

# AVTA

## ANTELOPE VALLEY TRANSIT AUTHORITY

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**Regular Meeting of the Board of Directors  
Tuesday, February 26, 2013  
10:00 a.m.**

Antelope Valley Transit Authority Board Room  
42210 6<sup>th</sup> Street West, Lancaster, California  
www.avta.com

### OFFICIAL MINUTES

#### CALL TO ORDER

Chairman Hickling called the meeting to order at 10:10 a.m.

#### PLEDGE OF ALLEGIANCE

Alternate Director Sandra Johnson led the Pledge of Allegiance.

#### ROLL CALL:

##### Present

Chairman Norm Hickling

Vice Chairman Marvin Crist

Director Michael Cano

Director Steve Hofbauer

Alternate Director Sandra Johnson (for Ken Mann, City of Lancaster)

##### Absent

Director Tom Lackey

#### **Motion: Excuse the absence of Director Lackey.**

Moved by Vice Chairman Crist, seconded by Director Cano

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

Yeas: Chairman Hickling, Vice Chairman Crist, Directors Cano and Hofbauer, and Alternate Director Johnson

Nays: None

Abstain: None

Absent: Director Lackey

## **APPROVAL OF AGENDA**

### **Motion: Approve the agenda as comprised.**

Moved by Vice Chairman Crist, seconded by Director Hofbauer

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

Yeas: Chairman Hickling, Vice Chairman Crist, Directors Cano and Hofbauer, and Alternate Director Johnson

Nays: None

Abstain: None

Absent: Director Lackey

## **PUBLIC BUSINESS FROM THE FLOOR:**

There was no public business presented.

## **MISCELLANEOUS BUSINESS – NON-AGENDA ITEMS:**

Executive Director Kamal Al-Khatib, Guidance Charter School, requested the installation of a bus stop at their new high school campus located at 37230 37<sup>th</sup> St. E. in Palmdale. He also presented a letter to the Board detailing his request and added that city of Palmdale representatives support his request. The Board directed Mr. Al-Khatib to discuss this item with Senior Transit Analyst Dietter Aragon or Executive Director Julie Austin.

## **PUBLIC HEARING:**

### **PH 1 Potential Service Modifications**

Senior Transit Analyst Dietter Aragon presented the summary and cost analysis for the proposed service enhancements for Local Routes 1, 6, 10, and new Local Route 15, Commuter Routes 785, 786, 787, the North County TRANSporter, and Lake LA Express. He included staff's community outreach efforts and customer feedback.

The Board discussed how the quality of service and jurisdictional mileage would be affected if the Lake LA Express service modification was approved; the elimination of the bus stop located at Division St. and Avenue L.; and the possibility of connecting Commuter Route 787 to Metro's Orange Line to increase ridership.

Chairman Hickling recessed for a break at 11:15 a.m. and reconvened the meeting at 11:25 a.m.

Chairman Hickling opened the Public Hearing. General Counsel D. Craig Fox stated that due to a potential conflict of interest for Alternate Director Sandra Johnson, the Board should hear public testimony regarding proposed changes to the Route 10 first. The Board concurred. Alternate Director Johnson recused herself from the discussion and left the meeting.

There was no testimony regarding the Route 10 modifications. Chair Hickling closed the Public Hearing for the Route 10. There was no objection from the Board.

**Motion: Approve the service modification to the Route 10 effective March 25, 2013.**

Moved by Vice Chairman Crist, seconded by Director Hofbauer

Vote: Motion carried (4-0-1-1)  
Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Cano and Hofbauer  
Nays: None  
Abstain: Alternate Director Johnson  
Absent: Director Lackey

Alternate Director Johnson returned to the meeting.

Chairman Hickling opened the Public Hearing for the remaining proposed route modifications. Comments were received from the following members of the public:

Route 6

- Rhonda Gallion opposed the proposed time change of 5:30 a.m. to 6:30 a.m.

Lake LA Express

- Maricela Rivera spoke in opposition of the proposed modification and submitted 20 letters and a petition signed by eight Lake Los Angeles residents who also opposed the modification.
- Teresa Venegas opposed eliminating the stop at 170<sup>th</sup> St. E and E. Avenue K-8.
- Tyrone Pollard stated that the public outreach meeting was held at 8:00 p.m.; however, the last bus was at 7:45 p.m. and many residents could not attend to express their opposition.
- Pamela Darby, Maria Malagon, and Caryl Nuckles spoke in opposition of the proposed changes.
- Elizabeth Garrett opposed the changes and submitted a petition signed by 63 riders.

- Ardis Mays opposed the changes and thanked the Board and staff for providing the opportunity to speak on the proposed modifications.
- Sandy Ilson requested that the stop located at 170<sup>th</sup> St. E. and Avenue K-8 be improved. Staff was directed to review the stop.

#### Rosamond Service

- Lilian Moreno requested bus service from Rosamond to Lancaster and surrounding areas. Chairman Hickling directed staff to meet with the Rosamond Community Services District, Kern County Supervisor 2<sup>nd</sup> District Zack Scrivner, and Ms. Moreno to discuss this issue.

#### Routes 2 and 3

- Eduardo Quejedo and Gilberta Olivas requested that staff increase the frequency of the routes to 45 minutes on the weekends and implement service on the holidays. Staff was directed to address this request.

#### Route 15

- Glenn Hoskins thanked staff for implementing the new route.

#### North County TRANSporter and Route 5

- Andrea Trigueiro requested that TRANSporter service extend to the Lancaster City Park; that a large bus be used consistently for the Route 5; and that the scheduled time be changed for departure at LCP from 6:38 a.m. to 6:40 a.m. to eliminate her need for a courtesy five on the Route 5.

#### Miscellaneous

- Shameekah Hogen commented on the safety of the drivers and riders.

Chair Hickling closed the Public Hearing. There was no objection from the Board. Mr. Aragon stated that the additional cost of leaving the Lake LA Express unchanged, in conjunction with implementation of the rest of the proposed service modifications, would be approximately \$10,000.

**Motion: Pull the proposed Lake LA Express modification from consideration.**

Moved by Vice Chairman Crist, seconded by Alternate Director Johnson

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

Yeas: Chairman Hickling, Vice Chairman Crist, Directors Cano and Hofbauer, and Alternate Director Johnson

Nays: None

Abstain: None

Absent: Director Lackey

**Motion: Approve the proposed service modifications to Local Routes 1, 6, 15, Commuter Routes 785, 786, 787, and the North County TRANSporter effective March 25, 2013.**

Moved by Director Hofbauer, seconded by Director Cano

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

Yeas: Chairman Hickling, Vice Chairman Crist, Directors Cano and Hofbauer, and Alternate Director Johnson

Nays: None

Abstain: None

Absent: Director Lackey

### **SPECIAL REPORTS and PRESENTATIONS:**

#### **SRP 1 Presentation of Veolia Operator of the Month**

Veolia Transportation General Manager Hector Fuentes announced that the Operator of the Month for January 2013 is Esther Herrera. Ms. Herrera was not present to receive her award.

#### **SRP 2 Presentation of AVTA Employee of the Quarter (October 1 – December 31, 2012)**

Executive Director Julie Austin presented Keith Walters with a plaque for Employee of the Quarter.

#### **SRP 3 FY13 Second Quarter Key Performance Indicators Report (October 1 – December 31, 2012)**

Mr. Aragon presented the staff report. The Board discussed how the farebox recovery is measured. Ms. Austin noted that additional farebox keys will be programmed so that operators can track when a rider is not paying the correct fare.

General Counsel D. Craig Fox stated that Alternate Director Johnson was absent from the January 22, 2013 and January 23, 2013 meetings and will abstain from voting on CC 1.

**CONSENT CALENDAR:**

- CC 1 Board of Directors Meeting Minutes for January 22, 2013 and January 23, 2013  
– Karen Darr

**Motion: Approve CC 1.**

Moved by Vice Chairman Crist, seconded by Director Hofbauer

Vote: Motion carried (4-0-1-1)

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Cano and Hofbauer

Nays: None

Abstain: Alternate Director Johnson

Absent: Director Lackey

- CC 2 Financial Reports for February 2013 – Colby Konisek

- CC 3 Certification and Assurances for California Emergency Management Agency (Cal EMA) Program (Resolution No. 2013-001) – Judy Vaccaro

- CC 4 2013 State Legislative Update – Wendy Williams

- CC 5 FY13 Second Quarter Grant Status Report (October 1 – December 31, 2012) – Judy Vaccaro

- CC 6 FY13 Second Quarter Capital Reserves Report (June 30, 2008 through December 31, 2012) – Colby Konisek

- CC 7 Procurement Outreach Program – Lyle Block

**Motion: Approve all items listed under the Consent Calendar except item 1.**

Moved by Vice Chairman Crist, seconded by Director Hofbauer

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

Yeas: Chairman Hickling, Vice Chairman Crist, Directors Cano and Hofbauer, and Alternate Director Johnson

Nays: None

Abstain: None

Absent: Director Lackey

**NEW BUSINESS:**

NB 1 FY13 Mid-Year Business Plan Adjustments

Director of Finance Colby Konisek presented the staff report and detailed the recommended adjustments. There was no discussion regarding this item.

**Motion: Approve the FY13 Mid-Year Business Plan and recommended adjustments.**

Moved by Vice Chairman Crist, seconded by Director Hofbauer

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

Yeas: Chairman Hickling, Vice Chairman Crist, Directors Cano and Hofbauer, and Alternate Director Johnson

Nays: None

Abstain: None

Absent: Director Lackey

NB 2 Fiscal Year 14 (FY14) Preliminary Business Plan Assumptions

Mr. Konisek presented the staff report. The Board discussed the fiscal impact of maintaining and/or increasing the Capital Reserve payments and Operating Reserve contribution levels.

**Motion: Approve the FY14 Preliminary Business Plan assumptions without a 3% increase to the Capital Reserve payment or Operating Reserve contribution and review a potential increase in the future.**

Moved by Vice Chairman Crist, seconded by Alternate Director Johnson

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

Yeas: Chairman Hickling, Vice Chairman Crist, Directors Cano and Hofbauer, and Alternate Director Johnson

Nays: None

Abstain: None

Absent: Director Lackey

NB 3 Proposed Changes to Vendor Pass Sales

Customer Service Supervisor Candice Rudolph presented the staff report.

The Board discussed partnering with Metrolink to use their ticket vending machines to sell AVTA products and where vendors are located within the Antelope Valley.

**Motion: Receive and file the new TAP Vendor Agreement.**

Moved by Vice Chairman Crist, seconded by Director Cano

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

Yeas: Chairman Hickling, Vice Chairman Crist, Directors Cano and Hofbauer, and Alternate Director Johnson

Nays: None

Abstain: None

Absent: Director Lackey

- NB 4 Change Order #8 to Contract #2011-014: Webb Brothers Construction (Phase II Facility Construction)

Fleet and Facilities Manager Mark Perry presented the revised staff report and provided an update regarding the transformer. The Board discussed the surplus solar power sold back to Edison from PV Phase II.

**Motion: Approve Construction Change Order (CCO) #8 to the Phase II Facility Construction Contract with Webb Brothers Construction in the net amount of \$33,613.21.**

Moved by Director Hofbauer, seconded by Chairman Hickling

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

Yeas: Chairman Hickling, Vice Chairman Crist, Directors Cano and Hofbauer, and Alternate Director Johnson

Nays: None

Abstain: None

Absent: Director Lackey

## **OLD BUSINESS**

- OB 1 Proposed Dial-a-Ride Policy Changes

Director of Maintenance and Operations Len Engel presented the staff report. The Board discussed the proposed policy changes and enforcement, and other paratransit options. Mr. Engel added that a notice will be mailed to clients advising them of the policy changes.

**Motion: Approve the following policy changes for AVTA Dial-A-Ride services: 1) Reduce the reservation window for Dial-A-Ride trips from three days to two days; 2) Reduce the number of trips that can be made in a single day by a client from four to three and increase enforcement of this policy; and 3) Change**



**the application of suspension for No Shows from three per month to three in a rolling 30-day period.**

Moved by Vice Chairman Crist, seconded by Director Hofbauer

Vote: Motion carried (5-0-0-1)  
Yeas: Chairman Hickling, Vice Chairman Crist, Directors Cano and Hofbauer, and Alternate Director Johnson  
Nays: None  
Abstain: None  
Absent: Director Lackey

**REPORTS AND ANNOUNCEMENTS:**

**RA 1 Executive Director's Report**

Executive Director Julie Austin gave a brief report as follows:

- The new monthly Board/TAC follow-up log, upcoming travel log, letters to Mayors Ledford and Parris regarding coordinated sheriff's department and staff's efforts to improve bus safety, and a handout detailing advertising for jurisdictional sponsored events are in Board member information folders.
- The fare analysis is on hold pending an evaluation of the fare evasion issue.
- On March 14, 2013, Mr. Engel will attend the Transit Mutual Assistance Compact in Santa Fe Springs where several transit agencies will discuss the regional mutual assistance agreement, conduct tabletop exercises, and identify topics that need addressed in the operational guide being developed for Southern California.
- The AVTA is joining in a consortium with LA Metro, Santa Clarita, and Victor Valley to develop specifications for a joint procurement of commuter coaches.
- Deputy Maselli is riding buses throughout the service area and conducting onboard checks at the transfer centers and various bus stop locations.
- Marketing Director Wendy Williams is attending the APTA Marketing Conference in Los Angeles.
- Chairman Hickling and Ms. Austin will attend the APTA Legislative Conference in Washington D.C. March 9 – 13.

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

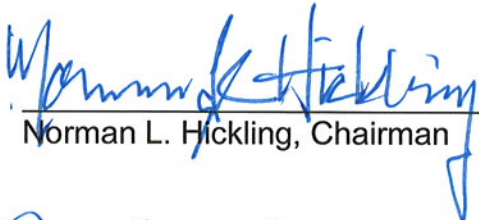
Staff and the Board briefly discussed the advertising program and possible expansion to include advertising at the bus stops.

**ADJOURNMENT:**

Chairman Hickling adjourned the meeting at 1:47.a. in memory of Helen Shambaugh, Mr. Engel's mother-in-law.

The next Regular Meeting of the Board of Directors will be on March 26, 2013 at 10:00 a.m. in the Antelope Valley Transit Authority Board Room, 42210 6<sup>th</sup> Street West, Lancaster, California.

PASSED, APPROVED, and ADOPTED this 26<sup>th</sup> day of March, 2013.

  
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Norman L. Hickling, Chairman

  
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Julie M. Austin, Secretary

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