



Regular Meeting of the Board of Directors

Tuesday, February 28, 2023

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 10:00 a.m.

PLEDGE OF ALLEGIANCE

Director Ohlsen led the Pledge of Allegiance.

ROLL CALL:

Present

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

APPROVAL OF AGENDA

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

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

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

Nays: None

Abstain: None

Absent: None

PUBLIC BUSINESS– AGENDIZED AND NON-AGENDIZED ITEMS:

Eugene Hernandez – spoke about the wait times, shortage of buses to service the routes, and lack of bus stop amenities.

Fran Sereseres – congratulated Marvin Crist for being appointed Chair of the North County Transportation Coalition and suggested providing reduced bus fare passes to low-income passengers.

Charlotte Baxter – asked whether the new Dial-A-Ride (DAR) electric vehicles are equipped to accommodate two large or extra-large wheelchairs at one time, what the protocol is when another DAR vehicle is needed, and about the availability of charging stations.

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, invited constituents to contact the Senator's office with legislative ideas and requests for letters of support.

SRP 3 LEGISLATIVE REPORT FROM ASSEMBLYMAN TOM LACKEY'S OFFICE

Pam Balch, District Director for Assemblyman Tom Lackey, was unable to attend the meeting.

SRP 4 LEGISLATIVE REPORT FROM ASSEMBLYMAN JUAN CARRILLO'S OFFICE

Juan Blanco, Field Representative for Assemblyman Juan Carrillo, reported on Assembly Bills 31, 744, and 1580. He invited district leaders and constituents to meet with the Assemblyman to discuss concerns and possible solutions.

SRP 5 PRESENTATION TO PROCUREMENT AND CONTRACTS OFFICER LYLE BLOCK ACKNOWLEDGING HIS RETIREMENT

Executive Director/CEO Martin Tompkins conveyed his gratitude to Procurement and Contracts Officer Lyle Block for all he has done for AVTA during his tenure. Mr. Tompkins presented a plaque to Mr. Block, acknowledging his retirement and 11 years of dedicated and exemplary service to AVTA.

SRP 6 PRESENTATION TO MV TRANSPORTATION EMPLOYEE AND OPERATOR OF THE MONTH

MV General Manager Michael Sherrill presented awards to Andrew Simpson, Employee of the Month, and Michael Craig, Operator of the Month.

SRP 7 PRESENTATION TO AV TRANSPORTATION SERVICES EMPLOYEE OF THE MONTH

AV Transportation Services President Art Minasyan presented the award to the Employee of the Month Angela Bakershipp.

SRP 8 MICROTRANSIT AND DIAL-A-RIDE KEY PERFORMANCE INDICATORS (KPI) REPORT

Mr. Minasyan presented the report.

SRP 9 LEGISLATIVE REPORT FOR FEBRUARY 2023

Chief Financial Officer Judy Vaccaro-Fry presented information regarding the Federal Transit Administration's (FTA) grant opportunities, AVTA's federal apportionments for FFY 2023, the state's proposed FY 2023-24 Budget, the Transit & Intercity Rail Capital Program 6, the Heavy-Duty Vehicle Incentive Program, and San Diego County's Regional Transportation Agency's latest transportation plan. The Board discussed the Antelope Valley and Victor Valley transit corridor project.

SRP 10 MAINTENANCE KPI REPORT

Operations Analyst Joseph Sanchez presented the report. The Board discussed energy costs per mile and the passenger capacity on the 60-foot and 40-foot buses.

SRP 11 OPERATIONS KPI REPORT

MV Transportation General Manager Michael Sherrill presented the report. The Board discussed passenger pass-ups. Mr. Sherrill responded that management continues to monitor the issue and detailed the mystery rider program they have implemented.

CONSENT CALENDAR (CC):

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF DECEMBER 20, 2022 AND JANUARY 24, 2023

Approve the Board of Directors Special Meeting Minutes of December 20, 2022, and the Regular Meeting Minutes of January 24, 2023.

CC 2 FINANCIAL REPORT FOR JANUARY 2023 AND FISCAL YEAR 2022/2023 (FY 2023) SECOND QUARTER TREASURER'S REPORT

Receive and file the Financial Report for January 2023 and the FY 2023 Second Quarter Treasurer's report.

