



Regular Meeting of the Board of Directors

Tuesday, August 26, 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 in case staff need to contact you, we kindly request that a speaker card, located at the Community Room entrance, be completed and submitted to 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 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, except staff members.

SPECIAL REPORTS, PRESENTATIONS, AND REQUESTS FOR DIRECTION (SRP): During this portion of the meeting, staff will present information not generally 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 PRESENTATIONS TO FACILITIES MAINTENANCE WORKERS ARTURO RODRIGUEZ, RENE GONZALEZ, AND JAMES ANDERSON FOR 15 YEARS OF OUTSTANDING AND DEDICATED SERVICE – ARIC COLVIN
- SRP 4 PRESENTATION TO MV TRANSPORTATION OPERATOR OF THE MONTH FOR JULY 2025 – GENIE MAXIE
- SRP 5 PRESENTATION TO AV TRANSPORTATION SERVICES (AVTS) OPERATOR OF THE MONTH FOR JULY 2025 – ART MINASYAN
- SRP 6 AVTS MICROTRANSIT AND DIAL-A-RIDE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR JULY 2025 – ART MINASYAN
- SRP 7 LEGISLATIVE REPORT FOR AUGUST 2025 – JUDY VACCARO-FRY
- SRP 8 MAINTENANCE KPI REPORT FOR JULY 2025 – JOSEPH SANCHEZ
- SRP 9 OPERATIONS KPI REPORT FOR JULY 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 JULY 22, 2025 - DEEANNA CASON

Recommendation: Approve the Board of Directors Regular Meeting Minutes of July 22, 2025.

- CC 2 FINANCIAL REPORT FOR JULY 2025 AND FISCAL YEAR (FY) 2024/2025 FOURTH-QUARTER TREASURER'S REPORT – VIANNEY MCLAUGHLIN

Recommendation: Receive and file the Financial Report for July 2025 and FY 2025 Fourth-Quarter Treasurer's Report, including Capital Reserve and Farebox Recovery information.

- CC 3 REVISED PERSONNEL RULES AND REGULATIONS MANUAL – AMBER JOHNSON

Recommendation: At the July 2025 Board of Directors meeting, the Board approved Resolution No. 2025-003 to revise the agency's Personnel Rules and Regulations manual. Upon further review by AVTA's general counsel, some proposed revisions were found to be incorrect or unnecessary. Staff recommends the Board of Directors accept changes to the Personnel Rules and Regulations manual as indicated.

- CC 4 FISCAL YEAR 2025/2026 (FY 2026) LOS ANGELES COUNTY SHERIFF'S DEPARTMENT MONTHLY REPORT (JULY 1 THROUGH JULY 31, 2025) – DEEANNA CASON

Recommendation: Receive and file the FY 2025/2026 Los Angeles County Sheriff's Department Monthly Report for (July 1 through July 31, 2025).

NEW BUSINESS (NB):

- NB 1 CONSIDERATION AND ACCEPTANCE OF THE ANNUAL VACANCY, RECRUITMENT, AND RETENTION EFFORTS REPORT IN COMPLIANCE WITH AB 2561 (GOVERNMENT CODE §3502.3) – AMBER JOHNSON

Recommendation: Conduct a public hearing to present an overview of current job vacancies, recruitment efforts, and retention strategies to comply with Assembly Bill 2561/Government Code Section 3502.3. a. Open public hearing: b. Receive staff report; c. Receive public testimony; d. Close public hearing.

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 September 23, 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 August 22, 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) 729-2232.



SRP 6

FY 2025 MONTHLY OPERATIONS
KEY PERFORMANCE INDICATORS

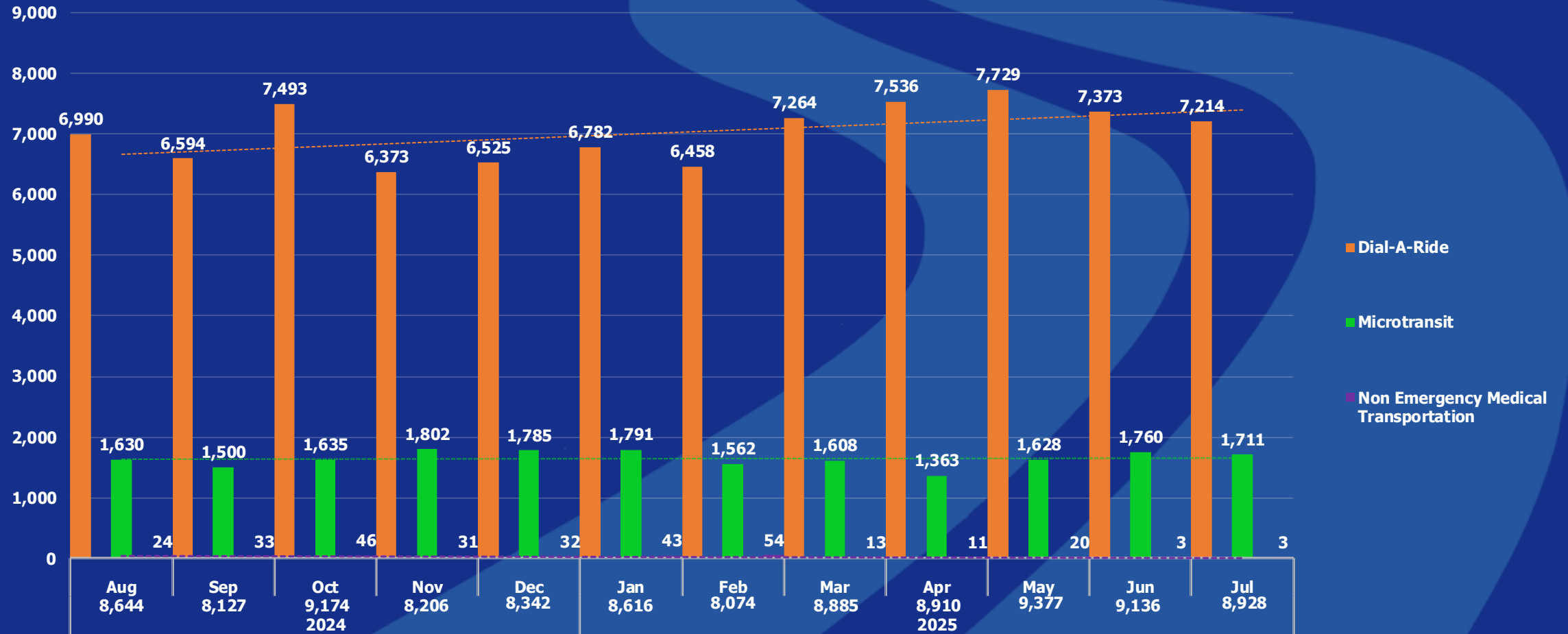
July

PRESENTATION BY ARTZRUN MINASYAN
TO THE AVTA BOARD OF DIRECTORS

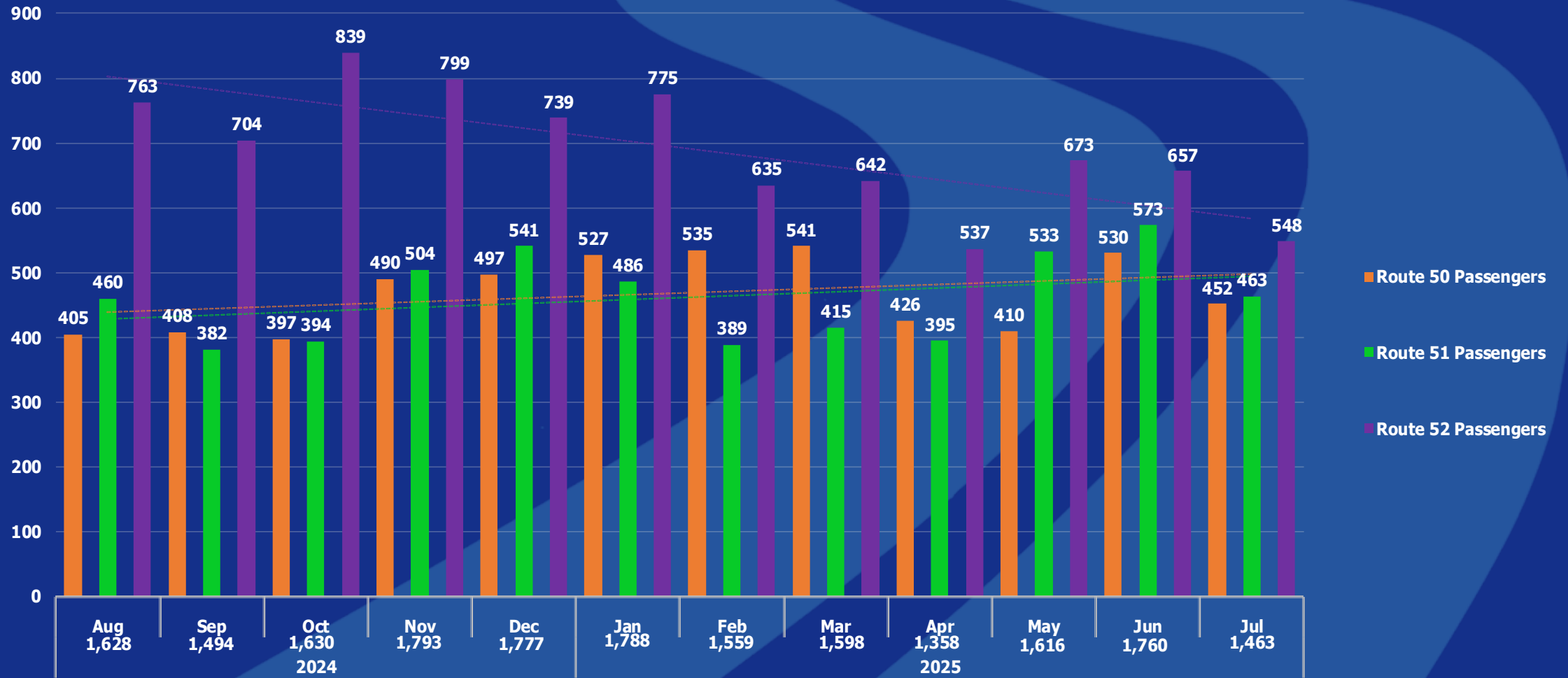


August 26, 2025

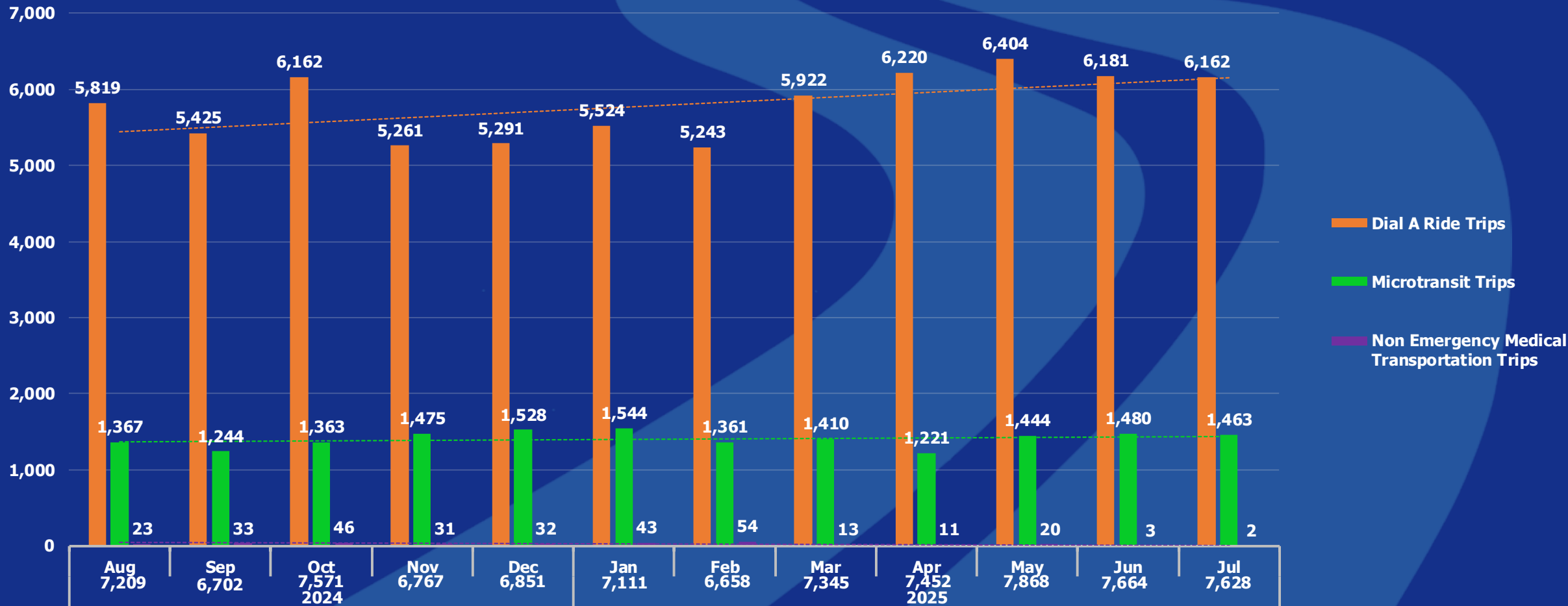
PASSENGER RIDERSHIP



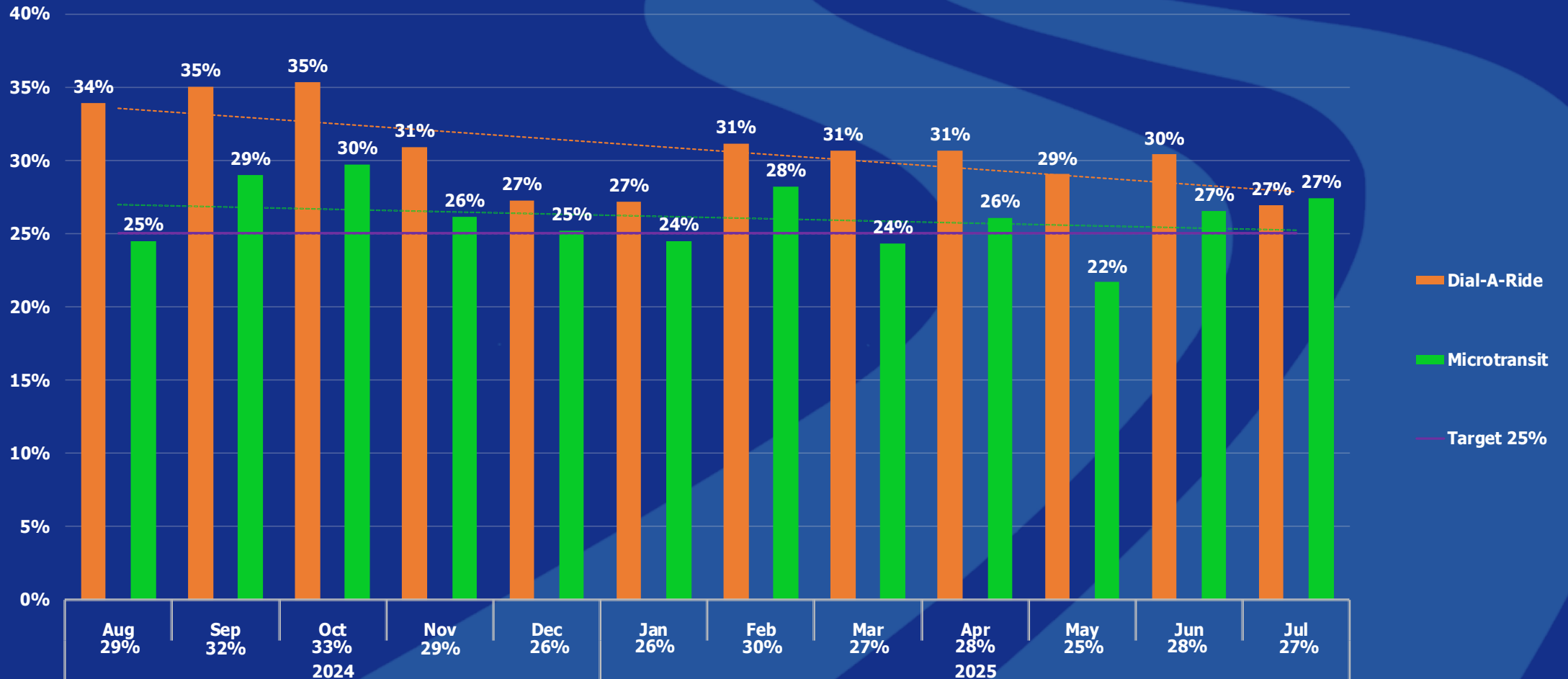
MICROTRANSIT PASSENGERS ROUTES 50, 51, 52



RIDES COMPLETED



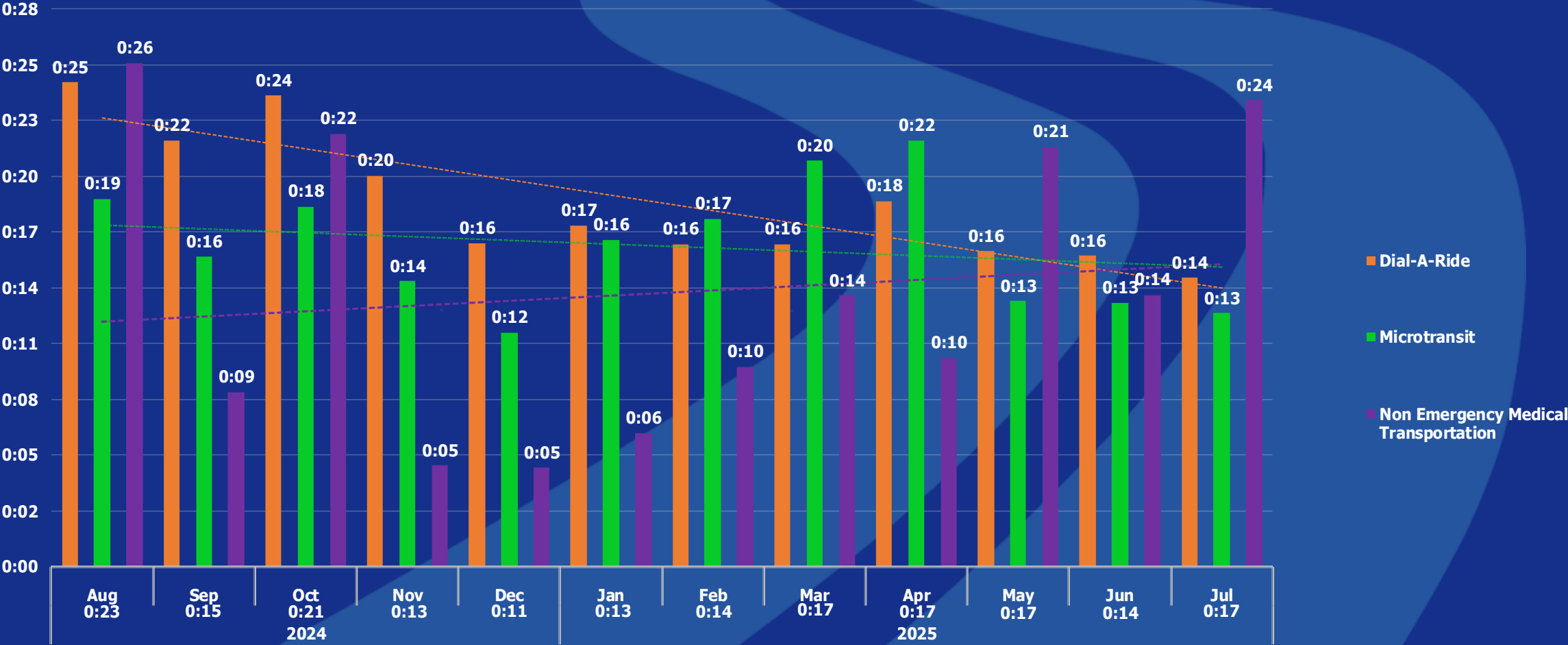
AVERAGE SHARED RIDE PERCENTAGE



PASSENGERS PER REVENUE HOUR



PASSENGER WAIT TIME AVERAGE FROM START OF 30 MINUTE WINDOW



ACCIDENTS



PASSENGER FEEDBACK



ACCIDENTS AND COMPLAINTS SUMMARY

Accidents



- 1 – Preventable
Driver was backing out of an apartment garage area and backed into a parked car

Complaints



- 4 – Late
- 1 – Driver Courtesy
- 1 – Maintenance Concern
- 2 – Safety Related



Thank you!



August 26, 2025

LEGISLATIVE UPDATE

Presentation to the Board of Directors
August 26, 2025



STATE



BILL STATUS

PASSED SENATE – NOW IN ASSEMBLY

SB 71 - California Environmental Quality Act: exemptions: transit projects

- 7/17 Re-referred to Committee on Appropriations

SB 79 - Planning and zoning: housing development: transit-oriented development

- 7/17 Re-referred to Committee on Appropriations

SB 359 - Diesel Fuel Tax Law: exempt bus operation

- 7/15 Re-referred to Committee on Appropriations

SB 445 - ~~Sustainable Transportation Project Permits and Cooperative Agreements~~. High-speed rail: third-party agreements, permits, and approvals: regulations

- 7/17 Re-referred to Committee on Appropriations

PASSED ASSEMBLY – NOW IN SENATE

AB 394 - Crimes: Public Transportation Providers
– coauthored by Assemblyman Lackey
➤ 8/18 Referred to the Suspense file

AB 891 - Transportation: Quick-Build Project Pilot Program
➤ 8/13 Hearing postponed by Committee

AB 902 - Transportation Projects: Barriers to Wildlife Movement
➤ 8/18 Referred to the Suspense file

AB 1089 - Western Joshua Tree Conservation Act
➤ 8/18 Referred to the Suspense file

AB 1250 - Transit Operators: Paratransit Recertification of Eligibility
➤ 8/19 Ordered to second reading



UPCOMING DATES & ACTIONS



On August 18 the Legislature reconvened the 2025-26 legislative session.

Expected actions prior to adjournment:

- Cap-and-Trade reauthorization
- Regionalization of California's energy market, and
- Congressional redistricting.

The Legislature's most important upcoming deadlines include the following:

- August 29: Last day for fiscal committees to hear and report bills to the Floor
- September 2: Start of Floor session only calendar
- September 5: Last day to amend bills on the Floor
- September 12: Last day for each house to pass bills; start of Interim Recess upon adjournment of session

FEDERAL



SURFACE TRANSPORTATION BILL

The current federal surface transportation program is set to expire on September 30, 2026.

To ensure the public's perspectives and ideas are considered, the Department of Transportation (DOT) invited the public to provide ideas, comments, and information for consideration in the development of the next surface transportation authorizing legislation.

Comments were due August 20, 2025.



FY 2026 APPROPRIATIONS



The House THUD Appropriations bill (H.R. 4522) significantly cuts public transit and passenger rail investment.

- It cuts public transit investment by **\$1.7 billion** and passenger rail investment by **\$2.6 billion** from FY 2025 funding levels.
- The House THUD Appropriations bill passed on a party-line vote of 35-28.



The Senate THUD Appropriations bill (S. 2465) increases public transit investment and maintains passenger rail funding.

- The bill provides \$21.1 billion for public transit and \$16.2 billion for passenger rail.
- It increases public transit investment by **\$203.3 million** from FY 2025 funding levels and maintains current passenger rail funding.
- The Senate THUD Appropriations bill passed on a bipartisan vote of 27-1.

FEDERAL EO



On August 7, the President issued an executive order requiring all federal agencies to report within 30 days on imposing immediate termination clauses to allow grant awards to be revoked if the recipient strays from the administration's priorities.

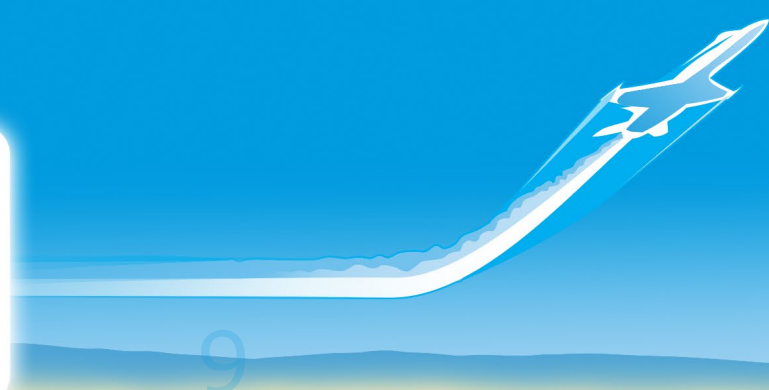
The order also requires grants to be streamlined and written in plain language to minimize "the need for legal or technical expertise in drafting an application."

"There is a strong need to strengthen oversight and coordination of, and to streamline, agency grantmaking to address these problems, prevent them from recurring and ensure greater accountability for use of public funds more broadly. The Government holds tax revenue in trust for the American people, and agencies should treat it accordingly."



QUESTIONS?

THANK YOU



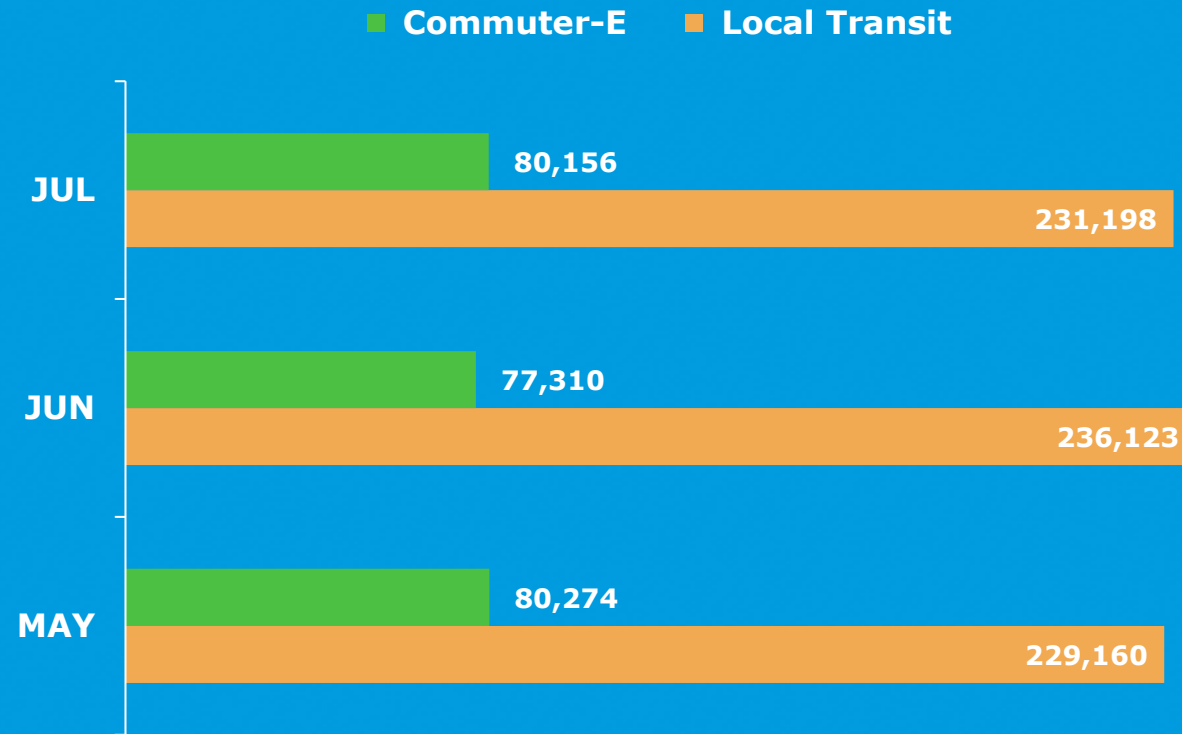
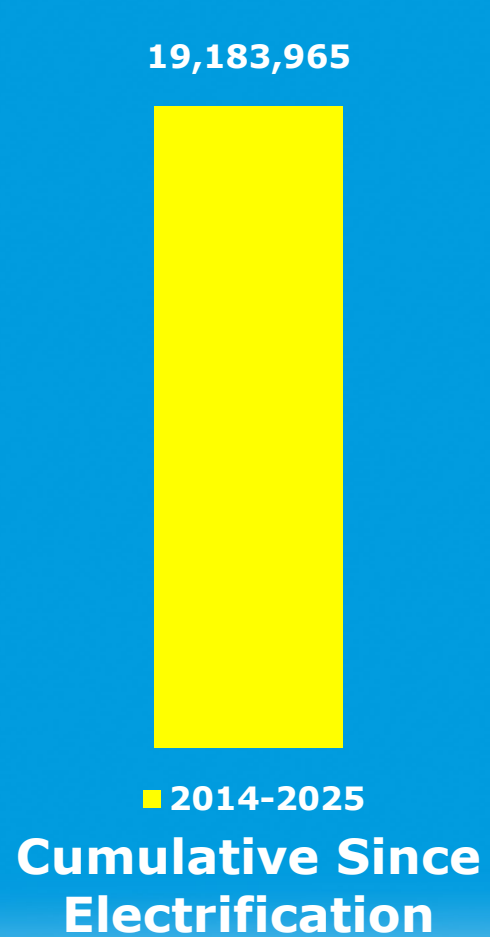
FY 26 Monthly Fleet Maintenance Key Performance Indicators

Presentation to the Board of Directors

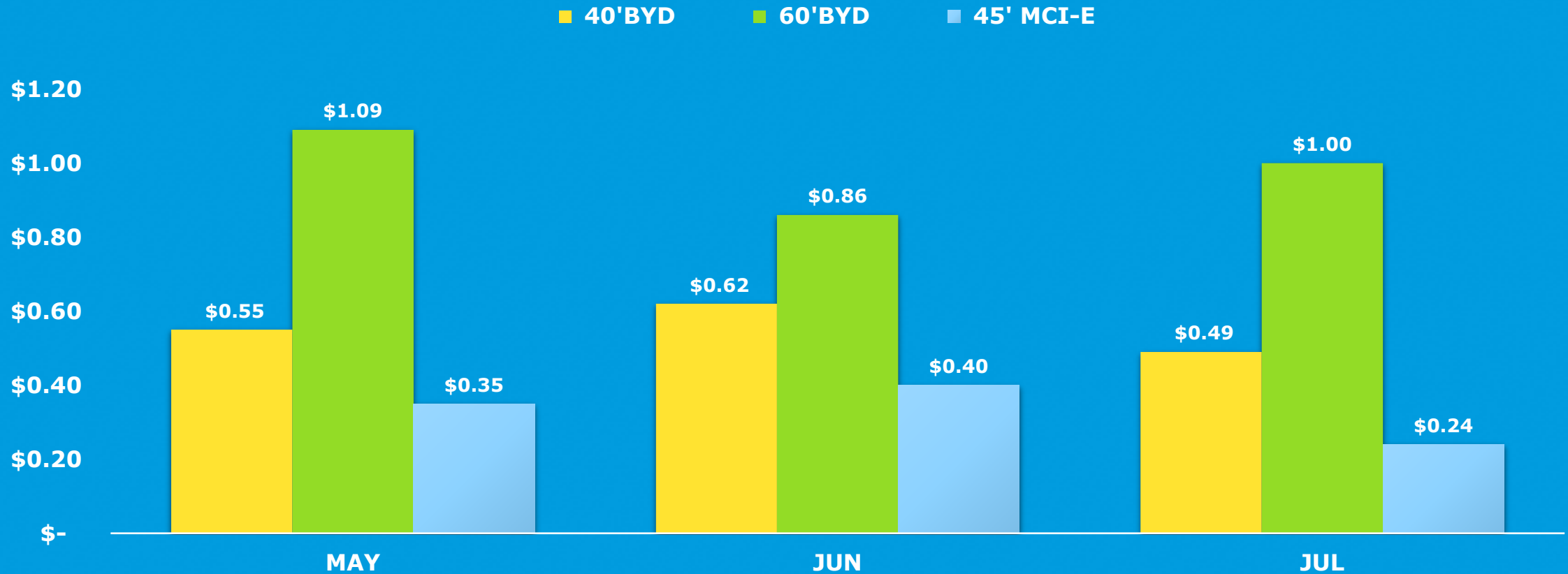
August 26, 2025



MILESTONES



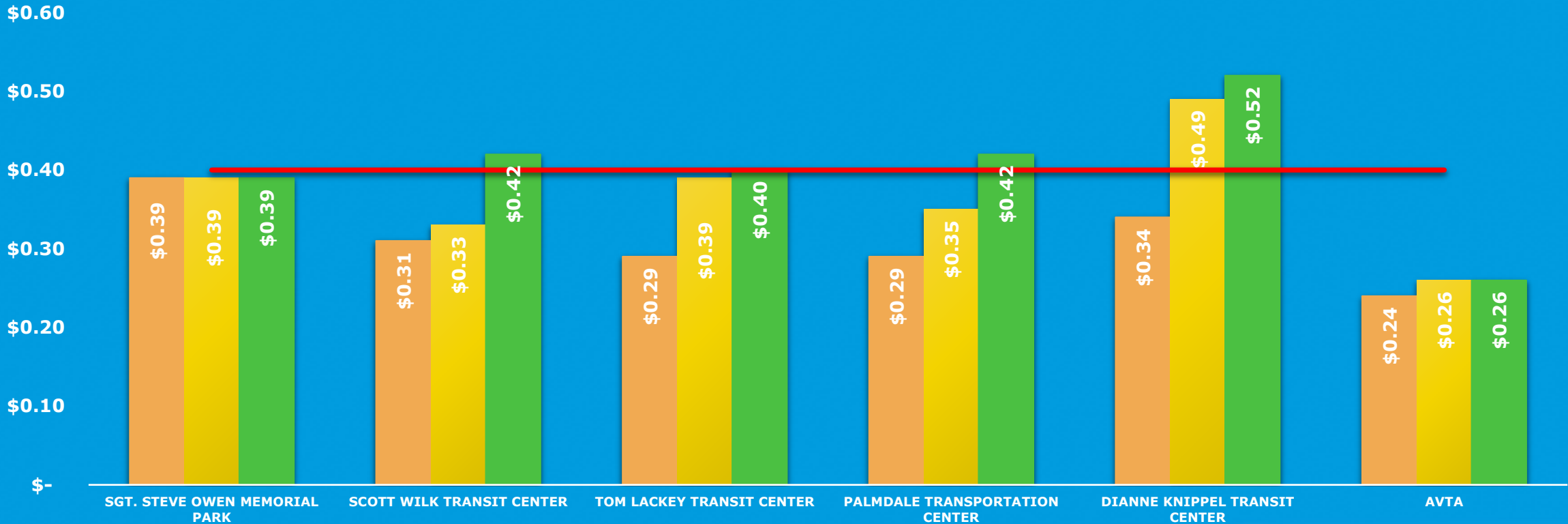
MAINTENANCE COST PER MILE BY FLEET



ENERGY DEPOTS

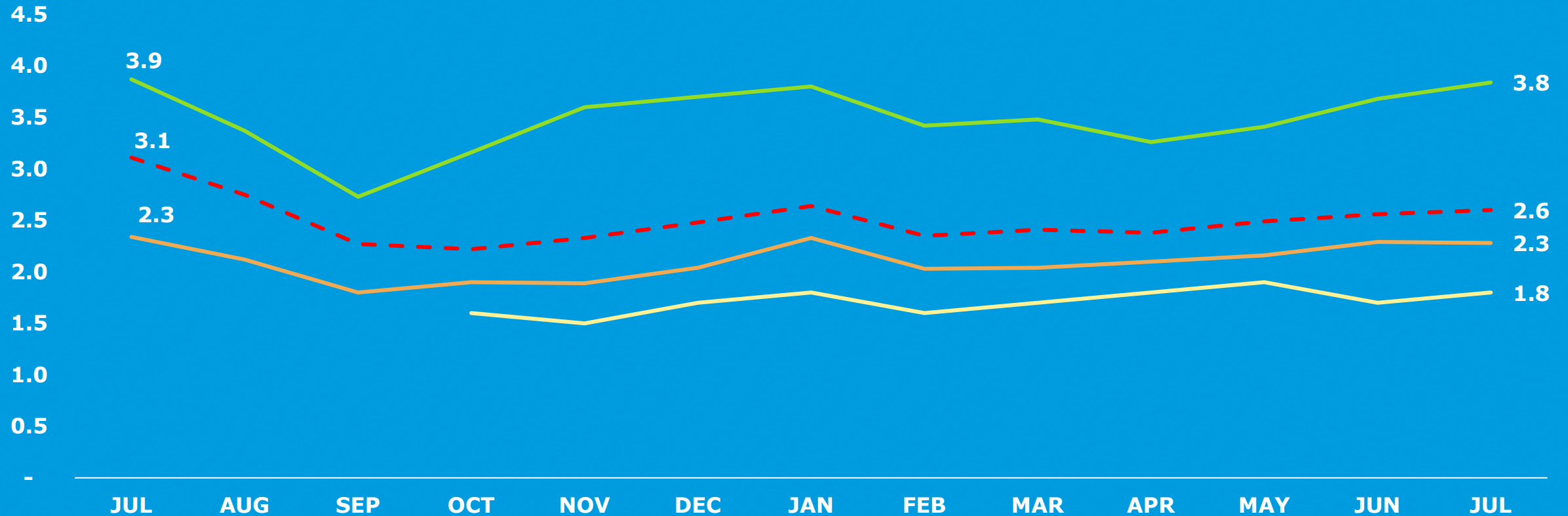
COST PER KWH

MAY JUN JUL AVG kWh



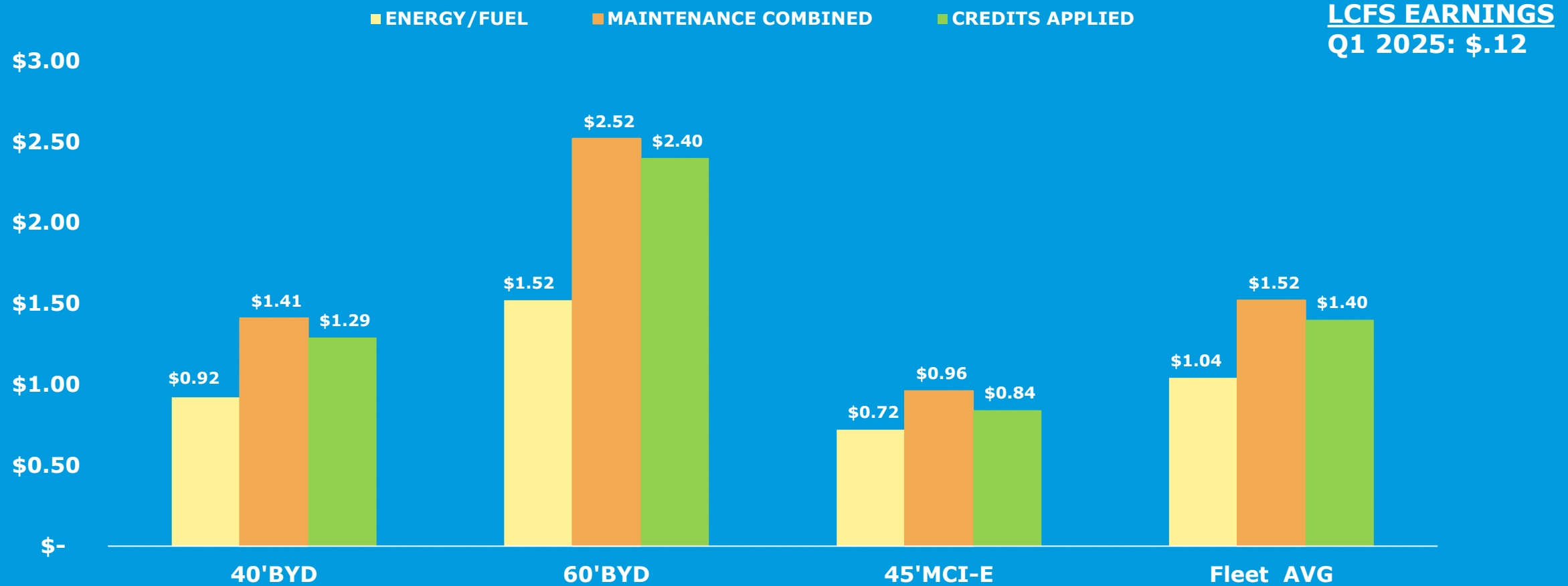
kWh EFFICIENCY PER MILE

40'BYD 60'BYD 45'MCI FLEET AVG



FLEET COSTS PER MILE

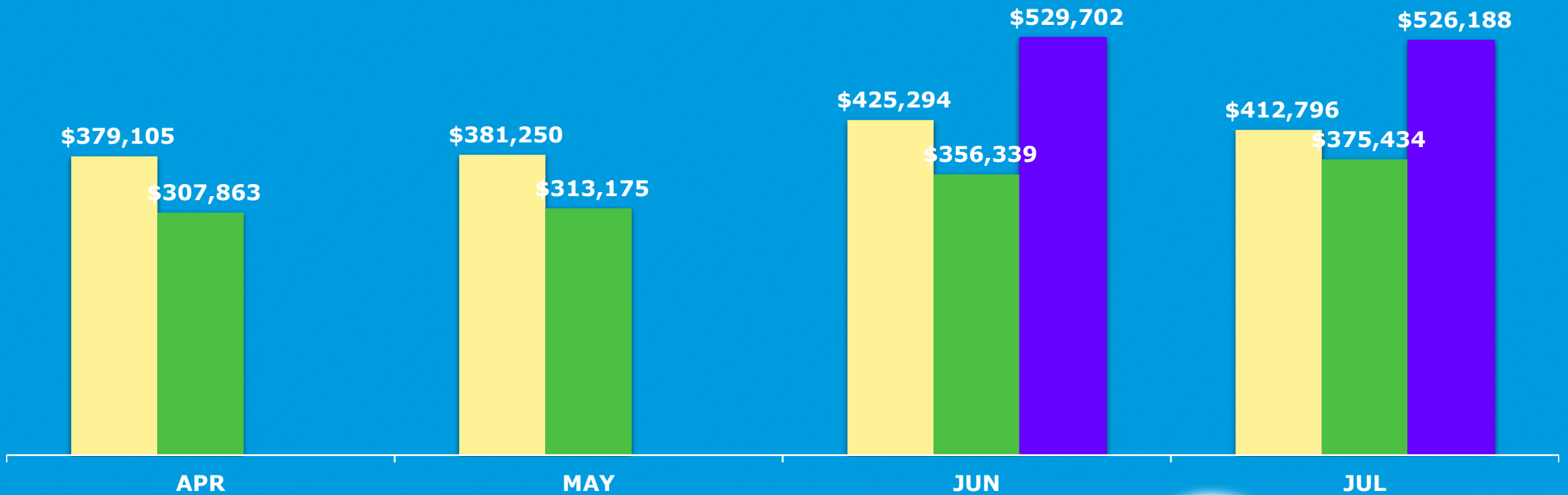
JULY



FLEET OPERATING COSTS

ENERGY/FUEL AND MAINTENANCE

■ COMBINED COSTS ■ CREDITS APPLIED ■ DIESEL



Thank you!





SRP 9

FY 2026 Monthly Operations Key Performance Indicators

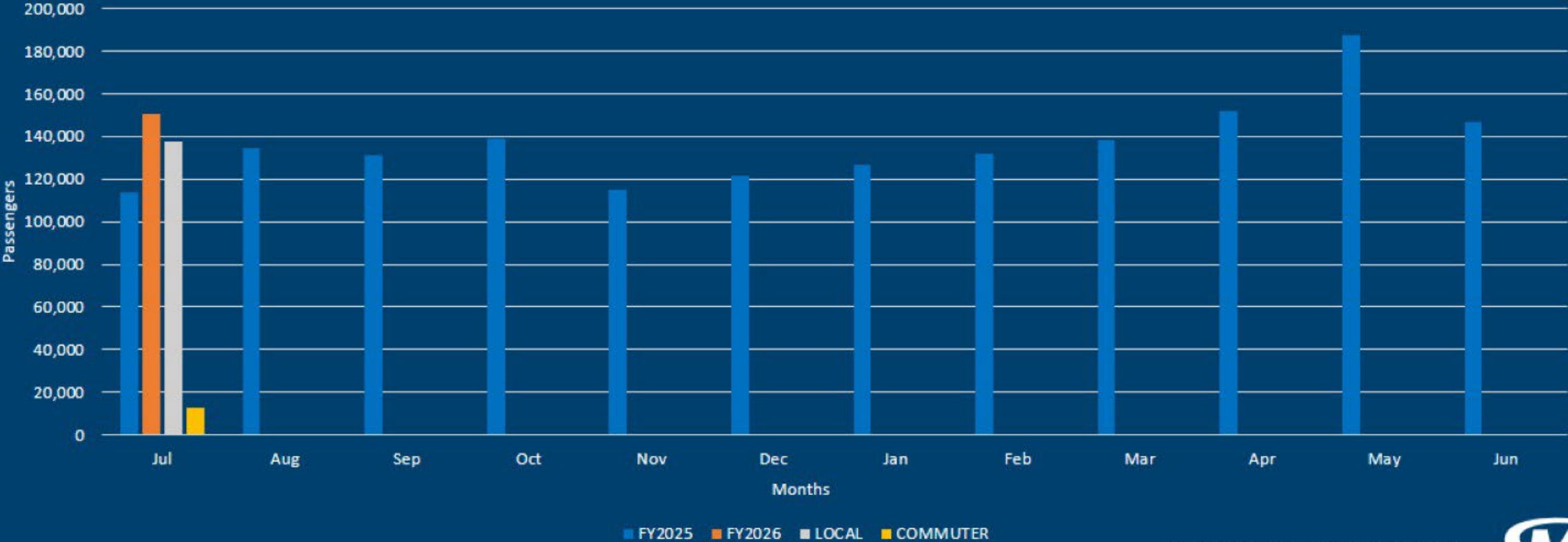
Presentation to the Board of Directors
August 26, 2025

July 2025

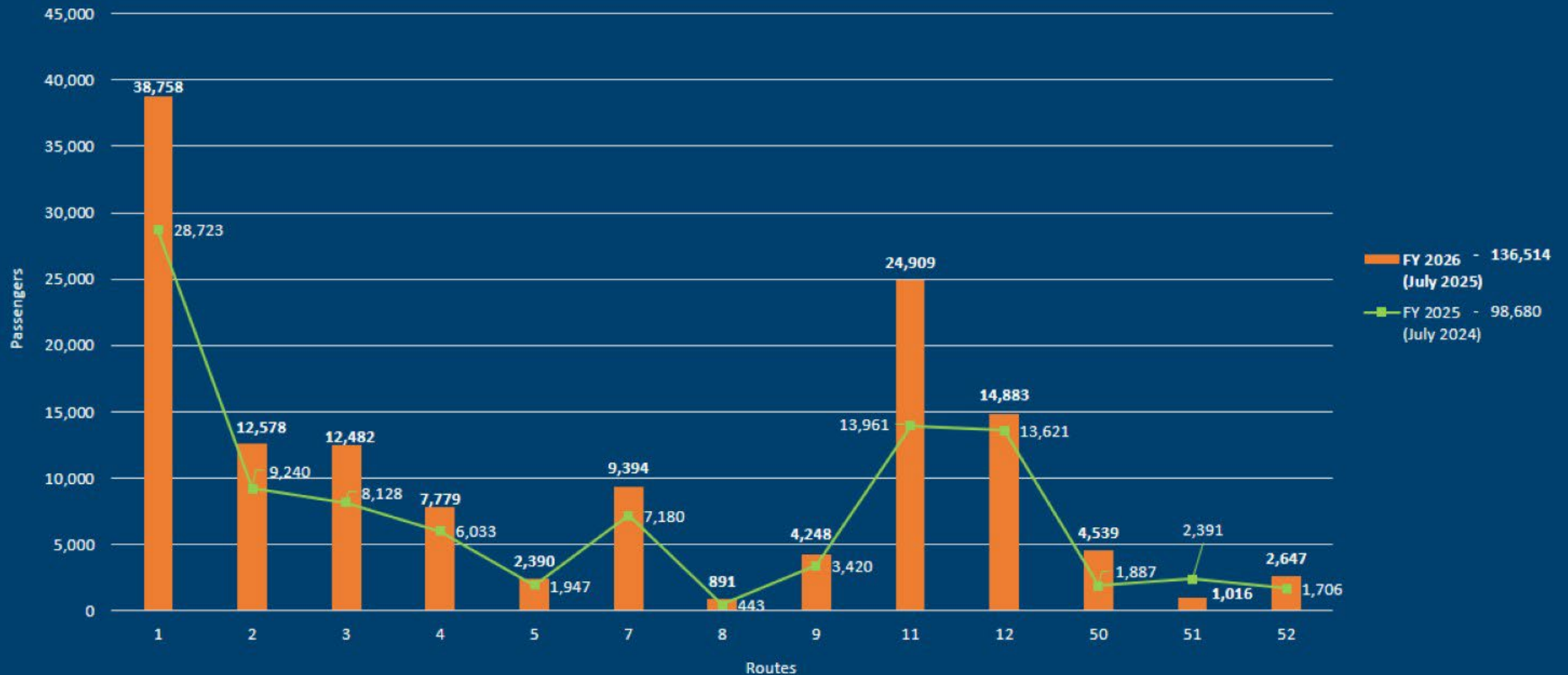
Genie Maxie

MONTHLY BOARDING ACTIVITY

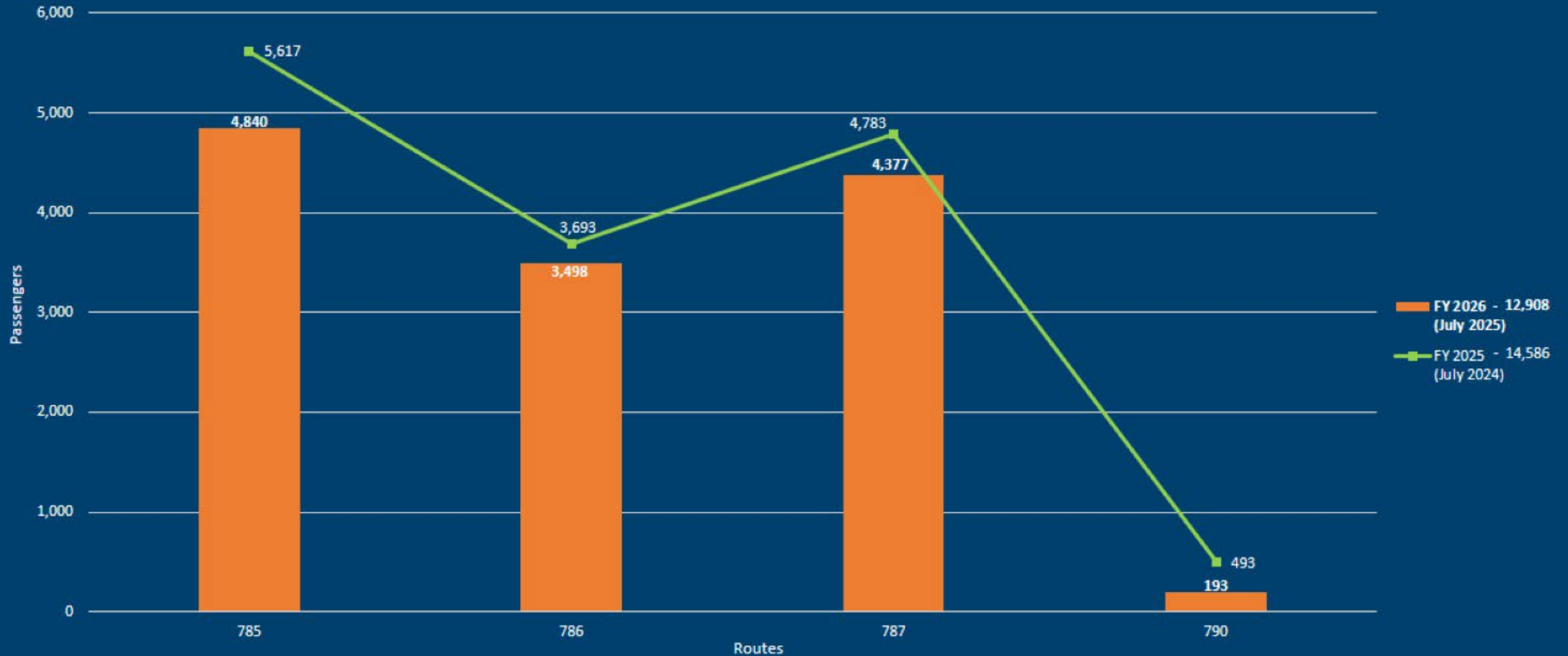
	July 2025 FY 2026	June 2025 FY 2025
System	150,626	146,928
Local	137,718	135,827
Commuter	12,908	11,101



