

KINGS COUNTY AREA PUBLIC TRANSIT AGENCY
Board of Directors

610 W. 7th Street - Hanford, California 93230 (559) 852-2692 www.kartbus.org

Meeting Date: October 27, 2021
Time: 3:30 PM
Place: Virtual Meeting
Please call (415) 655-0003
Participant Code: 2467 097 1435#

If you need special assistance to participate in this meeting or language assistance, please contact the Clerk of the Board at (559)852-4623 by 4:00 PM on the Monday before this meeting. Agenda backup information and any public records provided to the Board after the posting of the agenda for this meeting will be available for public review at 610 W. 7th Street, Hanford, CA 93230.

VIRTUAL-MEETING BOARD AGENDA

Pursuant to Government Code section 54953 as amended by AB361 and pursuant to the California Governor Gavin Newsom issued Executive Order N-15-21, relating to the convening of public meetings in light of the COVID-19 pandemic. On March 17, 2020, the County of Kings adopted a Resolution ratifying the Health Office's declaration of a local health emergency regarding the Coronavirus (COVID-19). The Kings County Area Public Transit Agency (KCAPTA) hereby provides notice that it will continue to convene its regularly scheduled public meetings via telecommuting until further notice.

Pursuant to the AB 361, Executive Order, Kings County Resolution, and to maintain the orderly conduct of the meeting, the KCAPTA will allow Board Members to attend the meeting telephonically and to participate in the meeting to the same extent as if they were present.

- **WEB ACCESS:** To access the meeting via computer, please visit KART's website at <https://www.kartbus.org/category/board/> and click on the link that says **Join Meeting**. You may also join from your smartphone by downloading the WebEx Meetings app. After opening the app, click on **Join Meeting**, and enter the meeting information. The meeting number is 2467 097 1435#, and the password is **Kart1027**
- If you have trouble logging in through the internet, you may join the meeting via telephone by calling **(415) 655-0003**, then enter the access code of **2467 097 1435**
- For members of the public who wish to participate but not to attend in person, you may submit written comments on any matter within the Board's subject matter jurisdiction, regardless of whether it is on the agenda for Board consideration or action. Those comments will be entered into the administrative record of the meeting. To submit written comments by U.S. Mail or email for inclusion in the meeting record, they must be received by the Clerk of the Board of KCAPTA no later than 11:00 AM on the morning of the noticed meeting. To submit written comments by email, please forward them info@kartbus.org. To provide such comments by U.S. Mail, please send them to:

<u>ITEM #</u>	<u>DESCRIPTION</u>	<u>ACTION</u>
1.	CALL TO ORDER <i>Roll Call – Clerk of the Board</i>	
2.	UNSCHEDULED APPEARANCE <i>Any person may directly address the Board at this time on any item on the agenda or on any other topics of interest to the public that is within the subject matter jurisdiction of the Board. Five (5) minutes are allowed for each item.</i>	
3.	CONSENT ITEMS <i>All items listed as consent items are considered routine and will be enacted by one motion. Any discussion of any consent item will be removed at the request of any Board member and made a part of the regular agenda.</i> A. Summary Minutes of Special Meeting September 15, 2021	ACTION
4.	RESOLUTION 22-03 & FINDING RELATED TO AB361 (Public Meeting Protocol in Response to COVID-19 Pandemic)	ACTION
5.	APPROVE SPECIAL NOVEMBER/DECEMBER BOARD MEETING	ACTION
6.	APPROVE AMTRAK SAN JOAQUINS SOUTH OF MERCED INTEGRATION STUDY – MEMORANDUM OF UNDERSTANDING	ACTION
7.	ADOPT RESOLUTION 22-04 AUTHORIZING THE EXECUTIVE DIRECTOR TO APPLY FOR 5339(b) COMPETITIVE GRANT AND COMMITMENT OF LOCAL MATCHING FUNDS	ACTION
8.	APPROVE THE PURCHASE OF UBER-MOBILITY ON DEMAND PLATFORM	ACTION
9.	APPROVE UPDATED HOLIDAY SCHEDULE	ACTION
10.	APPROVE CONTRACT WITH COLLEGE OF THE SEQUOIAS (COS)	ACTION
11.	APPROVE PURCHASE AND INSTALLATION OF EV CHARGER FROM TURNKEY	ACTION
12.	UPDATE ON TRUCK PURCHASE	INFORMATION
13.	MISCELLANEOUS COMMENTS FROM STAFF	INFORMATION

