



**Regular Meeting of the Board of Directors
Tuesday, July 24, 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

Absent

Director Michelle Flanagan

APPROVAL OF AGENDA:

Motion: Approve the agenda.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: None

Absent: Director Flanagan

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

Fran Sereseres – requested that Metrolink conductors open the doors prior to departure allowing passengers to board and get out of the heat and that additional shade cover should be installed on the Metrolink platform.

Jerel Arbaugh – stated there are issues with the Track-it system, Wi-Fi access, and detour notifications.

Charlotte Baxter – spoke about the trash at the temporary bus stop on Avenue K-8 by Sgt. Steve Owen Memorial Park.

Chairman Crist directed staff to resolve these issues.

SRP 1 PRESENTATIONS TO AVTA STAFF FOR 10 YEARS OF DEDICATED SERVICE

David Cadena, DeeAnna Cason, Mayra De Los Santos, Judy Fry, Williene Jones, and Diane Tuminaro were recognized for 10 years of outstanding and dedicated service.

SRP 2 PRESENTATION TO AVTA EMPLOYEE OF THE FOURTH QUARTER FOR FISCAL YEAR 2017/2018

Mark Perry, Director of Operations and Maintenance, presented the AVTA Employee of the Fourth Quarter award to Steve Willibrand, Information Technology Supervisor.

SRP 3 PRESENTATION TO TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR JUNE 2018

Hector Fuentes, Transdev General Manager, announced that the Employee of the Month was Robert Taylor and the Operator of the Month was Cynthia Johnson. However, Mr. Taylor and Ms. Johnson were unable to attend the meeting.

SRP 4 LEGISLATIVE REPORT FOR JULY 2018

Judy Fry, Director of Finance and Administration, provided information regarding the final rules for the Public Transportation Agency Safety Plan and Safety Certification Training Program, four FY19 appropriations bills (Transportation/HUD, Financial Services, Agriculture, Interior), and the BUILD and Bus & Bus Facilities discretionary grant opportunities.

She also provided an update regarding Assembly Bill (AB) 3124 (Length Limitations: Buses: bicycle transportation devices), AB2304 (Transit Pass Program), Senate Bill (SB) 1119 (Low Carbon Transit Operation Program), AB2034 (Human Trafficking), and AB2877 (Vehicular air pollution: nonemergency medical transport).

PUBLIC HEARING (PH):

PH 1 PUBLIC HEARING AND ADOPTION OF THE DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM AND GOAL-SETTING METHODOLOGY FOR FEDERAL FISCAL YEARS (FFY'S) 2019 THROUGH 2021 (OCTOBER 1, 2018 THROUGH SEPTEMBER 30, 2021)

Norm Hickling, Development Services/DBE Officer, presented the staff report.

Chairman Crist opened the Public Hearing. There was no public input regarding this item.

Chairman Crist closed the Public Hearing. There was no Board discussion regarding this item.

Motion: (1) Consider any public comments received; (2) Close the public comment period; (3) Approve the new DBE program, Overall Goal-Setting Methodology, and goal of 4%; and (4) Adopt Resolution No. 2018-017, a Resolution of the Board of Directors of the Antelope Valley Transit Authority approving the revised Federal Transit Administration required DBE Program and Overall Goal-Setting Methodology for FFY's 2019 through 2021.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: None

Absent: Director Flanagan

CONSENT CALENDAR (CC):

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF JUNE 26, 2018

Approve the Board of Directors Regular Meeting Minutes of June 26, 2018.

CC 2 FINANCIAL REPORTS FOR MAY AND JUNE 2018

Receive and file the financial reports for May and June 2018.

CC 3 FY18 FOURTH QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (APRIL 1 – JUNE 30, 2018)

Receive and file the FY18 Fourth Quarter LASD report for the period covering April 1 through June 30, 2018.

CC 4 RESOLUTION NO. 2018-011, AUTHORIZED AGENTS FOR THE CAP AND TRADE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)

Adopt Resolution No. 2018-011, a Resolution of the Board of Directors of the Antelope Valley Transit Authority updating the authorized agents as required for the Cap and Trade LCTOP Program.

CC 5 RESOLUTION NO. 2018-016, AUTHORIZED AGENTS FOR THE CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (CAL OES) GRANT PROGRAM

Adopt Resolution No. 2018-016, a Resolution of the Board of Directors of the Antelope Valley Transit Authority updating the authorized agents as required for the Cal OES Grant Program.

CC 6 AGENCY CREDIT CARD POLICY, AND PROCUREMENT POLICY AND PROCEDURES MANUAL – REVISION NO. 7

Approve the Agency's Credit Card Policy and Procurement Policy and Procedures Manual – Revision No. 7.

CC 7 RESOLUTION NO. 2018-018, INVESTMENT OF MONIES IN THE LOCAL AGENCY INVESTMENT FUND (LAIF)

Adopt Resolution No. 2018-018, a Resolution of the Board of Directors of the Antelope Valley Transit Authority authorizing the investment of monies in the LAIF.

