



Regular Meeting of the Board of Directors

Tuesday, March 26, 2024

10:00 a.m.

Antelope Valley Transit Authority Community Room
42210 6th Street West, Lancaster, California
www.avta.com

AGENDA

For record-keeping purposes, and if staff may need to contact you, we request that a speaker card located at the Community Room entrance be completed and deposited with the AVTA Clerk of the Board. This will then become public information. Please note that you do not have to complete this form or state your name. A three-minute time limit will be imposed on all speakers besides staff members.

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please contact the Clerk of the Board at (661) 729-2206 at least 72 hours prior to the scheduled Board of Directors meeting. All accommodation requests will be handled swiftly and resolving all doubts in favor of access.

Translation services for Limited English Proficiency (LEP) persons are also available by contacting the Clerk of the Board at least 72 hours prior to the meeting.

Please turn off, or set to vibrate, cell phones, pagers, and other electronic devices for the duration of this meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL:

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Richard Loa, Director Eric Ohlsen, Director Raj Malhi, Director Michelle Flanagan

APPROVAL OF AGENDA

PUBLIC BUSINESS– AGENDIZED AND NON-AGENDIZED ITEMS:

If you would like to address the Board on any agendized or non-agendized items, you may present your comments at this time. For record-keeping purposes and so that staff may contact you if needed, we request that a speaker card, located in the

Community Room lobby, be completed and provided to the Clerk of the Board. This will then become public information. Please note that you do not have to complete this form or state your name to speak.

State law generally prohibits the Board of Directors from taking action on or discussing non-agenda items; therefore, your matter will be referred to the authority's Executive Director/CEO for follow-up. A three-minute time limit will be imposed on all speakers other than staff members.

SPECIAL REPORTS, PRESENTATIONS, AND REQUESTS FOR DIRECTION (SRP): During this portion of the meeting, staff will present information not normally covered under regular meeting items. This information may include, but is not limited to budget presentations, staff conference presentations, or information from outside sources that relates to the transit industry. **Staff will seek direction as is necessary from the Board with regard to the following item(s).**

- SRP 1 LEGISLATIVE REPORT FROM SENATOR SCOTT WILK'S OFFICE – ANGELICA RANGEL
- SRP 2 LEGISLATIVE REPORT FROM ASSEMBLYMEMBER TOM LACKEY'S OFFICE – PAMELA BALCH
- SRP 3 PRESENTATION TO AVTA EMPLOYEE OF THE MONTH FOR FEBRUARY 2024 – CARLOS LOPEZ
- SRP 4 PRESENTATION TO MV TRANSPORTATION EMPLOYEE AND OPERATOR OF THE MONTH FOR FEBRUARY 2024 – JUAN ANTONIO LOPEZ
- SRP 5 PRESENTATION TO AV TRANSPORTATION SERVICES (AVTS) EMPLOYEE OF THE MONTH FOR FEBRUARY 2024 – ART MINASYAN
- SRP 6 AVTS MICROTRANSIT AND DIAL-A-RIDE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR FEBRUARY 2024 – ART MINASYAN
- SRP 7 LEGISLATIVE REPORT AND FINANCE UPDATE FOR MARCH 2024 – JUDY VACCARO-FRY
- SRP 8 MAINTENANCE KPI REPORT FOR FEBRUARY 2024 – JOSEPH SANCHEZ
- SRP 9 OPERATIONS KPI REPORT FOR FEBRUARY 2024 – JUAN ANTONIO LOPEZ

CONSENT CALENDAR (CC): Consent items may be received and filed and/or approved by the Board in a single motion. If any member of the Executive Board wishes to discuss a consent item, please request that the item be pulled for further discussion and potential action.

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF FEBRUARY 27, 2024 – KAREN DARR

Recommendation: Approve the Board of Directors Regular Meeting Minutes of February 27, 2024.

CC 2 FINANCIAL REPORT FOR FEBRUARY 2024 – VIANNEY MCLAUGHLIN

Recommendation: Receive and file the Financial Report for February 2024.

CC 3 DESTRUCTION OF AVTA RECORDS – PAULINA HURLEY

Recommendation: In accordance with AVTA's Record Retention Policy, authorize the destruction of the on-site records (paper, electronic, audio, photographic, etc.) detailed on the Records Destruction list.

CLOSED SESSION (CS):

PRESENTATION BY LEGAL COUNSEL OF ITEM(S) TO BE DISCUSSED IN CLOSED SESSION:

CS 1 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(2)
Significant exposure to litigation (two potential cases)

CS 2 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(4)
Consideration of whether to initiate litigation (one potential case)

RECESS TO CLOSED SESSION

RECONVENE TO PUBLIC SESSION

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 REPORT BY THE EXECUTIVE DIRECTOR/CEO

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

During this portion of the meeting, Board Members may address non-agenda items by briefly responding to statements made or questions posed by the public, asking a question for clarification, making a brief announcement, or making a brief report on their own activities. **State law generally prohibits the AVTA Board of Directors from taking action on or discussing items not on the agenda.** Matters will be referred to the Executive Director/CEO for follow-up.

ADJOURNMENT:

Adjourn to the Regular Meeting of the Board of Directors on April 23, 2024, at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

The agenda was posted by 6:00 p.m. on March 22, 2024, at the entrance to the Antelope Valley Transit Authority, 42210 6th Street West, Lancaster, CA 93534.

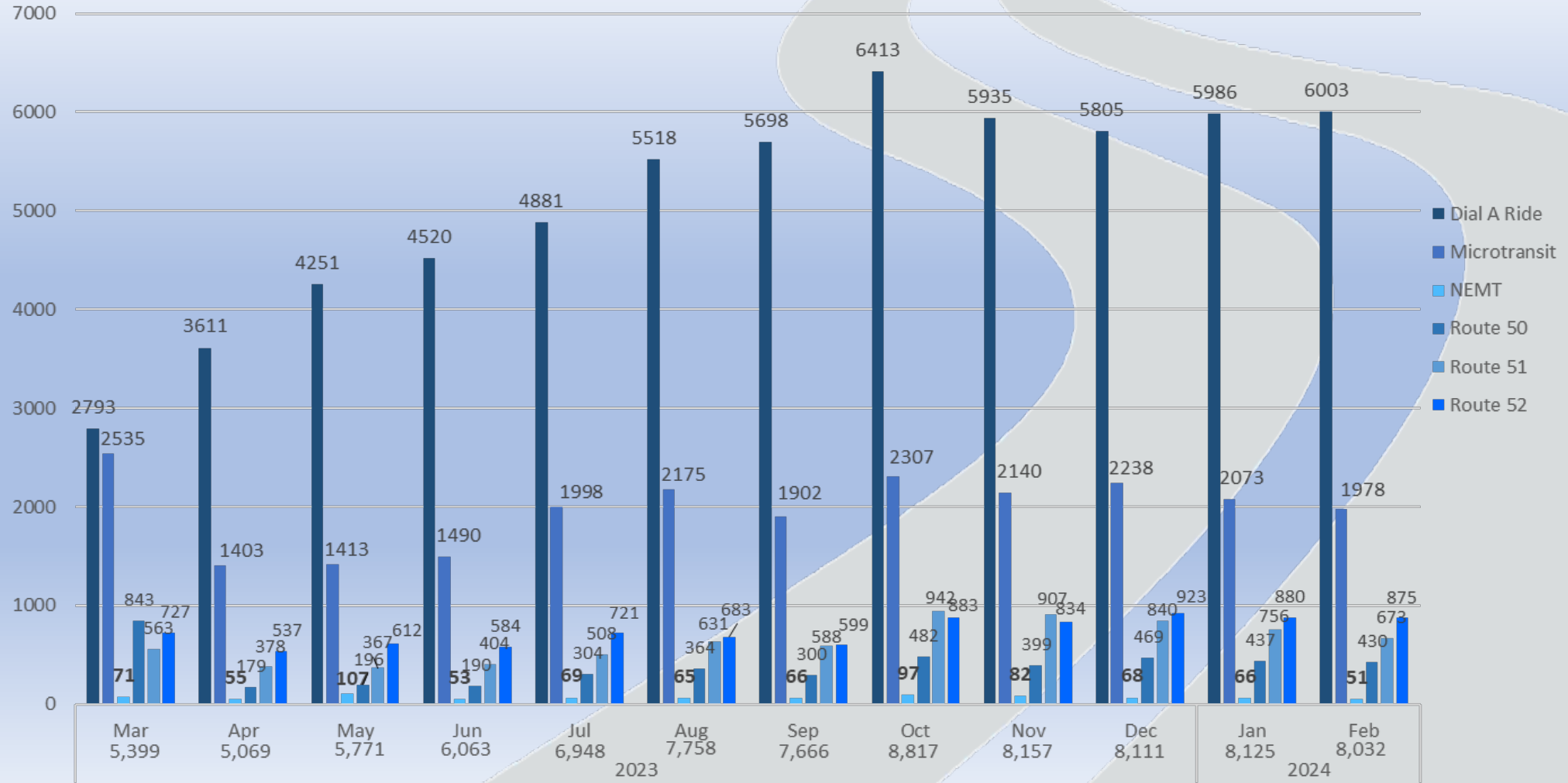
Copies of the staff reports and attachments or other written documentation relating to each proposed item of business on the agenda presented for discussion by the Board of Directors are on file in the Office of the Executive Director/CEO. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the AVTA to the Board of Directors less than 72 hours prior to that meeting are on file in the Office of the Executive Director/CEO. These documents are available for public inspection during regular business hours at the Customer Service window of the AVTA at 42210 6th Street West, Lancaster or by contacting the Clerk of the Board at (661) 729-2206.

February

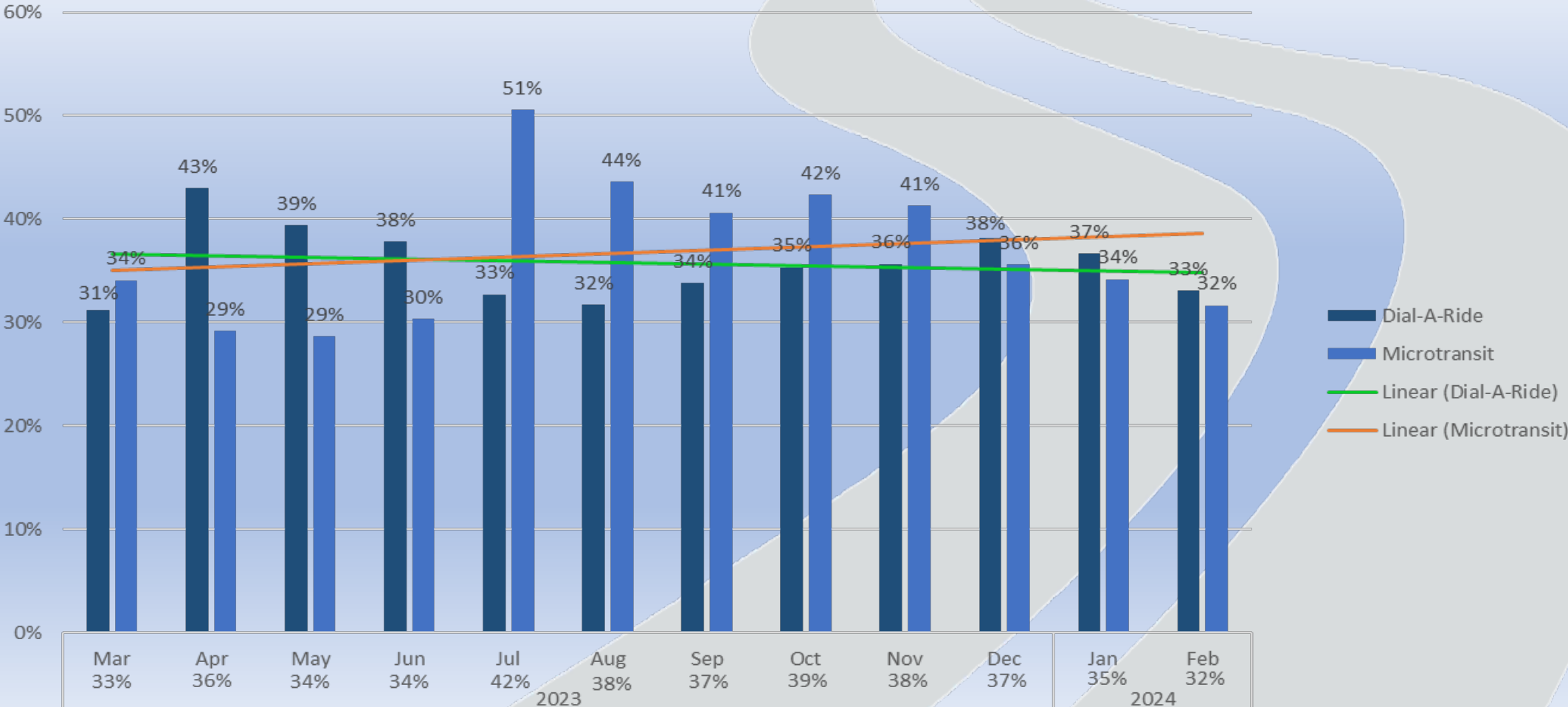
FY 2024 MONTHLY OPERATIONS KEY PERFORMANCE INDICATORS

Presentation to the
Board of Directors
March 26, 2024

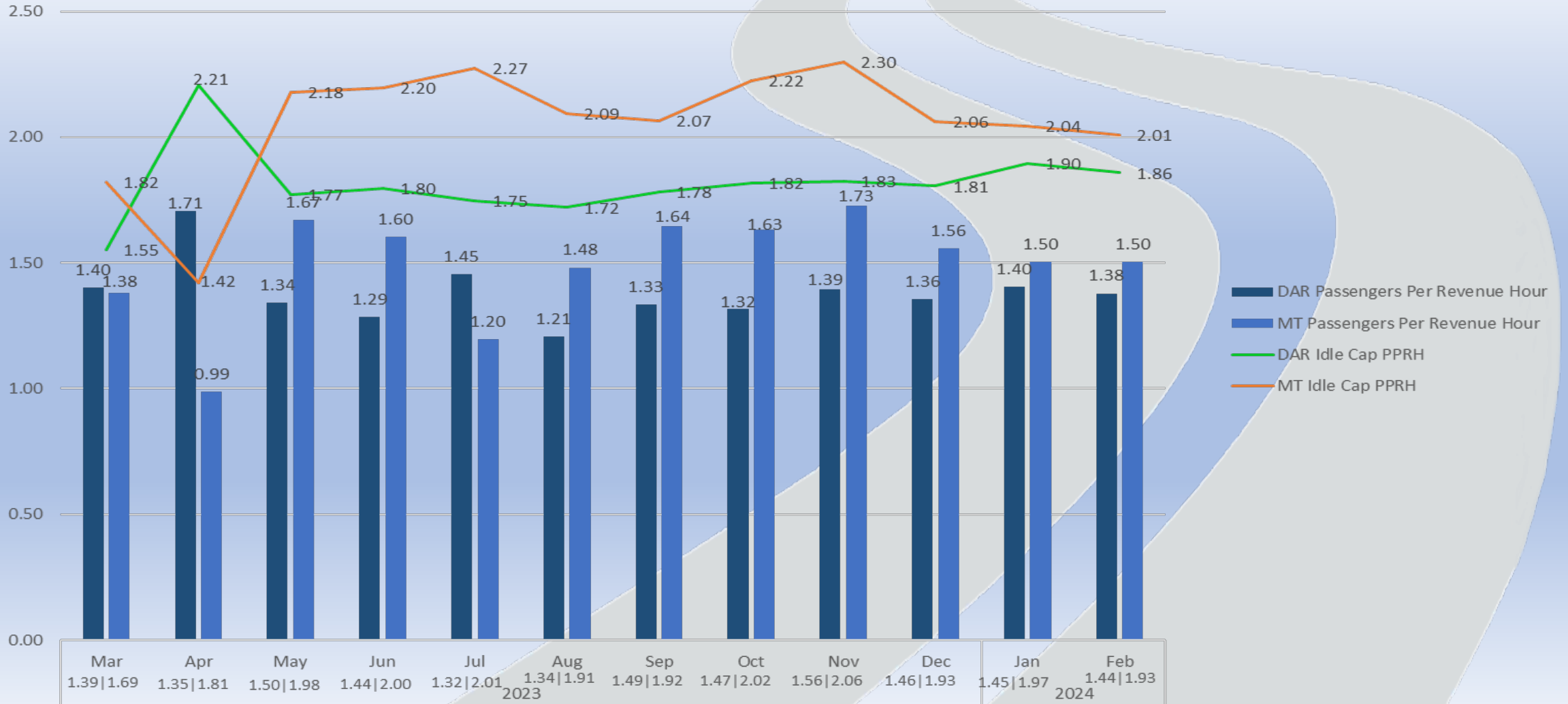
PASSENGER RIDERSHIP DATA



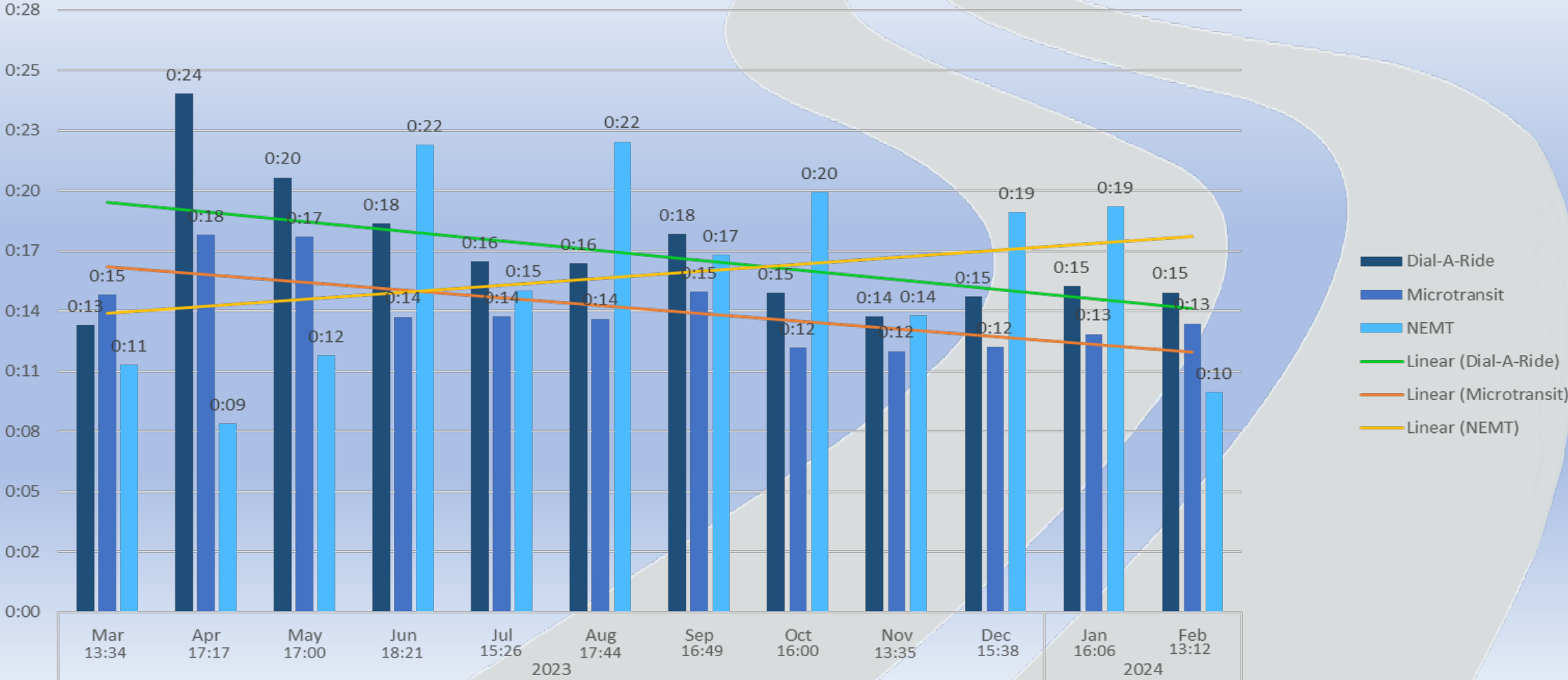
AVERAGE SHARED RIDE PERCENTAGE



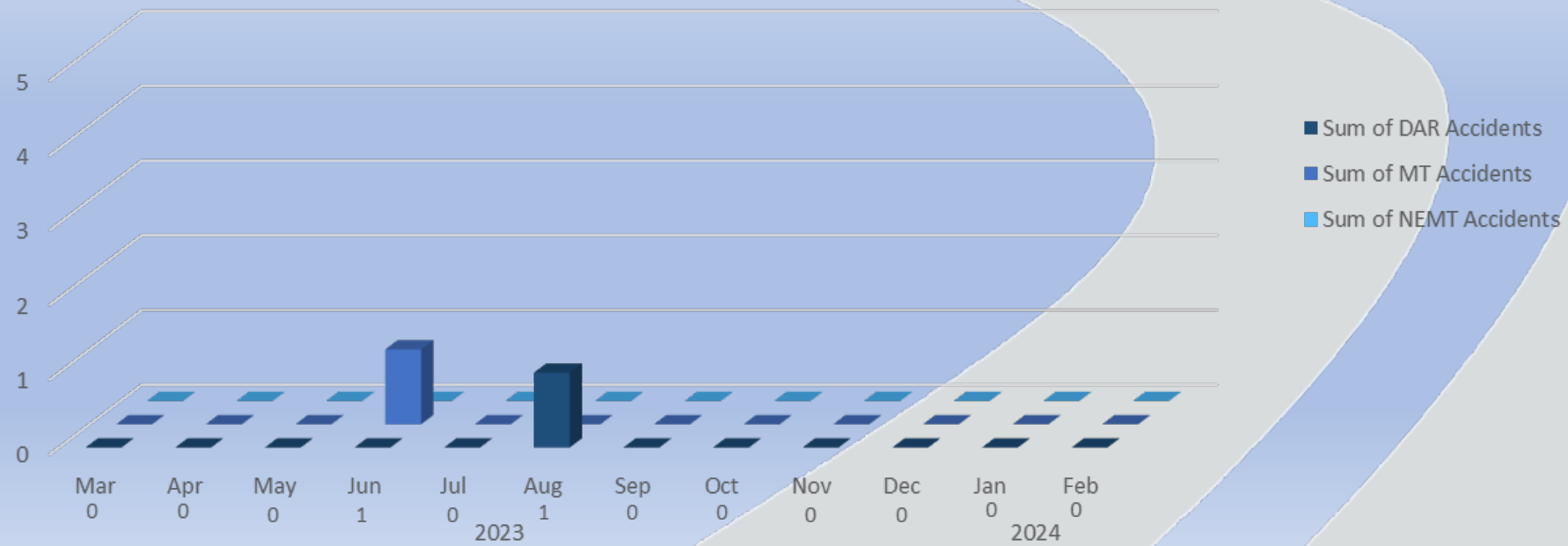
PASSENGERS PER REVENUE HOUR



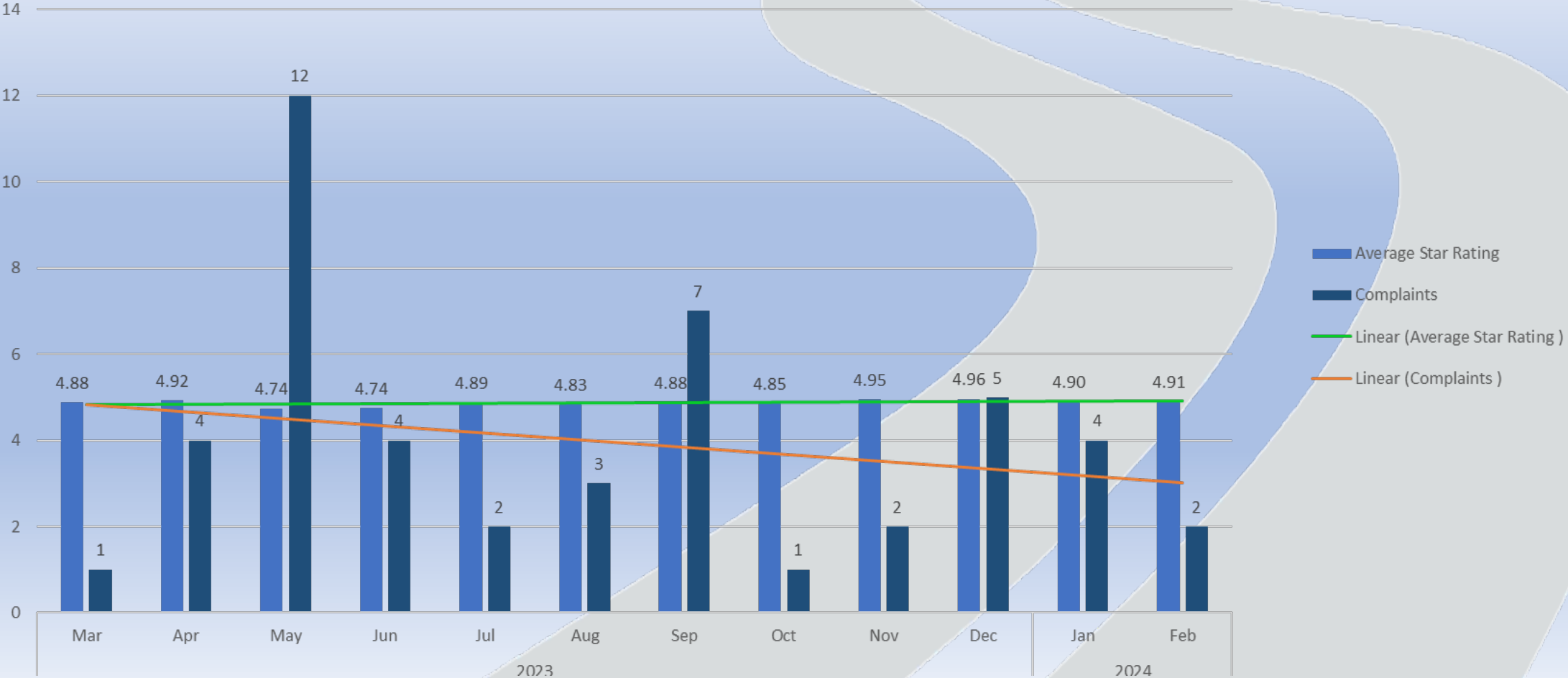
PASSENGER WAIT TIME



ACCIDENTS



PASSENGER FEEDBACK



February

FY 2024 MONTHLY OPERATIONS KEY PERFORMANCE INDICATORS

Thank You!

Questions?

LEGISLATIVE UPDATE

Presentation to the Board of Directors
March 26, 2024



STATE



TIRCP Cycle 7

March 12: the California State Transportation Agency (CalSTA) released the draft guidelines for Cycle 7 of the Transit and Intercity Rail Capital Program (TIRCP) for public and legislative review.

The public and legislative review is available for more than the 30 days required by statute.

April 18: Comments on the draft guidelines are due.

April 23: CalSTA expects to release final program guidelines and a call for projects.

July 23: Applications due

October 23: CalSTA award announcement



DEPARTURE

REV Group – which makes everything from RVs to fire trucks – decided to exit the mass transit business, announcing the closure of its ENC bus business and its plant in Jurupa Valley.



Their legacy product was the airport shuttle. The manufacturer then evolved into manufacturing mass-transit buses.

“Each transit district requires distinct specifications for what they buy, and that is no easy chore”

STATE 2025 BUDGET



California faces an immediate budget shortfall that ranges from \$38 billion, per the Governor's projections in the January budget proposal, to as much as \$73 billion, according to the nonpartisan Legislative Analyst's Office.



Senate members announced an action to "shrink the shortfall" by about \$17 billion, while agreeing to the use of \$12.2 billion of the state's rainy-day fund.

Includes cuts to various programs in 2024-25 by \$2.1 billion, deferring and delaying about \$4.6 billion in spending and increasing revenue or borrowing by \$3.6 billion.

The Senate is also contemplating \$3.7 billion in spending cuts, delays, shifts and other budget tweaks for the current budget year.

FEDERAL



GRANT OPPORTUNITY



DOT opened the call for applications for the \$1.256 billion Safe Streets and Roads for All (SS4A) program.

Help communities both plan and carry out projects that help reduce the number of deaths and serious injuries on highways, streets, and roads.

Applications for Implementation Grants are due by May 16.

Planning and demonstration grant applicants will have three opportunities to apply with the deadlines of April 4, May 16, and August 29.

