



**Tulare County Regional Transit Agency
AGENDA**

May 19, 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 April 21, 2025 (Pages 01-02)
- B. Information: Monthly Ridership Summary (Pages 03-04)
- C. Information: Monthly Budget Report 2025 (Pages 05-12)
- D. Action: Approve Resolution 2025-016 Persons Performing Unpaid Voluntary Services for TCRTA Be Deemed Employees for Workers Comp (Pages 13-16)
- E. Action: Approve Reso 2025-017 Consultant Selection for On-call Transit Planning/Operations Services (Pages 17-20)
- F. Action: Approve Reso 2025-018 Consultant Selection for On-call Transit Electrification Project Management/Implementation Services (Pages 21-24)
- G. Action: Approve Reso 2025-019 Adopting Authorized Person(s) for CVRC Signing Officers 2025 (Pages 25-28)

V. ACTION/ DISCUSSION ITEMS:

- A. Action: Adopt Reso 2025-020 LCTOP Corrective Action Plans Forms to Transfer Prior-Year LCTOP Funds (Pages 29-42)
- B. Action: Adopt Reso 2025-021 LCTOP FY 24-25 Project For Zero-Emission Replacement Buses 2025 (Pages 43-56)
- C. Action: Approve Reso 2025-022 TCRTA Measure R FY 25-26 Transit Operating Assistance 2025 (Pages 57-63)

VI. OTHER BUSINESS:

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

VII. CLOSED SESSION:

- A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Potential Initiated Litigation pursuant to Government Code § 54956.9
Number of Potential Cases: 2

VIII. ADJOURN:

The next regularly scheduled Tulare County Regional Transit Agency (TCRTA) Board meeting will be **Monday, June 16, 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

Maribel Reynosa – Vice Chair
Vicki Riddle
Greg Gomez
Misty Villarreal
Terry Sayre
Jose Martinez
Larry Micari - Chair
Vacant

ALTERNATE

Kuldip Thusu
Frankie Alves
Armando Hinojosa
Joe Soria
Patrick Isherwood
Rudy Mendoza
Amy Shuklian
Vacant

AGENCY

City of Dinuba
City of Exeter
City of Farmersville
City of Lindsay
City of Tulare
City of Woodlake
County of Tulare
Tule River Tribe

EX OFFICIO MEMBERS

Georgina Landecho, CalVans
Liz Wynn, TCAG Public Transit Representative

TCRTA STAFF

Derek Winning, TCRTA Executive Director
Juana Sierra Perez, TCRTA Finance Manager
Vacant, TCRTA Transit Planning Manager
Clayton Landis, TCRTA Transit Analyst
Chris Acevedo, TCRTA Transit Analyst
Vacant, TCRTA Transit Analyst
Ashlee Compton, TCRTA Transit Coordinator
Vacant, TCRTA Accountant
Vacant, 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
April 21, 2025, 3:30 p.m.**

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

Members Absent:

Non-Voting Alternates:

Ex Officio Present:

Staff Present: Derek Winning, Clay Landis, Ashlee Compton

Counsel Present: Thomas Degn

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

I. CALL TO ORDER:

Chair Micari called the meeting to order at 3:30 p.m.

II. PLEDGE OF ALLEGIANCE:

Led by Chair Micari

III. PUBLIC COMMENT:

None

IV. CONSENT CALENDAR ITEMS:

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

Request Approval of the Consent Calendar Items

A. Approve Minutes of March 17, 2025

B. Information: Monthly Ridership Summary

C. Information: KPI

D. Action: Approve Reso 2025-XXX TCRTA Short-Range Transit Plan (S RTP)
Consultant Selection

E. Action: Approve Reso 2025-010 Re-approving Purchase of Peak Transit Hardware and Subscription Services at Revised Amount

F. Action: Approve Reso 2025-011 TCRTA Measure R Supplemental Agreement For – FY 25 Operating Assistance

G. Action: Approve Reso 2025-009 TCRTA Public Transportation Agency Safety Plan (PTASP)

M: Gomez

S: Martinez

Notes: Passed unanimously.

V. ACTION/ DISCUSSION ITEMS:

A. Action: Approve Reso 2025-012 TCRTA Microtransit Visalia-Tulare Metro Operating Hours Expansion in Coordination with Visalia Connect Microtransit

M: Reynosa

S: Gomez

Notes: Passed unanimously.

Item IV-A

- B.** Action: Action: Approve Reso 2025-013 TCRTA Measure R Supplemental Agreement – Transit Capital (15) TCAT Bus Replacement Project
M: Riddle
S: Gomez
Notes: Passed unanimously.

VI. OTHER BUSINESS:

- A.** Requests from Board Members for Future Agenda Items
Report: Board members would like to have a discussion on TCRTA Logo and font, they get many questions asking what “TORTA” mean. Executive Director Winning brought up rebranding Microtransit Transport.
- B.** Tulare County CAO, Jason Britt Report
Report: Chair Micari reported on behalf of Mr. Britt. Nothing to report just an announcement that the County is going to stay with TCRTA.
- C.** Director’s Report
Report: Executive Director Winning reported on the Staff list at the end of the agenda, noticing how there are only three employees listed. Currently onboarding two new hires, currently at orientation, Chris and Juana. Juana Sierra-Perez is going to be the Finance Manager and Chris Acevedo is going to be a Transit Analyst. Will be hiring for an accountant and Admin Clerk.

VII. CLOSED SESSION:

A. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

Potential Initiated Litigation pursuant to Government Code § 54956.9
Number of Potential Cases: 1
Report: Nothing to report.

B. PUBLIC EMPLOYEE APPOINTMENT

To consider Public Employee Appointment pursuant to Government Code § 54957.6
Position: TCRTA Executive Director
M: Martinez
S: Villarreal
Report: Recommendation to appoint Derek Winning as the new Executive Director of TCRTA. The TCRTA board has determined that Derek Winning is the most qualified individual for the position of Executive Director. Board voted unanimously.
Public Comment: Mr. Tree congratulated Mr. Winning on the appointment of Executive Director.

VIII. ADJOURN:

The meeting adjourned at 4:27 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, 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.

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	684			6,392	D1/D3 service uses 1 bus
D2	670	693	678	966	740	659	468	662	683	709			6,928	D2/D4 service uses 1 bus
D3	196	258	259	432	311	192	148	92	87	87			2,062	D1/D3 service uses 1 bus
D4	421	702	608	711	471	322	329	259	353	377			4,553	D2/D4 service uses 1 bus
(Dinuba Connection) DC	198	1,174	1,318	1,318	1,201	574	852	1,207	1,392	1,236			10,470	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	3,093	0	0	28,723	
Tulare: T1	1,630	1,649	2,321	2,156	1,905	1,426	1,629	2,086	1,739	2,115			18,656	
T2	1,849	1,757	2,470	2,411	1,836	1,788	2,060	1,798	1,942	1,907			19,818	
T3	1,719	1,763	2,261	2,519	2,133	1,928	2,114	2,087	2,417	2,276			21,217	
T4	3,122	2,376	2,596	2,485	3,052	2,820	2,816	2,695	2,666	2,997			27,625	
T5	2,068	1,793	1,801	1,761	1,885	1,480	1,821	1,845	1,999	1,938			18,391	
T6	1,006	1,439	1,636	1,944	1,212	970	1,420	1,501	1,550	1,512			14,190	
(Tulare) 11X	1,721	2,266	2,570	3,280	2,941	2,645	3,283	2,879	3,271	2,937			27,793	
Tulare Totals	13,115	13,043	15,655	16,556	14,964	13,057	15,143	14,891	15,584	15,682	0	0	147,690	
Commuter: C10	2,483	3,508	3,677	4,498	3,873	3,642	3,915	3,957	4,456	3,920			37,929	
C20	1,514	1,643	1,819	1,871	1,717	1,663	1,628	1,489	1,609	1,712			16,665	
C30	2,387	2,284	3,204	3,338	3,769	3,166	3,171	3,424	3,602	3,385			31,730	
C40	2,274	2,963	2,862	3,165	2,957	2,887	4,046	3,764	4,302	3,278			32,498	
C70	49	49	55	37	45	69	70	91	87	78			630	Service only runs M-F; C70-C90 service uses 1 bus
C80	57	62	82	46	82	84	73	73	50	31			640	Service only runs M-F; C70-C90 service uses 1 bus
C90	213	330	550	545	391	415	348	494	308	245			3,839	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	12,649	0	0	123,931	
Tule River Tribe (TR)	59	56	36	45	49	55	61	41	87	109			598	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	31,533	0	0	300,942	
PARATRANSIT RIDERSHIP														
Dinuba	71	89	94	121	124	113	103	98	131	140			1,084	
Lindsay	33	68	38	40	56	50	46	55	54	59			499	
Tulare	220	360	366	483	400	376	381	302	374	390			3,652	
Woodlake	102	218	233	251	175	163	163	145	181	185			1,816	
County	97	43	63	88	65	82	93	77	72	104			784	
TOTAL RIDERSHIP	523	778	794	983	820	784	786	677	812	878	0	0	7,835	Service commingled with Microtransit
MICROTRANSIT RIDERSHIP														
Dinuba	239	285	268	364	312	340	327	293	338	359			3,125	
Farmersville	29	51	67	79	23	24	43	32	32	42			422	
Lindsay	49	70	87	87	97	62	83	106	116	85			842	
Tulare	160	361	357	517	506	421	511	516	488	566			4,403	
Woodlake	38	41	35	55	81	144	109	88	98	67			756	
County	163	202	237	307	253	230	225	267	333	322			2,539	
Visalia	123	366	488	663	395	200	256	254	289	279			3,313	
TOTAL RIDERSHIP	801	1,376	1,539	2,072	1,667	1,421	1,554	1,556	1,694	1,720	0	0	15,400	Service commingled with Paratransit
Rider Account Creations	420	423	369	314	276	226	236	247	261	216			2,988	

