



**Tulare County Regional Transit Agency
AGENDA**

March 17, 2025

3:30 PM

**Meeting Location:
200 E. Center Avenue
Visalia, CA 93291**

NOTE: This meeting will allow the public to participate in the meeting via Microsoft Teams using the following link:

[Join the meeting now](#)

Meeting ID: 248 953 725 015

Passcode: p6Xz3s38

In compliance with the Americans with Disabilities Act and the California Ralph M. Brown Act, if you need special assistance to participate in this meeting, including auxiliary aids, translation requests, or other accommodations, or to be able to access this agenda and documents in the agenda packet, please contact the Tulare County Regional Transit Agency ("TCRTA") office at 559-623-0832 at least 3 days prior to the meeting. Any staff reports and supporting materials provided to the Board after the distribution of the agenda packet are available for public inspection at the TCRTA office.

- I. CALL TO ORDER, WELCOME, AND ROLL CALL**
- II. PLEDGE OF ALLEGIANCE**
- III. PUBLIC COMMENT**

**NOTICE TO THE PUBLIC
PUBLIC COMMENT PERIOD**

At this time, members of the public may comment on any item of interest to the public and within the subject matter jurisdiction of TCRTA but not appearing on this agenda. Under state law, matters presented under this item cannot be discussed or acted upon by the Board at this time. For items appearing on the agenda, the public is invited to make comments at the time the item comes up for Board consideration. Any person addressing the Board will be limited to a maximum of three (3) minutes so that all interested parties have an opportunity to speak with a total of fifteen (15) minutes allotted for the Public Comment Period. Speakers are requested to state their name(s) and address(es) for the record.

IV. CONSENT CALENDAR ITEMS:

All Consent Calendar Items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar. All items removed from the Consent Calendar for further discussion will be heard at the end of Action / Discussion Items.

Request Approval of the Consent Calendar Items

- A. Approve Minutes of February 24, 2025 (Pages 01-02)
- B. Information: Monthly Ridership Summary (Pages 03-04)
- C. Information: Financial Statement (Pages 05-06)
- D. Action: Approve Resolution 2025-005 MOU Between TCRTA & CVRC for Transportation Services (Pages 07-26)

V. ACTION/ DISCUSSION ITEMS:

- A. Action: Reschedule April Board Meeting (April 22, 2025)
- B. Information: Update on Transit Agency's Regional Collaboration Efforts (Pages 27-29)
- C. Action: Approve Resolution 2025-007 Microtransit Service Changes and Microtransit Pilot Target Metrics (Pages 31-38)
- D. Action: Approve Resolution 2025-006 TCAG SB125 Supplemental Agreement- Microtransit Operating Assistance (Pages 39-46)
- E. Action: Approve Resolution 2025-008 Peak Transit Software License Agreement (Pages 47-50)

VI. OTHER BUSINESS:

- A. Requests from Board Members for Future Agenda Items
- B. Director's Report

VII. ADJOURN:

The next regularly scheduled Tulare County Regional Transit Agency (TCRTA) Board meeting will be **Monday, April 21, 2025, and will take place at 3:30 pm** at the Tulare County Regional Transit Agency (TCRTA), 200 E. Center Avenue, Visalia, CA 93291.

TULARE COUNTY REGIONAL TRANSIT AGENCY

BOARD OF DIRECTORS

ALTERNATE

AGENCY

Maribel Reynosa – Vice Chair	Kuldip Thusu	City of Dinuba
Vicki Riddle	Frankie Alves	City of Exeter
Greg Gomez	Armando Hinojosa	City of Farmersville
Misty Villarreal	Joe Soria	City of Lindsay
Terry Sayre	Patrick Isherwood	City of Tulare
Jose Martinez	Rudy Mendoza	City of Woodlake
Larry Micari - Chair	Amy Shuklian	County of Tulare
Vacant	Vacant	Tule River Tribe

EX OFFICIO MEMBERS

Georgina Landecho, CalVans
Liz Wynn, TCAG Public Transit Representative

TCRTA STAFF

Derek Winning, TCRTA Interim Executive Director
Melissa Cashen, TCRTA Interim Finance Manager
Vacant, TCRTA Transit Planning Manager
Olivia Forte, TCRTA Transit Analyst
Clayton Landis, TCRTA Transit Analyst
Vacant, TCRTA Transit Analyst
Vacant, TCRTA Accountant
Ashlee Compton, TCRTA Administrative Clerk II
*Thomas Degn, County Counsel

TCRTA
200 E. Center Avenue
Visalia, CA 93291
Phone: (559) 623-0832
www.gotcrta.org

Tulare County Regional Transit Agency (TCRTA)
2025 Board Meeting Schedule

Date	Location
January 27, 2025*	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
February 24, 2025*	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
March 17, 2025	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
April 21, 2025	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
May 19, 2025	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
June 16, 2025	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
July 21, 2025	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
August 18, 2025	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
September 15, 2025	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
October 20, 2025	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
November 17, 2025	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291
December 15, 2025	Tulare County Regional Transit Agency 200 E Center Ave., Visalia, CA 93291

The TCRTA Board meets at 3:30 pm. Most meetings fall on the third Monday of each month. Meeting dates with asterisks have been changed due to holidays and/or calendar conflicts.

Meetings will be held at the location noted above for each month, unless otherwise noted in that month's agenda.

**Tulare County Regional Transit Agency
Board Meeting Minutes
February 24, 2025, 2024, 3:30 p.m.**

Members Present: Riddle, Villarreal, Sayre, Martinez, Micari

Members Absent: Reynosa, Gomez

Non-Voting Alternates:

Ex Officio Present:

Staff Present: Derek Winning, Melissa Cashen, Olivia Forte, Ashlee Compton

Counsel Present: Thomas Degn

***Board member attended online or due to emergency or just cause.**

I. CALL TO ORDER:

Chair Micari called the meeting to order at 3:34 p.m.

II. PLEDGE OF ALLEGIANCE:

Led by Chair Micari

III. PUBLIC COMMENT:

None

IV. CONSENT CALENDAR ITEMS:

All Consent Calendar Items are considered routine and will be enacted in one motion. There will be no separate discussion of these matters unless a request is made, in which event the item will be removed from the Consent Calendar. All items removed from the Consent Calendar for further discussion will be heard at the end of Action / Discussion Items.

Request Approval of the Consent Calendar Items

A. Approve Minutes of January 27, 2025

B. Ratify Approvals Made Prior to Oath of Office

C. Information: Monthly Ridership Summary

D. Information: Financial Statement

M: Martinez

S: Riddle

Notes:

V. ACTION/ DISCUSSION ITEMS:

A. Action: Approve Resolution 2025-002 TCRTA Passenger Code of Conduct

M: Martinez

S: Villarreal

Notes:

B. Action: Approve Resolution 2025-003 TCRTA Drug and Alcohol Policy

M: Sayre

S: Martinez

Notes:

- C. Accident Reporting Flowchart
Notes: None

- D. Action: Approve Resolution 2025-004 City of Tulare Bus Shelter
M: Martinez
S: Riddle
Notes

E. **CLOSED SESSION ITEMS:**

It is the intention of the Board of Directors to meet in closed session concerning:

- A. § 54956.9(d) (1) – Pending Litigation
City of Porterville v. TCRTA
Tulare County Superior Court Case No. VCU312913

Report: Nothing to Report

F. **OTHER BUSINESS:**

- A. Requests from Board Members for Future Agenda Items

Notes:

- B. Director's Report

Notes: Chair Micari mentioned a public comment made at the TCAG meeting. The board discussed the comment and gave direction for TCRTA to work with the City of Porterville and Visalia. There was mention of City of Exeter to be added to the Micro transit pilot and to share a van for Tulare Micro transit.

G. **ADJOURN:**

The meeting adjourned at 4:13 p.m. Chair Micari confirmed the next scheduled meeting of the Tulare County Regional Transit Agency (TCRTA) Board of Directors will be held on **Monday, March 17, 2025, and will take place at 3:30 PM.** at the Tulare County Regional Transit Agency (TCRTA), 200 E. Center Avenue, Visalia, CA 93291.

