



Regular Meeting of the Board of Directors

Tuesday, April 28, 2020

10:00 a.m.

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

OFFICIAL MINUTES

In response to the Governor's Executive Order N-29-20, the meeting was conducted via Zoom Cloud meetings.

CALL TO ORDER

Chairman Crist called the meeting to order at 10:05 a.m.

ROLL CALL:

Present

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Steve Hofbauer, Director Angela Underwood-Jacobs, Director Michelle Flanagan, Director Richard Loa

Chairman Crist informed the Board members that Clerk of the Board Karen Darr will call roll call for each vote. Board members will state their name when making a motion and a second, and respond verbally for each vote when their names are announced by the clerk.

APPROVAL OF AGENDA

Motion: Approve the agenda as comprised.

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

Ms. Darr conducted a roll call vote. Chairman Crist stated the motion carried unanimously.

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Underwood-Jacobs, Flanagan, Loa

Nays: None

Abstain: None

Absent: None

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

Fran Sereseres submitted her public comment to Ms. Darr on April 27, 2020 at 4:14 p.m. Ms. Sereseres inquired about the installation of the Level III fast-charging stations, bus driver protection barriers, and the location of the parcels for the land acquisition.

Executive Director/CEO Macy Neshati responded two Level III fast-charging stations will be installed at five transit centers: Palmdale Transportation Center, Sgt. Steve Owen Memorial Park, South Valley Medical Clinic, Boeing Plaza located at Lancaster Blvd. and Sierra Highway, and Antelope Valley College Transit Center. The protection barriers will be installed inside the buses where the operators sit and will be made of high-impact plastic with a clear plastic window at the top. The parcels for the land acquisition border the Antelope Valley Transit Authority facility.

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

SRP 1 LEGISLATIVE REPORT FOR APRIL

Director of Finance and Administration Judy Vaccaro-Fry stated there has been no movement on Assembly Bill (AB) 1350: persons 18 years or under, AB 2012: persons 65 years of age or over, or AB 2176: persons attending the California Community Colleges, the California State University, or the University of California.

Ms. Vaccaro-Fry announced the Authority is a four-time winner of the Transit and Intercity Rail Capital Program (TIRCP) grant. The Authority was awarded \$6.5 million, which will fund five 60-foot articulated buses, six 30-foot micro-transit, associated charging equipment, and network integration. Additionally, the submittal deadlines for the Low or No Emission Vehicle Program and Bus and Bus Facilities grants have been extended for 30 days.

Ms. Vaccaro-Fry also stated the Authority received \$47,875,609 from the Coronavirus Aid, Relief, and Economic Security (CARES) Act, which will be used to offset the Authority's expenses associated with the COVID-19 pandemic. The Authority should also receive a minimum of \$1 million from Los Angeles County Metro.

The Board discussed the \$25,000 sponsorship for Project Door Drop, an organization that brings pre-packaged boxes of food to the elderly and immunocompromised within the cities of Lancaster and Palmdale. All food comes directly from the Los Angeles Food Bank; one box is estimated to feed two people for one week. Chairman Crist will provide the program information to Director Hofbauer.

The Board congratulated and thanked Ms. Vaccaro-Fry and staff on the Authority's award of the TIRCP grant.

SRP 2 OPERATIONS KEY PERFORMANCE INDICATORS (KPI) REPORT

Senior Director of Operations and Planning Martin Tompkins presented the report. The Board discussed the impact the reduction of local transit service and terminating commuter service may have on the Authority's funding sources and farebox recovery ratio. Mr. Neshati responded that a portion of the \$48 million from the CARES Act will be used to replenish revenue losses related to COVID-19.

The Board discussed passenger complaints with Chairman Crist reiterating the Board's position regarding passenger pass-ups. In response, Mr. Tompkins stated this issue is being monitored and detailed the progressive disciplinary steps Transdev management is taking with the offending operators.

SRP 3 MAINTENANCE KPI REPORT

Fleet Compliance Manager Cecil Foust presented the report. The Board discussed the average miles between service interruptions, and the cities of Palmdale and Lancaster possibly using the Authority's diesel buses that have reached their useful life for various events and/or emergencies. The Board directed Mr. Foust to add a slide comparing the Authority's propulsion fuel costs with other transit agencies.

Director Loa left the meeting at 10:45 a.m. Alternate Director Kathryn Mac Laren replaced Director Loa as the representative for the City of Palmdale.

CONSENT CALENDAR (CC):

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF FEBRUARY 25, 2020

Approve the Board of Directors Regular Meeting Minutes of February 25, 2020.

CC 2 FINANCIAL REPORT FOR FEBRUARY AND MARCH 2020

Receive and file the Financial Report for February and March 2020.

CC 3 RESOLUTION NO. 2020-002, AUTHORIZING THE EXECUTIVE DIRECTOR/CEO TO EXECUTE ALL REQUIRED DOCUMENTS OF THE FEDERAL TRANSIT ADMINISTRATION (FTA) FOR FISCAL YEAR 2019/2020

Adopt Resolution No. 2020-002, a Resolution authorizing the Executive Director/CEO to execute all required documents of the FTA for FY 2020.

