



**Regular Meeting of the Board of Directors  
Tuesday, September 24, 2013  
10:00 a.m.**

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

**OFFICIAL MINUTES**

**CALL TO ORDER:**

Chairman Norm Hickling called the meeting to order at 10:03.

**PLEDGE OF ALLEGIANCE:**

Director of Finance Colby Konisek led the Pledge of Allegiance.

**ROLL CALL:**

Present

Chairman Norm Hickling  
Vice Chairman Marvin Crist  
Director Tom Lackey  
Director Steve Hofbauer  
Director Dianne Knippel  
Director Sandra Johnson

**APPROVAL OF AGENDA:**

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

Moved by Vice Chairman Crist, seconded by Director Lackey

Vote: Motion carried (6-0-0-0)  
Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Hofbauer,  
Knippel, and Johnson  
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 items presented.

**SPECIAL REPORTS and PRESENTATIONS:**

**SRP 1 PRESENTATION OF VEOLIA OPERATOR OF THE MONTH AND EMPLOYEE OF THE MONTH FOR AUGUST 2013 – HECTOR FUENTES, VEOLIA TRANSPORTATION**

Veolia General Manager Hector Fuentes announced that the Operator of the Month was Jamil Mortis and the Employee of the Month was Rigoberto Franco for August 2013. Mr. Fuentes and Executive Director Julie Austin presented a plaque to Mr. Mortis; Mr. Franco was not present to receive his award.

**SRP 2 ELECTRIC BUS PRESENTATION**

Brendan Riley, a representative from BYD, presented an overview of the company's three core business areas, the benefits of using electric bus technology and the creation of high-tech manufacturing jobs in the Antelope Valley. Senior Transit Analyst Dietter Aragon escorted Mr. Riley on the Route 4 to perform an actual, real life demonstration using a loaded 40' electric bus to verify the ability of the BYD electric bus to complete the service requirements of a high profile AVTA route.

Mr. Riley noted that after a short period of service and inspection, the BYD 40' ZEB is driving 900 miles per week with minimal maintenance issues during the ongoing Altoona test, which is anticipated to be completed in January, 2014. Chairman Hickling requested that Mr. Riley return to the Board at the beginning of 2014 and present the results of the Altoona test. The Board discussed the cost of electric buses versus diesel buses. A short news clip regarding BYD establishing a hub in Lancaster was shown.

Director of Operations and Maintenance Len Engel discussed the timeline for various procurement options available to the Authority, including piggybacking onto an existing contract, issuing a single agency RFP, and coordinating a joint procurement. Chairman Norm Hickling announced that Supervisor Antonovich has put forth a motion for consideration at the October 8, 2013 Board of Supervisors (BOS) meeting to give AVTA \$1.9 million for the purchase of two electric buses for a demonstration project.

SRP 3 SEPTEMBER 2013 LEGISLATIVE UPDATE

Grants Administrator Judy Vaccaro-Fry presented an update regarding Moving Ahead for Progress in the 21st Century (MAP-21), and the Continuing Resolution that would fund the federal government agencies and programs at current fiscal year levels until December 15, 2013.

Marketing Manager Wendy Williams presented an update regarding state legislation, highlighting the status of AB 1222, AB 8, AB1371, AB160 and SB556.

**Motion: Receive and file the September 2013 Legislative Update.**

Moved by Director Hofbauer, seconded by Director Lackey

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

SRP 4 FY13 THIRD QUARTER COACH OPERATOR AUDIT RESULTS

Senior Transit Analyst Dietter Aragon presented the results of the audit. The members discussed the coach operator's summer uniform.

**Motion: Receive and file the Third Quarter Coach Operator Audit Results.**

Moved by Vice Chairman Crist, seconded by Director Hofbauer

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

SRP 5 DIAL-A-RIDE (DAR) CUSTOMER SURVEY RESULTS

Director of Operations and Maintenance Len Engel presented the DAR survey results and noted that the primary goals of the survey were to identify current customer perceptions about the service, identify areas for improvement, quantify opportunities for mode-shift, and determine the level of customer satisfaction. The most frequently desired service improvement was improving the reservation process. The Board discussed increasing awareness and

encouraging the DAR customers to use the fixed route service, and suggested changes to the customer service phone tree. Staff will research the feasibility of obtaining additional phone lines to alleviate system overload when making reservations.