Attachments:

A - MINUTES OF SEPTEMBER 15, 2021

B – RESOLUTION 22-03 (AB 361)

C- MEMORANDUM OF UNDERSTANDING BETWEEN KCAPTA, KCAG, TCAG, TCRTA, VISALIA TRANSIT, AND SJPA

D- RESOLUTION 22-04 (5339b) GRANT APPLICATION

E- KCAPTA’S CONDITION OF EMPLOYMENT POLICY 30-0005

F-CONTRACT WITH COLLEGE OF SEQUOIAS (COS)

G- TURNKEY ENERGY QUOTE

STAFF REPORT

3. CONSENT ITEM:

A. Summary Minutes of Special Meeting September 15, 2021

4. RESOLUTION 22-03 AND FINDINGS RELATED TO AB361 (Public Meeting Protocol in response to COVID-19 Pandemic (Angie Dow):

On September 16, 2021, Governor Newsom signed Assemble Bill 361 (2021-2022) (AB361), which incorporated into California state law some aspects of the teleconferencing rules that have been applied by Executive Order to local public agencies during the COVID-19 pandemic. Notable, because AB 361 included urgency measures, the law was immediately effective as of the date of the governor's signature. AB 361 provides that it sunsets on January 1, 2024.

Benefits of operating under AB 361 during the COVID-19 pandemic, as opposed to under the normal open meeting laws, include the following:

- Agendas need not be posted at all teleconference locations;
- Each teleconference location need not be identified in the notice of agenda of the meeting;
- Each teleconference location need not be accessible to the public; and
- A quorum of the members of the legislative body does not need to participate in the meeting from locations within the boundaries of the territory over which the public agency exercises jurisdiction.

Following are requirements for invoking AB 361 the first time that a public agency does so:

1. There must be a "proclaimed state of emergency," as there is currently, in that the Governor's State of Emergency Declaration, issued on March 4, 2020, has not been lifted, and
2. The meeting is held to determine, by majority vote, whether as a result of the emergency, meeting in person would present imminent risks to the health or safety of attendees;
3. The majority of the legislative body has voted that, as a result of the emergency, meeting in person would present an imminent risk to the health and safety of attendees.

On September 22, 2021, Kings County Public Health Officer Dr. Milton Teske recommended that public bodies within Kings County retain the option to meet remotely due to the continued threat of COVID-19. Coupled with the current State of Emergency, his recommendation provides the Board the Authority it needs to continue to hold Teleconference public meetings under the AB361 provision.

If a public agency wishes to consider invoking AB361 for Subsequent meetings, the following is required for those subsequent meetings:

1. The proclaimed state of emergency must remain active; or
2. State or local officials have imposed or recommended measures to promote social distancing; and
3. Not later than 30 days after teleconferencing for the first time under the AB 361 rules, and every 30 days thereafter, the Legislative body shall make the following findings by majority vote:
 - The legislative body has reconsidered the circumstances of emergency, and at least one of the following circumstances exist:
 - i. The state of emergency continues to directly impact the ability of the members to meet safely in person; or
 - ii. State or local officials continue to impose or recommend measures to promote social distancing.

The Board has two options: (1) Make the necessary finding that holding a meeting in person would present imminent risks to the health or safety of attendees; or (2) Make the determination that **currently** there are no imminent risks to the health or safety of attendees.

If the Board chooses option one, the Board would adopt Resolution 22-03 and continue to conduct the meeting virtually. Every 30-day the Board must meet to reaffirm holding a meeting in person would continue to present imminent risks to the health or safety of attendees.

If the Board chooses option two, KCAPTA's next Board meeting in December would be in person. Typically our in-person meetings are held at the Kings County Board Chambers. Due to the COVID 19 Pandemic, Kings County does not allow any outside agencies to utilize the Board Chambers. Staff has been in contact with the City of Hanford, and they will allow us to hold our meetings in the City Council Chambers. At any time in the future, the Board can determine meeting in person would present imminent risks to the health or safety of attendees and adopt Resolution 22-03.

