



Regular Meeting of the Board of Directors

Tuesday, January 25, 2022

10:00 a.m.

Antelope Valley Transit Authority Community Room

42210 6th Street West, Lancaster, California

www.avta.com

ONLINE ZOOM MEETING PER GOVERNMENT CODE SECTION 54953(e)

OFFICIAL MINUTES

CALL TO ORDER:

Chairman Crist called the meeting to order at 10:04 a.m.

PLEDGE OF ALLEGIANCE:

Director Flanagan led the Pledge of Allegiance.

ROLL CALL:

Present

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Steve Hofbauer, Director Richard Loa, Director Raj Malhi, Director Michelle Flanagan

APPROVAL OF AGENDA:

Motion: Approve the agenda as comprised.

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, Loa, Malhi, Flanagan

Nays: None

Abstain: None

Absent: None

PUBLIC BUSINESS– AGENDIZED AND NON-AGENDIZED ITEMS:

Charlotte Baxter raised concerns regarding the Dial-A-Ride vans for passengers in wheelchairs and the stop at Sierra Highway and Lancaster Blvd. as a drop off only location adding that passengers have to walk to the Blvd. Transit center to be picked-up.

Anjie Preston – spoke about the operation of the On-Request Microtransit Ride service, issues with the 30-minute pickup window and the lack of a quick turnaround. She stated is has been a pilot program for a year and half but has not seen any substantial improvements to make the service run more efficiently. She was stranded for 2 ½ hours waiting for a ride. The way the program was designed does not seem to be meeting the needs of the passengers. Management does not seem to be listening to the frontline staff.

Fran Sereseres – spoke about issues with the Dial-A-Ride service.

Chairman Crist directed Executive Director/CEO Martin Tompkins and AV Transit Management President Art Minasyan to meet with them to address their issues.

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

SRP 1 MICROTRANSIT AND DIAL-A-RIDE KEY PERFORMANCE INDICATORS (KPI) REPORT

AV Transit Manager President Art Minasyan presented the report. Mr. Tompkins will coordinate with Mr. Minasyan to make the ridership data more comprehensible.

SRP 2 LEGISLATIVE REPORT FOR JANUARY 2022

Chief Financial Officer Judy Vaccaro-Fry presented an update regarding the state's FFY 2022-23 budget, FFY 2022 federal budget, distribution of COVID-relief funding, Highway Trust Fund, Transportation Security Administration's face mask mandate extension, Supreme Court's vaccine-or-test ruling for businesses with over 100 employees, National Defense Authorization Act and Los Angeles County Metropolitan Transit Authority's contracts with local law enforcement for transit security. She announced Antelope Valley Air Quality Management District awarded AVTA a grant not to exceed \$300,000 for an electric vehicle charging project.

SRP 3 OPERATIONS KPI REPORT

Director of Operations and Maintenance Esteban Rodriguez presented the report.

SRP 4 MAINTENANCE KPI REPORT

Maintenance Compliance Manager Cecil Foust presented the report and provided an update regarding the performance of the battery-electric commuter coaches. Mr. Tompkins noted that he and the vendor, MCI, meet weekly to resolve outstanding issues.

CONSENT CALENDAR (CC):

- CC 1 BOARD OF DIRECTORS MEETING MINUTES OF NOVEMBER 23, 2021**
Approve the Board of Directors Regular Meeting Minutes of November 23, 2021.
- CC 2 FINANCIAL REPORT FOR NOVEMBER AND DECEMBER 2021**
Receive and file the Financial Report for November and December 2021.
- CC 3 PROPOSED LEGISLATIVE PRINCIPLES FOR 2022**
Approve the Proposed Legislative Principles for 2022.
- CC 4 FISCAL YEAR 2021/2022 (FY 2022) SECOND QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (OCTOBER 1 – DECEMBER 31, 2021)**
Receive and file the FY 2022 Second Quarter LASD report for the period covering October 1 through December 31, 2021.
- CC 5 ANNUAL REVIEW OF AVTA'S EQUAL EMPLOYMENT OPPORTUNITY (EEO) POLICY STATEMENT, TRANSDEV'S EEO PLAN AND ANTELOPE VALLEY TRANSIT MANAGEMENT'S (AVTM) POLICY STATEMENT**
Review, update, and reaffirm AVTA's EEO Policy Statement, Transdev's EEO Plan and AVTM's EEO Policy Statement.
- CC 6 RESOLUTION NO. 2022-001, ADOPTING THE AMENDED CONFLICT OF INTEREST AND DISCLOSURE CODE**
Adopt Resolution No. 2022-001, a Resolution of the Board of Directors adopting the amended Conflict of Interest and Disclosure Code and rescinding in its entirety the current Conflict of Interest Code adopted by Resolution No. 2020-001.

