

**Tulare County Regional Transit Agency**

**AGENDA**

**November 10, 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](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. Government Code Section 54956.9(d)(2) – Conference with Legal Counsel – Anticipated Litigation – Significant Exposure to Litigation: Two (2) cases

**RECONVENE OPEN SESSION**

**V. REPORTS:**

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

- A. Safety Committee

**VI. PRESENTATIONS:**

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-D.**

- A. Approve Minutes of October 20, 2022 (Pages 01-03)
- B. Reaffirm Conditions Of State Assembly Bill 361 To Continue Remote Attendance (Page 05)
- C. Amend Service Agreement With The County Of Tulare (Pages 07-12)
- 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 (Pages 13-23)

**VIII. ACTION AND INFORMATION ITEMS:**

- A. Authorization To Submit Grant Application To The Strengthening Mobility And Revolutionizing Transportation (SMART) Grants Program (Pages 25-35)
- B. Approve 2023 TCRTA Board Meeting Schedule (Pages 37-38)
- C. Consideration To Amend The Joint Powers Agreement And Bylaws (Page 39)
- D. Request Authority To Negotiate An Agreement With The Porterville Unified School District (Page 41)
- E. Discussion: Election And Seating Of Board Chair And Vice Chair (Page 43)

**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 **December 8, 2022 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**

<b>BOARD OF DIRECTORS</b>	<b>ALTERNATE</b>	<b>AGENCY</b>
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 (County)

Teresa Ortega, Transit Analyst – Grants (County)

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



**Tulare County Regional Transit Agency  
Minutes**

\*\*\*\*\*

**October 20, 2022, 5:30 p.m.**

**Members Present:** Thusu, Garver, Gomez, Caudillo, Weyhrauch, Sigala, & Mendoza  
**Members Absent:** Valero  
**Alternates Present:** Cerros  
**Staff Present:** Kellie Carrillo, Rich Tree, Jennie Miller, Albert Barragan, Leslie Davis, Teresa Ortega, and Servando Quintanilla,  
**Counsel Present:** Patrick Beck

---

**I. CALL TO ORDER:**

Chair Sigala called the meeting to order at 5:30 p.m.

**III. PUBLIC COMMENT:**

None

**V. REPORTS:**

**Safety Committee**

Mr. Tree stated that TCRTA is working on the agenda with the contractor Transdev for upcoming safety meeting.

**VI. PRESENTATIONS:**

None

**VII. CONSENT CALENDAR ITEMS:**

**A. Approve Minutes of September 28, 2022**

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

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

**VIII. ACTION AND INFORMATION ITEMS:**

**A. Approve TCRTA Meeting Schedule Changes for the Months of November and December**

Mr. Tree stated due to the holidays that TCRTA would move meeting dates for the month of November to the 10 at 6 pm and move December to the 8 at 6pm.

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

**B. Adoption of Resolution: Approving an Agreement with the County of Tulare for Administrative Services**

Mr. Tree discussed that the TCRTA Board of Directors approved an Agreement with the County of Tulare for general administrative services and when staff presented this Agreement to the County of Tulare, the County of Tulare determined that the agreement needed to be revised to include each department within the County of Tulare, and a defined scope of work and cost.

Mr. Tree recommended that the TCRTA Board of Directors approve Resolution 2022-024 to authorizing the Board Chair and County Counsel to execute an agreement with the County of Tulare for administrative services.

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

**C. Adoption of Resolution: Approving a Grant Agreement with the California State Transportation Agency**

Mr. Tree stated to receive grant funding from the California State Transportation Agency (CalSTA), TCRTA is required to enter into a Master agreement with the California State Transportation Agency for ten years. KCAPTA, City of Visalia, and City of Lindsay as project partners are also considered implementing agencies and had approved individual Master Agreements with the California State Transportation Agency and as implementing agencies, the following project allocation plan had been prepared. TCRTA Purchase Zero-Emission Vehicles \$4,202,068, KCAPTA Purchase Zero-Emission Vehicles \$19,037,500, and Construct KART Transit Center \$4,453,784, City of Visalia Purchase Zero-Emission Vehicles \$1,686,648, City of Lindsay Construct Lindsay Transit Center \$4,389,000. Mr. Tree recommended to approve resolution 2022-025 authorizing the Executive Director or his/her designee to execute all grant documents, including but not limited to applications, agreements, amendments, reports, and requests for payment, necessary to secure grant funds from the California State Transportation Agency and implement the approved grant projects; and approve the Tulare County Regional Transit Agency's Cross Valley Corridor ZEB Phase 1 TIRCP Allocation Plan.

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

**D. Adoption of Resolution: Approving the 2021-2022 Fiscal Audit Consultant Selection**

Ms. Davis discussed TCRTA had reviewed the preliminary draft general ledger with the outside auditors to determine the additional resources needed to complete the TCRTA audits for FY 2021/2022 and FY 2022/2023 and Brown Armstrong CPAs presented a proposal indicating that additional resources needed for FY 2021/2022 audit will cost \$20,000 and \$25,000 for the FY 2022/2023 audit.

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

**E. Adoption of Resolution: Affirmation and Incorporation of the 2022 T-Pass Fare Structure**

Mr. Tree stated that on October 17, 2022, the TCAG Board approved the following T-Pass Fare Structure and in addition, TCAG Staff will coordinate with both transit providers, Visalia Transit and TCRTA, and evaluate the T-Pass fare structure over the next six months and the 2022 T-Pass Fare Structure would be effective once both transit providers have affirmed the updated fare structure. Mr. Tree recommended that the TCRTA Board of Directors approve Resolution 2022-027 affirming the 2022 T-Pass Fare Structure and incorporating said fare structure into the 2022 TCRTA Fares and Passes Structure.

