

TULARE COUNTY REGIONAL TRANSIT AGENCY (TCRTA) SUBCOMMITTEES

July 12, 2021, 1:00-3:00 P.M.

**Tulare County Association of Governments
210 N. Church St. Suite B
Visalia, CA 93291
(559) 623-0450**

NOTE: This meeting will allow Board Members and the public to participate in the meeting via Teleconference, pursuant to the Governor's Executive Order No. N-08-21 (June 11, 2021) available at <https://www.gov.ca.gov/wp-content/uploads/2021/06/6.11.21-EO-N-08-21-signed.pdf>.

Zoom Meeting | Direct Link: <https://us02web.zoom.us/j/86088775988?pwd=eWFJU0JCWFUwMTkSS3FnMU5pOXI5QT09>

Toll Free Call in: (888) 475-4499 | **Meeting ID:** 860 8877 5988 | **Passcode:** 920816

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 Tulare County Association of Governments ("TCAG") office at 559-623-0450 at least 3 days prior to the meeting. 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.

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

NOTICE TO THE PUBLIC

PUBLIC COMMENT PERIOD

During public comment period, members of the public may comment on any item of interest to the public and within the subject matter jurisdiction of TCRTA Subcommittees 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.

1:00 P.M. – TIMED ITEM
TULARE COUNTY REGIONAL TRANSIT AGENCY
TECHNICAL OPERATIONS COMMITTEE

- I. CALL TO ORDER, WELCOME, AND ROLL CALL**
 - II. PUBLIC COMMENTS**
 - III. TCRTA TECHNICAL OPERATIONS CONSENT ITEMS**
 - 1. ACTION: Approve the June 7, 2021 Meeting Minutes (Pages 01-06)
 - IV. TCRTA TECHNICAL OPERATIONS ACTION/DISCUSSION ITEMS:**
 - 1. PRESENTATION: Sitelogiq – Energy Services and Facility Solutions (Page 07)
 - V. ADJOURN**

Adjourn as the TCRTA Technical Operations Committee and convene as the TCRTA Policy Committee.
-

2:00 P.M. – TIMED ITEM
TULARE COUNTY REGIONAL TRANSIT AGENCY
POLICY COMMITTEE

- I. CALL TO ORDER, WELCOME, AND ROLL CALL**
 - II. PUBLIC COMMENTS**
 - III. TCRTA POLICY COMMITTEE CONSENT ITEMS**
 - 1. ACTION: Approve the June 7, 2021 Meeting Minutes (Pages 01-06)
 - IV. TCRTA POLICY COMMITTEE ACTION/DISCUSSION ITEMS:**
 - 1. DISCUSSION: Fare Simplification (Page 08-09)
 - 2. DISCUSSION: Paratransit Plan (Page 10)
 - V. ADJOURN**

Adjourn as the TCRTA Policy Committee and convene as the TCRTA Finance Committee.
-

2:30 P.M. – TIMED ITEM
TULARE COUNTY REGIONAL TRANSIT AGENCY
FINANCE COMMITTEE

I. CALL TO ORDER, WELCOME, AND ROLL CALL

II. PUBLIC COMMENTS

III. TCRTA FINANCE COMMITTEE CONSENT ITEMS:

1. ACTION: Approve June 7, 2021 Meeting Minutes (Pages 01-06)

IV. TCRTA FINANCE COMMITTEE ACTION/DISCUSSION ITEMS:

1. DISCUSSION: SRTP and Staffing Plan (Page 11-12)

V. ADJOURN

Adjourn as the TCRTA Finance Committee.

The next scheduled meeting of the Tulare County Regional Transit Agency (TCRTA) Subcommittees will be held on Monday, August 2, 2021 at 1:00 p.m. at the Tulare County Association of Governments, via Zoom 210 N. Church St. Suite B, Visalia, CA 93291.