**AGENDA ITEM IV-B
Ridership Summary Report (FY 24-25)**



	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	ANNUAL	Comments
OPERATING DAYS														
Weekday	22	22	20	23	18	19	21	19	21	22	21	21	249	
Saturday	4	5	4	4	5	4	4	4	5	4	5	4	52	
Sunday	4	4	5	4	6	7	5	5	5	3	4	5	57	
TOTAL OPERATING DAYS	30	31	29	31	29	30	30	28	31	29	30	30	358	
FIXED ROUTE RIDERSHIP														
Dinuba: D1	709	595	549	666	504	686	589	694					4,992	D1/D3 service uses 1 bus
D2	670	693	678	966	740	659	468	662					5,536	D2/D4 service uses 1 bus
D3	196	258	259	432	311	192	148	92					1,888	D1/D3 service uses 1 bus
D4	421	702	608	711	471	322	329	259					3,823	D2/D4 service uses 1 bus
(Dinuba Connection) DC	198	1,174	1,318	1,318	1,201	574	852	1,207					7,842	Reduced service during Summer (May-August)
Dinuba Totals	2,194	3,422	3,412	2,411	3,227	2,433	2,386	2,914	0	0	0	0	22,399	
Tulare: T1	1,630	1,649	2,321	2,156	1,905	1,426	1,629	2,086					14,802	
T2	1,849	1,757	2,470	2,411	1,836	1,788	2,060	1,798					15,969	
T3	1,719	1,763	2,261	2,519	2,133	1,928	2,114	2,087					16,524	
T4	3,122	2,376	2,596	2,485	3,052	2,820	2,816	2,695					21,962	
T5	2,068	1,793	1,801	1,761	1,885	1,480	1,821	1,845					14,454	
T6	1,006	1,439	1,636	1,944	1,212	970	1,420	1,501					11,128	
(Tulare) 11X	1,721	2,266	2,570	3,280	2,941	2,645	3,283	2,879					21,585	
Tulare Totals	13,115	13,043	15,655	16,556	14,964	13,057	15,143	14,891	0	0	0	0	116,424	
Commuter: C10	2,483	3,508	3,677	4,498	3,873	3,642	3,915	3,957					29,553	
C20	1,514	1,643	1,819	1,871	1,717	1,663	1,628	1,489					13,344	
C30	2,387	2,284	3,204	3,338	3,769	3,166	3,171	3,424					24,743	
C40	2,274	2,963	2,862	3,165	2,957	2,887	4,046	3,764					24,918	
C70	49	49	55	37	45	69	70	91					465	Service only runs M-F; C70-C90 service uses 1 bus
C80	57	62	82	46	82	84	73	73					559	Service only runs M-F; C70-C90 service uses 1 bus
C90	213	330	550	545	391	415	348	494					3,286	Service only runs M-F; C70-C90 service uses 1 bus
County Totals	8,977	10,839	12,249	13,500	12,834	11,926	13,251	13,292	0	0	0	0	96,868	
Tule River Tribe (TR)	59	56	36	45	49	55	61	41					402	Service reinstated on April 1, 2024
TOTAL RIDERSHIP	24,345	27,360	31,352	32,512	31,074	27,471	30,841	31,138	0	0	0	0	236,093	
PARATRANSIT RIDERSHIP														
Dinuba	71	89	94	121	124	113	103	98					813	
Lindsay	33	68	38	40	56	50	46	55					386	
Tulare	220	360	366	483	400	376	381	302					2,888	
Woodlake	102	218	233	251	175	163	163	145					1,450	
County	97	43	63	88	65	82	93	77					608	
TOTAL RIDERSHIP	523	778	794	983	820	784	786	677	0	0	0	0	6,145	Service commingled with Microtransit
MICROTRANSIT RIDERSHIP														
Dinuba	239	285	268	364	312	340	327	293					2,428	
Farmersville	29	51	67	79	23	24	43	32					348	
Lindsay	49	70	87	87	97	62	83	106					641	
Tulare	160	361	357	517	506	421	511	516					3,349	
Woodlake	38	41	35	55	81	144	109	88					591	
County	163	202	237	307	253	230	225	267					1,884	
Visalia	123	366	488	663	395	200	256	254					2,745	
TOTAL RIDERSHIP	801	1,376	1,539	2,072	1,667	1,421	1,554	1,556	0	0	0	0	11,986	Service commingled with Paratransit
Rider Account Creations	420	423	369	314	276	226	236	247					2,511	

Note: All data in this report is preliminary. Totals will be validated at the end of the fiscal year.

**AGENDA ITEM IV-B
Ridership Summary Report (FY 24-25)**

Service Provided by Visalia Transit

FIXED ROUTE RIDERSHIP													
Exeter Boardings (Route 9)	734	72	733	907	698	934	984	750					5,812
TOTAL EXETER RIDERSHIP	734	72	733	907	698	934	984	750	0	0	0	0	5,812
Farmersville Boardings (Route 9)	487	121	688	895	887	831	1,134	589					5,632
Farmersville Boardings (Route 12)	459	629	514	399	427	571	419	570					3,988
TOTAL FARMERSVILLE RIDERSHIP	946	750	1,202	1,294	1,314	1,402	1,553	1,159	0	0	0	0	9,620
DIAL-A-RIDE RIDERSHIP													
Trips from Exeter	117	61	84	168	110	69	69	65					743
Trips to Exeter	117	77	83	173	119	73	79	70					791
TOTAL EXETER RIDERSHIP	234	138	167	341	229	142	148	135	0	0	0	0	1,534
Trips from Farmersville	78	38	32	64	63	24	27	20					346
Trips to Farmersville	74	36	29	67	64	23	29	20					342
TOTAL FARMERSVILLE RIDERSHIP	152	74	61	131	127	47	56	40	0	0	0	0	688

Tulare County Regional Transit Agency

AGENDA ITEM IV-C

March 17th, 2025

Prepared by Melissa Cashen, Interim Finance Manager

SUBJECT:

Action: Receive and File Preliminary Financial Statement as of February 28th, 2025.

BACKGROUND:

The following Preliminary Financial Statement as of January 31st, provides February's Revenues and Expenses compared to the Fiscal Year 2024-20245 Budget.

DISCUSSION:

This Financial Statement for February 28th, 2025, is preliminary, as the Fiscal Year 2024-2025 is closing, and other accruals are pending.

RECOMMENDATION:

That the Tulare County Regional Transit Agency Board of Directors receive and file the Preliminary Financial Statement as of February 28th, 2025.

FISCAL IMPACT:

None

ATTACHMENTS:

1. Preliminary Financial Statement for February 28th, 2025.

TCRTA
Operating Budget
Revenue and Expenditures FY 24-25

	24-25 Budget Operations		February		Year to Date
Revenues					
4801 Interest		\$	-	\$	184,375.11
5054 State-Other	8,904,699	\$	-	\$	3,207,522.00
5700 Fed-Other	8,625,210	\$	3,241,000.00	\$	4,851,457.00
5835 Other Revenue	1,087,500	\$	6,107.28	\$	26,950.83
5873 Public Transit Passenger Fares	450,000	\$	36,905.10	\$	526,273.34
	<u>19,067,409</u>	<u>\$</u>	<u>3,284,012.38</u>	<u>\$</u>	<u>8,796,578.28</u>
Expenses					
6001 Salaries	1,096,498	\$	35,185.14	\$	608,272.92
Total Salaries & Benefits	<u>1,096,498</u>	<u>\$</u>	<u>35,185.14</u>	<u>\$</u>	<u>608,272.92</u>
7000 Services & Supplies	1,470	\$	-	\$	-
7005 Communications(IT,Telephone,Radio)	47,553			\$	19,254.40
7010 Insurance (Liab&Auto)	159,356	\$	3,750.86	\$	3,750.86
7021 Maint-Equip	24,587			\$	373,726.52
7024 Maint-Blds	73,295	\$	14,766.00	\$	19,059.46
7036 Office Expense	19,793	\$	1,013.25	\$	24,212.22
7040 Courier	5,680	\$	-	\$	-
7043 Professional & Spec	17,084,878	\$	586,450.80	\$	12,656,061.93
7062 Rent & Lease	31,415	\$	1,680.00	\$	22,222.20
7066 Spec Dept Exp	283,592	\$	68,627.38	\$	611,942.14
7073 Training	5,850	\$	-	\$	1,035.44
7074 Transportation & Travel	17,930	\$	58.14	\$	4,291.30
7081 Utilities	240,099	\$	13,886.50	\$	271,084.26
	<u>17,970,911</u>	<u>\$</u>	<u>690,232.93</u>	<u>\$</u>	<u>14,012,490.73</u>
Total Budget	<u>19,067,409</u>	<u>\$</u>	<u>725,418.07</u>	<u>\$</u>	<u>14,620,763.65</u>
Net Profit(loss)	0	\$	2,558,594.31	\$	(1,576,701.46)