APPROPRIATIONS STATUS

PASSED

- Agriculture
- Commerce-Justice-Science
- Energy-Water
- Interior-Environment
- Military Construction-
Veterans Affairs
- Transportation-HUD

REMAINING

- Defense
- Financial Services
- Homeland Security
- Labor – HHS - Education
- Legislative Branch
- State-Foreign Operations



FEDERAL 2024 BUDGET

Friday, March 22, is the deadline to avert a partial federal government shutdown, including the Defense, Homeland Security, Labor/HHS/Education, State/Foreign Ops, Financial Services/Gen Govt and Leg Branch bills.

The House will take up a bill to repeal the \$27 billion Greenhouse Gas Reduction Fund (created by the 2022 *Inflation Reduction Act*).



FEDERAL 2025 BUDGET

On March 11, the President released the FY 2025 Budget request, outlining the Administration's priorities for the next year.

Budget requests \$16.8 billion for public transportation, a \$198 million increase from the FY 2024 enacted level.

When combined with the advance appropriations included in the Infrastructure Investment and Jobs Act (IIJA), the President requests \$21.1 billion for public transit in FY 2025.

Budget also includes various policy proposals intended to further support transit agencies in meeting their operations funding needs, disincentivize customization of transit buses, support the deployment of micromobility options.



FEDERAL 2025 BUDGET

The Budget Proposes:

- Allowing § 5307 Urbanized Area Formula funds to be used for operating expenses.
- A Federal share of up to 100 percent for § 5310 Enhanced Mobility of Seniors & Individuals with Disabilities and § 5311 Rural Area formula grants.
- a Federal share of up to 100 percent for § 5339 Buses and Bus Facilities Competitive Grants and Low-No Emission Bus Grants, solely for Indian Tribes.
- The Secretary may lower the Federal share from 85 percent to not less than 50 percent to disincentivize vehicle customization under the § 5339(b) Buses and Bus Facilities grant program or § 5339(c) Low or No Emission grant program.



HIGH SPEED RAIL

Brightline West, a \$12-billion, 218-mile route between Las Vegas and Rancho Cucamonga promises faster travel as the first true high-speed rail line in the United States.

Brightline is hoping to break ground in the spring and open a western route, with speeds up to 200 mph, by 2028, in time for the Los Angeles Olympics.

There has been a federal promise to provide \$3 billion in taxpayer dollars into the project, along with access to \$3.5 billion in tax-exempt bonds.



Questions?



SRP 8

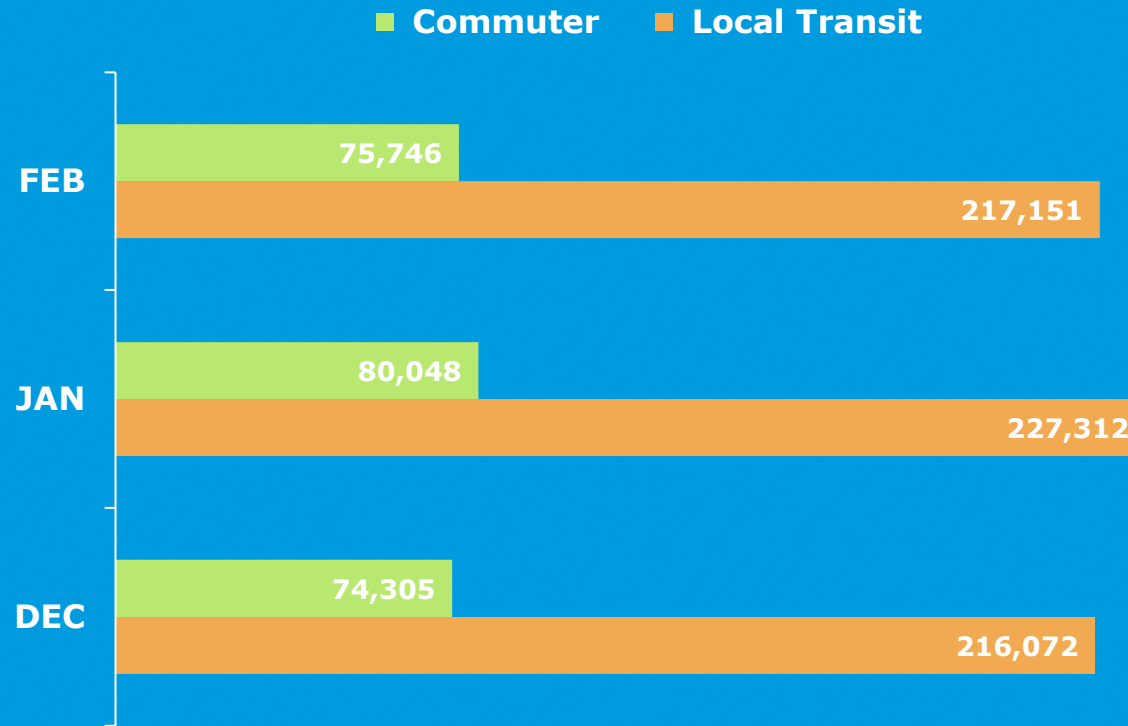
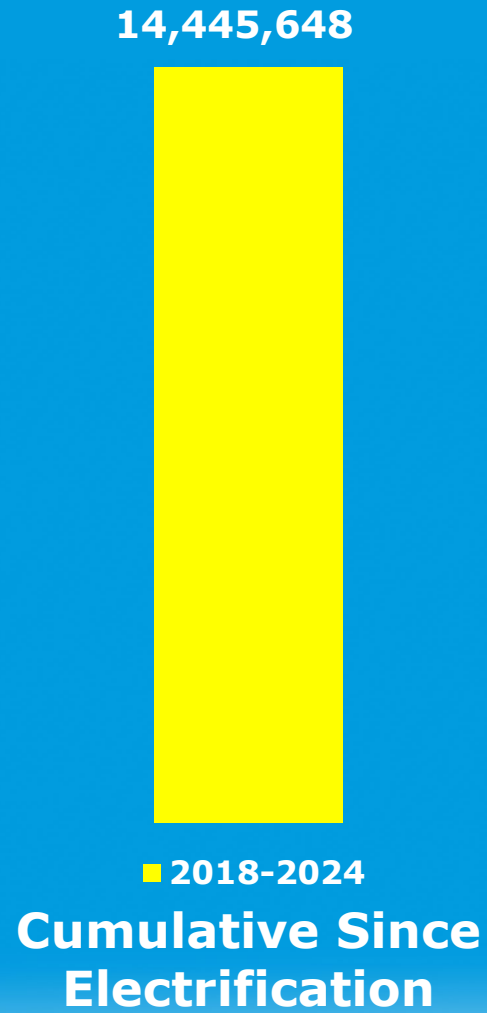
FY 2024 Monthly Fleet Maintenance Key Performance Indicators

Presentation to the Board of Directors

March 26, 2024



ELECTRIC MILESTONES

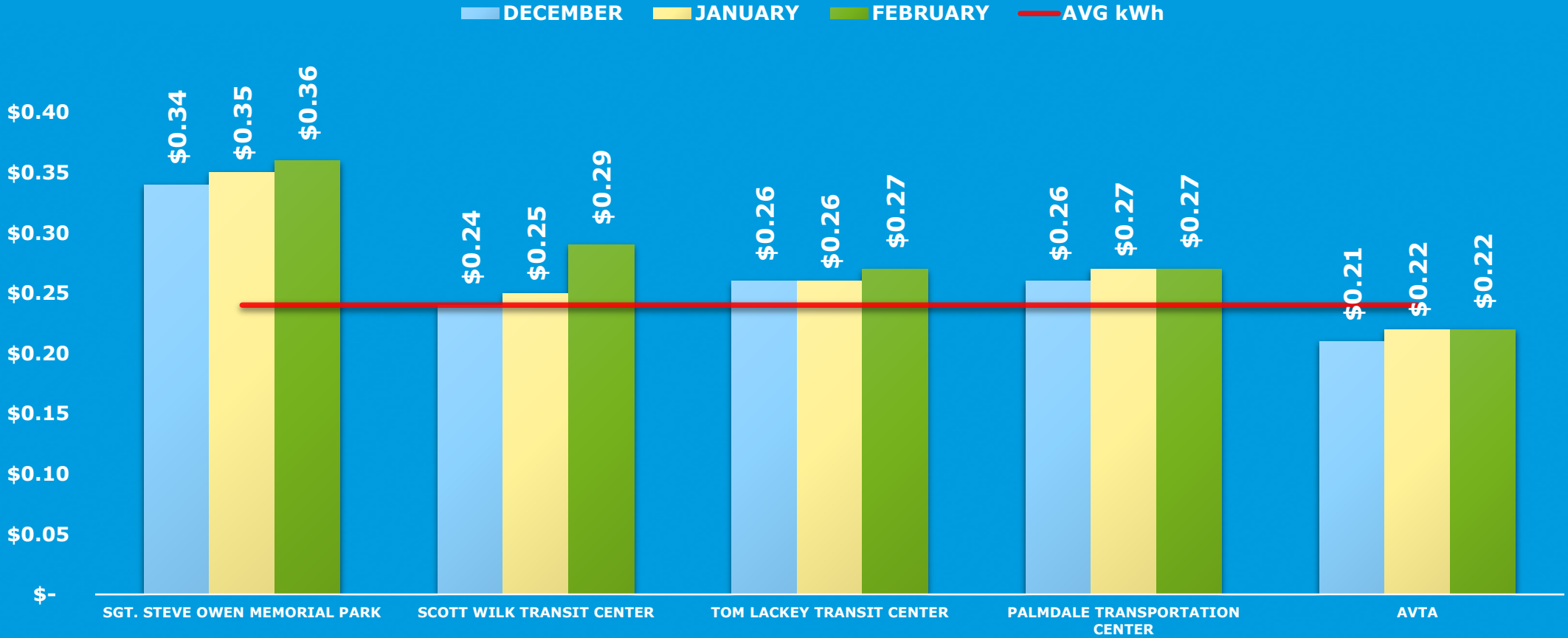


MAINTENANCE COST PER MILE BY FLEET

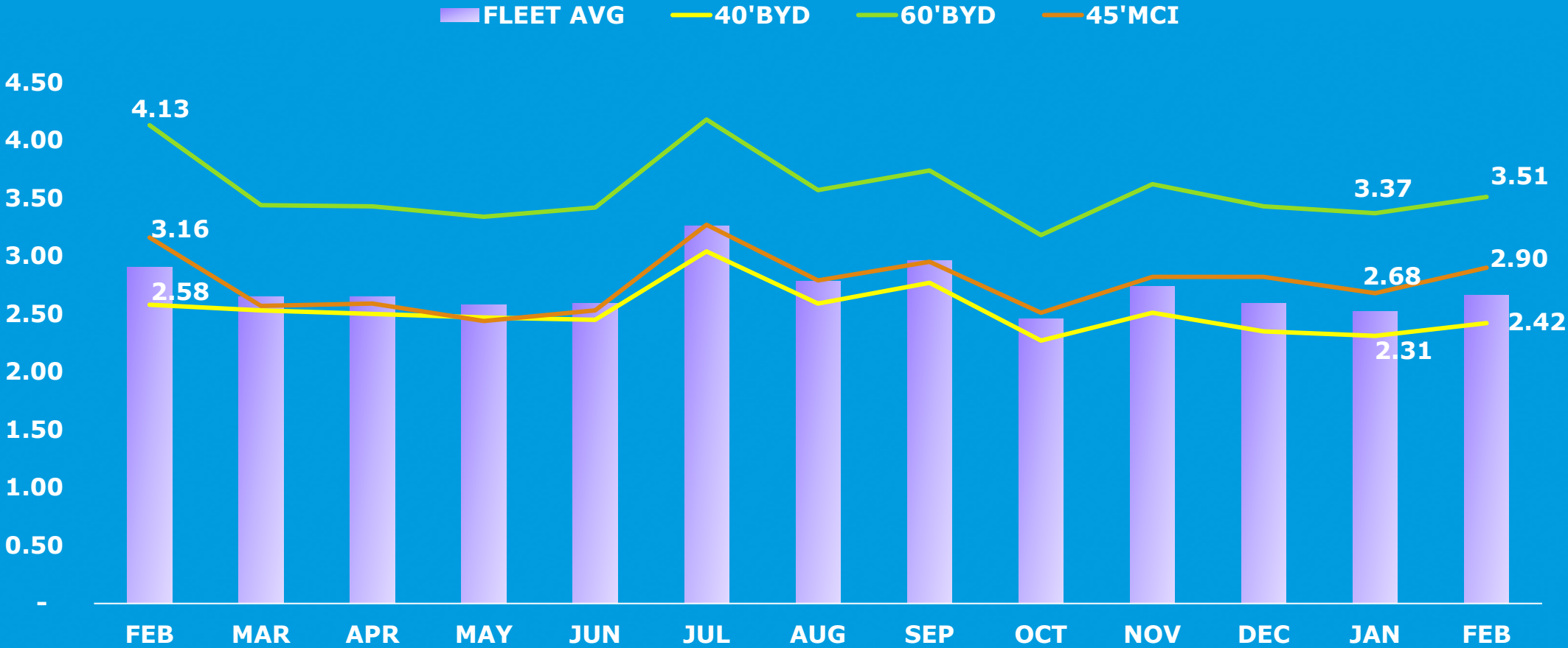


ENERGY DEPOTS

COST PER KWH



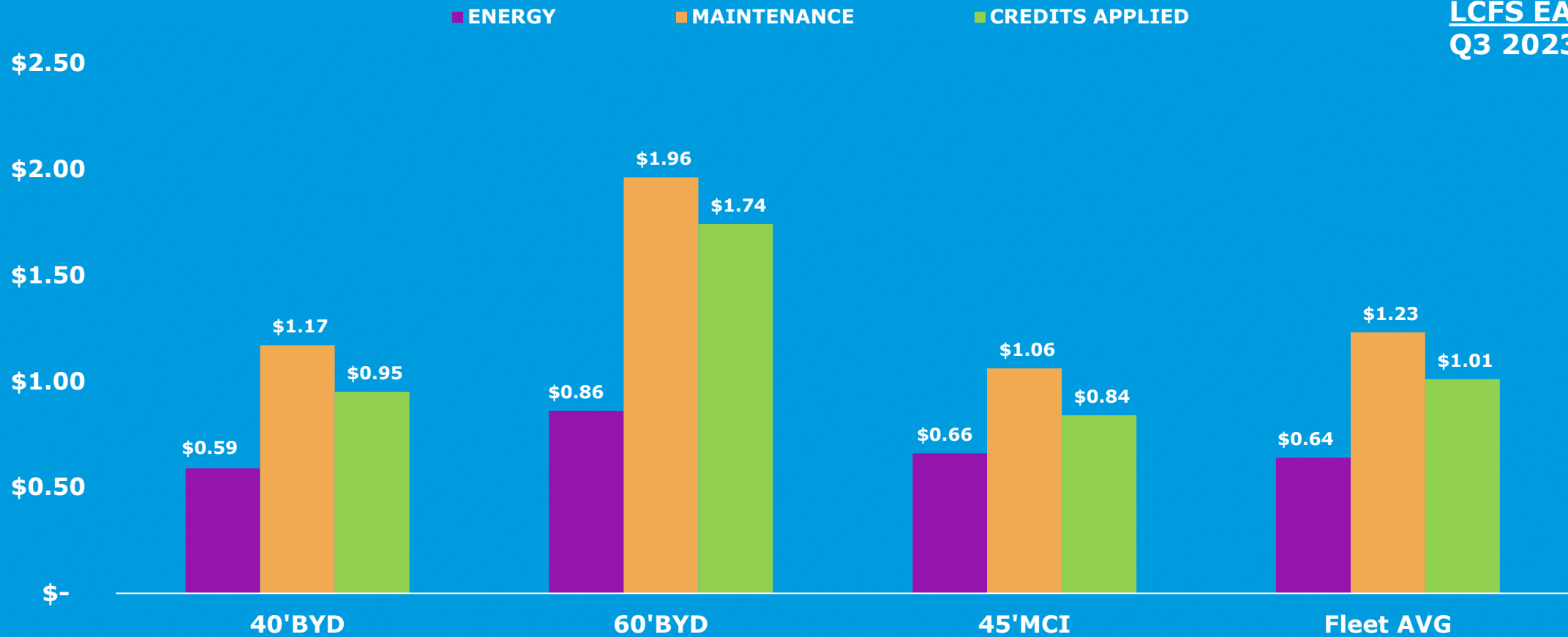
AVERAGE kWh CONSUMPTION PER MILE



FLEET COSTS PER MILE

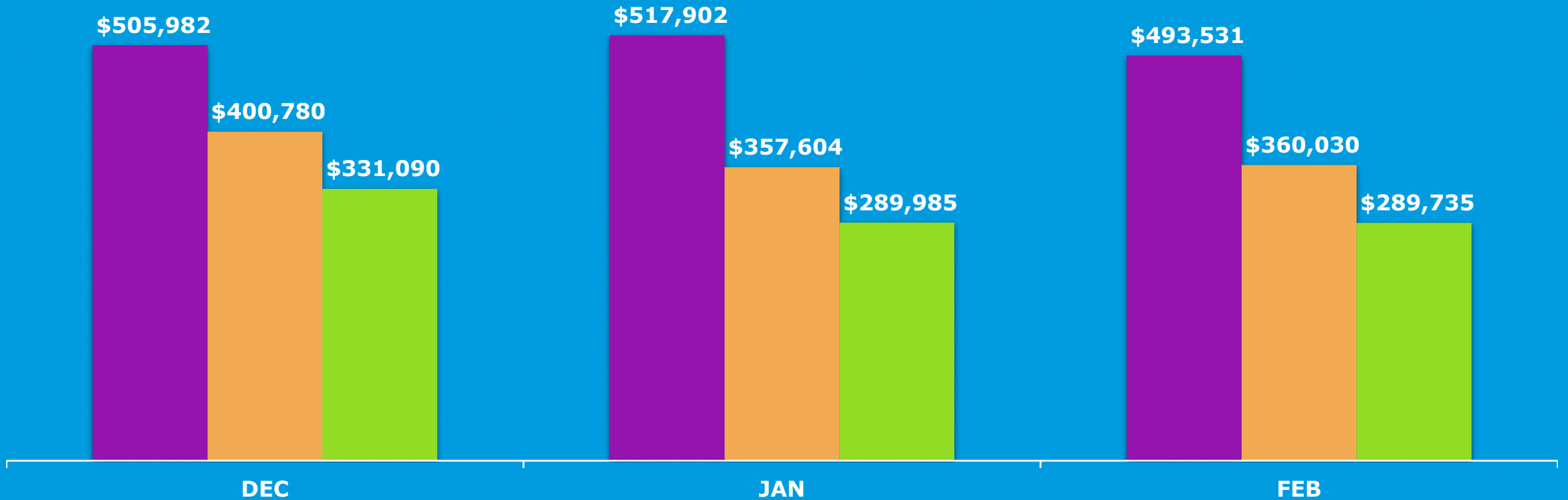
February

LCFS EARNINGS
Q3 2023: \$.22



COMBINED FLEET OPERATING COSTS ENERGY AND MAINTENANCE

■ DIESEL ■ COMBINED COSTS ■ CREDITS APPLIED



Thank you!

