



Regular Meeting of the Board of Directors

Tuesday, April 23, 2019

10:00 a.m.

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

AGENDA

For record keeping purposes, and if staff may need to contact you, we request that a speaker card, located at the Community Room entrance, be completed and deposited with the AVTA Clerk of the Board. This will then become public information. Please note that you do not have to complete this form or state your name to speak. A three-minute time limit will be imposed on all speakers other than staff members.

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please contact the Clerk of the Board at (661) 729-2206 at least 72 hours prior to the scheduled Board of Directors meeting.

Translation services for Limited English Proficiency (LEP) persons are also available by contacting the Clerk of the Board at least 72 hours prior to the meeting.

Please turn off, or set to vibrate, cell phones, pagers, and other electronic devices for the duration of this meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL:

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

APPROVAL OF AGENDA

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

If you would like to address the Board on any agendized or non-agendized items, you may present your comments at this time. Please complete a speaker card (available as you enter the Community Room) and provide it to the Clerk of the Board. Speaking clearly, state and spell your name for the record. **State law generally prohibits the Board of Directors from taking action on or discussing non-agenda items; therefore, your matter will be referred to the Authority's Executive Director/CEO for follow-up.** Each speaker is limited to three (3) minutes.

SPECIAL REPORTS, PRESENTATIONS, AND REQUESTS FOR DIRECTION (SRP): During this portion of the meeting, staff will present information not normally covered under regular meeting items. This information may include, but is not limited to budget presentations, staff conference presentations, or information from outside sources that relates to the transit industry. **Staff will seek direction as is necessary from the Board with regard to the following item(s).**

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

SRP 2 RECOGNITION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR MARCH 2019 – MIKE GIRARD

SRP 3 LEGISLATIVE REPORT FOR APRIL 2019 – JUDY VACCARO-FRY

SRP 4 FY 2019 THIRD QUARTER OPERATING KEY PERFORMANCE INDICATORS (KPI) REPORT (JANUARY 1 - MARCH 31, 2019) – MARTIN TOMPKINS

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

CONSENT CALENDAR (CC): Items 1 through 3 are consent items that may be received and filed and/or approved by the Board in a single motion. If any member of the Executive Board wishes to discuss a consent item, please request that the item be pulled for further discussion and potential action.

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF MARCH 26, 2019 – KAREN DARR

Recommended Action: Approve the Board of Directors Regular Meeting Minutes of March 26, 2019.

CC 2 FINANCIAL REPORT FOR MARCH 2019 – JUDY VACCARO-FRY

Recommended Action: 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) – KELLY MILLER

Recommended Action: Receive and file the FY19 Third Quarter LASD report for the period covering January 1 through March 31, 2019.

NEW BUSINESS (NB):

NB 1 NATIONAL GET ON BOARD DAY – MACY NESHATI

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

NB 2 FISCAL YEAR 2019/2020 (FY 2020) PRELIMINARY BUDGET ASSUMPTIONS – JUDY VACCARO-FRY

Recommended Action: Approve the Preliminary FY 2020 Budget Assumptions and provide direction to staff regarding fiscal priorities for the final FY 2020 Budget.

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

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

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

Recommended Action: 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.

NB 5 ROUTE 1 AND JETHAWKS EARLY ACTION DEMONSTRATION PROJECTS – MARTIN TOMPKINS

Recommended Action: Authorize the Executive Director/CEO to implement the demonstration projects as outlined in the staff report.

CLOSED SESSION (CS):

PRESENTATION BY LEGAL COUNSEL OF ITEM(S) 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

RECONVENE TO PUBLIC SESSION

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

REPORTS AND ANNOUNCEMENTS (RA):

- RA 1 Report by the Executive Director/CEO

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

During this portion of the meeting, Board Members may address non-agenda items by briefly responding to statements made or questions posed by the public, asking a question for clarification, making a brief announcement, or making a brief report

on their own activities. **State law generally prohibits the AVTA Board of Directors from taking action on or discussing items not on the agenda.** Matters will be referred to the Executive Director/CEO for follow-up.