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	648			7,114
TOTAL EXETER RIDERSHIP	734	72	733	907	698	934	984	750	654	648	0	0	7,114
Farmersville Boardings (Route 9)	487	121	688	895	887	831	1,134	589	640	647			6,919
Farmersville Boardings (Route 12)	459	629	514	399	427	571	419	570	702	841			5,531
TOTAL FARMERSVILLE RIDERSHIP	946	750	1,202	1,294	1,314	1,402	1,553	1,159	1,342	1,488	0	0	12,450
48													
DIAL-A-RIDE RIDERSHIP													
Trips from Exeter	117	61	84	168	110	69	69	65	55	53			851
Trips to Exeter	117	77	83	173	119	73	79	70	63	56			910
TOTAL EXETER RIDERSHIP	234	138	167	341	229	142	148	135	118	109	0	0	1,761
Trips from Farmersville	78	38	32	64	63	24	27	20	29	29			404
Trips to Farmersville	74	36	29	67	64	23	29	20	27	29			398
TOTAL FARMERSVILLE RIDERSHIP	152	74	61	131	127	47	56	40	56	58	0	0	802

Tulare County Regional Transit Agency

AGENDA ITEM IV-C

May 19th, 2025

Prepared by Juana Sierra-Perez, Finance Manager

SUBJECT:

Action: Receive and File the Preliminary Financial Statement as of March 31st, 2025 and as of April 30th, 2025.

BACKGROUND:

The following Preliminary Financial Statement for both March and April provides you with the Revenues and Expenditures and compares them to the YTD budget.

DISCUSSION:

This Financial Statement for March 31st and April 30th are preliminary, as the Fiscal Year 2023-2024 is closing, and other accruals are pending.

RECOMMENDATION:

That the Tulare County Regional Transit Agency Board of Directors receive and file the Preliminary Financial Statement as of March 31st, 2025, and as of April 30th, 2025.

FISCAL IMPACT:

None

ATTACHMENTS:

1. Preliminary Financial Statement for March 31st, 2025.
2. Preliminary Financial Statement for April 30th, 2025.

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County of Tulare

March Statement

Report Name: Listing of Obligations and Budget

Report ID: BA-A103

Fiscal Year : 2025 | Accounting Period: 9 | Fund(s): 793 |

Department: 793 | Unit: 1000 | Activity: All

Report ID: BA-A103 | Report Date: 4/29/2025 | Report Time: 3:28 PM

Object	Current Period			Year to Date				
Code - Description	Encumbrances	Expenditures	Total Obligations	Encumbrances	Expenditures	Total Obligations	Current Budget	Adopted Budget
Fund: 793 - TCRTA JPA Department: 793 - TCRTA JPA Unit: 1000 - Tulare County Activity:								
Appropriation:	793 - Department Total							
6000 Salaries	0.00	0.00	0.00	0.00	0.00	0.00	1,096,498.00	1,096,498.00
6001 Alloc. Sal.	0.00	22,336.58	22,336.58	0.00	495,400.74	495,400.74	1.00	1.00
6002 Overtime	0.00	58.25	58.25	0.00	167.76	167.76	0.00	0.00
6003 Other Pay	0.00	235.89	235.89	0.00	19,250.93	19,250.93	1.00	1.00
6004 Benefits	0.00	3,047.20	3,047.20	0.00	35,680.20	35,680.20	1.00	1.00
6005 Extra Help	0.00	5,076.73	5,076.73	0.00	10,153.47	10,153.47	1.00	1.00
6011 Retire-Co	0.00	3,118.59	3,118.59	0.00	38,928.74	38,928.74	1.00	1.00
6012 Soc Sec	0.00	2,125.29	2,125.29	0.00	28,186.23	28,186.23	1.00	1.00
6014 Pob	0.00	1,441.91	1,441.91	0.00	17,945.29	17,945.29	1.00	1.00
7000 Services	0.00	0.00	0.00	0.00	0.00	0.00	1,470.00	1,470.00
7005 Communicate	0.00	833.00	833.00	0.00	20,087.40	20,087.40	47,553.00	47,553.00
7010 Insurance	0.00	0.00	0.00	0.00	3,750.86	3,750.86	159,356.00	159,356.00
7021 Maint-Equip	(24,587.13)	24,587.13	0.00	1,100.00	398,313.65	399,413.65	0.00	0.00
7024 Maint-Bld-Im	0.00	1,588.04	1,588.04	0.00	20,647.50	20,647.50	73,295.00	73,295.00
7036 Office Expen	(27.16)	2,111.99	2,084.83	7,145.29	26,324.21	33,469.50	19,793.00	19,793.00
7040 Courier	0.00	0.00	0.00	0.00	0.00	0.00	5,680.00	5,680.00
7043 Prof & Spec	0.00	1,725,037.90	1,725,037.90	0.00	14,381,099.83	14,381,099.83	17,084,879.00	17,084,879.00
7059 Pub & Leg No	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7062 Rent-Bldg	0.00	10,044.00	10,044.00	0.00	32,266.20	32,266.20	31,415.00	31,415.00



County of Tulare

March Statement

Report Name: Listing of Obligations and Budget

Report ID: BA-A103

Fiscal Year : 2025 | Accounting Period: 9 | Fund(s): 793 |

Department: 793 | Unit: 1000 | Activity: All

Report ID: BA-A103 | Report Date: 4/29/2025 | Report Time: 3:28 PM

Object	Current Period			Year to Date				
Code - Description	Encumbrances	Expenditures	Total Obligations	Encumbrances	Expenditures	Total Obligations	Current Budget	Adopted Budget
Fund: 793 - TCRTA JPA Department: 793 - TCRTA JPA Unit: 1000 - Tulare County Activity:								
Appropriation:	793 - Department Total							
7066 Spc Dept Exp	0.00	7,282.39	7,282.39	298.00	619,224.53	619,522.53	12,591,319.00	12,591,319.00
7073 Training	0.00	0.00	0.00	0.00	1,035.44	1,035.44	5,850.00	5,850.00
7074 Trans & Trav	0.00	0.00	0.00	0.00	4,291.30	4,291.30	17,930.00	17,930.00
7081 Utilities	0.00	56,898.47	56,898.47	0.00	327,982.73	327,982.73	240,099.00	240,099.00
7421 Int-Late Pay	0.00	88.89	88.89	0.00	1,063.97	1,063.97	1.00	1.00
APPR 793 Totals:	(24,614.29)	1,865,912.25	1,841,297.96	8,543.29	16,481,800.98	16,490,344.27	31,375,145.00	31,375,145.00
ACTV Totals:	(24,614.29)	1,865,912.25	1,841,297.96	8,543.29	16,481,800.98	16,490,344.27	31,375,145.00	31,375,145.00
Appropriation:	793CONT - Contingency							
7432 App/Cont-S/D	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
APPR 793CONT Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ACTV Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
UNIT 1000 Totals:	(24,614.29)	1,865,912.25	1,841,297.96	8,543.29	16,481,800.98	16,490,344.27	31,375,145.00	31,375,145.00
DEPT 793 Totals:	(24,614.29)	1,865,912.25	1,841,297.96	8,543.29	16,481,800.98	16,490,344.27	31,375,145.00	31,375,145.00
FUND 793 Totals:	(24,614.29)	1,865,912.25	1,841,297.96	8,543.29	16,481,800.98	16,490,344.27	31,375,145.00	31,375,145.00
Report Totals:	(24,614.29)	1,865,912.25	1,841,297.96	8,543.29	16,481,800.98	16,490,344.27	31,375,145.00	31,375,145.00



