



Regular Meeting of the Board of Directors

Tuesday, May 22, 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 10:03 a.m.

PLEDGE OF ALLEGIANCE:

Director Hofbauer led the Pledge of Allegiance.

ROLL CALL:

Present

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

Absent

Director Austin Bishop

APPROVAL OF AGENDA:

Chairman Crist noted that Len Engel, Executive Director/CEO, will present Special Reports, Presentations, and Requests for Direction Item 2 - Legislative Report for May 2018 and the contract terms may change for New Business Item 6 - Executive Director/Chief Executive Officer Employment Agreement.

Motion: Approve the agenda as amended.

Moved by Director Underwood-Jacobs, seconded by Director Hofbauer

Vote: Motion carried (5-0-0-1)

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

Nays: None

Abstain: None

Absent: Director Bishop

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

James Stouvenel – spoke about issues he is having with booking rides on the Dial-A-Ride service. Norm Hickling, Chief Operating Officer, will investigate the issue.

Fran Sereseres – complimented the City of Lancaster staff for the improvements made to the area around Avenue I and 32nd St. E. She also spoke about transportation for veterans to the Los Angeles area, the contractual rate increase for Dial-A-Ride service included in AVTA's Fiscal Year 2018/2019 Proposed Business Plan, and the Northeast Valley Metrolink Transit Center upgrades. Mr. Hickling confirmed that the veterans ride free and that staff is researching adding a stop on the Route 786 – Century City/West Los Angeles to the VA Hospital in Westwood as part of the 2018 summer service changes.

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

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

Hector Fuentes, Transdev General Manager, presented plaques to the Employee of the Month Patricia Lewis and Operator of the Month Ahmed Kahn.

SRP 2 LEGISLATIVE REPORT FOR MAY 2018

Len Engel, Executive Director/CEO, presented information regarding the formula allocations for fiscal years 2018 and 2019. He stated that Assembly Bill (AB) 2304 – Transit Pass Program and AB2418 – Emerging Technologies California Smart Cities Challenge Grant Program have been referred to the appropriation suspense file. AB1969 – Transportation funds: transportation planning agencies: transit operators: fare revenue ratios: exemptions have been withdrawn at the request of the author. AB3124 – Length Limitations: Buses: bicycle transportation devices will proceed.

The AVTA will receive funds from the Transit and Intercity Rail Capital Program #3 (TIRCP3) grant to use toward the cost of four commuter buses, three transit buses, three transit connection centers, and secondary bus chargers. Therefore, the AVTA will meet its "Green by 2018" goal. There was no discussion regarding this item.

SRP 3 FISCAL YEAR 2017/2018 (FY18) THIRD QUARTER SYSTEM-WIDE KEY PERFORMANCE INDICATORS (KPI) REPORT (JANUARY 1 – MARCH 31, 2018)

Norm Hickling, Chief Operating Officer, presented the Third Quarter System-wide KPI report. The Board discussed the farebox recovery ratio and requested staff include a footnote for that indicator that reads veterans, seniors, and disabled passengers ride free. Staff was further directed to add a column comparing AVTA's performance with the performance of peer transit agencies.

Motion: Receive and file the FY18 Third Quarter System-Wide KPI Report for the period covering January 1 through March 31, 2018.

Moved by Director Hofbauer, seconded by Director Flanagan

Vote: Motion carried (5-0-0-1)

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

Nays: None

Abstain: None

Absent: Director Bishop

CONSENT CALENDAR (CC):

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF APRIL 24, 2018

Approve the Board of Directors Regular Meeting Minutes of April 24, 2018.

CC 2 FINANCIAL REPORTS FOR MARCH AND APRIL 2018

Receive and file the financial reports for March and April 2018.

CC 3 FY18 THIRD QUARTER CAPITAL RESERVE REPORT (JANUARY 1 – MARCH 31, 2018)

Receive and file the FY18 Third Quarter Capital Reserve Report for the period covering January 1 through March 31, 2018.

CC 4 FY18 GRANT STATUS REPORT THROUGH MAY 14, 2018

Receive and file the FY18 Grant Status Report through May 14, 2018.

CC 5 APPROVE MASTER CONTRACT #2018-28 AND FUNDING AUTHORIZATION LETTER WITH LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) FOR TRANSIT LAW ENFORCEMENT SERVICES

Authorize the Executive Director/CEO to execute two documents for LASD for transit law enforcement services: (1) Master Contract No. 2018-28, for five-year term starting July 1, 2018 through June 30, 2023; and (2)

Funding Authorization Letter in the amount of \$120,000 for Fiscal Year 2018/2019 (FY19).

CC 6 FISCAL YEAR 2018/2019 (FY19) WORKERS' COMPENSATION, PROPERTY AND CASUALTY INSURANCE POLICIES UNDER CONTRACT #2013-022 WITH VINSA, INC.

Authorize the Executive Director to purchase insurance for an amount not to exceed \$384,986 under Contract #2013-22 with Vinsa, Inc., Lancaster, CA.

Motion: Approve the Consent Calendar.

