

KINGS COUNTY AREA PUBLIC TRANSIT AGENCY
Board of Directors
Special Meeting (Time and Place)

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

Meeting Date: August 24, 2022
Time: 2:00 PM
In Person: City of Hanford Council Chambers
400 N Douty Street
Hanford, CA 93230

Virtual: Join Zoom Meeting
<https://us05web.zoom.us/j/81842249909?pwd=TGVrS1l4bWlQZk9qSU5odkVUZnR6dz09>
Meeting ID: 818 4224 9909
Passcode: Kart0824

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. The Agenda backup information and any public records provided to the Board after posting the agenda for this meeting will be available for public review at 610 W. 7th Street, Hanford, CA 93230.

HYBRID MEETING AGENDA

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, 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://us05web.zoom.us/j/81842249909?pwd=TGVrS1l4bWlQZk9qSU5odkVUZnR6dz09> 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 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

<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>	ACTION
	A. Summary Minutes of Meeting July 27, 2022	
	B. Adopt Resolution 23-01 Authorizing Executive Director to apply for SJVAPCD Grant Funds	
	C. Adopt Resolution 23-02 Authorizing Executive Director to apply for SJVAPCD Grant Funds	
4.	ADOPT KCAPTA’S PUBLIC TRANSPORTATION SAFETY PLAN UPDATE	ACTION
5.	EXTEND THE CONTRACT DATES FOR ASSOCIATE RIGHT OF WAY	ACTION
6.	ADOPT RESOLUTION 23-03 SB1 STATE OF GOOD REPAIR FUNDS	ACTION
7.	APPROVE SOLE SOURCE PURCHASE OF E-JEST BUS FROM DAMERA	ACTION
8.	MV TRANSPORTATION HIRING PROCEDURES	INFORMATION
9.	UPDATE ON GOKART	INFORMATION
10.	MISCELLANEOUS COMMENTS FROM STAFF	INFORMATION

Attachments:

- A – MINUTES OF JULY 27, 2022
- B – RESOLUTION 23-01, SJVAPCD CHARGE UP!
- C – RESOLUTION 23-02, SJVAPCD REMOVE II!
- D – SAFETY PLAN UPDATE
- E – AGREEMENT 2004 -AMENDMENT 1, ASSOCIATE RIGHT OF WAY
- F – RESOLUTION 23-03, SB1 STATE OF GOOD REPAIR
- G – BUDGET APPROPRIATION FOR ELECTRIC BUS

STAFF REPORT

3. CONSENT ITEM:

A. Summary Minutes of Special Meeting July 27, 2022

B. Adopt Resolution 23-01 Authorizing Executive Director to apply for SJVAPCD Grant Funds

The San Joaquin Valley Air Pollution Control District “Charge Up!” has funding for an EV Charging stations open for public use. The Charge Up! Program awards up to \$5,000 for single-port, Level 2 chargers and up to \$6,000 for a two-port chargers. There is an annual funding cap of \$50,000 per applicant.

Staff is in the process of applying for six (6) dual port, level 2 chargers. To complete the application, the Board must adopt Resolution 23-01, Authorizing the Executive Director to apply for the Charge Up! funding and provide additional documentation if needed.

These chargers would be installed in the 8th Street Parking lot. The maximum amount of funding KCAPTA would receive is \$36,000.

Staff requests the Board Adopt Resolution 23-01, authorizing the Executive Director to apply for the Charge Up! funding.

C. Adopt Resolution 23-02 Authorizing Executive Director to apply for SJVAPCD Grant Funds

The San Joaquin Valley Air Pollution Control District REMOVE II Program provides funding for “Park N Ride” Lots. These funds aim to replace Single Occupant Vehicles commutes among frequent long-distance commuters. The replacement of single-occupant vehicle commutes in the region by increasing passenger ridership for public or mass transportation will assist the SJVAPCD in attaining air quality standards.

KCAPTA is in the process of designing and constructing a new Transit Center and Parking Lot. The Parking Lot is a critical component of our Project and will allow for the future transition of our bus and vanpool fleet to zero-emissions.

Staff has applied for the REMOVE II Grant Funds. It is anticipated that they will require a Board Resolution to complete the funding requirements.

These funds would be used to construct the parking lot on 8th Street. The maximum amount of funding KCAPTA would receive is \$130,000.

Staff is requesting the Board adopt Resolution 23-02, Authorizing the Executive Director to apply for the REMOVE II Funding and provide additional documentation if needed.