Questions?





FY 2024 Monthly Operations Key Performance Indicators

Presentation to the Board of Directors
March 26, 2024

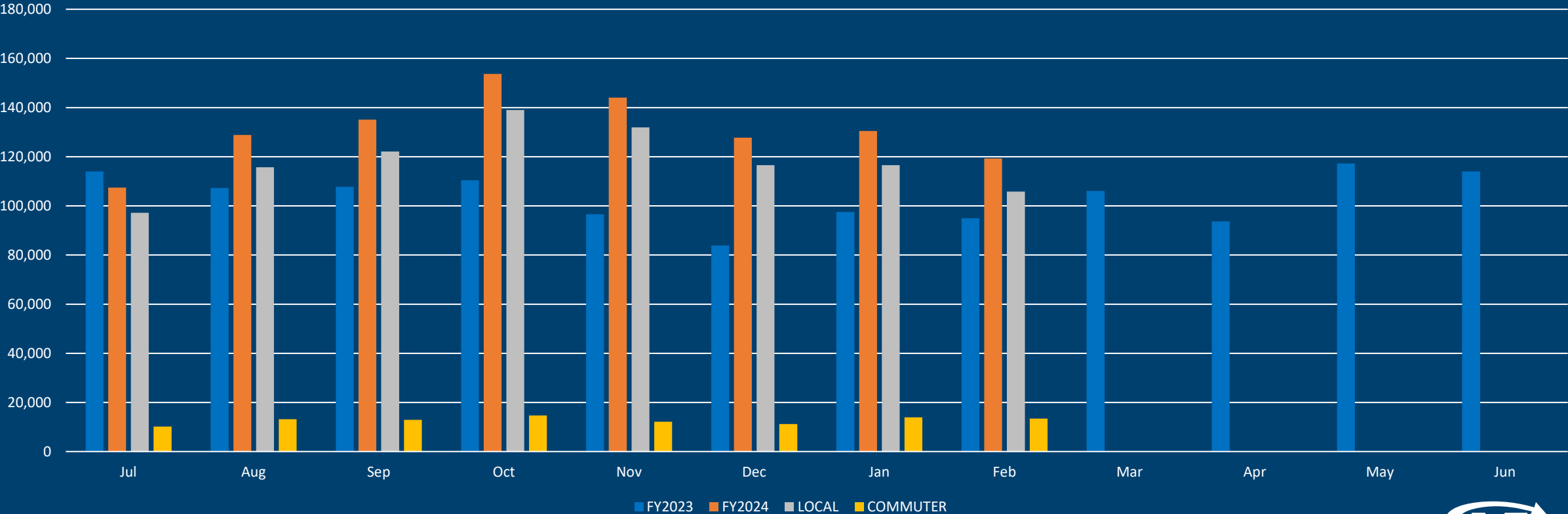
February 2024

Juan Antonio Lopez

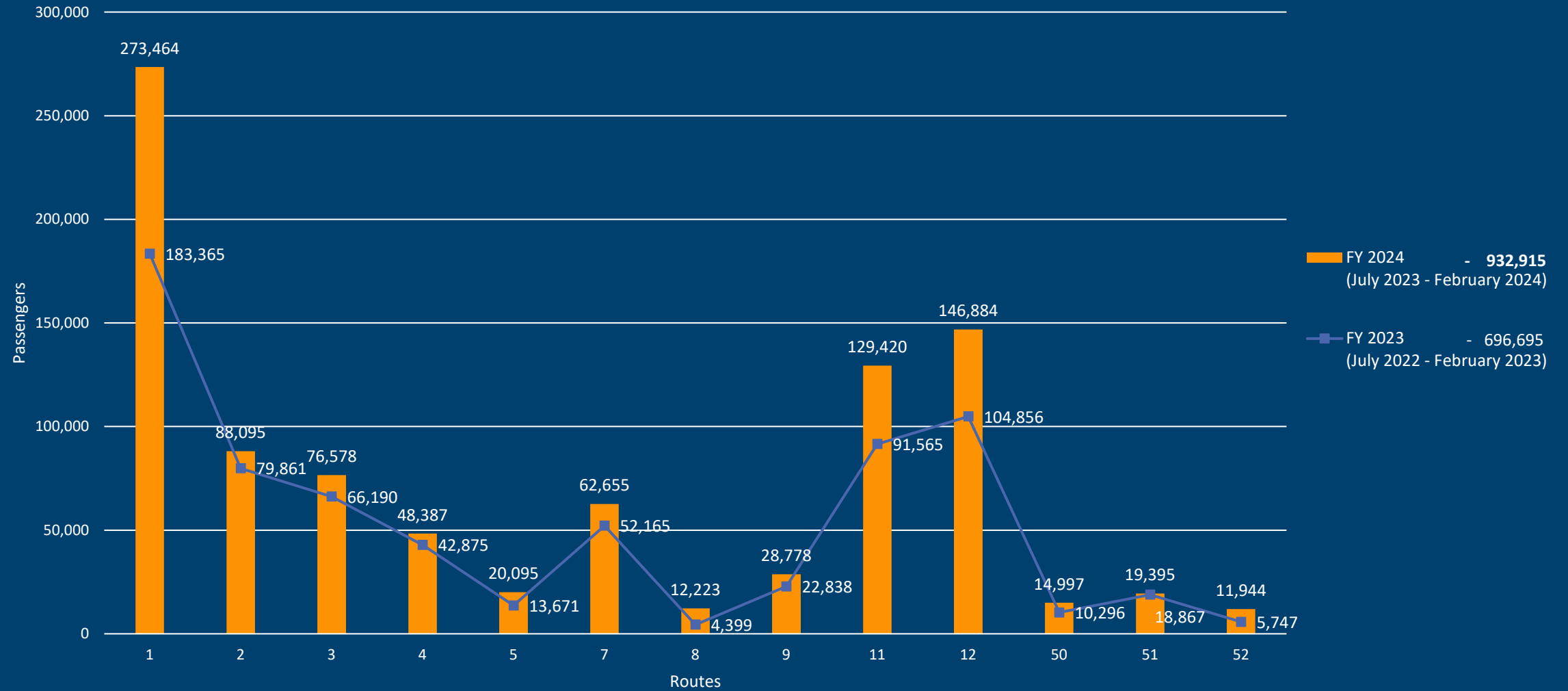
MONTHLY BOARDING ACTIVITY

	February 2024 FY 2024	January 2024 FY 2024
System	119,299	130,505
Local	105,822	116,531
Commuter	13,477	13,974

