



Regular Meeting of the Board of Directors

Tuesday, June 23, 2020

10:00 a.m.

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

OFFICIAL MINUTES

CALL TO ORDER

Chairman Crist called the meeting to order at 10:02 a.m.

General Counsel Allison Burns noted for the record that the meeting was switched to a teleconference (Zoom Cloud) meeting at the last minute due to a potential COVID-19 exposure at the AVTA office. Access to the meeting was available to the members of the public who wished to attend.

The Clerk of the Board Karen Darr confirmed no one other than AVTA staff members were present in the Community Room. Ms. Burns clarified the process for members of the public who wished to speak on an item to ensure Brown Act compliance.

ROLL CALL:

Present

Chairman Marvin Crist

Vice Chair Dianne Knippel

Director Steve Hofbauer - inaudible

Director Michelle Flanagan

Director Raj Malhi

Alternate Director Kathryn Mac Laren (Director Richard Loa absent)

APPROVAL OF AGENDA

Motion: Approve the agenda as comprised.

Moved by Director Flanagan, seconded by Director Malhi

Ms. Darr conducted a roll call vote and stated the motion carried.

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

Ayes: Chairman Crist, Directors Flanagan, Malhi, Alternate Director Mac Laren

Nays: None

Abstain: None

Absent: None

Inaudible: Vice Chair Knippel, Director Hofbauer

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

There were no public business items presented.

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

SRP 1 LEGISLATIVE REPORT FOR JUNE 2020

Director of Finance and Administration Judy Vaccaro-Fry presented an update regarding SB-288 California Environmental Quality Act: exemptions, the state's budget and Surface Transportation Reauthorization Bill. She also announced AVTA is a two-time recipient of the Low or No Emission (LoNo) Grant and has been awarded \$6,253,255.

SRP 2 OPERATIONS KEY PERFORMANCE INDICATORS (KPI) REPORT

Chief Operating Officer Martin Tompkins presented the report. The Board Members discussed the complaints regarding discourteous operators and disciplinary action taken.

SRP 3 MAINTENANCE KPI REPORT

Management Analyst Cecil Foust presented the report.

CONSENT CALENDAR (CC):

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF MAY 26, 2020

Approve the Board of Directors Regular Meeting Minutes of May 26, 2020.

CC 2 FINANCIAL REPORT FOR MAY 2020

Receive and file the Financial Report for May 2020.

CC 3 RENEWAL OF AGREEMENT WITH LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) FOR TRANSIT LAW ENFORCEMENT SERVICES RESERVE UNIT

Authorize the Executive Director/CEO to renew the Letter of Understanding with the LASD for transit law enforcement services covering the term July 1, 2020 through June 30, 2021, as outlined in the letter to Sheriff Alex Villanueva.

CC 4 PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP)

1) Approve the Public Transportation Agency Safety Plan to comply with the Federal Transit Administration (FTA) bus transit safety plan requirements; and 2) adopt Resolution 2020-005, adopting the PTASP.

CC 5 CONTRACT #2020-48 TO FAST-TRACK CONSTRUCTION CORPORATION FOR ELECTRIC CHARGING STATIONS AT ANTELOPE VALLEY COLLEGE (AVC)

Authorize the Executive Director/CEO to execute Contract #2020-48 with Fast-Track Construction Corporation, Culver City, CA for electric car and bus charging stations at AVC for the amount of \$607,520.25, plus applicable permit fees and sales tax.

CC 6 CONTRACT #2020-56 TO DUKE ENGINEERING FOR THE DESIGN BUILD OF THE AVTA EMPLOYEE WELLNESS CENTER

Authorize the Executive Director/CEO to execute Contract #2020-56 with Duke Engineering for the Design Build of the AVTA Employee Wellness Center at the AVTA facility in the amount of \$350,000, including applicable taxes and fees.

Motion: Approve the Consent Calendar.

Moved by Vice Chair Knippel, seconded by Director Flanagan

Ms. Darr conducted a roll call vote and stated the motion carried.

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

Ayes: Chairman Crist, Vice Chair Knippel, Director Flanagan, Alternate Director Mac Laren

Nays: None

Abstain: None

Absent: None

Inaudible: Directors Hofbauer and Malhi

NEW BUSINESS (NB):

NB 1 FISCAL YEAR 2020/2021 (FY 2021) PROPOSED BUDGET

Ms. Vaccaro-Fry presented the staff report.

Motion: Adopt the Proposed FY 2021 Budget.

Moved by Vice Chair Knippel, seconded by Director Malhi

Ms. Darr conducted a roll call vote and stated the motion carried unanimously.

Vote: Motion carried (6-0-0-0)
Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Flanagan, Malhi, Alternate Director Mac Laren
Nays: None
Abstain: None
Absent: None

NB 2 TITLE VI PROGRAM UPDATE FOR FISCAL YEARS 2020/2021-2022/2023

DBE/EEO Compliance Officer Kelly Miller presented the staff report. The Board Members briefly discussed this item.

Motion: 1) Approve AVTA's Title VI Program Update for FY 2020/2021 through FY 2022/2023 as required by the Federal Transit Administration; and 2) Adopt Resolution No. 2020-006, adopting AVTA's Title VI Program Update.

Moved by Vice Chair Knippel, seconded by Alternate Director Mac Laren

Ms. Darr conducted a roll call vote and stated the motion carried unanimously.

Vote: Motion carried (6-0-0-0)
Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Flanagan, Malhi, Alternate Director Mac Laren
Nays: None
Abstain: None
Absent: None

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Executive Director/CEO Macy Neshati:

- Stated AVTA and the Teamsters Union will be holding a food drive on Saturday, June 27, 2020.
- Announced Ms. Vaccaro-Fry was promoted to Chief Financial Officer.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

There were no miscellaneous business – non-agenda items presented.

ADJOURNMENT:

PASSED, APPROVED, and ADOPTED this 28th day of JULY, 2020



Marvin Crist, Chairman of the Board

ATTEST:



Karen S. Darr, Clerk of the Board

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