



ANTELOPE VALLEY TRANSIT AUTHORITY

Regular Meeting of the Board of Directors
Tuesday, January 22, 2013
10:00 a.m.

Antelope Valley Transit Authority Board Room
42210 6th Street West, Lancaster, California
www.avta.com

OFFICIAL MINUTES

CALL TO ORDER

Chairman Norm Hickling called the meeting to order at 10.03 a.m.

PLEDGE OF ALLEGIANCE

Director Steve Hofbauer led the Pledge of Allegiance.

OATH OF OFFICE:

General Counsel D. Craig Fox administered the Oath of Office to Steve Hofbauer, Representative for the City of Palmdale.

ROLL CALL:

Present

Chairman Norm Hickling
Vice Chairman Marvin Crist
Director Michael Cano
Director Ken Mann
Director Tom Lackey
Director Steve Hofbauer

APPROVAL OF AGENDA

Motion: Approve the agenda as comprised.

Moved by Director Hofbauer, seconded by Director Lackey

Vote: Motion carried (6-0-0-0)

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Cano, Mann, Lackey, and Hofbauer

Nays: None

Abstain: None

Absent: None

PUBLIC BUSINESS FROM THE FLOOR:

There was no public business presented.

MISCELLANEOUS BUSINESS – NON-AGENDA ITEMS:

There were no miscellaneous business items presented.

SPECIAL REPORTS and PRESENTATIONS:

SRP 1 Presentation of Veolia Operator of the Month for November and December 2012 – Hector Fuentes, Veolia Transportation

Veolia General Manager Hector Fuentes announced that the Operator of the Month for November 2012 is Alicia Pascascio and for December 2012 is Stacy Hayes. Ms. Pascascio and Mr. Hayes were not present to receive their award.

CONSENT CALENDAR:

Chairman Hickling requested that item CC 3 be pulled until the Sheriff's Department representatives arrived to present the report. General Counsel Fox requested that item CC 1 be pulled because Director Hofbauer was not present at the November 27, 2012 Board meeting and would need to abstain from the vote.

CC 1 Board of Directors Meeting Minutes for November 27, 2012 – Karen Darr

Motion: Approve CC 1.

Moved by Vice Chairman Crist, seconded by Director Lackey

Vote: Motion carried (5-0-1-0)
Chairman Hickling, Vice Chairman Crist, and Directors Cano,
Mann, and Lackey

Nays: None

Abstain: Director Hofbauer

Absent: None

CC 2 Financial Reports for January 2013 – Colby Konisek

CC 3 Fiscal Year 2012/13 Second Quarter Los Angeles County Sheriff's Report
(October 1 – December 31, 2012)

Sergeant Trendel Coley presented the quarterly report. The Board inquired how often deputies are policing the buses and how the department handles security on the Metrolink. Metro Team Leader Deputy Darren Marten from the San Fernando Valley Service Region explained law enforcement protocol when someone needs to be detained. He added that policing on the Metrolink is different from a bus; a one-deputy patrol car parallels the train and meets it at the designated stop if there is a situation. Deputy Maselli, however, does not have a partner to follow behind the bus in a radio car and assist him if he needs to detain someone. In addition, he does not have access to his equipment or vehicle while on the bus.

Sergeant Coley added that policing on the buses is possible when Deputy Mark Newlands is available to be Deputy Maselli's back-up. If staff identifies which buses are a concern, the deputies can concentrate their efforts on those routes and report their findings.

Deputy Marten added that Deputy Maselli is a designated transit officer trained by the Office of Homeland Security - Transit Services Bureau. He and his K-9 partner Ieka perform an outstanding job for AVTA and the community.

Chairman Hickling stated that the Board's concerns regarding safety on the bus routes are not a criticism against Deputy Maselli or the Sheriff's Department. His office receives calls from citizens who feel that public transportation is unsafe. Whether it is strictly the citizens' perception and not based on reality, a better job must be done in communicating and educating the community.

The Board suggested using Volunteers on Patrol (VOP) to conduct bus ride observations. Executive Director Julie Austin noted that staff had already contacted the VOP and that they had expressed an interest in assisting AVTA. Sergeant Coley agreed to contact the sheriff stations regarding using both Operation Safe Streets (OSS) and VOP personnel to assist with this issue.

Motion: Approve CC 3.