CC 3 AMENDMENT NO. 4 TO CONTRACT #2019-64 WITH BROWN ARMSTRONG ACCOUNTANCY CORPORATION FOR CPA FINANCIAL AUDITING SERVICES

- (1) Authorize the Executive Director/CEO to execute Amendment No. 4 to Contract #2019-64 with Brown Armstrong Accountancy Corporation, Bakersfield, CA for CPA financial auditing services for a one-year period not to exceed \$53,000 with one (1) one-year optional renewal period remaining.
- (2) Find that the California Environmental Quality Act does not apply to this item.

CC 4 AMENDMENT NO. 3 TO CONTRACT #2019-06 WITH VEHICLE TECHNICAL CONSULTANTS, INC. FOR IN-PLANT BUS MANUFACTURING INSPECTION SERVICES

- (1) Authorize the Executive Director/CEO to execute Amendment No. 3 to Contract #2019-06 with Vehicle Technical Consultants, Inc., Beaumont, CA, to purchase additional in-plant bus manufacturing inspection services for up to twenty-one (21) - BYD battery-electric buses for an amount not to exceed \$65,000 plus applicable sales tax.
- (2) Find that the California Environmental Quality Act does not apply to this item.

CC 5 RESOLUTION NO. 2023-002, AUTHORIZING THE EXECUTIVE DIRECTOR/CEO AND/OR CHIEF FINANCIAL OFFICER TO EXECUTE ALL REQUIRED DOCUMENTS OF THE FEDERAL TRANSIT ADMINISTRATION (FTA) AS REQUIRED BY THE DEPARTMENT OF TRANSPORTATION (DOT) GRANT PROGRAM FOR FEDERAL FISCAL YEAR 2022/2023 (FFY23)

- (1) Adopt Resolution No. 2023-002, authorizing the Executive Director/CEO to execute all required documents of the FTA as required by the DOT Grant Program for FFY23.
- (2) Find that the California Environmental Quality Act does not apply to this item.

CC 6 DESTRUCTION OF RECORDS PER RECORDS RETENTION POLICY

- (1) Authorize the destruction of the on-site records (paper, electronic, audio, photographic, etc.) per the Records Destruction list.
- (2) Find that the California Environmental Quality Act does not apply to this item.

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

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

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

Nays: None

Abstain: None

Absent: None

NEW BUSINESS (NB):

NB 1 SECOND AMENDMENT TO EXECUTIVE DIRECTOR/CEO EMPLOYMENT AGREEMENT

AVTA General Counsel Allison Burns presented the staff report.

On a motion by Alternate Director Mac Laren and seconded by Vice Chair Knippel, the Board of Directors:

- (1) Approved the Second Amendment to Executive Director/CEO Martin Tompkins' Employment Agreement.
- (2) Found that the California Environmental Quality Act does not apply to this item.

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

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

Nays: None

Abstain: None

Absent: None

NB 2 SOLE RESPONDENT CONTRACT #2023-26 TO MATRIX AUDIO VISUAL DESIGNS FOR COMMUNITY ROOM PRESENTATION UPGRADE

Maintenance Compliance Manager Cecil Foust presented the staff report. The Board discussed the audio/visual equipment, the two additional dais seats, and broadcasting meetings.

On a motion by Vice Chair Knippel and seconded by Director Malhi, the Board of Directors:

- (1) Authorized the Executive Director/CEO to execute Sole Respondent Contract #2023-26 with Matrix Audio Visual Designs, Burbank, CA, to purchase equipment and installation of upgrades to the Community Room for an amount not to exceed \$324,004.08, including freight and applicable sales tax.
- (2) Found that the California Environmental Quality Act does not apply to this item.

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

Yeas: Chairman Crist, Vice Chair Knippel, Directors Ohlsen, 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. Tompkins thanked the Board and staff for their support.

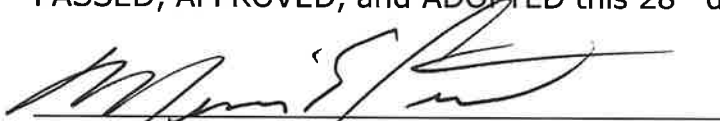
MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

The Board thanked AVTA for sponsoring the AV Edge 2023 Spring Business Summit.

ADJOURNMENT:


Chairman Crist adjourned the meeting at 11:05 a.m. to the Regular Meeting of the Board of Directors on March 28, 2023 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 28th day of MARCH 2023.



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