4. SAFETY PLAN (Angie Dow):

In July 2018, The Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Final Rule, 49 CFR Part 673. The PTASP regulation requires recipients and sub-recipients of financial assistance under the Urbanized Area Formula Program (FTA Section 5307) to have an Agency Safety Plan (ASP) in place.

The Agency Safety Plan supports a proactive, risk-based approach to managing transit safety, including processes and procedures to implement a standardized safety management system.

The ASP is intended to be a top-down organizational plan that includes four components: Safety Management Policy, Safety Risk Management, Safety Assurance, and Safety Promotion. Per the regulations, the ASP must be adopted by the governing body and reviewed and revised as necessary annually. The Plan must be updated every two years. The Board initially adopted the ASP in July of 2020.

Under the PTASP Rule, KCAPTA is considered a small transportation provider, and the State Department of Transportation is responsible for drafting and certifying each small provider's plan unless a small provider notifies the State that it is opting-out of the State-drafted plan and will draft its own plan. To improve the Agency's safety policies and enhance the Agency's internal capacity to assess, manage, and promote safety at all levels of the organization, KCAPTA staff developed the ASP in-house and notified the State Department of Transportation that KCAPTA would opt-out of the State Plan. The Board adopted this plan in July of 2020. During the 2021 annual review, Section 4 Safety Performance Data was updated.

In November 2021, the Bipartisan Infrastructure Law amended FTA's Safety Program by adding to the PTASP requirements. The additional requirements to the PTASP for small transportation providers are:

- Agency must develop its ASP in cooperation with frontline employees' representatives. If the agency's ASP was not developed in cooperation with frontline employees' representatives, FTA expects the transit agency to update the ASP in cooperation with frontline employees' representatives by December 31, 2022
- Agency's ASP must address strategies to minimize exposure to infectious diseases, consistent with the Center for Disease Control and Prevention of State health authority guidelines. Agency should consider identifying mitigations or strategies related to exposure to infectious diseases through the safety risk management process described in the agency's ASP.

Staff updated KCAPTA ASP to include the new requirements above. Section 3.3 was updated to include frontline workers in the review and update of the ASP; Section 4 Safety Performance Targets and data tables were updated, and Cooperation's with Frontline Employees was added to the table in Section 4.1; Section 10 was added to references our Transit Asset Management Plan and the connection to safety risk analysis and State of Good Repair and also address strategies to minimize exposure to infectious diseases.

If KCAPTA Board approves KCAPTA's 2022 Safety Plan Update, each Board member is required to sign the plan.

Recommendation

Staff Recommends the Board approved KCAPTA's 2022 Safety Plan Update.

5. EXTEND THE CONTRACT DATES FOR ASSOCIATE RIGHT OF WAY (Angie Dow):

In October of 2019, KCAPTA entered into an agreement with Associated Right of Way Service (ARWS), Inc to provide, among other tasks, relocation services for the KART Transit Center Project. The maximum obligation under the contract was \$133,000, and the Time of Performance ended on November 1, 2021.

Businesses can submit a claim for relocation payment within 18 months from the date they move from the property. ARWS was contacted by a business affected by the purchase requesting relocation payment. Since this is within 18-months, ARWS will need to evaluate the request and get the required documents from the business owner to verify they qualify for relocation payment.

Staff is recommending the Board approve Amendment #1 to ARWS Agreement 2004, revising the Time of Performance to December 31, 2022, and authorizing the Executive Director to sign Agreement 2004, Amendment #1.

Recommendation

Approve Agreement 2004 Amendment # 1 and authorize the Executive Director to executed Amendment #1

6. ADOPT RESOLUTION 23-03, SB1 STATE OF GOOD REPAIR FUNDING (Heather Corder):

On April 28, 2017, Governor Brown signed Senate Bill (SB) 1, the Road Repair and Accountability Act of 2017. Senate Bill 1 will provide over \$50 billion in new transportation funding over the next decade to repair highways, bridges, and local roads, make strategic investments in congested commute and freight corridors and improve transit services. Approximately \$105 million annually will be allocated to transit operators in California for eligible transit maintenance,

rehabilitation, and capital projects. This investment in public transit is referred to as the State of Good Repair (SGR) Program. The State of Good Repair program is funded by a portion of the new Transportation Improvement Fee on vehicle registrations. The SGR Program will benefit the public by providing public transportation agencies with a consistent and expendable revenue source to invest in upgrading, repairing, and improving their agency's transportation infrastructure and transportation service.

The State Controllers Office (SCO) has tasked the California Division of Rail and Mass Transportations (Caltrans) with the management and administration of the SGR Program. Annual Transportation planning agencies, such as KCAG will be required to submit a list of proposed projects funded with SGR apportionment.

On August 1, 2022, the SCO released updated 2022-23 apportionments; KCAPTA will receive a total of \$208,799. As required, KCAPTA Staff has submitted the purchase of an EV vehicle as the proposed project for funding.

As an eligible recipient of the SGR Program funds, KCAPTA must submit a Resolution (23-03) that the Board agrees to comply with all conditions and requirements outlined in the Certification and Assurance and authorizes the Executive Director to execute all required documents of the SGR Program.

Recommendation

Staff recommends the Board approve Resolution 23-03.

7. APPROVE SOLE SOURCE PURCHASE OF E-JEST BUS FROM DAMERA (Angie Dow):

California has established many goals to accelerate the adoption of Zero-Emission Vehicles. In late 2018, the California Air Resource Board (CARB) mandated that California transit bus fleets must be zero emission by 2040. Small transit agencies, such as KCAPTA, must submit to CARB a transition plan by 2023. California's Innovative Clean Transit regulation requires all transit agencies to purchase only zero-emission buses (ZEB) starting in 2029.

Unfortunately, as transit agencies work to transition their bus fleets to ZEB, they have often found that the cost of purchasing ZEBs, building the infrastructure necessary to deploy them, and procuring electricity to operate them exceed their expectations.

We have been researching various options as KCAPTA begins our transition to ZEB. Currently, we operate 35' CNG Buses in Fixed Route Service and 20' to 22' Cutaways, gas engine buses in Paratransit Service, and our On-Demand (UBER) Service.

The cost of 35' buses will be approximately \$1 million compared to \$600,000 for a CNG Bus. The Charging system will require 480 3-phase power. It is questionable if one bus will be able to complete a full day of service without recharging.

Staff has been researching options to replace our Cutaways buses. The E-Jest, also known as a Small City Bus, is manufactured by Karsan and sold by Damera Bus Sales. Karsan is a Turkish commercial vehicles manufacturer based in Bursa, Turkey. With its business partners and game-changing innovations, Karsan operates in twenty countries worldwide.

The E-JEST is designed to feed the main lines of city transportation and can maneuver in narrow streets. The E-JEST is a 19' bus with an expected range of one hundred and thirty miles on a full charge, with a max total passenger load of nineteen. This bus has already been deployed in Europe and is currently being deployed in Canada, and if KCAPTA approves the purchase, it will launch the deployment in the United States.

Staff is proposing the Board approve a Sole Source purchase of one E-JEST. There are many benefits to purchasing the bus. It will allow us to evaluate how it operates in various types of service, especially the fixed routes. If this bus performs well in fixed route service, it will allow KCAPTA to purchase a much cheaper option than the 35' electric bus. The 35' bus cost

approximately \$1 million versus the cost of approximately \$300,000 for the E-JEST. It will also allow us to evaluate this bus before making a more significant purchase for the eight micro transit buses for which we received grant funds.

Staff has negotiated a purchase price of \$250,000, this does not include tax or licensing fees, but it does come with a portable DC 240-volt chargers. Since this will be the first E-Jest delivered in the United States, Damera will hold quarterly meetings with KCAPTA staff to get feedback on the JEST and help resolve any challenges we might face.

The purchase of the JEST will act as the launch of the JEST in the United States. As a result, upon delivery of the bus, we will hold a joint press event announcing the bus's arrival. Damera and KARSAN will organize the event, and KCAPTA staff will assist regarding locations and contacting news outlets. Damera anticipates interest from other counties in seeing the bus and would like to host one event for local municipalities to see the bus.

Damera will have a mechanic available to fly to our location if the need arises. Damera will also complete basic service training with our mechanics and drivers.

If the Board approves the purchase of the E-Jest for \$250,000, the Attached Budget Appropriation in the amount of \$268,125 (purchase price plus tax) will also need to be approved.

Recommendation

Staff recommends the Board take the following action:

1. Approved the Sole Source purchase of one (1) E-JEST and authorized the Executive Director to issue the Purchase Order to Damera
2. Approved the Budget Appropriation of \$265,125

8. MV INFORMATION ITEM (Craig Wilson, General Manager, MV Transportation):

To be considered for a Driver Position with MV Transportation, Applicants must be at least 21 years of age. A Citizen of the United States or possess the proper documents allowing them to work in the United States. Possess a valid California Driver's license Class (C) and have a clean driving record, H-6 required through the DMV. Pass a Department of Transportation Drug & Alcohol test, DOT physical, and criminal background check. MV qualifications usually initiate pre-adverse for any charges within seven years, but lately, management has been "OK-ing" certain charges if they are a one-off incident or aren't too recent/severe. However, violent and sexual charges will always need adverse action no matter the time frame.

