

Tri-Valley & San Joaquin Valley
REGIONAL RAIL AUTHORITY



Board of Directors
Meeting Packet
Feb. 10, 2021 at 2 p.m.

TRI-VALLEY – SAN JOAQUIN VALLEY REGIONAL RAIL AUTHORITY

AGENDA – BOARD OF DIRECTORS

February 10, 2021 at 2:00 p.m. via teleconference

CORONAVIRUS DISEASE (COVID-19) ADVISORY AND MEETING PROCEDURE

On March 16, 2020, the Health Officer of Alameda County issued an Order that has been continued through May 31, 2020, that directed that all individuals living in the county to shelter at their place of residence except that they may leave to provide or receive certain essential services or engage in certain essential activities and work for essential businesses and governmental services.

Under the Governor's Executive Order N-29-20, this meeting may utilize teleconferencing. As a precaution to protect the health and safety of staff, officials, and the general public. Councilmembers will not be physically in attendance, but will be available via video conference.

The regular meeting facilities for the meetings of the Board of Directors are currently closed to the public and will remain closed for the duration of the shelter-in-place order. Consequently, there will be no physical location for members of the public to participate in the meeting. We encourage members of the public to shelter in place and access the meeting online using the instructions listed on the agenda. Online attendees will have the opportunity to speak during Public Comment.

If you are would like to submit public comment via email, please do so by 11:00 a.m. on Wednesday, February 10, 2021 to comments@valleylinkrail.com. Please include "Public Comment February 10, 2021" and the agenda item in the subject line. In the body of the email please include your full name. Public comments submitted will be read during Public Comment and will be subject to the regular three-minute time restriction.

This Board of Directors meeting will be conducted on the web-video communication platform Zoom. To view and/or participate in this meeting, members of the public will need to either download Zoom from the website zoom.us. It is recommended that anyone wishing to participate in the meeting complete the download process before the start of the meeting. To listen without viewing, members of the public may also join the meeting by calling in via telephone. A live stream will also be available on our YouTube channel without the ability to make public comment. All public comments will be subject to the regular three-minute time restriction.

There will be zero tolerance for any person addressing the Board making profane, offensive and disruptive remarks, or engaging in loud, boisterous, or other disorderly conduct, that disrupts the orderly conduct of the public meeting.

TRI-VALLEY – SAN JOAQUIN VALLEY REGIONAL RAIL AUTHORITY

AGENDA – BOARD OF DIRECTORS

February 10, 2021 at 2:00 p.m. via teleconference

How to listen and view meeting online:

- From a PC, Mac, iPad, iPhone or Android device click the link below:
<https://zoom.us/j/93548110883>
Password: **ValleyLink**
- To supplement a PC, Mac, tablet or device without audio, please also join by phone:
Dial: 1 (669) 900-6833
Webinar ID: 935-4811-0883
Password: **898381**

To comment by video conference, click the “Raise Your Hand” button to request to speak when Public Comment is being taken on the Agenda item. You will then be unmuted when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will be muted.

- Livestream online at: [Valley Link Rail YouTube Channel](#)

No option to make Public Comment on YouTube live stream.

How to listen via telephone to the meeting:

- For audio access to the meeting by telephone, use the dial-in information below:
Dial: 1 (669) 900-6833
Webinar ID: 935-4811-0883
Password: **898381**

*Please note to submit public comment via telephone dial *9 on your dial pad. The meeting’s host will be informed that you would like to speak. If you are chosen, you will be notified that your request has been approved and you will be allowed to speak. You will then be unmuted when it is your turn to make your comment for up to 3 minutes. After the allotted time, you will be muted.*

To submit written comments:

- Send public comments prior to the meeting by email, to comments@valleylinkrail.com

If you are submitting public comment via email, please do so by 11:00 a.m. on Wednesday, February 10, 2021 to comments@valleylinkrail.com

Please include “Public Comment February 10, 2021” and the agenda item to which your comment applies in the subject line. In the body of the email please include your full name. A list of the public comments submitted will be read during Public Comment and letters will be posted on the Authority’s website along with other meeting material.

