



**Regular Meeting of the Board of Directors  
Tuesday, March 27, 2018  
10:00 a.m.**

Antelope Valley Transit Authority Community Room  
42210 6<sup>th</sup> Street West, Lancaster, California  
www.avta.com

**OFFICIAL MINUTES**

**CALL TO ORDER**

Chairman Crist called the meeting order at 10:03 a.m.

**PLEDGE OF ALLEGIANCE**

Director Hofbauer led the Pledge of Allegiance.

**ROLL CALL:**

Present

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Steve Hofbauer, Director Angela Underwood-Jacobs, Director Michelle Flanagan

Absent

Director Austin Bishop

**APPROVAL OF AGENDA**

**Motion: Approve the agenda as comprised.**

Moved by Director Hofbauer, seconded by Vice Chair Knippel

Vote: Motion carried (5-0-0-1)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Underwood-Jacobs, Flanagan

Nays: None

Abstain: None

Absent: Director Bishop

**PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:**

No public business items were presented.

**SPECIAL REPORTS, PRESENTATIONS, AND REQUESTS FOR DIRECTION (SRP):**

**SRP 1 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR FEBRUARY 2018**

Mr. Fuentes presented a plaque to the Operator of the Month Deborah Williams and announced that the Employee of the Month was Ashley Robinson; however, Ms. Robinson was unable to attend the meeting.

**SRP 2 LEGISLATIVE REPORT FOR MARCH 2018**

Grants Administrator Judy Fry provided an update regarding the Fiscal Year 2018 appropriations bill, Transportation Investment Generating Economic Recovery (TIGER) discretionary grant, pending federal grants, and Assembly Bill (AB) 2304 – Transit Pass Program, AB 2418 – Emerging Technologies California Smart Cities Challenge Grant Program, AB1969 – Transportation funds: transit operators: fare revenues, and AB3124 – Length Limitations: Buses: bicycle transportation devices. The Board discussed the possible reasons the AVTA did not receive TIGER grant funds and AVTA’s advocate in Washington, DC.

**SRP 3 VANPOOL REPORT – DRAFT UNSOLICITED PROPOSAL FROM REV GROUP**

Jim Moore, Planning Consultant with Moore and Associates, presented the proposal from the REV Group. The Board discussed the purchasing options and the REV Group’s experience with converting gasoline-powered vehicles to an electric vehicle. Staff will continue researching the proposal.

**CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES OF FEBRUARY 27, 2018**

Approve the Board of Directors Regular Meeting Minutes of February 27, 2018.

**CC 2 FINANCIAL REPORTS FOR JANUARY AND FEBRUARY 2018**

Receive and file the financial reports for January and February 2018.

**CC 3 RESOLUTION NO. 2018-004, AUTHORIZING THE EXECUTIVE DIRECTOR/CEO TO EXECUTE THE 2017/2018 (FY18) CERTIFICATIONS AND ASSURANCES FOR THE CAP AND TRADE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) PROJECT (CONSTRUCTION OF SOUTHEAST VALLEY TRANSIT CONNECTION CENTER)**

Adopt Resolution No. 2018-004, a Resolution authorizing the Executive Director/CEO to execute the certifications and assurances, and any other required document as required for the Cap and Trade LCTOP (the "Authorization") grant.

**Motion: Approve the Consent Calendar.**

Moved by Director Hofbauer, seconded by Vice Chair Knippel

Vote: Motion Carried (5-0-0-1)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Underwood-Jacobs, Flanagan

Nays: None

Abstain: None

Absent: Director Bishop

**NEW BUSINESS (NB):**

**NB 1 SPRING 2018 SERVICE CHANGES**

Mr. Moore presented the staff report. The Board directed staff to include a direct route between Antelope Valley College's Lancaster and Palmdale campuses in the Fall 2018 service changes. Vice Chair Knippel added that the college might have operational funds available to support the route.

**Motion: (1) Approve staff's proposed Spring 2018 local service schedule and service delivery plan, (2) Direct staff to work with Transdev's local management team to implement approved schedule and plan; and (3) Direct staff to continue to monitor local service performance and report back to the Board on a periodic basis.**

Moved by Director Hofbauer, seconded by Vice Chair Knippel

Vote: Motion carried (5-0-0-1)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Underwood-Jacobs, Flanagan

Nays: None

Abstain: None

Absent: Director Bishop

**NB 2 AWARD TASK ORDER NO. 4, TO DUKE ENGINEERING AND ASSOCIATES, INC., UNDER MASTER CONTRACT #2017-41, FOR FINAL DESIGN AND BID SPECIFICATIONS FOR EBUS CHARGING STATIONS AT 40<sup>TH</sup> ST E AND PALMDALE BOULEVARD**

The Board waived the presentation of the staff report.