Recommendation

Staff is recommending the Board Adopt Resolution 22-03 and continue to conduct the meeting virtually.

5. APPROVE SPECIAL NOVEMBER/DECEMBER BOARD MEETING (Angie Dow):

KCAPTA's November and December meetings are scheduled near the Holidays; KCAPTA historically reschedules and combines the November and December meeting, so there is no conflict with the Holidays. Staff coordinates the Special meeting Date with the Kings County Associations of Governments Special November/December Board meeting. This year December 8th has been determined as the best date for the special meeting.

Recommendation

Staff recommends that the Board approve the Special November/December meeting date of December 8, 2021; time to be coordinated with KCAG meeting time.

6. APPROVE AMTRAK SAN JOAQUIN SOUTH OF MERCED INTEGRATION STUDY-MEMORANDUM OF UNDERSTANDING (Angie Dow):

Cross Valley Plan

In 2016, TCAG initiated the Cross Valley Plan ("Plan") to study the connectivity and mobility improvements in the Central Valley. It aimed to increase transit service efficiency, enable communities and cities within the Cross Valley Corridor ("Corridor") to promote development that supports transit usage, encourage revitalization and economic development, and facilitate growth in support of the California High-Speed Rail ("HSR") investment.

The Corridor would follow the existing freight rail corridor ("San Joaquin Valley Railroad tracks") from Huron to Porterville, which roughly parallels much of State Routes 198 and 65 located in central California. The Corridor would include the proposed Kings/Tulare Regional High-Speed Rail Station and would benefit the region by potentially linking the communities to each other. These cities and communities include Huron, Lemoore Naval Air Station (LNAS), Lemoore, Hanford, Goshen, Visalia, Farmersville, Exeter, Lindsay, and Porterville. Transit stops may also serve unincorporated communities of Armona and Strathmore.

The project enables TCAG to evaluate a range of new public transit service alternatives to accommodate future population and economic growth while being compatible with existing land uses and future development opportunities. In 2018, the Final Plan was adopted by TCAG.

The Plan focuses on the development of two components 1) a passenger rail system (“Cross Valley Rail Service”) on a 75-mile segment of the San Joaquin Valley Railroad tracks running between Huron and Porterville with multiple stations along its route, and 2) integration of passenger bus service (“Bus Service”) in the Corridor with the Cross Valley Rail Service and the planned Kings/Tulare Regional HSR station.

South of Merced Integration Study

The San Joaquin Joint Powers Authority (SJJPA) approved the “South of Merced Integration Study” at its September 24, 2021 meeting. The South of Merced Integration Study is significant since SJJPA expects to truncate the San Joaquin’s service at Merced once HSR Interim Service begins operations, thereby eliminating passenger rail service to Hanford and Corcoran, which will not have HSR stations. To carry out the South of Merced Integration Study effort, SJJPA staff coordinated with Kings County Association of Governments, the Tulare County Association of Governments (TCAG), KCAPTA, Visalia Transit, and Tulare County Regional Transit Agency (TCRTA). Based upon the findings and recommendations of the South of Merced Integration Study report, the coordinating agencies requested that SJJPA develop a draft Memorandum of Understanding (MOU) between the SJJPA and the agencies to help facilitate the implementation of the recommendations of the South of Merced Integration Study.

Memorandum of Understanding

The agencies and SJJPA (Participants) have discussed the potential advantages of working together to implement integrated, enhanced local/regional bus service in the Corridor that provides connectivity to the future Kings/Tulare HSR Station and development and ultimately the operations of the Cross Valley passenger rail service along with the San Joaquin’s System. In addition, the Participants have discussed the possibility of retaining the SJJPA to serve as the operator of the Cross Valley Rail Service. To begin the planning process to accomplish these objectives, the Participants desire to enter into an MOU to memorialize the participants’ understanding and establish a framework to negotiate agreements establishing their roles and responsibilities for the successful implementation of the objects contained in the MOU.

Recommendation

KCAPTA staff recommends that the Board approve the Memorandum of Understanding with the SJJPA, KCAPTA, KCAG, TCAG, TCRTA, and Visalia Transit to implement the South of Merced Integration Study recommendations and authorize the Executive Director to execute any and all documents related to the project.

