



**Regular Meeting of the Board of Directors**

**Tuesday, April 28, 2015**

**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 10:00 a.m.

**PLEDGE OF ALLEGIANCE:**

Director Angela Underwood-Jacobs led the Pledge of Allegiance.

**ROLL CALL:**

Present

Chairman Marvin Crist  
Director Steve Hofbauer  
Director Fred Thompson  
Director Angela Underwood-Jacobs  
Director Michelle Flanagan

Absent

Vice Chair Dianne Knippel

**Motion: Excuse the absence of Vice Chair Knippel.**

Moved by Director Thompson, seconded by Director Flanagan

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

Yeas: Chairman Crist, and Directors Hofbauer, Thompson, Underwood-Jacobs, and Flanagan

Nays: None

Abstain: None

Absent: Vice Chair Knippel

## **APPROVAL OF AGENDA**

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

Moved by Director Flanagan, seconded by Director Underwood-Jacobs

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

Yeas: Chairman Crist, and Directors Hofbauer, Thompson, Underwood-Jacobs, and Flanagan

Nays: None

Abstain: None

Absent: Vice Chair Knippel

## **PUBLIC BUSINESS FROM THE FLOOR:**

There was no public business presented.

## **MISCELLANEOUS BUSINESS – NON-AGENDA ITEMS:**

There were no miscellaneous business – non-agenda items presented.

## **SPECIAL REPORTS and PRESENTATIONS (SRP):**

### **SRP 1 PRESENTATION OF TRANSDEV OPERATOR OF THE MONTH AND EMPLOYEE OF THE MONTH FOR MARCH**

Transdev General Manager Hector Fuentes presented a plaque to the Operator of the Month Henry Smith and announced that the Employee of the Month was Jeremy Bretschneider; however, Mr. Bretschneider was unable to attend the meeting.

Mr. Fuentes introduced Transdev's new Safety and Training Manager William Jackson.

### **SRP 2 PRESENTATION OF AVTA EMPLOYEE OF THE QUARTER FOR JANUARY 1 THROUGH MARCH 31, 2015**

Director of Operations and Maintenance Len Engel presented a plaque to Facilities Superintendent Keith Keevil, AVTA's Employee of the Quarter.

**SRP 3 PRESENTATION OF GOVERNMENT FINANCE OFFICERS ASSOCIATION (GFOA) CERTIFICATE OF ACHIEVEMENT FOR EXCELLENCE IN FINANCIAL REPORTING FOR 2014 COMPREHENSIVE ANNUAL FINANCIAL REPORT**

Mr. Engel presented the GFOA's Certificate of Achievement for Excellence in Financial Reporting to Finance Director Colby Konisek and the finance staff for their work on the 2014 Comprehensive Annual Financial Report.

**SRP 4 FEDERAL LEGISLATIVE UPDATE FOR APRIL 2015**

Grants Administrator Judy Fry updated the Board regarding federal legislation. The Board briefly discussed this item and requested that a staff member attend the Antelope Valley Republic Assembly dinner on May 5, 2015.

**SRP 5 STATE LEGISLATIVE UPDATE FOR APRIL 2015**

Director of Communications Wendy Williams provided an overview of the Cap and Trade Program for the new Board members and reported on the recent developments regarding Senate Bill 9 – Transit and Inner City Rail Capital Program, Assembly Bill 227– Transportation Funding, and Assembly Bill 318 – Lost Property. The Board discussed the digital advertising program and how the public would be notified regarding recovered property over \$250. Ms. Williams was directed to provide a copy of the letter opposing SB 9 to the Board members.

**SRP 6 COACH OPERATOR PERFORMANCE AUDIT RESULTS FOR JANUARY AND FEBRUARY 2015**

Senior Transit Analyst Dietter Aragon and Moore & Associates Project Manager Jose Perez presented the audit results for January and February 2015. Mr. Fuentes provided details regarding how Transdev is addressing operator courtesy issues. The Board discussed the methods used to collect data and the operator courtesy metric. Staff was directed to provide the Board with 1) the audit questionnaire; 2) a comparison of current and previous quarterly audit results; 3) historical data comparing the scores given by temporary staff and Moore & Associates staff; and 4) Moore & Associates contract. The Board directed Mr. Aragon to include the contract on the next Board agenda as an actionable item and directed Ms. Williams to submit a press release listing the drivers who received perfect ride checks.

**The Board took a break at 11:00 a.m. and returned at 11:08 a.m.**

**SRP 7 FY16 DRAFT BUSINESS PLAN**

Director of Finance Colby Konisek presented the primary assumptions, funding sources, operating expenditures and revenues, and five-year operating and capital plans for the FY16 Business Plan. Ms. Williams presented a synopsis of the Job Access Reverse Commute grant. The Board discussed the positive effect additional grant funding will have on the Capital Budget and directed staff to obtain two bids from two different insurance brokers.

Motion: Receive and file the Draft FY16 Business Plan.  
Moved by Director Hofbauer, seconded by Director Thompson

Vote: Motion carried (5-0-0-1)  
Yeas: Chairman Crist, and Directors Hofbauer, Thompson, Underwood-Jacobs, and Flanagan  
Nays: None  
Abstain: None  
Absent: Vice Chair Knippel

**CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES FOR MARCH 24, 2015 – KAREN DARR**

Motion: Approve the Board Meeting Minutes for March 24, 2015.  
Moved by Chairman Crist, seconded by Director Thompson

Vote: Motion carried (2-0-3-1)  
Yeas: Chairman Crist and Director Thompson  
Nays: None  
Abstain: Directors Hofbauer, Underwood-Jacobs, and Flanagan  
Absent: Vice Chair Knippel

**CC 2 FINANCIAL REPORTS FOR FEBRUARY AND MARCH 2015 – COLBY KONISEK**

Receive and file the financial reports for January and February 2015.

**CC 3 FY15 THIRD QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT REPORT FOR JANUARY 1 THROUGH MARCH 31, 2015 – KELLY MILLER**

Receive and file the FY15 Third Quarter Los Angeles County Sheriff's Department Report for the period covering January 1 through March 31, 2015.

**CC 4 FISCAL YEAR 2014 (FY14) CAP AND TRADE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) GRANT – JUDY FRY**

Adopt Resolution No. 2015-003, the execution of the “Authorization for the Execution of the Certifications and Assurances for the Low Carbon Transit Operations Program” (the “Authorization”) and rescind Resolution 2015-002.

Motion: Approve Consent Calendar items 2-4.

Moved by Director Thompson, seconded by Director Hofbauer

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

Yeas: Chairman Crist, and Directors Hofbauer, Thompson, Underwood-Jacobs, and Flanagan

Nays: None

Abstain: None

Absent: Vice Chair Knippel

**NEW BUSINESS (NB):**

**NB 1 UPCOMING SPRING CONFERENCES**

The Board waived the presentation of the staff report.

Motion: Designate Norm Hickling as AVTA's liaison at the 2015 American Public Transportation Association Bus & Paratransit Conference in Fort Worth, TX on May 2 – May 6, 2015 and the California Transit Association Legislative Conference in Sacramento, CA on May 19 – May 20, 2015.

Moved by Chairman Crist, seconded by Director Flanagan

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

Yeas: Chairman Crist, and Directors Hofbauer, Thompson, Underwood-Jacobs, and Flanagan

Nays: None

Abstain: None

Absent: Vice Chair Knippel

**OLD BUSINESS (OB):**

OB 1 AWARD CONTRACT #2015-31 TO NEW VISION CONSTRUCTION FOR REPLACEMENT OF COMMERCIAL PHOTOVOLTAIC GRID-TIED INVERTER – LYLE BLOCK

The Board discussed the solicitation process for the project.

Motion: Authorize the director of operations and maintenance to execute Contract #2015-31 for the replacement of a commercial photovoltaic grid-tied inverter to New Vision Construction, Valencia, CA, for the amount of \$68,200, plus applicable sales tax.

Moved by Chairman Crist, seconded by Director Flanagan

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

Yeas: Chairman Crist, and Directors Hofbauer, Thompson, Underwood-Jacobs, and Flanagan

Nays: None

Abstain: None

Absent: Vice Chair Knippel

**REPORTS AND ANNOUNCEMENTS (RA):**

RA 1 Director of Operations and Maintenance

Len Engel reported that he will be attending the APTA Bus and Paratransit Conference in Fort Worth, TX where he will be presenting information regarding the type of battery used in our electric buses and Complete Streets.

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

Director Hofbauer stated that Metrolink is providing coupons to residents for two free round trip rides on the train.

**ADJOURNMENT:**

Director Hofbauer adjourned the meeting at 11:40 a.m. in memory of the men and women who lost their lives in the Nepal earthquake.

The next Regular meeting of the Board of Directors will be held on May 26, 2015 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6<sup>th</sup> Street West, Lancaster, California.

PASSED, APPROVED, and ADOPTED this 26<sup>th</sup> day of MAY 2015.



Marvin Crist, Chairman



Len Engel, Acting 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 661/729-2206 to make arrangements to review a recording.