

**ATTACHMENT A**  
**MINUTES OF OCTOBER 23, 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*** **Regular Meeting**

**Meeting Date:** October 23, 2024

**Time:** 2:00 PM

**In Person:** Board Chambers-Admin Bldg 1, Kings Co Gov't Center      Avenal City Hall, Conference Room  
1400 W. Lacey Blvd, Hanford, CA 93230                              919 Skyline Blvd.  
Hanford, CA 93230    Avenal, CA 93204

**Virtual:** Zoom Meeting

**KCAPTA Board:** Joe Neves, Kings County Supervisor                              **Staff:** Angie Dow, Executive Director  
David Orth, Lemoore City Council    Heather Corder, Accountant-absent  
Doug Verboon, Kings County Supervisor    Geneieve Morales, Transit Assistant  
Alvaro Preciado, Avenal City Council    Oscar Gonzalez, Facilities & Fleet S  
Martin Devine, City of Hanford    Mark Pedreiro, Transit Manager

**Legal Counsel:** James Koontz, Legal Counsel (Alt)                              **Visitors:**  
MV: Jared Raper, Robyn Reeves, Ramiro,  
KCAG: Terri King, IT-Kings County, City of  
Lemoore Mayor, Patricia Mathews,

### **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 (MD,JN,DO,DV,AP) Zoom meeting microphone not working for this item and item#2 through item#4

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 comments in person, online or in writing.

**STAFF REPORT**

3. **CONSENT ITEM:**

A. *Summary Minutes of Meeting September 25, 2024*

B. *Approve Contract with College of Sequoias (COS)*

This agreement allows the COS Students unlimited Fixed Route System rides. Qualified ADA clients' fares would be paid for on a per-trip basis. The current contract will expire on December 31, 2024. Staff recommends that KCAPTA renew the contract for another year from January 1, 2025, to December 31, 2025, for the same terms and conditions.

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

4. **SCHEDULE SPECIAL MEETING IN DECEMBER AND CANCEL THE SCHEDULED NOVEMBER/DECEMBER BOARD MEETING (M. ORTIZ):**

KCAPTA's November and December meetings are scheduled near the holidays; historically, KCAPTA reschedules and combines the November and December meetings so there is no conflict with the Holidays. Staff coordinates the special meeting with the Kings County Association of Governments special meeting.

At the December 11<sup>th</sup> Meeting, David Orth will still be available, Staff will present the Board with our 2025 meeting calendar.

The Board approved the Special December Board meeting on Wednesday, December 11, 2024, at 2:00 pm. and cancel the scheduled November/December scheduled meetings.

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

5. **APPROVE MITIGATION COOPERATIVE AGRMT BETWEEN CALTRANS & KCAPTA (H. Corder):**

Caltrans has undertaken the Delano to Pixley 6-Lane with Pavement Rehabilitation project. This project is projected to increase the annual vehicle miles traveled by 47,706,213. To meet the terms of the approved Final Environmental Document and comply with the California Environmental Quality Act, Caltrans must mitigate the resulting increase in annual VMT.

As part of Caltrans mitigation, Caltrans will provide funding to KCAPTA to subsidize the existing round-trip bus service to Visalia with additional trips for a period of twenty years. Caltrans has identified a total of \$2,388,000 for route 15 for twenty years. The funding is Proposition B (Route 99) Bond funds that were available for the mitigation of the Delano Project.

KCAPTA will provide Caltrans with an invoice within forty-five (45) days of the execution date of the Agreement for \$2,338,000. KCAPTA will submit draft monitoring reports yearly to Caltrans for twenty (20) years by December 31<sup>st</sup> of each year. The reports will begin in 2025 and be completed by 2045.

The Board authorized the Agreement between Caltrans and KCAPTA and authorized the Executive Director to execute all documents related to this Agreement.

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

6. **ADOPT RES 25-03 ACCEPTING MV'S TRANSP INC., SUBSTANCE ABUSE POLICY (Angie Dow):**

As recipients of Federal transit dollars, KCAPTA and our contractor(s) are required to maintain a drug-free workplace and have an ongoing drug-free awareness program. KCAPTA and our contractor(s) with "safety-sensitive" employees (bus drivers,

dispatchers, and mechanics) must also have a drug and alcohol testing program in place. These drug and alcohol policies must be adopted and accepted by the KCAPTA Board. Usually, this policy is with the renewal of the contract with KCAPTA and the “contractor”, but MV had to wait since DOT had some changes in the Drug and Alcohol policies. This is the reason why it is presented now and MV will have to be updated.

The staff has reviewed MV Transportation’s Substance Abuse Policy and their Random Testing Procedures to ensure that they comply with Parts 40, 655, and 382 for all “safety-sensitive” employees and has no recommended revisions. With the adoption of Resolution 25-03, the Board will formally accept MV Transportation’s Substance Abuse Policy as updated to comply with the changes in 49 CFR Part 40. There is no 2<sup>nd</sup> chance of failing the drug test. This was clarified in the policy, and there are no revisions.

The Board adopted Resolution 25-03 accepting MV Transportation’s Substance Abuse Policy.