Also, management doesn't like to see DUIs within at least three years. However, the Client can waive certain offenses that disqualify applicants through the background check if the local Division recommends the waiver to be offered.

Before training begins, the applicant receives a conditional offer of employment. At this point, the candidate needs to acquire a commercial driver's permit with airbrakes and passenger endorsements. Once the permit is validated, paid training begins with a combination of classroom and behind-the-wheel training, which MV employees conduct.

After the successfully completing training, we have two DMV-certified testers onsite to complete the process. Once the CDL is obtained, the new hire completes a minimum of 18 hours as a Cadet Driver, learning the routes and interacting with passengers while being observed by one of MV's licensed route Drivers.

MV Safety completes a final assessment of the new hire before allowing them to Drive the routes solo.

Recommendation

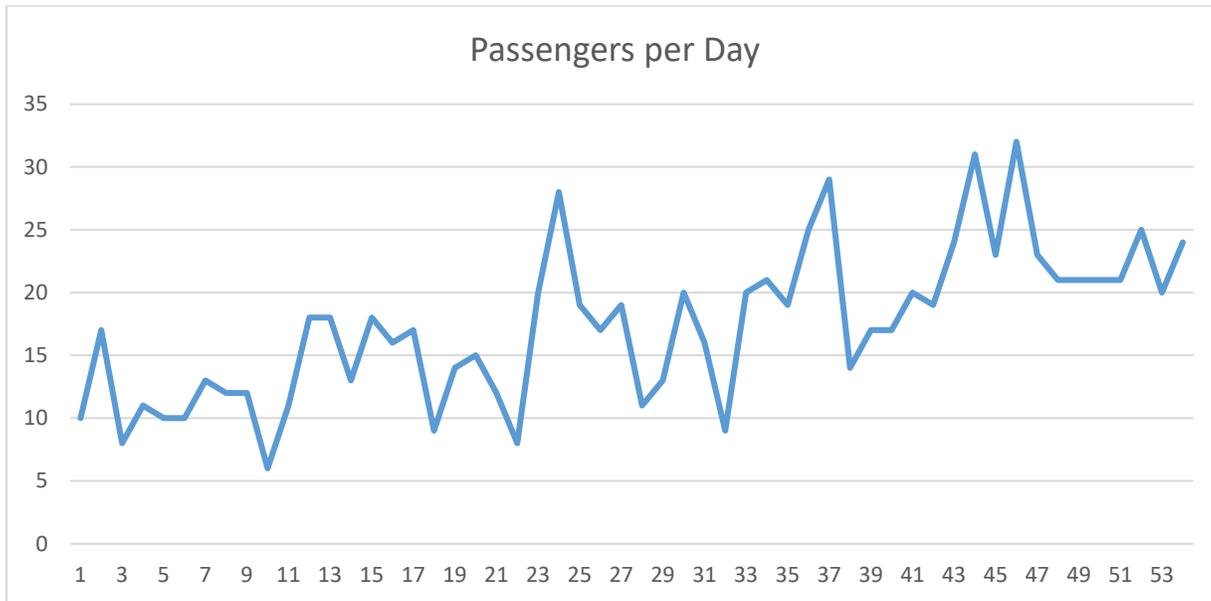
Discussion Item

9. UPDATE ON GOKART (Heather Corder):

In October 2021, the KART board authorized KCAPTA to utilize the UBER Mobility On-Demand Platform and roll out GoKART. After a soft launch on Thursdays in May of 2022, KCAPTA rolled out GoKART between the hours of 7 am and 7 pm Monday through Friday in June 2022.

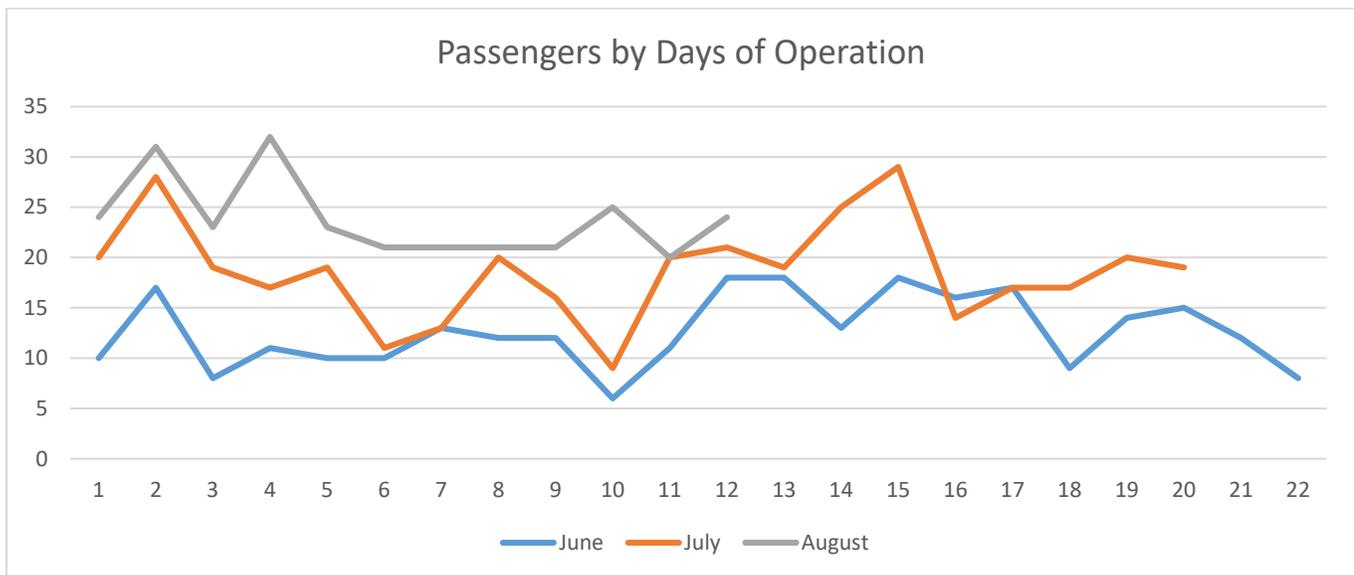
For the period of time of June 1st to August 16th, GoKART has operated a total of fifty-four days. There are many statistics that staff uses to evaluate how well the program is performing. The total number of passengers each day indicates how often the system is being used.

Below is a graph of the total number of passengers each day during the first fifty-four days.



This chart indicates a trend upwards in the number of passengers per day.

If the information is broken into months, it is easier to see the monthly trends and increases in passengers month over month.



In the month of June, GoKART operated a total of 22 days, in July GoKART operated 20 days and the information for August is only the first 12 days of operation. The chart below breaks out the trips, passengers, revenue hours, and total revenue for the month. This stats are then divided by the number of operating days in the month to get the average number of trips, passengers, revenue hours, and revenue per day.