**Motion: Receive and file the Dial-A-Ride Customer Survey Results.**

Moved by Vice Chairman Crist, seconded by Director Hofbauer

Vote: Motion carried  
Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Hofbauer, Knippel, and Johnson  
Nays: None  
Abstain: None  
Absent: None

**CONSENT CALENDAR:**

- CC 1 BOARD OF DIRECTORS MEETING MINUTES FOR AUGUST 27, 2013 – DEEANNA CASON
- CC 2 FINANCIAL REPORTS FOR JULY AND AUGUST 2013 – COLBY KONISEK
- CC 3 FY14 KEY PERFORMANCE INDICATORS REPORT – DIETTER ARAGON

**Motion: Approve Consent Calendar items 1-3.**

Moved by Vice Chairman Crist, seconded by Director Johnson

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

**NEW BUSINESS:**

- NB 1 AWARD SOLE SOURCE CONTRACT #2013-056 TO OPSEC SPECIALIZED PROTECTION FOR UNARMED SECURITY GUARD SERVICES

The Board waived the presentation of the staff report. The Board briefly discussed the use of an unarmed security guard versus a receptionist.

**Motion:** Authorize the Executive Director to award and execute Sole Source Contract #2013-056 with OPSEC Specialized Protection located in Lancaster, CA in an amount not to exceed \$70,000 per year for five (5) years for an unarmed security guard.

Moved by Vice Chairman Crist, seconded by Director Knippel

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

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Hofbauer, Knippel, and Johnson

Nays: None

Abstain: None

Absent: None

NB 2 AUTHORIZATION TO PURCHASE FIFTEEN (15) REPLACEMENT GILLIG BUSES FOR LOCAL TRANSIT SERVICES

Fleet and Facility Manager Mark Perry presented the staff report. The Board discussed the recovered costs when buses have exceeded their useful life and are auctioned, the practicability of purchasing three buses in FY14 and the remaining 12 buses in FY15, and the costs associated with integrating electric buses into the fleet.

**Motion:** Authorize the Executive Director to execute an agreement with Gillig Corporation for the purchase of 15 local transit buses. Three buses are budgeted in FY14 and 12 are programmed for FY15. Delivery is scheduled during FY15 (February 2015). This project is part of a joint procurement with the Contra Costa Transit Authority.

Moved by Director Hofbauer, seconded by Director Lackey

No vote was taken; Director Hofbauer withdrew the motion.

The Board continued discussing the replacement of diesel buses with electric buses. General Counsel D. Craig Fox explained the terms of the proposed contract and suggested a conditional Notice to Proceed, requiring the vendor to notify AVTA prior to incurring any costs, as an option.

**Alternate motion:** Approve the purchase of three local transit buses and request that staff prepare a cost comparison study.

Moved by Vice Chairman Crist, seconded by Director Johnson

No vote taken; Vice Chairman Crist withdrew the motion.

**Main Motion: Proceed with the acquisition of three heavy- duty transit buses in FY 14 with a scheduled delivery in FY15 and return to the Board in 30 days with additional information.**

Moved by Chairman Hickling, seconded by Vice Chairman Crist

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

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Hofbauer, Knippel, and Johnson

Nays: None

Abstain: None

Absent: None

### NB 3 COMMUNITY ROOM POLICY

Executive Director Austin presented the staff report and draft policy. The Board discussed the ability of small non-profit organizations to obtain a certificate of insurance and suggesting that the executive director investigate the cost of adding a rider onto AVTA's insurance policy to assist non-profit renters in streamlining the process of obtaining event insurance.

**Motion: Adopt the Community Room Policy.**

Moved by Vice Chairman Crist, seconded by Director Knippel

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

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Hofbauer, Knippel, and Johnson

Nays: None

Abstain: None

Absent: None

### REPORTS AND ANNOUNCEMENTS:

#### RA 1 Executive Director's Report:

Ms. Austin thanked Mr. Riley, the representative from BYD, for the informative presentation regarding the electric buses, and Supervisor Antonovich for putting forth a motion for consideration at the October 8, 2013 BOS meeting that would give the AVTA \$1.9 million for the purchase of two electric buses for a demonstration project. She added that the Board folders contain travel information regard the Annual American Public Transportation Association Conference that Director Hofbauer, Colby Konisek, and she will be attending in Chicago beginning September 28.

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

Chairman Hickling suggested that staff network with other conference attendees to find funding sources for procuring the electric buses. He will provide a report regarding the results of the October 8, 2013 Board of Supervisors meeting when available.

**ADJOURNMENT:**

Chairman Hickling adjourned the meeting at 11:39 a.m. to the Regular Meeting of the Board of Directors on October 22, 2013 at 10:00 a.m. in the Antelope Valley Transit Authority Board Room, 42210 6<sup>th</sup> Street West, Lancaster, California.

PASSED, APPROVED, and ADOPTED THIS 22<sup>nd</sup> DAY OF OCTOBER 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 Clerk of the Board at 661/729-2258 to arrange to review a recording.