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

**F. Approve the Creation of an Ad Hoc Committee on Sustainability**

Mr. Tree discussed that staff had proposed that the Ad Hoc Committee on Sustainability collaboratively work with staff to identify risks and opportunities

Item VII-A

associated with financial sustainability of the agency, and draft recommendations to act on them and proposed Ad Hoc Committee would be established for the duration of the Fiscal Year 2022-2023 and would be dissolve on July 1, 2023.

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

**IX. OTHER BUSINESS:**

**A. Director's Report**

Mr. Tree wanted to discuss that TCRTA had restored fair collection and wanted to thank staff for their hard work on counting revenue, and gave an update on Microtransit and would provide a case study in the future on how one would travel using Microtransit, Mr. Tree wanted to let Directors know that phase one of fair collection had been completed and is excited to go into phase two and three, and last Mr. Tree had received interest from Porterville Unified on how they can partner with TCRTA.

**X. ADJOURN**

The meeting adjourned at 6:54 p.m. Chair Sigala confirmed the next scheduled meeting of the Tulare County Regional Transit Agency (TCRTA) Board of Directors will be held on **November 10, 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.

*This page intentionally left blank.*

## Tulare County Regional Transit Agency

### **AGENDA ITEM VII-B**

**November 10, 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

*This page intentionally left blank.*

# Tulare County Regional Transit Agency

## **AGENDA ITEM VII-C**

**November 10, 2022**

**Prepared by Richard Tree, Executive Director**

### **SUBJECT:**

**Action:** Amend Service Agreement With The County of Tulare

### **BACKGROUND:**

On October 20, 2022, the TCRTA Board of Directors approved Resolution 2022-024 authorizing the Board Chair and County Counsel to execute an agreement with the County of Tulare for administrative services.

In support of TCRTA, on October 25, 2022, the Board of Supervisors entered into Agreement No. 30915 to provide TCRTA with certain operational and administrative services, like those provided to other JPAs of which the County is a member.

### **DISCUSSION:**

Both parties now wish to amend this agreement to include the provision of County employees as operational staff for TCRTA. In accordance with the amendment, the County would allocate positions to TCRTA as requested by the Board to meet the operational needs of the agency. TCRTA would fund the allocated positions and any associated costs including but not limited to those related to employee benefit programs and retirement, within its annual adopted budget.

### **RECOMMENDATION:**

That the Tulare County Regional Transit Agency Board of Directors:

1. Approve Amendment No. 1 to County Service Agreement No. 30915 to provide County services to TCRTA effective from the date of execution until terminated by either party; and
2. Authorize the Chair and County Counsel to sign the agreement.

### **FISCAL IMPACT:**

None

### **ATTACHMENT:**

1. Resolution 2022-028
2. Amendment No. 1 to County Service Agreement No. 30915

**RESOLUTION: 2022-028**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE TULARE COUNTY REGIONAL TRANSIT AGENCY APPROVING  
AMENDMENT NO. 1 TO THE AGREEMENT WITH THE COUNTY OF TULARE FOR  
ADMINISTRATIVE SERVICES**

**WHEREAS**, the Joint Powers Agreement, dated August 11, 2020, by and among the County of Tulare and the Cities of Dinuba, Exeter, Farmersville, Lindsay, Porterville, Tulare, and Woodlake (each, a “Party” or “Member Agency”) hereafter called Tulare County Regional Transit Agency “TCRTA”; and

**WHEREAS**, the purpose of the formation and operation of TCRTA is to own, operate, and administer a public transportation system within the jurisdictions of and on behalf of the Member Agencies; and

**WHEREAS**, TCRTA requires additional administrative services to administer the agency; and

**WHEREAS**, the County of Tulare can provide administrative services to TCRTA; and

**WHEREAS**, the Agreement with the County of Tulare includes services from the Auditor/Treasurer, County Administrative Office, County Counsel/Risk Management, General Services, Human Resources, and Information and Communication Technology Departments; and

**WHEREAS**, Resolution 2022-024 was approved on October 20, 2022, approving an Agreement with the County of Tulare for administrative services; and

**WHEREAS**, TCRTA and the County of Tulare wish to amend the Agreement to include an exhibit authorizing TCRTA to utilize the County of Tulare’s employee health benefits and retirement system.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY**, does hereby approve Amendment No. 1 to County Service Agreement No. 30915 to provide County services to TCRTA and authorize the Chair to sign the agreement.

**PASSED AND ADOPTED** this 10<sup>th</sup> day of November 2022 by the Board of Directors of the Tulare County Regional Transit Agency.



**RESOLUTION: 2022-028**

**THE FOREGOING RESOLUTION** was adopted upon motion of \_\_\_\_\_ and seconded by \_\_\_\_\_ at meeting thereof held on the 10<sup>th</sup> day of November 2022.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed \_\_\_\_\_  
Jose Sigala  
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2022-028 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 10<sup>th</sup> day of November 2022.

Signed \_\_\_\_\_  
Richard Tree  
Executive Director

**AMENDMENT TO  
AGREEMENT BETWEEN  
TULARE COUNTY REGIONAL TRANSIT  
AGENCY AND COUNTY OF TULARE  
CONCERNING  
OPERATIONAL AND ADMINISTRATIVE SERVICES  
TULARE COUNTY AGREEMENT NO. [REDACTED]**

---

**THIS AMENDMENT** ("Amendment") to Tulare County Agreement Number \_\_\_\_\_ (the "Agreement") is entered into by and between the **TULARE COUNTY REGIONAL TRANSIT AGENCY**, a joint powers agency ("TCRTA"), and **COUNTY OF TULARE**, a political subdivision of the State of California ("COUNTY"). "TCRTA and County are each a "Party" and together are the "Parties" to this Amendment, which is made with reference to the following:

- A. TCRTA and the COUNTY entered into the Agreement on [DATE], for the purpose of providing operational and administrative services; and
- B. TCRTA and COUNTY now wish to amend the Agreement in order to add additional operational services to the Scope of Work.