TULARE COUNTY REGIONAL TRANSIT AGENCY

AD HOC & SUBCOMMITTEES

AD HOC –EXECUTIVE DIRECTOR SEARCH

Greg Gomez
Eddie Valero
Jose Sigala

POLICY COMMITTEE

Jose Sigala
Monte Reyes
Eddie Valero

TECHNICAL OPERATION COMMITTEE

Greg Gomez
Armando Longoria
Eddie Valero

FINANCE COMMITTEE

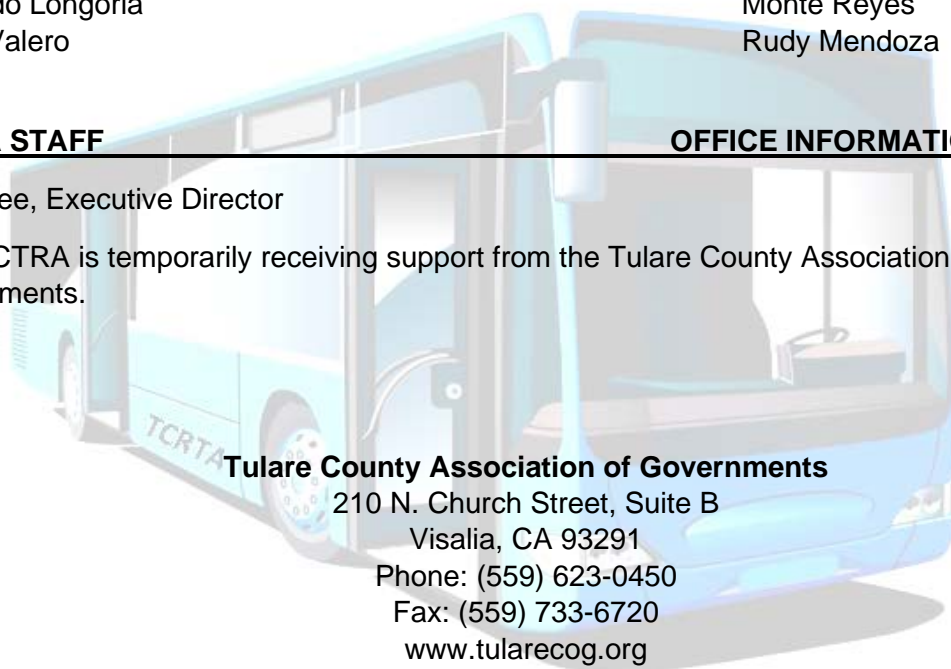
Kuldip Thusu
Monte Reyes
Rudy Mendoza

TCRTA STAFF

Rich Tree, Executive Director

OFFICE INFORMATION

*The TCTRA is temporarily receiving support from the Tulare County Association of Governments.



Tulare County Association of Governments

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TULARE COUNTY REGIONAL TRANSIT AGENCY SUBCOMMITTEE MINUTES June 7, 2021

Tulare County Association of Governments
210 N. Church St. Suite B
Visalia, CA 93291
(559) 623-0450

TULARE COUNTY REGIONAL TRANSIT AGENCY TECHNICAL OPERATIONS COMMITTEE

COMMITTEE MEMBERS

STAFF

GREG GOMEZ	P	RICHARD TREE	P
ARMANDO LONGORIA	N	TED SMALLEY	N
EDDIE VALERO	P	ELIZABETH FORTE	N
JOSE SIGALA	P	AMIE KANE	N
		SERVANDO QUINTANILLA	P
		BRIDEGET MOORE	N
		HOLLY GALLO	P
P= Present A= Alternate N= Not Present			
Others Present: Leslie Davis, Thusu Kuldip, Monte Reyes, Rudy Mendoza, Ashu Jian and Amelia Cottrell of ENGIE			

I. **CALL TO ORDER, WELCOME, AND ROLL CALL**

Member Eddie Valero called the meeting to order at 1:04.

II. **PUBLIC COMMENTS**

Public Comments opened and closed at 1:09.

III. **TCRTA TECHNICAL OPERATIONS CONSENT ITEMS:**

1. **ACTION: Approve the May 3, 2021 Meeting Minutes**

Upon motion by member Greg Gomez and seconded by member Sigala, the TCRTA Technical Operations Committee Minutes were unanimously approved.

2. **ACTION: Reschedule the July 5, 2021 Meeting**

Upon motion by Chair Sigala and seconded by member Gomez, the rescheduling of the July 5, 2021 TCRTA Technical Operations Committee meeting to Monday, July 12, 2021 was unanimously approved.