7. ADOPT RESOLUTION 22-04 AUTHORIZING THE EXECUTIVE DIRECTOR TO APPLY FOR 5339 (b) COMPETITIVE GRANT AND COMMITMENT OF LOCAL MATCHING FUNDS (Angie Dow):

The Notice of 5339(b) Funding Available was released on September 20, 2021; this is a competitive funding opportunity for buses and bus facilities, and proposals are due November 19, 2021.

Since 2017, KCAPTA has been working on building a new KART Transit Center. This project is currently in the design phase. The project is also funded through the design phase. The next phase, Construction, is not fully funded. As noted in Project Narrative, KCAPTA would be seeking competitive grants to fund the construction phase.

In October of 2020, the Board approved the KART Transit Center Project Narrative. The Project Narrative describes the vision and goals of the project and is used to promote the project and support competitive grant applications. In February 2021, Section 3, “Funding,” was added to the document. At the February 24, 2021 meeting, the Board approved the KART Transit Center Construction Funding Plan in Section 3 of the Document. The Board’s approval obligated future funding allocations from various sources.

The KART Transit Center Project’s total budget is \$35,311,807 and is funded through multiple years of State Funds, Federal Funds, Competitive Grants, and the Agency Capital Reserves. KCAPTA is seeking \$17,766,461 in competitive 5339(b) funds and has obligated \$5,835,390 Federal 5307 and 5339 apportionments to fund the construction phase of the project. The local match requirement of 20% (\$6,000,000) is funded by current and future State Transit Funds, Local Transit Funds, California State of Good Repair funds, and the Agency’s Capital Reserve.

To submit the competitive 5339(b) grant application, the Board needs to adopt Resolution 22-04, which authorizes the Executive Director to submit the FTA Section 5339(b) Competitive Grant Application and any other necessary document. The Resolution also reaffirms KCAPTA's commitment of both federal and local funds needed to complete Phase 5, Construction, of the project.

Recommendation

Staff recommends the Board adopt Resolution 22-04

8. APPROVE UBER-MOBILITY ON DEMAND PLATFORM AGREEMENT (Angie Dow):

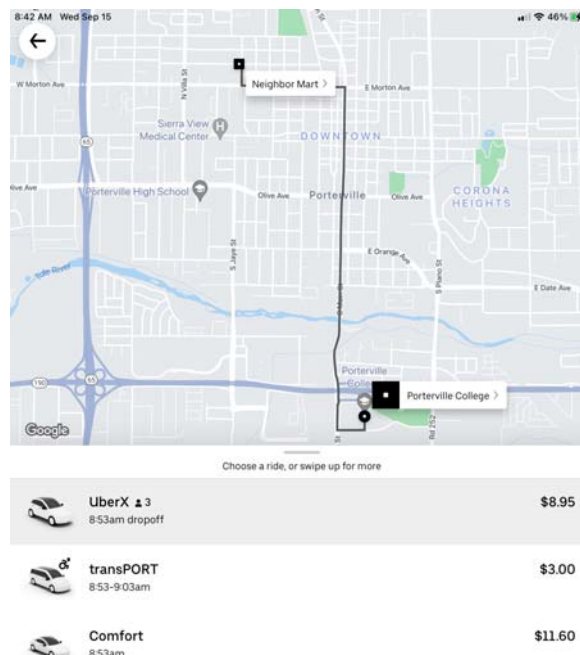
Fixed route systems are designed to serve the vast majority of public transportation trips. However, the system can be inaccessible due to physical barriers, economic barriers, total travel time, or the need to travel outside service hours or areas.

KCAPTA has operated an On-Demand Transit System (Flex Route Service) since 2019. This system offered a solution to low-density areas, areas with historically low ridership, and new areas with transit needs that could not otherwise be accommodated. This service was customized to feed into the Fixed Route System. Although KCAPTA tried introducing a couple of apps for individuals to book and track their trips, technology had not developed to allow for a customizable system.

KCAPTA envisioned the system to work similarly to an UBER system. Many transit systems implemented similar systems, and technology has been improving. The 2021 Transit Development Plan evaluated the Flex Route Systems and noted the Hanford Flex Route System operated inefficiently. Staff began researching options to improve the system performance. The research included looking at how other transit systems operated similar systems and the technology available.

As currently designed, the Hanford Flex Routes do not remove physical barriers and, in some cases, increase total travel time. The system also does not allow a passenger the ability to book their trip online. As approved by the Board last month, staff is working with UBER to utilize their Simulation Model to determine the appropriate number of buses, service area, and operational hours for the system to operate at an optimal level.

UBER has launched public transportation in the UBER app. The UBER Mobility On-Demand Platform allows transit agencies to use the UBER technologies for On-Demand systems.



The software service offered by the UBER Mobility on-Demand Platform include the following:

<p>Uber Marketplace Services:</p> <ul style="list-style-type: none">● Ability to receive on demand requests for [KCAPTA] rides● Payment processing● <u>Rider Matching</u> - Industry leading shared rides matching algorithm to improve subsidy per ride● <u>Fleet Tool</u> - Real-time tracking of Agency's fleet of transit vehicles and ability to communicate in real-time with fleet driver/operators (available at partners.uber.com)) <p>Uber for Business Services:</p> <ul style="list-style-type: none">● <u>Uber for Business Dashboard</u><ul style="list-style-type: none">a. <u>Trip History</u> – ability to view and manage at business.uber.com● <u>Uber Central</u> - ability to request rides on behalf of Agency Users who do not have the Uber App <p>Uber for Transit Services:</p> <ol style="list-style-type: none">1. Enhanced User Experience<ul style="list-style-type: none">a. Access to Agency specific customization and configurability options, including driver management, driver performance, vehicle management, live map / dispatching, and driver communication tools2. Custom Onboarding & Training<ul style="list-style-type: none">a. Uber will work with Agency to train employees on functionalities of Uber Technology, Uber for Business, and Uber for Transitb. Dedicated onboarding specialist assigned to Agency3. Access to Uber's technology platforms for Transit Agencies, which includes:<ul style="list-style-type: none">a. <u>User Administration</u> - quickly add or remove authorized users to Agency Accountb. Agency specific data and dashboard information to better understand rider travel patternsc. Agency specific customization and configurability features for the Fleet Tool and other operational toolsd. <u>Rider Feedback</u> - Real-time rider feedback on quality issuese. <u>Monthly Billing</u> - bill monthly based on usage
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There is a one-time setup fee of \$30,000 to utilize the UBER Mobility On-Demand Platform and a monthly fee of \$450 per vehicle that operates service during the month.

Recommendation

Staff recommends that the Board approve the UBER Mobility On-Demand Platform purchase and authorized the Executive Director to execute the required documents.

9. APPROVE UPDATED HOLIDAY SCHEDULE (Heather Corder):

KCAPTA utilizes Kings County Services such as Treasury, IT, and Human Resources as an outside agency. KCAPTA's Employment Benefits Document, for the most part, mirrors the County's General and Management employment MOU. In the most recent MOU, the Kings County Board approved the holiday closure for employees for 2021 – 2024.

Staff is proposing updating KCAPTA's Holiday paid time off to mirror the County's 2021, 2022, 2023 & 2024 Holiday Schedules. This is a continuation of past practices. The Holiday Schedule has been updated in KCAPTA's Conditions of Employment Policy #30-0005. A red lined copy has been attached to the agenda.

Recommendation

Staff recommends the Board approve the updated Holiday Schedule and the amendment to KCAPTA's Conditions of Employment document.

10. APPROVE CONTRACT WITH COLLEGE OF THE SEQUOIAS (COS) (Heather Corder):

In the Fall of 2010, the COS Student Bus Pass Program was approved by a COS Student Body vote. The Bus Pass Program allows COS students unlimited rides on all of Tulare County Transit Systems and KART. The COS students pay a \$5 fee for full-time students or a \$4 fee for part-time students as part of their tuition beginning the spring semester of 2011.

In May of 2014, the COS Student Body voted to increase the student fees to \$9 for five or fewer units and \$10 for six or more units per semester. The COS Board of Trustees contributes \$1 per enrolled student.