CC 8 AMENDMENT #1 TO AVTA CONTRACT #2017-08 WITH ANTELOPE VALLEY COLLEGE (AVC) FOR THE CAMPUS CONNECT STUDENT PASS PROGRAM

Authorize the Executive Director/CEO to execute Amendment #1 to Contract #2017-08 with AVC for the Campus Connect Student Pass Program that adds three additional Academic School Years 2018/2019, 2019/2020 and 2020/2021, commencing on or about August 1 (Fall Semester) and ending on or about the following June 30 (Spring Semester).

Motion: Approve the Consent Calendar.

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

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

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

Nays: None

Abstain: None

Absent: Flanagan

NEW BUSINESS (NB):

NB 1 CONTRACT AWARD FOR AVTA ELECTRIC BUS CHARGING AT PALMDALE TRANSPORTATION CENTER

The Board waived the presentation of the staff report.

Motion: Authorize the Executive Director/CEO to execute Contract #2018-11 for the AVTA Electric Bus Charging at Palmdale Transportation Center to Amtek Construction, Whittier, CA, for the amount of \$353,547.78, plus applicable permit fees and sales tax.

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

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

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

Nays: None

Abstain: None

Absent: Flanagan

NB 2 2018 SUMMER/FALL SERVICE CHANGES

Addressing the Board on this matter.

Rick Norris – thanked staff for providing service to the VA Medical Center in West Los Angeles. He added that he presented a plan to the Veteran's Administration in Washington, D.C. that would allow veterans to receive urgent care services in the Antelope Valley and hopes that eventually all services will be available locally.

Mark Perry, Director of Operations and Maintenance, detailed the service changes that will go into effect August 20, 2018.

Fran Sereseres – asked if the veterans would ride free to the VA Medical Center. Mr. Hickling responded that veterans would pay a half fare.

The Board discussed the length of service between AVC's Lancaster Campus and its Palmdale Center and veterans riding free. The Board thanked staff for coordinating service between AVC's Lancaster and Palmdale sites and the VA Medical Center. The Chairman directed Mr. Hickling to return to the Board with the number of veterans that use the service along with a recommendation to allow them to ride free.

Motion: (1) Approve staff's proposed Summer/Fall 2018 local service schedule and service delivery plan; (2) Direct staff to work with Transdev's local management team to implement approved schedule and plan; and (3) Direct staff to continue to monitor local service performance and provide periodic status reports to the Board.

Moved by Vice Chair Knippel, seconded by Director Hofbauer

Vote: Motion Carried (4-0-0-1)
Yeas: Chairman Crist, Vice Chair Knippel, Director Hofbauer, Director Underwood-Jacobs
Nays: None
Abstain: None
Absent: Flanagan

NB 3 COMMUNITY WORKFORCE AGREEMENT BETWEEN THE LOS ANGELES/ORANGE COUNTIES BUILDING AND CONSTRUCTION TRADES COUNCIL AND THE SIGNATORY CRAFT COUNCILS AND UNIONS AND ANTELOPE VALLEY TRANSIT AUTHORITY

Addressing the Board on this matter.

Fran Sereseres – asked if the approval of this agreement would create jobs in the Antelope Valley.

Norm Hickling, Director of Development Services/DBE Officer, presented the staff report and noted the agreement will establish labor relations policies and procedures for the AVTA and craft employees represented by unions engaged in AVTA's facility improvement projects.

Addressing the Board on this matter.

Chris Hannon – spoke in favor of the agreement adding it will give first priority to veterans and students who have graduated from AVC's pre-apprenticeship classes and AV Youth Build.

Mitch Klein – explained the Helmets to Hardhats apprenticeship training program.

Kathryn Mac-Laren – spoke in favor of the community working together.

There was no Board discussion regarding this item.

Motion: Authorize the Executive Director/CEO to execute a Community Workforce Agreement. The agreement establishes labor relations policies and procedures for the Antelope Valley Transit Authority (AVTA) and craft employees represented by unions engaged in AVTA’s inductive battery-electric improvement projects. The duration of the agreement will be for a two-year term, with three one-year optional renewals upon mutual written agreement of the noted parties. The agreement will not exceed a five-year period.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

Vote: Motion Carried (4-0-0-1)
Yeas: Chairman Crist, Vice Chair Knippel, Director Hofbauer, Director Underwood-Jacobs
Nays: None
Abstain: None
Absent: Flanagan

CLOSED SESSION (CS):

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

Allison Burns, General Counsel, stated the Board did not need to recess to Closed Session.

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Executive Director/CEO Macy Neshati

Mr. Neshati presented the funding allocations and the budget impact to AVTA if Senate Bill 1 – Transportation Funding is repealed.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

Vice Chair Knippel thanked staff for bringing the AVC service to fruition.

Director Underwood-Jacobs echoed Ms. Mac-Laren’s comments regarding community partnerships.

ADJOURNMENT:


Chairman Crist adjourned the meeting at 11:01 a.m. to the next Regular meeting of the Board of Directors on August 28, 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 28th day of AUGUST, 2018



Marvin Crist, Chairman of the Board

ATTEST:



Karen S. Darr, Clerk of the Board

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