

AGENDA
Tulare County Regional Transit Agency

July 18, 2022

Board Meeting 6:00 pm
Tulare County Regional Transit Agency
210 N. Church Street
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. Technical Advisory Committee
- B. Board Executive Committee
- C. Safety Committee

VI. PRESENTATIONS:

- A. None

VII. 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 June 22, 2022 (Pages 01-03)
- B. Reaffirm Resolution No. 2021-11 to Approve Remote Attendance at Public Meetings Pursuant to State Assembly Bill 361 (Pages 04)

VIII. ACTION AND INFORMATION ITEMS:

- A. Adoption of a Resolution Approving the Fiscal Year 2022-2023 SB1 State of Good Repair Project List (Pages 05-15)
- B. Adoption of Resolution Approving the Acceptance of Rolling Stock and Remaining Transit Funds from City of Woodlake (Pages 16-18)
- C. Authorize Short-term Debt or Interim Financing (Pages 19-20)

IX. OTHER BUSINESS:

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

X. ADJOURN:

The next scheduled Tulare County Regional Transit Agency (TCRTA) Board meeting date will be **August 15, 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.

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 |
| Milt Stowe | Monte Reyes | 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 |

EX OFFICIO MEMBERS

Georgina Landecho, CalVans

TCRTA STAFF

OFFICE INFORMATION

Rich Tree, Executive Director

Leslie Davis, Finance Director (TCAG)

Albert Barragan, Transit Manager

Teresa Ortega, Transit Analyst – Grants

Jennie Miller, Associate Planner

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

TCAG
210 N. Church Street, Suite B
Visalia, CA 93291
Phone: (559) 623-0450
Fax: (559) 733-6720
www.tularecog.org

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**Tulare County Regional Transit Agency
Minutes**

June 22, 2022, 5:00 p.m.

Members Present: Thusu, Gomez, Sigala, and Valero
Members Absent: Garver, Caudillo, Stowe
Alternates Present: Martinez
Staff Present: Rich Tree, Jennie Miller, Brideget Morre, Albert Barragan, Teresa Ortega, Jennifer Miller, Leslie Davis, Maria Garza, and Servando Quintanilla,
Counsel Present: Jeff Kuhn

Workshop

Chairman Sigala open the preceding Workshop at 5:00 p.m.

- A. Mr. Tree started the Budget Workshop presenting the 2022 Operating Budget and Capital Improvement Program and expressed his gratitude for Board Directors for attending the Budget Workshop. Mr. Tree gave a breakdown of TCRTA staff and their responsibilities. Mr. Tree gave presentations on the Executive Summary, 2022 Initiatives with preparations on vehicle replacement, zero emissions infrastructure, fleet procurement, and Cross Valley Rail. Ms. Davis broke down FY 2022 Revenue Summary with Passenger Revenue being \$891,580 representing 2.77%, Other Revenue \$5,430,030 representing 16.89%, State Funding \$7,970,901 representing 24.79%, Federal Funding \$17,862,864 representing 55.55%, and total budget revenues were \$32,155,375. Mr. Tree explained FY 2022 Expense Summary with expenses in maintenance, administrative & office, contractual services, capital improvements, and transfer agreements.
- I. **CALL TO ORDER:**
Chair Sigala called the meeting to order at 6:17 p.m.
- III. **PUBLIC COMMENT:**
None
- IV. **CLOSED SESSION ITEMS:**
None
- V. **COMMITTEE REPORTS:**
 - A. **Technical Advisory Committee**
None
 - B. **Board Executive Committee**
None
 - C. **Safety Committee**
None
- VI. **PRESENTATIONS:**
None
- VII. **CONSENT CALENDAR ITEMS:**
 - Request Approval of the Consent Calendar Action Items V-A through V-F**
 - A. Approve Minutes of May 16, 2022
 - B. Approve Minutes of May 25, 2022 Special Meeting
 - C. Reaffirm Resolution No. 2021-11 to Approve Remote Attendance at Public Meetings Pursuant to State Assembly Bill 361

D. Adoption of a Resolution Approving Disadvantaged Business Enterprise (DBE) Program

E. Adoption of a Resolution Approving Title VI Program

F. Approve Partnership Agreement between the Porterville Unified School District
Upon motion by Member Thusu and seconded by Member Gomez the Tulare County Regional Transit Agency unanimously approve the recommendations as presented.

