



Regular Meeting of the Board of Directors

Tuesday, September 22, 2015

10:00 a.m.

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

OFFICIAL MINUTES

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

Director Underwood-Jacobs led the Pledge of Allegiance.

ROLL CALL:

Present

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

APPROVAL OF AGENDA

Motion: Approve the agenda as comprised.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

Vote: Motion carried (6-0-0-0)
Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Thompson,
Underwood-Jacobs, and Flanagan
Nays: None
Abstain: None
Absent: None

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

There was no public business presented.

SPECIAL REPORTS and PRESENTATIONS (SRP):

SRP 1 PRESENTATION TO OUTGOING CHAIRMAN NORM HICKLING FOR HIS SERVICE AS AN AVTA BOARD MEMBER REPRESENTING THE COUNTY OF LOS ANGELES

Vice Chair Knippel presented a plaque to outgoing Chairman Norm Hickling in recognition of his service to AVTA as a member of the Board since 2009. Chairman Hickling thanked staff and the Board members for their support during his time on the Board.

SRP 2 PRESENTATIONS TO BYD OPERATIONS MANAGER CHAO XUE

Vice Chair Knippel presented a plaque and proclamation to BYD Operations Manager Chao Xue for delivering 5-Star service and for his commitment to forming a successful partnership with AVTA. Mr. Xue thanked the Board and AVTA staff for their support and commitment to the electric bus program.

SRP 3 PRESENTATION TO TRANSDEV OPERATOR OF THE MONTH AND EMPLOYEE OF THE MONTH FOR AUGUST 2015

Transdev General Manager Hector Fuentes presented a plaque to the Employee of the Month Dan Thomas and announced that the Operator of the Month was Alice Colantonio. Ms. Colantonio was not present at the meeting to receive her award.

SRP 4 FEDERAL LEGISLATIVE UPDATE FOR AUGUST 2015

Grants Administrator Judy Fry updated the Board regarding the Authorization Bill, Highway Trust Fund, and FY16 Appropriations.

SRP 5 STATE LEGISLATIVE UPDATE FOR AUGUST 2015

Director of Communications Wendy Williams provided information regarding pending state legislation. The Board discussed Senate Bill 413 – Public Transit: prohibited conduct, which would make it an infraction if a person fails to yield reserved seating to an elderly or disabled person if the agency enacts an ordinance after a public hearing.

SRP 6 BUS STOP SHELTER SIGNAGE

Staff was directed at the August 25, 2015 Board meeting to develop language for signage regarding citizens loitering at bus stop shelters. Ms. Williams presented the report and showed the Board examples of the proposed signage. The Board discussed the types of bus stop benches that staff would install.

PUBLIC HEARING:

PH 1 ADOPT DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM AND GOAL-SETTING METHODOLOGY FOR FEDERAL FISCAL YEARS (FFY) 2016 THROUGH 2018

Procurement and Contracts Officer Lyle Block presented the staff report.

Chairman Crist opened the Public Hearing.

Testimony: None

Motion: Move to close the Public Hearing.

Moved by Director Hofbauer, seconded by Director Thompson

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

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

Nays: None

Abstain: None

Absent: None

Motion: Adopt Resolution No. 2015-010 approving the DBE Program and Goal-Setting Methodology for FFYs 2016 through 2018 (October 1, 2015 – September 30, 2016).

Moved by Vice Chair Knippel, seconded by Director Hofbauer

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

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

Nays: None

Abstain: None

Absent: None

CONSENT CALENDAR (CC):

CC 1 BOARD OF DIRECTORS MEETING MINUTES FOR AUGUST 25, 2015 – KAREN DARR

Approve the Board Meeting Minutes for August 25, 2015.

CC 2 FINANCIAL REPORTS FOR JULY AND AUGUST 2015 – COLBY KONISEK

Receive and file the financial reports for July and August 2015.

CC 3 DIAL-A-RIDE (DAR) SURVEY – LEN ENGEL

Receive and file the results of the 2015 DAR Customer Survey.

Motion: Approve the Consent Calendar.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: None

Absent: None

NEW BUSINESS (NB):

NB 1 DIAL-A-RIDE NO-SHOWS AND LATE CANCELLATIONS POLICY

Senior Planning Officer Dieter Aragon presented the staff report. The Board discussed the recommended corrective action process, the No-Shows and Late Cancellations tracking system, and confirmed with Intelliride Dedicated Project Manager Dan Thomas that the revised violation system will alleviate the issue.

Motion: Approve the revised DAR No-Shows and Late Cancellations Policy merging the consequences for the first and second violation to read Violation 1 – Verbal Warning and Follow-Up Written Letter.

Moved by Vice Chair Knippel, seconded by Steve Hofbauer

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

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

Nays: None

Abstain: None

Absent: None

NB 2 AWARD CONTRACT #2016-07 TO COMPLETE COACH WORKS FOR SIX 2008 MCI COMMUTER COACH REFURBISHMENTS

Fleet and Facility Manager Mark Perry presented the staff report. The Board discussed the bus wrap designs and advertisements.

Motion: Authorize the Executive Director to execute sole respondent Contract #2016-07 for six 2008 MCI commuter coach

refurbishments to Complete Coach Works, Riverside, CA, for an amount not to exceed \$1,000,000.

Moved by Vice Chair Knippel, seconded by Director Hofbauer

Vote: Motion carried (6-0-0-0)
Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Thompson, Underwood-Jacobs, and Flanagan
Nays: None
Abstain: None
Absent: None

CLOSED SESSION (CS):

Special Counsel Allison Burns stated that there were no items that needed discussed in Closed Session.

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by Executive Director

- Mr. Perry and Mr. Engel will be meeting with the WAVE executive team on Wednesday, September 23, 2015 in Salt Lake City regarding the progress of the two inductive chargers.
- Staff will be attending the Metro Board meeting on Thursday, September 24, 2015. The Board is voting on the 2015 Call for Projects and AVTA staff hopes to be awarded grant funding to purchase three additional 40-foot battery electric coaches.
- Mr. Engel will be attending the BusCon Conference on September 27 through September 30, 2015 and APTA's Annual meeting in San Francisco October 3 through October 7, 2015. He was invited to give a presentation regarding the Authority's transition from diesel to electric buses at both conferences.
- Mr. Engel announced that AVTA won an Ad-Wheel award for Graphics Designer Nate Pitkin's 2015 3rd Annual Roadeo design. Staff will be accepting the award at the APTA Conference.
- Staff held two pre-proposal conferences on Monday, September 21, 2015. One was for the first WAVE charger installation at LCP and the second was for choosing an advocacy firm. Mr. Engel provided an update regarding the certification and inspection process for the WAVE chargers and noted that six local firms attended the WAVE charger installation pre-proposal conference.

- Mr. Engel showed the Board members a mock-up of the new Phase III – Electrification Project plaque that will be installed at the entry of the AVTA Administration offices.
- Staff is pursuing a Department of Energy grant for re-powering existing coaches.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

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

ADJOURNMENT:

Chairman Crist adjourned the meeting at 11:00 a.m. to the next Regular meeting of the Board of Directors on October 27, 2015 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, California.

PASSED, APPROVED, and ADOPTED this 27th day of OCTOBER 2015.



Marvin Crist, Chairman

ATTEST:



Karen Darr, Clerk of the Board