

Tulare County Regional Transit Agency

AGENDA

December 8, 2022

6:00 pm

Tulare County Regional Transit Agency

210 N. Church Street, Suite B

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.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB361

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.

- I. CALL TO ORDER, WELCOME, AND ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. 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.

IV. CLOSED SESSION ITEMS:

It is the intention of the Board of Directors to meet in closed session concerning:

- A. None

RECONVENE OPEN SESSION

V. REPORTS:

This is the time for all committee reports; executive committee reports; and staff informational items:

- A. Safety Committee (None)
- B. Sustainability Committee (None)

VI. PRESENTATIONS:

- A. Via – Mobility-as-a-Service Study (Pages 01-13)
- B. RideCo – Regional On-Demand Simulation (Pages 15-45)

VII. INFORMATIONAL ITEMS:

- A. Brown Armstrong Engagement Letter (Pages 47-48)

VIII. CONSENT CALENDAR ITEMS:

All Consent Calendar Items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar. All items removed from the Consent Calendar for further discussion will be heard at the end of Action and Information Items.

Request Approval of the Consent Calendar Items VII-A through VII-B.

- A. Approve Minutes of November 10, 2022 (Pages 49-51)
- B. Reaffirm Conditions Of State Assembly Bill 361 To Continue Remote Attendance (Page 53)

IX. ACTION AND DISCUSSION ITEMS:

- A. Discussion - Effects of 2022 Amendments to Brown Act (Page 55)
- B. Discussion - Social Service Technical Advisory Committee (Page 57)
- C. Discussion - Stuff the Bus Food Drive Campaign (Page 59)

X. OTHER BUSINESS:

- A. Director's Report
- B. Request from Board Members for Future Agenda Items

XI. ADJOURN:

The next scheduled Tulare County Regional Transit Agency (TCRTA) Board meeting date will be **January 9, 2023 and will take place at 6:00 pm** at the Tulare County Regional Transit Agency (TCRTA), 210 N. Church Street, Suite B, Sequoia Conference Room, Visalia, CA 93291.

TULARE COUNTY REGIONAL TRANSIT AGENCY

BOARD OF DIRECTORS	ALTERNATE	AGENCY
Kuldip Thusu	Armando Longoria	City of Dinuba
Steve Garver	Dave Hails	City of Exeter
Greg Gomez – Vice Chair	Tina Hernandez	City of Farmersville
Ramona Caudillo	Hipolito Cerros	City of Lindsay
Donald Weyhrauch	Vacant	City of Porterville
Jose Sigala – Chair	Terry Sayre	City of Tulare
Rudy Mendoza	Jose Martinez	City of Woodlake
Eddie Valero	Amy Shuklian	County of Tulare
Vacant	Vacant	Tule River Tribe of California

EX OFFICIO MEMBERS

Georgina Landecho, CalVans

Kellie Carrillo, TCAG Public Transit Representative

TCRTA STAFF

OFFICE INFORMATION

Rich Tree, Executive Director

Leslie Davis, Finance Director (TCAG)

Albert Barragan, Transit Manager (TCRTA)

Teresa Ortega, Transit Analyst – Grants (TCRTA)

Jennie Miller, Associate Planner (TCAG)

Servando Quintanilla Jr., TCAG Analyst I (TCAG)

*The TCRTA is temporarily receiving support from the Tulare County Association of Governments and County of Tulare

TCRTA
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Visalia, CA 93291
Phone: (559) 623-0450
Fax: (559) 733-6720
www.tularecog.org



Item VI-A

Transit Innovation and Mobility-as-a-Service Study

City of Porterville, CA

Via Final Presentation
December, 2022

Today's Agenda

1. Study Overview

2. Service Alternatives and Recommendations

- Demand-Response Service
- Active Transportation
- Multimodal Service Delivery

3. Q&A

Scope Overview

Goal:

Alongside CALSTART's work to electrify mobility in Porterville, Via developed strategies to expand the reach of transit with innovative technologies and partnership models.

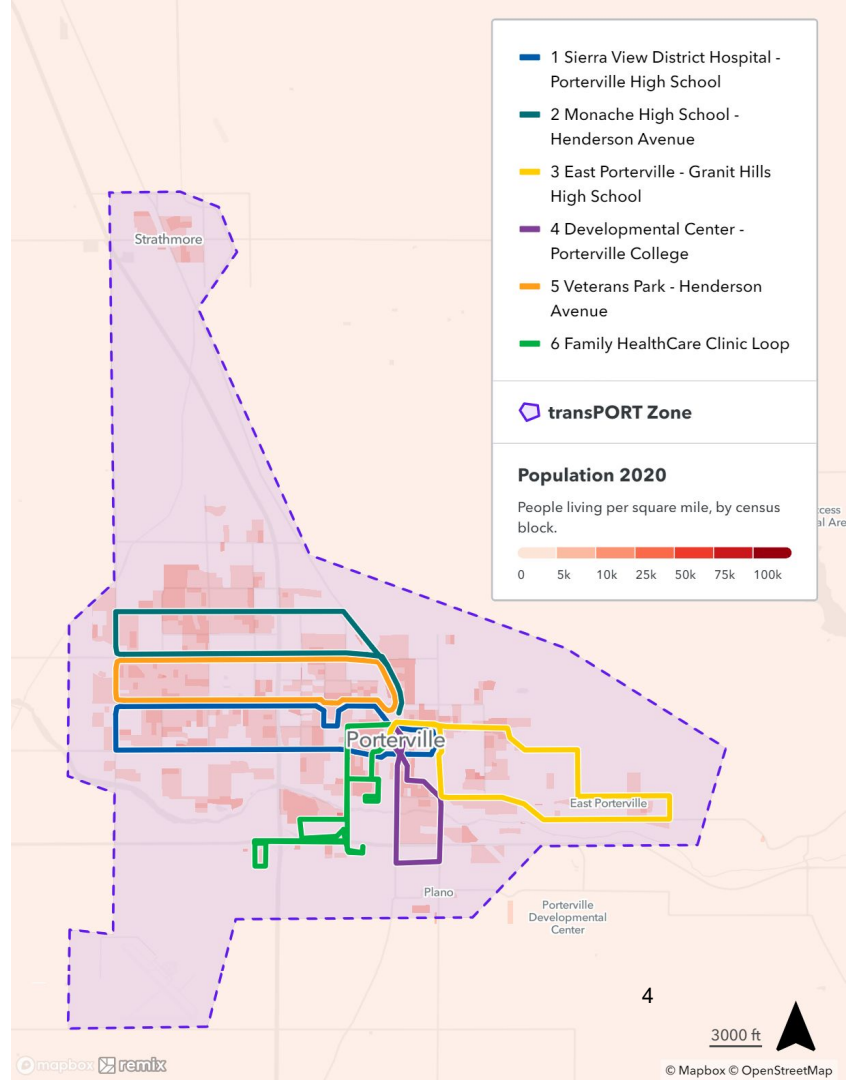
Process:

1. Understand existing population demographics, transit use, and transit system performance.
2. Work with Porterville to identify opportunity for improvement & develop "alternative" scenarios for detailed modeling and simulation.
3. Develop a cost/benefit analysis and make recommendations.



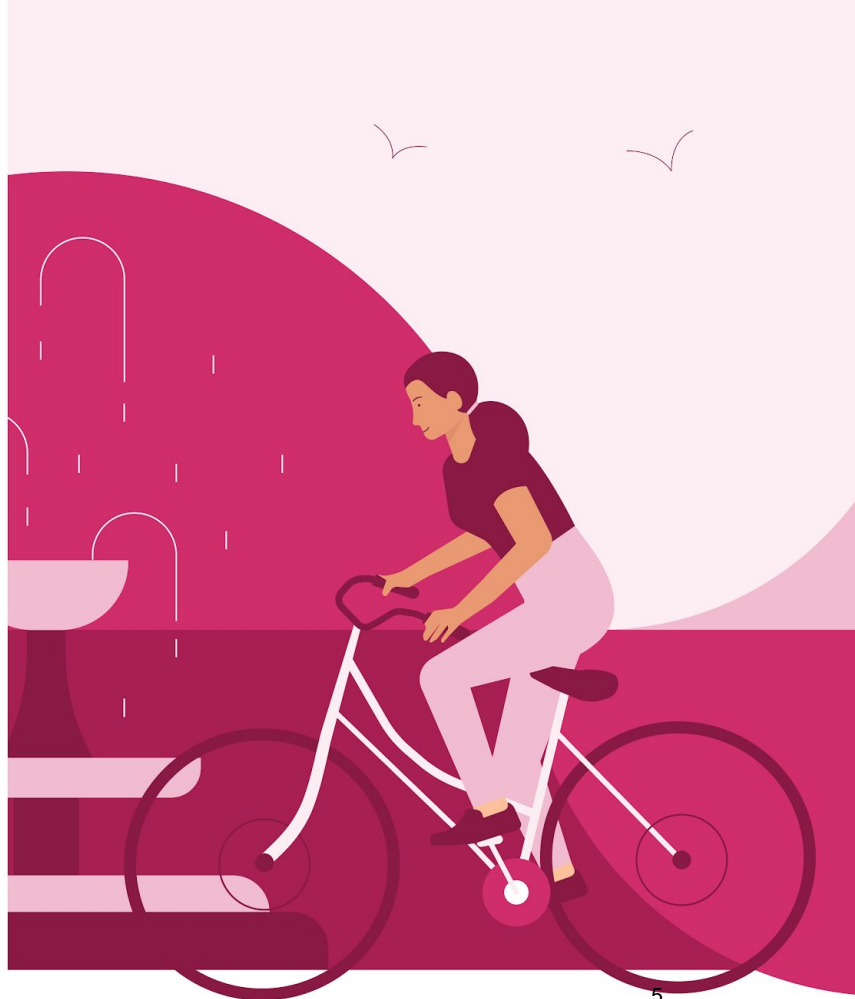
Existing Conditions

- **Population demographics.** Porterville's population has a higher-than-average propensity for transit, but low rates of transit ridership.
- **Fixed Routes.** Fixed-route service is most efficient on E/W routes through town, but service frequency is the biggest barrier to additional ridership.
- **Demand-response transit.** Porterville Transit's two modes of demand-response transit provide fixed-routes cannot, but have become less efficient over time.
- **Active transportation.** The City is working to develop active transportation, but has limited infrastructure to support it.



Key Opportunities

- **Improve and expand demand-response service:**
 - Commingle demand-response modes. We identified opportunities to improve service efficiency by delivering multiple categories of demand-response service with the same fleet.
 - Provide non-emergency medical trips. We considered offering a new category of Medicaid/Medicare-funded
- **Develop an active transportation network.** We made recommendations to expand active transportation (including cycling, bikeshare, and micromobility) as an alternative to private vehicles.
- **Multimodal service delivery.** We recommended strategies to expand transit by coordinating multiple modes to deliver a broader range of trips.