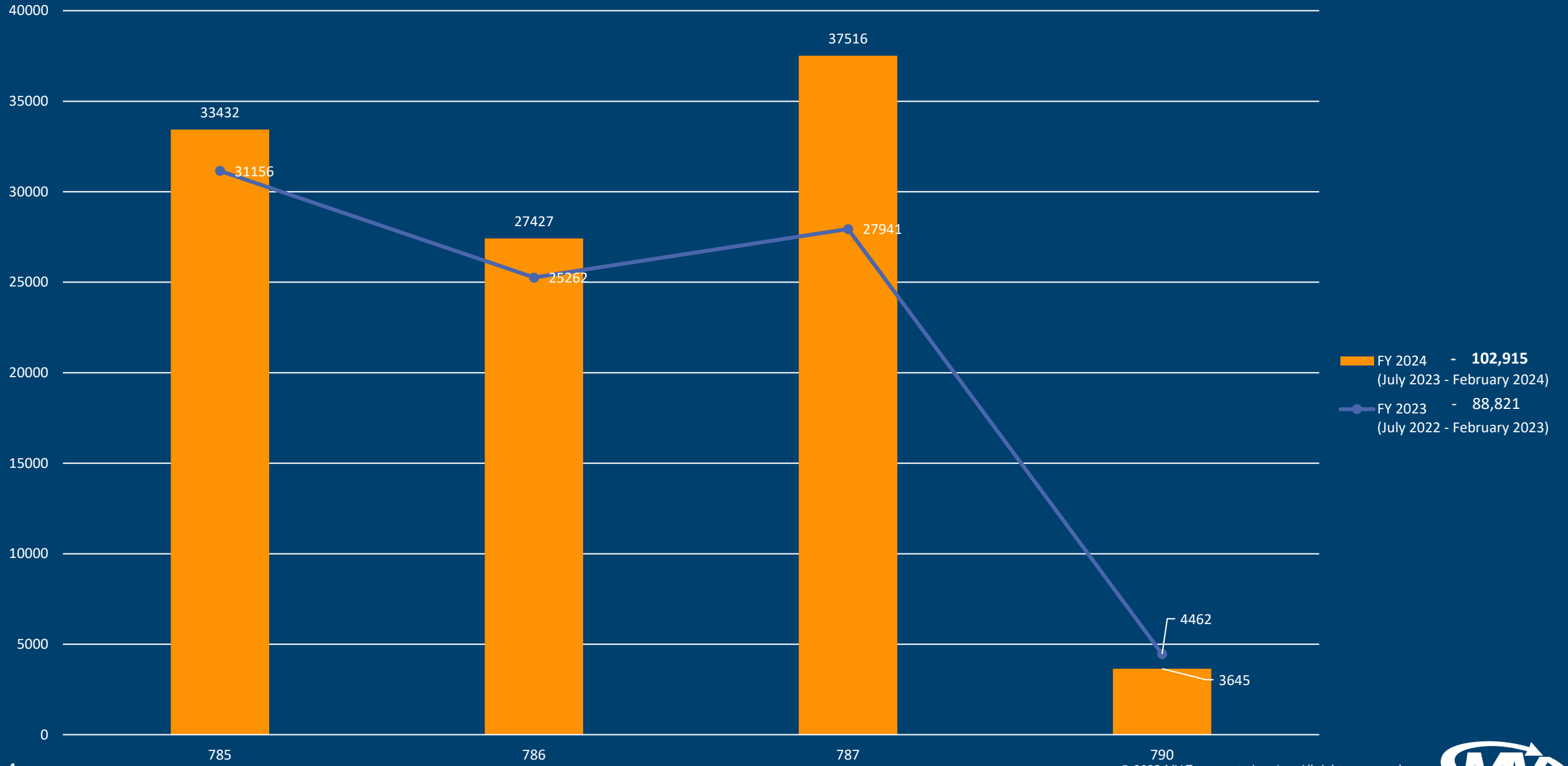
MONTHLY BOARDING ACTIVITY



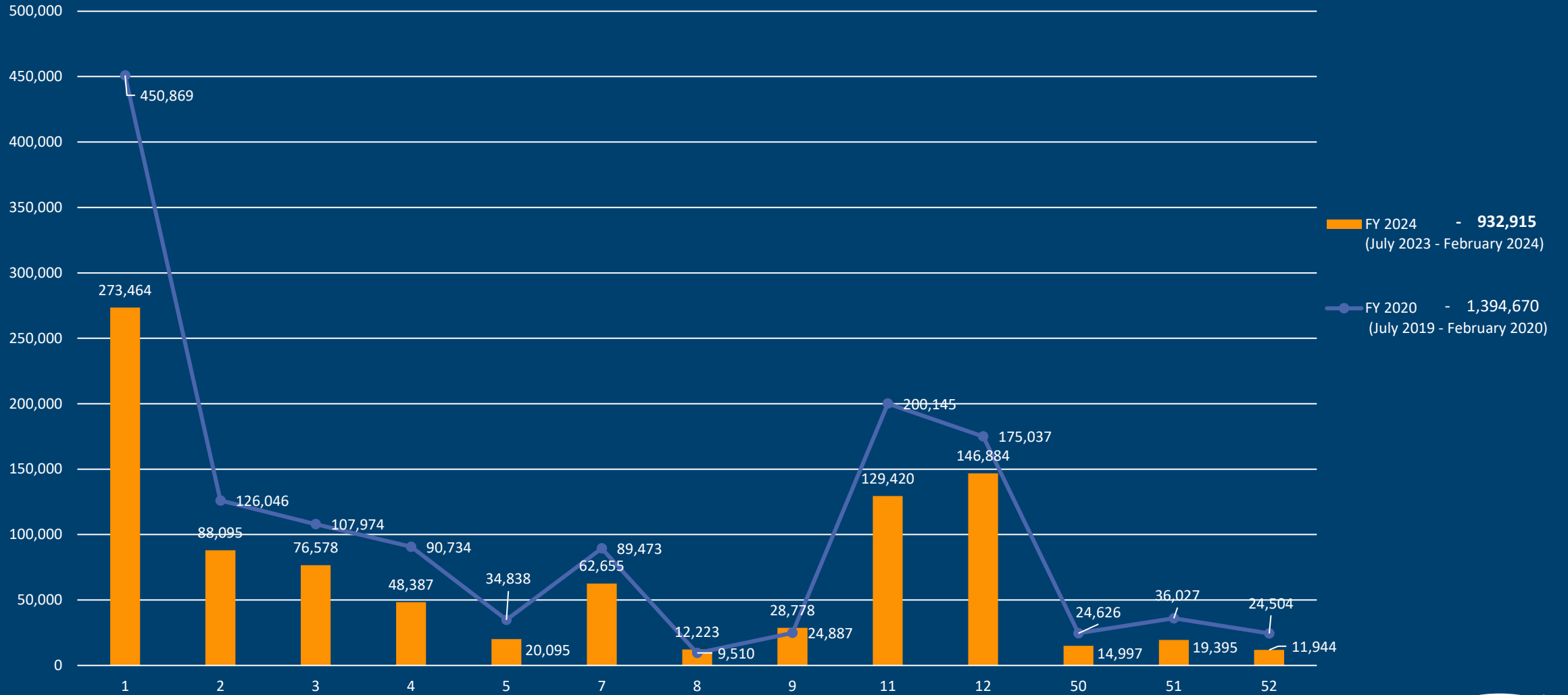
ANNUAL RIDERSHIP – LOCAL ROUTES



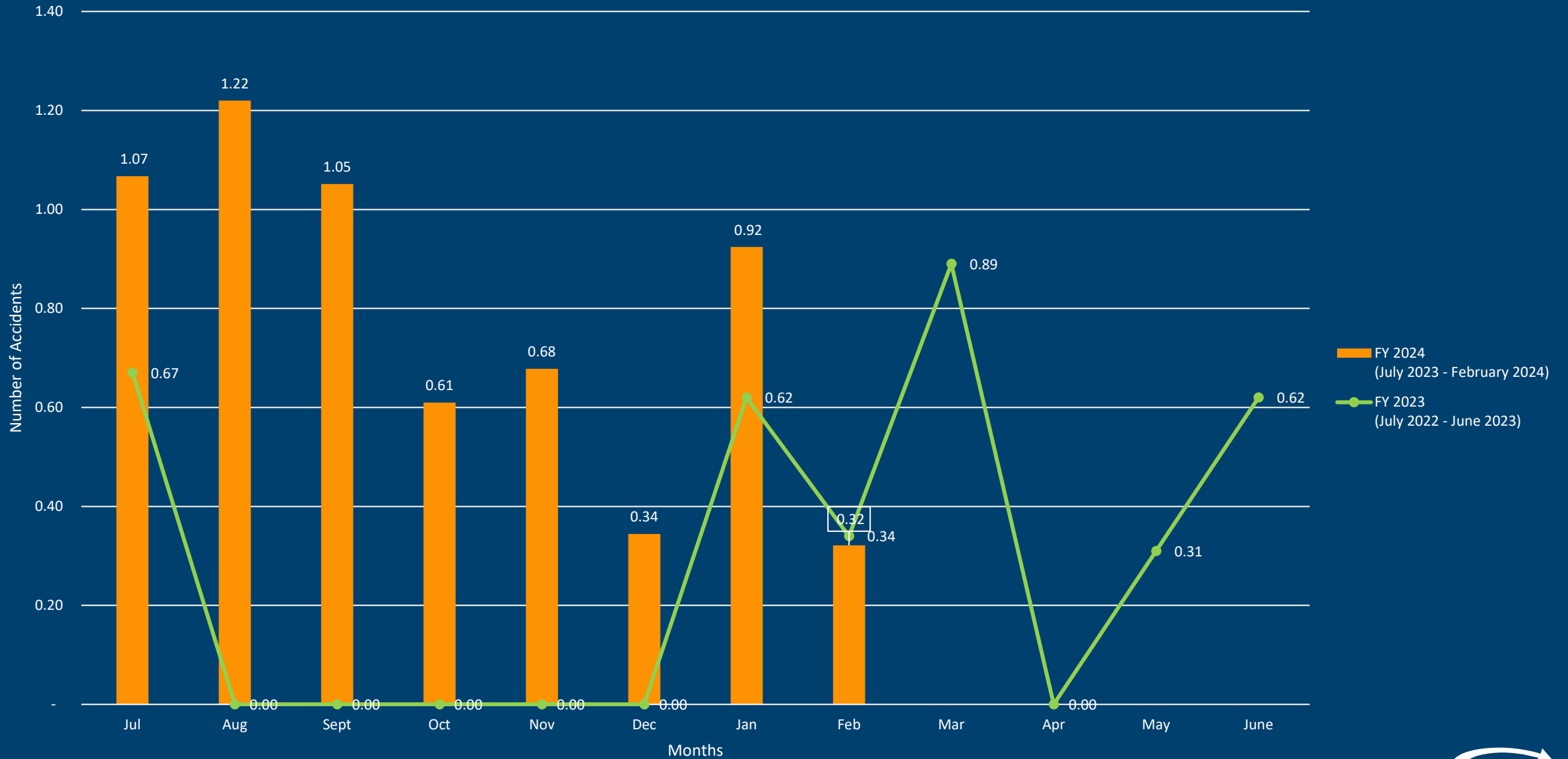
ANNUAL RIDERSHIP - COMMUTER ROUTES



PRECOVID RIDERSHIP COMPARISON



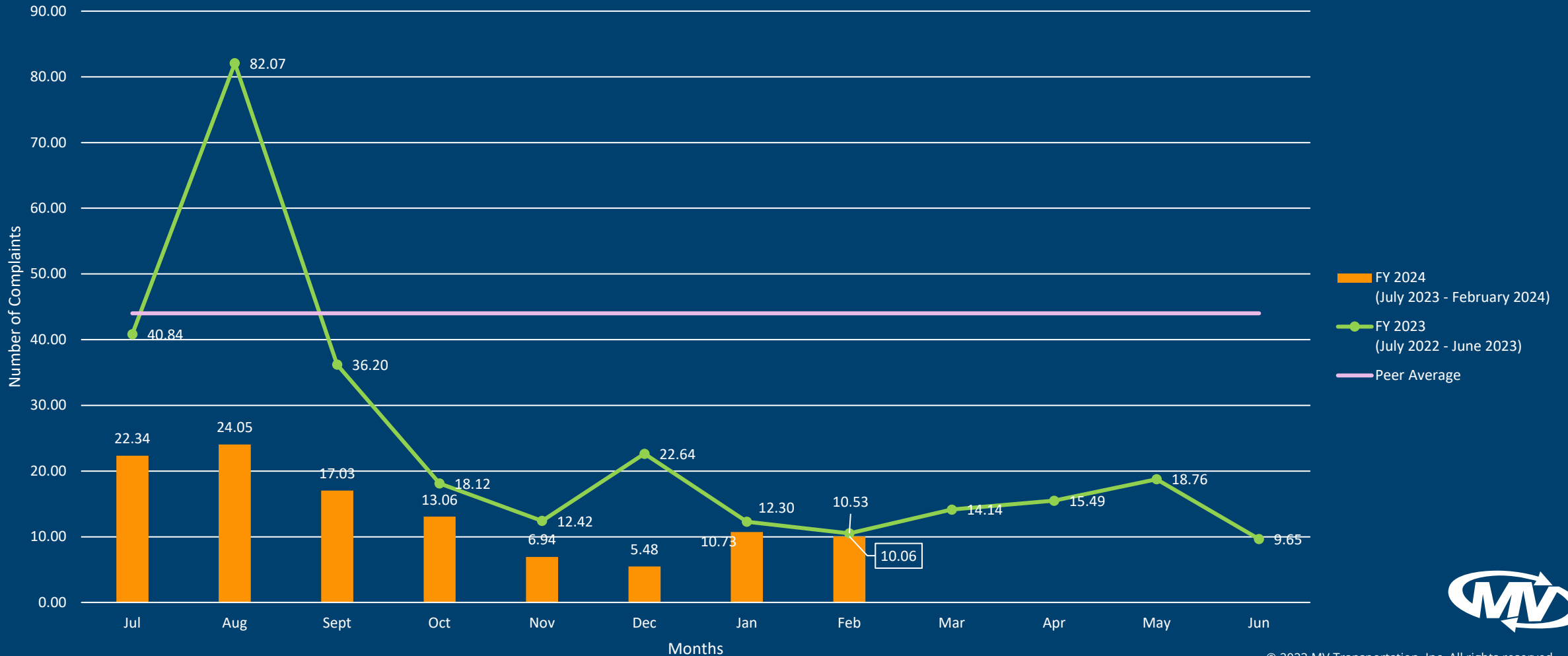
PREVENTABLE ACCIDENTS /100,000 MILES FEBRUARY – SYSTEM-WIDE AVERAGE: 0.32



COMPLAINTS / 100,000 BOARDINGS

FEBRUARY –SYSTEM WIDE AVERAGE: 10.06

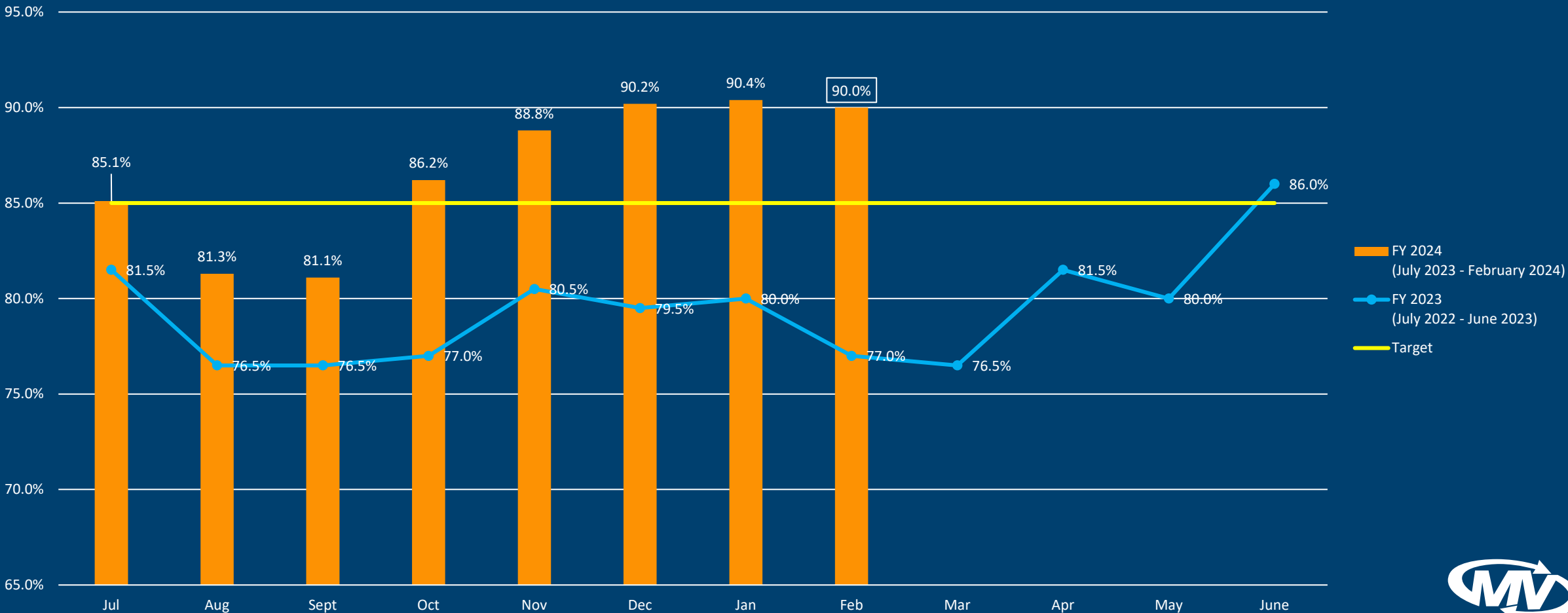
PEER AVERAGE: 44.00



ON-TIME PERFORMANCE

FEBRUARY – SYSTEM WIDE AVERAGE: 90.0%

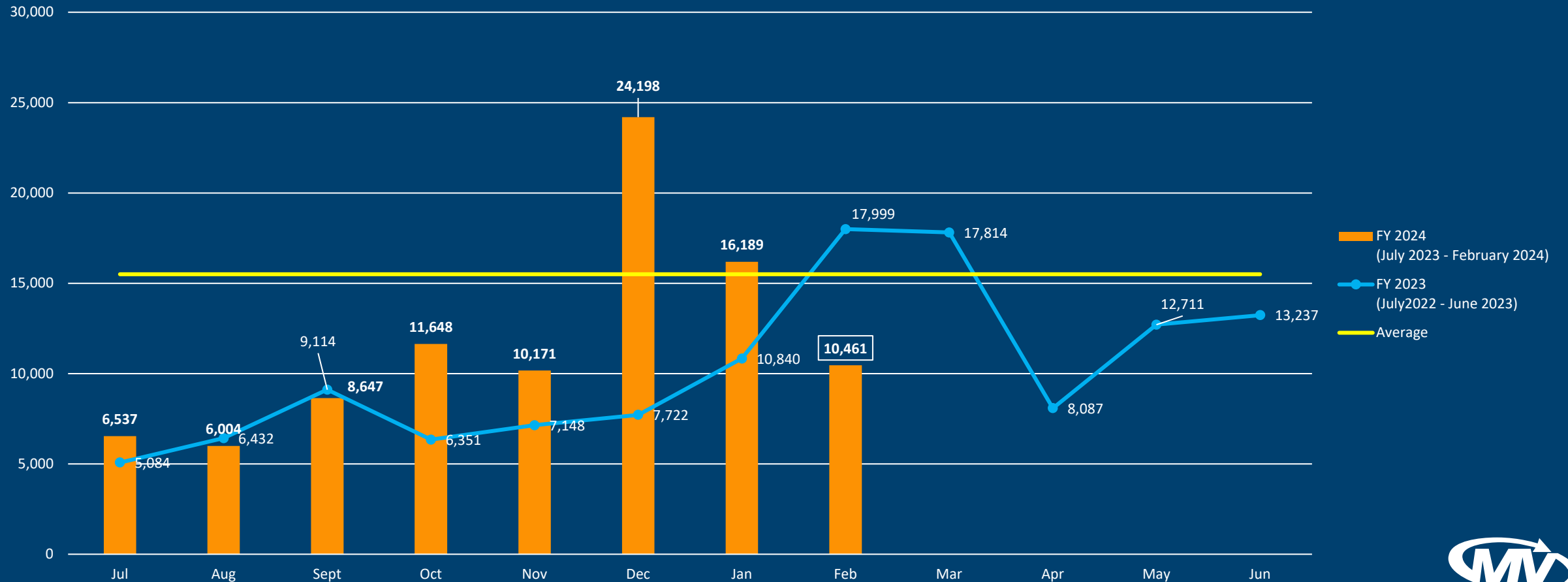
TARGET: 85%



AVERAGE MILES BETWEEN ROADCALLS

FEBRUARY – SYSTEM WIDE AVERAGE: 10,461

TARGET: 15,500



KEY PERFORMANCE INDICATORS

	February 2024 FY 2024	January 2024 FY 2024	February 2023 FY 2023
Boarding Activity	119,299	130,505	94,997
Complaints / 100,000 Boardings	10.06	10.73	10.53
Preventable Accidents / 100,000 Miles	0.32	.92	.34
On Time Performance	90.0%	90.4%	77.0%
Average Miles Between Roadcalls	10,461	16,189	17,999





WE ARE MVMNT

**THANK
YOU**

Questions?



Regular Meeting of the Board of Directors

Tuesday, February 27, 2024

10:00 a.m.

Antelope Valley Transit Authority Community Room
42210 6th Street West, Lancaster, California
www.avta.com

UNOFFICIAL MINUTES

CALL TO ORDER:

Chairman Crist called the meeting to order at 10:00 a.m.

PLEDGE OF ALLEGIANCE:

Director Loa led the Pledge of Allegiance.

ROLL CALL:

Present

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Richard Loa, Director Eric Ohlsen, Director Raj Malhi, Director Michelle Flanagan

APPROVAL OF AGENDA:

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

Vote: Motion carried (6-0-0-0)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Loa, Ohlsen, Malhi, Flanagan

Nays: None

Abstain: None

PUBLIC BUSINESS– AGENDIZED AND NON-AGENDIZED ITEMS:

Milcah White thanked the Board for acknowledging her concerns and appreciates the improved communication regarding the changes with Metrolink and Amtrack.

James Stovenal shared his concerns about the fare evasion on the buses. He thanked the Board Members for keeping the free fare program for the veterans and hoped it would continue.

Charlotte Baxter asked when the Dial-A-Ride electric vehicles would arrive and where

they would be located and charged overnight. Executive Director/CEO Martin Tompkins replied that the AVTA had received all 19 vans. The vans will be charged at the AVTA and Lake Los Angeles facilities. She added that she enjoys seeing the operators being recognized on the 10th Street West and 17th Street West billboards.

Ms. Baxter also asked about transportation to the Antelope Valley Fairgrounds evacuation center during an emergency. Chairman Crist responded that the routes would be re-routed depending on the emergency.

Fran Sereseres stated that Access Services is not dropping passengers off at the Hunter building at the Antelope Valley Fairgrounds. She also mentioned that at the Board of Supervisors meeting, the Board voted to provide the city of Palmdale money for improvements to Palmdale Blvd. and 40th St. E. and wants to know if the Supervisors are doing anything for the city of Lancaster. The Chairman responded that Supervisor Kathryn Barger does assist Lancaster.

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

SRP 1 LEGISLATIVE REPORT FROM SENATOR SCOTT WILK’S OFFICE