County of Tulare

March Statement

Report Name: Listing of Revenues vs Budget

Report ID: BA-A203

Fiscal Year: 2025 | Accounting Period: 9 | Fund(s): 793-793 | Department: 793 | Unit: 1000

Report Date: 4/29/2025 | Report Time: 3:38 PM

RSRC DESCRIPTION	CURRENT PERIOD		YEAR TO DATE			
CODE - DESCRIPTION	COLLECTED REVENUE	RECOGNIZED REVENUE	COLLECTED REVENUE	RECOGNIZED REVENUE	CURRENT BUDGET	ADOPTED BUDGET
Fund: 793 - TCRTA JPA Department: 793 - TCRTA JPA Unit: 1000 - Tulare County						
4801 - Interest	46,778.33	46,778.33	231,153.44	231,153.44	1.00	1.00
5054 - State-Other	0.00	0.00	3,207,522.00	3,207,522.00	8,904,699.00	8,904,699.00
5220 - Fed-Other	0.00	0.00	0.00	0.00	0.00	0.00
5700 - Fed-Other	0.00	0.00	4,851,457.00	4,851,457.00	8,625,210.00	8,625,210.00
5835 - Oth Revenue	2,625.72	2,625.72	29,576.55	29,576.55	1,087,500.00	1,087,500.00
5841 - O/L Warrants	0.00	0.00	8,787.23	8,787.23	1.00	1.00
5873 - Pub Trans	36,815.43	36,815.43	563,088.77	563,088.77	450,000.00	450,000.00
UNIT 1000 Totals:	86,219.48	86,219.48	8,891,584.99	8,891,584.99	19,067,411.00	19,067,411.00
DEPT 793 Totals:	86,219.48	86,219.48	8,891,584.99	8,891,584.99	19,067,411.00	19,067,411.00
FUND 793 Totals:	86,219.48	86,219.48	8,891,584.99	8,891,584.99	19,067,411.00	19,067,411.00
Report Totals:	86,219.48	86,219.48	8,891,584.99	8,891,584.99	19,067,411.00	19,067,411.00



County of Tulare

April Statement

Report Name: Listing of Revenues vs Budget

Report ID: BA-A203

Fiscal Year: 2025 | Accounting Period: 10 | Fund(s): 793-793 | Department: All | Unit: All

Report Date: 5/7/2025 | Report Time: 11:18 AM

RSRC DESCRIPTION	CURRENT PERIOD		YEAR TO DATE			
CODE - DESCRIPTION	COLLECTED REVENUE	RECOGNIZED REVENUE	COLLECTED REVENUE	RECOGNIZED REVENUE	CURRENT BUDGET	ADOPTED BUDGET
Fund: 793 - TCRTA JPA Department: 793 - TCRTA JPA Unit: 1000 - Tulare County						
4801 - Interest	0.00	0.00	231,153.44	231,153.44	1.00	1.00
5054 - State-Other	0.00	0.00	3,207,522.00	3,207,522.00	8,904,699.00	8,904,699.00
5220 - Fed-Other	0.00	0.00	0.00	0.00	0.00	0.00
5700 - Fed-Other	0.00	0.00	4,851,457.00	4,851,457.00	8,625,210.00	8,625,210.00
5835 - Oth Revenue	5,461.70	5,461.70	35,038.25	35,038.25	1,087,500.00	1,087,500.00
5841 - O/L Warrants	0.00	0.00	8,787.23	8,787.23	1.00	1.00
5873 - Pub Trans	62,086.15	62,086.15	625,174.92	625,174.92	450,000.00	450,000.00
UNIT 1000 Totals:	67,547.85	67,547.85	8,959,132.84	8,959,132.84	19,067,411.00	19,067,411.00
DEPT 793 Totals:	67,547.85	67,547.85	8,959,132.84	8,959,132.84	19,067,411.00	19,067,411.00
FUND 793 Totals:	67,547.85	67,547.85	8,959,132.84	8,959,132.84	19,067,411.00	19,067,411.00
Report Totals:	67,547.85	67,547.85	8,959,132.84	8,959,132.84	19,067,411.00	19,067,411.00



County of Tulare

April Statement

Report Name: Listing of Obligations and Budget

Report ID: BA-A103

Fiscal Year : 2025 | Accounting Period: 10 | Fund(s): 793 |

Department: All | Unit: All | Activity: All

Report ID: BA-A103 | Report Date: 5/7/2025 | Report Time: 11:16 AM

Object	Current Period			Year to Date				
Code - Description	Encumbrances	Expenditures	Total Obligations	Encumbrances	Expenditures	Total Obligations	Current Budget	Adopted Budget
Fund: 793 - TCRTA JPA Department: 793 - TCRTA JPA Unit: 1000 - Tulare County Activity:								
Appropriation:	793 - Department Total							
6000 Salaries	0.00	0.00	0.00	0.00	0.00	0.00	1,096,498.00	1,096,498.00
6001 Alloc. Sal.	0.00	29,336.63	29,336.63	0.00	524,737.37	524,737.37	1.00	1.00
6002 Overtime	0.00	0.00	0.00	0.00	167.76	167.76	0.00	0.00
6003 Other Pay	0.00	1,268.35	1,268.35	0.00	20,519.28	20,519.28	1.00	1.00
6004 Benefits	0.00	2,898.60	2,898.60	0.00	38,578.80	38,578.80	1.00	1.00
6005 Extra Help	0.00	3,553.71	3,553.71	0.00	13,707.18	13,707.18	1.00	1.00
6011 Retire-Co	0.00	4,296.78	4,296.78	0.00	43,225.52	43,225.52	1.00	1.00
6012 Soc Sec	0.00	2,608.63	2,608.63	0.00	30,794.86	30,794.86	1.00	1.00
6014 Pob	0.00	1,861.38	1,861.38	0.00	19,806.67	19,806.67	1.00	1.00
7000 Services	0.00	0.00	0.00	0.00	0.00	0.00	1,470.00	1,470.00
7005 Communicate	0.00	0.00	0.00	0.00	20,087.40	20,087.40	47,553.00	47,553.00
7010 Insurance	0.00	0.00	0.00	0.00	3,750.86	3,750.86	159,356.00	159,356.00
7021 Maint-Equip	0.00	0.00	0.00	1,100.00	398,313.65	399,413.65	0.00	0.00
7024 Maint-Bld-Im	0.00	0.00	0.00	0.00	20,647.50	20,647.50	73,295.00	73,295.00
7036 Office Expen	0.00	2,187.90	2,187.90	7,145.29	28,512.11	35,657.40	19,793.00	19,793.00
7040 Courier	0.00	0.00	0.00	0.00	0.00	0.00	5,680.00	5,680.00
7043 Prof & Spec	0.00	1,435,311.68	1,435,311.68	0.00	15,816,411.51	15,816,411.51	17,084,879.00	17,084,879.00
7059 Pub & Leg No	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
7062 Rent-Bldg	0.00	5,988.00	5,988.00	0.00	38,254.20	38,254.20	31,415.00	31,415.00



County of Tulare

April Statement

Report Name: Listing of Obligations and Budget

Report ID: BA-A103

Fiscal Year : 2025 | Accounting Period: 10 | Fund(s): 793 |

Department: All | Unit: All | Activity: All

Report ID: BA-A103 | Report Date: 5/7/2025 | Report Time: 11:16 AM

Object	Current Period			Year to Date				
Code - Description	Encumbrances	Expenditures	Total Obligations	Encumbrances	Expenditures	Total Obligations	Current Budget	Adopted Budget
Fund: 793 - TCRTA JPA Department: 793 - TCRTA JPA Unit: 1000 - Tulare County Activity:								
Appropriation:	793 - Department Total							
7066 Spc Dept Exp	0.00	6,880.03	6,880.03	298.00	626,104.56	626,402.56	12,591,319.00	12,591,319.00
7073 Training	0.00	750.00	750.00	0.00	1,785.44	1,785.44	5,850.00	5,850.00
7074 Trans & Trav	0.00	0.00	0.00	0.00	4,291.30	4,291.30	17,930.00	17,930.00
7081 Utilities	0.00	28,540.94	28,540.94	0.00	356,523.67	356,523.67	240,099.00	240,099.00
7421 Int-Late Pay	0.00	5.66	5.66	0.00	1,069.63	1,069.63	1.00	1.00
APPR 793 Totals:	0.00	1,525,488.29	1,525,488.29	8,543.29	18,007,289.27	18,015,832.56	31,375,145.00	31,375,145.00
ACTV Totals:	0.00	1,525,488.29	1,525,488.29	8,543.29	18,007,289.27	18,015,832.56	31,375,145.00	31,375,145.00
Appropriation:	793CONT - Contingency							
7432 App/Cont-S/D	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
APPR 793CONT Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ACTV Totals:	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
UNIT 1000 Totals:	0.00	1,525,488.29	1,525,488.29	8,543.29	18,007,289.27	18,015,832.56	31,375,145.00	31,375,145.00
DEPT 793 Totals:	0.00	1,525,488.29	1,525,488.29	8,543.29	18,007,289.27	18,015,832.56	31,375,145.00	31,375,145.00
FUND 793 Totals:	0.00	1,525,488.29	1,525,488.29	8,543.29	18,007,289.27	18,015,832.56	31,375,145.00	31,375,145.00
Report Totals:	0.00	1,525,488.29	1,525,488.29	8,543.29	18,007,289.27	18,015,832.56	31,375,145.00	31,375,145.00

Tulare County Regional Transit Agency

AGENDA ITEM IV - D

May 19, 2025

Prepared by Chris Acevedo, TCRTA Staff and Tom Degn, TCRTA Counsel

SUBJECT:

Action: Approve Persons Performing Voluntary Services Without Pay for TCRTA Be Deemed to Be Employees for TCRTA for Purposes of Workers' Compensation While Performing Such Services

BACKGROUND:

California's workers' compensation program provides medical treatment, compensation, and other benefits to employees injured on the job, regardless of fault, as a remedy for such injuries. While TCRTA employees are covered under Tulare County's workers' compensation program, California Labor Code section 3363.5 requires separate action by TCRTA's Board of Directors to include unpaid volunteers and employees performing work without pay in the program.

DISCUSSION:

From time to time, unpaid services are performed for Tulare County Regional Transit Agency (TCRTA) by volunteers and employees performing work without pay. These individuals may be injured while performing such services. California Labor Code section 3363.5 permits public agencies to include such individuals in their workers' compensation program by adopting a resolution declaring that these persons be deemed to be employees of the agency while performing such voluntary services. To address this risk and provide workers' compensation coverage, staff recommends the adoption of such a resolution.

RECOMMENDATION:

That the Tulare County Regional Transportation Agency's Board of Directors

1. Approve Resolution 2025-016 Declaring that Persons Performing Voluntary Services Without Pay for TCRTA Be Deemed to Be Employees for TCRTA for Purposes of Workers' Compensation While Performing Such Services

FISCAL IMPACT:

None.

ATTACHMENTS:

1. Resolution 2025-016 Declaring that Persons Performing Voluntary Services Without Pay for TCRTA Be Deemed to Be Employees for TCRTA for Purposes of Workers' Compensation While Performing Such Services

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY (TCRTA)
DECLARING THAT PERSONS PERFORMING VOLUNTARY SERVICES FOR TCRTA
SHALL BE DEEMED TO BE EMPLOYEES FOR THE PURPOSE OF WORKERS'
COMPENSATION WHILE PERFORMING SUCH SERVICES**

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, employees of the Tulare County Regional Transit Agency (TCRTA) are included in Tulare County’s workers’ compensation program; and

WHEREAS, California Labor Code section 3363.5 authorizes public agencies to declare by resolution that persons who perform voluntary services without pay for the agency shall be deemed to be employees for the purposes of workers’ compensation while performing such services; and

WHEREAS, from time to time, TCRTA benefits from voluntary services performed by individuals who are not otherwise compensated for their work; and

WHEREAS, the Board of Directors wishes to ensure that such individuals are protected under the workers’ compensation program while performing services on behalf of the agency.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY that, Pursuant to California Labor Code section 3363.5, individuals who perform voluntary services without pay for TCRTA, as designated and authorized by the agency or its designee, shall be deemed to be employees for TCRTA for the purposes of workers’ compensation coverage while performing such services. As provided in the California Labor Code section 3363.5 (b), the term “voluntary services without pay” shall include any person who receives no remuneration other than meals, transportation, lodging, or reimbursement for incidental expenses.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY that this resolution shall become effective upon its adoption.

RESOLUTION: 2025-016

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the 19th day of May 2025.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____
Larry Micari
TCRTA Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2025-016 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 19th day of May 2025.

Signed _____
Derek Winning
Executive Director

Tulare County Regional Transit Agency

AGENDA ITEM IV - E

May 19, 2025

Prepared by Derek Winning, TCRTA Staff

SUBJECT:

Action: Approve TCRTA On-call Transit Planning/Operations Services - Consultant Selection.

BACKGROUND:

The TCRTA Board authorized the release of an RFP for On-call Planning/Operations Services at its December 9, 2024 meeting. TCRTA is in need of a qualified and experienced Transit Team for On-call Transit Planning/Operations Services to augment staff and establish protocols, procedures and training to re-establish the agency from the ground up as a highly-capable cost-effective transit solution for our member agencies.

DISCUSSION:

In February of 2025, TCRTA released a Request for Proposals (RFP) for TCRTA On-call Planning/Operations Services . The RFP stated a budget of \$250,000 with the option to extend the contract for an additional two (2) years if necessary with TCRTA Board Approval. Two (2) proposals were received from firms based out of Sacramento and Oakland, California. All met the proposal requirements and came in at or under the identified budgets. Proposal scoring was out of 195 total points (95 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
MT	84.7	91.7	176.3
Arup	85.3	89.3	174.7

RECOMMENDATION:

Approve Resolution 2025-017 TCRTA On-call Transit Planning/Operations Services - Consultant Selection – Mark Thomas

FISCAL IMPACT:

TCRTA On-call Transit Planning/Operations Services \$250,000 is included in FY 24/25 TCRTA Budget under line item 54. Professional and Specialized Expense (7043). (Funded by FTA/STA/LTF)

ATTACHMENTS:

1. Resolution 2025-017 TCRTA On-call Transit Planning/Operations Services - Consultant Selection – Mark Thomas

RESOLUTION: 2025-017

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY
SELECTION OF MARK THOMAS FOR TCRTA ON-CALL
TRANSIT PLANNING/OPERATIONS SERVICES**

WHEREAS, in February 2025, the Tulare County Regional Transit Agency (TCRTA) requested proposals for On-call Transit Planning/Operations consultant services for a budget not to exceed \$250,000; 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, Mark Thomas submitted the highest scoring proposal and interview.

WHEREAS, TCRTA authorized the budget and release of an RFP by Resolution 2024-035 at its December 9, 2024 meeting utilizing STA/LTF funds; and

NOW, THEREFORE, BE IT RESOLVED, that TCRTA staff is authorized to prepare and negotiate a contract with Mark Thomas for On-call Transit Planning/Operations Services for a budget not to exceed \$250,000 for FY 25-26 with an option to extend the contract for up to two (2) years.

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 **19th day of May 2025**.

AYES:

NOES:

ABSTAIN:

ABSENT:

RESOLUTION: 2025-017

Signed _____

Larry Micari
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2025-017 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the **19th day of May 2025**.

Signed _____

Derek M Winning
Interim Executive Director

Tulare County Regional Transit Agency

AGENDA ITEM IV - F

May 19, 2025

Prepared by Derek Winning, TCRTA Staff

SUBJECT:

Action: Approve TCRTA On-call Transit Project Management/Implementation Services - Consultant Selection.

BACKGROUND:

The TCRTA Board authorized the release of an RFP for On-call Project Management/Implementation Services at its December 9, 2024 meeting. TCRTA is in need of an On-call Project Management/Implementation Services team to implement EV Charging Facilities including the design/environmental for up to three (3) major locations including (County Yard, Tulare yard, and Dinuba Yard) utilizing a \$10 million grant from SB125. TCRTA currently has no EV Charging infrastructure but has millions in Federal and State grants for zero emission buses. TIME and DART fixed routes would be converted to zero emission first. TCRTA does currently operate ten (10) EV microtransit vans but must charge them using TCAG's employee EV charging units.