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

Vote: Motion carried (5-0-0-1)

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

Nays: None

Abstain: None

Absent: Director Bishop

NEW BUSINESS (NB):

NB 1 FISCAL YEAR 2018/2019 (FY19) PROPOSED BUSINESS PLAN

Mr. Engel presented the FY19 Proposed Business Plan. The Board discussed the name of the bus service for Antelope Valley College, Dial-A-Ride operating hours, delivery of the electric buses, and the disposition of the buses having reached their useful life.

Motion: Approve the FY19 Proposed Business Plan.

Moved by Director Hofbauer, seconded by Director Flanagan

Vote: Motion carried (5-0-0-1)

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

Nays: None

Abstain: None

Absent: Director Bishop

NB 2 RANGES AND CLASSIFICATIONS

Williene Jones, Human Resources and Benefits Coordinator, presented the staff report.

Motion: Approve the revised salary ranges and position title effective the applicable date.

Moved by Director Flanagan, seconded by Vice Chair Knippel

Vote: Motion carried (5-0-0-1)

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

Nays: None

Abstain: None

Absent: Director Bishop

NB 3 PROPOSED BUS STOP GUIDELINES

Jim Moore, Planning Consultant, Moore & Associates, Inc. presented the staff report. Director Flanagan requested the following correction (shown in red) be made to Section 1. Bus Stop Placement: Developers are encouraged to support ready access to bus stops near or within their respective developments, such as openings or gates in block walls.

Motion: (1) Adopt the proposed Bus Stop Guidelines with the noted correction; (2) Direct staff to continue to work with the Technical Advisory Committee (TAC) on a Bus Stop Improvement Program for the agency; and (3) Direct staff to identify funding to support the continued improvement of bus stops throughout the Antelope Valley.

Moved by Vice Chair Knippel, seconded by Director Hofbauer

Vote: Motion carried (5-0-0-1)

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

Nays: None

Abstain: None

Absent: Director Bishop

NB 4 EXERCISE THE FINAL TWO-YEAR OPTION FOR CONTRACT #2011-032 WITH TRANSDEV FOR FIXED ROUTE TRANSIT OPERATIONS AND MAINTENANCE SERVICES

The Board waived presentation of the staff report and thanked Transdev for their continued partnership and support.

Motion: Authorize the Executive Director/CEO to negotiate and execute last two-year option to Contract #2011-032 with Transdev for fixed route operations and maintenance services effective January 1, 2020.

Moved by Vice Chair Knippel, seconded by Director Flanagan

Vote: Motion carried (5-0-0-1)

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

Nays: None

Abstain: None

Absent: Director Bishop

NB 5 SHARED RESOURCES AGREEMENT BETWEEN THE ANTELOPE VALLEY TRANSIT AUTHORITY (AVTA), FOOTHILL TRANSIT, AND LOS ANGELES DEPARTMENT OF TRANSPORTATION (LADOT) – OPERATIONS AND PARKING OF COMMUTER BUSES IN DOWNTOWN LOS ANGELES

Mr. Hickling presented the staff report. The Board directed staff to coordinate the installation of a charging station at the parking facility.

Motion: Authorize the Executive Director/CEO to negotiate and execute a Shared Resources Agreement between the AVTA, Foothill Transit, and LADOT to support the construction and operation of downtown Los Angeles commuter vehicle parking facilities. The facilities will support the operation of zero-emission, battery-electric coaches serving Los Angeles Union Station (Route 785).

Moved by Director Hofbauer, seconded by Director Flanagan

Vote: Motion carried (5-0-0-1)

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

Nays: None

Abstain: None

Absent: Director Bishop

CLOSED SESSION (CS):

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

Allison Burns, General Counsel, presented the items 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
- CS 6 Public Employee Appointment – 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 10:54 a.m.

RECONVENE TO PUBLIC SESSION

The Board reconvened to Public Session at 11:55 a.m.

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

Ms. Burns stated the Board discussed CS 2, 5, and 6 and gave direction to staff and legal counsel. There was no reportable action.

NB 6 AGREEMENT WITH EXECUTIVE DIRECTOR/CEO – ALLISON BURNS

Ms. Burns recommended the Board approve the agreement with the Executive Director/CEO subject to non-substantive revisions per the Chairman and legal counsel as well as changes to the base term of the contract, contract extension, severance pay, base salary, R.V. parking, and numbers two (life insurance) and six (California Public Employees' Retirement System (CALPERS) under the fringe benefits section.

Motion: Approve the Executive Director/CEO Employment Agreement with the noted changes.

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

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

Mr. Macy Neshati, AVTA's new Executive Director/CEO, thanked the Board and stated it is an honor and privilege to serve the Antelope Valley community.

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Executive Director/CEO Len Engel

Thanked the Board and stated how much he appreciated the opportunity to serve as the Executive Director/CEO of the AVTA.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

Director Flanagan commented on the need for transfers and requested that staff work on this issue.

Chairman Crist thanked Mr. Engel for his dedication and leadership on behalf of the Board Members.

ADJOURNMENT:

The meeting was adjourned at 11:59 a.m. in memory of Christopher Flanagan, Director Michelle Flanagan's son.


The next Regular meeting of the Board of Directors will be held on June 26, 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 26th day of JUNE, 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.