



**Regular Meeting of the Board of Directors**

**Tuesday, May 26, 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 10:05 a.m.

**PLEDGE OF ALLEGIANCE**

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

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

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

Nays: None

Abstain: None

Absent: None

**PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:**

Cathy Parrish, a member of the public, expressed her concerns regarding: 1) security at Lancaster City Park and the bus stop on Avenue I and Fern; and 2) overcrowding on the Route 10. Chairman Crist directed Senior Planning Officer Dieter Aragon to meet with Ms. Parrish following the Board meeting.

**PUBLIC HEARING (PH):**

**PH 1 FINAL RECOMMENDATION ON PROPOSED SERVICE CHANGES FOR JUNE 29, 2015**

Senior Planning Officer Dieter Aragon presented the staff report. Chairman Crist opened the public hearing. There was no public testimony. Chairman Crist closed the public hearing. The Board discussed service around the Antelope Valley Mall, a special express route between the Antelope Valley College campuses in Lancaster and Palmdale, and notifying the public regarding the proposed service changes.

Motion: Approve the final recommendation on the proposed service changes.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: None

Absent: None

**PH 2 PROPOSED FARE STRUCTURE RECOMMENDATIONS**

Chairman Crist opened the public hearing.

Testimony:

Charlotte Baxter presented a petition and letter in opposition of the fare increase. She stated that the increase would be a financial burden to low income riders and those on a fixed-income.

Charlene Richardson submitted an email and spoke in opposition of the commuter fare increase. She also inquired about the funding source that AVTA used to cover the financial gap when the Transit Access Pass (TAP) Program's discount ended.

Cathy Parrish opposed the increase; however, suggested that AVTA use the additional operating revenue to improve service.

Chairman Crist closed the public hearing.

Director of Communications Wendy Williams presented the staff report and clarified how AVTA funded the cost differential once the six-month promotional TAP discount ended. The Board discussed the elimination of the free fare, implementation of the reduced fare for seniors and people with disabilities, and the percentage of grant funding that AVTA receives.

Motion: Adopt Resolution No. 2015-006 approving the proposed fare changes.

Moved by Director Hofbauer, seconded by Director Thompson

Vote: Motion carried (4-2-0-0)

Yeas: Vice Chair Knippel, and Directors Hofbauer, Thompson, and Flanagan

Nays: Chairman Crist and Director Underwood-Jacobs

Abstain: None

Absent: None

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

##### **SRP 1 PRESENTATION OF TRANSDEV OPERATOR OF THE MONTH AND EMPLOYEE OF THE MONTH FOR APRIL 2015**

Transdev General Manager Hector Fuentes announced that the Employee of the Month was Keith Humpreys and the Operator of the Month was Tyrone Montgomery. Mr. Humpreys and Mr. Montgomery were not present at the meeting to receive their award.

##### **SRP 2 FEDERAL LEGISLATIVE UPDATE FOR MAY 2015**

Grants Administrator Judy Fry presented information regarding the Highway Trust Fund and FY16 Federal Budget. There was no Board discussion regarding this item.

##### **SRP 3 STATE LEGISLATIVE UPDATE FOR MAY 2015**

Ms. Williams provided an update regarding revisions to the FY16 State Budget, increased funding for the Cap and Trade Programs, Senate Bill 9 (SB 9), factors that designate an area as a Disadvantaged Community (DAC) and the agenda items that were presented at the California Transit Association Spring Legislative Conference. The Board discussed the revisions to the programs' guidance.

#### **SRP 4 UPDATE ON OPERATOR AUDIT PROGRAM**

Director of Operations and Maintenance Len Engel clarified which type of employees the consultant used to perform the operator audits, employee training, and using senior citizens to conduct the audits. The Board discussed the amount of training that the auditors receive.

**The Board took a break at 11:16 a.m. and returned at 11:20 a.m.**

#### **CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES FOR APRIL 21, 2015 – KAREN DARR**  
Approve the Board Meeting Minutes for April 21, 2015.

**CC 2 BOARD OF DIRECTORS MEETING MINUTES FOR APRIL 28, 2015 – KAREN DARR**  
Approve the Board Meeting Minutes for April 28, 2015.

**CC 3 FINANCIAL REPORTS FOR MARCH AND APRIL 2015 – COLBY KONISEK**  
Receive and file the financial reports for March and April 2015.

