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**Regular Meeting of the Board of Directors**

**Tuesday, July 27, 2021**

**10:00 a.m.**

Antelope Valley Transit Authority Community Room

42210 6<sup>th</sup> Street West, Lancaster, California

www.avta.com

**HYBRID MEETING PURSUANT TO  
GOVERNOR'S EXECUTIVE ORDER N-08-21**

**OFFICIAL MINUTES**

**CALL TO ORDER:**

Chairman Crist called the meeting to order at 10:01 a.m.

**PLEDGE OF ALLEGIANCE:**

Alternate Director Mac Laren led the Pledge of Allegiance.

**ROLL CALL:**

Present

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Steve Hofbauer, Director Raj Malhi, Director Michelle Flanagan, Alternate Director Kathryn Mac Laren

**APPROVAL OF AGENDA:**

Chairman Crist stated that SRP 3 – Presentation to Antelope Valley Transportation Services Employee of the Month for June 2021 was pulled from the agenda.

**Motion: Approve the agenda as revised, removing SRP 3.**

Moved by Vice Chair Knippel, seconded by Director Malhi

Clerk of the Board Karen 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, Malhi, Flanagan, Alternate Director Mac Laren

Nays: None

Abstain: None

Absent: None

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

Anjie Preston – Requested that the Board meetings be available to attend via Zoom and asked when bus service would resume to normal service. She stated she experiences issues with the On-Request Microtransit Ride Service pilot program, particularly the 30-minute pick-up window and notification regarding the driver's estimated time of arrival. She suggested handling passenger pick-ups and drop-offs separately and noted that not all passengers have Wi-Fi access to track a ride. She also stated she has difficulty scheduling rides on the Dial-A-Ride (DAR) paratransit service because a passenger is unable to book a ride more than two days in advance.

Chairman Crist replied that AVTA staff is researching televising AVTA meetings on Channels 27 (city of Palmdale) and 28 (city of Lancaster) and hosting other meetings at AVTA, for example the Antelope Valley Air Quality Management District (AVAQMD) meetings, to provide added public exposure. He explained the difficulty with hiring and training operators that would allow the Authority to return to normal service. Chief Operating Officer Martin Tompkins stated he will meet with Ms. Preston to address her issues with the On-Request Microtransit Ride and DAR services.

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

**SRP 1 PRESENTATION TO AVTA EMPLOYEE OF THE FOURTH QUARTER FOR FISCAL YEAR 2020/2021 (APRIL 1 – JUNE 30, 2021)**

Executive Director/CEO Macy Neshati presented the Employee of the Fourth Quarter award to Disadvantaged Business Enterprise (DBE)/Equal Employment Opportunity (EEO) Compliance Officer Kelly Miller.

**SRP 2 PRESENTATION TO TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR JUNE 2021**

Transdev General Manager Tracy Craghead presented the Employee of the Month award to Ahshana Bryant and announced that the Operator of the Month is Arthur Mack. Mr. Mack was unable to attend the meeting. Vice Chair Knippel suggested presenting the award to Mr. Mack at the August meeting.

**SRP 4 LEGISLATIVE REPORT FOR JULY 2021**

Chief Financial Officer Judy Vaccaro-Fry presented an update regarding several 2021 legislative bills, California's Fiscal Year 2021/2022 (FY 2022) Budget, the Surface Transportation Reauthorization, INVEST in America Act – H.R. 3684, Federal FY 2021 Budget Resolution, Areas of Persistent Poverty Program and Low or No Emission Program grants, and the CA High Speed Rail Authority's agreement with the city of Palmdale. She

announced that Congressman Mike Garcia was appointed to serve as a Co-Chair of the China Task Force by Republican Leader Kevin McCarthy.

#### **SRP 5 OPERATIONS KEY PERFORMANCE INDICATORS (KPI) REPORT**

Mr. Tompkins introduced the new Director of Operations and Maintenance Esteban Rodriguez who presented the report. The Board briefly discussed the passenger pass-ups.

#### **SRP 6 COMMUTER SERVICE CHANGES**

Mr. Tompkins presented the report. The Board discussed disseminating the information to the veteran community and ensuring the service changes are coordinated with the Metrolink service. Chairman Crist directed staff to create a booklet showing the Authority's conversion from a diesel fleet to an electric fleet.

#### **SRP 7 MAINTENANCE KPI REPORT**

Maintenance Compliance Manager Cecil Foust presented the report. The Board briefly discussed fuel/energy costs and the backlog of Transdev's work orders that increased maintenance costs for the month of May. Chairman Crist directed Mr. Foust to include the Microtransit Ride Service in the electric miles traveled slide.

#### **SRP 8 USE OF "AVTA BOLT" AS A BRANDING NAME FOR ON-REQUEST MICROTRANSIT RIDE SERVICE**

Marketing Manager James Royal presented the report.

#### **SRP 9 UPDATE ON L.A. METRO'S FARELESS SYSTEM INITIATIVE**

Mr. Neshati presented the report. Chairman Crist noted that AVTA currently has a funding source that provides free rides for seniors, college students and veterans.

#### **PUBLIC HEARING (PH):**

#### **PH 1 PUBLIC HEARING AND ADOPTION OF THE DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM AND GOAL-SETTING METHODOLOGY FOR FEDERAL FISCAL YEARS (FFY'S) 2022 THROUGH 2024 (OCTOBER 1, 2021 THROUGH SEPTEMBER 30, 2024)**

Chairman Crist opened the Public Hearing. DBE/EEO Compliance Officer Kelly Miller presented the staff report. There was no public input regarding this item. Chairman Crist closed the Public Hearing.

**Motion: 1) Consider any public comments received; 2) Close the public comment period; 3) Approve the new DBE Program, Overall Goal-Setting Methodology, and DBE Participation Goal of 9%; and 4) Adopt Resolution No. 2021-004, a Resolution of the Board of Directors of the Antelope Valley Transit Authority approving the revised Federal Transit Administration required DBE Program and Overall Goal-Setting Methodology for FFY's 2022 through 2024.**

Moved by Director Flanagan, 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, Malhi, Flanagan, Alternate Director Mac Laren

Nays: None

Abstain: None

Absent: None

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

**CC 1 BOARD OF DIRECTORS MEETING MINUTES OF JUNE 22, 2021**

Approve the Board of Directors Regular Meeting Minutes of June 22, 2021.

**CC 2 FINANCIAL REPORT FOR JUNE 2021**

Receive and file the Financial Report for June 2021.

**CC 3 FISCAL YEAR 2020/2021 FOURTH QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (APRIL 1 – JUNE 30, 2021)**

Receive and file the FY 2021 Fourth Quarter Los Angeles County Sheriff's Department Report for the period covering April 1 through June 30, 2021.

**Motion: Approve the Consent Calendar.**

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

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, Malhi, Flanagan, Alternate Director Mac Laren

Nays: None

Abstain: None

Absent: None

**NEW BUSINESS (NB):**

**NB 1 DEDICATING AND NAMING OF AVTA'S TRANSIT CENTERS**

Mr. Neshati presented the staff report. Chairman Crist commented on the dedicated service of Vice Chair Dianne Knippel, Assemblyman Tom Lackey, Senator Scott Wilk and Supervisor Kathryn Barger that earned them this honor adding that each person has been an intricate part of AVTA's transformation to an all-electric fleet.

**Motion: Adopt: 1) Resolution 2021-010, approving the dedicating and naming of the Antelope Valley College Transit Center as the Dianne Knippel Transit Center.**

Moved by Director Flanagan, seconded by Director Malhi

Ms. Darr conducted a roll call vote and stated the motion carried with Vice Chair Knippel abstaining.

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

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

Nays: None

Abstain: Vice Chair Knippel

Absent: None

**Motion: Adopt: 2) Resolution 2021-011, approving the dedicating and naming of the South Valley Transit Center as the Tom Lackey Transit Center; 3) Resolution 2021-012, approving the dedicating and naming of the Boulevard Transit Center as the Scott Thomas Wilk Transit Center; and 4) Resolution 2021-013, approving the dedicating and naming of the Lake Los Angeles Transit Center as the Kathryn Barger Transit Center.**

Moved by Director Flanagan, 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, Malhi, Flanagan, Alternate Director Mac Laren

Nays: None

Abstain: None

Absent: None

Speaking on this item:

Fran Sereseres – Congratulated the recipients.

Drew Mercy, Deputy Chief of Staff for Senator Scott Wilk – Stated Senator Wilk sends his appreciation and is humbled by this honor.

Pam Balch, Office Manager and Constituent Services Representative for Assemblyman Tom Lackey – Stated Assemblyman Lackey is very honored to represent the community and thanked the Board.

The Board re-voted after taking public comments.

**Motion: Adopt: 1) Resolution 2021-010, approving the dedicating and naming of the Antelope Valley College Transit Center as the Dianne Knippel Transit Center.**

Moved by Director Flanagan, seconded by Director Malhi

Ms. Darr conducted a roll call vote and stated the motion carried with Vice Chair Knippel abstaining.

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

**Motion: Adopt: 2) Resolution 2021-011, approving the dedicating and naming of the South Valley Transit Center as the Tom Lackey Transit Center; 3) Resolution 2021-012, approving the dedicating and naming of the Boulevard Transit Center as the Scott Thomas Wilk Transit Center; and 4) Resolution 2021-013, approving the dedicating and naming of the Lake Los Angeles Transit Center as the Kathryn Barger Transit Center.**

Moved by Director Flanagan, 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, Malhi, Flanagan, Alternate Director Mac Laren  
Nays: None  
Abstain: None  
Absent: None

**NB 2 WAVE QUOTE DATED JUNE 7, 2021 FOR TWENTY-EIGHT (28) BUS SIDE WAVE INDUCTIVE RECEIVING PADS**

Procurement and Contracts Officer Lyle Block presented the staff report.

