

**ATTACHMENT A**  
**MINUTES OF JUNE 22, 2022**



# KCAPTA

Kings County Area Public Transit Agency

610 W. 7th St. • Hanford, CA 93230 • (559) 852-2692 • [www.kartbus.org](http://www.kartbus.org)

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, or please contact the Clerk of the Board at (559) 852-4623, by 4:00 p.m. on the Monday prior to this meeting. Agenda backup information and any public records provided to the board after the posting of the agenda for this*

## **Action Summary** *Hybrid Meeting: Virtual or In-Person*

### **Special Board Meeting (Time and Place) – June 22, 2022**

**In-Person:** City of Hanford Council Chambers  
400 N Douty  
Hanford, CA 93230

**Virtual:** Join Zoom Meeting <https://zoom.us/j/97246571368?pwd=SktKWmJRYUlJcGhiVjM0SUo4YW5NZz09>

KCAPTA Board: Diane Sharp, Hanford City Council  
Joe Neves, Kings County Supervisor  
David Orth Lemoore City Council  
Doug Verboon, Kings County Supervisor

Staff: Angie Dow, Executive Director  
Heather Corder, Accountant-Auditor  
Maria Ortiz, Fiscal Specialist  
Oscar Gonzalez, Facilities and Fleet Specialist  
Mark Pedreiro, Transit Manager  
Geneieve Morales, Transit Assistant

Legal Counsel: Ken Richardson, Legal Counsel

Visitors: Terri King, KCAG  
Teresa Nickel, KCAG  
Craig Wilson, MV  
Jerad Raper, MV  
Alphonse Anderson, Clean Energy Fuels

### **KINGS COUNTY AREA PUBLIC MEETING PROTOCOL IN RESPONSE TO CORONAVIRUS COVID-19**

*California Governor Galvin Newsom signed into Law AB 361 on September 16, 2021, relating to the convening of public agency meetings via teleconference in light of the COVID-19 pandemic. Under this authority, the Kings County Area Public Transit Agency will convene its public meetings via video and teleconference. Pursuant to AB 361, and as advised by local Health Officials, The Kings County Area Public Transit Agency, staff, and interested members of the public may attend the meeting in person.*

*The meeting can also be attended via Internet by clicking this link* **Zoom Meeting** *address:*

<https://zoom.us/j/97246571368?pwd=SktKWmJRYUlJcGhiVjM0SUo4YW5NZz09> and select **open zoom meeting**  
*Members of the public attending via Zoom will have the opportunity to provide public comments during the meetings. The link will be posted at our website:* <https://www.kartbus.org/category/board/>

*Members of the public who wish to comment 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 to [info@kartbus.org](mailto:info@kartbus.org). To provide such comments by U.S. Mail, please send them to: Clerk of the Board of KCAPTA, 610 W 7th Street, Hanford, CA 93230*



1. **CALL TO ORDER:**

Roll Call-Clerk of the Board

4 Present (DS,JN,DO,DV) 1 Absent (AP)

2. **UNSCHEDULED APPEARANCES:**

*This time is made available for comments from the public on matters within the Board's jurisdiction that are not on the agenda. Members of the public may comment on any item that is on today's agenda when the item is called and should notify the Chairman of their desire to address the Board when the item is called. A maximum of (5) five minutes is allowed for any one item.*

There were no comments or items addressed.

3. **CONSENT ITEMS:**

*All items under the consent calendar are considered to be routine and will be enacted by one motion. For any discussion of an item on the consent calendar, it will be removed at the request of any Board Member and made a part of the regular agenda.*

*A. Summary Minutes of Meeting May 25, 2022*

*B. KART Operational Statistics*

*C. Approve Amended LCTOP Resolution No 22-07*

No comments or questions were received.

**ACTION: APPROVED AS PRESENTED 4 IN FAVOR (DS,JN,DO,DV) 1 ABSENT (AP)**

**Regular Agenda Items**

**4. FINDING OF NECESSITY AND REAFFIRMING RESOLUTION NO 22-03 (Angie Dow):**

On October 27, 2021, the Board began holding public meetings under the abbreviated teleconference provisions of AB361. To continue holding teleconferenced meetings under these provisions, the Board must find within thirty (30) days and every thirty (30) days thereafter that the conditions necessary to invoke such provisions continue to exist.

In March of 2022, KCAPTA began holding hybrid meetings allowing for both virtual attendance and in-person. Due to construction at the County Board of Supervisors Office, the meeting is held at the City of Hanford Council Chamber at a special time, 2:00 pm.

Although we have encountered some difficulty in hearing people who are attending virtually, the hybrid setup has allowed the City of Avenal Board members to attend virtual instead of driving into Hanford. It has also allowed the general public to attend virtually.

Heather Corder presented the item, Angie is online but will not present items that are on the agenda. Everyone present was good with continuing with hybrid meetings (in-person meetings and virtual).

The Board reaffirm all facts and findings in Resolution No 22-03, authorizing the KCAPTA Board to continue to meet in a hybrid environment, in person and remote teleconference, subject to the requirements of Assembly Bill 361.

**ACTION: APPROVED AS PRESENTED 4 IN FAVOR (DS,JN,DO,DV) 1 ABSENT (AP)**

**5. AWARD CNG MAINTENANCE CONTRACT TO CLEAN ENERGY (Oscar Gonzalez):**

Staff developed an RFP for a five-year CNG Fueling Station Maintenance contract that outlined the CNG Station and maintenance needs; the solicitation was posted in the Hanford Sentinel, emailed the RFP to four vendors, and emailed it to the Minority Business Development Agency in Fresno.

KCAPTA received only one bid. Staff reviewed the solicitations and determined that this was sufficient.

Staff also reviewed the RFP to determine if there was something included in the specification that limited participation. No specifications were limiting. Staff reached out to all firms and received a response from CNG Mechanical. CNG Mechanical said they cannot take on any new contracts due to staffing levels and the large workload they currently have.

Since the specification was not restrictive and changes cannot be made to encourage competition, I determined there was adequate competition.

Clean Energy has been maintaining our site since 2014. There has been a minimal amount of breakdowns over the past eight years, and when an event occurs a service technician is at the site within a two-hour timeframe. Clean Energy has done a fantastic job at maintaining the fueling station.

There were no questions or comments received on this item.

The Board award the five-year CNG Fueling Station Maintenance and Repair Contract to Clean Energy, Inc., and authorize the KCAPTA Board Chair to sign Service Agreement #22-04 with Clean Energy, Inc.

**ACTION: APPROVED AS PRESENTED 4 IN FAVOR (DS,JN,DO,DV) 1 ABSENT (AP)**

**6. AWARD VANPOOL SERVICE PROVIDER CONTRACT TO ENTERPRISE LLC. (Angie Dow):**

In March, Staff released a Request for Proposal (RFP) for Vanpool Service Providers. Proposals were due on June 8, 2022. The RFP was solicited in the newspaper and posted on our website and the Monterey Salinas Transit website. The RFP was sent to two vendors. Only one vendor responded to the RFP.

Since only one bid was submitted, Staff reviewed the procurement process to determine if any requirements would limit participation. The Staff decided that the procurement process did not limit participation, and the proposal submitted by Enterprise Rent-A-Car Company of Sacramento, LLC (Enterprise), was responsive and met all of the RFP requirements.

An evaluation committee reviewed and scored the proposal and recommends award of the contract to Enterprise LLC.

Enterprise's "Commute with Enterprise" is an alternative commuting solution founded in 1994 that has become one of the largest and most cost-effective vanpool operations in the nation. They provide Vehicle choice, comprehensive maintenance, ride-matching technology, Driver approvals, insurance coverage, invoicing and fare collections, program marketing, and NTD reporting.

If approved, KCAPTA will enter into an Agreement with Enterprise to provide Non-Exclusive Vanpool Service. Under this agreement, KCAPTA will provide subsidies, up to KCAPTA's funding allocation for the program, to vanpools that meet KCAPTA eligibility requirements.

There was no questions or comments, item was presented by Heather Corder.

The Board approved the Non-Exclusive Vanpool Service Agreement with Enterprise and authorized the Executive Director to sign Agreement No. 22-05.

**ACTION: APPROVED AS PRESENTED 4 IN FAVOR (DS,JN,DO,DV) 1 ABSENT (AP)**

**7. MISCELLANEOUS COMMENTS FROM STAFF:**

**Staff comments:**

Heather Corder stated that Item#7 Approve Executive Director Accepting the Invitation to be on EMBARC community Advisory Board-



Originally there were 8 items on the Agenda, this item was pulled out it will be brought back in July's Special Board Meeting. Angie is not able to present in this meeting and would like to discuss it with the board.

Mark Pedreiro gave an update on GOKART Uber, there is approximately 12-20 passengers per day using the service, this is the first month of service. KART will continue to do outreach at the Thursday Night Farmers Market on the first two Thursdays of the month until October 2022. KART has also been doing outreach and presenting this service at senior centers and posted information in apartment complexes in the City of Hanford.

Would also like to mention that the CNG 5-year contract has termination clauses.

**Operator's Perspective:**

Craig Wilson, MV: Struggling with driver shortage. Currently, there are two drivers in training and one taking the DMV exam, plus MV has one more person that will be a DMV examiner. This will make this easier and faster to qualify drivers, there is a lot in the process. MV has to look at the application first and see if they qualify, 2<sup>nd</sup> do a background check, 3<sup>rd</sup> training, and DMV exam. It is a process and takes time to go through it.

**Commissioners Comments:**

Commissioner Orth: Little League is looking for goody bags donations, bleaches to sit on, need about 150. Expecting about 1,000 people to attend the game and visiting to the City of Lemoore for the Little League starts July 22-Aug 1, 2022. Contact Jeff Blane or Commissioner Orth if you would like to donate.

Commissioner Verboon: Nothing to comment or report. But did mention that he will donate nuts to Little League.

Commissioner Sharp: the City of Hanford got approved for 4.4 million for remodeling downtown area, 7<sup>th</sup> St and adjacent. Approved for ½ million to rebuild snack bar at Little League. Stated that the mayor wanted to mention AB 237, Cal City Action Alert opposes AB 237.

Commissioner Preciado: Not present, but Commissioner Neves mentioned the Avenal fireworks June 25<sup>th</sup>, Coalinga July 2<sup>nd</sup>, and fireworks at Rancheria not at the Tachi Palace Casino.

Meeting Ended at 2:21 pm

**The next meeting is scheduled for July 27<sup>th</sup> at @2:00 pm in the City of Hanford Chambers**