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

DATE: Thursday, September 28, 2023  
TIME: 5:30pm, **BEFORE** 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 July 27, 2023 [ATTACHMENT]**

**B. State of Good Repair Application [APPROVE]**

**Summary:** FCRTA has submitted a project for FY 23-24 through the CalSMART portal for \$361,742 in State Transit Assistance funding from the Senate Bill 1 State of Good Repair Account (SGR). These funds will be utilized to construct a new Operations and Maintenance Facility.

**Action:** Staff recommends Board approval of the State of Good Repair Application for FY 2023-24 and adoption of Board Resolution No 2023-17.

**C. Congestion Mitigation and Air Quality Improvement Program Grant Application [APPROVE]**

**Summary:** FCRTA has submitted a project for the 2023-24 Congestion Mitigation and Air Quality Improvement Program (CMAQ) to the Fresno COG for electric vehicle purchases. The project includes

the purchase of six electric vans to be deployed on the demand response intra-city services. FCRTA has requested \$536,549.28 in CMAQ funding with a local match of \$134,137.32 with Measure C funds for a total project cost of \$670,686.60.

**Action:** Staff recommends Board approval of the FCRTA CMAQ Application and adoption of Board Resolution No. 2023-18.

**D. Caltrans Sustainable Planning Grant Award [INFORMATION]**

**Summary:** FCRTA was awarded \$199,500 in funding through the Caltrans Sustainable Communities Transportation Planning Grant Program to conduct an electric vehicle charging master plan and energy management system plan. The project includes the development of a comprehensive EV charging master plan and an energy system management plan. Building on FCRTA's previous efforts, the EV charging plan will evaluate the locations that charging equipment is needed, the types of equipment, cost of the equipment, electrical grid capacity, and integration with future microgrids. FCRTA has a need for an energy management system to monitor the energy needs, consumption, solar generation and storage. FCRTA will be releasing an RFP for Consultant services for this project.

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

**E. 5310 Grant Application [APPROVE]**

**Summary:** FCRTA has submitted two (2) projects for the 2023 FTA 5310 Grant to the Fresno COG. The projects include; 1) purchase of three (3) Ford E-Transit 350 Vehicles for and total project cost of \$345,909 and 2) Operational funding for the rural transit dial-a-ride service, total grant request amount of \$183,812 and a local match of \$38,302 in Measure funding for a total project cost of \$222,114.

**Action:** Staff recommends Board approval of the 5310 Applications and adoption of Board Resolution No. 2023-15 and No. 2023-16.

**F. Amendment IV to the Walker Contractor Services Agreement [APPROVE]**

**Summary:** The Board approved in June 2023, the extension to the Contractor Services Agreement with Walker Consultants in the amount not to exceed \$60,000. The hourly rate in this Amendment IV has increased to \$200 per billable hour rate to reflect industry standards, the amount not to exceed (\$60,000) remains the same. It is necessary and desirable that FCRTA continue this agreement to receive the technical assistance with specific transit related EV, mobility and capital grant projects. FCRTA anticipates pursuing additional local, state and federal funding opportunities and will require the additional technical assistance. The Amendment IV to the Walker Consultants Contractor Services Agreement is available at the FCRTA website [www.ruraltransit.org](http://www.ruraltransit.org).

**Action:** Staff recommends Board approval of Amendment IV to the Walker Consultants Contractor Services Agreement to \$200 per billable hour rate in the amount not to exceed \$60,000.

**G. 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.

The Board approved in July, the Contractor Services Agreement with Walker Consultants for the ZEV Technical Assistance Project. Caltrans has requested additional FTA required clauses to be included

the agreement to comply with FTA funded projects and the agreement has been updated to include the FTA clauses. The agreement has been approved by Caltrans. There have been no changes to the scope, timeline, or budget. 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 an 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.

**H. Caltrans Clean California Grant Application [APPROVE]**

**Summary:** FCRTA has submitted a grant application to the Caltrans Clean CA Grant Program. The project includes the purchase and installation of twelve (12) bus shelters for a total project cost of \$200,000. The bus shelters will be located along FCRTA routes where there is currently no bus shelter or the bus shelter is in need of replacing. Locations include; Selma, Riverdale, Coalinga, Orange Cove, Parlier, Reedley and Caruthers. The grant application is available at the FCRTA website [www.ruraltransit.org](http://www.ruraltransit.org)

**Action:** Staff recommends Board approval Caltrans Clean California Grant Application.

**3. OTHER BUSINESS**

**A. Items from staff.**

**B. Items from members.**

**4. ADJOURNMENT**

FRESNO COUNTY RURAL TRANSIT AGENCY (FCRTA)

**ITEM 2A**

Minutes

Thursday, July 27, 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 Pro Tem Brandon Pursell, City of Kingsburg  
Mayor Rey Leon, City of Huron  
Mayor Alma Beltran, City of Parlier  
Mayor Scott Roberston, City of Selma  
Mayor Victor Martinez, City of Mendota  
Councilmember Mary Fast, City of Reedley  
Mayor Julia Hernandez, City of San Joaquin  
Mayor Frank Gonzalez, City of Sanger  
Mayor Pro Tem Juan Mejia, City of Fowler  
Supervisor Sal Quintero, Fresno County

Moses Stites, General Manager  
Janelle Del Campo, Operations Manager  
Bryan Rome, County Counsel  
Denise Flores, FCOG

Absent:

Mayor Diana Guerra Silva, City of Orange Cove  
Mayor Maria Pacheco, City of Kerman  
Mayor Felipe Perez, City of Firebaugh

1. **ROLL CALL** — Meeting called to order 6:57 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. **CONSENT ITEMS**

**A. Approve Minutes of June 29, 2023 [ATTACHMENT]**

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

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

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

A motion was made by Mayor Martinez (Mendota) and second by Mayor Hernandez (San Joaquin). A vote was called, and motion carried.

3. **CLOSED SESSION**

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

Nothing to Report.

**4. OTHER ITEMS**

**1. Items from Staff**

Moses informed the Board that Congressman Jim Costa will be visiting the maintenance facility construction site in August. There is interest to visit the site because of the various grant funding FCRTA has received for the project as well as the new technology that is included such as; solar bus ports, inductive charging, and battery storage.

**2. Items from Members**

None Reported.

**5. ADJOURNMENT @ 7:18P.M.**

Respectfully submitted,



Moses Stites  
General Manager

RESOLUTION #2023-17

APPROVING THE PROJECT LIST FOR FY 2023-24  
FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM

In the matter of:  
Fresno County Rural Transit Agency  
State of Good Repair Account Grant Application

RESOLUTION AUTHORIZING  
FCRTA’S STATE OF GOOD REPAIR  
ACCOUNT GRANT APPLICATION  
FOR BUS MAINTENANCE AND  
FUEL YARD FACILITY

**WHEREAS**, Senate Bill 1 (SB1), the Road Repair and Accountability Act 2017, establishing the State of Good Repair (SGR) program to fund eligible transit maintenance, rehabilitation and capital project activities that maintain the public transit system in a state of good repair; and

**WHEREAS**, the Fresno County Rural Transit Agency (FCRTA) is an eligible project sponsor and may receive and distribute State Transit Assistance – State of Good Repair funds to eligible project sponsors (local agencies) for eligible transit capital projects;

**WHEREAS**, the FCRTA distributing SGR funds to eligible project sponsors (local agencies) under its regional jurisdiction; and

**WHEREAS**, the FCRTA concurs with and approves the attached project list for the State of Good Repair Program funds; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors hereby approves the SB1 State of Good Repair Project List for FY 2023-24; 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 Certification and Assurances document and applicable statutes, regulations and guidelines for all SGR funded transit capital projects.

**NOW, THEREFORE, BE IT RESOLVED**, that the General Manager, Moses Stites is hereby authorized to submit a request for Scheduled Allocation of the SB1 State of Good Repair funds and to execute the related grant applications, forms and agreements.

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

Signed \_\_\_\_\_  
Alma Beltran, Chair

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 28th day of September 2023.

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

## RESOLUTION # 2023-18

**PROJECT DELIVERY SCHEDULES FOR FEDERAL TRANSPORTATION PROJECT SELECTION  
RESOLUTION SUPPORTING AND IMPLEMENTING TIMELY USE OF FUNDING**

**WHEREAS**, AB 1012 has been enacted into State Law in part to provide for the “timely use” of State and Federal funding; and

**WHEREAS**, the Fresno County Rural Transit Agency is able to apply for and receive Federal and State funding under the Federal Transportation Act;

**WHEREAS**, the Fresno County Rural Transit Agency desires to ensure that its projects are delivered in a timely manner to preclude the Fresno Region from losing those funds for non-delivery; and

**WHEREAS**, it is understood by the Fresno County Rural Transit Agency that failure for not meeting project delivery dates for any phase of a project may jeopardize federal or state funding to the Region; and

**WHEREAS**, the Fresno County Rural Transit Agency must demonstrate dedicated and available local matching funds; And

**NOW, THEREFORE, BE IT RESOLVED**, that the Fresno County Rural Transit Agency hereby agrees to ensure that all project delivery deadlines for all project phases will be met or exceeded.

**NOW THEREFORE, BE IT FURTHER RESOLVED**, that failure to meet project delivery deadlines may be deemed as sufficient cause for the Fresno Council of Governments Policy Board to terminate an agency’s project and reprogram Federal/State funds as deemed necessary.

**NOW THEREFORE, BE IT FURTHER RESOLVED**, that the Fresno County Rural Transit Agency Board does direct its staff to ensure all projects are carried out in a timely manner as per the requirements of AB 1012 and the directive of the Fresno County Rural Transit Agency Board.

**AGENCY BOARD DESIGNEE: MOSES STITES, GENERAL MANAGER**

Passed and approved this 28th day of September, 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 28th day of September, 2023.

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

**RESOLUTION # 2023-15**

**AUTHORIZATION FOR THE FCRTA GRANT APPLICATION TO THE CALTRANS SECTION 5310 PROGRAM**

**WHEREAS**, the FCRTA is an eligible project applicant and may receive funding from the State of California, Department of Transportation (Caltrans) Section 5310 program; and

**WHEREAS**, the FCRTA wishes to delegate authorization to execute these documents and any amendments thereto to the General Manager; and

**WHEREAS**, the FCRTA has prepared an Application in the amount of \$345,909 for the 5310 grant project of three 2022 Ford E-Transit 350 Electric Vans to replace three existing FCRTA vehicles; 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 State of California, Department of Transportation (Caltrans) Section 5310 program and any applicable statutes, regulations and guidelines for all State of California, Department of Transportation (Caltrans) 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 State of California, Department of Transportation (Caltrans) Section 5310 program, and implement the proposed 5310 grant project.

**AGENCY BOARD DESIGNEE: MOSES STITES, GENERAL MANAGER**

Passed and approved this 28th day of September, 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 28th day of September, 2023.

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



**RESOLUTION # 2023-16**

**AUTHORIZATION FOR THE FCRTA GRANT APPLICATION TO THE CALTRANS SECTION 5310 PROGRAM**

**WHEREAS**, the FCRTA is an eligible project applicant and may receive funding from the State of California, Department of Transportation (Caltrans) Section 5310 program; and

**WHEREAS**, the FCRTA wishes to delegate authorization to execute these documents and any amendments thereto to the General Manager; and

**WHEREAS**, the FCRTA has prepared an Application in the amount of \$183,812 for the 5310 grant project of operations funding for the Rural Transit Dial-a-Ride transit service; 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 State of California, Department of Transportation (Caltrans) Section 5310 program and any applicable statutes, regulations and guidelines for all State of California, Department of Transportation (Caltrans) 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 State of California, Department of Transportation (Caltrans) Section 5310 program, and implement the proposed 5310 grant project.

**AGENCY BOARD DESIGNEE: MOSES STITES, GENERAL MANAGER**

Passed and approved this 28th day of September, 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 28th day of September, 2023.

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