ADJOURNMENT:

Adjourn 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 6th Street West, Lancaster, CA.

The agenda was posted by 5:00 p.m. on April 18, 2019 at the entrance to the Antelope Valley Transit Authority, 42210 6th Street West, Lancaster, CA 93534.

Copies of the staff reports and attachments or other written documentation relating to each proposed item of business on the agenda presented for discussion by the Board of Directors are on file in the Office of the Executive Director/CEO. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the AVTA to the Board of Directors less than 72 hours prior to that meeting are on file in the Office of the Executive Director/CEO. These documents are available for public inspection during regular business hours at the Customer Service window of the AVTA at 42210 6th Street West, Lancaster or by contacting the Clerk of the Board at (661) 729-2206.



Regular Meeting of the Board of Directors

Tuesday, March 26, 2019

10:00 a.m.

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

UNOFFICIAL MINUTES

CALL TO ORDER:

Chairman Crist called the meeting to order at 10:00 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, Director Richard Loa

APPROVAL OF AGENDA

Motion: Approve the agenda as comprised.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: None

Absent: None

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

Michael Rives – Expressed concerns regarding the amount of radiation generated by solar, electric batteries, solar farms, solar panels, and transmission lines, and the state's push to use alternative forms of energy. He requested copies of the environmental impact reports for the charging stations, maintenance records for the electric buses, the frequency of maintenance and amount of time the buses are

in the shop, and the number of AVTA-owned BYD electric buses that are on the street at one time. Chairman Crist directed Executive Director/CEO Macy Neshati to meet with Mr. Rives to address his request.

Fran Sereseres – Inquired about Access Services, the local ADA complimentary paratransit service.

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

SRP 1 RECOGNITION OF TAMMIE HOLLADAY FOR HER SERVICE AS AN AVTA TRANSIT ADVISORY COMMITTEE (TAC) MEMBER REPRESENTING THE CITY OF LANCASTER

Mr. Neshati presented an award to Ms. Holladay for her service as a TAC member.

SRP 2 RECOGNITION OF ANN MEINERS FOR HER SERVICE AS AN AVTA TAC MEMBER REPRESENTING THE COUNTY OF LOS ANGELES

Mr. Neshati presented an award to Ms. Meiners for her service as a TAC member and in recognition of her retirement from the County of Los Angeles. Chuck Bostwick, representing Supervisor Barger's office, and Vice Chair Knippel and Directors Flanagan, Hofbauer, Loa, and Underwood-Jacobs presented Ms. Meiners with Certificates of Recognition from their respective jurisdictions. Ms. Meiners thanked the Board for recognizing her and spoke about her 25 years of service as a TAC member.

SRP 3 RECOGNITION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR FEBRUARY 2019

Transdev General Manager Martin Tompkins presented plaques to the Employee of the Month Gloria Guzman and the Operator of the Month Catalina Chacon.

SRP 4 LEGISLATIVE REPORT FOR MARCH 2019

Director of Finance and Administration Judy Vaccaro-Fry presented information regarding AVTA's federal appropriations for FY19 and previous fiscal years, LACMTA FY20 draft funding marks, the Low or No Emission Vehicle Program funding opportunity, transit and/or transportation related bills, Transit and Intercity Rail and Capital Program scope revision, and AVTA's Low Carbon Transit Operations Program allocation. The Board discussed other transit agencies' federal appropriations and LACMTA funding marks for FY20 and previous years.

CONSENT CALENDAR (CC):

- CC 1 BOARD OF DIRECTORS MEETING MINUTES OF FEBRUARY 26, 2019**
Approve the Board of Directors Regular Meeting Minutes of February 26, 2019.
- CC 2 FINANCIAL REPORT FOR FEBRUARY 2019**
Receive and file the financial report for February 2019.
- CC 3 RESOLUTION NO. 2019-001, AUTHORIZING THE EXECUTIVE DIRECTOR/CEO TO EXECUTE THE 2018/2019 (FY19) CERTIFICATIONS AND ASSURANCES FOR THE CAP AND TRADE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) PROJECTS – MICROTRANSIT DEMONSTRATION PROJECT AND FIVE (5) 40-FOOT EXPANSION TRANSIT BUSES**
Adopt Resolution No. 2019-001, a Resolution authorizing the Executive Director/CEO to execute the certifications and assurances, and any other required document as required for the Cap and Trade LCTOP (the “Authorization”) grant.

