUIN VALLEY  
2022  
POLICY CONFERENCE

*The Road Ahead*



May 11 – 13, 2022

at the Clovis Veterans Memorial District



SESSIONS

- State Route 99
- Compact Housing
- New State and Federal Funding
- Climate Change and Social Equity
- Transportation Innovation
- SB 743
- Goods Movement

ACTIVITIES

- Opening Night Reception
- Restaurant Hop
- Scavenger Hunt
- Trolley Tours

Produced by the San Joaquin Valley Regional Planning Agencies, Fresno COG is the event organizer.

OPENING NIGHT

Reception at  
Centennial Plaza  
in Clovis



RESTAURANT HOP

Restaurant Hop and  
Scavenger Hunt



TROLLEY TOURS

ADU/Cottage Homes  
Clovis Trail System  
Transit Center  
Affordable Housing



Submit nominations for the 2022  
Blueprint Planning Process Awards  
taking place at this years conference

FOR MORE INFORMATION

Brenda Veenendaal  
(559) 233-4148 ext 219  
brendav@fresnocog.org  
www.sjvcogs.org/events

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# TULE RIVER INDIAN TRIBE OF CALIFORNIA

February 28, 2022

William J. Garfield  
340 N. Reservation Road  
Porterville, CA 93257

Your Council Presentation Form, CPF # 0050-2022 on 02/28/22 The Tribal Council has:

Approved  Denied  Tabled for more information to \_\_\_\_\_ YOUR REQUEST:

Tulare County Association of Governments.

(Tribal Representative)

Upon Motion of: Gary G. Santos Seconded by: Joyce Carothers

The vote was 8 In Favor 0 Opposed 0 Abstentions

Comments:

Tule River Tribal Council has decided to approve to appoint

William J. Garfield to the Tulare County Association of Governments as the Tribal Representative.

Sincerely,

*Amanda Peyron*

Amanda Peyron  
Administrative Assistant