



**Tulare County Regional Transit Agency
AGENDA**

April 21, 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 March 17, 2025 (Pages 01-02)
- B. Information: Monthly Ridership Summary (Pages 03-04)
- C. Information: KPI (Pages 05-20)
- D. Action: Approve Reso 2025-014 TCRTA Short-Range Transit Plan (SRTP) Consultant Selection (Pages 21-24)
- E. Action: Approve Reso 2025-010 Re-approving Purchase of Peak Transit Hardware and Subscription Services at Revised Amount (Pages 25-32)
- F. Action: Approve Reso 2025-011 TCRTA Measure R Supplemental Agreement For – FY 25 Operating Assistance (Pages 33-39)
- G. Action: Approve Reso 2025-009 TCRTA Public Transportation Agency Safety Plan (PTASP) (Pages 41-60)

V. ACTION/ DISCUSSION ITEMS:

- A. Action: Approve Reso 2025-012 TCRTA Microtransit Visalia-Tulare Metro Operating Hours Expansion in Coordination with Visalia Connect Microtransit (Pages 61-66)
- B. Action: Action: Approve Reso 2025-013 TCRTA Measure R Supplemental Agreement – Transit Capital (15) TCAT Bus Replacement Project (Pages 67-73)

VI. OTHER BUSINESS:

- A. Requests from Board Members for Future Agenda Items
- B. Tulare County CAO, Jason Britt Report
- C. Director's Report

VII. CLOSED SESSION:

- A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Potential Initiated Litigation pursuant to Government Code § 54956.9
Number of Potential Cases: 1
- B. PUBLIC EMPLOYEE APPOINTMENT
To consider Public Employee Appointment pursuant to Government Code § 54957.6
Position: TCRTA Executive Director

VIII. ADJOURN:

The next regularly scheduled Tulare County Regional Transit Agency (TCRTA) Board meeting will be **Monday, May 19, 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

Vacant, TCRTA Finance Manager

Vacant, TCRTA Transit Planning Manager

Vacant, 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
March 17, 2025, 3:30 p.m.**

Members Present:

Members Absent:

Non-Voting Alternates:

Ex Officio Present:

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

Counsel Present: Thomas Degn

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

I. CALL TO ORDER:

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

II. PLEDGE OF ALLEGIANCE:

Led by Director Gomez

III. PUBLIC COMMENT:

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

B. Information: Monthly Ridership Summary

C. Information: Financial Statement

D. Action: Approve Resolution 2025-005 MOU Between TCRTA & CVRC for Transportation Services

M: Gomez

S: Riddle

Notes: None

V. ACTION/ DISCUSSION ITEMS:

A. Action: Reschedule April Board Meeting (April 22, 2025)

Notes: Board meeting to remain on originally scheduled date and time.

B. Information: Update on Transit Agency's Regional Collaboration Efforts

Notes: Interim Director Derek Winning presented a slide show regarding Regional Collaboration efforts.

Item IV-A

- C. Action: Approve Resolution 2025-007 Microtransit Service Changes and Microtransit Pilot Target Metrics**
M: Martinez
S: Riddle
Notes: The board discussed the staff report regarding Microtransit service changes and target metrics, 3 months of data reported. Changes to the number of vehicles operating and operation hours. Zone expansions as early as March 31, 2025.
- D. Action: Approve Resolution 2025-006 TCAG SB125 Supplemental Agreement- Microtransit Operating Assistance**
M: Reynosa
S: Riddle
Notes: Passed unanimously.
- E. Action: Approve Resolution 2025-008 Peak Transit Software License Agreement**
M: Gomez
S: Reynosa
Notes: Passed unanimously.

VI. OTHER BUSINESS:

- A. Requests from Board Members for Future Agenda Items**

Notes: None

- B. Director's Report**

Notes: Interim Executive Director Derek Winning updated the board about working with TCAG to gain funding for new fleet vehicles. Fleet vehicles are 10-15 years old, and some have over a million miles on them. State of the Regional fleet buses(TCAT) are in poor shape and may have many issues throughout the summer. Mr. Winning also asked if the board was ready to post the Executive Director position for hire. The board discussed the possibility or if they can appoint the Executive Director. The board decided to agendize the topic for closed session at the next meeting.

VII. ADJOURN:

The meeting adjourned at 4:31 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, Tuesday, 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.

**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	716				5,708	D1/D3 service uses 1 bus
D2	670	693	678	966	740	659	468	662	683				6,219	D2/D4 service uses 1 bus
D3	196	258	259	432	311	192	148	92	87				1,975	D1/D3 service uses 1 bus
D4	421	702	608	711	471	322	329	259	353				4,176	D2/D4 service uses 1 bus
(Dinuba Connection) DC	198	1,174	1,318	1,318	1,201	574	852	1,207	1,392				9,234	Reduced service during Summer (May-August)
Dinuba Totals	2,194	3,422	3,412	2,411	3,227	2,433	2,386	2,914	3,231	0	0	0	25,630	
Tulare: T1	1,630	1,649	2,321	2,156	1,905	1,426	1,629	2,086	1,739				16,541	
T2	1,849	1,757	2,470	2,411	1,836	1,788	2,060	1,798	1,942				17,911	
T3	1,719	1,763	2,261	2,519	2,133	1,928	2,114	2,087	2,417				18,941	
T4	3,122	2,376	2,596	2,485	3,052	2,820	2,816	2,695	2,666				24,628	
T5	2,068	1,793	1,801	1,761	1,885	1,480	1,821	1,845	1,999				16,453	
T6	1,006	1,439	1,636	1,944	1,212	970	1,420	1,501	1,550				12,678	
(Tulare) 11X	1,721	2,266	2,570	3,280	2,941	2,645	3,283	2,879	3,271				24,856	
Tulare Totals	13,115	13,043	15,655	16,556	14,964	13,057	15,143	14,891	15,584	0	0	0	132,008	
Commuter: C10	2,483	3,508	3,677	4,498	3,873	3,642	3,915	3,957	4,456				34,009	
C20	1,514	1,643	1,819	1,871	1,717	1,663	1,628	1,489	1,609				14,953	
C30	2,387	2,284	3,204	3,338	3,769	3,166	3,171	3,424	3,602				28,345	
C40	2,274	2,963	2,862	3,165	2,957	2,887	4,046	3,764	4,302				29,220	
C70	49	49	55	37	45	69	70	91	87				552	Service only runs M-F; C70-C90 service uses 1 bus
C80	57	62	82	46	82	84	73	73	50				609	Service only runs M-F; C70-C90 service uses 1 bus
C90	213	330	550	545	391	415	348	494	308				3,594	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	14,414	0	0	0	111,282	
Tule River Tribe (TR)	59	56	36	45	49	55	61	41	87				489	Service reinstated on April 1, 2024
TOTAL RIDERSHIP	24,345	27,360	31,352	32,512	31,074	27,471	30,841	31,138	33,316	0	0	0	269,409	
PARATRANSIT RIDERSHIP														
Dinuba	71	89	94	121	124	113	103	98	131				944	
Lindsay	33	68	38	40	56	50	46	55	54				440	
Tulare	220	360	366	483	400	376	381	302	374				3,262	
Woodlake	102	218	233	251	175	163	163	145	181				1,631	
County	97	43	63	88	65	82	93	77	72				680	
TOTAL RIDERSHIP	523	778	794	983	820	784	786	677	812	0	0	0	6,957	Service commingled with Microtransit
MICROTRANSIT RIDERSHIP														
Dinuba	239	285	268	364	312	340	327	293	338				2,766	
Farmersville	29	51	67	79	23	24	43	32	32				380	
Lindsay	49	70	87	87	97	62	83	106	116				757	
Tulare	160	361	357	517	506	421	511	516	488				3,837	
Woodlake	38	41	35	55	81	144	109	88	98				689	
County	163	202	237	307	253	230	225	267	333				2,217	
Visalia	123	366	488	663	395	200	256	254	289				3,034	
TOTAL RIDERSHIP	801	1,376	1,539	2,072	1,667	1,421	1,554	1,556	1,694	0	0	0	13,680	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	654				6,466
TOTAL EXETER RIDERSHIP	734	72	733	907	698	934	984	750	654	0	0	0	6,466
Farmersville Boardings (Route 9)	487	121	688	895	887	831	1,134	589	640				6,272
Farmersville Boardings (Route 12)	459	629	514	399	427	571	419	570	702				4,690
TOTAL FARMERSVILLE RIDERSHIP	946	750	1,202	1,294	1,314	1,402	1,553	1,159	1,342	0	0	0	10,962
	48												
DIAL-A-RIDE RIDERSHIP													
Trips from Exeter	117	61	84	168	110	69	69	65	55				798
Trips to Exeter	117	77	83	173	119	73	79	70	63				854
TOTAL EXETER RIDERSHIP	234	138	167	341	229	142	148	135	118	0	0	0	1,652
Trips from Farmersville	78	38	32	64	63	24	27	20	29				375
Trips to Farmersville	74	36	29	67	64	23	29	20	27				369
TOTAL FARMERSVILLE RIDERSHIP	152	74	61	131	127	47	56	40	56	0	0	0	744

AGENDA ITEM – IV-C

April 21, 2024

Prepared by Clay Landis, Transit Analyst

SUBJECT:

Information: Quarterly Operational KPI Report

BACKGROUND:

The Tulare County Regional Transit Agency (TCRTA) awarded a multi-million-dollar contract to Transdev in order to operate services throughout Tulare County. Subsequently the provision of services by Transdev is to be monitored by TCRTA in order to foster transparency and in light of public interest.

The Executive Director also listed the ability to obtain Transdev's operating KPI and establish baseline metrics for presentation to the Tulare County Regional Transit Agency Board of Directors.

DISCUSSION:

Staff are presenting preliminary findings in terms of the establishment of KPI. These metrics are working statistics and will be improved upon once challenges to the gathering methodology are addressed by staff.

This report is the first quarterly KPI presented to the Tulare County Regional Transit Agency Board of Directors. This KPI report represents year to date and the Board of Directors will be updated quarterly.

ATTACHMENTS:

1. Operational KPI Report

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TULARE COUNTY REGIONAL TRANSIT AGENCY

Performance Review for March 2025

Transdev Team

Hector Fuentes
General Manager

Terrie Kroll
Assistant General Manager

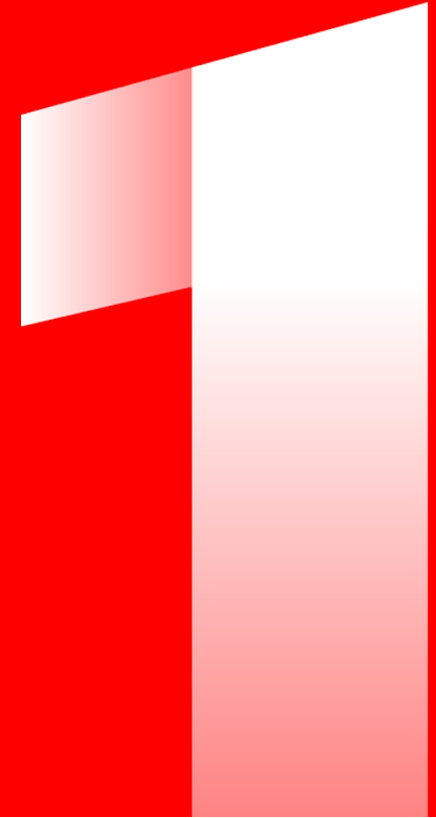
Daniel Fabela
Maintenance Manager

Arlean Perez
Safety & Training Manager

Randy Daughtry
Human Resources Manager

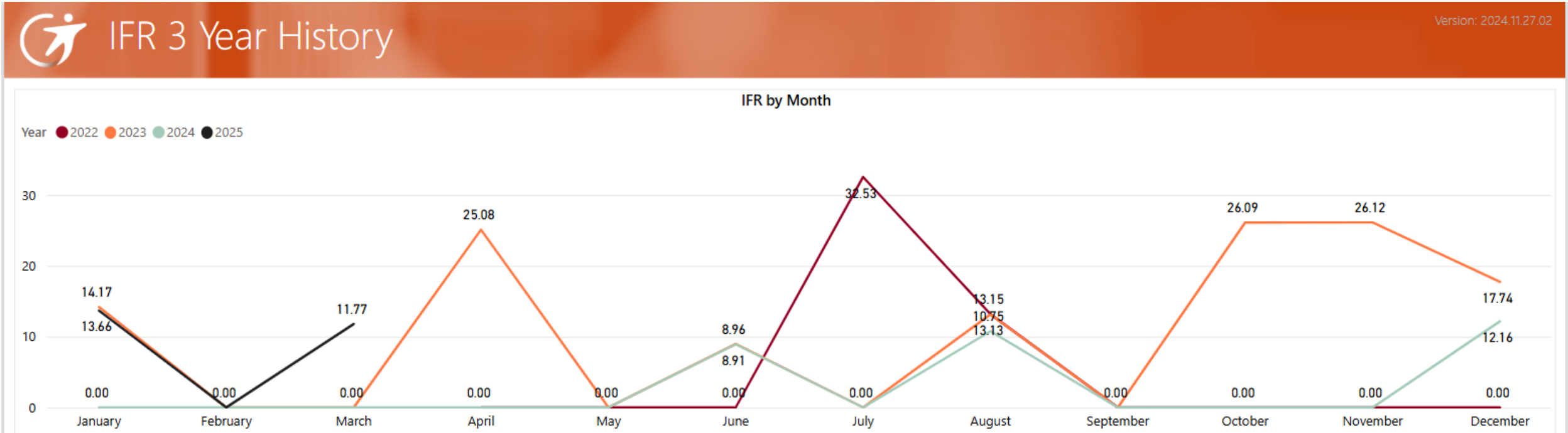
Lydia Maduena
Customer Service Manager

Safety



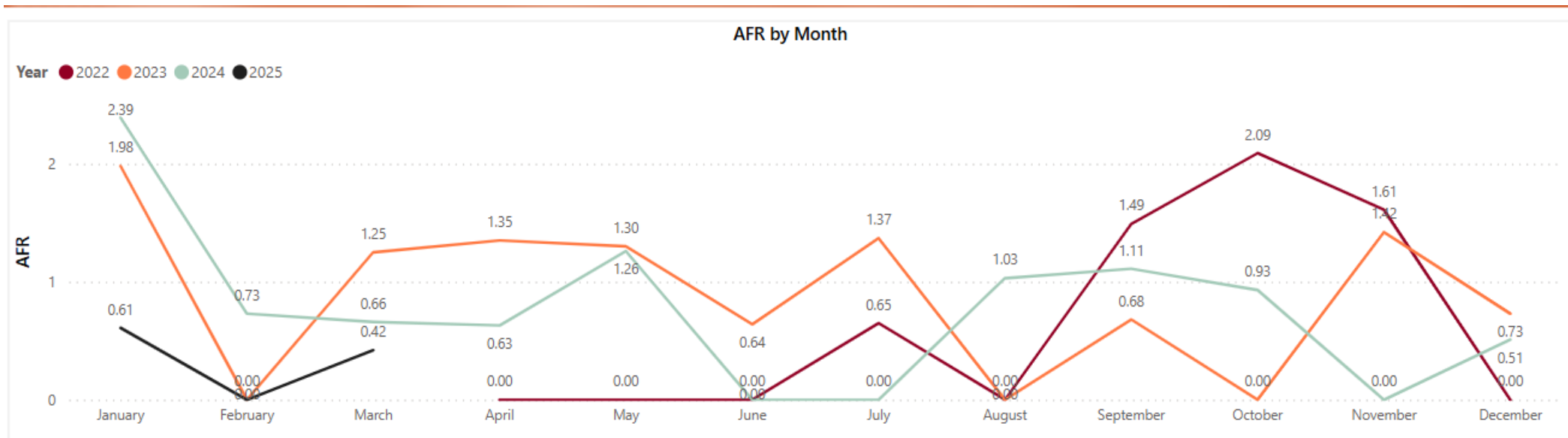
This slide shows our injury frequency ratio. YTD.

Injury Frequency Ratio



This slide shows our accident frequency ratio per 100K miles. We have shown improvement in the reduction of accidents year over year.