DISCUSSION:

In February of 2025, TCRTA released a Request for Proposals (RFP) for TCRTA On-call Transit Project Management/Implementation Services . The RFP stated a budget of \$300,000. One (1) proposal was received from a highly qualified firm based out of Oakland, California. The proposal requirements were met and came in at or under the identified budget. Proposal scoring was out of 195 total points (95 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
Arup	82.7	94.0	176.7

RECOMMENDATION:

Approve Resolution 2025-018 TCRTA On-call Transit Planning/Operations Services - Consultant Selection – Arup, Inc

FISCAL IMPACT:

TCRTA On-call Transit Project Management/Implementation Services \$300,000 is included in FY 24/25 TCRTA Budget under line item 54. Professional and Specialized Expense (7043). (Funded by SB 125)

ATTACHMENTS:

1. Resolution 2025-018 TCRTA On-call Transit Project Management/Implementation Services - Consultant Selection – Arup, Inc

RESOLUTION: 2025-018

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY
SELECTION OF ARUP, INC FOR TCRTA ON-CALL
TRANSIT PROJECT MANAGEMENT/IMPLEMENTATION SERVICES**

WHEREAS, in February 2025, the Tulare County Regional Transit Agency (TCRTA) requested proposals for On-call Transit Project Management/Implementation consultant services for Electrification Infrastructure for a budget not to exceed \$300,000; and

WHEREAS, one highly qualified consulting firm 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, Arup, Inc submitted the highest scoring proposal and interview.

WHEREAS, TCRTA authorized the budget and release of an RFP by Resolution 2024-035 at its December 9, 2024 meeting utilizing SB 125 funds; and

NOW, THEREFORE, BE IT RESOLVED, that TCRTA staff is authorized to prepare and negotiate a contract with Arup, Inc for On-call Transit Project Management/Implementation Services for a budget not to exceed \$300,000 for FY 25-26.

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 **19th day of May 2025**.

AYES:

NOES:

ABSTAIN:

RESOLUTION: 2025-018

ABSENT:

Signed _____

Larry Micari
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2025-018 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the **19th day of May 2025**.

Signed _____

Derek M Winning
Interim Executive Director

Tulare County Regional Transit Agency

AGENDA ITEM IV-G

May 19, 2025

Prepared by Ashlee Compton, TCRTA Staff

SUBJECT:

Action: Adoption of Resolution 2025-019 Adopting Authorized Person(s) For CVRC Vendor Signing Officers

BACKGROUND:

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

DISCUSSION:

TCRTA Board approved Resolution 2025-005 MOU with CVRC for Transportation Services on March 17, 2025. However, the CVRC vendor application requires appointed individual(s) as signing officers for Tulare County Regional Transit Agency by resolution. By resolution TCRTA authorizes, directs and empowers the following person(s) to enter into the agreements and contracts with CVRC, sign vendor applications and conduct other business with CVRC as needed.

Lary Micari- TCRTA Board Chair

Derek Winning- TCRTA Executive Director

RECOMMENDATION:

Adoption of Resolution 2025-019 Adopting Authorized Person(s) For CVRC Vendor Signing Officers

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. Resolution 2025-019 Adopting Authorized Person(s) For CVRC Vendor Signing Officers

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RESOLUTION: 2025-019

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY
ADOPTING AUTHORIZED PERSON(S) FOR CVRC VENDOR SIGNING OFFICERS**

TULARE COUNTY REGIONAL TRANSIT AGENCY
200 E CENTER AVE
VISALIA, CA 93291

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

NOW, THEREFORE, BE RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, that the following individual(s) are appointed and confirmed as signing officers for Tulare County Regional Transit Agency through its Board of Directors. The TCRTA Board of Directors authorizes, directs and empowers the following person(s) to enter into the agreements and contracts with CVRC, sign vendor applications and conduct other business with CVRC as needed:

Larry Micari, TCRTA Board Chair

Derek Winning, TCRTA Executive Director

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the 19th day of May 2025.

RESOLUTION: 2025-019

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____
Larry Micari
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2025-019 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 19th day May 2025.

Signed _____
Derek Winning
Interim Executive Director

Tulare County Regional Transit Agency

AGENDA ITEM V-A

May 19, 2025

Prepared by Chris Acevedo, Transit Analyst

SUBJECT:

Action: Update On LCTOP Projects. Approve Three (3) Corrective Action Plans (CAPs) to Transfer Prior-Year LCTOP Funds.

BACKGROUND:

As part of California's Transit, Affordable Housing, and Sustainable Communities Program, the Low Carbon Transit Operations Program (LCTOP) was established to provide operating and capital assistance to transit agencies in order to reduce greenhouse gas emissions and improve mobility, with an emphasis on serving disadvantaged communities. Each year, the State Controller's Office releases allocations that Lead Agencies, such as TCRTA, may apply for to support eligible projects.

DISCUSSION:

TCRTA staff is providing an update on current LCTOP projects and proposing changes to prior and ongoing allocations. The goal is to better align these projects with the agency's priorities and long-term objectives. Below is a summary of each project's original grant amount, disbursements to date, current balance, and status:

Project Name	Grant Amount	Disbursements	Current Grant Balance	Status
Bus Stop Enhancements (Cameras and APCs)	\$436,622	\$179,706	\$256,916	Scheduled to be completed by Summer 2025.
Smart Card Fare System	\$177,629	\$0	\$177,629	Evaluating vendors and procurement methods.
Solar Powered Signage	\$67,610	\$0	\$67,610	Proposing transfer to Smart Card Fare System.
Free Fares Campaign	\$887,193	\$881,997	\$5,196	Proposing transfer to Smart Card Fare System.
FY 22-23 Zero Emission Infrastructure	\$878,185	\$0	\$878,185	Proposing transfer to new FY 24-25 LCTOP project.
FY 22-23 Zero Emission Infrastructure	\$567,371	\$0	\$567,371	Proposing transfer to new FY 24-25 LCTOP project.
CMAQ Match Grant	\$380,000	\$0	\$380,000	Local match for FTA Zero-Emission Bus Project

To ensure efficient use of unspent LCTOP funds and maintain compliance with LCTOP program timelines, TCRTA proposes the following transfers to an ongoing and new project:

1. Smart Card Fare System Project (Ongoing Project)

- a. Transfer \$67,610 from the Solar-Powered Signage Project
- b. Transfer \$5,196 from the Free Fares Campaign Project

2. FY 24-25 Zero-Emission Bus Replacement Project (New Project)

- a. Transfer \$878,185 from the FY 22-23 Zero-Emission Infrastructure Project
- b. Transfer \$567,371 from the FY 23-24 Zero-Emission Infrastructure Project

Following these changes, the updated project balances would be as follows:

Project Name	Grant Amount	Disbursements	Current Grant Balance	Status
Bus Stop Enhancements (Cameras and APCs)	\$436,622	\$179,706	\$256,916	Scheduled to be completed by Summer 2025.
Smart Card Fare System	\$250,435	\$0	\$250,435	Evaluating vendors and procurement methods
CMAQ Match Grant	\$380,000	\$0	\$380,000	Local match for FTA Zero-Emission Bus Project.
New FY 24-25 Project: Zero-Emission Replacement Buses	\$4,399,564*	\$0	\$4,399,564*	*Includes redirected LCTOP funds and future-year LCTOP allocations from FY 24-25 through FY 27-28

To proceed with these LCTOP fund transfers, TCRTA staff requires approval from the Board of Directors, authorizing the submission of Corrective Action Plan (CAP) forms to Caltrans.

RECOMMENDATION:

That the Tulare County Regional Transit Agency Board of Directors approve:

- 1. Resolution 2025-020 approving three Corrective Action Plan (CAP) forms which will allow the transfer of prior-year LCTOP funds.

FISCAL IMPACT:

No new fiscal impact. Existing LCTOP funds will be transferred from prior-year projects into both an ongoing project and a new FY 24–25 project.

ATTACHMENTS:

1. Resolution 2025-020 approving the transfer of LCTOP funds
2. Solar Powered Signage Project CAP Form
3. Free Fares Campaign Project CAP Form
4. FY 22-23 Zero Emission Infrastructure and FY 23-24 Zero Emission Infrastructure CAP Form

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RESOLUTION: 2025-020

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY
AUTHORIZING SUBMISSION OF THREE CORRECTIVE ACTION PLAN (CAP) FORMS TO
CALTRANS: TRANSFERRING UNSPENT FUNDS FROM PRIOR-YEAR LCTOP PROJECTS
INTO ONGOING PROJECT AND INTO NEW FY 24-25 PROJECT.**

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

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

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

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

WHEREAS, the Tulare County Regional Transit Agency wishes to delegate authorization to execute these documents and any amendments thereto to Derek Winning, Executive Director; and

WHEREAS, the Tulare County Regional Transit Agency wishes to transfer \$67,610 in unspent funds from LCTOP Project ID 19-20-D06-109 to LCTOP Project ID 19-20-D06-169 to support region-wide fare system upgrade; and

WHEREAS, the Tulare County Regional Transit Agency wishes to transfer \$5,196 in unspent funds from LCTOP Project ID 21-22-D06-091 to LCTOP Project ID 19-20-D06-169 to support region-wide fare system upgrade; and

WHEREAS, the Tulare County Regional Transit Agency wishes to transfer \$878,185 in unspent funds from LCTOP Project ID 22-23-D06-91 to the FY 24-25 LCTOP project to purchase three (3) zero-emission buses and necessary equipment and infrastructure; and

RESOLUTION: 2025-020

WHEREAS, the Tulare County Regional Transit Agency wishes to transfer \$567,371 in unspent funds from LCTOP Project ID 23-24-D06-098 to the LCTOP FY 24-25 project to purchase three (3) zero-emission buses and necessary equipment and infrastructure.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, does hereby authorize the submittal of the following Corrective Action Plan (CAP) form to transfer \$67,610 in unspent funds from LCTOP Project ID 19-20-D06-109 to LCTOP Project ID 19-20-D06-169 to support the region-wide fare system upgrade.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, does hereby authorize the submittal of the following Corrective Action Plan (CAP) form to transfer \$5,196 in unspent funds from LCTOP Project ID 21-22-D06-091 to LCTOP Project ID 19-20-D06-169 to support the region-wide fare system upgrade.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, does hereby authorize the submittal of the following Corrective Action Plan (CAP) form to transfer \$878,185 in unspent funds from LCTOP Project ID 22-23-D06-91 to the FY 24-25 LCTOP project to purchase three (3) zero-emission buses and necessary equipment and infrastructure.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, does hereby authorize the submittal of the following Corrective Action Plan (CAP) form to transfer \$567,371 in unspent funds from LCTOP Project ID 23-24-D06-098 to the FY 24-25 LCTOP project to purchase three (3) zero-emission buses and necessary equipment and infrastructure.

PASSED AND ADOPTED this 19th day of May 2025 by the Board of Directors of the Tulare County Regional Transit Agency.

RESOLUTION: 2025-020

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the 19th day of May 2025.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____
Larry Micari
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2025-020 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 19th day May 2025.

Signed _____
Derek Winning
Executive Director

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Low Carbon Transit Operation Program Corrective Action Plan

TYPE OF CORRECTIVE ACTION (*check box and complete all corresponding sections*):

☐ **Change in Project Scope** (complete table below and section 1)

For a transfer of project funds, check both boxes below:

☐ **Transfer of Project Funds** (complete table below for the project transferring funds and section 2)

☐ **Change in Project Funding** (section 3)

Project ID	
Project Name	
Lead Agency	
Project Type	
Regional Entity	
Award Amount	
Submitted Date	

1) PROPOSED CHANGE IN PROJECT SCOPE: Describe the proposed change to the project scope and the reason for the change. How will the proposed changes affect the following project benefits: Ridership, Vehicle Miles Traveled (VMT), Greenhouse Gas (GHG), Co-Benefits, and Priority Population Benefits?

--

2) TRANSFER OF PROJECT FUNDS:

LCTOP Funds Proposed to be Transferred:	
Project ID (TO project):	
Project Name (TO project):	

Low Carbon Transit Operation Program Corrective Action Plan

Describe the reason for the proposed transfer of project funds:

3) PROPOSED CHANGE IN FUNDING:

Provide information about the proposed changes in project funding. *(If the CAP is transferring funds into a different project, the information below should reflect the funding information for the project that the funds are being transferred to.)*

Funding Type	Prior	Original	Proposed
99313	\$	\$	\$
99314	\$	\$	\$
Total LCTOP Funds	\$	\$	\$
Other Funds (including Federal, State, Local Funds):	\$	\$	\$
Total Funds:	\$	\$	\$

Describe the reason for the proposed change in project funding or cost:

Person Preparing Report:	Phone #:	Email:
Authorized Agent & Title	Authorized Agent (signature)	Date:
Contributing Sponsor (if any)	Authorized Agent (signature)	Date:
Contributing Sponsor (if any)	Authorized Agent (signature)	Date:



Low Carbon Transit Operation Program Corrective Action Plan

TYPE OF CORRECTIVE ACTION (*check box and complete all corresponding sections*):

☐ **Change in Project Scope** (complete table below and section 1)

For a transfer of project funds, check both boxes below:

☐ **Transfer of Project Funds** (complete table below for the project transferring funds and section 2)

☐ **Change in Project Funding** (section 3)

Project ID	
Project Name	
Lead Agency	
Project Type	
Regional Entity	
Award Amount	
Submitted Date	

- 1) **PROPOSED CHANGE IN PROJECT SCOPE:** Describe the proposed change to the project scope and the reason for the change. How will the proposed changes affect the following project benefits: Ridership, Vehicle Miles Traveled (VMT), Greenhouse Gas (GHG), Co-Benefits, and Priority Population Benefits?

--

- 2) **TRANSFER OF PROJECT FUNDS:**

LCTOP Funds Proposed to be Transferred:	
Project ID (TO project):	
Project Name (TO project):	

Low Carbon Transit Operation Program Corrective Action Plan

Describe the reason for the proposed transfer of project funds:

3) PROPOSED CHANGE IN FUNDING:

Provide information about the proposed changes in project funding. *(If the CAP is transferring funds into a different project, the information below should reflect the funding information for the project that the funds are being transferred to.)*

<u>Funding Type</u>	<u>Prior</u>	<u>Original</u>	<u>Proposed</u>
99313	\$	\$	\$
99314	\$	\$	\$
Total LCTOP Funds	\$	\$	\$
Other Funds (including Federal, State, Local Funds):	\$	\$	\$
Total Funds:	\$	\$	\$

Describe the reason for the proposed change in project funding or cost:

Person Preparing Report:	Phone #:	Email:
Authorized Agent & Title	Authorized Agent (signature)	Date:
Contributing Sponsor (if any)	Authorized Agent (signature)	Date:
Contributing Sponsor (if any)	Authorized Agent (signature)	Date:



Low Carbon Transit Operation Program Corrective Action Plan

TYPE OF CORRECTIVE ACTION (*check box and complete all corresponding sections*):

☐ **Change in Project Scope** (complete table below and section 1)

For a transfer of project funds, check both boxes below:

☐ **Transfer of Project Funds** (complete table below for the project transferring funds and section 2)

☐ **Change in Project Funding** (section 3)

Project ID	
Project Name	
Lead Agency	
Project Type	
Regional Entity	
Award Amount	
Submitted Date	

1) PROPOSED CHANGE IN PROJECT SCOPE: Describe the proposed change to the project scope and the reason for the change. How will the proposed changes affect the following project benefits: Ridership, Vehicle Miles Traveled (VMT), Greenhouse Gas (GHG), Co-Benefits, and Priority Population Benefits?

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2) TRANSFER OF PROJECT FUNDS:

LCTOP Funds Proposed to be Transferred:	
Project ID (TO project):	
Project Name (TO project):	

Low Carbon Transit Operation Program Corrective Action Plan

Describe the reason for the proposed transfer of project funds:

3) PROPOSED CHANGE IN FUNDING:

Provide information about the proposed changes in project funding. *(If the CAP is transferring funds into a different project, the information below should reflect the funding information for the project that the funds are being transferred to.)*

Funding Type	Prior	Original	Proposed
99313	\$	\$	\$
99314	\$	\$	\$
Total LCTOP Funds	\$	\$	\$
Other Funds (including Federal, State, Local Funds):	\$	\$	\$
Total Funds:	\$	\$	\$

Describe the reason for the proposed change in project funding or cost:

Person Preparing Report:	Phone #:	Email:
Authorized Agent & Title	Authorized Agent (signature)	Date:
Contributing Sponsor (if any)	Authorized Agent (signature)	Date:
Contributing Sponsor (if any)	Authorized Agent (signature)	Date:

Tulare County Regional Transit Agency

AGENDA ITEM V-B

May 19, 2025

Prepared by Chris Acevedo, Transit Analyst

SUBJECT:

Action: Approve Low Carbon Transit Operations Program (LCTOP) 2024/2025
Required Documents for Three (3) Zero-Emission Replacement Buses
Project

BACKGROUND:

As part of California's Transit, Affordable Housing, and Sustainable Communities Program, the Low Carbon Transit Operations Program (LCTOP) was established to provide operating and capital assistance to transit agencies in order to reduce greenhouse gas emissions and improve mobility, with an emphasis on serving disadvantaged communities. Each year, the State Controller's Office releases allocations that Lead Agencies, like TCRTA, may apply for to support eligible projects. Applications must be submitted annually.

DISCUSSION:

The State Controller's Office has released the FY 24-25 LCTOP allocation for TCRTA in the amount of \$738,502.93. To support TCRTA's Zero-Emission Bus Rollout Plan, TCRTA staff proposes a new LCTOP project that will replace CNG-powered City of Tulare (TIME) buses with three (3) zero-emission buses and necessary equipment/infrastructure.

The project has an estimated cost of \$4,399,564 and will be funded by:

1. Transferring \$1,445,556 in unspent funds from two LCTOP projects allocated in prior years (\$878,185 from EV Charging Infrastructure Project ID 22-23-D06-91 and \$567,371 from Project ID 23-24-D06-098), and
2. Rolling over LCTOP funds that have been or will be allocated in FY 24-25, FY 25-26, FY 26-27, and FY 27-28, totaling \$2,954,008.

To move forward with the submittal process of this new project, TCRTA staff require a Board of Directors resolution approving the Allocation Request Form, the Authorized Agent Form, and the Certification and Assurances Form.

RECOMMENDATION:

That the Tulare County Regional Transit Agency Board of Directors approve:

1. Resolution 2025-021 approving the FY 24-25 Low Carbon Transit Operations Program (LCTOP) Allocation Request Form, Authorized Agent Form, and Certifications and Assurances Form

FISCAL IMPACT:

The proposed project cost of \$4,399,564 will be fully funded through previously allocated LCTOP funds and future-year LCTOP funds.

ATTACHMENTS:

1. Resolution 2025-021, approving LCTOP Allocation Request, Authorized Agent, and Certs and Assurances Forms
2. FY 24-25 Allocation Request Form (Pages 1-3)
3. Authorized Agent Form
4. Certifications and Assurances Form

RESOLUTION: 2025-021

**A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY
AUTHORIZING THE SUBMISSION OF THE FY 24-25 LCTOP ALLOCATION REQUEST FORM,
AUTHORIZED AGENT FORM, AND CERTIFICATIONS AND ASSURANCES FORM:
\$4,399,564 FOR (3) ZERO-EMISSION REPLACEMENT BUSES (MAY INCLUDE
EQUIPMENT/INFRASTRUCTURE).**

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

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

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

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

WHEREAS, the Tulare County Regional Transit Agency wishes to delegate authorization to execute these documents and any amendments thereto to Derek Winning, Executive Director; and

WHEREAS, the Tulare County Regional Transit Agency wishes to implement the following LCTOP project listed above; and

WHEREAS, the Tulare County Regional Transit Agency wishes to transfer \$1,445,556 from prior inactive LCTOP projects to the Purchase of (3) Zero Emission Replacement Buses project; and

WHEREAS, the Tulare County Regional Transit Agency (TCRTA) wishes to roll over (4) years of future LCTOP Allocations of \$738,502 from FY 24/25 – FY 27/28 in order to establish a reserve sufficient to purchase (3) Zero Emission Replacement Buses at \$4,399,564; and

RESOLUTION: 2025-021

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that Derek Winning, Executive Director be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TULARE COUNTY REGIONAL TRANSIT AGENCY, does hereby authorize the submittal of the following project nomination and allocation request to the Department in FY 2024-2025 LCTOP funds:

Project Name: Purchase (3) Zero-Emission Replacement Buses. Replacement zero-emission vehicles may include equipment/infrastructure.

Short description of project: TCRTA will be using this funding to purchase three (3) zero-emission vehicles along with associated equipment and infrastructure.

Amount of LCTOP funds requested: \$738,502

Benefit to a Priority Populations: Project reduces criteria air pollutant or toxic air contaminant emissions to residents of a disadvantaged or low-income community or a low-income household.

Amount to benefit Priority Populations: \$738,502

Contributing Sponsors (if applicable): Tulare County Association of Governments
210 N. Church St. Suite B
Visalia CA 93291

PASSED AND ADOPTED this 19th day of May 2025 by the **Board of Directors of the Tulare County Regional Transit Agency.**

RESOLUTION: 2025-021

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the 19th day of May 2025.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____
Larry Micari
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2025-022 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 19th day May 2025.

Signed _____
Derek Winning
Executive Director

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LCTOP FY 2024-2025 Allocation Request

Lead Agency Information

Lead Agency Name:	Tulare County Regional Transit Agency (TCRTA)		
Address:	200 E. Center Avenue		
City, State, Zip Code:	Visalia, California, 93291		
County:	Tulare County		
Agency Website:	https://gotcrta.org/		
Regional Planning Agency:	Tulare County Associations of Governments		
Caltrans District:	6		
Does your agency have an approved Title VI Plan? (Please provide approval letter)		Yes	Approved Date: 01/27/23

Allocation Request Prepared by	
Name:	Derek M Winning
Title:	Executive Director
Phone #:	559-355-5281
E-mail:	Dwinning@tularecag.ca.gov

Contact (if different than "Prepared by")	
Name:	
Title:	
Phone #:	
E-mail:	

Authorized Agent	
Name:	
Title:	
Phone #:	
E-mail:	

Legislative District Numbers									
Assembly*:	32	33							
Senate*:	12	14	16						
Congressional*:	20	21	22						

*if you have additional Districts, please provide a separate attachment

Project Summary

Name: <i>No more than 180 characters.</i>	Purchase (3) Zero-Emission Replacement Buses
Description (Short): <i>No more than 375 characters.</i>	TCRTA will be using this funding to purchase three (3) zero-emission vehicles along with associated equipment and infrastructure.
Type:	Capital_Project
Sub-Type	Purchase of replacement zero-emission vehicle(s) (may include equipment/infrastructure)

Start date (anticipated) :	12/1/2025		End date (anticipated) :	12/1/2029
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Funding:	99313:	\$701,747		99314:	\$36,755		Total:	\$738,502
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Rollover Projects: Please provide the total number of years your agency plans to accumulate funds and how many years, include this year remaining.	Rollover Project:	Yes
	Total Years of Rollover:	4
	Remaining Years of Rollover:	3

Project Life: For capital projects, state the project useful life in <u>years</u> . For operation projects state the number of <u>months</u> a service will be funded.	Capital:	10	Years
	Operations:		Months

LCTOP FY 2024-2025 Allocation Request

Funding Information							
Allocation Year	Prior	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
PUC 99313 Amount:	\$1,348,122	\$701,747	\$701,747	\$701,747	\$701,747		\$4,155,110
PUC 99314 Amount:	\$97,434	\$36,755	\$36,755	\$36,755	\$36,755		\$244,454
Total LCTOP Funds:	\$1,445,556	\$738,502	\$738,502	\$738,502	\$738,502		\$4,399,564
LCTOP Interest:							\$0
Other GGRF:							\$0
Other Funds:							\$0
Total Funding:	\$1,445,556	\$738,502	\$738,502	\$738,502	\$738,502	\$0	\$4,399,564

Lead Agency:	Tulare County Regional Transit Agency (TCRTA)	Amount:	PUC Funds Type:
Contact Person:	Derek M Winning	\$701,747	99313
Contact Phone #:	559-355-5281	\$36,755	99314
Contact E-mail:	Dwinning@tularecag.ca.gov		

Contributing Sponsor:		Amount:	PUC Funds Type:
Contact Person:			99313
Contact Phone #:			99314
Contact E-mails:			

Contributing Sponsor:		Amount:	PUC Funds Type:
Contact Person:			99313
Contact Phone #:			99314
Contact E-mails:			

Contributing Sponsor:		Amount:	PUC Funds Type:
Contact Person:			99313
Contact Phone #:			99314
Contact E-mails:			

Total FY 24-25 LCTOP Funding	\$738,502
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Fully Funded Project: Provide a description of all the funds that will be used to complete this project and how LCTOP funds will not supplant other funding sources. Include the project ID and awarded funding amount from prior rollover years.

\$1,445,556 of prior year LCTOP allocated funds which are to be transferred to this project, current year LCTOP funds, and future LCTOP rollover funds are the only funds to be used for the proposed project. LCTOP will not supplant other funds to complete this project. The project would not be possible without the LCTOP funds. 2024-2025 is the first year of this four-year rollover project. Three additional years of this rollover project are requested due to the total cost of three zero-emission vehicles and related equipment/infrastructure.

Detailed Funding Information: This section should be completed to detail any funds included in the "Prior" column of the Funding Information section above. For projects with an approved CAP that transferred funds and/or interest into the project from previous years, include the Project ID, amount of funds transferred, and CAP approval date.

Prior funding to be transferred includes \$878,185 of FY 22-23-D06-91 and \$567,371 of FY 23-24-D06-098. These previously allocated LCTOP funds along with current year funds and future LCTOP funds are to be used to fund the total cost of three zero-emission vehicles and related equipment/infrastructure. CAPs for each prior project will be submitted.

LCTOP FY 2024-2025 Allocation Request

Funding Plan							
Total Project Funding							
Component	Prior	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
PA&ED	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PS&E	\$0	\$0	\$0	\$0	\$0	\$0	\$0
R/W	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CON	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Veh/Equip Purchase	\$1,445,556	\$738,502	\$738,502	\$738,502	\$738,502	\$0	\$4,399,564
Operations/Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$1,445,556	\$738,502	\$738,502	\$738,502	\$738,502	\$0	\$4,399,564
Funding Source:	Low Carbon Transit Operations Program (LCTOP)						
Component	Prior	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
PA&ED							\$0
PS&E							\$0
R/W							\$0
CON							\$0
Veh/Equip Purchase	\$1,445,556	\$738,502	\$738,502	\$738,502	\$738,502		\$4,399,564
Operations/Other							\$0
TOTAL	\$1,445,556	\$738,502	\$738,502	\$738,502	\$738,502	\$0	\$4,399,564
Funding Source:							
Component	Prior	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
PA&ED							\$0
PS&E							\$0
R/W							\$0
CON							\$0
Veh/Equip Purchase							\$0
Operations/Other							\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Funding Source:							
Component	Prior	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
PA&ED							\$0
PS&E							\$0
R/W							\$0
CON							\$0
Veh/Equip Purchase							\$0
Operations/Other							\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Funding Source:							
Component	Prior	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	Total
PA&ED							\$0
PS&E							\$0
R/W							\$0
CON							\$0
Veh/Equip Purchase							\$0
Operations/Other							\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0



FY 2024-2025 LCTOP Authorized Agent

AS THE Executive Director

(Chief Executive Officer/Director/President/Secretary)

OF THE Tulare County Regional Transit Agency (TCRTA)

(Name of County/City/Transit Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Local Assistance. I understand that if there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

Larry Micari, Board Chair

(Name and Title of Authorized Agent)

OR

Derek Winning, Executive Director

(Name and Title of Authorized Agent)

OR

Juana Sierra-Perez, Finance Manager

(Name and Title of Authorized Agent)

OR

Chris Acevedo, Transit Analyst

(Name and Title of Authorized Agent)

OR

Derek Winning

(Print Name)

Executive Director

(Title)

(Signature)

Approved this 19 day of May, 2025



FY 2024-2025 LCTOP Certifications and Assurances

Lead Agency: Tulare County Regional Transit Agency (TCRTA)
Purchase (3) Zero-Emission Replacement Buses. Replacement zero-emission
Project Title: vehicle(s) (may include equipment/infrastructure)
Prepared by: Chris Acevedo, Transit Analyst

The California Department of Transportation (Caltrans) has adopted the following Certifications and Assurances for the Low Carbon Transit Operations Program (LCTOP). As a condition of the receipt of LCTOP funds, Lead Agency must comply with these terms and conditions.

A. General

1. The Lead Agency agrees to abide by the current LCTOP Guidelines and applicable legal requirements.
2. The Lead Agency must submit to Caltrans a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

B. Project Administration

1. The Lead Agency certifies that required environmental documentation is complete before requesting an allocation of LCTOP funds. The Lead Agency assures that projects approved for LCTOP funding comply with Public Resources Code § 21100 and § 21150.
2. The Lead Agency certifies that a dedicated bank account for LCTOP funds only will be established within 30 days of receipt of LCTOP funds.
3. The Lead Agency certifies that when LCTOP funds are used for a transit capital project, that the project will be completed and remain in operation for its useful life.
4. The Lead Agency certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.
5. The Lead Agency certifies that they will notify Caltrans of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
6. The Lead Agency must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.
7. Any interest the Lead Agency earns on LCTOP funds must be used only on approved LCTOP projects.



FY 2024-2025 LCTOP

8. The Lead Agency must notify Caltrans of any changes to the approved project with a Corrective Action Plan (CAP).
9. Under extraordinary circumstances, a Lead Agency may terminate a project prior to completion. In the event the Lead Agency terminates a project prior to completion, the Lead Agency must (1) contact Caltrans in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.

C. Reporting

1. The Lead Agency must submit the following LCTOP reports:

- a. Annual Project Activity Reports October 30th each year.**
- b. A Close Out Report within six months of project completion.**
- c. The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of LCTOP funds. A copy of the audit report must be submitted to Caltrans within six months of the close of the year (December 31) each year in which LCTOP funds have been received or expended.**
- d. Project Outcome Reporting as defined by CARB Funding Guidelines.**
- e. Jobs Reporting as defined by CARB Funding Guidelines.**

2. Other Reporting Requirements: CARB develops and revises Funding Guidelines that will include reporting requirements for all State agencies that receive appropriations from the Greenhouse Gas Reduction Fund. Caltrans and project sponsors will need to submit reporting information in accordance with CARB's Funding Guidelines, including reporting on greenhouse gas reductions and benefits to disadvantaged communities.

D. Cost Principles

1. The Lead Agency agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
2. The Lead Agency agrees, and will assure that its contractors and subcontractors will be obligated to agree, that:
 - a. Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allow ability of individual project cost items and

FY 2024-2025 LCTOP

- b. Those parties shall comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving LCTOP funds as a contractor or sub-contractor shall comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
3. Any project cost for which the Lead Agency has received funds that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 2 CFR, Part 200, are subject to repayment by the Lead Agency to the State of California (State). All projects must reduce greenhouse gas emissions, as required under Public Resources Code section 75230, and any project that fails to reduce greenhouse gases shall also have its project costs submit to repayment by the Lead Agency to the State. Should the Lead Agency fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the Lead Agency from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

A. Record Retention

1. The Lead Agency agrees and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the Lead Agency, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP) and enable the determination of incurred costs at interim points of completion. All accounting records and other supporting papers of the Lead Agency, its contractors and subcontractors connected with LCTOP funding shall be maintained for a minimum of three (3) years after the "Project Closeout" report or final Phase 2 report is submitted (per CARB Funding Guidelines, Vol. 3, page 3.A-16), and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the Lead Agency, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the Lead Agency pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the Lead Agency's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.
2. For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with



FY 2024-2025 LCTOP

the performance of the Lead Agency's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the Lead Agency shall furnish copies thereof if requested.

3. The Lead Agency, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the Civil Rights Department, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

F. Special Situations

Caltrans may perform an audit and/or request detailed project information of the project sponsor's LCTOP funded projects at Caltrans' discretion at any time prior to the completion of the LCTOP.

I certify all these conditions will be met.

Derek Winning

(Print Authorized Agent)

(Signature)

Executive Director

(Title)

May 19, 2025

(Date)

Tulare County Regional Transit Agency

AGENDA ITEM V-C

May 19, 2025

Prepared by Ashlee Compton, TCRTA Staff

SUBJECT:

Action: Approve TCRTA Measure R Supplemental Agreement – FY 25-26 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 2025-022 TCRTA Measure R Supplemental Agreement – FY25-26 Operating Assistance

FISCAL IMPACT:

N/A

ATTACHMENTS:

1. Resolution 2025-022 TCRTA Measure R Supplemental Agreement – FY 25-26 Operating Assistance
2. TCRTA Measure R Transit Supplemental Agreement

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**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 2025-2026 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 2025-2026; 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: 2025-022

THE FOREGOING RESOLUTION was adopted upon motion of _____ and seconded by _____ at meeting thereof held on the 19th day of May 2025.

AYES:

NOES:

ABSTAIN:

ABSENT:

Signed _____
Larry Micari
Board Chair

ATTEST:

I HEREBY CERTIFY that the foregoing Resolution 2025-022 was duly adopted by the Board of Directors of the Tulare County Regional Transit Agency at a regular meeting thereof held on the 19th day of May 2025.

Signed _____
Derek Winning
Interim Executive Director

**MEASURE R PROGRAM SUPPLEMENT TO
COOPERATIVE AGREEMENT –
TCRTA FY25-26 OPERATING ASSISTANCE
AUTHORITY Agreement No. _____**

This Program Supplement is made and entered into on May 19, 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 – FY2025/26

Operations

In line with the FY 2025-2026 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 2025-26 Operating Budget is estimated at \$17.2 Million, of which Measure R Transit funding is \$877,500 which is approximately 5.1% of the FY 2025-26 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