



2035 Tulare Street, Suite 201  
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**FRESNO COUNTY RURAL TRANSIT AGENCY (FCRTA)  
MEETING AGENDA**

DATE: Thursday, July 27, 2023  
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.**

**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 June 29, 2023 [ATTACHMENT]**

**B. Fresno County Transportation Authority (FCTA) Measure C Allocation FY 2023-24 [APPROVE]**

**Summary:** The estimated FCTA Measure C allocation of \$4,453,816 will be used in the FY 2023-24 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 2023-24 and adoption of Board Resolution No 2023-15.

**C. Department of Energy Grant Application [INFORMATION]**

**Summary:** FCRTA submitted a grant application through the Department of Energy (DOE) Energy: Improvement in Rural or Remote Areas (ERA) Fixed Award Grant Program. FCRTA is proposing to



install a microgrid/community resilience hub at the Biola Community Services District (BCSD) offices and community center in Biola. FCRTA has an established partnership with the BCSD and plans to continue this partnership through the microgrid/community resiliency hub project. The new technology proposed at the project site includes a solar carport structure, microgrid, and EV charging infrastructure. The solar carport will be installed on top of existing parking spaces located within the BCSD parking lot. The solar carport will generate energy that will be used to power the BCSD buildings and EV charging stations and the electric vehicle currently being used for the FCRTA micro transit program. The carport will also provide shade for BCSD staff, visitors, and community members during the extreme summer heat that is common in the Central Valley. For increased resiliency, FCRTA plans to install a battery energy storage system (powered-microgrid) to store energy generated by the solar infrastructure. This energy will provide critical backup power when solar generation rates are low. FCRTA is requesting \$778,200 in funding for this project with a local Measure C match of \$86,467 for a total project cost of \$867,667.

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

**D. Contractor Services Agreement with Walker Consultants for ZEV Technical Assistance Project [APPROVE]**

**Summary:** Caltrans has been working to provide Zero Emission Vehicle Technical Assistance to rural transit operators, and FCRTA was approached by Caltrans to work on this effort. Caltrans has secured \$406,642 of FTA 5304 funding and will partner with FCRTA to provide a Zero Emission Vehicle Transition Plan Template and Technical Assistance to rural and small urban transit operators across California. FCRTA has already made great strides in this area and will build upon this work for this effort. FCRTA will work with a consultant to complete the ZEV Transition Plan Template and provide Technical Assistance to as many agencies as possible within the funding amount.

Traditionally, FCRTA would issue a Request for Proposals (RFP), however the RFP process generally takes 3 to 4 months and due to the tight timeline and scope of work, it is necessary that the project starts as soon as possible. FCRTA has conducted past RFP's and similar projects with consultants and Walker has proven to be an expert in this project field as well as fairly priced. Due to these circumstances, FCRTA is recommending that an agreement for this project be sole-sourced to Walker Consultants. FCRTA has submitted this request to Caltrans and Caltrans has approved FCRTA's request to enter into a sole source agreement with Walker Consultants based on unique capability and compelling urgency of this project. The Contractor Services Agreement is available on the FCRTA website at [www.ruraltransit.org](http://www.ruraltransit.org)

**Action:** Staff recommends the Board authorize the General Manager to enter into a sole-source agreement with Walker Consultants for \$406,642 to prepare a Zero Emission Vehicle Transition Plan Template and provide Technical Assistance to rural and small urban transit operators across California

**3. CLOSED SESSION**

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

**4. RETURN TO OPEN SESSION**

**5. OTHER BUSINESS**

**A. Items from staff.**

**B. Items from members.**

**6. ADJOURNMENT**

FRESNO COUNTY RURAL TRANSIT AGENCY (FCRTA)

**ITEM 2A**

Minutes

Thursday, June 29, 2023 at 5:30 P.M FCRTA Meeting  
COG Sequoia Conference Room  
2035 Tulare St., Suite 201, Fresno, CA

Members Attending:

Mayor James Horn, City of Coalinga  
Mayor Maria Pacheco, City of Kerman  
Mayor Pro Tem Brandon Pursell, City of Kingsburg  
Mayor Rey Leon, City of Huron  
Mayor Alma Beltran, City of Parlier  
Councilmember Blanca Mendoza-Navarro, City of Selma  
Mayor Victor Martinez, City of Mendota  
Councilmember Mary Fast, City of Reedley  
Mayor Julia Hernandez, City of San Joaquin  
Mayor Felipe Perez, City of Firebaugh

Moses Stites, General Manager  
Janelle Del Campo, Operations Manager  
Lindsay Beavers, County Counsel  
Denise Flores, FCOG

Absent:

Mayor Diana Guerra Silva, City of Orange Cove  
Mayor Daniel Parra, City of Fowler  
Mayor Frank Gonzalez, City of Sanger  
Supervisor Sal Quintero, Fresno County

1. **ROLL CALL** — Meeting called to order 7:55 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. **Rejection of Claim [APPROVE]**

Moses informed the Board that on June 10, 2023 FCRTA received a claim submitted on behalf of Maria Pinonez by the B&D Law Group of Los Angeles, CA. The claim relates an incident which allegedly occurred on January 21, 2023 on a bus in the City of Fresno, at bus stop 25/E. Olive & N. 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. Attempts to persuade the claimant's attorneys to withdraw the claim as to FCRTA have not succeeded. Staff recommends rejection of the claim and adoption of Resolution No. 2023-11.

A motion was made by Mayor Pacheco (Kerman) and second by Mayor Leon (Huron). A vote was called, and



motion carried.

**B. FCRTA 2023-2024 Annual Budget [APPROVE]**

Moses informed the Board that the Budget has been prepared to reflect the Fresno Council of Governments (FCOG) 2022 Regional Transportation Plan (RTP) and the proposed Short Range Transit Plan for the Rural Fresno County Area for 2024-2028. The Budget and narrative recommends the implementation of programmed service improvements and continuation of existing services. The budget, which may require periodic amendments during the 2023-2024.

Board Chair opened the public hearing, receive comments, and close the public hearing

A motion was made by Mayor Martinez (Mendota) and second by Councilmember (Fast). A vote was called, and motion carried.

**3. CONSENT ITEMS**

- A. Minutes of May 25, 2023 Meeting [ATTACHMENT]
- B. Consolidated Transportation Services Agency (CTSA) Operations Program & Budget FY 2023-24 [APPROVE]
- C. Fresno Economic Opportunities Commission Contractor Services Agreement [APPROVE]
- D. 2024-2028 Short Range Transit Plan for the Rural Fresno County Area [APPROVE]
- E. Safety and Security Service Agreements for FY 2023-24 [APPROVE]
- F. Amendment III to the Walker Contractor Services Agreement [APPROVE]
- G. Kings Area Rural Transit Agreement for FY 2023-24 [APPROVE]
- H. Amendment VII to the Agreement for Contractor Services with MV Transportation [APPROVE]
- I. Amendment IV to the Agreement for Maintenance Services with City of Selma [APPROVE]
- J. Title VI of the Civil Rights Act of 1964 Program Updates [APPROVE]
- K. Caltrans ZEV Technical Assistance Agreement with Caltrans [APPROVE]
- L. San Joaquin Valley Air Pollution Control District Clean Vehicle Fueling Infrastructure Grant Application [APPROVE]
- M. Federal Transit Administration (FTA) Section 5311 Application [APPROVE]

Item 3L was pulled from Consent by Moses Stites.

A motion was made by Mayor Pro Tem Brandon Pursell (Kingsburg) and second by Mayor Pacheco (Kerman). A vote was called, and motion carried.

**4. OTHER ITEMS**

**1. Items from Staff**

**FTA 5339 Grant Award**

Janelle Del Campo informed the Board that FCRTA was successfully awarded a grant application for Phase 2 of the maintenance facility project. Federal Transit Administration 5339 Low- and No-Emission and Bus and Bus Facilities program and we were awarded just over \$2.1 million dollars with a local match amount of \$540, 721 from Measure C funding for a total project cost of approximately \$2.7 million. The project includes; Solar field, Solar bus port, Charging units, and Workforce development. This is a highly competitive grant and we are fortunate to be awarded and will provide more information in future board meetings.

**Biola Micro-transit Ribbon Cutting**

Moses Stites informed the Board that the ribbon cutting took place in the community of Biola on June 16, 2023. The event was at the Biola Community Services District for our innovative Micro Transit Program. This program is the first of its kind for a rural transit operator. The service uses a Chevy Bolt

electric vehicle and MV Transportation our subcontractor has hired a Biola resident as a trained and dedicated driver for the program, ensuring transportation for local residents to access life-saving medical appointments, social services, and other essential needs. The event marks a significant milestone, showcasing the successful partnership between various local and state agencies. This micro transit project is a collaborative effort between the Fresno County Rural Transit Agency, the Biola Community Services District, funding from Measure C, and a generous contribution from the League of Women Voters, who have provided funding toward the fares of Biola residents. Moses informed the Board that FCRTA is working with City staff to kick-off the next micro-transit program which will be in San Joaquin.

**2. Items from Members**

None Reported.

**5. ADJOURNMENT @ 8:22P.M.**

Respectfully submitted,



Moses Stites  
General Manager



BEFORE THE  
FRESNO COUNTY RURAL TRANSIT AGENCY  
RESOLUTION NO. 2023-15

In the Matter of:  
  
MEASURE "C"  
TRANSPORTATION  
PLANNING CLAIM

RESOLUTION OF APPROVAL  
MEASURE "C" FUNDING CLAIM  
FOR THE FRESNO COUNTY  
RURAL TRANSIT AGENCY, FY 2023-24

**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 2023-24, reflecting an estimated revenue setting 3.99% of \$111,624,816 (or \$4,453,816) 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, 2023 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 27th day of July, 2023.

- AYES:
- NOES:
- ABSTAIN:
- ABSENT:

Signed: \_\_\_\_\_  
Alma Beltran, Chairperson

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 27th day of July, 2023.

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

**MEASURE C EXTENSION  
LOCAL TRANSPORTATION PASS THROUGH REVENUES  
CERTIFICATION AND CLAIM FOR FY2023-24**

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](mailto:mstites@fresnocog.org)

**1. Applicable Funding Program: (Check One)**

- |  |  |   |
|--|--|---|
| <p><i>Regional Public Transit Program</i></p> <p><input type="checkbox"/> Fresno Area Express</p> <p><input type="checkbox"/> Clovis Transit</p> <p><input checked="" type="checkbox"/> FCRTA</p> <p><input type="checkbox"/> PTIS/Transit Consolidation</p> <p><input type="checkbox"/> ADA/Seniors/Paratransit</p> <p><input type="checkbox"/> Farmworker Van Pools</p> <p><input type="checkbox"/> Car/Van Pools</p> <p><input type="checkbox"/> New Technology Reserve</p> | <p><i>Local Transportation Program</i></p> <p><input type="checkbox"/> Street Maintenance</p> <p><input type="checkbox"/> ADA Compliance</p> <p><input type="checkbox"/> Flexible Funding</p> <p><input type="checkbox"/> Pedestrian/Trails Urban</p> <p><input type="checkbox"/> Pedestrian/Trails Rural</p> <p><input type="checkbox"/> Bicycle Facilities</p> <p><i>Regional Transportation Program</i></p> <p><input type="checkbox"/> Fresno Airports</p> | <p><i>Alternative Transportation Program</i></p> <p><input type="checkbox"/> Rail Consolidation Subprogram</p> <p><i>Environmental Enhancement Program</i></p> <p><input type="checkbox"/> School Bus Replacement</p> <p><input type="checkbox"/> Transit Oriented Infrastructure for Infill</p> <p><i>Administrative/Planning Program</i></p> <p><input type="checkbox"/> Fresno COG</p> |
|--|--|---|

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 2023-2024 setting 3.99% of \$111,624,457 (or \$4,453,816) 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: \_\_\_\_\_