

**MEMORANDUM
CITY OF LANCASTER, CA**

TO: City Council Members

FROM: Vice Mayor Marvin Crist
Council Member Sandra Johnson

DATE: July 22, 2014

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 June 2014 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. Vice Mayor Marvin Crist serves as the Vice Chair and Council Member Sandra Johnson serves as a Director on the AVTA Board for the City of Lancaster.

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

Attendance. Directors Tom Lackey and Sandra Johnson were absent.

Election of Board Officers. Board officer elections are conducted annually in June in accordance with the Authority's Bylaws. Chairman Hickling and Vice Chairman Crist were re-elected for one year commencing on July 1, 2014.

Title VI Program Update. The FTA requires the recipients of federal assistance provide assessments of compliance with Title VI of the Civil Rights Act of 1964. An updated Title VI program must be submitted by grantees every three years. AVTA's Title VI program update for fiscal years 2015 through 2017 was reviewed and approved by the Board of Directors.

Award of Contract for Insurance Policies to Vinsa, Inc. of Lancaster. Staff released a Request for Proposals seeking proposals from qualified insurance brokerage firms. The Board of Directors approved a contract to Vinsa, Inc. of Lancaster for insurance policies and coverage in an amount not to exceed \$350,000 for fiscal year 2015.

Award Contract for Audit Services to Windes, Inc. Staff released a Request for Proposals seeking proposals from qualified audit firms. The Board of Directors approved a contract for audit services to Windes, Inc. for a period of five years in an amount not to exceed \$306,000.

Award Contract for Fare Restructuring Analysis to Nelson/Nygaard Consulting Associates. In May, the Board of Directors directed staff to seek public input of various new fare scenarios that will increase revenue and allow expansion in support of increased ridership. Staff prepared three potential scenarios. This contract will provide assistance to staff in the analysis of the impact fare changes may have on various grant programs, assure the Authority's continued federal compliance, and assist with public outreach. The Board of Directors awarded the contract to Nelson/Nygaard Consulting Associates in an amount not to exceed \$65,824.