TRI-VALLEY – SAN JOAQUIN VALLEY REGIONAL RAIL AUTHORITY

AGENDA – BOARD OF DIRECTORS

February 10, 2021 at 2:00 p.m. via teleconference

1. Call to Order and Pledge of Allegiance
 - a. Oath of Office
2. Roll Call of Members
3. Welcome of New Board Members and Election of New Vice Chair of the Board – **ACTION**
4. Public Comments:

Members of the public may address the Board on any issues not listed on the agenda that are within the purview of the Authority. Comments on matters that are listed on the agenda may be made at the time the Board is considering each item. Time limits on public comments may be established by the Chair.
5. Consent Agenda – **ACTION**

Recommend approval of all items on Consent Agenda as follows:

 - a. Minutes of December 9, 2020 Board of Directors Meeting.
 - b. Treasurer's Reports for November and December 2020.
6. Executive Directors Report – **INFORMATION**
7. Resolution of the Board of Directors of the Tri-Valley-San Joaquin Valley Regional Rail Authority Adopting the Policy Titled "Fixed Asset Policy and Procedures" – **ACTION**
8. 2021 Strategic Priorities –Valley Link Advocacy – **ACTION**
9. Status Report on Efforts to Qualify Valley Link as a Federal Grant Recipient – **INFORMATION**
10. Title VI Policy Statement – **ACTION**
11. Directors' Discussion
Comments, Questions and Agenda Requests
12. Next Meeting Details: March 10, 2021 at 2 p.m.
13. Adjourn

Upon request, the Tri-Valley-San Joaquin Valley Regional Rail Authority will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. Please send a written request, including your name, mailing address, phone number and brief description of the requested materials and the preferred alternative format or auxiliary aid or service at least 2 days before the meeting. Requests should be sent to: comments@valleylinkrail.com

AGENDA

ITEM 3



Tri-Valley San Joaquin Valley **REGIONAL RAIL AUTHORITY**

STAFF REPORT

SUBJECT: Welcome of New Board Members and Election of New Vice Chair of the Board

FROM: Michael Tree, Executive Director

DATE: February 10, 2021

Action Requested

Welcome new board members and elect a new Vice Chair of the Tri-Valley San Joaquin Valley Regional Rail Authority (the Authority) Board of Directors.

Background/Discussion

As a result of the retirement of Chair of the Board Scott Haggerty and per the bylaws of the Authority; Vice Chair Veronica Vargas has assumed the position of Board Chair effective January 2021, leaving the position of Vice Chair vacant. In this rotation the new Vice Chair shall be a representative from a city or county located in Alameda County.

ARTICLE 3 | Section 2.

Vice Chairperson. The Board shall elect a Vice Chairperson from among its members at the first meeting of the Board and biennially thereafter. ***The Vice Chairperson shall rotate on a biennial basis with representatives from entities serving in the following sequence: (1) a representative from cities or county in San Joaquin County (2) a representative from cities or county located in Alameda County.*** The Vice Chairperson shall perform the duties of the Chairperson in the Chairperson's absence or incapacity. In the absence of the Chairperson and Vice-Chairperson, the Board Members present shall select a presiding officer pro tempore by motion entered into the minutes, from among the members present. In the case of a vacancy of the office of the Chairperson, the Vice Chairperson shall succeed to that office. In the case of a vacancy of the office of the Vice Chairperson, an election shall be held at the next regular meeting to fill the vacancy.

Fiscal Impact

None

Recommendation

Staff recommends the Board nominate and elect a new Vice Chair from an Alameda County member agency.

AGENDA

ITEM 5 A

Tri-Valley San Joaquin Valley Regional Rail Authority (TVSJVRRA)
Minutes of December 9, 2020 meeting via Zoom Teleconference

1. **Call to Order and Pledge of Allegiance**

Meeting was called to order by Board Chair Scott Haggerty at 2:00 p.m.

2. **Roll Call of Members**

Members Present

Chair Scott Haggerty, Alameda County

Vice Chair Veronica Vargas, City of Tracy

Director Paul Akinjo, City of Lathrop

Director Benjamin Cantu, City of Manteca (*Joined during agenda Item 5*)

Director Bob Elliott, San Joaquin County (*Joined during agenda Item 6*)

Director Melissa Hernandez, City of Dublin

Director Bernice King Tingle, Mountain House

Director John Marchand, City of Livermore (*Joined during agenda Item 5*)

Director John McPartland (District 5), BART

Director Kathy Narum, City of Pleasanton

Director Philip O'Loane, City of San Ramon

Director Karen Stepper, Town of Danville

Director Bob Woerner (Livermore), LAVTA

Members Absent

Director Sol Jobrack, City of Stockton

Director Leo Zuber (Ripon), ACE

3. **Public Comments**

There was no public comment.

4. **Consent Calendar – ACTION**

A motion was made to approve all items on Consent Calendar as follows:

- a. Minutes of November 18, 2020 Board of Directors Meeting.
- b. Treasurer's Report for October 2020.
- c. Board of Directors Meeting Dates for 2021

Motion: Stepper/O'Loane

Aye: Akinjo, Cantu, Haggerty, Hernandez, Marchand, McPartland, Narum, O'Loane, Stepper, Tingle, Woerner, Vargas

Nay: None

Abstain: None

Absent: Elliot, Jobrack, Zuber

Motion Passed

5. **Executive Directors Report – INFORMATION**

- Executive Director began his oral report noting two major items on the agenda; the selection of a presumed operator for Valley Link and the release of the draft EIR. Tree introduced special guests, State Senator Susan Eggman and former Assemblymember Catharine Baker, then turned the floor over to Chair Haggerty who welcomed them both congratulated Eggman on her election to the senate and thanked them both for their continued involvement in the

**Tri-Valley San Joaquin Valley Regional Rail Authority (TVSJVRRA)
Minutes of December 9, 2020 meeting via Zoom Teleconference**

Valley Link project. Both guests addressed the board and thanked Haggerty for his service. Haggerty thanked both guests for taking the time from their busy schedules to attend the meeting. He acknowledged that his success is due to having a great team and thanked Marianne Payne, Michael Tree and the board for their hard work on the project.

- Tree updated the board on the following:
 - i. Staff is looking closely at the potential for funding through a stimulus infrastructure package.
 - ii. Program Manager Ric Rattray and his team are preparing for NEPA, which be initiated after the certification and adoption if the EIR, as well as working with Caltrans on the 580 segment of the project and 30% design phase.
 - iii. Veronica Vargas will assume the position of board Chair upon Chair Haggerty leaving office and retiring in early January, and the election of the new vice chair will be held at the next meeting of the board.

There was no public comment.

6. Resolution R09-2020 Authorizing the Executive Director to Execute A Memorandum of Understanding (MOU) with The San Joaquin Regional Rail Commission (SJRRRC) for Service Planning and Management of Valley Link Operations – ACTION

Tree made a presentation to the board detailing the research that went into determining the best option for an operator partner, the fiscal impact of such a partnership and key points of the MOU. He shared that the members of the Valley Link Executive Committee fully supported the proposal to bring SJRRRC on to the Valley Link Project. The SJRRRC board authorized their executive director to execute the MOU with the Authority.

Directors discussed this item. There was no public comment.

Motion: Elliot/Marchand

Aye: Akinjo, Cantu, Elliot, Haggerty, Hernandez, Marchand, McPartland, Narum, O'Loane, Stepper, Tingle, Woerner, Vargas

Nay: None

Abstain: None

Absent: Jobrack, Zuber

Motion Passed

7. Update on Draft Valley Link Environmental Impact Report – INFORMATION

Chair Haggerty notified the board that the Draft EIR was released on December 2, which began a 50-day public comment period ending January 21, 2021. Haggerty emphasized that public comment received at the Board meeting would not be accepted as public comment related to the EIR comment period. Michael Tree praised Marianne Payne for her tireless efforts in getting the draft EIR ready for public review. Tree introduced Rich Walters of ICF who presented an overview of the EIR.

Clarification was given on the dates on the public hearings: December 12 from 9 to 10:30 am; December 16 from 11:30 am to 1:00 pm and December 17 from 5 to 6:30 pm.

**Tri-Valley San Joaquin Valley Regional Rail Authority (TVSJVRRA)
Minutes of December 9, 2020 meeting via Zoom Teleconference**

The directors discussed this item. Public comment was heard from Vaughn Wollfe.

8. Approving Option Contract Term Sheet to Acquire 200 Acres (APNs 209-230-029 and 209- 230-030) from the City of Tracy for a Potential Future Operations and Maintenance Facility and Authorizing the Executive Director to Execute the Term Sheet– ACTION

Legal counsel Michael Conneran gave a brief overview of the option contract through which Valley Link will be granted an exclusive and irrecoverable option to “purchase” the Property as an in-kind contribution from the City towards the Project, subject to certain conditions. He noted that the acquisition of the property will allow the Authority to use the property as collateral for other funding opportunities.

The directors discussed this item. There was no public comment.

Motion: Vargas/Cantu

Aye: Akinjo, Cantu, Elliot, Haggerty, Hernandez, Marchand, McPartland, Narum, O'Loane, Stepper, Tingle, Woerner, Vargas

Nay: None

Abstain: None

Absent: Jobrack, Zuber

Motion Passed

9. Directors' Discussion

There was no discussion.

10. Recognition of Outgoing Board Members – INFORMATION

Executive Director Michael Tree named the four outgoing board members; Chair Haggerty, Directors Marchand, O'Loane and Elliot. Prior to the meeting Tree presented each outgoing director with a personalized railroad spike and thanked them, detailing ways each of them had impacted the progress of the Valley Link project. Chair Haggerty was presented with a hat and named an honorary Valley Link conductor. Board members recognized each of the outgoing directors followed by each outgoing member giving their farewell remarks, with thanks to the board, executive director and staff. Director Marchand presented Chair Haggerty with a proclamation from the City of Livermore.

There was no public comment.

11. Next Meeting

January 13, 2021 – Via Teleconference

12. Adjourn

Meeting adjourned at 3:52 p.m.