Today's Agenda

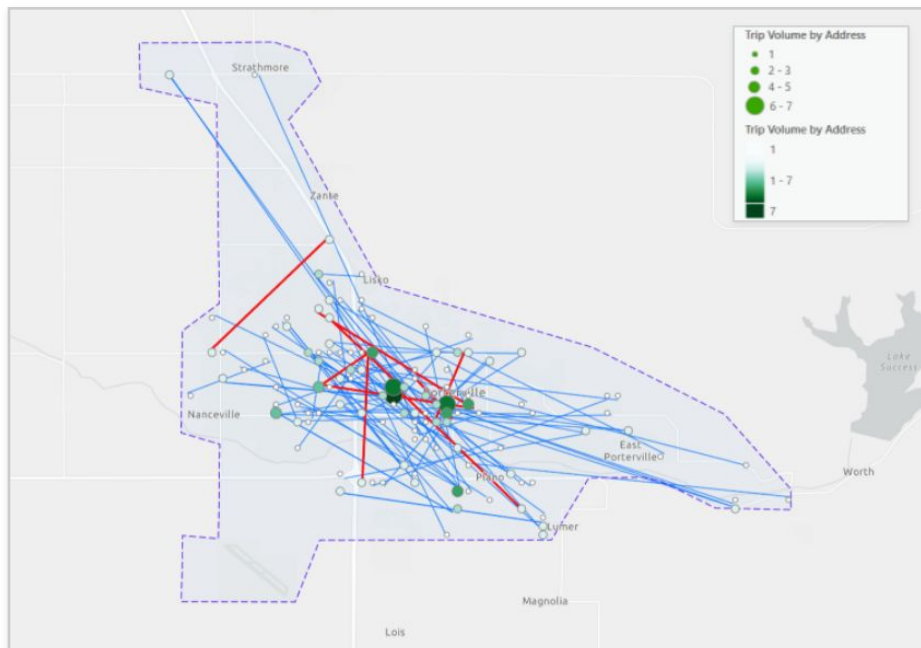
1. Study Overview

2. Service Alternatives and Recommendations

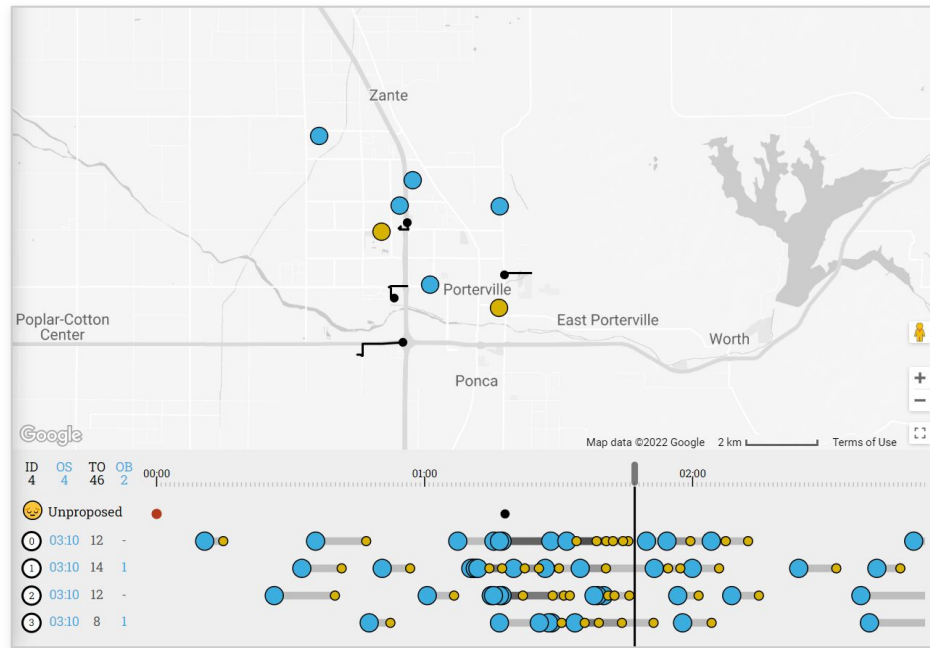
- Demand-Response Service
- Active Transportation
- Multimodal Service Delivery

3. Q&A

Analysis: Demand-Response Transit



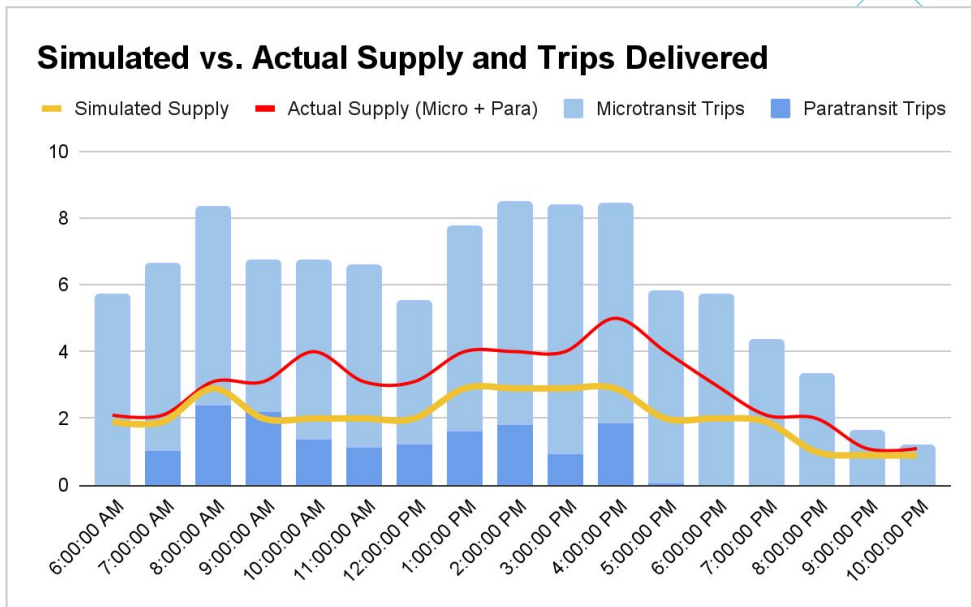
Mapping current demand-response service.



Simulating changes to service.

Demand-Response Service Alternatives

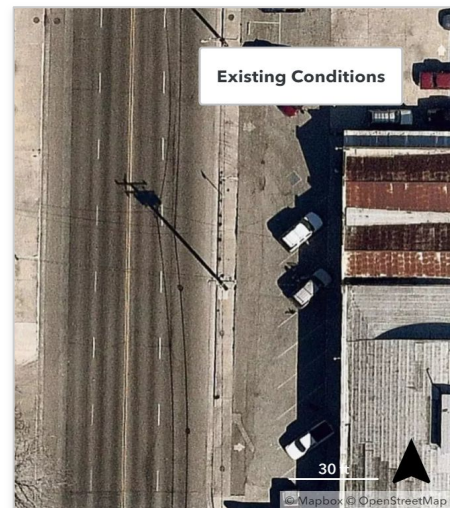
- **Microtransit has capacity to commingle trips.** Microtransit simulations indicated Porterville Transit could deliver Dial-a-COLT (paratransit) trips using its microtransit fleets, conserving vehicle resources.
- **Porterville can provide NEMT.** Simulations indicate Porterville Transit can start delivering new non-emergency medical transportation (NEMT) trips with minimal additional vehicle resources.
- **Porterville can consider expanding service.** With additional capacity, Porterville can consider serving new areas of town.



Analysis: Active Transportation

Level of Public Involvement	Model	Operating Responsibility	Example
Lowest	Privately owned and operated	Private Enterprise	Bird; Lyft; JUMP; etc.
Low	Active public management of privately owned and operated service	Private Enterprise	MovePGH (Pittsburgh, PA)
Medium	Non-profit owned and operated	Non-Profit	Ride KC Bikeshare (Kansas City, MO)
High	Publicly-owned and third-party operated	Private Contractor or Non-Profit	CapMetro (Austin, TX); Blue Bike (Columbia, SC)
Highest	Publicly-owned and Operated	City or Transit Agency	Dayton RTA (Dayton, OH)

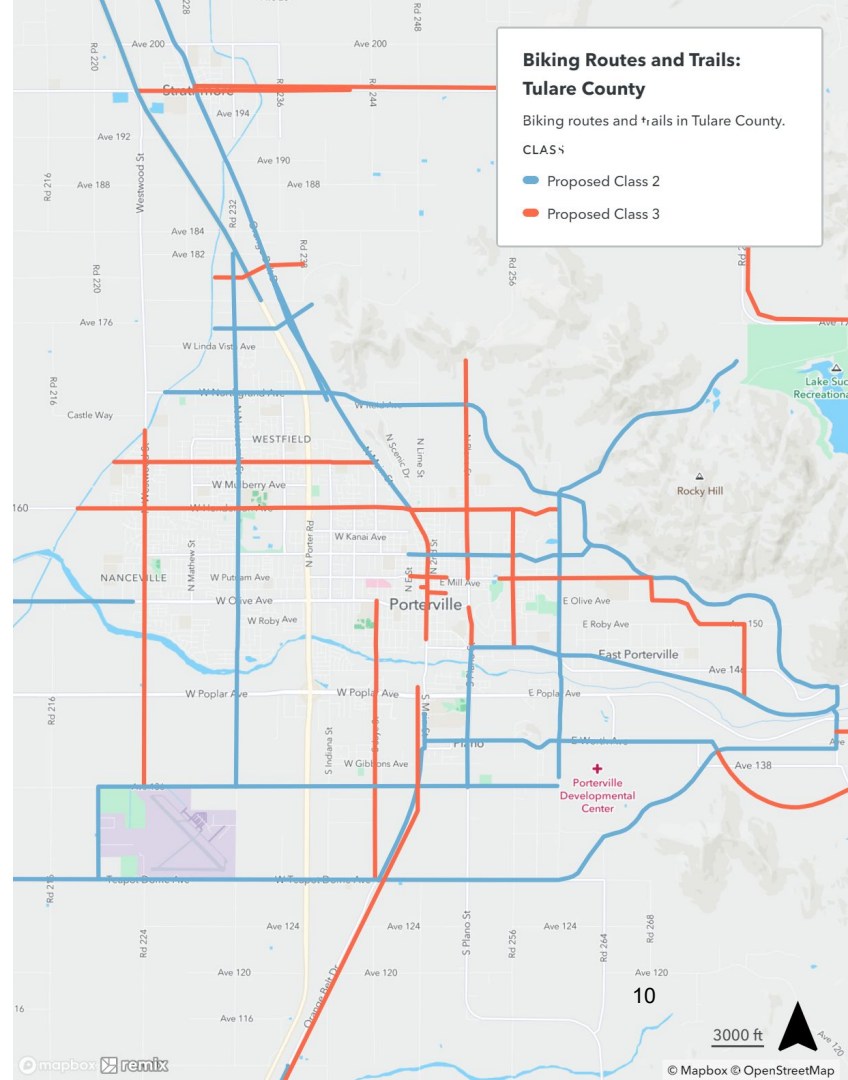
Defining partnership structures for active transportation.



Visioning roadway improvements to support active transportation.

Active Transportation Service Alternatives

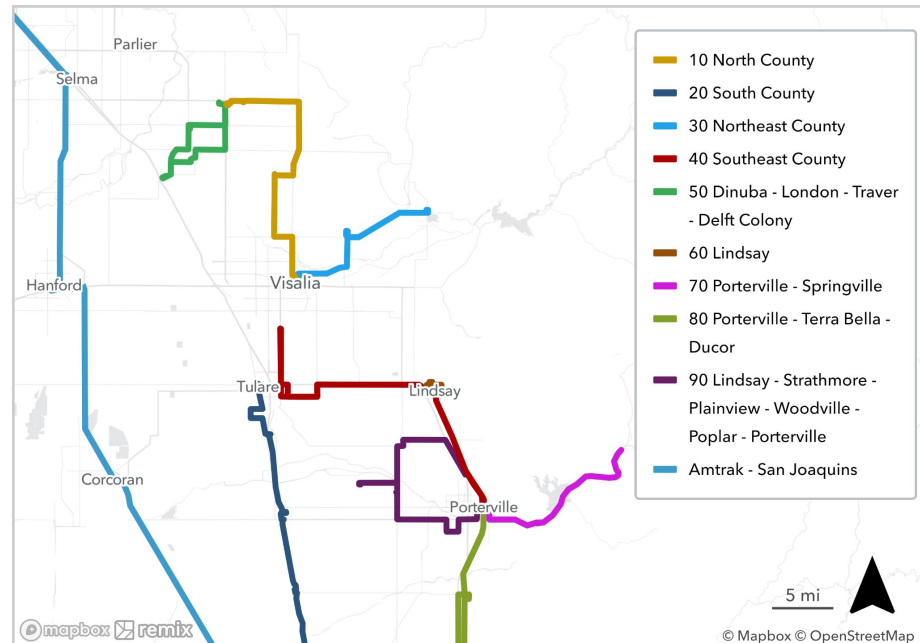
- **Roadway improvements are needed to achieve active transportation's full potential.** Porterville transit should work with the City to develop a plan for improving roadway infrastructure.
- **Develop bikeshare and micromobility partnerships.** The study developed a decision tree Porterville can use to identify and develop the best partnership/ownership model for active transportation, including engaging local/regional stakeholders.
- **Develop mobility hubs.** Creating multimodal “hubs” or connection points can encourage customers to use multiple modes for trips.



Analysis: Multimodal Service Delivery

Model	Description
1. Provide Fixed-Route information alongside Microtransit	Using integrated technology, offers some level of information regarding the availability of fixed-route services. Information may be presented visually (e.g. bus stop icons on a map-based interface; routes displayed), and may include dynamically-updated fixed-route schedule and ETAs.
2. Suggest Fixed-Route Alternatives	Provide suggestions for fixed-route trips, when they are available. Suggestions may include walking and riding instructions for fixed-route service. If fare payment integration is pursued, customers may be able to pay fixed-route fare from the microtransit app.
3. Incentivize Fixed-Route Alternatives	If a fixed-route alternative to microtransit is available, Porterville can incentivize customers to take fixed-route service by adjusting its fare structure (currently \$1.50 for fixed-route and \$2 for microtransit).
3. Restrict microtransit trips when a fixed-route alternative is available	When booking a trip, customers are not allowed to book microtransit trips if a fixed-route alternative is available. Microtransit system may be able to establish parameters under which microtransit trips are restricted (e.g. fixed-route is required only if ETA is beneath a defined threshold).

Defining multimodal service delivery options.



Assessing the broader regional transit network.

Multimodal Service Delivery Alternatives

- **Define and enforce a relationship between microtransit and fixed-route service.** Microtransit and fixed-routes can work together to improve service efficiency and coverage. Porterville should steer customers towards the best mode for their journey.
 - Invest in fixed-routes where they work, and consider alternatives where they don't. The Study found that E/W routes were relatively efficient, and could be improved by offering additional frequency. Underperforming routes to the South of downtown may be suitable for replacement with microtransit service.
 - Serve additional low-density areas with microtransit. Microtransit can be a suitable service strategy to provide access to large agricultural employers away from the City center.
 - Facilitate connections to TCRTA. With the formation of TCRTA, Porterville has an opportunity to enhance access to regional transportation by facilitating access to longer-distance fixed-route service.
- **Develop a Mobility-as-a-Service Technology Partnership.** Porterville should develop partnership with technology provider(s) with the tools to a) implement its chosen relationship between modes, and b) offer seamless trip planning and service integration for customers.

Today's Agenda

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 - Multimodal Service Delivery

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Confidential

Item VI-B

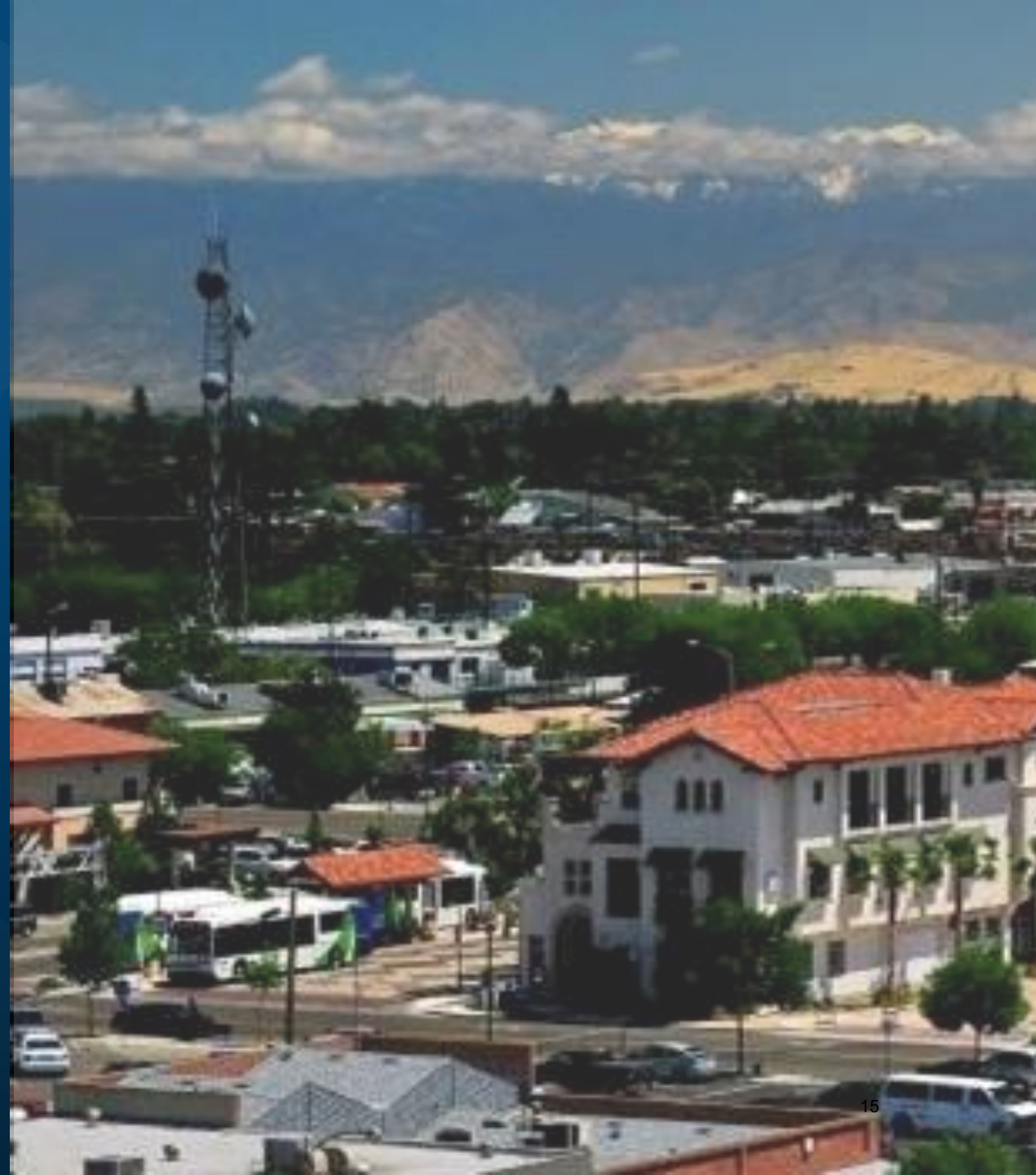
Tulare County Regional Transit Agency Board of Directors

Regional On-demand Transit

Presented by:



December 8, 2022



Agenda

1. Introduction to RideCo
2. On-Demand Case Studies
3. Product Overview
4. Proposed Program & Approach for TCRTA
5. Key Outcomes of a Regional Microtransit Service





Powering the World's Next Generation Transit System



Purpose Built For On-Demand Transit



First App-Based Demand Response Transit Deployment in North America and Asia



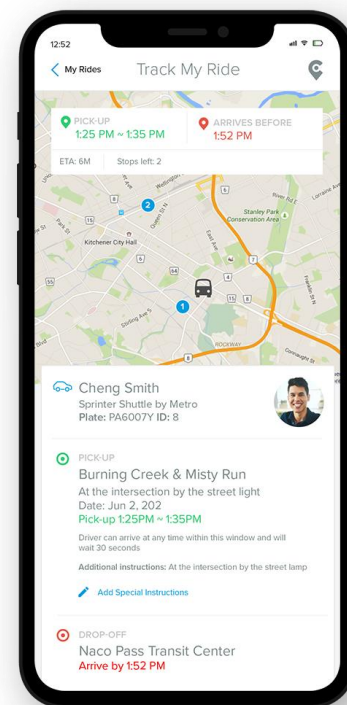
Have Implemented 60+ Services Globally



Committed to Continued Investment in Improving Community Mobility



Raised \$20M in Funding in November 2021



RideCo is Trusted by Industry Leaders



San Antonio, Texas



▶ Los Angeles, California



▶ Fleet Partner



▶ Antelope Valley,
California



▶ Calgary, Alberta



Las Vegas, Nevada



▶ Guelph, Ontario



▶ Fleet Partner



▶ Houston, Texas



▶ San Bernardino,
California

Case Studies



Expanded Case Study

“VIA envisions an innovative and flexible transportation model aimed at encouraging Mobility on Demand [such as] ridesharing and alternative transportation solutions to connect key areas of the VIA service areas for the general population.”

— VIA Metropolitan Transit, RFP #21-201







VIA Link Northeast

Through continuous optimization using RideCo’s on-demand transit technology and solutions, VIA Link Northeast has **maintained consistent service levels pre- and post-COVID.**

While ridership recovery continues, the agency has seen an improvement in passenger experience with:

-  **3X frequency** when compared to fixed routes
-  Walking time reduced from **12 min.** to **5 min.**

"From pickup to drop off, my ride was seven minutes. I love this new [VIA Link] program ... Makes my work commute 100 times easier."
— Laura

Goal	Result		
	Fixed Route (Pre –Launch) Before May '19	Pre-COVID Sept. '19 – Feb. '20	Post-COVID Oct. '21 – June '22
550+ passengers per weekday	550+ passengers per weekday	650+ passengers per weekday	260+ passengers per weekday
20-30 min. average wait time (frequency)	40-60 min. average wait time	15 min. average wait time	15 min. average wait time
90%+ on-time performance	N/A	95%+ on-time performance	95%+ on-time performance
4.5 average star trip rating	N/A	4.7+ average star trip rating	4.7+ average star trip rating

Cost Analysis: Improved Service Levels at Lower Cost



“VIA Link (Northeast and Northwest) operations are **approximately 75% less expensive** than equivalent 20-minute fixed-route service operating seven days a week.”

– [VIA Metropolitan Transit Board Joint Working Session](#)

Operational Data Point	Fixed Routes (640, 641, and 642)	VIA Link, Powered by RideCo	Cost Savings
Cost per Hour (Including Depreciation)*	\$131.57	\$33.78	- \$97.79
Estimated Annual Service Hours**	5,824	5,824	
Average Vehicle Number (20 min. Headway)	6	6	
Vehicle Revenue Hours (20 min. Headway)	34,944	34,944	
Total Cost	\$4,597,674	\$1,180,500	~75 %

*Cost per hour data from [2020 Comprehensive Annual Financial Report](#)

** Estimated annual service hours assumed with 16-hour service, Monday to Sunday

Expanded Case Study

“For a town the size of Cobourg and based on our transit system’s needs, on-demand ... is a right-sized solution.”



— John Henderson, Mayor, Town of Cobourg



Use Cases and Challenges

Cobourg Rides: WHEELS

USE CASE: PARATRANSIT

KEY CHALLENGE:  Inefficient transit platform

PROBLEM

Existing paratransit service relied on an outdated platform that created operational inefficiencies.

Cobourg Rides: Conventional

USE CASE: LOW-DENSITY AREA MOBILITY AND UNDERPERFORMING BUS ROUTES

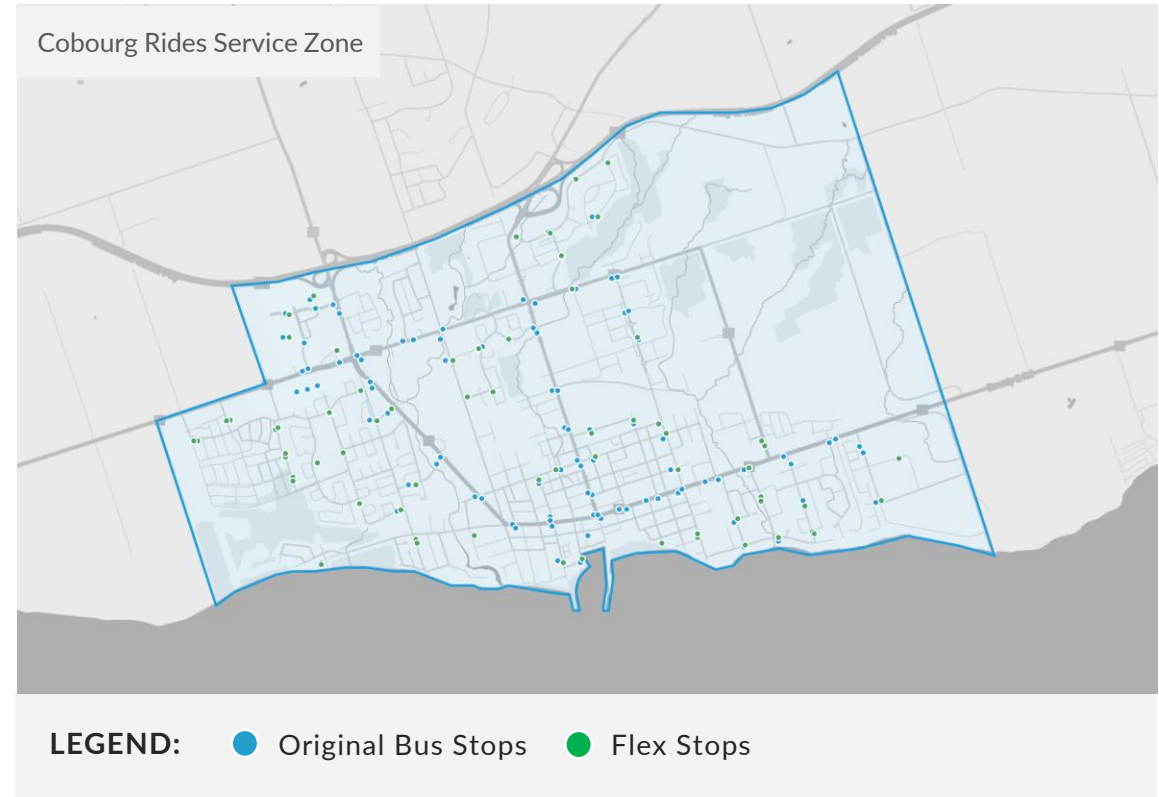
KEY CHALLENGE:  Limited coverage with 60-minute service frequency

PROBLEM

Fixed-route system provided limited coverage, resulting in an underutilized service with poor customer satisfaction.

With COVID-19 impacting ridership, Cobourg wanted to explore how on-demand transit would perform.

Cobourg Rides



▶ SERVICE ZONE STATISTICS

8 sq. mi. **19,440**
service area population

Cost Efficiency Through Commingling

Cobourg Rides launched with a combined WHEELS paratransit and Conventional on-demand transit service.

Due to high demand, Conventional was reaching service capacity while WHEELS vehicles were not being utilized to their full capacity.

To optimize both Cobourg Rides services, RideCo proposed a commingled model that would better utilize the vehicle fleet.



Since implementing the commingled model, **cost per passenger has decreased by 7%* with gas price and inflation adjustments**.**

**When comparing the five-month period before and after implementing the commingled service.*

***Cost per passenger has decreased by 35% without gas price and inflation adjustments.*





A Trusted Passenger Experience with RideCo

One of the primary goals for the on-demand transit pilot was to create a positive and trusted passenger experience. Through providing convenient and reliable service, Cobourg Rides achieved an average 4.7/5 star trip rating across WHEELS, Conventional, and commingled service models.



Riders receive a **guaranteed pick-up window and arrive-before time** at the time of booking

Near 2 Maplewood Blvd, Cobourg

Near 101-165 Division St, Cobourg

PICK-UP
5:30 PM ~ 5:40 PM

ARRIVES BEFORE
5:56 PM

\$4.50

95%+

average on-time performance



From a user survey that was conducted in February 2022, **84% of riders identified that they would like the transit service to continue as on demand, post pilot.**

"The first driver I encountered showed me how to register. I called the number provided. The customer service person registered me in a friendly and professional manner and booked my ride. At the exact time I was given, the bus appeared. The second driver was also friendly and courteous. Thank you."

— Macole13



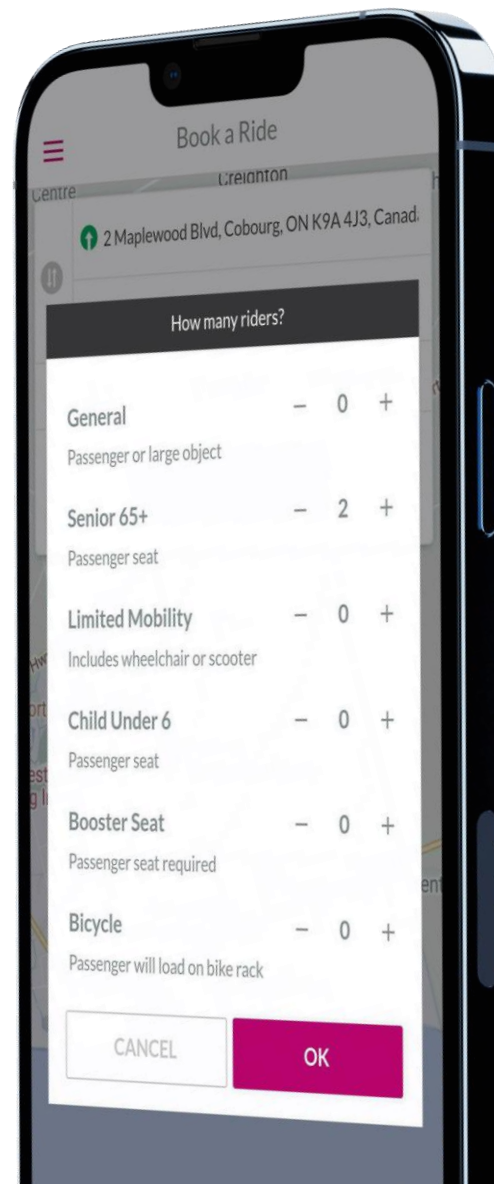
RideCo Product Features

Cobourg Rides



Service Model Variation

- The commingled model enables Cobourg Rides to offer different service levels to each user group, such as varying trip duration
- WHEELS provides door-to-door while Conventional provides stop-to-stop service
- Riders use the Pick-Up On-Demand app and are automatically booked into the appropriate service



Flexible Booking Options

- Riders have the flexibility to book trips on demand, in advance, or pre-book for multiple days
- Trips that are booked in advance are prioritized and assigned to future operator itineraries

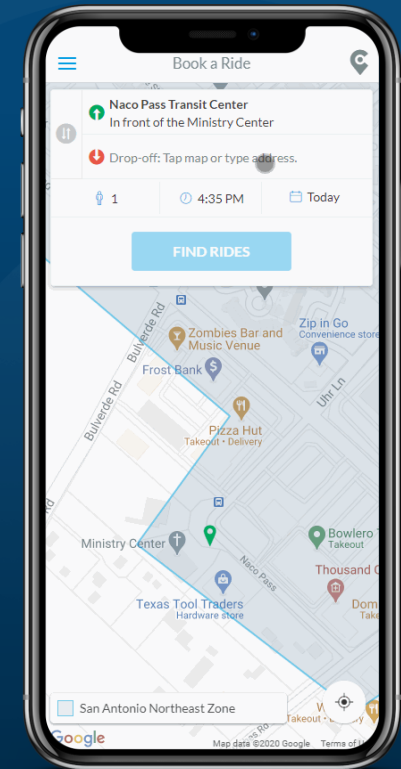
18%

on-demand
bookings

82%

pre-bookings

Product Overview

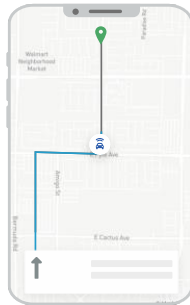


RideCo Product Suite

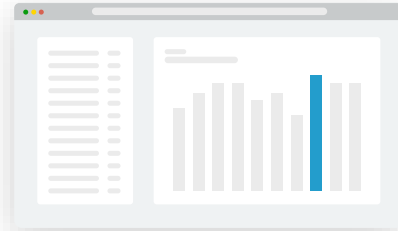
Passenger and
Reservationist
Booking App



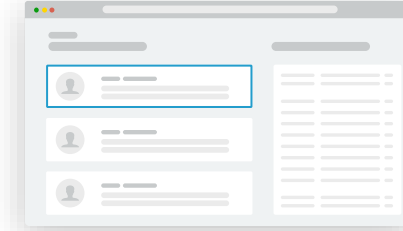
Driver
Application



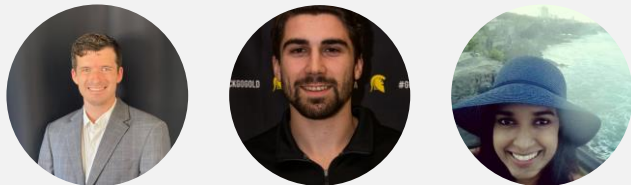
Administrative
Dashboards



Paratransit
CRM



Reporting Tools
& Exports

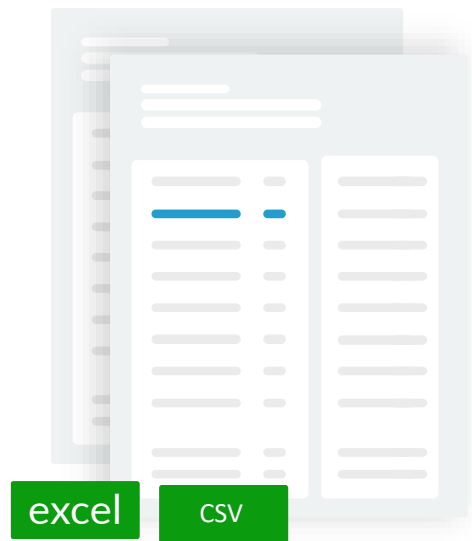


Experienced Project Manager and Business Analyst

Custom Branded Rider App

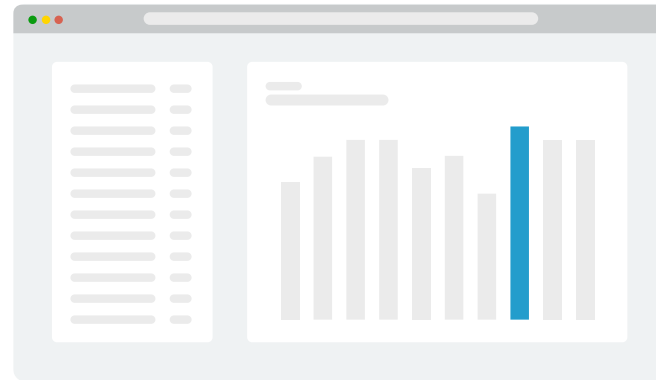


Clean and Seamless Data and Support



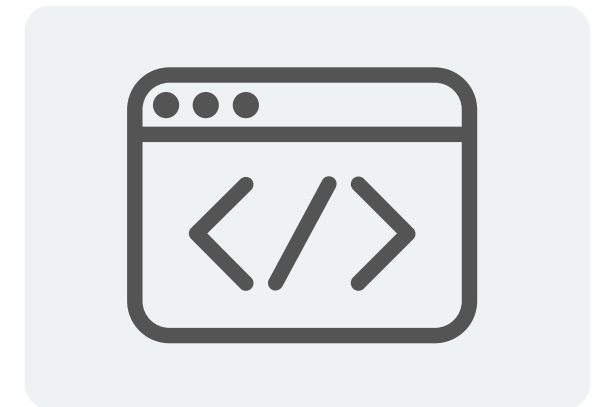
Daily KPI Report

The latest KPIs from your service
in your inbox every morning



Tabular Exports in Dashboard

Raw Data in CSV format



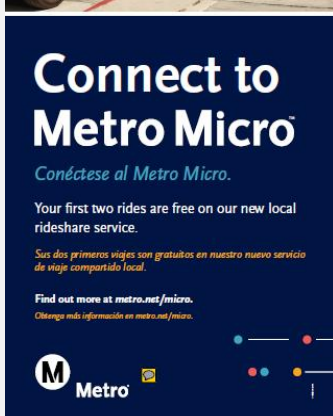
API Integration

For external database connections

Marketing Support



RideCo brings best practices, templates, sample messaging and more from our experience managing marketing for some of the largest transit agency's



Adeline Chien

Senior Marketing Manager, RideCo

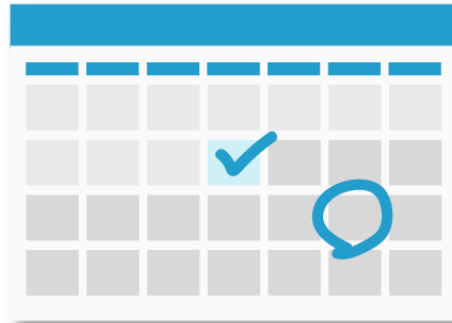
- Experience with managing microtransit marketing for some of the largest transit agencies in North America including LA Metro.
- Available resource and main RideCo contact to for marketing.
- Strategy sessions, marketing mix analysis, messaging recommendations and more.



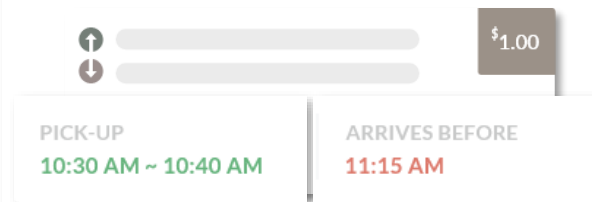
A Trusted Rider Experience

Predictable scheduling. Just as transit should be.

Ready When You Are
Reserve a ride on-demand
or in advance



Reliably On-Time
Assured pick-ups and
drop-offs



Connect into transit
Transfer seamlessly with
time-snapped rides



Calgary

4.9 ★ 98% OTP



San Antonio

4.7 ★ 98% OTP



Houston

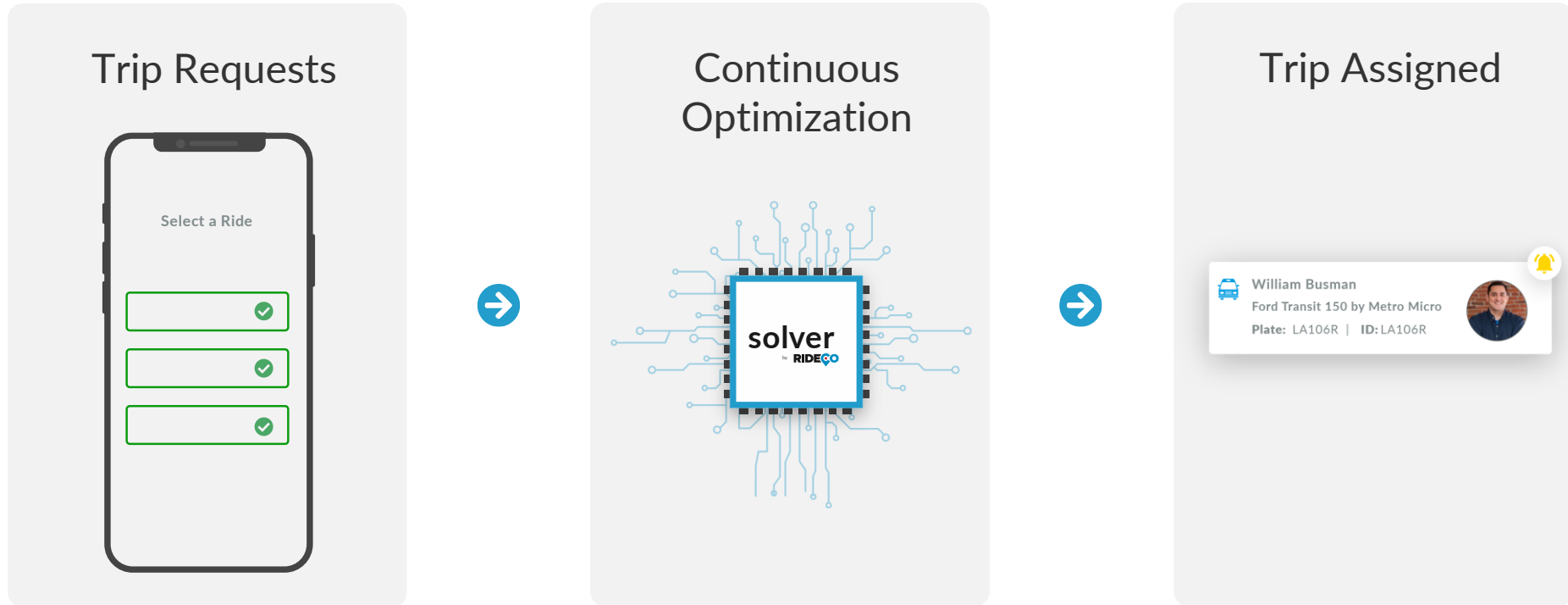
4.7 ★ 98% OTP



Los Angeles

4.8 ★ 99% OTP

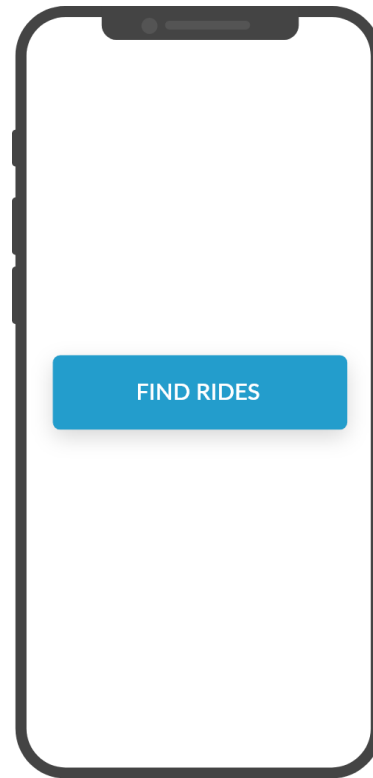
How RideCo Operates











- ✓ Be able to provide ride commitments
- ✓ Provide Transparency into the rider's journey

Trip Requests









- Look into itinerary and see what can be committed
- Only provide options that we can commit to pick-up and arrive before times



Driver 1

	
	
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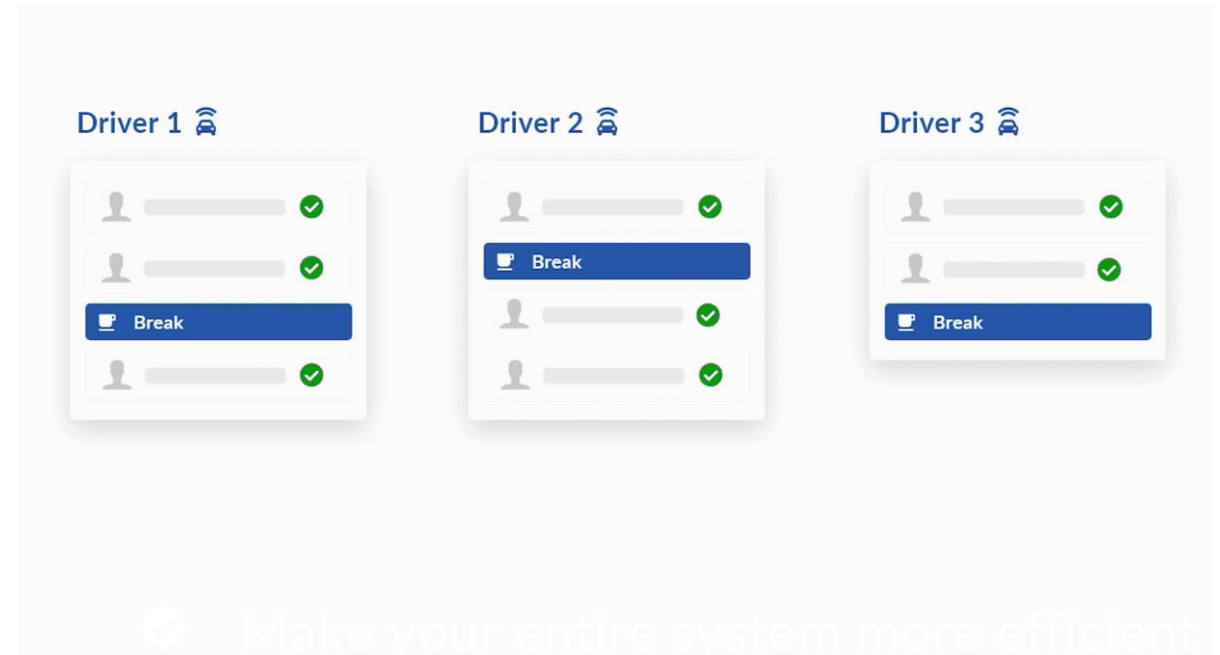
Driver 2

	
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- ✓ Be able to provide ride commitments
- ✓ Provide Transparency into the rider's journey

Continuous Optimization

- Continually optimize itineraries
- Automatically and autonomously adjusted

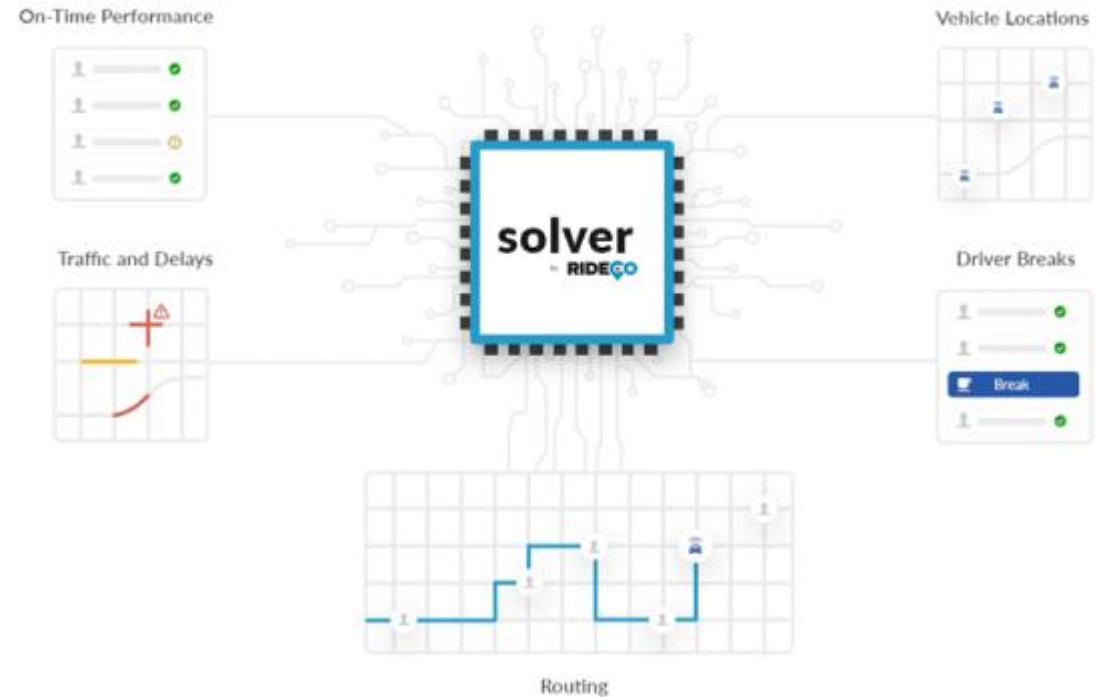


✓ Rides protected from any changes

✓ Make your entire system more efficient

How Solver Works

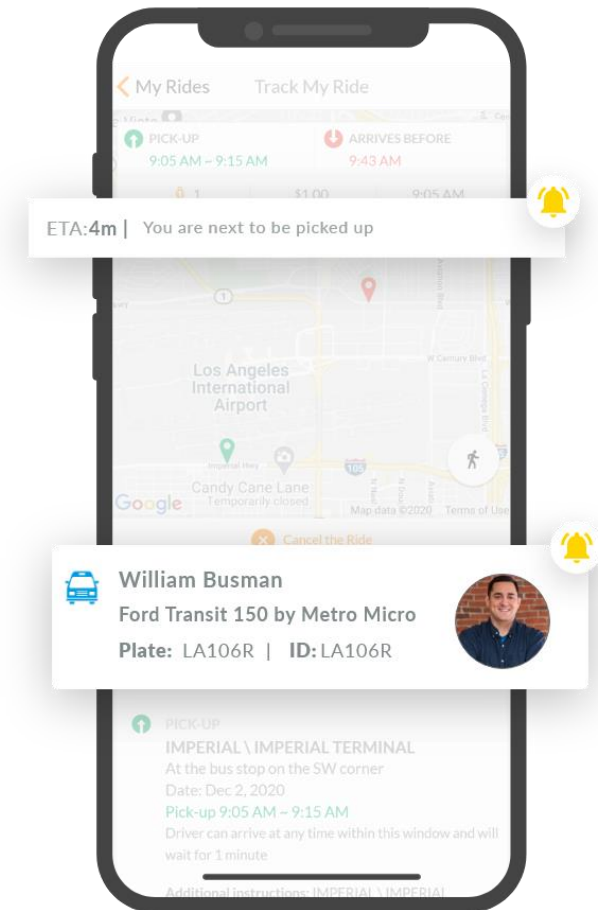
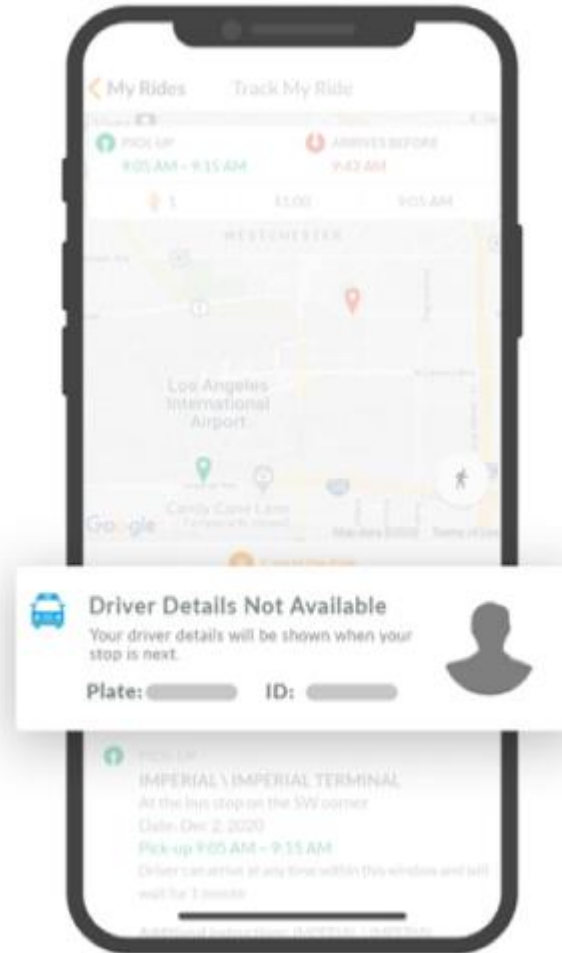
- Balances dozens of inputs
- Optimizes every 20 seconds
- Fits new trip requests around booked trips
- Equally optimizes all booked trips
- Schedules into real manifests



- ✓ Be responsive to real world conditions
- ✓ Completely hands-off and autonomous

Trip Assigned

- When it is time to get picked up we select the best state and dispatch the driver.
- Throughout the entire process all the passenger sees is that the driver is on the way



✓ Convenient experience for riders

✓ Provide Transparency into the rider's journey

Proposed Program and Approach for TCRTA

Program Service Concept

Point-to-point travel anywhere within a primary service zone.

Point-to-point travel to/from primary service zones to destinations in the rural zone

Point-to-hub travel between primary service zones

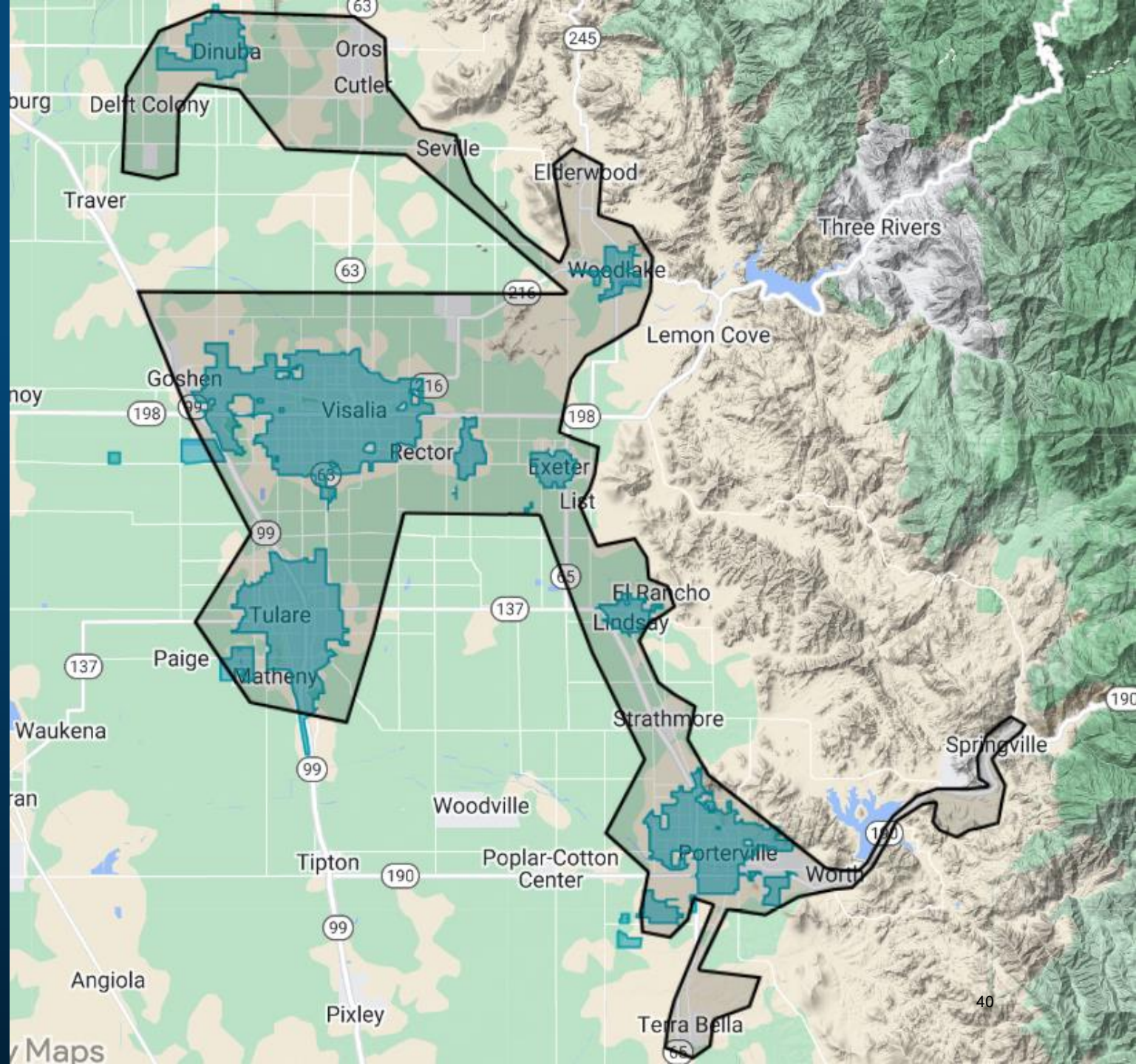


Primary Service Zones

- Visalia
- Tulare
- Porterville
- Dinuba
- Exeter
- Farmersville
- Lindsay
- Woodlake



Rural Zone



Frequency Variation

With a single vehicle fleet, RideCo can offer access to rural locations while maintaining quick and efficient service in town.



