

KINGS COUNTY AREA PUBLIC TRANSIT AGENCY

Board of Directors

Special Meeting (Date, Time and Place)

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

Meeting Date: December 6, 2023

Time: 2:00 PM

In Person: City of Hanford Council Chambers
400 N Douty Street
Hanford, CA 93230
Avenal City Hall, Conference Room
919 Skyline Blvd.
Avenal, CA 93204

Join Zoom Meeting: <https://us06web.zoom.us/j/86557687944?pwd=QlelGx2Xd5GZiNialDRBrVw0lAUzX9.1>

Meeting ID: 865 5768 7944

Passcode: Kart1206

Link to our Website: <https://www.kartbus.org/category/board/>

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 the posting of 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

KCAPTA hereby provides notice that effective March 1, 2022, it will return to in-person and public meetings.

Members of the public who wish to participate in this meeting can do so in one of the following three ways: **(1) by attending the meeting in person, (2) via Zoom Meeting, or (3) by submitting written comments** on any matter within the KCAPTA Board's subject matter jurisdiction, regardless of whether it is on the agenda for KCAPTA's consideration or action and those written 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 KCAPTA Office no later than 11:00 a.m. on the day of the noticed meeting. To submit written comments by email, please forward them to info@kartbus.org. To submit such comments by U.S. mail, please forward them to Clerk of the Board, KCAPTA at 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 Hybrid Meeting October 25, 2023	
4. APPROVE KCAPTA 2024 BOARD MEETING CALENDAR AND TIME		ACTION
5. APPROVED FIXED ROUTE DECEMBER 2023 FREE TRANSIT WEEKS		ACTION
6. APPROVE CAPITAL PURCHASE OF A GENFARE FAST FARE TEST BENCH		ACTION
7. MISCELLANEOUS COMMENTS FROM STAFF		INFORMATION
8. CLOSED SESSION	It is the intention of the Board of Directors to meet in closed session concerning: Executive Director Employment Agreement	

Attachments:

A – MINUTES OF OCTOBER 25, 2023

B – KCAPTA 2024 MEETING CALENDAR

C – BUDGET AMENDMENT – GENFARE FAST FARE TEST BENCH

STAFF REPORT

3. CONSENT ITEM:

A. Summary Minutes of Meeting October 25, 2023

4. APPROVE KCAPTA 2024 BOARD MEETING CALENDAR (DATE AND TIME) (Angie Dow/Maria Ortiz):

Kings County Area Public Transit Agency (KCAPTA) is a Joint Power Agency that was established in July of 1979. Article II, Section 3: Meetings states “The Board shall hold regular monthly meetings and shall establish a date, time, and place for those meetings”. In 2007, Amendment 5 amended this Section to “The Board shall hold regular meetings at least every three months and shall establish a date, time and place for those meetings”.

Historically KCAPTA regular meetings are held every 4th Wednesday of the month at the Kings County Board of Supervisors Chambers at 3:30 PM. Due to the Kings County Board of Supervisors Chambers extensive remodel, KCAPTA has been holding are meeting at the City of Hanford Council Chambers.

Staff is proposing the KCAPTA’s 2024 regular meeting continue to be held every 4th Wednesday of each month at the Kings County Board of Supervisors Chambers at 2:00 PM.

Until the Board of Supervisors Chambers remodel is completed, we will continue to hold Special Meeting **Place** at the City of Hanford Council Chambers. Per our discussion with the County, they estimate the remodel will be completed by February 2024.

Recommendation

Staff recommends the Board approve KCAPTA 2024 Meeting Calendar

5. APPROVE FIXED ROUTE DECEMBER 2023 FREE TRANSIT WEEKS (Heather Corder):

KCAPTA 22/2023 LCTOP projects were approved. The Low Carbon Transit Operations Program (LCTOP) is part of the Transit, Affordable Housing, and Sustainable Communities Program established in 2014. It was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, prioritizing serving disadvantaged communities.

KCAPTA proposed two projects Free Transit and Reduced Fares, which were approved on November 15, 2023, and staff is recommending the Board approve free Fixed Route service from December 18, 2023 – December 30, 2023. If funds remain in the project staff will propose additional dates/weeks at our January 2024 Board meeting.

KCAPTA Reduce Fare project implementation recommendations will also be included in our January 2024 Board meeting.

Recommendation

Staff recommends the board approve free Fixed Route Service from December 18, 2023 – December 30, 2023.

6. APPROVE CAPITAL PURCHASE OF A GENFARE FAST FARE TEST BENCH (Mark Pedreiro)

Staff is recommending the purchase of a Fast-Fare Test Bench from Genfare. The test bench is used to read, diagnose, and repair a faulty Fast-Fare Farebox.

The Fast-Fare Farebox is Genfare’s all-in-one, customizable farebox that quickly accepts, validates, and processes whatever form of payment is in the rider’s pocket while collecting valuable data in real time.

The total cost of the Test Bench is \$20,170.77 and would be funded with STA Funds and will require the Board to approve the related budget amendment.

Recommendation

Staff recommends the Board approve the purchase of the Fast-Fare Test Bench from Genfare, approve the related Budget Amendment, and authorize the Executive Director to issue a purchase order in an amount not to exceed \$20,177.77

7. MISCELLANEOUS COMMENTS FROM STAFF: