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**Regular Meeting of the Board of Directors**  
**Tuesday, April 23, 2019**  
**10:00 a.m.**

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

**OFFICIAL MINUTES**

**CALL TO ORDER**

Chairman Crist called the meeting to order at 10:01 a.m.

**PLEDGE OF ALLEGIANCE**

Director Loa led the Pledge of Allegiance.

**ROLL CALL:**

Present

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Angela Underwood-Jacobs, Director Michelle Flanagan, Director Richard Loa

Absent

Director Steve Hofbauer

**APPROVAL OF AGENDA**

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

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

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Underwood-Jacobs, Flanagan, Loa

Nays: None

Abstain: None

Absent: Director Hofbauer

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

Fran Sereseres – Stated she attended the North Los Angeles County Transportation Coalition meeting on April 22, 2019 and found it very interesting.

Michael Rives – Stated that his request for information was completely and promptly filled and found AVTA to be completely transparent. He added that he recently rode on the local electric and diesel buses and found them to be clean, on time, and pleasant to ride. He uses his Facebook page to encourage his friends and the public to discover the benefits of public transit.

Juan Blanco – Complimented staff on the Coffee4Vets outreach event to Edwards Air Force Base on March 26, 2019.

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

**SRP 1 RECOGNITION OF AVTA EMPLOYEE OF THE THIRD QUARTER (JANUARY 1 – MARCH 31, 2019) FOR FISCAL YEAR 2018/2019 (FY 2019)**

Director of Finance and Administration Judy Vaccaro-Fry presented the Employee of the Third Quarter award to Records Management Technician Francynn Tobar.

**SRP 2 RECOGNITION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR MARCH 2019**

Transdev Operations Manager Mike Sorensen presented plaques to the Employee of the Month Hugo Argueta and the Operator of the Month Charlyne Hester.

**SRP 3 LEGISLATIVE REPORT FOR APRIL 2019**

Ms. Vaccaro-Fry stated the Better Utilizing Investments to Leverage Development (BUILD) Transportation Discretionary Grant was announced on April 17, 2019. She also provided an update on transit-related State bills. In reference to the BUILD grant, she clarified the cities of Lancaster and Palmdale are categorized as urbanized areas. However, the AVTA service area also has a large rural population, which will be highlighted in the grant application.

**SRP 4 FY 2019 THIRD QUARTER OPERATIONS KEY PERFORMANCE INDICATORS (KPI) REPORT (JANUARY 1 – FEBRUARY 28, 2019)**

Senior Director of Operations and Planning Martin Tompkins presented the Operations KPI report for January and February 2019.

The discussion included the average cost per service hour, farebox recovery, and the corrective action staff is taking to improve on-time performance, reduce the number of complaints, and address fare evasion. Mr. Tompkins responded that he is working with Stantec, the consultant developing the Regional Transit Plan, to improve on-time performance and

the Authority's transit deputy to reduce fare evasion. He will contact peer agencies regarding how they manage their customer complaints and provide the results at the next Board meeting.

Chairman Crist directed staff to notify the public regarding the crackdown on fare evasion and added the cities of Palmdale and Lancaster will make officers available to ride the buses. Director of Maintenance and Operations Mark Perry was directed to provide a report projecting key performance indicators once the fleet conversion is complete at the May 28, 2019 Board meeting.

**SRP 5 FY 2019 THIRD QUARTER MAINTENANCE KPI REPORT (JANUARY 1 - MARCH 31, 2019)**

Director of Operations and Maintenance Mark Perry presented the FY 2019 Third Quarter Maintenance KPI report. The Board discussed fuel costs, the delivery schedule for the electric buses, and the Antelope Valley College's WAVE charging project.

**CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES OF MARCH 26, 2019**  
Approve the Board of Directors Regular Meeting Minutes of March 26, 2019.

**CC 2 FINANCIAL REPORT FOR MARCH 2019**  
Receive and file the financial report for March 2019.

**CC 3 FY19 THIRD QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (JANUARY 1 - MARCH 31, 2019)**  
Receive and file the FY19 Third Quarter LASD report for the period covering January 1 through March 31, 2019.