CC 4 FY 2020 THIRD QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (JANUARY 1 – MARCH 31, 2020)

Receive and file the FY 2020 Third Quarter LASD report for the period covering January 1 through March 31, 2020.

CC 5 AMEND THE AGENCY'S CLASSIFICATION AND SALARY SCHEDULE

Approve amending the Agency's Classification and Salary Schedule to add the Safety and Facilities Manager and Fleet Compliance Manager positions and promote the Senior Director of Operations and Planning to Chief Operating Officer.

CC 6 SOLE SOURCE CONTRACT #2020-36 WITH ABB, INC. FOR ELECTRIC VEHICLE CHARGING INFRASTRUCTURE

Authorize the Executive Director/CEO to execute Sole Source Contract #2020-36 with ABB, Inc., Phoenix, AZ, to purchase ten Level III fast-charging stations for the public's use at AVTA's transit centers for an amount not to exceed \$281,930, plus applicable sales tax.

CC 7 CONTRACT #2020-37 TO COMPLETE COACH WORKS FOR TRANSIT BUS DRIVER PROTECTION BARRIERS

Authorize the Executive Director/CEO to award and execute Contract #2020-37 to Complete Coach Works, Riverside, CA, to purchase and install 57 transit bus driver protection barriers that will aid in protecting our drivers from COVID-19 for an amount not to exceed \$342,167.91, plus applicable sales tax.

Motion: Approve the Consent Calendar.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

Ms. Darr conducted a roll call vote and stated the motion carried unanimously.

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Underwood-Jacobs, Flanagan, Alternate Director Mac Laren

Nays: None

Abstain: None

Absent: None

NEW BUSINESS (NB):

NB 1 RESOLUTION NO. 2020-003, CONFIRMING EMERGENCY REGULATIONS FOR PUBLIC MEETINGS TO MITIGATE TRANSMISSION OF COVID-19

General Counsel Allison Burns presented the report.

Motion: Adopt Resolution No. 2020-003, confirming emergency regulations for public meetings to mitigate transmission of COVID-19.

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

Ms. Darr conducted a roll call vote and stated the motion carried unanimously.

Vote: Motion carried (6-0-0-0)
Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Underwood-Jacobs, Flanagan, Alternate Director Mac Laren
Nays: None
Abstain: None
Absent: None

NB 2 CONTRACT #2020-12 TO REC SOLAR COMMERCIAL CORPORATION FOR SOLAR + STORAGE ENERGY PARTNER

Procurement and Contracts Officer Lyle Block presented the staff report. The Board discussed the inclusion of back-up batteries, and maintenance and upgrade of the equipment.

Motion: Authorize the Executive Director/CEO to negotiate and execute a power purchase agreement under AVTA's Contract #2020-12 with REC Solar Commercial Corporation, Petaluma CA for a term of twenty-five years not to exceed .06478 cents per kWh, with Self-Generation Incentive Program (SGIP), Equity category rebate.

Moved by Vice Chair Knippel, seconded by Director Flanagan

Ms. Darr conducted a roll call vote and stated the motion carried unanimously.

Vote: Motion carried (6-0-0-0)
Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Underwood-Jacobs, Flanagan, Alternate Director Mac Laren
Nays: None
Abstain: None
Absent: None

NB 3 CONTRACT #2020-45 FOR PROPOSED LAND EXPANSION ACQUISITION

Mr. Neshati presented the staff report.

Motion: Authorize the Executive Director/CEO to negotiate, award and execute land purchase agreements under contract # 2020-45 with various landowners in an amount not to exceed \$3.5 million. Executive Director/CEO will ensure all final agreements comply with FTA requirements as well all state and local requirements and regulations and return to the Board of Directors with final negotiated terms, conditions and amounts for all parcels of land.

Moved by Director Flanagan, seconded by Vice Chair Knippel

Ms. Darr conducted a roll call vote and stated the motion carried unanimously.

Vote: Motion carried (6-0-0-0)
Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Underwood-Jacobs, Flanagan, Alternate Director Mac Laren
Nays: None
Abstain: None
Absent: None

NB 4 SECOND AMENDED AND RESTATED EXECUTIVE DIRECTOR/CHIEF EXECUTIVE OFFICER (CEO) EMPLOYMENT AGREEMENT

Ms. Burns presented the staff report. The Board expressed their thanks and appreciation to Mr. Neshati and the staff for their hard work.

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

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

Ms. Darr conducted a roll call vote and stated the motion carried unanimously.

Vote: Motion carried (6-0-0-0)
Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Underwood-Jacobs, Flanagan, Alternate Director Mac Laren
Nays: None
Abstain: None
Absent: None

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Executive Director/CEO Macy Neshati

- Thanked the Board for their kind words and guidance during the past year and looks forward to another year with the Authority.
- Provided an update regarding the Authority's proactive actions during the COVID-19 pandemic. He confirmed signs have been posted on the buses requiring passengers to wear masks; however, the operators were directed not to get confrontational. He added that no one on the Authority or Transdev staff has contracted the virus.


MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

Chairman Crist thanked the staff for their efforts during this difficult time.

ADJOURNMENT:

Chairman Crist adjourned the meeting at 11:00 a.m. to the Regular Meeting of the Board of Directors on May 26, 2020 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 26th day of MAY 2020



Marvin Crist, Chairman of the Board

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.