Motion: Approved the Consent Calendar as comprised.
Moved by Director Hofbauer, seconded by Director Underwood-Jacobs

Vote: Motion Carried (6-0-0-0)
Ayes: Chair Crist, Vice Chair Knippel, Directors Hofbauer, Underwood-Jacobs, Flanagan, Loa
Nays: None
Abstain: None
Absent: None

NEW BUSINESS (NB):

- NB 1 SOLE SOURCE CONTRACT AMENDMENT NO. 1 FOR CONTRACT #2014-01 WITH PINNACLE PETROLEUM FOR BULK FUEL SUPPLY AND DELIVERY**

The Board waived the presentation of the staff report.

Motion: Authorize the Executive Director/CEO to execute Sole Source Contract Amendment No. 1 for an additional amount of \$1,750,000, and a six-month time extension to Pinnacle Petroleum, Inc., of Huntington Beach, CA, under AVTA's Contract #2014-01, to complete AVTA's change out of its diesel fleet to battery electric propulsion.

Moved by Director Flanagan, seconded by Director Hofbauer

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

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

Nays: None

Abstain: None

Absent: None

NB 2 AMENDED CLASSIFICATION AND SALARY SCHEDULE

Mr. Neshati presented the staff report.

Motion: Approve a title change (Director of Strategic Planning and Development to Senior Director of Operations and Planning) and revised job description, and provide authorization to recruit and fill the position as deemed necessary.

Moved by Vice Chair Knippel, seconded by Director Hofbauer

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

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

Nays: None

Abstain: None

Absent: None

NB 3 CONSULTING AGREEMENT WITH NORM HICKLING

General Counsel Allison Burns presented the staff report.

Motion: Authorize the Executive Director/CEO to enter into the Consulting Services Agreement with Norm Hickling and adopt Resolution 2019-002.

Moved by Director Loa, seconded by Director Hofbauer

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

Ayes: Chairman Crist, Directors Hofbauer, Underwood-Jacobs, Flanagan, Loa

Nays: Vice Chair Knippel

Abstain: None

Absent: None

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Executive Director/CEO

- Stated Customer Satisfaction Manager Carlos Lopez will now manage complaints instead of Transdev staff.
- Provided an update regarding the microtransit study and the Regional Transit Plan.
- Announced April 25, 2019 is the American Public Transportation Associations' national Get on Board Transit day. AVTA staff will be positioned at the cities of Lancaster and Palmdale transit centers distributing schedules, promotional items, and informational pamphlets.
- Announced April 6, 2019 is the AV Sheriff's Booster Casino Night fundraiser. The theme is "Electrifying Your Future" where BYD, the Antelope Valley Air Quality Management District and AVTA will have representatives on hand to show different electric-related things.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

Director Hofbauer requested information regarding the microtransit study on-demand concept.

Vice Chair Knippel complimented Community Relations Specialist Kelly Miller on the media coverage for the Coffee with Vets event.

ADJOURNMENT:

Chairman Crist adjourned the meeting at 10:34 a.m. to the Regular Meeting of the Board of Directors on April 23, 2019 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 23rd day of APRIL, 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.



DATE: April 23, 2019
TO: BOARD OF DIRECTORS
SUBJECT: Financial Report for March 2019

RECOMMENDATION

That the Board of Directors receive and file the financial report for March 2019.

FISCAL IMPACT

March 2019

Payroll	\$ 269,571
Disbursements	\$ 1,998,978

BACKGROUND

To comply with the provisions required by Sections 37202, 37208 and 6505.5 of the Government Code, the Director of Finance and Administration in conjunction with the Controller, prepares Payroll totals and the check report for submittal to the Executive Director/CEO and Treasurer, who certifies the availability of funds for all the reports presented herein.

I, Macy Neshati, Executive Director/CEO of AVTA, declare that the above information is accurate.

Prepared by:

Submitted by:

Judy Vaccaro-Fry
 Director of Finance and Administration

Macy Neshati
 Executive Director/CEO



DATE: April 23, 2019

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2019/2020 (FY 2019) Third Quarter Los Angeles County Sheriff's Department Report (January 1 – March 31, 2019)

RECOMMENDATION

That the Board of Directors receive and file the FY19 Third Quarter Los Angeles County Sheriff's Department Report for the period covering January 1 – March 31, 2019.

FISCAL IMPACT

No fiscal impact at this time.

DISCUSSION

Deputy Maselli and his K-9 partner Capo worked a total of 296 hours during the third quarter of FY19. Deputy Maselli and his K-9 partner Doc worked a total of 148 hours during the third quarter of FY19.

At the beginning of each shift, Deputy Maselli contacted bus operators to ascertain if there were any concerns or problems to report, as well as anything that was reported from the previous day. On average, Deputy Maselli made contact with an estimated 25-30 buses/bus operators per day.

Deputy Maselli monitored various locations that had reported problems. These locations included: Sgt. Steven Owen Memorial Park, The Lancaster Senior Center, 6th Street East & Palmdale Boulevard, The Palmdale Transportation Center and the Lancaster Metrolink Station.

Deputy Maselli along with his K-9 partners Capo and Doc conducted high visibility K-9 terrorism and explosives deterrence sweeps at the AVTA office, AVTA transfer

centers, on AVTA buses and at random bus stop locations throughout the Antelope Valley.

On January 08, Deputy Maselli responded to a call from Norm Hickling regarding an abandoned and suspicious vehicle located next to the AVTA bus yard. He contacted the driver and warned and advised the male subject.

On February 22, Deputy Maselli attended the Antelope Valley Board of Trade Business Outlook Conference per AVTA Board Members located at the Antelope Valley Fairgrounds.

On March 21, Deputy Maselli and his K-9 partner Doc has successfully completed explosive detection re-certification course and is re-certified as an explosive detection team.

The following is a list of misdemeanors, infractions and arrest warrants included on citations issued from January 1 through March 31. All citations were issued at transit centers or at bus stops in the AVTA service area.

Citations	Jan 19	Feb 19	Mar 19
Suspended or Unlicensed Driver	8	6	1
Expired Registration	8	5	1
Registration Not in Vehicle	2	-	-
No Proof of Insurance	10	6	1
Drinking in Public (Bus Stops)	7	3	1
Failure to Have Both License Plates on Vehicle	8	1	-
Failure to Obey Posted Signs at Transit Centers	1	2	1
Impounded Vehicle	5	2	-
Outstanding Warrant Arrest	3	2	-
Using Cell Phone While Operating a Vehicle	2	-	-
Interlock Ignition Device Required	2	-	-
Defective Front Windshield	2	-	-

During the month of January, Deputy Maselli issued 23 citations, made 9 arrests, had three (3) warrants, and impounded/stored four (4) vehicle. All citations were transit related and issued at transfer centers and bus stop locations. He donated 16 hours to AVTA. He warned and advised approximately 12+ persons regarding disobeying posted signs, smoking in prohibited areas, and traffic related incidents at Sergeant Steve Owen Memorial Park.

During the month of February, Deputy Maselli issued 11 citations, made 6 arrests, had two (2) warrants, and impounded/stored two (2) vehicle. All citations were transit related and issued at transfer centers and bus stop locations. He donated 16 hours to AVTA. He warned and advised approximately 10+ persons regarding disobeying posted signs, smoking in prohibited areas, and traffic related incidents at Sergeant Steve Owen Memorial Park.

During the month of March, Deputy Maselli issued two (2) citations and made one (1) arrest. All citations were transit related and issued at transfer centers and bus stop locations. He donated 16 hours to AVTA. He warned and advised approximately 12+ persons regarding disobeying posted signs, smoking in prohibited areas, and traffic related incidents at Sergeant Steve Owen Memorial Park.

Prepared by:

Submitted by:

Kelly Miller
Community Outreach Specialist

Macy Neshati
Executive Director/CEO



NB 1

DATE: April 23, 2019
TO: BOARD OF DIRECTORS
SUBJECT: National Get on Board Day

RECOMMENDATION

That the Board of Directors adopt a Proclamation establishing National Get on Board Day in the Antelope Valley on April 25, 2019.

FISCAL IMPACT

The cost to provide free fare bus service on all local and commuter routes on April 25, 2019 will be approximately \$13,000.

BACKGROUND

April 25, 2019 is National Get on Board Day, a day to showcase the benefits and build support for public transportation.

Public transportation is a \$71 billion industry that directly employs 420,000 people and supports millions of private sector jobs. Public transit trips directly impact the economy by connecting people to jobs or retail and entertainment venues. Public transportation saves people money, helps the environment, and improves America's quality of life.

With a unified voice, our industry will come together on April 25, 2019, to highlight the many benefits public transit provides to our communities.

Prepared and Submitted by:

Macy Neshati
Executive Director/CEO

Attachment: A – Proclamation

**ANTELOPE VALLEY TRANSIT AUTHORITY PROCLAMATION
ESTABLISHING NATIONAL GET ON BOARD DAY
IN THE ANTELOPE VALLEY ON APRIL 25, 2019**

WHEREAS April 25, 2019, marks National Get on Board Day, a day to showcase the benefits and build support for public transportation, as public transit offers economic opportunity and powers community growth by driving economic development and revitalizing neighborhoods;

WHEREAS every \$1 invested in public transportation generates approximately \$4 in economic returns;

WHEREAS public transportation is a \$71 billion industry that directly employs 420,000 people and supports millions of private sector jobs;

WHEREAS 87 percent of public transit trips directly impact the economy by connecting people to jobs or retail and entertainment venues;

NOW, THEREFORE, THE ANTELOPE TRANSIT AUTHORITY (AVTA) BOARD OF DIRECTORS RESOLVES AS FOLLOWS:

SECTION 1. Declares that the AVTA will join with public transportation systems across the country and participate in National Get on Board Day on April 25, 2019, by showcasing the benefits and building support for public transportation;

SECTION 2. That the AVTA declares that public transportation is an important part of our nation's transportation system and provides citizens with travel options;

SECTION 3. That the AVTA declares that public transportation, helps people save money, helps the environment, and improves America's quality of life;

SECTION 4. Further orders that the AVTA participate in National Get on Board Day by providing free fare bus service on all local and commuter routes, a press release, radio and social media coverage, and staff at transit centers to distribute promotional materials and information.

PASSED AND ADOPTED THIS 23rd DAY OF APRIL, 2019

AYES: _____ NAYS: _____

ABSTAIN: _____ ABSENT: _____

Marvin Crist, Board Chairman

ATTEST:

APPROVED AS TO FORM:

Karen S. Darr, Clerk of the Board

Allison E. Burns, General Counsel



DATE: April 23, 2019
TO: BOARD OF DIRECTORS
SUBJECT: FY 2019/2020 (FY 2020) Preliminary Budget Draft Assumptions

RECOMMENDATION

That the Board of Directors approve the Preliminary FY 2020 Budget Draft Assumptions and provide direction to staff regarding fiscal priorities for the final FY 2020 Budget.

FISCAL IMPACT

The FY 2020 Budget revenue and expenditures are up approximately 7% totaling \$29.1 million for a balanced budget.

BACKGROUND

The majority of the rise in revenue can be attributed to increased sales tax income AVTA receives through Los Angeles County Metro. AVTA has been increasing services and the majority of the expense increase will be attributed to operating that service.

Attachment A describes the draft initiatives and assumptions proposed for the Operating and Capital Budgets.

Prepared by:

Submitted by:

Judy Vaccaro-Fry
Director of Finance and Administration

Macy Neshati
Executive Director/CEO

Attachment: A – FY 2020 Budget Draft Operating and Capital Assumptions

Fiscal Year 2019/2020 (FY 2020)
Operating and Capital Budget Assumptions

OPERATING REVENUE

- Fare Revenue: Total revenue projections for local and commuter routes are settled at \$5 million. Current fiscal revenues are projected to come in at \$5 million and is a conservative revenue estimate as AVTA strives towards increased ridership.
- Tax Revenue: According to the most recent Transit Fund Allocations draft from the Los Angeles County Metropolitan Transportation Authority (LACMTA), the agency will receive a total of over \$13 million in operating funds. Below is a comparison of year-to-year funding marks. Note the most current funding marks from LACMTA are still in draft form and likely will not be final until June 2019.

Funding Source	FY 19 Final MTA Funding	FY 20 DRAFT MTA Funding	Increase (Decrease) from FY 19 to FY 20
Prop A 95% of 40%	\$ 4,944,229	\$ 5,640,301	\$ 696,072
Foothill Mtg	\$ 28,596	\$ 46,261	\$ 17,665
Trans Svs Exp	\$ 387,379	\$ 396,211	\$ 8,832
BSIP Overcrowd relief	\$ 49,116	\$ 50,287	\$ 1,171
Prop C 5% Bus Security	\$ 187,576	\$ 202,892	\$ 15,316
Prop C MOSIP	\$ 1,196,310	\$ 1,302,315	\$ 106,005
Measure R	\$ 2,482,564	\$ 3,035,273	\$ 552,709
Prop A DAR	\$ 399,700	\$ 337,251	\$ (62,449)
Measure M	\$ 2,506,428	\$ 2,949,781	\$ 443,353
TOTAL	\$ 12,181,898	\$ 13,960,572	\$ 1,778,674

- Jurisdictional Operating Contributions: FY 2020 contributions from all three contributing parties is currently maintained at FY 2019 levels.
- Federal Operating Subsidy: FTA 5307 funds will offset total operating costs at \$6.5 million, slightly above FY2019 levels.
- Other Operating Revenues: Advertising revenue is budgeted at \$141K. Route 8 subsidy from Antelope Valley College has one more semester of funding at \$56K. Interest/investment income is conservatively budgeted at \$60,000.

OPERATING EXPENDITURES

- Transdev contract: Transdev’s cost per revenue hour will increase steadily another three percent over prior year costs according to the contract. The first half of the FY 2020 fiscal year will see costs of \$82.99 per revenue hour and \$85.47 per revenue hour beginning January 1, 2020. Total revenue hours have risen to include additional service to Mojave & Edwards Air Force Base and, a major adjustment to route 1 is planned to increase frequency. The budget

includes revenue hours for on-route electric bus charging and a 1% contingency. Projected costs for commuter and local operations are up over 9% compared to FY 2019. Transdev's operations contract for local and commuter service is the largest single expenditure line for the agency.

- IntelliRide contract: IntelliRide will continue operating the DAR program. Per contract, costs for DAR service will increase 1.5 percent, effective January 1, 2020. Rides are capped at 33,000 per year and the agency will budget for all rides possible.
- Bus propulsion: AVTA is rapidly transitioning to an all-electric fleet. As of late this fiscal year, several WAVE chargers have been introduced and on-site depot charging is on the rise. In order to compensate for fueling needs during the remainder of this transition, Fuel costs are decreased 10%, while E-bus Charging has absorbed that decrease. This is a cost we are watching carefully and we will continue to keep up thorough analysis monthly.
- Personnel: AVTA staff has grown to a total of 45 employees with 42 full time and 3 part time. Total payroll costs have risen to compensate for much needed additions including Grants Coordinator, Electronics Technician, Fleet Maintenance Manager and Marketing Specialist. Additionally there are a total of four unfilled positions in the FY 2020 budget. Two are currently slated for a Buyer and Senior Planner, while two are unassigned positions to ensure available budget to meet staffing demands throughout the year.
- The FY 2020 personnel budget assumes the maximum possible rate increase for each employee.
 - Benefits: The current employee benefit structure will be maintained. However, costs for employee benefits are expected to increase. AVTA's health insurance agent is projecting a 10% rise in healthcare costs beginning during open enrollment in November. All other benefits are budgeted to increase 3-15% including workers compensation coverage.
 - Pension: The employer share of CalPERS is up .5% to reach 8.9% for CalPERS Classic and remains steady at 6.5% for CalPERS Public Employee Pension Reform Act (PEPRA). CalPERS calculates pension contributions based on payroll figures one year in arrears. The agency budgeted for twenty PEPRA employees. The employee contribution share of 7% for CalPERS Classic is paid by AVTA.
- Insurance: Insurance coverage costs are currently under negotiation. As with FY 2019, the assumed increase is 10% above prior year costs. Actual rates will likely be complete in June 2019 after the budget is finished and will be part of the mid-year review.
- Capital Project Local Match: The downtown Los Angeles parking facility regional partnership project will require approximately \$180,000 in local match funds. Funds for local match on federal grant monies cannot be from other federal funds, and therefore will be covered under operating costs for FY 2019.

CAPITAL

- A capital plan of \$95 million of funding is as follows:
 - 53 remaining electric bus fleet replacements \$49.4 million
 - Expansion revenue vehicles – battery-electric \$20.1 million
 - Electric Bus Infrastructure \$3.7 million
 - Major Bus Components \$150K
 - Farebox Upgrade \$826K
 - Support Vehicles/Equipment \$585K
 - Regional Partnership Projects \$5.6 million
 - Facility Upgrade/Expansion \$8.2 million
 - Facility Equipment \$6.5 million
 - Operating Projects – (Grant funded) \$102K



DATE: April 23, 2019

TO: BOARD OF DIRECTORS

SUBJECT: Contract Amendment No. 3 to Contract #2019-04 with OPSEC Specialized Protection for Additional Security Guard Services at Palmdale Transportation Center (PTC)

RECOMMENDATION

That the Board of Directors authorize the Executive Director/CEO to execute Amendment No. 3 to Contract #2019-04 with OPSEC Specialized Protection for additional security guard services at the PTC.

FISCAL IMPACT

Amendment No. 3 will provide for an additional \$95,000 (for a one-year period of time) above the contract amount of \$170,000 per year for a five-year term. The new combined total of the annual contract with amendments will be \$265,000.

Prop C 5% Security funds have been included in the Fiscal Year 2018/2019 Budget to pay for this service.

BACKGROUND

At the September 25, 2018 the Board of Directors approved the Executive Director/CEO to execute Contract #2019-04 for security services to be performed by OPSEC Specialized Protection to maintain a safe working environment for AVTA's employees, contracted personnel, property, services and the general public. AVTA is committed to maintaining a professional, safe and secure environment to conduct operations. In keeping with this mission, and based upon feedback from our operators and customers, we are requesting that additional protective services be placed at PTC to help secure the transit operations and customer waiting areas seven days a week. These additional security guards will be charged with monitoring facility grounds, operator rest areas, bus shelters, etc.

Contract Amendment No. 3 to Contract #2019-04 for Additional Security Guard Services at PTC
April 23, 2019
Page 2

OPSEC Specialized Protection has been providing exceptional security protection to the AVTA's main facility and Sergeant Steve Owen Memorial Park (SSOMP). OPSEC has a clear understanding of the authority' requirements and the value we demand for our employees, contractors, and customers. Their security experience gives them a clear insight into our requirements and mission. Staff is confident that OPSEC Specialized Protection will perform these additional duties diligently and professionally.

Prepared by:

Submitted by:

Lyle A. Block, CPPB
Procurement and Contracts Officer

Macy Neshati
Executive Director/CEO



DATE: April 23, 2019

TO: BOARD OF DIRECTORS

SUBJECT: Contract Amendment No. 1 to Contract #2015-03 with Transdev Services, Inc. for Dial-a-Ride Paratransit Services

RECOMMENDATION

That the Board of Directors 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.

FISCAL IMPACT

Sufficient funds will be included in the Fiscal Year 2019/2020 (FY20) Budget to pay for this needed service.

BACKGROUND

Transdev Services, Inc. has been providing Dial-a-Ride Paratransit services since the spring of 2015. Amendment No. 1 would add funds and a six-month time extension. This short time extension will allow the Strategic Plan for Integrated Transportation in the Antelope Valley study to be completed and for staff to modify, implement and align any recommended service changes. The remaining contract options for this service are: one (1), 1-1/2 year option, and one (1), two (2) year option.

Prepared by:

Submitted by:

Lyle A. Block, CPPB
Procurement and Contracts Officer

Macy Neshati
Executive Director/CEO



DATE: April 23, 2019
TO: BOARD OF DIRECTORS
SUBJECT: Route 1 and Jethawks Early Action Demonstration Projects

RECOMMENDATION

That the Board of Directors authorize the Executive Director/CEO to implement the following changes as an early action demonstration project beginning on June 3, 2019 and operating up to 12 months in accordance with the FTA Guidelines for Demonstration projects.

- Route 1:
5:00 AM to 8:00 AM – 30 minute headways, 8:00 AM to 3:00 PM -15 minute headways, back to 30 minute headways from 3:00 PM to 6:00 PM and 1 hour headways from 6:00 PM to midnight on weekdays. Weekend frequency will remain unchanged.
- Express route to Jethawks stadium for Friday and Saturday games beginning May 24th and 25th. Express services will begin at Palmdale Transportation Center, with stops at Sgt. Steve Owen Memorial Park, Boeing Plaza and Jethawks Stadium. Additionally, one Route 9 bus will depart from George Lane Park at 4:55 PM and proceed directly to Jethawks Stadium. Return rides will be on a flexible schedule. Dispatch will be notified by Jethawks' staff at the beginning of the 8th inning.

FISCAL IMPACT

The anticipated budget impact for these demonstration projects will be:

- Route 1: \$344,143, which is funded and allocated to this project.
- Jethawks Express: \$7,000 (16 games in the 2019 season)

BACKGROUND

As of December 2018, AVTA staff along with Stantec Consultants have been working on an in depth analysis regarding how to adjust the existing transit system in order to optimize efficiency and enhance customer service. Stantec's preliminary analysis has noted the following about Route 1:

1. It carries nearly 30% of all passenger trips of AVTA's regular fixed-routes.

2. Route 1 is the most productive route (along with Route 12), carrying 19.2 boardings per service hour as a daily average.
3. Ridership on the Route 1 has been steadily decreasing since 2014, from over 760,000 annual boardings to slightly over 630,000 annual boardings last year. Route 1 currently has inconsistent service frequencies, which make it difficult for customers to comprehend schedules and detracts from the overall customer experience lowering ridership.
4. Ridership on Route 1 currently peaks between the hours of 9:00 AM to 3:30 PM; therefore, it is imperative that we shift our service hours and frequency to properly serve these riders.
5. Furthermore, SCAG's long-term regional transportation plan specifies the alignment that Route 1 currently travels as a high-quality transit corridor for 2040, meaning that service along the alignment should have headways of 15 minutes or less to support transit-oriented development and transit trips.
6. Regarding Jethawks Express, beyond service, this demonstration project has a promotional element. We intend to increase overall ridership by exposing the Jethawks audience to AVTA's bus system, simplicity of use and payment system functionality.

In order to accelerate the project, AVTA staff is proposing that an early action demonstration project of enhancing the Route 1 service frequency be put in place in order to assist with overcrowding on the peak hour trips and to provide additional trips to the passengers that ride the Route 1 to connect with other routes for regional trips. The improved service frequencies would be based on clock headways of 15 minute intervals.

If approved, the more frequent service would begin on June 3, 2019 and last up to a 12-month period in accordance with the Federal Transit Administration's demonstration project guidelines. Assuming a successful 12-month demonstration period, these changes, along with any other changes deemed necessary as a result of the Stantec study, will be properly integrated according to standard FTA protocol.

Prepared by:

Submitted by:

Martin Tompkins
Senior Director of Operations and Planning

Macy Neshati
Executive Director/CEO