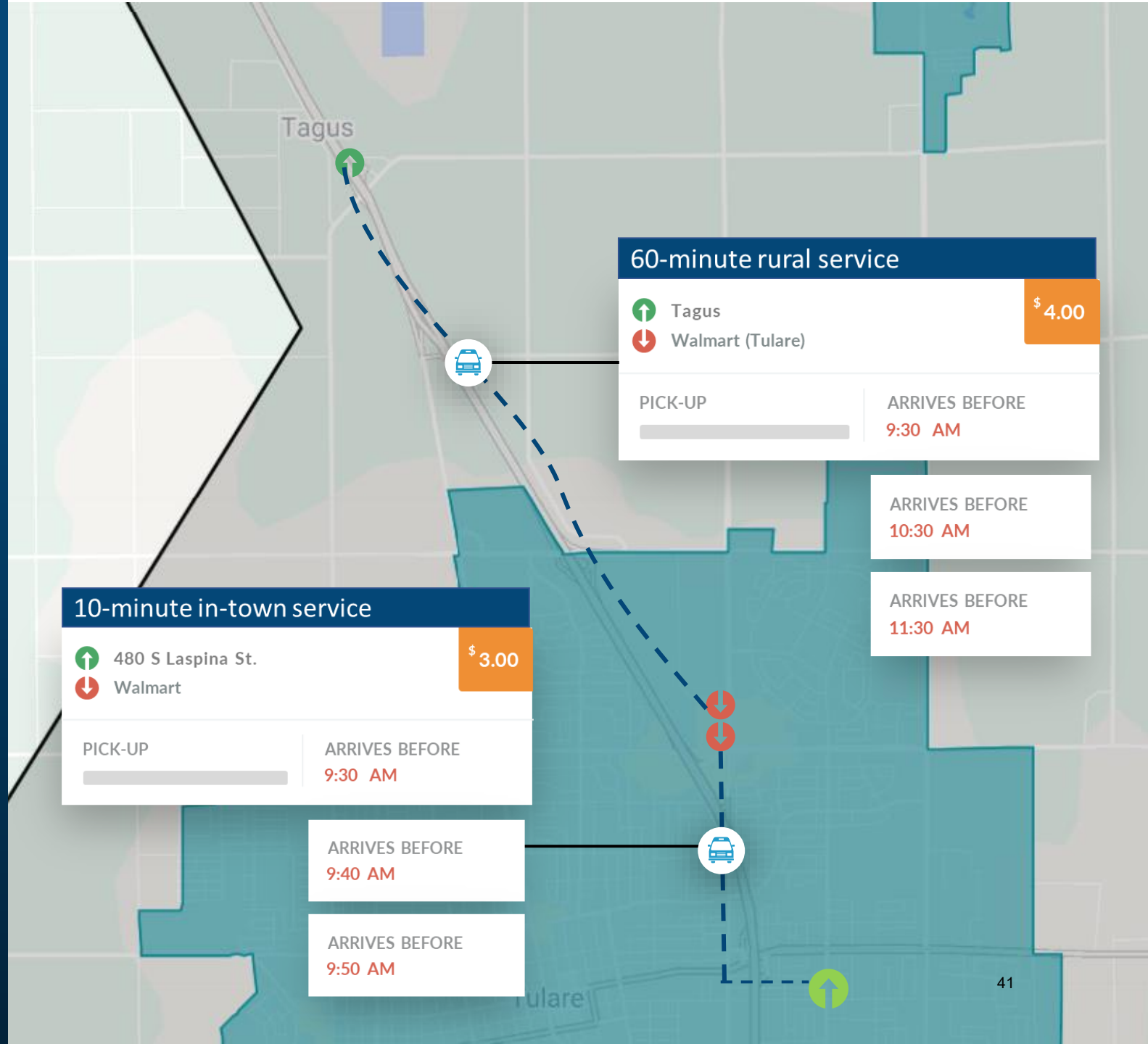
Expand Service/Increase Access



Cost Efficiency/Productivity



Maintain Reliability



Time Snapping

RideCo can configure certain stops, like those with connections to fixed route transit, to align microtransit drop-off times with the bus schedule.



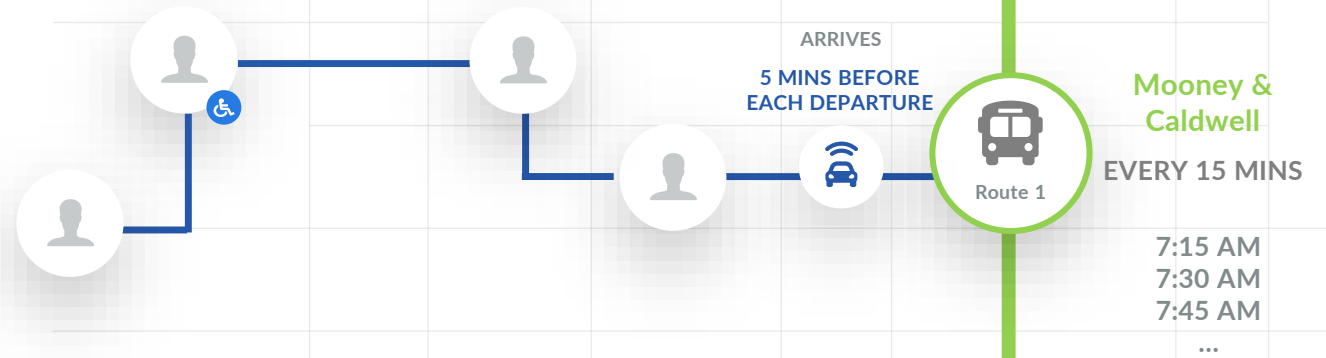
Improve productivity



Reduce Transfer Times



Maintain Reliability



↑ 4525 W Caldwell Ave
↓ Mooney & Caldwell (Route 1)

\$1.00

PICK-UP

ARRIVES BEFORE

7:10 AM

ARRIVES BEFORE

7:25 AM

ARRIVES BEFORE

7:40 AM

RideCo can allow for both microtransit and paratransit riders to use the same vehicle fleet.

There are several features that allow tailored service based on individual needs, including allowing paratransit customers door-to-door service and conventional passengers virtual stop service.



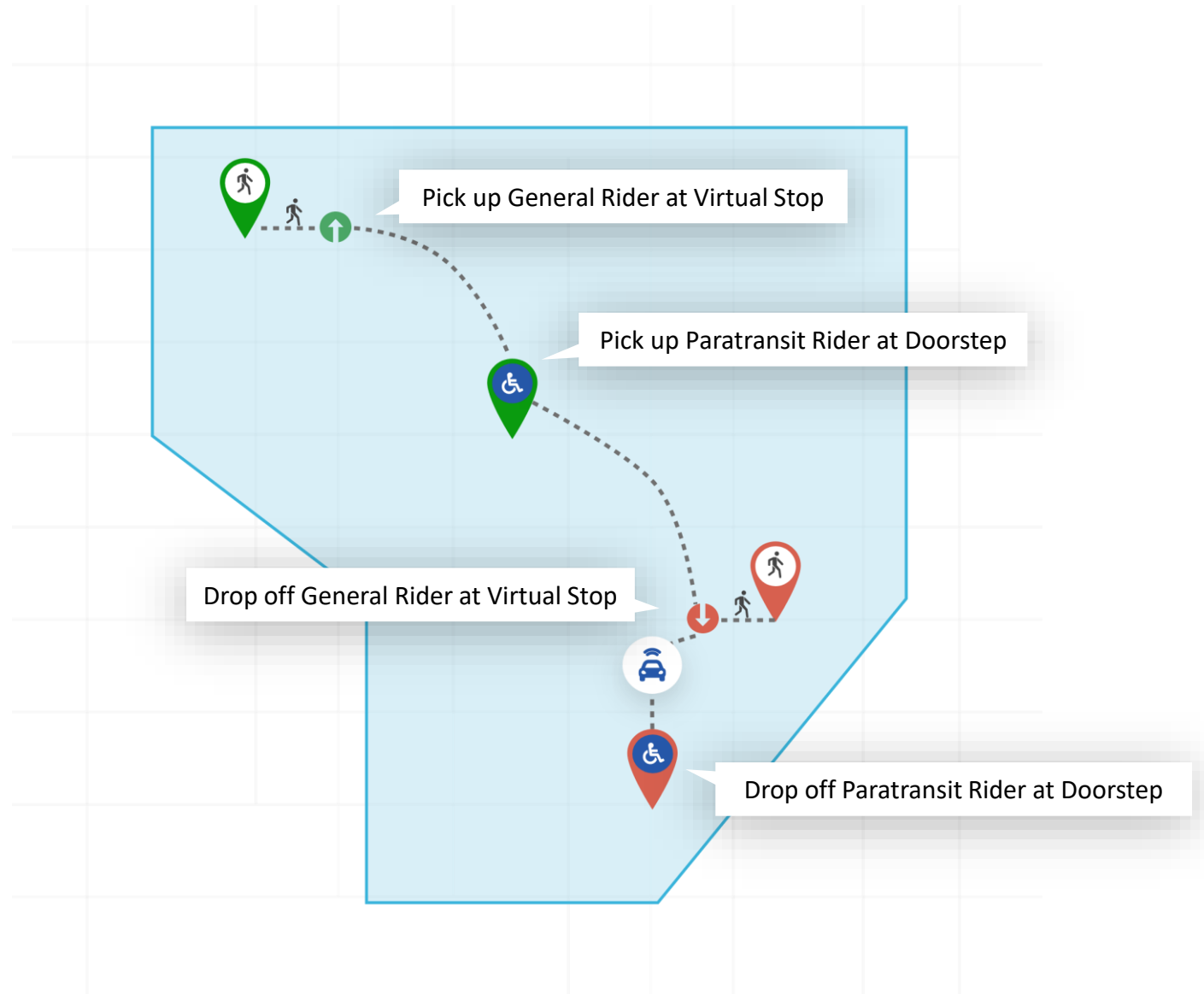
Improve Accessibility



Cost Efficiency/Productivity



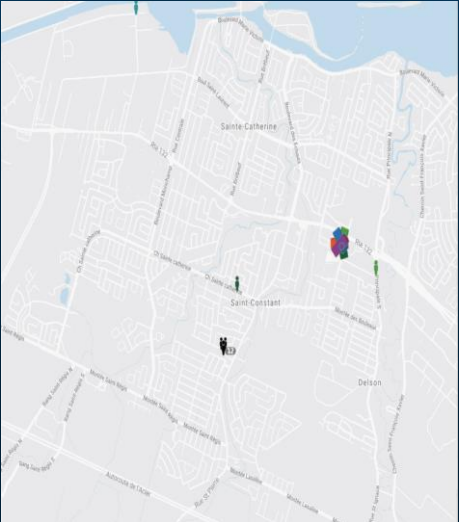
Maintain Reliability



Program Outcomes

Based on the presumed service concept, RideCo can use its other deployments as benchmarks to set realistic service targets.

The next step will be to use RideCo's simulation engine to simulate the service in real-time to provide an accurate forecast of KPI's and to validate these objectives.



