

Tulare County Regional Transit Agency
AGENDA
November 30, 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

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. Executive Director Appointment and Employment Agreement
- ☐ CONFERENCE WITH LEGAL COUNSEL – EXISTING LIGATION (Section 54956.9(d)(1))
Name of Case: Roger David v. TCAT, Tulare County Superior Court Case No.: VCU301560.

V. REPORTS:

This is the time for all committee reports and executive committee reports:

- A. Ad Hoc Sustainability Committee
- B. Ad Hoc Executive Director Search Committee
- C. PTASP Safety Committee (TCRTA staff)

VI. PRESENTATIONS:

- A. None

VII. CONSENT CALENDAR ITEMS:

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

Request Approval of the Consent Calendar Items VII-A-C.

- A. Approve minutes of October 16, 2023 (Pages 01-02)
- B. Receive and File Financial Statement as of October 31, 2023 (Pages 03-04)
- C. Monthly Ridership Trends (Pages 05-06)

VIII. ACTION / DISCUSSION ITEMS:

- A. Approve Project Request Submittal for SB 125 Funds (Pages 07-10)
- B. Adoption of Resolution Approving Amendment No. 2 to the FY 2023-2024 Budget and Capital Improvement Program (Pages 11-14)
- C. Approve 2024 TCRTA Board Meeting Schedule (Pages 15-16)

IX. OTHER BUSINESS:

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

X. ADJOURN:

The next regularly scheduled Tulare County Regional Transit Agency (TCRTA) Board meeting will be **Monday, December 18, 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

BOARD OF DIRECTORS	ALTERNATE	AGENCY
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
Vacant	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
Michele Boling, TCRTA Finance Manager
Angela Rose, TCRTA EH Finance 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
*Servando Quintanilla Jr., TCAG Staff Analyst I

*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

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**Tulare County Regional Transit Agency
Board Meeting Minutes
October 16, 2023, 4:00 p.m.**

Members Present: Thusu, Gomez, Cerros, Weyhrauch, Sigala, Mendoza & Valero
Members Absent: Riddle
Non-Voting Alternates:
Ex Officio Present: *Landecho
Staff Present: Albert Barragan, Teresa Ortega, Jennie Miller, Angela Rose, Clay Landis, Susan Hafner, Servando Quintanilla, and Brideget Moore
Counsel Present: Thomas Degn

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

I. CALL TO ORDER:

Chair Sigala called the meeting to order at 4:02 p.m.

II. PLEDGE OF ALLEGIANCE:

Led by Chair Sigala.

III. PUBLIC COMMENT:

None

IV. CLOSED SESSION ITEMS:

A. PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT
CONSIDERATION AND POSSIBLE APPOINTMENT
(Government Code Section 54957)
FOR THE POSITION OF EXECUTIVE DIRECTOR
ADDITIONAL TOPICS: POTENTIAL SALARY AND BENEFITS
FOR EXECUTIVE DIRECTOR POSITION

The Board may meet in a continuous closed session to deliberate on possible appointment from pool of three remaining candidates.

V. REPORTS:

This is the time for all committee reports and executive committee reports:

A. Ad Hoc Sustainability Committee

Mr. Sigala stated the committee did not meet.

B. Ad Hoc Executive Director Search Committee

Mr. Sigala gave an update on the Director search.

C. PTASP Safety Committee (TCRTA staff)

None

VI. PRESENTATIONS:

None

VII. INFORMATIONAL ITEMS:

None

VIII. CONSENT CALENDAR ITEMS:

A. Approve minutes of September 18, 2023

B. Receive and File Financial Statement as of September 30, 2023, and Re-Issued FY 2021-2022 Audit

Upon a motion by Member Valero and seconded by Member Gomez the Tulare County Regional Transit Agency approved consent calendar items as presented.

IX. ACTION / DISCUSSION ITEMS:

A. A. Approve Extension of Professional Services Agreement with Susan Hafner, Multimodal Solutions

Ms. Davis reported that the Tulare County Regional Transit Agency Board of Directors authorize the TCRTA Interim Director to execute an extension agreement with Susan Hafner, Multimodal Solutions, for interim support services for an amount not to exceed \$80,000, plus documented travel expenses in accordance with the TCRTA Policy, with an effective date of November 16, 2023, and concluding May 15, 2024.

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

B. B. Approve Special Transportation Services for Master Plan on Aging Fair

Mr. Barragan reported that Community Services and Employment Training (CSET) is hosting the Master Plan on Aging Fair at the Wyndham hotel in Visalia on Thursday, October 19th, 2023. CSET celebrates and invites the senior community as well as experts and other community members to participate in this public forum to learn about and discuss community resources for the aging population. The event runs from 9:00 A.M. to 1:00 P.M. CSET has requested the service of TCRTA buses to transport seniors from six senior centers in Tulare County to and from the Wyndham hotel in Visalia on the day of the event. These buses would perform a one-time pick-up route for the beginning of the event and a one-time drop-off route for the end of the event in two designated areas of the county: 1) Lindsay, Porterville, and Earlimart and 2) Cutler, Woodlake, and Farmersville. CSET has emphasized the necessity of this request as approximately 60 of their attendees are expected to require accessible transportation services that may be difficult to otherwise accommodate. That the Tulare County Regional Transit Agency Board of Directors approve the Agency's use of buses to provide limited service to the Master Plan on Aging Fair on October 19th, 2023. An estimated 60 seniors would be provided service to the Master Plan on Aging Fair. The cost to provide service would be approximately \$983.84.

Upon motion by Member Valero and seconded by Member Thusu the Tulare County Regional Transit Agency approved Items B as presented.

X. ADJOURN

The meeting adjourned at 6:38 p.m. Chair Sigala confirmed the next scheduled meeting of the Tulare County Regional Transit Agency (TCRTA) Board of Directors will be held on **November 15, 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.

Tulare County Regional Transit Agency

AGENDA ITEM VII-B

November 30, 2023

Prepared by: Michele Boling, Finance Manager

SUBJECT:

Action: Preliminary Financial Statement as of October 31, 2023

BACKGROUND:

The following Preliminary Financial Statement as of October 31, 2023, provides year-to-date Revenues and Expenses compared to the Fiscal Year 2023-2024 Budget.

DISCUSSION:

This Financial Statement for October 31, 2023, is preliminary, as the fiscal year 2022-2023 is closing and other accruals are pending.

RECOMMENDATION:

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

FISCAL IMPACT:

None

ATTACHMENTS:

1. Preliminary Financial Statement as of October 31, 2023

TCTRA - Operating budget
Revenue and expenditures FY 2023/2024
As of October 2023

Revenues	Budget	October Revenue	Year to Date Revenue
4801 Interest	0	0.00	51,926.17
5054 State-Other	8,904,699	1,667.40	1,667.40
5220 Fed-Other	0	300.79	300.79
5700 Fed-Other	8,625,210	0.00	57,936.00
5835 Other Revenue	1,087,500	28,532.60	291,024.71
5841 Outlawed Warrants	0	0.00	0.00
5873 Public Transit Passenger Fares	450,000	12,165.00	82,903.00
	<u>19,067,409</u>	<u>42,665.79</u>	<u>485,758.07</u>
Expenditures	Budget	October Expenditures	Year to Date Expenditures
6001 Salaries & Benefits	1,096,498.00	77,529.94	209,222.38
Total Salaries & Benefits	<u>1,096,498.00</u>	<u>77,529.94</u>	<u>209,222.38</u>
7000 Services & Supplies	1,470.00	0.00	0.00
7005 Communications	47,553.00	4,466.00	13,243.94
7010 Insurance	159,356.00	0.00	684.56
7024 Maint-Blds	73,295.00	201.39	17,372.94
7036 Office Expense	19,793.00	0.00	6,705.01
7040 Courier	5,680.00	0.00	0.00
7043 Professional & Spec	17,084,878.00	3,089,666.20	4,491,834.53
7062 Rent & Lease	31,415.00	4,269.00	6,996.00
7066 Spec Dept Exp	283,592.00	33,977.45	44,512.16
7073 Training	5,850.00	0.00	0.00
7074 Transportation & Travel	17,930.00	0.00	0.00
7081 Utilities	240,099.00	54,685.40	144,953.05
	<u>17,970,911.00</u>	<u>3,187,265.44</u>	<u>4,726,302.19</u>
Total	<u>19,067,409.00</u>	<u>3,264,795.38</u>	<u>4,935,524.57</u>
Net Revenues over (Expenditures)	<u>0.00</u>	<u>(3,222,129.59)</u>	<u>(4,449,766.50)</u>

Tulare County Regional Transit Agency

AGENDA ITEM VII-C

November 30, 2023

Prepared by Jennie Miller, Transit Manager

SUBJECT:

Information: Monthly Ridership Trends

BACKGROUND:

The following graphs show ridership patterns in 2023 by service type. All FY 2023-24 data in this report is preliminary and will be finalized at the end of the fiscal year.

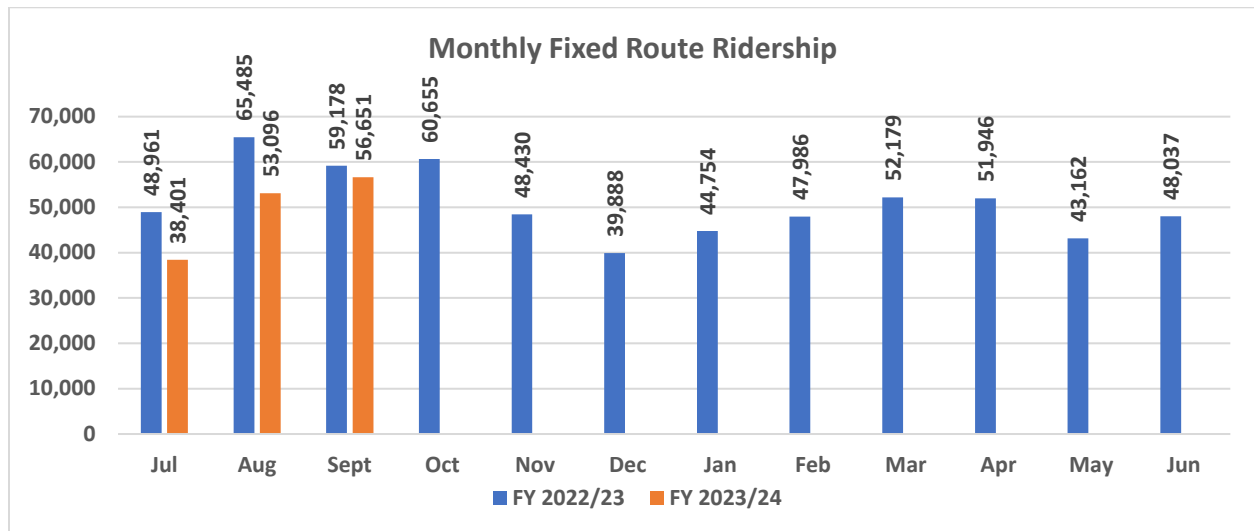
DISCUSSION:

Fixed Route Ridership

Note: Fares were reinstated in October of 2022.

In July of 2023, TCRTA provided fewer fixed route trips than were provided in July of 2022, due to service impacts on commuter/rural routes associated with the Visalia Transit worker’s strike.

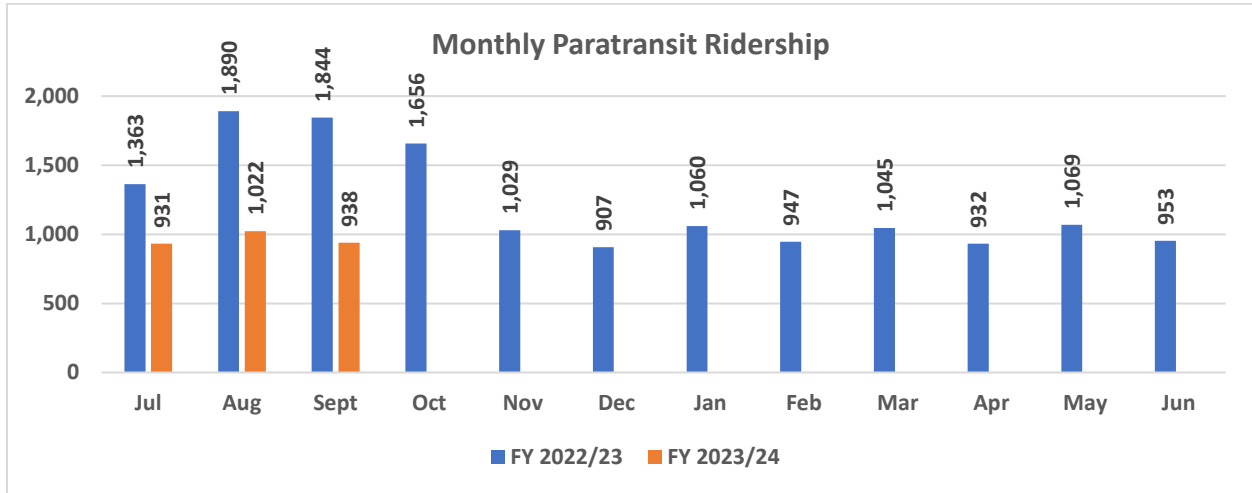
In August and September of 2023, TCRTA provided fewer fixed route trips than the previous year. However, ridership reached consecutively higher totals during these months than any other month since fares were reinstated.



Paratransit Ridership

Note: Fares were reinstated in October of 2022.

In July, August, and September of 2023, TCRTA provided fewer paratransit trips than were provided during the same months of 2022. However, overall ridership has remained steady since the initial ridership loss caused by the reinstatement of fares in October of 2022.

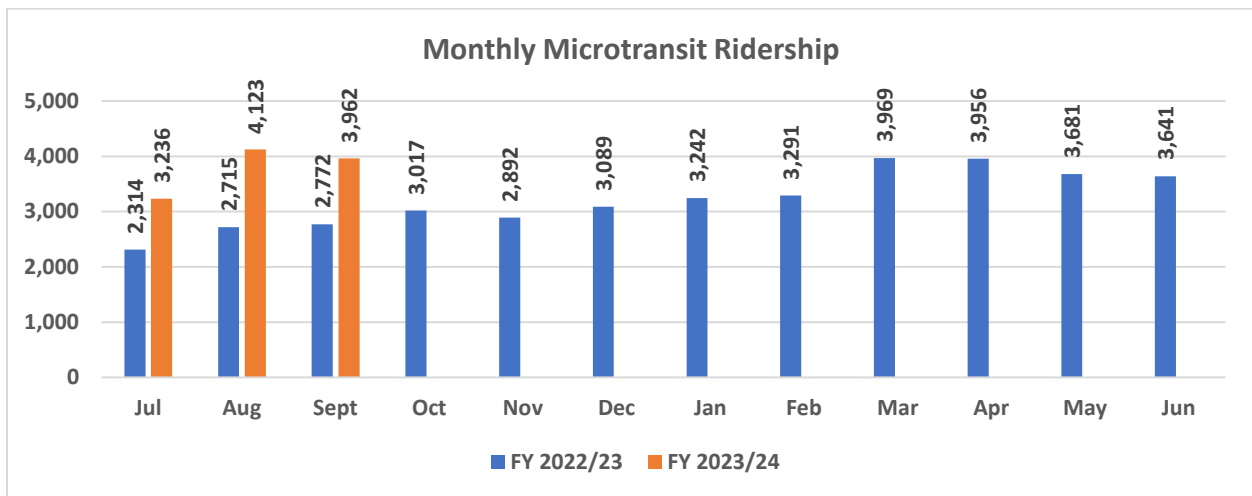


On-Demand (Microtransit) Ridership

Note: Fares were increased in July of 2022. The Transport service area was expanded to include the City of Lindsay in November of 2022.

In July of 2023, TCRTA provided nearly 1,000 more on-demand trips than were provided in July of 2022.

In August of 2023, TCRTA provided the highest number of on-demand trips reported to date.



Tulare County Regional Transit Agency

AGENDA ITEM VIII-A

November 30, 2023

Prepared by Susan Hafner, TCRTA Consultant

SUBJECT:

Action: Approve Project Request Submittal for SB125 Funds: Transit and Intercity Rail Capital (TIRCP) Program & Zero Emission Transit Capital Program (ZETCP)

BACKGROUND:

As part of this year's state budget process, significant one-time funding was included for rail and transit projects throughout the state (Assembly Bill 102 and Senate Bill 125). Through these bills the State will be allocating \$5.1 billion to Regional Transportation Planning Agencies (RTPAs) for sub-allocation to eligible rail and transit operators through the existing Transit and Intercity Rail Capital Program (TIRCP) and a new program called the Zero Emission Transit Capital Program (ZETCP). The California State Transportation Agency (CalSTA) has recently provided the guidelines to regions to describe roles and responsibilities, eligible uses of funding and requirements associated with funding.

The region is expected to receive at least \$56 million over a four-year period based on estimates. This is an extraordinary opportunity to help fund transformative rail and transit projects and to help meet rail and transit operator needs.

TCAG, as the state designated Regional Transportation Planning Agency for Tulare County is responsible for distributing the funding and has requested a project list for funding consideration collaborating with transit partners for final consideration by the TCAG Board.

DISCUSSION:

TCRTA has received a request from TCAG for a proposed project listing for TIRCP and ZETCP funding. Due to the short deadline for project submittals, the attached proposed project listing is a high-level project list that will be refined as additional Electric Vehicle and infrastructure project details are developed. TCRTA Staff will be requesting that additional technical analysis be performed to more fully define the project scope details and implementation timelines at a future meeting. The City of Porterville's project list is also included as part of the TCRTA request.

This project list contains items that will be needed to implement the TCRTA's California Air Resources Board ZEB Transition Plan that was approved in June of this year. These significant regional needs include maintenance facility retrofits, charging infrastructure and zero emission buses.

RECOMMENDATION:

That the Tulare County Regional Transit Agency Board of Directors approve the project lists attached for submittal to the Tulare County Association of Governments.

FISCAL IMPACT:

None at this time, but potential significant increase in Capital Project Funds.

ATTACHMENTS:

1. Project Entry Spreadsheets

SB 125 Proposed Projects

DRAFT

Estimated Schedule

Implementing Agency	Project Title	Project Description	Project Location / Limits	Total Project Cost	SB 125 Funds Requested	Local match / Source	Environmental	Design	Right-of-Way	Construction	Notes
Tulare County Regional Transit Agency	TCRTA, Zero-Emission Charging Infrastructure and Maintenance Facility Improvements	Purchase, construct, and install electric vehicle (EV) charging stations and infrastructure at the TOMF (new), Farmersville Transit Center (new), Porterville (Replacement of Existing Charging Infrastructure (Vehicle-to-Grid (V2G), Construct Additional Photovoltaic to Support Vehicle Zero Emission Charging) and Dinuba (additional Maintenance Facilities, and opportunity charging stations in Tulare and throughout the county.	Dinuba, CA; Farmersville, CA; Porterville, CA; Tulare, CA; Visalia, CA; and Tulare County, CA	\$ 10,000,000	\$10,000,000						
Tulare County Regional Transit Agency	TCRTA, Fleet Electrification	Purchase and replace existing Fixed Route fleet with ZEBs (16- 35 ft zero emission Buses)	Tulare County, CA (various locations)	\$ 5,700,000	\$5,700,000						
Tulare County Regional Transit Agency	TCRTA, Fleet Electrification	Purchase additional ZE vehicles for On-Demand fleet (19- zero emission Vans)	Tulare County, CA (various locations)	\$ 2,800,000	\$2,800,000						
Tulare County Regional Transit Agency	TCRTA, Transit Center	Additional funding to construct the City of Lindsay Transit Center (cost increase)	Lindsay, CA	\$ 2,000,000	\$2,000,000						
Tulare County Regional Transit Agency	TCRTA, Transit Center	Construction of a Transit Center in the City of Exeter	Exeter, CA	\$ 5,000,000	\$5,000,000						

SB 125 Proposed Projects

							Estimated Schedule				
Implementing Agency	Project Title	Project Description	Project Location / Limits	Total Project Cost	SB 125 Funds Requested	Local match / Source	Environmental	Design	Right-of-Way	Construction	Notes
Tulare County Regional Transit Agency	City of Porterville, Maintenance Facility	Construct and Equip, New Zero Emission Maintenance Facility		15,000,000	15,000,000		70,000	1,930,000		13,000,000	
Tulare County Regional Transit Agency	City of Porterville, Maintenance Facility	Replacement of Existing Charging Infrastructure (Vehicle-to-Grid (V2G), Construct Additional Photovoltaic to Support Vehicle Zero Emission Charging.		4,000,000	4,000,000		40,000	600,000		3,360,000	
Tulare County Regional Transit Agency	City of Porterville, Transit Center Improvements & Expansion	Improve Exterior & Lobby, and Construct Expansion		1,000,000	1,000,000			100,000		900,000	
Tulare County Regional Transit Agency	Establish Vehicle Charging Stations for Public Access	Purchase & Construct Vehicle Charging for Public Access		250,000	250,000		5,000	35,000		210,000	
Tulare County Regional Transit Agency	City of Porterville, Signal Preemption	Purchase & Installation of Signal Preemption on Existing Infrastructure		250,000	250,000					250,000	
Tulare County Regional Transit Agency	Purchase of Fixed Route & Microtransit Vehicles	Purchase of (2) Zero Emission Buses and (6) Zero Emission Microtransit Vehicles		4,000,000	4,000,000					4,000,000	
Tulare County Regional Transit Agency	City of Porterville, Transit Shelters & Signage	Improve & Replace Transit Shelters and Transit Signage		200,000	200,000			10,000		190,000	

Tulare County Regional Transit Agency

AGENDA ITEM VIII-B

November 30, 2023

Prepared by: Michele Boling, Finance Manager

SUBJECT:

Action: Adoption of Resolution Approving Amendment No. 2 to the FY 2023-2024 Budget and Capital Improvement Program

BACKGROUND:

At the regular scheduled Board meeting of June 22, 2023, the Board of Directors adopted the Fiscal Year 2023-2024 Budget and Capital Improvement Program with Resolution No. 2023-010. The Operating Budget is \$19,067,409 to provide transit services for TCRTA's member agencies and the Capital Improvement Program includes capital expenditures of \$4,273,632.

Amendment No. 1 was approved August 12, 2023, by Resolution No. 2023-015.

DISCUSSION:

Based upon the growing needs of TCRTA and upon review of the current budget, it has been determined two TCRTA positions are necessary to provide adequate staffing. Therefore, it is recommended that TCRTA add the following flex positions: TCRTA Administrative Clerk I-II Series and TCRTA Accountant I-III Series.

TCRTA Administrative Clerk I

Salary Range	Step 1	Step 2	Step 3	Step 4	Step 5
Hourly	\$ 21.60	\$ 22.70	\$ 23.85	\$ 25.06	\$ 26.33
Annually	\$ 44,936.00	\$ 47,214.00	\$ 49,608.00	\$ 52,123.00	\$ 54,764.00

TCRTA Administrative Clerk II

Salary Range	Step 1	Step 2	Step 3	Step 4	Step 5
Hourly	\$ 23.76	\$ 24.97	\$ 26.23	\$ 27.56	\$ 28.96
Annually	\$ 49,429.00	\$ 51,935.00	\$ 54,568.00	\$ 57,334.00	\$ 60,241.00

TCRTA Accountant I

Salary Range	Step 1	Step 2	Step 3	Step 4	Step 5
Hourly	\$ 26.91	\$ 28.28	\$ 29.71	\$ 31.22	\$ 32.80
Annually	\$ 55,977.00	\$ 58,815.00	\$ 61,797.00	\$ 64,929.00	\$ 68,221.00

TCRTA Accountant II

Salary Range	Step 1	Step 2	Step 3	Step 4	Step 5
Hourly	\$ 29.72	\$ 31.23	\$ 32.81	\$ 34.47	\$ 36.22
Annually	\$ 61,818.00	\$ 64,952.00	\$ 68,244.00	\$ 71,704.00	\$ 75,339.00

TCRTA Accountant III

Salary Range	Step 1	Step 2	Step 3	Step 4	Step 5
Hourly	\$ 33.15	\$ 34.83	\$ 36.60	\$ 38.45	\$ 40.40
Annually	\$ 68,951.00	\$ 72,447.00	\$ 76,119.00	\$ 79,978.00	\$ 84,033.00

It is recommended that TCRTA fill the Administrative Clerk 1 position at a step 2 and the Accountant I at a step 2 which will result in an additional cost of \$12,000 for FY 23/24.