IV. **TCRTA TECHNICAL OPERATIONS ACTION/DISCUSSION ITEMS:**

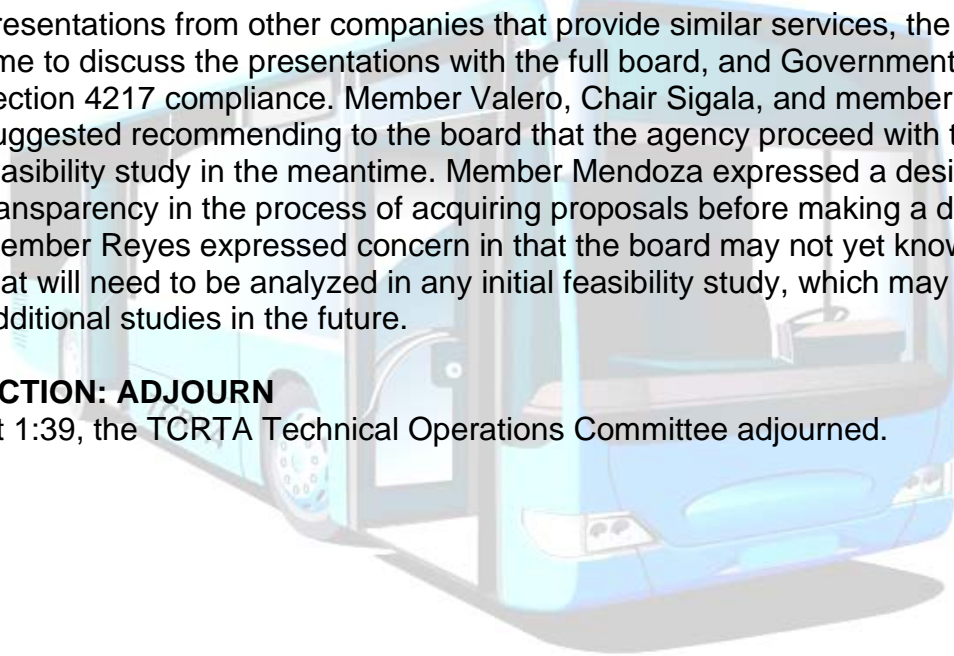
1. PRESENTATION: ENGIE – Transforming Public Transportation for Greener Mobility

Mr. Ashu Jain of ENGIE gave a presentation reviewing their company's services. Mr. Jain discussed their 46 years of experience in providing grant writing support, project planning, implementation, and operation of clean energy solutions. Referencing local clients such as the County of Tulare and Tulare Joint Union High School District, Mr. Jain stated that ENGIE had orchestrated over \$325 million in projects in the Central Valley. Mr. Jain discussed the turnkey services that ENGIE could provide for TCRTA, such as helping to install zero emission fleets with no upfront costs, zero capital solutions, and fixed energy costs for 20 years. Additionally, Mr. Jain highlighted their ability to help with selection of busses as well as route and depot charging profile planning. They also provide a no-cost initial feasibility study.

Discussion ensued as to whether the committee should receive additional presentations from other companies that provide similar services, the appropriate time to discuss the presentations with the full board, and Government Code section 4217 compliance. Member Valero, Chair Sigala, and member Gomez suggested recommending to the board that the agency proceed with the no-cost feasibility study in the meantime. Member Mendoza expressed a desire to maintain transparency in the process of acquiring proposals before making a decision. Member Reyes expressed concern in that the board may not yet know all aspects that will need to be analyzed in any initial feasibility study, which may require additional studies in the future.

V. ACTION: ADJOURN

At 1:39, the TCRTA Technical Operations Committee adjourned.



TULARE COUNTY REGIONAL TRANSIT AGENCY POLICY COMMITTEE

COMMITTEE MEMBERS

STAFF

JOSE SIGALA	P	RICHARD TREE	P
MONTE REYES	P	TED SMALLEY	N
EDDIE VALERO	P	ELIZABETH FORTE	N
		AMIE KANE	P
		SERVANDO QUINTANILLA	P
		BRIDEGET MOORE	N
		HOLLY GALLO	P
P= Present A= Alternate N= Not Present			
Others Present: Kuldip Thusu and Leslie Davis			

I. CALL TO ORDER, WELCOME, AND ROLL CALL

Chair Sigala called the meeting to order at 1:39 pm.

II. PUBLIC COMMENTS

Public Comments opened and closed at 1:42.

III. TCRTA POLICY COMMITTEE CONSENT ITEMS:

1. ACTION: Approve the May 3, 2021 Meeting Minutes

2. ACTION: Reschedule the July 5, 2021 Meeting

Upon motion by member Valero and seconded by member Reyes, the May 3, 2021 TCRTA Policy Committee minutes and the rescheduling of the July 5, 2021 meeting to Monday, July 12, 2021 were unanimously approved.

IV. TCRTA POLICY COMMITTEE ACTION/DISCUSSION ITEMS:

1. DISCUSSION: Fare Simplification or Fare Free

Mr. Tree reviewed discussions that had occurred over the course of the last several months wherein the agency had been deliberating options for fare-free systems or regional fare systems, and he requested direction from the committee as to which option the committee wished to pursue. Mr. Tree discussed the regional fare option and the agency's agreement with the California Integrated Travel Project (Cal-ITP), where Caltrans would assist in taking regional fare work at the state level and in finding partners for procuring a regional fare system. Mr. Tree reported that as of that moment, the region's eight transportation agencies did not have a free transfer system or policy, and passengers pay more than the local routes or else deal with confusing transfers between agencies as a result. Mr. Tree suggested that a "one bus, one fare" policy approach would be the best option. Mr. Tree also discussed the free fare option, which would provide a limited ridership recovery strategy but would require multiple funding sources, noting that neighboring regions have struggled to maintain partnerships.

Chair Sigala discussed that at the start of Fiscal Year 2021-2022 on July 1, contingent on Caltrans awarding the funds to the county as the lead agency, there should be an eight-month availability of funding for free fares by staff estimation based on current ridership. Chair Sigala suggested that the free-fare window be branded as a one-time promotional item to encourage people to come back to transit; because Tulare is the first county in the Central Valley to move to yellow tier, the marketing could be carried by that encouraging momentum which would provide a foundation upon which the agency could develop a strategy to begin talking to partners like the community college, the hospital, and local schools. Member Thusu commented that providing quality, affordable access requires a level of ridership that will allow the agency to be financially sufficient, self-reliant, and sustainable in the long term.

Chair Sigala offered direction to staff, stating that the committee would continue to discuss the options while planning on eight months of free fares and anticipating the development of a fare box situation wherein all fleets have the same technology. Chair Sigala expressed a desire that this would become an action item for the policy committee and be presented to the board before the end of the year. Mr. Tree offered that staff would provide a draft policy for fares, fare capping, and monthly pass options.

V. ACTION: ADJOURN

At 2:06, the TCRTA Policy Committee adjourned.



TULARE COUNTY REGIONAL TRANSIT AGENCY FINANCE COMMITTEE

COMMITTEE MEMBERS

STAFF

KULDIP THUSU	P	RICHARD TREE	P
MONTE REYES	P	TED SMALLEY	N
RUDY MENDOZA	N	ELIZABETH FORTE	N
		AMIE KANE	P
		SERVANDO QUINTANILLA	P
		BRIDEGET MOORE	N
		HOLLY GALLO	P
P= Present A= Alternate N= Not Present			
Others Present: Jose Sigala, Eddie Valero, and Leslie Davis			

I. CALL TO ORDER, WELCOME, AND ROLL CALL

Chair Reyes called the meeting to order at 2:06 pm.

II. PUBLIC COMMENTS

Public Comments opened and closed at 2:08 pm.

III. TCRTA FINANCE COMMITTEE CONSENT ITEMS:

- 1. ACTION: Approve the May 3, 2021 Meeting Minutes**
- 2. ACTION: Reschedule the July 5, 2021 Meeting**
- 3. ACTION: Approve May 13, 2021 Special Meeting Minutes**

Upon motion by member Thusu and seconded by member Reyes, the May 3, 2021 Finance Committee minutes, the May 13, 2021 Finance Committee Special Meeting minutes, and the rescheduling of the July 5 2021 meeting to Monday, July 12, 2021 were unanimously approved.