VIII. ACTION AND INFORMATION ITEMS:

A. Adoption of a Resolution Approving the Fiscal Year 2022 Budget and Capital Improvement Program

Ms. Davis stated that this item is seeking approval by the Board of Directors for the FY 2022 Budget and Capital Improvement Program. The total proposed balanced FY 2022 Budget and Capital Improvement Program is \$32,155,375. Upon motion by Member Valero and seconded by Member Martinez the Tulare County Regional Transit Agency unanimously approve the recommendations as presented.

B. Adoption of a Resolution Approving Position Classification and Compensation for TCRTA Positions

Mr. Davis cited that this item had been brought before the Board to approve the growing needs of TCRTA and in conjunction with the proposed Annual Budget, staff determined that additional administrative positions are required to own, operate, and administer the transit services for its Member Agencies. Upon motion by Member Valero and seconded by Member Gomez the Tulare County Regional Transit Agency unanimously approve the recommendations as presented.

C. Adoption of a Resolution Approving the Memorandum of Understanding (MOU) between TCRTA and the County of Tulare for Public Transportation Services

Mr. Tree stated that this item is approving the MOU between TCRTA and the County of Tulare for Public Transportation Services in accordance with the Joint Powers Agreement and in collaboration with the County of Tulare, staff had drafted the MOU for Public Transportation Services; the draft MOU stipulates that the County of Tulare wishes to assign such responsibility to own, operate, and administer a public transportation system to TCRTA; and TCRTA wishes to assume such responsibility. Upon motion by Member Thusu and seconded by Member Martinez the Tulare County Regional Transit Agency unanimously approve the recommendations as presented.

D. Adoption of a Resolution Approving the Memorandum of Understanding (MOU) between TCRTA and the City of Porterville for Public Transportation Services.

Mr. Tree stated that this item is in accordance with the Joint Powers Agreement and in collaboration with the City of Porterville, staff had drafted a MOU for Public Transportation Services. The draft MOU stipulates that the City of Porterville wishes to assign such responsibility to own, operate, and administer a public transportation system to TCRTA; and TCRTA wishes to assume such responsibility. Upon motion by Member Martinez and seconded by Member Thusu the Tulare County Regional Transit Agency unanimously approve the recommendations as presented.

IX. OTHER BUSINESS

A. Director's Report

Mr. Tree wanted to recognize TCAG/TCRTA staff for their help with preparing the Title 6 program and drafting the DBE Program. Mr. Tree also stated that the contractor transition with Transdev had been running smoothly. Mr. Tree explained that TCRTA had submitted a grant application to California Transit Association for their transit and inner-city rail program and awards would be expected to come out later this month. This grant would go to the construction of the City of Lindsay and Hanford Transit Centers and the purchase 30 electric vehicles. City of Porterville will be getting three additional battery electric busses for a total of 30 electric busses in their fleet and some changes will be coming to bus drivers breaktimes.

B. Request from Board Members for Future Agenda Items

Chairman Sigala wants to see what options TCRTA had in place for outgoing vehicles, and review transit routes within Tulare County for efficiencies.

X. ADJOURN

The meeting adjourned at 6:47 p.m. Chair Sigala confirmed the next scheduled meeting of the Tulare County Regional Transit Agency (TCRTA) Board of Directors will be held on **July 18, 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.

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Tulare County Regional Transit Agency

AGENDA ITEM VII-B

July 18, 2022

Prepared by Richard Tree, TCRTA Staff

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 VIII-A

July 18, 2022

Prepared by Teresa Ortega, TCRTA Staff

SUBJECT:

Action: Adoption of a Resolution Approving the Fiscal Year 2022-2023 SB1 State of Good Repair Project List

BACKGROUND:

On April 28, 2017, Governor Brown signed Senate Bill (SB) 1 (Chapter 5, Statutes of 2017), known as the Road Repair and Accountability Act of 2017. Senate Bill 1 will provide over \$50 billion in new transportation funding over the next decade to repair highways, bridges, and local roads, to make strategic investments in congested commute and freight corridors, and to improve transit service. The program will provide an additional \$105 million annually to transit operators for projects deemed eligible for transit maintenance, rehabilitation, and capital projects. The additional funds will be sourced from the new Transportation Improvement Fee (TIF) on registrations which began on January 1, 2018. The program will be allocated under the State Transit Assistance (STA) Program formula. Funds are allocated half according to population and half according to transit operator revenue.

DISCUSSION:

On January 31, 2022, the California State Controller provided the Fiscal Year 2022-2023 State of Good Repair Program Allocation Estimate to be allocated to each Transportation Planning Agency (TPA). Allocations for the State of Good Repair (SGR) program are calculated pursuant to the distribution formulas in Public Utilities Code (PUC) sections 99313 and 99314 for each TPA by operator.

The Tulare County Association of Governments (TCAG) is designated as the TPA for Tulare County. According to the FY 2022-2023 enacted California Budget, the estimated amount of SGR funds budgeted for Tulare County is \$816,172. Of which, \$267,566 is allocated to Visalia Transit and \$548,606 is allocated to TCRTA.

TCRTA's 2022 Capital Improvement Program contains all the individual capital projects, equipment purchases for the fiscal year. The CIP #2022-06 expenditure plan identifies the FY 2022-2023 SB1/SGR funding for the procurement of approximately nine (9) five-passenger ADA accessible minivans for the expansion of on-demand service. The current estimate for TCRTA would include the share for Dinuba, Exeter, Farmersville, Lindsay, Porterville, Tulare, Woodlake and County.

To receive State of Good Repair (SGR) funds from Caltrans, TCRTA must submit signed Certifications and Assurances and Authorized Agent forms and agree to the terms.

RECOMMENDATION:

That the Tulare County Regional Transit Agency Board of Directors approve Resolution # 2022-15 approving the FY 2022-2023 State of Good Repair Project List and authorizing the Executive Director to apply and submit the grant application.

FISCAL IMPACT:

The State of Good Repair Program is 100% grant funded and no local match is required. Funding for the expenditure is included in the Fiscal Year 2022 Budget and Capital Improvement Program.

ATTACHMENT:

1. Resolution 2022-15
2. Authorized Agent Form
3. Certifications and Assurances

RESOLUTION: 2022-015**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE TULARE COUNTY REGIONAL TRANSIT AGENCY
APPROVING THE PROJECT LIST FOR FY 2022-2023 FOR
THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM**

WHEREAS, Senate Bill 1 (SB1), the Road Repair and Accountability Act 2017, establishing the State of Good Repair (SGR) program to fund eligible transit maintenance, rehabilitation and capital project activities that maintain the public transit system in a state of good repair; and

WHEREAS, the Tulare County Regional Transit Agency is an eligible project sponsor and may receive and distribute State Transit Assistance – State of Good Repair funds to eligible project sponsors (local agencies) for eligible transit capital projects; and

WHEREAS, the Tulare County Association of Governments distributing SGR funds to eligible project sponsors (local agencies) under its regional jurisdiction; and

WHEREAS, the Tulare County Association of Governments concurs with and approves the attached project list for the State of Good Repair Program funds; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, does hereby approves the SB1 State of Good Repair Project List for FY 2022-2023; and

BE IT FURTHER RESOLVED, that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all SGR funded transit capital projects; and

BE IT FURTHER RESOLVED, that the Executive Director is hereby authorized to submit a request for Scheduled Allocation of SB1 State of Good Repair funds and to execute the related grant applications, forms and agreements.

PASSED AND ADOPTED this 18th day of July 2022 by the **Board of Directors of the Tulare County Regional Transit Agency**.

RESOLUTION: 2022-015

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the 18th day of July 2022.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____

Jose Sigala
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2022-015 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 18th day of July 2022.

Signed _____

Richard Tree
Executive Director

ATTACHMENT A

Tulare County Regional Transit Agency
SB1 State of Good Repair Program
Project List for FY 2022-2023

Project Title: FY 2022-2023 Transit Fleet Expansion; Project CIP# 2022-06

Description: The scope of work consists of the procurement of approximately nine (9) five-passenger ADA accessible minivans for the expansion of on-demand service.

Project Location: County of Tulare

Project Schedule: Start – October 2022; Completion – based on availability of vehicles.

Project Useful Life: Five Years

STATE OF CALIFORNIA • DEPARTMENT OF TRANSPORTATION
Division of Rail and Mass Transportation
State Transit Assistance State of Good Repair Program
Authorized Agent Form



Authorized Agent

The following individual(s) are hereby authorized to execute for and on behalf of the named Regional Entity/Transit Operator, and to take any actions necessary for the purpose of obtaining State Transit Assistance State of Good Repair funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. This form is valid at the beginning of Fiscal Year 2017-2018 until the end of the State of Good Repair Program. If there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself.

Richard I. Tree, Executive Director OR
(Name and Title of Authorized Agent)

Leslie Davis, Finance Director OR
(Name and Title of Authorized Agent)

Teresa Ortega, Transit Analyst – Grants OR
(Name and Title of Authorized Agent)

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

OF THE Tulare County Regional Transit Agency
(Name of County/City Organization)

Richard I. Tree

(Print Name)

Executive Director

(Title)

(Signature)

Approved this 18 day of July, 2022

State Transit Assistance State of Good Repair Program

Recipient Certifications and Assurances

Recipient: Tulare County Regional Transit Agency (TCRTA)

Effective Date: July 18, 2022

In order to receive State of Good Repair Program (SGR) funds from the California Department of Transportation (Department), recipients must agree to following terms and conditions:

A. General

- (1) The recipient agrees to abide by the State of Good Repair Guidelines as may be updated from time to time.
- (2) The potential recipient must submit to the Department a State of Good Repair Program Project List annually, listing all projects proposed to be funded by the SGR program. The project list should include the estimated SGR share assigned to each project along with the total estimated cost of each project..
- (3) The recipient must submit a signed Authorized Agent form designating the representative who can submit documents on behalf of the recipient and a copy of the board resolution authorizing the agent.

B. Project Administration

- (1) The recipient certifies that required environmental documentation will be completed prior to expending SGR funds. The recipient assures that each project approved for SGR funding comply with Public Resources Code § 21100 and § 21150.
- (2) The recipient certifies that SGR funds will be used for transit purposes and SGR funded projects will be completed and remain in operation for the estimated useful lives of the assets or improvements.
- (3) The recipient certifies that it has the legal, financial, and technical capacity to deliver the projects, including the safety and security aspects of each project.

- (4) The recipient certifies that there is no pending litigation, dispute, or negative audit findings related to any SGR project at the time an SGR project is submitted in the annual list.
- (5) Recipient agrees to notify the Department immediately if litigation is filed or disputes arise after submission of the annual project list and to notify the Department of any negative audit findings related to any project using SGR funds.
- (6) The recipient must maintain satisfactory continuing control over the use of project equipment and/or facilities and will adequately maintain project equipment and/or facilities for the estimated useful life of each project.
- (7) Any and all interest the recipient earns on SGR funds must be reported to the Department and may only be used on approved SGR projects or returned to the Department.
- (8) The recipient must notify the Department of any proposed changes to an approved project list by submitting an amended project list.
- (9) Funds will be expended in a timely manner.

C. Reporting

- (1) Per Public Utilities Code § 99312.1 (e) and (f), the recipient must submit the following SGR reports:
 - a. Annual Expenditure Reports within six months of the close of the fiscal year (by December 31st) of each year.
 - b. The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of SGR funds. A copy of the audit report must be submitted to the Department within six months of the close of each fiscal year in which SGR funds have been received or expended.

D. Cost Principles

- (1) The recipient agrees to comply with Title 2 of the Code of Federal Regulations Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- (2) The recipient agrees, and will assure that its contractors and subcontractors will be obligated to agree, that (a) Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual project cost items and (b) those parties shall

comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

- (3) Any project cost for which the recipient has received payment that are determined by subsequent audit to be unallowable under 2 CFR, Part 200, are subject to repayment by the recipient to the State of California (State). Should the recipient fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the recipient from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

E. Record Retention

- (1) The recipient agrees and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the recipient, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices. All accounting records and other supporting papers of the recipient, its contractors and subcontractors connected with SGR funding shall be maintained for a minimum of three (3) years from the date of final payment and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the recipient, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the recipient pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the recipient's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.
- (2) For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the recipient's contracts with third parties pursuant to Government Code § 8546.7, the recipient, its contractors and subcontractors and the Department shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a

project for audits, examinations, excerpts, and transactions, and the recipient shall furnish copies thereof if requested.

- (3) The recipient, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

F. Special Situations

- (1) Recipient acknowledges that if a project list is not submitted timely, the recipient forfeits its apportionment for that fiscal year.
- (2) Recipients with delinquent expenditure reports may risk future eligibility for future SGR funding.
- (3) Recipient acknowledges that the Department shall have the right to perform an audit and/or request detailed project information of the recipient's SGR funded projects at the Department's discretion from SGR award through 3 years after the completion and final billing of any SGR funded project. Recipient agrees to provide any requested project information.

I certify all of these conditions will be met.

Tulare County Regional Transit Agency (TCRTA)

BY: _____
Richard I. Tree
TCRTA Executive Director

ATTACHMENT I

(INSERT Agency Board Resolution approving this document)

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Tulare County Regional Transit Agency

AGENDA ITEM VIII-B

July 18, 2022

Prepared by Leslie Davis, TCRTA Staff

SUBJECT:

Action: Adoption of Resolution Approve the Transfer of Rolling Stock and Remaining Transit Funds from the City of Woodlake

BACKGROUND:

A Joint Powers Agreement was established August 11, 2020 by and among the County of Tulare and the Cities of Exeter, Farmersville, Lindsay, Porterville, Tulare and Woodlake (each, a “Party” or “Member Agency”). The purpose of the agreement is to empower the parties to exercise their common powers by the formation and operation of a Joint Powers Agency, hereafter called “Tulare County Regional Transit Agency (TCRTA)” or “Transit Agency” with full power and authority to own, operate, and administer a public transportation system within the jurisdictions of the Member Agencies. The Transit Agency shall be a public agency separate and apart from the Member Agencies.

DISCUSSION:

Effective July 1, 2021, the City of Woodlake transferred all Woodlake transit services to the TCRTA as outlined in the Memorandum of Understanding (MOU) dated May 17, 2021. As part of that MOU the City of Woodlake reconciled the transit account and disbursed transit cash to TCRTA in the amount of \$ 246,503.61 deposited on 6-29-2022.

The City of Woodlake has also transfer to TCRTA the following rolling stock:

| <u>Year</u> | <u>Make</u> | <u>Vin</u> | <u>Mileage</u> | <u>Federal Interest</u> |
|-------------|-------------|-------------------|----------------|-------------------------|
| 2012 | Ford | 1FDPE4FS8CDA17018 | 120,690 | \$ -0- |
| 2007 | Starr | 1FDXE45S16DB18797 | 121,391 | \$ -0- |
| 2002 | Ford | 1FDXE45S22HA16816 | 119,288 | \$ -0- |

RECOMMENDATION:

Accept and record the transit funds and rolling stock into the Financial statements of TCRTA.

FISCAL IMPACT:

None

ATTACHMENT:

1. Resolution No. 2022-016 Approval of the transfer of transit funds and rolling stock from the City of Woodlake.

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE TULARE COUNTY REGIONAL TRANSIT AGENCY
APPROVE THE TRANSFER OF ROLLING STOCK AND REMAINING TRANSIT FUNDS FROM
THE CITY OF WOODLAKE INTO THE TULARE COUNTY REGIONAL TRANSIT AGENCY**

WHEREAS, A Joint Powers Agreement was established on August 11,2020 by and among the County of Tulare and the Cities of Exeter, Farmersville, Lindsay, Porterville, Tulare and Woodlake (each, a “Party” or “Member Agency”. The purpose of the agreement is to empower the parties to exercise their common powers by the formation and operation of a Joint Powers Agency, hereafter called “Tulare County Regional Transit Agency (TCRTA)” or “Transit Agency” with full power and authority to own, operate, and administer a public transportation system within the jurisdictions of the Member Agencies. The Transit Agency shall be a public agency separate and apart from the Member Agencies.; and

WHEREAS, effective July 1, 2021 the City of Woodlake transferred all Woodlake transit services to the TCRTA as outlined in the Memorandum of Understanding (MOU) dated May 17, 2021; and

WHEREAS, the City of Woodlake reconciled the transit account and disbursed transit cash to TCRTA in the amount of \$ 246,503.61 deposited on 6-29-2022; and

WHEREAS, The City of Woodlake has also transfer to TCRTA the following rolling stock:

| Year | Make | Vin | Mileage | Federal Interest |
|-------------|-------------|-------------------|----------------|-------------------------|
| 2012 | Ford | 1FDFF4FS8CDA17018 | 120,690 | \$ -0- |
| 2007 | Starr | 1FDXE45S16DB18797 | 121,391 | \$ -0- |
| 2002 | Ford | 1FDXE45S22HA16816 | 119,288 | \$ -0- |

RESOLUTION: 2022-016

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, does hereby approve the transfer of rolling stock and remaining transit funds from the City of Woodlake to TCRTA.

PASSED AND ADOPTED this 18th day of July 2022 by the **Board of Directors of the Tulare County Regional Transit Agency**.

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the 18th day of July 2022.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____
Jose Sigala
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2022-016 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 18th day of July 2022.

Signed _____
Richard Tree
Executive Director

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Tulare County Regional Transit Agency

AGENDA ITEM VIII-C

July 18, 2022

Prepared by Leslie Davis, TCRTA Staff

SUBJECT:

Action: Authorize Short-term debt or Interim Financing

BACKGROUND:

After review of the current cash flow for Tulare County Regional Transit Agency (TCRTA), during the development of the Fiscal Year 22/23 budget, the most recent incorporation of the City of Porterville and the County of Tulare transit, and the award of \$33.7 million from the California State Transit Agency, it was determined that a financial mechanism would be necessary to temporarily fund on-going operations and the capital improvement program.

DISCUSSION:

At the June 22, 2022, Board of Directors meeting, the Board approved the 2022/2023 Operating Budget and Capital Improvement Program. The 2022-2023 Budget includes \$18.7 million in operating expenses and \$13.4 million in capital projects.

Then on July 7, 2022, the California State Transportation Agency (CalSTA) awarded TCRTA \$33.7 million for the Cross-Valley Corridor Zero-Emission Bus Project. Increasing the Capital Improvement Program to \$47.1 million.

To maintain TCRTA's sound financial position and to minimize financial risk to the Agency, staff recognizes the need for short-term debt or interim financing strategies to maintain a steady and even cash flow balance. The short-term debt or interim financing can be issued to address operating cash flow issues in situations where there is an assurance that state or federal grants will be available for repayment during the same fiscal period.

To assist TCRTA, the Tulare County Association of Governments (TCAG) has offered its continued support and an opportunity to advance the annual Measure R transit funds as it pertains to the members of the JPA. Additionally, TCAG and the Tulare County CAO have also extended TCRTA a potential opportunity to procure a short-term loan to assist with operating cash flow challenges.

The ability of TCRTA to accept transit funding advances and short-term funding would not only facilitate the financial stability of TCRTA but would have no negative impact on the future of the agency. The advances and short-term line of credit would allow TCRTA to make necessary asset purchases and establish a reserve as well as continue timely payments for services and supplies.

RECOMMENDATION:

That the Tulare County Regional Transit Agency Board of Directors:

1. Approve staff to accept Measure R Transit funding annual advances; and

2. Pursue discussions of a short-term line of credit with the Tulare County Association of Governments and the County of Tulare CAO and bring back recommendations for approval at the next board meeting.

FISCAL IMPACT:

The interest incurred by TCRTA through any short-term line of credit would be reimbursed by federal funding at a rate of 50%. Timely payments to vendors provide savings of late fees and interest costs.

ATTACHMENT:

none