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www.ruraltransit.org

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

DATE: Thursday, April 28, 2022
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://us06web.zoom.us/j/82575190204?pwd=b29nemhhS1MybGZRRTBBcmxwM3Z3Zz09>

Meeting ID: 825 7519 0204 Passcode: 540533

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 are asked to 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 Minutes of March 24, 2022 Meeting [ATTACHMENT]

B. Approve Minutes of April 11, 2022 Meeting [ATTACHMENT]

C. Low Carbon Transit Operations Program Application [APPROVE]

Summary: FCRTA was recently notified of our annual funding allocation from the Low Carbon Transit Operations Program (LCTOP) through Caltrans. The allocation amount of \$561,947 will be used to purchase sixteen (16) Chevy Bolt EUV electric vehicles and will be used on our exiting transit services. The balance of funds to complete the purchase will be approximately \$26,945 match with Measure C funding. Attached are Resolution No.2022-02 and No.2022-03 for your review (**ATTACHMENT**).

Action: Staff recommends Board approval of Resolution No.2022-02 and No. 2022-03.

D. Caltrans Sustainable Communities Planning Grant [INFORMATION]

Summary: In October 2021, FCRTA submitted a grant application for \$274,299 in funding through the Caltrans Sustainable Communities Transportation Planning Grant Program. The project includes a transit feasibility study along Golden State Boulevard. On April 4th, FCRTA was notified by Caltrans that the grant was awarded. Attached is the conditional award letter and project map for your information. (ATTACHMENT).

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

E. FCRTA Fiscal Year 2022-23 Draft Budget [INITIATION]

Summary: The Fresno County Rural Transit Agency's draft budget has been prepared to reflect Fresno COG's Regional Transportation Plan (RTP) and the Short-Range Transit Plan (SRTP) for the rural Fresno County area, 2022-2026.

The document recommends continuing existing services and capital improvements. This year's draft budget has been developed to include continued review, comment and action during its 45-day public review period that will culminate on June 30, 2022 with the scheduled FCRTA Board meeting following a public hearing. The numbers in the draft budget are subject to refinement following service contract negotiations, an opportunity for public presentations and a public presentation before the Board of Directors. The budget, which may require periodic amendments during the 2022-2023 fiscal year, is available on Fresno COG's website www.fresnocog.org and FCRTA's website www.ruraltransit.org

Action: Staff recommends initiation of the 45-day review with a proposed adoption of June 30, 2022 following a public hearing.

F. FY 2019-20 Single Audit Report Certification Letter [INFORMATION]

Summary: The California State Controller completed a review of the FCRTA Single Audit Report for FY 2019-20. The California State Controller determined that the report meets the requirements of Title 2,

Code of Federal Regulations, Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart F- Audit Requirements. Uniform Guidance prescribes the audit and reporting standards for state and local governments that expend federal funds. The California State Controller determined that the audit satisfies all financial and compliance audit requirements and there were no findings as a result of this review. The letter is attached for your information (ATTACHMENT).

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

G. AB 361- Future Board Meeting Format [ACTION]

Summary: On September 15, Governor Newsom signed Assembly Bill (AB) 361, amending the Ralph M. Brown Act to allow local agencies to continue conducting public meetings remotely during a state of emergency after October 1, so long as they make specific findings every 30 days, and ensure conditions related to public participation are satisfied. While the Board has the option of using teleconferencing, as was available prior to COVID restrictions, the Brown Act requires: 1) a quorum of the legislative body to participate from within the boundaries of the agency's jurisdiction, 2) the public agency to post notice of each teleconference location, and 3) the public be allowed to address the legislative body from each teleconference location. These requirements place a significant burden on both Board members and staff. Although the Governor waived AB 361's applicability until October 1 local agencies retain the option of meeting beforehand to make the required findings under AB 361 to hold future meetings remotely. Under the urgency legislation, a local agency may use the more "relaxed" Brown Act teleconferencing/videoconferencing requirements in any of the following circumstances:

1. There is a proclaimed state of emergency, and state or local officials have imposed or recommended measures to promote social distancing; or
2. There is a proclaimed state of emergency, and the local agency's meeting is to determine, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees; or
3. There is a proclaimed state of emergency, and the local agency has determined, by majority vote, that as a result of the emergency meeting in person would present an imminent risk to the health or safety of attendees.

