



**Regular Meeting of the Board of Directors
Tuesday, February 27, 2018
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 10:01 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 Austin Bishop
Director Angela Underwood-Jacobs
Director Michelle Flanagan

APPROVAL OF AGENDA

Motion: Approve the agenda as comprised.

Moved by Director Hofbauer, seconded by Director Bishop

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

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

Nays: None

Abstain: None

Absent: None

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

Jerel Arbaugh – spoke about the first and last runs on the Route 52 and the charging time for the electric buses.

Charlotte Baxter – stated the articulated bus for the Route 12 is blocking other buses at the Sergeant Steve Owen Memorial Park, and the evening runs on the Route 1 are not showing up at the stop on Avenue M and 10th St. W. Norm Hickling, Chief Operating Officer, will research this issue.

Michael Rives – thanked Councilwomen/Director Underwood-Jacobs for adding lighting to the Lancaster bus shelters. He requested information regarding the performance of the electric buses, and the proposal between the AVTA and AV Healthcare District for the 40th St. E. and Palmdale Blvd. charging project.

Fran Sereseres – thanked the Board for lowering the qualifying age for reduced bus fares and the Senior Annual Pass Program to 62 years of age or older; discussed adding bus service from Edwards Air Force Base and Rosamond to the Antelope Valley; and requested that the Metrolink provide larger areas for passengers in wheelchairs and additional electrical outlets. Chairman Crist directed Geraldina Romo, Transit Analyst, to present this request during the TDA Article 8 Unmet Needs Hearing.

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

SRP 1 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR JANUARY 2018

Hector Fuentes, Transdev General Manager, presented plaques to the Operator of the Month Arthur Mack and to the Employee of the Month Xiomara Garcia.

SRP 2 LEGISLATIVE REPORT FOR FEBRUARY 2018

Judy Fry, Grants Administrator, provided an update regarding FTA's nomination for administrator, the FY19 Federal Budget and Infrastructure Plan, AVTA's pending federal and state grants, and Assembly Bill (AB) 2304 – Transit Pass Program, AB 2418 - Transportation: Advanced Technologies Grant Program, and AB 2650 – Public Transit Buses: Illuminated Signs.

The Board discussed when AVTA anticipates receiving the award announcements for the grants.

SRP 3 FISCAL YEAR 2017/2018 (FY18) SECOND QUARTER SYSTEM-WIDE KEY PERFORMANCE INDICATORS (KPI) REPORT (OCTOBER 1 – DECEMBER 31, 2017)

Mr. Hickling presented the FY18 Second Quarter System-wide KPI report.

The Board discussed Metrolink’s Antelope Valley line, revenues, and schedule adherence. The Board requested a time and cost comparison between AVTA’s commuter service and Metrolink’s Antelope Valley line, and separating the farebox revenues by route to verify where the decreases are occurring and the reasons.

Motion: Receive and file the FY18 Second Quarter System-wide KPI Report for the period covering October 1 through December 31, 2017.

Moved by Director Bishop, seconded by Director Flanagan

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

CONSENT CALENDAR (CC):

- CC 1 BOARD OF DIRECTORS MEETING MINUTES OF JANUARY 23, 2018**
Approve the Board of Directors Regular Meeting Minutes of January 23, 2018.
- CC 2 FINANCIAL REPORTS FOR DECEMBER 2017 AND JANUARY 2018**
Receive and file the financial reports for December 2017 and January 2018.
- CC 3 FY18 SECOND QUARTER CAPITAL RESERVE REPORT (OCTOBER 1 – DECEMBER 31, 2017)**
Receive and file the FY18 Second Quarter Capital Reserve Report for the period covering October 1 through December 31, 2017.
- CC 4 FY18 GRANT STATUS REPORT THROUGH JANUARY 31, 2018**
Receive and file the FY18 Grant Status Report through January 31, 2018.

CC 5 RATIFY CALTRANS ASSIGNED COOPERATIVE AGREEMENT AND AMENDMENT (FUNDING) NUMBERS FOR AVTA/CALTRANS' JOINT ADA CONSTRUCTION PROJECT LOCATED AT 35TH ST. E. AND PALMDALE BLVD. (HWY 138)

Ratify Caltrans assigned cooperative agreement and amendment (funding) numbers for the AVTA/Caltrans' Joint ADA Construction Project located at 35th St. E. and Palmdale Blvd. (HWY 138), as follows:

1. Cooperative Agreement No. 07-5073, in the amount of \$220,000, approved on 1-26-2016.
 - a. Amendment No. 1 to Cooperative Agreement 07-5073, in the amount of \$70,000, approved on 1-26-2016.
2. Cooperative Agreement No. 07-5074, in the amount of \$228,907, approved on 1-26-2016.
 - a. Amendment No. 1 to Cooperative Agreement 07-5074, in the amount of \$62,903 approved on 1-23-2018.
3. Cooperative Agreement 07-5137, in the amount of \$60,000, approved on 1-23-2018.

CC 6 RATIFY AMENDMENT NO. 1 TO COOPERATIVE AGREEMENT NO. MU121-12 BETWEEN SOUTHERN CALIFORNIA REGIONAL RAIL AUTHORITY (SCRRA) AND THE ANTELOPE VALLEY TRANSIT AUTHORITY (AVTA) FOR BUS BRIDGE SERVICE

Ratify Amendment No. 1 to Cooperative Agreement No. MU121-12 between the SCRRA and the AVTA for Bus Bridge Service.

