



**Regular Meeting of the Board of Directors**

**Tuesday, August 23, 2016**

**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 10:01 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 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, Flanagan,  
and Underwood-Jacobs

Nays: None

Abstain: None

Absent: None

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

There were no public business items presented.

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

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

General Manager Hector Fuentes presented a plaque to the Employee of the Month Ashley Robinson. Mr. Fuentes announced that the Operator of the Month was Francisco Medrano; however, Mr. Medrano was unable to attend the meeting.

**SRP 2 RECOGNITION OF CORPORAL EDMUND BERRY, OPSEC SPECIALIZED PROTECTION, FOR HIS SERVICE TO AVTA**

Executive Director Len Engel presented a plaque to Corporal Edmund Berry for his service to AVTA.

**SRP 3 PRESENTATION OF AVTA EMPLOYEE OF THE QUARTER (APRIL 1 – JUNE 30, 2016)**

Mr. Engel presented a plaque to Customer Service Representative Diane Tuminaro.

**SRP 4 LEGISLATIVE REPORT FOR AUGUST 2016**

Grants Administrator Judy Fry presented the legislative update for August 2016 and announced that AVTA, in partnership with the Antelope Valley Air Quality Management District (AVAQMD), received \$6.84 million from the California State Transportation Agency (CalSTA). The grant will purchase 10 zero-emission 40-foot local transit buses and 10 zero-emission vanpool vehicles. She also explained the State's \$7.4 billion funding package. There was no federal activity during August since Congress was not in session.

The Board discussed how the vanpool vehicles and program will be administered and requested staff to keep non-profit organizations informed during the implementation process. Mr. Engel responded that AVTA is partnering with Green Commuter, the company that will manage the program. The Board congratulated staff for receiving the CalSTA grant.

**SRP 5 FISCAL YEAR 2015/2016 (FY16) FOURTH QUARTER MAINTENANCE KEY PERFORMANCE INDICATORS (KPI) REPORT (APRIL 1 – JUNE 30, 2016)**

Director of Fleet and Facilities Mark Perry presented the FY16 Fourth Quarter Maintenance KPI report. The Board discussed these items: including information from the prior quarter for comparison in future reports, providing explanatory notes on the PowerPoint presentations to ensure that the public

understands the data, and coordinating with BYD to produce a driver's manual and/or using a driving simulator to improve operator driving proficiency. Director Hofbauer suggested establishing a recognition program for efficient electric bus operators.

**Motion: Receive and file the FY16 Fourth Quarter Maintenance KPI Report for the period covering April 1 through June 30, 2016.**

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, Flanagan, and Underwood-Jacobs  
Nays: None  
Abstain: None  
Absent: None

#### **SRP 6 FY16 FOURTH QUARTER SYSTEMWIDE KPI REPORT (APRIL 1 – JUNE 30, 2016)**

Senior Planning Officer Dieter Aragon presented the FY16 Fourth Quarter Systemwide KPI report and explained the College Student Pass Program. Mr. Engel discussed the grants that AVTA received due to partnerships with Antelope Valley College (AVC), AVAQMD, and other transit agencies. The Board discussed ridership versus revenue data, in particular, grant funds used to cover the cost of the Senior Pass Program.

Vice Chair Knippel thanked BYD and AVTA for the \$50,000 endowment that will support the zero-emission automotive program at AVC.

**Motion: Receive and file the FY16 Fourth Quarter Systemwide KPI Report for the period covering April 1 through June 30, 2016.**

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, Flanagan, and Underwood-Jacobs  
Nays: None  
Abstain: None  
Absent: None

#### **SRP 7 ORIGIN AND DESTINATION STUDY**

Mr. Aragon explained the purpose of the study and introduced Jim Moore of Moore & Associates, who detailed the study's objectives, methodology and findings. He noted that the survey results were compiled in a spreadsheet that was available for review. The Board discussed the percentage difference between the number of evaluators completing the survey versus the number of individual riders completing the survey, common origins and destinations, improving bus stops, and the convenience of purchasing various fare media.