AGENDA

ITEM 5 B



Tri-Valley San Joaquin Valley **REGIONAL RAIL AUTHORITY**

STAFF REPORT

SUBJECT: Treasurer's Reports for November and December 2020

FROM: Tamara Edwards, Director of Finance

DATE: February 10, 2020

Action Requested

Staff requests that the Tri-Valley – San Joaquin Valley Regional Rail Authority Board accept the Treasurer's Reports for November and December 2020.

Background/Discussion

The Treasurer's Report shows all expenses and revenues for the months of November and December as well as the year to date totals.

These reports reflect a change in the regard to the budget column. Staff has brought to the Board the budgets for the various grants funding this project. Previously the budget column in the Treasurer's Report reflected all these approved amounts which represent multiple grants and multiple year. Staff has worked to narrow down the elements of the project that will be completed this fiscal year and adjusted the amounts in the budget column to reflect these amounts. Staff will be bringing a budget to the board for fiscal year 2022 for approval this spring.

The fund balance reflected on both the balance sheet and the expense report is the difference between the revenue received and the expenses. As the authorities funding is all on a reimbursement basis this will be reflected as a negative amount (expenses higher than revenues) until year end when accruals are done at which time the fund balance will be zero. Additionally, as all of the Rail Authority's funding is on a reimbursement basis LAVTA continues to provide the cash flow for the Rail Authority which is reflected in the funds due to LAVTA line item.

Attachments:

1. November 2020 Treasurer's Report
2. December 2020 Treasurer's Report

ATTACHMENT 1

Tri-Valley San Joaquin Regional Rail Authority
BALANCE SHEET
FOR THE PERIOD ENDING:
November 30, 2020

ASSETS:

108 CASH-GENERAL CHECKING	2,043,360	
120 ACCOUNTS RECEIVABLE	(282)	
150 PREPAID EXPENSES	0	
TOTAL ASSETS		2,043,078

LIABILITIES:

205 ACCOUNTS PAYABLE	0	
20501 DUE TO LAVTA	3,133,038	
211 PRE-PAID REVENUE	178,290	
TOTAL LIABILITIES		3,311,328

FUND BALANCE:

301 FUND RESERVE	0	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	0	
30401 SALE OF BUSES & EQUIPMENT	0	
FUND BALANCE	(1,268,250)	
TOTAL FUND BALANCE		-1,268,250

TOTAL LIABILITIES & FUND BALANCE		2,043,078
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Tri-Valley San Joaquin Regional Rail Authority
REVENUE REPORT
FOR THE PERIOD ENDING:
November 30, 2020

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
	Caltrans	20,000	0	0	20,000	0.0%
	MTC-Bridge Tolls	9,308,657	886,921	912,872	8,395,785	9.8%
	Alameda County/Strategic Development	39,950	7,175	20,475	19,475	51.3%
	Government Relations/Community Engage	58,815	0	0	58,815	0.0%
	TOTAL REVENUE	9,427,422	894,096	933,347	8,494,075	9.9%

Tri-Valley San Joaquin Regional Rail Authority
EXPENDITURE REPORT
November 30, 2020

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
Direct Labor and Benefits						
	Executive Director	149,310	0	32,654	116,656	21.87%
	Administrative Assistant	96,200	0	20,446	75,754	21.25%
	Finance Director	42,000	0	7,609	34,391	18.12%
	IT support	36,000	0	0		
	Marketing Director	30,432	0	7,609	22,823	25.00%
	TOTAL - Direct Labor	353,942	0	68,318	285,624	19.30%
Consultants/seconded staff						
	Program Manager	490,000	0	0	490,000	0.00%
	Project Management support-Civil	373,607	0	0	373,607	0.00%
	Rail Vehicle Specs/Design	118,267	0	0	118,267	0.00%
	Program Management Staff	2,295,681	146,056	444,088		
	General Engineering Consultants	2,285,000	0	0	2,285,000	0.00%
	Environmental/30% Design	2,191,344	0	763,671	1,427,673	34.85%
	Feasibility Report	89,728	0	0	89,728	0.00%
	Strategic Development Dir	73,550	0	20,475	53,075	27.84%
	LTK	226,000	0	15,983	210,017	7.07%
	Government Relations/Community Engagement	15,000	0	0	15,000	0.00%
	TOTAL - Consultants	8,158,176	146,056	2,044,346	6,113,830	25.06%
Other Direct Costs						
	Legal	342,429	0	73,284	269,145	21.40%
	Insurance	10,000	0	7,624	2,376	76.24%
	Audits	25,000	0	0	25,000	0.00%
	Travel/Mileage/Mis	25,000	416	8,026	16,974	32.10%
	Office space/furnishings	145,000	0	0	145,000	0.00%
	ACE	20,000	0			
	BART	155,000	0	0	155,000	0.00%
	Caltrans Reimbursement	167,875	0	0	167,875	0.00%
	Union Pacific Reimbursement	25,000	0	0	25,000	0.00%
	TOTAL OTHER DIRECT COSTS	915,304.22	416.49	88,933.72	826,371	9.72%
	TOTAL OPERATING EXPENDITURES	9,427,422	146,472	2,201,597	7,225,825	23.35%
	FUND BALANCE (OPERATING)	(0.37)	747,624	(1,268,250)		

ATTACHMENT 2

Tri-Valley San Joaquin Regional Rail Authority
BALANCE SHEET
FOR THE PERIOD ENDING:
December 31, 2020

ASSETS:

108 CASH-GENERAL CHECKING	2,461,771	
120 ACCOUNTS RECEIVABLE	(282)	
150 PREPAID EXPENSES	0	
TOTAL ASSETS		2,461,489

LIABILITIES:

205 ACCOUNTS PAYABLE	0	
20501 DUE TO LAVTA	2,860,301	
211 PRE-PAID REVENUE	178,290	
TOTAL LIABILITIES		3,038,591

FUND BALANCE:

301 FUND RESERVE	0	
304 GRANTS, DONATIONS, PAID-IN CAPITAL	0	
30401 SALE OF BUSES & EQUIPMENT	0	
FUND BALANCE	(577,102)	
TOTAL FUND BALANCE		-577,102

TOTAL LIABILITIES & FUND BALANCE		2,461,489
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Tri-Valley San Joaquin Regional Rail Authority
REVENUE REPORT
FOR THE PERIOD ENDING:
December 31, 2020

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
	Caltrans	20,000	0	0	20,000	0.0%
	MTC-Bridge Tolls	9,308,657	0	912,872	8,395,785	9.8%
	Alameda County/Strategic Development	39,950	0	20,475	19,475	51.3%
	Government Relations/Community Engage	58,815	0	0	58,815	0.0%
	TOTAL REVENUE	9,427,422	0	933,347	8,494,075	9.9%

Tri-Valley San Joaquin Regional Rail Authority
EXPENDITURE REPORT
December 31, 2020

ACCOUNT	DESCRIPTION	BUDGET	CURRENT MONTH	YEAR TO DATE	BALANCE AVAILABLE	PERCENT BUDGET EXPENDED
Direct Labor and Benefits						
	Executive Director	149,310	32,654	65,308	84,002	43.74%
	Administrative Assistant	96,200	19,282	39,728	56,472	41.30%
	Finance Director	42,000	7,609	15,218	26,783	36.23%
	IT support	36,000	0	0	36,000	0.00%
	Marketing Director	30,432	0	7,609	22,823	25.00%
	TOTAL - Direct Labor	353,942	59,545	127,863	226,079	36.13%
Consultants/seconded staff						
	Program Manager	490,000	0	0	490,000	0.00%
	Project Management support- Civil	373,607	0	0	373,607	0.00%
	Rail Vehicle Specs/Design	118,267	0	0	118,267	0.00%
	Program Management Staff	2,295,681	0	444,088	1,851,593	19.34%
	General Engineering Consultants	2,285,000	0	0	2,285,000	0.00%
	Environmental/30% Design	2,191,344	0	763,671	1,427,673	34.85%
	Feasibility Report	89,728	0	0	89,728	0.00%
	Strategic Development Dir	73,550	0	20,475	53,075	27.84%
	LTK	226,000	285	16,268	209,732	7.20%
	Government Relations/Community Engagement	15,000	0	0	15,000	0.00%
	TOTAL - Consultants	8,158,176	285	1,244,502	6,913,674	15.25%
Other Direct Costs						
	Legal	342,429	40,859	114,143	228,287	33.33%
	Insurance	10,000	0	7,624	2,376	76.24%
	Audits	25,000	5,395	5,395	19,605	21.58%
	Travel/Mileage/Mis	25,000	2,898	10,923	14,077	43.69%
	Office space/furnishings	145,000	0	0	145,000	0.00%
	ACE	20,000	0	0	20,000	0.00%
	BART	155,000	0	0	155,000	0.00%
	Caltrans Reimbursement	167,875	0	0	167,875	0.00%
	Union Pacific Reimbursement	25,000	0	0	25,000	0.00%
	TOTAL OTHER DIRECT COSTS	915,304.22	49,151.04	138,084.76	777,219	15.09%
	TOTAL OPERATING EXPENDITURES	9,427,422	108,981	1,510,449	7,916,973	16.02%
	FUND BALANCE (OPERATING)	(0.37)	(108,981)	(577,102)		

AGENDA

ITEM 6



Tri-Valley ▲ San Joaquin Valley
REGIONAL RAIL AUTHORITY

STAFF REPORT

SUBJECT: Executive Director's Report
FROM: Michael Tree, Executive Director
DATE: February 10, 2021

Action Requested

Informational item only.

Background/Discussion

An oral report will be provided at the Board meeting.

AGENDA

ITEM 7



Tri-Valley San Joaquin Valley **REGIONAL RAIL AUTHORITY**

STAFF REPORT

SUBJECT: Resolution of the Board of Directors of the Tri-Valley-San Joaquin Valley Regional Rail Authority Adopting the Policy Titled “Fixed Asset Policy and Procedures”

FROM: Tamara Edwards, Director of Finance

DATE: February 10, 2021

Action Requested

Recommend approval of the resolution to adopt a fixed asset policy.

Background

As the authority has grown the need to purchase items in order to conduct business has grown creating the need to track these items both for the purpose of proper accounting and also to prevent loss.

Discussion

As the Authority is expected to receive FTA funds in the future staff felt it was best to ensure that the policy adopted was in line with FTA procedures. This policy sets the definition of a fixed asset as all tangible personal property of a non-consumable nature having a life greater than one year and an acquisition cost equal to or greater than \$5,000. The policy also has an element regarding smaller purchases that may be subject to theft. The policy also addresses the FTA requirement of biannual inventory of fixed assets and asset tagging.

Budget Impact

None.

Recommendation

Staff recommends approval to the Board of Directors of the attached resolution.

Attachments:

1. Resolution R11-2021 of the Board of Directors of the Tri-Valley-San Joaquin Valley Regional Rail Authority adopting a Policy Titled “Fixed Asset Policy and Procedures”.
2. Fixed Asset Policy and Procedures

ATTACHMENT 1

RESOLUTION NO. R011-2021

* * *

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
TRI-VALLEY—SAN JOAQUIN VALLEY REGIONAL RAIL AUTHORITY
ADOPTING A POLICY TITLED “FIXED ASSET POLICY AND PROCEDURES”**

WHEREAS, the Tri-Valley–San Joaquin Valley Regional Rail Authority finds it desirable to have a policy to ensure that fixed assets are properly accounted for, identified, and tracked:

THEREFORE, BE IT RESOLVED, that the Board of Directors of the Tri-Valley–San Joaquin Valley Regional Rail Authority adopts the attached policy titled “Fixed Asset Policy and Procedures.”

PASSED AND ADOPTED on the 10th day of February 2021.

Veronica Vargas, Chair

ATTEST:

Michael Tree, Executive Director

ATTACHMENT 2

FIXED ASSET POLICY AND PROCEDURES

1. PURPOSE

The Tri-Valley—San Joaquin Valley Regional Rail Authority purchases equipment and other fixed assets with a variety of revenue sources to eventually include Federal Transit Administration grants. The purpose of this policy is to insure that these fixed assets are properly accounted for, identified, and tracked. These procedures conform to FTA Circular 5010.1E.

2. DEFINITIONS

Fixed Assets. All tangible personal property of a non-consumable nature having a life greater than one year and an acquisition cost equal to or greater than \$5,000.

Small Equipment. Assets purchased with capital funds that have an acquisition cost less than \$5,000. Small equipment that is subject to theft such as (but not limited to) cameras, computers, small tools and anything purchased to be used in a “home office” may be identified for the purpose of tracking.

Acquisition Cost of Equipment. The acquisition cost of the asset includes the cost of modifications, attachments, accessories, or auxiliary apparatus necessary to make the equipment usable for the purpose of its acquisition. The cost also includes installation, transportation, taxes and other similar costs incurred as a result of the purchase of equipment. The cost of items separately installed and removable from rolling stock, such as fareboxes, and radios, will be treated as a separate acquisition and not as part of the cost of the vehicle.

3. ACCOUNTING FOR FIXED ASSETS

At the time of the purchase, assets purchased with capital funds will be recorded as an expense (account number 555XX 07). At fiscal year end, any complete asset purchase with a value greater than \$5,000 will be transferred to a fixed asset account (111 02) and listed on the fixed asset schedule. Incomplete asset purchases will be shown on the fixed asset schedule as Construction in Progress and transferred to the Construction in Progress account (111 05).

4. RECORDKEEPING

Within one quarter of the completion of the purchase of a fixed asset, the fixed asset should be given an inventory number, tagged and added to the Fixed Asset Schedule. This record will include a description, identification number, procurement source (vendor), acquisition date, cost, percentage of Federal participation in the cost, FTA grant number if applicable, location, condition, and any disposition data.

Small Equipment may be given a tag to identify it as belonging to the Tri-Valley—San Joaquin Valley Regional Rail Authority. Small Equipment will be listed separately. Any small equipment that may leave the agency’s physical location such as a laptop or home office equipment will be tagged as belonging to the authority and tracked. Small purchased will not be included on the Fixed Asset Schedule. Assets that can’t be tagged will be identified as such on the Fixed Asset Schedule.

5. BIENNIAL INVENTORY

Prior to fiscal year end in even numbered years Tri-Valley-San Joaquin Valley Regional Rail Authority staff will conduct a complete inventory of all fixed assets. As part of this inventory a notation will be made as to the physical condition of the asset. Within one month of completion of the physical inventory, the result of the inventory will be reconciled with the accounting records and the Fixed Asset Schedule will be updated.

AGENDA

ITEM 8



Tri-Valley ▲ San Joaquin Valley **REGIONAL RAIL AUTHORITY**

STAFF REPORT

SUBJECT: 2021 Strategic Priorities –Valley Link Advocacy

FROM: Michael Tree, Executive Director

DATE: February 10, 2021

Action Requested

Approve a program of strategic priorities to guide federal, state and regional/local legislative advocacy for Valley Link in 2021 (Attachment 1).

Background/Discussion

The Authority's 2021 advocacy efforts at the federal, state and regional levels will follow a year in which the Coronavirus pandemic upended many planned legislative efforts as focus shifted to public health, equity and economic recovery. Priorities were paused as Congress and the California Legislature faced multiple delays in legislative action and on the regional level, the momentum for FASTER Bay Area was halted and focus directed to activities of the MTC convened Blue Ribbon Transit Recovery Task Force. Advancement of Regional Transportation Plans in both the Bay Area and San Joaquin County have moved forward as well as statewide planning for an Interim High Speed Rail Plan. In the year ahead these activities will continue, and advocacy efforts will take place against the backdrop of a new Biden - Harris Administration, as well as changes in state and regional legislative representation in the Valley Link project area. All of these conditions will require a strategically focused program of advocacy to guide and achieve Valley Link goals and project advancement.

The proposed 2021 Valley Link Advocacy Program identifies key strategies to:

- Expand partnerships and collaboration
- Increase transportation funding
- Ensure innovative, fast & responsive delivery/remove barriers
- Optimize GHG reduction, equitable access & transit-oriented development
- Advance seamless integration

The strategies, as outlined in Attachment 1, support each of the adopted Valley Link goals and were developed to position the Authority to respond and be ready to uncertain challenges and opportunities in the year ahead. If approved by the Board, the Executive Director will advance advocacy within these guidelines through interactions with all levels of government.

Next Steps

Staff will immediately begin work to advance Valley Link advocacy within the adopted guidelines. Tactics will be identified for each of the adopted strategies and ongoing updates will be provided regularly to the Board.

Fiscal Impact

There is no financial impact associated with this action.

Attachment:

Strategic Priorities - 2021 Valley Link Advocacy

ATTACHMENT 1

**Strategic Priorities
2021 Valley Link Advocacy**

GOAL: Improve connectivity within the Northern California Megaregion: connecting housing, people, and jobs.

Strategy: Expand partnerships and collaboration

- Expand partnerships at the local, regional, state and federal levels to support advancement of Valley Link
- Support efforts that encourage regional and mega-regional cooperation and coordination to develop, promote, and fund solutions to regional and interregional transportation problems.
- Support legislation that increases funding and reduces barriers for megaregional infrastructure improvements that support the linkage between transportation, housing and jobs.

GOAL: Establish rail connectivity between BART's rapid transit system and the ACE commuter service.

Strategy: Increase transportation funding

- Seek COVID-19 state and federal recovery funding for Valley Link.
- Support funding and policies to implement transportation projects that create jobs and economic growth.
- Work with state, regional, and local transportation agencies, and other state and national advocacy partners, to develop a FAST Act reauthorization agenda in support of Valley Link and as well as those of public transit in general.
- Leverage local funds to the maximum extent possible for Valley Link through grants and partnerships with regional, state and federal agencies.

GOAL: Pursue Project implementation that is fast, cost-effective, and responsive to the goals and objectives of the communities it will serve.

Strategy: Ensure innovative, fast & responsive delivery/remove barriers

- Support environmental streamlining and opportunities to remove barriers and ensure ability to expedite project implementation and reduce costs, including contracting flexibility and innovative project delivery methods.
- Engage with MTC, the legislature, and stakeholders on policies stemming from MTC's Blue Ribbon Transit Recovery Task Force.
- Support funding incentives and streamlining processes for transit-oriented development and innovative first and last mile options.
- Support funding and partnership leveraging opportunities for TOD and PDA implementation, including transportation corridor investments that link PDAs.

GOAL: Be a model of sustainability in the design, construction, and operation of the system.

Strategy: Optimize GHG reduction, equitable access & transit-oriented development

- Support climate change legislation and technologies to reduce greenhouse gas (GHG) emissions.
- Support funding for infrastructure, operations, and programs to relieve congestion, improve air quality, and reduce emissions including a zero-emission vehicle fleet.
- Support legislation and policies to facilitate deployment of shared autonomous vehicles for access to Valley Link stations and zero emission vehicle charging stations.
- Support policies that enhance equity and transportation access.

GOAL: Support the vision of the California State Rail Plan to connect the Northern California Megaregion to the State rail system.

Strategy: Advance seamless integration

- Support the CHSRA's Draft 2020 Business Plan recommendations to move forward with the Merced-Fresno-Bakersfield HSR Interim Operating Segment with additional stations at Madera and Kings/Tulare.
- Seek system integration and economies in project design through collaboration with CHSRA, SJRRC and SJJPA.

AGENDA

ITEM 9



Tri-Valley San Joaquin Valley **REGIONAL RAIL AUTHORITY**

STAFF REPORT

SUBJECT: Status Report on Efforts to Qualify Valley Link as a Federal Grant Recipient

FROM: Michael Tree, Executive Director; Michael Conneran, General Counsel

DATE: February 10, 2021

Action Requested

Receive informational report regarding efforts of staff and counsel to qualify Valley Link to receive federal grant funds through the Federal Transit Administration.

Background/Discussion

The Final Project Feasibility Report for the Valley Link Project, adopted by this Board in October, 2019, noted that potential funding for both construction and operation of the Valley Link Project may be available from the Federal Transit Administration (FTA). The federal grant program is quite competitive. While the Valley Link Project has features that score well in the grant funding analysis, in order to qualify to receive such funds the agency must satisfy a host of technical and legal requirements, including developing new policies regarding civil rights, DBE/SBE, environmental protection, safety, equal employment opportunity, and the prevention of drug and alcohol abuse. These requirements involve measures meant to ensure that federal funds are efficiently used and the value of federally-financed assets are preserved. Many of these requirements are included in the listing of "certifications and assurances" that each FTA grantee must provide on an annual basis. In addition, Valley Link will need to develop programs to ensure it satisfies ongoing compliance and reporting requirements as the Project progresses.

Working from the existing policies of LAVTA, as well as recent updates prepared for our attorneys' other transit agency clients, staff is preparing to bring these measures to the board for approval beginning at your March meeting.

Fiscal Impact

There is no fiscal impact from this action.

Recommended Action

Receive informational report regarding efforts of staff and counsel to qualify Valley Link to receive federal grant funds through the Federal Transit Administration.

AGENDA

ITEM 10



Tri-Valley San Joaquin Valley **REGIONAL RAIL AUTHORITY**

STAFF REPORT

SUBJECT: Title VI Policy Statement
FROM: Michael Tree, Executive Director
DATE: February 10, 2021

Action Requested

Adopt the following policy statement to support the Authority's commitment to social equity:

The Tri-Valley – San Joaquin Valley Regional Rail Authority is committed to ensuring that no person is excluded from participation in, nor denied the benefits of its programs, activities and services on the basis of race, color, national origin, age, sex, or disability as afforded by Title VI of the Civil Rights Act of 1964 and related statutes.

Background/Discussion

The Valley Link Project Feasibility Report (October 2019) identified many communities in the Valley Link project area as “Disadvantaged Communities,” by definition of the California Public Utilities Commission – suffering from a combination of economic, health and environmental burdens. These communities suffer from decades of disinvestment, geographic inequity and poverty, resulting in pockets of concentrated low-income communities lacking adequate access to jobs, healthcare and educational opportunities. The proposed Downtown Tracy, River Islands and North Lathrop stations are all within geographic areas identified as disadvantaged. Areas designated as low-income are also near these stations, as well as the Mountain House station.

Through the Sustainability Policy, adopted 12/11/19, the Authority has committed to Equitable Access through the following strategies aimed at reaching these disadvantaged and low-income communities:

- Encourage engagement in planning and decision-making for the project to ensure a meaningful level of participation from disadvantaged communities and low-income communities and households.
- Strive to maximize benefits to disadvantaged communities and low-income communities and households in project planning and design.

These strategies have guided extensive efforts to engage disadvantaged communities and provide opportunities to provide input in project planning and design. As the project is further advanced, and federal funding opportunities become available, it is critical to further the Authority's commitment to equitable access through the development of a Title VI policy and plan. The adoption of a Title VI policy statement is first step in this process that will ensure that no person is excluded from participation in, or denied the benefits of, service on the basis of race, color or national origin as provided under Title VI of the Civil Rights Act.

Next Steps

Staff will immediately begin work to advance a Valley Link Title VI Program that aligns with the direction of this policy statement. This will include the completion of both a Public Participation and Limited English Proficiency Plan. Both of these items will be reviewed with the Board at an upcoming meeting.

Fiscal Impact

There is no fiscal impact associated with this action.