Thomas Moreno, District Representative for Senator Scott Wilk’s office, reported on California’s \$73 billion budget deficit, Senate Bill (SB) 996 Comprehensive sexual health education and human immunodeficiency virus (HIV) prevention education, which will require all school districts in the state of California to allow parents to have their middle school or high school students opt-out of sex education classes, and SB-1004 Income taxes: exclusions: wildfires, which will allow anyone affected by the wildfire areas from 2020 on to be exempt from settlement taxes.

Vice Chair Knippel stated that Senator Scott Wilk visited the AV College and discussed a potential bill he is working on to create a partnership with Cal State Universities in Victor Valley and Antelope Valley.

SRP 2 LEGISLATIVE REPORT FROM ASSEMBLYMEMBER TOM LACKEY’S OFFICE

Pamela Balch, District Director for Assemblymember Tom Lackey’s office, reported on California’s budget deficit, Assembly Bill (AB) 2645 Electronic toll collection systems: information sharing: law enforcement, and AB 3060 Pupil transportation: transportation network companies: Public Utilities Commission: safety standards: exemption.

SRP 3 PRESENTATION TO FRANCYNN TOBAR, CONTRACTS ADMINISTRATOR, FOR 10 YEARS OF OUTSTANDING AND DEDICATED SERVICE

Procurement and Contracts Officer Cecil Foust presented Francynn Tobar with an award for 10 years of service to the AVTA.

SRP 4 PRESENTATION TO AVTA EMPLOYEE OF THE MONTH FOR JANUARY 2024

Mr. Foust presented the Employee of the Month award for January 2024 to Francynn Tobar.

SRP 5 PRESENTATION TO MV TRANSPORTATION EMPLOYEE AND OPERATOR OF THE MONTH FOR JANUARY 2024

MV Transportation General Manager Juan Antonio Lopez presented the Operator of the Month award for January 2024 to Mustapha El Sous.

SRP 6 PRESENTATION TO AV TRANSPORTATION SERVICES (AVTS) EMPLOYEE OF THE MONTH FOR JANUARY 2024

AV Transportation Services President Art Minasyan presented the Employee of the Month award for January 2024 to Alicia Taylor.

SRP 7 AVTS MICROTRANSIT AND DIAL-A-RIDE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR JANUARY 2024

Mr. Minasyan presented the report.

SRP 8 LEGISLATIVE REPORT AND FINANCE UPDATE FOR FEBRUARY 2024

Chief Financial Officer Judy Vaccaro-Fry presented information regarding the PEPR and 13(c) litigation, 2023-24 state legislative session, proposed transit-related bills, legislative leadership changes, continuing resolutions for the FY 2023-2024 federal budget, Buses and Bus Facilities Program grant opportunity, bus manufacturing challenges, and the retirement of FTA Administrator Nuria I. Fernandez.

SRP 9 MAINTENANCE KPI REPORT FOR JANUARY 2024

Maintenance Compliance Analyst Joseph Sanchez presented the report. The Board discussed the fleet costs per mile – fleet average. Mr. Sanchez clarified that operating energy and maintenance costs per mile do not rely on ridership to generate results as the mileage is set and the fleet travels via fixed routes. Therefore, ridership is not a variable that needs to be

considered for jurisdictional contributions. The mileage the vehicles travel is the most significant variable in the calculations.

SPR 10 OPERATIONS KPI REPORT FOR JANUARY 2024

Mr. Lopez presented the report. The Board discussed complaints. The Chairman requested ridership numbers industrywide on all modes of transportation and how they have increased their ridership.