Tulare County Regional Transit Agency

AGENDA ITEM IV-D

March 17, 2025

Prepared by Derek Winning, TCRTA Staff

SUBJECT:

Action: Adoption of Resolution 2025-005 MOU Between TCRTA & CVRC for Transportation Services

BACKGROUND:

TCRTA initiated a microtransit pilot sponsored by the Tulare County Association of Governments (TCAG) that commenced on April 1, 2024 for the North County Zone and expanded on July 1, 2024 for the Tulare and South County Zones. TCRTA is working with its regional partners to coordinate microtransit within the Visalia and Porterville Metro Areas to improve mobility within the region and provide door-to-door access to destinations on-demand utilizing the VIA software application platform.

TCRTA is in discussions with several health care and social service providers to provide regular transportation for their clients to access appointments and other important services. The utilization of microtransit by social service and healthcare providers was anticipated as a potential generator of ridership for the microtransit pilot and beyond, TCRTA is currently in discussions with Central Valley Regional Center (CVRC), Altura Centers for Health, and Tulare County Health and Human Services (HHSA) to provide transportation services for their clients.

DISCUSSION:

TCRTA and CVRC have developed and reviewed an MOU for Transportation Services that will allow CVRC direct access to the TCRTA VIA VOC software platform to schedule rides on behalf of their clients. VIA has recently updated their platform to allow for 3rd party direct access and CVRC is the first healthcare provider to take advantage of the convenience on behalf of their clients.

The VIA VOC platform will allow CVRC client rides to be tagged for their billing purposes and CVRC will be charged a discounted rate of \$3 per one-way trip for rides booked directly through the TCRTA VOC. TCRTA has agreed to invoice CVRC on a monthly basis for the fares associated with their client's trips. This is intended to make it easier for CVRC clients to access healthcare and other services as microtransit trips can be booked by the case worker at the time the appointment for services is set. The client will be picked up and dropped off without the need to book the trip nor provide payment for fares.

RECOMMENDATION:

Adoption of Resolution 25-005 Approve MOU between TCRTA and CVRC for Transportation Services

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. MOU between TCRTA and CVRC for Transportation Services
2. Resolution 2025-005 Approve MOU TCRTA between CVRC for Transportation Services

**MEMORANDUM OF UNDERSTANDING (MOU)
BETWEEN THE TULARE COUNTY REGIONAL TRANSIT AGENCY AND
CENTRAL VALLEY REGIONAL CENTER
FOR TRANSPORTATION SERVICES**

This Memorandum of Understanding (hereinafter referred to as “MOU”) is made and entered into by and between the Tulare County Regional Transit Agency (“TCRTA”), a joint powers authority organized by its members under the Joint Exercise of Powers Act, and Central Valley Regional Center (“CVRC”), a California Non-Profit Corporation, TCRTA and CVRC is each a “Party” and collectively “Parties” to this MOU.

RECITALS

WHEREAS, TCRTA is a public transit operator formed and organized by the Joint Powers Agreement, dated August 11, 2022, by and among the County of Tulare and the Cities of Dinuba, Exeter, Farmersville, Lindsay, Tulare, and Woodlake to provide public transportation services within the jurisdictions of and on behalf of its member agencies, hereinafter referred to “TCRTA Area”; and

WHEREAS, TCRTA uses a proprietary software application called VIA VOC to assist its customers in scheduling rides in advance or on-demand; and

WHEREAS, CVRC is an premier and essential health care provider in Tulare County; and

WHEREAS, the Parties desire to coordinate efficient transportation services within the TCRTA Area of operations; and

WHEREAS, the Parties have mutually negotiated this MOU.

NOW THEREFORE, and in consideration of the foregoing and of the mutual promises herein expressed, and intending to be legally bound thereby, the Parties do mutually agree as follows:

1. **Purpose**. The purpose of this MOU is to operate coordinated and efficient transportation services within the TCRTA Area, and establish terms and conditions under which the Parties will provide these services.

2. **Term of MOU**. This MOU is effective upon execution of both parties and shall remain in full force and effect for three years unless earlier terminated under section 7 of this MOU or the term is extended by written modification in accordance with the provisions of section 7 of this MOU.

3. **TCRTA Obligations**. TCRTA shall:

A. Perform transportation services at the request of CVRC as set forth in Exhibit A.

- B. Prepare and submit monthly transportation data as set forth in Exhibit B.
 - C. Maintain a Customer Service Representative (CSR) as set forth in Exhibit C, Customer Service Representative.
 - D. Require that all vehicles used in the performance of this Agreement meet or exceed the requirements established in Exhibit D, Transportation Vehicle Standards.
 - E. Ensure Driver Expectations are met as set forth in Exhibit E, Driver Standards and Expectation.
 - F. Comply with the requirements established in Exhibit F, Transportation Performance Standards.
 - G. Ensure that services available to CVRC are comparable to services the general public receives.
 - H. Provide CVRC access to the TCRTA's VIA software application to allow CVRC to schedule trips for its clients in advance or on-demand.
 - I. Provide CVRC training on TCRTA's VIA software application.
 - J. Provide VIA software application access at no cost to CVRC.
 - K. Invoice CVRC the current passenger fare for each transportation service(s) performed in preceding month.
 - L. Leverage and coordinate efforts with other funding sources and programs, including but not limited to, local, state, federal.
 - M. Establish linkage with community programs to coordinate activities with existing programs serving the TCRTA Area and surrounding communities and to minimize or avoid duplicate efforts and fragmentation of services.
4. **CVRC Obligations.** CVRC shall:
- A. Manage transportation eligibility of CVRC clients.
 - B. Utilizing the TCRTA's VIA software application, arrange transportation from origin to destination and return trips for CVRC clients.

C. Communicate to CVRC clients trip information.

D. Compensate TCRTA the passenger fare for each transportation service(s) performed in preceding month.

5. **Indemnity**. TCRTA and CVRC shall hold harmless, and indemnify the other Party and its respective governing board, officers, directors, employees, authorized agents, contractors or subcontractors from and against any and all claims, damages, losses, liabilities, costs, and expenses (including reasonable attorney's and expert witness fees and costs) that arise out of or as a result of any negligent act or omission or willful misconduct of the indemnifying Party or its governing board, officers, directors, employees authorized agents, contractors or subcontractors in carrying out the indemnifying Party's obligations under this Agreement, except to the extent that such expense, liability or claim is proximately caused by the negligence or willful misconduct of the Party indemnified or its governing board, officers, directors, employees, authorized agents, contractors or subcontractors.

6. **Insurance**. TCRTA shall maintain a general liability insurance policy through its service provider Transdev. This insured status will cover all liabilities arising from the activities performed under this Memorandum of Understanding (MOU). Each party shall ensure that insurance coverage is sufficient to meet any potential claims, damages, or losses arising from their respective responsibilities under this MOU. Proof of this insurance shall be provided upon execution of the MOU and maintained for the term of the agreement.