AB 361 defines a "state of emergency" as a state of emergency proclaimed pursuant to Section 8625 of the California Emergency Services Act. Importantly, this includes the Governor's proclaimed state of emergency due to the COVID-19 pandemic.

On January 6, 2022, the Board adopted Resolution No. 2022-01, under which the Board found that circumstances warranted remote meetings for the reasons stated therein. Since the adoption of Resolution No. 2022-01, the State remains under a declared state of emergency and continues to impose or recommend social distancing measures. In addition, FCRTA continues to impose or recommend the social distancing measures discussed in Resolution No. 2022-01.

To continue to rely on the relaxed teleconferencing provisions, the local agency must reconsider the circumstances of the state of emergency and make the following findings by majority vote, **every 30 days**:

- The state of emergency continues to directly impact the ability of members to meet safely in person; or
- State or local officials continue to impose or recommend measures to promote social distancing.

While the Board has the option of using teleconferencing, as was available prior to COVID restrictions, The Brown Act requires: 1) a quorum of the legislative body to participate from within the boundaries of the agency's jurisdiction, 2) the public agency to post notice of each teleconference location, and 3) the public be allowed to address the legislative body from each teleconference location. These requirements place a significant burden on both Board members and staff.

Action: Staff recommends to continue offering teleconferencing for Board meetings through May 26th, 2022.

3. OTHER BUSINESS

A. **Items from staff.**

B. **Items from members.**

4. ADJOURNMENT

Executive Minutes

Thursday, March 24, 2022 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 Brady Jenkins, City of Firebaugh
Mayor Gary Yep, City of Kerman
Mayor Rey Leon, City of Huron
Councilmember, Michelle Roman, City of Kingsburg
Mayor Rolando Castro, City of Mendota
Mayor Alma Beltran, City of Parlier
Mayor Mary Fast, City of Reedley
Mayor Scott Robertson, City of Selma
Mayor Eli Ontiveros, City of Sanger
Mayor Julia Hernandez, City of San Joaquin
Supervisor Sal Quintero, Fresno County

Moses Stites, General Manager
Alison Samarin, County Counsel
Jeaneen Cervantes, FCOG

Absent:

Councilmember Daniel Parra, City of Fowler
Mayor Victor Lopez, City of Orange Cove

1. **ROLL CALL** — Meeting called to order 8:52 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.

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. Board Officer Appointments**

Moses informed the Board that procedurally the Vice Chair takes the position of Chair however there will be elections this evening.

A motion was made by Mayor Ontiveros (Sanger) and second by Mayor Castro (Mendota) to nominate Councilmember Roman (Kingsburg) for Chairperson. A vote was called, and motion carried.

A motion was made by Mayor Ontiveros (Sanger) and second by Mayor Beltran (Parlier) to nominate Mayor Castro (Mendota) as Vice Chair. A vote was called, and motion carried.

3. **CONSENT ITEMS**

- A. **Approve Executive Minutes of February 24, 2022 [ATTACHMENT]**
- B. **Consultant Selection for the FCRTA Microgrid Study Project [APPROVE]**
- C. **2022 Annual CHP-Motor Carrier Division Terminal, Vehicle and Driver Inspection Report [INFORMATION]**
- D. **Transit and Intercity Rail Capital Program Grant Application [INFORMATION]**
- E. **FCRTA Selma Maintenance Facility Project Agreement [APPROVE]**
- F. **Affordable Housing and Sustainable Communities (AHSC) Project [APPROVE]**
- G. **Special Meeting April 11, 2022 – AB 361 Findings for April Board Meeting [ACTION]**

Consent Items B and F was pulled for discussion by Moses Stites.

Consultant Selection for the FCRTA Microgrid Study Project:

Moses informed the Board that there are a few extra words on the first page on the agreement however, it does not change the content of the agreement. These extra words will be removed before the agreement is executed.

Affordable Housing and Sustainable Communities (AHSC) Project:

Moses informed the Board that he received a call from the State to make a few word changes and a couple of deletions to the resolution that was included in the agenda packet.

