

**ATTACHMENT A**  
**MINUTES OF JANUARY 24, 2024**



**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 meeting will be available for public review at 610 W. 7th Street, Hanford, CA. 93230*

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

### **Special Hybrid Meeting (Time and Place)**

**Meeting Date:** January 24, 2024

**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

**Virtual:** Zoom Meeting

KCAPTA Board: Joe Neves, Kings County Supervisor  
David Orth, Lemoore City Council  
Richard Fagundes (Alt), Kings County Supervisor  
Alvaro Preciado, Avenal City Council  
Diane Sharp, Hanford City Council

Staff: Heather Corder, Accountant/Auditor  
Maria Ortiz, Fiscal Specialist II  
Geneieve Morales, Transit Assistant  
Oscar Gonzalez, Facilities and Fleet Specialist  
Mark Pedreiro, Transit Manager

Legal Counsel: Ken Richardson, Legal Counsel

Visitors:  
Craig Wilson, MV  
Jerad Raper, MV  
Terri King, KCAG  
Robyn Reeves, MV,  
Ryan Nielsen, Brown Armstrong  
Cynthia Echavarria  
Lorena Menidbles, CA DOT, Caltrans

#### **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](mailto: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.

1. **CALL TO ORDER:**

Roll Call-Clerk of the Board  
5 Present (DS,JN,DO,RF,AP)

2. **UNSCHEDULED APPEARANCES:**

*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. No unscheduled appearances present or virtually.*

3. **CONSENT ITEM:**

*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.*

- A. Summary Minutes of Meeting December 06, 2023
- B. KART Transit Center Construction Update:
- C. Approve Contract with College of Sequoias (COS)

**ACTION: APPROVED AS PRESENTED 5 IN FAVOR (DS,JN,DO,DV,AP)**

**Regular Agenda Items**

4. **ACCEPT FISCAL YEAR 2022/2023 ANNUAL FINANCIAL REPORT (Heather Corder):**

Heather Corder presented the 22/23 Comprehensive Annual Financial Report (CAFR) of the Kings County Area Public Transit Agency (KCAPTA) to the Board and all other visitors present.

Following Heather Corder's agenda narrative on the Financial statements, Ryan Nielsen, CPA, Brown Armstrong, went through the process of what is the main focus during the audit, the timeline, the results of the audit, and the financial statement review process. In conclusion, there were no noted significant findings. No questions or comments were made.

The Board accepted the Fiscal Year 2022/2023 Comprehensive Annual Financial Report.

**ACTION: APPROVED AS PRESENTED 5 IN FAVOR (DS,JN,DO,DV,AP)**

5. **AUTHORIZATION SOLICITATION OF PROPOSALS FOR COMMERCIAL REAL ESTATE AGENT FOR THE SALE OF PROPERTY (Angie Dow):**

When the New KART Transit Center is completed in July 2025, KCAPTA will have two surplus properties.

- 504 W 7<sup>th</sup> Street – Current Transit Center
- 610 W 7<sup>th</sup> Street- Current Administrative Offices

Staff is requesting the Board authorize Staff to solicit proposals from qualified commercial real estate agents to list the two commercial properties available in July 2025.

The Board authorized staff to solicit proposals from licensed and qualified commercial real estate agents.

**ACTION: APPROVED AS PRESENTED 5 IN FAVOR (DS,JN,DO,DV,AP)**

**6. APPROVE PARKING COVENANT TO THE CITY OF HANFORD (Angie Dow)**

The Board approved Real Property Parking Covenant to the City of Hanford and authorize the Board Chairman to execute all required documents.

**ACTION: APPROVED AS PRESENTED 5 IN FAVOR (DS,JN,DO,DV,AP)**

**7. APPROVE EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT (Kenneth Richardson):**

The Board Chairman to executed the employment agreement between KCAPTA and the Executive Director effective for five years beginning January 1, 2024.

**ACTION: APPROVED AS PRESENTED 5 IN FAVOR (DS,JN,DO,DV,AP)**

**8. Miscellaneous comments from Staff:**

**KCAPTA Staff:**

- Angie Dow, KCAPTA Executive Director:**
1. Continue the work to complete the transit center! KCAPTA along with CM, and Quiring have weekly meetings.
  2. Tulare County has a demo bus for the CVC project. There is a concern how the project will be funded. KCAPTA will consider being in the process but cannot take funding from the Kings County System. The bus is heavy which could potentially lead to higher damage on the roads. The Cities involved need to question where is the money coming to repair the roads.
  3. Through the SJJPA money was set aside to fund an increase bus service trips between Hanford Station and Visalia Transit Center.
  4. Continue working to build the infrastructure for electric buses chargers
  5. Replacement bus cycle, KCAPTA is one year behind the replacement bus cycle one bus is down, it is expensive to repair, delivery is a problem due to a long delivery time frame. Staff is looking for solutions.

**Heather Corder, Accountant/Auditor:** Nothing to report.

**Mark Pedreiro, Transit Manager:** Next meeting will be an item for Unmet Needs then one more in March, all notices will posted in the Hanford Sentinel, Administration window, buses, various public places, Transit Center, and KART website. KGAG will have meetings as well. In May KCAPTA will be reporting the results to the board. There will be an unmet needs outreach in Avenal, KART staff will coordinate with Avenal community members to discuss the Avenal Shopping KART Project and ask if they are any changes they wish to discuss. There was an incident on the bus, a rider lost wallet, checked cameras and wallet was recovered after contacting family member of rider who took it before the police got involved.

**Legal Counsel, Ken Richardson:** Nothing to report.

**Council Members:**

**Diane Sharp, City of Hanford:** Nothing to report.

**Alvaro Preciado, City of Avenal:** Is there any participation in CVC project from Kings County? And how the process is going. KCAG is participating in the meetings, as well as KCAPTA, yes there is participation from Kings.

**David Orth, City of Lemoore:**

**Doug Verboon, Kings County Brd of Supervisor:** No comments but was thanked for attending.

**Operator's Perspective: Craig Wilson, Gen Mngr:** MV hired a new C mechanic but is fully versed in GF. MV will be fully staffed on drivers, one is leaving, has 2 pending backgrounds.

**Jerad Raper, -Maintenance Manager-** addressing CARB requirement for CA -zero-emissions electric buses and smog requirements.

The next scheduled meeting will be on February 28, 2024, at 2:00 pm at the City of Hanford Council Chambers.