

**MEMORANDUM  
CITY OF LANCASTER, CA**

TO: City Council Members

FROM: Vice Mayor Marvin Crist  
Council Member Angela Underwood-Jacobs

DATE: December 08, 2015

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

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**Recommendation:**

Receive a report of the proceedings and issues discussed at the September regular Board of Directors meeting 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 Chairman and Council Member Angela Underwood-Jacobs serves as a Director on the AVTA Board for the City of Lancaster.

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

**Present:** Chairman Marvin Crist  
Vice Chair Dianne Knippel  
Director Angela Underwood-Jacobs  
Director Fred Thompson  
Director Steve Hofbauer  
Director Michelle Flanagan

**Public Hearing: Adopt Disadvantaged Business Enterprise (DBE) Program and Goal-Setting Methodology for Federal Fiscal Years (FFY) 2016-2018.** Resolution No. 2015-010 adopted approving the DBE Program and Goal-Setting Methodology for FFY's 2016 through 2018 (October 1, 2016-September 30, 2016). There was no public testimony. Motion carried 6-0-0-0.

**Dial-A-Ride No-Shows and Late Cancellations Policy.** Authorized approval of the revised DAR No-Shows and Cancellations Policy. Motion carried 6-0-0-0.

**Award Contract #2016-07 to Complete Coach Works for Six 2008 MCI Commuter Coach Refurbishments.** Authorized the Executive Director to execute sole respondent Contract #2016-07 for six 2008 MCI commuter coach refurbishments to Complete Coach Works, Riverside, CA, for an amount not exceed \$1,000,000. Motion carried 6-0-0-0.