CONSENT CALENDAR (CC):

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF JANUARY 23, 2024

Approve the Board of Directors Regular Meeting Minutes of January 23, 2024.

CC 2 FINANCIAL REPORT FOR JANUARY 2024 AND FY 2024 SECOND QUARTER TREASURER AND CAPITAL RESERVE REPORT

Receive and file the Financial Report for January 2024 and the FY 2024 Second Quarter Treasurer and Capital Reserve Report.

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

Vote: Motion carried (6-0-0-0)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Loa, Ohlsen, Malhi, Flanagan

Nays: None

Abstain: None

Absent: None

NEW BUSINESS (NB):

NB 1 SOLE RESPONDENT CONTRACT #2024-23 WITH CIRCULATING AIR, INC. FOR AIR CONDITIONING AND CONTROLLER REPLACEMENT

On a motion by Vice Chair Knippel and seconded by Director Ohlsen, the Board of Directors authorized the Executive Director/CEO to award Sole Respondent Contract #2024-23 to Circulating Air, Inc. for the installation of air conditioning units and controller replacement at AVTA's primary facility for an amount not to exceed \$392,018.00 plus any applicable taxes.

Vote: Motion carried (6-0-0-0)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Loa, Ohlsen, Malhi, Flanagan

Nays: None

Abstain: None

Absent: None

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 REPORT BY THE EXECUTIVE DIRECTOR/CEO

Mr. Tompkins reported on the jurisdictional shares meeting with Ms. Vaccaro-Fry, Director of Los Angeles County Public Works Mark Pestrella, and Los Angeles County Deputy Director Steve Burger. The discussion included mileage, costs, and AVTA's needs. Several data points were reviewed, and we are working through the correct allocation of revenues and expenses per mode and jurisdiction. A specific review of Route 790 will be addressed.

They discussed Option #6, which would have the City of Palmdale providing 33%, the City of Lancaster providing 34%, and Los Angeles County providing 31%. Los County staff agreed to provide 26.5%. The County needs to obtain the commuter ridership data because they believe the calculation should be based on population instead of total miles. They will provide census population data for unincorporated areas within the cities and on the east side (unincorporated Los Angeles County). The census data will help bridge the gap from 26.5% to 31%, bringing us closer to closing the gap after applying \$7 million of AVTA's federal allocation. Mr. Tompkins clarified that he believes it should be an even split of one-third per jurisdiction. Los Angeles County's share will be higher after the review of the census population data. Although Mr. Tompkins and the Board think it should be calculated by mileage, Los Angeles County staff is formulating their numbers by population.

Vice Chair Knippel added she and Director Flanagan had a kick-off discussion with Mr. Pestrella and Mr. Burger. The whole issue was miles versus ridership. They discussed that the increased population in the unincorporated areas, increased ridership, and increased support from Access Dial-A-Ride show there is a share required to help support AVTA.

Chairman Crist added that Los Angeles County pays Santa Clarita \$3.2 million for 200 county miles compared to paying \$600,000 to AVTA for 1,200 county miles, which is a disparity.

Vice Chair Knippel responded that the topic was addressed with a county representative who stated that Santa Clarita has not done as well to manage their business as AVTA. Chairman Crist stated we are being penalized for being efficient.

The County keeps kicking the can down the road, and every time, the County changes participants. Vice Chair Knippel responded that she and Director Flanagan met with Mr. Petrella, who is at the top of the Public Works organization. He expressed his dissatisfaction with the delay and wants this issue resolved immediately.

Chairman Crist stated this issue has been going on for six years and costs AVTA at least \$1 million per year plus what the County should have been paying AVTA. If they can give Santa Clarita \$3.2 million for 200 miles and AVTA only \$600,000 for 1,200 miles, there is room for them to provide one-third of the cost.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

No miscellaneous business items were presented.

ADJOURNMENT:

Chairman Crist adjourned the meeting at 11:10 a.m. to the Regular Meeting of the Board of Directors on March 26, 2024, at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 26th day of MARCH 2024.

Marvin Crist, Chairman of the Board

ATTEST:

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



DATE: March 26, 2024
TO: BOARD OF DIRECTORS
SUBJECT: Financial Report for February 2024

RECOMMENDATION

Receive and file the Financial Report for February 2024.

FISCAL IMPACT

	February 2024
PAYROLL	\$311,748.21
CASH DISBURSEMENTS	\$5,747,341.01

BACKGROUND

To comply with the provisions required by Sections 37202, 37208, and 6505.5 of the Government Code, the Chief Financial Officer, in conjunction with the Senior Finance Manager, provides a monthly payroll total and cash disbursements. The Executive Director/CEO appointed as the Authority’s Treasurer certifies the availability of funds.

I, Martin Tompkins, Executive Director/CEO of AVTA, declare that the above information is accurate.

Prepared by:

Submitted by:

Vianney McLaughlin
 Senior Finance Manager

Martin J. Tompkins
 Executive Director/CEO



DATE: March 26, 2024
TO: BOARD OF DIRECTORS
SUBJECT: Destruction of AVTA Records

RECOMMENDATION:

In accordance with AVTA's Record Retention Policy, authorize the destruction of the on-site records (paper, electronic, audio, photographic, etc.) detailed on the Records Destruction list (Attachment A).

FISCAL IMPACT:

Costs associated with a secure destruction of documents are included in an annual monthly destruction contract.

BACKGROUND:

AVTA's Records Management Department has the responsibility for the ongoing process of coordinating the identification of records within the various departments to determine which records have met the required retention for destruction.

After Board approval is obtained, the records department will supervise the destruction of the records on the attached list. Certification of destruction and a final list of documents that were destroyed will be maintained in a permanent file.

Prepared by:

Submitted by:

Paulina Hurley
Records Technician II

Martin J. Tompkins
Executive Director/CEO

Attachment: A – Q2 Records Destruction List

File Number	File Name (Line #1)	Descript (Line #2)	Date (Line #3)	Retention Year	Triggering Event	Quarter	Responsible Party	Approval Signature
0160-10	INCOMING CORRESPONDENCE	CY2021		2024	3YRS	Q2	Martin Tompkins	
0660-05	MOOD, DENISE		04/01/2012 (CLOSED 04/14/2014)	2024	FR*+10Y	Q2	Martin Tompkins	
0660-30	DAVIS CAROL		06/28/2012 (CLOSED 04/29/2014)	2024	FR*+10Y	Q2	Martin Tompkins	
0670-40	OPERATOR INCIDENT REPORTS		CY 2016	2024	8Yrs	Q2	Martin Tompkins	
0670-40	VEHICLE ACCIDENTS		CY 2016	2024	8Yrs	Q2	Martin Tompkins	
0620-20	AGENDAS & CERTIFICATION OF POSTINGS	DIGITAL FILE	CY 2013	2017	4Yrs	Q1	Karen Darr	
0620-20	AGENDAS & CERTIFICATION OF POSTINGS	DIGITAL FILE	CY 2014	2018	4Yrs	Q1	Karen Darr	
0620-20	AGENDAS & CERTIFICATION OF POSTINGS	DIGITAL FILE	CY 2015	2019	4Yrs	Q1	Karen Darr	
0620-20	AGENDAS & CERTIFICATION OF POSTINGS	DIGITAL FILE	CY 2016	2020	4Yrs	Q1	Karen Darr	
0620-20	AGENDAS & CERTIFICATION OF POSTINGS	DIGITAL FILE	CY 2017	2021	4Yrs	Q1	Karen Darr	
0620-20	AGENDAS & CERTIFICATION OF POSTINGS	DIGITAL FILE	CY 2018	2022	4Yrs	Q1	Karen Darr	
0620-20	AGENDAS & CERTIFICATION OF POSTINGS	DIGITAL FILE	CY 2019	2023	4Yrs	Q1	Karen Darr	
0620-20	AGENDAS & CERTIFICATION OF POSTINGS	DIGITAL FILE	CY 2020	2024	4Yrs	Q1	Karen Darr	
0620-10	AGENDA PACKET	DIGITAL FILE	CY 2020	2023	3Yrs	Q1	Karen Darr	
0620-10	AGENDA PACKET	DIGITAL FILE	CY 2021	2024	3Yrs	Q1	Karen Darr	
0670-10	APPLICATIONS - INSURANCE		FROM 07/01/2017 THRU 06/30/2018	2024	S+6YRS	Q2	Judy Fry	
0670-10	INSURANCE POLICIES	VOL 1 OF 2	FROM 07/01/2017 THRU 06/30/2018	2024	S+6YRS	Q2	Judy Fry	
0670-10	INSURANCE POLICIES	VOL 2 OF 2	FROM 07/01/2017 THRU 06/30/2018	2024	S+6YRS	Q2	Judy Fry	
0210-10	VEHICLE #4341		FROM 06/01/2004 THRU 04/22/2020	2024	DISPOSITION+4	Q2	Joseph Sanchez	
0210-10	VEHICLE #4343		FROM 06/01/2004 THRU 04/22/2020	2024	DISPOSITION+4	Q2	Joseph Sanchez	
0210-10	VEHICLE #4346		FROM 06/01/2004 THRU 04/22/2020	2024	DISPOSITION+4	Q2	Joseph Sanchez	
0210-10	VEHICLE #4349		FROM 06/02/2004 THRU 04/22/2020	2024	DISPOSITION+4	Q2	Joseph Sanchez	
0210-93	PREVENTIVE MAINTENANCE REPORTS (PMI)		CY 2016	2024	8YRS	Q2	Joseph Sanchez	
0130-90	ADVERTISING POLICY	SUPERSEDED	05/28/2013	2024	Superseded +7YRS	Q2	James Royal	
0610-10	AGILITY	DISASTER RECOVERY	FROM 07/01/2013 THRU 06/30/2019	2024	AC+5Y	Q2	Cecil Foust	
0610-10	ENGEL LEN	CEO CONSULTANT	FROM 06/01/2018 THRU 05/31/2019	2024	AC+5Y	Q2	Cecil Foust	
0610-10	INTERIOR PLANT DESIGN	IN HOUSE PLANT MAINTENANCE	FROM 07/01/2018 THRU 06/30/2019	2024	AC+5Y	Q2	Cecil Foust	
0610-10	PASSANTINO ANDERSEN COMMUNICATIONS	ON-CALL MAR & STRAT COM CONSULTING	FROM 07/01/2018 THRU 05/01/2019	2024	AC+5Y	Q2	Cecil Foust	
0485-10	19-BATTERY ELECTRIC ADA PARA-TRANSIT VANS		FROM 10/15/2021 THRU 11/22/2021	2024	CANCELED AC+2YRS	Q2	Cecil Foust	
0610-10	US HYBRID	19 BATTERY ELECTRIC ADA PARA-TRANSIT	FROM THRU 04/26/2022	2024	CANCELED AC+2YRS	Q2	Cecil Foust	
0485-10	INSURANCE BROKER OF RECORD		FROM 03/27/2013 THRU 04/24/2013	2024	AC+5Y	Q2	Cecil Foust	
0610-10	VINSA	INSURANCE BROKER OF RECORD	FROM 06/30/2013 THRU 06/30/2019	2024	AC+5Y	Q2	Cecil Foust	
0485-10	CPA FINANCIAL AUDITING SERVICES		FROM 04/16/2014 THRU 05/07/2014	2024	AC+5Y	Q2	Cecil Foust	
0610-10	WINDES	AUDIT SERVICES	FROM 07/24/2014 THRU 06/30/2019	2024	AC+5Y	Q2	Cecil Foust	
0610-30	EDWARDS AIR FORCE BASE	ADVERTISING	FROM 03/25/2019 THRU 06/30/2019	2024	AC+5Y	Q2	Cecil Foust	