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

**7. APPROVE CHANGE ORDER FOR THE KART TRANSIT CENTER CONSTRUCTION PROJECT (A Dow):**

When the Board awarded the Construction Contract to Quiring General LLC, in October 2023, they included an “Owners Contingency” of \$400,000 (or 1% of the Contract Value) and Authorized the Executive Director to approve change orders up to the “Owner Contingency” amount. Typically, Construction Projects have between 5% (\$1,440,250) and 10% (\$2,880,500) contingency budgets for unexpected or unforeseen items.

The next anticipated change order has to do with the slope and gutter, a grind of the existing asphalt, lay asphalt and creating a slope, The grind will need to change from 4” to 9” inches wide so needs to be compliant with city regulations. This will come up in the next meeting in December or January.

Quirings’ total contract value would increase from \$29,705,001.64 to \$29,813,931.98 if approved. This is within budget but it doesn’t mean that we need to spend all of it. Some change orders don’t need to spend money. The total budget for the transit center has not gone over and it also includes the budget set up for equipment/furniture for the new transit center in item #10. We have a 35 million budget for this project and we are within budget currently. Preciado asked why the plans had changed. Angie Dow stated that when the plans were submitted in 2022 they were compliant with the regulations, but in 2023 regulations were updated from Buy America to Build America (BABA). The contract was awarded before the regulations were updated in 2023. Verboon and Angie also added that the land has not been touched in 15 years and unforeseen circumstances happen because of it.

The Board Approved Proposed Change Order # 26 in the amount of \$64,204.14; Proposed Change Order #30 in an amount not to exceed \$ 36,824.25; and Proposed Change Order #32 in an amount not to exceed \$7,901.95

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

**8. AWARD SECURITY CONTRACT TO ALLIED UNIVERSAL SECURITY SERVICES (M. Pedreiro):**

KCAPTA received only one bid for security. Since a “Single Bid” was received, staff reviewed the RFP to determine if there was something included in the specification that limited participation. No specification was limiting. Staff reached out to all firms and received three responses. Those responses were: not enough work hours, out of their service area, and midnight shift hours.

This new contract modifies security work hours from Monday through Friday from 6:00 AM to 7:00 PM and Saturday from 9:30 AM to 5:00 PM. The new work hours will be Monday – Sunday 9:00 PM to 5:30 AM.

During the night hours, we experience loitering and property destruction, and the new contract aims to tackle these problems.

A five-year Transit Security Services contract which outlines the security needs at our bus terminal and will begin next year. The Board awarded the five-year Transit Security Services Contract to Allied Universal, and authorize the KCAPTA Board Chair to sign Service Agreement #25-02 with Allied Universal.

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



**9. APPROVED BUDGET AMENDMENT FOR RT 15 MARKETING CAMPAIGN WITH TRANSIT MEDIA INC. (M. Pedreiro):**

Transit Media Inc. submitted a marketing proposal with a primary focus on informing the residents of Visalia and the surrounding communities of the increased connectivity to Amtrak San Joaquin trains via enhanced frequency and convenience of KART services provided between Visalia and Hanford. Marketing strategies will focus on display, monument, and retargeting ads on the internet, smart ads on social media platforms, and bus ads.

The agency and San Joaquin Joint Powers Authority (SJPA) have successfully discussed and implemented a collaborative plan to enhance the local bus service between Hanford and Visalia. Beginning on July 1, 2024, KCAPTA expanded the fixed route to Visalia on behalf of SJPA. The expanded route now includes a fourth run to Visalia on weekdays and added two runs on Saturdays. KCAPTA's seamless coordination with SJPA to adjust the route times to align with the times of the train arrivals and departures is a testament to the effectiveness of their collaboration, ensuring a smooth and efficient transit service for the public. This is the beginning stage of the Cross Valley Corridor. Doug Verboon stated it has taken 14 years long to process the project. The goal is to improve the transportation between the city/county, promote other modes of transportation, reduce VMT and increase ridership. The goal is to move people from Tulare County to Kings County. Kings County already moves people to Tulare County via route 15.

The Board approved (1) a budget appropriation and (2) authorized the Executive Director to issue a Purchase Order to Transit Media Inc. for the marketing campaign not to exceed \$29,778.75.

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

**10. APPROVE BUDGET AMENDMENT FOR FURNITURE, EQUIPMENT, AND COMPUTERS NEEDED FOR THE NEW KART TRANSIT CENTER (Angie Dow):**

Staff has been developing our Furniture, Equipment, and Computer Budget for the KART Transit Center Project. We have engaged various vendors and the Kings County IT Department. The moving-in date is August 2025, but planning needs to start now.

**Computer Budget (\$60,000)**

All of KCPATA's computers are past their replacement date. We have put off replacing computers until we move into the new facility. KCAPT will be replacing 11 computers and adding 3 Interactive computers with sound bars. Additionally, 15 phones will be replaced.

**Equipment (\$60,000)**

Staff is proposing adding the following equipment that will assist us in maintaining the KART Transit Center.

