

AGENDA
Tulare County Regional Transit Agency

December 14, 2020, 3:00 p.m.

Tulare County Board of Supervisors Chambers
2800 West Burrel Avenue
Visalia, CA 93291

NOTE: This meeting will allow Board Members and the public to participate in the meeting via Teleconference, pursuant to the Governor's Executive Order N-29-20 (March 17, 2020), available at: <https://www.gov.ca.gov/wp-content/uploads/2020/03/3.17.20-N-29-20-EO.pdf>

Zoom Meeting | Direct Link: <https://bit.ly/2Zt4BQY>

Toll Free Call in: (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 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.

- 1. CALL TO ORDER, WELCOME, AND ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. PUBLIC COMMENT**

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 TCRTA 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.

4. **ADMINISTER OATH OF OFFICE TO DIRECTORS** by Interim Executive Director (No page)
5. **APPROVE MINUTES OF NOVEMBER 16, 2020** (Pages 01-03)
6. **ACTION: ADOPTION OF RESOLUTION: AUTHORIZE THE FILING OF APPLICATIONS WITH THE FEDERAL TRANSIT ADMINISTRATION** (Pages 04-06)
7. **COMMITTEE REPORTS** (No Page)
 - a. Executive Director Search Ad Hoc Committee
 - b. Policy Committee
 - c. Finance Committee
 - d. Technical Operations Committee
8. **INFORMATION: PROGRAM OF PROJECTS** (Pages 07-09)
9. **INFORMATION: EXECUTIVE DIRECTOR SEARCH UPDATE** (Page 10)
10. **INFORMATION: IMPLEMENTATION UPDATE** (Page 11)
11. **INFORMATION: TRANSIT TERMS AND DEFINITIONS** (Pages 12-15)
12. **ACTION: COORDINATING TRANSIT OPERATIONS POLICIES** (Pages 16-18)
13. **OTHER BUSINESS**
 - a. Information: Items from Staff.
 - b. Information: Items from Board Members.
 - c. Request from Board Members for Future Agenda Items.
14. **ADJOURN**

The next scheduled meeting of the Tulare County Regional Transit Agency (TCRTA) Board of Directors will be held on Monday, January 11, 2021 at 3:00 p.m. in the Tulare County Board of Supervisors Chambers, 2800 W. Burrell Avenue, Visalia, CA 93291.

TULARE COUNTY REGIONAL TRANSIT AGENCY

BOARD OF DIRECTORS	ALTERNATE	AGENCY
Kuldip Thusu	Armando Longoria	City of Dinuba
Mary Waterman-Philpot	Dave Hails	City of Exeter
Greg Gomez	Tina Hernandez	City of Farmersville
Pam Kimball	Brian Watson	City of Lindsay
Virginia Gurrola	Monte Reyes	City of Porterville
Jose Sigala	Terry Sayre	City of Tulare
Rudy Mendoza	Emmanuel Llamas	City of Woodlake
Kuyler Crocker	Eddie Valero	County of Tulare

EX OFFICIO MEMBERS

Georgina Cardenas, CalVans

AD HOC & SUBCOMMITTEES

AD HOC –EXECUTIVE DIRECTOR SEARCH	POLICY COMMITTEE
Greg Gomez	Jose Sigala
Virginia Gurrola	Kuyler Crocker
Kuyler Crocker	

TECHNICAL OPERATION COMMITTEE	FINANCE COMMITTEE
Greg Gomez	Kuldip Thusu
Armondo Longoria	Monte Reyes
Kuyler Crocker	Kuyler Crocker

TCRTA STAFF	OFFICE INFORMATION
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*The TCRTA is temporarily receiving support from the Tulare County Association of Governments.

TCAG
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**Tulare County Regional Transit Agency
Minutes**

November 16, 2020, 3:00 p.m.

Members Present:	Thusu, Waterman-Philpot, Gomez, Gurrola, Sigala, Mendoza, Crocker, Cardenas
Members Absent:	Kimball
Alternates Present:	Reyes, Sayre, Valero
Staff Present:	Ted Smalley, Elizabeth Forte, Rich Tree, and Amie Kane
Counsel Present:	Jeff Kuhn

1. CALL TO ORDER

Chair Crocker welcomed everyone and called the meeting to order at 3:00 p.m.

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

Public comments opened/closed at 3:03 p.m. No public comments received.

ACTION ITEMS:

4. ADMINISTER OATH OF OFFICE TO DIRECTORS

Mr. Smalley led all present members that had not previously taken the oath in taking the oath of office.

5. APPROVE MINUTES OF October 19, 2020

Upon motion by Member Gomez and seconded by Member Gurrola the Tulare County Regional Transit Agency unanimously approved the minutes with slight revisions to the attendees, but otherwise as presented.

6. COMMITTEE REPORTS:

a. Executive Director Search Ad Hock Committee

Chair Crocker reported that action would be requested later in the meeting under item 9.

b. Policy Committee

Chair Crocker stated that recommendations from this committee would be presented later in the meeting under item 10.

c. Finance Committee

Chair Crocker announced that the first meeting had been scheduled but had not yet convened.

d. Technical Operations Committee

Chair Crocker announced that the first meeting had been scheduled but had not yet convened.

7. PRESENTATION: CALSTART PROGRAM INITIATIVES & MEMBERSHIP

Mr. Tree introduced Ms. Hannah Hamilton with CALSTART who gave the presentation. Ms. Hamilton provided background on CALSTART as a national nonprofit, highlighting the organization goals to accelerate clean transportation. Ms. Hamilton provided the membership levels and the benefits of joining CALSTART

8. PRESENTATION: REGIONAL FARE SYSTEM

Mr. Tree introduced Mr. Jeff Nullmeyer, Masabi's Senior Business Development Manager to provide the presentation on regional fare systems. Mr. Nullmeyer presentation highlighted Masabi's Justride Platform; which is a software based program that can be used by multiple agencies and allows passengers to pay for fares through contactless bankcard, mobile device, or smartcard to travel.

9. ACTION: EXECUTIVE DIRECTOR RECOMMENDATIONS: JOB DESCRIPTION, SALARY, HIREING AGENCY, AND OFFICE LOCATION

Chair Crocker stated that the Ad Hoc Committee had previously met two times to discuss the Executive Director position and make these recommendations. Chair Crocker highlighted the job description, salary range, the hiring agency would be Tulare County, and office location would be within the TCAG office.

Upon motion by Member Thusu and seconded by Member Mendoza the Tulare County Regional Transit Agency approved the recommendations for the Executive Director position job description and salary range as presented. Absent: Kimball; Noes: Gurrola

10. ACTION: FARE CHANGES AND PROCUREMENT POLICIES

Chair Crocker stated that these recommendations were discussed during the Policy Subcommittee. Chair Crocker outlined two policies, the first that the TCRTA Board shall evaluate and approve proposed member agency fare changes prior to implementation; and the second that TCRTA Board shall evaluate and approve proposed member agency transit procurements in excess of \$150,000 prior to implementation.

Upon motion by Member Gurrola and seconded by Member Sigala the Tulare County Regional Transit Agency unanimously approved the two policies.

11. ACTION: ADOPT MISSION STATEMENT

Mr. Tree explained that the mission statement presented today took into consideration input from the Board during the October Meeting and reads as follows, "We at TCRTA deliver clean, sustainable mobility choices that link people, communities, and jobs. Our focus is to elevate customer service, safety, and provide seamless transportation alternatives by optimizing efficiencies through joining together and maximizing economies of scale."

Upon motion by Member Gomez and seconded by Member Thusu the Tulare County Regional Transit Agency unanimously approved the mission statement.

12. INFORMATION: IMPLEMENTATION PLAN UPDATE

Mr. Tree provided the monthly update on implementation stating that continued work on the implementation plan remains at the forefront. Mr. Tree noted that some dates on the implementation timeline maybe flexible but maintaining a timeline for potential projects was important to facilitate the large lists of tasks.