7. **General Provisions**

A. **Termination**. This MOU may be terminated upon 30 days' written notice by either party.

B. **Notices**. All notices provided for or permitted under this MOU must be in writing and delivered either by personal service, by first-class United States mail, by an overnight commercial courier service, or as a PDF attachment to an email sent to the addresses provided below:

TCRTA
Attn: Derek Winning
Executive Director
200 E Center Avenue.
Visalia, CA 93291

CVRC
Attn: Joshua Carrillo
Chief Operating Officer
5441 W. Cypress Ave.
Visalia, CA 93277

Email: dwinning@tularecag.ca.gov

Email: jcarrillo@cvrc.org

Any Party may change its address for receipt of notice by providing notice of that change as provided in this subsection 7.B. Notice is effective as follows:

- i. A notice delivered by personal service is effective upon service to the recipient.
- ii. A notice delivered by first-class United States mail is effective three business days after deposit in the United States mail, postage prepaid, addressed to the recipient.
- iii. A notice delivered by an overnight commercial courier service is effective one business day after deposit with the overnight commercial courier service, delivery fees prepaid, with delivery instructions given for next day delivery, addressed to the recipient.
- iv. A notice delivered by email is effective when sent, if the email is sent between the hours of 8:00 am and 5:00 pm on a business day. If sent outside the hours of 8:00 am and 5:00 pm on a business day, a notice delivered by email becomes effective on the first business day following.

C. **Amendments.** Either party may request changes to this MOU. Any changes, modifications, revisions or amendments to this MOU which are mutually agreed upon by and between the parties to this MOU shall be incorporated by written instrument, and effective when executed and signed by all parties to this MOU.

D. **Applicable Law and Venue.** The construction, interpretation and enforcement of this MOU shall be governed by the laws of the State of California. The courts of the State of California shall have jurisdiction over any action arising out of this MOU and over the parties, and the venue shall be the Tulare County, California.

E. **Entirety of Agreement.** This MOU represents the entire and integrated agreement between the Parties and supersedes all prior negotiations, representations and agreements, whether written or oral.

F. **Binding MOU.** This MOU is binding upon and shall inure to the benefit of any successors or assigns of the Parties.

G. **No Waiver of Claims Act.** For all claims arising from or related to this MOU, nothing in this MOU establishes, waives, or modifies any claims presentation requirements or procedures provided by law, including the Government Claims Act (Division 3.6 of Title 1 of the Government Code, beginning with section 810).

H. **Interpretation.** If any part of this MOU is found by a court of competent jurisdiction to be unlawful or otherwise unenforceable, the balance of this MOU remains in full force and effect, and the Parties shall make best efforts to replace the unlawful or unenforceable part of this MOU with lawful and enforceable terms intended to accomplish the Parties' original intent.

I. **Section Headings.** Section headings are provided for convenience only and are not part of this MOU.

J. **No Third-Party Beneficiaries.** This MOU does not and is not intended to create any rights or obligations for any person or entity except for the Parties.

K. **Authority.** Each Party represents and warrants that the individual signing this MOU is duly authorized to do so and their signature on this MOU legally binds that Party to the terms of this MOU.

L. **Counterparts.** This MOU may be signed in counterparts, each of which is an original, and all of which together constitute this MOU.

(Signatures page follows)

IN WITNESS WHEREOF, the Parties hereto have executed this MOU the _____ day of _____, 2025.

TCRTA

Larry Micari

Board Chair

CVRC

Joshua Carrillo

Chief Operating Officer

Exhibit A – Transportation Services / Fare Schedule

TCRTA Shall:

A. Make available a variety of modes of transportation, with discounted pricing, including:

i. Bus passes, tickets, or fares:

Local Fixed Routes

Fare \$0.75

Day Pass \$1.50

7-Day Pass \$5.00

Commuter Routes

Fare \$1.00

Day Pass \$3.00

7-Day Pass \$8.00

T-PASS monthly pass \$35.00

ii. **ADA Paratransit services (Advanced Booking):**

\$3.00 per one-way trip (per person)

iii. **On-Demand Microtransit Services:**

\$3.00 per one-way trip (per person)

Exhibit B – Reporting Requirements

TCRTA shall:

- A. Document all transportation activities and operations.
- B. Notify CVRC within one (2) hours of an incident involving a client.
- C. Notify CVRC within one (2) hours of a vehicle accident involving the transport of client.
- D. Provide monthly transportation data by the tenth (10th) day of the month following the month of service, and include the following:
 - a. Number of trips performed
 - b. Number of passengers
 - c. Percentage of completed trips
 - d. Percentage of on-time performance.

Exhibit C – Customer Service Representative

TCRTA shall:

- A. Receive and process all requests for transportation services for CVRC.
- B. Manage overall day-to-day operations necessary for the delivery of cost-efficient, appropriate transportation services.
- C. Maintain appropriate records and system of accountability to report to CVRC.
- D. Provide a local phone number for scheduling a trip when the VIA software application is not accessible.
- E. Provide customer services that are professional, prompt, courteous, customer-friendly, and responsive to clients.
- F. Promptly answer telephone calls during normal business hours.
- G. Have diverse staff representative of, or consistent with, the demographic pattern of the service region to the extent possible.
- H. Have personnel policies that conform to all federal and state statutes and ordinances.
- I. Remove any employees who have acted unprofessionally from further contact with CVRC clients.

Exhibit D – Transportation Vehicle Standards

TCRTA shall:

- A. Ensure that CVRC clients received transportation services that are safe and reliable.
- B. Require that all vehicles used in the transport of CVRC clients, meet or exceed the following regulations and safety standards:
 - a. Licensing requirements of the California Highway Patrol (CHP);
 - b. Regulations of the Americans with Disabilities Act (ADA);
- C. Require that vehicle which fails to meet the standards:
 - a. Be immediately removed from service; and
 - b. Be re-inspected before they are eligible to be used to provide transportation services for clients under this MOU, for the specific mode for which they were removed.
- D. Provide CVRC with a preliminary schedule of inspections within the first thirty (30) days of the MOU's start date and by July 1 thereafter.
- E. Inspect all vehicles to ensure that all regulatory requirements are met prior to their initial use under this MOU.
- F. All vehicles used in the performance of this MOU shall meet or exceed the following requirements, and at a minimum shall have:
 - a. Two-way communication system;
 - b. Electronic devise capable of providing a digital driver's manifest and digital communication with dispatch and clients;
 - c. Climate control system adequate for the heating and ventilation needs of both the driver and passengers.
 - d. Functioning, clean, and accessible seat belts for each passenger seat position.
 - e. Functioning door handles on all doors;
 - f. An accurate speedometer and odometer;

- g. Functioning interior light(s) within the passenger compartment;
- h. Adequate sidewall and ceiling coverings;
- i. Two exterior side view mirrors, one on each side of the vehicle;
- j. One interior mirror for monitoring the passenger compartment;
- k. Clean exteriors that are free of broken mirrors or windows, excessive grime, rust, chipped paint or major dents that detract from the overall appearance of the vehicle;
- l. Clean interiors that are free from torn upholstery or floor covering, damaged or broken seats, protruding sharp edges and free of dirt, oil, grease, or litter;
- m. Wheelchair or personal mobility device securement system;
- n. Capability of securing child safety seats that meet applicable state and federal guidelines.

Exhibit E – Driver Standards and Expectations

TCRTA shall ensure that all drivers:

- A. Act in a professional manner at all times, and are appropriately licensed, qualified, competent, and courteous.
- B. Protect client confidentiality, avoid offensive language/topics, maintain an appropriate professional relationship, and treat clients with respect;
- C. Wear proper uniform that includes TCRTA logo;
- D. Be clean and maintain a neat appearance at all times;
- E. Exit the vehicle to open and close vehicle doors when passengers enter or exit the vehicle;
- F. Identify and announce their presence at the specified pick-up location. If a curbside pick-up is not apparent or appropriate drivers shall announce their presence to facility staff;
- G. Assist the passengers in being seated, including the fastening of the seat belt when necessitated by the client's condition or if requested;
- H. Confirm, prior to allowing any vehicle to proceed that:
 - i. Passengers are properly secured by their seat belts
 - ii. Wheelchairs are properly secured to the vehicle
 - iii. Passengers in wheelchairs are properly secured to their chairs
- I. Provide an appropriate level of assistance to clients when requested, as noted in the client's file, or when necessitated by the clients by the client's mobility status and personal condition, including:
 - i. Curb-to-curb
 - ii. Door-to-door
- J. Drivers or driver's assistants shall not:
 - i. Make sexually implicit or explicit comments, or solicit sexual favors, or engage in

sexual activity.

- ii. Respond to or encourage a passenger's sexually implicit or explicit comments, or solicitation of sexual favors, or attempted engagement in sexual activity.
- iii. Solicit or accept controlled substances, alcohol, or medications from clients or passengers.
- iv. Solicit or accept money or other items of value from clients or passengers.
- v. Use alcohol, narcotics, or controlled substances, or be under their influence while on duty. Prescribed medication or other substances which have the potential to adversely affect job performance can be used by a driver as long as:
- vi. Eat food or consume any beverage, other than water in a closed container, while operating the vehicle or while involved in client assistance.
- vii. Give food or beverages to clients.
- viii. Smoke in the vehicle.
- ix. Wear any type of headphones while on duty.
- x. Be responsible for passenger's personal items.
- xi. Attempt to influence or restrain clients, their families/Guardians, or medical providers from making complaints or reports regarding transportation. This includes refusing to give contact information.
- xii. Attempt to influence clients, their families/Guardians, or medical providers to obtain additional business.

K. Drivers have a valid driver's license.

L. Each driver performing transportation services under this Agreement receives the following recommended training in addition to the required training:

- i. Passenger assistance training;
- ii. Fire suppression;
- iii. Defensive driving.

Exhibit F – Transportation Performance Standards

TCRTA shall comply with the transportation performance standards as presented in this exhibit.

1. Pickup Wait Time

The average waiting time for a scheduled pickup going to an Appointment shall not exceed thirty (30) minutes for urban areas and sixty (60) minutes for rural areas. Actual waiting time shall be thirty (45) minutes and ninety (90) minutes or less respectively. A client, under no circumstances, shall arrive more than thirty (30) minutes prior to Appointments, unless this is done at the client's request.

2. Drop-off Time

The TCRTA shall ensure clients arrive on-time for their Appointments. The TCRTA shall ensure that clients are not delayed in arriving at a medical Appointment due to a delay caused by either the TCRTA or a subcontractor provider.

3. Return Trip Wait Time

The average waiting time for a scheduled return trip, after an Appointment, shall not exceed forty-five (45) minutes.

4. On-Demand Microtransit

On-Demand trips are not held to the standards listed above. Clients choosing On-Demand services shall be directly notified by the TCRTA of the possibility of significantly longer wait times. On-Demand trips, being immediate in nature, may result in the availability of fewer resources.

5. Trip Length

In normal driving conditions clients shall not remain in the vehicle for more than forty-five (45) minutes longer than the average travel time for transportation for an individual client using that mode, from the point of pick-up to the destination. The TCRTA shall require the dispatcher/provider to notify the TCRTA of any delay more than forty-five (45) minutes, the alternative schedule, and any alternate pick-up arrangements in these situations.

6. Exceptions

Exceptions to the above times may be made for trips with pick-up or destinations outside the client's local service region. Exceptions may be due to unusual situations such as exceptional distances in rural areas or other situations beyond the control of the TCRTA.

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**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY
ADOPTING MOU BETWEEN TCRTA AND CVRC FOR TRANSPORTATION SERVICES**

WHEREAS, TCRTA is a public transit operator formed and organized by the Joint Powers Agreement, dated August 11, 2022, by and among the County of Tulare and the Cities of Dinuba, Exeter, Farmersville, Lindsay, Tulare, and Woodlake to provide public transportation services within the jurisdictions of and on behalf of its member agencies; and

WHEREAS, TCRTA uses a proprietary software application called VIA VOC to assist its customers in scheduling rides in advance or on-demand; and

WHEREAS, CVRC is an premier and essential health care provider in Tulare County; and

WHEREAS, the TCRTA & CVRC desire to coordinate efficient transportation services within the TCRTA Area of operations; and

WHEREAS, CVRC will be provided access to the TCRTA VIA VOC to schedule microtransit rides for their clients; and

WHEREAS, TCRTA will charge \$3 per one-way microtransit trip and agrees to invoice CVRC monthly for services; and

WHEREAS, TCRTA will track and provide client trip data to CVRC; and

NOW, THEREFORE, BE RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, adopts the attached, “MOU between TCRTA & CVRC for Transportation Services”.

BE IT ADDITIONALLY RESOLVED that the Interim Executive Director is hereby authorized to sign the MOU between TCRTA & CVRC for Transportation Services.

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the 17th day of March 2025.

RESOLUTION: 2025-005

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____

Larry Micari
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2025-005 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 17th day March 2025.

Signed _____

Derek Winning
Interim Executive Director

Tulare County Regional Transit Agency

AGENDA ITEM V-B

March 17, 2025

Prepared by Derek Winning, TCRTA Staff

SUBJECT:

Information: Update on Transit Agency's Regional Collaboration Efforts

BACKGROUND:

The Tulare County Association of Governments (TCAG) hosts a regular monthly Transit Forum to discuss regional transit issues. Regional fare program and microtransit collaboration are ongoing topics of interest and concern. At the request of the TCRTA Board at their February Meeting, a Regional Transit Forum attended by TCRTA, the cities of Visalia & Porterville, and TCAG was organized to delve deeper into these issues to obtain a consensus and a plan of action. The Regional Transit Forum met on March 10, 2025 and has agreed to meet every two weeks to focus on improved collaboration and ultimately the development of MOUs that would provide policy and implementation guidance moving forward.

TCAG has also invited the three transit agencies to make a presentation on regional collaboration at its March 17th meeting.

DISCUSSION:

Regional Fare Free Proposal

The Transit Forum has discussed the possibility of having a regional fare free policy pilot program. Indeed, the City of Porterville has operated in FY 25 as a fare free system more so out of necessity as they were not able to reconfigure their fare collection equipment in time for resuming operations on July 1, 2024. The Transit Forum also invited the City of Clovis to present on their transit service, which has been fare free for several years.

TCAG has also submitted a Caltrans Sustainable Communities Grant to study the feasibility of a fare free system in the Tulare County Region. Although there are benefits to a fare free system, among them fare collection is quite onerous and costly. And fares are already heavily discounted for ADA riders, students, and military members that staff questions whether the "Net" revenue obtained is worth the costly effort to collect, count, and account for fare revenue which amounts to less than 10% of transit revenue. Fare free would also be of great benefit to our riders by lowering the barrier to fixed-route transportation services and thereby increasing mobility and accessibility. Under a fare

free program, premium transportation services like microtransit, V-Line, and Sequoia Shuttle would still charge fares for riders that utilize those services.

To date however, the transit agencies have yet to be able to identify a sustainable funding source to back fill the loss of fare revenue. There is also a concern over the loss of fare revenue from the successful COS Student Pass Program, Sheriffs/Probation department, and Health and Human Services (HHS). Also, there are other anticipated transit revenue concerns regarding reduced FTA funding and reduced Local Transportation Fund (LTF) related to the Best Buy Distribution settlement. In this reduced funding climate, the City of Porterville is likely to resume fare collection for FY 25/26. The transit agencies do not believe the timing is right to pursue a fare free system and would like to study the feasibility and identify the funding necessary to maintain the current system. There is a real possibility that there will need to be changes to service hours and elimination of poor performing routes due to FTA/LTF funding challenges.

Regional Fare Collection Methods – Mobile Payment and Ticketing

Regional fare collection has been an issue as our main fare equipment vendor GENFARE is a monopoly that is non-responsive and provides archaic technology and has yet to get our regional passes to be accepted on all providers systems nor are they able to provide an adequate mobile payment solution.

The Transit Agencies are recommending that we pursue a joint procurement for mobile payment and ticketing solution from modern platforms like Cal-ITP, Token Transit, and Masabi. These vendors provide mobile ticketing solutions at a fraction of the cost of the GENFARE equipment which will still be used by TCRTA to collect cash fares.

TCRTA Board at its September 2024 Meeting approved a Cal-ITP proposal for mobile ticketing, however the previous director did so without the proper regional collaboration. It is important that the three agencies utilize compatible hardware and software that enables transfers and passes to be accepted by all transit providers. TCRTA Staff have draft agreements with Cal-ITP vendors that have yet to be executed.

Ultimately, a joint procurement that produces a consensus on a mobile payment system provider is only way to ensure seamless transfers, T-Pass recognition, and consistent ridership data collection in the Tulare County Region moving forward.

Regional Microtransit Pilot – Visalia & Porterville Metro Areas

TCRTA currently transports riders into and out of destinations within the Visalia-Tulare Metro Area but does not transport within the City of Visalia. The City of Visalia anticipates launching its microtransit service in May of 2025. TCRTA, Visalia, and TCAG have envisioned a Visalia-Tulare Metro Area Zone that would enable a high level of mobility between the various communities. Discussions have centered around a one VIA app solution and seamless transportation from the perspective of the rider. Whereas, costs, data reporting (miles), and fares can be distributed to the agencies on the back end using VIA app reporting capabilities.

The idea would be that TCRTA and Visalia agree to supply the number of vans necessary to meet performance targets of an average 30 min pick up time and allow the app to determine which van performs the trip. This would provide the most cost effective service. City of Visalia would get credit for trips within its city limits and 50% of intercity trips. TCRTA would get credit for 50% of intercity trips. Riders would be picked up and dropped off at any location within the metro area. The key is to accurately determine the number of vans needed by each agency to accommodate this model. TCRTA Staff will also propose to increase its microtransit operating hours to match that of the City of Visalia 6:00 AM – 10:00 PM so that passengers would not be stranded.

The percent of trips associated with each agency can be monitored in real time and changes to the supply of vans can be adjusted accordingly. It is the supply of vans that ultimately determines the cost of service incurred by the transit agency. This approach should ensure that the minimum number of vans would be allocated to meet performance targets.

TCRTA currently transports riders into and out of the City of Porterville utilizing the Porterville Transit Center. The City of Porterville helped pioneer microtransit service in Central California several years ago and currently operates within the City of Porterville. Discussions have centered around allowing TCRTA to pick up and drop off at destinations within the City of Porterville but not necessarily interested performing trips outside their city limits. In that sense the Porterville Metro Area will likely differ from the Visalia-Tulare Zone. Discussions continue to progress and the idea is to improve rider access to destinations under a separate zone model. TCRTA Staff will like wise recommend that the hours of operation increase to match that of the City of Porterville 6:00 AM – 10:00 PM.

The Transit Agencies are committed to collaborating effectively to provide the best service for our riders and will work toward agreements that will implement Regional Fare Collection – Mobile Payment/Ticketing and that govern Microtransit Zones and Intercity Trips.

RECOMMENDATION:

Information and Discussion Only

FISCAL IMPACT:

N/A

ATTACHMENTS:

N/A

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Tulare County Regional Transit Agency

AGENDA ITEM V-C

March 17, 2025

Prepared by Derek Winning and Olivia Forte, TCRTA Staff

SUBJECT:

Action: Adoption of Resolution 2025-007 approving TCRTA Microtransit service changes and microtransit pilot target metrics.

BACKGROUND:

At the Board Meeting of October 21, 2024, Derek Winning, TCRTA’s Interim Executive Director, shared agency goals, including the “right-sizing” of microtransit service in line with the Board’s direction. Proposed service changes as a result of such efforts were launched November 20, 2024. These changes included removing intracity service in the City of Visalia; no other changes to the hours of operation or service areas were made. At the same time as service changes were adopted, target metrics designed to increase service productivity were also presented to the Board, with a scheduled review of their impact set for March 2025.

DISCUSSION:

Microtransit Service Performance Metrics

TCRTA Transport rides are offered based on vehicle availability in the service zone. Trips appear “unavailable” if rides cannot be dispatched within a set waiting period.

The practice of over-deploying vehicles inflates the cost of service per hour. As a remedy for low productivity, staff use two metrics to analyze performance and suggest service changes: 1) target average wait time and 2) vehicle allocation optimization in the different service zones. Target average wait times are under 30 minutes for urban areas and under 60 minutes for rural areas.

Implementing these measures affects target productivity, which is three passengers per hour for urban areas and two for rural areas. The table below shows the service period of July 2024 to November 2024, prior to the implementation of these metrics.

Former Microtransit Service Performance, July 2024-November 2024						
Service Zone	Promised Wait Time	Actual Avg Wait Time	Vehicle Allocation	Passengers per Hour	Annual Cost	Cost per Passenger
Dinuba/N. County	30 mins	8.2 mins	4	1.5	\$ 723,361.92	\$ 160.11
Woodlake	30 mins	9.1 mins	1	2	\$ 180,840.48	\$ 30.02
Tulare/S. County	30 mins	16 mins	7	1.3	\$ 1,265,883.36	\$ 323.29
Lindsay, Porterville Transit Center	30 mins	11.2 mins	2	1.1	\$ 361,680.96	\$ 109.16
Visalia-Tulare-Farmersville-Ivanhoe	30 mins	12.9 mins	4	1.1	\$ 723,361.92	\$ 218.33
			17		\$ 3,255,128.64	

Microtransit Performance Review, New Target Metrics, and Service Changes

At the meeting of November 18, 2024, the Board of Directors approved Resolution 2024-034 authorizing TCRTA staff to execute redeployment of microtransit and implement microtransit pilot target metrics (see below). Implementing the metrics as proposed results in an annual cost savings of \$1,446,723.84. These metrics were implemented starting November 20, 2024 and were set to be analyzed at the end of February 2025.

Proposed Service Performance with Metric Targets				
Service Zone	Target Average Wait Time	Vehicle Allocation	Target Passengers per Hour	Annual Cost
Dinuba/N. County	30 mins	2	3	\$ 361,680.96
Woodlake	30 mins	1	2	\$ 180,840.48
Tulare/S. County	30/60 mins	3+1 for intercity trips	3	\$ 723,361.92
Lindsay, Porterville Transit Center	60 mins	1	2	\$ 180,840.48
Peak Hour Back-Up	-	2	-	\$ 361,680.96
		10		\$ 1,808,404.80

After implementing the target metrics after the Board meeting of November 18, 2024, microtransit service performance yielded the following:

Actual Service Performance, November 2024-February 2025							
Service Zone	Target Average Wait Time	Actual Avg Wait Time	Vehicle Allocation	Target Passengers per Hour	Passengers per Hour	Annual Cost	Cost per Passenger
Dinuba/N. County	30 mins	12.5 mins	2	3	1.9	\$ 361,680.96	\$ 63.20
Woodlake	30 mins	10.4 mins	1	2	1.7	\$ 180,840.48	\$ 35.32
S. County	60 mins	50.5 mins	1	2	1.8	\$ 180,840.48	\$ 33.36
Lindsay, Porterville Transit Center	60 mins	21.2 mins	1	2	1.5	\$ 180,840.48	\$ 40.03
Tulare-Visalia Metro Area	30 mins	23.1 mins	2+1	3	1.5	\$ 542,521.44	\$ 120.08
Peak Hour Back-Up	-	-	2	-	-	\$ 361,680.96	-
			10			\$ 1,808,404.80	

Demonstrated in the table, the implementation of target average wait times and the optimization of vehicle allocation has resulted in higher service productivity (passengers per hour) for almost all zones. The cost per passenger has decreased for all but one zone. As intended, the target metrics have optimized service productivity by reducing the inefficiency of over-deploying without compromising service availability.

Based on these results, TCRTA staff recommend an adjustment to the vehicle allocation for Dinuba/N. County. Considering that the reallocation of vehicles from 4 to 2 has caused only a slight increase in average wait time (from 8.2 to 12.5 mins), an adjustment to reduce the vehicle allocation by another vehicle is predicted to further improve the area's service productivity, as well as reduce the annual cost of service.

TCRTA staff also propose an adjustment to the Tulare-Visalia Metro Area with the addition of areas including Exeter, Tooleville, Goshen, and Tagus Ranch. The expansion of this area will not require additional vehicles. Implementing the change in vehicle allocation to the Dinuba/N. County service area and the addition of travel-able locations to the Tulare-Visalia metro area will result in further reduced annual cost of service, with a total of \$180,840.48 saved (see table below).

