



Regular Meeting of the Board of Directors

Tuesday, July 26, 2016

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 to state your name to speak. A three-minute time limit will be imposed on all speakers other than 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.

Limited English Proficiency (LEP) persons, if you require translation services, please contact the Clerk of the Board at (661) 729-2206 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 Steve Hofbauer, Director Fred Thompson, Director Angela Underwood-Jacobs, Director Michelle Flanagan

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. Please complete a Speaker Card (available as you enter the Community Room) and provide it to the Clerk of the Board. Speaking clearly, state and spell your name for the record. **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 for follow-up.** Each speaker is limited to three (3) minutes.

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 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR JUNE 2016 – HECTOR FUENTES, TRANSDEV
- SRP 2 LEGISLATIVE REPORTS FOR JULY 2016 – JUDY FRY
- SRP 3 ACCESS SERVICES, INC. REIMBURSEMENT FOR LOCAL FARES – LEN ENGEL

Recommended Action: Acknowledge and accept the counter offer from Access Services, Inc. for its local service free-fare reimbursement program.

CONSENT CALENDAR (CC): Items 1 through 3 are consent items that 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 JUNE 28, 2016 – KAREN DARR

Recommended Action: Approve the Board of Directors Regular Meeting Minutes of June 28, 2016.

- CC 2 FINANCIAL REPORTS FOR MAY AND JUNE 2016 – COLBY KONISEK

Recommended Action: Receive and file the Fiscal Year-to-Date Budget versus Actual report dated May 31, 2016; the Interim Financial Statements for the eleven months ended May 31, 2016; the Cash Flow Projection/Treasurer's report for the month ended May 31, 2016; the Payroll History Report for the three months ended June 30, 2016; and the Cash Disbursements Report for the month ended June 30, 2016.

- CC 3 FISCAL YEAR 2016 (FY16) FOURTH QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (APRIL 1 – JUNE 30, 2016) – KELLY MILLER

Recommended Action: Receive and file the FY16 Fourth Quarter LASD Report for the period covering April 1 through June 30, 2016.

NEW BUSINESS (NB):

- NB 1 MEMORANDUM OF UNDERSTANDING WITH THE CITY OF LANCASTER TO PROVIDE BUS STOP MAINTENANCE SERVICES – ERIKA MONROE

Recommended Action: Authorize the Executive Director to execute a Memorandum of Understanding with the City of Lancaster to provide bus stop maintenance services for a five-year term.

- NB 2 CUSTOMER CODE OF CONDUCT – ERIKA MONROE

Recommended Action: Adopt the Customer Code of Conduct.

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(a)
Pending Litigation: Holmes v. AVTA, USDC Case No. 2:16-cv-01454-DMG-AGR
Pending Litigation: Clark v. AVTA, LASC Case No. MC026036

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 for follow-up.

ADJOURNMENT:

Adjourn to the next Regular meeting of the Board of Directors on August 23, 2016 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, California.

The agenda was posted by 5:00 p.m. on July 21, 2016 at the entrance to the Antelope Valley Transit Authority, 42210 6th St. 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. 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. 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.



DATE: July 26, 2016
TO: BOARD OF DIRECTORS
SUBJECT: Access Services, Inc. Reimbursement for Local Fares

RECOMMENDATION

That the Board of Directors acknowledge and accept the counter offer from Access Services, Inc. for its local service free-fare reimbursement program.

FISCAL IMPACT

The following points detail Access Services' offer by fiscal year (FY).

- FY16: AVTA will receive what the Access Board recently approved, which was the continued full reimbursement for commuter trips (\$213,000), plus local transit service billings for September, October and November 2015 (\$124,000), for a grand total of \$337,000.
- FY17: AVTA will be paid a total of \$494,000 for its commuter and local routes. If it is determined that Access has surplus budget funds at the end of FY 17, it will make AVTA whole for its verified local reimbursements less the estimated average regional "haircut" (reduction) that Los Angeles County Municipal Operators (LACMOA) will take under the agreement recently approved by the Access Board. This reduction is currently estimated to be 8% based on available data.
- FY18: AVTA will receive full reimbursement for its commuter and local routes less the estimated average regional reduction agreed to by LACMOA. This assumes that the region decides to continue a similar reimbursement methodology, which currently caps FY 17 and future-year Free Fare reimbursements at FY 15 levels.

BACKGROUND

As you will recall, Access/Metro wanted to cap our reimbursement to FY15 levels. Meaning that we would be reimbursed for commuter trips, but not local. It has been a bit of a struggle. They initially offered \$475,000.

Access Services made a counter offer as outlined in the fiscal impact section that staff considers to be a fair compromise. The challenge is that Metro does not take any

reimbursement for Access trips; therefore, they are aggressively pushing to limit what is being given to local transit operators. Metrolink was capped in 2012 for the amount it would be reimbursed. All transit systems in the program will be capped at FY 2015 levels – what they are defining at the “haircut” mentioned in the FY17 item. Again, as mentioned in the FY17 bullet, Access Services stated that they have always had surplus budgets in the reimbursement line item that could make the AVTA nearly or completely whole in reimbursements, minus the “haricut”.

Prepared and Submitted by:

Len Engel
Executive Director/CEO



Regular Meeting of the Board of Directors

Tuesday, June 28, 2016

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 Hofbauer led the Pledge of Allegiance.

ROLL CALL:

Present

Chairman Marvin Crist
Vice Chair Dianne Knippel
Director Steve Hofbauer
Director Fred Thompson
Director Angela Underwood-Jacobs
Director Michelle Flanagan

APPROVAL OF AGENDA

Motion: Approve the agenda as comprised.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Thompson, Flanagan, and Underwood-Jacobs

Nays: None

Abstain: None

Absent: None

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

Jerel Arbaugh – spoke about 1) a flaw in the bus schedule; 2) the noise level of the engines from inside the buses; and 3) an oil slick on the ground at the Pearblossom bus stop.

Charlotte Baxter – 1) complimented staff on the Dump the Pump event and suggested that staff ride the bus on a regular basis; 2) stated that she witnessed a passenger fall while boarding the bus, but the passenger did not report it to the bus operator. Ms. Baxter asked if she should have reported it. Chairman Crist responded that the Board appreciates it when passengers report something they see; and 3) stated that she is dissatisfied with how the bus operators handle “courtesy five” calls.

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

SRP 1 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR MAY 2016

General Manager Hector Fuentes presented a plaque to the Operator of the Month Egbert Pascascio. Mr. Fuentes announced that the Employee of the Month was Aitor Urionabarrenechea; however, Mr. Urionabarrenechea was unable to attend the meeting.

SRP 2 PRESENTATION TO RONG NEMESCHY ACKNOWLEDGING HER RETIREMENT

Chief Financial Officer Colby Konisek presented a plaque to Finance Supervisor Rong Nemeschy who retired after five years of employment with AVTA.

SRP 3 LEGISLATIVE REPORTS FOR JUNE 2016

Grants Administrator Judy Fry presented the legislative update for June 2016. She noted that staff is recommending that the Board either support, oppose or watch each bill and has letters of support or opposition ready for signature based on the Board’s vote.

The Board discussed the definition of disadvantaged communities, staff’s recommendation to oppose Senate Bill (SB) 1383 – Short-lived Climate Pollutants and why Assembly Bill (AB) 1746 – Transit Buses on Shoulder is limited to only the Santa Clara Valley Transportation Authority (VTA).

Ms. Fry responded that due to safety concerns from the California Highway Patrol and the overwhelming number of transit agencies who supported AB1746, the decision was made to test it with just the Santa Clara VTA, sponsors of the bill. Executive Director Len Engel clarified that a disadvantaged community is determined by the level of pollutants in the area, not just the household income level.

Ms. Fry clarified that several transit agencies are opposing SB1383 because they believe the emission reduction requirement is too aggressive. Chairman Crist asked why the Board would oppose the bill when the Board set a goal of having a 100% electric fleet by 2018. Mr. Engel responded that the League of California Cities, most chambers of commerce, and the City of Palmdale are opposing it because it requires major changes for seasonal environmental issues. Chairman Crist stated for the record he disagrees with opposing the bill because it goes against AVTA's goal. Mr. Engel suggested changing staff's recommendation from oppose to watch.

The Board also discussed opposing/supporting Measure R2 and when the TIGER grant will be awarded. Ms. Fry stated that the TIGER grant may be awarded by the end of the federal fiscal year and she will return to the Board for a recommendation regarding Measure R2 once it is officially on the November ballot.

Motion: Support AB 2222 – Greenhouse Gas Reduction Fund: Transit Pass Program, AB 2090 – Low Carbon Transit Operations Program, and SB 824 – Low Carbon Transit Operations Program; and amend the recommendation for SB 1383 – Short-lived Climate Pollutants from oppose to watch.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Thompson, Flanagan, and Underwood Jacobs

Nays: None

Abstain: None

Absent: None

SRP 4 DUMP THE PUMP

Community Outreach Specialist Kelly Miller presented information regarding the Dump the Pump Day event sponsored by the American Public Transportation Association and the positive feedback that AVTA staff received. Ms. Miller announced that the winner of a 2-day Disneyland package was Ernesto Mendez. Mr. Mendez and his family attended the meeting to receive their prize. The Board complimented staff for hosting a successful event.

SRP 5 EXTERIOR ADVERTISING

Executive Director Len Engel outlined the specifications that could be included in the Request for Proposals (RFP) for exterior bus advertising. The Board discussed the revenue portion of the RFP.

CONSENT CALENDAR (CC):

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF MAY 24, 2016 – KAREN DARR

Approve the Board of Directors Regular Meeting Minutes of May 24, 2016.

Motion: Approve the Board of Directors Regular Meeting Minutes of May 24, 2016.

Moved by Director Hofbauer, seconded by Director Thompson

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

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Thompson, Flanagan

Nays: None

Abstain: Director Underwood-Jacobs

Absent: None

CC 2 FINANCIAL REPORTS FOR APRIL AND MAY 2016 – COLBY KONISEK

Receive and file the financial reports for April and May 2016.

CC 3 FY17 INVESTMENT POLICY STATEMENT AND LOCAL AGENCY INVESTMENT FUND (LAIF) UPDATE – COLBY KONISEK

1) Adopt Resolution 2016-004, a resolution approving AVTA's revised Investment Policy Statement for the upcoming fiscal year beginning July 1, 2016 through June 30, 2017; and 2) Approve proposed changes to the list of staff authorized to deposit and withdraw from AVTA's LAIF account.

CC 4 RENEWAL OF AGREEMENT WITH LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) FOR TRANSIT LAW ENFORCEMENT SERVICES – RESERVE UNIT – LYLE BLOCK

Authorize the Executive Director/CEO to renew the Letter of Understanding with the LASD for transit law enforcement services covering the term July 1, 2016 through June 30, 2017.

Motion: Approve Consent Calendar Items 2 through 4.

Moved by Director Hofbauer, seconded by Director Thompson

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

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Thompson, Flanagan, and Underwood-Jacobs

Nays: None

Abstain: None

Absent: None

NEW BUSINESS (NB):

NB 1 COLLEGE STUDENT PASS PROGRAM

Innovation Coordinator Erika Monroe presented the staff report. The Board discussed the current number of student riders, Transit Access Pass process, the \$50,000 grant from the Antelope Valley Air Quality Management District, the Rider Relief Program, and Antelope Valley College (AVC) purchasing a shuttle bus once their student population reached 5,000 students.

Vice Chair Knippel stated that she will meet with AVC President Ed Knudsen to expedite AVC's approval of the program. Executive Director Len Engel will coordinate a funding option with AVC that could provide the passes to students at no cost and meet with Metro representatives asking them to partner with AVTA and AVC to help fund the student pass program.

Motion: Conditionally approve the College Student Pass Program conditioned upon approval by AVC's Board of Directors of not less than \$50,000 for their program contribution and a firm commitment to pursue the Rider Relief Program to the maximum extent possible at the campus.

Moved by Vice Chair Knippel, seconded by Director Flanagan

Vote: Motion carried (6-0-0-0)
Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Thompson, Flanagan, and Underwood-Jacobs
Nays: None
Abstain: None
Absent: None

NB 2 CHANGE ORDER TO WIRELESS ADVANCED VEHICLE ELECTRIFICATION (WAVE) TO PERFORM LOS ANGELES COUNTY APPROVED THIRD PARTY TESTING

Mr. Engel presented the staff report. The Board discussed WAVE's Underwriters Laboratories certification.

Motion: Authorize the Executive Director to approve Change Order #1 to WAVE, Inc. for the amount not to exceed \$44,825.

Moved by Vice Chair Knippel, seconded by Director Underwood-Jacobs

Vote: Motion carried (6-0-0-0)
Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Thompson, Flanagan, and Underwood-Jacobs
Nays: None
Abstain: None
Absent: None

CLOSED SESSION (CS):

General Counsel Burns stated no Closed Session is needed.

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(a)
Pending Litigation: Holmes v. AVTA, USDC Case No. 2:16-cv-01454-DMG-AGR
Pending Litigation: Clark v. AVTA, LASC Case No. MC026036

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by Executive Director Len Engel

- AVTA and BYD are collaborating to support Palmdale High School's Solar Falcon Race Team. The team includes students who have developed a solar powered vehicle and will participate in the 2016 Solar Car Challenge. The vehicle will be unveiled at the Solar Falcon Final Reveal event on July 7. Mr. Engel complimented Graphic Designer Nate Pitkin on designing the artwork for the Solar Falcon.
- He will attend the California Transit Association - Executive Committee Meeting in San Jose on July 29.
- Chief Administrative Officer Norm Hickling and he are attending the Wireless Communications in Transit in Washington, D.C. August 3-4, 2016. Staff is scheduling a meeting with Secretary Fox during this trip.
- He will be on vacation July 14-27, 2016.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

There were no miscellaneous business items presented.

ADJOURNMENT:

Chairman Crist adjourned the meeting at 11:21 a.m. to the next Regular meeting of the Board of Directors on July 26, 2016 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, California.

PASSED, APPROVED, and ADOPTED this 26th day of JULY 2016.

Marvin Crist, Chairman

ATTEST:

Karen Darr, Clerk of the Board



DATE: July 26, 2016
TO: BOARD OF DIRECTORS
SUBJECT: Financial Reports for May and June 2016

RECOMMENDATION

That the Board of Directors receive and file the Fiscal Year-to-Date Budget versus Actual report dated May 31, 2016 (Attachment A); Interim Financial Statements for the eleven months ended May 31, 2016 (Attachment B); Treasurers Report for the month ended May 31, 2016 (Attachment C); Payroll History Report for the three months ended June 30, 2016 (Attachment D); Cash Disbursements Report for the month ended June 30, 2016 (Attachment E).

FISCAL IMPACT

Payroll: June payroll of \$212,411 represents an increase of \$3,852 or 1.8% from the prior month's salary expense.

Cash Disbursements: \$2,664,217

Interim Financial Statements: Change in Net Position: (\$477,631), which includes YTD depreciation expense of \$5,314,892.