**NOW, THEREFORE** the Parties agree as follows:

- 1. The Scope of Work (Exhibit A) of the Agreement is hereby modified to add Exhibit A-6, attached.
- 2. This Amendment becomes effective when it has been executed by both Parties.
- 3. Except as provided above, all other terms and conditions of the Agreement shall remain in full force and effect.

///

///

///

///

///

///

**THE PARTIES**, having read and considered the above provisions, indicate their agreement by their authorized signatures below.

**COUNTY OF TULARE**

By \_\_\_\_\_  
Chair, Board of Supervisors

ATTEST: JASON T. BRITT  
County Administrative Officer/Clerk of the Board  
Of Supervisors of the County of Tulare

By \_\_\_\_\_  
Deputy Clerk

Approved as to form: County Counsel

By \_\_\_\_\_  
Deputy (20221026)

**TULARE COUNTY REGIONAL  
TRANSIT AGENCY**

By \_\_\_\_\_  
Chair, Board of Governors

Approved as to form: County Counsel

By \_\_\_\_\_  
Deputy (TCRTA-General)

**EXHIBIT A-6**  
**OPERATIONAL STAFF**

---

To the extent that TCRTA elects to employ its own staff, such staff shall become COUNTY employees. The staff will be treated the same as all other COUNTY employees in like classifications, including having membership in the Tulare County Employees Retirement Association ("TCERA") and participating in TCERA's defined benefit retirement plan, along with being eligible for and participating in the paid vacation, paid sick leave, and other employee benefits plans and programs available to other COUNTY employees in like classifications., The COUNTY will allocate positions to TCRTA as requested by the TCRTA Board to meet the operational needs of TCRTA. TCRTA shall fund all operational staff positions allocated to TCRTA, and any associated costs including but not limited to those related to employee benefit programs and retirement, within its annual adopted budget.

## Tulare County Regional Transit Agency

### **AGENDA ITEM VII-D**

**November 10, 2022**

**Prepared by Richard Tree, Executive Director**

#### **SUBJECT:**

**Action:** Request Authority to Negotiate And Execute A Lease Agreement With The County Of Tulare For Office Space at 5300 W. Tulare Ave, Visalia

#### **BACKGROUND:**

Since its inception, TCRTA has been leasing office space from the Tulare County Association of Governments (TCAG) at 210 N. Church St., Visalia. The office space consists of two rooms and has been sufficient for the Agency for the past two years. Now that the agency is growing, it needs additional office space that its current location cannot provide.

#### **DISCUSSION:**

The County of Tulare, General Services Department currently has office space that the Board of Supervisors has been temporarily using while their building is being renovated. The fully furnished office space is up to 13,000 Sq. Ft. and will be available at the end of November.

The proposed office space will be large enough to accommodate both the administrative and operational needs of the agency. TCRTA is seeking office space for the following: Administrative Offices (10), Operational Offices (5), Conference Rooms, Multipurpose Room (Board Room/Community Room), and other miscellaneous rooms.

#### **RECOMMENDATION:**

That the Tulare County Regional Transit Agency Board of Directors:

1. Approve a zero-dollar budget adjustment, transferring \$299,691 from the Capital Improvement Program, Non-Revenue Vehicles Project, to the Operating Budget for Office Space Expenses; and
2. Approve Resolution 2022-029, authorizing the Executive Director to negotiate and execute a lease agreement with the County of Tulare for up to 13,000 sq. ft. of office space located at 5300 W. Tulare Ave – Northeast Suite, Visalia, for TCRTA use under the terms and conditions substantially outlined in Letter of Intent.

#### **FISCAL IMPACT:**

Sufficient funding is available from the Capital Improvement Program to transfer to the Operating Budget. Annual expenses will be budgeted in future fiscal year operating budgets.

#### **ATTACHMENT:**

1. Resolution 2022-029
2. Draft Letter of Intent
3. 5300 W. Tulare Ave – Northeast Suite Property Details

**RESOLUTION: 2022-029****A RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE TULARE COUNTY REGIONAL TRANSIT AGENCY APPROVING  
LEASE AGREEMENT WITH COUNTY OF TULARE**

**WHEREAS**, the Joint Powers Agreement, dated August 11, 2020, by and among the County of Tulare and the Cities of Dinuba, Exeter, Farmersville, Lindsay, Porterville, Tulare, and Woodlake (each, a “Party” or “Member Agency”) hereafter called Tulare County Regional Transit Agency “TCRTA”; and

**WHEREAS**, the purpose of the formation and operation of TCRTA is to own, operate, and administer a public transportation system within the jurisdictions of and on behalf of the Member Agencies; and

**WHEREAS**, TCRTA requires office space to administer and operate the agency; and

**WHEREAS**, the County of Tulare has available professional office space located at 5300 W. Tulare Ave, Visalia.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY**, does hereby authorize the Executive Director to negotiate and execute a lease agreement with the County of Tulare for office space, up to 13,000 sq.ft., at 5300 W. Tulare Ave.

**PASSED AND ADOPTED** this 10<sup>th</sup> day of November 2022 by the **Board of Directors of the Tulare County Regional Transit Agency**.

**RESOLUTION: 2022-029**

**THE FOREGOING RESOLUTION** was adopted upon motion of \_\_\_\_\_ and seconded by \_\_\_\_\_ at meeting thereof held on the 10<sup>th</sup> day of November 2022.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed \_\_\_\_\_  
Jose Sigala  
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2022-029 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 10<sup>th</sup> day of November 2022.

