



---

**Regular Meeting of the Board of Directors**

**Tuesday, June 25, 2024**

**10:00 a.m.**

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

**OFFICIAL MINUTES**

General Counsel Allison Burns administered the Oath of Office to Alternate Director Lauren Hughes-Leslie before the start of the meeting.

**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 Richard Loa, Director Eric Ohlsen, Director Michelle Flanagan, Alternate Director Lauren Hughes-Leslie

**APPROVAL OF AGENDA**

Director Flanagan requested that New Business (NB) Item #2—Proposed Service Changes be removed from the agenda. Executive Director/CEO Martin Tompkins added that Los Angeles County reached an agreement with AVTA regarding their jurisdictional contributions.

On a motion by Director Flanagan, seconded by Vice Chair Knippel, the Board of Directors pulled NB Item #2—Proposed Service Changes.

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

Yeas: Chairman Crist, Vice Chair Knippel, Directors Loa, Ohlsen, Flanagan, Alternate Director Hughes-Leslie

Nays: None

Abstain: None

Absent: None

On a motion by Vice Chair Knippel and seconded by Alternate Director Hughes-Leslie, the Board of Directors approved the agenda, pulling NB Item #2—Proposed Service Changes.

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

Yeas: Chairman Crist, Vice Chair Knippel, Directors Loa, Ohlsen, Flanagan, Alternate Director Hughes-Leslie

Nays: None

Abstain: None

Absent: None

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

Fran Sereseres spoke about monitoring elderly citizens during the summer heat.

Jackie Livingstone opposed eliminating bus service to Lake Los Angeles.

Chairman Crist clarified that LA County and AVTA staff have agreed on a jurisdictional share amount for the service in the unincorporated portions of northern Los Angeles County; therefore, the service will not be canceled. The proposal was that Los Angeles County must pay for the service they are receiving. The JPA includes the jurisdictions of Lancaster, Palmdale, and Los Angeles County, each responsible for the citizens within their jurisdiction.

Chairman Crist stated that there has not been a rate increase in 14 years. AVTA and Los Angeles County staff have discussed increasing their jurisdictional share for five years without success. If the County does not pay for the service within their jurisdiction, service will have to be reduced. The cities of Lancaster and Palmdale are paying their fair share. More funds are spent in the unincorporated areas of Los Angeles County than in the other two jurisdictions of AVTA's service area. Vice Chair Knippel added she is pleased with Los Angeles County's decision and that service will continue to be provided to the citizens.

Citlali Schwerdt opposed eliminating service in Lake Los Angeles.

Erika Schwerdt opposed removing or reducing service (Routes 50, 51, and 52) in the unincorporated rural areas of the Antelope Valley and spoke about potential Title VI violations. She suggested establishing a community group to participate in bus service discussions.

Sgt. Chuck Tedeschi opposed eliminating service in Lake Los Angeles and the other rural communities in the unincorporated area.

Wendy Cabil spoke about her experience connecting to Metrolink's Antelope Valley Line at Union Station. She suggested providing additional support services to assist disabled passengers with their connections.

Coach Milcah thanked the Board for addressing the concerns of the citizens residing in the unincorporated Los Angeles County area. She also spoke about the unpleasant treatment she received from the staff at the Lancaster Senior Center and believes the Dial-A-Ride app is unsuitable for many passengers.

Nicholus Doren discussed the significant impact on residents if service is eliminated in the unincorporated areas of Los Angeles County.

Edwin Momeny opposed the service changes and suggested reducing the number of annual trash dumps and using those funds for bus service in the unincorporated areas of Los Angeles County.

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

**SRP 1 LEGISLATIVE REPORT FROM SENATOR SCOTT WILK’S OFFICE**

Thomas Moreno, District Representative for State Senator Scott Wilk, provided updates on Senate Bill (SB) 1004 Income taxes: exclusions: wildfires, SB-1233 University of California: Western University of Health Sciences: veterinary medicine: spay and neuter techniques, and SB-1359 Illegal dumping.

**SRP 2 LEGISLATIVE REPORT FROM ASSEMBLYMEMBER TOM LACKEY’S OFFICE**

Anna Zarley, District Director for Assemblymember Tom Lackey, could not attend the meeting.

**SRP 3 PRESENTATION TO AVTA EMPLOYEE OF THE MONTH FOR MAY 2024**

Procurement and Contracts Officer Cecil Foust presented Maintenance Compliance Analyst Joseph Sanchez with the Employee of the Month award for May 2024.

**SRP 4 PRESENTATION TO AV TRANSPORTATION SERVICES (AVTS) EMPLOYEE OF THE MONTH FOR APRIL AND MAY 2024**

AV Transportation Services Operations Manager Henry Beausejour presented awards to Chaz Morrow, Employee of the Month for April 2024, and Symiria Claiborne for May 2024.

**SRP 5 AVTS MICROTRANSIT AND DIAL-A-RIDE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR MAY 2024**

Mr. Beausejour presented the report. The Board briefly discussed the late arrival complaints.

**SRP 6 LEGISLATIVE REPORT AND FINANCE UPDATE FOR JUNE 2024**

Chief Financial Officer Judy Vaccaro-Fry presented an update regarding various assembly and senate bills, the state and federal budgets for Fiscal Year 2025, the Transit Transformation Task Force, House Subcommittee Allocations for FFY 2025, and the Transportation, Housing & Urban Development bill.

