

**MEMORANDUM
CITY OF LANCASTER, CA**

TO: City Council Members

FROM: Vice Mayor Marvin Crist
Council Member Sandra Johnson

DATE: April 23, 2013

SUBJECT: **Report on the Activities of the Board of Directors for the Antelope Valley Transit Authority**

Recommendation:

Receive a report of the proceedings and issues discussed at the March 2013 regular Board of Directors meetings of the Antelope Valley Transit Authority (AVTA).

Background:

The Antelope Valley Transit Authority is a distinct government entity created under a joint powers authority agreement between the City of Lancaster, the City of Palmdale, and Los Angeles County that provides public transit services. Council members Marvin Crist and Ken Mann serve on the AVTA Board for the City of Lancaster with Councilwoman Sandra Johnson as an alternate.

The following significant events took place at the March Board meeting:

- **Attendance.**
All Directors were present including Outgoing Director Michael Cano and the new Los Angeles County representative, Director Dianne Knippel.
- **Special Reports**
 - Director Knippel was sworn in and welcomed to her first Board meeting.
 - Outgoing Director Michael Cano was recognized for his 3 years of service as an AVTA Board Member representing the County of Los Angeles.
 - Staff presented AVTA's Safety Culture to the Board. This is a holistic approach to safety including increased trainings, mock OSHA inspections, marketing, and increased law enforcement efforts including truancy sweeps.
- **Contracts.** The Board approved The Trapeze Software Maintenance and Support Agreement which was approved in the budget for \$65,000. This software is used for customer service, scheduling, incident logging, etc.
- **Internal Procedures.** The Board authorized the Executive Director to implement an enforcement program to reduce fare evasion on AVTA buses. The Board approved the six items below with one exception to item number three. The Board approved the Executive Director to study the installation of equipment on fare boxes, not "install" at this time.

1. Develop an information campaign to raise awareness of AVTA's intent to enforce its fare.
 2. Implement Mobile Pass Validators (MPV) to identify fare evaders. Transit Deputy Kasy Maselli is trained on this device and intends to begin using it immediately.
 3. Install equipment on fare boxes that will provide receipts to cash paying customers to enable law enforcement deputies to conduct sweeps by simply reading the patron's TAP card or checking their cash receipt.
 4. Coordinate with local law enforcement to conduct undercover fare evasion operations in tandem with truancy sweeps. The undercover operations would gain a tremendous amount of media attention and would act as further deterrence for potential fare evaders.
 5. Improve driver training to ensure that all reduced fare documentation is properly reviewed.
- **Budget.** The Board received a presentation from staff concerning the balance of the capital reserve and a request to reinstate jurisdictional contributions retroactive to January 1, 2013. Lancaster Board members made a motion to begin contributions as of the new fiscal year, July 1, 2013 indicating the local jurisdictions have immediate needs where this capital contribution is for future replacement of buses. Palmdale Board members proposed an alternate motion to begin contributions in the fourth quarter, April 1, 2013. Each motion was met with a 3-3 vote, at which time, a third motion was proposed. In questioning staff about the impact of not funding the reserve until July, it was stated a full year of not funding this reserve is equivalent to one future bus purchase. Discussion ensued, resulting in the Board voting to hold a separate meeting to discuss this item further. This will allow each member to bring their appropriate Finance and other staff to be part of the discussion.
 - **Executive Director's Report.** The Executive Director reported:
 - Service Changes began yesterday, March 25th. It was fairly smooth with a few exceptions including an operator missing a couple of trips to Pearblossom. Training and corrective action has already been implemented.
 - Board was alerted to a letter from Veolia Transportation which indicated the company will be changing their name to Transdev later this year.
 - The AVTA Building Dedication ceremony was successful. Thanks went to the Board for their support and participation and staff for all their hard work during the construction and the preparations for the ceremony.