



**Regular Meeting of the Board of Directors  
Tuesday, October 23, 2018  
10:00 a.m.**

Antelope Valley Transit Authority Community Room  
42210 6<sup>th</sup> Street West, Lancaster, California  
[www.avta.com](http://www.avta.com)

**OFFICIAL MINUTES**

**CALL TO ORDER**

Chairman Crist called the meeting to order at 10:01 a.m.

**PLEDGE OF ALLEGIANCE**

Director Flanagan led the Pledge of Allegiance.

**ROLL CALL:**

Present

Chairman Marvin Crist  
Vice Chair Dianne Knippel  
Director Steve Hofbauer  
Alternate Director Raj Malhi (Director Angela Underwood-Jacobs absent)  
Director Michelle Flanagan  
Director Juan Carrillo

**APPROVAL OF AGENDA**

**Motion: Approve the agenda with the removal of Special Reports, Presentations, and Requests for Direction (SRP) 3 – Legislative Report for October 2018.**

Moved by Vice Chair Knippel, seconded by Director Flanagan

Vote: Motion Carried (6-0-0-0)  
Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Flanagan, Carrillo and Alternate Director Malhi  
Nays: None  
Abstain: None  
Absent: None

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

There were no Public Business items presented.

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

**SRP 1 PRESENTATION TO AVTA EMPLOYEE OF THE FIRST QUARTER FOR FISCAL YEAR 2018/2019 (FY19) (JULY 1 – SEPTEMBER 30, 2018)**

Executive Director/CEO Macy Neshati presented the AVTA Employee of the First Quarter award to Facilities Maintenance Technician Aric Colvin.

**SRP 2 PRESENTATION TO TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR AUGUST AND SEPTEMBER 2018**

Trandev General Manager Martin Tompkins announced the Employee of the Month for August is Jimmy Montgomery, Operator of the Month for August is Alice Colantonio, and the Operator of the Month for September is Stacey Hayes; however, they were unable to attend the meeting. Mr. Tompkins presented an award to Danny Fabela, the Employee of the Month for September. Operator Anselmo Molina received the "Above & Beyond" award for assisting a passenger.

**SRP 4 DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM UPDATE (AUGUST 1 –SEPTEMBER 30, 2018)**

Director of Strategic Development and Planning Norm Hickling presented the DBE Program update for the period covering August 1 through September 30, 2018. The Board discussed the national average DBE participation goal.

**SPR 5 DISCUSSION AND POSSIBLE DIRECTION TO STAFF REGARDING FURTHER JOINT EXERCISE OF POWERS AGREEMENT (JPA) AMENDMENT REGARDING BOARD MEMBER QUALIFICATIONS**

General Counsel Allison Burns presented a report regarding the JPA requirement that the cities of Lancaster and Palmdale appoint elected officials as Directors. Per the JPA, Los Angeles County is not required to appoint elected officials.

The Board discussed allowing the cities' to appoint two Directors without the requirement that both appointees be Council Members; the Directors' qualifications; whether the JPA Amendment approved at the September 25, 2018 Board meeting addressed this issue; and if an Alternate Director has the same full authority as their respective Board Member with regard to participating in closed session discussions.

Chairman Crist directed Ms. Burns to prepare a staff report regarding amending the JPA requirement to reflect that the cities' appointees to the AVTA Board of Directors are not required to be City Council members; and provide the proposed amendment to the Transit Advisory Committee for review, before presenting it at the November 27, 2018 Board meeting.

Ms. Burns also provided information regarding Assembly Bill 1912 – Public employees' retirement: joint powers agreements: liability. Under the bill, if a JPA agency that participates in a public retirement system dissolves, the member agencies would need to negotiate and present to the California Public Employees' Retirement System (CalPERS) Board an agreement for how they would allocate the liabilities for payment of CalPERS obligations to former AVTA employees.

Chairman Crist directed Mr. Neshati to include a note in the budget that the Board is aware of AVTA's outstanding CalPERS liability.

**CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES OF SEPTEMBER 25, 2018**

Approve the Board of Directors Regular Meeting Minutes of September 25, 2018.

**CC 2 FINANCIAL REPORTS FOR AUGUST AND SEPTEMBER**

Receive and file the financial reports for August and September 2018.

**CC 3 FY19 FIRST QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (JULY 1 – SEPTEMBER 30, 2018)**

Receive and file the FY19 First Quarter LASD report for the period covering July 1 through September 30, 2018.

**CC 4 BOARD OF DIRECTORS 2019 MEETINGS CALENDAR**

Approve the 2019 meetings calendar for the Board of Directors.

**CC 5 TRANSIT ASSET MANAGEMENT (TAM) PLAN**

Receive and file the TAM Plan.

**Motion: Approve the Consent Calendar.**

Moved by Vice Chair Knippel, seconded by Director Carrillo

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

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Flanagan, Carrillo and Alternate Director Malhi

Nays: None

Abstain: None

Absent: None

**NEW BUSINESS (NB):**

**NB 1 TASK ORDER NO. 6 TO DUKE ENGINEERING AND ASSOCIATES, INC., UNDER MASTER CONTRACT #2017-41, FOR FINAL DESIGN AND BID SPECIFICATIONS FOR EBUS CHARGING STATIONS AT CITY OF LANCASTER PARKING / METROLINK STATION**

The Board waived the presentation of the staff report.

**Motion: Authorize the Executive Director/CEO to execute Task Order 6 for an amount of \$169,660, to Duke Engineering and Associates, Inc., Lancaster, CA, under Master Contract #2017-41, for final design and bid specifications for eBus charging stations at the City of Lancaster parking lot adjacent to the Metrolink Station on Sierra Hwy between Lancaster Blvd. and Ave I.**

Moved by Vice Chair Knippel, seconded by Alternate Director Malhi

**NB 2 TRANSIT ADVISORY COMMITTEE (TAC) ENHANCEMENT**

Mr. Neshati presented the staff report and reassured the Board that this change would not impact the TAC members' ability to evaluate AVTA business and provide recommendations to their directors.

**Motion: (1) Approve staff's request to provide the Executive Director/CEO with the authority to set the TAC's meeting frequency, agenda, and scheduled dates; and (2) review after one year.**

Moved by Vice Chair Knippel, seconded by Director Hofbauer

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

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Flanagan, Carrillo and Alternate Director Malhi

Nays: None

Abstain: None

Absent: None

**REPORTS AND ANNOUNCEMENTS (RA):**

**RA 1 Report by the Executive Director/CEO Macy Neshati**

- Provided an update regarding the Antelope Valley Healthcare District lease agreement, electric bus project, Regional Transit Plan, and service to Edwards Air Force Base and the Mojave Air and Space Port.
- Stated the Director of Operations and Maintenance Mark Perry, Director of Strategic Development and Planning Norm Hickling, and Director of Finance and Administration Judy Vaccaro-Fry will be attending the

California Transit Association's 53<sup>rd</sup> Annual Fall Conference & Expo  
October 24 through October 26, 2018.

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

Director Hofbauer provided an update regarding the Mobility 21 Summit he attended on October 19, 2018.

**ADJOURNMENT:**

Chairman Crist adjourned the meeting at 10:40 a.m. to the Regular Meeting of the Board of Directors on November 27, 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 27<sup>th</sup> day of NOVEMBER, 2018



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Marvin Crist, Chairman of the Board

ATTEST:



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Karen S. Darr, Clerk of the Board

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