Originally, COS remitted the funds to Tulare County Association of Governments (TCAG); based on a formula, TCAG would distribute the funds (less an administrative fee) to participating transit systems. In May of 2014, TCAG modified the formula and the requirement to qualify for the funds. At that time, Staff recommended and the Board approved that KCAPTA does not participate in the COS Student Bus Pass Program.

The COS Board of Trustees believed that the COS Student Bus Pass Program was essential to students attending college and worked with KCAPTA Staff on a direct agreement between COS and KCAPTA.

This agreement allows the COS Students unlimited rides on the Fixed and Flex Route System. Qualified ADA clients' fares would be paid for on a per-trip basis.

The current contract will expire on December 31, 2021. Staff recommends KCAPTA renew the contact another year from January 1, 2022, to December 31, 2022, for the same terms and conditions.

Recommendation

Staff recommends that the Board approve the 1-year Transit Service Agreement 22-02 with COS and authorize the Board Chair to sign the Agreement.

11. APPROVE PURCHASE AND INSTALLATION OF EV CHARGER FROM TURNKEY (Angie Dow):

KCAPTA applied for and received a Low Carbon Transit Operations Program (LCTOP) grant to purchase a zero-emission vehicle and equipment. The LCTOP grant funds received was \$252,000.

Staff reviewed all of the EV vans available through the California Association for Coordinated Transportation (CalACT) buyer consortium and recommended the purchase of the V-Ford Transit 350EL EV from AZ Bus Sales. Board approved staff recommendation in March 2021. The EV Van is scheduled to be delivered in December 2022.

Staff has been working with Southern California Edison (SCE) to determine requirements for the installation of a Level 2 EV Charger. Staff has also reviewed various EV Chargers. The ChargePoint offers the best overall product. ChargePoint offers a backend system that will allow KCAPTA to manage how and when our vehicles will charge and provide the data needed to add the EV Charger to our Low Carbon Fuel Standard Account, which will generate "LCFS Credits." Currently, our "LCFS Credits" are managed and sold by Clean Energy. The Average price the "Credits" are sold for are \$195.

TurnKey Energy is an authorized dealer and installer of the ChargePoint EV Chargers. TurnKey Energy has met with KCAPTA and SCE to determine the infrastructure needed to install the charger. To benefit from the lower EV Charging Rates available for SCE and to add the charger to our LCFS Credits account, a separate meter has to be installed. TurnKey Energy's quote included all items needed for the infrastructure improvements and installing the charger.

Recommendation

Staff recommends the Board approve the purchase and installation of the CharePoint EV Charger from TurnKey Energy in the amount of \$22,782 and authorized the Executive Director to issue a Purchase Order.

12. UPDATE ON TRUCK PURCHASE (Angie Dow):

KCAPTA has a 2013 Chevrolet Truck that has exceeded its useful life (95,000) miles and is over eight years old. The Service Truck was budgeted for replacement in Fiscal Year 2021.

Staff solicited bids to purchase a new 2021 Chevy Silverado and requested a trade-in value of the 2013 Chevrolet Truck. Bid requests were sent out to Giant Chevrolet of Visalia, Ed Denas of Dinuba, Keller Motors of Hanford, and Richard's Chevrolet of Corcoran. Vendors were asked to bid on a standard crew-cab model work truck. Staff received responses from Keller Motors, Giant Chevrolet, and Ed Denas. Bids are listed below:

Vendor	Make	Model	Price	Trade-In Value	Total Price
Giant Chevrolet	Chevy	Silverado	\$28,015.58	(\$12,000)	\$16,015.58
Keller Motors	Chevy	Silverado	\$29,071.33	(\$11,500)	\$17,571.33
Ed Denas	Chevy	Silverado	\$34,914.00	(\$9,000)	\$29,025.18

On February 24, 2021, the Board approved purchasing the replacement truck, and staff contacted the vendor to purchase the vehicle. Unfortunately, COVID 19 affected new vehicle inventory. Staff could not purchase the vehicle before the year's close, and the budget was carried over to Fiscal Year 2022.

KCAPTA had the opportunity to order the truck from Keller Motors. The deadline to place an order was September 21, 2021. After reviewing Keller Motors pricing and trade-in value, the Executive Director authorized the order.

Recommendation

Informational item only

13. MISCELLANEOUS COMMENTS FROM STAFF: