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**FRESNO COUNTY RURAL TRANSIT AGENCY (FCRTA)
MEETING AGENDA**

DATE: Thursday, July 29, 2021
TIME: 5:30pm, **AFTER** the *Fresno Council of Governments (FCOG) Meeting*
PLACE: FCOG / FCRTA Offices
Sequoia Conference Room
2035 Tulare Street, Suite 201
Fresno, CA 93721
*(Corner of Tulare and Van Ness Ave. - above Club One
Park in Underground Garage - Entrance off Tulare & Van Ness Ave.
Exit Elevator on Tulare St., Turn Left, Enter Lobby Door,
Up Elevator to Second Floor, Left to Sequoia Conference Room)*

Americans with Disabilities Act (ADA) Accommodation

The Fresno COG / FCRTA offices and restrooms are ADA accessible. Individuals with disabilities may call (559-233-4148) / FCRTA (559-233-6789) at least 3 days in advance, to request auxiliary aids and/or translation services necessary to participate in the public meeting / public hearing. If Fresno COG / FCRTA are unable to accommodate an auxiliary aid or translation request for a public hearing after receiving proper notice, the hearing will be continued on a specified date when accommodations are available.

AB 23 Requirement: In accordance with the Brown Act and AB23 the amount of stipend paid to members of the Board of Directors for attending this meeting of the Fresno County Rural Transit Agency, is \$50.00.

THE FRESNO COUNCIL OF GOVERNMENTS AND FRESNO COUNTY RURAL TRANSIT AGENCY BOARD MEETINGS WILL TAKE PLACE IN PERSON AT THE FRESNO COG SEQUOIA ROOM AND VIA ZOOM.

Join Zoom Meeting
<https://zoom.us/j/98149468762?pwd=Sm4wbWYwYmpSeDJwMlFZeIN3WFJTdz09>
Meeting ID: 981 4946 8762 Passcode: 349014
Dial in: +1 669 900 6833

If you wish to address the Board during the public comment portion of the agenda, click on the "Reactions" at the bottom center of your PC or Mac screen. Select the Hand icon, click the icon to "RaiseHand". Your digital hand will now be raised.

When on the phone, if you wish to address the Board during the public comment portion of the agenda, Press *9 to "RaiseHand" and we will select you from the meeting cue.

****If joining by phone use *6 to unmute and mute yourself.** When joining the meeting all participants are automatically muted. Do NOT use the mute function on your land line phone or cell phone.

Those addressing the Board must state their first and last name and agency for the record.

To facilitate electronic access, no person shall speak until recognized by the Chair.

1. ROLL CALL

Public Presentations - This portion of the meeting is reserved for persons wishing to address the FCRTA Board on items within its jurisdiction but not on this Agenda.

NOTE: The public may also comment on any Agenda item, as they are presented, prior to action by the FCRTA Board.

2. CONSENT ITEMS

A. Approve Executive Minutes of June 24, 2021 [ATTACHMENT]

B. Fresno County Transportation Authority (FCTA) Measure C Allocation FY 2021-22 [APPROVE]

Summary: The estimated FCTA Measure C allocation of \$3,481,583 will be used in the FY 2021-22 FCRTA annual budget for operations and capital expenses. The FCTA Measure C Certification and Claim Form is attached for your review (ATTACHMENT).

Action: Staff recommends Board approval of the FCTA claim for FY 2021-22 and adoption of Board Resolution No 2021-14.

C. Request for Qualification (RFQ) Fleet Maintenance Facility Project [INFORMATION]

Summary: FCRTA released a Request for Qualification (RFQ) on June 30th for the design and construction of the Fleet Maintenance Facility. FCRTA is soliciting Statements of Qualifications (SOQs) from DB Entities in order to solicit information in the form of a qualification questionnaire and qualification statements. All Entities that intend to submit a proposal for the project must fully complete the SOQ package and provide all materials requested in the RFQ. FCRTA intends to create a short-list of up to the three of the most highly qualified Entities and the short-listed Entities will be issued a Request for Proposals (RFP). Following receipt of Proposals, FCRTA will select the proposal that FCRTA determines to provide the best value, based on qualifications and other factors that will be set forth in the RFP. It is FCRTA's intent to award a single contract to a selected DB Entity to deliver this project. Proposals are due and must be received at the FCRTA office at 2035 Tulare Street, Suite 201, Fresno, CA 93721 by 4:30PM on Friday, July 30th.

Action: Information only. The Board may provide additional direction at its discretion.

D. National Interstate Insurance Renewal [INFORMATION]

Summary: FCRTA has renewed insurance with National Interstate to cover property and vehicles currently operated by FCRTA. FCRTA currently has 6 vehicles covered by National Interstate. We experienced an increase on the 6 vehicles with National Interstate due to our previous service providers safety/accident and claims record. The remaining 114 vehicles are covered by the subcontractor MV Transportation's insurance. Other annual insurance coverage for FCRTA through FY 2021-22 includes vehicle, excess policy, property, general liability and DOE.

Action: Information only. The Board may provide additional direction at its discretion.

E. Volkswagen Environmental Mitigation Trust Funds Grant Application [APPROVE]

Summary: FCRTA is submitting an application to the Volkswagen Environmental Mitigation Trust Funds Grant Program for five (5) 23-foot BYD electric buses to be deployed on the existing demand response and fixed route transit services. This project mitigates excess NOx emissions, reduces pollution in disadvantaged and low-income communities, supports advanced technology vehicle and equipment deployments and accelerates the zero-emission transformation of the FCRTA fleet.

Action: Staff recommends Board approval of the Volkswagen Environmental Mitigation Trust Funds Application and adoption of Resolution No. 2021-15.

F. Areas of Persistent Poverty Grant Application [APPROVE]

Summary: FCRTA is submitting an application to the Federal Transit Administration (FTA) Areas of Persistent Poverty Grant Program in the amount of \$170,000. This grant program provides funding for projects that help lift communities out of poverty by supporting transit service improvements in underserved communities. FCRTA is proposing a comprehensive study to expand existing on-demand electric vehicle micro-transit service. The proposed study will analyze service to the unincorporated communities in rural Fresno County providing essential connections to the adjacent incorporated cities and the Fresno Clovis Metropolitan area.

Action: Staff recommends Board approval of the FTA Areas of Persistent Poverty Grant Application and adoption of Resolution No. 2021-16.

3. ACTION ITEMS

A. Election of Chair and Vice Chair

Summary:

Current:

Mayor David Cardenas (Fowler) Chair

Councilmember Michelle Roman (Kingsburg) Vice Chair

Action: Nominate Chair and Vice Chair, term August 2021 – July 2022.

4. CLOSED SESSION

**A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code, Section 54957 (b) (1))-
Title: General Manager**

5. RETURN TO OPEN SESSION

6. OTHER BUSINESS

A. Items from staff.

B. Items from members.

7. ADJOURNMENT

FRESNO COUNTY RURAL TRANSIT AGENCY (FCRTA)

Executive Minutes

Thursday, June 24, 2021 at 5:30 P.M after COG Policy Board Meeting
 COG Sequoia Conference Room
 2035 Tulare St., Suite 201, Fresno, CA

Members Attending:

Mayor Ron Ramsey, City of Coalinga
 Mayor Alfred Valdez, City of Firebaugh
 Mayor David Cardenas, City of Fowler
 Mayor Gary Yep, City of Kerman
 Councilmember Michelle Roman, City of Kingsburg
 Mayor Victor Lopez, City of Orange Cove
 Mayor Alma Beltran, City of Parlier
 Mayor Mary Fast, City of Reedley
 Mayor Eli Ontiveros, City of Sanger
 Mayor Scott Robertson, City of Selma

Moses Stites, General Manager
 Janelle Del Campo, Operations Manager
 Bryan Rome, County Counsel
 Jeaneen Cervantes, FCOG

Absent:

Supervisor Sal Quintero, Fresno County
 Mayor Rey Leon, City of Huron
 Mayor Rolando Castro, City of Mendota
 Mayor Julia Hernandez, City of San Joaquin

1. **ROLL CALL** — Meeting called to order 7:07 p.m.

Public Presentations - This portion of the meeting is reserved for persons wishing to address the FCRTA Board on items within its jurisdiction but not on this Agenda. This persons were present on Zoom

Monty Cox, FEOC
 Michelle Tutujian, FEOC
 Cesar Lopez

NOTE: The public may also comment on any Agenda item, as they are presented, prior to action by the FCRTA Board.

2. **ACTION ITEMS**A. **Rejection of Claim [APPROVE]**

Moses Stites informed the members of the Board that you have before you a Rejection of Claim which was filed by a Law Firm out of Los Angeles which was submitted on behalf of Darnise Fielder in which the incident allegedly occurred on December 20,2020. The facts alleged in the claim demonstrate that the injury could not have occurred on equipment owned by FCRTA or as a result of the acts of any FCRTA agent or employee.

Mayor Fast (City of Reedley) requested that the letter that FCRTA prepared to Daniel Geoulia dated June 25, the month of January needs to be deleted.

A motion was made by Mayor Fast (Reedley) and second by Mayor Lopez (Orange Cove). A vote was called, and motion carried.

B. FCRTA 2021-22 Annual Budget [APPROVE]

Moses Stites stated that It is my privilege to present this FY 2021-22 Annual Budget to you. This document includes 62 pages but it you take the time to review and look into your City's individual budget as well as the revenue and expenses that are on page 12. Page 61 which illustrates the capital budget for the entire agency which is approximately \$40,000,000.

A motion was made by Mayor Robertson (Selma) and second by Mayor Ontiveros (Sanger). A vote was called, and motion carried.

3. CONSENT ITEMS

- A. Approve Executive Minutes of May 27, 2021 [ATTACHMENT]
- B. Consolidated Transportation Service Agency (CTSA) Operations Program & Budget FY 2021-22 [APPROVE]
- C. 2022-2026 Short Range Transit Plan for the Rural Fresno County Area [APPROVE]
- D. Fresno Economic Opportunities Commission Contractor Services Agreement for FY2021-22 [APPROVE]
- E. Temporary Maintenance Facility Lease Agreement Extension [APPROVE]
- F. Safety and Security Service Agreements for FY 2021-22 [APPROVE]
- G. Amendment I to the Walker Contractor Services Agreement [APPROVE]
- H. Amendment I to the Inspiration Transportation Contractor Services Agreement [APPROVE]
- I. Tulare County Regional Transit Agency Agreement for FY 2021-2022 [APPROVE]
- J. Kings Area Rural Transit Agreement for FY 2021-2022 [APPROVE]
- K. Amended and Restated Amendment IV to the Agreement for Contractor Services with MV Transportation [APPROVE]
- L. Amendment V to the Agreement for Contractor Services with MV Transportation [APPROVE]
- M. Amendment II to the Agreement for Maintenance Services with City of Selma [APPROVE]
- N. FCRTA Transportation Development Act (TDA) Claim [APPROVE]
- O. Affordable Housing and Sustainable Communities (AHSC) Project [APPROVE]
- P. Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Application [APPROVE]

A motion was made by Mayor Yep (Kerman) and second by Mayor Robertson (Selma). A vote was called, and motion carried.

4. OTHER ITEMS

A. Items from staff

- 1) **Update on RFQ and RFP for transit maintenance facility project-**
Moses informed the Board that we are currently in the process of finalizing the RFQ for the maintenance facility project. The RFQ is a design build and we will put it out to bid some next week. Staff will come back in September for recommendations to select the team that will construct the maintenance facility.
- 2) **Transit mask requirement update** – Transit is still required to wear mask while using the transit, social distancing is no longer being enforced.
- 3) **Meals and summer recreation program in Kingsburg** – The transit delivered 150 meals to the community in Kingsburg in one day. Fowler and Selma are also continuing to utilize the meal deliveries. We are also continuing the summer recreation program with Kingsburg this year.
- 4) **Caltrans Sustainable Communities Planning Grant for Microgrid Study** - Moses informed the Board that FCRTA has been awarded \$399,500 for the Microgrid Study from the Caltrans Sustainable Communities Planning Grant Program.
- 5) **Annual General Manager evaluation for July Board Meeting** - The Evaluation for General Manager will be mailed out and presented to the Board in the July Board Meeting,

B. Items from members

None

5. **ADJOURNMENT @ 7:23 p.m**

A motion was made by Mayor Lopez (Orange Cove) and second by Mayor Beltran (Parlier). A vote was called, and motion carried.

Respectfully submitted,

A handwritten signature in blue ink that reads "Moses Stites". The signature is written in a cursive, flowing style.

Moses Stites
General Manager

MEASURE C EXTENSION

LOCAL TRANSPORTATION PASS THROUGH REVENUES

CERTIFICATION AND CLAIM FOR FY2021-22

TO: Fresno County Transportation Authority

FROM: Fresno County Rural Transit Agency (FCRTA)

Local Agency Name

Address: 2035 Tulare Street, Suite 201 City: Fresno Zip Code: 93721

Contact: Moses Stites, General Manager Telephone: (559) 233-6789

FAX: (559) 233-9645 Email Address: mstites@fresnocog.org

1. Applicable Funding Program: (Check One)

Regional Public Transit Program

- ☐ Fresno Area Express
- ☐ Clovis Transit
- ☒ FCRTA
- ☐ PTIS/Transit Consolidation
- ☐ ADA/Seniors/Paratransit
- ☐ Farmworker Van Pools
- ☐ Car/Van Pools
- ☐ New Technology Reserve

Local Transportation Program

- ☐ Street Maintenance
- ☐ ADA Compliance
- ☐ Flexible Funding
- ☐ Pedestrian/Trails Urban
- ☐ Pedestrian/Trails Rural
- ☐ Bicycle Facilities
- Regional Transportation Program*
- ☐ Fresno Airports

Alternative Transportation Program

- ☐ Rail Consolidation Subprogram
- Environmental Enhancement Program*
- ☐ School Bus Replacement
- ☐ Transit Oriented Infrastructure for In-Fill
- Administrative/Planning Program*
- ☐ Fresno COG

2. The Fresno County Rural Transit Agency - FCRTA ("claimant") is an eligible claimant of funds for the

Local Agency Name

Regional Public Transit Program pursuant to California Public Utilities Code Section 142257.

3. The Fresno County Transportation Authority has adopted a Resolution of Apportionment for Fiscal Year 2021-2022 setting 3.99% of \$87,257,713 (or \$3,481,583) for the Subprogram or Category of funds checked above and available to the claimant. On behalf of claimant, I hereby request release of the funds to claimant in accordance with:

- (a) Monthly payments consistent with adopted percentage, based on actual receipts
- (b) Compliance with Steps A and B of the Strategic Implementation Plan (SIP) – Local Agency Pass-Through Funding programs and Other Revenue Program Funding

4. On behalf of claimant, I hereby certify as follows:

- (a) That the Subprogram or Category of funds checked above are not being used to substitute for property tax funds which claimant had previously used for local transportation purposes. Such substitution of property tax funds is prohibited by California Public Utilities Code Section 142257.
- (b) That claimant has segregated property tax revenues from claimant's other general fund revenues used to support the Subprogram or Category of funds checked above so that verification of non-substitution can be proved through audit or that the non-substitution of funds shall apply to claimant's entire general fund.
- (c) That claimant shall account for Subprogram or Category of funds checked above and received pursuant to Public Utilities Code Section 142257. Claimant shall maintain current records in accordance with generally accepted accounting principles and shall separately record expenditures for each type of eligible purpose. Claimant shall make such records available to the Authority for inspection or audit at any time.

5. Claimant understands that should financial or compliance audit exceptions be found, the Fresno County Transportation Authority will take immediate steps to resolve the exceptions in accordance with its adopted procedures.

Authorized Signature: _____

Title: _____

Date: _____

ATTACHMENT: Formal Action for Approval and Submittal Approved by:

Fresno County Transportation Authority Board Date: _____

BEFORE THE
FRESNO COUNTY RURAL TRANSIT AGENCY
RESOLUTION NO. 2021-14

In the Matter of:

MEASURE "C"
TRANSPORTATION
PLANNING CLAIM

RESOLUTION OF APPROVAL
MEASURE "C" FUNDING CLAIM
FOR THE FRESNO COUNTY
RURAL TRANSIT AGENCY, FY 2021-22

WHEREAS, The Fresno County Transportation Authority (Authority) is the administrator of Retail Transactions and Use Tax (1/2 cent) Funds collected pursuant to the Fresno County Transportation Improvement Act as provided by Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Public Utilities Code Sections 14200, et seq, and

WHEREAS, the Fresno County Rural Transit Agency ("claimant") is an eligible claimant of funds for local transportation program pursuant to California Public Utilities Code Section 142257, and

WHEREAS, The Fresno County Transportation Authority has adopted a Resolution of Appointment for Fiscal Year 2021-22, reflecting an estimated revenue setting 3.99% of \$87,257,713 (or \$3,481,583) for the Regional Public Transit Program, Public Transit Agencies – FCRTA sub program funds available to claimant, and

WHEREAS, the Regional Public Transit Program, Public Transit Agencies – FCRTA are not being used to substitute for property tax funds which claimant had previously used for local transportation purposes. Such substitution of property tax funds is prohibited by California Public Utilities Code Section 142257, and

WHEREAS, claimant has segregated property tax revenues from claimant's other general fund revenues used to support the Regional Public Transit Program, Public Transit Agencies – FCRTA sub program funds so that verification of non-substitution can be proved through audit or that the non-substitution of funds shall apply to claimant's general fund, and

WHEREAS, claimant shall account for the Regional Public Transit Program, Public Transit Agencies – FCRTA sub program funds received pursuant to Public Utilities Code Section 142257. Claimant shall maintain current records in accordance with generally accepted accounting principles, and shall separately record expenditures for each type of eligible purpose. Claimant shall make such records available to the Authority for inspection or audit at any time.

WHEREAS, claimant shall complete the reporting requirements no later than November 15, 2021 for the FCRTA's Measure "C" Programs.

NOW, THEREFORE, BE IT RESOLVED, that the Fresno County Rural Transit Agency hereby adopts the Regional Public Transit Program, Public Transit Agencies – FCRTA sub program funds Claim and authorizes the General Manager to sign the Certification and Claim Form.

THE FOREGOING RESOLUTION was passed and adopted by the Fresno County Rural Transit Agency this 29th day of July, 2021.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed: _____
David Cardenas, Chairman

I hereby certify that the foregoing is a true copy of a resolution of the Fresno County Rural Transit Agency duly adopted at a meeting thereof held on the 29th day of July, 2021.

Signed: _____
Moses Stites, General Manager

DiBuduo DeFendis INSURANCE

Fresno County Rural Transit Agency

Schedule of Policies 7/15/21

Policy Type	Company	Effective Date	Premium	Billing Type
Property	Sentinel Insurance Co. Ltd.	7/1/2021 to 7/1/2022	\$ 713.00	Direct Bill
General Liability	Atain Specialty Insurance	8/29/2020 to 8/29/2021	\$ 5,332.19	Agency Bill
Commercial Inland Marine	Hartford Fire Insurance Company	7/1/2021 to 7/1/2022	\$ 4,242.00	Direct Bill
Management Package	Indian Harbor Insurance Company	7/1/2021 to 7/1/2022	\$11,301.29	Agency Bill
Commercial Auto	National Interstate Insurance Company	7/1/2021 to 7/1/2022	\$16,862.00	Direct Bill
Excess Auto Liability	National Interstate Insurance Company	7/1/2021 to 7/1/2022	\$10,323.00	Direct Bill
Cyber Liability	HDI Global Insurance Company	11/3/20 to 11/3/21	\$ 6,176.00	Agency Bill
Professional Liability (Abuse)	Lloyds of London	7/1/2021 to 7/1/22	\$ 5,720.63	Agency Bill



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RESOLUTION # 2021-15**AUTHORIZATION FOR THE FCRTA GRANT APPLICATION TO THE
VOLKSWAGEN ENVIRONMENTAL MITIGATION TRUST FUND GRANT PROGRAM**

WHEREAS, the FCRTA is an eligible project applicant and may receive funding from the Volkswagen Environmental Mitigation Trust Fund Grant Program; and

WHEREAS, the FCRTA is preparing an Application for five (5) BYD Electric Buses to be deployed on the existing demand response and fixed route transit service; and

WHEREAS, the FCRTA Board must authorize someone by resolution, as the “Authorized Individual” to make the application and administer the Volkswagen Environmental Mitigation Trust Funds;

NOW THEREFORE, BE IT RESOLVED that the General Manager, be authorized to make the application for, to sign required assurances, and to administer the Volkswagen Environmental Mitigation Trust Funds with respect to applications for Local, State and Federal programs, projects, or grants, on behalf of FCRTA.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of Directors of the FCRTA that the fund recipient agrees to comply with all conditions and requirements set forth in the Volkswagen Environmental Mitigation Trust Funds document and any applicable statutes, regulations, and guidelines for all Volkswagen Environmental Mitigation Trust Funds.

AGENCY BOARD DESIGNEE: MOSES STITES, GENERAL MANAGER

Passed and approved this 29th day of July, 2021.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____
David Cardenas, Chairman

I hereby certify that the foregoing is a true copy of a resolution of the Fresno County Rural Transit Agency Duly adopted at a meeting thereof held on the 29th day of July, 2021.

Signed _____
Moses Stites, General Manager

RESOLUTION # 2021-16**AUTHORIZATION FOR THE FCRTA GRANT APPLICATION TO THE
AREAS OF PERSISTENT POVERTY GRANT PROGRAM**

WHEREAS, the FCRTA is an eligible project applicant and may receive funding from the Federal Transit Administration's (FTA) Areas of Persistent Poverty Grant Program; and

WHEREAS, the FCRTA wishes to apply for Areas of Persistent Poverty Grant Program funding to study the implementation for new micro-transit service that provides Fresno County residents with better access to jobs, healthcare, education, social services, and other quality of life locations; and

WHEREAS, the FCRTA is preparing an Application in the amount of \$170,000 for Areas of Persistent Poverty Grant Program funding for the planning of a new micro-transit service; and

WHEREAS, the FCRTA is committed to providing a 10% local match for a total amount of \$17,000 using Measure C Funds; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the FCRTA that the fund recipient agrees to comply with all conditions and requirements set forth in the Areas of Persistent Poverty Grant Program document and any applicable statutes, regulations and guidelines for all Areas of Persistent Poverty Grant Program funded projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that the General Manager, be authorized to make financial decisions, authorize the submittal of the application to the FTA, and implement the expanded transit service to provide better access to jobs, healthcare, education, social services, and other quality of life locations.

AGENCY BOARD DESIGNEE: MOSES STITES, GENERAL MANAGER

Passed and approved this 29th day of July, 2021.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____
David Cardenas, Chairman

I hereby certify that the foregoing is a true copy of a resolution of the Fresno County Rural Transit Agency Duly adopted at a meeting thereof held on the 29th day of July, 2021.

Signed _____
Moses Stites, General Manager