**Motion: Approve the Consent Calendar as comprised.**

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

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Underwood-Jacobs, Flanagan, Loa

Nays: None

Abstain: None

Absent: Director Hofbauer

**NEW BUSINESS (NB):**

**NB 1 NATIONAL GET ON BOARD DAY**

Executive Director/CEO Macy Neshati presented the staff report.

**Motion: Adopt a Proclamation establishing National Get on Board Day in the Antelope Valley on April 25, 2019.**

Moved by Vice Chair Knippel, seconded by Director Loa

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Underwood-Jacobs, Flanagan, Loa

Nays: None

Abstain: None

Absent: Director Hofbauer

**NB 2 FISCAL YEAR 2019/2020 (FY 2020) PRELIMINARY BUDGET ASSUMPTIONS**

Ms. Vaccaro-Fry presented the preliminary assumptions for the FY 2020 Budget. The Board discussed the cost of the expansion revenue vehicles for Edwards Air Force Base and Air Force Plant 42.

**Motion: Approve the Preliminary FY 2020 Budget Assumptions.**

Moved by Vice Chair Knippel, seconded by Director Flanagan

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Underwood-Jacobs, Flanagan, Loa

Nays: None

Abstain: None

Absent: Director Hofbauer

**NB 3 CONTRACT AMENDMENT NO. 3 TO CONTRACT #2019-04 WITH OPSEC SPECIALIZED PROTECTION FOR ADDITIONAL SECURITY GUARD SERVICES AT PALMDALE TRANSPORTATION CENTER (PTC)**

The Board waived the presentation of the staff report.

**Motion: Authorize the Executive Director/CEO to execute Amendment No. 3 to Contract #2019-04 for additional security guard services at PTC by OPSEC Specialized Protection.**

Moved by Vice Chair Knippel, seconded by Director Flanagan

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

**NB 4 CONTRACT AMENDMENT NO. 1 TO CONTRACT #2015-03 WITH TRANSDEV SERVICES, INC. FOR DIAL-A-RIDE PARATRANSIT SERVICES**

The Board waived the presentation of the staff report.

**Motion: Authorize the Executive Director/CEO to execute Amendment No. 1 to Contract #2015-03 with Transdev Services, Inc. for an additional amount of \$634,755 and six-month time extension.**

Moved by Vice Chair Knippel, seconded by Director Flanagan

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

**NB 5 ROUTE 1 AND JETHAWKS EARLY ACTION DEMONSTRATION PROJECTS**

Mr. Tompkins presented the staff report.

**Motion: Authorize the Executive Director/CEO to implement the Route 1 and Jethawks Express early action demonstration projects.**

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

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

**CLOSED SESSION (CS):**

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

General Counsel Allison Burns 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 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(c)  
Anticipated Litigation (two potential cases)
- CS 6 Public Employee Performance Evaluation – 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 11:04 a.m.

**RECONVENE TO PUBLIC SESSION**

The Board reconvened to Public Session at 11:16 a.m.

**REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION**

Ms. Burns reported the Board discussed CS 5 and 6 and provided direction to legal counsel. There was no reportable action.

**REPORTS AND ANNOUNCEMENTS (RA):**

RA 1 Report by the Executive Director/CEO Macy Neshati.

There was no report by Mr. Neshati.

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

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

**ADJOURNMENT:**

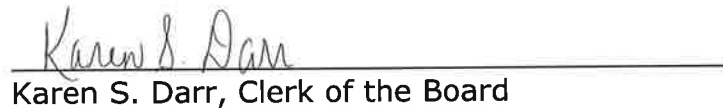
Chairman Crist adjourned the meeting at 11:17 a.m. to the Regular Meeting of the Board of Directors on May 28, 2019 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6<sup>th</sup> Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 28<sup>th</sup> day of MAY, 2019



Marvin Crist, Chairman of the Board

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.