CC 7 RESOLUTION NO. 2022-02, AUTHORIZING THE EXECUTIVE DIRECTOR/CEO TO EXECUTE ALL REQUIRED DOCUMENTS OF THE FEDERAL TRANSIT ADMINISTRATION AS REQUIRED BY THE DEPARTMENT OF TRANSPORTATION GRANT PROGRAM FOR FEDERAL FISCAL YEAR 2021/2022 (FFY22)

Adopt Resolution No. 2022-02, authorizing the Executive Director/CEO to execute all required documents of the Federal Transit Administration as required by the Department of Transportation Grant Program for FFY22.

CC 8 RESOLUTION NO. 2022-004, AUTHORIZING THE EXECUTIVE DIRECTOR/CEO AND/OR THE CHIEF FINANCIAL OFFICER TO EXECUTE ALL REQUIRED DOCUMENTS OF THE STATE OF CALIFORNIA (CALTRANS) AS REQUIRED BY THE DEPARTMENT OF TRANSPORTATION'S (DOT) PROGRAMS

Adopt Resolution No. 2022-004, authorizing the Executive Director/CEO and/or the Chief Financial Officer to execute all required documents of Caltrans as required by the Department of Transportation's Programs.

CC 9 AMENDMENT NO. 3 TO CONTRACT #2019-64 WITH BROWN ARMSTRONG ACCOUNTANCY CORPORATION FOR CPA FINANCIAL AUDITING SERVICES

Authorize the Executive Director/CEO to execute Amendment No. 3 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.

CC 10 RESOLUTION NO. 2022-003, PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDERS N-25-20, N-29-20 AND N-35-20, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS FOR A THIRTY (30) DAY PERIOD PURSUANT TO BROWN ACT PROVISIONS

Approve Resolution No. 2022-003, proclaiming a local emergency, ratifying the proclamation of a state of emergency by Executive Orders N-25-20, N-29-20 and N-35-20, and authorizing remote teleconference meetings for a thirty (30) day period pursuant to Brown Act provisions

Motion: Approve the Consent Calendar.

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, Loa, Malhi, Flanagan
Nays: None
Abstain: None
Absent: None

NEW BUSINESS (NB):

NB 1 CONTRACT #2022-34 TO STERTIL-KONI USA, INC. THROUGH THE STATE OF CALIFORNIA MULTIPLE AWARD SCHEDULE CONTRACT #4-21-08-1057, QUOTE #3162, FOR 18 VEHICLE LIFTS WITH 111,000 LB. CAPACITY

Procurement and Contracts Officer Lyle Block presented the staff report.

Motion: Authorize the Executive Director/CEO to execute Contract #2022-34 to Stertil-Koni USA, Inc. through the State of California Multiple Award Schedule Contract #4-21-08-1057, Quote # 3162, for 18 vehicle lifts with 111,000 lb. capacity for an amount not to exceed \$291,334.15, including 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, Loa, Malhi, Flanagan
Nays: None
Abstain: None
Absent: None

NB 2 SOLE RESPONDENT CONTRACT #2022-21 TO US HYBRID CORPORATION FOR 19 BATTERY-ELECTRIC ADA COMPLIANT VANS

Procurement and Contracts Officer Lyle Block presented the staff report. The Board discussed whether local dealerships received the Request for Proposals (RFP) and the qualifications of the selected vendor. Chairman Crist directed Mr. Block to contact local dealerships personally when RFPs for vehicles are released in the future.

Motion: Authorize the Executive Director/CEO to execute Sole Respondent Contract #2022-21 with US Hybrid Corporation, Torrance, CA, to purchase 19 battery-electric ADA compliant vans for an amount not to exceed \$4,824,556, plus applicable sales tax.

Moved by Vice Chair Knippel, seconded by Director Loa

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, Loa, Malhi, Flanagan

Nays: None

Abstain: None

Absent: None

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 REPORT BY THE EXECUTIVE DIRECTOR/CEO MARTIN TOMPKINS

- Thanked the Board for the opportunity to serve as the Authority's executive director. The support of staff has led to a seamless transition.
- Provided an update regarding the delivery of the battery-electric commuter coaches.


MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

There were no miscellaneous business items presented.

ADJOURNMENT:


Chairman Crist adjourned the meeting at 11:04 a.m. to the Regular Meeting of the Board of Directors on February 22, 2022 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 22nd day of FEBRUARY 2022.



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.