Signed \_\_\_\_\_  
Richard Tree  
Executive Director



Tulare County Regional Transit Agency  
 559.623.0450  
 210 North Church Street Suite B  
 Visalia, CA 93291  
[www.tularecog.org](http://www.tularecog.org)

November 10, 2022

Richard Tree, Executive Director  
 Tulare County Regional Transit Agency  
 210 N. Church St., Suite B, Visalia CA 93291

Re: 5300 W. Tulare Ave – Northeast Suite, Visalia, CA 93277

Dear Brooke Sisk,

I am pleased to present the following proposal to lease the above referenced property on behalf of the Tulare County Regional Transit Agency (TCRTA) ("Tenant"):

<b>LOCATION AND SIZE OF PREMISES:</b>	5300 W. Tulare Ave, Northeast Suite, Visalia, CA 93291, consisting of approximately 12,821 sq. ft.
<b>Tenant:</b>	Tulare County Regional Transit Agency
<b>Use of Leased Premises:</b>	Administrative and Operations of the Tulare County Regional Transit Agency.
<b>Base Rent:</b>	The base rent of \$1.55 per sq. ft. shall be paid monthly.
<b>Lease Terms:</b>	5 years, commencing February 1, 2023.
<b>Rent Provisions:</b>	Triple Net Lease (NNN)
<b>Expenses:</b>	In addition to the base rent, TCRTA shall pay its portion of utilities, janitorial services, insurance and taxes, and common area expenses (CAMs).
<b>Janitorial Expenses:</b>	TCRTA will utilize County of Tulare Janitorial Services.
<b>Lease Renewal:</b>	TCRTA will have the right to renew the lease for an optional 5 years, giving written notice to the County of Tulare no less than 90 days prior to the expiration of the lease.
<b>Parking:</b>	County of Tulare shall provide TCRTA with parking throughout the term of the lease as part of the base rent.
<b>Existing Furniture:</b>	County of Tulare will leave existing furniture for TCRTA use.
<b>Tenant Improvements:</b>	<ul style="list-style-type: none"> <li>• Clean-up and repaint any damaged or scuffed walls</li> <li>• Move temporary walls/dividers to other office space to create a board room</li> </ul>

Sincerely,

*Richard I. Tree*





5300 W Tulare Ave - Northeast Suite | Visalia, CA

Property For Lease

1005 N Demaree Street  
Visalia, California 93291  
O | 559.754.3020  
F | 559.429.4016  
[www.mdgre.com](http://www.mdgre.com)

**GRAHAM** | **& ASSOCIATES**

to learn more, visit: [www.mdgre.com](http://www.mdgre.com)

Matt Graham  
Lic# 01804235  
[www.mdgre.com](http://www.mdgre.com)



## PROPERTY DETAILS

**Address** 5300 W Tulare Ave - Northeast Suite

**Square Feet Available** 13,000 +/- Sq. Ft.

**Zoning** PA

**Lease Rate** \$1.65 Per Sq. Ft.

**Lease Type** NNN

**Additional Comments:**



Tulare/Akers Professional Center is Visalia's premier Class A office building located in West Visalia with immediate access to Highway 198. Located near Kaweah Delta Healthcare District's Cypress Surgery Center, Lifestyle Center and numerous other professional/medical office buildings. The building provides ample parking with 7 spaces per 1,000SF. The first floor space features large open offices, bullpen areas, smaller private offices, conference rooms, reception area and much more. The building also offers uninterrupted power with on-site 2,200 KW generator. Please call for further details.



**Contact Broker:**

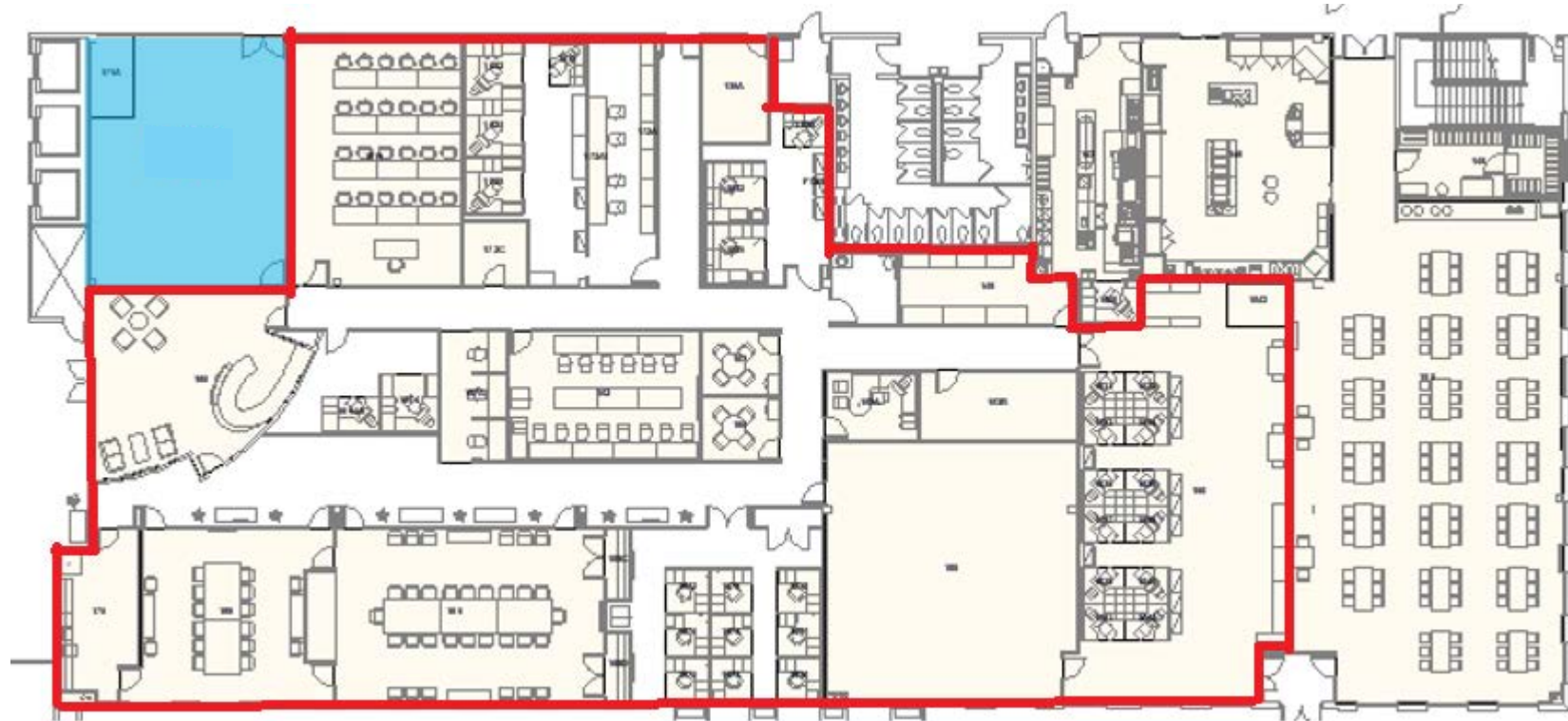
Matt Graham  
Lic# 01804235

**to learn more, visit: [www.mdgre.com](http://www.mdgre.com)**

1005 N Demaree Street  
Visalia, California 93291  
O | 559.754.3020

PLEASE NOTE: ALL INFORMATION AND REPRESENTATION MADE HEREIN, WHILE NOT GUARANTEED, HAVE BEEN SECURED FROM SOURCES WE BELIEVE TO BE RELIABLE, HOWEVER, THEY ARE NOT WARRANTED BY MATT GRAHAM & ASSOCIATES AND ARE SUBJECT TO CHANGE WITHOUT NOTICE.

## FLOOR PLAN



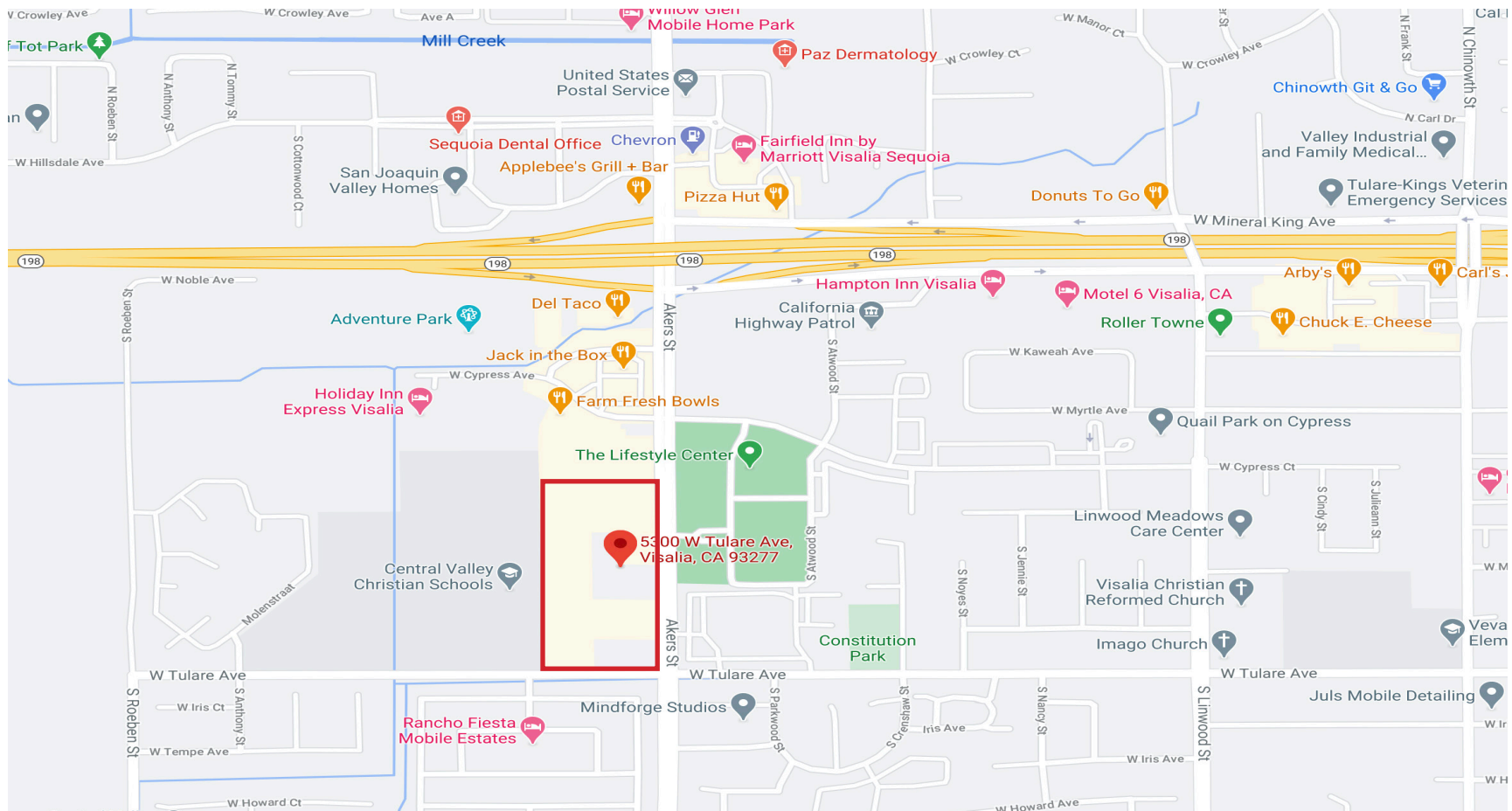
PLEASE NOTE: ALL INFORMATION AND REPRESENTATION MADE HEREIN, WHILE NOT GUARANTEED, HAVE BEEN SECURED FROM SOURCES WE BELIEVE TO BE RELIABLE, HOWEVER, THEY ARE NOT WARRANTED BY MATT GRAHAM & ASSOCIATES AND ARE SUBJECT TO CHANGE WITHOUT NOTICE.

## AREA PLAN - 1st Floor



PLEASE NOTE: ALL INFORMATION AND REPRESENTATION MADE HEREIN, WHILE NOT GUARANTEED, HAVE BEEN SECURED FROM SOURCES WE BELIEVE TO BE RELIABLE, HOWEVER, THEY ARE NOT WARRANTED BY MATT GRAHAM & ASSOCIATES AND ARE SUBJECT TO CHANGE WITHOUT NOTICE.

## LOCATION MAP



PLEASE NOTE: ALL INFORMATION AND REPRESENTATION MADE HEREIN, WHILE NOT GUARANTEED, HAVE BEEN SECURED FROM SOURCES WE BELIEVE TO BE RELIABLE, HOWEVER, THEY ARE NOT WARRANTED BY MATT GRAHAM & ASSOCIATES AND ARE SUBJECT TO CHANGE WITHOUT NOTICE.



## PROPERTY LAYOUT



PLEASE NOTE: ALL INFORMATION AND REPRESENTATION MADE HEREIN, WHILE NOT GUARANTEED, HAVE BEEN SECURED FROM SOURCES WE BELIEVE TO BE RELIABLE, HOWEVER, THEY ARE NOT WARRANTED BY MATT GRAHAM & ASSOCIATES AND ARE SUBJECT TO CHANGE WITHOUT NOTICE.



## PROPERTY PHOTOS



PLEASE NOTE: ALL INFORMATION AND REPRESENTATION MADE HEREIN, WHILE NOT GUARANTEED, HAVE BEEN SECURED FROM SOURCES WE BELIEVE TO BE RELIABLE, HOWEVER, THEY ARE NOT WARRANTED BY MATT GRAHAM & ASSOCIATES AND ARE SUBJECT TO CHANGE WITHOUT NOTICE.

*This page intentionally left blank.*



## Tulare County Regional Transit Agency

### **AGENDA ITEM VIII-A**

**November 10, 2022**

**Prepared by Richard Tree, Executive Director**

#### **SUBJECT:**

**Action:** Authorization To Submit Grant Application To The Strengthening Mobility And Revolutionizing Transportation (SMART) Grants Program.

#### **BACKGROUND:**

To accomplish the objectives established in the Strengthening Mobility and Revolutionizing Transportation (SMART) Grants Program, \$100 million in appropriated funding is available for projects that focus on using technology interventions to solve real-world challenges facing communities today. The SMART Program will support a range of approaches: new transportation applications of existing and emerging technologies; expanded and systematized use of proven technologies; and deep integration of solutions with existing transportation systems.

#### **DISCUSSION:**

SMART is divided into two stages. The program structure is based on a belief that planning, prototyping, and teambuilding are critical to advancing the state of the practice for data and technology projects in the public sector. The Department of Transportation (DOT) anticipates that only recipients of Stage 1 Planning and Prototyping Grants will be eligible for Stage 2 Implementation Grants.

Staff is recommending partnering with Panasonic, CalStart, and Southern California Edison (SCE) to submit a Stage 1 application to identify and refine solutions to the problems faced by TCRTA transitioning its fleet to zero-emission and utilizing the grid in a connected, cost-effective, and responsible manner.

#### **RECOMMENDATION:**

That the Tulare County Regional Transit Agency Board of Directors:

1. Authorize staff to draft an agreement with project partners; and
2. Authorize staff to submit a grant application to the Strengthening Mobility and Revolutionizing Transportation (SMART) Grants Program.

#### **FISCAL IMPACT:**

None

#### **ATTACHMENT:**

1. Draft Resolution
2. Panasonic Presentation

**RESOLUTION: 2022-030**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE  
TULARE COUNTY REGIONAL TRANSIT AGENCY AUTHORIZING SUBMITTAL OF A GRANT  
APPLICATION FOR THE STRENGTHENING MOBILITY AND REVOLUTIONIZING  
TRANSPORTATION (SMART) GRANTS PROGRAM**

**WHEREAS**, Section 25005 of the Infrastructure Investment and Jobs Act (also referred to as the “Bipartisan Infrastructure Law or BIL”) authorized and appropriated \$100 million to be awarded by the Department of Transportation (DOT) for FY 2022 for the SMART Grants Program; and

**WHEREAS**, the purpose of the SMART Grants Program is to conduct demonstration projects focused on advanced smart city or community technologies and systems in a variety of communities to improve transportation efficiency and safety; and

**WHEREAS**, the program funds projects that are focused on using technology interventions to solve real-world challenges and build data and technology capacity and expertise in the public sector; and

**WHEREAS**, the Tulare County Regional Transit Agency is an eligible to apply as a public transit agency or authority; and

**WHEREAS**, the Tulare County Regional Transit Agency is faced with real-world challenges transitioning its fleet to zero-emission and utilizing the grid in a connected, cost-effective, and responsible manner; and

**WHEREAS**, the Tulare County Regional Transit Agency desires to collaborate with public, private, nonprofits, academic institutions, and community foundations on a SMART Grants project.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY**, does hereby authorize the Executive Director to file and execute applications with the DOT’s SMARTS Grants Program.

**PASSED AND ADOPTED** this 10<sup>th</sup> day of November 2022 by the Board of Directors of the Tulare County Regional Transit Agency.

**RESOLUTION: 2022-030**

**THE FOREGOING RESOLUTION** was adopted upon motion of \_\_\_\_\_ and seconded by \_\_\_\_\_ at meeting thereof held on the 10<sup>th</sup> day of November 2022.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed \_\_\_\_\_  
Jose Sigala  
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2022-030 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 10<sup>th</sup> day of November 2022.