**Motion: Authorize the Executive Director/CEO to issue a Purchase Order to WAVE for the purchase of twenty-eight (28) WAVE bus side pads for new buses. We have ordered as follows: ten (10) K11M 60-foot buses, four (4) K8M 35-foot buses, six (6) K7M-ER 30-foot buses and eight (8) K9M 40-foot buses in an amount of \$2,226,000.00, plus applicable sales tax. In addition, staff is asking for \$142,360 plus applicable sales tax, for the installation on eighteen (18) buses. The 60-foot buses will require a pilot installation and will be addressed separately.**

Moved by Vice Chair Knippel, seconded by Director Flanagan

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, Malhi, Flanagan, Alternate Director Mac Laren

Nays: None

Abstain: None

Absent: None

**NB 3 SOLE SOURCE CONTRACT #2022-05 WITH AVAIL TECHNOLOGIES, INC. FOR INTELLIGENT TRANSPORTATION SYSTEM (ITS) EQUIPMENT UPGRADES**

Mr. Tompkins presented the staff report.

**Motion: Authorize the Executive Director/CEO to award Sole Source Contract #2022-05 with Avail Technologies, Inc. for Information Technology System (ITS) Equipment for an amount not to exceed \$1,203,403.26, plus applicable sales tax.**

Moved by Alternate Director Mac Laren, seconded by Director Flanagan

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, Malhi, Flanagan, Alternate Director Mac Laren

Nays: None

Abstain: None

Absent: None

**NB 4 I/O CONTROLS CORPORATION QUOTE DATED MAY 13, 2021 – ELMS 2.0 UPGRADE FOR UP TO 85 BUSES**

Mr. Neshati presented the staff report and confirmed that the agreement is for a software upgrade.

**Motion: Authorize the Executive Director/CEO to enter into an agreement with I/O Controls Corporation for an amount not to exceed \$160,000.00 plus applicable taxes to upgrade the current ELMS system on our BYD buses to allow programming smart charging algorithms to take advantage and optimize charging at the depot.**

Moved by Vice Chair Knippel, seconded by Director Flanagan

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, Malhi, Flanagan, Alternate Director Mac Laren

Nays: None

Abstain: None

Absent: None

**NB 5 CONTRACT #2021-72 TO TONEMAN DEVELOPMENT CORPORATION FOR DESIGN BUILD OF BUS MAINTENANCE FACILITY EXPANSION**

Procurement and Contracts Officer Lyle Block presented the staff report. The Board expressed their concern regarding potential change orders. Mr. Block confirmed that all change orders would be approved by the Board.

**Motion: Authorize the Executive Director/CEO to execute Contract #2021-72 with Toneman Development Corporation, Lancaster, CA, for a term of 180 days and an amount not to exceed \$2,992,500.00, plus applicable sales tax.**

Moved by Vice Chair Knippel, seconded by Director Flanagan

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, Malhi, Flanagan, Alternate Director Mac Laren

Nays: None

Abstain: None

Absent: None



**NB 6 CONTRACT #2022-04 TO BYD MOTORS INC. THROUGH THE STATE OF GEORGIA CONTRACT #99999-001-SPD0000138-0008, FOR SIX (6) K7M-ER 30-FOOT BATTERY ELECTRIC HEAVY-DUTY LOW FLOOR TRANSIT BUSES**

Mr. Block presented the staff report.

**Motion: Authorize the Executive Director/CEO to execute Contract #2022-04 to BYD Motors Inc. through the State of Georgia Contract #99999-001-SPD0000138-0008, for six (6) K7M-ER 30-foot battery electric heavy-duty low floor transit buses for an amount not to exceed \$4,309,312.45, plus applicable sales tax.**

Moved by Director Flanagan, 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, Malhi, Flanagan, Alternate Director Mac Laren

Nays: None

Abstain: None

Absent: None

**REPORTS AND ANNOUNCEMENTS (RA):**

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

Mr. Neshati stated there were no deficiencies found in the Authority's recent Federal Transit Administration (FTA) Triennial Audit and applauded staff on their outstanding efforts.

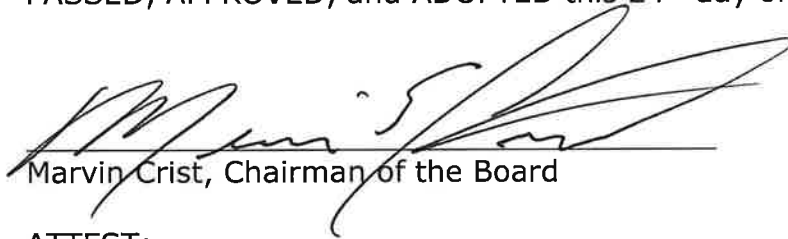
**MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:**

The Board members commended staff on their hard work and a successful FTA Triennial Audit. Director Hofbauer inquired about the status of the AV Mall bus stops.

**ADJOURNMENT:**

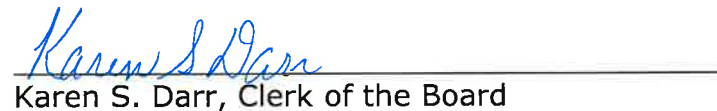
Chairman Crist adjourned the meeting at 11:40 a.m. to the Regular Meeting of the Board of Directors on August 24, 2021 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6<sup>th</sup> Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 24<sup>th</sup> day of AUGUST 2021



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