



# FRESNO COUNTY RURAL TRANSIT AGENCY

2035 Tulare Street, Suite 201, Fresno, CA 93721

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Webpage: [www.ruraltransit.org](http://www.ruraltransit.org)

## FRESNO COUNTY RURAL TRANSIT AGENCY (FCRTA) AGENDA

DATE: Thursday, July 30, 2015

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 93726

(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.

### 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. ACTION ITEMS

A. Approve "Executive Minutes of June 25, 2015" (Attachment)

B. Measure "C" Extension Funding for the Fresno County Rural Transit Agency for FY 2015-16

**Summary:** The FCRTA is processing the annual Measure C funding allocation claim form in the amount of \$2,736,740 which is the estimated revenue setting of 3.99% of \$68,589,966 for 2015-16. This funding allocation is included in the FCRTA annual budget for operations and capital expenditures for FY 2015-16 which was approved at the June Board meeting.

**Action:** Staff recommends approval of the attached Certification and Claim for FY 2015-16 and FCRTA Board Resolution No. 2015-11. (Attachments)

A JOINT POWERS AGENCY TO PROVIDE A COORDINATED TRANSIT SYSTEM FOR RURAL FRESNO COUNTY  
THE CITIES OF: COALINGA; FIREBAUGH; FOWLER; HURON; KERMAN; KINGSBURG; MENDOTA; ORANGE COVE; PARLIER; REEDLEY; SANGER; SAN JOAQUIN; SELMA; & FRESNO COUNTY



C. Maintenance Status of FCRTA Vehicles.

**Summary:** FCRTA was notified on 7/02/15 by our vehicle maintenance provider (City of Fresno-Fleet Maintenance Division) that they would no longer be providing the maintenance services for external customers as they will be more focused on serving internal customers. They agreed to provide services through 7/31/15 so there would be no disruption in services and allow FCRTA to secure another maintenance provider. Given these factors and time constraints, staff contacted the Fresno Economic Opportunities Commission (FEOC) Transit Systems to see if they would be interested in providing the maintenance for FCRTA since they currently operate 90% of our routes. Staff has been working out the details of this expedited transition which will be in place by 8/01/15 with no disruption in services. A few highlights of this transition include; an exclusive maintenance facility, certified mechanics to work solely on FCRTA public transit vehicles, appropriate reporting and record keeping to be in compliance with the CHP Motor Carrier Division requirements for vehicle and the annual terminal inspection requirements for this type of fleet. Staff will report back with updates on this transition to determine if this will be an interim or long term vehicle maintenance solution for FCRTA.

**Action:** Staff recommends approval to relocate the vehicle maintenance program to FEOC/Transit Systems located at the Transit Yard and amend the existing FEOC services contract to include the vehicle maintenance program.

**3. CLOSED SESSION**

- A. Public Employee Performance Evaluation Government Code Section 54957 (b)(1) – Title: General Manager.

**4. REPORT FROM CLOSED SESSION**

**Action:** Consider and approve employment agreement with General Manager.

**5. ADJOURNMENT**

**FRESNO COUNTY RURAL TRANSIT AGENCY (FCRTA)  
Executive Minutes**

DATE: Thursday, June 25, 2015  
TIME: 5:30pm, **AFTER** the *Fresno Council of Governments (FCOG) Meeting*  
PLACE: FCOG / FCRTA Offices

Members Attending:

- Mayor Ron Ramsey, City of Coalinga
- Mayor Craig Knight, City of Firebaugh
- Mayor David Cardenas, City of Fowler
- Mayor Sylvia Chavez, City of Huron
- Mayor Stephen Hill, City of Kerman
- Mayor Chet Reilly, City of Kingsburg
- Councilmember Robert Beck, City of Reedley
- Mayor Scott Robertson, City of Selma
- Supervisor Henry Perea, County of Fresno

Moses Stites, General Manager  
Arthur Wille, Legal Counsel  
Toni Graham, FCOG

Absent:

- Mayor Robert Silva, City of Mendota
- Mayor Victor Lopez, City of Orange Cove
- Mayor Pro Tem Raul Villanueva, City of Parlier
- Mayor Joshua Mitchell, City of Sanger
- Mayor Amarpreet Dhaliwal, City of San Joaquin

Mayor Cardenas (Fowler) Vice Chair, called the meeting to order at 6:49 p.m.

**1. ROLL CALL**

**QUORUM:** At the start of the meeting there were 9 members present representing 14 votes and there was a quorum to conduct business. (Coalinga, Firebaugh, Fowler, Huron, Kerman, Kingsburg, Reedley, Selma and Fresno County)

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.

There were no public presentations.

**2. ACTION ITEMS**

A. Approve "Executive Minutes of May 28, 2015"

Following an expressed opportunity for public comment, a motion was made Mayor Chavez (Huron) and seconded by Councilmember Beck (Reedley) to approve the Executive Minutes of May 28, 2015 as presented. A vote was called for and the motion carried.

B. Approval of Certifications and Assurances document for Federal Transit Administration (FTA) Section 5311 Operating Assistance Programs.

Moses Stites, General Manager presented this item noting that the California Department of Transportation Division of Mass Transportation Rural Transit and Intercity Bus Branch accepted our annual application in the amount of \$1,552,366.00 for operating assistance for the Fiscal year 7/01/15-6/30/16. After submittal of the application, Caltrans requested that this forty (40) page Certifications and Assurances document be reviewed by our legal counsel and returned to them in order for our application to be processed. The document contains standard language and terms typical with Federal and State transit funding sources required of FTA Section 5311 sub recipients.

Following an expressed opportunity for public comment, a motion was made by Mayor Chavez (Huron) and seconded by Mayor Ramsey (Coalinga) to approve the Certifications and Assurances as required by FTA and Caltrans to be eligible for funding and authorize FCRTA General Manager to execute the Certifications and Assurances and authorize legal counsel to execute Affirmation of Subrecipient's Attorney. A vote was called for and the motion carried.

C. Fresno County Rural Transit Agency 2015-16 Budget

Mr. Stites went on to report that the FCRTA Board of Directors initiated the 45 day review process at its April 30, 2015 Board meeting. The FCRTA budget for 2015-16 was handed out and is available on the Fresno COG website. Mr. Stites noted that it was prepared to be reflective of the Fresno Council of Governments (Fresno COG) 2014 Regional Transportation Plan (RTP) and the Short Range Transit Plan (SRTP) for the Rural Fresno County Area 2016-2020. The document recommends the implementation of programmed service improvements and the continuation of existing services for 2015-16.

Following an expressed opportunity for public comment, a motion was made by Supervisor Perea (County) and seconded by Mayor Robertson (Selma) to adopt the 2015-2016 FCRTA Budget by approval of Resolution 2015-02. A vote was called for and the motion carried.

D. 2016-2020 Short Range Transit Plan for the Rural Fresno County Area

Mr. Stites also noted that the Short Range Transit Plan (SRTP) for the Rural Fresno County Area has been developed by the Fresno Council of Governments (Fresno COG) in cooperation with the Cities of Coalinga, Firebaugh, Fowler, Huron, Kerman, Kingsburg, Mendota, Orange Cove, Parlier, Reedley, Sanger, San Joaquin, Selma, the County of Fresno and the Fresno Economic Opportunities Commission (FEOC). The SRTP for the Rural Fresno County Area provides a five (5) year action oriented program to implement the Public Transportation Element of the Regional Transportation Plan (2014). The SRTP as implemented provides a basis for local governments to demonstrate that the public transportation needs within their jurisdiction have been, and may continue to be, reasonably met.

Fresno COG, acting in its capacity as the Regional Transportation Planning Agency for Fresno County is required by the Transportation Development Act to annually make findings that public transportation needs have been reasonably met before it may approve Local Transportation Fund (LTF) claims for streets and road projects. The services and ridership data are continually monitored and evaluated to determine beneficial modifications and/or Plan amendments. Public involvement is continually sought in conjunction with the ongoing planning and implementation process. This document is a direct result of that process and is updated every two (2) years. The SRTP for the Rural Fresno County Area serves as a valuable resource document of specific information for citizens and local elected officials. The SRTP may be viewed at this link: <http://www.fresnocog.org/public-transit-planning>

Following an expressed opportunity for public comment, a motion was made by Supervisor Perea (County) and seconded by Mayor Chavez (Huron) to approve Resolution #2015-05 adopting the 2016-2020 Short Range Transit Plan for the Rural Fresno County Area. A vote was called for and the motion carried.



- E. Fresno County Rural Transit Agency and the Fresno Economic Opportunities Commission as the Rural Consolidated Transportation Services Agency (CTSA), Fiscal Year (FY) 2015-16.

Mr. Stites presented this item. The Fresno County Rural Transit Agency and the Fresno Economic Opportunities Commission as the Rural CTSA Transportation Development Act Claim of \$465,047 was reviewed by staff and found to be consistent with the Overall Work Program and Budget and in accordance with claiming instructions as required by state law.

Following an expressed opportunity for public comment, a motion was made by Mayor Chavez (Huron) and seconded by Mayor Robertson (Selma) to approve Funding Claim Resolution #2015-08. A vote was called for and the motion carried.

- F. Fresno County Rural Transit Agency, Fiscal Year (FY) 2015-16 LTF Claim

Mr. Stites also noted that the Fresno County Rural Transit Agency (FCRTA) claim was reviewed by staff, is consistent with the proposed budget, and is recommended for approval. The claim totals \$5,587,535 to support FCRTA's Operation Budget of \$9,225,831 and Capital Budget of \$3,374,527.

Following an expressed opportunity for public comment, a motion was made by Mayor Chavez (Huron) and seconded by Supervisor Perea (County) approving Resolution #2015-09. A vote was called for and the motion carried.

- G. Public Transportation Modernization, improvement and service Enhancement Program (PTMISEA) – CNG Replacement Units Allocation Request.

Mr. Stites presented this item, noting that the FCRTA applied for \$296,649 (awarded) in funding to purchase seven (7) CNG fueling stations with multiple dispensers to accommodate multiple vehicles at the same time at one location. The location sites for these units are Coalinga, Selma, Huron, Kingsburg, Mendota, Orange Cove and Kerman. This application is consistent with our CNG program serving Rural Fresno County for alternative fueled vehicles. The PTMISEA project description and Allocation request is attached for your review and consideration.

Following an expressed opportunity for public comment, a motion was made by Mayor Chavez (Huron) and seconded by Councilmember Beck (Reedley) to approve this funding allocation request with Resolution #2015-06. A vote was called for and the motion carried.

- H. Public Transportation Modernization, improvement and service Enhancement Program (PTMISEA) – Bus Replacement Allocation Request.

Mr. Stites reported that the FCRTA applied for and was awarded \$1,743,134 in funding to purchase ten (10) 36 passenger wheelchair lift equipped buses to operate on the inter-city routes that cover all quadrants of Fresno County. The current buses are approaching and or exceeding 200,000 miles and the maintenance costs are starting to increase significantly based on them operating 10 hours a day Monday through Saturday. We are also expanding the capacity on the southeast corridor (Kingsburg, Selma, Fowler to Fresno) with one of these new buses since the existing bus only has a 22 passenger capacity. We will utilize the Caltrans previously approved vehicle vendor list to purchase the vehicles once the manufacturer is selected. This process saves time and expedites the delivery of vehicles so they can be placed into service. The PTMISEA Project Description and Allocation Request are attached for your review and consideration.

Following an expressed opportunity for public comment, a motion was made by Mayor Chavez (Huron) and seconded by Mayor Robertson (Selma) to approve the funding allocation request with Resolution #2015-07. A vote was called for and the motion carried.

I. Low Carbon Transit Operations Program (LCTOP) Zero Emission Van Pooling and Ride Sharing Project

Mr. Stites also noted that the FCRTA has applied for a joint application for Low Carbon Transit Operations Program with Green Commuter based in Southern California for this demonstration program in Fresno County which would provide six (6) electric vans for rural residents who would be using these vans on a car pooling/rideshare program. FCRTA has obligated \$69,760 in allocated funding from the State of California and will be the match funding to \$539,000 from Green Commuter to purchase the six (6) electric vans. Attached is the complete application for your review. Caltrans staff and the California Air Resources Board (CARB) are currently reviewing this application for potential funding.

Following an expressed opportunity for public comment, a motion was made by Mayor Chavez (Huron) and seconded by Mayor Robertson (Selma) to approve this application for funding with the LCTOP Resolution #2015-10 approving authorized agent. A vote was called for and the motion carried.

J. Congestion Management Air Quality (CMAQ) Funding application for two (2) 22 – passenger CNG vehicles.

Mr. Stites reported that the FCRTA has been awarded funding for two (2) 22 passenger wheel chair lift equipped CNG vehicles which will require a local match of \$33,000 for the \$255,000 award for a total of \$288,000. FCRTA will utilize the Caltrans previously approved vehicle vendor list to purchase the vehicles once the manufacturer is selected. This process saves time and expedites the delivery of vehicles so they can be placed into service.

Following an expressed opportunity for public comment, a motion was made by Councilmember Beck (Reedley) and seconded by Mayor Chavez (Huron) to approve the CMAQ funding award with required matching funds. A vote was called for and the motion carried.

K. United Cerebral Palsy (UCP) of Central California request to purchase FCRTA “out of service” vehicles.

Mr. Stites reported that FCRTA was contacted by UCP staff to purchase 1-4 vehicles that have been recently been taken out of service as they were recently replaced with new vehicles. The UCP is currently a member of the Consolidated Transportation Services Agency (CTSA) as operated by FEOC/FCRTA in the rural areas and is currently awaiting an FTA Section 5310 award from Caltrans for replacement vehicles; however their transportation needs are far greater and are looking toward immediate assistance from FCRTA. Enclosed is background information on the UCP and their tax exempt status under Internal Revenue Service section 501 (c) (3) and the current vehicle inventory status for their agency.

Following an expressed opportunity for public comment, a motion was made by Mayor Robertson (Selma) and seconded by Mayor Knight (Firebaugh) to approve the sale of 1-4 vehicles to the UCP based on fair market value not to exceed \$1,000 for each vehicle based on the condition. A vote was called for and the motion carried to sell the four vehicles to UCP for \$1.00 each.

L. Appoint Temporary Subcommittee to Negotiate Possible Amendment to Employment Agreement of General Manager.

Mr. Stites noted that a subcommittee should to be appointed to negotiate the Employment Agreement of General Manager. Mayor Chavez (Huron), Councilmember Beck (Reedley) and Mayor Robertson (Selma) will meet in July to discuss.

### 3. INFORMATIONAL ITEMS

A. Annual Bus Terminal Inspection on the ‘B’ buses.

Mr. Stites briefly commented on this item. The California Motor Carrier conducted another inspection (enclosed) on the 'B' buses (24 plus passenger) with a satisfactory rating. The seven (7) 36 passenger Blue Bird buses are starting to experience higher repair costs and down time with approximately 150,000 - 200,000 plus miles on each one. These buses operate on the Inter-City routes 5 – 6 days per week, 1-4 times per day.

This was an information item and required no further action by the Board.

#### 4. ADJOURNMENT

There being no further business, the meeting was adjourned to the "Special Board Meeting".

Respectfully submitted,



Moses Stites, General Manager

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Special Board Meeting

Meeting was called to order by Mr. Cardenas (Fowler), Vice Chair.

#### 1. ROLL CALL

**QUORUM:** At the start of the meeting there were 9 members present (see above) representing 14 votes and there was a quorum to conduct business. (Coalinga, Firebaugh, Fowler, Huron, Kerman, Kingsburg, Reedley, Selma and Fresno County)

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.

There were no public presentations.

#### 2. ACTION ITEM

- A. The purchase of seven (7) vanpool vehicles for the Commuter and Farm Labor Vanpool. (Attachment)

Moses Stites, General Manager reported that the FCRTA has previously purchased 105 vehicles for the Commuter and Vanpool program over the years and is continuing those efforts with an additional seven (7) vehicles this year. The total cost is \$211,007.00 and the funding is from the allocated Measure C Pass-Through funding for Fiscal Year (FY) 2014-15 to FCRTA. The additional vans will serve the disadvantaged Rural Fresno County residents and assist Cal Vans in addressing the ongoing need for additional/replacement vehicles. This program is providing trips to over 1,000 gainfully employed workers. The Measure C (FY 2014-15) Local Agency reporting form was included which shows line item A. with the funding and type of expenditure.

Following an expressed opportunity for public comment a motion was made by Mayor Chavez (Huron) and seconded by Mayor Knight (Firebaugh) to approve this expenditure with the stipulation that the purchase of the vehicles be conducted in Fresno County since the source of this funding is generated within Fresno County. A vote was called for and the motion carried.

**3. ADJOURNMENT**

There being no further business, the meeting was adjourned.

Respectfully submitted,



Moses Stites, General Manager

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BEFORE THE  
FRESNO COUNTY RURAL TRANSIT AGENCY  
RESOLUTION NO. 2015-11

In the Matter of:

MEASURE "C"  
TRANSPORTATION  
PLANNING CLAIM

RESOLUTION OF APPROVAL  
MEASURE "C" FUNDING CLAIM  
FOR THE FRESNO COUNTY  
RURAL TRANSIT AGENCY, 2015-16

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 2015-16, reflecting an estimated revenue setting 3.99% of \$68,589,966 (or \$2,736,740) 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, 2015 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 30th day of July, 2015.

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

Signed: \_\_\_\_\_  
Amarpreet Dhaliwal, 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 30th day of July, 2015.

Signed: \_\_\_\_\_  
Moses Stites, General Manager

**MEASURE C EXTENSION  
LOCAL TRANSPORTATION PASS THROUGH REVENUES  
CERTIFICATION AND CLAIM FOR FY2015-16**

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 Transit Agency ("claimant") is an eligible claimant of funds for 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 2015-2016 setting 3.99% of \$68,589,966 (or \$2,736,740) 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 5 and 6 of the Local Agency Handbooks – 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 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: General Manager

Date: July 30, 2015

ATTACHMENT: Formal Action for Approval and Submittal Approved by:

Fresno County Transportation Authority Board Date: \_\_\_\_\_