Signed \_\_\_\_\_  
Richard Tree  
Executive Director



Panasonic eFleet Solutions of America

# TCRTA Partnership Overview

DATE  
November 10, 2022



# Introduction

## PEFSA – Panasonic efleet Solutions of America:

- Transportation electrification
- R&D Hub
- Part of Smart Mobility Office



**Matt Pruden**  
Head of NextLab  
Platforms



**Sarvnaz Farshi**  
Product Manager  
Fleet Electrification



# Goals & Objectives:

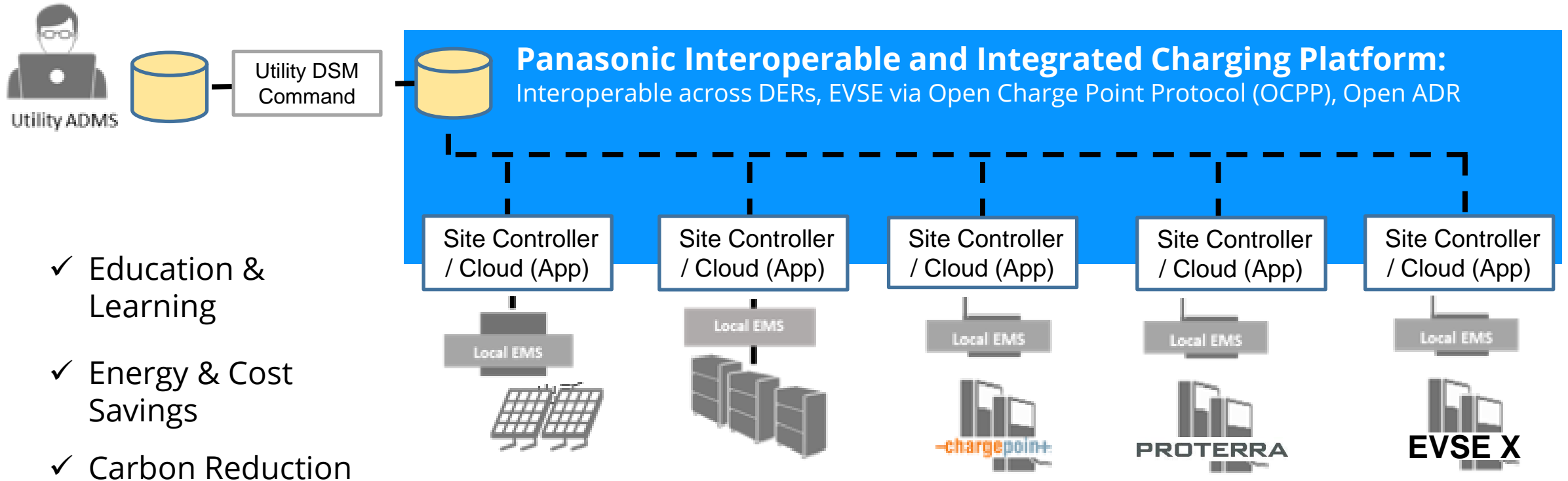
1. Within the realm of charging depot optimization, identify and refine solutions to the problems faced by TCRTA as they electrify through the real-world testing of software-based solutions including:
  - **Reducing TCO:** As TCRTA is converting diesel to electric vehicles
  - **Interoperability:** Communication with EV charging stations from multiple vendors
  - **Energy Optimization:** Limiting utility demand charges for e fleets
  - **Infrastructural Optimization:** Limiting Infrastructure investment needs. One Dashboard for tracking real-time performance of EV Chargers across multiple vendors
  - **Ontime Departure:** Integrate scheduling across electric fleet vehicles to ensure adequate SOC to complete route at time of departure.
2. Establish a lab-like environment in which solutions can be discussed and evaluated quickly, with minimal overhead.
3. Our hope is to make this agreement zero dollar for TCRTA, where both Panasonic and TCRTA both receive value in accelerating the adoption of battery electric buses.

*“Based on tomorrow’s route, when, where, and how much do I need to charge my vehicle?”*



# The Big Picture:

Panasonic sees a future where utility and fleet systems work together to accelerate the adoption of electric vehicle fleets while reducing CO2 emissions.



# Terms of Agreement:

- 6-month project, starting March of 2023.
- Identify the challenges within the realm of electric vehicle charging optimization impacting TCRTA.
- Create a list of scenarios to test solutions to the identified challenges.
- Create plans to execute these test scenarios.
- Execute test scenarios using TCRTA-managed assets and Panasonic software.
- Evaluate results and provide feedback.





# Panasonic Responsibilities:

**Project Management** – primary point of contact responsible for managing the project to an agreed-upon budget, scope, and schedule.

**Advisory services** - discover and understand challenges within the realm of electric vehicle charging optimization.

**Pre-release Software** - supported on a best effort basis with no uptime guarantee and no service level agreement.

**Integration Services** - define, design, and optionally integrate TCRTA vehicle telemetry, fleet scheduling, and charge management systems with Panasonic software.

**Implementation Services** - setup and configure Panasonic cloud systems as needed to support the test scenarios identified as part of this engagement.

**Feedback Sessions** - Facilitate feedback sessions to capture feedback from TCRTA on test scenario results.

# TCRTA Responsibilities:

**Single point of contact** - Provide a single point of contact to work with the Panasonic Project Manager on project coordination.

**Vehicles and Chargers** - Provide access to at least two charge ports and two vehicles with which to conduct tests.

**System Access** - Provide reasonable access to TCRTA-managed systems if required to execute test scenarios.

**Team** - Allocate operational resources such as drivers, yard staff, and fleet operations as needed to execute test scenarios and provide feedback



# Questions?

*This page intentionally left blank.*

## Tulare County Regional Transit Agency

### **AGENDA ITEM VIII-B**

**November 10, 2022**

**Prepared by Richard Tree, Executive Director**

#### **SUBJECT:**

**Action:** Approve 2023 TCRTA Board Meeting Schedule

#### **BACKGROUND:**

The Bylaws of the Tulare County Regional Transit Agency state, "At its first meeting of each calendar year, the Board of Directors shall establish a schedule of regular meetings for that year, including date, time, and location for such meetings. Every regular meeting of the Board of Directors shall be held at such date and time and at such location within the boundaries of the County of Tulare as so established and publicly noticed in the agenda for the meeting. Regular meetings of the Board may be cancelled or may be held on such other dates and/or at such other times and locations as may be approved by the Board or as directed by the Board's Chair".

