



**Regular Meeting of the Board of Directors  
Tuesday, August 28, 2018  
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 10:07 a.m.

**PLEDGE OF ALLEGIANCE**

Director Juan Carrillo led the Pledge of Allegiance. Chairman Crist noted Mayor Pro Tem/Councilmember District 4 Carrillo, representative for the City of Palmdale, was sworn in prior to the meeting.

**ROLL CALL:**

Present

Chairman Marvin Crist  
Vice Chair Dianne Knippel  
Alternate Director Raj Malhi (Director Angela Underwood–Jacobs absent)  
Director Michelle Flanagan  
Director Juan Carrillo

Absent

Director Steve Hofbauer

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

Fran Sereseres – Thanked the Board and staff for adding the stop at Avenue O-8 and stated there will be a meeting regarding the High Speed Rail on September 12, 2018 at 5:30 p.m. at Sgt. Steve Owen Memorial Park.

**SRP 1 PRESENTATION TO OPERATOR IRECE WILLIAMS FOR GOING ABOVE AND BEYOND TO HELP A CHILD IN NEED**

Norm Hickling, Director of Development Services/DBE Officer, presented Operator Irece Williams with an award for helping a child in need of assistance. Director Carrillo presented her with a Certificate of Recognition from the City of Palmdale. Ms. Williams thanked the Board for recognizing her.

**SRP 2 PRESENTATION TO TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR JULY 2018**

Mike Sorensen, Operations Manager, presented plaques to the Employee of the Month Heyzel Zapata and the Operator of the Month Phillip Winston.

**SRP 3 LEGISLATIVE REPORT FOR AUGUST 2018**

Judy Vaccaro-Fry, Director of Finance and Administration, presented information regarding the FY19 Transportation Housing and Urban Development appropriations bill, which included \$1 billion for the Better Utilizing Investments to Leverage Development Grants program; the amendment regarding the one-year ban on any new procurements of mass transit rail cars or buses from companies owned or subsidized by the government of the People's Republic of China; and LoNo Grant awards.

Information was also provided regarding Senate Bill 1119 – Low Carbon Transit Operation Program, Assembly Bill (AB) 2034 – Human Trafficking, (AB) 2304 – Transit Pass Program, and AB 2877 – Vehicular Air Pollution.

The Board discussed the amendment regarding the one-year ban.

Director Hofbauer arrived at 10:25 a.m.

**SRP 4 FISCAL YEAR 2017/2018 (FY18) FOURTH QUARTER SYSTEM-WIDE KEY PERFORMANCE INDICATORS (KPI) REPORT (APRIL 1 – JUNE 30, 2018)**

Mr. Hickling presented the FY18 KPI report and comparison information between the AVTA and other transit agencies. The Board discussed the types of buses that are causing the service interruptions, types of complaints, and established targets.

**Motion: Receive and file the FY18 Fourth Quarter System-Wide KPI Report for the period covering April 1 through June 30, 2018.**

Moved by Director Hofbauer, seconded by Director Flanagan

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

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Flanagan, Carrillo, and Alternate Director Malhi

Nays: None

Abstain: None

Absent: None

**SPR 5 REPORT BY AND DIRECTION TO GENERAL COUNSEL REGARDING POSSIBLE JOINT POWERS AGREEMENT (JPA) AMENDMENT**

Allison Burns, General Counsel, presented a report regarding the appointment of alternate directors for the cities of Lancaster and Palmdale. The Board discussed the reason for the request and the wording in the JPA regarding the appointment of an alternate for the cities.

Ms. Burns stated this issue could be addressed in two ways. One would be to do nothing and two would be to amend the JPA to clarify this issue. She recommended amending the language to read: one or more alternate directors selected by each city. The Chairman directed Ms. Burns to present the proposed JPA amendment at the September 25, 2018 Board meeting.

**CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES OF JULY 24, 2018**

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

**CC 2 FINANCIAL REPORTS FOR JUNE AND JULY 2018**

Receive and file the financial reports for June and July 2018

**CC 3 FY18 FOURTH QUARTER CAPITAL RESERVE REPORT (APRIL 1 – JUNE 30, 2018)**

Receive and file the FY18 Fourth Quarter Capital Reserve Report for the period covering April 1 through June 30, 2018.

**CC 4 FY18 GRANT STATUS REPORT THROUGH AUGUST 8, 2018**

Receive and file the FY18 Grant Status Report through August 8, 2018.