Moved by Vice Chairman Crist, seconded by Director Hofbauer

Vote: Motion carried (6-0-0-0)

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Cano, Mann, Lackey and Hofbauer

Nays: None

Abstain: None

Absent: None

- CC 4 Fiscal Year 2012/13 Key Performance Indicators Report for October 2012 – Dietter Aragon
- CC 5 Fiscal Year 2012/13 Key Performance Indicators Report for November 2012 – Dietter Aragon
- CC 6 Federal Fiscal Year 2012/13 First Quarter Disadvantaged Business Enterprise and Small Business Enterprise Outreach Status Report (October 1 – December 31, 2012) – Lyle Block
- CC 7 Destruction of Records per AVTA's Records Retention Policy – Cheryl Love

Motion: Approve all items listed under the Consent Calendar except items 1 and 3.

Moved by Vice Chairman Crist, seconded by Director Lackey

Vote: Motion carried (6-0-0-0)

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Cano, Mann, Lackey and Hofbauer

Nays: None

Abstain: None

Absent: None

NEW BUSINESS:

NB 1 Proposed Dial-A-Ride Policy Changes

Director of Operations and Maintenance Len Engel presented the revised staff report. The Board discussed the following issues: 1) the number of unique riders and associated costs; 2) transporting clients to transportation hubs to access local and commuter transportation; 3) reducing the reservation window from three days to two days instead of next day service; 4) consequences and enforcement for no shows; 5) the number of trips that can be made in a single day by a client; and 6) the impact of delaying approval of the policy changes for a month.

Staff was requested to obtain a client list from Access Services to see if there are duplicate riders; confirm that the target population is being reached and receiving detailed program information; and research whether AVTA can receive medical reimbursements for non-emergency transport services.

Chairman Hickling recommended that the item be brought back at the February Board meeting and directed staff to coordinate with Director Cano to determine if there are riders who use both Access and Dial-a-Ride Paratransit services. There was no objection from the Board.

NB 2 Proposed 2013 AVTA Legislative Principles

Executive Director Julie Austin presented the staff report. The Board briefly discussed the value of California Transit Association membership and exploring partnerships and funding opportunities with Metrolink.

Motion: Approve the proposed 2013 AVTA Legislative Principles as outlined.

Moved by Director Hofbauer, seconded by Director Lackey

Vote: Motion carried (6-0-0-0)
Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Cano, Mann, Lackey and Hofbauer
Nays: None
Abstain: None
Absent: None

NB 3 Revised Personnel Rules and Regulations Manual

Ms. Austin presented the staff report. The Board briefly discussed how medical marijuana is addressed in the alcohol and drug abuse section of the revised

manual, noting that AVTA follows federal law on this issue and that any alcohol or drug-induced impairment on the job would not be tolerated.

Motion: Approve Revision No. 1 to the Antelope Valley Transit Authority's (AVTA) Personnel Rules and Regulations Manual.

Moved by Director Mann, seconded by Director Lackey

Vote: Motion carried (6-0-0-0)
Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Cano, Mann, Lackey and Hofbauer
Nays: None
Abstain: None
Absent: None

NB 4 Amendment #3 to Contract #2011-014: Webb Brothers Construction (Phase II Facility Construction)

Harris and Associates Construction Project Manager Brad Chadwick presented the staff report, outlining the need to replace the transformer for AVTA's solar power. The Board discussed the Authority's risk exposure with Southern California Edison (SCE) due to the length of time the application process could take and the fiscal impact of delaying generating power to the SCE grid. The Board expressed their concern that staff did not address the transformer replacement issue earlier in the project. Ms. Austin noted that this expense would have been incurred by the Authority regardless; however, she concurred that the issue was not addressed in a timely manner.

The Board directed staff to provide information regarding all amendments and change orders associated with the project and to provide fiscal impact information regarding the delay of generating power to the SCE grid.

Motion: Authorize the Executive Director to amend Contract #2011-014 with Webb Brothers Construction, providing additional funds and time for completion of the solar structure connection and transformer replacement.

Moved by Director Lackey, seconded by Director Hofbauer

Vote: Motion carried (6-0-0-0)
Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Cano, Mann, Lackey and Hofbauer
Nays: None
Abstain: None
Absent: None

NB 5 Award Sole-Source Contract #2012-022 to Farber Specialty Vehicles for Mobile Command Unit

Procurement Officer Lyle Block presented the staff report, detailed his vendor outreach efforts, and explained the completion commitment received from the recommended vendor. He noted that due to the fact that only one bid was received and the funding expires March 31, 2013, staff is recommending a sole source contract be awarded to Farber Specialty Vehicles.

The Board expressed their dissatisfaction regarding staff's lack of communication with the Los Angeles County Fire and Sheriff's Departments and the delay of releasing the bid package, which will cause the Authority to spend funds out of the state instead of locally. Chairman Crist invited Les White, representative from the Sheriff's Department and Search and Rescue Team, to address the Board and provide specifications for a command unit his team could complete.