- Hot Pressure Washer (Clean outside waiting area)
- Floor Sweeper (Clean inside waiting area)
- Electric Club Car (Clean the facility including, dumping trash and landscaping)

**Furniture (\$880,000)**

Staff is proposing to purchase furniture for staff offices, waiting areas (lobbies, indoor and outdoor), break areas, Board Chambers, and Dispatch.

The Board Approved the Budget Amendment, moving \$1,000,000 from the KART Center Construction budget to Equipment, Computers, and Furniture. Moving money from structure and improvement to a line item to purchase all this.

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

**11. APPROVE EMERGENCY REPLACEMENT OF H.D.A. BUS LIFTS (Angie Dow):**

Staff is requesting the Board approve the purchase of two sets of Stertil-Koni Bus Lifts. KCAPTA has used Stertil-Koni Bus Lifts in the past with no issues. If approved, staff will authorize MV Transportation to purchase the Lifts through their Corporate Account and bill KCPATA for the Lifts' cost. This is an emergency request since H.D.A Lifts is unable to provide parts for the

existing lift and is out of business. Heavy Duty & Automotive Lifts (H.D.A) lifts have been problematic and difficult to get replacement parts for. One set has been out of service for an extended period waiting for parts.

KCAPTA has secured State of Good Repair funding for this project. To utilize the funding, a new resolution should be approved. Resolution #25-04 allocates \$130,000 of the FY24-25 State of Good Repair allocation to this project. The resolution is attached for review. Per the Quote received from MV Transportation, the two sets of lifts cost \$125,266.25. The funds will be moved from bus overhaul engine rehab to the lifts.

The Board approved the purchase of two Sets of Bus Lifts from Stertil-Koni in an amount not to exceed \$126,000, the related Budget Appropriation and Resolution 25-04.

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

## 12. MISCELLANEOUS COMMENTS FROM STAFF:

### **KCAPTA Staff:**

**Angie Dow, KCAPTA Executive Director:**

1. Mentioned to staff that Jerad Raper is the newly promoted General Manager for MV and Ramiro will be the new Maintenance Manager for MV, Jerad has been cross-training Ramiro so he is knowledgeable and this will be promoted within and will continue to receive the same quality service. Craig Wilson will be officially retired as of 10/31/24
2. The bus shelter at Home Gardens might need to take shelter out if it continues. We have already had to replace the glass several times. This last time we replaced it with plexi glass. The replacement cost about \$1,000.00. Another option would be to remove it. One of the board members agreed to remove it if it is not taken care of. The Community Development Agency at Home Gardens has also had similar vandalism problems. It was agreed that if the vandalism continues then the shelter will be removed and will be relocated to another area.

**Maria Ortiz-** Nothing to Report.

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

**Mark Pedreiro, Transit Manager:** Nothing to report.

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

### **Council Members:**

**Joe Neves, Board Chair Kings Co Brd of Supervisors:** Anything available for a part-time job for a Class A driver,?, MV mentioned that there is training available for a Class B, safety training, part of a union, and training is paid while in training.

**Martin Devine: City of Hanford:** Wednesday, Oct 16, 2024, Hanford goes green and 600 trees go up. U.S. Forest Chief Randy Moore from an Inflation Reduction Act grant project. Got a million grant to plant Chinese Pistache trees, staff talk to them to find out what other grants the city qualifies for. There are a couple of Halloween events, Trunk and Treat at Longfield Center from 4-7 pm, Kids Day at Old Kings County Court House Sunday 1-3 pm.

**Alvaro Preciado: City of Avenal:** Pistachio Day was successful. Avenal Cut off reopened. Close again to get to Laurel. Will be starting in about June 2025, and a notice will be sent out. The bid will be going out in March 2025. Trunk and Treat Halloween in the park, also participating with ASP Halloween event next week. Two miles-Avenal cut-off temporary fix-will be redoing the road, working together with the County. It will be about a 2-year completion date 2026?

**David Orth City of Lemoore:** The Lemoore Valle Grullense Restaurant Bar and Grill will have a Ribbon Cutting on November 1. On Saturday Baskin & Robbin will have an official opening. Next Tues National Night Out at Heritage Park. On November 2<sup>nd</sup> there will be a Crab Feed by the Rotary. Coffee with the Community will be held at the Recreation Center. Open House November 9 Car show downtown Lemoore, Verboon will attend. Veterans Day Parade on November 11, Lemoore College Trunk or Treat, Women's Basketball Rank #14 vs Cuesta College on November 2.

**Doug Verboon, Kings County Brd of Supervisor:** Nothing to report

**Operator's Perspective: Craig, Gen Manager** All is well, There will be a cake for Craig for his farewell, Oct 31<sup>st</sup> is his last day. If anyone wants to drop in and say thank you. The succession plan/transition is in place, Jared will take my place and transition into general manager, and Ramiro will become maintenance manager. All good. Thank you. Jerad Reported that all is well. There are 38 drivers, 1 in training, 4 with permits. Ramiro states all is good.

The next (special) meeting will be on 12/11/24, at 2:00 pm at the Board Chambers-Admin Bldg 1, Kings Co Gov't Center.