

**Tulare County Regional Transit Agency**  
**AGENDA**  
**June 23, 2023**  
**4:00 pm**  
**Tulare County Regional Transit Agency**  
**210 N. Church Street, Suite B**  
**Visalia, CA 93291**

NOTE: This meeting will allow the public to participate in the meeting via Zoom using the following link:

[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. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Significant Exposure to Litigation (Government Code Section 54956.9(d)(2))

Number of Potential Cases: 2

**RECONVENE OPEN SESSION**

**V. REPORTS:**

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

**A.** Ad-Hoc Sustainability Committee (May 24, 2023 & June 6, 2023)

**B.** Ad-Hoc Executive Director Search Committee

**VI. PRESENTATIONS:**

**A.** None

**VII. INFORMATIONAL ITEMS:**

**A.** Transit Center Development Updates (Exeter, Farmersville, Lindsay)

**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 Discussion Items.

**Request Approval of the Consent Calendar Items VIII-A-D.**

**A.** Approve minutes of May 15, 2023 (Pages 01-03)

**B.** Receive and File Financial Statement as of May 31, 2023 (Pages 05-06)

**C.** Adoption of Resolution Approving the Public Transportation Agency Safety Plan (PTASP) (Pages 07-26)

**D.** Adoption of Resolution Approving the Zero-Emission Bus (ZEB) Rollout Plan (Pages 27-57)

**IX. ACTION / DISCUSSION ITEMS:**

**A.** Consideration of City of Porterville's Request to Withdraw from JPA (Pages 59-61)

**B.** Adoption of Resolution Approving the Fiscal Year 2023/2024 Operating Budget and Capital Improvement Program (Pages 63-83)

**C.** Approve Contract Extension with Uber for On-Demand Software Service and Authorize Staff to Prepare a Request for Proposals (Pages 85-86)

**D.** Adoption of Resolution Approving the Scope of Work from Ellen Moy, Moy & Associates, and Payment for Services Rendered (Pages 87-97)

- E. Adoption of Resolution Approving Amendment No. 3 to the FY 2022/2023 Budget and Capital Improvement Program (Pages 99-102)
- F. Approve Special Transportation Services for City of Porterville Freedom Fest (Page 103)

**X. OTHER BUSINESS:**

- A. Director's Report
- B. Requests from Board Members for Future Agenda Items
- C. Consideration of Board Officers

**XI. ADJOURN:**

The next regularly scheduled Tulare County Regional Transit Agency (TCRTA) Board meeting will be **July 17, 2023, and will take place at 4:00 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	Maribel Reynosa	City of Dinuba
Vicki Riddle	Frankie Alves	City of Exeter
Greg Gomez – Vice Chair	Armando Hinojosa	City of Farmersville
Hipolito Cerros	Rosaena Sanchez	City of Lindsay
Donald Weyhrauch	Raymond Beltran	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
Wendi Correa	Vacant	Tule River Tribe of California

### **EX OFFICIO MEMBERS**

Georgina Landecho, CalVans  
Kellie Carrillo, TCAG Public Transit Representative

### **TCRTA STAFF**

Albert Barragan, TCRTA Interim Executive Director  
\*Leslie Davis, TCRTA Interim Finance Director/TCAG Finance Director  
Angela Rose, TCRTA EH Fiscal Manager  
Jennie Miller, TCRTA Transit Manager  
Teresa Ortega, TCRTA Transit Analyst  
Clayton Landis, TCRTA Transit Analyst  
Olivia Forte, TCRTA Transit Analyst  
\*Thomas Degn, County Counsel  
\*Brideget Moore, TGAG Staff Analyst III (TCAG)  
\*Servando Quintanilla Jr., TCAG Staff Analyst I (TCAG)  
\*TCRTA is 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  
Board Meeting Minutes  
May 15, 2023, 6:00 p.m.**

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**Members Present:** Thusu, Riddle, Gomez, Weyhrauch, Sigala, Mendoza & Valero  
**Members Absent:** Cerros, & Correa  
**Alternates:**  
**Ex Officio Present:** Carrillo  
**Staff Present:** Albert Barragan, Teresa Ortega, Jennie Miller, Olivia Forte, Servando Quintanilla, and Maria Garza  
**Counsel Present:** Thomas Degn

\*Board member attended online due to emergency or just cause.

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**I. CALL TO ORDER:**

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

**II. PLEDGE OF ALLEGIANCE**

Led by Chair Sigala.

**III. PUBLIC COMMENT:**

None

**IV. REPORTS:**

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

**A. Executive Committee**

Mr. Sigala reported that the Executive Committee had met to discuss contracts and those contracts were brought to the Board for recommendations.

**B. Ad Hoc – Sustainability Committee**

N/A

**C. Ad Hoc – Executive Director Search Committee**

Mr. Valero expressed that he would like to work with Lupe Garza Tulare County HR&D Director regarding the Executive Director vacancy.

**D. Safety Committee (May 3, 2023)**

Ms. Forte summarized that TCRTA and Contractors meet once a month to discuss safety concerns.

**V. PRESENTATIONS:**

A. None

**VI. INFORMATIONAL ITEMS:**

**A. TCRTA Staff Roles & Presentations (handout for Board)**

Ms. Miller gave a summary of the different roles and responsibilities of TCRTA staff.

**B. Transit Center Development Updates (Exeter, Farmersville, Lindsay)**

Ms. Riddle gave an update on possible funding for Exeter. Mr. Gomez gave an update on Farmersville.

**VII. CONSENT CALENDAR ITEMS:**

**A. Approve minutes April 21, 2023**

Upon motion by Member Mendoza and seconded by Member Valero the Tulare County Regional Transit Agency unanimously approved Items A.

**VIII. DISCUSSION / ACTION ITEMS:**

**A. Action: Approve Professional Services Agreement with Susan Hafner, Multimodal Solutions, for Interim Support Services**

Mr. Barragan discussed that Executive Director position became vacant effective April 21, 2023. Therefore, the Agency and the Interim Executive Director need the support of a transit consultant to lead and coordinate its transit services, provide supervision and guidance for staff, and assist with Board of Directors meetings, until a permanent Executive Director can be hired. The estimated time to complete the Executive Director recruitment is four to six months. Statements of interest/qualifications were received from three transit consultants. At the Executive Committee meeting of April 28, 2023, Committee members heard presentations from the interested parties, discussed qualifications, and directed staff to proceed with a draft agreement for services with Susan Hafner, Multimodal Solutions, pending final Board approval. Mr. Barragan recommended that the Tulare County Regional Transit Agency Board of Directors authorize the TCRTA Interim Director to execute an agreement with Susan Hafner, Multimodal Solutions, for interim support services for an amount not to exceed \$80,000.

Upon motion by Member Mendoza and seconded by Member Weyhrauch with the amendment of language in Exhibit A Section 1, the Tulare County Regional Transit Agency unanimously approved Items A as presented.

**B. Discussion: City of Porterville - Notice of Withdrawal**

Mr. Barragan explained The Tulare County Regional Transit Agency (TCRTA) is a joint powers agency formed by the County of Tulare and the Cities of Dinuba, Exeter, Farmersville, Lindsay, Porterville, Tulare, and Woodlake (each, a "Member Agency" and together, the "Member Agencies") pursuant to Section 6500 *et seq.* of the Government Code of the State of California through the adoption of a Joint Powers Agreement (JPA) that became effective on August 11, 2020. The purpose of the JPA is to empower the Member Agencies to exercise their common powers through the formation and operation of TCRTA, with full power and authority to own, operate, and administer a public transportation system within the jurisdictions of the Member Agencies. Article II (Organization), Section 14 (Withdrawal and Readmission of Member Agencies) of the JPA states the following: "Any Party to this Agreement may, on or before May 1 of any year, give written notice to the Transit Agency that it is withdrawing from the Transit Agency and terminating its rights and duties under the Agreement at the end of the fiscal year, and such notice shall have the same effect on the 30th day of June thereafter." Pursuant to Article II, Section 14 of the current Joint Powers Agreement of the Tulare County Regional Transit Agency, the City Council of the City of Porterville acted at its meeting on April 18, 2023, to authorize Notice of Withdrawal effective June 30, 2023. The City of Porterville officially submitted its Notice of Withdrawal to the Agency on April 28, 2023.

**C. Discussion: Board of Directors Meeting Schedule**

Mr. Sigala discussed the possible changes to scheduled TCRTA Board meetings. It was noted that meetings would be changed to the third Monday of the month at 4 o'clock at the TCRTA office.

**X. CLOSED SESSION ITEMS:**

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

**A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

Significant Exposure to Litigation (Government Code Section 54956.9(d)(2))

Number of Potential Cases: 1

**IX. OTHER BUSINESS:**

**A. Director's Report**

N/A

**B. Request from Board Members for Future Agenda Items**

Mr. Thusu would like to see if TCRTA can have a workshop on finances. Mr. Mendoza said that he would also like to have a report on finance and operations.

**X. ADJOURN**

The meeting adjourned at 7:23 p.m. Chair Sigala confirmed the next scheduled meeting of the Tulare County Regional Transit Agency (TCRTA) Board of Directors will be held on **June 14, 2023 and will take place at 4:00 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 VIII-B**

**June 23, 2023**

**Prepared by Leslie Davis, Finance Director**

### **SUBJECT:**

**ACTION:** Receive and File Financial Statement as of May 31, 2023

### **BACKGROUND:**

The following Financial Statement as of May 31, 2023, provides year-to-date revenue and expenses compared to the Fiscal Year 2022/2023 Budget, reflecting operations and capital separately.

### **RECOMMENDATION:**

That the Tulare County Regional Transit Agency Board of Directors receive and file the Financial Statement as of May 31, 2023.

### **FISCAL IMPACT:**

None

### **ATTACHMENT:**

1. Financial Statement as of May 31, 2023

TCRTA  
Profit Loss Statement  
FYTD May 31, 2023

Attachment 1

Revenues

4801 Interest  
5054 State-Other  
5220 Other Revenue  
5700 Fed-Other  
5835 Other Revenue  
5873 Public Transit Passenger Fares

Expenses

6001 Salaries

Total Salaries & Benefits

7000 Services & Supplies  
7005 Communications(IT,Telephone,Radio)  
7010 Insurance (Liab&Auto)  
7024 Maint-Repairs (Facilities)  
7024 Maint-Blds ( TCAG Only)  
7036 Office Expense  
7040 Courier  
7043 Professional & Spec  
7059 Pubs & Legal Notices  
7062 Rent & Lease  
7066 Spec Dept Exp  
7073 Training  
7081 Utilities  
8345 Buses/Vans

Total Budget

Net Profit(loss)

22/23 Budget Operations	Actuals to 5-31-2023	22/23 Budget Cap	Actuals to 5-31-2023
	20,924.00		
5,899,168	6,772,095	12,620,190	
		2,781,585	
11,417,699	3,768,526	9,411,955	
1,362,845	1,099,964	6,233,600	
459,000	552,853		
19,138,712	12,214,362	31,047,330	0
804,989	361,030		
804,989	361,030	0	0
1,160			
107,890	36,415		
265,133	138,588		
202,739			
50	82		
186,940	74,370		
700			
17,205,438	12,071,546		
1,000	715		
11,000	28,383		
172,673	190,228		
7,000	15,877		
172,000	61,224		
		31,047,330	626,611
18,333,723	12,617,428	31,047,330	626,611
19,138,712	12,978,458	31,047,330	626,611
0	(764,096)	0	(626,611)

## Tulare County Regional Transit Agency

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

**June 23, 2023**

**Prepared by Jennie Miller, Transit Manager**

#### **SUBJECT:**

**ACTION:** Adoption of Resolution Approving the TCRTA Public Transportation Agency Safety Plan (PTASP) Consistent with Federal Transit Administration (FTA) Regulation 49 CFR Part 673

#### **BACKGROUND:**

On July 19, 2018, the Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Final Rule (49 C.F.R. Part 673) requiring operators of public transportation systems that are recipients or subrecipients of FTA funds to develop safety plans that include the processes and procedures necessary for implementing Safety Management Systems (SMS), a comprehensive, collaborative approach to managing safety. FTA's regulation extends to small transit providers, defined as recipients or subrecipients of grant funds that operate fewer than 100 vehicles during peak service periods across all fixed route modes.

#### **DISCUSSION:**

The PTASP is designed to better control risk, detect and correct safety problems earlier, share and analyze safety data more effectively, and measure safety performance more precisely. Procedures related to SMS include the designation of accountable persons for the development, institution, and enforcement of these policies.

The PTASP must include performance targets for the performance measures established by FTA in the National Public Transportation Safety Plan, (published on January 28, 2017). The required transit safety performance measures are (1) total number of reportable fatalities and rate per total vehicle revenue miles by mode; (2) total number of reportable injuries and rate per total vehicle revenue miles by mode; (3) total number of reportable safety events and rate per total vehicle revenue miles by mode; and (4) system reliability – mean distance between major mechanical failures by mode.

Transit agencies must make their safety performance targets available to the State and Metropolitan Planning Organizations (MPOs), i.e., Tulare County Association of Governments (TCAG), for inclusion in their planning process. TCRTA must annually review, update, and certify compliance with the PTASP rule (49 CFR 673.13).

#### **RECOMMENDATION:**

That the Tulare County Regional Transit Agency Board of Directors adopt Resolution 2003-008 approving the TCRTA Public Transit Agency Safety Plan (PTASP), and

authorize the Executive Director, or his designee, to execute and file all necessary documents and implement the same.

**FISCAL IMPACT:**

There is no financial impact associated with approval of the PTASP.

**ATTACHMENT:**

1. Draft Resolution 2023-008
2. TCRTA Public Transit Agency Safety Plan (PTASP)

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY  
APPROVING THE TCRTA PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP)**

**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**, Federal Transit Administration (FTA) 49 CFR Part 673 requires public transportation operators who are recipients of FTA grant funds to develop safety plans that demonstrate specific safety policies and measures are established by transit operators ensuring the delivery of safe, quality transit services; and

**WHEREAS**, the PTASP sets forth TCRTA’s plan that meets the following key requirements, at a minimum:

- Documented processes and procedures for implementing the transit agency’s Safety Management Systems (SMS) which consists of four main elements—(1) Safety Management Policy; (2) Safety Risk Management; (3) Safety Assurance; and (4) Safety Promotion (49 CFR 673.22(a)(2).
- Performance targets based on safety performance criteria established under the National Public Transportation Safety Plan (49 CFR 673.11(a)(3).
- Address applicable requirements and standards set forth in FTA’s PTASP (49 CFR 673.22(a)(4).
- Establish a process and timeline for conducting an annual review and update of the PTASP (49 CFR 673.11(a)(5); and

**WHEREAS**, the PTASP formalizes safety programs and procedures in place at the TCRTA and improves the safety risk management, safety assurance, and safety oversight processes; and

**WHEREAS**, the safe operation of TCRTA public transit services is the top priority of the TCRTA Board of Directors.

**NOW, THEREFORE, BE IT RESOLVED, THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY**, does hereby approve the TCRTA Public Agency Transportation Plan (PTASP) attached hereto.

**BE IT FURTHER RESOLVED**, the Executive Director or his designee is authorized to execute and file any and all necessary documents to implement the TCRTA Public Agency Transportation Plan (PTASP).

**PASSED AND ADOPTED** this **23<sup>rd</sup> day of June 2023** 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 23<sup>rd</sup> day of June 2023.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed \_\_\_\_\_

Jose Sigala  
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2023-008 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 23<sup>rd</sup> day of June 2023.

Signed \_\_\_\_\_

Albert Barragan  
Interim Executive Director



# **Public Transportation Agency Safety Plan (PTASP)**

**December 2022**

210 N. Church Street, Suite B  
Visalia, CA 93291  
(559) 623-0452  
[www.gotcrta.org](http://www.gotcrta.org)

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## 1. Background

The Public Transportation Agency Safety Plan (PTASP) final rule, 49 CFR Part 673, requires certain public transportation operators who are recipients of Federal Transit Administration (FTA) grant funds to develop safety plans. These plans must include, at a minimum:

- Documented processes and procedures for implementing the transit agency's Safety Management Systems (SMS) which consists of four main elements—(1) Safety Management Policy; (2) Safety Risk Management; (3) Safety Assurance; and (4) Safety Promotion (49 CFR 673.22(a)(2).
- Performance targets based on safety performance criteria established under the National Public Transportation Safety Plan (49 CFR 673.11(a)(3).
- Address applicable requirements and standards set forth in FTA's PTASP (49 CFR 673.22(a)(4).
- Establish a process and timeline for conducting an annual review and update of the PTASP (49 CFR 673.11(a)(5).

Transit agencies must make their safety performance targets available to the State and Metropolitan Planning Organizations (MPO), i.e., Tulare County Association of Governments (TCAG), to participate in the planning process.

Annually, transit agencies must certify compliance with the PTASP rule (49 CFR 673.13). Under Part 673, transit agencies also are required to maintain documents that describe their ASP, including those related to implementation and results from processes and activities.

TCRTA's PTASP has been developed consistent with FTA's recommended format that compiles with the required elements of Part 673.

## 2. Transit Agency Information

<b>Transit Agency</b>	Tulare County Regional Transit Agency		
<b>Address</b>	210 N. Church Street, Suite B, Visalia, CA 93291		
<b>Name and Title of Accountable Executive</b>	Albert Barragan, Interim Executive Director		
<b>Name of Chief Safety Officer or SMS Executive</b>	Albert Barragan, Interim Executive Director		
<b>Mode(s) of Service Covered by this Plan</b>	Fixed Route & Demand-Response	<b>FTA Funding Types</b>	5307, 5311, 5339
<b>Modes of Service Provided (Contracted Service)</b>	Fixed Route & Paratransit		
<b>Are transit services provided on behalf of another transit agency or entity?</b>	Yes	<b>Description of Arrangement(s)</b>	Joint Powers Agreement
<b>Name and Address of TCRTA Entities for which Service Is Provided</b>	County of Tulare (5961 S. Mooney Blvd., Visalia, CA 93277); Cities: Dinuba (1088 E. Kamm Ave., Dinuba, CA 93618), Exeter (137 N. F St, Exeter 93221); Farmersville (909 W. Visalia Rd., Farmersville, CA 93223), Lindsay (251 E. Honolulu St., Lindsay, CA 93247); Porterville (291 N. Main St., Porterville, CA 93257); Tulare (411 East Kern Ave., Tulare, CA 93274); Tule River Tribe (340 N. Reservation Rd., Porterville, CA 93257); and Woodlake (350 N. Valencia, Woodlake, CA 93286)		

### 3. Plan Development, Approval, and Updates

<b>Person who Drafted this Plan</b>	Albert Barragan, Interim Executive Director and Chief Safety Officer, TCRTA		
<b>Signature by the Accountable Executive</b>	<b>Signature of Accountable Executive</b>	<b>Date of Signature</b>	
	_____		
<b>Approval by the TCRTA Board of Directors</b>	<b>TCRTA Board of Directors</b>		<b>Date of Approval</b>
	Resolution #		6/ /2023
	<b>Relevant Documentation (Title and Location)</b>		
	A copy of Board of Directors Resolution <u>#2023-xxx</u> , approving the Agency Safety Plan (ASP), will be maintained on file by the TCRTA Chief Safety Officer and TCRTA Transit Manager at 210 N. Church Street, Suite B, Visalia, CA 93291.		
<b>Certification of Compliance</b>	<b>Name of Individual/Entity that Certified this Plan</b>		<b>Date of Certification</b>
	TCRTA Board of Directors		6/ /2023
	<b>Relevant Documentation (Title and Location)</b>		
	A copy of all Certifications of Compliance will be maintained on file by the TCRTA Chief Safety Officer and TCRTA Transit Manager at 210 N. Church Street, Suite B, Visalia, CA 93291.		

Version Number and Updates			
Version Number	Section/Pages Affected	Reason for Change	Date Issued
1	Entire Document	New Document	6/2023

<b>Annual Review and Update of the Agency Safety Plan</b>
This plan will be jointly reviewed and updated by the Chief Safety Officer and the Accountable Executive, as designated by TCRTA, by July 1 of each year. The Accountable Executive will review and approve any changes to the ASP and forward the ASP to the TCRTA Board of Directors for review and approval.

## 4. Safety Performance Targets

Safety Performance Targets							
<i>Performance targets based on the safety performance measures established under the National Public Transportation Safety Plan.</i>							
Mode of Transit Service	Fatalities (Total)	Fatalities (Rate)	Injuries (Total)	Injuries (Rate)	Safety Events (Total)	Safety Events (Rate)	System Reliability
Fixed Route	0	0%	3	0.16	0	0.00	0
Demand-Response	0	0%	0	0.00	0	0.00	0

Safety Performance Target Coordination		
<p>The TCRTA Accountable Executive shares our ASP, including the performance targets, with the Tulare County Association of Governments (TCAG) each year after it is adopted by TCRTA. The adopted plan is also forwarded to Caltrans Department of Rail &amp; Mass Transportation. TCRTA staff is available to coordinate Safety Performance Targets with TCAG and will be available to the State at any time. Adoption of the TCRTA PTASP will be certified annually through submittal of its annual FTA Certifications and Assurances.</p>		
Targets Transmitted to the State	State Entity Name	Date Targets Transmitted
	Caltrans Department of Rail & Mass Transportation	6/2023
Targets Transmitted to the Metropolitan Planning Organization	Metropolitan Planning Organization Name	Date Targets Transmitted
	Tulare County Association of Governments (TCAG)	6/2023

## 5. Safety Management Policy

### Safety Management Policy Statement

Safety is a core value at the TCRTA, and managing safety is a core business function. We will develop, implement, maintain, and continuously improve processes to ensure the safety of our customers, employees and the public. TCRTA is committed to the following safety objectives:

- Communicating the purpose and benefits of the Safety Management System (SMS) to all staff, managers, directors, and employees.
- Providing a culture of open reporting of all safety concerns, ensuring that no action will be taken against any employee who discloses a safety concern through TCRTA's Employee Safety Reporting Program (ESRP), unless such disclosure indicates, beyond any

reasonable doubt, an illegal act, gross negligence, or a deliberate or willful disregard of regulations or procedures.

- Providing appropriate management involvement and the necessary resources to establish an effective ESRP that will encourage employees to communicate and report any unsafe work conditions, hazards, or at-risk behavior to the management team.
- Identifying hazardous and unsafe work conditions and after thorough analysis of provided data, TCRTA's transit operations program will develop processes and procedures to mitigate safety risk to an acceptable level.
- Establishing safety performance targets that are realistic, measurable, and data driven. Continually improving our safety performance through management processes that ensure appropriate safety management action is taken and is effective.

### **Safety Management Policy Communication**

TCRTA contracts with a private contractor to operate transit services. The contract operator employs a Safety Management Plan (SMP) that serves as a shared documented commitment to safety and defines objectives, accountabilities, and responsibilities to employee safety. Communication of the SMP is fundamental to the success of this written program. The SMP will be communicated to all transit system employees through a variety of methods, including:

- Bulletin boards.
- Safety meetings and/or tailgate safety meetings.
- In-service training.
- Memoranda.
- Transit new-hire training.
- Periodic refresher training.

### **Authorities, Accountabilities, and Responsibilities**

#### Accountable Executive

The TCRTA Executive Director is the Accountable Executive for the development and management of TCRTA's Safety Management System with the following authorities, accountabilities, and responsibilities under this plan:

- Controls and directs human and capital resources needed to develop and maintain the ASP and SMS.
- Designates an adequately trained Chief Safety Officer.
- Ensures that TCRTA's SMS is effectively implemented.
- Ensures action is taken to address substandard performance in TCRTA's SMS.
- Assumes ultimate responsibility for carrying out the TCRTA ASP and SMS.
- Maintains responsibility for carrying out the agency's Transit Asset Management Plan.

### Chief Safety Officer or SMS Executive

The Accountable Executive designates the Transit Manager as TCRTA's Chief Safety Officer or SMS Executive for the Transit Operations. The Chief Safety Officer has the following authorities, accountabilities, and responsibilities under this plan:

- Develops ASP & SMS Policy & Procedures.
- Reviews implementation of SMS and Safety Committee Meetings.
- Reviews Safety Risk Register and Safety Event Log and analyzes trends in hazards, occurrences, incidents, and accidents.
- Advises the Accountable Executive on SMS progress and status.
- Identifies substandard performance in TCRTA's SMS and develops action plans for approval by the Accountable Executive.
- Ensures TCRTA policies are consistent with TCRTA's safety objectives.
- Provides Safety Risk Management (SRM) expertise and support for other TCRTA and contractor personnel who conduct and oversee safety assurance activities.

### Agency Leadership and Executive Management

Contractor Leadership and Executive Management also have authorities and responsibilities for day-to-day SMS implementation and operation of TCRTA's SMS under this plan. TCRTA's Contractor Leadership and Executive Management include:

- Transit Systems Director
- Contract General Manager
- Operations Manager
- Safety and Training Manager
- Maintenance Manager

Their duties require close coordination on the development of the SMS and ASP to be adopted by the TCRTA Board of Directors. Contractor Leadership and Executive Management also have the following authorities, accountabilities, and responsibilities:

- Participate as members of TCRTA/Contractor Safety Committee.
- Complete training on SMS and ASP elements.
- Oversee day-to-day operations of the SMS.
- Modify policies in the SMS as necessary.
- Provide subject matter expertise to support implementation of the SMS as requested by the Accountable Executive or the Chief Safety Officer, including SRM activities, investigation of safety events, development of safety risk mitigations, and monitoring of mitigation effectiveness.

## Key Staff

TCRTA uses the Safety Committee as well as the monthly Drivers' Safety Meetings to support its SMS and safety programs:

### **Employee Safety Reporting Program**

The Transit Employee Safety Reporting Program (ESRP) is a fundamental source for reporting safety concerns and hazard identification. It is a key part of eliminating and mitigating safety risks that can lead to hazardous consequences. Employees have the obligation and right to report unsafe or unhealthy work conditions, hazards, or at-risk behavior, and are encouraged to make such a report. Employees who participate in the program are guaranteed that no action will be taken against them for disclosing safety concerns.

The TCRTA, as well as its bus operations contractor, encourage employees who identify safety concerns in their day-to-day duties to report them to senior management in good faith without fear of retribution. There are many ways employees can report safety conditions:

- Report conditions directly to the dispatcher, who will add them to the daily Operations Log.
- Report conditions anonymously via a locked comment box in the drivers' area.
- Report conditions directly to any supervisor, manager, or director.

Examples of information typically reported include:

- Safety concerns in the operating environment (for example, road conditions or the condition of facilities or vehicles).
- Policies and procedures that are not working as intended (for example, insufficient time to complete pre-trip inspection).
- Events that senior managers might not otherwise know about (for example, near misses).©
- Information about why a safety event occurred (for example, radio communication challenges).

On a daily basis, TCRTA's third-party contract Transit Manager reviews the dispatch daily Operations Log and checks the comment box and dedicated email address, and documents identified safety conditions in the Safety Risk Register. All safety conditions related to the TCRTA contract are immediately reported to the contract General Manager and TCRTA's Chief Safety Officer. TCRTA's Chief Safety Officer, supported by the Safety Committee, as necessary, will review and address each employee report, ensuring that hazards and their consequences are appropriately identified and resolved through TCRTA's SRM process and that reported deficiencies and non-compliance with rules or procedures are managed through TCRTA's Safety Assurance process.

If warranted, Management will take appropriate action with offending employees if a disclosure indicates beyond any reasonable doubt, an illegal act, gross negligence, deliberate or willful disregard of policies and procedures or local, state, and federal laws and regulations. Transit may take disciplinary action if the report involves any of the following: Willful participation in illegal activity, such as assault or theft; gross negligence, such as knowingly using equipment for purposes other than intended so that people or property are at risk; reporting to work under the influence of alcohol and/or a controlled substance; or deliberate or willful disregard of policies and procedures, or local, state, and federal laws and regulations.

## 6. Safety Risk Management

### Safety Risk Management Process

TCRTA, with cooperation from their bus operations contractor, uses the monthly Drivers' Safety Meetings and monthly Safety Committee meetings to support its SMS and safety programs as follows:

- Drivers' Safety Meetings: The agenda for the monthly Drivers' Safety Meetings include various safety topics and reminders repeated regularly. Current safety events or issues are also discussed and documented.
- Safety Committee: Any safety incidents, or hazards reported during the month will be jointly evaluated by the Safety Committee and the Chief Safety Officer. The Safety Committee members include the Transit Systems Director, the Safety & Training Manager, the Maintenance Manager, a Dispatcher and a Driver. They will review incidents and safety issues and make recommendations to improve Safety Hazard reports and mitigations will be shared, safety topics will be raised for open discussion, further feedback solicited, and hazard self-reporting further encouraged. Information discussed in these meetings will be documented.

## 7. Safety Assurance

### Safety Performance Monitoring and Measurement

***Activities to monitor TCRTA for compliance with procedures for operations and maintenance.***

Through our Safety Assurance process, the TCRTA:

- Evaluates its compliance with operations and maintenance procedures to determine whether existing rules and procedures are sufficient to control safety risk.
- Assesses the effectiveness of safety risk mitigations to make sure they are appropriate and are implemented as intended.
- Investigates safety incidents to identify causal factors.
- Analyzes information from safety reporting, including data about safety factors, defects, or conditions.



***Activities to monitor operations to identify any safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended.***

TCRTA, with cooperation from their bus operations contractor, has many processes in place to monitor its entire transit system for compliance with operations and maintenance procedures, including:

- Safety Audits
- Informal Inspections
- Onboard Camera Reviews
- Safety Surveys
- ESRP Incident Investigation
- Service Pre-launch Reviews
- Daily Operating Data Reviews
- Preventive Maintenance Inspections

Results from these processes are compared with recent performance trends monthly and annually by the Chief Safety Officer to determine any needed corrective action. The Chief Safety Officer reviews the results of investigations with the Safety Committee.

***Activities to conduct investigations of safety events, including the identification of causal factors.***

Immediately following a safety event, an operations contract supervisor initiates an investigation. The investigation must be in writing and include the following information:

- Identification of the person conducting the investigation.
- Date and time of the investigation.
- Identification of the person(s) who were injured.
- Identification of any witnesses.
- Interview with injured worker(s) and witnesses.
- A description of exactly how the injury occurred.
- Examination of the accident scene for factors associated with the accident.
- Have the injured worker demonstrate how the injury took place.
- Take pictures of the accident scene.
- Determine the causation of the injury.
- A description of any corrective action required and/or taken.

A copy of the written investigation is forwarded by the contract General Manager or Transit Systems Director to the Chief Safety Officer upon completion. The Chief Safety Officer reviews

the report with the Safety Committee and together they determine an appropriate correction plan if warranted.

***Activities to monitor information reported through internal safety reporting programs.***

The Chief Safety Officer and Safety Committee routinely review safety data captured in employee safety reports, safety meeting minutes, customer complaints, and other safety communication channels. When necessary, the Chief Safety Officer and Safety Committee ensure that the concerns are investigated or analyzed through TCRTA's SRM process.

The Chief Safety Officer and Safety Committee also evaluate internal and external reviews, including audits and assessments, with findings concerning TCRTA's safety performance, compliance with operations and maintenance procedures, or the effectiveness of safety risk mitigations.

## **Management of Change**

***Process of identifying and assessing changes that may introduce new hazards or impact safety performance.*** (Not required for small public transportation providers or those operating fewer than 100 vehicles during peak service periods.) TCRTA operates fewer than 100 vehicles during peak service period and is therefore exempted from this requirement.

## **Continuous Improvement**

***Process for assessing safety performance and for developing and carrying out plans to address identified safety deficiencies.*** (Not required for small public transportation providers or those operating fewer than 100 vehicles during peak service periods.) TCRTA operates fewer than 100 vehicles during peak service period and is therefore exempted from this requirement.

## **8. Safety Promotion**

### **Competencies and Training**

***TCRTA safety training program for all agency employees and contractors directly responsible for safety.***

The TCRTA Transit Contract operator, with cooperation from the Chief Safety Officer, dedicates resources to conduct both basic and comprehensive safety training. The scope of the safety trainings, including periodic refresher training, is appropriate to each employee's individual safety-related job responsibilities.

Operations safety-related skill training includes the following:

- New-hire bus vehicle operator classroom and hands-on skills training.
- Bus operator refresher training.
- Bus operator retraining (recertification or return to work).
- Classroom and on-the-job training for dispatchers.
- Classroom and on-the-job training for transit directors and managers.

- Motor Vehicle Accident (MVA) accident and injury investigation training for transit directors, supervisors, and managers.

Vehicle maintenance safety-related skill training includes the following:

- Ongoing vehicle maintenance technician skills training,
- Ongoing skills training for vehicle transit maintenance manager.
- MVA accident and work-related injury investigation training for vehicle maintenance supervisors and managers.
- Ongoing hazardous communication and material training for all vehicle maintenance technicians and directors.
- Training provided by outside vendors.

### **Safety Communication**

#### ***Processes and activities to communicate safety and safety performance information throughout TCRTA.***

The Chief Safety Officer works closely with the TCRTA Transit Contract operator as they implement their Safety Management Program (SMP). The SMP serves as the documented commitment to safety and defines objectives, accountabilities, and responsibilities to employee safety. Communication of the SMP is fundamental to the success of this written program. The SMP will be communicated to all transit employees through a variety of methods, including:

- Bulletin boards.
- Memoranda.
- Safety meetings and/or tailgate safety meetings.
- In-service training.
- Transit Systems new-hire training.
- Periodic refresher training.

### **Supporting Documentation**

#### ***Reference documentation used to implement and carry out the ASP that are not included elsewhere in this Plan.***

TCRTA will maintain documentation related to the implementation of its SMS; the programs, policies, and procedures used to carry out this ASP; and the results from its SMS processes and activities for three years after creation. They will be available to the FTA or other federal or oversight entity upon request.

## 9. Appendix A – Glossary of Terms

Term	Definition
Accident	Event involving any of the following: Loss of life, serious injury, collision of agency vehicle, evacuation.
Accountable Executive	Single identifiable person who has ultimate responsibility for carrying out the PTASP; and control or direction over the human or capital resources needed to develop and maintain both the agency's PTASP and TAM Plan.
Equivalent Authority	An entity that carries out duties similar to that of a Board of Directors for a recipient or subrecipient of FTA funds under 49 U.S.C. Chapter 53, including sufficient authority to review and approve a recipient or subrecipient's Public Transportation Agency Safety Plan.
Event	Accident, incident, or occurrence.
Hazard	Any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.
Incident	An event that involves any of the following: a personal injury that is not a serious injury; one or more injuries requiring medical transport; or damage to facilities, equipment, rolling stock, or infrastructure that disrupts the operations of a transit agency.
Investigation	The process of determining the causal and contributing factors of an accident, incident, or hazard, for the purpose of preventing recurrence and mitigating risk.
National Public Transportation Safety Plan	The plan to improve the safety of all public transportation systems that receive Federal financial assistance under 49 U.S.C. Chapter 53.
Occurrence	An event without any personal injury in which any damage to facilities, equipment, rolling stock, or infrastructure does not disrupt the operations of a transit agency.
Operator	A provider of public transportation as defined under 49 U.S.C. 5302.
Performance Measure	An expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets.
Performance Target	A quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a time period required by the FTA.
Public Transportation Agency Safety Plan (PTASP)	The documented comprehensive Agency Safety Plan for a transit agency that is required by 49 U.S.C. 5329 and Part 673.

Risk	The composite of predicted severity and likelihood of the potential effect of a hazard.
Risk Mitigation	Method or methods to eliminate or reduce the effects of hazards.
Safety Assurance	Processes within a transit agency's Safety Management System that function to ensure the implementation and effectiveness of safety risk mitigation, and to ensure that the transit agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.
Safety Management Policy	A transit agency's documented commitment to safety, which defines the transit agency's safety objectives and the accountabilities and responsibilities of its employees in regard to safety.
Safety Management System	The formal, top-down, organization-wide approach to managing safety risk and assuring the effectiveness of a transit agency's safety risk mitigation. SMS includes systematic procedures, practices, and policies for managing risks and hazards.
Safety Performance Target	A performance target related to safety management activities.
Safety Promotion	A combination of training and communication of safety information to support SMS as applied to the transit agency's public transportation system.
Safety Risk Assessment	The formal activity whereby a transit agency determines Safety Risk Management priorities by establishing the significance or value of its safety risks.
Safety Risk Management	A process within a transit agency's Agency Safety Plan for identifying hazards and analyzing, assessing, and mitigating safety risk.
Serious Injury	Any injury which: (1) Requires hospitalization for more than 48 hours, commencing within 7 days from the date when the injury was received; (2) Results in a fracture of any bone (except simple fractures of fingers, toes, or noses); (3) Causes severe hemorrhages, nerve, muscle, or tendon damage; (4) Involves any internal organ; or (5) Involves second- or third-degree burns, or any burns affecting more than 5 percent of the body surface
Transit Agency	An operator of a public transportation system.
Transit Asset Management Plan	The strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost effective, and reliable public transportation, as required by 49 U.S.C. 5326 and 49 CFR part 625.

## 10. Appendix B – ASP Acronyms

Acronym	Word or Phrase
ADA	Americans with Disabilities Act of 1990
ASP	Agency Safety Plan (also referred to as a PTASP in Part 673)
CFR	Code of Federal Regulations
ESRP	Employee Safety Reporting Program
FTA	Federal Transit Administration
MPO	Metropolitan Planning Organization
PART 673	49 CFR Part 673 (Public Transportation Agency Safety Plan)
SMS	Safety Management System
SRM	Safety Risk Management
U.S.C.	United States Code

## Tulare County Regional Transit Agency

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

**June 23, 2023**

**Prepared by Jennie Miller, Transit Manager**

### **SUBJECT:**

**ACTION:** Adoption of Resolution Approving the TCRTA Zero-Emission Bus (ZEB) Rollout Plan for Submission to the California Air Resources Board (CARB)

### **BACKGROUND:**

The California Air Resources Board (CARB) adopted the Innovative Clean Transit (ICT) regulation in December of 2018, and it became effective October 1, 2019. Title 13 California Code of Regulations §2023 (13 CCR § 2023.1 through 2023.11) requires all public transit agencies to gradually transition to a 100 percent zero-emission bus (ZEB) fleet. It applies to all transit agencies that own, operate, or lease buses with a gross vehicle weight rating (GVWR) greater than 14,000 lbs. It includes standard, articulated, over-the-road, double-decker, and cutaway buses.

The ZEB purchase requirements begin in 2023 for large transit agencies (200 buses or more) and 2026 for small transit agencies. Beginning in 2029, 100% of new purchases by transit agencies must be ZEBs, with a goal for full transition by 2040. As a transit agency that operates in the San Joaquin Valley Air Basin with fewer than 65 buses in annual maximum service, TCRTA is considered a small transit agency.

Each transit agency must adopt and submit to the CARB a Zero-Emission Bus Rollout Plan (ZEB Rollout Plan) describing how the agency will transition to a zero-emission fleet. Per ICT Regulation a ZEB Rollout Plan must meet the following requirements:

- A goal of full transition to zero-emission buses by 2040 with careful planning that avoids early retirement of conventional internal combustion engine buses;
- Identification of the types of zero-emission bus technologies a transit agency is planning to deploy, such as battery electric or hydrogen fuel cell electric buses;
- A schedule for construction of facilities and infrastructure modifications or upgrades, including charging, fueling, and maintenance facilities, to deploy and maintain zero-emission buses. This schedule must specify the general location of each facility, type of infrastructure, service capacity of infrastructure, and a timeline for construction;
- A schedule for zero-emission and conventional internal combustion engine buses purchases and lease options. This schedule for bus purchases must identify the bus types, fuel types, and number of buses;

- A schedule for conversion of conventional internal combustion engine buses to zero-emission buses, if any. This schedule for bus conversion must identify number of buses, bus types, the propulsion systems being removed and converted;
- A description on how a transit agency plans to deploy zero-emission buses in disadvantaged communities as listed in the latest version of “CalEnviroScreen”;
- A training plan and schedule for zero-emission bus operators and maintenance and repair staff;
- Identification of potential funding sources; and
- Start-up and Scale-up Challenges.

## **DISCUSSION:**

The ICT regulation requires each transit agency to submit a ZEB Rollout Plan before ZEB purchase requirements take effect. TCRTA’s ZEB Rollout Plan is a living document and is meant to guide the implementation of zero-emission bus fleets and help the agency work through potential challenges and explore solutions. The plan includes estimated timelines based on best available information for future bus purchases, infrastructure upgrades, and workforce training. Once submitted and approved by CARB, TCRTA will update the ZEB Rollout Plan to account for changing conditions and any updates will be resubmitted to CARB.

TCRTA’s ZEB Rollout Plan includes all the elements required per ICT regulation. The ZEB Rollout Plan must be approved by TCRTA’s governing body through the adoption of a resolution, prior to submitting to CARB. As a small transit agency under the ICT mandate, TCRTA is required to submit a Rollout Plan to CARB by June 30, 2023.

## **RECOMMENDATION:**

That the Tulare County Regional Transit Agency Board of Directors adopt Resolution 2003-009 approving the TCRTA Zero-Emission Bus Rollout Plan for submission to CARB.

## **FISCAL IMPACT:**

There is no financial impact associated with approval of the ZEB Rollout Plan. The costs for the transition to a zero-emission fleet will be funded through the standard budgeting process and use existing and future grant opportunities from both the State of California and Federal Transit Administration.

## **ATTACHMENT:**

1. Draft Resolution 2023-009
2. TCRTA Zero-Emission Bus (ZEB) Rollout Plan



**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY  
APPROVING THE TCRTA ZERO-EMISSION BUS ROLLOUT PLAN**

**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**, California Code of Regulations Title 13, Division 3, Chapter 1, Article 4.3, Part 2023.1 (d) Zero-Emission Bus Rollout Plan Requirements requires that a transit agency’s Zero-Emission Bus Rollout Plan must be approved by its governing Board; and

**WHEREAS**, TCRTA’s Zero-Emission Bus Rollout Plan sets forth the Agency’s plan which meets the following requirements:

- A goal of full transition to zero-emission buses by 2040 with careful planning that avoids early retirement of conventional internal combustion engine buses;
- Identification of the types of zero-emission bus technologies TCRTA is planning to deploy;
- A schedule for construction of facilities and infrastructure modifications or upgrades, including charging, fueling, and maintenance facilities, to deploy and maintain zero-emission buses;
- A schedule for zero-emission and conventional internal combustion engine bus purchases and lease options;
- A description of how TCRTA plans to deploy zero-emission buses in Disadvantaged Communities;
- A training plan and schedule for zero-emission bus operators and maintenance and repair staff; and
- Identification of potential funding sources.

**NOW, THEREFORE, BE IT RESOLVED, THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY,** does hereby approve the TCRTA Zero-Emission Bus Rollout Plan attached hereto.

**BE IT FURTHER RESOLVED,** the Executive Director or his designee is authorized to submit and file any and all necessary documents to effectuate the purpose of the plan in a timely and efficient manner.

**PASSED AND ADOPTED** this **23<sup>rd</sup> day of June 2023** 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 23<sup>rd</sup> day of June 2023.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed \_\_\_\_\_

Jose Sigala  
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2023-009 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 23<sup>rd</sup> day of June 2023.

Signed \_\_\_\_\_

Albert Barragan  
Interim Executive Director



# Zero-Emission Bus Rollout Plan

June 2023

210 N. Church Street, Suite B  
Visalia, CA 93291  
(559) 623-0452  
[www.gotcrta.org](http://www.gotcrta.org)

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# INTRODUCTION

## BACKGROUND

The Tulare County Regional Transit Agency (TCRTA) Zero-Emission Bus (ZEB) Rollout Plan is designed to transition the agency's bus fleet to 100% zero-emission by 2040 in accordance with the California Air Resources Board (CARB) Innovative Clean Transit (ICT) regulation. This regulation, which became effective October 1, 2019, requires all transit agencies to submit a zero-emission bus (ZEB) rollout plan demonstrating how they will transition to full compliance. Implementing this transition will contribute to cleaner air and health benefits for the Tulare County region and beyond.

TCRTA has already initiated steps toward the required transition with plans to develop charging infrastructure at the TCRTA Transit Operations and Maintenance Facility in Visalia. Many additional infrastructure sites including in the City of Dinuba and City of Tulare and zero-emission vehicle purchases are projected. This plan reflects TCRTA's existing and proposed bus fleet and capital and personnel infrastructure and steps to ensure TCRTA compliance with the 2040 target.

The ICT regulation applies to all transit agencies that own, operate, or lease buses with a gross vehicle weight rating (GVWR) greater than 14,000 pounds. It covers standard, articulated, over-the-road, double decker, and cutaway buses. The ICT regulation requires a percentage of new bus purchases to be ZEBs in a phased approach.

The ZEB percentage increases gradually with time. The ZEB purchase requirements began in 2023 and 2026 for large and small transit agencies, respectively. In 2026, 25% of new buses must be electric. In 2029, 100% of all transit agencies' new bus purchases must be ZEBs with a goal of complete transition of all buses to ZEBs by 2040.

TCRTA is considered a "small transit agency" in accordance with 13 CCR 2023(b)(49) as it operates less than 100 buses (excluding demand-response vehicles) in annual maximum service.

## PLAN OVERVIEW

This plan is intended to be living document to guide TCRTA in achieving a zero-emission bus fleet with reliable infrastructure and trained personnel. While not required, any updates of this plan are recommended to be resubmitted to CARB. As provided in the ICT guidance (January 9, 2020), the following required sections are included:

SECTION A:	Transit Agency Information
SECTION B:	Rollout Plan General Information
SECTION C:	Technology Portfolio
SECTION D:	Current Bus Fleet Composition and Future Bus Purchases
SECTION E:	Facilities and Infrastructure Modifications
SECTION F:	Providing Service in Disadvantaged Communities
SECTION G:	Workforce Training

SECTION H:	Potential Funding Sources
SECTION I:	Start-Up and Scale-Up Challenges
APPENDIX A:	Resolution - TCRTA Board of Directors



## SECTION A

### Transit Agency Information

TCRTA was created through a Joint Powers Agreement on August 11, 2020, to better provide transit service within the region. TCRTA assumed operation of Dinuba, Tulare, and Woodlake transit systems in July 2021, and Porterville and Tulare County transit services in July 2022. The Agency now consolidates the services of the Cities of Dinuba, Exeter, Farmersville, Lindsay, Porterville, Tulare, Woodlake, and the County of Tulare. TCRTA services encompass substantial portions of both unincorporated and incorporated areas with an estimated population of 468,000.

#### TCRTA SERVICES

TCRTA now operates 26 fixed-route local and commuter lines, ADA paratransit in five communities, and on-demand services. Fixed-route, paratransit, and microtransit services are operated with a fleet of 115 vehicles within approximately 4,788 square miles of Tulare County. Currently, 28 vehicles are zero-emission or 24% of the total fleet. Twenty-five zero-emission buses are operated on fixed-route service and 12 on TCRTA's demand-response shuttle service. A third-party contractor operates services and maintains the TCRTA fleet.

Approximately 713,000 trips are provided annually within Tulare County with commuter services to points outside the County. As shown in Table 1, TCRTA operates 26 routes on weekdays, 22 on Saturdays, and 21 on Sundays utilizing one bus per route. Demand-response service is offered seven days a week in Dinuba, Tulare, and Porterville, and weekdays in Woodlake, and on North County and South County routes with approximately 13 vehicles on weekdays and 8 vehicles on weekends. Microtransit service, transPORT, operates seven days a week in the vicinity of the City of Porterville using a fleet of 12 all-electric microtransit vans with proposed expansion of this service in other TCRTA communities. Cutaways and vans are included in this plan to promote comprehensive fleet replacement planning and budgeting.



TABLE 1  
TCRTA Fixed-Route Service

FIXED-ROUTE	# ROUTES	# BUSES		
		WEEKDAY	SATURDAY	SUNDAY
Dinuba	4	4	4	4
Tulare	6	6	6	6
Porterville	6	6	6	6
Commuter: C10, C20, C30, C40, 11x	5	5	5	5
Commuter: C70, C80, C90, DC	4	4	---	---
Commuter: C50	1	1	1	---
<b>TOTAL</b>	<b>26</b>	<b>26</b>	<b>22</b>	<b>21</b>

TABLE 2  
TCRTA Demand-Response Service

DEMAND-RESPONSE	# BUSES		
	WEEKDAY	SATURDAY	SUNDAY
Dinuba	1	1	1
Tulare	1	1	1
Porterville	1	1	1
Woodlake	1	---	---
North County	2	---	---
South County	1	---	---
TransPORT (Microtransit)	6	5	5
<b>TOTAL CUTAWAYS &amp; VANS</b>	<b>13</b>	<b>8</b>	<b>8</b>

## ORGANIZATIONAL STRUCTURE

The TCRTA Board of Directors includes one city council member and one alternate from each of the seven cities in the TCRTA service area and one appointed representative and one alternate from the Board of Supervisors. The Board of Directors directs policies implemented by directly employed administrative staff. On-street operations and front-line customer service are provided through a third-party contractor.

This plan will guide TCRTA to transition its entire bus fleet to zero emission by 2040 in compliance with the ICT regulation. Plan updates will be undertaken annually at a minimum and as needed.





Transit Agency's Name	Tulare County Regional Transit Agency (TCRTA)
Mailing Address (number, street, city, county, zip code)	210 N. Church Street, Suite B Visalia, CA 93291 Tulare County
Name of Transit Agency's Air District(s)	San Joaquin Valley Air Pollution Control District
Name of Transit Agency's Air Basin(s)	San Joaquin Valley
Total number of buses in Annual Maximum Service	54 Total (36 Fixed-Route; 18 Demand-Response; Weekday Pull-Outs & Spares)
Population of the urbanized area a transit agency is serving as last published by the Census Bureau before December 31, 2017 (optional)	NA
Contact information: (optional) a. Contact name b. Title c. Phone number d. Email address	Albert Barragan Interim Executive Director (559) 623-0832 abarragan@gotcrta.org
Is your transit agency part of a Joint Group?	No

## SECTION B

### Rollout Plan General Information

1. Does your transit agency's Rollout Plan have a goal of full transition to zero-emission technologies by 2040 that avoids early retirement of conventional transit buses (13 CCR § 2023.1(d)(1)(A))	Yes
2. The ICT regulation requires 100% ZEB purchase in 2029. Conventional transit buses that are purchased in 2028 could be delivered in or after 2029. Please explain how your transit agency plans to avoid potential early retirement of conventional buses in order to meet the 2040 goal.	Starting in 2034/35, all new fixed-route vehicle will be zero-emission buses (ZEB).
3. When did your transit agency's board or governing body approve the Rollout Plan? a. Rollout Plan's approval date (MM/DD/YYYY) (optional)	June 14, 2023 Resolution # _____ (See Appendix A for copy of resolution)
4. Contact information	Albert Barragan Interim Executive Director (559) 623-0832 abarragan@gotcrta.org
5. Who created the Rollout Plan?	TCRTA staff and consultant.

## SECTION C

### Technology Portfolio

TCRTA's service and capital planning assumes full transition to battery electric buses (BEBs) through 2040. This transition will depend on battery power storage improvements and space and power infrastructure constraints at key sites. A total of 28 electric vehicles (13 battery electric buses (BEBs) and 15 battery electric vans) or 24% of the fleet currently is zero-emission. They are deployed for fixed-route and demand-response services with charging at TCRTA's South Site at the City of Porterville's transit maintenance facility.

Three key charging sites are now being designed to geographically maximize charging ranges to ensure seamless delivery of service. These locations are designated as North Site, Central Site and South Site generally corresponding to services in geographic portions of TCRTA's service area. Upgrading these sites and developing additional charging infrastructure to accommodate future charging needs are anticipated.

For fixed-route service, TCRTA projects a fully charged range of approximately 210 miles based on a 35-foot fixed-route bus such as the Arboc Equest Charge. This bus has a battery capacity of 350 kWh with an anticipated on-the-road maximum of 168 miles factoring in Central Valley hot and cold temperature impacts on performance. TCRTA fixed-route pull-out currently is 26 buses during. Based on FY2021/22 data, and as shown in Table 3, four North Site and six Central Site buses, or 38% of weekday maximum buses, travel less than 168 weekday maximum miles and are expected to meet route requirements. Six South Site and 10 Commuter buses travel a range of 181 to 335 weekday maximum miles that will necessitate additional phased-in charging facilities, supplemental on-route or opportunity charging, and refined bus scheduling.

**TABLE 3**  
**TCRTA Fixed-Routes & Commuter Routes**  
**Weekday Maximum Vehicles & Average Daily Miles Traveled by Site**

<b>North Site - Weekday Maximum Vehicles in Service</b>	<b>4</b>
Average Mileage per Vehicle	87
<b>Central Site - Weekday Maximum Vehicles in Service</b>	<b>6</b>
Average Mileage per Vehicle	165
<b>South Site - Weekday Maximum Vehicles in Service</b>	<b>6</b>
Average Mileage per Vehicle	181
<b>Commuter - Weekday Maximum Vehicles in Service</b>	<b>10</b>
Average Mileage per Vehicle	335

For demand-response services operating seven days per week, TCRTA anticipates using a combination of Lightning ZEV3 vans and Lightning ZEV4 shuttle buses. The ZEV3 van has a battery capacity of 110 kWh and a range of 170 miles. The ZEV4 shuttle bus has a capacity of 120 kWh and a range of 130 miles. As shown on Table 4, seven buses, or 100% of weekday maximum buses providing demand-response service in the North Site, Center Site, and South Site, travel less than 130 miles per bus and are expected to meet route requirements. TCRTA's microtransit service, transPORT, operates with six vans traveling an average of 92 miles per van per day and is expected to meet daily operating requirements.

**TABLE 4**  
**TCRTA Demand-Response Services**  
**Average Daily Miles Traveled by Site**

DEMAND-RESPONSE SERVICES	AVERAGE		
	MILES PER DAY	VEHICLES PER DAY	MILES PER VEHICLE
<b><u>NORTH SITE</u></b>			
Dinuba	22	1	22
North County	3	2	2
<b><u>CENTER SITE</u></b>			
Tulare	98	1	98
<b><u>SOUTH SITE</u></b>			
Porterville	66	1	66
Woodlake	39	1	39
South County	128	1	128
transPORT (Microtransit)	551	6	92

Long-term commitment to BEBs will depend on battery power storage improvements and required infrastructure and space requirements. This plan will be monitored on a regular basis and modified as zero emission bus technology and infrastructure mature and new opportunities and innovations arise.



## SECTION D

### Current Bus Fleet Composition and Future Bus Purchases

#### CURRENT TCRTA BUS FLEET

TCRTA provides transit services with a fleet of 115 buses, as shown in Table 5, including contingency vehicles and planned disposals. The current fleet allocation for fixed-route and demand-response is 37 medium to large buses and 48 cutaway buses, respectively, for a total of 75 buses. TCRTA's microtransit/shuttle service operates with 15 minivans and 15 shuttle vans, as shown below. A breakdown of vehicles by engine and bus model year, bus make, and fuel type is shown in greater detail in Table 6.

TABLE 5  
Summary of Current TCRTA Fleet

Vehicle Service Type	Fuel Type	Total Vehicles
Fixed-Route Bus	Compressed Natural Gas (CNG)	23
	Electric	13
	Diesel	1
Fixed-Route & Demand-Response Cutaway	Compressed Natural Gas (CNG)	35
	Gas	13
Minivan	Gas	15
	Electric	3
Shuttle Van	Electric	12
<b>Total CNG, Gasoline &amp; Diesel</b>	---	<b>87</b>
<b>Total Electric</b>	---	<b>28</b>
<b>TOTAL</b>		<b>115</b>

#### BUS CONVERSIONS

No conversions from existing conventional to zero-emission buses are planned.

#### FUTURE TCRTA BUS PURCHASES

New bus purchases for replacement and expansion will be based on battery electric bus (ZEB) technology. Tables 7A, 7B, and 7C reflect total future purchases by fixed-route, demand-response, and combined fleet. The tables show 57 electric fixed-route buses, 124 demand-response cutaways and vans, and a total of 181 total vehicles are projected to be purchased from 2023 to 2040. Of the 181 total vehicles to be purchased, 159 vehicles or 88% will be zero-emission. Scheduled replacements are consistent with FTA's recommended useful life periods. Vehicles older than 2016 are excluded. Three expansion zero-emission buses, three cutaways, and three vans are reflected every five years for TCRTA service planning purposes.

TABLE 6  
Current TCRTA Fleet (1 of 2)

Number of Buses	Engine & Bus Model Year	Bus Make	Fuel Type	Bus Type	Total Buses by Fuel Type
1	2009	Bluebird	CNG	Bus	
5	2010	El Dor EZ Rider	CNG	Bus	
2	2013	El Dor EZ Rider	CNG	Bus	
2	2015	El Dor EZ Rider	CNG	Bus	
4	2015	Gillig	CNG	Bus	
2	2019	Gillig	CNG	Bus	
3	2021	El Dor Axxess	CNG	Bus	
4	2023	Gillig	CNG	Bus	23
10	2018	Greenpower	Electric	Bus	
3	2022	New F Excelsior	Electric	Bus	13
1	2009	Ford Allstar	Diesel	Cutaway	1
4	2007	El Dor EZ Rider II	CNG	Cutaway	
1	2008	Ford Allstar	CNG	Cutaway	
1	2009	GMC AeroElite	CNG	Cutaway	
5	2009	GMC C5500	CNG	Cutaway	
3	2011	Ford E450	CNG	Cutaway	
3	2011	Chevy E4500	CNG	Cutaway	
1	2011	Ford Aerotech	CNG	Cutaway	
4	2012	Ford F550	CNG	Cutaway	
1	2012	Ford E450	CNG	Cutaway	
1	2012	Ford AeroElite	CNG	Cutaway	
3	2013	Champion EZ Street	CNG	Cutaway	
1	2014	Ford F550	CNG	Cutaway	
1	2014	Ford Allstar	CNG	Cutaway	
1	2016	Ford Aerotech	CNG	Cutaway	
1	2016	Ford Aerotech	CNG	Cutaway	
1	2017	Ford Aerotech	CNG	Cutaway	
2	2018	Ford F550	CNG	Cutaway	
1	2019	Ford Entourage	CNG	Cutaway	
1	2019	Ford Aerotech	CNG	Cutaway	35
1	2002	Ford Startrans	Gas	Cutaway	
1	2006	Ford Startrans	Gas	Cutaway	
1	2007	Ford E450	Gas	Cutaway	
1	2009	Ford E350	Gas	Cutaway	
1	2009	Chevy C5500	Gas	Cutaway	

TABLE 6  
Current TCRTA Fleet (2 of 2)

Number of Buses	Engine & Bus Model Year	Bus Make	Fuel Type	Bus Type	Total Buses by Fuel Type
2	2011	Ford F550	Gas	Cutaway	
1	2011	Ford Startrans	Gas	Cutaway	
1	2014	Ford Aerotech	Gas	Cutaway	
2	2017	Ford E450	Gas	Cutaway	13
1	2006	Chevy Uplander	Gas	Minivan	
2	2007	Chevy Uplander	Gas	Minivan	
1	2008	Chevy Amerivan	Gas	Minivan	
2	2017	Dodge Caravans	Gas	Minivan	
9	2019	Braun Entervan	Gas	Minivan	15
3	2021	Greenpower EV	Electric	Cutaway Mini	
12	2020	Ford EV	Electric	Cutaway-ShVan	15
115					115





**TABLE 7A**  
**Future Vehicle Purchases: Fixed-Route Fleet (by Delivery Date)**

Timeline	Total Bus Purchases	ZEB Purchases	% Annual ZEB Purchases	ZEB Type	ZEB Fuel	Conventional Bus Purchases	% Conventional Bus Purchases	Type of Conventional Bus	Fuel Type of Conventional Bus
2023	7	7	100%	BEB	Electric	0	0%	0	NA
2024	0	0	0%	---	---	0	0%	0	NA
2025	6	6	100%	BEB	Electric	0	0%	0	NA
2026	0	0	0%	---	---	0	0%	0	NA
2027	3	3	100%	BEB	Electric	0	0%	0	NA
2028	0	0	0%	---	---	0	0%	0	NA
2029	0	0	0%	---	---	0	0%	0	NA
2030	10	10	100%	BEB	Electric	0	0%	0	NA
2031	2	2	100%	BEB	Electric	0	0%	0	NA
2032	3	3	100%	BEB	Electric	0	0%	0	NA
2033	7	7	100%	BEB	Electric	0	0%	0	NA
2034	3	3	100%	BEB	Electric	0	0%	0	NA
2035	7	7	100%	BEB	Electric	0	0%	0	NA
2036	0	0	0%	---	---	0	0%	0	NA
2037	9	9	100%	BEB	Electric	0	0%	0	NA
2038	0	0	0%	---	---	0	0%	0	NA
2039	0	0	0%	---	---	0	0%	0	NA
2040	0	0	0%	---	---	0	0%	0	NA
<b>TOTAL</b>	<b>57</b>	<b>57</b>	<b>100%</b>	---	---	<b>0</b>	<b>0%</b>	---	---

**TABLE 7B**  
**Future Vehicle Purchases: Demand-Response Fleet (by Delivery Date)**

Timeline	Total Bus Purchases	ZEB Purchases	% Annual ZEB Purchases	ZEB Type	ZEB Fuel	Conventional Bus Purchases	% Conventional Bus Purchases	Type of Conventional Bus	Fuel Type of Conventional Bus
2023	11	0	0%	---	---	11	100%	2 Cutaways; 9 Vans	2 CNG; 9 Gas
2024	5	0	0%	---	---	5	100%	3 Cutaways; 2 Vans	1 CNG; 4 Gas
2025	5	0	0%	---	---	5	100%	2 Cutaways; 3 Vans	2 CNG; 3 Electric
2026	2	1	50%	1 Cutaway BEB	Electric	1	50%	1 Cutaway	1 CNG
2027	15	15	100%	3 Cutaways; 12 Vans BEB	Electric	0	0%	---	---
2028	2	2	100%	2 Vans BEB	Electric	0	0%	---	---
2029	3	3	100%	3 Vans BEB	Electric	0	0%	---	---
2030	14	14	100%	2 Cutaways; 12 Vans BEB	Electric	0	0%	---	---
2031	12	12	100%	3 Cutaways; 9 Vans BEB	Electric	0	0%	---	---
2032	10	10	100%	5 Cutaways; 5 Vans BEB	Electric	0	0%	---	---
2033	5	5	100%	2 Cutaways; 3 Vans BEB	Electric	0	0%	---	---
2034	0	0	0%	---	---	0	0%	---	---
2035	9	9	100%	9 Vans BEB	Electric	0	0%	---	---
2036	2	2	100%	2 Vans BEB	Electric	0	0%	---	---
2037	11	11	100%	5 Cutaways; 6 Vans BEB	Electric	0	0%	---	---
2038	3	3	100%	3 Cutaways BEB;	Electric	0	0%	---	---
2039	11	11	100%	2 Cutaways; 9 Vans BEB	Electric	0	0%	---	---
2040	4	4	100%	2 Cutaways; 2 Vans BEB	Electric	0	0%	---	---
<b>TOTAL</b>	<b>124</b>	<b>102</b>	<b>82%</b>	---	---	<b>22</b>	<b>18%</b>	---	---

**TABLE 7C**  
**Future Vehicle Purchases: Total Fleet (by Delivery Date)**

Timeline	Total Bus Purchases	ZEB Purchases	% Annual ZEB Purchases	ZEB Type	ZEB Fuel	Conventional Bus Purchases	% Conventional Bus Purchases	Type of Conventional Bus	Fuel Type of Conventional Bus
2023	18	7	39%	7 Buses BEB	Electric	11	61%	2 Cutaways; 9 Vans	2 CNG; 9 Gas
2024	5	0	0%	---	---	5	100%	3 Cutaways; 2 Vans	1 CNG; 4 Gas
2025	11	6	55%	6 Buses BEB	Electric	5	45%	2 Cutaways; 3 Vans	2 CNG; 3 Electric
2026	2	1	50%	1 Cutaway BEB	Electric	1	50%	1 Cutaway	1 CNG
2027	18	18	100%	3 Buses; 3 Cutaways; 12 Vans BEB	Electric	0	0%	---	---
2028	2	2	100%	2 Vans BEB	Electric	0	0%	---	---
2029	3	3	100%	3 Vans BEB	Electric	0	0%	---	---
2030	24	24	100%	10 Buses; 2 Cutaways; 12 Vans BEB	Electric	0	0%	---	---
2031	14	14	100%	2 Buses; 3 Cutaways; 9 Vans BEB	Electric	0	0%	---	---
2032	13	13	100%	3 Buses; 5 Cutaways; 5 Vans BEB	Electric	0	0%	---	---
2033	12	12	100%	7 Buses; 2 Cutaways; 3 Vans BEB	Electric	0	0%	---	---
2034	3	3	100%	3 Buses BEB	Electric	0	0%	---	---
2035	16	16	100%	7 Buses; 9 Vans BEB	Electric	0	0%	---	---
2036	2	2	100%	2 Vans BEB	Electric	0	0%	---	---
2037	20	20	100%	9 Buses; 5 Cutaways; 6 Vans BEB	Electric	0	0%	---	---
2038	3	3	100%	3 Cutaways BEB	Electric	0	0%	---	---
2039	11	11	100%	2 Cutaways; 9 Vans BEB	Electric	0	0%	---	---
2040	4	4	100%	2 Cutaways; 2 Vans BEB	Electric	0	0%	---	---
<b>TOTAL</b>	<b>181</b>	<b>159</b>	<b>88%</b>	---	---	<b>22</b>	<b>12%</b>	---	---

## SECTION E

### Facilities and Infrastructure Modifications

TCRTA relies on three primary sites to maintain its fleet in a state of good repair. Facilities at these sites accommodate vehicles serving the north, south, and central portions of the TCRTA service area. The North Site is located in the City of Dinuba, the Central Site is in the City of Visalia, and the South site is in the City of Porterville. An additional South site is planned in the City of Tulare for future expansion of TCRTA’s electrical vehicle charging capacity, as shown in Table 8.

**TABLE 8**  
**Proposed Facilities & Infrastructure**

Facility	Address	Main Function(s)	Type(s) of Infrastructure	Service Capacity	Needs Upgrade?	Estimated Construction Timeline
TCRTA Office & Maintenance Facility	25430 Road 140 Visalia, CA 932920	Park Out, Fueling, Vehicle Maintenance	Electric vehicle charging stations	10-150kW & 20-19.2kW chargers	Yes	2024-2027
City of Dinuba	180 W. Merced St. Dinuba, CA 93618	Park Out, Fueling, Vehicle Maintenance	Electric vehicle charging stations	1-200kW & 1-62kW chargers	Yes	2024-2025
City of Porterville	61 W. Oak Ave. Porterville, CA 93257	Park Out, Fueling, Vehicle Maintenance	Electric vehicle charging stations	10-200kW DC fast chargers	No	NA
City of Tulare	360 N. K St. Tulare, CA 93257	Fueling, On-Route Charging	Electric vehicle charging stations	1-200kW & 1-62kW chargers	Yes	2024-2025

#### NORTH SITE – CITY OF DINUBA

The North Site, located at the City of Dinuba’s Public Works Road Yard at 1088 Kamm Avenue, currently has a maintenance facility with one gasoline pump and seven fast-fill CNG pumps. The City maintains TCRTA vehicles that serve the northern region of the TCRTA service area at this location.

This site currently has eight parking spaces and additional bus parking for over 20 vehicles at the Dinuba Transit Center located at 180 W. Merced Street. Installation of two electric chargers, one 200kW charger and one 65kW charger, at the Dinuba Transit Center is planned to accommodate future TCRTA electric vehicles.

#### CENTRAL SITE – CITY OF VISALIA

The Central Site, located in the City of Visalia, is the largest of the current three primary fueling sites. An operations and maintenance facility, referred to as the TCRTA Office and Maintenance Facility (TOMF), is located on a 15-acre site at 25430 Road 140. TCRTA’s third-party contractor’s

main administrative and maintenance functions are located at this facility. This location accommodates the largest number of TCRTA vehicles for fueling, maintenance, and/or overnight parking. Vehicle maintenance is provided at this location depending on the type of required maintenance; i.e., routine scheduled maintenance versus more technical maintenance needs.

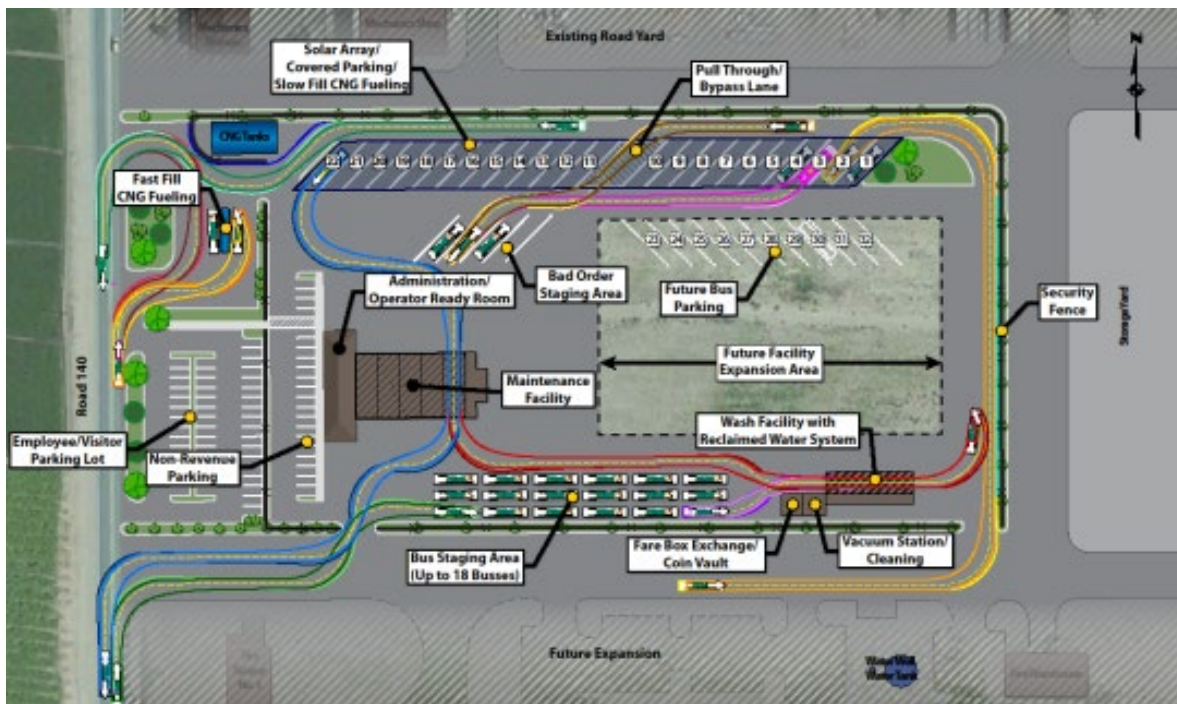
This facility, opened in September 2021, was designed to address the need for ample space to accommodate transition to electric vehicle charging. The TOMF site currently has parking for 25 buses with plans for a solar canopy with no zero-emission chargers to date. Expansion of up to 15 buses is available with space to accommodate up to five support vehicles. Additional expansion on adjacent property is under consideration for future phased electric vehicle charging infrastructure. The site also accommodates 24 slow-fill CNG stations. Gas, diesel, and CNG currently are available for opportunity fueling and/or fueling for overnight parking.



TCRTA is in the process of developing electric vehicle charging infrastructure at the TOMF. Charging infrastructure will include 10 150kW Level 3 chargers and 20 19.2kW Level 2 chargers. Federal and State funding has been identified and partially secured for this infrastructure. This project is expected to begin January 2024 with project phases completed by December 2027. Additional chargers will be phased in for compliance with CARB zero-emission 2040 requirements.

