



**Regular Meeting of the Board of Directors
Tuesday, February 23, 2016
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 10:00 a.m.

PLEDGE OF ALLEGIANCE

Director Thompson 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 presented.

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:

Michael Rives – spoke about the recent electric bus contract award to BYD and the lack of bids from other vendors. He suggested that AVTA retain a few diesel buses to

use in the event of a major earthquake if the electric buses could not be charged. Chairman Crist stated that the electric buses are charged by AVTA's solar array. Additionally, the electric buses could be used as mobile electric generators in the event of an emergency.

Thomas DiFilippi, Sr. – spoke about safety on the buses, in particular an incident that occurred in October 2015, and added that in his opinion the operators do not adequately defuse altercations between passengers or contact the sheriff's department when needed. Executive Director Len Engel stated that the October 2015 incident had been investigated and it was concluded that there was fault by both parties. Mr. Engel will continue to monitor passenger safety and request that a deputy ride the bus to discourage future episodes.

SPECIAL REPORTS and PRESENTATIONS (SRP):

SRP 1 PRESENTATION OF TRANSDEV OPERATOR OF THE MONTH AND EMPLOYEE OF THE MONTH FOR JANUARY 2016

Transdev Operations Manager Mike Sorensen presented an award to Donna Milan, Operator of the Month for January and announced that Aura Estrada was named the Employee of the Month. Ms. Estrada was not present at the meeting to receive her award.

SRP 2 FEDERAL LEGISLATIVE UPDATE FOR FEBRUARY 2016

Grants Administrator Judy Fry detailed fiscal years 2015 and 2016 apportionments for Fixing America's Surface Transportation (FAST) Act. She noted that Anthony Fox announced the release of the 8th round of the Transportation Investment Generating Economic Recovery (TIGER) grant on February 23, 2016; staff will aggressively pursue this grant. The Board confirmed that staff will obtain letters of support from elected officials to include with the grant application.

SRP 3 STATE LEGISLATIVE UPDATE FOR FEBRUARY 2016

Director of Communications Wendy Williams summarized the state's proposed budget cuts to roads and transit projects and declining revenues. She also reported on the recent developments pertaining to Assembly Bill (AB) 1591 – Gas Tax Increase, AB1550 – Low Income Cap and Trade Allocation, Senate Bill 824 – Low Carbon Transit Operations Program, and AB 1595 – Human Trafficking Training. The Board discussed human trafficking on public transportation and the factors that determine whether an area or community is low income or disadvantaged.

SRP 4 FY16 SECOND QUARTER MAINTENANCE KEY PERFORMANCE INDICATORS REPORT (OCTOBER 1, 2015 – DECEMBER 31, 2015)

Fleet and Facilities Manager Mark Perry presented the fleet maintenance key performance indicators report. The Board discussed how colder weather effected the electric buses' range slightly more than warmer weather. Chairman Crist directed Mr. Perry to provide a report comparing the cost per mile by class when diesel prices were higher.

SRP 5 FISCAL YEAR 2016 (FY16) SECOND QUARTER KEY PERFORMANCE INDICATORS REPORT (OCTOBER 1 – DECEMBER 31, 2015)

Senior Planning Officer Dietter Aragon presented the service key performance indicators report for October 1 through December 31, 2015. The Board discussed Uber's online taxi dispatch service and whether Metrolink's fare reduction on their Antelope Valley Line might have caused AVTA's decreased commuter boardings. Director Underwood-Jacobs directed Mr. Aragon to compare FY15 versus FY16 for valid and invalid complaints on subsequent reports.

SRP 6 PROPOSED SERVICE CHANGES FOR JUNE 2016

Mr. Aragon presented the staff report and outlined the proposed service changes for June 2016. The Board discussed the proposed service changes on Routes 7 and 9, connectivity to the Antelope Valley College Lancaster and Palmdale campuses and social services departments, and the cost of implementing service on six additional holidays.

CONSENT CALENDAR (CC):

Chairman Crist pulled items CC 1 and CC 6.

CC 1 BOARD OF DIRECTORS MEETING MINUTES FOR JANUARY 26, 2016

Motion: Approve the meeting minutes for January 26, 2016.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: Director Flanagan

Absent: None

CC 2 BOARD OF DIRECTORS MEETING MINUTES FOR FEBRUARY 11, 2016

Approve the Special Board of Directors meeting minutes for February 11, 2016.

CC 3 FINANCIAL REPORTS FOR DECEMBER 2015 AND JANUARY 2016

Receive and file the financial reports for December 2015 and January 2016.

CC 4 FY16 SECOND QUARTER CAPITAL RESERVES REPORT (OCTOBER 1 – DECEMBER 31, 2015)

Receive and file the FY16 Second Quarter Capital Reserves Report for the period covering October 1 through December 31, 2015.

CC 5 GRANT STATUS REPORT

Receive and file the Grant Status Report through January 31, 2016.

CC 6 FY16 CERTIFICATION AND ASSURANCES FOR CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (CAL OES) GRANT PROGRAM

Addressing the Board on this matter:

Michael Rives – suggested that in the event of a disaster, AVTA use the grant funds to 1) implement a route that stops only at the Antelope Valley (AV) College campuses in Palmdale and Lancaster, Palmdale Regional Hospital, AV Mall, and AV Hospital; 2) paint numbers on the top of the bus shelters; and 3) convert the buses into ambulances.

Motion: Adopt Resolution No. 2016-001 authorizing the executive director to execute all required documents for the Cal OES Grant Program as required by the Governor's Office of Emergency Services.

Moved by Vice Chair Knippel, seconded by Director Underwood-Jacobs

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

CC 7 FY16 CAP AND TRADE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) GRANT

Adopt Resolution No. 2016-002 authorizing the executive director to execute all required documents for the Low Carbon Transit Operations Program.

Motion: Approve Consent Calendar items except CC 1 and CC 6.

Moved by Vice Chair Knippel, seconded by Director Underwood-Jacobs

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 FY16 MID-YEAR BUSINESS PLAN REVIEW AND PROPOSED ADJUSTMENTS

Director of Finance Colby Konisek presented the proposed adjustments to the revenues and expenses for the FY16 Business Plan. The Board discussed the grant award from the Antelope Valley Air Quality Management District and the potential downward adjustment to the Authority's electricity costs with respect to operating electric buses.

Motion: Approve the proposed FY16 Mid-Year Business Plan adjustments.
Moved by Director Hofbauer, seconded by Director Flanagan

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 SECURITY UPGRADES TO AVTA'S COUNT ROOM

The Board waived the presentation of the staff report.

Motion: Authorize the Executive Director to execute Task Order No. 6 to Kennard Design Group, Inc. of Los Angeles, CA, under Master Contract #2014-46 in the amount of \$56,605 to design, engineer, create specifications and bid documents, and manage the construction of the security upgrades to AVTA's Count Room.
Moved by Vice Chair Knippel, seconded by Director Underwood-Jacobs

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 3 AMENDMENT #2 TO CONTRACT #2015-16 WITH ECS IMAGING, INC., FOR DOCUMENT MANAGEMENT SYSTEM

The Board waived the presentation of the staff report.

Motion: Authorize the Executive Director to execute Amendment #2 to Contract #2015-16 for the Document Management System to ECS Imaging, Inc., of Riverside, CA, for an additional amount not to exceed \$20,400.

Moved by Vice Chair Knippel, seconded by Director Underwood-Jacobs

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):

General Counsel Allison Burns presented the item to be discussed in Closed Session.

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

CS 1 Conference with Legal Counsel – Anticipated Litigation: significant exposure to litigation pursuant to Government Code Section 54956.9(d) – two potential cases.

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 11:45 a.m.

RECONVENE TO PUBLIC SESSION

The Board reconvened to Public Session at 12:00 p.m.

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

General Counsel Burns stated that the Board gave direction to legal counsel and Mr. Engel; no reportable action was taken.

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Executive Director

Mr. Engel provided an update regarding 1) the possible acquisition of five used buses from BYD; 2) the Air Resources Board Low Carbon Fuel Standard Program; 3) AVTA possibly partnering with Kern Regional Transit on the Transit

Intercity Rail Capital Program grant application; 4) meeting with the Free Fare Workgroup; and 5) Metro's reimbursement to Access Services for the Free Fare Reimbursement Program. Mr. Engel reminded the Board about the Antelope Valley Board of Trade Outlook Conference on February 26, 2016.

Director Flanagan asked if BYD provided a proposal regarding the option of leasing the batteries. Mr. Engel stated that BYD and Metro staff had just met on February 19, 2016; details on purchase and battery lease options have yet to be made know.

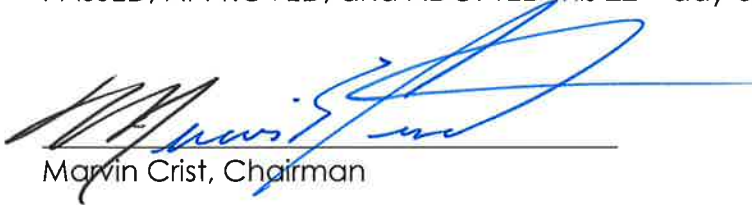
MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

There were no miscellaneous business items presented.

ADJOURNMENT:

Chairman Crist adjourned the meeting at 12:11 p.m. to the next Regular meeting of the Board of Directors on March 22, 2016 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, California.

PASSED, APPROVED, and ADOPTED this 22nd day of MARCH 2016.



Marvin Crist, Chairman

ATTEST:



Karen Darr, Clerk of the Board