IV. TCRTA FINANCE COMMITTEE ACTION/DISCUSSION ITEMS:

1. DISCUSSION: Mechanism to Finance Fare Policies

Mr. Tree continued the discussion as it occurred during the Policy Committee meeting, prompting focus on the regional fare system and the several grant opportunities available to fund a regional grant system that would require little from member agencies. Mr. Tree noted that local Measure R funds had set aside approximately \$1 million for projects such as those.

Member Thusu requested that staff provide an analysis of gains, losses, and ridership numbers that were route specific, such as in the hypothetical situation where most of the routes could pay for a limited number of routes that had free fares. He explained that alternatively, it was necessary to acquire route-specific figures indicating the effects of specific free routes in order to subsidize revenue sources, increase ridership, or offset costs elsewhere. Member Reyes concurred, asking for a “magic number” that would need to be fulfilled in terms of funding goals, reductions, and sustainability targets. Mr. Tree noted that Interim Executive

Director Ted Smalley estimated that the eight-member agency would require \$2 million, based on historical figures, but a route-specific analysis would likely be informed by figures from smaller agencies, which historically need a fare box ratio of only 10%, and larger agencies, which need fare box ratios of 20%. Mr. Tree noted that the region struggled to meet those numbers even prior to the pandemic, and it was possible that the agency would need \$3 million to be effective region wide. Mr. Tree stated that staff could return estimates of those figures at next month's meeting.

V. ACTION: ADJOURN

At 2:18 pm, the TCRTA Finance Committee adjourned.

The next scheduled meeting of the Tulare County Regional Transit Agency (TCRTA) Subcommittees will be held on Monday, July 12, 2021 at 1:00 p.m. at the Tulare County Association of Governments, via Zoom 210 N. Church St. Suite B, Visalia, CA 93291.

TULARE COUNTY REGIONAL TRANSIT AGENCY
AD HOC & SUBCOMMITTEES

AD HOC –EXECUTIVE DIRECTOR SEARCH

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TULARE COUNTY REGIONAL TRANSIT AGENCY
TECHNICAL OPERATIONS SUBCOMMITTEE

AGENDA ITEM IV-1

July 12, 2021

Prepared by Richard Tree, TCRTA Staff

SUBJECT:

Presentation: Sitelogiq – Energy Services and Facility Solutions

DISCUSSION:

Sitelogiq is dedicated to delivering comprehensive facility solutions that support the resiliency, future-proofing, energy saving, operating efficiency and sustainability goals of their clients. While doing so, sitelogiq creates healthy, comfortable indoor environments that promote productivity, increased output, and improved experiences.

Sitelogiq staff will be giving a presentation on how they can assist TCRTA in meeting the FTA's Sustainable Transit for a Healthy Planet Challenge, design and build clean energy infrastructure that can support TCRTA's electric bus fleet and develop resilient microgrid solutions.

ATTACHMENT:

Sitelogiq Presentation

TULARE COUNTY REGIONAL TRANSIT AGENCY
POLICY SUBCOMMITTEE

AGENDA ITEM IV-1

July 12, 2021

Prepared by Richard Tree, TCRTA Staff

SUBJECT:

Discussion: Fare Simplification

DISCUSSION:

Moving toward “One Bus, One Fare” Policy

Staff will be discussing fare policy as part of an effort to simplify the regional fare structure for customers. Fare simplification is also part of a regional “Next Generation” fare system that allows riders to pay their fare on multiple Tulare County transit agencies using one smartcard.

The tables below represent the current fare structure for member agencies. Staff will be discussing simplifying the fare structure to achieve a regional fare policy.