BACKGROUND

To comply with the provisions required by Sections 37202, 37208 and 6505.5 of the Government Code, the Chief Financial Officer prepares the Budget versus Actual report, Interim Financial Statements, Treasurer's Report, Payroll History Report, and the Cash Disbursements Report, and submits them to the Executive Director/CEO and Treasurer who certifies the availability of funds for all the reports presented herein. These reports are hereby submitted to the Board of Directors for ratification.

AVTA's gross payroll for employees for the month of June 2016, exclusive of benefits, payroll taxes and service charges, is shown below:

Payroll Period	Amount	Journal #
05/29/16-06/11/16	\$106,007.88	PYPKT00799
06/12/16-06/25/16	\$106,403.14	PYPKT00803
Gross Pay June 2016	\$212,411.02	

Register of Demands authorized the issuance of warrants in the following amount:

Register Date	Amount
06/01 - 06/30/16	\$2,664,217.22

Large items include;

Transdev (Local and commuter invoices for May) -	\$1,124,692
Vinsa Insurance Associates (Annual insurance premium, prepaid for FY17)	\$356,778
Pinnacle Petroleum (Fuel) -	\$194,179
Complete Coach Works (Bus #4751 refurbishments) -	\$168,467
ECO Energy Solutions, Inc. (Contracts 2016-22 & 2016-28)	\$146,319
IntelliRide (Dial-A-Ride) May invoices -	\$97,491
WAVE (inductive charger) -	\$95,000
Arrow Engineering (Task orders & CalTrans Project) -	\$82,036
CSI Fullmer (Refurbishment of AVTA customer service area) -	\$61,134
	<u>\$2,326,095</u>

These items comprise 87.3 % of total expenditures for the month.

Major cash components as of May 31, 2016:

Cash per the general ledger -	\$21,801,795
less restricted funds -	<u>(15,303,685)</u>
Operating cash balance -	5,991,995
projected net outflows of cash for the month of May 2016 -	<u>(1,600,657)</u>
Projected cash available for operations at the end of May 2016 -	<u>\$4,391,338</u>

The projected cash available will cover 2.4 months of operating expenses based on the Authority's average monthly operating cash requirements of \$1.8 million.

BUDGET TO ACTUAL NARRATIVE

Attachment A – Budget to Actual Report (BAR) shows the unaudited result for the nine months ended May 31, 2016.

Change in Net Assets (net of depreciation) was favorable to budget by \$1,800K.

Revenues were favorable to budget by \$409K.

FTA funds are higher than normal, but receipts of funds will be delayed until the new federal fiscal year begins in October 1, 2016.

Expenses were favorable to budget by \$1,391K.

Fuel expense continues to be less than budget, open positions & associated benefits, and professional service fees for Legal, Consulting and Advocacy are lower than budget.

I, Len Engel, Executive Director of AVTA, declare that the attached reports are accurate and correct.

Prepared by:

Submitted by:

Colby Konisek
Chief Financial Officer

Len Engel
Executive Director/CEO

Attachments: A – Budget versus Actual Report as of May 31, 2016.
B – Interim Financial Statements as of May 31, 2016.
C – Cash Projection/Treasurer's Report for May 31, 2016.
D – Payroll History Report (April, 2016 – June 2016).
E – Cash Disbursements Report for June, 2016.

ANTELOPE VALLEY TRANSIT AUTHORITY
BUDGET VERSUS ACTUAL INCOME STATEMENT --- OPERATING
YEAR TO DATE - MAY 31, 2016

REVENUE	MID YEAR BUDGET - YTD	ACTUAL YTD	YTD VARIANCE
Fare Revenue	\$ 4,816,062	\$ 4,770,586	\$ (45,476)
MTA Funds	7,834,250	7,910,129	75,879
FTA Funds	5,348,031	5,685,526	337,494
Jurisdictional Contributions	3,018,693	3,032,787	14,094
Other (SCE Rebates, Adv.)	382,087	409,909	27,822
TOTAL REVENUE	21,399,123	21,808,937	409,814
EXPENSE			
Contract Services	13,173,581	13,270,762	(97,181)
Fuel	2,482,624	1,530,692	951,932
Other Operating	764,717	632,385	132,332
Salaries and Wages	2,386,501	2,271,445	115,056
Benefits	823,040	802,932	20,108
Legal	59,560	40,830	18,730
Consulting	274,890	150,236	124,654
Advocacy	177,762	100,506	77,256
Travel	73,304	64,820	8,484
IT Maintenance/Licenses	105,528	140,292	(34,764)
Utilities	161,173	169,270	(8,097)
Administration	638,044	555,415	82,629
TOTAL EXPENDITURES	21,120,724	19,729,585	1,391,139
	278,399	2,079,352	1,800,953

ANTELOPE VALLEY TRANSIT AUTHORITY
BUDGET VERSUS ACTUAL OPERATING INCOME STATEMENT --- DEPARTMENT
YEAR TO DATE - MAY 31, 2016

REVENUE	MID YEAR BUDGET - YTD	ACTUAL YTD	YTD VARIANCE
COMPANY WIDE REVENUE	<u>21,399,123</u>	<u>21,808,937</u>	<u>409,814</u>
EXPENDITURES/DEPARTMENT			
1EX --- Executive	1,160,111	854,973	305,139
2FF --- Facility and Maintenance	17,336,466	16,362,263	974,203
3FS --- Finance	1,353,484	1,302,724	50,760
5CS --- Customer Service/Marketing	1,274,292	1,209,625	64,667
1ZZ --- Company Wide w/o Depreciation	(3,630)	0	(3,630)
TOTAL EXPENDITURES FOR ALL DEPARTMENTS	<u>21,120,724</u>	<u>19,729,585</u>	<u>1,391,140</u>
INCOME(LOSS)	<u>278,399</u>	<u>2,079,353</u>	<u>1,800,953</u>



STATEMENT OF NET POSITION - UNAUDITED

	As of May 31, 2016	As of May 31, 2015
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$ 21,295,680	\$ 21,051,428
Due from other governments	5,663,425	5,771,383
Other receivables	275,770	92,851
Inventory	240,334	237,783
Prepaid items	487,942	32,299
Total Current Assets	27,963,151	27,185,745
NONCURRENT ASSETS		
Capital assets, net of depreciation	49,432,429	48,687,330
Total Assets	77,395,581	75,873,075
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	1,816,621	2,607,716
Payroll related items - taxes, Calpers, medical, etc.	69,916	64,383
Compensated absences	1,491,344	322,034
Deferred Revenue - Prop 1B	1,561,072	1,633,043
Total Current Liabilities	4,938,953	4,627,176
Deferred inflows of resources		
Unearned Revenue	208,553	212,996
Total Liabilities	5,147,507	4,840,173
NET POSITION		
Invested in Capital Assets	49,432,429	48,687,330
Restricted for Capital Acquisition	5,395,653	4,919,422
Unrestricted	17,419,992	17,426,150
Total Net Assets	\$ 72,248,074	\$ 71,032,902



STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION - UNAUDITED
GOVERNMENT AUDITING STANDARDS PRESENTATION
 (INCLUDING DEPRECIATION EXPENSE)

	For the 11 Months ending May 31, 2016	For the 11 Months ending May 31, 2015
OPERATING REVENUES		
Charges for services:		
Passenger fares	\$ 4,770,585	\$ 4,427,375
Total operating revenues	<u>4,770,585</u>	<u>4,427,375</u>
OPERATING EXPENSES		
Purchased transportation services:		
Outside transit contract	13,274,612	12,640,454
Fuel	1,530,692	2,070,961
Other operating costs	787,619	584,480
General and administrative	4,136,662	4,090,504
Total operating expenses, net of depreciation	<u>19,729,585</u>	<u>19,386,399</u>
Operating gain/(loss), net of depreciation	(14,958,999)	(14,959,024)
Depreciation	5,314,892	4,903,943
Total operating expenses	<u>25,044,476</u>	<u>24,290,342</u>
Operating gain/(loss)	<u>(20,273,891)</u>	<u>(19,862,967)</u>
NONOPERATING REVENUES/(EXPENSES)		
Interest Income	16,579	14,464
Local grants - MTA	7,910,129	7,635,732
Proposition 1B	-	1,042,377
Federal non-capital grants	5,707,776	5,884,068
Member agency contributions	3,032,787	3,017,578
Grantable expenses	(217,007)	(426,190)
Gain/(Loss) on sale of capital assets	9,372	-
Other	361,708	452,733
Total nonoperating revenues and expenses	<u>16,821,344</u>	<u>17,620,761</u>
Gain/(Loss) before capital contributions	<u>(3,452,547)</u>	<u>(2,242,206)</u>
CAPITAL CONTRIBUTIONS		
Capital grants	2,538,101	2,100,987
Member agency contributions	436,815	393,642
Total capital contributions	<u>2,974,915</u>	<u>2,494,629</u>
NET CHANGE IN NET POSITION	(477,631)	252,423
NET POSITON, BEGINNING OF PERIOD	<u>72,725,705</u>	<u>70,780,480</u>
NET POSITION, END OF PERIOD	<u>\$ 72,248,074</u>	<u>\$ 71,032,902</u>

**STATEMENT OF CASH FLOWS - UNAUDITED**

	For the 11 Months ending May 31, 2016	For the 11 Months ending May 31, 2015
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from customers	4,770,585	4,427,375
Non-operating miscellaneous revenue received	361,708	452,733
Cash payments to suppliers for goods and services	(15,706,376)	(16,160,353)
Cash payments to employees for services	(2,776,655)	(3,164,854)
Net cash used in operating activities	<u>(13,350,738)</u>	<u>(14,445,098)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:		
Operating grants received	14,593,630	9,898,917
Contributions received from member agencies	2,942,532	2,894,920
Net cash provided by non-capital financing activities	<u>17,536,162</u>	<u>12,793,837</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Acquisition of capital assets	(4,440,393)	(4,746,642)
Proceeds received from sale of capital assets	9,372	-
Capital grants received	4,028,364	2,191,954
Capital expenses	(217,007)	(426,190)
Capital contributions received from member agencies	480,462	393,642
Net cash used in capital and related financing activities	<u>(139,202)</u>	<u>(2,587,237)</u>
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:		
Interest received	16,579	14,464
Net cash provided by investing activities:	<u>16,579</u>	<u>14,464</u>
Net increase/(decrease) in cash and cash equivalents	4,062,801	(4,224,035)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>17,232,879</u>	<u>25,275,465</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u><u>21,295,680</u></u>	<u><u>21,051,428</u></u>


STATEMENT OF CASH FLOWS - UNAUDITED

	For the 11 Months ending May 31, 2016	For the 11 Months ending May 31, 2015
Reconciliation of operating income (loss) to net cash used in operating activities (Indirect Method):		
Operating Loss	(20,273,891)	(19,862,967)
Adjustments to Net Cash used in Operating Activities		
Depreciation	5,314,892	4,903,943
Miscellaneous income	361,708	452,733
(Increase) decrease in other receivables	(14,183)	150,197
(Increase) decrease in inventory	-	-
(Increase) decrease in prepaid items	(151,743)	306,707
Increase (decrease) in accounts payable	68,052	108,316
Increase (decrease) in due to Federal Transit Administration	-	-
Increase (decrease) in accrued payroll	(17,375)	(17,027)
Increase (decrease) in compensated absences payable	318,697	-
Increase (decrease) in other liabilities	208,648	-
Increase (decrease) in deferred revenue	834,456	(487,000)
Net Cash used in operating activities	<u>(13,350,739)</u>	<u>(14,445,098)</u>

Notes

- 1 This set of basic financial statements is prepared on an interim basis and is unaudited.
- 2 Please see the Cash Flow Projection Report for additional highlights on cash & equivalents, payroll and expenditures.

ANTELOPE VALLEY TRANSIT AUTHORITY
Cash Flow Projection --- Treasurer's Report
Month Ended May, 2016

Investment Type	Description	Starting Balance	Deposits	Disbursements	Ending Balance
Cash and Investments Under the Direction of the Treasurer					
Local Agency Investment Fund (LAIF) - Capital Reserve		\$ 5,401,825.53	\$ -		
Interest (earned quarterly)			-		
Proposition 1B Restricted Fund*		1,347,818.63	-		
Interest earned for the month			59.87		
Union Bank - LCTOP		40,637.38	-		
Interest earned for the month			1.79		
* Deferred revenue, recorded as liability until associated expense incurred.					
TOTAL CAPITAL RESERVE AND RESTRICTED FUNDS					\$ 6,790,343.20
Wells Fargo and Broker's CDs		\$ 1,003,580.53			
Interest earned for the month			10.09		
Wells Fargo - OP Staging		485,369.30			
			12.37		
TOTAL OPERATING RESERVE					\$ 1,488,972.29
General, Payroll & Payable Accounts		\$ 13,522,265.90			
Operating Accounts Analysis	Cash Fares		\$ 198,980.72		
	Vendor Pass Sales Revenue		190,037.50		
	MTA Revenue		719,074.14		
	Jurisdictional Contributions		262,140.58		
	JARC ETP, Commuter Expansion & MM		143,500.80		
	Non-Transportation Revenue		15,017.42		
	Cash Disbursement (A/P) for The Month			\$ (1,756,409.35)	
	Employee Payroll			(208,559.03)	
	Employee Deductions			(31,417.02)	
	Employer Payroll Taxes			(9,476.67)	
	CalPERS - AVTA paid			(26,264.23)	
	CalPERS - GASB 68			(1,666.00)	
	Bank Fees -			(1,610.51)	
	Net Operating Funds	\$ 13,522,265.90	\$ 1,528,751.16	\$ (2,035,402.81)	\$ 13,015,614.25
	Petty Cash Balance				\$ 750.00
TOTAL CASH AND INVESTMENTS					\$ 21,295,679.74

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 and Bank of America. 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 six months.

Prepared by:

Submitted by:

James Mannie, CPA
Staff Accountant II

Colby Konisek
Chief Financial Officer

ANTELOPE VALLEY TRANSIT AUTHORITY
Cash Flow Projection --- Treasurer's Report
Month Ended May, 2016

Descriptions	\$ Subtotal	\$ Total
BALANCE FROM THE REPORT		\$ 21,295,680
<u>Less Restricted Funds</u>		
Proposition 1B/LCTOP (Deferred Revenue)		(1,388,518)
Capital Reserve (LAIF)		(5,401,826)
Operating Reserve (Wells Fargo)		(1,488,972)
Electric Bus Project Funds over projection		(24,369)
Restricted for Operations		(7,000,000)
UNRESTRICTED CASH		\$ 5,991,995

ACCOUNTS RECEIVABLE AND PAYABLE AS OF MAY 31, 2016

Add Accounts receivable:

FTA funds	\$ -	
MTA Revenue	54,408	
CalTrans	0	
Jurisdiction Contributions	54,408	
Vendor Pass Sales	51,981	
FTA funds	0	160,797

Less Current Payable:

Accounts Payable	(520,573)	
Accrued Invoice Payable	(1,296,048)	(1,816,621)

NET INFLOW/(OUT FLOW) OF CASH --- A/R, A/P **(1,655,824)**

PROJECTED CASH AVAILABLE IN THE NEXT 30 DAYS: **\$ 4,336,171**

OPERATING CASH REQUIRED MONTHLY - AVERAGE **\$ 1,800,000**

Operating Cash Coverage per Monthly Average: **2.4**

**ANTELOPE VALLEY TRANSIT AUTHORITY
PAYROLL HISTORY REPORT
APRIL TO JUNE, 2016**

	April TOTAL	May TOTAL	June TOTAL
<u>Pay Accrual Periods</u>	3	2	2
<u>EARNINGS</u>			
Regular Pay	\$ 259,246.86	\$ 190,428.31	\$ 180,299.33
Overtime Pay	1,114.64	971.11	1,481.02
Vacation Pay	13,892.81	9,044.14	10,759.64
Double Time Pay	0.00	0.00	0.00
Sick Pay	8,707.21	4,245.35	5,421.95
Bereavement Pay	0.00	1,145.60	0.00
Holiday Pay	0.00	0.00	11,813.55
Bonus Pay	8,250.32	0.00	0.00
Floating Holiday Pay	1,185.89	391.20	1,331.71
Retroactive Pay	2,327.67	592.00	0.00
Vacation Cash Out	0.00	0.00	0.00
Deferred Income 457	1,371.79	866.32	866.32
Stipend --- Cell phone reimbursements	1,198.75	875.00	437.50
TOTAL	\$ 297,295.94	\$ 208,559.03	\$ 212,411.02
Inc(Dec)-Current month over previous month		\$ (88,736.91)	\$ 3,851.99
% Inc(Dec)-Current month over previous month		(29.8%)	1.8%



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 6/1/2016 - 6/30/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0698 - 4 Imprint Inc				
21202	06/23/2016	Celebration Shopping Tote Bag - 16 x 20	100-5CS-5-G1-9501018	244.97
21202	06/23/2016	Set-Up Charge (1st Color)	100-5CS-5-G1-9501018	40.00
Vendor V0698 - 4 Imprint Inc Total:				284.97
Vendor: V0803 - Adelman Broadcasting				
21137	06/09/2016	Radio Advertising-MAY 2016	100-5CS-5-G1-9501003	500.00
21137	06/09/2016	Radio Advertising-MAY 2016	100-5CS-5-G1-9501003	500.00
Vendor V0803 - Adelman Broadcasting Total:				1,000.00
Vendor: V0944 - AGILITY RECOVERY SOLUTIONS INC.				
21113	06/02/2016	Agility Recovery 2015 Support-JUNE 2016	100-2FF-5-G1-9401012	230.00
Vendor V0944 - AGILITY RECOVERY SOLUTIONS INC. Total:				230.00
Vendor: V0006 - American Business Machines				
21138	06/09/2016	Contract overage charge for 05/08/16-06/07/16	100-2FF-5-G1-9401009	67.86
Vendor V0006 - American Business Machines Total:				67.86
Vendor: V0753 - American Heritage Life Ins.				
21180	06/16/2016	Employee Paid Extended Benefits	100-000-2-B1-4011019	708.12
Vendor V0753 - American Heritage Life Ins. Total:				708.12
Vendor: V0249 - Antelope Valley Board of Trade				
21219	06/30/2016	STORM THE BASTILLE sponsorship	100-5CS-5-G1-9501039	300.00
Vendor V0249 - Antelope Valley Board of Trade Total:				300.00
Vendor: V1192 - Antelope Valley College				
21139	06/09/2016	Reimbursement for phone line-May 2016	100-3FS-5-G1-9501037	50.00
21139	06/09/2016	Reimbursement for phone line-June 2016	100-3FS-5-G1-9501037	50.00
Vendor V1192 - Antelope Valley College Total:				100.00
Vendor: V0135 - Aramark Uniform Services				
21181	06/16/2016	Uniform service-Ss Pique Polo	100-2FF-5-G1-9401038	288.45
21114	06/02/2016	Uniform service (2016)	100-2FF-5-G1-9401038	114.82
21181	06/16/2016	Uniform service	100-2FF-5-G1-9401038	106.27
21181	06/16/2016	Uniform service	100-2FF-5-G1-9401038	111.27
21181	06/16/2016	Uniform service	100-2FF-5-G1-9401038	164.93
21220	06/30/2016	Uniform service (2016)	100-2FF-5-G1-9401038	111.27
Vendor V0135 - Aramark Uniform Services Total:				897.01
Vendor: V0518 - Arrow Engineering Services-AESI				
21211	06/23/2016	CALTRANS PORTION-35th St-Prof Services	100-000-2-B1-4051003	5,692.50
21221	06/30/2016	CALTRANS ADA PROJ-35th St E & Palmdale Blvd MAY16	100-000-2-B1-4051003	16,760.00
21203	06/23/2016	Caltrans ADA Project 35th & Palmdale Blvd-(AVTA)	600-1XX-5-J1-9909059	2,912.50
21221	06/30/2016	AVTA BS & Caltrans ADA Project 35th & Palmdale Blvd	600-1XX-5-J1-9909059	1,920.00
21221	06/30/2016	Emergency Management-Hazard Mitig Srvs Software	600-1XX-5-J1-9909068	350.00
21115	06/02/2016	Task Order 1 Change Order 1 for Wave Chargers	600-1XX-5-J1-9909080	3,829.00
21115	06/02/2016	Task Order 1 - Engineering Srvs	600-1XX-5-J1-9909080	4,560.00
21115	06/02/2016	Change Order 2 - Task Order 2 - 85 Bus Charging	600-1XX-5-J1-9909085	46,011.63
Vendor V0518 - Arrow Engineering Services-AESI Total:				82,035.63
Vendor: V0441 - At&T Calnet				
21140	06/09/2016	Telephone, as of May 20, 2016	100-2FF-5-G1-9401025	726.62
21222	06/30/2016	Telephone, 05/20/16-06/19/16	100-2FF-5-G1-9401025	718.61
Vendor V0441 - At&T Calnet Total:				1,445.23
Vendor: V0244 - AT&T Mobility				
21223	06/30/2016	Mobile charges, 05/17/16-06/06/16	100-2FF-5-G1-9401025	151.77
Vendor V0244 - AT&T Mobility Total:				151.77
Cash Disbursements Report CC 2.E				
Vendor: V0248 - Atkinson, Andelson, Loya, RUUD				
21212	06/23/2016	General counsel, 05/31/2016	100-1EX-5-G1-9501005	275.00
Vendor V0248 - Atkinson, Andelson, Loya, RUUD Total:				275.00

Payment Dates: 6/1/2016 - 6/30/2016



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 6/1/2016 - 6/30/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0013 - AV Press				
21141	06/09/2016	Antelope Valley Press Contract -WEB-MAY 2016	100-5CS-5-G1-9501003	635.50
Vendor V0013 - AV Press Total:				635.50
Vendor: V1010 - Block Alternatives				
21182	06/16/2016	Dump the Pump Shirts Hanes 5180 (2XXL)	100-5CS-5-G1-9501018	28.34
21182	06/16/2016	Dump the Pump Shirts - Hanes 5180 (2L, 21XL)	100-5CS-5-G1-9501018	275.77
21182	06/16/2016	Dump the Pump Shirts Hanes 42V0 X-Temp	100-5CS-5-G1-9501018	81.75
21182	06/16/2016	Dump the Pump Shirts Sreens	100-5CS-5-G1-9501018	109.00
21182	06/16/2016	Dump the Pump Shirts Artwork	100-5CS-5-G1-9501018	32.70
Vendor V1010 - Block Alternatives Total:				527.56
Vendor: V1179 - Blue Outdoor LLC				
21142	06/09/2016	Antelope Valley Mall-Mall Directory	100-5CS-5-G1-9501003	700.00
Vendor V1179 - Blue Outdoor LLC Total:				700.00
Vendor: V0239 - BOHN'S Printing				
21143	06/09/2016	Budget Book Tabs - set of 12	100-5CS-5-G1-9501018	403.30
21183	06/16/2016	Dump the Pump Brochures - Spanish	100-5CS-5-G1-9501018	272.50
21183	06/16/2016	Dump the Pump Brochures - English	100-5CS-5-G1-9501018	517.75
21183	06/16/2016	AVTA logo note pads	100-5CS-5-G1-9501018	724.85
Vendor V0239 - BOHN'S Printing Total:				1,918.40
Vendor: V0149 - Brinks Incorporated				
21204	06/23/2016	Daily Cash Pick up Service-Supplemental(DEC15)	100-2FF-5-G1-9401005	191.76
21204	06/23/2016	Daily Cash Pick up Service-JANUARY 2016	100-2FF-5-G1-9401005	522.86
Vendor V0149 - Brinks Incorporated Total:				714.62
Vendor: V0018 - Burris Coffee & Pure Water Service				
21116	06/02/2016	Coffee Supplies	100-3FS-5-G1-9501009	196.95
Vendor V0018 - Burris Coffee & Pure Water Service Total:				196.95
Vendor: V1139 - California Choice				
21117	06/02/2016	Group Health Insurance (EE)- JULY 2016	100-000-2-B1-4011013	5,834.98
21117	06/02/2016	Group Health Insurance (ER)- JULY 2016	100-1ZZ-5-G1-9701612	28,577.85
Vendor V1139 - California Choice Total:				34,412.83
Vendor: V0723 - Canon Solutions America				
21184	06/16/2016	Canon Copier Monthly Maint	100-2FF-5-G1-9401009	425.80
Vendor V0723 - Canon Solutions America Total:				425.80
Vendor: V1177 - Carbonite, Inc.				
21144	06/09/2016	Carbonite Monthly Maint Charges-MAY 2016	100-2FF-5-G1-9401012	2,612.58
Vendor V1177 - Carbonite, Inc. Total:				2,612.58
Vendor: V0416 - Carquest of Lancaster #7305				
21118	06/02/2016	Air Filter	100-2FF-5-G1-9401038	30.93
21118	06/02/2016	front pads	100-2FF-5-G1-9401038	43.59
21118	06/02/2016	rear pads	100-2FF-5-G1-9401038	71.93
Vendor V0416 - Carquest of Lancaster #7305 Total:				146.45
Vendor: V0197 - City of Palmdale				
21224	06/30/2016	City of Palmdale 2016 Sponsorship Agmt. A-5364-M	100-5CS-5-G1-9501039	10,000.00
Vendor V0197 - City of Palmdale Total:				10,000.00
Vendor: V1204 - Community Transportation Association				
21185	06/16/2016	Membership Dues	100-1EX-5-G1-9501006	2,075.00
Vendor V1204 - Community Transportation Association Total:				2,075.00
Vendor: V0151 - Complete Coach Works				
21145	06/09/2016	BUS#4751-Refurbishment/Repairs	600-1XX-5-J1-9902015	168,466.90
Vendor V0151 - Complete Coach Works Total:				168,466.90



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 6/1/2016 - 6/30/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0383 - Consolidated Electrical Distr.				
21146	06/09/2016	Cir. Breaker & Enclosure	600-1XX-5-J1-9909081	970.10
21146	06/09/2016	Cir. Breaker & Enclosure	600-1XX-5-J1-9909081	643.10
21146	06/09/2016	Cir. Breaker & Enclosure	600-1XX-5-J1-9909081	70.85
21186	06/16/2016	Collar kit	600-1XX-5-J1-9909081	70.85
21186	06/16/2016	Circuit breaker	600-1XX-5-J1-9909081	970.10
21186	06/16/2016	Circuit breaker enclosure	600-1XX-5-J1-9909081	643.10
Vendor V0383 - Consolidated Electrical Distr. Total:				3,368.10
Vendor: V0877 - CSI Fullmer				
21225	06/30/2016	Refurnish Customer Service Area	600-1XX-5-J1-9909068	61,134.05
Vendor V0877 - CSI Fullmer Total:				61,134.05
Vendor: V1061 - Cummins Allison Corp.				
21119	06/02/2016	Maintenance, Coin machine-07/07/16-07/06/17	600-1XX-5-J1-9902008	1,581.97
Vendor V1061 - Cummins Allison Corp. Total:				1,581.97
Vendor: V0812 - DeeAnna Cason				
21147	06/09/2016	Bottled water for meeting-05/23/2016	100-1EX-5-G1-9501019	5.18
21147	06/09/2016	Palmdale Chamber of Commerce luncheon	100-1EX-5-G1-9501019	25.00
21147	06/09/2016	Palmdale Chamber of Commerce luncheon	100-1EX-5-G1-9501019	28.00
21147	06/09/2016	Cake-All Hands meeting-04/27/2016	100-1EX-5-G1-9501019	18.63
21147	06/09/2016	Door wedge	100-2FF-5-G1-9401038	6.74
21147	06/09/2016	Breakfast-Health Fair on 04/28/2016	100-3FS-5-G1-9501029	61.42
Vendor V0812 - DeeAnna Cason Total:				144.97
Vendor: V0154 - Dell Marketing				
21148	06/09/2016	Dell C2660dn/C3760dn/C3765dnf Drum Cartridge Set	100-2FF-5-G1-9401009	155.31
21148	06/09/2016	Dell C2660dn/C3760dn/C3765dnf Toner WasteContainer	100-2FF-5-G1-9401009	20.70
21148	06/09/2016	Dell C2660dn High Yield Magenta Toner Cartridge	100-2FF-5-G1-9401009	291.99
21148	06/09/2016	Dell C2660dn High Yield Cyan Toner Cartridge	100-2FF-5-G1-9401009	291.99
21148	06/09/2016	Dell C2660dn Very High Yield Black Toner Cartridge	100-2FF-5-G1-9401009	281.63
21148	06/09/2016	Dell C2660dn Hight Yield Yellow Toner Cartridge	100-2FF-5-G1-9401009	291.99
21148	06/09/2016	Dell B1165nfw Black Toner Cartridge	100-2FF-5-G1-9401009	124.24
21226	06/30/2016	Video Card upgrade for Dispatch PC	100-2FF-5-G1-9401009	163.10
Vendor V0154 - Dell Marketing Total:				1,620.95
Vendor: V0646 - DSL Extreme				
21187	06/16/2016	Internet services, June 2016	100-2FF-5-G1-9401025	52.83
Vendor V0646 - DSL Extreme Total:				52.83
Vendor: V1123 - Eastside Checks Cashed				
21149	06/09/2016	RR Coupons-May 2016	100-3FS-5-G1-9501037	60.00
21149	06/09/2016	CPOS Phone Line Reimbursement-MAY 2016	100-3FS-5-G1-9501037	50.00
Vendor V1123 - Eastside Checks Cashed Total:				110.00
Vendor: V1151 - Eco Energy Solutions, Inc.				
21150	06/09/2016	IFB 2016-28 AVTA EElectric Bus Charging at PTC	600-1XX-5-J1-9909081	74,383.14
21150	06/09/2016	Contract 2016-22 WAVE Lancaster City Park	600-1XX-5-J1-9909081	71,935.70
Vendor V1151 - Eco Energy Solutions, Inc. Total:				146,318.84
Vendor: V1089 - ECS Imaging Inc.				
21151	06/09/2016	ECS Installation & Configuration Services	100-1EX-5-G1-9501013	19,312.50
21227	06/30/2016	Contract Amendment 2	100-1EX-5-G1-9501013	5,642.50
21227	06/30/2016	Software Licensing Renewal for LasereFische	100-2FF-5-G1-9401012	13,670.00
Vendor V1089 - ECS Imaging Inc. Total:				38,625.00
Vendor: V1202 - Eno Transportation Foundation				
21205	06/23/2016	Tuition for NatePitkin - ENO Transit Mid-Manager	100-1EX-5-G1-9501019	3,300.00
Vendor V1202 - Eno Transportation Foundation Total:				3,300.00
Vendor: V0046 - Federal Express				
21152	06/09/2016	Shipping charges	100-3FS-5-G1-9501010	205.77
21152	06/09/2016	Shipping charges	100-3FS-5-G1-9501010	30.26
21213	06/23/2016	Shipping charges	100-3FS-5-G1-9501010	48.10