**CC 4 FY15 THIRD QUARTER CAPITAL RESERVES REPORT (JANUARY 1 – MARCH 31, 2015) – COLBY KONISEK**  
Receive and file the FY15 Third Quarter Capital Reserves Report for the period covering January 1 through March 31, 2015.

**CC 5 GRANT STATUS REPORT (FEBRUARY 19, 2015 – MAY 6, 2015) – JUDY FRY**  
Receive and file the Grant Status Report for the period covering February 19, 2015 through May 6, 2015.

**CC 6 RECORDS AND INFORMATION MANAGEMENT PROGRAM REVISIONS – LYLE BLOCK**  
Approve the Records and Information Management Program revisions.

**CC 7 FISCAL YEAR 2016 (FY16) PUBLIC TRANSPORTATION MODERNIZATION, IMPROVEMENT AND SERVICE ENHANCEMENT ACCOUNT (PTMISEA) BOND PROGRAM – JUDY FRY**  
Adopt Resolution No. 2015-007, the "Authorization for the Execution of the Certifications and Assurances for the Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA) Bond Program" (the "Authorization").

**Motion: Approve the Consent Calendar.**

Moved by Vice Chair Knippel, seconded by Director Hofbauer

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

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

Nays: None

Abstain: None

Absent: None

**NEW BUSINESS (NB):**

**NB 1 FY16 WORKERS' COMPENSATION, PROPERTY AND CASUALTY INSURANCE POLICIES UNDER CONTRACT #2013-022 WITH VINSA, INC. – LYLE BLOCK**

The Board waived the presentation of the staff report.

Motion: Authorize the director of operations and maintenance to spend an amount not to exceed \$356,000 under Contract #2013-022 with Vinsa, Inc.

Moved by Vice Chair Knippel, seconded by Chairman Crist

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

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

Nays: None

Abstain: None

Absent: None

**NB 2 CHANGE ORDER NO. 1, TO ARROW ENGINEERING SERVICES, INC., UNDER TASK ORDER NO. 1, OF MASTER CONTRACT #2014-46, FOR FINAL DESIGN AND BID SPECIFICATIONS FOR TWO WAVE EN-ROUTE CHARGING STATIONS – LYLE BLOCK**

Motion: Authorize the director of operations and maintenance to execute Change Order No. 1 under Task Order #1 of Master Contract 2014-046 with Arrow Engineering Services, Inc., for a total amount of \$265,080, plus expenses.

Moved by Vice Chair Knippel, seconded by Chairman Crist

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

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

Nays: None

Abstain: None

Absent: None

**OLD BUSINESS (OB):**

**OB 1 ADOPTION OF PROPOSED FY16 BUSINESS PLAN**

Director of Finance Colby Konisek presented the FY16 Business Plan. Chairman Crist directed Mr. Engel to provide an update regarding the procurement and performance data for the electric buses at the June 23, 2015 Board meeting.

Motion: Adopt the Proposed FY16 Business Plan.  
Moved by Director Hofbauer, seconded by Director Thompson

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

**CLOSED SESSION (CS):**

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

Lancaster City Attorney as Special Counsel Allison Burns presented the items for discussion during closed session.

- CS 1 Conference with Legal Counsel – Anticipated Litigation: significant exposure to litigation pursuant to Government Code Section 54956.9(d) – one potential case.
- CS 2 Public Employee Appointment (Government Code Section 54957(b))  
Title: Executive Director
- CS 3 Public Employee Appointment (Government Code Section 54957(b))  
Title: General Counsel

**RECESS TO CLOSED SESSION**

The Board recessed to closed session at 11:30 a.m.

**RECONVENE TO PUBLIC SESSION**

The Board reconvened to public session at 11:47 a.m.

**REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION**

Special Counsel Burns stated that the Board discussed CS 2; however, no reportable action was taken.

**REPORTS AND ANNOUNCEMENTS (RA):**

RA 1 Director of Operations and Maintenance

Mr. Engel provided an update regarding the WAVE installation, TIGER grant, and Metrolink Station Coordination staff meeting on June 2, 2015.

**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 11:50 a.m. to the next Regular meeting of the Board of Directors on June 23, 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 23<sup>rd</sup> day of JUNE 2015.

  
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Marvin Crist, Chairman  
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Len Engel, Acting Secretary

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