Fixed Route					
Member Agency	General	Senior/ADA	Day Pass	7-Day Pass	Regional Pass
Dinuba	\$1.00	\$1.00/\$.50	N/A	N/A	\$55.00
Exeter (VT)	\$1.75	\$.85	\$3.50/\$2.50	\$14.00/\$7.50	\$55.00
Farmersville (VT)	\$1.75	\$.85	\$3.50/\$2.50	\$14.00/\$7.50	\$55.00
Lindsay (TCaT)	\$2.00	\$1.00	N/A	N/A	\$55.00
Porterville	\$1.50	\$.75	\$3.00/\$1.50	N/A	\$55.00
Tulare	\$1.50	\$.75	N/A	N/A	\$55.00
Woodlake	N/A	N/A	N/A	N/A	N/A
County	\$2.00	\$1.00	N/A	N/A	\$55.00

Dial-A-Ride				
Member Agency	General	Senior/ADA	Youth	Local Monthly Pass
Dinuba	\$2.00	\$1.25/\$.75	\$1.75	\$35.00 (Student/Senior)
Exeter (VT)	\$4.00	\$2.25	\$4.00/\$2.25	\$75.00
Farmersville (VT)	\$4.00	\$2.25	\$2.25	\$75.00
Lindsay (TCaT)	\$3.00	\$2.00/\$1.00	\$3.00	N/A
Porterville	\$5.00	\$2.50		N/A
Tulare	\$3.25	\$2.00	\$2.50/\$1.25	N/A
Woodlake	\$1.00	\$.25	\$1.00	N/A
County	\$3.00	\$2.00/\$1.00	\$3.00	N/A

ATTACHMENT:

None

TULARE COUNTY REGIONAL TRANSIT AGENCY
POLICY SUBCOMMITTEE

AGENDA ITEM IV-2

July 12, 2021

Prepared by Richard Tree, TCRTA Staff

SUBJECT:

Discussion: Paratransit Plan

DISCUSSION:

49 CFR Part 37, Transportation Services for Individuals with Disabilities, requires each public agency operating fixed route transportation service to develop a paratransit plan and provide complementary paratransit service.

Complementary paratransit service, a type of demand responsive system, must be comparable to the fixed route service with respect to the following service characteristics:

- Response time;
- Fares
- Geographic area of service;
- Hours and days of service;
- Restrictions or priorities based on trip purpose;
- Availability of information and reservation capability; and
- Any constraints on capacity or service availability.

TCAG staff will be assisting TCRTA in the development of its paratransit plan. The plan contents include all of the service characteristics, identified above, and how TCRTA will comply with the ADA paratransit service criteria.

To assist staff with developing the plan, staff will be discussing the types of demand responsive systems and policies that need to be developed.

ATTACHMENT:

None

TULARE COUNTY REGIONAL TRANSIT AGENCY
FINANCE SUBCOMMITTEE

AGENDA ITEM IV-1

July 12, 2021

Prepared by Richard Tree, TCRTA Staff

SUBJECT:

Discussion: SRTP and Staffing Plan

DISCUSSION:

Federal transportation statutes require that the Metropolitan Planning Organization (MPO), TCAG, in partnerships with state and local agencies, develop and periodically update a long-range Regional Transportation Plan (RTP), and a Transportation Improvement Program (TIP) which implements the RTP by programming federal funds to transportation projects contained in the RTP. In order to effectively execute these planning and programming responsibilities, TCAG requires that each transit operator in its region which receives federal funding through the TIP, prepare, adopt, and submit to TCAG a Short Range Transit Plan (SRTP).

The overarching purpose of the SRTP is to:

- Serve as a management and policy document for TCRTA, as well as a means for providing FTA and TCAG with information necessary to meet regional fund programming and planning requirements,
- Clearly and concisely describe and justify TCRTA's capital and operating budgets,
- Assess TCRTA's financial capacity to carry out proposed levels of operations and associated capital improvement plan,
- Regularly provide TCAG with information on projects and programs of regional significance which include: provision of paratransit service to persons with disabilities, older adults, compliance with federal Title VI and Environmental Justice requirements,
- Identify potential capital and operating programs to provide a basis for inclusion in the RTP, and

- Identify goals, objectives and standards to serve as the basis for the assessment of TCRTA's performance in the SRTP and as part of the TDA Triennial Performance Audit.

An SRTP can be developed in house or by a contracted consulting firm. Historically, the average cost to develop an SRTP, if contracted out, is \$100,000.

Staff will be providing an update on TCRTA's SRTP plans, as well as an update to the draft staffing plan.

ATTACHMENT:

None