



Regular Meeting of the Board of Directors

Tuesday, February 25, 2025

10:00 a.m.

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

AGENDA

For record-keeping purposes, and if staff may need to contact you, we request that a speaker card located at the Community Room entrance be completed and deposited with the AVTA Clerk of the Board. This will then become public information. Please note that you do not have to complete this form or state your name. A three-minute time limit will be imposed on all speakers besides staff members.

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please contact the Clerk of the Board at (661) 729-2206 at least 72 hours prior to the scheduled Board of Directors meeting. All accommodation requests will be handled swiftly and resolving all doubts in favor of access.

Translation services for Limited English Proficiency (LEP) persons are also available by contacting the Clerk of the Board at least 72 hours prior to the meeting.

Please turn off, or set to vibrate, cell phones, pagers, and other electronic devices for the duration of this meeting.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL:

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Richard Loa, Director Eric Ohlsen, Director Raj Malhi, Director Michelle Royal

APPROVAL OF AGENDA

PUBLIC BUSINESS– AGENDIZED AND NON-AGENDIZED ITEMS:

If you would like to address the Board on any agendized or non-agendized items, you may present your comments at this time. For record-keeping purposes and so that staff may contact you if needed, we request that a speaker card, located in the

Community Room lobby, be completed and provided to the Clerk of the Board. This will then become public information. Please note that you do not have to complete this form or state your name to speak.

State law generally prohibits the Board of Directors from taking action on or discussing non-agenda items; therefore, your matter will be referred to the authority's Executive Director/CEO for follow-up. A three-minute time limit will be imposed on all speakers other than staff members.

SPECIAL REPORTS, PRESENTATIONS, AND REQUESTS FOR DIRECTION (SRP): During this portion of the meeting, staff will present information not normally covered under regular meeting items. This information may include, but is not limited to budget presentations, staff conference presentations, or information from outside sources that relates to the transit industry. **Staff will seek direction as is necessary from the Board with regard to the following item(s).**

- SRP 1 LEGISLATIVE REPORT FROM SENATOR SUZETTE VALLADARES' OFFICE – JACK DANIELSON
- SRP 2 LEGISLATIVE REPORT FROM ASSEMBLYMEMBER TOM LACKEY'S OFFICE – ANNA ZARLEY
- SRP 3 PRESENTATION TO AVTA EMPLOYEE OF THE MONTH FOR JANUARY 2025 – SEAN ELMORE
- SRP 4 PRESENTATION TO MV TRANSPORTATION EMPLOYEE AND OPERATOR OF THE MONTH FOR JANUARY 2025 – TOM CONLON
- SRP 5 PRESENTATION TO AV TRANSPORTATION SERVICES (AVTS) EMPLOYEE OF THE MONTH FOR JANUARY 2025 – ART MINASYAN
- SRP 6 AVTS MICROTRANSIT AND DIAL-A-RIDE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR JANUARY 2025 – ART MINASYAN
- SRP 7 LEGISLATIVE REPORT FOR FEBRUARY 2025 – JUDY VACCARO-FRY
- SRP 8 MAINTENANCE KPI REPORT FOR JANUARY 2025 – JOSEPH SANCHEZ
- SRP 9 OPERATIONS KPI REPORT FOR JANUARY 2025 – GENIE MAXIE

CONSENT CALENDAR (CC): Consent items may be received and filed and/or approved by the Board in a single motion. If any member of the Executive Board wishes to discuss a consent item, please request that the item be pulled for further discussion and potential action.

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF JANUARY 28, 2025 - DEEANNA CASON

Recommendation: Approve the Board of Directors Regular Meeting Minutes of January 28, 2025.

CC 2 FINANCIAL REPORT FOR JANUARY 2025 AND FY 2025 SECOND QUARTER TREASURER AND CAPITAL RESERVE REPORT – VIANNEY MCLAUGHLIN

Recommendation: Receive and file the Financial Report for January 2025 and the FY 2025 Second Quarter Treasurer and Capital Reserve Report.

CC 3 AMEND AUTHORITY’S CLASSIFICATION AND SALARY SCHEDULE - AMBER JOHNSON

Recommendation: Approve amending the Authority’s Classification and Salary Schedule to reclassify the Director of Operations and Maintenance to Director of Operations and Planning.

NEW BUSINESS (NB):

NB 1 AMENDMENT NO. 3 TO CONTRACT #2021-52 WITH MV TRANSPORTATION SERVICES, INC. FOR ONGOING FIXED-ROUTE SERVICE - MARTIN TOMPKINS

Recommendation: Authorize the Executive Director/CEO to execute Amendment No. 3 to Contract #2021-52 with MV Transportation Services, Inc. for ongoing fixed-route services.

NB 2 FISCAL YEAR 2024/2025 (FY 2025) MID-YEAR BUDGET REVIEW AND PROPOSED ADJUSTMENTS – JUDY VACCARO-FRY

Recommendation: Approve the proposed FY 2025 Mid-Year Budget adjustments.

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)

RECESS TO CLOSED SESSION

RECONVENE TO PUBLIC SESSION

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

REPORTS AND ANNOUNCEMENTS (RA):

- RA 1 REPORT BY THE EXECUTIVE DIRECTOR/CEO

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

During this portion of the meeting, Board Members may address non-agenda items by briefly responding to statements made or questions posed by the public, asking a question for clarification, making a brief announcement, or making a brief report on their own activities. **State law generally prohibits the AVTA Board of Directors from taking action on or discussing items not on the agenda.** Matters will be referred to the Executive Director/CEO for follow-up.

ADJOURNMENT:

Adjourn to the Regular Meeting of the Board of Directors on March 25, 2025, at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

The agenda was posted by 6:00 p.m. on February 21, 2025, at the entrance to the Antelope Valley Transit Authority, 42210 6th Street West, Lancaster, CA 93534.

Copies of the staff reports and attachments or other written documentation relating to each proposed item of business on the agenda presented for discussion by the Board of Directors are on file in the Office of the Executive Director/CEO. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the AVTA to the Board of Directors less than 72 hours prior to that meeting are on file in the Office of the Executive Director/CEO. These documents are available for public inspection during regular business hours at the Customer Service window of the AVTA at 42210 6th Street West, Lancaster or by contacting the Clerk of the Board at (661) 729-2206.