Chairman Crist directed staff to research installing solar air conditioning systems in the bus stop structures and possibly using a grant to fund this effort.

**Motion: Receive and file the Origin and Destination Study.**

Moved by Director Hofbauer, seconded by Director Flanagan

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

**CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES OF JULY 26, 2016 – KAREN DARR**

Approve the Board of Directors Regular Meeting Minutes of July 26, 2016.

**CC 2 FINANCIAL REPORTS FOR JUNE and JULY 2016 – COLBY KONISEK**

Receive and file the financial reports for June and July 2016.

**CC 3 FY16 FOURTH QUARTER CAPITAL RESERVES REPORT (APRIL 1 – JUNE 30, 2016) – COLBY KONISEK**

Receive and file the FY16 Fourth Quarter Capital Reserves Report for the period covering April 1 through June 30, 2016.

**CC 4 GRANT STATUS REPORT THROUGH THE END OF FY16 – JUDY FRY**

Receive and file the Grant Status Report through the end of FY16.

**Motion: Approve the Consent Calendar**

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, Flanagan, and Underwood-Jacobs  
Nays: None  
Abstain: None  
Absent: None

**NEW BUSINESS (NB):**

**NB 1 AWARD SOLE RESPONDENT CONTRACT #2017-01 TO CONSTRUCT 85 ELECTRIC BUS CHARGING STATIONS AT AVTA OFFICES AND MAINTENANCE FACILITY**

Procurement and Contracts Officer Lyle Block presented the staff report. The Board discussed the number of vendors that responded and ensured that the project would employ qualified electricians. Chairman Crist directed Mr. Engel to contact the electrical union to confirm that the contract uses the correct verbiage.

**Motion: Authorize the Executive Director to execute Sole Respondent Contract #2017-01 for 85 Electric Bus Charging Stations at AVTA Offices and Maintenance Facility, to Taff Electric Company, Ventura, CA, for the amount of \$3,938,407.80, plus applicable permit fees and sales tax.**

Moved by Director Hofbauer, seconded by Vice Chair Knippel

Vote: Motion carried (6-0-0)

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

Nays: None

Abstain: None

Absent: None

**REPORTS AND ANNOUNCEMENTS (RA):**

**RA 1 Report by Executive Director/CEO Len Engel**

- He will attend the third Air Resources Board Advanced Clean Transit (ACT) Workgroup meeting on Monday, August 29, 2016 in Sacramento to discuss their goal of having 100% zero emission bus fleets in California by 2040.
- Staff is working with Green Commuter on a grant, which is due August 26 and could provide an additional 50 zero-emission vanpool vehicles; Green Commuter will provide the local match.
- He will meet with Chief Financial Officer Colby Konisek, and Grants Administrator Judy Fry on August 25 to discuss local match funds, current grant awards, and future grant opportunities.

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

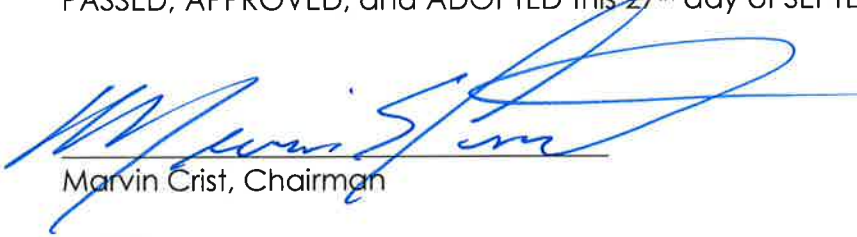
There were no miscellaneous business – non-agenda Board of Directors items presented.

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**ADJOURNMENT:**

Chairman Crist adjourned the meeting at 11:12 a.m. to the next Regular meeting of the Board of Directors on September 27, 2016 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 27<sup>th</sup> day of SEPTEMBER 2016.



Marvin Crist, Chairman

ATTEST:



Karen Darr, Clerk of the Board