Proposed Service Performance with Metric Targets, Spring 2025				
Service Zone	Target Average Wait Time	Vehicle Allocation	Target Passengers per Hour	Annual Cost
Dinuba/N. County	30 mins	1	3	\$ 180,840.48
Woodlake	30 mins	1	2	\$ 180,840.48
S. County	60 mins	1	2	\$ 180,840.48
Lindsay, Porterville Transit Center	60 mins	1	2	\$ 180,840.48
Tulare-Visalia Metro Area	30 mins	2+1	3	\$ 542,521.44
Peak Hour Back-Up	-	2	-	\$ 361,680.96
		9		\$ 1,627,564.32

RECOMMENDATION:

Adoption of Resolution 2025-007 approving TCRTA Microtransit service changes and microtransit pilot target metrics.

FISCAL IMPACT:

Reduction of additional and approximate \$45,210.00 in direct Transdev service costs applicable to FY 24/25 TCRTA Budget under line item 54. Professional and Specialized Expense (7043).

ATTACHMENTS:

1. Resolution 2025-007 TCRTA Microtransit service changes and Microtransit Pilot target metrics.

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**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY
ADOPTING TCRTA MICROTRANSIT
SERVICE CHANGES AND MICROTRANSIT PILOT TARGET METRICS**

WHEREAS, the Joint Powers Agreement, dated August 11, 2022, by and among the County of Tulare and the Cities of Dinuba, Exeter, Farmersville, Lindsay, Tulare, and Woodlake (each, a “Party” or “Member Agency”) hereafter called Tulare County Regional Transit Agency “TCRTA”; and

WHEREAS, the Tulare County Regional Transit Agency Board of Directors approved the provision of a regional microtransit (on-demand) expansion of services contingent on sufficient CMAQ funding for an initial three (3) year period on February 22, 2023; and

WHEREAS, the Board of Directors approved the Microtransit Service Changes to adjust the vehicle deployment of the service areas; and

WHEREAS, the Board of Directors approved the Microtransit Service Changes to target average wait times; and

WHEREAS, the Board of Directors conducted approved the Microtransit Service Changes to implement, adjust, and pursue performance metric targets in the form of 3 passengers per hour for urban zones and 2 per hour for rural zones and target average wait times of 30 minutes and 60 minutes respectively; and

NOW, THEREFORE, BE RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, hereby approves adjusted Microtransit Pilot performance metric targets for passengers per hour and average wait time.

BE IT ADDITIONALLY RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, does hereby adopt the following Microtransit Service Changes effective March 17, 2025:

The Microtransit Service Changes include the following service zones and parameters. NOTE: Riders can travel *within* designated zones, but not between zones.

Unchanged Zone: Tulare–South County

- Travel Parameters
Riders can travel within and between Tulare, Waukena, Tipton, Pixley, Earlimart, Alpaugh, Allensworth, and Richgrove. These are all areas where TCRTA currently provides paratransit services.
- Commingled Service
On-demand (microtransit) and paratransit riders and vehicles are pooled. ADA paratransit trips will be available to be booked by phone or via the app. Paratransit fares will remain \$3 for all eligible riders no matter how the ride is booked.
- Service Hours
Monday-Saturday 7:00 am to 7:00 pm
Sunday 8:00 am to 5:00 pm
- Fares (one-way)

General	\$5
Trips beginning/ending at a Transit Center	\$4
Paratransit	\$3 (requires verification)

Revised Service Area: Tulare-Visalia Metro Area

- Travel Parameters - Changed
Riders can travel between Visalia, Tulare, Farmersville, Exeter, Ivanhoe, Tooleville, Goshen, and Tagus Ranch.
- Service Hours
Monday-Saturday 7:00 am to 7:00 pm
Sunday 8:00 am to 5:00 pm
- Fares (one-way)

General	\$5
Trips beginning/ending at a Transit Center	\$4
Paratransit	\$3 (requires verification)

Unchanged Zone: Lindsay-Strathmore-Poplar (previously Lindsay-Porterville)

- Travel Parameters
Riders can travel within and between Lindsay, Strathmore, Cotton-Poplar, and to/from the Porterville Transit Center.
- Service Hours
Monday-Saturday 6:00 am to 10:00 pm
Sunday 8:00 am to 8:00 pm

RESOLUTION: 2025-007

- Fares (one-way)

General	\$5
Trips beginning/ending at a Transit Center	\$4
Paratransit	\$3 (requires verification)

Unchanged Zone: Woodlake

- Travel Parameters

Riders can travel within and between Woodlake and Elderwood.
- Service Hours

Monday-Saturday	7:00 am to 7:00 pm
Sunday	8:00 am to 5:00 pm
- Fares (one-way)

General	\$5
Trips beginning/ending at a Transit Center	\$4
Paratransit	\$3 (requires verification)

Unchanged Zone: Dinuba

- Travel Parameters

Riders can travel within and between Dinuba and North County, which includes Delft Colony, London, Traver, Monson, Calgro, Seville, Sultana, Orosi, Cutler, and Yettem.
- Service Hours

Monday-Saturday	7:00 am to 7:00 pm
Sunday	8:00 am to 5:00 pm
- Fares (one-way)

General	\$5
Trips beginning/ending at a Transit Center	\$4
Paratransit	\$3 (requires verification)

RESOLUTION: 2025-007

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the 17th day of March 2025.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____

Larry Micari
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2025-007 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 17th day of March 2025.

Signed _____

Derek Winning
Interim Executive Director

Tulare County Regional Transit Agency

AGENDA ITEM V-D

March 17, 2025

Prepared by Derek Winning, TCRTA Staff

SUBJECT:

Action: Adoption of Resolution 2025-006 approving TCAG TCRTA SB 125 Program Supplemental Agreement for Microtransit Pilot Operating Assistance

BACKGROUND:

In July 2023, the California State Legislature approved SB 125, which amended the Budget Act of 2023 to appropriate \$4 billion of General Fund to the Transit and Intercity Rail Capital Program (TIRCP) over the next two (2) years, as well as a total of \$1 billion from the Greenhouse Gas Reduction Fund (GGRF) and Public Transportation Account (PTA) over four (4) years to establish a new Zero-Emission Transit Capital Program (ZETCP). The program is administered by the California State Transportation Agency (CalSTA).

Tulare County Association of Governments (TCAG) is due to receive approximately \$56 million through the life of the program and has already received its first-year allocation of \$27,053,561. In the interest of allowing member agencies who are receiving SB 125 funds to proceed with their projects as quickly as possible, TCAG staff have drafted a master agreement for the use of SB 125 program funds that is modeled on the Measure R master agreement.

DISCUSSION:

SB 125 guidelines require submission of an Annual Report to CalSTA but provide regional transportation planning agencies (RTPAs) discretion regarding the administration of program funds. TCAG staff have therefore proposed to utilize a master agreement modeled on the Measure R master agreements with member agencies. The TCRTA Board approved the SB 125 Cooperative Agreement at its November 18, 2024, meeting.

This agreement will not have any force or effect on transit projects unless and until a project-specific Program Supplement to this Agreement has been fully executed by both the Authority and the Sponsor.

TCRTA Staff has included an SB 125 Supplemental Agreement for Microtransit Operating Assistance at \$5,931,560 for operating expenses from April 1, 2024, through June 30, 2025.

RECOMMENDATION:

Adoption of Resolution 2025-006 authorizing the TCRTA Interim Executive Director to sign the TCAG TCRTA SB 125 Program Supplemental Agreement.

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. TCAG TCRTA SB 125 Program Supplemental Agreement for Microtransit Operating Assistance
2. Resolution 2025-006 Approving TCAG TCRTA SB 125 Program Supplemental Agreement

SB 125 PROGRAM SUPPLEMENT TO COOPERATIVE AGREEMENT

TCAG Agreement No. _____

This Program Supplement (“Program Supplement”) is made and entered into on March 17, 2025 by and between the **TULARE COUNTY REGIONAL TRANIST AGENCY** (“TCRTA”) (the “SPONSOR”) and the **TULARE COUNTY ASSOCIATION OF GOVERNMENTS**, acting as the Regional Transportation Planning Agency for Tulare County (“TCAG”). The SPONSOR and TCAG are each a “Party” and together are the “Parties” to this Program Supplement.

This Program Supplement hereby incorporates the “SB 125 Cooperative Agreement” for SB 125 Program funding that was entered into between the SPONSOR and TCAG on January 8, 2025 and is subject to all terms and conditions thereof.