**SRP 7 MAINTENANCE KPI REPORT FOR MAY 2024**

Maintenance Compliance Analyst Joseph Sanchez presented the report. The Board thanked the staff for quickly getting the commuter service operational.

**SRP 8 PRESENTATION TO MV TRANSPORTATION EMPLOYEE AND OPERATOR OF THE MONTH FOR MAY 2024**

MV Transportation Assistant General Manager Genie Maxie presented Melvin Lopez with the Operator of the Month award.

**SRP 9 OPERATIONS KPI REPORT FOR MAY 2024**

Ms. Maxie presented the report.

**CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES OF MAY 28, 2024**

Approve the Board of Directors Regular Meeting Minutes of May 28, 2024.

**CC 2 FINANCIAL REPORT FOR MAY 2024**

Receive and file the Financial Report for May 2024.

**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, 2024 through June 30, 2025, as outlined in the letter to Sheriff Robert Luna.

**CC 4 ANNUAL REVIEW AND UPDATE OF THE PUBLIC TRANSPORTATION AGENCY SAFETY PLAN**

1. Readopt the updated Public Transportation Agency Safety Plan (PTASP) to comply with the Federal Transit Administration (FTA) bus transit safety plan requirements for Fiscal Year 2024/2025 (FY 2025).
2. Adopt Resolution No. 2024-005, adopting the updated PTASP for FY 2025.

**CC 5 DESTRUCTION OF AVTA RECORDS**

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.

**CC 6 AMENDMENT NO. 5 TO CONTRACT #2019-64 WITH BROWN ARMSTRONG ACCOUNTANCY CORPORATION FOR CPA FINANCIAL AUDITING SERVICES**

1. Extend the maximum term of this contract from five to seven years.
2. Authorize the Executive Director/CEO to execute Amendment No. 5 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 additional period remaining.

**CC 7 SET PUBLIC HEARING FOR CONSIDERATION OF THE DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM AND GOAL-SETTING METHODOLOGY FOR FEDERAL FISCAL YEARS (FFY) 2025 - 2027 (OCTOBER 1, 2024 THROUGH SEPTEMBER 30, 2027)**

Set a Public Hearing for consideration of the DBE Program Update and Goal for FFY 2025 through 2027.

On a motion by Vice Chair Knippel and seconded by Director Loa, the Board of Directors approved the Consent Calendar, pulling item number CC 1.

Vote: Motion carried (6-0-0-0)  
Yeas: Chairman Crist, Vice Chair Knippel, Directors Loa, Ohlsen, Flanagan, Alternate Director Hughes-Leslie  
Nays: None  
Abstain: None  
Absent: None

On a motion by Vice Chair Knippel and seconded by Director Loa, the Board of Directors approved item number CC 1.

Vote: Motion carried (5-0-1-0)  
Yeas: Chairman Crist, Vice Chair Knippel, Directors Loa, Ohlsen, Flanagan  
Nays: None  
Abstain: Alternate Director Hughes-Leslie  
Absent: None

**NEW BUSINESS (NB):**

**NB 1 FISCAL YEAR (FY) 2024/2025 PROPOSED**

Ms. Vaccaro-Fry presented the staff report. The Board requested that Ms. Vaccaro-Fry provide an analysis of the On-Request Microtransit, Dial-A-Ride (DAR), and Non-Emergency Medical Transportation (NEMT) services.

On a motion by Vice Chair Knippel and seconded by Director Loa, the Board of Directors approved the FY 2025 Budget.

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

Yeas: Chairman Crist, Vice Chair Knippel, Directors Loa, Ohlsen, Flanagan, Alternate Director Hughes-Leslie

Nays: None

Abstain: None

Absent: None

**NB 2 PROPOSED SERVICE CHANGES**

Item pulled from the agenda.

**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)

CS 3 Conference with Legal Counsel – Anticipated Litigation: Consideration of Initiation of Litigation Pursuant to Government Code Section 54956.9(D)(4) (one potential case)

**RECESS TO CLOSED SESSION**

The Board recessed to Closed Session at 11:11 a.m.

**RECONVENE TO PUBLIC SESSION**

The Board reconvened to Public Session at 11:25 a.m.

**REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION**

General Counsel Allison Burns stated that the Board discussed CS 2 and gave direction to staff and legal counsel. There was no reportable action.

**REPORTS AND ANNOUNCEMENTS (RA):**

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

Mr. Tompkins stated that Los Angeles County agreed to increase its jurisdictional share to 31%. He will continue to review efficiencies across all local transit routes in the cities of Lancaster and Palmdale, and the unincorporated Los Angeles County areas. He thanked Ms. Vaccaro-Fry and the staff for their assistance.

**ADJOURNMENT:**

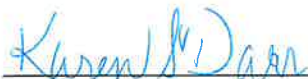
Chairman Crist adjourned the meeting at 11:28 a.m. to the Regular Meeting of the Board of Directors on July 23, 2024, at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6<sup>th</sup> Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 23<sup>rd</sup> day of JULY 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.