SRP 6

FY 2025 MONTHLY OPERATIONS
KEY PERFORMANCE INDICATORS

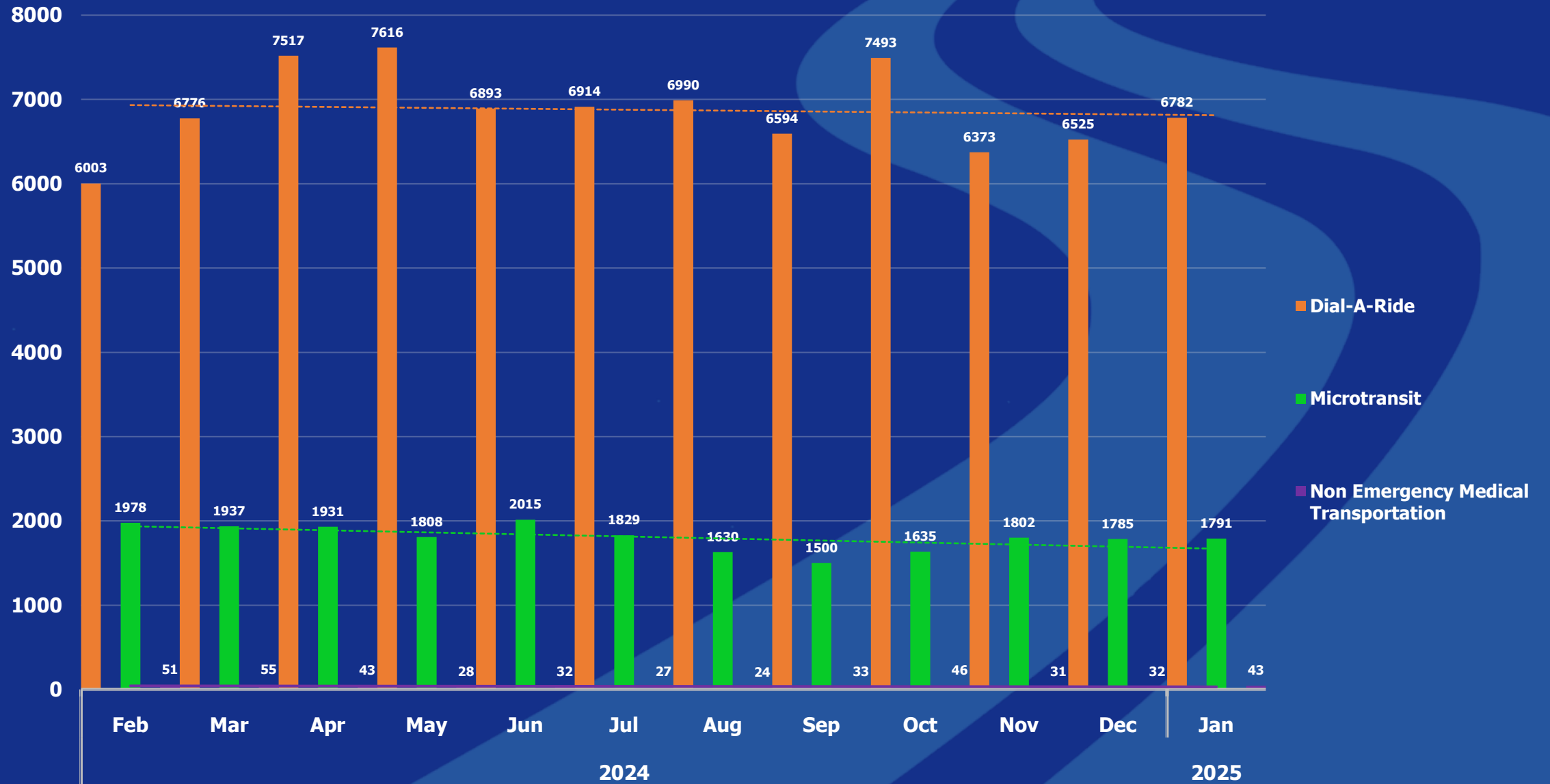
JANUARY

PRESENTATION BY ARTZRUN MINAYSYAN
TO THE AVTA BOARD OF DIRECTORS

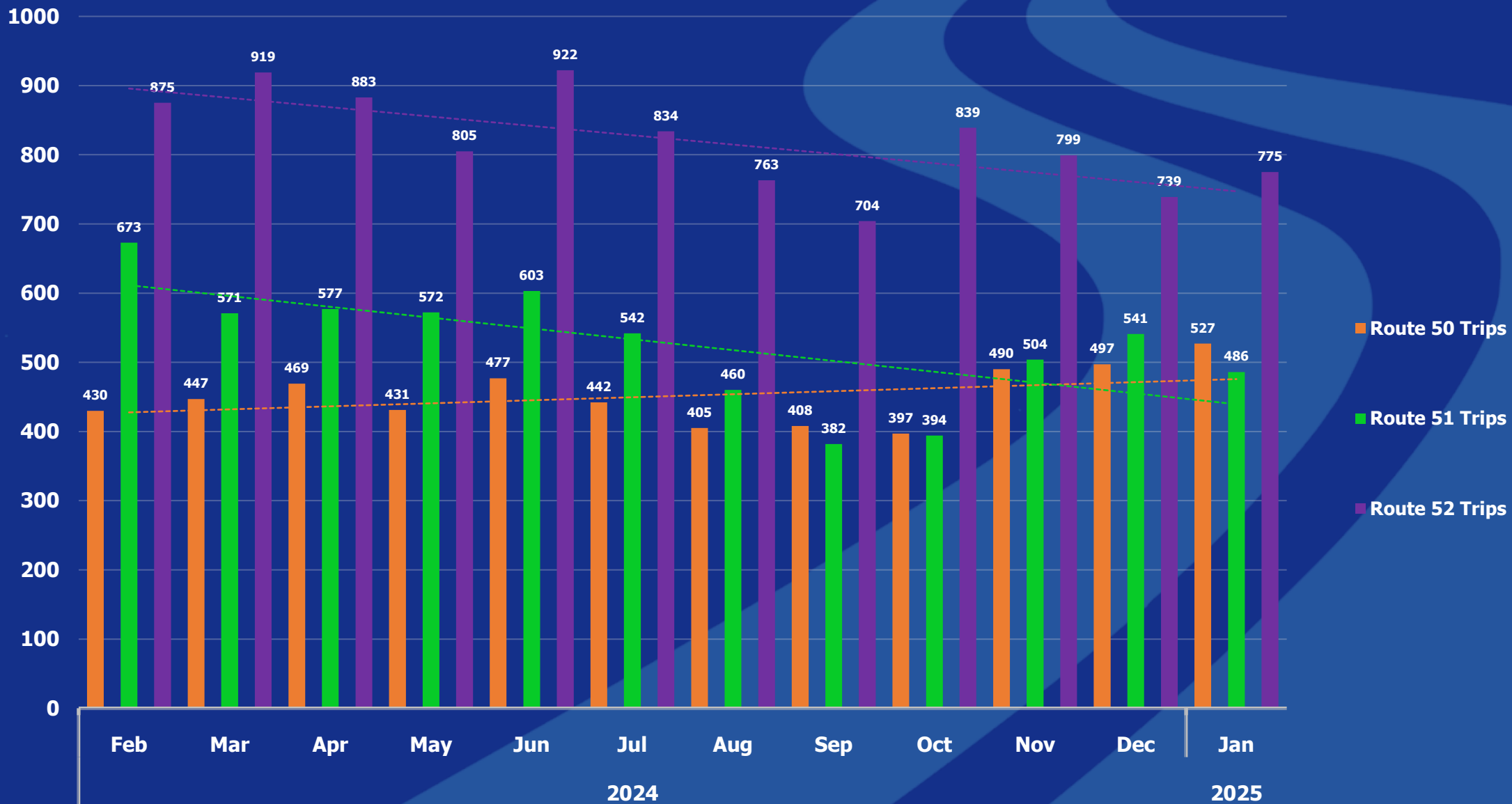


FEBRUARY 25, 2025

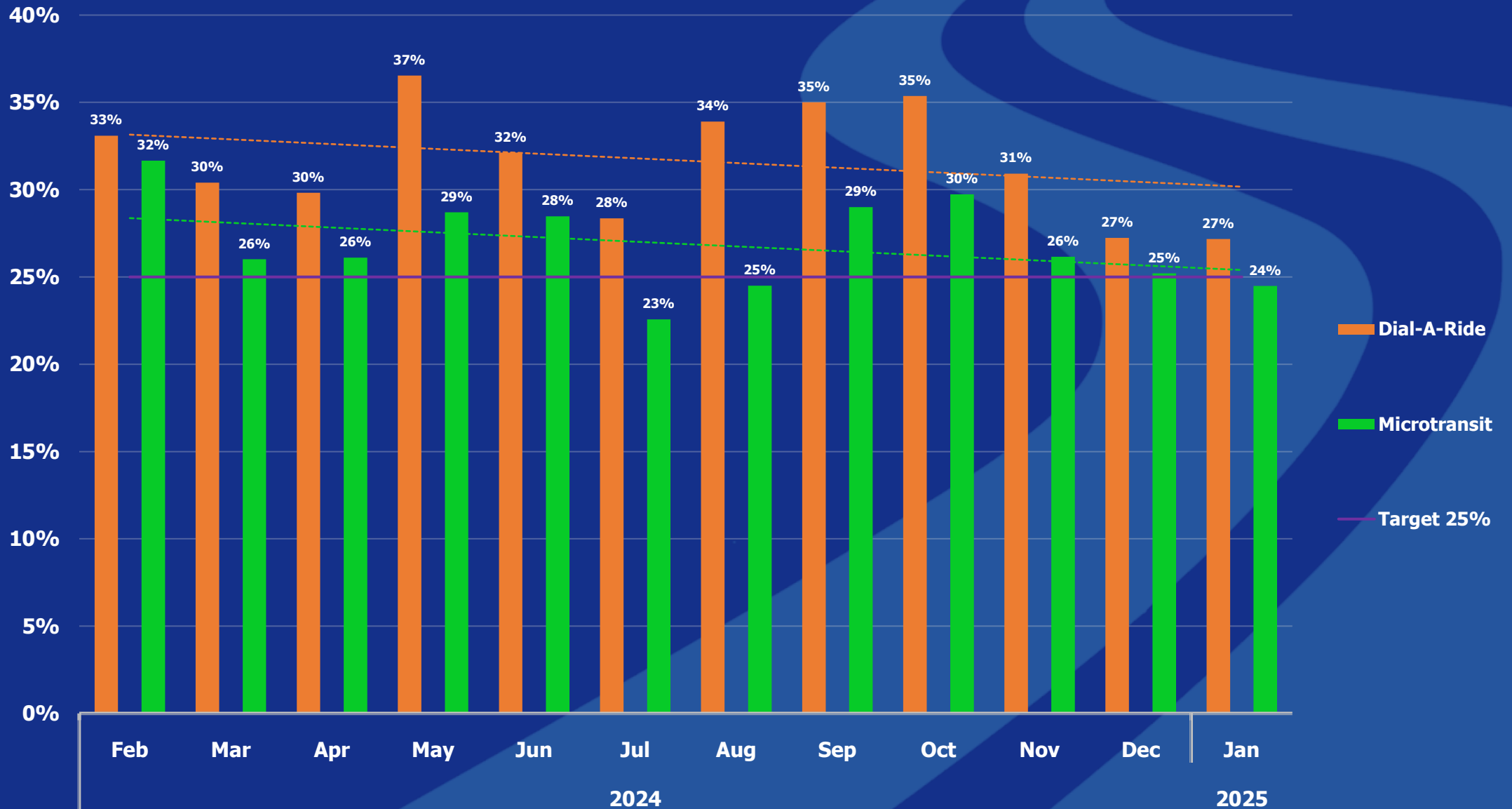
PASSENGER RIDERSHIP DATA



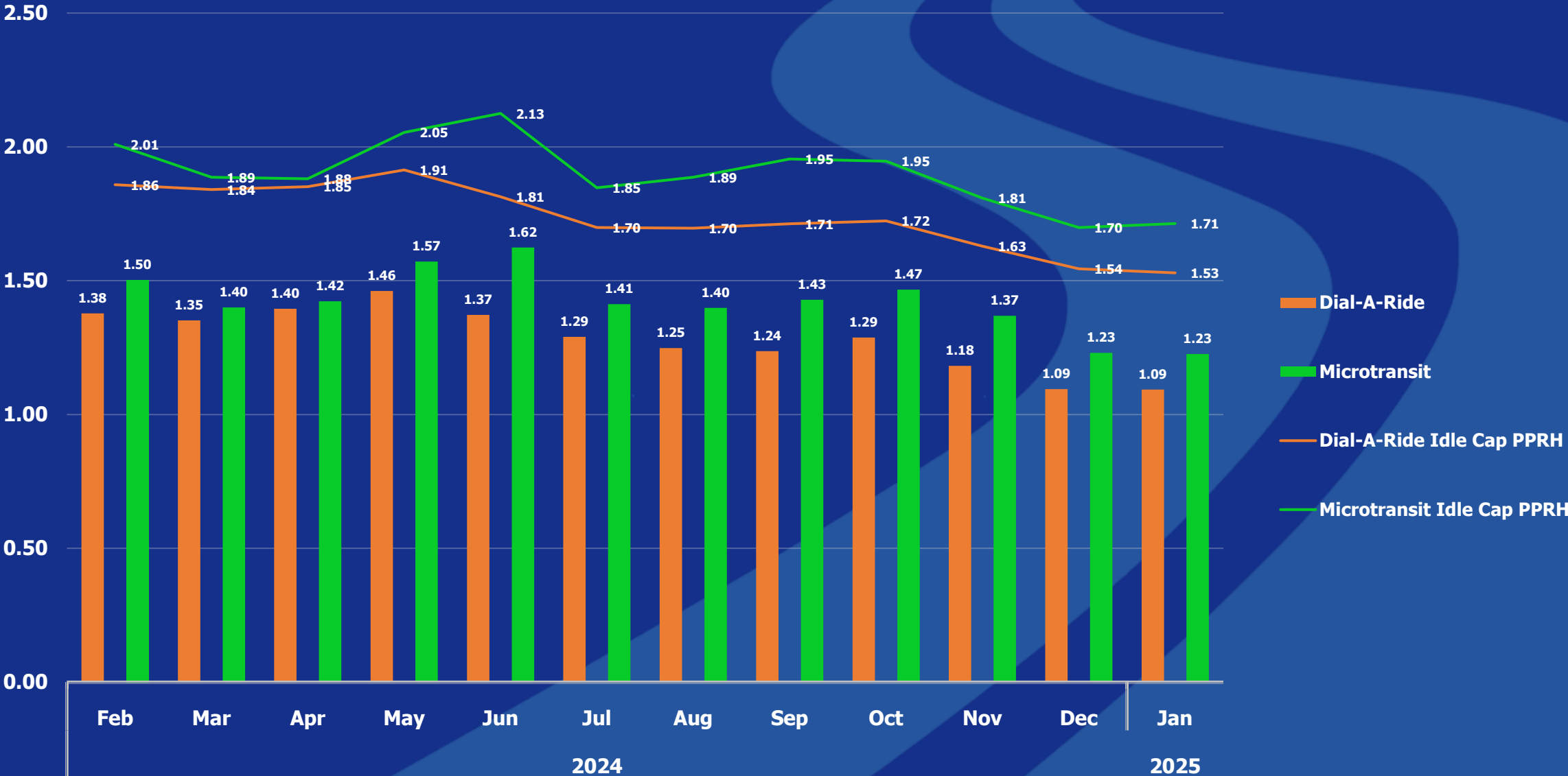
PASSENGER RIDERSHIP MT ROUTES 50, 51, 52



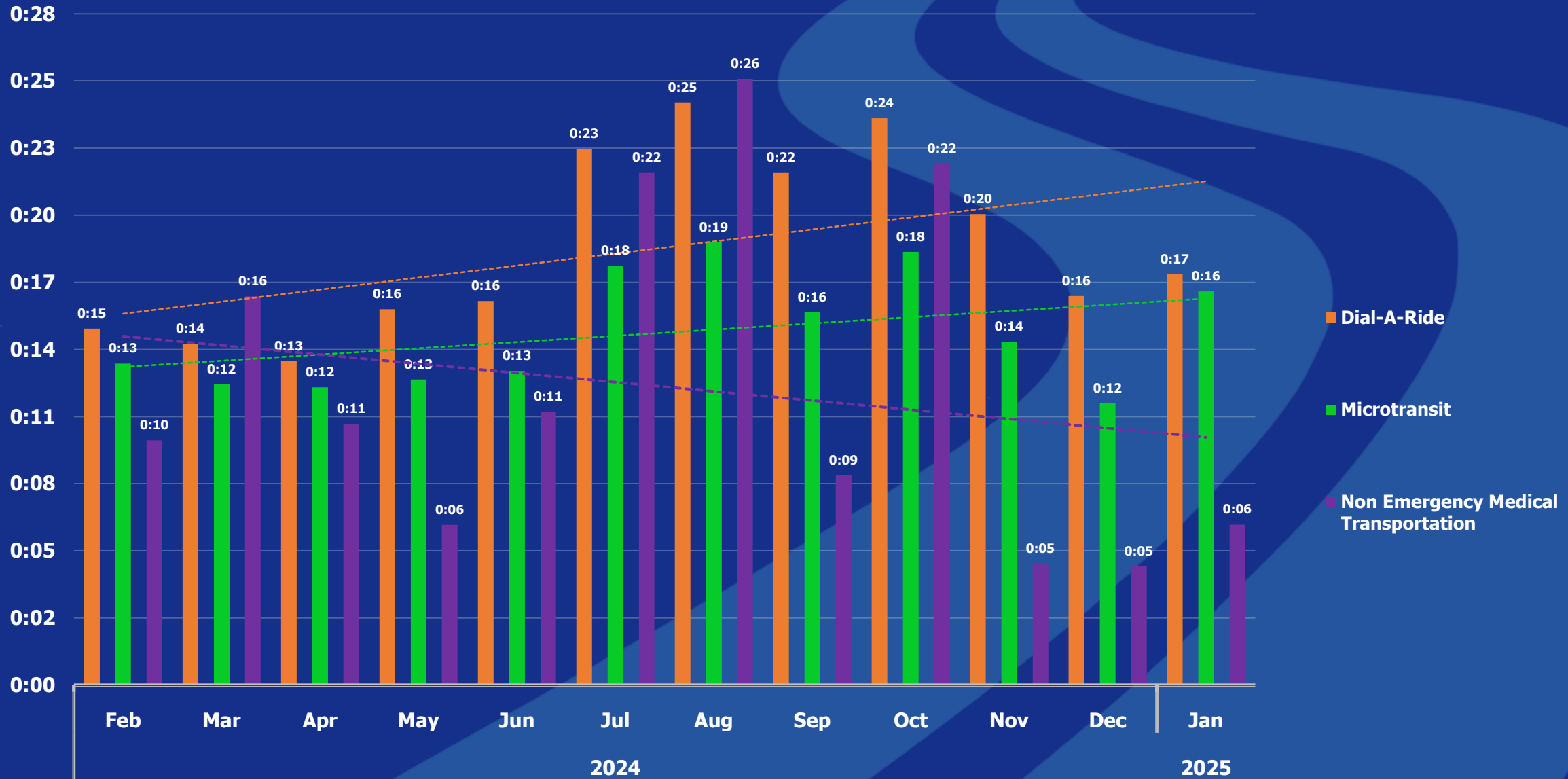
AVERAGE SHARED RIDE PERCENTAGE



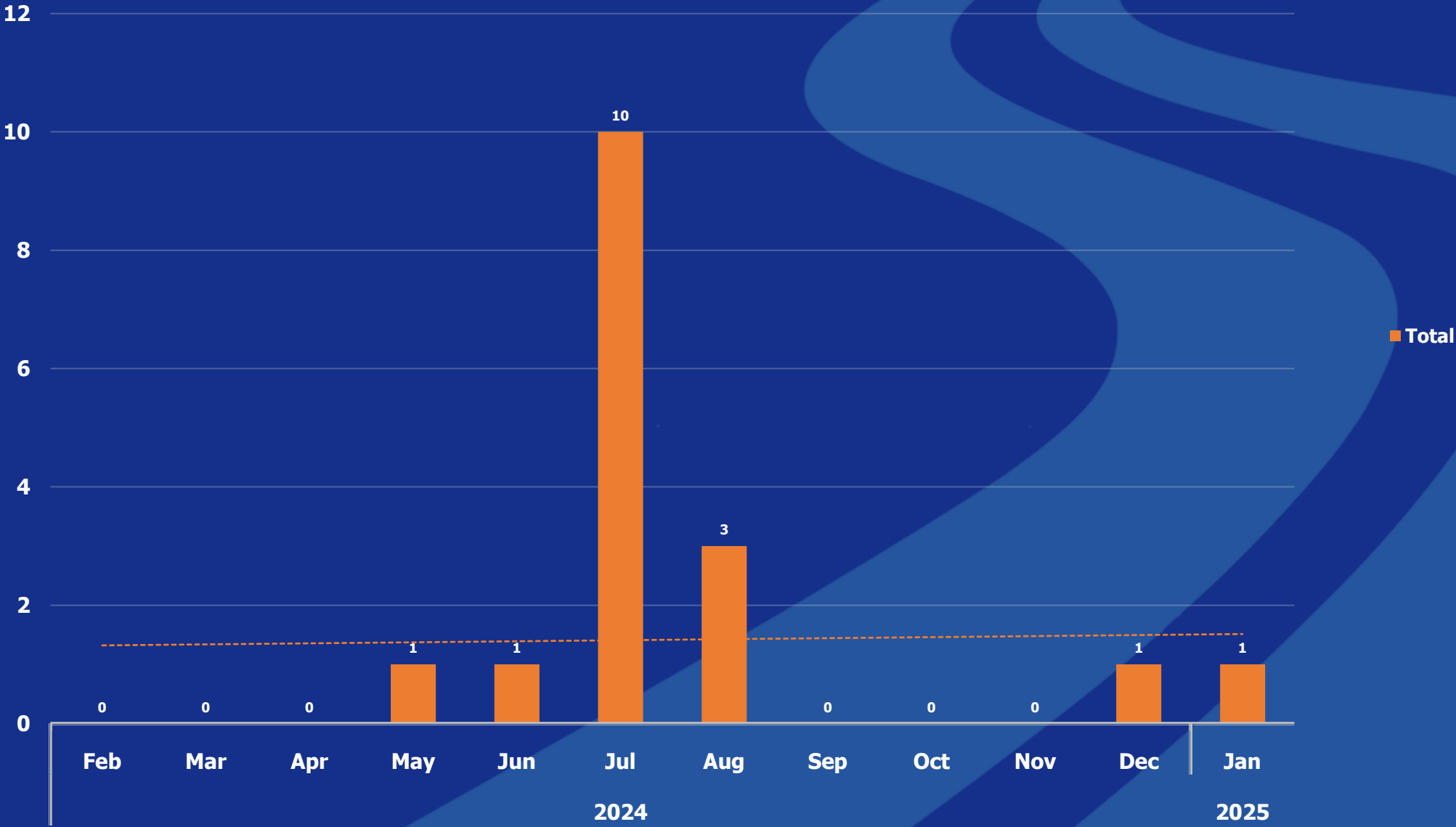
PASSENGERS PER REVENUE HOUR



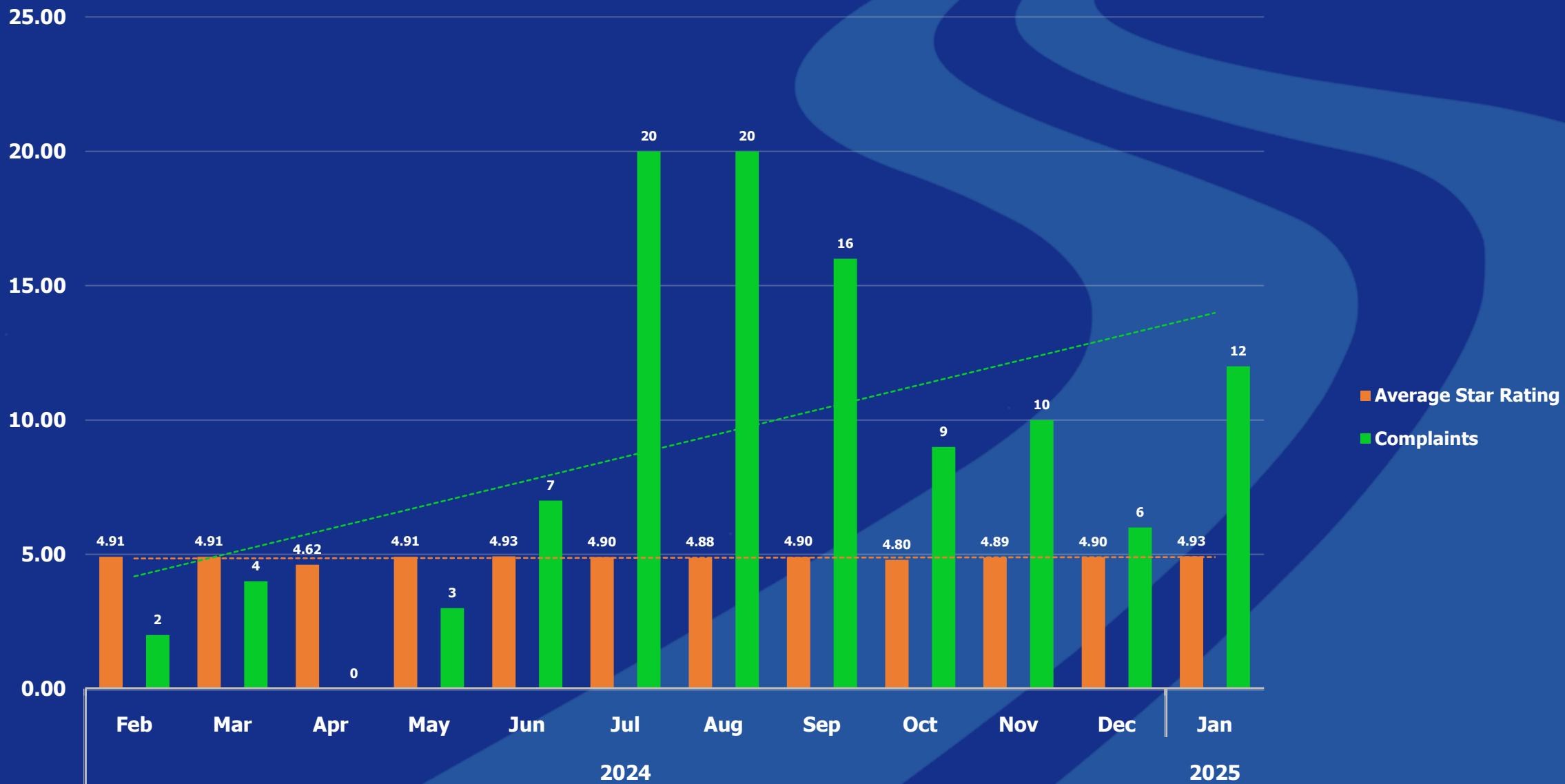
PASSENGER WAIT TIME



ACCIDENTS



PASSENGER FEEDBACK



ACCIDENTS AND COMPLAINTS SUMMARY

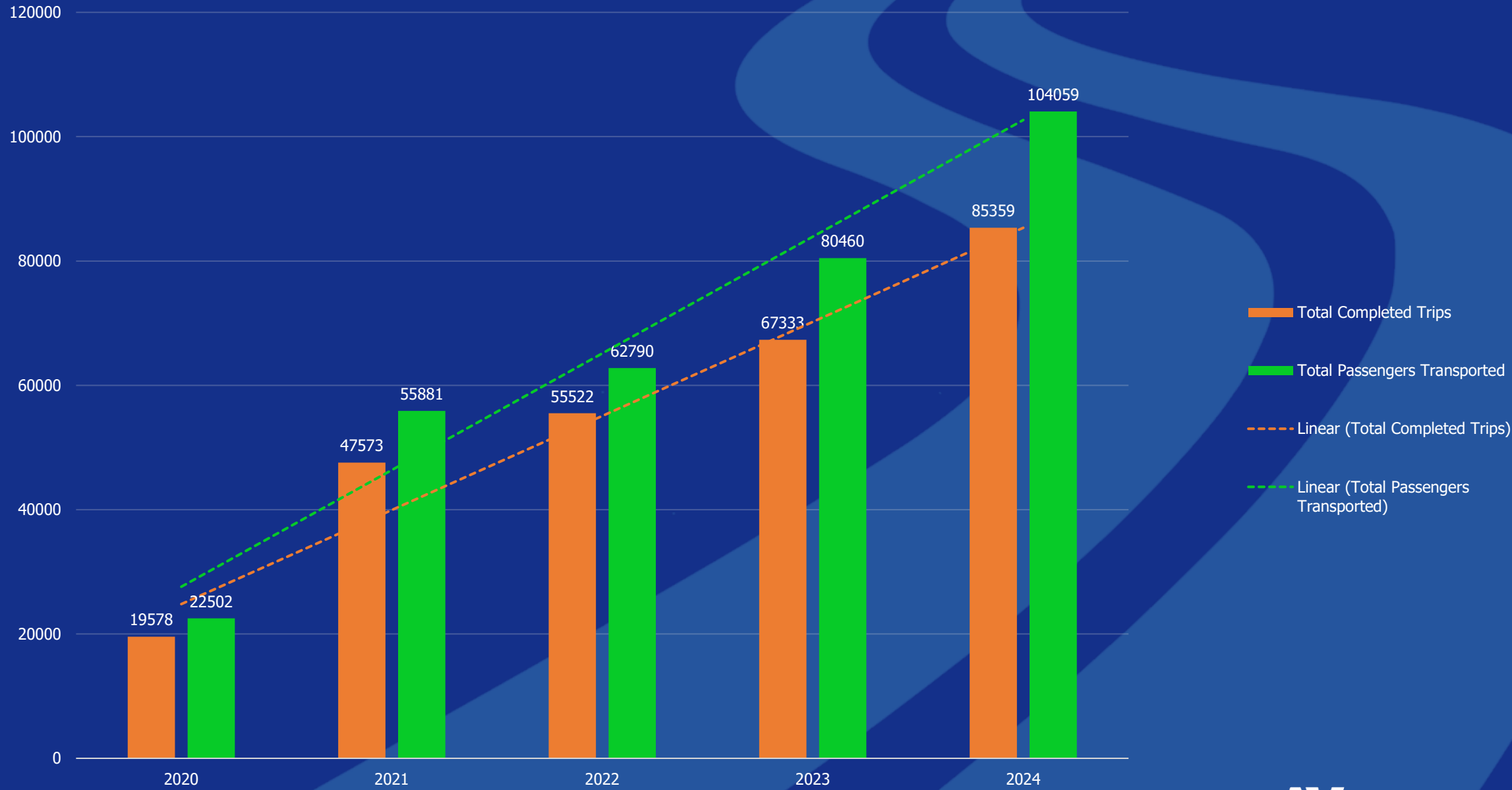
January Accidents

- 1 – Non-preventable
Rear-End Collision
No Injuries

January Complaints

- 2 – Driver Courtesy
- 8 – Late
- 2 – Safety Related

YEARLY TRIPS AND PASSENGERS





Thank you!



FEBRUARY 25, 2025

LEGISLATIVE UPDATE

Presentation to the Board of Directors
February 25, 2025



STATE



TRANSPORTATION HEARINGS



On February 6th, the Senate Budget and Fiscal Review Committee convened for an informational hearing on state investment in public transportation.

Transit experts from across the state provided an overview of transit funding and operations in California, reviewed recent state investments in transit, and discussed operator's perspectives on current and future state support.

Key Discussion Points:

- Overview of Transit Funding
- Financial Health of Transit Agencies
- State Support of Future Investments

LEGISLATIVE SESSION



February 21st was the deadline for legislators in both houses to introduce legislation in the first year of the FFY 2026 regular legislative session.

To date, more than 1,100 bills have been introduced in the session.

SB 71 - would make permanent CEQA exemptions for various clean transportation projects.

AB 394 - would provide transit agencies with new statutory tools to keep their operators and riders safe.

Soon to be introduced: a bill to extend the partial sales and use tax exemption for zero-emission buses purchased by California transit agencies.

NEW APPOINTMENTS



California Air Resources Board

Todd Gloria, Mayor of the City of San Diego, was appointed to the California Air Resources Board. Gloria was an Assemblymember with the California State Assembly from 2016 to 2020.

California Transportation Commission

- Darnell Grisby was elected as Chair. He spent the previous nine years as Director of Policy Development and Research at the American Public Transportation Association.
- Clarissa Falcon was elected as Vice-Chair. She previously worked for the California State Senate as a district director and as a public policy analyst for the San Diego Regional Economic Development Corporation.

FEDERAL



CONTINUING RESOLUTION

3/14 Federal government funded for 17 days