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 6/1/2016 - 6/30/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0046 - Federal Express Total:				284.13
Vendor: V0176 - First Place Awards				
21228	06/30/2016	Employees name badges, acrylic awards, name plates	100-3FS-5-G1-9501009	276.32
Vendor V0176 - First Place Awards Total:				276.32
Vendor: V0194 - Frontier Communications				
21229	06/30/2016	Telephone, 06/13/16-07/12/16	100-2FF-5-G1-9401025	440.43
Vendor V0194 - Frontier Communications Total:				440.43
Vendor: V0125 - Grainger				
21188	06/16/2016	card reader	100-2FF-5-G1-9401038	514.05
21153	06/09/2016	Vehicle inspection form, 2 ply	100-2FF-5-G1-9401038	101.20
21153	06/09/2016	Cartridge	100-2FF-5-G1-9401038	108.95
21153	06/09/2016	Duct temp probe, Hand drum pump	600-1XX-5-J1-9902008	106.78
Vendor V0125 - Grainger Total:				830.98
Vendor: V0714 - Hickling, Norman				
21120	06/02/2016	Travel reimb-CTA Spring Legislative conference	100-1EX-5-G1-9501019	64.00
Vendor V0714 - Hickling, Norman Total:				64.00
Vendor: V1191 - High Desert Broadcasting				
21230	06/30/2016	Radio Campaign through June 2016	100-5CS-5-G1-9501003	1,325.00
21230	06/30/2016	Radio Campaign through June 2016	100-5CS-5-G1-9501003	1,425.00
21154	06/09/2016	Radio Campaign-KGMX-FM, MAY 2016	100-5CS-5-G1-9501003	1,224.00
21154	06/09/2016	Radio Campaign-KKZQ-FM, MAY 2016	100-5CS-5-G1-9501003	1,020.00
21154	06/09/2016	Radio Campaign-KCEL-FM, MAY 2016	100-5CS-5-G1-9501003	1,071.00
21154	06/09/2016	Radio Campaign-KTPI-FM, MAY 2016	100-5CS-5-G1-9501003	1,173.00
Vendor V1191 - High Desert Broadcasting Total:				7,238.00
Vendor: V0624 - Home Depot Credit Services				
21121	06/02/2016	Black vinyl electric tape, etc	100-2FF-5-G1-9401038	26.47
21121	06/02/2016	Fitting brush, etc	100-2FF-5-G1-9401038	42.36
21121	06/02/2016	Natural mounting pads	100-2FF-5-G1-9401038	27.58
21121	06/02/2016	Liners, Gel super glue, etc	100-2FF-5-G1-9401038	37.99
21121	06/02/2016	Pipe, coupling, etc	100-2FF-5-G1-9401038	72.79
21121	06/02/2016	Simple green cleaner	100-2FF-5-G1-9401038	17.37
21231	06/30/2016	refrigerator filter	100-2FF-5-G1-9401038	91.76
21231	06/30/2016	swamp coolers, etc	100-2FF-5-G1-9401038	51.66
21231	06/30/2016	swamp cooler, etc	100-2FF-5-G1-9401038	359.44
21231	06/30/2016	Cooler pad, etc	100-2FF-5-G1-9401038	144.85
21231	06/30/2016	maxcool pump etc	100-2FF-5-G1-9401038	79.25
21231	06/30/2016	swamp cooler	100-2FF-5-G1-9401038	138.53
21121	06/02/2016	Tools-Rachet tie down	600-1XX-5-J1-9902008	29.86
21121	06/02/2016	Outlet metal surge protector	600-1XX-5-J1-9902008	84.40
21231	06/30/2016	Boardroom & new maintenance office	600-1XX-5-J1-9909068	155.36
Vendor V0624 - Home Depot Credit Services Total:				1,359.67
Vendor: V0474 - Insight- Public Sector				
21232	06/30/2016	Dell Memory Upgrade Modules	100-2FF-5-G1-9401009	376.90
21189	06/16/2016	EWR Fee	600-1XX-5-J1-9902008	3.00
21189	06/16/2016	Dell 3 Prong A/C Adapter	600-1XX-5-J1-9902008	46.80
21189	06/16/2016	Dell XPS for Norm Hickling	600-1XX-5-J1-9902008	1,285.61
21189	06/16/2016	Microsoft Arc Mouse	600-1XX-5-J1-9902008	70.24
21155	06/09/2016	StarTech.com VGA to DHMI Adapter	600-1XX-5-J1-9902008	94.52
21189	06/16/2016	Replacemant Hard drives for Synology SAN	600-1XX-5-J1-9902008	117.85
Vendor V0474 - Insight- Public Sector Total:				1,994.92
Vendor: V1057 - IntelliRide				
21214	06/23/2016	Dial-a-ride Service, Revenue MAY 2016	100-000-4-D1-6001400	-7,735.50
21214	06/23/2016	MAY 2016 DAR Fare Coupons	100-000-4-D1-6001400	1,649.50
21214	06/23/2016	May 2016 ETP Service	100-2FF-5-G1-9001012	12,897.36
21214	06/23/2016	Dial-a-ride Service, MAY 2016	100-2FF-5-G1-9001014	90,680.00
Vendor V1057 - IntelliRide Total:				97,491.36



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Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0057 - Interior Plant Designs				
21206	06/23/2016	Indoor Plant Services-JUNE 2016	100-2FF-5-G1-9401005	205.00
Vendor V0057 - Interior Plant Designs Total:				205.00
Vendor: V0157 - Iron Mountain Records Mgmt Inc				
21156	06/09/2016	Shredding services, 04/27/2016-05/24/2016	100-2FF-5-G1-9401005	77.62
Vendor V0157 - Iron Mountain Records Mgmt Inc Total:				77.62
Vendor: V0997 - Johnstone Supply				
21157	06/09/2016	Viper Brite Coil-2	100-2FF-5-G1-9401038	52.69
Vendor V0997 - Johnstone Supply Total:				52.69
Vendor: V0846 - Judy Vaccaro-Fry				
21158	06/09/2016	Reimbursement-CTA Spring Legislative Conference	100-1EX-5-G1-9501019	487.60
21158	06/09/2016	Reimb-2016 CalACT Spring Conf	100-1EX-5-G1-9501019	53.04
Vendor V0846 - Judy Vaccaro-Fry Total:				540.64
Vendor: V1124 - Kelly Paper				
21122	06/02/2016	12x18-100tx Kelly Gloss book ctn	100-5CS-5-G1-9501018	98.62
21122	06/02/2016	12x18-100C Kelly Gloss cover ctn	100-5CS-5-G1-9501018	94.47
Vendor V1124 - Kelly Paper Total:				193.09
Vendor: V1080 - Kennard Design Group				
21207	06/23/2016	Design/Engineering 47 ST E and Ave S Bus Stop	600-1XX-5-J1-9909059	8,419.95
21207	06/23/2016	Design/Engineering 47 ST E/Ave S Bus Stop-MAY'16	600-1XX-5-J1-9909059	4,016.15
21159	06/09/2016	Task Order 6 Count Room-MAY 2016	600-1XX-5-J1-9909068	13,698.45
Vendor V1080 - Kennard Design Group Total:				26,134.55
Vendor: V0288 - LA County Sheriff Dept				
21233	06/30/2016	Los Angeles County Sheriff's Contract APRIL16	100-5CS-5-G1-9501034	5,605.80
21233	06/30/2016	Los Angeles County Sheriff's Contract MAY 16	100-5CS-5-G1-9501034	5,605.80
Vendor V0288 - LA County Sheriff Dept Total:				11,211.60
Vendor: V0105 - Lamar Companies				
21160	06/09/2016	Lamar Billboards Three Month Campaign	100-5CS-5-G1-9501003	4,000.00
Vendor V0105 - Lamar Companies Total:				4,000.00
Vendor: V0889 - Len Engel				
21123	06/02/2016	Travel reimb-APTA Bus Transit Conf	100-1EX-5-G1-9501019	1,533.68
21123	06/02/2016	Travel reimb-CTA Spring Legislative Conference	100-1EX-5-G1-9501019	356.25
Vendor V0889 - Len Engel Total:				1,889.93
Vendor: V1107 - LPM Consulting Inc.				
21124	06/02/2016	Consulting-March-May 2016	100-3FS-5-G1-9501027	10,129.50
Vendor V1107 - LPM Consulting Inc. Total:				10,129.50
Vendor: V0720 - Mail America 2- Palmdale				
21161	06/09/2016	RR Coupons-MAY 2016	100-3FS-5-G1-9501037	22.00
Vendor V0720 - Mail America 2- Palmdale Total:				22.00
Vendor: V0916 - Mail America 3				
21162	06/09/2016	RR Coupons-MAY 2016	100-3FS-5-G1-9501037	60.00
Vendor V0916 - Mail America 3 Total:				60.00
Vendor: V1088 - Mail America 4				
21163	06/09/2016	Phone line Reimbursement-APRIL-JUNE 2016	100-3FS-5-G1-9501037	150.00
Vendor V1088 - Mail America 4 Total:				150.00
Vendor: V0529 - Mail America- Lancaster				
21164	06/09/2016	Phone line Reimbursement-APRIL-JUNE 2016	100-3FS-5-G1-9501037	150.00
Vendor V0529 - Mail America- Lancaster Total:				150.00
Vendor: V1184 - Marlene B. Connor				
21190	06/16/2016	Travel fees	100-1EX-5-G1-9501013	888.81
21190	06/16/2016	Consulting fees	100-1EX-5-G1-9501013	6,799.83
Vendor V1184 - Marlene B. Connor Total:				7,688.64



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Vendor: V1143 - McKeon Group				
21234	06/30/2016	Advocacy fee-July 2016	100-1EX-5-G1-9501015	5,000.00
Vendor V1143 - McKeon Group Total:				5,000.00
Vendor: V0292 - McMaster-Carr Supply Co.				
21165	06/09/2016	Pleated panel Air filter	100-2FF-5-G1-9401038	127.18
Vendor V0292 - McMaster-Carr Supply Co. Total:				127.18
Vendor: V0439 - Molina Graphic Installations				
21125	06/02/2016	Dump the Pump queen installation	100-5CS-5-G1-9501018	70.00
21125	06/02/2016	Dump the Pump king installations	100-5CS-5-G1-9501018	55.00
Vendor V0439 - Molina Graphic Installations Total:				125.00
Vendor: V0626 - Moore & Associates				
21235	06/30/2016	Origin and Destination Study - Moore & Associates	100-1EX-5-G1-9501013	44,085.00
21235	06/30/2016	Mobility Management	100-5CS-5-G1-9401035	2,850.00
Vendor V0626 - Moore & Associates Total:				46,935.00
Vendor: V1117 - N. Glantz & Son, LLC				
21191	06/16/2016	4MM 18" X 24" WHITE CORRUGATED BLANK	100-5CS-5-G1-9501018	71.94
21191	06/16/2016	54" X 50Y 8548G GLOSS CLEAR 2.0 ENVISION LAM	100-5CS-5-G1-9501018	600.70
Vendor V1117 - N. Glantz & Son, LLC Total:				672.64
Vendor: V0186 - N/S Corporation				
21192	06/16/2016	Bus wash repair	100-2FF-5-G1-9401038	1,587.85
Vendor V0186 - N/S Corporation Total:				1,587.85
Vendor: V1206 - NAACP AV BRANCH				
21201	06/21/2016	NAACP AV Branch Sponsorship-Freedom Fund Banquet	100-5CS-5-G1-9501039	150.00
Vendor V1206 - NAACP AV BRANCH Total:				150.00
Vendor: V0454 - O'Connor Photography				
21208	06/23/2016	Photo Headshots - Directors	100-3FS-5-G1-9501009	150.00
21208	06/23/2016	Photo Headshots - Directors	100-3FS-5-G1-9501009	150.00
Vendor V0454 - O'Connor Photography Total:				300.00
Vendor: V0987 - OPSEC Specialized Protection				
21166	06/09/2016	OPSEC Security Services -MAY 2016	100-5CS-5-G1-9501034	4,515.00
Vendor V0987 - OPSEC Specialized Protection Total:				4,515.00
Vendor: V0756 - Pierce Heating and Air conditioning				
21167	06/09/2016	Service/parts-Ice Machine	100-2FF-5-G1-9401038	100.00
Vendor V0756 - Pierce Heating and Air conditioning Total:				100.00
Vendor: V0078 - Pinnacle Petroleum Inc				
21168	06/09/2016	Fuel, May 2016	100-2FF-5-G1-9201003	15,619.68
21168	06/09/2016	Fuel, May 2016	100-2FF-5-G1-9201003	16,187.95
21168	06/09/2016	Fuel, May 2016	100-2FF-5-G1-9201003	7,884.93
21168	06/09/2016	Fuel, May 2016	100-2FF-5-G1-9201003	8,951.78
21168	06/09/2016	Fuel, May 2016	100-2FF-5-G1-9201003	16,550.05
21168	06/09/2016	Fuel, May 2016	100-2FF-5-G1-9201003	16,221.28
21193	06/16/2016	Fuel, June 2016	100-2FF-5-G1-9201003	16,353.36
21236	06/30/2016	Fuel, June 2016	100-2FF-5-G1-9201003	16,440.63
21236	06/30/2016	Fuel, June 2016	100-2FF-5-G1-9201003	16,333.93
21236	06/30/2016	Fuel, June 2016	100-2FF-5-G1-9201003	16,234.73
21236	06/30/2016	Fuel, June 2016	100-2FF-5-G1-9201003	15,588.14
21236	06/30/2016	Fuel, June 2016	100-2FF-5-G1-9201003	15,578.68
21236	06/30/2016	Fuel, June 2016	100-2FF-5-G1-9201003	16,234.11
Vendor V0078 - Pinnacle Petroleum Inc Total:				194,179.25
Vendor: V1006 - Proactive Work Health				
21169	06/09/2016	EScreen test-N Hickling	100-3FS-5-G1-9501027	110.00
21237	06/30/2016	EScreen test-K Illescas	100-3FS-5-G1-9501027	110.00
Vendor V1006 - Proactive Work Health Total:				220.00