This Program Supplement is executed under authority of TCAG Resolution No. 2025-XXX, dated 21 April 2025.

The purpose of this Program Supplement is to document TCAG’s approval of funding from the SB 125 Program for SPONSOR’S proposed project identified as TCRTA Microtransit Operating Assistance Project (the “Project”). The scope of said Project, including its costs and schedule, are shown on the attached Attachment “A.”

Covenants of SPONSOR

- 1.1 By entering into this Program Supplement, SPONSOR agrees that it will only proceed with work authorized for specific phase(s) of the Project with written “Authorization to Proceed” or other TCAG approval and will not proceed with future phase(s) of the Project(s) prior to receiving a written “Authorization to Proceed” or other TCAG approval.
- 1.2 SPONSOR will advertise, award, and administer the Project(s) as necessary and in accordance with SPONSOR standards.
- 1.3 Contract award information, if any, shall be submitted by SPONSOR to TCAG within 60 days after any Project contract award.
- 1.4 Failure to submit contract award information in accordance with section 1.3 will cause a delay (without interest or penalties) in TCAG’s processing of invoices for the construction phase of the Project.
- 1.5 If no costs have been invoiced by SPONSOR for the Project for a six-month period, then SPONSOR agrees to submit to TCAG for each Project phase a written explanation of the absence of Project(s) activity along with target billing dates and target billing amounts.

IN WITNESS WHEREOF, the undersigned Parties have executed this Program Supplement on the day and year first written above.

TULARE COUNTY ASSOCIATION OF GOVERNMENTS

By: _____
TCAG Executive Director

Attest: _____
TCAG Finance Director

TULARE COUNTY REGIONAL TRANSIT AGENCY

By: _____
TCRTA Executive Director

Attest: _____
TCRTA Finance Manager

SB 125 PROGRAM SUPPLEMENT TO
COOPERATIVE AGREEMENT
TCAG Agreement No. _____

Attachment A

Project Name: TCRTA Microtransit Operating Assistance Project

Project Scope

TCRTA operates an on-demand microtransit service that utilizes the VIA Application Platform. Operating areas include the Dinuba/North County Zone, Visalia--Tulare Metro Area Zone, Lindsay-Porterville Metro Area Zone, and the South County Zone. Communities served include but not limited to Dinuba, Culter-Orosi, London, Traver, Goshen, Ivanhoe, Farmersville, Exeter, Lindsay, Poplar, Strathmore, Tulare, Tipton, Pixley, Earlimart, Richgrove, Matheny Tract, Tooleville. Operating assistance that includes both direct and indirect costs associated with operating TCRTA microtransit during the pilot period April 1, 2024 – June 30, 2026.

Project Schedule

Begin Microtransit Pilot	Apr 2024
End Micotransit Pilot	June 2026

Sources and Use of Funds

Funding Source	SB 125
Project Management	
PA&ED	
PS&E	
ROW	
Construction	\$5,931,560
Total Funding	\$5,931,560

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**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY
ADOPTING TCAG TCRTA SB 125 PROGRAM SUPPLEMENTAL AGREEMENT**

WHEREAS, on June 28, 2023, the California State Legislature approved SB 125, which authorized the distribution of \$4 billion in Transit and Intercity Rail Capital Program (TIRCP) and \$1.1 billion in Zero-Emission Transit Capital Program (ZETCP) funds to regional transportation planning agencies according to a population-based formula; and

WHEREAS, TCAG was allocated \$48,671,620 in TIRCP and \$7,372,832 in ZETCP funding; and

WHEREAS, TCAG staff submitted a board-approved program of projects to CalSTA in accordance with program guidelines; and

WHEREAS, CalSTA authorized the disbursement of \$24,305,505 of TIRCP and \$2,748,056 of ZETCP funding to TCAG on August 7, 2024; and

WHEREAS, TCAG has included several TCRTA Projects in its SB 125 Program including:

1. Charging Infrastructure - \$9.2 million
2. Microtransit Operating - \$5.9 million
3. Microtransit Vans - \$2.8 million

WHEREAS, TCRTA desires to be reimbursed for microtransit pilot operating expenses from April 1, 2024 through June 30, 2026; and

WHEREAS, it is in the interest of TCAG and member agencies to execute agreements governing the disbursement and utilization of these funds in an expeditious manner; and

NOW, THEREFORE, BE RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, adopts the attached, "TCAG TCRTA SB 125 Program Supplemental Agreement".

BE IT ADDITIONALLY RESOLVED that the Interim Executive Director is hereby authorized to sign the SB 125 Supplemental Agreement.

RESOLUTION: 2025-006

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the 17th day of March 2025.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____
Larry Micari
Board Chair

ATTEST:
I HEREBY CERTIFY that the foregoing Resolution 2025-006 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 17th day of March 2025.

Signed _____
Derek Winning
Interim Executive Director

Tulare County Regional Transit Agency

AGENDA ITEM V - E

March 17, 2025

Prepared by Derek Winning and Olivia Forte, TCRTA Staff

SUBJECT:

Action: Approve Purchase of Peak Transit Hardware and Subscription Services

BACKGROUND:

TCRTA currently uses Peak Transit Software under license agreement with TCRTA JPA. This software includes CAD/AVL systems, which allow transit agencies to monitor and manage their fleets in real-time, providing crucial data for making informed decisions that enhance operational efficiency and passenger safety. Data is also collected by mounting Automatic Passenger Counters (APCs); these devices capture boarding data, which must be collected in order to fulfill the reporting requirements of a transit agency.

DISCUSSION:

Peak Transit software provides real-time data, such as GTFS data that is used by Google/Apple Transit Maps for passenger trip planning. To accomplish these tasks, hardware must be installed and operational. Due to the age of the hardware and licensing of equipment that was last installed prior to the formation of the JPA, current devices for CAD/AVL (i.e., routers) needed for this task are nearing obsolescence and must be replaced. The TCRTA fleet does not have APCs installed, therefore requiring alternative, costlier methods of capturing boarding data.

A purchase of Peak Transit equipment, installation, tech support services, and subscription services to relevant software platforms would remedy this inadequacy of the fleet.

RECOMMENDATION:

Approve Purchase of Peak Transit Hardware and Subscription Services

FISCAL IMPACT:

Included in approved FY 24/25 TCRTA Budget under the line item of Specialized Department Expense (7066).

ATTACHMENTS:

1. Peak Transit CAD/AVL and APC Equipment Agreement
2. Resolution 2025-008 Approving Purchas of Peak Transit Hardware and Subscription Services

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RESOLUTION: 2025-008

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY
APPROVING PEAK TRANSIT SOFTWARE LICENSE AGREEMENT FY 24/25**

WHEREAS, Peak Transit software provides a Computer-Aided Dispatch / Automatic Vehicle Location (CAD/AVL) system as a set of technologies that combine dispatching and vehicle tracking to help transit agencies manage their fleets and provide real-time information to passengers. Peak Transit also produces GTFS data that is used by Google/Apple Transit Maps for passenger trip planning, as well as provides Automatic Passenger Counters (APCs) which capture boarding data that transit agencies are required to collect and report; and

WHEREAS, TCRTA currently uses Peak Transit software under license agreement with TCRTA; and

WHEREAS, the purchase of Peak Transit Hardware and Subscription Services is included in the adopted TCRTA FY 24/25 Budget in the Specialized Department Expense (7066) line item; and

WHEREAS, the purchase of Peak Transit Hardware and Subscription Services for CAD/AVL and APC operations will not exceed \$310,000.00; and

WHEREAS, the purchase of Peak Transit Hardware and Subscription Services for APC operations will incur an annual subscription cost estimated at \$10,200.00; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, does hereby approve the Peak Transit Equipment Agreement to provide necessary hardware and subscription service for CAD/AVL services and APC-based boarding data collection in support of TCRTA transit operations; and

BE IT FURTHER RESOLVED that the Executive Director is hereby authorized to make minor changes as necessary to implement the action.

RESOLUTION: 2025-008

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the **17th day of March 2025**.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____

Larry Micari
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2025-008 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the **17th day of March 2025**.

Signed _____

Derek M Winning
Interim Executive Director