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

4. **OTHER ITEMS**

A. Items from Staff

Moses informed the Board that FCRTA is moving forward with the Microgrid Resilience Hub Project. This is item 3B on the agenda this evening and this is a follow-up to the grid analysis study that was completed. FCRTA is looking for available vacant land because we want to start applying for funding so we can start working on these resilience hubs for your communities. Mayor Leon asked if it needs to be public or private land. Moses said it can be parking lots, and it can be public and private if they meet the legal requirements.

B. Items from Members

None Reported.

5. **ADJOURNMENT @ 9:08p.m.**

Respectfully submitted,



Moses Stites
General Manager

Executive Minutes

Monday, April 11, 2022 at 5:30 P.M FCRTA Special Meeting
COG Sequoia Conference Room
2035 Tulare St., Suite 201, Fresno, CA

Members Attending:

Mayor Ron Ramsey, City of Coalinga
Supervisor Sal Quintero, Fresno County
Mayor Julia Hernandez, City of San Joaquin
Mayor Gary Yep, City of Kerman
Councilmember, Michelle Roman, City of Kingsburg
Mayor Rolando Castro, City of Mendota
Mayor Alma Beltran, City of Parlier
Mayor Mary Fast, City of Reedley
Mayor Eli Ontiveros, City of Sanger

Moses Stites, General Manager
Janelle Del Campo, Operations Manager
Alison Samarin, County Counsel
Jeaneen Cervantes, FCOG

Absent:

Mayor Rey Leon, City of Huron
Mayor Victor Lopez, City of Orange Cove
Mayor Brady Jenkins, City of Firebaugh
Councilmember Daniel Parra, City of Fowler
Mayor Scott Robertson, City of Selma

1. **ROLL CALL** — Meeting called to order 5:52 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.

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. **Future Board Meeting Format (ACTION)**

Moses thanked the Board for attending the Special Board Meeting. Moses informed the Board you have before you an action item and a proposed staff recommendation extending the state of emergency and continuing video/teleconferencing for the FCRTA Board meeting through April 28, 2022.

A motion was made by Mayor Beltran (Parlier) and second by Mayor Ramsey (Coalinga). A vote was called, and motion carried.

3. **ADJOURNMENT @ 5:56 p.m.**

Respectfully submitted,



Moses Stites
General Manager

RESOLUTION # 2022-02

AUTHORIZATION FOR THE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)

WHEREAS, the FCRTA is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the FCRTA wishes to delegate authorization to execute these documents and any amendments thereto to Moses Stites, General Manager.

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 Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that Moses Stites, General Manager, be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the (Agency) that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY 2021-22 LCTOP funds:

Project Name; Acquisition of 16 (Sixteen) Chevy Bolt EUV Electric Vehicles
Amount of LCTOP funds requested: \$588,892.00
Short description of project: Acquisition of 16 (Sixteen) Chevy Bolt EUV Electric Vehicles for operation in FCRTA service areas.
Benefit to a Priority Populations: New vehicle will improve transit service and air quality in all Disadvantaged Communities of Fresno County.
Amount to benefit Priority Populations: \$588,892.00
Contributing Sponsors (if applicable): None

AGENCY BOARD DESIGNEE: MOSES STITES, GENERAL MANAGER

BY: Michelle Roman, FCRTA Board Chair

Date: April 28, 2022

RESOLUTION # 2022-03

**AUTHORIZATION FOR THE EXECUTION OF THE
THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) PROJECT:
ACQUISITION OF 16 (SIXTEEN) CHEVY BOLT EUV ELECTRIC VEHICLES--\$588,892**

WHEREAS, the FCRTA is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the FCRTA wishes to implement the LCTOP project(s) listed above,

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 applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the FCRTA that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY 2021-22 LCTOP funds:

Project Name; Acquisition of 16 (Sixteen) Chevy Bolt EUV Electric Vehicles

Amount of LCTOP funds requested: \$588,892.00

Short description of project: Acquisition of 16 (Sixteen) Chevy Bolt EUV Electric Vehicles for operation in FCRTA service areas.

Benefit to a Priority Populations: New vehicle will improve transit service and air quality in all Disadvantaged Communities of Fresno County.

