



Antelope Valley Transit Authority

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**Regular Meeting of the Board of Directors**

**Tuesday, May 23, 2023**

**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 10:00 a.m.

**PLEDGE OF ALLEGIANCE**

Vice Chair Knippel led the Pledge of Allegiance.

**ROLL CALL:**

Present

Chairman Marvin Crist

Vice Chair Dianne Knippel

Director Raj Malhi

Alternate Director Kathryn Mac Laren (Representative for Director Richard Loa)

Absent

Director Richard Loa

Director Eric Ohlsen

Director Michelle Flanagan

**APPROVAL OF AGENDA**

On a motion by Vice Chair Knippel and seconded by Director Malhi, the Board of Directors approved the agenda as comprised.

Vote: Motion carried (4-0-0-2)

Yeas: Chairman Crist, Vice Chair Knippel, Director Malhi, Alternate Director  
Mac Laren

Nays: None

Abstain: None

Absent: Directors Ohlsen and Flanagan

**PUBLIC BUSINESS– AGENDIZED AND NON-AGENDIZED ITEMS:**

Charlotte Baxter – complimented the Routes 1 and 12 operators, who automatically lower the ramp when she’s boarding the bus, and asked about the Authority’s funding grants.

Thomas Aquinaga – Senior Director of Operations and Planning Esteban Rodriguez, spoke on behalf of Mr. Aguninaga, who expressed concerns regarding the air conditioners, fareboxes, and disabled seating on the buses. He also noted that he is no longer experiencing issues with the operators. They are great and polite. Executive Director /CEO Martin Tompkins will research his concerns.

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

**SRP 1 LEGISLATIVE REPORT FROM CONGRESSMAN MIKE GARCIA’S OFFICE**

Jacqueline Owens, Field Representative for Congressman Mike Garcia CA-27, was unable to attend the meeting.

**SRP 2 LEGISLATIVE REPORT FROM SENATOR SCOTT WILK’S OFFICE**

Shawn Cannon, Field Representative for Senator Scott Wilk, provided a brief report.

**SRP 3 LEGISLATIVE REPORT FROM ASSEMBLYMAN TOM LACKEY’S OFFICE**

Pamela Balch, District Director for Assemblyman Lackey, reported on Assembly Bill (AB)-56 Victims compensation: emotional injuries, AB-782 Gambling Control Act: limited liability companies: licensure, AB-1126 Cannabis: citation and fine, AB-610 Student Transit Pass Pilot Program: free student transit passes, AB-971 Vehicles: transit-only traffic lanes, AB-1435 Department of the California Highway Patrol: officers: age limit, AB-645 Vehicles: speed safety system pilot program, and bills in the Assembly Appropriations Committee that address juvenile justice, children’s health and welfare, the backlog of untested sexual assault evidence kits, peace officer shortage, and illicit cannabis grow sites.

**SRP 4 LEGISLATIVE REPORT FROM ASSEMBLYMAN JUAN CARRILLO’S OFFICE**

Juan Blanco, Field Representative for Assemblyman Juan Carrillo, had no updates to report.

**SRP 5 PRESENTATION TO MV TRANSPORTATION EMPLOYEE AND OPERATOR OF THE MONTH**

MV Assistant General Manager Terrance Gore presented the awards to the Employee of the Month, Thomas Zamudio, and Operator of the Month, Brenda Jones.

**SRP 6 PRESENTATION TO AV TRANSPORTATION SERVICES EMPLOYEE OF THE MONTH**

AV Transportation Services President Art Minasyan presented the Employee of the Month award to Kylin Stevenson.

**SRP 7 MICROTRANSIT AND DIAL-A-RIDE KEY PERFORMANCE INDICATORS (KPI) REPORT**

Mr. Minasyan presented the report. The Board discussed ride accommodations for April.

**SRP 8 LEGISLATIVE REPORT AND FINANCE UPDATE FOR MAY 2023**

Chief Financial Officer Judy Vaccaro-Fry reported on the debt ceiling, the end of COVID-19 relief funding, revisions to the State's Fiscal Year 2022-23 budget, California's zero-emission vehicles goal, various Assembly and Senate bills, and AVTA's FY 2023 FTA Section 5310 funding. Ms. Vaccaro-Fry announced that Karim Illescas, Accountant I, and Tisha Lane, Operations Analyst, recently graduated from Antelope Valley College.

**SRP 9 MAINTENANCE KPI REPORT**

Operations Analyst Joseph Sanchez presented the report.

**SRP 10 OPERATIONS KPI REPORT**

Mr. Gore presented the report. The Board discussed Route 12 and discourteous operators.

**CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES OF APRIL 25, 2023**

Approve the Board of Directors Regular Meeting Minutes of April 25, 2023.

**CC 2 FINANCIAL REPORT FOR APRIL 2023 AND FISCAL YEAR 2022/2023 (FY 2023) THIRD QUARTER TREASURER'S REPORT**

Receive and file the Financial Report for April 2023 and FY 2023 Third Quarter Treasurer's report, including Capital Reserve and Farebox Recovery information.

**CC 3 RESOLUTION NO. 2023-004, LOCAL AGENCY INVESTMENT FUND (LAIF) INVESTMENTS FOR FISCAL YEAR 2023/2024 (FY 2024)**

Adopt Resolution 2023-004, a Resolution appointing the Executive Director/CEO as Treasurer and the Chief Financial Officer as Controller; authorizing investment of monies in the LAIF for FY 2024 (July 1, 2023 through June 30, 2024) to the Treasurer; adopting a policy for the investment of surplus transit funds for FY 2024; and rescinding Resolution Nos. 2021-005 and 2022-008.

**CC 4 AMENDMENT NO. 5 TO CONTRACT #2013-02-001 WITH AVAIL TECHNOLOGIES, INC., FOR ONGOING SUPPORT WITH AVTA'S INTELLIGENT TRANSPORTATION SYSTEM (ITS)**

Authorize the Executive Director/CEO to execute Amendment No. 5 to Contract #2013-02-001 with Avail Technologies, Inc., for a five-year period with annual payments as follows: FY 2023/2024 - \$207,501, FY 2024/2025 - \$214,764, FY 2025/2026 - \$222,280, FY 2026/2027- \$228,949, and FY 2027/2028- \$235,817.

On a motion by Alternate Director Mac Laren and seconded by Vice Chair Knippel, the Board of Directors approved the Consent Calendar as comprised.

Vote: Motion carried (4-0-0-2)

Yeas: Chairman Crist, Vice Chair Knippel, Director Malhi, Alternate Director Mac Laren

Nays: None

Abstain: None

Absent: Directors Ohlsen and Flanagan

**NEW BUSINESS (NB):**

**NB 1 FY 2023/2024 PRELIMINARY BUDGET ASSUMPTIONS**

Ms. Vaccaro-Fry presented the staff report.

On a motion by Vice Chair Knippel and seconded by Alternate Director Mac Laren, the Board of Directors approved the FY 2024 Preliminary Budget Assumptions.

Vote: Motion carried (4-0-0-2)

Yeas: Chairman Crist, Vice Chair Knippel, Director Malhi, Alternate Director Mac Laren

Nays: None

Abstain: None

Absent: Directors Ohlsen and Flanagan

**NB 2 TITLE VI PROGRAM UPDATE FOR FISCAL YEARS (FY) 2023/2024, 2024/2025, 2025/2026**

Planning Manager Geraldina Romo presented the staff report.

On a motion by Vice Chair Knippel and seconded by Director Malhi, the Board of Directors approved AVTA's Title VI Program Update for FY 2023/2024 through FY 2025/2026 as required by the Federal Transit Administration (FTA) and adopted Resolution No. 2023-003, adopting AVTA's Title VI Program Update.

Vote: Motion carried (4-0-0-2)  
Yeas: Chairman Crist, Vice Chair Knippel, Director Malhi, Alternate Director Mac Laren  
Nays: None  
Abstain: None  
Absent: Directors Ohlsen and Flanagan

**NB 3 AMENDMENT NO. 1 TO CONTRACT #2020-05 WITH AVAIL TECHNOLOGIES, INC., FOR EQUIPMENT AND SERVICES WITH AVTA'S INTELLIGENT TRANSPORTATION SYSTEM (ITS) EQUIPMENT UPGRADES ENHANCEMENT PROJECT**

Procurement and Contract Officer Cecil Foust presented the staff report.

On a motion by Vice Chair Knippel and seconded by Alternate Director Mac Laren, the Board of Directors authorized the Executive Director/CEO to execute Amendment No. 1 to Contract #2020-05 with Avail Technologies, Inc. for additional equipment and services with AVTA's ITS Equipment Upgrades for the additional fleet for an additional amount not to exceed \$284,943.64 and time extension until April 30, 2028.

**[Contract #2020-05, as referenced in the agenda packet, should have been Contract #2022-05.]**

Vote: Motion carried (4-0-0-2)  
Yeas: Chairman Crist, Vice Chair Knippel, Director Malhi, Alternate Director Mac Laren  
Nays: None  
Abstain: None  
Absent: Directors Ohlsen and Flanagan

**REPORTS AND ANNOUNCEMENTS (RA):**

RA 1 REPORT BY THE EXECUTIVE DIRECTOR/CEO

Executive Director/CEO Martin Tompkins reported on the Solar Farm Project and Employee Appreciation Luncheon that will be held on May 31, 2023.

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

There were no Miscellaneous Business – Non-Agenda Items presented.

**ADJOURNMENT:**

Chairman Crist adjourned the meeting at 10:57 a.m. to the Regular Meeting of the Board of Directors on June 27, 2023, 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 27<sup>th</sup> day of JUNE 2023.

  
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Marvin Crist, Chairman of the Board

ATTEST:

  
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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 Ms. Karen Darr, Clerk of the Board, at (661) 729-2206 to arrange to review a recording.