**CC 5 RESOLUTION NO. 2018-019, AUTHORIZING THE EXECUTIVE DIRECTOR/CEO TO EXECUTE AGREEMENTS NECESSARY FOR THE SERVER ROOM UPGRADE PROJECT WITH FUNDS FROM THE**

**CALIFORNIA STATE OF GOOD REPAIR PROGRAM FOR FISCAL YEAR 2018/2019 (FY19)**

Adopt Resolution No. 2018-019, a Resolution of the Board of Directors of the Antelope Valley Transit Authority authorizing the Executive Director/CEO to execute agreements necessary for the server room upgrade project with funds from the California State of Good Repair Program for FY19.

**CC 6 RESOLUTION NO. 2018-020, AUTHORIZING THE EXECUTION OF A MASTER AGREEMENT, BASELINE AGREEMENT AND PROGRAM SUPPLEMENTS FOR STATE-FUNDED TRANSIT PROJECTS**

Adopt Resolution No. 2018-020, a Resolution of the Board of Directors of the Antelope Valley Transit Authority authorizing the execution of a master agreement, baseline agreement and program supplements for State-funded transit projects.

**Motion: Approve the Consent Calendar.**

Moved by Vice Chair Knippel, seconded by Director Flanagan

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

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Flanagan, Carrillo, and Alternate Director Malhi

Nays: None

Abstain: None

Absent: None

**NEW BUSINESS (NB):**

**NB 1 CUBIC TRANSPORTATION SYSTEMS, INC. – FAREBOX EQUIPMENT AND TAP VALIDATOR UPGRADE PROJECT**

Mr. Hickling presented the staff report.

**Motion: Authorize the Executive Director/CEO to negotiate and execute a contract with CUBIC Transportation Systems, Inc. (Attachment A), to support the preparation and installation of 75 DCU/farebox upgrade kits, 10 DCU/farebox kit spares, new farebox lids, and one garage computer for the system.**

Moved by Vice Chair Knippel, seconded by Director Carrillo

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

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Flanagan, Carrillo, and Alternate Director Malhi

Nays: None

Abstain: None

Absent: None

**REPORTS AND ANNOUNCEMENTS (RA):**

RA 1 Report by the Executive Director/CEO

Mr. Neshati presented his accomplishments since he became Executive Director/CEO of the Agency and invited the Board to provide him with a report card rating his progress.

- Commuter service to Mojave Spaceport and Edwards Air Force Base is tentatively scheduled to begin on October 1, 2018. A circulator service may be implemented around the base.
- Local transit service to Northrop Grumman, Boeing and Lockheed Martin is tentatively scheduled to begin December 1, 2018.
- Meeting with Antelope Valley Hospital and Palmdale Regional Medical Center staff to discuss installing bus stops on or near their facilities.
- Coordinating transportation needs for employees who travel from the Antelope Valley to Santa Clarita.
- Creating Welcome to the Antelope Valley kits with transportation information to distribute to new residents.
- Implemented service between the Antelope Valley College's Lancaster campus and their Palmdale Center
- Added bus stops at the West Los Angeles Veteran's Administration Medical Center and Sierra Highway/Avenue O-8.
- Evaluated and improved fare collection methods.

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

Chairman Crist complimented Mr. Neshati and Kelly Miller, Community Outreach Specialist, regarding the great job they did promoting the 2018 Antelope Valley Fair.

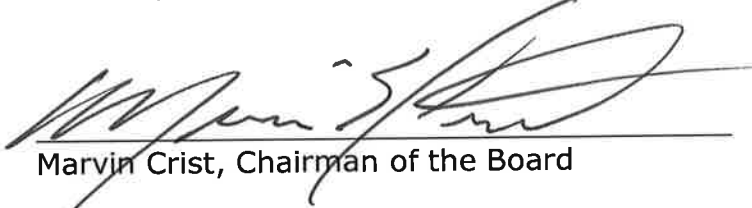
Director Hofbauer stated that staff did a great job organizing the ribbon-cutting event to announce the new bus stop at Avenue O-8 and Sierra Highway.

Director Carrillo stated he looks forward to being a part of the AVTA Board.

**ADJOURNMENT:**

Chairman Crist adjourned the meeting at 11:04 a.m. to the next Regular Meeting of the Board of Directors on September 25, 2018 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6<sup>th</sup> Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 25<sup>th</sup> day of SEPTEMBER, 2018



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Marvin Crist, Chairman of the Board

ATTEST:



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Karen S. Darr, Clerk of the Board

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