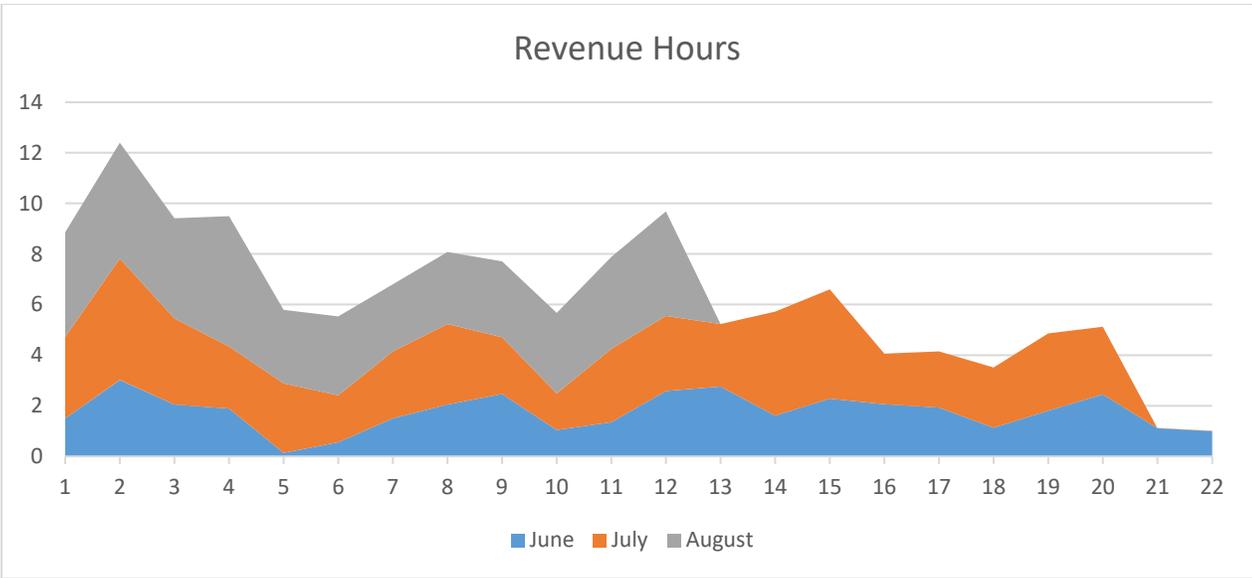
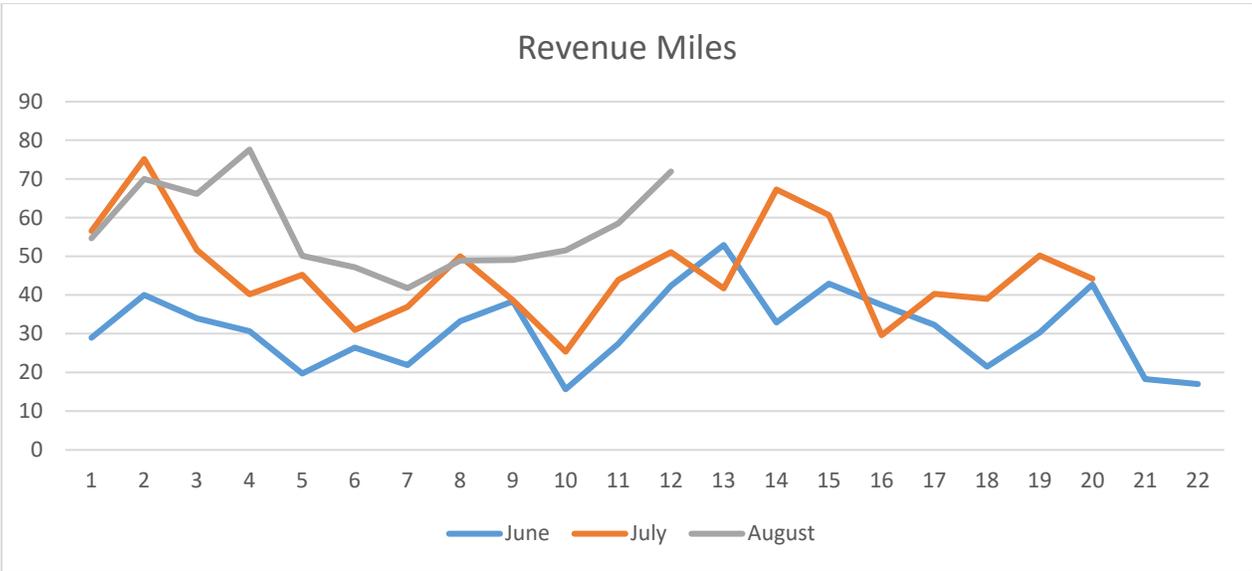
	June	July	August	
Operating Days per Month	22	20	12	
Total Trips	254	331	243	
Total Passengers	278	373	286	
Total Revenue Hours	39.46	57.06	43.29	
Total Revenue	\$663.41	\$797.00	\$681.25	
				Percentage Increase
Trips per day	12	17	20	75.4%
Passenger per day	13	19	24	88.6%
Revenue Hours per day	1.79	2.85	3.61	100.1%
Average Revenue per day	\$30.19	\$39.85	\$56.77	88.3%

The percentage increase compares August to June and shows a positive increase in all the statistics shown.

Revenue miles are the number of miles that are driven while passengers are in the vehicle. Revenue hours are the number of hours a vehicle is in service. The percentage of revenue miles and revenue hours to total miles and total hours tell the productivity of the service. In June, the percentage of revenue miles to total miles was 43%, and this increased to 50% in July. In June, the percentage of revenue hours to vehicle operating hours is 14%, and this almost doubles to 24% in July.

	June	July
Total Miles	1,604	1,846
Revenue Miles	687	919
% of Revenue Miles	43%	50%
Operating Hours	281.72	240.63
Revenue Hours	39.46	57.06
% of Revenue Hours	14%	24%

Below are two charts that show how well GoKART is performing. The first is a comparison of the revenue miles by month, followed by a comparison of revenue hours by month. As the chart shows, each month is improving from the previous months.



Recommendation

Information Only

10. MISCELLANEOUS COMMENTS FROM STAFF: