



**Regular Meeting of the Board of Directors**

**Tuesday, July 28, 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 10:03 a.m.

**PLEDGE OF ALLEGIANCE**

Director Michelle Flanagan 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:**

Michael Rives – stated that he appreciates the installation of the bus benches and shelters on 30<sup>th</sup> St. W. and Avenue K.

Charlotte Baxter – spoke about the vendors at the Lancaster City Park Transit Center.

**SPECIAL REPORTS AND PRESENTATIONS (SRP):**

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

Transdev General Manager Hector Fuentes announced that the Employee of the Month was Leroy Calloway and the Operator of the Month was Rene Rodriguez; however, neither Mr. Calloway nor Mr. Rodriguez were present at the meeting to receive their award.

**SRP 2 PRESENTATION OF AVTA EMPLOYEE OF THE QUARTER (APRIL 1 – JUNE 30, 2015)**

Director of Finance Colby Konisek presented a plaque to the AVTA Employee of the Fourth Quarter Human Resources and Benefits Coordinator Williene Jones.

**SRP 3 FEDERAL LEGISLATIVE UPDATE FOR JULY 2015**

Grants Administrator Judy Fry provided an update regarding 1) the proposed Surface Transportation Bill extension and its potential impact on AVTA's federal funding through FY21; and 2) the Moran-Donnelley-Blunt Amendment, which moves the high-density portion of Sec. 5340 monies over to the Sec. 5339(b) Bus & Bus Facilities competitive grant program. The Sec. 5340 high-density program allocates funds for only seven states, whereas the amendment would provide funding for Bus & Bus Facilities in all 50 states. The Board discussed submitting letters of support from elected officials and local agencies.

**SRP 4 STATE LEGISLATIVE UPDATE FOR JULY 2015**

Director of Communications Wendy Williams presented information pertaining to the Bus Axle Weight Bill, SB32 – California Global Warming Solutions Act of 2006, and AB857 – California Clean Truck, Bus, Off-Road Vehicle and Equipment Technology Program. Ms. Williams also reported on the Special Session Bills regarding Cap & Trade Allocations and Diesel Sales and Use Tax Increase. The Board requested that staff submit a letter of support for AB857 only if the bill is amended to include a more equitable split between zero-emission heavy-duty trucks and buses.

**CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES FOR JUNE 23, 2015**

Motion: Approve the Board of Directors Meeting Minutes for June 23, 2015.  
Moved by Vice Chair Knippel, seconded by Director Underwood-Jacobs

Vote: Motion carried (5-0-1-0)  
Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer,  
Underwood-Jacobs, and Flanagan  
Nays: None  
Abstain: Director Thompson  
Absent: None

**CC 2 FINANCIAL REPORTS FOR MAY AND JUNE 2015**

Receive and file the financial reports for May and June 2015.

**CC 3 RESOLUTION 2015-004 AND RESOLUTION 2015-005, SIGNATURE AUTHORITY FOR UNION BANK AND WELLS FARGO BANK**

Adopt Resolution 2015-004 and Resolution 2015-005, approving the revised list of representatives authorized to deposit and withdraw funds from AVTA's new banking relationship with Union Bank and Wells Fargo Bank.

**CC 4 RESOLUTION 2015-008, FY16 INVESTMENT POLICY AND LOCAL AGENCY INVESTMENT FUND (LAIF) UPDATE**

Adopt Resolution 2015-008, approving AVTA's revised Investment Policy Statement for the upcoming fiscal year beginning July 1, 2015 through June 30, 2016; and approve the proposed changes to the list of staff authorized to deposit and withdraw from AVTA's LAIF account.

**CC 5 RESOLUTION 2015-009, AMENDED CONFLICT OF INTEREST CODE**

Adopt Resolution 2015-009, approving the Amended Conflict of Interest and Disclosure Code and rescinding in its entirety the current Conflict of Interest Code, Resolution No. 2014.001.

Motion: Approve the Consent Calendar with the exception of Item No. CC 1.

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 AWARD CONTRACT #2015-48 TO CREATIVE BUS SALES, INC. FOR THREE REPLACEMENT ADA RAMPED ROAD SUPERVISOR VEHICLES**

The Board of Directors waived the presentation of the staff report.

Motion: Approve NB 1 as stated on the agenda "authorize the executive director to execute Contract #2015-48 for three replacement ADA ramped road supervisor vehicles to Creative Bus Sales, Inc., of Chino, CA, for the amount of \$140,400.25, plus applicable sales tax."

Moved by Vice Chair Knippel, 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 SENIOR SUBSIDY GRANT PROGRAM**

Addressing the Board on this item

Charlotte Baxter – requested information regarding the program funds that the Antelope Valley Air Quality Management District (AVAQMD) awarded to the AVTA.

James Stouvenel – supports the senior subsidy grant program.

Michael Rives – spoke about the grant awarded by the AVAQMD for a Special College Service between the Antelope Valley College (AVC) in Lancaster and its satellite campus in Palmdale. He hopes the Senior Subsidy Program paperwork is not too difficult to complete.

Cathy Parrish – spoke in support of the senior subsidy program and thanked the Lancaster City Council for helping to make the subsidy program possible.

Fran Sereseres – thanked the Lancaster City Council for providing funds for the senior subsidy grant program.

Ms. Williams presented the staff report. The Board discussed the financial commitment for each jurisdiction, a special AVC bus service, and subsidizing disable riders. Executive Director Len Engel noted that staff is making changes to the current route structure that will connect the two college campuses.

Motion: Develop the Senior Subsidy Grant Program and implement by September 1, 2015.

Moved by Director Underwood-Jacobs, seconded by Chairman Crist

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

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

Nays: None

Abstain: Directors Hofbauer and Thompson

Absent: None

### **CLOSED SESSION (CS):**

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

Special Counsel Allison Burns presented the items 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) – 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 11:10 a.m.

#### **RECONVENE TO PUBLIC SESSION**

The Board reconvened to Public Session at 11:17 a.m.

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

Special Counsel Burns stated that the Board considered CS 1 and 3; however, no reportable action was taken.

#### **NB 3 APPROVE EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT – ALLISON BURNS**

**Motion: Approve the Executive Director Employment Agreement as attached with #8 option 1 on Exhibit A.**

Moved by Director Flanagan, seconded by 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

### **REPORTS AND ANNOUNCEMENTS (RA):**

#### **RA 1 Report by the Executive Director – Len Engel**

- The Clerk of the Board Karen Darr attended the Transit Board Members and Board Support Seminar in Denver and is eager to institute the suggested meeting processes.
- The voting system is installed and will be used at the August 25, 2015 Board meeting.
- Mr. Engel will be on vacation from July 29 through August 5, 2015.
- Provided an update regarding installation of the WAVE charging system.
- Mr. Engel is attending The 100 Bus Coalition meeting in Denver on August 12, 2015. He and Ms. Fry will also be attending the Transit and Intercity Rail Capital Program kick off meeting in Sacramento to discuss the \$24 million grant that AVTA was awarded.
- A request for approval was submitted to the Federal Transit Administration (FTA) administrator for non-competitive procurements since there is only one company that manufactures 60 ft. and 45 ft. buses. He also met with Vince Valdes at FTA who has agreed to assist AVTA with this effort.
- The business development director from BYD will be attending the Antelope Valley Board of Trade luncheon on July 28 to discuss electric trucks.

### **MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:**

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

**ADJOURNMENT:**


Chairman Crist adjourned the meeting at 11:20 a.m. to the next Regular meeting of the Board of Directors on August 25, 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 25<sup>th</sup> day of AUGUST 2015.



\_\_\_\_\_  
Marvin Crist, Chairman

ATTEST:



\_\_\_\_\_  
Karen Darr, Clerk of the Board