CC 7 RESOLUTION NO. 2018-005, TRANSFERRING SEVENTEEN MCI COMMUTER BUSES TO SANTA MARIA AREA TRANSIT (SMAT)

(1) Adopt Resolution No. 2018-005, a Resolution for signature authorizing the transfer of seventeen commuter buses to SMAT; and (2) authorize the Executive Director/CEO to execute an agreement to transfer seventeen commuter buses that have not reached their useful life benchmark to another federal grantee, SMAT.

Motion: Approve the Consent Calendar.

Moved by Director Bishop, seconded by Director Hofbauer

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

NEW BUSINESS (NB):

NB 1 FY18 MID-YEAR BUSINESS PLAN REVIEW AND PROPOSED ADJUSTMENTS

Len Engel, Executive Director/CEO, presented the proposed FY18 Mid-Year Business Plan revenue and expenditure adjustments. The Board discussed AVTA's Measure M fund allocation and the status of the Altoona testing for the electric buses.

Motion: Approve the Proposed FY18 Mid-Year Business Plan adjustments.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: None

Absent: None

NB 2 PROPOSED KEY PERFORMANCE INDICATORS (KPI) MEASURES

Jim Moore, Planning Consultant with Moore and Associates, presented the staff report. The Board discussed providing a side-by-side comparison of the previous and proposed KPI measures, a glossary or legend explaining the measures, creating a user-friendly version of the KPI report for the public, and including targets/goals.

Staff will develop recommended numeric metrics for each of the 23 metrics/targets; continue to evaluate AVTA's operational performance on a monthly basis, discuss with the TAC members at the monthly meetings, and present a report to the Board on a quarterly basis.

Motion: (1) Adopt the proposed Key Performance Indicators (KPI) measures; (2) Direct staff to work with the Technical Advisory Committee to ensure continued accuracy and relevance of said indicators; and (3) Direct staff to continue to evaluate operational performance on a monthly basis and report such findings to the Board on a quarterly basis.

Moved by Director Bishop, seconded by Director Underwood-Jacobs

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

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

Nays: None

Abstain: None

Absent: None

CLOSED SESSION (CS):

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

- CS 1 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(a)
Pending Litigation: Clark v. AVTA, LASC Case No. MC026036
Pending Litigation: Sabina M. Andrade v. AVTA
Pending Litigation: Marsh v. AVTA USDC case No. 2:16-cv-0937-PSG
- CS 2 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(2)
Significant exposure to litigation (one potential case)
- CS 3 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(4)
Consideration of whether to initiate litigation (one potential case)
- CS 4 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(D)(4)
Consideration of initiation of litigation (one potential case)
- CS 5 Public Employee Performance Evaluation – Pursuant to Government Code Sections 54954.5 (e) and 54957(b))
Title: Executive Director/CEO

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 10:50 a.m.

RECONVENE TO PUBLIC SESSION

The Board reconvened to Public Session at 11:14 a.m.

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

Allison Burns, General Counsel, stated the Board discussed CS 5 and gave direction to staff and legal counsel. There was no reportable action.

NB 3 APPROVAL OF THIRD AMENDED AND RESTATED EXECUTIVE DIRECTOR/CHIEF EXECUTIVE OFFICER (CEO) EMPLOYMENT AGREEMENT

The Board waived the presentation of the staff report.

Motion: Approve the Third Amended and Restated Executive Director/CEO Employment Agreement.

Moved by Vice Chair Knippel, seconded by Director Flanagan

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

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

Nays: None

Abstain: None

Absent: None

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Executive Director/CEO Len Engel

- Stated that the lease agreement for the Palmdale Blvd./40th St. E. charging project will be discussed at the AV Healthcare District – Board of Directors meeting on February 28, 2018. Staff plans to use Senate Bill 1 funds for the development.
- Provided an update regarding the electric bus project.
- Stated that Transdev's new Maintenance Manager is Michael Conner.
- Stated the Antelope Valley Board of Trade Business Outlook Conference is on March 1; staff has tickets available.
- Stated that Ms. Fry, Mr. Hickling and he will be in Washington, DC the week of March 5 to meet with staff and elected officials to garner support for AVTA's grants.

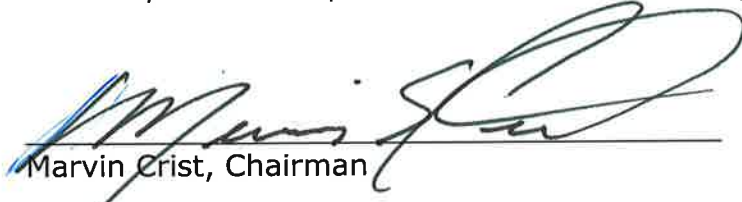
MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

Director Hofbauer stated he will be in Washington, DC the week of March 12 and offered his assistance with any necessary follow-up staff may need.

ADJOURNMENT:

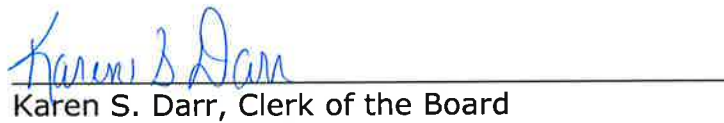
Chairman Crist adjourned the meeting at 11:20 a.m. to the Regular Meeting of the Board of Directors on March 27, 2018 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 27th day of MARCH, 2018



Marvin Crist, Chairman

ATTEST:



Karen S. Darr, Clerk of the Board

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 arrange to review a recording.