In addition, Resolution 2023-003 approved an Extra Help Finance Manager until the position was filled, therefore an extension of services is being requested for the Extra Help Finance Manager position to be extended from November 6, 2023, until December 31, 2023. TCAG support positions for the Finance Director and Administrative staff will also come to an end on December 31, 2023. TCAG staff will continue to provide ongoing training as necessary.

INFORMATIONAL:

At the request of the board, TCRTA staff reviewed the additional space at 210 N. Church St for potential lease. Lessor stated there is approximately 2700 sq ft at \$1.21 that would be an additional approximate cost of \$3,300.00 per month. The space is potentially available within 30 days of TCRTA’s written request.

RECOMMENDATION:

That the Tulare County Regional Transit Agency Board of Directors:

1. Approve adding the positions of TCRTA Administrative Clerk I-II Series and TCRTA Accountant I-III Series;
2. Approve TCRTA Staffing of an Administrative Clerk I and Accountant I at a step 2 with an increase to the budget in the amount of \$12,000.00 for FY 23/24;
3. Extend services of the Extra-Help Finance Manager from November 6, 2023, until December 31, 2023; and
4. Provide direction on lease potential.

FISCAL IMPACT:

Approving Amendment No. 2 will require an additional \$12,000.00 in the 23/24 Fiscal Year Budget.

ATTACHMENT:

1. Resolution 2023-019

RESOLUTION: 2023-019

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY
APPROVING AMENDMENT NO. 2 TO THE FY 23-24 BUDGET AND CAPITAL
IMPROVEMENT PROGRAM**

WHEREAS, it is proposed in order to provide adequate staffing that TCRTA add the flex position of a TCRTA Administrative Clerk I-II Series and the TCRTA Accountant I-III Series; and

WHEREAS, it is proposed that TCRTA hire a TCRTA Administrative Clerk I at a Step 2 and TCRTA Accountant I at a Step 2; and

WHEREAS, it is proposed that TCRTA extend the Extra Help Finance Manager position from November 6, 2023, until December 31, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, does hereby approve 1) the TCRTA position allocation for a TCRTA Administrative Clerk I-II Series and TCRTA Accountant I-III Series and hire an Administrative Clerk I and Accountant I with an increase the 23/24 FY Budget in the amount of \$12,000.00 2) extend the Extra-Help Fiscal Manager position from November 6, 2023-December 31, 2023; and

BE IT FURTHER RESOLVED that the Executive Director and Finance Manager is hereby authorized to make minor changes as necessary to implement the action.

PASSED AND ADOPTED this 30th day of November 2023 by the **Board of Directors of the Tulare County Regional Transit Agency**.

RESOLUTION: 2023-019

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the **30th day of October 2023**.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____

Jose Sigala
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2023-019 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 30th day of November 2023.

Signed _____

Albert Barragan
Interim Executive Director

Tulare County Regional Transit Agency

AGENDA ITEM VIII-C

November 30, 2023

Prepared by Jennie Miller, Transit Manager

SUBJECT:

Action: Approve 2024 TCRTA Board Meeting Schedule

BACKGROUND:

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

DISCUSSION:

At the Board Meeting of May 15, 2023, the Board of Directors adjusted the Board Meeting time from the third Monday of each month at 6:00 pm to the third Monday of each month at 4:00 pm.

Attached is a suggested meeting calendar for the 2024 calendar year.

RECOMMENDATION:

That the Tulare County Regional Transit Agency Board of Directors approve the 2024 TCRTA Board Meeting Schedule.

FISCAL IMPACT:

None

ATTACHMENT:

1. Draft 2024 TCRTA Board Meeting Schedule

**Tulare County Regional Transit Agency (TCRTA)
Draft 2024 Board Meeting Schedule**

Date	Location
January 29, 2024*	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
February 21, 2024*	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
March 18, 2024	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
April 15, 2024	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
May 20, 2024	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
June 17, 2024	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
July 15, 2024	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
August 19, 2024	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
September 16, 2024	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
October 21, 2024	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
November 18, 2024	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291
December 16, 2024	Tulare County Regional Transit Agency 210 N. Church St., Visalia, CA 93291

The TCRTA Board meets at 4:00 pm. Most meetings fall on the third Monday of each month. Meeting dates with asterisks have been changed due to holidays and/or calendar conflicts.

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