AFR/PAFR Year Over Year

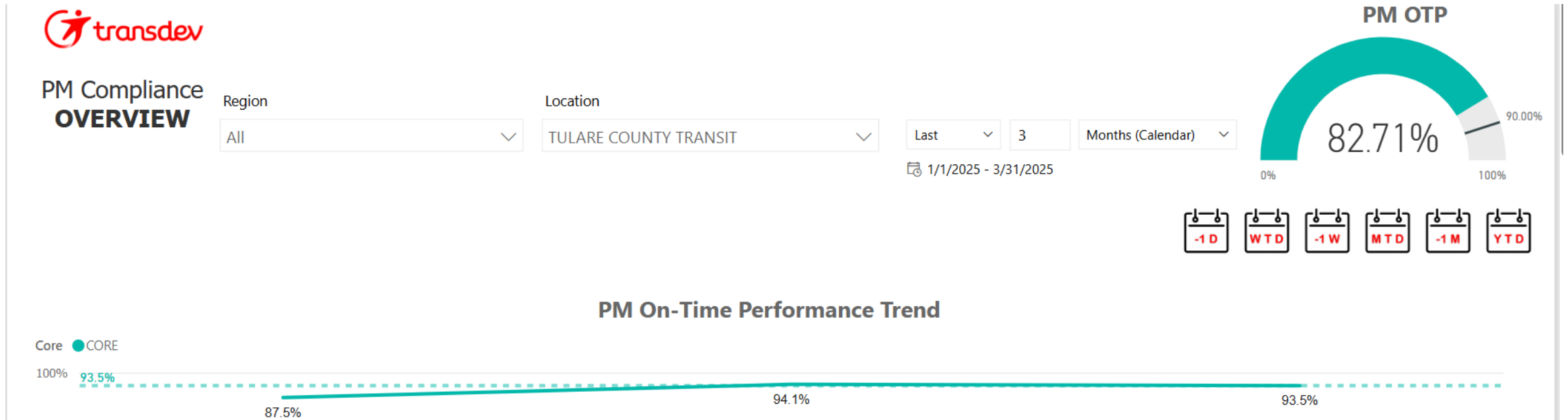


Maintenance

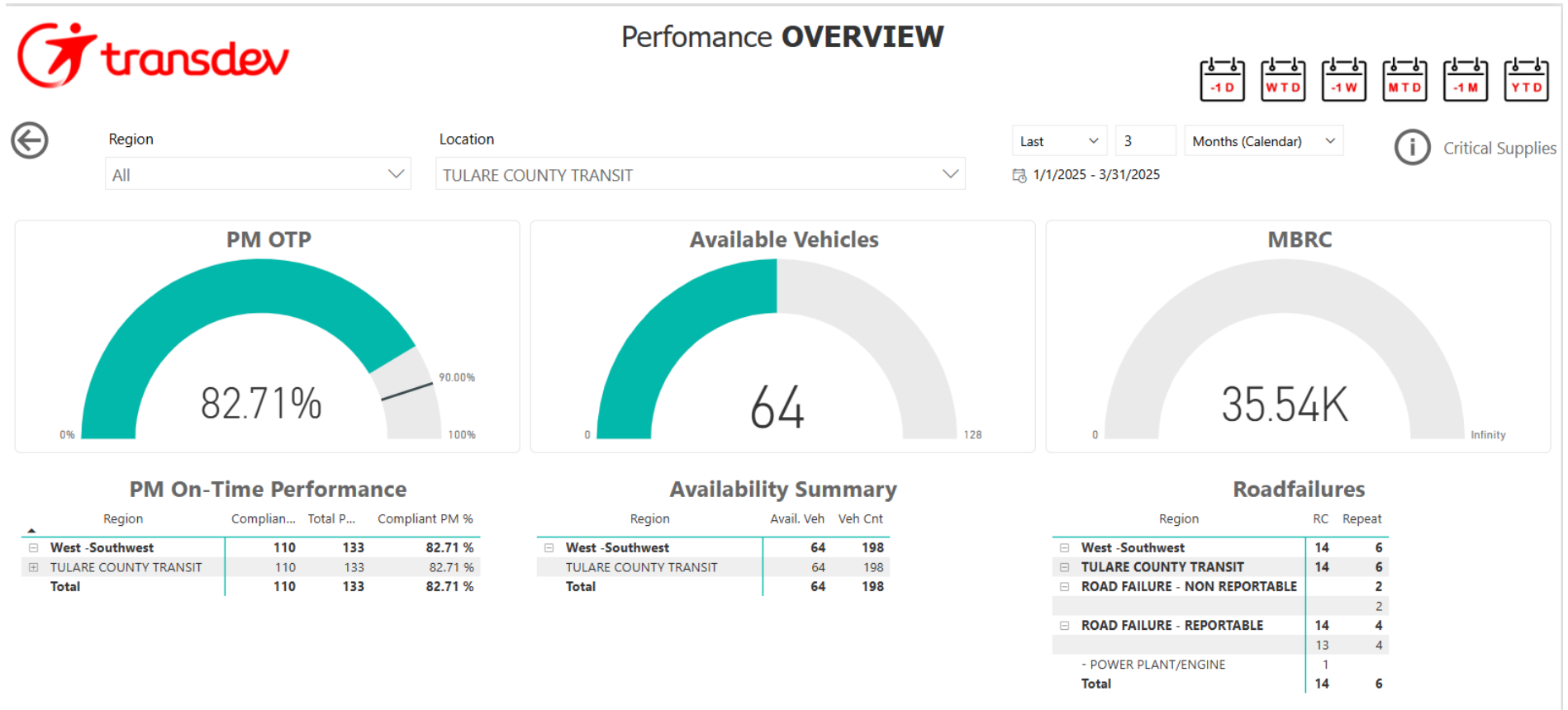


Overall Performance

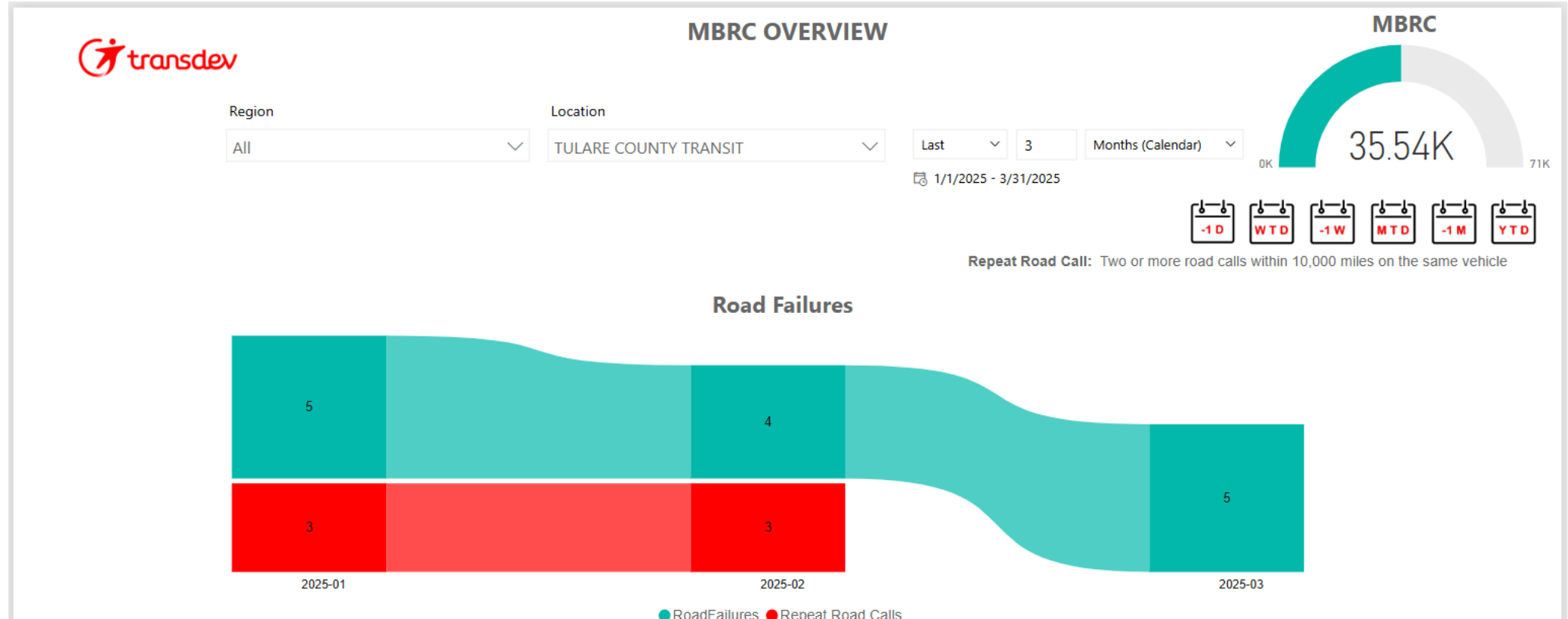
→ This slide shows our preventative maintenance on time performance and our miles between road calls.



Preventative Maintenance



Miles Between Road Calls

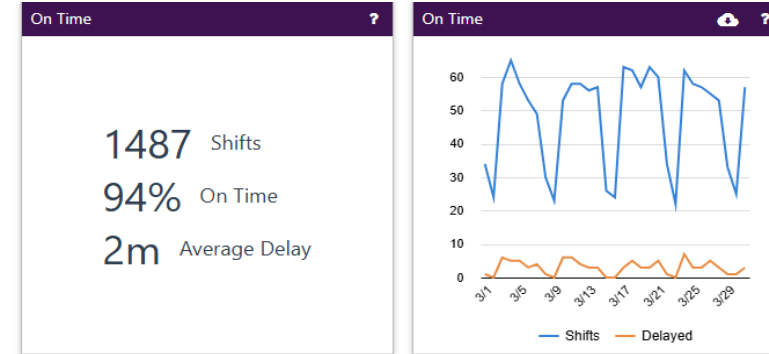


Operations



Fixed Route | Overall Performance

This slide shows our on-time performance at 94%.



OTP by Stop

Sort By: On Time % Ascending

Stop	Pickup	On Time %	Count
Delano Regional Medical Cen...	Y	17.1%	82.6
El Monte Way and Road 128 NB	Y	17.6%	82.4
Ave 416 and Rd 104 NB	Y	24.9%	75.1
El Monte Way and Eddy NB	Y	25.4%	74.6
Road 128 and School NB	Y	26.2%	73.6
El Monte Way and Road 125 SB	Y	26.3%	73.1
Washington and State	Y	27.2%	72.6
Golden West High School WB	Y	28.8%	71.2
El Monte Way and Eddy SB	Y	30.1%	69.6
Pratt and Addie NB	Y	31.6%	68.1
Lemon Cove Post Office WB	Y	33.3%	66.7
Tulare County Juvenile Court	Y	33.9%	66.1
Wade and Canal SB	Y	34.6%	65.4
Davis and Center NB	Y	34.7%	65.3
Church and Sutter	Y	35%	65

Ridership by Ride

Sort By: Ridership Descending

Route	Time	Ridership
10 Southbound	6:15 AM	343
10 Northbound	4:15 PM	254
11X	3:30 PM	200
40 Northbound	1:10 PM	192
40 Northbound	10:10 AM	190
Dinuba Connection	1:15 PM	182
11X	7:30 AM	176
11X	6:30 AM	168
30 Eastbound	12:40 PM	166
10 Southbound	7:10 AM	166
40 Northbound	6:30 AM	163
10 Southbound	10:15 AM	159
30 Eastbound	7:10 AM	151
40 Northbound	7:40 AM	150

Stats By Stop

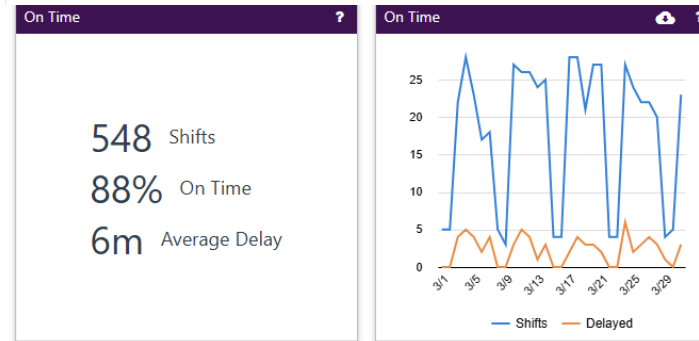
Stop	Pickup	Timepoint	On	Off	On Time
Tulare Transit Center	Y	Y	3281 (16%)	1732 (9%)	94%
Visalia Transit Center	Y	Y	2414 (12%)	565 (3%)	81%
Dinuba Transit Center	Y	Y	1336 (7%)	51 (0%)	89%
Porterville Transit Center	Y	Y	1336 (7%)	18 (0%)	83%
Visalia Government Center	Y	Y	856 (4%)	6 (0%)	83%
Woodlake Transit Center	Y	Y	749 (4%)	46 (0%)	66%
College of the Sequoias-Tulare	Y	Y	440 (2%)	368 (2%)	78%
Reedley College	Y	Y	383 (2%)	189 (1%)	85%
Dinuba Walmart NB	Y	Y	301 (1%)	168 (1%)	73%

Stats By Ride

Time	Route	GTFS Trip Id	Ridership
6:15 AM	10 Southbound	N/A	343 (2%)
4:15 PM	10 Northbound	N/A	254 (1%)
3:30 PM	11X	N/A	200 (1%)
1:10 PM	40 Northbound	N/A	192 (1%)
10:10 AM	40 Northbound	N/A	190 (1%)
1:15 PM	Dinuba Connection	N/A	182 (1%)
7:30 AM	11X	N/A	176 (1%)
6:30 AM	11X	N/A	168 (1%)
12:40 PM	30 Eastbound	N/A	166 (1%)
7:10 AM	10 Southbound	N/A	166 (1%)
6:30 AM	40 Northbound	N/A	163 (1%)
10:15 AM	10 Southbound	N/A	159 (1%)
7:10 AM	30 Eastbound	N/A	151 (1%)
7:40 AM	40 Northbound	N/A	150 (1%)

Fixed Route | Commuter

This slide shows our on-time performance for Commuter service is at 88%.



OTP by Stop

Sort By: On Time % Ascending

Legend: On Time (Green), Late (Yellow)

Stop	Pickup	On Time %	Late %
Delano Regional Medical Cen...	Y	17.1%	82.9%
El Monte Way and Road 128 NB	Y	17.8%	82.2%
Ave 416 and Rd 104 NB	Y	24.8%	75.2%
El Monte Way and Eddy NB	Y	25.5%	74.5%
El Monte Way and Road 125 SB	Y	26.3%	73.7%
Road 128 and School NB	Y	28.4%	71.6%
Washington and State	Y	27.3%	72.7%
Golden West High School WB	Y	28.8%	71.2%
El Monte Way and Eddy SB	Y	30.1%	69.9%
Pratt and Addie NB	Y	32.1%	67.9%
Lemon Cove Post Office WB	Y	33.3%	66.7%
Tulare County Juvenile Court	Y	33.9%	66.1%
Wade and Canal SB	Y	34.7%	65.3%
Davis and Center NB	Y	34.7%	65.3%
Church and Sutter	Y	35.1%	64.9%

Ridership by Ride

Sort By: Ridership Descending

Additional Information: None

Route	Time	Ridership
10 Southbound	6:15 AM	343
10 Northbound	4:15 PM	254
40 Northbound	1:10 PM	192
40 Northbound	10:10 AM	190
30 Eastbound	12:40 PM	166
10 Southbound	7:10 AM	166
40 Northbound	6:30 AM	163
10 Southbound	10:15 AM	159
30 Eastbound	7:10 AM	151
40 Northbound	7:40 AM	150
30 Eastbound	3:35 PM	147
10 Southbound	9:15 AM	147
40 Northbound	3:20 PM	144
10 Southbound	1:00 PM	142

Stats By Stop

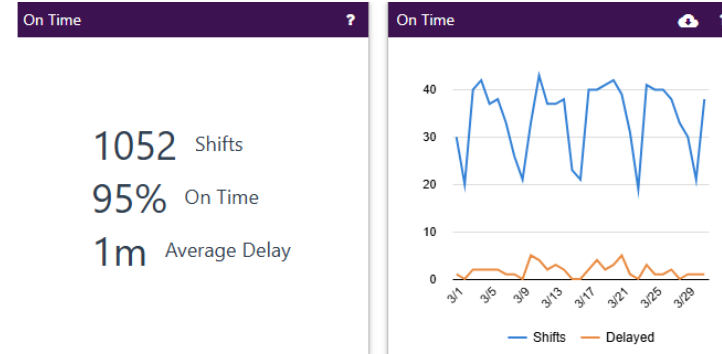
Stop	Pickup	Timepoint	On	Off	On Time
Visalia Transit Center	Y	Y	1974 (18%)	44 (0%)	80%
Porterville Transit Center	Y	Y	1331 (12%)	14 (0%)	83%
Visalia Government Center	Y	Y	856 (8%)	6 (0%)	83%
Woodlake Transit Center	Y	Y	749 (7%)	46 (0%)	66%
Dinuba Transit Center	Y	Y	471 (4%)	23 (0%)	60%
Tulare Transit Center	Y	Y	275 (3%)	30 (0%)	72%
Lindsay McDonalds	Y	Y	254 (2%)	259 (2%)	63%
College of the Sequoias-Tulare	Y	Y	244 (2%)	219 (2%)	62%
El Monte Way and Randle	Y	Y	187 (2%)	121 (1%)	35%

Stats By Ride

Time	Route	GTFS Trip Id	Ridership
6:15 AM	10 Southbound	N/A	343 (3%)
4:15 PM	10 Northbound	N/A	254 (2%)
1:10 PM	40 Northbound	N/A	192 (2%)
10:10 AM	40 Northbound	N/A	190 (2%)
12:40 PM	30 Eastbound	N/A	166 (2%)
7:10 AM	10 Southbound	N/A	166 (2%)
6:30 AM	40 Northbound	N/A	163 (1%)
10:15 AM	10 Southbound	N/A	159 (1%)
7:10 AM	30 Eastbound	N/A	151 (1%)
7:40 AM	40 Northbound	N/A	150 (1%)
3:35 PM	30 Eastbound	N/A	147 (1%)
9:15 AM	10 Southbound	N/A	147 (1%)
3:20 PM	40 Northbound	N/A	144 (1%)
1:00 PM	10 Southbound	N/A	142 (1%)

Fixed Route | Tulare City

This slide shows an improvement over August for Tulare City at 95%.



OTP by Stop

Sort By: On Time % Ascending

On Time Late

Stop	Pickup	On Time %
El Monte Way and Road 125 SB	Y	10%
Burnett and Klindera SB	Y	10%
Davis and Center SB	Y	10%
Wade and Canal SB	Y	10%
Bishop and Ave 76 SB	Y	11.1%
Spencer and Smith	Y	11.8%
Pratt and Addie NB	Y	12.5%
Washington and State	Y	19%
El Monte Way and Road 128 NB	Y	19.2%
Church and Sutter	Y	20%
Delano Regional Medical Cen...	Y	25%
Road 130 and Ave 76 NB	Y	25%
Road 128 and School NB	Y	28.2%
Ave 416 and Rd 104 NB	Y	28.8%
El Monte Way and Fddv NB	Y	31.2%

Ridership by Ride

Sort By: Ridership Descending

Additional Information: None

Route	Time	Ridership
10 Southbound	6:15 AM	263
10 Northbound	4:15 PM	222
11X	3:30 PM	200
Dinuba Connection	1:15 PM	182
11X	7:30 AM	176
11X	6:30 AM	168
11X	4:30 PM	148
11X	8:30 AM	144
10 Southbound	10:15 AM	133
10 Southbound	1:00 PM	126
Dinuba Connection	8:05 AM	121
Tulare Route 1	7:40 AM	120
Tulare Route 2	2:00 PM	119
Dinuba Connection	10:10 AM	117

Stats By Stop

Stop	Pickup	Timepoint	On	Off	On Time
Tulare Transit Center	Y	Y	3076 (25%)	1732 (14%)	96%
Dinuba Transit Center	Y	Y	1167 (9%)	50 (0%)	92%
Visalia Transit Center	Y	Y	1024 (8%)	541 (4%)	81%
Reedley College	Y	Y	383 (3%)	189 (2%)	85%
Porterville Transit Center	Y	Y	349 (3%)	13 (0%)	74%
Dinuba Walmart NB	Y	Y	301 (2%)	168 (1%)	73%
College of the Sequoias-Tulare	Y	Y	236 (2%)	185 (1%)	94%
Tulare WORKS / Tropicana Ma...	Y	Y	213 (2%)	7 (0%)	69%
Vallarta	Y	Y	178 (1%)	191 (2%)	99%
El Monte Way and Randle	Y	Y	177 (1%)	136 (1%)	76%

Stats By Ride

Time	Route	GTFS Trip Id	Ridership
6:15 AM	10 Southbound	N/A	263 (2%)
4:15 PM	10 Northbound	N/A	222 (2%)
3:30 PM	11X	N/A	200 (2%)
1:15 PM	Dinuba Connection	N/A	182 (1%)
7:30 AM	11X	N/A	176 (1%)
6:30 AM	11X	N/A	168 (1%)
4:30 PM	11X	N/A	148 (1%)
8:30 AM	11X	N/A	144 (1%)
10:15 AM	10 Southbound	N/A	133 (1%)
1:00 PM	10 Southbound	N/A	126 (1%)
8:05 AM	Dinuba Connection	N/A	121 (1%)
7:40 AM	Tulare Route 1	N/A	120 (1%)
2:00 PM	Tulare Route 2	N/A	119 (1%)
10:10 AM	Dinuba Connection	N/A	117 (1%)



Tulare County Regional Transit Agency

AGENDA ITEM IV - D

April 21, 2025

Prepared by Derek Winning, TCRTA Staff

SUBJECT:

Action: Approve TCRTA Short-Range Transit Plan (SRTP) - Consultant Selection.

BACKGROUND:

TCRTA invited the submission of proposals by qualified consultants to prepare the 2025/26 Short-Range Transit Plan (SRTP). This plan will provide a framework for the continuing development of transit services in Tulare County over the next five years. The SRTP will include an operational analysis including fare structure, fare box ratio, and ridership figures for the system. The SRTP will evaluate future system scenarios and recommend equipment acquisitions while taking into account the economic feasibility, timing and locations of the fixed route service.

The SRTP and supporting documents will develop goals, objectives, and performance standards, address any unmet needs, service impacts related to funding sources, or changes in service to meet federal and state requirements. The SRTP will evaluate transit provided and identify and quantify current unmet demands for services. The guiding document will also define the goals, objectives, and service standards of the system for a five-year period, creating a capital and financial plan for the transit system.

DISCUSSION:

In February of 2025, TCRTA released a Request for Proposals (RFP) for the TCRTA Short-Range Transit Plan (SRTP). The RFP stated a budget of \$300,000. Two (2) proposals were received from firms based out of Los Angeles and Carlsbad, California. All met the proposal requirements and came in at or under the identified budgets. Proposal scoring was out of 200 total points (100 points for Proposal and 100 points for Interview). Representatives from the (Tulare County Association of Governments, Porterville Transit, and Tulare County Regional Transit Agency) participated on the scoring committee and arrived at a unanimous decision. Results of proposal scoring are as follows:

Firm	Average Proposal Score	Average Interview Score	Final Score
TMD	85.7	96.0	172.3
F & P	81.0	86.7	164.7

RECOMMENDATION:

Approve Resolution 2025-014 TCRTA Short-Range Transit Plan (SRTP) - Consultant Selection – TMD to develop the TCRTA SRTP.

FISCAL IMPACT:

Funded by the Tulare County Association of Governments (TCAG) and included in the TCAG FY 25 & FY26 Overall Work Program(s). WE 602.04.

ATTACHMENTS:

1. Resolution 2025-014 TCRTA Short-Range Transit Plan Consultant Selection TMD

RESOLUTION: 2025-014

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY
SELECTION OF TMD, INC FOR TCRTA FY 25/26 SHORT-RANGE TRANSIT PLAN**

WHEREAS, in February 2025, the Tulare County Regional Transit Agency (TCRTA) requested proposals for consultant services to prepare the FY 25/26 Short-Range Transit Plan for a budget not to exceed \$300,000; and

WHEREAS, two qualified consulting firms submitted proposals to TCRTA; and

WHEREAS, proposals were evaluated and scored in accordance with the scoring criteria as presented in the Request for Proposals (RFP); and

WHEREAS, TMD submitted the highest scoring proposal.

WHEREAS, the Tulare County Association of Governments has committed to funding the project and is included in the FY 25 & FY 26 Overall Work Program(s) WE 602.04; and

NOW, THEREFORE, BE IT RESOLVED, that TCRTA staff is authorized to prepare and negotiate a contract with TMD, INC to prepare the Short-Range Transit Plan for a budget not to exceed \$300,000.

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

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the **21st day of April 2025**.

AYES:

NOES:

ABSTAIN:

ABSENT:

RESOLUTION: 2025-014

Signed _____

Larry Micari
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2025-014 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the **21st day of April 2025**.

Signed _____

Derek M Winning
Interim Executive Director

Tulare County Regional Transit Agency

AGENDA ITEM IV - E

April 21, 2025

Prepared by Derek Winning, TCRTA Staff

SUBJECT:

Action: Re-approve Purchase of Peak Transit Hardware and Subscription Services at Revised Amount.

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:

TCRTA board approved the Peak Transit Proposal for Router, APC, installation, troubleshooting, and subscription services at the March 17th Meeting at the amount not to exceed \$310,000. In an effort to get the project underway quickly, there was an oversight on the original invoice that did not include sales tax. Updated invoices for hardware, installation and project management are attached in the amount of \$313,837.76. The APC subscription service costs \$10,200.00 per year.

Also, it is important to note that the Peak Transit Hardware, Installation, and Project Management Invoice is to be pre-paid in full prior to the scheduled installation at a date/time yet to be determined.

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:

Re-Approve Purchase of Peak Transit Hardware and Subscription Services at Revised amount of \$313,387.76.

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 / Subscription Services Invoices.
2. Resolution 2025-010 Re-Approving Purchase of Peak Transit Hardware and Subscription Services.

RESOLUTION: 2025-010

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY
RE-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 \$315,000.00; 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

WHEREAS, Peak Transit Hardware, Installation, and Project Management Services Invoice shall be pre-paid prior to scheduling installation; and

WHEREAS, this resolution Re-Approving the Peak Transit Software License Agreement supersedes TCRTA Board Resolution 2025-008; 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: 2025-010

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the **21st day of April 2025**.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____

Larry Micari
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2025-010 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the **21st day of April 2025**.

Signed _____

Derek M Winning
Interim Executive Director

INVOICE

Peak Transit
600 E Colonial Dr Ste 100
Orlando, FL 32803

ar@peaktransit.com
+1 (805) 394-8626



Bill to
Tulare County Regional Transportation
Authority
200 E Center Ave
Visalia, CA 89291 USA

Ship to
Tulare County Regional Transportation
Authority
25430 Rd 140
Visalia, CA 93292 USA

Invoice details

Invoice no.: 3181
Terms: Due on receipt
Invoice date: 03/26/2025
Due date: 04/02/2025

Contract Period: Capital Costs - Sales Order
3

#	Date	Product or service	SKU	Description	Qty	Rate	Amount
1.		Cradlepoint Router	CP-19005GB	Includes 3 year NetCloud Subscription	42	\$750.00	\$31,500.00
2.		Router Antenna	RT-AN		42	\$200.00	\$8,400.00
3.		AVL Hardware Installation	AVL-INSTALL		42	\$800.00	\$33,600.00
4.		Travel	Travel		1	\$3,500.00	\$3,500.00
5.		Shipping	SHIP ONLY		1	\$500.00	\$500.00
6.		APC Hardware - Single Door	APC-SINGLE	Single Door	38	\$2,050.00	\$77,900.00
7.		APC Hardware	APC-HW	Double Door	13	\$3,850.00	\$50,050.00
8.		APC Installation - Single Door	APC-INST-SINGLE	Single Door	38	\$875.00	\$33,250.00
9.		APC Installation - Double Door	APC-INST-DD	Double Door	13	\$1,100.00	\$14,300.00
10.		Existing Hardware Removal	HDW-REMOVAL	Automatic Passenger Counters	12	\$250.00	\$3,000.00
11.		Shipping	SHIP ONLY	Single Door APC's	38	\$215.00	\$8,170.00
12.		Shipping	SHIP ONLY	Double Door APC's	13	\$250.00	\$3,250.00

13.	APC Project Management	APC-PM	51	\$600.00	\$30,600.00
14.	Sales Tax	Sales Tax calculated by AvaTax for 2268-V2 at Wed Mar 26 06:11:18 UTC 2025	1	\$15,817.76	\$15,817.76

Total **\$313,837.76**

Ways to pay

BANK

Contact Peak Transit to pay.

Note to customer

If you have any questions regarding this invoice, please contact
accounting@peaktransit.com.

Peak Transit may charge a financing fee on any amounts reflected in
this invoice that are not paid by their due date. Such fee shall be
equal to (a) 1.5% per month of the total past due amount or (b) the
highest amount permitted by applicable law, whichever is lower.

[View and pay](#)

INVOICE

Peak Transit
600 E Colonial Dr Ste 100
Orlando, FL 32803

ar@peaktransit.com
+1 (805) 394-8626



Bill to
Tulare County Regional Transportation
Authority
200 E Center Ave
Visalia, CA 93291 USA

Ship to
Tulare County Regional Transportation
Authority
25430 Rd 140
Visalia, CA 93292 USA

Invoice details

Contract Period: 3/25/2025 - 6/30/2025

Invoice no.: 3182
Terms: Net 30
Invoice date: 03/28/2025
Due date: 04/27/2025

#	Date	Product or service	SKU	Description	Qty	Rate	Amount
1.		APC Subscription & Support	APC-SS	Prorated for three months of service	51	\$50.00	\$2,550.00
2.		Sales Tax		Sales Tax calculated by AvaTax for 2269-V4 at Fri Mar 28 06:19:52 UTC 2025	1	\$0.00	\$0.00

Total **\$2,550.00**

Ways to pay

BANK

Contact Peak Transit to pay.

Note to customer

If you have any questions regarding this invoice, please contact accounting@peaktransit.com.

Peak Transit may charge a financing fee on any amounts reflected in this invoice that are not paid by their due date. Such fee shall be equal to (a) 1.5% per month of the total past due amount or (b) the highest amount permitted by applicable law, whichever is lower.

[View and pay](#)

Tulare County Regional Transit Agency

AGENDA ITEM IV - F

April 21, 2025

Prepared by Derek Winning, TCRTA Staff

SUBJECT:

Action: Approve TCRTA Measure R Supplemental Agreement – FY 25 Operating Assistance

BACKGROUND:

On November 7, 2006, the citizens of Tulare County approved Measure R and the Measure R Expenditure Plan. The Policies and Procedures were approved on April 16, 2007. The above-mentioned documents established the guidelines for the funding of Measure R Transit Projects.

DISCUSSION:

The annual TCRTA Measure R Transit funding for transit expansion, as approved by the Measure R Expenditure Plan, is described below and will provide financial assistance while the agency’s Transportation Development Act (TDA) claims are processed and approved.

FY 2024-2025 Transit Measure R Funding Request

City of Dinuba \$117,500

City of Tulare \$170,000

County of Tulare \$590,000

Total \$877,500

RECOMENDATION:

Approve Resolution 2025-011 TCRTA Measure R Supplemental Agreement – FY25 Operating Assistance

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. Resolution 2025-011 TCRTA Measure R Supplemental Agreement – FY 25 Operating Assistance
2. TCRTA Measure R Transit Supplemental Agreement

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY ADOPTING
TCRTA MEASURE R PROGRAM SUPPLEMENTAL AGREEMENT
FOR OPERATING ASSISTANCE**

WHEREAS, on November 7, 2006, the citizens of Tulare County approved Measure R and the Measure R Expenditure Plan; and

WHEREAS, on April 16, 2007, the Measure R Policies and Procedures were adopted; and

WHEREAS, the Measure R Expenditure Plan and the Policies and Procedures serve as the guide for the use of transportation funds that will be generated through the Tulare County half-cent transportation sales tax over the next thirty years; and

WHEREAS, the Tulare County Regional Transit Agency (TCRTA) is eligible to receive Measure R Transit funds for fixed route services within TCRTA's service area; and

WHEREAS, TCRTA is requesting the advancement of FY 2024-2025 Measure R Transit funds; and

WHEREAS, the Tulare County Association of Governments (TCAG) is requesting that the TCRTA approve and submit a Program Supplement to Cooperative Agreement that will allow TCRTA to advance and receive Measure R Transit Funds for operating expenses for Fiscal Year 2024-2025; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, does hereby approve the Measure R Program Supplement to Cooperative Agreement and authorizes the Board Chair and Executive Director to execute the Program Supplement, and any other related documents as may be required.

RESOLUTION: 2025-011

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the 21st day of April 2025.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____

Larry Micari
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2025-011 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 21st day of April 2025.

Signed _____

Derek Winning
Interim Executive Director

**MEASURE R PROGRAM SUPPLEMENT TO
COOPERATIVE AGREEMENT –
TCRTA FY25 OPERATING ASSISTANCE
AUTHORITY Agreement No. _____**

This Program Supplement is made and entered into on April 21, 2025, by and between the TULARE COUNTY REGIONAL TRANSIT AGENCY ("Sponsor") and the TULARE COUNTY ASSOCIATION OF GOVERNMENTS, acting as the Local Transportation Authority ("Authority").

This Program Supplement hereby incorporates the "Measure R Cooperative Agreement" for Measure R Expenditures which was entered into between the Sponsor and the Authority on May 29, 2007, as amended, and is subject to all terms and conditions thereof. This Program Supplement is executed under authority of Resolution No. 42-2011, approved by the Sponsor on August 2, 2011.

This program Supplement is sought for the Measure R Transit distribution as outlined in the expenditure plan on Table 5 and Table 5a. This funding is to expand or enhance public transit programs that address the transit dependent population. Other uses include: new routes to enhance existing transit service, low emission buses, night and weekend service, bus shelters and other capital improvements, safer access to public transit services. Specific Transit Enhancement Program highlights and implementing guidelines are also described in the Expenditure Plan under Appendix B. There is a maintenance of effort requirement that begins with the base year 2006. See Appendix A, Item 17 of the Expenditure Plan for requirements of a potential waiver of the Maintenance of Effort.

Project Scope, Costs, and Schedule are incorporated herein as Attachment "A" and agreed upon by Sponsor and Authority.

Covenants of Sponsor(as applicable)

1.1. SPONSOR agrees that it will only proceed with work authorized for specific phases(s) with a written "Authorization to Proceed" or Authority action and will not proceed with future phase(s) of this project(s) prior to receiving a written "Authorization to Proceed" or Authority action.

1.2. The SPONSOR will advertise, award, and administer the project(s) in accordance with SPONSOR standards.

1.3. Award information shall be submitted by the SPONSOR to the AUTHORITY within 60 days after the project contract award.

1.4. Failure to submit award information in accordance with section 1.3 will cause a delay (without interest or penalties) in AUTHORITY processing invoices for the construction phase.

1.5. If no costs have been invoiced for a six-month period, SPONSOR agrees to submit for each phase a written explanation of the absence of project(s) activity along with target billing date and target billing amount.

IN WITNESS WHEREOF, the undersigned parties have executed this Agreement on the day and year first written above.

COUNTY OF TULARE TRANSPORTATION AUTHORITY(TCTA)

By: _____
Authority Executive Director

ATTEST:

By: _____
Authority Finance Director

TULARE COUNTY REGIONAL TRANSIT AGENCY

By: _____
Larry Micari, Board Chair

ATTEST:

By: _____
Interim Executive Director

**ATTACHMENT "A"
PROJECT SCOPE, COST AND SCHEDULE**

Tulare County Regional Transit Agency – FY2024/25

Operations

In line with the FY 2024-2025 TCRTA Operating Budget, Measure R funds provided to Tulare County Regional Transit Agency will be used to offset the operating costs for fixed route services within TCRTA service area.

The FY 2024-25 Operating Budget is \$19.6 Million, of which Measure R Transit funding is \$877,500 which is approximately 4.5% of the FY 2024-25 Operating Budget.

Eligible TCRTA Fixed-Routes that were expanded since 2007:

DART – City of Dinuba

Dinuba Connection DC

TIME – City of Tulare

Route 11x Tulare-Visalia

Route T6 (formerly Route 7)

TCAT – County of Tulare

C10

C20

C30

C40

FY 2024-2025 Transit Measure R Funding Request

City of Dinuba	\$117,500
City of Tulare	\$170,000
<u>County of Tulare</u>	<u>\$590,000</u>
Total	\$877,500

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Tulare County Regional Transit Agency

AGENDA ITEM

April 21, 2025

Prepared by Ashlee Compton, TCRTA Staff

SUBJECT:

ACTION: Adoption of Resolution Approving the TCRTA Public Transportation Agency Safety Plan (PTASP) Consistent with Federal Transit Administration (FTA) Regulation 49 CFR Part 673

BACKGROUND:

On July 19, 2018, the Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Final Rule (49 C.F.R. Part 673) requiring operators of public transportation systems that are recipients or subrecipients of FTA funds to develop safety plans that include the processes and procedures necessary for implementing Safety Management Systems (SMS), a comprehensive, collaborative approach to managing safety. FTA's regulation extends to small transit providers, defined as recipients or subrecipients of grant funds that operate fewer than 100 vehicles during peak service periods across all fixed route modes.

DISCUSSION:

The PTASP is designed to better control risk, detect and correct safety problems earlier, share and analyze safety data more effectively, and measure safety performance more precisely. Procedures related to SMS include the designation of accountable persons for the development, institution, and enforcement of these policies.

The PTASP must include performance targets for the performance measures established by FTA in the National Public Transportation Safety Plan, (published on January 28, 2017). The required transit safety performance measures are (1) total number of reportable fatalities and rate per total vehicle revenue miles by mode; (2) total number of reportable injuries and rate per total vehicle revenue miles by mode; (3) total number of reportable safety events and rate per total vehicle revenue miles by mode; and (4) system reliability – mean distance between major mechanical failures by mode.

Transit agencies must make their safety performance targets available to the State and Metropolitan Planning Organizations (MPOs), i.e., Tulare County Association of Governments (TCAG), for inclusion in their planning process. TCRTA must annually review, update, and certify compliance with the PTASP rule (49 CFR 673.13).

RECOMMENDATION:

That the Tulare County Regional Transit Agency Board of Directors adopt Resolution 2025-009 approving the TCRTA Public Transit Agency Safety Plan (PTASP), and

authorize the Executive Director, or his designee, to execute and file all necessary documents and implement the same.

FISCAL IMPACT:

There is no financial impact associated with approval of the PTASP.

ATTACHMENT:

1. Draft Resolution 2025-009
2. TCRTA Public Transit Agency Safety Plan (PTASP)

RESOLUTION: 2025-009

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY
APPROVING THE TCRTA PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP)**

WHEREAS, the Joint Powers Agreement, dated August 11, 2020, 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 purpose of the formation and operation of TCRTA is to own, operate, and administer a public transportation system within the jurisdictions of and on behalf of the Member Agencies; and

WHEREAS, Federal Transit Administration (FTA) 49 CFR Part 673 requires public transportation operators who are recipients of FTA grant funds to develop safety plans that demonstrate specific safety policies and measures are established by transit operators ensuring the delivery of safe, quality transit services; and

WHEREAS, the PTASP sets forth TCRTA’s plan that meets the following key requirements, at a minimum:

- Documented processes and procedures for implementing the transit agency’s Safety Management Systems (SMS) which consists of four main elements—(1) Safety Management Policy; (2) Safety Risk Management; (3) Safety Assurance; and (4) Safety Promotion (49 CFR 673.22(a)(2).
- Performance targets based on safety performance criteria established under the National Public Transportation Safety Plan (49 CFR 673.11(a)(3).
- Address applicable requirements and standards set forth in FTA’s PTASP (49 CFR 673.22(a)(4).
- Establish a process and timeline for conducting an annual review and update of the PTASP (49 CFR 673.11(a)(5); and

WHEREAS, the PTASP formalizes safety programs and procedures in place at the TCRTA and improves the safety risk management, safety assurance, and safety oversight processes; and

RESOLUTION: 2025-009

WHEREAS, the safe operation of TCRTA public transit services is the top priority of the TCRTA Board of Directors.

NOW, THEREFORE, BE IT RESOLVED, THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, does hereby approve the TCRTA Public Agency Transportation Plan (PTASP) attached hereto.

BE IT FURTHER RESOLVED, the Executive Director or his designee is authorized to execute and file any and all necessary documents to implement the TCRTA Public Agency Transportation Plan (PTASP).

PASSED AND ADOPTED this **21st day of April 2025** by the **Board of Directors of the Tulare County Regional Transit Agency**.

THE FOREGOING RESOLUTION was adopted upon motion by _____ and seconded by _____ at meeting thereof held on the 21st day of April 2025.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____

Larry Micari
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2025-009 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 21st day of April 2025.

Signed _____

Derek Winning
Interim Executive Director



TULARE COUNTY REGIONAL TRANSIT AGENCY

Transportation Agency Safety Plan

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1. Background

The Public Transportation Agency Safety Plan (PTASP) final rule, 49 CFR Part 673, requires certain public transportation operators who are recipients of Federal Transit Administration (FTA) grant funds to develop safety plans. These plans must include, at a minimum:

- Documented processes and procedures for implementing the transit agency's Safety Management Systems (SMS) which consists of four main elements—(1) Safety Management Policy; (2) Safety Risk Management; (3) Safety Assurance; and (4) Safety Promotion (49 CFR 673.22(a)(2).
- Performance targets based on safety performance criteria established under the National Public Transportation Safety Plan (49 CFR 673.11(a)(3).
- Address applicable requirements and standards set forth in FTA's PTASP (49 CFR 673.22(a)(4).
- Establish a process and timeline for conducting an annual review and update of the PTASP (49 CFR 673.11(a)(5).

Transit agencies must make their safety performance targets available to the State and Metropolitan Planning Organizations (MPO), i.e., Tulare County Association of Governments (TCAG), to participate in the planning process.

Annually, transit agencies must certify compliance with the PTASP rule (49 CFR 673.13). Under Part 673, transit agencies also are required to maintain documents that describe their Agency Safety Plan (ASP), including those related to implementation and results from processes and activities.

TCRTA's PTASP has been developed consistent with FTA's recommended format that compiles with the required elements of Part 673.

2. Transit Agency Information

Transit Agency	Tulare County Regional Transit Agency		
Address	200 E. Center Avenue, Visalia, CA 93291		
Name and Title of Accountable Executive	Derek Winning, Interim Executive Director		
Name of Chief Safety Officer or SMS Executive	Derek Winning, Interim Executive Director		
Mode(s) of Service Covered by this Plan	Fixed Route, Demand-Response & Microtransit	FTA Funding Types	5307, 5311, 5339
Modes of Service Provided (Contracted Service)	Fixed Route, Paratransit, Demand Response & Microtransit		
Are transit services provided on behalf of another transit agency or entity?	Yes	Description of Arrangement(s)	Joint Powers Agreement
Name and Address of TCRTA Entities for which Service Is Provided	County of Tulare (5961 S. Mooney Blvd., Visalia, CA 93277); Cities: Dinuba (1088 E. Kamm Ave., Dinuba, CA 93618), Exeter (137 N. F St, Exeter 93221); Farmersville (909 W. Visalia Rd., Farmersville, CA 93223), Lindsay (251 E. Honolulu St., Lindsay, CA 93247); Tulare (411 East Kern Ave., Tulare, CA 93274); Tule River Tribe (340 N. Reservation Rd., Porterville, CA 93257); and Woodlake (350 N. Valencia, Woodlake, CA 93286)		

3. Plan Development, Approval, and Updates

Person who Drafted this Plan	Derek Winning, Interim Executive Director and Chief Safety Officer, TCRTA	
Signature by the Accountable Executive	Signature of Accountable Executive	Date of Signature

Approval by the TCRTA Board of Directors	TCRTA Board of Directors	Date of Approval
	Resolution #	
	Relevant Documentation (Title and Location)	
	A copy of Board of Directors Resolution #_____, approving the Agency Safety Plan (ASP), will be maintained on file by the TCRTA Chief Safety Officer and TCRTA Lead Transit Analyst at 200 E. Center Avenue, Visalia, CA 93291.	
Certification of Compliance	Name of Individual/Entity that Certified this Plan	Date of Certification
	TCRTA Board of Directors	
	Relevant Documentation (Title and Location)	
	A copy of all Certifications of Compliance will be maintained on file by the TCRTA Chief Safety Officer and TCRTA Lead Transit Analyst at 200 E. Center Avenue, Visalia, CA 93291.	

Version Number and Updates			
Version Number	Section/Pages Affected	Reason for Change	Date Issued
2	Entire Document	Updated Document	6/2023
3	Entire Document	Updated Document	04/20/2025

Annual Review and Update of the Agency Safety Plan
This plan will be jointly reviewed and updated by the Chief Safety Officer, Frontline Employees and the Accountable Executive, as designated by TCRTA, by July 1 of each year. The Accountable Executive will review and approve any changes to the ASP and forward the ASP to the TCRTA Board of Directors for review and approval.

4. Safety Performance Targets

Safety Performance Targets							
<i>Performance targets based on the safety performance measures established under the National Public Transportation Safety Plan.</i>							
Mode of Transit Service	Fatalities (Total)	Fatalities (Rate)	Injuries (Total)	Injuries (Rate)	Safety Events (Total)	Safety Events (Rate)	System Reliability
Fixed Route	0	0%	1	.58	6	0.29	0
Demand-Response	0	0%	1	0.58	6	0.29	0

Safety Performance Target Coordination		
<p>The TCRTA Accountable Executive shares our ASP, including the performance targets, with the Tulare County Association of Governments (TCAG) each year after it is adopted by TCRTA. The adopted plan is also forwarded to Caltrans Department of Rail & Mass Transportation. TCRTA staff is available to coordinate Safety Performance Targets with TCAG and will be available to the State at any time. Adoption of the TCRTA PTASP will be certified annually through submittal of its annual FTA Certifications and Assurances.</p>		
Targets Transmitted to the State	State Entity Name	Date Targets Transmitted
	Caltrans Department of Rail & Mass Transportation	
Targets Transmitted to the Metropolitan Planning Organization	Metropolitan Planning Organization Name	Date Targets Transmitted
	Tulare County Association of Governments (TCAG)	

5. Safety Management Policy

Safety Management Policy Statement

Safety is a core value at the TCRTA, and managing safety is a core business function. We will develop, implement, maintain, and continuously improve processes to ensure the safety of our customers, employees and the public. TCRTA is committed to the following safety objectives:

- Create the ASP in cooperation with frontline employee representatives. Communicating the purpose and benefits of the Safety Management System (SMS) to all staff, managers, directors, and employees.
- Providing a culture of open reporting of all safety concerns, ensuring that no action will be taken against any employee who discloses a safety concern through TCRTA's Employee Safety Reporting Program (ESRP), unless such disclosure indicates, beyond any

reasonable doubt, an illegal act, gross negligence, or a deliberate or willful disregard of regulations or procedures.

- Providing appropriate management involvement and the necessary resources to establish an effective ESRP that will encourage employees to communicate and report any unsafe work conditions, hazards, or at-risk behavior to the management team.
- Identifying hazardous and unsafe work conditions and after thorough analysis of provided data, TCRTA's transit operations program will develop processes and procedures to mitigate safety risk to an acceptable level.
- Establishing safety performance targets that are realistic, measurable, and data driven. Continually improving our safety performance through management processes that ensure appropriate safety management action is taken and is effective.

Safety Management Policy Communication

TCRTA contracts with a private contractor to operate transit services. The contract operator employs a Safety Management Plan (SMP) that serves as a shared documented commitment to safety and defines objectives, accountabilities, and responsibilities to employee safety. Communication of the SMP is fundamental to the success of this written program. The SMP will be communicated to all transit system employees through a variety of methods, including:

- Bulletin boards.
- Safety meetings and/or tailgate safety meetings.
- In-service training.
- Memoranda.
- Transit new-hire training.
- Periodic refresher training.

Authorities, Accountabilities, and Responsibilities

Accountable Executive

The TCRTA Executive Director is the Accountable Executive for the development and management of TCRTA's Safety Management System with the following authorities, accountabilities, and responsibilities under this plan:

- Controls and directs human and capital resources needed to develop and maintain the ASP and SMS.
- Designates an adequately trained Chief Safety Officer.
- Ensures that TCRTA's SMS is effectively implemented.
- Ensures action is taken to address substandard performance in TCRTA's SMS.
- Assumes ultimate responsibility for carrying out the TCRTA ASP and SMS.
- Maintains responsibility for carrying out the agency's Transit Asset Management Plan.

Chief Safety Officer or SMS Executive

The Accountable Executive designates the Lead Transit Analyst as TCRTA's Chief Safety Officer or SMS Executive for the Transit Operations. The Chief Safety Officer has the following authorities, accountabilities, and responsibilities under this plan:

- Develops ASP & SMS Policy & Procedures.
- Reviews implementation of SMS and Safety Committee Meetings.
- Reviews Safety Risk Register and Safety Event Log and analyzes trends in hazards, occurrences, incidents, and accidents.
- Advises the Accountable Executive on SMS progress and status.
- Identifies substandard performance in TCRTA's SMS and develops action plans for approval by the Accountable Executive.
- Ensures TCRTA policies are consistent with TCRTA's safety objectives.
- Provides Safety Risk Management (SRM) expertise and support for other TCRTA and contractor personnel who conduct and oversee safety assurance activities.

Agency Leadership and Executive Management

Contractor Leadership and Executive Management also have authorities and responsibilities for day-to-day SMS implementation and operation of TCRTA's SMS under this plan. TCRTA's Contractor Leadership and Executive Management include:

- Transit Systems Director
- Contract General Manager
- Operations Manager
- Safety and Training Manager
- Maintenance Manager

Their duties require close coordination on the development of the SMS and ASP to be adopted by the TCRTA Board of Directors. Contractor Leadership and Executive Management also have the following authorities, accountabilities, and responsibilities:

- Participate as members of TCRTA/Contractor Safety Committee.
- Complete training on SMS and ASP elements.
- Oversee day-to-day operations of the SMS.
- Modify policies in the SMS as necessary.
- Provide subject matter expertise to support implementation of the SMS as requested by the Accountable Executive or the Chief Safety Officer, including SRM activities, investigation of safety events, development of safety risk mitigations, and monitoring of mitigation effectiveness.

Key Staff

TCRTA uses the Safety Committee as well as the monthly Drivers' Safety Meetings to support its SMS and safety programs:

Employee Safety Reporting Program

The Transit Employee Safety Reporting Program (ESRP) is a fundamental source for reporting safety concerns and hazard identification. It is a key part of eliminating and mitigating safety risks that can lead to hazardous consequences. Employees have the obligation and right to report unsafe or unhealthy work conditions, hazards, or at-risk behavior, and are encouraged to make such a report. Employees who participate in the program are guaranteed that no action will be taken against them for disclosing safety concerns.

The TCRTA, as well as its bus operations contractor, encourage employees who identify safety concerns in their day-to-day duties to report them to senior management in good faith without fear of retribution. There are many ways employees can report safety conditions:

- Report conditions directly to the dispatcher, who will add them to the daily Operations Log.
- Report conditions anonymously via a locked comment box in the drivers' area.
- Report conditions directly to any supervisor, manager, or director.

Examples of information typically reported include:

- Safety concerns in the operating environment (for example, road conditions or the condition of facilities or vehicles).
- Policies and procedures that are not working as intended (for example, insufficient time to complete pre-trip inspection).
- Events that senior managers might not otherwise know about (for example, near misses).
- Information about why a safety event occurred (for example, radio communication challenges).

On a daily basis, TCRTA's third-party contract Lead Transit Analyst reviews the dispatch daily Operations Log and checks the comment box and dedicated email address, and documents identified safety conditions in the Safety Risk Register. All safety conditions related to the TCRTA contract are immediately reported to the contract General Manager and TCRTA's Chief Safety Officer. TCRTA's Chief Safety Officer, supported by the Safety Committee, as necessary, will review and address each employee report, ensuring that hazards and their consequences are appropriately identified and resolved through TCRTA's SRM process and that reported deficiencies and non-compliance with rules or procedures are managed through TCRTA's Safety Assurance process.

If warranted, Management will take appropriate action with offending employees if a disclosure indicates beyond any reasonable doubt, an illegal act, gross negligence, deliberate or willful disregard of policies and procedures or local, state, and federal laws and regulations. Transit may take disciplinary action if the report involves any of the following: Willful participation in illegal activity, such as assault or theft; gross negligence, such as knowingly using equipment for purposes other than intended so that people or property are at risk; reporting to work under the influence of alcohol and/or a controlled substance; or deliberate or willful disregard of policies and procedures, or local, state, and federal laws and regulations.

6. Safety Risk Management

Safety Risk Management Process

TCRTA, with cooperation from their bus operations contractor, uses the monthly Drivers' Safety Meetings and monthly Safety Committee meetings to support its SMS and safety programs as follows:

- Drivers' Safety Meetings: The agenda for the monthly Drivers' Safety Meetings include various safety topics and reminders repeated regularly. Current safety events or issues are also discussed and documented.
- Safety Committee: Any safety incidents, or hazards reported during the month will be jointly evaluated by the Safety Committee and the Chief Safety Officer. The Safety Committee members include the Transit Systems Director from each service area, the Safety & Training Manager, the Maintenance employee, a Dispatcher and a Driver. They will review incidents and safety issues and make recommendations to improve Safety Hazard reports and mitigations will be shared, safety topics will be raised for open discussion, further feedback solicited, and hazard self-reporting further encouraged. Information discussed in these meetings will be documented.

7. Safety Assurance

Safety Performance Monitoring and Measurement

Activities to monitor TCRTA for compliance with procedures for operations and maintenance.

Through our Safety Assurance process, the TCRTA:

- Evaluates its compliance with operations and maintenance procedures to determine whether existing rules and procedures are sufficient to control safety risk.
- Assesses the effectiveness of safety risk mitigations to make sure they are appropriate and are implemented as intended.
- Investigates safety incidents to identify causal factors.
- Analyzes information from safety reporting, including data about safety factors, defects, or conditions.

Activities to monitor operations to identify any safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended.

TCRTA, with cooperation from their bus operations contractor, has many processes in place to monitor its entire transit system for compliance with operations and maintenance procedures, including:

- Safety Audits
- Informal Inspections
- Onboard Camera Reviews
- Safety Surveys
- ESRP Incident Investigation
- Service Pre-launch Reviews
- Daily Operating Data Reviews
- Preventive Maintenance Inspections

Results from these processes are compared with recent performance trends monthly and annually by the Chief Safety Officer to determine any needed corrective action. The Chief Safety Officer reviews the results of investigations with the Safety Committee.

Activities to conduct investigations of safety events, including the identification of causal factors.

Immediately following a safety event, an operations contract supervisor initiates an investigation. The investigation must be in writing and include the following information:

- Identification of the person conducting the investigation.
- Date and time of the investigation.
- Identification of the person(s) who were injured.
- Identification of any witnesses.
- Interview with injured worker(s) and witnesses.
- A description of exactly how the injury occurred.
- Examination of the accident scene for factors associated with the accident.
- Have the injured worker demonstrate how the injury took place.
- Take pictures of the accident scene.
- Determine the causation of the injury.
- A description of any corrective action required and/or taken.

A copy of the written investigation is forwarded by the contract General Manager or Transit Systems Director to the Chief Safety Officer upon completion. The Chief Safety Officer reviews

the report with the Safety Committee and together they determine an appropriate correction plan if warranted.

Activities to monitor information reported through internal safety reporting programs.

The Chief Safety Officer and Safety Committee routinely review safety data captured in employee safety reports, safety meeting minutes, customer complaints, and other safety communication channels. When necessary, the Chief Safety Officer and Safety Committee ensure that the concerns are investigated or analyzed through TCRTA's SRM process.

The Chief Safety Officer and Safety Committee also evaluate internal and external reviews, including audits and assessments, with findings concerning TCRTA's safety performance, compliance with operations and maintenance procedures, or the effectiveness of safety risk mitigations.

Management of Change

Process of identifying and assessing changes that may introduce new hazards or impact safety performance. (Not required for small public transportation providers or those operating fewer than 100 vehicles during peak service periods.) TCRTA operates fewer than 100 vehicles during peak service period and is therefore exempted from this requirement.

Continuous Improvement

Process for assessing safety performance and for developing and carrying out plans to address identified safety deficiencies. (Not required for small public transportation providers or those operating fewer than 100 vehicles during peak service periods.) TCRTA operates fewer than 100 vehicles during peak service period and is therefore exempted from this requirement.

8. Safety Promotion

Competencies and Training

TCRTA safety training program for all agency employees and contractors directly responsible for safety.

The TCRTA Transit Contract operator, with cooperation from the Chief Safety Officer, dedicates resources to conduct both basic and comprehensive safety training. The scope of the safety trainings, including periodic refresher training, is appropriate to each employee's individual safety-related job responsibilities.

Operations safety-related skill training includes the following:

- New-hire bus vehicle operator classroom and hands-on skills training.
- Bus operator refresher training.
- Bus operator retraining (recertification or return to work).
- Classroom and on-the-job training for dispatchers.
- Classroom and on-the-job training for transit directors and managers.

- Motor Vehicle Accident (MVA) accident and injury investigation training for transit directors, supervisors, and managers.

Vehicle maintenance safety-related skill training includes the following:

- Ongoing vehicle maintenance technician skills training,
- Ongoing skills training for vehicle transit maintenance manager.
- MVA accident and work-related injury investigation training for vehicle maintenance supervisors and managers.
- Ongoing hazardous communication and material training for all vehicle maintenance technicians and directors.
- Training provided by outside vendors.

Safety Communication

Processes and activities to communicate safety and safety performance information throughout TCRTA.

The Chief Safety Officer works closely with the TCRTA Transit Contract operator as they implement their Safety Management Program (SMP). The SMP serves as the documented commitment to safety and defines objectives, accountabilities, and responsibilities to employee safety. Communication of the SMP is fundamental to the success of this written program. The SMP will be communicated to all transit employees through a variety of methods, including:

- Bulletin boards.
- Memoranda.
- Safety meetings and/or tailgate safety meetings.
- In-service training.
- Transit Systems new-hire training.
- Periodic refresher training.

Supporting Documentation

Reference documentation used to implement and carry out the ASP that are not included elsewhere in this Plan.

TCRTA will maintain documentation related to the implementation of its SMS; the programs, policies, and procedures used to carry out this ASP; and the results from its SMS processes and activities for three years after creation. They will be available to the FTA or other federal or oversight entity upon request.

9. Appendix A – Glossary of Terms

Term	Definition
Accident	Event involving any of the following: Loss of life, serious injury, collision of agency vehicle, evacuation.
Accountable Executive	Single identifiable person who has ultimate responsibility for carrying out the PTASP; and control or direction over the human or capital resources needed to develop and maintain both the agency's PTASP and TAM Plan.
Equivalent Authority	An entity that carries out duties similar to that of a Board of Directors for a recipient or subrecipient of FTA funds under 49 U.S.C. Chapter 53, including sufficient authority to review and approve a recipient or subrecipient's Public Transportation Agency Safety Plan.
Event	Accident, incident, or occurrence.
Hazard	Any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.
Incident	An event that involves any of the following: a personal injury that is not a serious injury; one or more injuries requiring medical transport; or damage to facilities, equipment, rolling stock, or infrastructure that disrupts the operations of a transit agency.
Investigation	The process of determining the causal and contributing factors of an accident, incident, or hazard, for the purpose of preventing recurrence and mitigating risk.
National Public Transportation Safety Plan	The plan to improve the safety of all public transportation systems that receive Federal financial assistance under 49 U.S.C. Chapter 53.
Occurrence	An event without any personal injury in which any damage to facilities, equipment, rolling stock, or infrastructure does not disrupt the operations of a transit agency.
Operator	A provider of public transportation as defined under 49 U.S.C. 5302.
Performance Measure	An expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets.
Performance Target	A quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a time period required by the FTA.
Public Transportation Agency Safety Plan (PTASP)	The documented comprehensive Agency Safety Plan for a transit agency that is required by 49 U.S.C. 5329 and Part 673.

Risk	The composite of predicted severity and likelihood of the potential effect of a hazard.
Risk Mitigation	Method or methods to eliminate or reduce the effects of hazards.
Safety Assurance	Processes within a transit agency's Safety Management System that function to ensure the implementation and effectiveness of safety risk mitigation, and to ensure that the transit agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.
Safety Management Policy	A transit agency's documented commitment to safety, which defines the transit agency's safety objectives and the accountabilities and responsibilities of its employees in regard to safety.
Safety Management System	The formal, top-down, organization-wide approach to managing safety risk and assuring the effectiveness of a transit agency's safety risk mitigation. SMS includes systematic procedures, practices, and policies for managing risks and hazards.
Safety Performance Target	A performance target related to safety management activities.
Safety Promotion	A combination of training and communication of safety information to support SMS as applied to the transit agency's public transportation system.
Safety Risk Assessment	The formal activity whereby a transit agency determines Safety Risk Management priorities by establishing the significance or value of its safety risks.
Safety Risk Management	A process within a transit agency's Agency Safety Plan for identifying hazards and analyzing, assessing, and mitigating safety risk.
Serious Injury	Any injury which: (1) Requires hospitalization for more than 48 hours, commencing within 7 days from the date when the injury was received; (2) Results in a fracture of any bone (except simple fractures of fingers, toes, or noses); (3) Causes severe hemorrhages, nerve, muscle, or tendon damage; (4) Involves any internal organ; or (5) Involves second- or third-degree burns, or any burns affecting more than 5 percent of the body surface
Transit Agency	An operator of a public transportation system.
Transit Asset Management Plan	The strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost effective, and reliable public transportation, as required by 49 U.S.C. 5326 and 49 CFR part 625.