Service Objectives in Primary Service Zones

<20mins

On-board travel time*

<15mins

Wait time for service*

70%

App-based
Bookings

95%

On-time
Performance

5+

PVH in Peak
Periods

60%

Shared Rides

Thank You



Powering the World's Next Generation Transit System

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Item VII-A



www.ba.cpa
661-324-4971

To the Board of Directors
Tulare County Regional Transit Agency
Visalia, California

We are engaged to audit the financial statements of Tulare County Regional Transit Agency for the year ended June 30, 2022. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibility under Auditing Standards Generally Accepted in the United States of America

As stated in our engagement letter dated November 23, 2022, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your responsibilities.

Accounting principles generally accepted in the United States of America provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to Management's Discussion and Analysis and the Schedule of Revenues, Expenditures, and Changes in Fund Balance Original, Final Budget, and Actual, which supplement the basic financial statements, is to apply certain limited procedures in accordance with auditing standards generally accepted in the United States of America. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient appropriate evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

Planned Scope, Timing of the Audit, Significant Risks, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of Tulare County Regional Transit Agency and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to Tulare County Regional Transit Agency or to acts by management or employees acting on behalf of Tulare County Regional Transit Agency. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

We have identified the following significant risks of material misstatement as part of our audit planning:

- 1) Management override of controls
- 2) Risk of improper revenue recognition due to error or fraud

BAKERSFIELD
4200 Truxtun Avenue, Suite 300
Bakersfield, CA 93309
661-324-4971

FRESNO
10 River Park Place East, Suite 208
Fresno, CA 93720
559-476-3592

STOCKTON
2423 West March Lane, Suite 202
Stockton, CA 95219
209-451-4833

We expect to begin our audit on approximately November 28, 2022, and issue our report on approximately January 31, 2023. Thomas Young is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the Board of Directors and management of Tulare County Regional Transit Agency and is not intended to be, and should not be, used by anyone other than these specified parties.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION

*Brown Armstrong
Accountancy Corporation*

Bakersfield, California
November 23, 2022

**Tulare County Regional Transit Agency
Minutes**

November 10, 2022, 6:00 p.m.

Members Present: Garver, Gomez, Caudillo, Weyhrauch, Sigala, & Mendoza

Members Absent: Valero, Thusu

Alternates|Ex Officio Present: Kellie Carrillo

Staff Present: Rich Tree, Jennie Miller, Leslie Davis, Teresa Ortega, and
Servando Quintanilla, Maria, Garza, Brideget Moore

Counsel Present: Patrick Beck

I. CALL TO ORDER:

Chair Sigala called the meeting to order at 6:00 p.m.

III. PUBLIC COMMENT:

No public comments were heard.

IV. CLOSED SESSION:

Closed session ended at 6:42pm.

V. REPORTS:

Safety Committee

Mr. Tree stated that there was no safety committee report, however he introduced Dan Fox from the Social Services Transportation Advisory Council (SSTAC) who was visiting the committee.

VI. PRESENTATIONS:

No presentations were noted.

VII. CONSENT CALENDAR ITEMS:

A. Approve Minutes of October 20, 2022

B. Reaffirm Conditions of State Assembly Bill 361 to Continue Remote Attendance

C. Amend Service Agreement With County of Tulare

Upon motion by Member Gomez and seconded by Member Caudillo the Tulare County Regional Transit Agency unanimously approved Items A-C as presented. Item D was pulled for discussion.

D. Request Authority to Negotiate and Execute a Lease Agreement with County of Tulare for Office Space at 5300 W. Tulare Ave.- Northeast Suite, Visalia

Discussion ensued among members regarding potentially looking at other spaces, the option to purchase and cost associated with the location.

VIII. ACTION AND INFORMATION ITEMS:

A. Authorization to Submit Grant Application To the Strengthening Mobility and Revolutionizing Transportation (SMART) Grants Program

Item VIII-A

Mr. Tree discussed funding opportunities for SMART grants. He provided a brief background on EV charging and discussed the TIRCP program, discussions with Panasonic and creating a living lab to partner for the program. Ms. Farshi gave a brief overview of their program, discussed goals and objectives, the big picture of creating an integrated system and the scope of the project. Roles and responsibilities were reviews as well.

No public comments were noted.

Upon motion by Member Caudillo and seconded by Member Garver the Tulare County Regional Transit Agency unanimously approved the recommendation as presented.

B. Approve 2023 TCRTA Board Meeting Schedule

Mr. Tree shared a brief background on the previous meeting dates and times for TCRTA and requested direction from the Board.

No public comments were noted.

Upon motion by Member Caudillo and seconded by Member Garver the Tulare County Regional Transit Agency unanimously approved the recommendations as presented.

C. Consideration to Amend the Joint Powers Agreement and Bylaws

This item was heard along with item D. Chair Sigala made the recommendation to add the item to the next agenda with a more robust agreement. Mr. Tree agreed and added that PUSD was not the only school that was interested in partnering on transportation for students.

D. Request Authority to Negotiate an Agreement with the Porterville Unified School District

Mr. Tree gave an update, sharing that discussions were had with Porterville Unified School District (PUSD) regarding gaps in their transportation needs. Mr. Tree discussed the loop bus program, its limitations, and the need to fill those gaps and build a partnership with PUSD.

Dr. Rohrbach shared that PUSD needs had increased and that they were looking to partner to help kids participate in different activities.

Upon motion by Member Weyhrauch and seconded by Member Caudillo the Tulare County Regional Transit Agency approved the recommendations as presented.

Ayes: Garver, Gomez, Caudillo, Weyhrauch, Sigala

Noes: Mendoza

E. Discussion: Election and Seating of Board Chair and Vice Chair

Mr. Sigala provided a brief background of the committee beginnings and the need to elect a chair and vice chair for TCRTA. The committee agreed on selecting a chair and vice chair during the January 9th meeting. Chair Sigala recommended that if there are changes in representatives for respective members, to reach out to those persons.

IX. OTHER BUSINESS:

A. Director's Report

Mr. Tree highlighted the updated route brochures and shared how progress was moving along on the fare collection system stating that fareboxes were installed. He provided an update and shared images of TCRTA branded vehicles with temporary branding, as well as a zero emission bus in operation. Mr. Tree shared that TCRTA was working with Archer & Hound on branding and the website trip shop rider tool. Next month the committee could expect to hear presentations from Ride Co. and VIA.

B. Request from Board Members for Future Agenda Items

Member Weyhrauch requested an item mapping out the financial stability of the agency

V. ADJOURN

The meeting adjourned at 8:05 p.m. Chair Sigala confirmed the next scheduled meeting of the Tulare County Regional Transit Agency (TCRTA) Board of Directors will be held on **December 8, 2022 and will take place at 6:00 p.m.** at the Tulare County Regional Transit Agency (TCRTA), 210 N. Church Street, Suite B, Sequoia Conference Room, Visalia, CA 93291.

DRAFT

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Tulare County Regional Transit Agency

AGENDA ITEM VIII-B

December 8, 2022

Prepared by Richard Tree, Executive Director

SUBJECT:

Action: Reaffirm Conditions Of State Assembly Bill 361 To Continue Remote Attendance

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 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, 2021 and was replaced by State Assembly Bill (AB) 361, an urgency statute that became effective as of September 30, 2021. 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 Regional Transit Agency Board of Directors passed a resolution adopting a policy of remote attendance pursuant to AB 361 on October 18, 2021.

RECOMMENDATION:

That the Tulare County Regional Transit Agency Board of Directors reaffirm Resolution No. 2021-11 to continue to participate in its governing board meetings remotely by the teleconferencing provisions of AB 361.

FISCAL IMPACT:

None

ATTACHMENT:

None

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Tulare County Regional Transit Agency

AGENDA ITEM IX-A

December 8, 2022

Prepared by Richard Tree, Executive Director

SUBJECT:

Discussion: Effects of 2022 Amendments to Brown Act

BACKGROUND:

Three substantive bills signed into law by the Governor in 2022 will amend the Brown Act: AB 2449, regarding teleconferencing; AB 2647, regarding late-distributed documents; and SB 1100, regarding disruption of meetings. All three new laws will take effect on January 1, 2023.

DISCUSSION:

Questions Presented:

What will be the practical impact on the Governing Boards of the 2022 amendments to the Brown Act regarding:

1. Remote attendance at Board meetings,
2. Late-distributed documents, and
3. Disruption at Board meetings?

Brief Answer:

1. Board members may attend and participate in a Board meeting remotely under the pandemic rules probably only until February 28, 2023, then under the slightly more relaxed rules until January 1, 2026, and under the basic rules at any time.
2. Routine open session documents to be distributed after the 72-hour deadline for a regular meeting will still generally be only allowed to be distributed to the Board members if the documents can also be distributed to the public in hard copy at the same time, which generally means only during the Clerk's office hours. The allowance to distribute such documents to the public electronically, with a hard copy being made available later, will be restricted to documents that meet certain criteria.
3. A new section of the Brown Act will provide some useful guidance for the Board Chairs in helping determine when an individual member of the public should be threatened with removal from the meeting due to disruptive actions.

RECOMMENDATION:

No action needed at this time.

FISCAL IMPACT:

None

ATTACHMENT:

None

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Tulare County Regional Transit Agency

AGENDA ITEM IX-B

December 8, 2022

Prepared by Richard Tree, Executive Director

SUBJECT:

Discussion: Social Service Technical Advisory Committee

BACKGROUND:

The Social Service Technical Advisory Committee (SSTAC) is one of the Tulare County Association of Governments (TCAG) standing committees. This committee, statutorily created in 1988 by SB 498, advises the TCAG Board on transit issues. It annually reviews the transit needs in the region and makes a recommendation regarding unmet transit needs that are reasonable to meet. This information is utilized by the TCAG Board in their annual unmet transit needs determination and finding.

Its membership is comprised of residents of Tulare County who are transit users, social service providers, seniors and the handicapped.

SSTAC meetings are held quarterly and are open to the public and there is an opportunity on every agenda for the public to offer comments.

DISCUSSION:

Dan Fox, serving as the SSTAC Chair, will provide an overview of the SSTAC and lead a discussion on the annual unmet transit needs process, SSTAC ride along, and general condition of public transportation services in Tulare County.

RECOMMENDATION:

No action needed at this time.

FISCAL IMPACT:

None

ATTACHMENT:

None

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Tulare County Regional Transit Agency

AGENDA ITEM IX-C

December 8, 2022

Prepared by Richard Tree, Executive Director

SUBJECT:

Discussion: Stuff the Bus Food Drive Campaign

BACKGROUND:

The Tulare County Regional Transit Agency, Transdev, and SM Transit are partnering to “Stuff the Bus” during the month of December. Stuff the Bus is a food drive campaign where the public can make food donations that will go to helping those in Tulare County who are in need.

Demand has increased for food donations due to the ever-rising cost of food in the grocery stores. The rise in prices have made more families in need of help from their local food bank. The Stuff the Bus campaign aims to help those people as the holiday season approaches, where many children and families will be relying on food at home to stay healthy.

DISCUSSION:

Ricardo Boulware, Transdev General Manager, will provide an overview of the “Stuff the Bus” food drive program, dates and location to participate, and food banks to be served.

RECOMMENDATION:

No action needed at this time.

FISCAL IMPACT:

None

ATTACHMENT:

None