#### **DISCUSSION:**

From August 2020 to February 2022, the TCRTA Board of Directors scheduled its Board Meetings on the third Monday at 3:00 pm of each month to accommodate Directors who also serve on Tulare County Association of Governments (TCAG) or Tulare County Transportation Authority (TCTA) Boards.

At the Board Meeting of March 28, 2022, the Board of Directors adjusted the Board Meeting time from the third Monday of each month at 3:00 pm to the third Monday of each month at 6:00 pm to accommodate Directors who work during the day.

#### **RECOMMENDATION:**

That the Tulare County Regional Transit Agency Board of Directors:

1. Provide direction to staff on the TCRTA Board meeting date and time; and
2. Approve the 2023 TCRTA Board Meeting Schedule.

#### **FISCAL IMPACT:**

None

#### **ATTACHMENT:**

1. Draft 2023 TCRTA Board Meeting Schedule

**Tulare County Regional Transit Agency (TCRTA)  
2023 Board Meeting Schedule**

<b>Date</b>	<b>Location</b>
January 9, 2023*	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
February 13, 2023*	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
March 20, 2023	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
April 17, 2023	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
May 15, 2023	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
June 12, 2023*	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
July 17, 2023	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
August 21, 2023	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
September 18, 2023	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
October 16, 2023	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
November 13, 2023*	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
December 18, 2023	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291

The TCRTA Board meets at 6:00 pm. Most meetings fall on the third Monday of each month; dates with asterisks fall on the second Monday of the month due to holidays.

Meetings will be held at the location noted above for each month, unless otherwise noted in that month's agenda.

## Tulare County Regional Transit Agency

### **AGENDA ITEM VIII-C**

**November 10, 2022**

**Prepared by Richard Tree, Executive Director**

#### **SUBJECT:**

**Action:** Consideration To Amend The Joint Powers Agreement And Bylaws

#### **BACKGROUND:**

TCRTA Bylaws may be amended by the Board from time-to-time as the Board deems necessary. Such amendments shall be within the regular business of the Board and may be adopted upon approval of a quorum of the Board.

#### **DISCUSSION:**

School districts in Tulare County are challenged with addressing transportation barriers that often impede student success. Additionally, school districts are faced with similar challenges as public transportation regarding workforce shortages, rising costs, aging fleet, and inadequate schedules that limit access to after school activities, internships, and other educational activities.

Staff is recommending building partnerships with Tulare County school districts to identify transportation gaps and implement transportation options to address the challenges affecting Tulare County students' access and success in education.

#### **RECOMMENDATION:**

That the Tulare County Regional Transit Agency Board of Directors authorize staff to draft amendments to the Joint Powers Agreement and Bylaws to include student transportation.

#### **FISCAL IMPACT:**

Building partnerships with Tulare County School Districts can provide additional revenue streams for the Agency.

#### **ATTACHMENT:**

None

*This page intentionally left blank.*



## Tulare County Regional Transit Agency

### **AGENDA ITEM VIII-D**

**November 10, 2022**

**Prepared by Richard Tree, Executive Director**

#### **SUBJECT:**

**Action:** Request Authority To Negotiate An Agreement With The Porterville Unified School District

#### **BACKGROUND:**

Created by StepUp, TCRTA operates the LOOP Bus service to provide at-risk youth with free transportation to free activities that connect them to mentoring and gang prevention programs throughout Tulare County. The program is funded by Measure R and the Tulare County Board of Supervisors.

LOOP Bus policy prohibits school districts from using the LOOP Bus service for school-related events, including but not limited to, after-school programming, transportation of school sports teams to games or music programs to festivals or concerts. School districts may be permitted to use the LOOP Bus for community events.

#### **DISCUSSION:**

The Porterville Unified School District (PUSD) has numerous trips which they are unable to fulfill either through their existing transportation contractor or charter services. PUSD is requesting the opportunity to explore transportation options with TCRTA to fill gaps in transportation.

Staff is recommending authorization to explore opportunities to expand the existing LOOP Bus Service to include activities that have been prohibited in the past. Tulare County school districts have received additional funding with the expansion of after-school activities, therefore transportation expenses would be 100% covered by PUSD.

#### **RECOMMENDATION:**

That the Tulare County Regional Transit Agency Board of Directors authorize the Executive Director to negotiate an agreement with the Porterville Unified School District to provide after school transportation.

#### **FISCAL IMPACT:**

Student Transportation will be 100% funded by PUSD and may provide additional revenue streams for the Agency.

#### **ATTACHMENT:**

None

*This page intentionally left blank.*

## Tulare County Regional Transit Agency

### **AGENDA ITEM VIII-E**

**November 10, 2022**

**Prepared by Richard Tree, Executive Director**

#### **SUBJECT:**

**Discussion:** Election and Seating of Chair and Vice Chair of the Board of Directors

#### **DISCUSSION:**

At the meeting of August 17, 2020, the Board of Directors elected Director Crocker as Chair and Director Sigala as Vice Chair. The terms for the selected officers was to conclude on June 30, 2022.

At the meeting of January 11, 2021, the Board of Directors elected Director Sigala as Chair and Director Gomez as Vice Chair. The change in officers was due to the 2020 election, in which, Chair Crocker was not re-elected to the County Board of Supervisors. The terms for the selected officers shall conclude on January 16, 2023.

As specified in the Joint Powers Agreement, TCRTA shall appoint a Chair and Vice Chair to serve for two years, and staff is recommending holding an election and seating of Chair and Vice Chair of the Board of Directors at either the December 8, 2022 or January 9, 2023 meeting.