10. Appendix B – ASP Acronyms

Acronym	Word or Phrase
ADA	Americans with Disabilities Act of 1990
ASP	Agency Safety Plan (also referred to as a PTASP in Part 673)
CFR	Code of Federal Regulations
ESRP	Employee Safety Reporting Program
FTA	Federal Transit Administration
MPO	Metropolitan Planning Organization
PART 673	49 CFR Part 673 (Public Transportation Agency Safety Plan)
SMS	Safety Management System
SRM	Safety Risk Management
U.S.C.	United States Code

Tulare County Regional Transit Agency

AGENDA ITEM V-A

April 21, 2025

Prepared by Derek Winning, TCRTA Staff

SUBJECT:

Action: Adoption of Resolution 2025-012 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. The supply of vans was reduced from eighteen (18) to ten (10) including two (2) peak hour back-up vans in order to reduce costs and improve targeted metrics. At the same time as service changes were adopted, target metrics designed to increase service productivity were also presented to the Board.

TCRTA Staff updated the Board at the March 17, 2025 meeting and recommended reducing the supply of vans by one (1) for the Dinuba Zone. Analysis showed progress toward the targeted metric of passengers per hour while keeping under the targeted average wait times approved by the Board.

DISCUSSION:

Consistent with the vision of a Visalia-Tulare Metro Area microtransit zone with a high level of service and mobility in coordination and cooperation with Visalia Transit, TCRTA Staff recommends adjusting the service hours of TCRTA microtransit in the Visalia-Tulare Metro Area to match that of Visalia Transit Services once Visalia Connect is deployed in late spring 2025.

TCRTA microtransit currently operates from 7:00 AM to 7:00 PM Monday-Saturday and 8:00 AM – 5:00 PM on Sunday in the Visalia-Tulare Metro Area.

Proposed TCRTA hours of operation in coordination with the launch of Visalia Connect microtransit would be 6:00 AM – 9:30 PM Monday – Friday and 8:00 AM – 6:30 PM on Saturday and Sunday.

The tables below compare the number of service hours for the Visalia Metro Area and the resultant increase in cost (annualized):

Current Service Performance Spring 2025

Service Zone	Vehicle Allocation	Service Hours	Annual Cost	Cost per Passenger
Dinuba/N. County	1	12	\$ 180,840.48	\$ 20.01
Woodlake	1	12	\$ 180,840.48	\$ 30.02
S. County	1	12	\$ 180,840.48	\$ 30.02
Lindsay, Porterville Transit Center	1	12	\$ 180,840.48	\$ 30.02
Tulare-Visalia Metro Area	2+1	36	\$ 542,521.44	\$ 60.04
Peak Hour Back-Up	2		\$ 361,680.96	-
	9		\$ 1,627,564.32	

Proposed Service Visalia-Tulare Metro 2025

Service Zone	Vehicle Allocation	Service Hours	Annual Cost	Cost per Passenger
Dinuba/N. County	1	12	\$ 180,840.48	\$ 20.01
Woodlake	1	12	\$ 180,840.48	\$ 30.02
S. County	1	12	\$ 180,840.48	\$ 30.02
Lindsay, Porterville Transit Center	1	12	\$ 180,840.48	\$ 30.02
Tulare-Visalia Metro Area	2+1	46.5	\$ 700,756.86	\$ 77.55
Peak Hour Back-Up	2		\$ 361,680.96	-
	9		\$ 1,785,799.74	

Cost Increase \$ 158,235.42

RECOMMENDATION:

Adoption of Resolution 2025-012 approving TCRTA Microtransit service changes and microtransit pilot target metrics.

FISCAL IMPACT:

Increase of direct Transdev service costs of approximately \$15,000-\$20,000 applicable to FY 24/25 TCRTA Budget under line item 54. Professional and Specialized Expense (7043).

ATTACHMENTS:

1. Resolution 2025-012 TCRTA Microtransit service changes and Microtransit Pilot target metrics.

**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 Tulare County Association of Governments (TCAG) has supplemented the CMAQ funding with an additional \$5.9 m in SB 125 funds and also revised the pilot period to two (2) years as the original cost estimate of \$2.4 million was inadequate to cover the cost of one year; 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 April 21, 2025:

RESOLUTION: 2025-012

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 (Current)
Monday-Saturday 7:00 am to 7:00 pm
Sunday 8:00 am to 5:00 pm
- **Service Hours (Coordination with Visalia Connect Launch in 2025)**

Monday-Friday	6:00 am to 9:30 pm
Saturday & Sunday	8:00 am to 6:30 pm
- Fares (one-way)

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

RESOLUTION: 2025-012

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
- 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 Yetttem.
- 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: 2025-012

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the 21st day of April 2025.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____

Larry Micari
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2025-012 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 21st day of April 2025.

Signed _____

Derek Winning
Interim Executive Director

Tulare County Regional Transit Agency

AGENDA ITEM V - B

April 21, 2025

Prepared by Derek Winning, TCRTA Staff

SUBJECT:

Action: Approve TCRTA Measure R Transit Supplemental Agreement – TCAT Bus Replacement Project

BACKGROUND:

TCRTA has \$3.4 million of Congestion Mitigation Air Quality (CMAQ) funds programmed in the Federal Transportation Improvement Program (FTIP) for the purchase of CNG transit buses. The new buses are needed to help replace an aging TCAG fleet of transit buses, most are over ten years old and some with odometer readings approaching 1 million miles. As a federal funding source, projects with CMAQ funds are programmed in the Federal Transportation Improvement Program (FTIP) and undergo a complex process to authorize and spend the funds.

DISCUSSION:

TCRTA has worked closely with the Tulare County Association of Governments (TCAG) on a solution to replace the aging TCAT Fleet for which it is not uncommon to replace engines and transmissions. Replacement parts are also becoming difficult if not impossible to obtain.

To help expedite the purchase of the buses, TCAG Staff has proposed to replace the CMAQ funds with an advance of Measure R transit funds. The Measure R transit funds would then be reimbursed with an equal amount of STBGP state exchange funds over the next several fiscal years. The CMAQ funds that were originally programmed on this project would be available for programming on another CMAQ eligible project within the Tulare County Region.

Measure R Advance for CMAQ/STBGP Exchange Funding Request – TCAT Replacement Buses (15)

TCRTA - \$ 3,400,000.00

RECOMENDATION:

Approve Resolution 2025-013 TCRTA Measure R Transit Supplemental Agreement – TCAT Bus Replacement Project

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. Resolution 2025-013 TCRTA Measure R Transit Supplemental Agreement – TCAT Bus Project Replacement
2. TCRTA Measure R Transit Supplemental Agreement

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY ADOPTING
TCRTA MEASURE R PROGRAM SUPPLEMENTAL AGREEMENT
FOR TCAT BUS REPLACEMENT PROJECT**

WHEREAS, on November 7, 2006, the citizens of Tulare County approved Measure R and the Measure R Expenditure Plan; and

WHEREAS, on April 16, 2007, the Measure R Policies and Procedures were adopted; and

WHEREAS, the Measure R Expenditure Plan and the Policies and Procedures serve as the guide for the use of transportation funds that will be generated through the Tulare County half-cent transportation sales tax over the next thirty years; and

WHEREAS, the Tulare County Regional Transit Agency (TCRTA) is eligible to receive Measure R Transit funds for fixed route services and capital projects within TCRTA's service area; and

WHEREAS, TCRTA has \$3.4 million CMAQ funds programmed in the 2025 FTIP for a TCAT bus replacement project and is requesting the advancement of Measure R Transit funds to be exchanged for CMAQ/STBPG funds by TCAG ; and

WHEREAS, the Tulare County Association of Governments (TCAG) is requesting that the TCRTA approve and submit a Program Supplement to Cooperative Agreement that will allow TCRTA to advance and receive Measure R Transit Funds for the TCAT Bus Replacement Project; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, does hereby approve the Measure R Program Supplement to Cooperative Agreement and authorizes the Board Chair and Executive Director to execute the Program Supplement, and any other related documents as may be required.

RESOLUTION: 2025-013

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the 21st day of April 2025.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____

Larry Micari
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2025-013 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 21st day of April 2025.

Signed _____

Derek Winning
Interim Executive Director

**MEASURE R PROGRAM SUPPLEMENT TO
COOPERATIVE AGREEMENT –
TCRTA – TCAT Bus Replacement Project
AUTHORITY Agreement No. _____**

This Program Supplement is made and entered into on April 21, 2025, by and between the TULARE COUNTY REGIONAL TRANSIT AGENCY ("Sponsor") and the TULARE COUNTY ASSOCIATION OF GOVERNMENTS, acting as the Local Transportation Authority ("Authority").

This Program Supplement hereby incorporates the "Measure R Cooperative Agreement" for Measure R Expenditures which was entered into between the Sponsor and the Authority on May 29, 2007, as amended, and is subject to all terms and conditions thereof. This Program Supplement is executed under authority of Resolution No. 42-2011, approved by the Sponsor on August 2, 2011.

The Tulare County Regional Transit Agency (TCRTA) has \$3.4 million of Congestion Mitigation Air Quality (CMAQ) funds programmed in the Federal Transportation Improvement Program (FTIP) for the purchase of CNG transit buses. The new buses are needed to help replace an aging fleet of transit buses, some with odometer readings approaching 1 million miles. As a federal funding source, projects with CMAQ funds are programmed in the Federal Transportation Improvement Program (FTIP) and undergo a complex process to authorize and spend the funds.

To help expedite the purchase of the buses, staff is proposing to replace the CMAQ funds with an advance of Measure R transit funds. The Measure R transit funds would then be reimbursed with an equal amount of STBGP state exchange funds over the next several fiscal years. The CMAQ funds that were originally programmed on this project would be available for programming on another CMAQ eligible project.

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

The purpose of this Program Supplement is to document TCTA's approval of funding from the Measure R Program for SPONSOR'S proposed project identified as TCRTA – TCAT Bus Replacement 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 TCTA approval and will not proceed with future phase(s) of the Project(s) prior to receiving a written "Authorization to Proceed" or other TCTA 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 TCTA 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 TCTA'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 TCTA 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 TRANSPORTATION AUTHORITY

By: _____
TCTA Executive Director

Attest: _____
TCTA Finance Director

TULARE COUNTY REGIONAL TRANSIT AGENCY

By: _____
TCRTA Executive Director

Attest: _____
TCRTA Finance Manager

MEASURE R PROGRAM SUPPLEMENT TO
COOPERATIVE AGREEMENT
TCAG Agreement No. _____

Attachment A

Project Name: TCRTA – TCAT Bus Replacement Project

Project Scope

TCRTA desires to replace a significant portion of the aging TCAT fleet. Purchase 15 <30 foot Buses including necessary onboard equipment for use in TCAT intercity routes connecting Tulare County cities and communities.

Project Schedule

Begin	Bus Order	May 2025
End	Delivery	April 2026

Sources and Use of Funds

Funding Source	Measure R Advance – STBG Exchange
Project Management	
PA&ED	
PS&E	
ROW	
Construction	\$3,400,000
Total Funding	\$3,400,000