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**Regular Meeting of the Board of Directors**

**Tuesday, May 27, 2025**

**10:00 a.m.**

Antelope Valley Transit Authority Community Room  
42210 6<sup>th</sup> Street West, Lancaster, California  
[www.avta.com](http://www.avta.com)

**OFFICIAL MINUTES**

**CALL TO ORDER:**

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

**PLEDGE OF ALLEGIANCE:**

Director Ohlsen led the Pledge of Allegiance.

**ROLL CALL:**

**PRESENT**

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

**APPROVAL OF AGENDA**

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

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

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

Nays: None

Abstain: None

Absent: None

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

Fran Sereseres spoke about the lack of transportation on Memorial Day, which hindered her ability to attend a special event. She also appreciated the assistance of the Dial-A-Ride (DAR) staff during a recent rainstorm.

Walter Woodward acknowledged the new DAR service vehicles but noted that the drivers and dispatchers are not informing customers of driver changes, causing him to be late to appointments.

Timothy McLaughlin noted that he has had several different drivers lately and is having issues with the computer not notifying him when there are driver changes.

Charlotte Baxter stated that she had to use Access Services instead of DAR due to her appointment location and time, and she thanked the DAR service for accommodating her when necessary.

Milcah White raised concerns about transportation on holidays, the GPS navigation system, and poor communication when the drivers will be late, leading to delays. She also suggested streaming the board meetings to accommodate those unable to attend.

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

**SRP 1 LEGISLATIVE REPORT FROM SENATOR SUZETTE VALLADARES' OFFICE**

Jack Danielson, State Senator Valladares' field representative, spoke on SB 23 Property taxation: exemption: disabled veteran homeowners, SB 252, California Environmental Quality Act: exemption: undergrounding powerlines and noted that June 6 is the last day for each house to pass bills introduced in that house, June 15 is the deadline to pass the Budget Bill, and Summer Recess begins on July 18.

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

The representative was unable to attend.

**SRP 3 PRESENTATION TO AVTA EMPLOYEE OF THE MONTH FOR APRIL 2025**

Customer Service Manager Carlos Lopez presented Sharmaine Malachosky, Customer Service Representative II, with the Employee of the Month award.

**SRP 4 PRESENTATION TO MV TRANSPORTATION EMPLOYEE AND OPERATOR OF THE MONTH FOR APRIL 2025 –**

MV Transportation Assistant General Manager Genie Maxie presented Rene Rodriguez with the Operator of the Month award. Mr. Hugo Argueta, the Employee of the Month, could not attend the meeting.

**SRP 5 PRESENTATION TO AV TRANSPORTATION SERVICES (AVTS)  
EMPLOYEE OF THE MONTH FOR MARCH AND APRIL 2025**

AV Transportation Services President Art Minasyan presented awards to Leslie Ippoliti, the Employee of the Month for March, and Jazmin Nicole Bell, the Employee of the Month for April.

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

AV Transportation Services President Art Minasyan presented the report. The board discussed late trips, frequent changes to drivers, and the fact that the vehicles were not showing up. Mr. Minasyan stated that the vehicles were running late, so the customer canceled the trip and that a late trip was categorized. The chairman directed him to fix the way it is reported.

**SRP 7 LEGISLATIVE REPORT FOR MAY 2025**

Chief Financial Officer Judy Vaccaro-Fry presented an update on the various assembly and senate bills, two new federal grant opportunities, the requested and denied National Transit Database (NTD) hold-harmless waiver, FY 2025 Federal Apportionments, Highway Trust Fund, and an update on the APTA Legislative Conference she and Mr. Tompkins attended.

**SRP 8 MAINTENANCE KPI REPORT FOR APRIL 2025**

Operations Contract Compliance Manager Joseph Sanchez presented the report.

**SRP 9 OPERATIONS KPI REPORT FOR APRIL 2025**

Director Richard Loa left the meeting at 10:45 a.m. and was replaced by Alternate Director Kathryn Mac Laren.

MV Transportation Assistant General Manager Genie Maxie presented the report, and the board discussed the On-time performance and animals boarding the bus.

**CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES OF APRIL 22, 2025**

Approve the Board of Directors Regular Meeting Minutes of April 22, 2025.

**CC 2 FINANCIAL REPORT FOR APRIL 2025 AND FISCAL YEAR (FY) 2024/2025 THIRD QUARTER TREASURER'S REPORT**

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

**CC 3 RESOLUTION NO. 2025-001, LOCAL AGENCY INVESTMENT FUND (LAIF) INVESTMENTS FOR FISCAL YEAR 2025/2026 (FY 2026)**

Adopt Resolution 2025-001, a Resolution appointing the Executive Director/CEO as Treasurer and the Chief Financial Officer as Controller, authorizing investment of monies in the LAIF for FY 2026 (July 1, 2025, through June 30, 2026) to the Treasurer; adopting a policy for the investment of surplus transit funds for FY 2026; and rescinding Resolution No. 2024-001.

**CC 4 RESOLUTION NO. 2025-002, ANNUAL REVIEW AND UPDATE OF THE PUBLIC SAFETY TRANSPORTATION SAFETY PLAN FY 2026**

1. Readopt the updated Public Transportation Agency Safety Plan (PTASP) to comply with the Federal Transit Administration (FTA) bus transit safety plan requirements for Fiscal Year 2025/2026 (FY 2026).

2. Adopt Resolution No. 2025-002, adopting the updated PTASP for FY 2026.

**CC 5 AMEND THE AUTHORITY'S CLASSIFICATION AND SALARY SCHEDULE**

Approve to amend the Authority's Classification and Salary Schedule to consolidate the existing seventy-five salary ranges into twelve standardized ranges. The new schedule ensures compliance with current state minimum wage laws and CalPERS retirement reporting requirements, while streamlining compensation practices across the agency.

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

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

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

Nays: None

Abstain: None

Absent: None

**NEW BUSINESS (NB):**

**NB 1 FISCAL YEAR 2025/2026 (FY 2026) PROPOSED BUDGET**

Ms. Vaccaro-Fry presented an update on jurisdictional contributions, reduction of support vehicles, updated budget deficit, and revenues vs. expenses, and a mid-year sneak peek. Once SB125 and potential tax rebates are applied, the overall deficit will be reduced to \$386,815. The board discussed sending a letter to the jurisdictions and having a jurisdictional reduction in service amount ready to go. Additionally, the numbers presented for jurisdictional contributions are based on FY 2024 audited and FAP; the jurisdictions will have to find the money or reduce service, and it will affect the jurisdictional breakdown.

On a motion by Vice Chair Knippel and seconded by Director Malhi, the Board of Directors approve the FY 2026 Proposed Budget.

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

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

Nays: None

Abstain: None

Absent: None

**REPORTS AND ANNOUNCEMENTS (RA):**

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

Mr. Tompkins recognized Clerk of the Board Karen Darr for her 40-year administrative career and achievements at AVTA, presenting her with a retirement plaque. The board members honored Ms. Darr for her dedication to the agency and community.

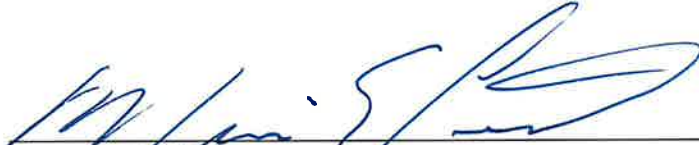
**MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:**

No miscellaneous business items were presented.

**ADJOURNMENT:**

Chairman Crist adjourned the meeting at 11:25 a.m. to the Regular Meeting of the Board of Directors on June 24, 2025, at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6<sup>th</sup> Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 24<sup>th</sup> day of JUNE 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 DeeAnna Cason, Executive Assistant, at (661) 729-2206 to arrange to review a recording.