



**Regular Meeting of the Board of Directors**

**Tuesday, October 26, 2021**

**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:**

Former Board Member Angela Underwood-Jacobs led the Pledge of Allegiance.

**ROLL CALL:**

Present

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Steve Hofbauer, Director Raj Malhi, Director Michelle Flanagan

Absent

Director Richard Loa

**Motion: Excuse the absence of Director Richard Loa.**

Moved by Vice Chair Knippel, seconded by Director Malhi

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Malhi, Flanagan

Nays: None

Abstain: None

Absent: Director Loa

Director Hofbauer stated Alternate Director Kathryn Mac Laren, alternate representative for the city of Palmdale, was unable to attend for Director Loa.

**Motion: Excuse the absence of Alternate Director Kathryn Mac Laren.**

Moved by Director Hofbauer, seconded by Director Flanagan

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Malhi, Flanagan

Nays: None

Abstain: None

Absent: Director Loa

**APPROVAL OF AGENDA**

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

Moved by Vice Chair Knippel, seconded by Director Flanagan

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Malhi, Flanagan

Nays: None

Abstain: None

Absent: Director Loa

**PUBLIC BUSINESS FROM THE FLOOR – AGENDIZED AND NON-AGENDIZED ITEMS:**

Fran Sereseres – thanked the Board for all they do for the community and commended the Dial-A-Ride operators.

David Paul – thanked the Board for all they do for the community.

Milcah E. White – complimented Transdev’s dispatch staff and bus operators. She also spoke about improving the communication with passengers when there are service changes, noting that many riders do not have smartphones. She also mentioned that the vaccination notification signage is placed too high and the wording is too small for some disabled passengers. Chief Operating Officer Martin Tompkins explained the passenger notification process when the Authority implements service changes.

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

**SRP 1 RECOGNITION OF ANGELA UNDERWOOD-JACOBS FOR HER SERVICE AS AN AVTA BOARD MEMBER REPRESENTING THE CITY OF LANCASTER**

Executive Director/CEO Macy Neshati presented a plaque to Angela Underwood-Jacobs and thanked her for her service as an AVTA Board

Member. Ms. Underwood-Jacobs thanked the Board and stated it was an honor to work with the Board and staff.

**SRP 2 PRESENTATION TO AVTA EMPLOYEE OF THE FIRST QUARTER FOR FISCAL YEAR 2021/2022 (JULY 1 – SEPTEMBER 30, 2021)**

Mr. Neshati presented Customer Satisfaction Manager Carlos Lopez Arucha with AVTA's Employee of the First Quarter award.

**SRP 3 PRESENTATION TO TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR SEPTEMBER 2021**

Transdev Manager Clarence Shipp presented awards to the Operator of the Month Melvin Lopez and Employee of the Month Ebony Ervin. In addition, Mr. Shipp announced that Jimmy Blackwell, Louise Hines and James Istilart received \$500 for providing excellent customer service; and Allah Kballah, Daniel Fabela and Ebony Ervin received \$250 for perfect attendance. He added that employees who receive the COVID-19 vaccination would be provided a \$25 gift card.

**SRP 4 PRESENTATION TO ANTELOPE VALLEY TRANSPORTATION SERVICES EMPLOYEE OF THE MONTH FOR SEPTEMBER 2021**

AV Transit Management President Art Minasyan presented an award to the Employee of the Month Raymond Rojas.

**SRP 5 MICROTRANSIT AND DIAL-A-RIDE KEY PERFORMANCE INDICATORS (KPI) REPORT**

Mr. Minasyan presented the report.

**SRP 6 LEGISLATIVE REPORT FOR OCTOBER 2021**

Chief Financial Officer Judy Vaccaro-Fry updated the Board regarding the Hybrid and Zero-Emission Truck and Bus Voucher Incentive Program, Transit and Intercity Rail Capital Program 2022 Award Cycle, Public Employees' Pension Reform Act, debt limit extension and local grant opportunities. The Board briefly discussed Assembly Bill 917 - Vehicles: video imaging of parking violations.

**SRP 7 OPERATIONS KPI REPORT**

Director of Operations and Maintenance Esteban Rodriguez presented the report.

## **SRP 8 MAINTENANCE KPI REPORT**

Maintenance Compliance Manager Cecil Foust presented the report.

### **CONSENT CALENDAR (CC):**

Chairman Crist requested that CC 4 be pulled and addressed separately.

**CC 1 BOARD OF DIRECTORS MEETING MINUTES OF SEPTEMBER 28, 2021**  
Approve the Board of Directors Regular Meeting Minutes of September 28, 2021.

**CC 2 FINANCIAL REPORT FOR SEPTEMBER 2021**  
Receive and file the Financial Report for September 2021.

**CC 3 FISCAL YEAR 2021/2022 FIRST QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (JULY 1 – SEPTEMBER 30, 2021)**  
Receive and file the FY 2022 First Quarter Los Angeles County Sheriff's Department Report for the period covering July 1 through September 30, 2021.

**Motion: Approve Consent Calendar items 1 through 3.**  
Moved by Vice Chair Knippel, seconded by Director Flanagan

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

**CC 4 RESOLUTION NO. 2021-017 PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDERS N-25-20, N-29-20 AND N-35-20, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS FOR A THIRTY (30) DAY PERIOD PURSUANT TO BROWN ACT PROVISIONS**

Chairman Crist recommended returning to business as usual. General Counsel Allison Burns explained that if the Board determines the need to return to telephonic meetings due to an emergency, such as a spike in COVID-19 cases, then the Board would need to adopt a resolution, such as the one presented as CC 4, within 30 days of that meeting. A resolution could be adopted at the meeting and be in full compliance with the Brown Act. The Board can adopt agendaized Resolution 2021-017 or wait until a situation arises and adopt a resolution at that time or within 30 days thereafter.

The Board discussed whether COVID-19 relief funding could be impacted if the Board does not adopt the resolution. Ms. Burns responded that she does not recommend that the Board declare there is no longer an emergency, but deciding to wait to adopt a resolution should not have an impact.

**Motion: Do not adopt Resolution No. 2021-017 and allow the Chairman the ability to call for a telephonic meeting at the time it is necessary. A resolution would then be adopted at that meeting or 30 days thereafter.**

Moved by Director Flanagan, seconded by Director Malhi

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

#### **NEW BUSINESS (NB):**

**NB 1 CONTRACT #2022-24 TO BYD MOTORS LLC THROUGH THE STATE OF GEORGIA CONTRACT #99999-001-SPD0000138-0008, FOR EIGHT (8) K9M 40-FOOT ELECTRIC HEAVY-DUTY LOW FLOOR TRANSIT BUSES**

Procurement and Contracts Officer Lyle Block presented the staff report. Ms. Vaccaro-Fry clarified the Build America requirement.

**Motion: Authorize the Executive Director/CEO to execute Contract #2022-24 to BYD Motors LLC through the State of Georgia Contract #99999-001-SPD0000138-0008, for eight (8) K9M 40-foot electric heavy-duty low floor transit buses for an amount not to exceed \$6,530,862.09, plus applicable sales tax.**

Moved by Director Flanagan, seconded by Director Malhi

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

**NB 2 AMENDMENT NO. 11 TO CONTRACT #2011-032 WITH TRANSDEV SERVICES, INC. FOR FIXED-ROUTE OPERATIONS AND MAINTENANCE SERVICES**

Mr. Tompkins presented the staff report.

**Motion: Authorize the Executive Director/CEO to negotiate and execute Amendment No. 11 to Contract #2011-032, with Transdev Services, Inc. for fixed-route operations and maintenance services, effective January 1, 2022 through June 30, 2022, for an amount not to exceed \$10,000,000.00.**

Moved by Vice Chair Knippel, seconded by Director Flanagan

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Malhi, Flanagan

Nays: None

Abstain: None

Absent: Director Loa

**NB 3 WAVE SYSTEM FOR AVTA MAINTENANCE DEPOT**

Mr. Neshati presented the staff report. The Board discussed the estimated time of completion.

**Motion: Authorize the Executive Director/CEO to execute a purchase agreement with WAVE for a single WAVE charging system to be installed at the main facility. The system has been negotiated down to WAVE's current best pricing in the amount of \$255,000, plus applicable sales tax. Another \$150,000 is being requested to be reserved for installation.**

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Malhi, Flanagan

Nays: None

Abstain: None

Absent: Director Loa

**REPORTS AND ANNOUNCEMENTS (RA):**

**RA 1 REPORT BY THE EXECUTIVE DIRECTOR/CEO**

No report was provided.

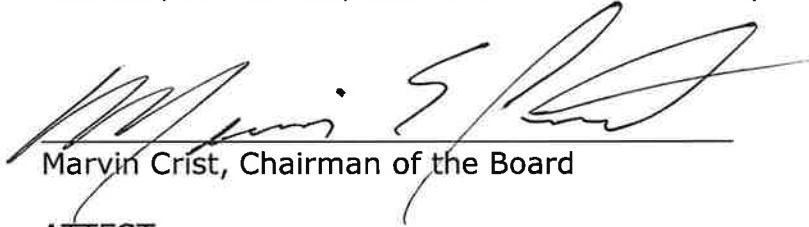
**MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:**

Director Hofbauer thanked staff for assisting high school students with transportation challenges. Director Flanagan reminded everyone about the upcoming annual Stuff-a-Bus event.

**ADJOURNMENT:**

Chairman Crist adjourned the meeting at 11:08 a.m. to the Regular Meeting of the Board of Directors on November 23, 2021 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 23<sup>rd</sup> day of NOVEMBER 2021



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Marvin Crist, Chairman of the Board

ATTEST:



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Karen S. Darr, Clerk of the Board

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