Proposed electric vehicle infrastructure improvements are expected to expand parking capacity with chargers by a minimum of 30 vehicles. This effort is being closely coordinated with Southern California Edison and the Tulare County Public Works Department. The schematic below reflects the current layout of the TOMF site.





## SOUTH SITE – CITY OF PORTERVILLE & CITY OF TULARE

The South Site, currently located at 555 N. Prospect Street in the City of Porterville, serves as a key support site for vehicles serving southern portions of the TCRTA service area. The City maintains and fuels TCRTA vehicles at a maintenance facility that currently accommodates 22 electric chargers (10 200kW and 12 250kW), one fast-fill and 20 slow-fill CNG pumps, two gasoline pumps, and two diesel pumps. The facility can accommodate approximately 40 vehicles.

Two additional electric chargers (200kW) are available at the Porterville Transit Center located at 61 W. Oak Avenue. The Center currently does not accommodate transit vehicle parking other than for pickups and drop offs and for charging. Future expansion of electric charging capacity will be planned for installation at the maintenance facility site.

An additional electric vehicle charging site for vehicles serving southern portions of the TCRTA service area is planned in the City of Tulare. TCRTA will coordinate with the City to determine the feasibility of locating electric vehicle infrastructure near the City's existing maintenance facilities or at its Transit Center located at 360 N. K Street. Infrastructure funding is being pursued for the installation of one 200kW charger and one 65kW charger for future proposed electric vehicles.



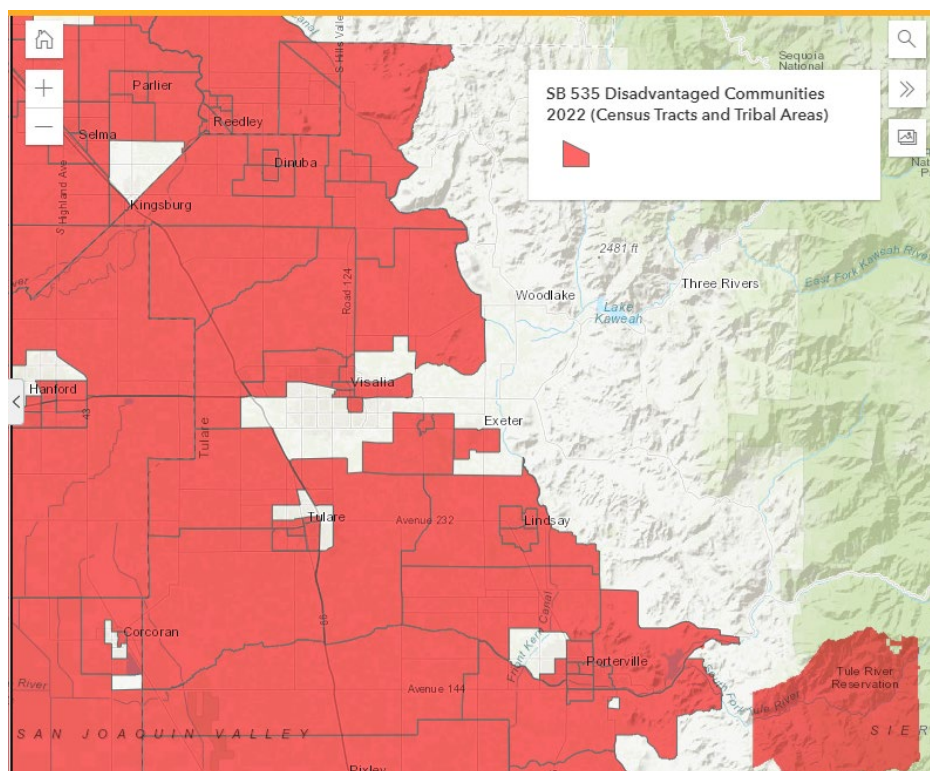
## SECTION F

### Providing Service in Disadvantaged Communities

TCRTA serves many disadvantaged communities throughout Tulare County. Census tracts identified as having disadvantaged communities based on CalEnviroScreen 4.0 are listed in Table 9. The California Office of Environmental Health Hazard Assessment (OEHHA) defines disadvantaged communities as the top 25% in terms of scoring in the CalEnviroScreen, a tool that identifies communities that are most vulnerable to pollution by using environmental, health, and socioeconomic data to produce a score for every census tract within the state of California.

According to the OEHHA Disadvantage Communities map, there are 42 disadvantaged communities that are accessible to TCRTA services with a total population of 269,480, as listed in Table 9 and as shown on the map below. Operating electric vehicles in these communities will reduce noise pollution and improve air quality with reductions in nitrogen oxides (NOx), sulfur dioxides (SOx), volatile organic compounds (VOCs), and Particulate Matter (PM). TCRTA anticipates deploying zero-emission vehicles as they are purchased considering equitable distribution to disadvantaged communities throughout its service area.

TCRTA Disadvantaged Communities Map



**TABLE 9**  
**Tulare County Disadvantaged Communities Served by TCRTA**

Census Tract	CalEnviro-Screen 4.0 Score	CalEnviro-Screen 4.0 Percentile	CalEnviroScreen 4.0 Percentile Range	Pollution Burden Percentile	Population Characteristics Percentile	Total Population	Approximate Location
6107000302	62.66	96.91	95-100% (highest scores)	94.93	89.57	3205	Unincorporated Tulare County area
6107000501	59.97	95.68	95-100% (highest scores)	82.81	97.14	7097	Dinuba
6107004200	61.52	96.41	95-100% (highest scores)	96.42	84.97	5934	Pixley
6107003001	51.05	88.89	85-90%	65.33	95.80	4702	Tulare
6107003100	60.67	96.12	95-100% (highest scores)	93.81	88.57	3515	Unincorporated Tulare County area
6107004101	59.12	95.16	95-100% (highest scores)	81.59	96.91	9417	Porterville
6107000900	59.01	95.10	95-100% (highest scores)	99.05	72.16	9746	Unincorporated Tulare County area
6107004300	54.73	92.30	90-95%	83.40	89.98	7437	Unincorporated Tulare County area
6107003200	54.62	92.25	90-95%	94.08	78.20	7396	Unincorporated Tulare County area
6107002202	54.31	91.93	90-95%	81.44	91.09	5765	Tulare
6107003001	51.05	88.89	85-90%	65.33	95.80	4702	Tulare
6107003901	50.62	88.49	85-90%	61.68	96.85	6648	Unincorporated Tulare County area
6107001004	50.06	87.95	85-90%	79.09	85.25	7791	Visalia
6107001200	49.98	87.86	85-90%	89.56	75.74	1245	Visalia
6107000502	49.68	87.51	85-90%	75.07	87.64	4107	Unincorporated Tulare County area
6107000201	48.97	86.67	85-90%	73.79	86.99	9384	Orosi
6107000202	48.73	86.43	85-90%	67.09	91.48	2369	Unincorporated Tulare County area
6107000301	48.05	85.58	85-90%	93.98	66.12	7486	Unincorporated Tulare County area
6107003902	47.40	84.90	80-85%	60.72	93.17	5549	Unincorporated Tulare County area
6107000600	47.26	84.75	80-85%	72.17	84.67	6998	Unincorporated Tulare County area
6107003801	47.01	84.49	80-85%	60.12	92.83	3021	Porterville
6107004500	46.78	84.14	80-85%	72.92	83.22	6161	Unincorporated Tulare County area
6107003802	46.49	83.85	80-85%	56.28	94.39	4604	Porterville
6107002304	45.91	83.09	80-85%	66.82	86.08	1885	Tulare
6107002800	45.76	82.93	80-85%	67.42	85.27	3599	Unincorporated Tulare County area
6107002100	45.06	82.06	80-85%	85.56	69.89	2536	Unincorporated Tulare County area
6107003002	44.96	81.93	80-85%	57.59	90.63	3525	Unincorporated Tulare County area
6107001602	44.73	81.67	80-85%	82.51	71.68	6023	Unincorporated Tulare County area
6107001302	44.35	81.29	80-85%	89.67	64.46	9219	Visalia
6107000401	43.90	80.67	80-85%	68.66	80.50	6242	Unincorporated Tulare County area
6107001701	43.79	80.53	80-85%	86.85	66.00	6626	Visalia
6107003602	43.38	79.99	75-80%	59.15	86.21	7130	Porterville
6107002400	42.73	79.03	75-80%	95.23	54.14	14401	Unincorporated Tulare County area
6107004400	42.65	78.92	75-80%	60.95	83.31	7541	Earlimart
6107002602	42.59	78.81	75-80%	58.47	84.80	5749	Lindsay
6107002500	42.29	78.44	75-80%	85.77	63.75	4035	Unincorporated Tulare County area
6107002601	42.03	78.13	75-80%	69.30	75.83	4635	Lindsay
6107001502	41.39	77.26	75-80%	63.68	78.53	5745	Exeter
6107000800	40.95	76.58	75-80%	72.37	70.86	7837	Unincorporated Tulare County area
6107001601	40.30	75.49	75-80%	40.41	94.02	5422	Farmersville
6107000402	40.15	75.21	75-80%	62.14	76.63	7415	Dinuba
6107001003	39.52	74.19	70-75%	98.63	41.62	25636	Visalia





## SECTION G

### Workforce Training

TCRTA's transition to a 100% zero-emission fleet by 2040 will require a disciplined implementation strategy that incorporates significant changes to TCRTA operations, maintenance protocols, and ZEB charging needs and bus deployments. TCRTA does not anticipate providing direct workforce training, but proposes to utilize original end manufacturer (OEM) bus manufacturers, vendors supporting zero-emission charging infrastructure, third-party contractor training support, and collaborative staff training with other transit and local agencies.

This scope of training will include vehicle maintenance and operations and supervisor training, charging operations, fueling and safety training, and other training that ultimately promotes safe, seamless TCRTA service. OEM training, including hands-on maintenance training, and trial runs of new buses are expected to occur a minimum of 30 days prior to service deployment. Operator, supervisor, and maintenance training materials will be provided.

All required training will occur prior to implementation of new buses and innovative technologies. Refresher training will occur annually, and additional training will be identified and implemented based on needs. This workforce training approach is anticipated to provide cost-effective opportunities to enhance TCRTA training on new ZEB equipment and evolving changes in technologies.

## SECTION H

### Potential Funding Sources

TCRTA anticipates pursuing a variety of federal, State, and local funding sources to promote smooth transition to an all-electric bus fleet and infrastructure. These funds will be vital given the projected substantial number of fixed-route buses and demand-response cutaways and vans identified in this plan and site-specific charging facilities geographically accessible at TCRTA's major service hubs. Key funding opportunities and funding agencies are reflected in Table 10.

**TABLE 10**  
**Transit Funding Sources**

FUNDING SOURCE	Formula	Competitive
<b>FEDERAL</b>		
FTA Grant Program		
- Sections 5307, 5310, 5311, 5339	√	√
- CARES Act, CRRSAA & ARPA	√	
FTA Bus & Bus Facilities Program (i.e., Low or No Emission Program)		√
FTA/FHWA - Congestion Mitigation & Air Quality (CMAQ)		√
FTA Areas of Persistent Poverty Program		√
FHWA Charging & Fueling Infrastructure Discretionary Grant		√
USDOT RAISE Discretionary Grant		√
<b>STATE</b>		
Transportation Development Act (TDA)		
- Local Transportation Funds (LTF) & State Transit Assistance (STA)	√	
State of Good Repair (SGR) Program	√	
Sustainable Transportation Planning Grants		√
Transit & Intercity Rail Capital Program (TIRCP)		√
Low Carbon Fuel Standard Credit (LCFS)		√
California Transportation Commission		√
- Solution for Congested Corridor Programs		√
California Air Resources Board		
- Carl Moyer Memorial Air Quality Standards Attainment Program		√
- Low Carbon Transportation Investments & Air Quality Improvement Program (i.e., Clean Truck & Bus Voucher Incentive Program (HVIP)		√
- Volkswagen Settlement Mitigation		√
California Energy Commission		√
<b>LOCAL</b>		
Tulare County Sales Tax Measure - Measure R	√	
San Joaquin Valley Air Pollution Control District (SJVAPCD)		
- SJVAPCD Public Benefit Grant Program - Alternative Fuel Infrastructure		√
Southern California Edison - EV Program		√

## SECTION I

### Start-Up and Scale-Up Challenges

TCRTA, like most transit agencies, will be faced with significant funding and operational challenges in start-up and scale-up phases to a zero-emission vehicle operation. Given the higher cost of zero-emission vehicle procurements and required infrastructure, TCRTA will need to aggressively pursue additional federal, State, and local financial support to achieve the 2040 Innovative Clean Transit targets. Services will need to be continuously refined and monitored to maximize charging capacity and ensure delivery of quality fixed-route and demand-response services.

Three additional TCRTA ZEB charging sites are planned beyond the current ZEB infrastructure in the City of Porterville for a total of four charging locations during the start-up phase. TCRTA's future scale-up plans will require consideration of phasing in additional charging stations and seeking feasible opportunity charging locations.

On-going challenges will include the cost, availability, and performance of zero-emission vehicles and keeping pace with evolving technological changes in the ZEB market. TCRTA plans to procure 35-foot battery-electric buses during the scale-up phase to maintain lower up-front capital costs. The potential lack of secure formula and discretionary funding will certainly impact TCRTA's ability to operate and maintain its fleet and meet the proposed zero-emission timeline.

From a service perspective, TCRTA will be challenged to ensure it can deliver the same of level service given the transition to electric vehicles. The Agency must be well-positioned to evaluate all aspects of its fixed-route and demand-response services to identify areas where services may be modified for greater economies-of-scale and cost efficiencies.

Going forward, TCRTA is committed to battery-electric bus technology but will consider other future zero-emission technologies that may prove to be more dependable, cost-effective, and sustainable.

APPENDIX A  
Resolution - TCRTA Board of Directors

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## Tulare County Regional Transit Agency

### **AGENDA ITEM IX-A**

**May 15, 2023**

**Prepared by Jennie Miller, Transit Manager**

### **SUBJECT:**

**ACTION:** Consideration of City of Porterville's Request to Withdraw from JPA

### **BACKGROUND:**

The Tulare County Regional Transit Agency (TCRTA) is a joint powers agency formed by the County of Tulare and the Cities of Dinuba, Exeter, Farmersville, Lindsay, Porterville, Tulare, and Woodlake (each, a "Member Agency" and together, the "Member Agencies") pursuant to Section 6500 *et seq.* of the Government Code of the State of California through the adoption of a Joint Powers Agreement (JPA) that became effective on August 11, 2020.

The purpose of the JPA is to empower the Member Agencies to exercise their common powers through the formation and operation of TCRTA, with full power and authority to own, operate, and administer a public transportation system within the jurisdictions of the Member Agencies.

Article II (Organization), Section 14 (Withdrawal and Readmission of Member Agencies) of the JPA states the following: "Any Party to this Agreement may, on or before May 1 of any year, give written notice to the Transit Agency that it is withdrawing from the Transit Agency and terminating its rights and duties under the Agreement at the end of the fiscal year, and such notice shall have the same effect on the 30th day of June thereafter."

### **DISCUSSION:**

Pursuant to Article II, Section 14 of the current Joint Powers Agreement of the Tulare County Regional Transit Agency, the City Council of the City of Porterville acted at its meeting on April 18, 2023, to authorize a Notice of Withdrawal effective June 30, 2023.

The City of Porterville officially submitted its Notice of Withdrawal to the Agency on April 28, 2023. The Notice was discussed at the Board meeting of May 15, 2023, but no action was taken. Legal counsel has advised that the Board issue a formal response to the City of Porterville's Notice of Withdrawal. A unanimous vote is needed to approve the request.

### **RECOMMENDATION:**

That the Tulare County Regional Transit Agency Board of Directors take action on the City of Porterville's Notice of Withdrawal.

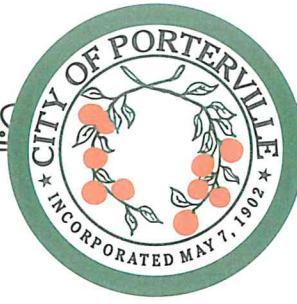
**FISCAL IMPACT:**

The fiscal impact associated with the City of Porterville's withdrawal from the JPA is unknown at this time. There is no fiscal impact associated with the status quo.

**ATTACHMENT:**

1. City of Porterville - Notice of Withdrawal, dated April 28, 2023





April 28, 2023

Honorable Jose Sigala, Chair  
Tulare County Regional Transit Agency  
210 N. Church Street, Suite B  
Visalia, California 93291

**Re: Notice of Withdrawal**

Honorable Chair Sigala:

Pursuant to Article II, Section 14 of the current Joint Powers Agreement of the Tulare County Regional Transit Agency (TCRTA), the City Council of the City of Porterville acted at its meeting on April 18, 2023, to authorize Notice of Withdrawal effective June 30, 2023. However, the City Council also authorized deferring the effective withdrawal date from June 30 to December 30 if the TCRTA Board of Directors were to consent to that deferment prior to June 30, recognizing the ongoing fiscal and operational challenges of the TCRTA and the City's continued willingness to assist and support the member agencies. The City reserves the right to rescind this Notice of Withdrawal prior to June 30, 2023. The City respectfully requests to be notified of what its share of contractual obligations are as of June 30, 2023.

The City understands that Article II, Section 14 of the Agreement will be implemented to determine the parties various contractual obligations moving forward, including the City's interim loan of \$1.6 million to the TCRTA, which remains in effect for repayment no later than December 31, 2027.

Please do not hesitate to let me know if you have any questions in regard to this Notice.

Sincerely,

Martha A. Flores  
Mayor

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## Tulare County Regional Transit Agency

### **AGENDA ITEM IX-B**

**June 23, 2023**

**Prepared by Angela Rose, EH Fiscal Manager**

#### **SUBJECT:**

**ACTION:** Adoption of Resolution Approving the Fiscal Year 2023/2024 Operating Budget and Capital Improvement Program

#### **DISCUSSION:**

Staff has prepared the attached Tulare County Regional Transit Agency's (TCRTA) draft Fiscal Year (FY) 2023/2024 Operating Budget and Capital Improvement Program. It has been prepared to reflect TCRTA's 2023/2024 plan of operations. The FY 2023/2024 Operating Budget reflects TCRTA's second year operating as a consolidated agency, and includes services in Dinuba, Lindsay, Porterville Tulare, Woodlake and Tulare County.

Approval by the Board of Directors is required for the FY 2023/2024 Operating Budget and Capital Improvement Program. The total proposed Operating Budget is \$19,067,409 to provide transit services for TCRTA's member agencies. The FY 2023/2024 Capital Improvement Program proposes capital expenditures of \$4,273,632 in capital improvements that include fare collection equipment, charging stations, bus stop amenities, rebranding, and on-demand ZEB fleet expansion.

#### **RECOMMENDATION:**

That the Tulare County Regional Transit Agency Board of Directors approve Resolution 2023-010 adopting the Fiscal Year 2023/2024 Operating Budget and Capital Improvement Program.

#### **FISCAL IMPACT:**

The proposed FY 2023/2024 Annual Budget is balanced. It may be revised as conditions and actuals change over the course of the fiscal year.

#### **ATTACHMENT:**

1. Draft Resolution 2023-010
2. Proposed FY 2023/2024 Operating Budget and Capital Improvement Program

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY  
ADOPTING THE FISCAL YEAR 2023/2024 OPERATING BUDGET  
AND CAPITAL IMPROVEMENT PROGRAM**

**WHEREAS**, the Joint Powers Agreement, dated August 11, 2022, 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 has prepared a comprehensive Fiscal Year 2023/2024 Operating Budget and Capital Improvement Program reflecting anticipated revenues and expenditures; and

**WHEREAS**, the Board of Directors of the Tulare County Regional Transit Agency desires to adopt an Annual Budget for the Fiscal Year 2023/2024 (July 1, 2023 to June 30, 2024); and

**WHEREAS**, the Transportation Development Act (TDA) provides for the disbursement of funds from the Local Transportation Fund of Tulare County for use by eligible claimants for the purpose of operating; and

**WHEREAS**, the State Transit Assistance (STA) fund makes funds available to eligible applicants to support approved transit projects; and

**WHEREAS**, the Federal Transit Administration (FTA) and Caltrans make federal funds available to eligible applicants for the purpose of operating.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY**, does hereby approve the Tulare County Regional Transit Agency’s Fiscal Year 2023/2024 Operating Budget and Capital Improvement Program attached hereto, effective July 1, 2023; and

**BE IT FURTHER RESOLVED** that, said Annual Budget includes appropriations of monies expected to be available in the General Fund and existing and anticipated Federal, State, and local grants, for expenditures in the amounts and for the purposes set forth in said budget; and

**BE IT FURTHER RESOLVED** that, said Annual Budget includes funds dedicated to paying for capital improvements; and

**BE IT FURTHER RESOLVED** that the Executive Director or the Executive Director's designee is authorized to execute and file applications to the FTA and Caltrans funding for FY 2023/2024 financial assistance; and

**BE IT FURTHER RESOLVED** that the Executive Director or the Executive Director's designee is authorized to execute agreements with transit operators to provide service or receive transfer payments, such transfer payments being paid or received by TCRTA to facilitate the coordination of transit service and to furnish incentives for providing enhanced transfer services between TCRTA and other transit operators; and

**BE IT FURTHER RESOLVED** that the Executive Director is authorized to make expenditures and incur liabilities against said funds within the limits set forth in said budget and the provisions of this Resolution, and to act on behalf of TCRTA in connection with contracts arising thereunder, by following the procedures provided by law, and by Board of Directors' Resolutions and Board Rules, except that no contractual obligations shall be assumed by TCRTA in excess of its ability to pay, and provided further that all expenditures shall be in conformance with statutory and other restrictions placed on the use of said funds; and

**BE IT FURTHER RESOLVED** that the Executive Director is authorized to act on behalf of TCRTA, and to make expenditures and incur liabilities against all funds of TCRTA as provided for in contracts which have been authorized by the Board of Directors of the Tulare County Regional Transit Agency and that the Board's authorizations of such contracts also include the necessary appropriations for such contracts and change orders authorized by Rules approved by the Board, subject, however, to compliance with such specific appropriation resolutions as may be adopted by the Board from time to time; and

**BE IT FURTHER RESOLVED** that the Executive Director or the Executive Director's designee is authorized to issue free or discounted promotional rides in FY 2023/2024 for

purposes of building ridership on the system, consistent with ridership recovery guidelines.

**PASSED AND ADOPTED** this **23<sup>rd</sup> day of June 2023** 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 23<sup>rd</sup> day of June 2023.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed \_\_\_\_\_

Jose Sigala  
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2023-010 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 23<sup>rd</sup> day of June 2023.

Signed \_\_\_\_\_

Albert Barragan  
Interim Executive Director

# FY 23/24 OPERATING BUDGET

## and Capital Improvement Program

Tulare County Regional Transit Agency  
June 23, 2023



This document contains the proposed FY23/24 Tulare County Regional Transit Agency Operating Budget and Capital Improvement Program.

## **Board of Directors**

**Jose Sigala – Chair**  
City of Tulare

**Kuldip Thusu**  
City of Dinuba

**Hipolito Cerros**  
City of Lindsay

**Rudy Mendoza**  
City of Woodlake

**Wendi Correa**  
Tule River Tribe of  
California

**Greg Gomez – Vice Chair**  
City of Farmersville

**Vicki Riddle**  
City of Exeter

**Don Weyhrauch**  
City of Porterville

**Eddie Valero**  
County of Tulare

## **TCRTA Staff**

**Albert Barragan**  
Interim Executive Director

**Angela Rose**  
EH Fiscal Manager

**Teresa Ortega**  
Transit Analyst

**Olivia Forte**  
Transit Analyst

**Leslie Davis**  
Finance Director (TCAG)

**Jennie Miller**  
Transit Manager/Analyst

**Clay Landis**  
Transit Analyst

**Servando Quintanilla, Jr.**  
Staff Analyst I (TCAG)



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## Executive Summary



The Tulare County Regional Transit Agency (TCRTA) has a responsibility to fund, plan with, and advocate for the County of Tulare, the Tule River Tribe of California, and the Cities of Dinuba, Exeter, Farmersville, Lindsay, Porterville, Tulare, and Woodlake – known as its “Member Agencies”. Annually, the member agencies collaborate to develop the Operating Budget and Capital Improvement Program.

In 2023, the Tulare County Regional Transit Agency, like many across the country, continued to experience lower-than-normal ridership. Meanwhile, the transit agencies have continued to foster a culture of COVID prevention, and Tulare County’s vehicles have never been cleaner and safer to ride. TCRTA has continued providing safe, reliable trips to meet dramatically shifting customer needs and demand for travel. TCRTA’s contracted employees have performed

heroically by transporting workers to essential jobs each day since the pandemic began. As always, the TCRTA's top priority is safety, which now includes a higher level of attention to public health while maintaining safe access to our communities' work centers, hospitals, and other vital services.

However, ridership has continued to return slowly and has a continuing impact on reduced revenue generated from fares. Fares were reinstituted in October 2023 and resulted in an immediate ridership decrease. This unique situation has reshaped the heart of community-driven mobility and an intensified effort to improve service quality. The FY 23/24 Budget is a product of that reshaping and accommodates within an ever-shifting financial and demand for travel that we can reasonably predict and adds flexibility for the ones we cannot.

This document describes a FY 23/24 budget of \$23,341,041 that includes \$19,067,409 in Operating expenses and a Capital Improvement Program of \$4,273,632. The Capital Budget includes purchase of fare collection equipment, charging stations, bus stops amenities, rebranding and on-demand ZEB fleet expansion.

## RIDERSHIP

*We know that the value of transit extends far beyond the number of people riding buses each day. Unfortunately, in recent months we have seen more residents choose to drive, which could have dangerous, expensive, and unhealthy outcomes for the region.*





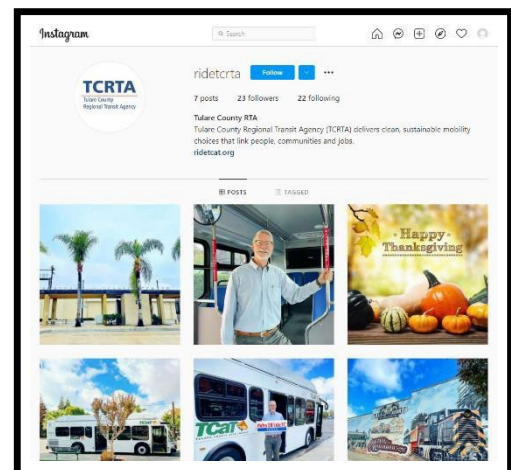
## TCRTA Mission Statement

*We at TCRTA deliver clean, sustainable mobility choices that link people, communities, and jobs. Our focus is to elevate customer service, safety, and seamless transportation alternatives by optimizing efficiencies through joining together and maximizing economies of scale.*



## FY 2023/24 Initiatives

1. Financial Sustainability
2. Zero-Emission Infrastructure and Fleet Procurement
3. On-Demand Service
4. Safety
5. Regional Fare Collection
6. System Rebranding
7. Improving Quality of Service
8. Legislative Advocacy
9. Cross Valley Corridor



## Agency & Service Summary

TCRTA was created in 2020 to empower the Parties to exercise their common powers by the formation and operation of a Joint Powers Agency (JPA), called Tulare County Regional Transit Agency, with full power and authority to own, operate, and administer a public transportation system within the jurisdictions of the Member Agencies.

TCRTA service began in July 2021, assuming the operations of Dinuba, Tulare, and Woodlake Transit Systems. Beginning in July 2022, the Agency assumed the operations of Porterville Transit and Tulare County Area Transit completing the planned consolidation of transit operators.



TCRTA now operates 26 fixed-route local and commuter lines, ADA Paratransit in 5 communities, and On-Demand services providing approximately 1.5 million rides per year (pre-pandemic).

In 2020, the City of Porterville began operating its award-winning On-Demand service in response to the COVID-19 pandemic. This service quickly became the preferred method for mobility in the City of Porterville. Starting in 2023, the On-Demand service will be expanding throughout Tulare County, providing residents with innovative technology powered by the Uber mobile application.

Since its inception, TCRTA has continued Tulare County transit operator's commitment to transition to zero-emission technology.

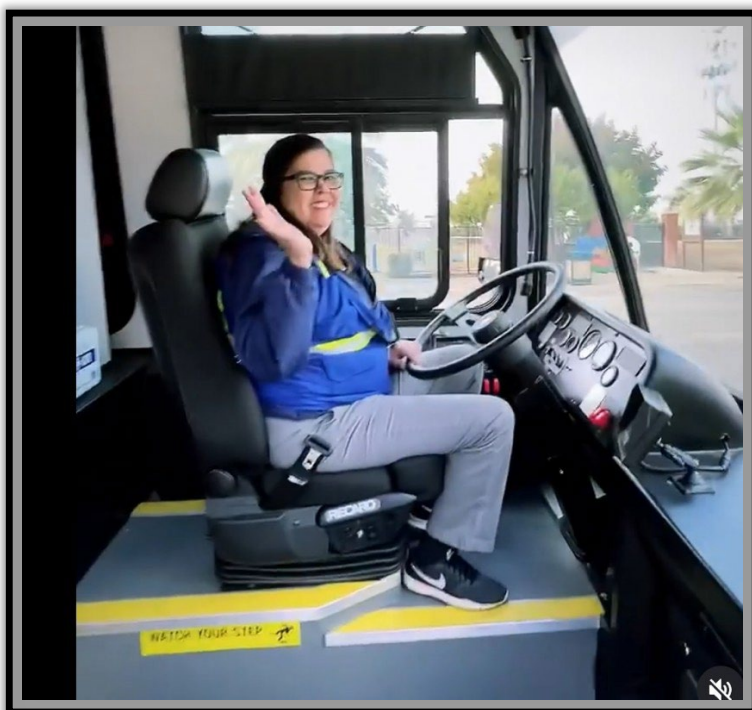


To maintain its fleet of 112 vehicles in a state of good repair, TCRTA relies on the City of Dinuba to maintain the North Yard fleet, the City of Porterville to maintain the South Yard fleet, and contractor-provided maintenance to maintain the Central Yard fleet. To best serve its communities, TCRTA operates Transit Centers in the Cities of Dinuba, Porterville, Tulare, and Woodlake.

## Organization Structure

The Tulare County Regional Transit Agency Board of Directors includes one city council member and alternate from each of the 7 cities, as well as one appointed representative and alternate from the Tulare County Board of Supervisors and the Tule River Tribe of California.

The Board of Directors directs policy that is implemented by a directly employed administrative staff. On-street operations and front-line customer service are provided through a contract with Transdev.



## Fleet & Facilities

### TCRTA Fleet

Service	Quantity	Fuel
Fixed Route	57	CNG & Electric
Commuter	25	CNG
ADA Paratransit	12	Gasoline, CNG
On-Demand	18	Electric
<b>Total CNG &amp; Gasoline</b>	<b>80</b>	
<b>Total Electric</b>	<b>32</b>	
<b>Total Fleet</b>	<b>112</b>	



## TCRTA Maintenance Facilities

South Yard	Central Yard & Call Center	North Yard
City of Porterville 555 N. Prospect Ave. Porterville, CA 93257	Transdev (Contracted) 25430 Road 140 Visalia, CA 93292	City of Dinuba 1088 E. Kamm Ave. Dinuba, CA 93618



## TCRTA Transit Centers

Dinuba Transit Center	Porterville Transit Center	Tulare Transit Center	Woodlake Transit Center
180 E. Merced St. Dinuba, CA 93618	61 W. Oak Ave. Porterville, CA 93257	360 N. K St. Tulare, CA 93274	201 E. Lakeview Ave. Woodlake, CA 93286



## **Funding Sources**

### **Tulare County Resources**

#### **Measure R Transit**

Measure R is a 2006 voter approved Tulare County ½ cent sales tax. These funds are eligible for bus operating and capital expenses.

### **State Resources**

#### **Transportation Development Act (TDA)**

TDA is a statewide ¼ cent sales tax that is deposited into the State Local Transportation Fund. TDA funds are allocated off the top of the LTF fund for transit projects and are eligible for capital and operating expenses.

#### **State Transit Assistance Funds (STA)**

STA is a statewide excise tax on fuel, these funds are eligible for use on transit capital and operating expenses.

#### **SB1 (State of Good Repair Program)**

The Road Repair and Accountability Act of 2017, Senate Bill (SB) 1, signed by the Governor on April 28, 2017, includes a program that will provide additional revenues for transit infrastructure repair and service improvements. SB1 emphasizes the importance of accountability and transparency in the delivery of California's transportation programs. This program provides funding of approximately \$105 million annually to the State Transit Assistance (STA) Account. The funds are distributed to transit agencies throughout the State according to the STA formula. These funds are available for eligible transit maintenance, rehabilitation, and capital projects.

#### **Transit and Intercity Rail Capital Program (TIRCP)**

TIRCP was created by Senate Bill 862 and modified by Senate Bill 9 to provide grants from the Greenhouse Gas Reduction Fund to fund transformative capital improvements that will modernize California's intercity, commuter and urban rail systems, and bus and ferry transit systems to reduce emissions of greenhouse gases by reducing congestion and vehicle miles traveled throughout California.

#### **Low Carbon Transit Operations Program (LCTOP)**

The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility, with a priority on serving disadvantaged communities. Approved projects in LCTOP will support new or expanded bus or rail services, expand intermodal transit facilities, and may include equipment acquisition, fueling, maintenance and other costs to operate those services or facilities, with each project reducing greenhouse gas emissions. For agencies whose service area includes disadvantaged communities, at least 50 percent of the total monies received shall be expended on projects that will benefit disadvantaged communities. Senate Bill 862 continuously appropriates five percent of the annual auction proceeds in the Greenhouse Gas Reduction Fund (Fund) for LCTOP, beginning in 2015-16.

## **Federal Resources**

### **Federal Urban Area Formula Program (Section 5307)**

The Urbanized Area Formula Funding Program (49 U.S.C 5307) makes federal funds available to urbanized areas for transit capital, operating, and transportation-related planning. An urbanized area is an incorporated area with a population of 50,000 or more that is designated as such by the U.S. Department of Commerce, Bureau of the Census. Operating funds require a 50 percent local match and Capital funds require a 20 percent local match.

### **Formula Grants for Rural Areas (Section 5311, 5311F)**

The Formula Grants for Rural Areas Program provides capital, operating and transportation-related planning funds to states to support public transportation in rural areas with populations of less than 50,000, where many residents often rely on public transit to reach their destinations. The California Department of Mass Transportation (Caltrans) distributes funding to Tulare County transit operators.

### **Federal Buses and Bus Facilities and Low- or No-Emission Program (Section 5339)**

The Grants for Buses and Bus Facilities program (49 U.S.C. 5339) makes federal resources available to States and direct recipients to replace, rehabilitate and purchase buses and related equipment and to construct bus-related facilities including technological changes or innovations to modify low- or no-emission vehicles or facilities. Funding is provided through formula allocations and competitive grants. A sub-program, the Low- or No-Emission Vehicle Program, provides competitive grants for bus and bus facility projects that support low- or no-emission vehicles.

### **Federal Congestion Mitigation and Air Quality (CMAQ)**

These funds are programmed for cost-effective emission reduction activities and congestion mitigation that provide air quality benefits. They require a 20 percent local match.



## **Budget Summary Overview**

This section summarizes the FY 23/24 budget, which comprises each Member Agency's respective operating budget combined with the budget requirements of TCRTA. While the first section of the document contains high-level summaries of the regional budget, more complete details may be found in the [Appendix Section](#).

## **FY 23/24 Budget Revenues**

The FY 23/24 budget assumes \$23,341,041 of revenues, consisting of passenger and advertising revenues, state and local sales tax revenues, and federal grant revenues. It is important to note that this is a decrease from last year primarily due to a smaller Capital budget request this year within the multi-year Capital Improvement Plan.

## **FY 23/24 Budget Expenses**

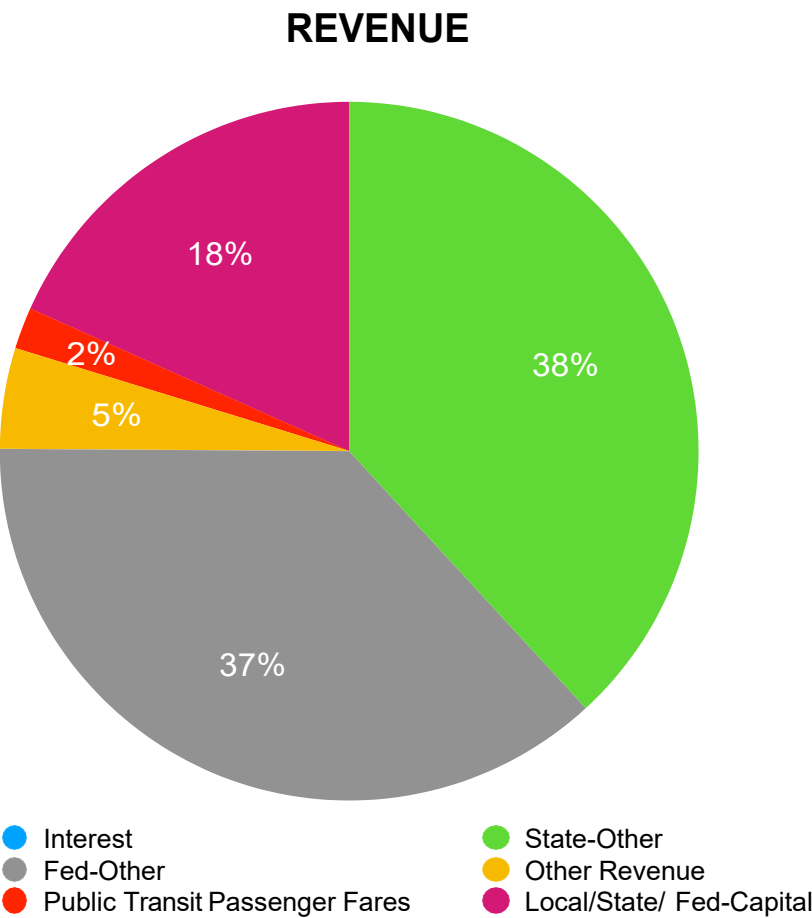
The FY 23/24 budget assumes \$23.3 million of expenses, consisting of administrative, contractual services for operations (Transdev), contractual services for maintenance (Dinuba, Porterville, and Transdev), and the Capital Improvement Program. Importantly, the combined Contractual Services comprise about 73%, the Capital Improvement Program comprises about 18%, and Salaries and Benefits comprise 5% with the remainder as other expenses.

## **FY 2023/24 Capital Program**

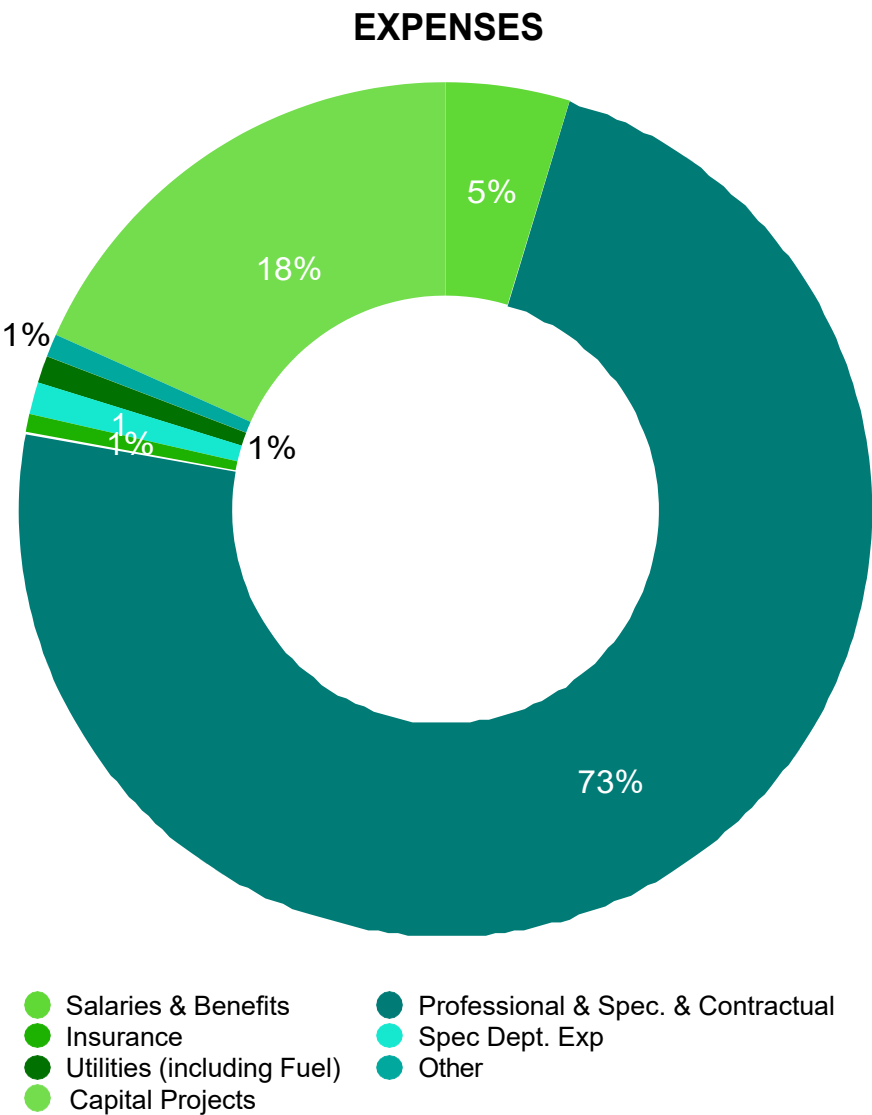
The capital budget includes all capital program activities associated with bus acquisition, bus capital improvements, facility construction, and other capital improvements such as information technology improvements. The Board approves a capital project as part of the annual budget adoption; it authorizes the schedule and total expenditures over the life of the project. There are 7 proposed capital projects for FY 23/24. The newly proposed Life of Project budgets for capital projects in FY 23/24 is a total of \$4,273,632 million. These projects include Charging Stations Phase 2, Bus Stop Shelters, website Development, Fleet Rebranding, Fare collections equipment and Battery Electric Vehicles for On Demand Fleet Expansion.

# TCRTA FY23/24 BUDGET

Revenue	
Interest	\$0
State-Other	\$8,904,699
Fed-Other	\$8,625,210
Other Revenue	\$1,087,500
Public Transit Passenger Fares	\$450,000
Local/State/ Fed-Capital	\$4,273,632
Total income	\$23,341,041



Expenses	
Salaries & Benefits	\$1,096,498
Professional & Spec. & Contractual	\$17,084,879
Insurance	\$159,356
Spec Dept. Exp	\$283,592
Utilities (including Fuel)	\$240,099
Other	\$202,985
Capital Projects	\$4,273,632
Total expenses	\$23,341,041



Balanced Budget	
	\$0

## APPENDIX B – Operating Budget

### TCRTA

### FY 2023/24

### Operations Revenue and Expenditures

#### Revenues

4801	Interest	
5054	State-Other	8,904,699
5700	Fed-Other	8,625,210
5835	Other Revenue	1,087,500
5873	Public Transit Passenger Fares	<u>450,000</u>
		19,067,409

6001	Salaries	687,502
6003	Other Pay Types	15,055
6004	Benefits	84,226
6005	Extra Help	118,085
6011	Retirement	93,104
6012	Social Security	54,824
6014	POB	<u>43,702</u>

Total Salaries & Benefits 1,096,498

7000	Services & Supplies	1,470
7005	Communications	47,553
7010	Insurance	159,356
7024	Maint-Blds	73,295
7036	Office Expense	19,793
7040	Courier	5,680
7043	Professional & Spec & Contractual	17,084,879
7062	Rent & Lease	31,415
7066	Spec Dept Exp	283,592
7073	Training	5,850
7074	Transportation & Travel	17,930
7081	Utilities	240,099

17,970,911

Total Budget 19,067,409

Net (0)



# APPENDIX C – Capital Improvement Program

2023-24		Dinuba	Exeter	Farmersville	Lindsay	Porterville	Tulare	County	Woodlake	Fund Type
		Transit Facilities, Centers, and Bus Stop Improvements								
Dinuba Transit Center	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Porterville Transit Center	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Tulare Transit Center	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Woodlake Transit Center	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
South Yard	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Central Yard & Call Center	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 820,000	\$ -	LCTOP
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800,000	\$ -	SCE
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400,000	\$ -	SJVAPCD
North Yard	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ 548,632	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	SGR/SB1
	Local	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	SJVAPCD
	Total	\$ 848,632	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 848,632
Bus Stop & Amenities	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Local	\$ 20,000	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	LTF
	Total	\$ 20,000	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ 170,000
Website Improvements	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Local	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ 10,000	STA
	Total	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	LTF
2023-24		Dinuba	Exeter	Farmersville	Lindsay	Porterville	Tulare	County	Woodlake	Fund Type
		Transit Fleet/Support Equipment/Support Vehicle Replacement & Expansion								
On-Demand Fleet (Expansion)	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Local	\$ -	\$ 65,000	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ 65,000	STA
	Total	\$ -	\$ 65,000	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ 65,000	\$ 195,000
On-Demand Fleet (Expansion) (ZEB)	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ADA Paratransit Fleet (Replacement)	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
South Yard Fleet (Replacement)	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Central Yard Fleet (Replacement) (ZEB)	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
North Yard Fleet (Replacement)	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Fare Collection System	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	LCTOP
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Total	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 80,000
Fleet Rebranding	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Local	\$ 80,000	\$ -	\$ -	\$ -	\$ 400,000	\$ 200,000	\$ 200,000	\$ -	
	Total	\$ 80,000	\$ -	\$ -	\$ -	\$ 400,000	\$ 200,000	\$ 200,000	\$ -	\$ 880,000
2-Way Radio System	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Revenue Vehicles (BEV)	Federal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	State	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Local	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total		\$ 968,632	\$ 85,000	\$ 85,000	\$ 20,000	\$ 470,000	\$ 270,000	\$ 2,290,000	\$ 85,000	\$ 4,273,632

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## Tulare County Regional Transit Agency

### **AGENDA ITEM IX-C**

**June 23, 2023**

**Prepared by Jennie Miller, Transit Manager**

#### **SUBJECT:**

**ACTION:** Approve Contract Extension with Uber for On-Demand Software Service and Authorize Staff to Prepare a Request for Proposals

#### **BACKGROUND:**

On-Demand (microtransit) service is a dynamic demand-response mode of passenger transportation that provides transit-like service on a smaller, more flexible scale. Riders request a vehicle (typically a small van or shuttle) through a mobile app to pick them up and drop them off at their requested destination. The on-demand service model has been provided in Porterville since 2020 under the service name transPORT which uses Uber's operations management platform (Routematch software) to schedule and dispatch trips to riders. TCRTA assumed this service in July of 2022, and has since extended the service area to include the City of Lindsay, with plans to expand countywide in the coming fiscal year.

TCRTA currently provides on-demand service Monday through Saturday from 6:00 am to 10:00 pm, and Sunday from 8:00 am to 8:00 pm, providing riders significantly greater access to their community, employment, and healthcare.

#### **DISCUSSION:**

In 2022, Uber provided notice that they would no longer be investing in the software product that is being used to operate TCRTA's on-demand service and informed staff that the current agreement will expire on June 30, 2023. However, Uber has agreed to extend the current Agreement until December 31, 2023, at no additional cost, to allow the Agency sufficient time to procure another vendor.

Per the original contract with Uber, TCRTA can cancel the agreement without cause by providing a 30-day notice, should the Agency choose to begin service with another vendor prior to January 1, 2024. Any disruption or cancellation of current services will affect those riders who rely on this service for their daily transportation needs.

Additionally, Staff is seeking approval to prepare and advertise a Request for Proposal (RFP) for a vendor to provide an on-demand transit operations management software platform to replace what is currently being provided by Uber.

**RECOMMENDATION:**

That the Tulare County Regional Transit Agency Board of Directors:

1. Authorize the Executive Director to execute Amendment No. 3 to the Agreement with Uber to extend services until December 31, 2023; and
2. Authorize Staff to prepare and advertise a Request for Proposals for a vendor to provide an on-demand transit operations management software platform.

**FISCAL IMPACT:**

There is no additional cost associated with extending the current contract. The fiscal impact associated with procuring a new contract is unknown at this time. Funds to continue existing on-demand operations have been budgeted in the FY 2023/2024 Operating Budget.

**ATTACHMENT:**

None

## Tulare County Regional Transit Agency

### **AGENDA ITEM IX-D**

**June 23, 2023**

**Prepared by Angela Rose, EH Fiscal Manager**

### **SUBJECT:**

**ACTION:** Adoption of Resolution Approving the Scope of Work from Ellen Moy, Moy & Associates, and Payment for Services Rendered

### **DISCUSSION:**

The Tulare County Regional Transit Agency (TCRTA) was presented with the attached invoice in the amount of \$46,003 from Ellen Moy, Moy & Associates (Ellen Moy) for developing the Public Transportation Agency Safety Plan (PTASP) and the new CARB Zero-Emission Rollout Plan in addition to other items. Ellen Moy was requested to work on these items by TCRTA staff. Tulare County Resource Management Agency (RMA) has an agreement with Ellen Moy to assist with Transit planning and technical issues. With the transition of certain staff and duties from RMA to TCRTA, TCRTA staff believed that the work requested and performed by Ellen Moy was covered under the existing agreement with RMA. Upon reviewing the agreement with RMA when the invoice was presented, it was found that the existing scope of work does not include work performed for TCRTA. Ellen Moy has presented us with a scope of work retroactive to January 1, 2023, which describes the services she provided on behalf of TCRTA.

Approval by the Board of Directors of the scope of work retroactively to January 1, 2023, is required for the agency to process payment to Ellen Moy for the necessary work she has performed for TCRTA.

### **RECOMMENDATION:**

That the Tulare County Regional Transit Agency Board of Directors find that they have the authority to approve the scope of work with Ellen Moy retroactive to January 1, 2023, and approve the payment to Ellen Moy in the amount of \$46,003 for work performed.

### **FISCAL IMPACT:**

The cost of these services will be paid from the Tulare County Regional Transit Agency's operating budget. The approved Fiscal Year 2022/2023 budget will not be exceeded.

### **ATTACHMENT:**

1. Draft Resolution 2023-11
2. Scope of Work from Ellen Moy, Moy & Associates
3. Invoice from Ellen Moy, Moy & Associates

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY  
APPROVING SCOPE OF WORK FROM ELLEN MOY, MOY & ASSOCIATES,  
AND PAYMENT FOR SERVICES RENDERED**

**WHEREAS**, the Joint Powers Agreement, dated August 11, 2022, 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 has been given a scope of work and invoice from Ellen Moy, Moy & Associates for Services Rendered; and

**WHEREAS**, the Board of Directors of the Tulare County Regional Transit Agency has the authority to approve the scope of work retroactively to January 1, 2023.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY**, does hereby approve the scope of work with Ellen Moy, Moy and Associates retroactively to January 1, 2023.

**BE IT FURTHER RESOLVED** that the invoice presented by Ellen Moy be approved for payment.

**PASSED AND ADOPTED** this **23<sup>rd</sup>** day of **June 2023** 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 23<sup>rd</sup> day of June 2023.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed \_\_\_\_\_

Jose Sigala  
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2023-011 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 23<sup>rd</sup> day of June 2023.

Signed \_\_\_\_\_

Albert Barragan  
Interim Executive Director

## **EXHIBIT A**

### **SCOPE OF WORK**

#### **MOY & ASSOCIATES**

### **TULARE COUNTY REGIONAL TRANSIT AGENCY (TCRTA) TECHNICAL TRANSPORTATION PLANNING SERVICES FY2022-2023**

This Scope of Work is intended to provide Tulare County Regional Transit Agency (TCRTA) with technical transportation planning services to assist and facilitate its public transit planning process. These planning activities will assist TCRTA in a variety of tasks to ensure integrity and reliability in its operations, including short-range and long-range transit planning, contract management, grant funding, marketing, and community outreach. Transit operators are facing increasing challenges to retain and increase ridership and to offer new innovative services particularly with the impact of the pandemic and as alternative transportation options and car ownership and costs rise.

The recent formation of TCRTA highlights the important goal of ensuring ongoing smooth transition of transit operations throughout Tulare County. This transition continues to require close cooperation and communication between TCRTA staff and its member agencies. Rigorous coordination and monitoring of transit services will be imperative to ensure quality transit services continue to be accessible to all County residents.

TCRTA must closely coordinate its transit funding with the Tulare County Association of Governments (TCAG) to ensure a high level of due diligence and oversight. The proposed planning services described below will facilitate TCRTA planning, service implementation, as needed. These efforts will be accomplished through a closely coordinated approach to ensure maximum efficiency and timely completion of transit projects and services. This scope of work also includes technical grant and funding assistance to ensure that available federal, State, and local funds are identified and efficiently pursued in full compliance with funding and grant requirements.

The technical planning process will include, at a minimum, coordinating the following key tasks:

#### Assist in TCRTA Scheduling Process

- Assist in evaluating and developing service changes.
- Identify and refine FY2022-23 System Map and schedules.
- Coordinate narrative and graphic updates with staff.

#### Technical Grant and Funding Assistance

- Assist in identifying and processing transit projects, including coordinating with appropriate funding agencies to ensure compliance with required applications and tracking/reporting, and reimbursement documentation.

- Provide technical assistance to identify potential federal, State, and local funds to support on-going operating and capital transit improvements.
- Assist in grant writing, as needed (i.e., for projects funded by FTA; State Cap and Trade (i.e., Low Carbon Transit Operations Program/LCTOP); San Joaquin Valley Air Pollution Control District; Senate Bill 1 – State of Good Repair; federal Congestion Mitigation and Air Quality/CMAQ; and federal Rescue Plan grants; etc.)
- Assist in implementing grant projects for prudent expenditures and timely completion.

#### Assist with Marketing Efforts

- Identify and refine key FY2022-23 Marketing Plan elements, including outreach materials and website updates.
- Improve overall system branding in all marketing, outreach and customer service materials, including route schedules, route and system maps, and monthly passes, as required.
- Coordinate development and distribution of customer outreach marketing products.
- Assist with development of new bus stop design, as needed.

#### Update TCRTA Title VI Report

- Review Caltrans updated Title VI reporting requirements.
- Review and update the current Title VI Report, as needed.

#### Update TCRTA FTA Asset Management Plan

- Coordinate with TCRTA to provide Caltrans with appropriate TCRTA asset management data and any required revisions to the plan.
- Compile and review asset management information and any plan amendments prior to submittal to Caltrans/FTA.

#### Prepare TCRTA Public Transportation Agency Safety Plan (PTASP)

- Develop the TCRTA PTASP in close coordination with TCRTA staff for submittal to FTA.

#### Prepare TCRTA Zero-Emission Rollover Plan

- Develop the TCRTA Zero-Emission Rollover Plan in close coordination with TCRTA staff for submittal to the California Air Resources Board (CARB).

#### Other Technical Transit Planning Support

- Assist in developing TCRTA service adjustments.
- Provide general technical and strategic planning support, including development of Performance Standards and Measures.
- Assist with Short-Range Transit Plan; annual NTD and ICT reporting compliance, as needed.
- Update Fleet Inventory and Replacement Plan, as needed.

- Develop revised and new policies and procedures, as needed.
- Provide other technical planning support, as needed, to ensure compliance with federal, State, and local requirements.

## **PRODUCTS**

The proposed planning services will result in specific planning products, including:

- Updated TCRTA System Map and Schedules
- Potential Grant Applications and Funding for Improved Operating and Capital Transit Projects
- New and Updated Collateral Marketing Materials
- Updated TCRTA Title VI Report
- Updated FTA Asset Management Plan
- New TCRTA Public Transportation Agency Safety Plan (PTASP)
- New TCRTA Zero-Emission Rollover Plan
- Technical Documents (i.e., Performance Standards and Measures; Short-Range Transit Plan updates; NTD Reports; Fleet Inventory and Replacement Plan, as needed)

## **BILLING**

The billing rate for these services will be \$194.93 per hour. Billing will be on a reimbursable basis.

## **CONTACT INFORMATION**

Address:	Ms. Ellen Moy, Principal Moy & Associates P.O. Box 812 Friant, CA 93626
Mobile:	559-289-2666
Email:	ellen.moy@comcast.net



## **WORK TASKS**

### ***Task 1.0      Assist in TCRTA Scheduling Updates***

#### ***Assist in Identification of Schedule Refinements***

This task will assist staff in identifying needed FY2023-24 schedule refinements for the TCRTA System Map as well as individual fixed routes and Dial-A-Ride services. Route schedules are continually being updated to reflect route changes, timetable refinements, etc. This task will ensure that all route schedules are up to date to ensure quality information is being distributed to riders. Monthly passes also require updating from time to time and will be kept current. This task will update individual route schedules and maps, the system map, and corresponding narrative in both English and Spanish.

#### ***Coordinate Narrative and Graphic Updates***

This task will ensure coordination of updated narrative and graphics for all schedule elements between key TCRTA staff.

### ***Task 2.0      Provide Technical Grant and Funding Assistance***

#### ***Identify Potential Operating and Capital Projects and Sources of Funding***

Technical assistance will be provided to identify potential federal, State, and local funds to support the need for on-going operating and capital transit improvements.

#### ***Provide Grant Writing, Monitoring, and Reporting Assistance for TCRTA Projects***

TCRTA is supported by a variety of federal, State, and local funding sources. This task will assist TCRTA in grant writing, monitoring, and reporting, as needed (i.e., for projects funded with FTA; State Cap and Trade (i.e., LCTOP); State Proposition 1B; federal Congestion Mitigation and Air Quality/CMAQ; federal Rescue Act and ARPA; SB1 – State of Good Repair; etc.). Transit grant applications will be prepared and processed, including coordinating with appropriate funding agencies to ensure compliance with all required support documentation.

### ***Task 3.0      Assist with TCRTA Marketing Efforts***

#### ***Identify and Refine TCRTA Marketing Plan Elements***

This task will assist in identifying and refining specific elements of the TCRTA Marketing Plan, and outreach and public participation efforts. Emphasis will be on improving marketing and targeted outreach to both riders and non-riders. Work tasks will be developed on an as needed basis.

### ***Improve Marketing, Outreach and Customer Service Collateral Materials***

Support will be provided to TCRTA, as needed, to develop effective marketing materials, including items that relate to special transit campaigns, such as free fare/ride days, etc. This task also will ensure that bus logos and bus stop signs are updated, consistent, and completed properly and on a timely basis.

### ***Task 4.0      Update TCRTA Title VI Report***

#### ***Review and Update TCRTA Title VI Report***

A review and updating of the Title VI Report and/or amendments will be completed on a timely basis, as needed. This task will include identification of any required Caltrans Title VI Report updates and updated demographic statistics, notifications, and forms.

### ***Task 5.0      Update TCRTA FTA Asset Management Report***

#### ***Coordinate Required Updates to TCRTA Asset Management Information***

Required updates and asset management data will be compiled, updated, and submitted to Caltrans. Required updates to asset information will include coordinating with appropriate TCRTA staff and third-party contractor to ensure all capital assets are reflected. These assets may include fixed-route and Dial-A-Ride vehicles, support vehicles, bus stop amenities, and other transit-related facilities funded by FTA.

### ***Task 6.0      Prepare TCRTA Public Transportation Agency Safety Plan (PTASP)***

TCRTA is required by the FTA to prepare a PTASP that includes the processes and procedures necessary for implementing Safety Management Systems (SMS). This task will ensure development of a PTASP designed to better control risk, detect and correct safety problems earlier, evaluate safety data more effectively, and measure safety performance more precisely.

### ***Task 7.0      Prepare TCRTA Zero-Emission Rollover Plan***

TCRTA's Zero-Emission Rollover Plan will be prepared in close coordination with TCRTA staff. The Plan will reflect the transition of TCRTA's fleet to electric vehicles through 2040 in compliance with California Air Resources Board (CARB).requirements.

## ***Task 8.0      Other Technical Transit Planning Support***

### ***Undertake Other Technical Transit Planning to Ensure TCRTA Compliance with Federal, State, and Local Reporting Requirements***

Technical transit planning tasks will be undertaken to ensure TCRTA complies with federal, State, and local reporting requirements, as needed. This may include reporting for Federal Transit Administration expenditures, State Cap and Trade, and State Proposition 1B projects. As TCRTA introduces new Intelligent Transportation Systems (ITS) to its operations, technical support will be provided to optimize procurements.

Assistance with strategic planning, fleet replacement planning, budget forecasting, and financial management may be required throughout the year. This task will provide for technical assistance in these areas on an on-going basis.

### ***Assist in Developing TCRTA Service Adjustments***

This task will help evaluate the need for service adjustments on an on-going basis. These fixed-route and Dial-A-Ride service adjustments may be needed in response to increased demand, low performance productivity, farebox recovery requirements, etc. Peak fleet deployment needs will also be assessed in light of service adjustments.

### ***Assist TCRTA with Annual National Transit Database (NTD) Reporting Requirements***

This task will assist TCRTA with its annual submittal of NTD Reports. Operating and capital data budgets must be reviewed for accuracy. Follow-up to questions from Caltrans will be coordinated with key staff accordingly.

### ***Update TCRTA Fleet Inventory and Replacement Plan***

TCRTA must maintain an updated Fleet Inventory and Replacement Plan to ensure integrity of its fleet and services. This task will maintain an updated Fleet Inventory and Replacement Plan that will allow prudent budgeting for vehicle replacements and disposals and to respond quickly to new funding that may become available. Further, the transition to an electric vehicle fleet per the California Air Resources Board requirements and the need for a reliable electric infrastructure must be a priority. This effort also will ensure that transit staff can anticipate and respond to funding shortfalls and/or can strategize to maximize leveraging of funds where possible.

### ***Develop Revised and New Policies and Procedures***

Revised and new policies and procedures for TCRTA administration, operations, and maintenance will be developed, as needed.

## PROPOSED BUDGET

	<u>Work Activity</u>	<u>Cost</u>
TASK 1:	Assist in TCRTA Scheduling Process	\$0
TASK 2:	Provide Technical Grant and Funding Assistance	\$0
TASK 3:	Assist with Marketing Efforts	\$0
TASK 4:	Update Title VI Report	\$0
TASK 5:	Update FTA Asset Management Report	\$0
TASK 6:	Prepare TCRTA Public Transportation Agency Safety	\$9,747
TASK 7:	Prepare TCRTA Zero-Emission Bus Rollover Plan	\$28,897
TASK 8:	Other Technical Transit Planning Support (i.e., SRTP; LCTOP; NTD Report; Fleet Inventory and Replacement Plan; Grant Reporting, etc.)	\$9,356
Total		\$48,000

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\* Total cost @\$194.93 per hour includes travel; assumes volume copying will be completed on site at TCRTA. Bid valid for sixty (60) days.

## INVOICE #2022/23-02

Ms. Ellen Moy  
Moy & Associates  
P.O. Box 812  
Friant, CA 93626

DATE: June 5, 2023

ATTN: Mr. Albert Barragan, TCRTA Interim Executive Director  
Tulare County Regional Transit Agency  
210 N. Church St., Suite B  
Visalia, CA 93291

For TCRTA Public Transit Technical Planning Services: 2/1/2023 - 5/15/2023

WORK ACTIVITY	Total
<b>TASK 1: Assist in TCRTA Scheduling Updates</b>	
• Assist in identifying and refining TCRTA System Map and schedules.	0
• Coordinate narrative and graphic updates with TCRTA staff.	0
<b>TASK 2: Coordinate Amendment with Third-Party Contractor, as Needed.</b>	
• Coordinate amendment process to retain qualified third-party contractor.	0
• Conduct negotiations including Best-and-Final Offer (BAFO), as needed.	0
• Ensure compliance with federal, State, and local third-party contract requirements.	0
• Prepare final amendment and support documentation.	0
• Develop Independent Cost Evaluation (ICE), as needed.	0
• Ensure final approval and compliance with Caltrans.	0
<b>TASK 3: Evaluate Private Contractor Performance and Contract to Ensure Contract Compliance</b>	
• Identify contract issues and concerns.	0
• Ensure contract compliance with federal, State, and local requirements.	0
• Assist in contract management with third-party contractor.	0
<b>TASK 4: Provide Technical Grant and Funding Assistance</b>	
• Identify potential TCRTA operating and capital projects and TCRTA funding.	0
• Provide grant writing, monitoring, and reporting for TCRTA projects.	0
<b>TASK 5: Update and/or Amend TCRTA Title VI Report</b>	0
• Review, update, and/or amend TCRTA Title VI Report.	0
<b>TASK 8: Coordinate TCRTA FTA Transit Asset Management Plan</b>	
• Coordinate TCRTA asset management information and final submittal with TCRTA and Caltrans staff, as needed.	0
<b>TASK 9: Other Technical Transit Planning Support</b>	
• Develop new Public Transportation Agency Safety Plan (PTASP)	50
• Develop new CARB Zero-Emission Rollout Plan	138
• Assist in developmt of 2 LCTOP 22/23 Ars (E-Infra & Safety Enhmts)	47
• Review & Assist in NTD Responses	1
<b>TOTAL HOURS:</b>	<b>236</b>
<b>TOTAL DUE:</b>	<b>\$46,003</b>

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## Tulare County Regional Transit Agency

### **AGENDA ITEM IX-E**

**June 23, 2023**

**Prepared by Leslie Davis, Finance Director**

#### **SUBJECT:**

**Action:** Adoption of Resolution Approving Amendment No. 3 to the FY 2022-2023 Budget and Capital Improvement Program

#### **BACKGROUND:**

At the regular scheduled Board meeting of June 22, 2022, the Board of Directors adopted the Fiscal Year 2022-2023 Budget and Capital Improvement Program with Resolution No. 2022-011. The adopted 2022 Budget and Capital Improvement Program totaled \$32.1 million, consisting of \$18.7 million for the Operating Budget and \$13.3 million for the Capital Improvement Program.

On August 15, 2022, with Resolution No. 2022-020, Amendment No. 1 increased the Fiscal Year 2022-2023 Budget and Capital Improvement Program from \$32.1 million to \$50.1 million, consisting of \$20,138,712 for the Operating Budget and \$30,047,330 for the Capital Improvement Program.

At the April 21, 2023, Board meeting, Amendment No. 2 was approved with Resolution No. 2023-005 to include County of Tulare and City of Dinuba costs and/or invoices in the amount of \$582,651.60 and \$260,000.00 respectively and the corresponding revenues to cover said expenses.

#### **DISCUSSION:**

TCRTA will work with the City of Dinuba to have their vendor, BCS Consulting – Cory Brooks, provide the installation of a plug-in outside of the City of Dinuba's Transit Center building. The plug-in will provide staff the ability to pull ridership and fare revenue data daily from the fareboxes. A quote for services is provided in the amount of \$4,000 and additional transit funding contribution is provided by the City of Dinuba.

#### **RECOMMENDATION:**

That the Tulare County Regional Transit Agency Board of Directors approve the payment for services in the amount of \$ 4,000 for the installation of a bus plug-in to the outside of the City of Dinuba Transit Center building.

#### **FISCAL IMPACT:**

Approving Amendment No. 3 will require additional transit funding contributions from the City of Dinuba.

#### **ATTACHMENT:**

1. Draft Resolution 2023-012
2. BSC Consulting Quote

**A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY  
ADOPTING AMENDMENT NO. 3 TO THE FISCAL YEAR 2022-2023 BUDGET  
AND CAPITAL IMPROVEMENT PROGRAM**

**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 has prepared a comprehensive Fiscal Year 2022-2023 Budget and Capital Improvement Program reflecting anticipated revenues and expenditures; and

**WHEREAS**, the Board of Directors of the Tulare County Regional Transit Agency approved Resolution 2022-011 adopting the Annual Budget for the Fiscal Year 2022 (July 1, 2022, to June 30, 2023) at its regularly scheduled meeting of June 22, 2022; and

**WHEREAS**, the Board of Directors of the Tulare County Regional Transit Agency approved Resolution 2022-020 Amendment No. 1 to the Annual Budget for the Fiscal Year 2022 (July 1, 2022, to June 30, 2023) to include increase from \$32.1 million to \$50.1 million, consisting of \$20,138,712 for the Operating Budget and \$30,047,330 for the Capital Improvement Program; and

**WHEREAS**, the Board of Directors of the Tulare County Regional Transit Agency approved Resolution 2023-005, Amendment No. 2 to the Fiscal Year 2022-2023 Budget and Capital Improvement Program NTE \$842,652 for invoices payable to County of Tulare and City of Dinuba pending review and validation by Finance Director and/or Executive Director that all documentation and agreements are in place to make said payments; and

**WHEREAS**, the Tulare County Regional Transit Agency Board of Directors approve budget Amendment No. 3 to include the payment for services in the amount of \$ 4,000 and



additional transit funding contribution for the installation of bus plug-in to the outside of the City of Dinuba Transit Center building.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY**, does hereby approve the Tulare County Regional Transit Agency's Amendment No. 3 to the Fiscal Year 2022-2023 Budget and Capital Improvement Program in the amount of \$4,000.

**PASSED AND ADOPTED** this **23<sup>rd</sup> day of June 2023** 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 23<sup>rd</sup> day of June 2023.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed \_\_\_\_\_

Jose Sigala  
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2023-012 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 23<sup>rd</sup> day of June 2023.

Signed \_\_\_\_\_

Albert Barragan  
Executive Director



PO BOX 26566  
Fresno CA 93729

# Estimate

Date	Estimate #
5/16/2023	430

Name / Address
BCS Consulting Cory Brooks

			Project
Description	Qty	Rate	Total
3/4 Conduit		680.00	680.00T
Installation of bus plug in on outside of building/racking of customer supplied equipment		3,200.00	3,200.00
		<b>Subtotal</b>	\$3,880.00
		<b>Sales Tax (8.5%)</b>	\$57.80
		<b>Total</b>	\$3,937.80

## Tulare County Regional Transit Agency

### **AGENDA ITEM IX-F**

**June 23, 2023**

**Prepared by Angela Rose, EH Fiscal Manager**

### **SUBJECT:**

**ACTION:** Approve Special Transportation Services Request for City of Porterville Freedom Fest

### **BACKGROUND:**

The City of Porterville is hosting the Freedom Fest on July 1, 2023. The festival, celebrated each year on the Saturday before the Independence holiday, showcases an array of local food vendors, a spray zone and more. The City of Porterville established additional parking for this event at the Porterville Fairgrounds. Free shuttle service to and from the event has been provided due to the yearly increase in attendance each year.

### **DISCUSSION:**

In the past, Porterville Transit assisted with bus service to and from the Freedom Fest from the Porterville Fairgrounds. With the formation of the Tulare County Regional Transit Agency, the City of Porterville has asked for assistance in transporting individuals to and from the Porterville Fairgrounds to the Porterville Sports Complex. This year, Porterville has requested the service of one transit bus from 4:30 pm to 10:30 pm and four transit buses from 8:45 pm to 10:45 pm. The later buses will facilitate the transportation of individuals to the fairgrounds when the event closes. It is requested that the Board approve the use of buses for this event at no cost to the individuals utilizing this service.

### **RECOMMENDATION:**

That the Tulare County Regional Transit Agency Board of Directors Approve the use of one bus from 4:30 pm to 10:45 pm and four transit buses from 8:45 pm to 10:45 pm for shuttle services to/from the Freedom Fest.

### **FISCAL IMPACT:**

The cost to provide the service would be approximately \$1,200.

### **ATTACHMENT:**

None