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Vendor: V1095 - Satmodo				
21194	06/16/2016	Isat Hub Emergency Plan	100-2FF-5-G1-9401009	659.52
21194	06/16/2016	Iridium 20min Emergency Plan	100-2FF-5-G1-9401009	1,559.52
Vendor V1095 - Satmodo Total:				2,219.04
Vendor: V0701 - Signal Campus				
21126	06/02/2016	AVC Kiosk Advertising,05/27-06/23/2016	100-5CS-5-G1-9501003	336.00
Vendor V0701 - Signal Campus Total:				336.00
Vendor: V0403 - Southern California Edison				
21170	06/09/2016	Electricity usage-05/17/16-06/01/16	100-2FF-5-G1-9401021	56.12
21238	06/30/2016	Electricity, 05/19/16-06/20/16	100-2FF-5-G1-9401021	6,323.27
Vendor V0403 - Southern California Edison Total:				6,379.39
Vendor: V0493 - Standard Insurance Company				
21171	06/09/2016	Dental coverage-JULY 2016	100-000-1-A1-0201005	52.16
21128	06/02/2016	Dental Insurance Premium (EE)- JUNE 2016	100-000-2-B1-4011014	809.11
21215	06/23/2016	Dental Insurance Premium (EE)- JUNE 2016	100-000-2-B1-4011014	809.11
21128	06/02/2016	Vision Insurance Premium (EE)-JUNE 2016	100-000-2-B1-4011016	146.63
21215	06/23/2016	Vision Insurance Premium (EE)- MAY 2016	100-000-2-B1-4011016	146.63
21128	06/02/2016	Dental Insurance Premium (ER)- JUNE 2016	100-1ZZ-5-G1-9701614	2,885.09
21215	06/23/2016	Dental Insurance Premium (ER)- JUNE 2016	100-1ZZ-5-G1-9701614	2,885.09
21128	06/02/2016	Vision Insurance Premium (ER)- JUNE 2016	100-1ZZ-5-G1-9701616	510.21
21215	06/23/2016	Vision Insurance Premium (ER)-JUNE 2016	100-1ZZ-5-G1-9701616	510.21
Vendor V0493 - Standard Insurance Company Total:				8,754.24
Vendor: V0477 - Standard Insurance Company				
21127	06/02/2016	Life, JUNE 2016	100-1ZZ-5-G1-9701811	404.67
21127	06/02/2016	HADV Premium-JUNE 2016	100-1ZZ-5-G1-9701811	39.00
21239	06/30/2016	HADV Premium	100-1ZZ-5-G1-9701811	39.00
21239	06/30/2016	Life	100-1ZZ-5-G1-9701811	418.67
21127	06/02/2016	Short Term Disability, JUNE 2016	100-1ZZ-5-G1-9701812	1,435.98
21239	06/30/2016	Short Term Disability	100-1ZZ-5-G1-9701812	1,435.98
21127	06/02/2016	Long Term Disability-JUNE 2016	100-1ZZ-5-G1-9701813	890.59
21239	06/30/2016	Long Term Disability	100-1ZZ-5-G1-9701813	890.59
21127	06/02/2016	AD&D, JUNE 2016	100-1ZZ-5-G1-9701814	80.93
21239	06/30/2016	AD&D	100-1ZZ-5-G1-9701814	83.73
Vendor V0477 - Standard Insurance Company Total:				5,719.14
Vendor: V1170 - Stradling Yocca Carlson & Rauth, A Professional Corporation				
21195	06/16/2016	General Counselling-April 2016	100-1EX-5-G1-9501005	4,228.08
21240	06/30/2016	General counsel-May 2016	100-1EX-5-G1-9501005	4,000.00
21240	06/30/2016	Special Litigation-May 2016	100-1EX-5-G1-9501005	1,241.00
21240	06/30/2016	Yvette Holmes-May 2016	100-1EX-5-G1-9501005	1,241.00
21240	06/30/2016	General counsel-June 2016	100-1EX-5-G1-9501005	4,264.18
21195	06/16/2016	Special Litigation-April 2016	100-1EX-5-G1-9501005	590.00
21195	06/16/2016	Yvette Homes-April 2016	100-1EX-5-G1-9501005	1,387.00
21195	06/16/2016	Employment/Personnel	100-1EX-5-G1-9501005	1,678.00
Vendor V1170 - Stradling Yocca Carlson & Rauth, A Professional Corporation Total:				18,629.26
Vendor: V0684 - Strategies				
21196	06/16/2016	Consulting Services, May 2016	100-1EX-5-G1-9501013	75.00
Vendor V0684 - Strategies Total:				75.00
Vendor: V0505 - The Customer Service Experts				
21172	06/09/2016	Phone line reimbursement-MAY 2016	100-3FS-5-G1-9501037	50.00
Vendor V0505 - The Customer Service Experts Total:				50.00
Vendor: V0405 - The Gas Company				
21129	06/02/2016	Gas usage, 04/21/16-05/20/16	100-2FF-5-G1-9401022	1,791.07
Vendor V0405 - The Gas Company Total:				1,791.07



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Vendor: V1201 - The Marco and Sandra Johnson Foundation				
21130	06/02/2016	Sponsorship-2nd Annual Johnson's Smooth Jazz Fest	100-5CS-5-G1-9501039	2,000.00
Vendor V1201 - The Marco and Sandra Johnson Foundation Total:				2,000.00
Vendor: V0932 - The Outreach Center				
21241	06/30/2016	2016 AV PRIDE SPONSOR SAPPHIRE	100-5CS-5-G1-9501039	500.00
Vendor V0932 - The Outreach Center Total:				500.00
Vendor: V0277 - The Signal				
21173	06/09/2016	Signal Online Ad for Transporter	100-5CS-5-G1-9501003	800.00
Vendor V0277 - The Signal Total:				800.00
Vendor: V1203 - The YGS Group-A/R Media Division				
21242	06/30/2016	Advertising for the Passenger Transport	100-1EX-5-G1-9501001	2,595.00
Vendor V1203 - The YGS Group-A/R Media Division Total:				2,595.00
Vendor: V0904 - Time Warner Cable Business Class				
21174	06/09/2016	Cable service-06/11/2016-07/10/2016	100-2FF-5-G1-9401025	246.71
21216	06/23/2016	Internet Services, 06/13/16-07/12/16	100-2FF-5-G1-9401025	1,365.00
Vendor V0904 - Time Warner Cable Business Class Total:				1,611.71
Vendor: V0851 - Traffic Management Inc.				
21197	06/16/2016	saddle bolts	100-2FF-5-G1-9401038	76.30
21197	06/16/2016	Sign Saddles	100-2FF-5-G1-9401038	174.40
21197	06/16/2016	Strapping & Banding rolls	100-2FF-5-G1-9401038	538.57
Vendor V0851 - Traffic Management Inc. Total:				789.27
Vendor: V0365 - TRANE US Inc.				
21243	06/30/2016	Trouble shoot/repair Admin A/C	100-2FF-5-G1-9401038	928.23
Vendor V0365 - TRANE US Inc. Total:				928.23
Vendor: V0355 - Trans Track Systems, Inc.				
21209	06/23/2016	TransTrack System and Avail Tech. integration.	100-1EX-5-G1-9501013	6,000.00
Vendor V0355 - Trans Track Systems, Inc. Total:				6,000.00
Vendor: V0252 - Transdev, Inc.				
21244	06/30/2016	Valley Power Systems-Invoice#B 95630	100-2FF-5-G1-9001009	73.71
21244	06/30/2016	Commuter Recovery-MAY 2016	100-2FF-5-G1-9001013	9,987.43
21244	06/30/2016	Local and Commuter Maint and Service, March '16	100-2FF-5-G1-9001013	1,075,420.90
21244	06/30/2016	Commuter Recovery-MAY 2016 (STAND BY)	100-2FF-5-G1-9001013	1,089.46
21244	06/30/2016	JARC Commuter Hours-785-786-787-MAY 2016	100-2FF-5-G1-9001015	18,006.99
21244	06/30/2016	Special Service-BYD Bus trip to Palm Desert	100-2FF-5-G1-9001016	79.33
21244	06/30/2016	BYD Electric buses, RouteS 1/10/5/7/11/12-MAY 2016	100-2FF-5-G1-9001016	18,043.44
21244	06/30/2016	Travel training-Bus#4359-MAY 2016	100-5CS-5-G1-9401035	170.89
21244	06/30/2016	Cummins Pacific-Invoice#008-70505	600-1XX-5-J1-9909057	1,819.60
Vendor V0252 - Transdev, Inc. Total:				1,124,691.75
Vendor: V0189 - United Parcel Service				
21217	06/23/2016	Shipping charges	100-3FS-5-G1-9501010	110.29
Vendor V0189 - United Parcel Service Total:				110.29
Vendor: V0353 - UNUM Life Insurance Co of Amer				
21218	06/23/2016	Long Term Care (EE)-JULY 2016	100-000-2-B1-4011024	124.20
21218	06/23/2016	Long Term Care (ER)-JULY 2016	100-1ZZ-5-G1-9702618	540.00
Vendor V0353 - UNUM Life Insurance Co of Amer Total:				664.20



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Vendor: V0302 - US Bank				
21131	06/02/2016	Early bird check in-APTA Bus Conference	100-1EX-5-G1-9501019	30.00
21131	06/02/2016	Rental fee-tablecloth-VIG Meeting	100-1EX-5-G1-9501019	107.25
21131	06/02/2016	K Darr-2016 Board Support Conference	100-1EX-5-G1-9501019	1,004.08
21131	06/02/2016	AVBOT Luncheon-W Williams	100-1EX-5-G1-9501019	20.00
21131	06/02/2016	Tyler Conference-Connect Phoenix	100-1EX-5-G1-9501019	167.73
21131	06/02/2016	adjustment	100-1EX-5-G1-9501019	-0.04
21131	06/02/2016	Installation Dinner-AVBOT	100-1EX-5-G1-9501019	800.00
21131	06/02/2016	C Konisek-CHICAGO Bus Conference	100-1EX-5-G1-9501019	1,004.87
21131	06/02/2016	Lodging-M Flanigan-APTA	100-1EX-5-G1-9501019	722.61
21131	06/02/2016	Parking fee-APTA Conference	100-1EX-5-G1-9501019	11.85
21131	06/02/2016	Parking fee-APTA Conference	100-1EX-5-G1-9501019	11.85
21131	06/02/2016	Early bird check in-APTA Bus Conference	100-1EX-5-G1-9501019	60.00
21131	06/02/2016	Lancaster Chamber Luncheon-N Hickling	100-1EX-5-G1-9501019	20.00
21131	06/02/2016	Flight change fee-L Engel	100-1EX-5-G1-9501019	20.99
21131	06/02/2016	Lodging-M Tsytsurin-APTA	100-1EX-5-G1-9501019	722.61
21131	06/02/2016	Lodging-N Hickling-APTA	100-1EX-5-G1-9501019	963.48
21131	06/02/2016	Lodging-M Perry-APTA	100-1EX-5-G1-9501019	722.61
21131	06/02/2016	Lodging-H Fuentes-APTA	100-1EX-5-G1-9501019	722.61
21175	06/09/2016	Business meeting with N Hickling-04/22/2016	100-1EX-5-G1-9501019	21.94
21175	06/09/2016	Breakfast with J Duke-Business meeting	100-1EX-5-G1-9501019	33.86
21175	06/09/2016	Lunch with staff	100-1EX-5-G1-9501019	33.12
21175	06/09/2016	Business meeting at MTA-parking fee	100-1EX-5-G1-9501019	8.00
21175	06/09/2016	Meeting with M Crist-Board Agenda	100-1EX-5-G1-9501019	32.23
21131	06/02/2016	Word rake-software	100-2FF-5-G1-9401012	129.00
21131	06/02/2016	Virtual Server- Monthly Fee	100-2FF-5-G1-9401012	19.99
21131	06/02/2016	Photo paper-3 packs	100-3FS-5-G1-9501009	57.00
21131	06/02/2016	Office chair-E Monroe	100-3FS-5-G1-9501009	381.49
21131	06/02/2016	Health fair-gift cards	100-3FS-5-G1-9501029	102.48
21131	06/02/2016	Health fair lunch	100-3FS-5-G1-9501029	505.70
21131	06/02/2016	All Hands meeting-lunch	100-5CS-5-G1-9501029	162.96
21131	06/02/2016	Photo printer for Cust Service use	600-1XX-5-J1-9902008	189.00
21131	06/02/2016	Clear literature rack-for Cust Service use	600-1XX-5-J1-9902008	213.63
21131	06/02/2016	Canon powershot camera for Cust Service use	600-1XX-5-J1-9902008	198.00
Vendor V0302 - US Bank Total:				9,200.90
Vendor: V1050 - US Postal Exchange				
21176	06/09/2016	Phone line reimbursement-MARCH-MAY 2016	100-3FS-5-G1-9501037	150.00
21176	06/09/2016	Phone line reimbursement-JUNE 2016	100-3FS-5-G1-9501037	50.00
21176	06/09/2016	RR Coupons-May 2016	100-3FS-5-G1-9501037	284.00
Vendor V1050 - US Postal Exchange Total:				484.00
Vendor: V0209 - Vinsa Insurance Associates				
21198	06/16/2016	Crime-renewal Policy-07/1/16-07/1/17	100-000-1-A1-0401000	6,018.00
21198	06/16/2016	Difference in Conditions-Renewal policy-7/16-7/17	100-000-1-A1-0401000	61,542.27
21198	06/16/2016	Umbrella-Renewal Policy 07/1/16-07/1/17	100-000-1-A1-0401000	71,466.00
21198	06/16/2016	D & O and EPLI Renewal Policy-07/1/16-07/1/17	100-000-1-A1-0401000	18,499.00
21198	06/16/2016	Auto-Renewal Policy, 07/1/16-07/1/17	100-000-1-A1-0401000	20,524.00
21198	06/16/2016	Cyber Liab. Renewal Policy-07/1/16-07/1/17	100-000-1-A1-0401000	1,267.20
21198	06/16/2016	Gen/Commercial Renew Policy-7/1/16-7/1/17	100-000-1-A1-0401000	89,489.00
21245	06/30/2016	Auto Insurance-FY 2017	100-000-1-A1-0401000	336.00
21198	06/16/2016	Workers Comp-Renewal Policy-07/1/16-07/1/2017	100-000-1-A1-0401003	87,637.00
Vendor V0209 - Vinsa Insurance Associates Total:				356,778.47
Vendor: V1072 - W.A.V.E.				
21177	06/09/2016	Wave Inductive Charger	600-1XX-5-J1-9909081	95,000.00
Vendor V1072 - W.A.V.E. Total:				95,000.00
Vendor: V0550 - Waste Management				
21199	06/16/2016	Waste Services, May 2016	100-2FF-5-G1-9401023	712.60
Vendor V0550 - Waste Management Total:				712.60



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 6/1/2016 - 6/30/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0457 - Waxie Enterprises Inc.				
21134	06/02/2016	Seat Covers	100-2FF-5-G1-9401038	72.53
21134	06/02/2016	Universal roll towels	100-2FF-5-G1-9401038	554.07
21134	06/02/2016	XL Vinyl Gloves	100-2FF-5-G1-9401038	54.58
21134	06/02/2016	Hand Soap	100-2FF-5-G1-9401038	109.86
21134	06/02/2016	Premium Tissue	100-2FF-5-G1-9401038	717.22
21134	06/02/2016	Perf Kithen Towels	100-2FF-5-G1-9401038	30.09
21134	06/02/2016	Large Can Liners	100-2FF-5-G1-9401038	432.62
Vendor V0457 - Waxie Enterprises Inc. Total:				1,970.97
Vendor: V1154 - Weideman Group Inc.				
21135	06/02/2016	Consulting fees-MAY 2016	100-1EX-5-G1-9501013	10,000.00
21135	06/02/2016	Consulting fees-JUNE 2016	100-1EX-5-G1-9501013	10,000.00
Vendor V1154 - Weideman Group Inc. Total:				20,000.00
Vendor: V0112 - Western Exterminators				
21178	06/09/2016	Exterminator services-May 2016	100-2FF-5-G1-9401005	96.00
Vendor V0112 - Western Exterminators Total:				96.00
Vendor: V0124 - Witts				
21136	06/02/2016	Office Supplies	100-3FS-5-G1-9501009	90.57
21179	06/09/2016	Office Supplies	100-3FS-5-G1-9501009	749.43
21200	06/16/2016	Blanket Office Supplies	100-3FS-5-G1-9501009	78.38
21200	06/16/2016	Stapler, BCA Compact	100-3FS-5-G1-9501009	22.69
21210	06/23/2016	Blanket Office Supplies	100-3FS-5-G1-9501009	1,034.86
21246	06/30/2016	Office Supplies	100-3FS-5-G1-9501009	46.41
21210	06/23/2016	Blanket Office Supplies	100-3FS-5-G1-9501009	303.03
21246	06/30/2016	Office Supplies	100-3FS-5-G1-9501009	23.44
Vendor V0124 - Witts Total:				2,348.81
Grand Total:				2,664,217.22



DATE: July 26, 2016

TO: BOARD OF DIRECTORS

SUBJECT: FY16 Fourth Quarter Los Angeles County Sheriff's Department Report – April 1 through June 30, 2016

RECOMMENDATION

That the Board of Directors receive and file the FY16 Fourth Quarter Los Angeles County Sheriff's Department Report.