No movement on any of the 12 spending bills.

A year-long continuing resolution is looking highly likely and would re-enact the FY 2024 obligation limitation amounts for FY 2025.

This action would also eliminate funding for special earmarked projects unless anomalies can be approved.

Discretionary programs through DOT have already been delayed.

FTA ADMINISTRATOR



Marcus Molinaro has been nominated to be the next FTA Administrator.

The former U.S. representative for New York's 19th district will be tasked with overseeing an agency that manages a multibillion-dollar budget.

While in Congress, Molinaro served on the House Committee on Agriculture, the House Committee on Transportation and Infrastructure (T&I) and the House Committee on Small Business.



TRANSPORTATION SECRETARY



On January 28th, the 20th Secretary of the United States Department of Transportation (USDOT) was officially sworn in.

The first act was signing a memorandum directing staff to start the process of resetting Corporate Average Fuel Economy (CAFE) standards.

This reset will reduce fuel standards that have increased car costs and eliminate the electric vehicle mandate.

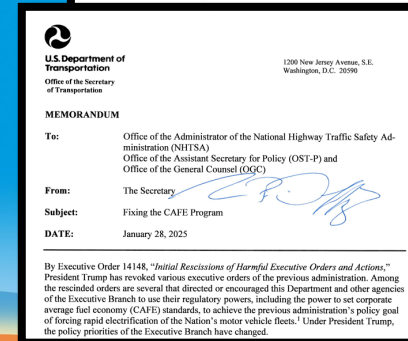
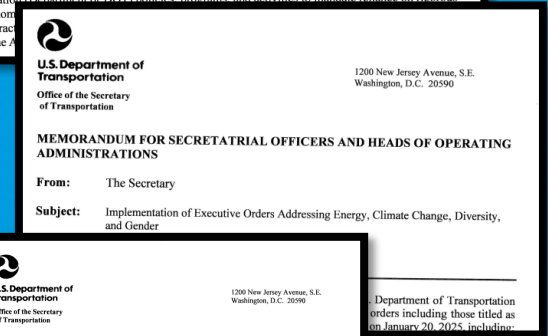
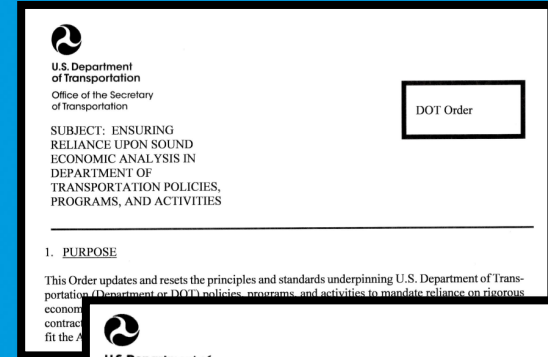


TRANSPORTATION DIRECTIVES



In addition to the CAFE memorandum, additional memorandums and orders were issued:

- ✓ *Ensuring Reliance Upon Sound Economic Analysis in Department of Transportation Policies, Programs, and Activities*
- ✓ *Implementation of Executive Orders Addressing Energy, Climate Change, Diversity, and Gender*
- ✓ Approved submission of a Notice of Proposed Rulemaking to rescind the prior Administration's rule requiring state transportation departments to measure and establish declining targets for carbon dioxide emissions on federally supported highways.



Department of Transportation orders including those titled as on January 20, 2025, including:

TRANSPORTATION SECRETARY



U.S. Department of Transportation
Office of Public Affairs
1200 New Jersey Avenue, SE
Washington, DC 20590
www.transportation.gov/newsroom

News

FOR IMMEDIATE RELEASE

Wednesday, February 19, 2025
Contact: pressoffice@dot.gov

*****MEDIA ADVISORY*****

**U.S. Transportation Secretary Duffy to Hold Press Conference on
California High-Speed Rail Announcement**

LOS ANGELES, CA— Transportation Secretary Sean P. Duffy will hold a press conference at Union Station and will make an announcement on the California High-Speed Rail priorities.

WHEN: Thursday, February 20 at 9:30 AM PST

WHERE: Los Angeles Union Station
Main Foyer
800 N. Alameda Street
Los Angeles, CA 90012

MEDIA ARRIVAL: 9:00 AM PST

On February 20th, Secretary Duffy held a press conference at Union Station on the California High-Speed Rail priorities.

Questions?



SRP 8

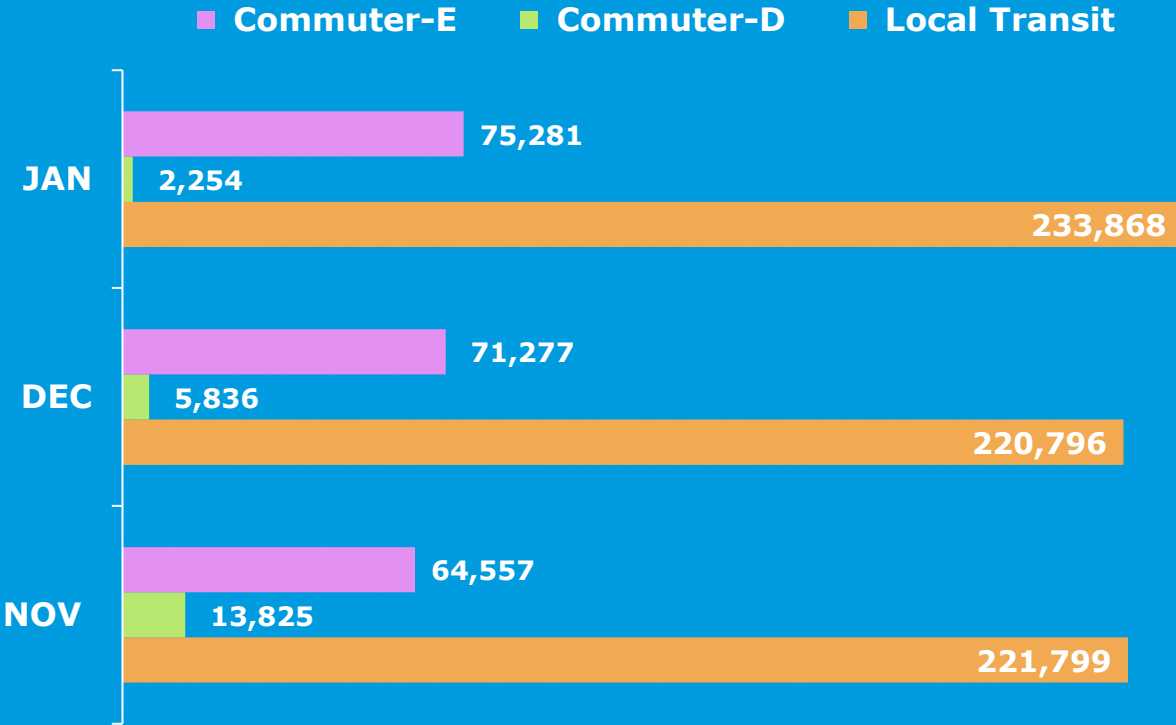
FY 25 Monthly Fleet Maintenance Key Performance Indicators

Presentation to the Board of Directors

February 25, 2025

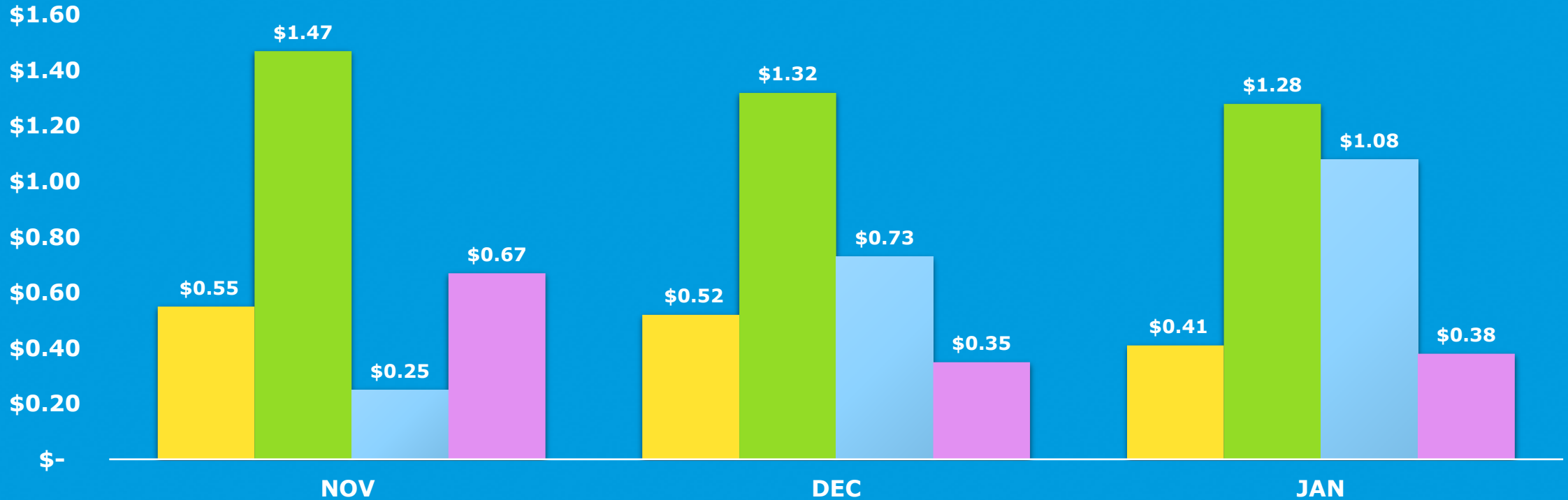


MILESTONES



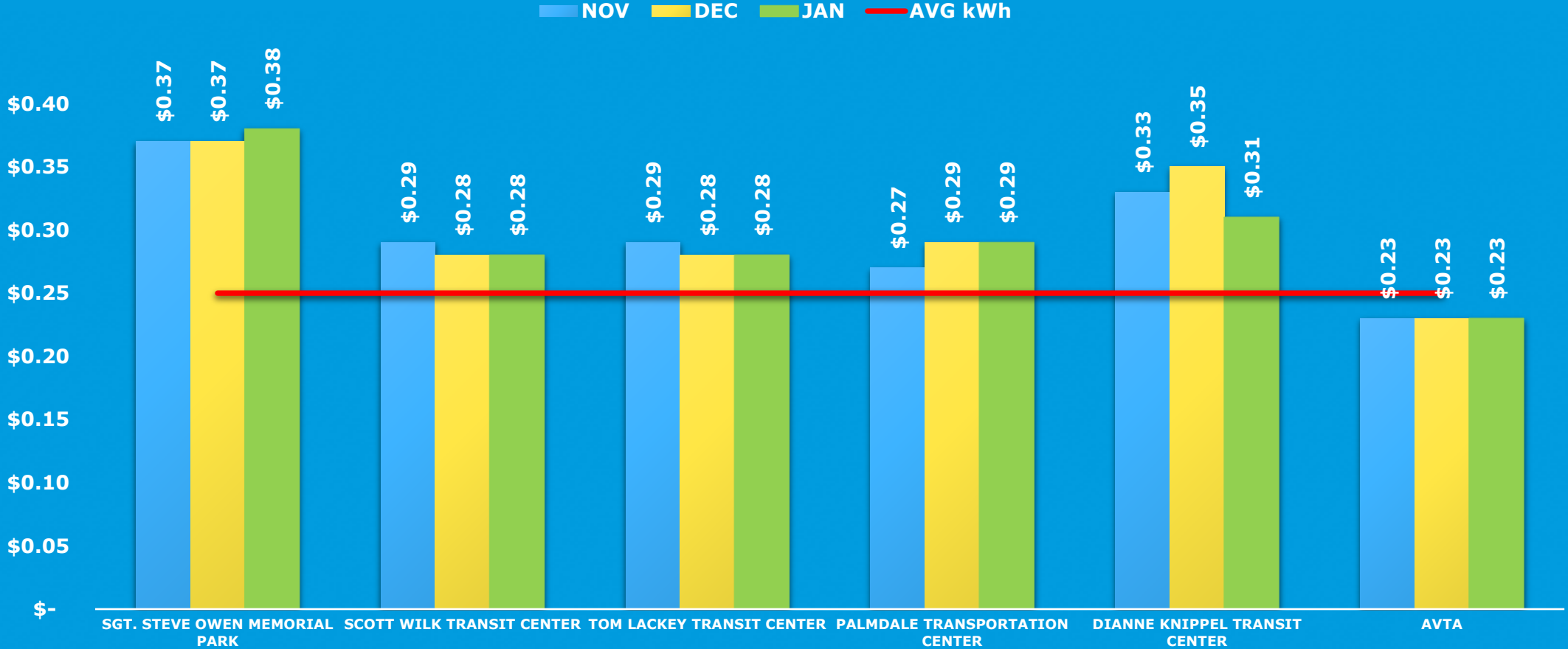
MAINTENANCE COST PER MILE BY FLEET

■ 40'BYD ■ 60'BYD ■ 45'MCI-D ■ 45' MCI-E

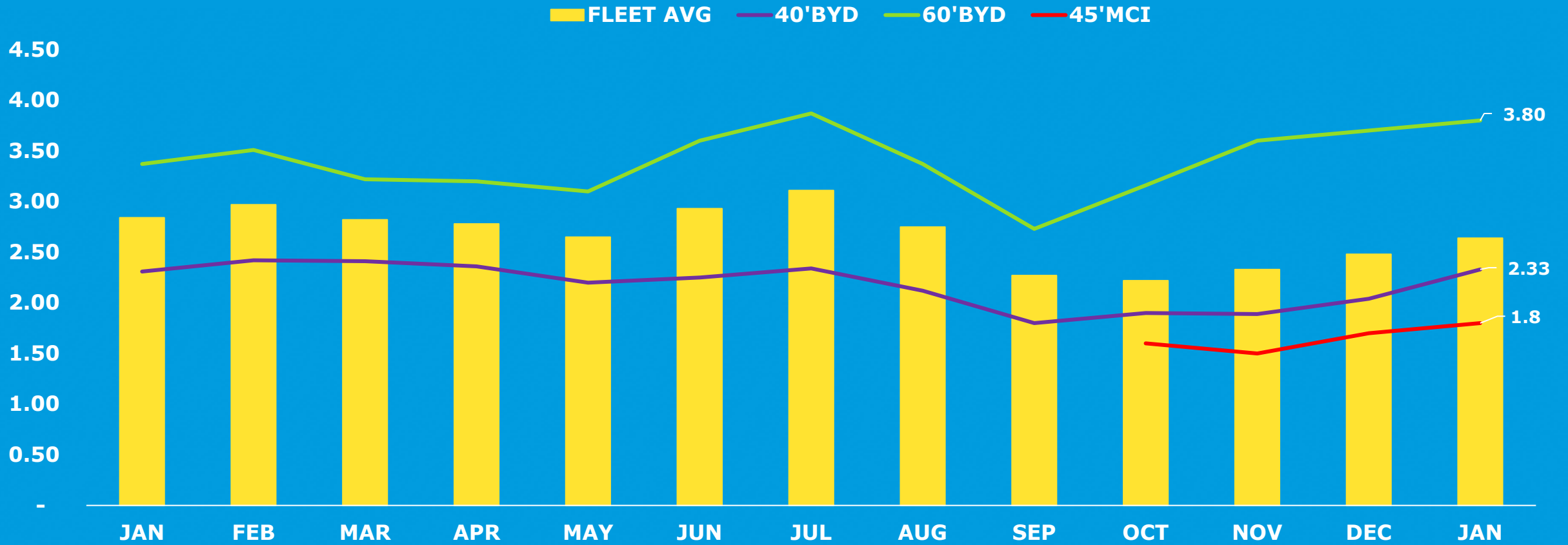


ENERGY DEPOTS

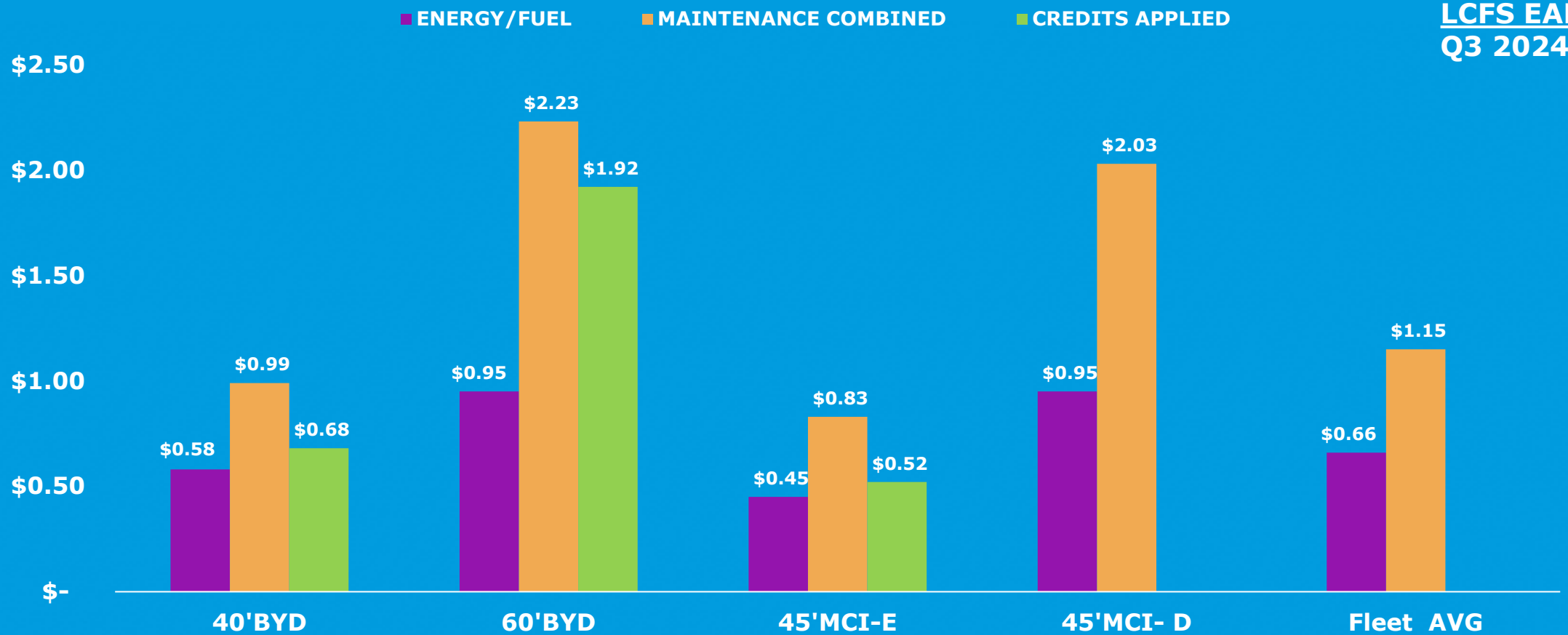
COST PER KWH



kWh EFFICIENCY PER MILE



FLEET COSTS PER MILE JANUARY

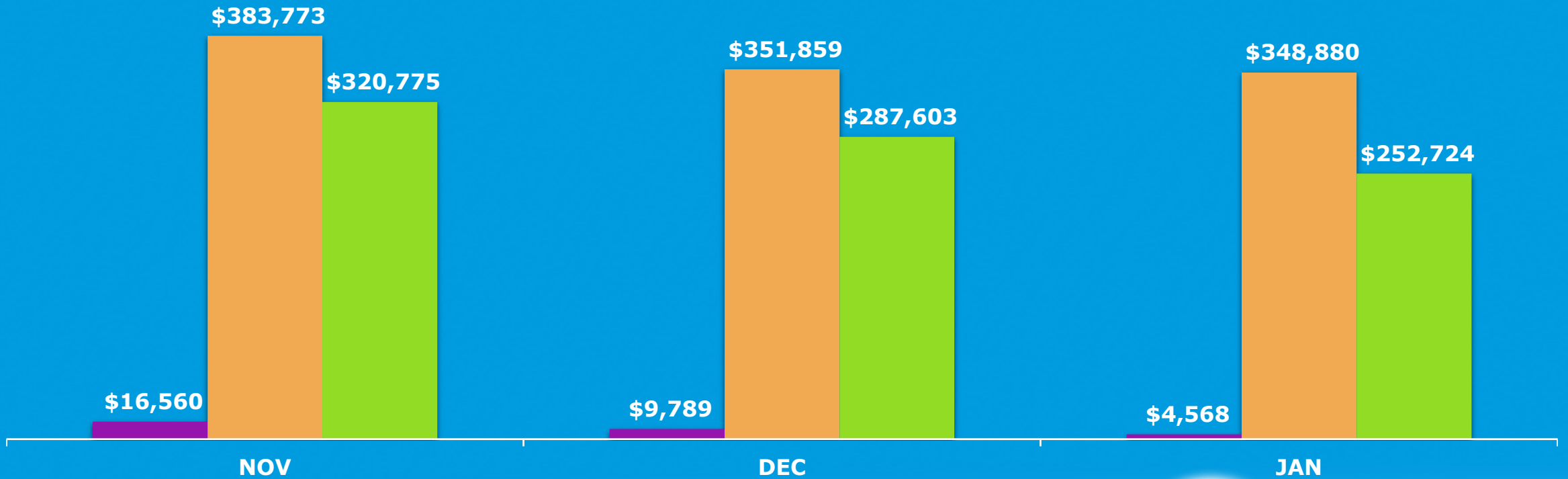


LCFS EARNINGS
Q3 2024: \$0.31



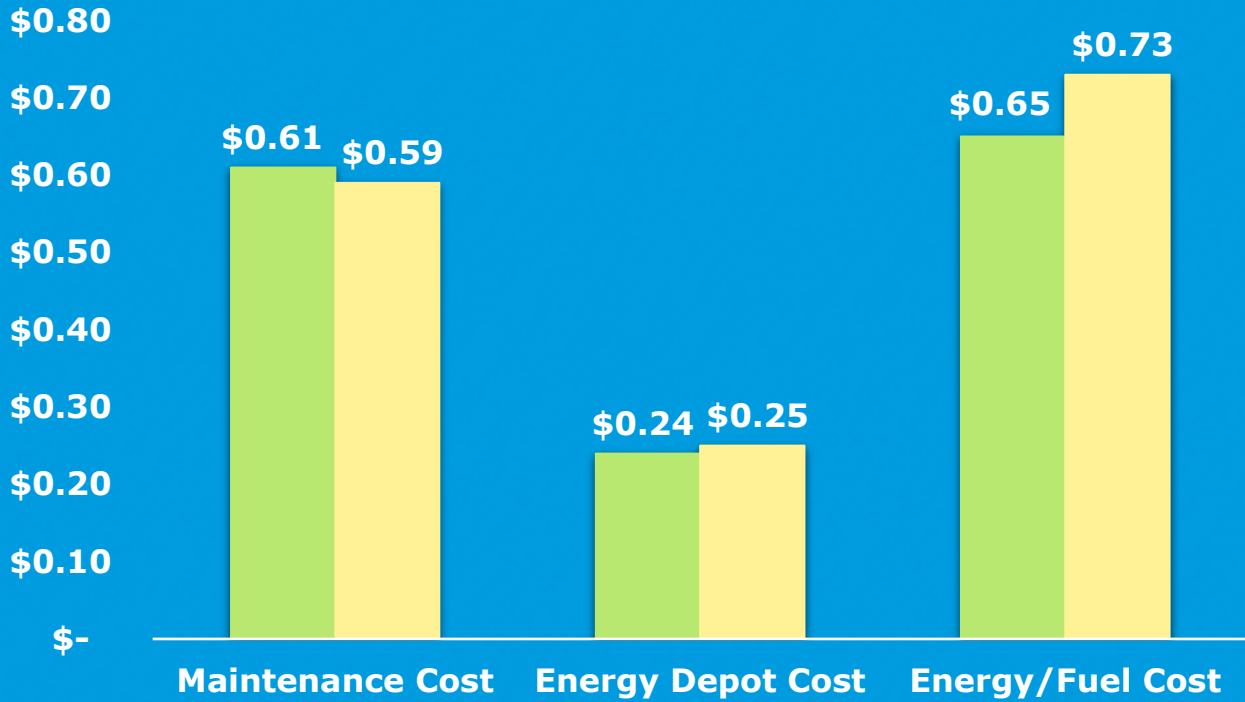
FLEET OPERATING COSTS ENERGY/FUEL AND MAINTENANCE

■ DIESEL ■ COMBINED COSTS ■ CREDITS APPLIED

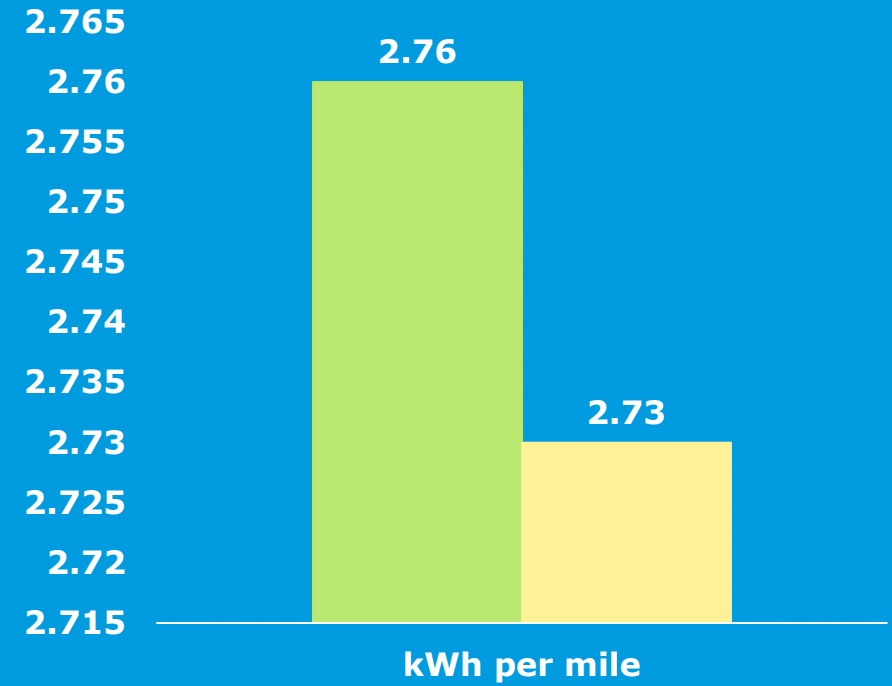


YEAR END OVERVIEW

Fleet Costs



Fleet Efficiency



■ 2023 ■ 2024



Thank you!





FY 2025 Monthly Operations Key Performance Indicators

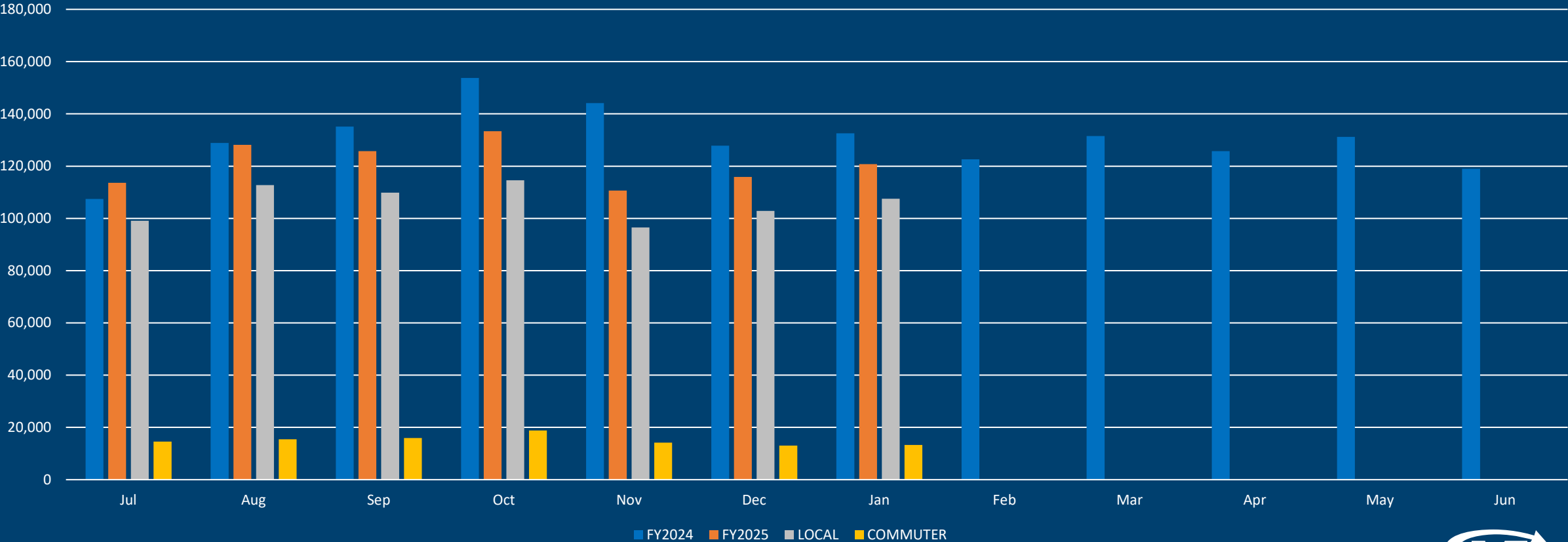
Presentation to the Board of Directors
February 25, 2025

January 2025

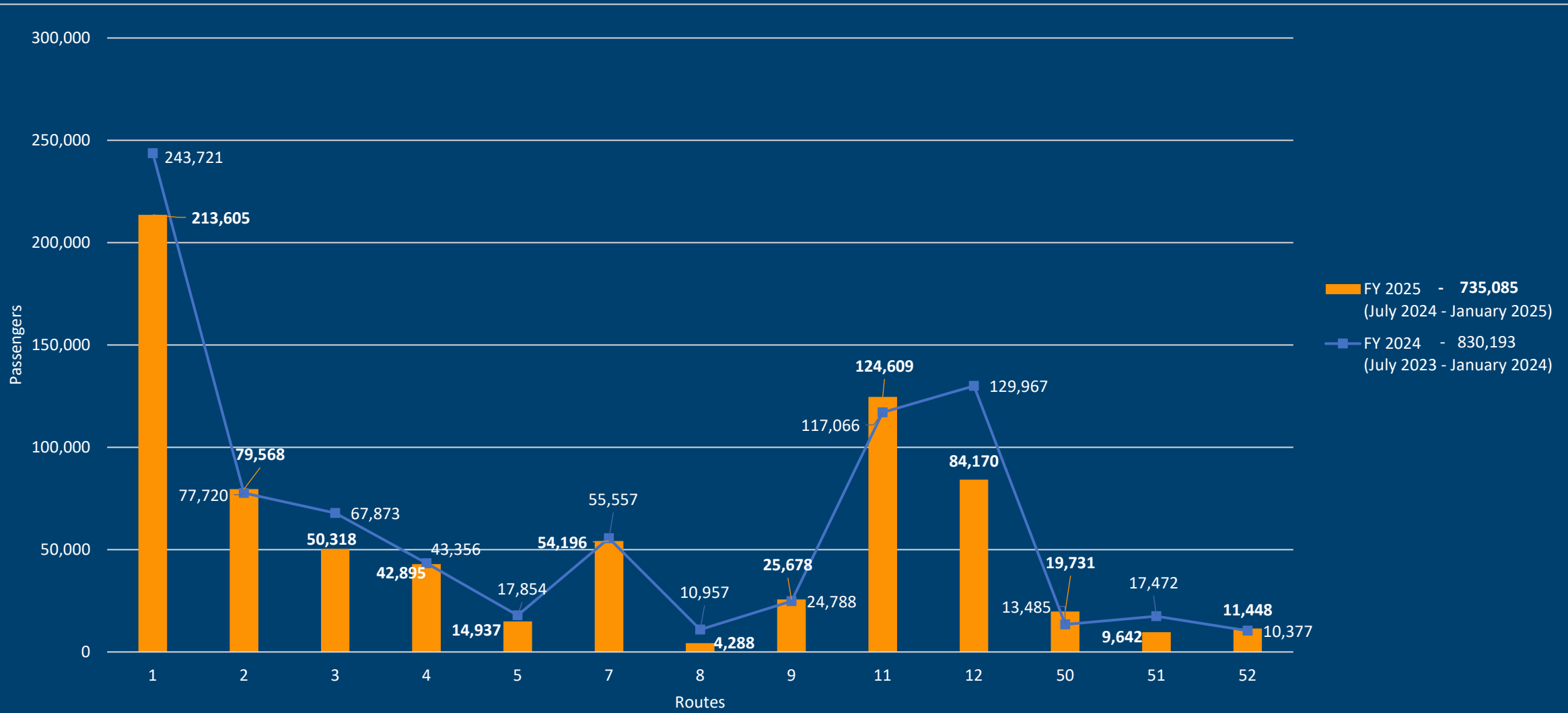
Genie Maxie

MONTHLY BOARDING ACTIVITY

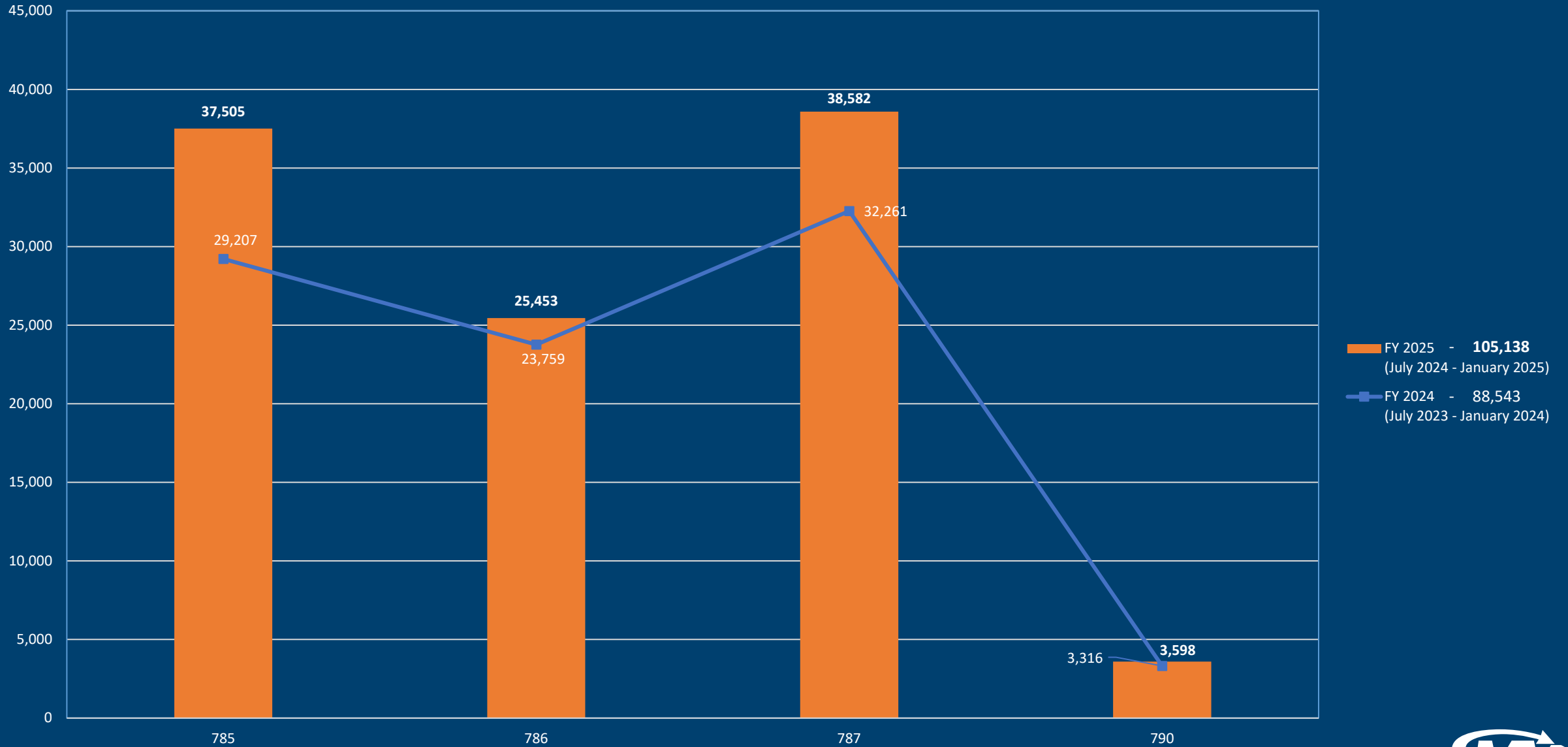
	January 2025 FY 2025	December 2024 FY 2025
System	120,785	115,867
Local	107,540	102,854
Commuter	13,245	13,013



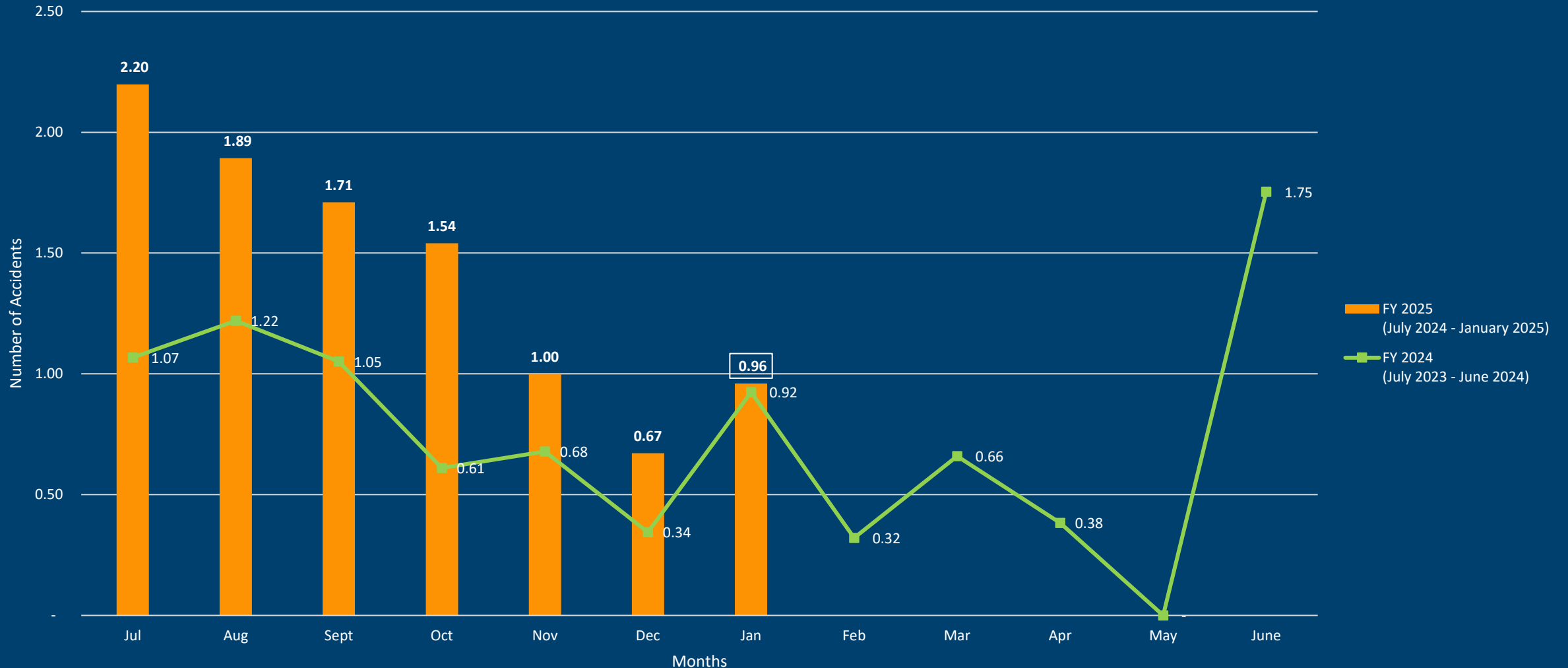
ANNUAL RIDERSHIP – LOCAL ROUTES



ANNUAL RIDERSHIP - COMMUTER ROUTES



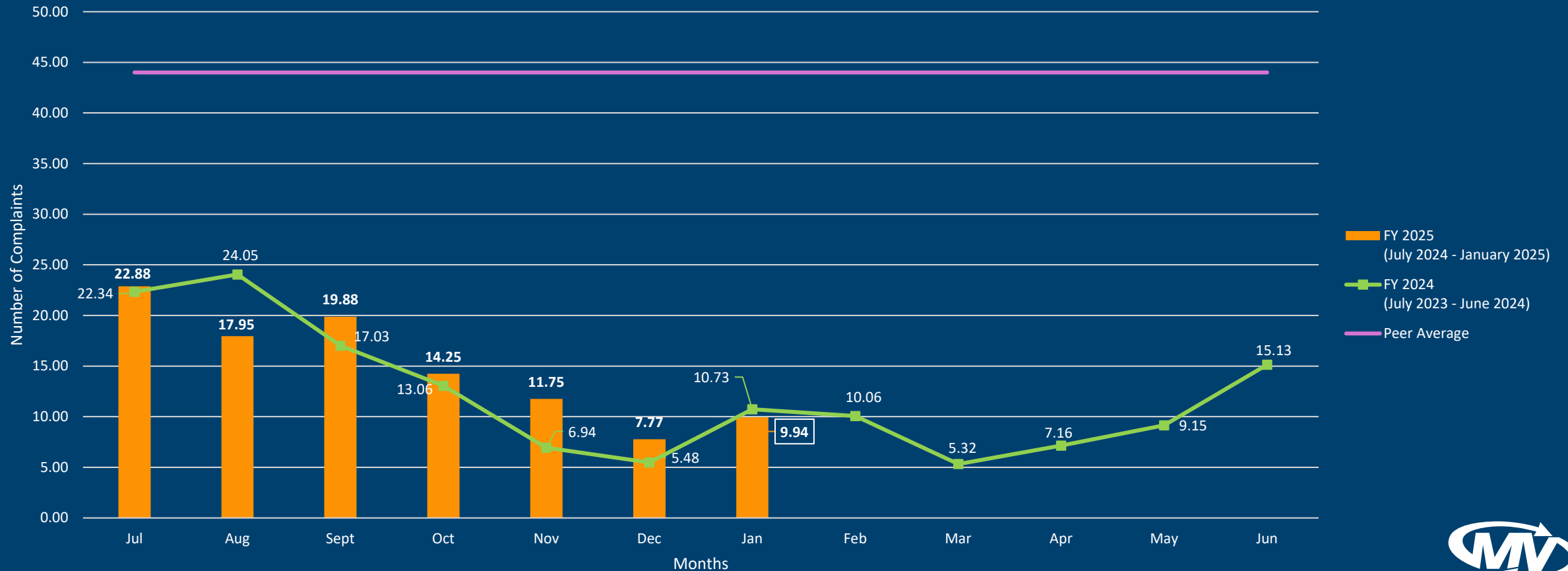
PREVENTABLE ACCIDENTS /100,000 MILES JANUARY – SYSTEMWIDE AVERAGE: 0.96



COMPLAINTS / 100,000 BOARDINGS

JANUARY - SYSTEM WIDE AVERAGE: 9.94

PEER AVERAGE: 44.00



Accidents and Complaints Summary

ACCIDENTS: (3 preventable)

- Bus made contact with the pole in the wash bay
- Bus made contact with a pole at OMP damaging bike rack
- Bus made contact with another vehicle's mirror.

*There were no injuries related to the above accidents

COMPLAINTS: (12 valid)

- Passenger Passed Up At Stop – 5
- Bus Did Not Show – 3
- Discourteous Operator – 2
- No Attempt Made to Accommodate W/C Seating Area – 1
- Unsafe Driving – 1

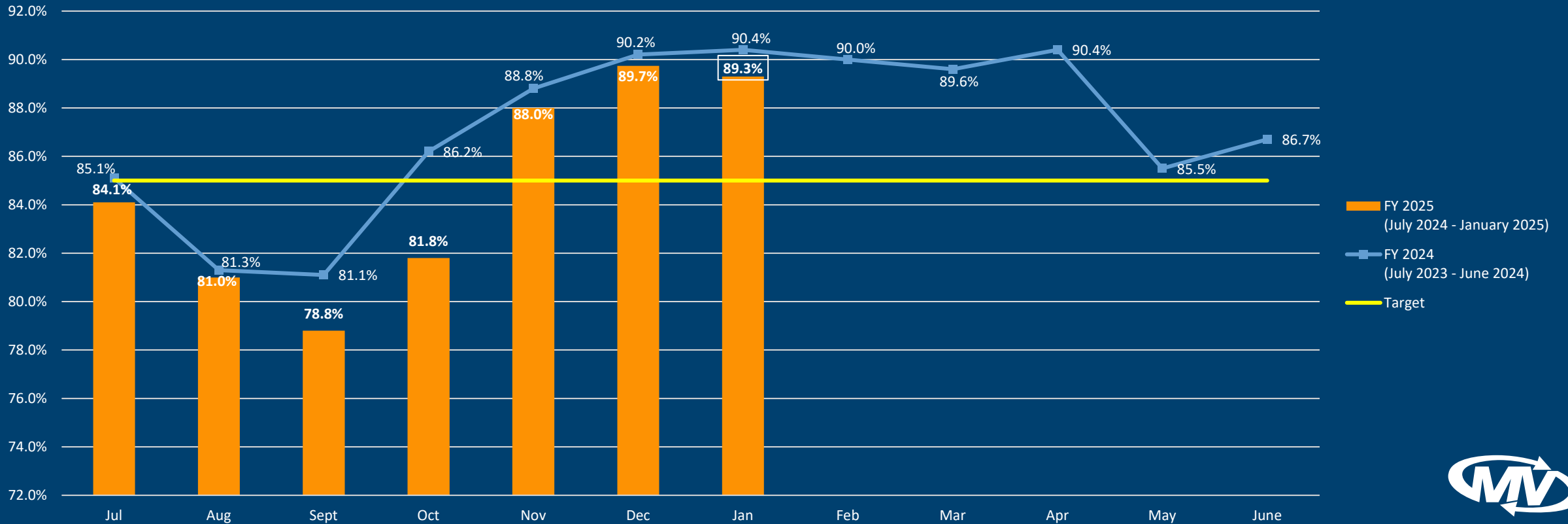
ON-TIME PERFORMANCE

JANUARY - SYSTEMWIDE AVERAGE – 89.3%

LOCAL – 87.6%

COMMUTER – 91.0%

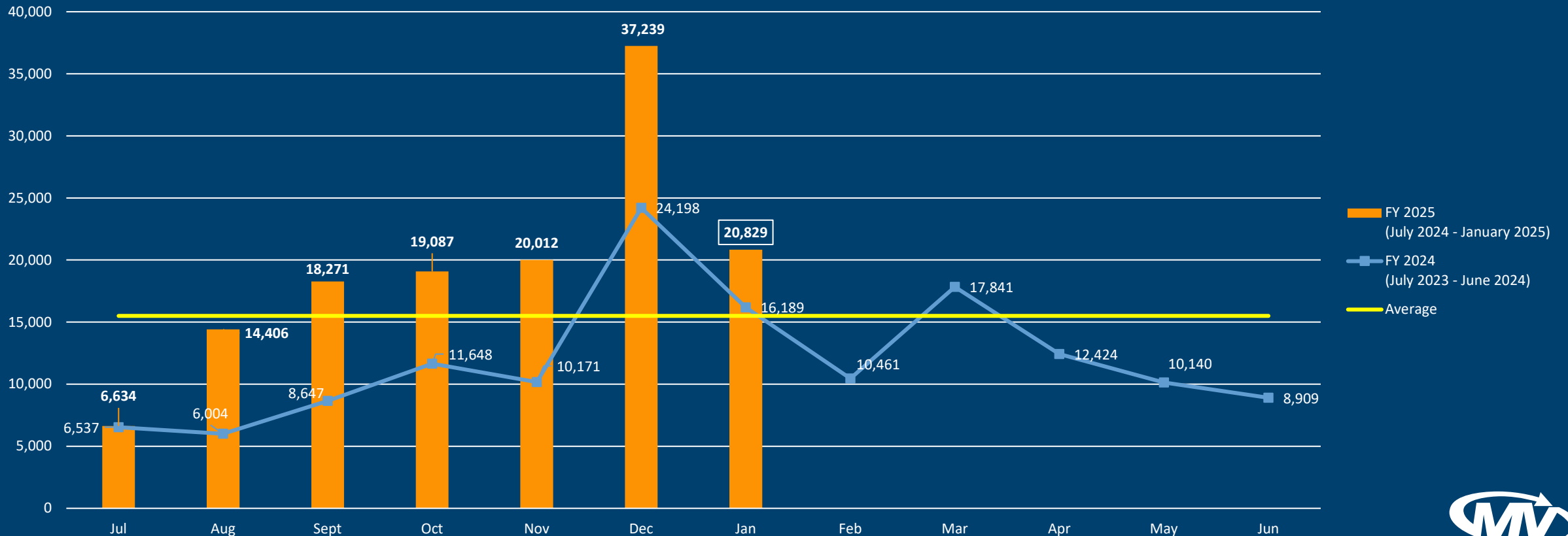
TARGET: 85%



AVERAGE MILES BETWEEN ROADCALLS

JANUARY - SYSTEM WIDE AVERAGE: 20,829

TARGET: 15,500



KEY PERFORMANCE INDICATORS

	AVTA Targets	January 2025 FY 2025	December 2024 FY 2025	January 2024 FY 2024
Boarding Activity		120,785	115,867	132,563
Complaints / 100,000 Boardings	≤ 44	9.94	7.77	10.73
Preventable Accidents / 100,000 Miles	≤ 1	0.96	0.67	.92
On Time Performance	≥ 85%	89.3%	89.7 %	90.4%
Average Miles Between Roadcalls	≥ 15,500	20,829	37,239	16,189





WE ARE MVMNT

**THANK
YOU**

Questions?



Regular Meeting of the Board of Directors

Tuesday, January 28, 2025

10:00 a.m.

Antelope Valley Transit Authority Community Room

42210 6th Street West, Lancaster, California

www.avta.com

UNOFFICIAL MINUTES

CALL TO ORDER:

Chairman Crist called the meeting to order at 10:00 a.m.

PLEDGE OF ALLEGIANCE:

Director Loa led the Pledge of Allegiance.

ROLL CALL:

Present

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Richard Loa, Director Eric Ohlsen, Director Raj Malhi

Absent

Director Michelle Royal

APPROVAL OF AGENDA:

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

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

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

Nays: None

Abstain: None

Absent: Director Royal

PUBLIC BUSINESS– AGENDIZED AND NON-AGENDIZED ITEMS:

Charlotte Baxter inquired about the EV vehicle regulations with the new White House Administration. Executive Director/CEO Martin Tompkins replied that the Authority will continue using EV vehicles for its fixed routes and the Dial-A-Ride (DAR) services. She also mentioned the DAR app needs to be more effective.

Milcah White stated that the DAR app is unreliable.

Fran Sereseres wished everyone a Happy New Year.

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

SRP 1 LEGISLATIVE REPORT FROM SENATOR SUZETTE VALLADARES' OFFICE

Jack Danielson, State Senator Valladares' field representative, listed the Senator's committee assignments.

SRP 2 LEGISLATIVE REPORT FROM ASSEMBLYMEMBER TOM LACKEY'S OFFICE

Anna Zarley, Assemblymember Lackey's district field representative, listed the Assemblymember's committee assignments. She noted that Assemblymember Lackey and representatives from the cities of Lancaster and Palmdale, stakeholders, and Julie Drake from the AV Press will meet with Caltrans officials to discuss questions and concerns regarding the construction and freeway closures on the Antelope Valley Freeway SR-14. Chairman Crist stated the discussion would include Caltran's agreement to adopt a segmented approach to the construction project to minimize disruption and improve traffic flow. The Chairman noted the upgrades only included new concrete and did not fix the bottlenecks from the Interstate I-5 Freeway to the Antelope Valley Freeway SR-14 and Route 138-Pearblossom Highway, which the North County Transportation Coalition has been asking to have fixed for years.

SRP 3 PRESENTATION TO KAREN DARR, CLERK OF THE BOARD, FOR 15 YEARS OF SERVICE

Executive Director/CEO Martin Tompkins presented the award to Clerk of the Board Karen Darr for 15 years of outstanding and dedicated service to the Authority.

SRP 4 PRESENTATION TO TISHA LANE, OPERATIONS AND CONTRACT COMPLIANCE MANAGER, FOR 10 YEARS OF SERVICE – MARTIN TOMPKINS

Executive Director/CEO Martin Tompkins presented Operations and Contract Compliance Manager Tisha Lane for 10 years of outstanding and dedicated service to the Authority.

SRP 5 PRESENTATION TO AVTA EMPLOYEE OF THE MONTH FOR NOVEMBER AND DECEMBER 2024

Planning Manager Geraldina Romo presented Field Services Supervisor Karen Conrad with the Employee of the Month award for November 2024.

Customer Service Satisfaction Manager Carlos Lopez presented Customer Service Representative II Emma Campos with the Employee of the Month award for December 2024.

SRP 6 PRESENTATION TO MV TRANSPORTATION EMPLOYEE AND OPERATOR OF THE MONTH FOR NOVEMBER AND DECEMBER 2024

MV Transportation General Manager Tom Conlon announced that James Istilart, who was unable to attend the meeting, was the Operator of the Month for November 2024. Mr. Conlon presented awards to Destiny McClain, the Employee of the Month for December 2024, and Melvin Washington, the Operator of the Month for December 2024.

SRP 7 PRESENTATION TO AV TRANSPORTATION SERVICES (AVTS) EMPLOYEE OF THE MONTH FOR NOVEMBER AND DECEMBER 2024

AV Transportation Services President Art Minasyan presented awards to Fontrella Jones, the Employee of the Month for November 2024, and Nancy Marquez, the Employee of the Month for December 2024. Mr. Minasyan presented a special award to AVTS Quality Assurance Manager Amalia Rodriguez for 15 years of service.

SRP 8 AVTS MICROTRANSIT AND DIAL-A-RIDE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR NOVEMBER AND DECEMBER 2024

Mr. Minasyan presented the report. The Board discussed the traffic collisions listed on agenda item CC 3, the Los Angeles County Sheriff incident report, and the increase of passengers transported in 2024 compared to 2023. Executive Director Martin Tompkins clarified that the Sheriff's Incident report does not reflect the number of collisions for DAR. Mr. Minasyan will provide the growth percentage numbers between 2023 and 2024 at a future Board meeting.

SRP 9 LEGISLATIVE REPORT FOR JANUARY 2025

Chief Financial Officer Judy Vaccaro-Fry presented information regarding the Los Angeles County Metropolitan Transportation Authority Regional Coordinated Plan, 2028 Olympics, Assembly committee assignments for Assemblymembers Carrillo and Lackey, State Senate Committee assignments for Senator Valladares, the California Air Resources Board's withdrawal of their EPA waiver, the state's proposed FY 2025/2026 Budget, Senate Bill 71: California Environmental Quality Act: exemptions: transit projects, the continuing resolution and FTA partial apportionments for FFY 2024/2025, Senate confirmation hearing for Transportation Secretary nominee Sean Duffy, the designation of Patrick Fuchs as the Chairman of the Surface Transportation Board, and the Social Security Fairness Act.

SRP 10 MAINTENANCE KPI REPORT FOR NOVEMBER AND DECEMBER 2024

Maintenance Compliance Analyst Joseph Sanchez presented the report. Next month, Mr. Sanchez will present an overview comparing the 2023 and 2024 summary of the key performance indicators.

SRP 11 OPERATIONS KPI REPORT FOR NOVEMBER AND DECEMBER 2024

MV Transportation Assistant General Manager Genie Maxie presented the report. The Board discussed the collisions reported in the Los Angeles County Sheriff's report. Mr. Tompkins stated that Deputy Maselli reports collisions involving private vehicles and buses. The accidents in MV's report involved contact with fixed objects and not other vehicles.

CONSENT CALENDAR (CC):

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF NOVEMBER 26, 2024

Approve the Board of Directors Regular Meeting Minutes of November 26, 2024.

CC 2 FINANCIAL REPORT FOR NOVEMBER AND DECEMBER 2024

Receive and file the Financial Report for November and December 2024.

CC 3 FISCAL YEAR 2024/2025 (FY 2025) SECOND QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (OCTOBER 1 – DECEMBER 31, 2024)

Receive and file the FY 2025 Second Quarter Los Angeles County Sheriff's Department (LASD) Report for October 1 through December 31, 2024.

CC 4 2025 ANNUAL REVIEW OF AVTA'S EQUAL EMPLOYMENT OPPORTUNITY (EEO) POLICY STATEMENT, MV TRANSPORTATION'S EEO PROGRAM, AND AV TRANSPORTATION SERVICES' (AVTS) EEO POLICY STATEMENT

Review, update, and reaffirm AVTA's EEO Policy Statement, MV Transportation's EEO Program, and AVTS' EEO Policy Statement.

CC 5 PROPOSED AVTA LEGISLATIVE PRINCIPLES FOR 2025

Approve the Proposed AVTA Legislative Principles for 2025.

The Board further discussed the incidents listed in the agenda item CC 3. Mr. Tompkins explained that Deputy Maselli reports on incidents involving AVTA buses, transit centers, and when the Sheriff's Department requests additional assistance. Mr. Tompkins will have Deputy Maselli clarify the incidents listed in future reports.

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

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

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

Nays: None

Abstain: None

Absent: Director Royal

NEW BUSINESS (NB):

NB 1 FOURTH AMENDMENT TO EXECUTIVE DIRECTOR/CEO MARTIN TOMPKINS' EMPLOYMENT AGREEMENT

General Counsel Allison Burns presented the staff report.

On a motion by Vice Chair Knippel and seconded by Director Loa, the Board of Directors approved the Fourth Amendment to Executive Director/CEO Martin Tompkins' Employment Agreement.

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

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

Nays: None

Abstain: None

Absent: Director Royal

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 Public Employee Performance Evaluation – Pursuant to Government Code Sections 54954.5 (e) and 54957(b))
Title: Executive Director/CEO

RECESS TO CLOSED SESSION:

The Board of Directors recessed to Closed Session at 11:20 a.m.

RECONVENE TO PUBLIC SESSION:

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

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN THE CLOSED SESSION:

General Counsel Allison Burns stated that the Board had discussed CS 1, CS 2, and CS 3 and gave directions to staff and legal counsel. There was no reportable action.

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 REPORT BY THE EXECUTIVE DIRECTOR/CEO MARTIN TOMPKINS

2024 Accomplishments

Mr. Tompkins stated that the accomplishments listed below could not have been achieved without the Board's full support. He thanked AVTA, MV Transportation, and AV Transportation Services' staff for all that has been achieved. Great job everyone.

Customer Service Department:

- Handled over 102,739 calls.
- Assisted over 100 people by signing up for our DAR services and providing them with a Senior Annual Pass through AVTA's Travel Training program.
- Processed over 1,500 new applications, adding new passengers to our service.

Executive Services

- Organized and managed the honor snack bar for staff in the new breakroom.
- Organized the 10th Anniversary of Operating Electric Vehicles in Service event.
- Management staff attended the City of Palmdale's Annual Emergency Operations Center (EOC) Exercise, which included staff from the cities of Palmdale and Lancaster, Plant 42, LA County, LA County Fire Departments, LA/Kern County Search and Rescue, FEMA, and many more. The exercise tested our coordination and communication skills, which will help to increase our resiliency during an emergency.
- Conducted monthly radio checks in preparation for an emergency to resolve any issues that may occur.
- Organized and led the Annual California Great Shakeout Earthquake Drill
- Managed refreshments for the Holiday Drive-Thru Grocery and Toy Giveaway.

Finance

- Hired a new Grants Accountant, Cecilyn Zoubek.
- Received a two-year Spare Ratio Waiver from the FTA. We were at 20%, and now we are at 30%.
- Successful Single and MTA Prop A EZ-Pass audits.
- Perfect FTA Triennial Review (two in a row).
- Processed four new FTA grants.
- Closed four FTA grants and two Transit and Intercity Rail Capital Programs grants.
- Processed 47 public records requests.
- Processed 16 interagency sheriff's requests.

HR/Payroll

- In 2024, the agency began utilizing an electronic time management system in Tyler Time & Attendance. This change helped us eliminate paper timesheets and accurately track time entries, time off requests, and attendance.
- At the end of the year, the agency implemented changes in benefits coverage and payroll processing through ADP Total Source. The changes resulted in better coverage for employees at a lower cost and savings for the agency.

IT Department

- Upgraded all the facility network switches and internal Wi-Fi points.
- Installed Wi-Fi access points to the employee parking.
- Twenty-three new surveillance cameras (interior and exterior) were added throughout the AVTA facility.
- Upgraded all surveillance camera network switches.
- Added additional internet circuit for redundancy.
- Installed new flooring in the IT communication room.

Operations

- Ridership increased by 3%.
- Complaints per 100,000 boardings decreased by 10% compared to 2023.
- On-time performance (OTP) increased by 6% compared to 2023.
- Miles between service interruptions improved by 33% when compared to 2023.
- Conducted over 1,400 transfer center checks for cleanliness.
- Over 1,400 in-person passenger comments/suggestions were reported by the transit ambassadors.
- Conducted over 1,500 bus/van route trails.
- Two collection site audits were completed.
- Completed seven drug, alcohol, and training audits.
- Completed two bi-annual a.m. rollout inspection audits.

Marketing – 2024 Community Outreach/Partnership & Sponsorship

- Participated in more than 90 community outreach and partnership events throughout the year with the cities of Lancaster and Palmdale, local community groups, and rural LA County areas.
- Attended multiple veterans and senior outreach events.
- Held travel training programs at the local senior centers and the AV Union High School District, which has joined the LA METRO GOPass program.
- AVTA and Antelope Valley Air Quality Management District (AVAQMD) delivered a retired, diesel, re-powered bus to Antelope Valley College.
- The Holiday Drive-Thru Grocery & Toy Giveaway was a huge success.
 - Collected a record-breaking \$46,621 in toy sponsorships and cash donations.
 - AVTA staff, participating charities, and volunteers handed out over 2,200 food boxes sponsored by LA Regional Food Bank and Teamsters Local 848.
 - Distributed over 3,000 turkeys, sponsored by the cities of Lancaster and Palmdale.
 - More than 300 children's coats were distributed.
 - Over 330 bicycles donated by the AV Sheriff's Boosters were distributed.

Planning – Bus Stop Improvements

- Five bus stops were improved, three in the city of Palmdale and two in the city of Lancaster.
- A new bus shelter was added to Route 5 East on 15th Street West and Avenue L, Lancaster.
- Time adjustments were made to Route 8 to meet bell times and support heavy ridership on specific trips for SOAR High School.
- Route 50 was modified mid-last year to serve the neighborhood on Avenue K & 30th Street East Lancaster in both directions.

Procurement and Facilities

- 2024 ended with a cumulative total of over 16 million electric miles traveled.
- Replaced two new shop trucks, including one flatbed, two EV staff vehicles, five EV support vehicles, and three new ADA road supervisor vehicles.
- Reconfigured the bus yard and charging space.
- Replaced the bus wash.
- Six new AC units are installed.
- Installed bird abatement netting in the maintenance shop.
- Built four new workstations in the maintenance area.
- Converted the old breakroom into three offices.
- Added new ABB charges at the Palmdale Transit Center.
- Installed 16 new chargers at AVTA for EV vans.

Training and Education

- Maintenance Compliance Analyst Joseph Sanchez attended the Transit Asset Management Conference in Chicago.
- Operations and Contract Compliance Manager Tisha Lane attended the Public Transportation Safety Certification Training Program (PTSCTP), Safety Management System Safety Assurance, Fundamentals of Bus Collision Investigation, Substance Abuse Management and Program Compliance, Assault Awareness and Prevention for Transit Operators.
- Executive Assistant DeeAnna Cason attended the Transportation Safety Institute Substance Abuse Management and Program Compliance Training.