Mr. Engel added that he met with Captain Scott Polger and Deputy Robbie Royster at the September 2012 CERT meeting where they communicated that the Fire and Sheriff's Departments have their own command unit and did not foresee a use for AVTA's unit. If there was a significant emergency, each agency would need their own unit.

The Board continued to discuss the bid process, the single bid submitted, and the feasibility of rebidding the project. Mr. Block added that most of the production facilities he contacted could not complete the job in the limited timeframe.

Motion: Reject all bids - Decline awarding the sole source contract to Farber Specialty Vehicles.

Moved by Vice Chairman Crist, seconded by Director Mann

The Board discussed the local preference aspect associated with the allocation of state and federal grant funding. Staff explained that because a large portion of the project is federally funded, the Authority is prohibited from giving local preference as outlined in the grant guidelines. State requirements also prohibit local preference.

Director Cano called for the question.

Vote: Motion failed (2-4-0-0)
Yeas: Vice Chairman Crist and Director Mann
Nays: Chairman Hickling and Directors Cano, Lackey, and Hofbauer
Abstain: None
Absent: None

Alternate Motion: Authorize the Executive Director to award and execute Sole Source Contract #2012-022 with Farber Specialty Vehicles located in Reynoldsburg, OH in the amount of \$108,468, plus applicable sales tax for a mobile emergency command trailer.

Moved by Director Cano, seconded by Director Lackey

Vote: Motion carried (4-2-0-0)
Yeas: Chairman Hickling and Directors Cano, Lackey, and Hofbauer
Nays: Vice Chairman Crist and Director Mann
Abstain: None
Absent: None

Staff was directed to present a report at the February 26, 2013 Board meeting regarding the Authority's bid and outreach process and email the Board and Transit Advisory Committee members to obtain vendor contact information prior to the solicitation of all bid requests. Mr. Block explained the e-procurement program that he will secure to help maximize outreach efforts.

OLD BUSINESS:

OB 1 Potential Service Modifications – Update on Public Outreach Efforts

Senior Transit Analyst Dietter Aragon presented the staff report. The Board briefly discussed the positive and negative public feedback and proposed service changes for the University of Antelope Valley.

Motion: Receive and file the public meetings update and set a public hearing at the Board of Directors meeting at 10:00 a.m. on February 26, 2012.

Moved by Vice Chairman Crist, seconded by Director Hofbauer

Vote: Motion carried (6-0-0-0)
Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Cano, Mann, Lackey and Hofbauer
Nays: None
Abstain: None
Absent: None

REPORTS AND ANNOUNCEMENTS:

RA 1 Executive Director's Report

Ms. Julie Austin gave a brief report as follows:

- Complete Coach Works delivered an electric bus for staff to test for service and invited the Board to tour the bus. She provided information regarding the noise level emitted from the bus.
- She will be attending the American Public Transportation Association CEO Conference February 9-12, 2013.
- Director of Finance Colby Konisek will chair the February 12, 2013 TAC meeting and discuss the Authority's FY13 Mid-Year Budget Adjustments and FY14 Preliminary Assumptions – Colby Konisek

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

Director Hofbauer noted that the federal and state flags needed to be switched. He added that he is pleased with his appointment to AVTA's Board of Directors.

Director Lackey provided an overview of his bus ride on the heavily used Route 1. He noted that he believes that there is a perception from the riders that the transit system is unsafe.

Director Cano reported that he attend the opening of the High Occupancy Vehicle (HOV or carpool) lane connector at the I-5/SR-14 interchange. He requested staff to survey the operators to see if they have noticed any time savings and added that HOV connectors from the I- 5 to the I-405 and the I-5 to the SR-134 are being considered.

Vice Chairman Crist requested that Marketing Manager Wendy Williams provide a list of each jurisdiction's bus advertising donations (i.e. use of 5% share).

ADJOURNMENT:

The meeting was adjourned at 12:33 p.m. by Chairman Hickling to the Special Meeting of the Board of Directors on January 23, 2013 at 9:00 a.m. in the Antelope Valley Transit Authority Board Room, 42210 6th Street West, Lancaster, California.

PASSED, APPROVED, and ADOPTED THIS 26th DAY OF FEBRUARY 2013



Norman L. Hickling, Chairman



Julie M. Austin, Secretary

Audio recordings of the Board of Directors Meetings are maintained in accordance with state law and AVTA's Records Retention Policy. Please contact the Board Clerk at 661/729-2258 to make arrangements to review a recording.