FISCAL IMPACT

No fiscal impact at this time.

DISCUSSION

Deputy Maselli and his K-9 partner, Ieka, worked a total of 444 hours during the fourth quarter of FY16.

At the beginning of every shift, Deputy Maselli contacted bus operators to ascertain if they had any concerns or problems as well as anything that might have been reported from the previous day. Deputy Maselli made contact with an estimated 25-30 buses/bus operators per day, and approximately 35,265 passengers during the fourth quarter of FY16.

Deputy Maselli conducted high visibility K-9 terrorism and explosives deterrence sweeps at the AVTA office, AVTA transfer centers, on AVTA buses and at random bus stop locations throughout the Antelope Valley.

Deputy Maselli monitored various locations that had reported problems. These locations included: Avenue J & Division Street, Avenue J & Challenger Way, Newgrove Avenue and 10th Street West, The Lancaster Senior Center, 6th Street East & Palmdale Boulevard, and the Lancaster Metrolink Station.

The chart lists infractions included on citations issued from April 1 through June 30, 2016. All citations were issued at transit centers or at bus stops in the AVTA service area.

Citations	Apr 16	May 16	Jun 16
Suspended or Unlicensed Driver	8	1	-
Expired Registration	4	1	-
Registration Not in Vehicle	2	-	-
No Proof of Insurance	4	-	-
Drinking in Public (Bus Stops)	-	1	-
No License Plates	3	-	-
Failure to Obey Posted Signs at Transit Centers	7	1	-
Impounded Vehicle	2	-	-
Outstanding Warrant Arrest	4	-	-
Driver License Not in Possession	-	-	-
Defective Front Windshield	1	-	-
Fare Evasion	-	-	-
Unsafe Vehicle Equipment	-	-	-
Failure to Stop at Red Light	-	-	-
No Interlock Ignition Device	1	-	-

During the month of April, Deputy Maselli made 20 arrests, 12 of which were warrants totaling \$936,907. He also issued 20 citations and impounded two vehicles. All citations were transit related and issued at transfer centers and bus stop locations. He warned and advised approximately 20 persons regarding posted signs, smoking in prohibited areas, traffic related incidents at Lancaster City Park, Palmdale Transit Center and at AVTA bus stops.

During the month of May, Deputy Maselli made 1 arrest and issued two citations. All citations were transit related and issued at transfer centers and bus stop locations. He warned and advised approximately 20 persons regarding posted signs, smoking in prohibited areas, traffic related incidents at Lancaster City Park and Palmdale Transit Center and at AVTA bus stops.

During the month of June, Deputy Maselli warned and advised approximately 30 persons regarding disobeying posted signs, smoking in prohibited areas, and traffic related incidents at Lancaster City Park, Palmdale Transit Center, and at AVTA bus stops.

Prepared by:

Submitted by:

Kelly Miller
Community Outreach Specialist

Len Engel
Executive Director/CEO



DATE: July 26, 2016

TO: BOARD OF DIRECTORS

SUBJECT: Memorandum of Understanding (MOU) with the City of Lancaster to Provide Bus Stop Maintenance Services

RECOMMENDATION

That the Board of Directors authorize the Executive Director to execute an MOU (Attachment A) with the City of Lancaster to provide bus stop maintenance services for a five-year term.

FISCAL IMPACT

It is estimated that the ongoing operational costs will be approximately \$157,000 annually to maintain all of the bus stops in the City of Lancaster. If approved, a new budget line item would be created for this activity. It is further anticipated that after considering grant funding, the net cost to the AVTA would be approximately \$75,000 in the first year.

While we can begin the program with the equipment we have, we would incur additional capital costs of approximately \$75,000 to make the operation permanent. The local match portion would be approximately \$15,000, funded from local sources. If approved, the following equipment would be scheduled for purchase in Fiscal Year 2016/2017 (FY17): a truck for approximately \$66,000 and a pressure washer for approximately \$9,000. Local match will be amortized in the annual fee for the City of Lancaster.

BACKGROUND

In 2010, we approached both the City of Palmdale and the City of Lancaster to maintain their bus stops. The City of Palmdale agreed to the program and we have been

Bus Stop Maintenance Program MOU

July 26, 2016

Page 2

maintaining their bus stops ever since. In spring 2016, we approached the City of Lancaster and they agreed to the proposed Bus Stop Maintenance Program.

This MOU is a five-year agreement between AVTA and the City of Lancaster, whereby the Authority will perform the maintenance of all bus stop locations within the city. Tasks include, but are not limited to, graffiti removal, re-painting, garbage removal, power washing, and other related tasks. The bus stop maintenance team will include a shared Field Service Supervisor and a Field Service Technician from our current Palmdale team. We will hire two additional Field Service Technicians – one for each team. The cost of the Authority's local match funds for the vehicles and equipment will be amortized over the five-year term of the agreement.

Staff included increases of 2.5% per year through the term of the agreement. The results of this agreement will be incorporated into the Authority's FY 17 Business Plan in the mid-year adjustment.

The service amounts for each year of the contract are listed below:

FY2016/17	FY2017/18	FY2018/19	FY2019/20	FY2020/21
\$75,383	\$77,268	\$79,200	\$81,180	\$83,210

Based upon all the cost and grant funding information available, staff is recommending the Board approve the MOU with the City of Lancaster not to exceed five years.

Prepared by:

Submitted by:

Erika Monroe
Innovation Coordinator

Len Engel
Executive Director/CEO

Attachment: A – Memorandum of Understanding

**BUS STOP MAINTENANCE
MEMORANDUM OF UNDERSTANDING**

This Bus Stop Maintenance Memorandum of Understanding (“MOU”) is dated May 23, 2016, and is entered by and between the Antelope Valley Transit Authority (“AVTA”) and the City of Lancaster (“City”).

RECITALS

- A. AVTA is a joint powers authority of which City is a member jurisdiction.
- B. The parties desire to memorialize the terms under which AVTA will provide washing, steam cleaning, trash removal, and graffiti removal (collectively, “Maintenance Services”) for AVTA vehicle bus stops in City’s territory (“Bus Stops”).

The parties, therefore, agree as follows:

Section 1. Maintenance Services. AVTA will provide the Maintenance Services for the Bus Stops to the extent needed. Bus Stops require Maintenance Services a minimum of twice per week (more frequently on busier routes) to ensure adequate cleanliness is maintained. During the summer months, more frequent service may be necessary. AVTA will provide a contact phone number as a hotline for maintenance issues and post the number at all Bus Stops.

Section 2. Term. The term of this MOU shall be five (5) years unless earlier terminated. Either party may terminate this MOU for convenience upon thirty (30) days written notice to the other party.

Section 3. Compensation.

3.1 Amount. City agrees to compensate AVTA for the Maintenance Services, and AVTA agrees to accept in full satisfaction for the Maintenance Services, annual payment as follows:

Fiscal Year 2016/2017	\$75,383
Fiscal Year 2017/2018	\$77,268
Fiscal Year 2018/2019	\$79,200
Fiscal Year 2019/2020	\$81,180
Fiscal Year 2020/2021	\$83,210

3.2 Payment. AVTA shall submit quarterly invoices to City for the Maintenance Services. City shall remit payment within thirty (30) days after receipt of each invoice.

Section 4. Indemnification.

4.1 AVTA Obligation. AVTA shall indemnify City and its officers, employees, agents and elected and appointed boards for any loss, claim, demand, cause of action, cost, expense, damage, obligation or liability which arises out of or is connected with performing the Maintenance Services by AVTA or its contractors or subcontractors, including any acts or omissions, willful misconduct or negligent conduct, whether active or passive, by AVTA, its contractors or subcontractors. At their own expense, AVTA and, as applicable, any contractors or subcontractors working on its behalf, shall defend any suit, claim or action against City founded upon such loss, claim, demand, cause of action, cost, expense, damage, obligation or liability. During the term of this MOU, AVTA and any contractors or subcontractors working on its behalf shall maintain at their sole cost Comprehensive General Liability Insurance applicable on an occurrence basis, with limits no less than five million dollars (\$5,000,000.00) per person/occurrence and in the aggregate. AVTA and any contractors or subcontractors working on its behalf shall name City, its officers, employees, and elected and appointed boards as additional insureds under the policy.

4.2 City Obligation. City shall indemnify, defend and hold harmless AVTA and its Directors and employees from any claim, demand, damage, liability, loss, cost or expense for any damage whatsoever (including death or injury to any person and injury to any property) resulting from willful misconduct, negligent acts, errors or omissions of City or City's officers, employees, agents or subcontractors for the condition of the Bus Stops, except as it relates to Maintenance Services.

4.3 Survival. The parties' covenants under this Section shall survive the termination of this MOU.

Section 5. Notices. Any notice to be given by the parties hereto will be by certified mail, return receipt requested, and will be as follows:

If to the City:

Mark Bozigian
City Manager
City of Lancaster
44933 Fern Avenue
Lancaster, California 93534

Jocelyn Corbett, Esq.
Assistant City Attorney
City of Lancaster
44933 Fern Avenue
Lancaster, California 93534

If to AVTA:

Len Engel
Executive Director
Antelope Valley Transit Authority
42210 6th Street West
Lancaster, CA 93534

Section 6. Acknowledgment. The parties acknowledge that neither the execution of this MOU nor AVTA's performance of the Maintenance Services is intended to result in, or shall be construed as resulting in, a transfer to AVTA of the ownership or control of the Bus Stops.

Section 7. Entire Agreement. This MOU represents the entire integrated agreement between the parties regarding Maintenance Services. This MOU supersedes all prior negotiations, representations or agreements, either written or oral regarding Maintenance Services. This MOU may be amended only by written instrument signed by the parties.

IN WITNESS WHEREOF, the governing bodies of the parties have authorized this MOU to be executed.

"AVTA"
Antelope Valley Transit Authority

"CITY"
City of Lancaster

By: _____
Len Engel, Executive Director

By: _____
Mark Bozigian, City Manager

ATTEST:

By: _____
Allison Burns, General Counsel

By: _____
Britt Avrit, CMC, City Clerk

APPROVED AS TO FORM:

By: _____
Jocelyn Corbett, Assistant City Attorney



DATE: July 26, 2016
TO: BOARD OF DIRECTORS
SUBJECT: Customer Code of Conduct

RECOMMENDATION

That the Board of Directors adopt the Customer Code of Conduct (Attachment A).

FISCAL IMPACT

Implementation of this Code is unlikely to result in any fiscal impact.

BACKGROUND

The purpose of the Code of Conduct Policy is to develop and maintain a standard of behavior that is acceptable to the Board, AVTA, and its patrons. Safety is the guiding principle by which AVTA operates. A successful partnership between AVTA and the public depends upon AVTA employees and the traveling public behaving in a mutually respectful and courteous manner.

Over the past several months, AVTA has experienced a few minor incidents that prompted this action. The incidents that prompted this action are: public intoxication, disorderly conduct, and noise levels to name a few.

The attached policy provides standards of conduct and behavior applicable to all users of AVTA's transit services and/or facilities, and to ensure the safety and comfort of all operators, patrons and the public. The Code of Conduct applies to all modes and means of transportation, including but not limited local and commuter transit services.

Prepared by:

Submitted by:

Erika Monroe
Innovation Coordinator

Len Engel
Executive Director/CEO

Attachment: A – Customer Code of Conduct



Antelope Valley Transit Authority Customer Code of Conduct

Effective July 26, 2016

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SECTION 1: POLICY DESCRIPTION, PURPOSE, & VALUES

Policy Description

The Antelope Valley Transit Authority (AVTA) provides local, commuter, and dial-a-ride service to a population of over 450,000 residents in the cities of Lancaster, Palmdale, and unincorporated portions of northern Los Angeles County. Safety is the guiding principle by which AVTA operates. A successful partnership between AVTA and the public depends upon AVTA employees and the traveling public behaving in a mutually respectful and courteous manner. The following Customer Code of Conduct is designed to inform patrons of the rules and guidelines for riding the bus.

Purpose

This guidebook is entitled the AVTA Customer Code of Conduct. Compliance with this guidebook is a condition of use by any individual of an AVTA vehicle or facility. A person who violates the Code may be ejected by order of an authorized AVTA representative and/or the Los Angeles County Sheriff's Department and is subject to the imposition of any and all remedies, fines, criminal sanctions, damages, and penalties available by law.

Values

Patrons shall use the AVTA public transportation system in a responsible manner to preserve and protect the aesthetics, and promote the longevity, of this essential public resource for greater mobility in the Antelope Valley and Los Angeles County.

Patrons shall treat other patrons and AVTA representatives with consideration, patience, respect, and civility to allow use, operation, and enjoyment of the AVTA system in a safe and gratifying manner for all persons.

SECTION 2: DEFINITIONS

These terms, whenever used in this chapter, will be construed as defined in this section:

- A. "Abuse" and "harassment" mean any extreme physical or verbal mistreatment, including hitting, kicking, gestures, yelling, spitting, threats, intimidation, assaults, slurs, cursing and sexual harassment including unwanted touching, comments, or gestures, of a sexual nature or based upon the gender, sexual orientation, gender expression or gender identity of the target of the behavior.
- B. "Attendant", "Personal Care Attendant" or "PCA" means an individual designated or employed, by a person with disabilities, to aid in meeting his/her personal needs who has his/her own ID card marked "Attendant" or accompanies a disabled passenger with a green ACCESS (ASI) TAP card marked PCA.
- C. "AVTA" means the Antelope Valley Transit Authority and its contractors and their sub-contractors.
- D. "AVTA representative" means an AVTA operator, or other authorized AVTA employee, board member, road supervisor, or contractor.
- E. "AVTA facility" means all property and equipment, including power, fuel, communication systems, inductive chargers, cameras, signs, loudspeakers, fare boxes or registers, bus stops, benches, waiting areas, signs, art work, depots, repair and maintenance shops, yards, offices, parking areas, and other real estate or personal property owned or leased by AVTA, used for any AVTA activity, or authorized to be on AVTA property.
- F. "AVTA vehicle" means an AVTA bus, car, or other vehicle owned, operated, or used by AVTA or its contract service providers transporting AVTA representatives or patrons.
- G. "Commercial activity" means any for-profit activity including selling goods, food, services, or distributing commercial materials.
- H. "Fare" means the monetary charges established by AVTA for AVTA access to transit services.
- I. "Fare media" means the methods by which fares are paid, issued by or on behalf of AVTA for the payment of fares, including, passes, cards, transfers, tickets, and vouchers.
- J. "Graffiti" means any unauthorized inscription, word, figure, mark, or design written, marked, etched, scratched, drawn, painted, or affixed on AVTA facilities or vehicles.
- K. "Loitering" means lingering in, on or about AVTA facilities, vehicles or property without a lawful purpose with the intent to commit a crime.

- L. "Mobility Aid Device" means an assistive device other than a wheelchair used by and primarily intended to assist persons with disabilities with locomotion.
- M. "Non-public areas" mean bus operators' seats, closed-off areas, mechanical or equipment rooms, AVTA employee only areas, storage areas, interior rooms, or bus yards, garages, depots, areas marked as restricted or dangerous, and underground areas.
- N. "Peak hours" means 6:00 a.m. to 9:00 a.m. and 3:00 p.m. to 6:00 p.m. Monday through Friday.
- O. "Patron", "Passenger" or "Customer" means any person in or on, using or attempting to access, an AVTA facility or vehicle, including without limitation paying riders.
- P. "Person" includes an individual, firm, partnership, corporation, association, or company.
- Q. "Power-driven mobility device" means any device powered by batteries, fuel, or another source that does not fit the definition of a wheelchair regardless of whether it is designed primarily for use by individuals with mobility disabilities. A power-driven mobility device is a wheelchair provided that the power-driven mobility device meets the definition of "wheelchair" set forth above in Section 2-R.
- R. "Rules" or "Code" means AVTA's Customer Code of Conduct as amended from time to time.
- S. "Sound device" means an electronic device, cellular phone, radio, receiver, communication device, phonograph, television, musical instrument, tape recorder, cassette player, CD player, MP3 player, DVD player, game, speaker system, audio system, sound amplifier, or other device that plays music or emits noise. A sound device does not include assistive hearing devices for persons who have impaired hearing.
- T. "Weapon or instrument intended for use as a weapon" includes but is not limited to firearms, switchblade knives, axes, gravity knives, box cutters, straight razors, unpackaged razor blades, swords, nunchucks, explosives, dangerous chemicals or devices, radioactive materials, and highly combustible materials such as gas cans and batteries.
- U. "Wheelchair" as defined by Section 37.3 of the Department of Transportation (DOT) regulations implementing the Americans with Disabilities Act of 1990 (ADA) (49 CFR Parts 27, 37, and 38) is a mobility aid belonging to any class of three - or more - wheeled devices, usable indoors, designed or modified for and used by individuals with mobility impairments, whether operated manually or powered.

SECTION 3: CONDUCT

3.1 BOARDING, SEATING, AND EXITING

3.1.1 Required Acts:

These acts are required of all Patrons in AVTA facilities and vehicles:

- A. Refrain from stepping in front of or putting arms, legs, or objects in the path of an AVTA vehicle.
- B. Maintain control of children in or on AVTA vehicles or facilities, including when an AVTA vehicle is approaching.
- C. Refrain from waving in the path of or touching an AVTA vehicle when moving or departing from the curb area.
- D. Yield priority, reserved, wheelchair, or similarly designated seating to seniors, older adults, and individuals with disabilities. Seats not identified as reserved for disabled and senior passengers are available on a first come, first served basis. Patrons may not save seats for other passengers boarding the bus at a later stop. All personal items must be stored under the Patron's seat or in designated areas; no items may be left on a vacant seat. A Personal Care Attendant (PCA) must travel with a Patron who displays an Access Services TAP card with a PCA eligible designation when using the AVTA bus system, including boarding and exiting at the same location and traveling in the same bus.

3.1.2 AVTA Procedures:

- A. For the safety of patrons, AVTA, and other roadway users, AVTA will only pick up and drop off at designated AVTA Stops / Facilities. There are no flag down areas for pick up and there are no courtesy stops for drop off.
- B. When a bus is full to capacity, ambulatory, and non-disabled persons waiting at an AVTA bus stop will be informed of the time of the next bus and will have to wait until it arrives.
- C. AVTA does not sell transfers on local transit routes. A TAP card with a valid pass or fare media must be tapped on every bus taken.
- D. AVTA will make every reasonable effort to assure that patrons transported on the commuter service will be transported back to the Antelope Valley (Palmdale Transportation Center/Lancaster City Park), if the passenger has complied with AVTA schedules and rules.

To assure pick-up, patrons must be at one of the AVTA bus stops in these locations: Downtown Los Angeles, Century City, or the San

Fernando Valley. If the passenger is denied service on an AVTA bus because the bus is full and no seats are available, the passenger will be asked to take the next bus. Passengers seated in the "wheelchair" securement area will have to move to another seat if a wheelchair passenger boards. If the last bus of the day is full and a passenger is left, the operator will contact AVTA dispatch and request a vehicle to pick up the passenger.

If a passenger misses the bus because he/she was not at the designated stop at the scheduled times, AVTA has no obligation to provide any service. AVTA cannot and does not guarantee transportation in the event of inclement weather, natural disasters, or civil unrest.

3.2 CIVILITY, COMPLIANCE, AND DISORDERLY CONDUCT

These acts are prohibited in, on, or near AVTA facilities and vehicles:

- A. Abuse and harassment of AVTA representatives or patrons are prohibited in AVTA facilities and vehicles.
- B. All persons must comply with all lawful orders and directives given by an authorized AVTA representative relative to AVTA facilities or vehicles consistent with the Code, including any instruction to leave an AVTA vehicle or facility for safety reasons or a violation of the Code.
- C. No person may falsely represent himself or herself to be an AVTA representative through words, actions, clothes, insignia, badges, or equipment.
- D. All persons must wear a shirt, pants, dress or skirt, and shoes, while in an AVTA facility or vehicle. Infants being held or in strollers and persons in wheelchairs do not need to wear shoes.
- E. Patrons unable to care for themselves, who exhibit no ability to comply with AVTA's Code, or who pose a safety risk to AVTA Representatives or other passengers, must be accompanied by a responsible individual who can care for the patron and maintain compliance with all applicable rules and the code while in an AVTA facility or vehicle.
- F. Expecting (spitting).
- G. Carrying any explosive, acid, flammable liquid, toxic or hazardous material.
- H. Urinating or defecating, except in a lavatory.
- I. Throwing an object from an AVTA vehicle or at a patron, AVTA representative, or an AVTA facility or vehicle.

- J. Gambling.
- K. Hanging from, swinging from, or attaching anything to hand rails. This does not apply to holding a hand rail to stabilize one's body during transit.
- L. Inciting violence or posing a clear and present danger to other persons, including making verbal or visual gang affiliation or provocation signs.
- M. Engaging in or soliciting another person to engage in lewd conduct.
- N. Engaging in or soliciting another person to engage in prostitution.
- O. Placing feet or shoes on seats or furnishings.
- P. Defacing with graffiti, vandalizing, damaging, destroying, or tampering with AVTA facilities or vehicles.
- Q. Littering or dumping.

3.3 BLOCKING

The following acts are prohibited in all AVTA facilities and vehicles:

- A. Willfully blocking or impeding the free movement of another person.
- B. Blocking an aisle, door, or stairs with one's body or an object, in a way that poses a danger, unreasonably impedes a patron's movement, or displaces a person.
- C. Operating, stopping, or parking a vehicle in a location reserved for transit vehicles.
- D. Obstructing or impeding the passage of an AVTA vehicle or interfering with the operation or use of transit services.
- E. Preventing a door from closing.
- F. Reclining on, placing objects on, or blocking a seat.
- G. Occupying more than one seat.
- H. Willfully interfering with an AVTA representative's performance of his/her job duties or operation of an AVTA vehicle in a manner that affects the AVTA representative's control of the vehicle.
- I. Impeding the safe boarding or exiting of passengers.

3.4 CARTS, STROLLERS, AND LUGGAGE

- A. Commercial or large size carts, dollies and strollers are prohibited on AVTA vehicles, unless collapsed. If a small personal use size stroller is occupied by a child or small cart is filled, then it must be securely held and not block passageways or seats.
- B. Carts, dollies, strollers, and large luggage that create an unsafe condition including, but not limited to, impairing ingress or egress, blocking aisle ways or otherwise impeding passenger movement are prohibited.
- C. During crowded conditions remove children from strollers and materials from carts, and collapse, or wait for the next AVTA vehicle with room for the cart or stroller. This provision does not apply to ADA Wheelchairs or other Mobility Aid Devices as described on Section 2-L of the AVTA Code of Conduct.
- D. Large items are to be placed under the seat or held in the lap. Items may not take up a seat.
- E. Limit three (3) packages per person, or only what can reasonably be held without taking up any other seats. Recyclables are permitted if they are clean, not leaking fluids and in plastic bags. Recyclables may not be transported on AVTA commuter vehicles.
- F. No hazardous or flammable materials are allowed in or on any AVTA facility or vehicle.

3.5 FOOD, ALCOHOL, SMOKING, AND DRUGS

These acts are prohibited in AVTA facilities:

- A. Smoking, vaping, or carrying a lit cigar, cigarette of any type; including electronic cigarettes, or pipe within 25 feet of any AVTA facility entrance, exit or operable window.
- B. Placing chewed gum onto any surface other than into a trash receptacle.
- C. Dropping food or other hazardous waste other than in a proper waste disposal receptacle.
- D. Smoking and/or vaping at the Lancaster City Park (LCP) or Palmdale Transportation Center (PTC) except in the designated smoking areas.
- E. Possessing an illegal drug or substance.
- F. Being under the influence of alcohol, a drug, a controlled substance, toluene, or any combination of those items, and unable to care for one's

own safety or the safety of others, or interfering with an AVTA representative, facility or vehicle.

These acts are prohibited in AVTA vehicles:

- A. Eating and drinking unless that activity is required by a disability. Non-alcoholic beverages in containers with screw type lids (sports bottle) or travel mugs are permissible.
- B. Drinking or possessing an open container and/or an alcoholic beverage.
- C. Placing chewed gum onto any surface other than into a trash receptacle.
- D. Dropping food or other hazardous waste other than in a proper waste disposal receptacle.
- G. Possessing an illegal drug or substance.
- H. Public intoxication is prohibited. Pursuant to California Penal Code Section 647(f), except as provided in subdivision (l), every person who commits any of these acts is guilty of disorderly conduct, a misdemeanor:

(f) Who is found in any public place under the influence of intoxicating liquor, any drug, controlled substance, toluene, or any combination of any intoxicating liquor, drug, controlled substance, or toluene, in a condition he or she is unable to exercise care for his or her own safety or the safety of others, or by reason of his or her being under the influence of intoxicating liquor, any drug, controlled substance, toluene, or any combination of any intoxicating liquor, drug, or toluene, interferes with or obstructs or prevents the free use of any street, sidewalk, or other public way.

Patrons over the age of 18 who are disruptive, intoxicated, or otherwise endangering the welfare of the operator or passengers will be asked to exit the AVTA vehicle immediately, and/or the operator will contact Law Enforcement for assistance. Patrons under the age of 18 who are disruptive, intoxicated or otherwise endangering the welfare of the operator or passengers, will be referred to Law Enforcement.

3.6 NOISE

These acts are prohibited in AVTA facilities and vehicles:

- A. Disturbing others by engaging in boisterous or unruly behavior.
- B. Creating noise, including cell phone or other conversation, that is so loud, sexually explicit, threatening, violent, vulgar, offensive or disruptive that it causes a nuisance or unreasonably interferes with the use, operation, or enjoyment of the AVTA facilities or vehicles for AVTA representatives or

patrons, or creates an unsafe condition, such as distracting operators of AVTA vehicles.

- C. Playing a sound device, unless using headphones or earphones that make the sound inaudible to others.

3.7 ANIMALS

3.7.1 Service Animals:

Under the Department of Transportation (DOT) Americans with Disabilities Act (ADA) regulations at 49 C.F.R. Section 37.3, "service animal" is defined as "any guide dog, signal dog, or other animal individually trained to work or perform tasks for an individual with a disability, including, but not limited to, guiding individuals with impaired vision, alerting individuals with impaired hearing to intruders or sounds, providing minimal protection or rescue work, pulling a wheelchair, or fetching dropped items." DOT ADA regulation 49 C.F.R. Section 37.167(d) requires transit entities to permit service animals to accompany individuals with disabilities in vehicles and facilities.

An AVTA operator may ask if an animal is a service animal or ask what tasks the animal has been trained to perform, but cannot require special ID cards for the animal or ask about the person's disability. A service animal may not be excluded unless the animal is out of control and the animal's owner does not take effective action to control it or the animal poses a direct threat to the health or safety of others.

- A. Animals are not permitted in or on AVTA facilities and vehicles unless one of the following applies:
 - 1. The animal is a service animal, as defined by the Americans with Disabilities Act, and is accompanied by a patron. An AVTA representative may ask whether an animal is a pet or a service animal required because of a disability and what function the animal has been trained to perform for the handler.
 - 2. The animal is a certified police or security animal and is accompanied by a peace officer.
 - 3. A passenger's request that the driver take charge of a service animal will be denied. Caring for a service animal is the responsibility of the passenger or a Personal Care Attendant (PCA).
- B. Handlers shall maintain control of their service animals. No animal is permitted in an AVTA facility or vehicle that is not under the control of its handler or that poses a threat to AVTA representatives or patrons. Handlers of service animals shall promptly remove all animal waste from AVTA facilities and vehicles. Leaving animal waste in an AVTA facility or vehicle is prohibited.

- C. Handlers shall ensure that service animals do not deprive a patron of a seat or block any aisle or passageway.

3.7.2 Comfort Animals:

Comfort animals are not allowed on or in AVTA vehicles and facilities. Under the Department of Transportation (DOT) Americans with Disabilities Act (ADA) regulations at 49 C.F.R. Section 37.167(d), transit entities are only required to allow service animals to accompany individuals with disabilities in vehicles and facilities. If an animal's only function is to provide emotional support or comfort for the rider, that animal would not fall under the regulatory training-based definition of a service animal. Simply providing comfort is something that animal does passively, by its nature or through the perception of the owner.

3.8 WHEELED RIDING DEVICES AND WHEELCHAIRS

- A. Wheeled riding devices including bicycles, self-balancing electric scooters (hoverboard), skates, skateboards, kick scooters, and other wheeled riding devices except Wheelchairs and Mobility Aid Devices, may not be ridden in AVTA facilities or vehicles, except for public bike or road ways clearly intended for those types of devices. A person may carry or walk such wheeled riding devices safely on AVTA facilities to park or board AVTA vehicles.
- B. The bus operator may not help load or unload a passenger with a wheeled riding device, excluding patrons with a wheelchair as defined in Section 2-U of the Code of Conduct.
- C. A person who enters an AVTA vehicle with a bicycle, kick scooter, skateboard, hoverboard or similar device shall do the following:

Bicycles:

1. Use bicycle racks.
2. If racks on a bus are full, wait for the next bus.
3. Hold a bicycle when it is not in the rack; this exception is only for passenger riding the last bus of the day.
4. Inform the bus operator before exiting that you will remove a bicycle from a rack in front of the bus.
5. Load and unload bicycles from the front of the AVTA vehicle to the curbside and not into traffic.
6. Refrain from accessing the bicycle rack after the bus has left the curb.

7. Persons under the age of 13 years traveling with a bicycle must be accompanied by an adult.

Other Wheeled Riding Devices:

1. Refrain from blocking aisles, doorways, or operator's way.
 2. Yield space in designated areas to wheelchairs or other Mobility Aid Devices for persons with disabilities.
 3. Hold the device in a manner that neither blocks ingress/egress of other Patrons, nor takes up another seat on the AVTA vehicle. Folded bicycles, handheld skates or skateboards may be carried into an AVTA vehicle without using the rack. These items must be stored so they do not block passageways, aisles or seats.
- D. Bus operators must secure all wheelchairs and scooters. All AVTA vehicles will accommodate mobility devices such as wheelchairs and three-wheeled scooters up to forty-eight (48) inches by thirty (30) inches with a total weight of up to 500 pounds (including the passenger). Mobility devices that exceed these requirements will not be transported.

3.9 ODORS

- A. No person may be in an AVTA facility or vehicle with an unavoidable grossly repulsive odor so extreme it causes a nuisance, unreasonably interferes with the use, operation, or enjoyment of the AVTA facilities or vehicles for AVTA representatives or patrons, or creates an unsafe condition. Notwithstanding the foregoing, this subsection will not apply to persons with odors directly related to a disability or medical condition unless the odor is so severely disruptive that it interferes with the use or operation of the AVTA facility or vehicle, AVTA representatives or patrons, or creates an unsafe condition.
- B. Extreme odors may arise from a variety of sources, including one's body, possessions, clothing, food, chemicals, perfume, and cologne or accompanying service animals.

3.10 SAFETY

- A. These acts are prohibited in AVTA facilities and vehicles:
 1. Attaching to, hanging from, or riding on any part of the outside of an AVTA vehicle, or being inside an area in which the public are prohibited.
 2. Interfering with the safe operation or movement of an AVTA vehicle of facility.
 3. Abandoning personal items.

4. Standing, lying, or climbing on a sign, bench, passenger shelter, trash container or planter.
 5. Extending anything in the path of or through a door or window on an AVTA vehicle.
 6. Engaging in sport, horseplay, or recreational activities.
 7. Creating a danger to other persons.
 8. Extending any portion of the body or object through any window opening or door of an AVTA vehicle.
- B. To avoid injury, patrons must use care when on or in an AVTA facility or vehicle.
- C. Patrons should be alert and promptly report to AVTA or law enforcement any unsafe condition, broken equipment, or suspicious activity, odor, or package (See Something, Say Something).
- D. Emergencies should be reported immediately to an AVTA representative, law enforcement, or emergency personnel.
- E. If an AVTA representative or other authorized personnel evacuates an AVTA facility or vehicle, patrons shall promptly and in an orderly manner follow instructions to avoid injury to other persons.
- F. No person shall remove, tamper with or destroy an AVTA vehicle or the contents thereof.
- G. No person other than an AVTA Representative in the course and scope of his or her duties may place an obstruction in front of an AVTA vehicle, or willfully set an AVTA vehicle in motion.

3.11 SOLICITATION

- A. No person shall solicit money or other things of value in an AVTA facility or vehicle.
- B. No person shall solicit public support, or distribute materials, for any cause in AVTA vehicles and in public areas of AVTA facilities without written approval of AVTA management.
- C. The exercise of freedom of speech is permitted in AVTA facilities and vehicles, subject to these restrictions:
 1. Free speech activity may not occur within fifteen (15) feet of a staircase entryway, loading zone, transit entrance or exit,

emergency exit, or fare media readers or validators. Free speech activity may not impede transit services or the movement of patrons or AVTA personnel.

2. Pamphlets and leaflets may not be left in an AVTA facility or vehicle.
3. The carrying of signs or placards larger than thirty (30) inches by thirty (30) inches, in AVTA facilities or vehicles is prohibited. Large signs can be folded or rolled up to comply with the 30" by 30" restriction. No pole, stick, or other similar object or device utilized to display a sign shall exceed a length of thirty inches (30"), nor shall such object exceed a thickness of one-quarter inch (1/4") and a width of two inches (2"); or if not generally rectangular in shape, such object shall not exceed three-quarters inch (3/4") at its thickest dimension. This limitation is not intended to prohibit walking canes, crutches, or similar devices used for mobility assistance by a person with a disability. No object shall have an exposed sharp pointed end.
4. Carrying of any signs or sticks must not interfere with the movement, seating, or safety of patrons or AVTA representatives.
5. Food and drinks shall not be distributed in AVTA facilities or vehicles without written approval of AVTA management.

3.12 WEAPONS

This provision does not apply to law enforcement, security personnel, or a legally concealed weapons permit holder.

- A. Weapons are not permitted.
- B. Any instrument intended for use as a weapon shall not be used or directed at an AVTA facility or vehicle, or at a person or object in an AVTA facility or vehicle in a threatening manner.

3.13 LOITERING

- A. Loitering as defined by the municipal code, is prohibited in AVTA facilities, bus stops, shelters, and vehicles.

1. Lancaster Municipal Code:

9.12.020(a) LMC: Loitering in public right-of-way where posted or warned.

9.12.020(b) LMC: Loitering and obstructing access to building open to public.

9.12.020(c) LMC: Loitering in shopping center where posted or warned.

2. Palmdale Municipal Code:

9.16.010(b) PMC: No person shall loiter in or about any public building, park or recreation facility including any transportation facility in a manner and under circumstances manifesting the purpose to engage in acts of misconduct including, but not limited to, exhibitionism, solicitation, malicious mischief, or acts of indecent exposure.

3. County of Los Angeles - CA Penal Code:

647(e) CPC: Who lodges in any building, structure, vehicle, or place, whether public or private, without the permission of the owner or person entitled to the possession or in control of it.

3.14 LOST AND FOUND

- A. Items found in an AVTA facility or vehicle will be given to an AVTA operator or other authorized AVTA representative, who will forward the items to the AVTA customer service department.
- B. Items can be claimed in person at the AVTA Customer Service desk by providing proof of ownership. Items that remain unclaimed for 30 days will be discarded or donated to a charitable organization, without liability to AVTA.
- C. AVTA is not responsible for items lost in an AVTA facility or vehicle.

3.15 PARKING AND USE OF AVTA FACILITIES AND VEHICLES

- A. Parking by the public may not impede transit services or the movement of patrons or AVTA personnel.
- B. Storage of items in AVTA facilities may only be used for the designated AVTA related transportation purposes.
- C. A person may not perform non-emergency maintenance on a non-AVTA vehicle at an AVTA facility unless authorized by AVTA.
- D. A person may not enter non-public areas in AVTA facilities or vehicles unless authorized by AVTA.

3.16 COMMERCIAL ACTIVITY

- A. Persons must not engage in commercial activity in an AVTA facility or vehicle without first obtaining proper authorization from AVTA.

- B. Persons who engage in permitted commercial activity in an AVTA facility or vehicle must comply with all AVTA instructions, safety requirements, and applicable laws.
- C. Commercial activity is prohibited on loading platforms and in any location where it interferes with transit services or the movement of patrons or where it creates a safety hazard.

3.17 SIGNS

- A. No person may affix or post signs, stickers, buttons, advertisements, circulars, or other printed materials on or in AVTA facilities or vehicles. Written permission must be obtained from AVTA prior to placing, posting, or displaying a poster, notice, advertisement, sign, or other written material on an AVTA facility or vehicle.
- B. No persons may destroy, cover, deface with graffiti, remove, damage, or tamper with an AVTA poster, sign, advertisement, or notice, unless authorized by AVTA.
- C. Persons shall obey any sign intended to provide for the safety and security of transit passengers or the transit system. Persons shall also obey all other notices and signs posted by AVTA in an AVTA facility or vehicle.

3.18 PHOTOGRAPHY AND RECORDING

- A. No person may photograph, film, duplicate, record, or sketch an AVTA facility or vehicle for commercial purposes without first obtaining authorization from AVTA.
- B. A person who photographs, films, or records in an AVTA facility or vehicle must comply with all AVTA safety requirements, instructions, licenses, and applicable laws including copyright laws.
- C. A person may photograph, film, record, or sketch an AVTA facility or vehicle for non-commercial purposes only in public areas, unless otherwise authorized by AVTA, and in a manner, at a time, and at a place that does not interfere with AVTA operations, or create an unreasonable risk to the safety or well-being of AVTA representatives or patrons. Prohibited activities will include the use of a tripod, or laying of cord or cables, in a walkway; use of a flash blinding to patrons or AVTA representatives; or creating congestion during an emergency.

3.19 MISCELLANEOUS

- A. The Code is not intended to affect the lawful activity or first amendment rights protected by state or federal law, including laws related to collective bargaining, labor relations, or labor disputes.

- B. AVTA reserves the right to suspend, waive, modify, limit, or revoke the application of the Code or any provision thereof.
- C. AVTA may refuse service or access to AVTA facilities or vehicles, including ejecting or excluding any person who does not comply with the Code or applicable laws.
- D. The Code incorporates all relevant applicable legislative changes that occur after the date the Code is adopted.
- E. Acts prohibited under the Code are permitted if authorized by agreement, permit, license, or a writing signed by an authorized AVTA representative.
- F. The Code applies with equal force to any person who aids or abets in any of the acts prohibited by the Code.
- G. Individuals with disabilities may visit www.avta.com for information and request a reasonable modification of this Code. Whenever possible, a request for a reasonable modification shall be made in advance to AVTA at customerservice@avta.com, (661) 945-9445, or at 42210 6th Street West, Lancaster, CA 93534. If a request for a modification is made to an AVTA operator or other AVTA representative the employee may contact his or her supervisor or control center for guidance. Requests for reasonable modifications will not be approved if the request would: alter the nature of the service, program, or activity; create a direct threat to the health or safety of others; result in an undue financial or administrative burden; or the individual would be able to fully use the services provided by AVTA without the modification. Individuals with disabilities may file complaints regarding reasonable modification or accommodation with AVTA Customer Relations by telephone at (661) 945-9445 or via email at customerservice@avta.com.

SECTION 4: FARES

- A. Patrons who ride AVTA vehicles or use AVTA services must pay all fares, transfers, and fees. Passengers must have exact fare or have their TAP pass ready when boarding the bus.
- B. Evading payment of an AVTA fare is prohibited. Fare evasion includes the following:
 - 1. Boarding an AVTA vehicle without proof of valid fare media or without paying the fare upon boarding an AVTA bus.
 - 2. Duplicating, counterfeiting, altering or transferring any nontransferable fare media without AVTA authorization.
 - 3. Placing anything other than United States currency into a fare box. Falsely representing oneself as eligible for a waiver or a special or reduced fare, or obtaining fare media by making a false or misleading representation.

4. Misusing fare media with the intent to evade payment of a fare.
 5. Boarding through a rear bus door to avoid payment of fare.
 6. Entering an AVTA vehicle in such a way as to bypass or avoid any fare-required collection or validation by AVTA representatives collecting fares.
- D. No payment or refund will be made to patrons who overpay the required fare or who are ejected or excluded from AVTA facilities or vehicles for violating the Code or applicable laws.
- E. Reduced Fare Media

Acceptable forms of identification:

1. Los Angeles County Municipal Operators Association (LACMOA) also known as TAP (Transit Access Pass) photo ID (available through AVTA or any other municipal operator in Los Angeles County).
2. California photo ID (seniors only) 65 or older.
3. Medicare card accompanied by photo ID.
4. Active Military/Disabled Military/Veterans with photo ID.
5. A valid Reduced Fare ID card from another Transit Agency.

Persons with disabilities must complete the LACMOA TAP card Reduced Fare Program Application to become eligible for the reduced fare. Once eligibility has been established, the passenger will be issued a TAP photo ID card.

Seniors wishing to take advantage of reduced fare media can complete the LACMOA TAP card Senior Application or use their CA ID or driver's license with a date of birth verifying they are at least 65 years of age.

Without acceptable ID, each patron must pay full fare to use the service.

F. Commuter Services

AVTA allows active military, disabled military, veterans, and seniors (65 or older) to ride at a reduced fare with proper photo ID. The passenger must show proof of eligibility in one of these forms:

1. Valid and current Tap Senior/Disabled ID card.
2. Valid ID card as described in the Reduced Fare Media section.

G. Fares and Passes

TAP products available for local transit include:

1. 31-day pass activated the first time it is used.
2. 7-day rolling pass activated the first day it is used.
3. Day pass
4. 4-hour pass

Patrons with an active AVTA monthly commuter TAP card may ride local transit at no additional charge. Commuter 10-trip passes will be charged one ride; it may be more cost efficient for patrons with a 10-trip pass using local transit to pay the local transit fare.

Valid Metrolink passes will be honored on local transit and TRANSporter services and only for a one-way trip when boarding only at Palmdale Transportation Center, Lancaster Blvd. and Sierra Hwy. (Metrolink Station) and the Newhall Metrolink Station.

SECTION 5: ENFORCEMENT

A. Violations

1. A person who violates the Code is subject to any and all remedies, fines, criminal sanctions, damages, and penalties available by law. Enforcement of any provisions of the Code involving the payment of any fees, penalties or other administrative amounts, or community service, by adults based on California Penal Code section 640 (b) and (c), shall be pursuant to the authority and according to the procedures, and as set forth in the California Public Utilities Code including section 99580 et seq. The procedures set forth in section 99580 et seq. will not apply to minors, whose violations will be subject to enforcement as criminal matters in Superior Court as provided by law.
2. A person who violates any provision of the Code may be ejected by order of an authorized AVTA representative and or the Los Angeles County Sheriff's Department. This remedy is in addition to any other fine, penalty, assessment, or other remedies available at law.
3. A person who violates the Code may be immediately ejected from the AVTA facility or vehicle, without refund of any fare, by an authorized AVTA representative who witnesses a violation.
4. A violation of the Code that is also a violation of a local, state, or federal law may be prosecuted in a court proceeding, in addition to any enforcement by or remedies available to AVTA.