ANNUAL RIDERSHIP – LOCAL ROUTES



ANNUAL RIDERSHIP - COMMUTER ROUTES



PREVENTABLE ACCIDENTS /100,000 MILES

JULY – SYSTEMWIDE AVERAGE: 1.28



COMPLAINTS / 100,000 BOARDINGS

JULY - SYSTEM WIDE AVERAGE: 17.26

PEER AVERAGE: 44.00



Accidents and Complaints Summary

ACCIDENTS: (4 preventable)

- Bus made contact with fixed object (2)
- Bus made contact with another vehicle (2)

*There was 1 injury related to the above accidents

COMPLAINTS: (26 valid)

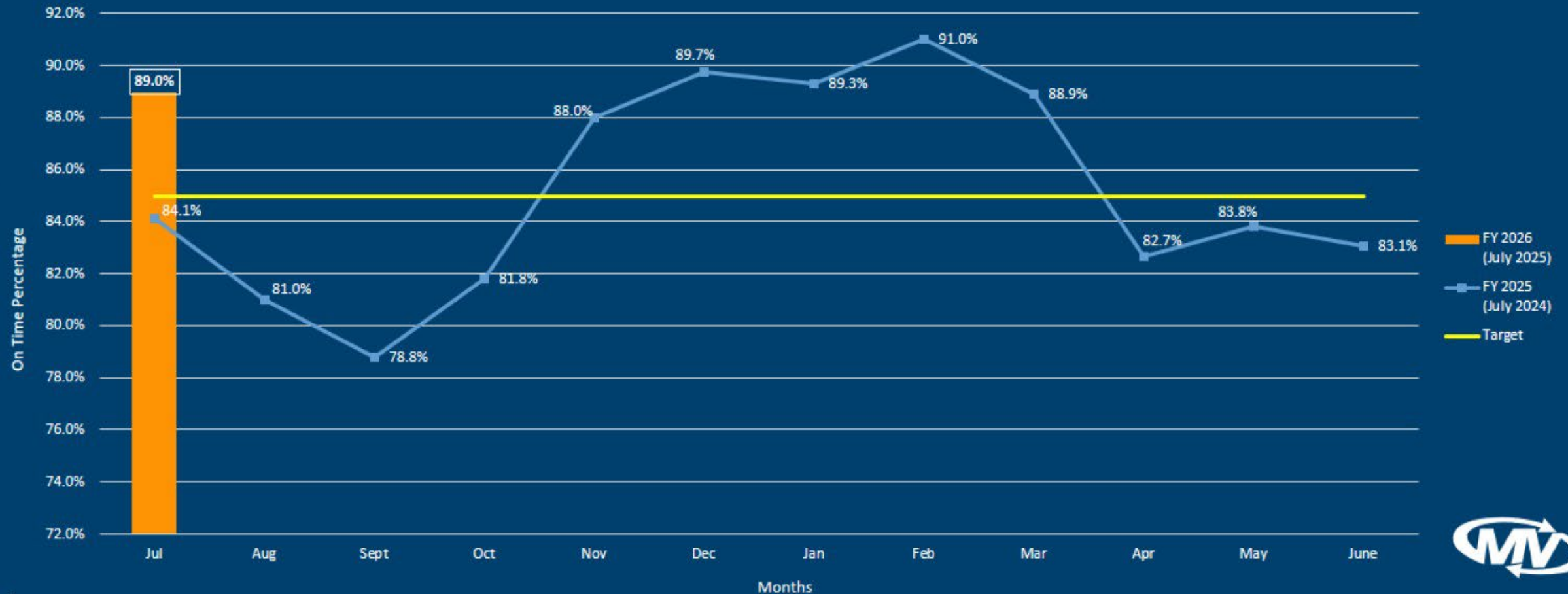
- Bus Did Not Show (2)
- Bus Off Route (1)
- Bus Running Late (6)
- Carried Beyond Requested Stop (2)
- Mechanical-related (3)
- Discourteous Operator (8)
- Passenger Injury (1)
- Refused to Assist W/C Passenger (1)
- Unsafe Driving (2)

ON-TIME PERFORMANCE

JULY - SYSTEMWIDE AVERAGE – 89.0%

LOCAL – 85.2% COMMUTER – 92.7%

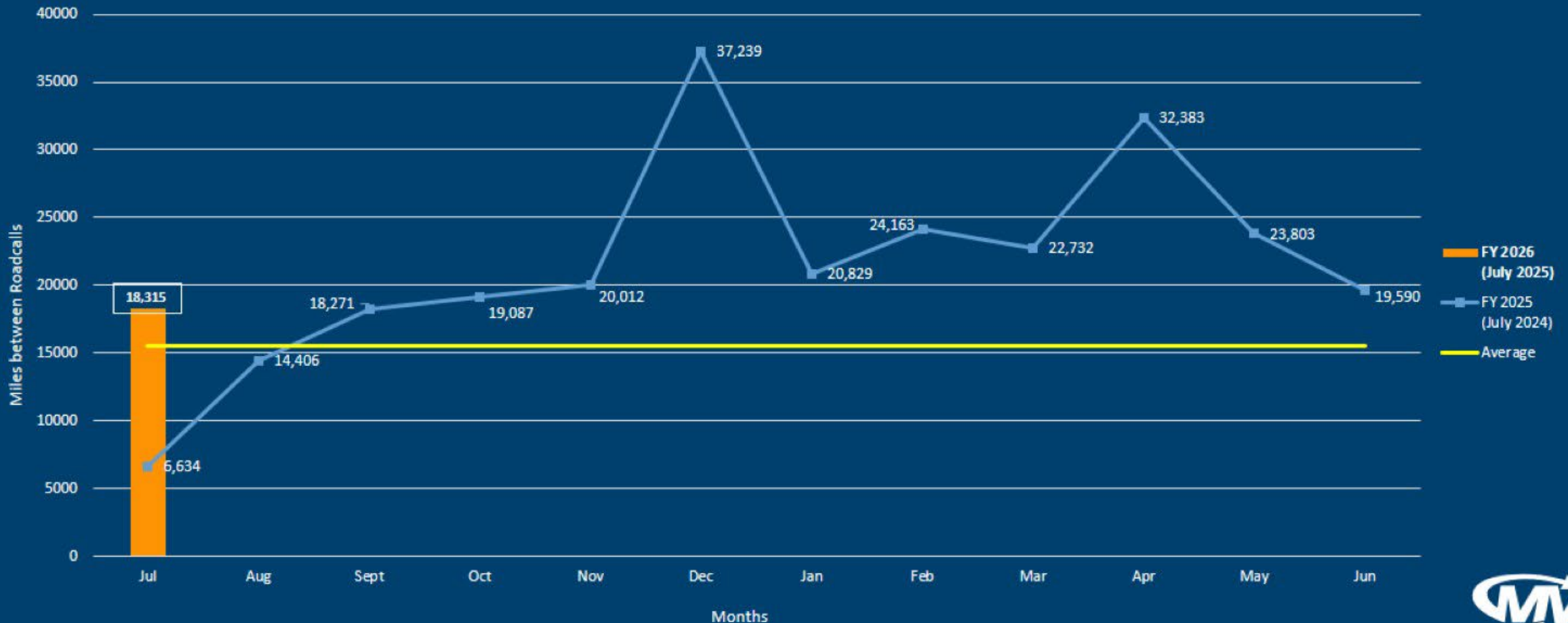
TARGET: 85%



AVERAGE MILES BETWEEN ROADCALLS

JULY - SYSTEM WIDE AVERAGE: 18,315

TARGET: 15,500



KEY PERFORMANCE INDICATORS

	AVTA Targets	July 2025 FY 2026	June 2025 FY 2025	July 2024 FY 2025
Boarding Activity		150,626	146,928	113,647
Complaints / 100,000 Boardings	≤ 44	17.26	15.65	22.8
Preventable Accidents / 100,000 Miles	≤ 1	1.28	1.60	2.20
On Time Performance	≥ 85%	89.0%	83.1 %	84.1%
Average Miles Between Roadcalls	≥ 15,500	18,315	19,590	6,634



WE ARE MVMNT

THANK
YOU

Questions?



Regular Meeting of the Board of Directors

Tuesday, July 22, 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 Ohlsen led the Pledge of Allegiance.

ROLL CALL:

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Eric Ohlsen, Director Michelle Royal, Alternate Director Laura Bettencourt, Alternate Director Lauren Hughes-Leslie

APPROVAL OF AGENDA

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

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

Yeas: Chairman Crist, Vice Chair Knippel, Directors Ohlsen, Royal, Alternate Directors Bettencourt, Hughes-Leslie

Nays: None

Abstain: None

Absent: None

PUBLIC BUSINESS– AGENDIZED AND NON-AGENDIZED ITEMS:

Carlos Lopez, Customer Service Manager, spoke on behalf of Thomas Aguinaga and expressed his concern about the equipment for the local bus service not functioning correctly, as well as experiencing negative issues with the Dial-a-Ride (DAR) reservation department.

Walter Woodward mentioned that the delays in rides have improved; however, operators are still not providing updates on their arrival times, and there was a delay in service when a customer did not have the correct change to pay for the ride.

Timothy McLaughlin observed concerns regarding the need to make a reservation, experiencing a 15-minute wait to reach an operator, and commended the drivers for their excellent performance.

Charlotte Baxter complimented the DAR drivers and staff for their services and the route five operator for his assistance.

Fran Sereseres expressed gratitude to the board members, AVTA, and AVTS staff for their dedicated services.

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

SRP 1 LEGISLATIVE REPORT FROM SENATOR SUZETTE VALLADARES' OFFICE

Jack Danielson, State Senator Valladares' field representative, stated that the legislature is on recess and will return on August 18, and provided an update on SB 296, as amended, by Archuleta. Property taxation: the exemption for disabled veteran homeowners is on the Assembly suspense file and will be heard again next year, SB 571, as amended, by Archuleta. Emergencies: Crimes are back on the assembly agenda and are scheduled to be heard in December. They are finalizing the details for their open house and will send out invitations. The Chairman stated that Senator Suzette Valladares should be present at the meeting.

SRP 2 LEGISLATIVE REPORT FROM ASSEMBLYMEMBER TOM LACKEY'S OFFICE

Assemblymember Tom Lackey addressed fiscal challenges, transportation funding issues, and the importance of political collaboration. Key topics included budgetary discipline, the viability of the high-speed rail project, the introduction of the Vehicle Miles Traveled (VMT) funding mechanism, and the need for nonpartisan cooperation. The discussion also highlighted risks, including budget imbalances, uncertain transportation investments, and the potential burden of the proposed VMT tax on suburban and rural communities. Assemblymember Lackey emphasized the significance of public transportation, noting its critical role in our culture, and mentioning that his district spans over 18,000 square miles.

Director Ohlsen replied to Assemblymember Lackey's remarks about the High-Speed Rail project, emphasizing that voter approval mandates legislative action. He noted delays increase costs. Lackey countered, highlighting the project's enormous expense.

SRP 3 PRESENTATION TO CECIL FOUST, DIRECTOR OF CONTRACTS AND PROCUREMENT, FOR 15 YEARS OF SERVICE

Executive Director/CEO Martin Tompkins presented the award to Cecil Foust, Director of Contracts and Procurement, in recognition of 15 years of outstanding and dedicated service to the Authority.

SRP 4 PRESENTATION TO MV TRANSPORTATION OPERATOR OF THE MONTH FOR JUNE 2025

MV Transportation Assistant General Manager Genie Maxie presented Antwan Moore with the Operator of the Month award.

SRP 5 PRESENTATION TO AV TRANSPORTATION SERVICES (AVTS) OPERATOR OF THE MONTH FOR MAY AND JUNE 2025

AV Transportation Services President Art Minasyan presented Luis De La Torre with the Operator of the Month award for May and Hilda Valencia with the Operator of the Month award for June.

SRP 6 AVTS MICROTRANSIT AND DIAL-A-RIDE KEY PERFORMANCE INDICATORS (KPI) REPORT FOR JUNE 2025

AV Transportation Services President Art Minasyan presented the report. The Chairman requested that Mr. Minasyan address the complaints received from the speakers.

SRP 7 LEGISLATIVE REPORT FOR JULY 2025

Chief Financial Officer Judy Vaccaro-Fry provided an update on the state's pending bills for the Assembly and Senate, including AB 1089, the Western Joshua Tree Conservation Act, AB 1250, paratransit: recertification of eligibility, upcoming California Air Resources Board (CARB) hearings, NEPA regulations, FY 2026 federal Appropriations, Secretary Duffy's letter to all recipients of U.S. DOT funding, Los Angeles County Metropolitan Transportation Authority Board of Directors has unanimously elected Supervisor Barger as second vice chair. Director Ohlsen stated that it is unfortunate that the cost overrun of the High-Speed Rail is concerning.

SRP 8 MAINTENANCE KPI REPORT FOR JUNE 2025

Operations Contract Compliance Manager Joseph Sanchez presented the report, stating that the Authority is currently billed at summer rates.

SRP 9 OPERATIONS KPI REPORT FOR JUNE 2025

MV Transportation Assistant General Manager Genie Maxie presented the report. The board discussed on-time performance and complimented the fact they had only one passenger pass-up; however, the number of discourteous operators is increasing. MV stated they are monitoring the operators and need to make some schedule changes to improve oversight.

CONSENT CALENDAR (CC):

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF JUNE 24, 2025

Approve the Board of Directors Regular Meeting Minutes of June 24, 2025.

On a motion by Vice Chair Knippel and seconded by Director Royal, the Board of Directors approved item number CC 1 as comprised, by the following vote:

Vote: Motion carried (4-0-2-0)
Yeas: Chairman Crist, Vice Chair Knippel, Directors Ohlsen, Royal
Nays: None
Abstain: Alternate Directors Bettencourt, Hughes-Leslie
Absent: None

CC 2 FINANCIAL REPORT FOR JUNE 2025

Receive and file the Financial Report for June 2025.

CC 3 FY 2025 FOURTH QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (APRIL 1 – JUNE 30, 2025)

Receive and file the FY 2025 Fourth Quarter Los Angeles County Sheriff's Department Report for the period covering April 1 through June 30, 2025.

CC 4 AMEND AUTHORITY'S CLASSIFICATION AND SALARY SCHEDULE TO RECLASSIFY RECORDS MANAGEMENT TECHNICIAN AND EXECUTIVE ASSISTANT POSITION INTO ONE POSITION EXECUTIVE ASSISTANT/RECORDS MANAGEMENT TECHNICIAN

Approve amending the Authority's Classification and Salary Schedule to reclassify the Records Management Technician and Executive Assistant position into one position, Executive Assistant/Records Management Technician.

On a motion by Vice Chair Knippel and seconded by Director Royal, the Board of Directors approved items number CC 2, CC 3, and CC 4 as comprised by the following vote:

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

NEW BUSINESS (NB):

NB 1 AMEND THE PERSONNEL RULES AND REGULATIONS MANUAL

Human Resource and EEO Manager Amber Johnson presented the report.

On a motion by Director Royal and seconded by Alternate Director Bettencourt, the Board of Directors Adopt Resolution No. 2025-003 (Attachment A), updating the Authority's Personnel Rules and Regulations Manual. Once approved, the updated manual will be distributed to all employees and implemented, accompanied by appropriate training and communication.

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

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 REPORT BY THE EXECUTIVE DIRECTOR/CEO

There were no reports or announcements.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

Alternate Director Hughes-Leslie complimented the team on their presentations and encouraged them to keep striving for excellence.

ADJOURNMENT:

Chairman Crist adjourned the meeting at 11:15 a.m. to the regular meeting of the Board of Directors on August 26, 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 26th day of AUGUST 2025.

Marvin Crist, Chairman of the Board

ATTEST:

DeeAnna Cason, 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 DeeAnna Cason, Board Clerk, at (661) 729-2232 to arrange a review of the recording.



DATE: August 26, 2025

TO: BOARD OF DIRECTORS

**SUBJECT: FINANCIAL REPORT FOR JULY 2025 AND FISCAL YEAR (FY)
2024/2025 FOURTH-QUARTER TREASURER'S REPORT**

RECOMMENDATION

Receive and file the Financial Report for July 2025 and FY 2025 Fourth-Quarter Treasurer's Report, including Capital Reserve and Farebox Recovery information.

FISCAL IMPACT

	JULY 2025
PAYROLL	\$348,251.16
CASH DISBURSEMENTS	\$4,944,871.47

FY 2025 Farebox Recovery Ratio

	Q1	Q2	Q3	Q4
Directly Generated Revenue	\$882,140.15	\$1,067,524.67	\$1,753,513.53	\$1,241,681.61
Operating Expenses	\$8,832,122.00	\$10,362,572.70	\$10,833,945.67	\$11,926,687.43
Farebox Recovery Ratio	10%	10%	17%	11%

Notes: Revenue includes Farebox, Advertisements, 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, provides a monthly payroll total and cash disbursements. The Executive Director/CEO appointed as the Authority's Treasurer certifies the availability of funds.

I, Martin 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 – Fourth-Quarter Treasurer's Report

CC 2 - ATTACHMENT A

ANTELOPE VALLEY TRANSIT AUTHORITY
Treasurer's Report
For the quarter ended June 30, 2025

Investment Type	Description	Beginning Balance 03/31/2025	Deposits & Transfers	Disbursements & Transfers	Interest	Ending Balance 06/30/2025
Cash and Investments Under the Direction of the Treasurer						
Local Agency Investment Fund (LAIF) - Cap & Op Reserve		\$ 6,490,838.55				\$ 6,490,838.55
Mission Bank- Reserve Investments		\$ 30,961,572.31	\$ 5,000,000.00	\$ 4,400,157.83	\$ 304,852.52	\$ 31,866,267.00
Mission Bank- Benefit Investments		\$ 2,182,012.59	\$ 2,500,000.00	\$ 2,500,000.00	\$ 21,867.70	\$ 2,203,880.29
Mission Bank-Capital Reserve		\$ 857,219.98	\$ 122,168.04	\$ -	\$ 1,011.79	\$ 980,399.81
Total Capital & Op. Reserves and Restricted Funds		\$ 40,491,643.43	\$ 7,622,168.04	\$ 6,900,157.83	\$ 327,732.01	\$ 41,541,385.65
General Account- Mission Bank		\$ 3,234,366.52	\$ 21,248,645.88	\$ 21,788,496.98	\$ 12,572.44	\$ 2,707,087.86
Stuff-a-Bus *		\$ 849.47				\$ 849.47
Petty Cash Balance		\$ 750.00				\$ 750.00
Operating Accounts Total		\$ 3,235,965.99	\$ 21,248,645.88	\$ 21,788,496.98	\$ 12,572.44	\$ 2,708,687.33
TOTAL CASH AND INVESTMENTS		\$ 43,727,609.42	\$ 28,870,813.92	\$ 28,688,654.81	\$ 340,304.45	\$ 44,250,072.98

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: August 26, 2025

TO: BOARD OF DIRECTORS

SUBJECT: Revised Personnel Rules and Regulations Manual

RECOMMENDATIONS

At the July 2025 Board of Directors meeting, the Board approved Resolution No. 2025-003 to revise the agency's Personnel Rules and Regulations manual. Upon further review by AVTA's general counsel, some proposed revisions were found to be incorrect or unnecessary. Staff recommends the Board of Directors accept changes to the Personnel Rules and Regulations manual as indicated.

FISCAL IMPACT

This recommendation will have no financial impact on the agency.

BACKGROUND

AVTA's General Counsel, Executive Director Martin Tompkins, and HR & EEO Manager Amber Johnson met to review the proposed changes. The following changes are recommended in addition to the original submission of proposed edits:

Section Number:	Change:
Section 106- Recruitment/Applications for Employment/Hiring	Do not remove "A Post Office Box number is insufficient by itself."
Section 107- Alcohol and Drug Abuse	Remove not; add may still be subject to discipline.
Section 113- Violence Free Workplace	Do not change "intimating"
Section 118- Attendance and Punctuality	Add separate "Exempt" employee-specific policy in addition to the original proposed policy change for "Non-Exempt" employees
Section 121- Conflict of Interest/Ethics Policy	Do not remove "Employees are required to comply with AVTA's procurement policy."
Section 122- Outside Employment or Business Activities	Add "must submit notification to their direct supervisor or HR Manager <u>and</u>

	receive authorization from the Executive Director”
Section 215- Travel and Training Reimbursement Policy	Under Local Travel- Add reference to the actual name of AVTA Vehicle Safety and Driving Policy; Cross-reference AVTA Travel Policy and Guidelines for reimbursement.
Section 607- Driver Safety Policy	Under Headset/Hands-Free Use: Refer to AVTA Motor Vehicle Hand-Held Device Policy
Section 807- Lactation/Breastfeeding Breaks Policy	Reference actual room number 126 of the Lactation Room/ Quiet Room and include HR Contact Information.

The proposed changes will be made based on the approved initial edits. Once all changes are completed, the updated manual will be distributed to all employees and implemented with appropriate training and communication.

Prepared and submitted by:

Amber Johnson, HR & EEO Manager



DATE: August 26, 2025

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2025/2026 (FY 2026) Los Angeles County Sheriff's Department Monthly Report (July 1 through July 31, 2025)

RECOMMENDATION:

Receive and file the FY 2025/2026 (FY 2026) Los Angeles County Sheriff's Department Monthly Report for (July 1 through July 31, 2025).

FISCAL IMPACT:

There is no fiscal impact currently.

DISCUSSION:

Deputy Maselli and his K-9 partner "Doc Holliday" worked 220 hours during the month of July.

At the beginning of each shift, Deputy Maselli contacted bus operators to ascertain any concerns or problems they needed to report, as well as any issues that had been reported from the previous day. On average, Deputy Maselli contacted an estimated 25 to 30 buses or bus operators daily.

Deputy Maselli consistently monitored high-priority locations where previous incidents had been reported, including Sgt. Steven Owen Memorial Park (OMP), the Lancaster Senior Center, 10th Street East & Palmdale Boulevard, the Palmdale Transportation Center (PTC), and the Lancaster Metrolink Station.

Deputy Maselli and K-9 "Doc Holliday" conducted visible K-9 sweeps focused on terrorism and explosives deterrence. These operations took place at key locations, including the AVTA building and bus yard, AVTA transfer centers, AVTA buses, and various random bus stops throughout the Antelope Valley. Their high-visibility presence served as a critical element of public safety throughout the region.

Deputy Maselli warned and advised regarding "Drinking an Alcoholic Beverage in Public", Failure to Obey Posted Sign", and "No Smoking".

Deputy Maselli checked, monitored, and cleared an estimated seventy-five (75) AVTA bus stops throughout the city of Palmdale and Lancaster daily. He conducted high-visibility crime deterrence patrols with his K-9, DOC Holliday, at various bus stops and transportation centers.

The following Incident Report(s) are from July 1 through July 31, 2025.

Incident Report(s), Transit Safety, Service Delay(s)/Interruption(s)	On AVTA Bus	Bus Not Involved	JULY 25
Assault with a Deadly Weapon	X	X	2
Assault with a Deadly Weapon - Gun/Knife			0
Back-up Requested			0
Battery	X		1
Disoriented Person		X	1
Disturbance – Business, Business - Person Insane, Fight	X		4
Found Critical		X	1
Indecent Exposure	X		2
K-9 Article Search (Gun)			0
Person Down			0
Person with a Gun			0
Person with a Knife			0
Petty Theft			0
Robbery		X	2
Threatening Phone Call – (AVTA Headquarters)		X	1
Traffic Collision – Other Vehicles		X	7
Traffic Collision	X		1
Traffic Hazard	X		1
Water Main Break Road Closure		X	1

Prepared by:

Submitted by:

 DeeAnna Cason
 Clerk of the Board

 Martin J. Tompkins
 Executive Director/CEO

Attachment: A – County of Los Angeles Sheriff's Monthly Summary – July 2025

County of Los Angeles Sheriff's Department

Antelope Valley Transit Authority

Monthly Summary

July 2025

During the month of July, Deputy Maselli and his K-9 partner "Doc Holliday" logged a total of 220 work hours. At the start of each shift, Deputy Maselli proactively engaged with bus operators, addressing any concerns or issues from the day before and discussing any ongoing challenges. On average, he contacted 25-30 bus operators daily throughout the month.

Deputy Maselli consistently monitored high-priority locations where previous incidents had been reported, including Sgt. Steven Owen Memorial Park (OMP), the Lancaster Senior Center, 10th Street East & Palmdale Boulevard, the Palmdale Transportation Center (PTC), and the Lancaster Metrolink Station.

Additionally, Deputy Maselli and K-9 "Doc Holliday" conducted visible K-9 sweeps focused on terrorism and explosives deterrence. These operations took place at key locations such as the AVTA building and bus yard, AVTA transfer centers, AVTA buses, and various random bus stops across the Antelope Valley. Their high-visibility presence served as a critical element of public safety throughout the region.

JULY 1 (TUE)

Follow-Up: Tag PLM25182-0160
1351 Hours "Threatening Phone Call"
42210 6th Street West in Lancaster
(Antelope Valley Transit Authority)

Deputy Maselli monitored AVTA commuter routes 785, 786, 787 and 790 during their morning runs, as well as bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC). He also oversaw routes 1, 2, 3, 1, 4, 5, 9, 11, 12, and 50/Lake LA at the Sgt. Steven Owen Memorial Park (OMP), along with the AVTA building and bus yard. Further patrol included routes 1, 4, 7, and 11 at the Lancaster Senior Center, Lancaster Metrolink Station, and additional monitoring of AVTA routes 11, 12, 1, 5, 7, and 9. He also participated in K9 training AT SBI.

JULY 2 (WED)

Deputy Maselli responded to Avenue C and Sierra Highway in Lancaster regarding "Traffic Collision" involving the Kern County transit bus. He further responded to 10th Street West and Avenue K-8 in Lancaster (AVTA bus turnaround) regarding "Assault with a Deadly Weapon" (This Incident did not occur aboard the AVTA bus). Throughout his shift, he continued to monitor AVTA commuter routes 785, 786, 787 and 790 during their morning runs, as well as

County of Los Angeles Sheriff's Department

Antelope Valley Transit Authority

Monthly Summary

July 2025

bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC). He also oversaw routes 1, 2, 3, 1, 4, 5, 9, 11, 12, and 50/Lake LA at the Sgt. Steven Owen Memorial Park (OMP), along with the AVTA building and bus yard. Further patrol included routes 1, 4, 7, and 11 at the Lancaster Senior Center, Lancaster Metrolink Station, and additional monitoring of AVTA routes 11, 12, 1, 5, 7, and 9. He also participated in K9 training in Palmdale.

JULY 3 (THU)

Deputy Maselli responded to Sierra Highway and Rancho Vista Boulevard in Palmdale regarding "Traffic Collision". He coordinated with AVTA dispatch and assisted bus operators with traffic control to prevent service disruptions. He monitored over several key AVTA routes, including commuter routes 785, 786, 787 and 790 during their morning operations. He also monitored bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC), and routes 1, 2, 3, as well as 1, 4, 5, 9, 11, 12, and 50/Lake LA at the Sgt. Steven Owen Memorial Park (OMP). His patrol also included the AVTA building and bus yard, as well as routes 1, 4, 7, and 11 at the Lancaster Senior Center and Lancaster Metrolink Station. Additional oversight was conducted for routes 11, 12, and routes 1, 5, 7, 9, alongside participating in K9 training in Palmdale.

JULY 4 (FRI)

OFF – No Service

JULY 7 (MON)

Deputy Maselli monitored AVTA commuter routes 785, 786, 787 and 790 during their morning runs, along with monitoring AVTA bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC). He also kept an eye on routes 1, 2, 3, and routes 1, 4, 5, 9, 11, 12, and 50/Lake LA at Sgt. Steven Owen Memorial Park (OMP). Additionally, he conducted checks at the AVTA building and bus yard, and monitored routes 1, 4, 7, and 11 at the Lancaster Senior Center and Lancaster Metrolink Station. His duties further included monitoring routes 11, 12, 1, 5, 7, and 9, as well as participating in K9 training in Palmdale.

JULY 8 (TUE)

Deputy Maselli responded to Avenue J and Challenger Way in Lancaster regarding "Traffic Collision". He coordinated with AVTA dispatch and assisted bus operators with traffic control to prevent service disruptions. He further

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Antelope Valley Transit Authority

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July 2025

responded to 10th Street West and Avenue M in Palmdale regarding "Traffic Collision" involving AVTA bus 60315, route 1 Southbound. He continued to monitor AVTA commuter routes 785, 786, 787 and 790 during their morning runs, as well as bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC). He also oversaw routes 1, 2, 3, 1, 4, 5, 9, 11, 12, and 50/Lake LA at the Sgt. Steven Owen Memorial Park (OMP), along with the AVTA building and bus yard. Further patrol included routes 1, 4, 7, and 11 at the Lancaster Senior Center, Lancaster Metrolink Station, and additional monitoring of AVTA routes 11, 12, 1, 5, 7, and 9. He also participated in K9 training in Palmdale.

JULY 9 (WED)

Deputy Maselli maintained oversight of AVTA commuter routes 785, 786, 787 and 790 during their morning operations. His patrol duties also extended to AVTA bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC), as well as routes 1, 2, 3, 1, 4, 5, 9, 11, 12, and 50/Lake LA at Sgt. Steven Owen Memorial Park (OMP). Deputy Maselli also conducted regular checks at the AVTA building and bus yard, and monitored routes 1, 4, 7, and 11 at the Lancaster Senior Center, as well as the Lancaster Metrolink Station. He further oversaw routes 11, 12, and 1, 5, 7, 9, in addition to participating in K9 training in Palmdale.

JULY 10 (THU)

Follow-Up: Tag PLM25191-0316
2258 Hours "Disoriented Person"
39000 Clock Tower Plaza Drive in Palmdale
(AVTA Bus Turnaround Platform)

Deputy Maselli monitored several AVTA routes throughout the day, including commuter routes 785, 786, 787 and 790 during their morning runs, and bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC). His duties also covered monitoring routes 1, 2, 3, and routes 1, 4, 5, 9, 11, 12, and 50/Lake LA at Sgt. Steven Owen Memorial Park (OMP), as well as conducting checks at the AVTA building and bus yard. He further monitored routes 1, 4, 7, and 11 at the Lancaster Senior Center and Lancaster Metrolink Station, along with routes 11, 12, 1, 5, 7, and 9, and participated in K9 training in Palmdale.

JULY 11 (FRI)

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July 2025

Deputy Maselli monitored AVTA commuter routes 785, 786, 787 and 790 during their morning runs, as well as bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC). He also oversaw routes 1, 2, 3, 1, 4, 5, 9, 11, 12, and 50/Lake LA at the Sgt. Steven Owen Memorial Park (OMP), along with the AVTA building and bus yard. Further patrol included routes 1, 4, 7, and 11 at the Lancaster Senior Center, Lancaster Metrolink Station, and additional monitoring of AVTA routes 11, 12, 1, 5, 7, and 9. He also participated in K9 training in Palmdale.

JULY 12 (SAT)

Follow-Up: LAN03

1134 Hours "Indecent Exposure"
Avenue J and Kingtree Avenue in Lancaster
(AVTA Bus 40981, Route 12 Eastbound)

JULY 13 (SUN)

Follow-Up: Tag PLM25194-0175

1440 Hours "Assault with a Deadly Weapon"
5th Street East and Palmdale Boulevard in Palmdale
(AVTA Bus 40861, Route 2 Westbound)

JULY 14 (MON)

Deputy Maselli monitored of AVTA commuter routes 785, 786, 787 and 790 during their morning operations. His patrol duties also extended to AVTA bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC), as well as routes 1, 2, 3, 1, 4, 5, 9, 11, 12, and 50/Lake LA at Sgt. Steven Owen Memorial Park (OMP). Deputy Maselli also conducted regular checks at the AVTA building and bus yard, and monitored routes 1, 4, 7, and 11 at the Lancaster Senior Center, as well as the Lancaster Metrolink Station. He further oversaw routes 11, 12, and 1, 5, 7, 9, in addition to participating in K9 training in Palmdale.

JULY 15 (TUE)

Deputy Maselli conducted surveillance of AVTA commuter routes 785, 786, 787 and 790 during their morning runs. He also monitored AVTA bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC), as well as routes 1, 2, 3, and routes 1, 4, 5, 9, 11, 12, and 50/Lake LA at Sgt. Steven Owen

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Antelope Valley Transit Authority

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Memorial Park (OMP). His patrol further included the AVTA building and bus yard, routes 1, 4, 7, and 11 at the Lancaster Senior Center, and Lancaster Metrolink Station. Additionally, he oversaw routes 11, 12, 1, 5, 7, and 9, and participated in K9 training in Palmdale.

JULY 16 (WED)

Deputy Maselli monitored several AVTA routes throughout the day, including commuter routes 785, 786, 787 and 790 during their morning runs, and bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC). His duties also covered monitoring routes 1, 2, 3, and routes 1, 4, 5, 9, 11, 12, and 50/Lake LA at Sgt. Steven Owen Memorial Park (OMP), as well as conducting checks at the AVTA building and bus yard. He further monitored routes 1, 4, 7, and 11 at the Lancaster Senior Center and Lancaster Metrolink Station, along with routes 11, 12, 1, 5, 7, and 9, and participated in K9 training in Palmdale.

JULY 17 (THU)

Deputy Maselli monitored AVTA commuter routes 785, 786, 787 and 790 during their morning operations. His patrol duties also extended to AVTA bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC), as well as routes 1, 2, 3, 1, 4, 5, 9, 11, 12, and 50/Lake LA at Sgt. Steven Owen Memorial Park (OMP). Deputy Maselli also conducted regular checks at the AVTA building and bus yard, and monitored routes 1, 4, 7, and 11 at the Lancaster Senior Center, as well as the Lancaster Metrolink Station. He further oversaw routes 11, 12, and 1, 5, 7, 9, in addition to participating in K9 training in Palmdale.

JULY 18 (FRI)

Follow-Up: LAN03

1134 Hours "Indecent Exposure"
Avenue J and Kingtree Avenue in Lancaster
(AVTA Bus 40981, Route 12 Eastbound)

Follow-Up: Tag PLM25199-0196

2241 Hours "Disturbance-Business", "Person Insane"
38350 40th Street East in Palmdale (South Valley Transit)
(AVTA Bus 40308, Route 2 Eastbound)

Deputy Maselli responded to 10th Street West and Avenue L-9 in Lancaster regarding "Traffic Collision". He coordinated with AVTA dispatch and assisted

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Antelope Valley Transit Authority

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July 2025

bus operators with traffic control to prevent service disruptions. He monitored several AVTA routes throughout the day, including commuter routes 785, 786, 787 and 790 during their morning runs, and bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC). His duties also covered monitoring routes 1, 2, 3, and routes 1, 4, 5, 9, 11, 12, and 50/Lake LA at Sgt. Steven Owen Memorial Park (OMP), as well as conducting checks at the AVTA building and bus yard. He further monitored routes 1, 4, 7, and 11 at the Lancaster Senior Center and Lancaster Metrolink Station, along with routes 11, 12, 1, 5, 7, and 9, and participated in K9 training in Palmdale.

JULY 21 (MON)

Deputy Maselli responded to 17th Street West and Lancaster Boulevard in Lancaster regarding "Water Main Break" (Road Closure). He assisted AVTA bus 40308, route 11 Eastbound to make a U-Turn safely. He monitored AVTA commuter routes 785, 786, 787 and 790 during their morning runs, as well as bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC). Additionally, he kept watch over bus routes 1, 2, and 3, and routes 1, 4, 5, 9, 11, 12, and 50/Lake LA at Sgt. Steven Owen Memorial Park (OMP). His responsibilities also included inspections at the AVTA building and bus yard, and monitoring routes 1, 4, 7, and 11 at the Lancaster Senior Center and Lancaster Metrolink Station. Moreover, he monitored routes 11, 12, 1, 5, 7, and 9, along with participating in K9 training in Palmdale.

JULY 22 (TUE)

Deputy Maselli monitored AVTA commuter routes 785, 786, and 787 during their morning runs, as well as bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC). Additionally, he kept watch over bus routes 1, 2, and 3, and routes 1, 4, 5, 9, 11, 12, and 50/Lake LA at Sgt. Steven Owen Memorial Park (OMP). His responsibilities also included inspections at the AVTA building and bus yard, and monitoring routes 1, 4, 7, and 11 at the Lancaster Senior Center and Lancaster Metrolink Station. Moreover, he monitored routes 11, 12, 1, 5, 7, and 9, along with participating in K9 training in Palmdale.

JULY 23 (WED)

Deputy Maselli monitored several AVTA routes throughout the day, including commuter routes 785, 786, 787 and 790 during their morning runs, and bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC). His

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July 2025

duties also covered monitoring routes 1, 2, 3, and routes 1, 4, 5, 9, 11, 12, and 50/Lake LA at Sgt. Steven Owen Memorial Park (OMP), as well as conducting checks at the AVTA building and bus yard. He further monitored routes 1, 4, 7, and 11 at the Lancaster Senior Center and Lancaster Metrolink Station, along with routes 11, 12, 1, 5, 7, and 9, and participated in K9 training in Palmdale.

JULY 24 (THU)

Deputy Maselli responded to 10th Street West and Avenue K in Lancaster regarding "Robbery" (This Incident did not occur aboard the AVTA bus). He advised AVTA dispatch regarding transit safety. He monitored AVTA commuter routes 785, 786, 787 and 790 during their morning runs, as well as bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC). Additionally, he kept watch over bus routes 1, 2, and 3, and routes 1, 4, 5, 9, 11, 12, and 50/Lake LA at Sgt. Steven Owen Memorial Park (OMP). His responsibilities also included inspections at the AVTA building and bus yard, and monitoring routes 1, 4, 7, and 11 at the Lancaster Senior Center and Lancaster Metrolink Station. Moreover, he monitored routes 11, 12, 1, 5, 7, and 9, along with participating in K9 training in Palmdale.

JULY 25 (FRI)

Follow-Up: LAN25206-0200

1559 Hours "Disturbance - Business"
60th Street West and Avenue L in Lancaster
(AVTA Bus 60708, Route 9 Eastbound)

Follow-Up: Tag LAN25206-0258

1926 Hours "Indecent Exposure"
Lancaster Boulevard and Yucca Avenue in Lancaster
(AVTA Bus 40864, Route 11 Westbound)

Deputy Maselli responded to responded to 20th Street West and Lancaster Boulevard in Lancaster regarding "Traffic Collision". He coordinated with AVTA dispatch and assisted bus operators with traffic control to prevent service disruptions. He monitored AVTA commuter routes 785, 786, and 787 during their morning runs, as well as bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC). Additionally, he kept watch over bus routes 1, 2, and 3, and routes 1, 4, 5, 9, 11, 12, and 50/Lake LA at Sgt. Steven Owen Memorial Park (OMP). His responsibilities also included inspections at the AVTA building and bus yard, and monitoring routes 1, 4, 7, and 11 at the Lancaster

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Antelope Valley Transit Authority

Monthly Summary

July 2025

Senior Center and Lancaster Metrolink Station. Moreover, he monitored routes 11, 12, 1, 5, 7, and 9, along with participating in K9 training in Palmdale.

JULY 26 (SAT)

Follow-Up: LAN25207-0214

1945 Hours "Disturbance – Business" (5 MB/J's smoking Marijuana on the bus)
10th Street West and L-12 Avenue in Lancaster
(AVTA Bus 40303, Route 1 Northbound)

JULY 26 (SAT)

Follow-Up: LAN25207-0219

1955 Hours "Battery"
35th Street East and Avenue I in Lancaster
(AVTA Bus 40979, Route 11 Eastbound)

JULY 28 (MON)

Deputy Maselli was flagged Down regarding at 39000 Clock Tower Plaza Drive in Palmdale (Palmdale Transportation Center), regarding "Found Critical". He monitored AVTA commuter routes 785, 786, and 787 during their morning runs, as well as bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC). Additionally, he kept watch over bus routes 1, 2, and 3, and routes 1, 4, 5, 9, 11, 12, and 50/Lake LA at Sgt. Steven Owen Memorial Park (OMP). His responsibilities also included inspections at the AVTA building and bus yard, and monitoring routes 1, 4, 7, and 11 at the Lancaster Senior Center and Lancaster Metrolink Station. Moreover, he monitored routes 11, 12, 1, 5, 7, and 9, along with participating in K9 training in Palmdale.

JULY 29 (TUE)

Deputy Maselli responded to Sierra Highway and Columbia Way in Lancaster regarding "Traffic Collision". He coordinated with AVTA dispatch and assisted bus operators with traffic control to prevent service disruptions. He also responded to 67th Street West and Avenue M in Quartz Hill "Mayflower Garden" regarding "Traffic Collision". He coordinated with AVTA dispatch and assisted bus operators with traffic control to prevent service disruptions. He further monitored AVTA commuter routes 785, 786, and 787 during their morning runs, as well as bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC). Additionally, he kept watch over bus routes 1, 2, and 3, and routes

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1, 4, 5, 9, 11, 12, and 50/Lake LA at Sgt. Steven Owen Memorial Park (OMP). His responsibilities also included inspections at the AVTA building and bus yard, and monitoring routes 1, 4, 7, and 11 at the Lancaster Senior Center and Lancaster Metrolink Station. Moreover, he monitored routes 11, 12, 1, 5, 7, and 9, along with participating in K9 training in Palmdale.

JULY 30 (WED)

Deputy Maselli responded to 10th Street West and Avenue K in Lancaster regarding "Robbery" (This Incident did not occur aboard the AVTA bus). He monitored several AVTA routes throughout the day, including commuter routes 785, 786, 787 and 790 during their morning runs, and bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC). His duties also covered monitoring routes 1, 2, 3, and routes 1, 4, 5, 9, 11, 12, and 50/Lake LA at Sgt. Steven Owen Memorial Park (OMP), as well as conducting checks at the AVTA building and bus yard. He further monitored routes 1, 4, 7, and 11 at the Lancaster Senior Center and Lancaster Metrolink Station, along with routes 11, 12, 1, 5, 7, and 9, and participated in K9 training in Palmdale.

JULY 31 (THU)

Follow-Up: LAN25212-0219

1520 Hours "Disturbance - Fight"

10th Street West and Avenue K-8 in Lancaster (SGT. Owen Park)
(AVTA Bus 40863, Route 50 Westbound)

Deputy Maselli responded to 10th Street West and Avenue N in Palmdale regarding "Traffic Hazard" (Disabled AVTA Bus 60906, Route 1 Southbound) blocking traffic lane #2. He monitored AVTA commuter routes 785, 786, and 787 during their morning runs, as well as bus routes 1, 3, 7, and 51/Lake LA at the Palmdale Transportation Center (PTC). Additionally, he kept watch over bus routes 1, 2, and 3, and routes 1, 4, 5, 9, 11, 12, and 50/Lake LA at Sgt. Steven Owen Memorial Park (OMP). His responsibilities also included inspections at the AVTA building and bus yard, and monitoring routes 1, 4, 7, and 11 at the Lancaster Senior Center and Lancaster Metrolink Station. Moreover, he monitored routes 11, 12, 1, 5, 7, and 9, along with participating in K9 training at SBI and in Palmdale.

- **CRIME – TRANSIT SAFETY**

- **Threatening Phone Call**

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July 2025

42210 6th Street West in Lancaster (Antelope Valley Transit Authority)

- **Assault with a Deadly Weapon**

10th Street West and Avenue K-8 in Lancaster
(AVTA Bus turnaround)

5th Street East and Palmdale Boulevard in Palmdale
(AVTA Bus 40861, Route 2 Westbound)

- **Disoriented Person**

39000 Clock Tower Plaza Drive in Palmdale
(AVTA Bus Turnaround Platform)

- **Indecent Exposure**

Avenue J and Kingtree Avenue in Lancaster
(AVTA Bus 40981, Route 12 Eastbound)

Lancaster Boulevard and Yucca Avenue in Lancaster
(AVTA Bus 40864, Route 11 Westbound)

- **Water Main Break – Road Closure**

17th Street West and Lancaster Boulevard in Lancaster
(AVTA bus 40308, route 11 Eastbound)

- **Disturbance – Business, Person Insane**

38350 40th Street East in Palmdale (South Valley Transit)
(AVTA Bus 40308, Route 2 Eastbound)

- **Robbery**

10th Street West and Avenue K in Lancaster
10th Street West and Avenue K in Lancaster

- **Disturbance – Business**

60th Street West and Avenue L in Lancaster
(AVTA Bus 60708, Route 9 Eastbound)

10th Street West and L-12 Avenue in Lancaster
(AVTA Bus 40303, Route 1 Northbound)

- **Battery**

35th Street East and Avenue I in Lancaster

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Antelope Valley Transit Authority

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July 2025

(AVTA Bus 40979, Route 11 Eastbound)

- **Found Critical**
39000 Clock Tower Plaza Drive, Palmdale
(Palmdale Transportation Center/AVTA Bus Turnaround Platform)
- **Traffic Hazard**
10th Street West and Avenue N in Palmdale regarding
(Disabled AVTA Bus 60906, Route 1 Southbound)
- **Disturbance - Fight**
10th Street West and Avenue K-8 in Lancaster (SGT. Owen Park)
(AVTA Bus 40863, Route 50 Westbound)

TRANSIT SAFETY, SERVICE INTERRUPTION & TRAFFIC

Traffic Collision(s) & Rescue Responding(s)

- Avenue C and Sierra Highway in Lancaster (Kern County Bus)
- Sierra Highway and Rancho Vista Boulevard in Palmdale
- Avenue J and Challenger Way in Lancaster
- 10th Street West and Avenue M in Palmdale
(AVTA bus 60315, route 1 Southbound)
- 10th Street West and Avenue L -9 in Lancaster
- 20th Street West and Lancaster Boulevard in Lancaster
- Sierra Highway and Columbia Way in Lancaster
- 67th Street West and Avenue M in Quartz Hill "Mayflower Garden"

WARNINGS

- Deputy Maselli warned and advised regarding "Drinking an Alcoholic Beverage in Public", "Failure to Obey Posted Sign", and "No Smoking".

AVTA BUS STOPS & BUS BAYS

- Deputy Maselli checked, monitored, and cleared an estimated seventy-five (75) AVTA bus stops throughout the city of Palmdale and Lancaster daily. He conducted high visibility crime deterrence patrol with his K-9 DOC Holliday at various bus stops and transportation centers.



DATE: August 26, 2025

TO: BOARD OF DIRECTORS

SUBJECT: Consideration and Acceptance of the Annual Vacancy, Recruitment, and Retention Efforts Report in Compliance with AB 2561 (Government Code §3502.3)

RECOMMENDATION

Conduct a public hearing to present an overview of current job vacancies, recruitment efforts, and retention strategies to comply with Assembly Bill 2561/Government Code Section 3502.3. a. Open public hearing; b. Receive staff report; c. Receive public testimony; d. Close public hearing.

FISCAL IMPACT

The proposed recommendation will have no financial impact on the FY 2025/2026 Budget.

BACKGROUND

Assembly Bill 2561 (McKinnor), effective January 1, 2025, requires public agencies to hold a public hearing at least annually to present their job vacancies, recruitment, and retention efforts to the governing board. This legislation aims to enhance transparency regarding public sector staffing issues and address ongoing vacancies, which can negatively impact public services and workers by increasing workloads and contributing to burnout.

REASON FOR RECOMMENDATION

A Public Hearing is required to satisfy the requirements of Assembly Bill 2561/Government Code Section 3502.3, regarding job vacancies, recruitment, and retention of Antelope Valley Transit Authority employment/employees.

Prepared by:

Submitted by:

Amber Johnson
Human Resources and EEO Manager

Martin J. Tompkins
Executive Director/CEO

Attachment: A – 2025 Staff report on Vacancy/Recruitment/Retention



2025 Staff Report on Vacancies, Recruitment and Retention

Summary

As of August 2025, AVTA maintains a full staff with a total headcount of 53 employees and no current open vacancies. Throughout the 2025 calendar year, AVTA experienced open vacancies for two months, which have since been successfully filled. The highest vacancy rate occurred in April at 7.41%, with all open positions filled by the end of May.

Currently, there are no anticipated vacancies projected for the remainder of 2025. As such, AVTA is not experiencing any recruitment challenges currently.

The following charts provide a visual summary of:

- Monthly employee headcount
- Vacancy percentages per month
- An overview of AVTA's recruitment process

This information reflects on continued workforce stability and effective recruitment practices throughout the year.

Vacancies

AVTA Vacancy/Recruitment/Retention Information

2025	January	February	March	April	May	June	July	August	September	October	November	December
# of Vacancies Created	0	0	2	2	0	0	0	0				
# of Vacancies Filled	0	0	0	0	4	0	0	0				
# Remaining Vacancies	0	0	2	4	0	0	0	0				
Terminated Employees	0	0	2	1	0	1	0	0				
Current Employee Count	53	53	51	50	54	53	53	53				
# Budgeted FTEs	53	53	53	54	54	54	53	53				
% of Vacancies	0.00%	0.00%	3.77%	7.41%	0.00%	0.00%	0.00%	0.00%				

Average % of Vacancies at the end of each month: 1.40%

Highest % of Vacancies at the end of a month: 7.41%

Lowest % of Vacancies at the end of a month: 0.00%

Recruitment Process

Recruitment Information	
Recruitment/Hiring Process	Description
Vacancy Created	Voluntary Separation, Retirement, Involuntary Separation, Internal Promotion, Newly approved position
Recruitment Requisition created	Manager gets approval from Executive Director/CEO to open recruitment; newly created positions go to Board for approval
Determine Recruitment Activity Type	Recruit external & interna candidates; or recruit internally only
Job Postings	Advertise job opening through multiple outlets; ADP requisition posts directly to Indeed and ZipRecruiter; Post on AVTA website and in AV Press Newspaper
Application Screening	HR and hiring Manager screen applicants that meet minimum qualifications
Interview Selection/Scheduling	Qualified applicants are selected and contacted for Interview Scheduling
Candidate Exam	Once applicants are scheduled for interview they are sent pre-interview assessment (completed pre-interview); Applicable positions may have additional candidate exam to determine relevant experience, skills, qualifications and understanding of job requirements (included in interview)
Select Candidate from Eligibility List	Interview committee and HR evaluate interview results and offer recommendation of top candidate(s) from eligibility list to hiring manager; Manager accepts and approves recommendation
Conditional Job Offer	HR drafts conditional offer letter to chosen candidate; Executive Director/CEO authorizes HR to send conditional job offer to selected candidate
Pre-Employment Process	Selected candidate accepts conditional job offer, HR processes next steps in recruitment process including background check and drug screen/physical
Job Placement	Selected candidate passes background check and drug screen/physical and is given confirmed employment start date

Retention

What is the average tenure in your workforce?

7 Years **9** Months
as of 2025.

6 Years 7 Months
Median Tenure
2025

Data Refreshed: 08/07/2025 7:08 AM PDT

Longest Tenured Employee: 18 years

Shortest Tenured Employee: 2.5 months