**Motion: Authorize the Executive Director/CEO to execute Task Order 4 for an amount of \$119,915, to Duke Engineering and Associates, Inc., Lancaster, CA, under Master Contract #2017-41, for final design and bid specifications for WAVE charging stations at 40<sup>th</sup> St East and Palmdale Boulevard.**

Moved by Vice Chair Knippel, seconded by Director Flanagan

Vote: Motion carried (5-0-0-1)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Underwood-Jacobs, Flanagan

Nays: None

Abstain: None

Absent: Director Bishop

**CLOSED SESSION (CS):**

**PRESENTATION BY LEGAL COUNSEL OF ITEM(S) TO BE DISCUSSED IN CLOSED SESSION:**

CS 1 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(a)

Pending Litigation: Clark v. AVTA, LASC Case No. MC026036

Pending Litigation: Sabina M. Andrade v. AVTA

Pending Litigation: Marsh v. AVTA USDC case No. 2:16-cv-0937-PSG

Pending Litigation: International Brotherhood of Teamsters Local 848 v. AVTA PERB Case No. LA-CE-1173-M

CS 2 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(2)

Significant exposure to litigation (one potential case)

CS 3 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(4)

Consideration of whether to initiate litigation (one potential case)

CS 4 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(D)(4)

Consideration of initiation of litigation (one potential case)

CS 5 Public Employee Performance Evaluation – Pursuant to Government Code Sections 54954.5 (e) and 54957(b))  
Title: Executive Director/CEO

### **RECESS TO CLOSED SESSION**

The Board recessed to Closed Session at 10:32 a.m.

### **RECONVENE TO PUBLIC SESSION**

The Board reconvened to Public Session at 11:10 a.m.

### **REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION**

Allison Burns, General Counsel, stated the Board discussed CS 1 and CS 5 and gave direction to staff and legal counsel. There was no reportable action.

### **REPORTS AND ANNOUNCEMENTS (RA):**

RA 1 Report by the Executive Director/CEO Len Engel

- Stated Los Angeles County's Green Leadership Selection Committee will be on site this morning to view the depot-charging project for the 2018 Green Leadership Award.
- Attending a Regional Ridership meeting on March 28, 2018 in Long Beach, CA to discuss declining ridership in the region.
- Attending a meeting with Metro Magazine staff on March 28, 2018.
- Mr. Hickling, Director of Fleets and Facilities Mark Perry, and he will be attending the CALACT 2018 Spring Conference & EXPO in Newport Beach, CA April 3-6, 2018.
- Participating with other agencies in a vehicle to grid integration project. The meeting will be held in San Jose on April 14, 2018.

### **MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:**

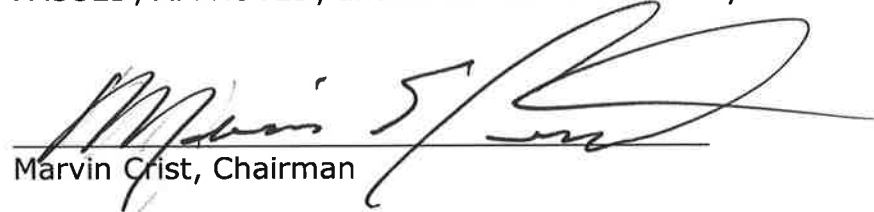
Director Hofbauer provided a report on his trip to Washington, DC.

Chairman Crist thanked staff for meeting with veterans at Crazy Otto's Restaurant this morning to discuss AVTA's Veterans Ride Free Program. He directed staff to research AVTA subsidizing the \$2 TAP card fee that is connected to the veterans' free ride pass.

**ADJOURNMENT:**

Chairman Crist adjourned the meeting at 11:16 a.m. to the Regular Meeting of the Board of Directors on April 24, 2018 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6<sup>th</sup> Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 24<sup>th</sup> day of APRIL, 2018



Marvin Crist, Chairman

ATTEST:



Karen S. Darr, Clerk of the Board

Audio recordings of the Board of Directors Meetings are maintained in accordance with state law and AVTA's Records Retention Policy. Please contact the Clerk of the Board at (661) 729-2206 to arrange to review a recording.