Mr. Tompkins showed a 3-minute video highlighting the Holiday Drive-Thru Grocery and Toy Giveaway. He added that state treasurer Fiona Ma will visit on January 29, 2025, to tour the AVTA facility.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

No miscellaneous business items were presented.

ADJOURNMENT:

Chairman Crist adjourned the meeting at 11:40 a.m. to the Regular Meeting of the Board of Directors on February 25, 2025, at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 25th day of FEBRUARY 2025.

Marvin Crist, Chairman of the Board

ATTEST:

DeeAnna Cason, Executive Assistant

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.



DATE: February 25, 2025

TO: BOARD OF DIRECTORS

SUBJECT: FINANCIAL REPORT FOR JANUARY 2025 AND FISCAL YEAR (FY) 2024/2025 SECOND QUARTER TREASURER’S REPORT

RECOMMENDATION

Receive and file the Financial Report for January 2025 and FY 2025 Second-Quarter Treasurer’s Report, including Capital Reserve and Farebox Recovery information.

FISCAL IMPACT

	JANUARY 2025
PAYROLL	\$525,801.64
CASH DISBURSEMENTS	\$3,065,514.18

FY 2025 Farebox Recovery Ratio

	Q1	Q2
Directly Generated Revenue	\$882,140.15	\$1,067,524,.67
Operating Expenses	\$8,832,122.00	\$10,362,572.70
Farebox Recovery Ratio	10%	10%

Notes: Revenue includes Farebox, Advertisements and Gain on Sale, LCFS Credits and Investment Income.

BACKGROUND

To comply with the provisions required by Sections 37202, 37208, and 6505.5 of the Government Code, the Chief Financial Officer, in conjunction with the Senior Finance Manager, provide a monthly payroll total and cash disbursements. The Executive Director/CEO appointed as the Authority’s Treasurer certifies the availability of funds.

I, Martin J. Tompkins, Executive Director/CEO of AVTA, declare that the above information is accurate.

Prepared by:

Submitted by:

Vianney Mclaughlin
Sr. Finance Manager

Martin J. Tompkins
Executive Director/CEO

Attachment: A – Second Quarter Treasurer’s Report

ANTELOPE VALLEY TRANSIT AUTHORITY
 Treasurer's Report
 For the quarter ended December 31, 2024

Investment Type	Description	Beginning Balance 09/30/2024	Deposits & Transfers	Disbursements & Transfers	Interest	Ending Balance 12/31/2024
Cash and Investments Under the Direction of the Treasurer						
	Local Agency Investment Fund (LAIF) - Cap & Op Reserve	\$ 6,346,280.89			\$ 73,808.98	\$ 6,420,089.87
	Mission Bank- Reserve Investments	\$ 22,862,094.38	\$ 4,000,000.00		\$ 293,990.00	\$ 27,156,084.38
	Mission Bank- Benefit Investments	\$ 2,133,068.94			\$ 26,236.98	\$ 2,159,305.92
	Mission Bank-Capital Reserve	\$ 489,332.59	\$ 122,168.04		\$ 569.80	\$ 612,070.43
	Total Capital & Op. Reserves and Restricted Funds	\$ 31,830,776.80	\$ 4,122,168.04	\$ -	\$ 394,605.76	\$ 36,347,550.60
	General Account- Mission Bank	\$ 3,435,334.01	\$ 13,656,400.73	\$ (15,041,507.33)	\$ 12,704.75	\$ 2,062,932.16
	Stuff-a-Bus *	\$ 2,161.67	\$ 43,750.00	\$ (42,371.88)		\$ 3,539.79
	Petty Cash Balance	\$ 750.00				\$ 750.00
	Operating Accounts Total	\$ 3,438,245.68	\$ 13,700,150.73	\$(15,083,879.21)	\$ 12,704.75	\$ 2,067,221.95
	TOTAL CASH AND INVESTMENTS	\$ 35,269,022.48	\$ 17,822,318.77	\$(15,083,879.21)	\$ 407,310.51	\$ 38,414,772.55

I hereby certify that the investment portfolio of AVTA complies with its investment policy and the California Government Code Sections pertaining to the investment of local agency funds, Mission Bank. Pending any future actions by the AVTA Board or any and unforeseen occurrences, AVTA has cash flow adequate to meet its expenditure requirements for the next three months.

Prepared by:

Submitted by:

 Vianney McLaughlin
 Sr. Finance Manager

 Judy Vaccaro-Fry
 Chief Finance Officer



DATE: February 25, 2025

TO: BOARD OF DIRECTORS

SUBJECT: Amend the Authority's Classification and Salary Schedule

RECOMMENDATION

Approve amending the Agency's Classification and Salary Schedule to reclassify the Director of Operations and Maintenance to Director of Operations and Planning.

FISCAL IMPACT

The Director of Operations and Planning will be established in Range 57 (Min. \$106,952.00- Max. \$139,411.00). This change will result in fiscal impact savings of approximately \$30,000.00 as the salary difference was budgeted for the vacant Senior Director of Operations and Planning position. The new position will be reflected in the proposed FY 2025/2026 Budget and future fiscal year proposed budgets.

BACKGROUND

The recommendation to reclassify the Director of Operations and Maintenance to Director of Operations and Planning is based on existing and future workload demands and the need to direct staffing in specific areas of Operations and Planning to maintain and enhance organizational performance measures.

Prepared by:

Submitted by:

Amber Johnson
Human Resources and Benefits Coordinator

Martin J. Tompkins
Executive Director/CEO



DATE: February 25, 2025

TO: BOARD OF DIRECTORS

SUBJECT: Amendment No. 3 to Contract #2021-52 with MV Transportation Services, Inc.

RECOMMENDATION

Authorize the Executive Director/CEO or designee to execute Amendment No.3 to Contract #2021-52 with MV Transportation Services, Inc. for ongoing fixed-route transit services.

FISCAL IMPACT

Funds will be included in the Fiscal Year (FY 2025) Midyear Budget adjustment to pay for these vital services in FY 2025. Funding will be appropriated in future years' budgets as shown below.

BACKGROUND

MV Transportation Services, Inc. has been providing fixed-route transit services since June 2022. After reviewing responses to the RFP received earlier this year, AVTA Executive Staff concluded that negotiating the remaining options on the current contract, although not ideal, was a better option than awarding a new contract.

Many factors were considered to reach this conclusion. These factors include the current Collective Bartering Agreement, increased insurance costs, start-up costs, and, most importantly, the ability to maintain the highest possible levels of service for our community now and in the future. Staff believe this option to be the most fiscally responsible and least disruptive to continued operations available to AVTA at this time.

AVTA and MV staff sat together to address all issues at hand and concurred on the points of this Amendment.

Amendment No. 3 would add funds to the existing contract and execute the two one-year extensions allowed by the current contract, along with determining the rates for the remainder of the contract and the extensions.

Below is a summary of the projected operational expense changes over the remaining contract term and extension years.

Projected cost differential			
Term	Current	New	Difference
1/1/2025-6/30/2025	\$ 10,730,925.00	\$ 12,348,750.00	\$ 1,617,825.00
7/1/2025-6/30/2026	\$ 21,461,850.00	\$ 29,091,250.00	\$ 7,629,400.00
7/1/2026-6/30/2027	\$ 21,461,850.00	\$ 30,243,800.00	\$ 8,781,950.00
7/1/2027-12/31/2027	\$ 10,730,925.00	\$ 16,011,750.00	\$ 5,280,825.00
		Total	\$ 23,310,000.00

Prepared by:

Submitted by:

Cecil R. Foust
Contracts and Procurement Officer

Martin J. Tompkins
Executive Director/CEO

Attachment: A – Services Contract Amendment No. 3 to Contract #2021-52

LEVINE ACT

The Levine Act (Gov. Code Section 84308) prohibits AVTA officials from participating in certain decisions regarding licenses, permits, and other entitlements for use if the official has received a campaign contribution of more than \$500 from a party, participant, or agent of a party or participant in the previous 12 months. The Levine Act is intended to prevent financial influence on decisions that affect specific, identifiable persons or participants. For more information see the FPPC website: www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html

SUBJECT TO THE LEVINE ACT

___ Permit, license, or entitlement for use

XX Contract or grant

EXEMPT FROM THE LEVINE ACT

___ Competitively bid contract

___ Labor or personal employment

___ General policy and legislative actions

ATTACHMENT A
ANTELOPE VALLEY TRANSIT AUTHORITY
LANCASTER, CALIFORNIA
SERVICES CONTRACT AMENDMENT

(Amendment to Change Contract Provisions During Contract Term)

CONTRACT NO. 2021-52; AMENDMENT NO.: 3

This Amendment No. 3 to the June 25, 2022, Services Contract, as amended by Amendment No. 1 and Amendment No. 2 (individually and collectively, "Agreement" or "Contract"), executed by and between **Antelope Valley Transit Authority**, a joint powers authority, ("Authority" or "AVTA"), 42210 6th St West, Lancaster, CA, 93534, and **MV Transportation, Inc.** (Contractor), 2711 N. Haskell Ave., Suite 1500, LB-2, Dallas, TX 75204.

RECITALS

1. AVTA owns, operates, and maintains a public transportation service serving the Antelope Valley and has contracted with MV Transportation, Inc. to maintain and operate the service.
2. On June 25, 2022, the Authority and Contractor entered into an agreement whereby the Contractor would provide ongoing transit Operations and Maintenance Services.
3. The parties now desire to further amend the Agreement by adding additional compensation to the Contractor in consideration of increased labor and operational costs incurred to maintain the level of service. These costs were incurred based upon unforeseen increased costs as a result of the outcomes of collective bargaining and would not allow the Contractor to re-capture the loss without a rate adjustment.
4. The parties now also desire to exercise two one-year extensions as allowed in Sec. 2 paragraph II. of the original services contracts.

THEREFORE, the parties hereto agree as follows:

1. The following changes are made to the above-referenced contract number and shall be listed as Amendment No. 3:

As approved by the AVTA Board of Directors on January 28, 2025, and retroactively effective on January 1, 2025, The revenue hour rate shall increase

to \$133.50 per revenue hour through June 30, 2025. Additionally, the Term of the Agreement is hereby extended to June 30, 2027, and the rate will increase as outlined in Exhibit A for the remaining two contract extension years with an option for an additional six months upon mutual Agreement.

2. In the event of any conflict between any provision of this Amendment No. 3, the Agreement, or the provisions of this Amendment, then the Agreement shall govern.
3. Except as otherwise expressly modified by Amendment No. 3, all terms and conditions set forth in the Agreement shall continue in full force and effect. Nothing in this Amendment No. 3 shall be deemed to excuse or waive any failure by the Contractor to satisfactorily perform all services required by the Agreement as it existed prior to the effective date of this Amendment No. 3.

CONTRACTOR AUTHORIZED SIGNATURE

TO EFFECTUATE THIS Amendment Number 3, the parties have caused their duly authorized representatives to execute the same by signing below.

Signature

Title

Name (please print)

Date

MV Transportation, Inc.

ANTELOPE VALLEY TRANSIT AUTHORITY'S AUTHORIZED SIGNATURE

(This contract is not binding on AVTA until signed by the Board of Directors Chair or Executive Director/CEO or designee)

Approved:

Martin J. Tompkins, Executive Director/CEO or Designee**

Date

Amendment 3 Exhibit A.

	Contract remainder	Extension Year 1	Extension Year 2	6-month (option)
Date Range	1/1/2025-6/30/2025	7/1/2025-6/30/3026	7/1/2026-6/30/2027	7/1/2027-12/31/2027
Revenue Hours Basis	92,500	185,000	185,000	92,500
Variable + Fixed Rates	\$ 133.50	\$ 157.25	\$ 163.48	\$ 173.10



DATE: February 25, 2025

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2024/2025 (FY 2025) Mid-Year Budget Review and Proposed Adjustments

RECOMMENDATIONS

Approve the proposed FY 2025 Mid-Year Budget adjustments.

FISCAL IMPACT

Revenue Category	Original Budget	Net Budget Adjustment	Revised Budget
Other Revenue	\$ 1,673,654	\$ -	\$ 1,673,654
Expense Reimb.	\$ 1,720,000	\$ -	\$ 1,720,000
Fare Revenue	\$ 2,264,000	\$ -	\$ 2,264,000
Jurisdictional Contributions (Ops)	\$ 3,333,974	\$ 2,055,011	\$ 5,388,985
Federal Formula Grants	\$ 12,416,238	\$ -	\$ 12,416,238
Metro FAP	\$ 18,221,518	\$ -	\$ 18,221,518
Grand Total	\$ 39,629,384	\$ 2,055,011	\$ 41,684,395

Expense Category	Original Budget	Net Budget Adjustment	Revised Budget
Capital outlay	\$ 1,211,646	\$ -	\$ 1,211,646
General and Administrative Costs	\$ 1,618,542	\$ -	\$ 1,618,542
Other Operating Costs	\$ 1,970,987	\$ -	\$ 1,970,987
Fuel/Electricity	\$ 2,611,003	\$ -	\$ 2,611,003
Leased Buses	\$ 2,865,000	\$ -	\$ 2,865,000
Salaries & Benefits	\$ 5,746,881	\$ 24,000	\$ 5,770,881
Purchased Transportation	\$ 27,325,687	\$ 1,638,411	\$ 28,964,098
Grand Total	\$ 43,349,746	\$ 1,662,411	\$ 45,012,157

Grand Totals	Original Budget	Net Budget Adjustment	Revised Budget
Revenue Total	\$ 39,629,384	\$ 2,055,011	\$ 41,684,395
Expense Total	\$ 43,349,746	\$ 1,662,411	\$ 45,012,157
Deficit	\$ (3,720,362)	\$ 392,600	\$ (3,327,762)

BACKGROUND

Revenue Adjustments Explained:

- AVTA's three jurisdictional partners agreed earlier in 2024 to abide by a new formula to calculate the contribution amount for each, however the decisions came after the FY 2025 budget was finalized. This adjustment amount represents the grand total increase with the new formula for all of FY 2025.

Expense Adjustments Explained:

- Purchased Transportation: AVTA has arrived at a new cost per revenue hour with the fixed route operator MV. For the first 6 months the cost per revenue hour was \$116 has adjusted to \$133.50 per revenue hour beginning in January 2025. The total increase to costs for AVTA due to this adjustment is represented here.
- Salaries & Benefits: The net increase is due to rising costs for employee CalPERS. CalPERS has calculated an increased amount for "Catch-up" payments that were finalized after the completion of the original AVTA budget.

Net Deficit:

- These changes represent a decrease to the net budget deficit of \$392,600.

Prepared by:

Submitted by

Judy Vaccaro-Fry
Chief Financial Officer

Martin J. Tompkins
Executive Director/CEO