Amount to benefit Priority Populations: \$588,892.00

Contributing Sponsors (if applicable): None

AGENCY BOARD DESIGNEE: MOSES STITES, GENERAL MANAGER

BY: _____
Michelle Roman, FCRTA Board Chair

Date: April 28, 2022

California Department of Transportation

DIVISION OF TRANSPORTATION PLANNING
P.O. BOX 942873, MS-32 SACRAMENTO, CA 94273-0001
(916) 261-3326 | TTY 711
www.dot.ca.gov



SENT VIA E-MAIL

On behalf of the California Department of Transportation (Caltrans), Division of Transportation Planning, we are pleased to congratulate you on your Sustainable Transportation Planning Grant award.

Sustainable Transportation Planning Grant Program					
Grant Award Fiscal Year	2022-23	Grant Category	Sustainable Communities Competitive	Grant Fund Source	RMRA
Project Title	Fresno County Transit Feasibility Study				
Grantee/Agency	Fresno County Rural Transit Agency				
Executive Director	Moses Stites, General Manager				
Grantee/Agency Contact	Moses Stites, General Manager				
Sub-Recipient(s)	NA				
Caltrans District Contact(s)	Lorena Mendibles; Edgar Hernadnez				
Caltrans District Contact(s) E-mail	lorena.mendibles@dot.ca.gov; edgar.hernandez@dot.ca.gov				
Grant Award	Local Match (Cash)	Local Match (In-Kind)	Total Local Match	% Local Match	Total Project Cost
\$238,000	\$36,299	\$0	\$36,299	13.23%	\$274,299
Conditions of Award Due to Caltrans		Grant Expiration Date		Final Invoice Due	
06/03/22		02/28/25		04/29/25	
<p>* The final contractually agreed upon Local Match and Fund Source are located on the Grant Application Cover Sheet and Project Cost and Schedule. Any change in Local Match that increases/decreases the Total Project Cost must be approved by Caltrans and may require a Formal Amendment. Each invoice must include the contractual/agreed upon local match % - any deviation to this amount requires an approved Tapered Local Match Amendment prior to invoice submittal. Any change to the Local Match Fund Source requires prior Caltrans approval and an Administrative Amendment.</p>					

Next Steps

1. The Caltrans District Grant Manager will schedule a Conditional Award Teleconference, with your agency soon.
 - A list of conditions and project revisions necessary to accept grant funding will be provided at this meeting as well as a follow-up email outlining the discussion.
2. The required conditions must be submitted to the Caltrans District Grant Manager no later than the date listed in the table above.
 - Failure to satisfy these conditions will result in the forfeiture of grant funds.
3. The Caltrans District Grant Manager will review and approve all items required to fulfill the Conditions of Grant Acceptance outlined in the teleconference and follow-up email.
4. Once the required conditions are met and agreements in place, the Caltrans District Grant Manager will:
 - Send a Notice to Proceed letter (for MPO/RTPAs, this will happen after the OWP/OWPA formal amendment is processed). *Grant work cannot begin until the Notice to Proceed letter is received by your agency.*
 - Coordinate and schedule a grant kick-off meeting with your agency.

