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FRESNO COUNTY RURAL TRANSIT AGENCY (FCRTA)
MEETING AGENDA

Date: Thursday, February 22, 2018
TIME: 5:30 P.M, 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 / (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 is 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 Presentation – 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 January 25, 2018 (Attachment)

B. Low Carbon Transit Operation Program Application for 6-8 ZEV Sedans

Summary: Fresno County Rural Transit Agency (FCRTA) was recently notified of our annual funding allocation from the Low Carbon Transit Operations Program (LCTOP) through Caltrans. The allocation amount of \$265,518 will be used to purchase 6-8 electric sedans for operation in our Rural Transit Service Program. The balance of funds to complete the purchase will be approximately

\$80,000 match with Measure C funding. Attached are Resolution No. 2018-03 and No. 2018-04 for your review (**Attachment**).

Action: Staff recommends approval of Board Resolutions No. 2018-03 and No. 2018-04.

C. **Fresno County Rural Transit Agency Audit FY 2016-17**

Summary: FCRTA's FY 2016-17 financial and compliance audit details that FCRTA managed its operations according to funding covenants, within budget and includes no findings of noncompliance. The report satisfies federal and state funding agencies' requirements. Operating revenues were \$572,675; operating expenses were \$6,987,716; non-operating revenues were \$4,328,339; capital contributions were \$1,347,559 and total fund balances at year end decreased \$739,143 to \$10,521,206. The decrease in fund balance was budgeted to keep reserves at a nominal level. The unreserved fund balance remains unchanged at \$558,802. The fare revenue ratio of 11.68 percent (after depreciation adjustments) is in compliance with state Transportation Development Act (TDA) statutes of 10 percent; however, fare ratios have been decreasing over the past few years due to the decline in ridership. The 2016-17 FCRTA Audit is available for your review on the FCRTA website: www.ruraltransit.org

Action: Staff recommends Board acceptance of the 2016-17 FCRTA Audit.

D. **Request for Proposal Procurement Protest Procedures**

Summary: The Board approved last month (January) the process to release a Request for Proposal (RFP) to contract out the existing services FCRTA currently provides. As a result of the RFP, a procurement protest procedure has been developed by TMTP Consulting for the resolution of any contract award protests. The procurement protest procedures will ensure uniform, timely, and equitable consideration of any complaints received by FCRTA concerning the service procurement process. This procedure will also be forwarded to Caltrans for acceptance upon Board Approval. Attached are the Procurement Protest Procedures for your review (**Attachment**).

Action: Staff recommends Board approval of proposed Procurement Protest Procedures.

E. **Amendment to the Current FCRTA FEOC Agreement**

Summary: FCRTA has an Amendment to the 2017-18 Agreement with Fresno Economic Opportunities Commission (FEOC) for the current contracted services. The amendment reflects changes to existing services (West Park Route which was added November 2017), edit of a date correction from 2016-17 to 2017-18, option for month-to-month extension beyond 6/30/18, and changes to CNG technician hours with one (1) less CNG fueling site requiring maintenance. Attached is the Amendment to the Current Agreement for your review (**Attachment**).

Action: Staff recommends approval of the Amendment to the Current Agreement.

3. **OTHER BUSINESS**

A. **Items from staff**

B. **Items from members**

4. **ADJOURNMENT**