13. OTHER BUSINESS

- a. Information: Items from Staff.
None
- b. Information: Items from Board Members.
Member Gurrola announced that this would be her last meeting but that she had enjoyed working with everyone.
- c. Request from Board Members for Future Agenda Items.
None

14. ADJOURN

The meeting adjourned at 4:28 p.m. Chair Crocker confirmed the next scheduled meeting of the Tulare County Regional Transit Agency (TCRTA) Board of Directors will be held on Monday, December 14, 2020 at 3:00 p.m. in the Tulare County Board of Supervisors Chambers, 2800 W. Burrel Avenue, Visalia, CA 93291.

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AGENDA ITEM 6

December 14, 2020

Prepared by Elizabeth Forte, TCAG Staff

SUBJECT:

Action: Adoption of Resolution: Authorize the Filing of Applications with the Federal Transit Administration

DISCUSSION:

A number of steps must be taken in order for the TCRTA to be recognized as a transit operator and eligible recipient of federal transit funds. The TCRTA must demonstrate the staffing capacity and expertise to run a transit system, and must also establish itself as a legal entity eligible to receive and administer federal funds. The attached resolution is one of the steps required by the FTA to begin establishing authority for the TCRTA to be able to file applications for grant funds as a transit operator.

ATTACHMENT:

1. Resolution authorizing the filing of applications with the Federal Transit Administration.

BEFORE THE
TULARE COUNTY REGIONAL TRANSIT AGENCY
COUNTY OF TULARE, STATE OF CALIFORNIA

RESOLUTION: 2020-001

IN THE MATTER OF:

Authorizing the filing of applications with the Federal Transit Administration, an operating administration of the United States Department of Transportation, for federal transportation assistance authorized by 49 U.S.C. Chapter 53; title 23, United States Code, or other federal statutes administered by the Federal Transit Administration.

WHEREAS, the Federal Transit Administrator has been delegated authority to award federal financial assistance for a transportation project; and

WHEREAS, the grant or cooperative agreement for federal financial assistance will impose certain obligations upon the applicant, and may require the applicant to provide the local share of the project cost; and

WHEREAS, the applicant has or will provide all annual certifications and assurances to the Federal Transit Administration required for the project.

NOW, THEREFORE, BE IT RESOLVED BY the Tulare County Regional Transit Agency:

1. That the Executive Director is authorized to execute and file an application for federal assistance on behalf of the Tulare County Regional Transit Agency with the Federal Transit Administration for federal assistance authorized by 49 U.S.C. Chapter 53, title 23, United States Code, or other federal statutes authorizing a project administered by the Federal Transit Administration; and
2. That the Executive Director is authorized to execute and file with its applications the annual certifications and assurances and other documents the Federal Transportation Administration requires before awarding a federal assistance grant or cooperative agreement; and
3. That the Executive Director is authorized to execute grant and cooperative agreements with the Federal Transit Administration on behalf of the Tulare County Regional Transit Agency.

The foregoing Resolution was adopted upon motion of Member _____, seconded by Member _____, at a regular meeting held on the 14th day of December, 2020 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

TULARE COUNTY REGIONAL TRANSIT AGENCY

Kuyler Crocker
Chair, TCRTA

Ted Smalley
Executive Director, TCRTA

CERTIFICATION

The undersigned duly qualified Executive Director, acting on behalf of the Tulare County Regional Transit Agency, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Tulare County Regional Transit Agency held on December 14, 2020.

Signature

Title

Date

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AGENDA ITEM 8

December 14, 2020

Prepared by Richard Tree, TCRTA Staff

SUBJECT:

Action: Approve the City of Porterville's FY 2020-2021 Capital Improvement Program

DISCUSSION:

At the Board meeting held on November 16, 2020, the Board approved a coordinating procurement policy that TCRTA Board shall evaluate and approve proposed member agency procurements in excess of \$150,000 prior to implementation.

The City of Porterville is a recipient of federal funds and is required to develop a Federal Transit Administration (FTA) Section 5307 Program of Projects that provides complete information, timely public notice, and reasonable public access to key decisions, and supports early and continuing involvement of the public in developing plans and Transportation Improvement Plan.

At the City of Porterville City Council meeting held on October 6, 2020, the City of Porterville held a public meeting presenting and subsequently approving its Transit FY 2020-2021 Budget and accompanying Capital Improvement Program.

Therefore, the City of Porterville has presented its FY 2020-2021 Capital Improvement Program for the Board's review and approval.

ATTACHMENT:

City of Porterville FY 2020-2021 Capital Improvement Program

CAPITAL IMPROVEMENTS STRATEGIES 2020/2021

TRANSIT											FUNDING FISCAL YEAR 20/21
PROJECT DESCRIPTION	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	
Increase ENR (estimate):		3.25%	3.25%	3.25%	3.25%	3.25%	3.25%	3.25%	3.25%	3.25%	
ZERO EMISSION VEHICLE PROGRAM											
Paratransit and Microtransit Services											
Purchase Electric Vehicles	\$600,000										Measure R-Transit
	\$100,000										Air District
	\$889,418				\$533,332					\$665,000	SB1
Total	\$1,589,418										
CARB Zero Emission Pilot Program											
Acquisition of buses & chargers	\$500,000										CARB
Administration	\$409,551										CARB
Total	\$909,551										
CMAQ Fleet Replacement											
Purchase Electric Buses			\$555,000								FTA 5339a
			\$640,000								FTA 5307
			\$1,255,875		\$800,000		\$800,000		\$800,000		CMAQ
			\$298,000		\$200,000		\$200,000		\$200,000		LTF Transit
Total			\$2,748,875		\$1,000,000		\$1,000,000		\$1,000,000		
FACILITY MAINTENANCE PROGRAM											
New Bus Maintenance Facility											
Design		\$800,000									FTA 5307
		\$200,000									LTF Transit
Construction					\$6,400,000						Unfunded
					\$1,600,000						Unfunded
Total					\$8,000,000						
Prospect St Bus Maintenance Facility Improvements											
Construction	\$400,000										FTA 5307
	\$100,000										LTF Transit
Renewable Energy Infrastructure	\$800,000										FTA 5307
	\$200,000										LTF Transit
Security Improvements	\$400,000										FTA 5307
	\$100,000										LTF Transit
Total	\$2,000,000										
Transit Center											
Transit Center Improvements Exterior and Lobby	\$20,000										FTA 5307
	\$5,000										LTF Transit
Construction of the Expansion					\$520,000						Unfunded
					\$130,000						Unfunded
Total					\$650,000						
Battery Electric Vehicle (BEV) Master Plan											
Design		\$400,000	\$400,000								FTA 5307
		\$100,000	\$100,000								LTF Transit
Renewable Energy - Zero Emission Infrastructure											
Construction - Transit Center Improvements	\$800,000										FTA 5307
	\$200,000										LTF Transit
Construction - Corporation Yard Improvements	\$1,040,000										FTA 5307
	\$260,000										LTF Transit
Total	\$2,300,000										
Electric Vehicle Charging Stations (Public access)			\$50,000		\$50,000		\$50,000		\$50,000		Air District
Electronic Fareboxes - Vans	\$100,000										FTA 5307
	\$25,000										LTF Transit

CAPITAL IMPROVEMENTS STRATEGIES 2020/2021

TRANSIT											FUNDING FISCAL YEAR 20/21
PROJECT DESCRIPTION	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	28/29	29/30	
Electronic Fareboxes - Buses	\$240,000										FTA 5307
	\$60,000										LTF Transit
Electric Vehicle (Rural)	\$282,177										FTA 5311
Network Upgrades	\$80,000										FTA 5307
	\$20,000										LTF Transit
Transit Shelters				\$80,000					\$80,000		FTA 5307
				\$20,000					\$20,000		LTF Transit
Transit Signage at Transit Shelters		\$80,000									FTA 5307
		\$20,000									LTF Transit
Transit Signal Preemption	\$400,000			\$60,000		\$60,000		\$60,000		\$60,000	FTA 5307
	\$100,000			\$15,000		\$15,000		\$15,000		\$15,000	LTF Transit
Multi-modal Corridor Rail ROW Improvements	\$30,000	\$30,000	\$30,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	FTA 5307
				\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	LTF Transit
TRANSIT FY 20/21 TOTAL											\$8,161,146

SUMMARY OF TRANSIT FUNDING	
Air District	\$100,000
Air Resources Board (CARB)	\$909,551
Congestion Mitigation and Air Quality (CMAQ)	\$0
FTA 5307	\$4,310,000
FTA 5311	\$282,177
LTF Transit	\$1,070,000
Measure R - Transit	\$600,000
Road Repair & Accountability Act Funds (SB1) - State of Good Repair	\$889,418
Unfunded	\$0
Total	\$8,161,146

AGENDA ITEM 9

December 14, 2020

Prepared by Elizabeth Forte, TCRTA Staff

SUBJECT:

Information: Executive Director Search Update

DISCUSSION:

On November 16, 2020 the TCRTA Board approved a job description and salary for the agency's Executive Director. The TCRTA also elected to have that position housed at TCAG and recruited by Tulare County. On December 14th, just prior to the TCRTA Board meeting, the TCAG Board will be considering the addition of the position. It is understood that the Executive Director will work directly under the supervision of the TCRTA Board and an agreement will be drafted formalizing those specifics prior to the TCRTA Executive Director being hired. TCAG currently has a similar agreement in place with the Local Agency Formation Commission (LAFCo).

Once TCAG authorizes formation of the position, the creation of the position will formally be implemented by the Tulare County Board of Supervisors. The TCRTA Executive Director will technically be an employee of Tulare County. It is expected that the action to create the position of TCRTA Executive Director will occur at the Board of Supervisors in January 2021. TCAG staff will work with Tulare County staff to advertise the position as soon as possible.

ATTACHMENTS:

None

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AGENDA ITEM 10

December 14, 2020

Prepared by Richard Tree, TCRTA Staff

SUBJECT:

Information: Implementation Plan Update

DISCUSSION:

At the Board meeting of October 19, 2020, the Board directed staff to continue working on the Implementation Plan. Since that time, staff has been working with SBLB, TCRTA's consultant, on various aspects of the Implementation Plan.

The following tasks have started and/or have been completed during the past thirty days:

1. Initiate Executive Director search
2. Determine office location of initial TCRTA staff
3. Establish regular meeting dates with Committees
4. Collect and analyze member agencies service provider contracts, budgets, and fleet inventory
5. Develop Coordinated Transit Operations policies

The following tasks will start during the next thirty days:

1. Finalize FY 2020/2021 Budget
2. Initiate FTA grantee process
3. Establish Bus Stop and Amenities Plan
4. Establish TCRTA email and website
5. Develop TCRTA brand identity and logo

ATTACHMENT:

None

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Tulare County Regional Transit Agency

AGENDA ITEM 11

December 14, 2020

Prepared by Richard Tree, TCRTA Staff

SUBJECT:

Information: Transit Terms and Definitions

DISCUSSION:

In an effort to continually educate the Board on transit terms and definitions staff has compiled a list of public transportation mobility options (modes/services) that are defined by the Federal Transit Administration (FTA).

The following table identifies the modes/services by each member agency:

Member Agency	Fixed Route	Demand Response	Vanpool
City of Dinuba	X	X	
City of Exeter*	X	X	
City of Farmersville*	X	X	
City of Lindsay	X	X	
City of Porterville**	X	X	X
City of Tulare	X	X	
City of Woodlake		X	
County of Tulare	X	X	

*Services operated by Visalia Transit

**Services operated by CalVans

Scheduled Services

Fixed Route Services

Services provided on a repetitive, fixed schedule basis along a specific route with vehicles stopping to pick up and deliver passengers to specific locations; each fixed route trip serves the same origins and destinations, such as rail and bus (MB); unlike demand responsive (DR) and vanpool (VP) services.

Deviated Fixed Route Service

Transit service that operates along a fixed alignment or path at generally fixed times, but may deviate from the route alignment to collect or drop off passengers who have requested the deviation.

Commuter Bus (CB)

Local fixed-route bus transportation primarily connecting outlying areas with a central city. Characterized by a motorcoach (aka over-the-road bus), multiple trip tickets, multiple stops in outlying areas, limited stops in the central city, and at least five miles of closed-door service.

Bus Rapid Transit (RB)

Fixed-route bus systems that operate at least 50 percent of the service on fixed guideway. These systems also have defined passenger stations, traffic signal priority or preemption, short headway bidirectional services for a substantial part of weekdays and weekend days; low-floor vehicles or level-platform boarding, and separate branding of the service. Agencies typically use off-board fare collection as well. This is often a lower-cost alternative to light rail.

Intercity Bus (IB) (Rural Module)

Regularly scheduled public service using an over-the-road bus that operates with limited stops between two urbanized areas or that connects rural areas to an urbanized area. Intercity bus mode should only be used by private, intercity bus providers.

Non-Scheduled Services**Paratransit (Dial-A-Ride)**

Types of passenger transportation which are more flexible than conventional fixed-route transit but more structured than the use of private automobiles. Paratransit includes demand response (DR) transportation services, shared-ride taxis, car-pooling and vanpooling (VP), and jitney (JT) services. Most often refers to wheelchair-accessible, demand response (DR) service.

Demand Response (DR)

A transit mode comprised of passenger cars, vans or small buses operating in response to calls from passengers or their agents to the transit operator, who then dispatches a vehicle to pick up the passengers and transport them to their destinations. A demand response (DR) operation is characterized by the following:

- a) The vehicles do not operate over a fixed route or on a fixed schedule except, perhaps, on a temporary basis to satisfy a special need, and
- b) Typically, the vehicle may be dispatched to pick up several passengers at different pick-up points before taking them to their respective destinations and may even be interrupted en route to these destinations to pick up other passengers. The following types of operations fall under the above definitions provided they are not on a scheduled fixed route basis:
 - Many origins - many destinations
 - Many origins - one destination
 - One origin - many destinations, and
 - One origin - one destination.

Complementary Paratransit Services

Transportation service required by the Americans with Disabilities Act (ADA) for individuals with disabilities who are unable to use fixed route transportation systems. This service must be comparable to the level of service provided to individuals without disabilities who use the fixed route system and meet the requirements specified in Sections 37.123-137.133 of

Transportation Services for Individuals with Disabilities (Part 37), Code of Federal Regulations, Title 49, Volume 1. The complementary services must be origin-to-destination service (demand response (DR)) or on-call demand response (DR) service to an accessible fixed route where such service enables the individual to use the fixed route bus (MB) system for his or her trip. Service must be provided in a corridor $\frac{3}{4}$ of a mile on either side of the bus routes.

Vanpool (VP)

A transit mode comprised of vans, small buses and other vehicles operating as a ride sharing arrangement, providing transportation to a group of individuals traveling directly between their homes and a regular destination within the same geographical area. The vehicles shall have a minimum seating capacity of seven persons, including the driver. For inclusion in the NTD, it is considered mass transit service if it meets the requirements for public mass transportation and is publicly sponsored

Public mass transportation for vanpool programs must:

- Be open to the public and that any vans that are restricted a priori to particular employers in the public ride-matching service of the vanpool are excluded from the NTD report;
- Be actively engaged in advertising the vanpool service to the public and in matching interested members of the public to vans with available seats;
- Whether operated by a public or private entity, be operated in compliance with the Americans with Disabilities Act of 1990 and implementing regulations at 49 CFR 37.31; and
- Have a record-keeping system in place to meet all NTD Reporting Requirements, consistent with other modes, including collecting and reporting full-allocated operating and capital costs for the service.

Publicly sponsored service is:

- Directly-operated by a public entity;
- Operated by a public entity via a contract for purchased transportation service with a private provider; or
- Operated by a private entity as a grant recipient or subrecipient from a public entity; or
- Operated by an independent private entity with approval from a public entity that certifies that the vanpool program is helping meet the overall transportation needs of the local urbanized area

Charter Service

A vehicle hired for exclusive use that does not operate over a regular route, on a regular schedule and is not available to the general public. There are limited exceptions when an Agency may provide charter service, including:

- Official government business
- Qualified Human Service Organizations (elderly, persons with disabilities, and low income individuals)
- When no registered charter provider responds to a notice sent by an Agency
- Leasing (must exhaust all available vehicles first)
- By agreement with all registered charter providers
- Petitions to the FTA: Events of regional or national significance, or hardship

Shared Mobility Services

Bikesharing

Short-term bike rental, usually for individual periods of an hour or less over the course of a membership (periods which can range from a single ride, to several days, to an annual membership). Information technology-enabled public bikesharing provides real-time information about the location and demand for bikes at docking stations throughout a community.

Carsharing

A service that provides members with access to an automobile for intervals of less than a day. Major carsharing business models include traditional or round-trip, which requires users to borrow and return vehicles at the same location; one-way or free-floating, which allows users to pick up a vehicle at one location and drop it off at another; and peer-to-peer (p2p), which allows car owners to earn money at times when they are not using their vehicles by making them available for rental to other carshare members.

Microtransit

IT-enabled private multi-passenger transportation services, such as Bridj, Chariot, Split, and Via, that serve passengers using dynamically generated routes, and may expect passengers to make their way to and from common pick-up or drop-off points. Vehicles can range from large SUVs to vans to shuttle buses. Because they provide transit-like service but on a smaller, more flexible scale, these new services have been referred to as microtransit.

Mobility on Demand

An integrated and connected multi-modal network of safe, affordable, and reliable transportation options that are available and accessible to all travelers.

ATTACHMENT:

None

AGENDA ITEM 12

December 14, 2020

Prepared by Richard Tree, TCRTA Staff

SUBJECT:

Action: Coordinating Transit Operations Policies

DISCUSSION:

The TCRTA Board created a Policy Sub-Committee at the October 19, 2020 Board Meeting. The committee met on December 7, 2020 to discuss a number of policy items necessary to further the Implementation Plan. The Policy Sub-Committee recommends the attached Coordinating Transit Operations Policies for approval:

ATTACHMENT:

1. Coordinating Transit Operations Policies

Tulare County Regional Transit Agency

Board Policy No. ____

COORDINATING TRANSIT OPERATIONS

This policy establishes guidelines and procedures for coordinating transit operations of TCRTA member agencies.

1. Contractor

To continue achieving savings by the close coordination of transit systems, TCRTA will endeavor to utilize the same Contractor to operate their respective transit systems and will cooperate in the bidding, evaluation, and negotiation of future contracts for transit operations such that their respective contracts will impose substantially similar obligations on the Contractor as it relates to the parties.

2. Intelligent Transportation Systems

In order to enhance transportation services and the customer experience, TCRTA will endeavor to utilize the same Intelligent Transportation Systems to operate their respective transit systems. Intelligent Transportation Systems may include, but not limited to, fare collection systems, computer aided dispatch/scheduling (CAD) and automatic vehicle locating (AVL) systems, signal preemption systems, on-board video recording systems.

3. Coordinated Routes

When deemed appropriate by the member agencies, coordinated route(s) may be established to provide transit services within the Tulare County region. Member agencies shall mutually agree on route locations, stops, days, and hours of operation, allocation of costs, and other matters relating to the coordinated route.

4. Shared Use of Vehicles

Each member agency agrees to consider request of the other party to borrow a vehicle on a mutually agreed upon basis for operation of the party's public transit fixed routes or paratransit service. Vehicles loaned by one party to the other shall be provided on an "as available" and "as is" basis at the discretion of the party loaning the vehicle.

5. Call Center

TCRTA agrees to provide telephone customer information services to all member agencies. Such services shall consist of answering calls regarding bus routes, bus schedules, fares, bus passes, paratransit services and other issues relating to riders.

6. Maps and Brochures

In order to improve public communications regarding TCRTA transit services, member agencies will cooperate in the further development of shared transit-related information resources such as the “Transit Guide” and other maps or brochures, as deemed appropriate.

7. Radio Service

Member agencies agree that, to the extent permissible under applicable state and federal law, radios used on TCRTA transit vehicles will operate on a frequency held by TCRTA.

8. Bus Procurements

During the interim period of the implementation plan, TCRTA and member agencies will coordinate new bus procurements, including bus specifications, and member agencies remain responsible for the purchase of all new transit vehicles and related equipment.

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