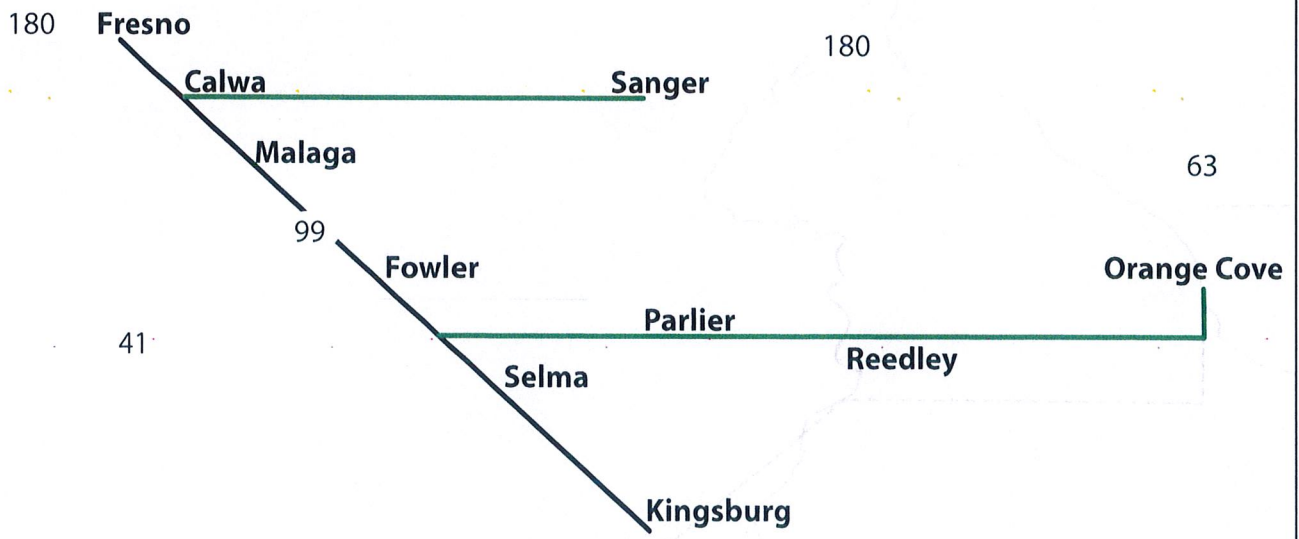
If you have questions concerning your Conditional Grant Award, please reach out to your Caltrans District contact listed in the table above.

Sincerely,





ERIN THOMPSON
Chief, Office of Regional and Community Planning

Proposed Transit Service Alignment with Extensions



Legend

-  Proposed transit service extensions
-  Proposed transit service alignment

Esri, HERE, Garmin, (c) OpenStreetMap contributors, and the GIS user community

**BETTY T. YEE**

California State Controller

April 5, 2022

Fresno County Rural Transit Agency
2035 Tulare Street, Suite 201
Fresno, CA 93721

Re: 2019-20 Fiscal Year Single Audit Report Certification and Audit Finding Resolution

We completed a desk review of your single audit report for the year ended June 30, 2020. We determined that the report meets the requirements of Title 2, *Code of Federal Regulations*, Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, Subpart F—Audit Requirements (Uniform Guidance). Uniform Guidance prescribes the audit and reporting standards for state and local governments that expend federal awards.

Uniform Guidance requires federal and state funding agencies to resolve any audit findings cited in the report that may affect federal award programs. The attachment to this letter identifies those findings that require resolution. The findings are referenced by enclosure and page number.

Uniform Guidance also requires pass-through state agencies to follow up on the resolution of findings that affect federal programs administered by these agencies. The state agency referenced in the attachment will be in contact to follow up on the resolution of the applicable findings.

The State Controller's Office is responsible for resolving most cross-cutting findings or audit leads. A cross-cutting finding is one that affects the programs of more than one agency. If cross-cutting findings are identified in your report, our office will contact you. An audit lead is a specific issue identified in your report that may require additional investigation by federal or state agencies. Federal or state agencies may ask you to provide additional information related to the audit lead.

Your audit report may also contain general internal control findings not referenced in the attachment to this letter. These findings do not appear to affect the federal award programs. Therefore, we have not identified them for resolution action; however, you should ensure that your audit report for fiscal year 2020-21 addresses the resolution of these findings.

RECEIVED

APR 11 2022

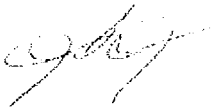
By: FRESNO COG

Fresno County Rural Transit Agency
April 5, 2022
Page 2

Your audit satisfies all financial and compliance audit requirements under individual federal award programs. This does not preclude state and federal agencies from making any additional audits that are necessary to carry out their responsibilities under federal laws and regulations. State and federal agencies may contact you to arrange for additional audits.

If you have any questions regarding this letter or any other single audit issue, please contact a member of my Single Audits staff by telephone at (916) 324-6442 or by email at singleaudits@sco.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Joel James", is written over a light blue horizontal line.

Joel James, Chief
Financial Audits Bureau
Division of Audits

Attachment

cc: State Funding Agencies

ATTACHMENT
AUDIT REPORT FINDING(S)--STATE AGENCIES

Fresno County Rural Transit Agency
2019-20 Fiscal Year

<i>Program Name</i>	<i>CFDA #</i>	<i>Finding #</i>	<i>Page #</i>	<i>Enc. #</i>
No Findings Noted				