



Regular Meeting of the Board of Directors

Tuesday, October 25, 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 SEPTEMBER 2016 – HECTOR FUENTES, TRANSDEV

SRP 2 PRESENTATION OF AVTA EMPLOYEE OF THE QUARTER (JULY 1 – SEPTEMBER 30, 2016) – COLBY KONISEK

SRP 3 LEGISLATIVE REPORT FOR OCTOBER 2016 – JUDY FRY

CONSENT CALENDAR (CC): Items 1 through 5 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 SEPTEMBER 27, 2016 – KAREN DARR

Recommended Action: Approve the Board of Directors Regular Meeting Minutes of September 27, 2016.

CC 2 FINANCIAL REPORTS FOR AUGUST AND SEPTEMBER 2016 – COLBY KONISEK

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

- CC 3 FISCAL YEAR 2017 (FY17) FIRST QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (JULY 1 – SEPTEMBER 30, 2016) – KELLY MILLER

Recommended Action: Receive and file the FY17 First Quarter LASD Report for the period covering July 1 through September 30, 2016.

- CC 4 BOARD OF DIRECTORS AND TRANSIT ADVISORY COMMITTEE 2017 MEETINGS CALENDAR – KAREN DARR

Recommended Action: Approve the 2017 meetings calendar for the Board of Directors and Transit Advisory Committee.

- CC 5 RESOLUTION 2016-005, AMENDED CONFLICT OF INTEREST AND DISCLOSURE CODE – KAREN DARR

Recommended Action: Adopt Resolution 2016-005, approving the Amended Conflict of Interest and Disclosure Code and rescinding in its entirety the current Conflict of Interest Code, Resolution No. 2015-009.

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
Pending Litigation: Sabina M. Andrade v. AVTA

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 Chief Administrative Officer

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 November 22, 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 October 20, 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.



Regular Meeting of the Board of Directors

Tuesday, September 27, 2016

10:00 a.m.

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

UNOFFICIAL MINUTES

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

PLEDGE OF ALLEGIANCE:

Palmdale High School Solar Falcon Race Team Chief Executive Officer Danielle Adili 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, Underwood-Jacobs, and Flanagan

Nays: None

Abstain: None

Absent: None

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

Jerel Arbaugh – noted that Metro does not have current AVTA bus route information and there are inaccuracies in the new bus schedules.

Mark Woslum – spoke about releasing Route 52 information to Metro. Chairman Crist directed Senior Planning Officer Dieter Aragon to meet with Mr. Woslum to resolve the issue.

James Stouvenel – spoke about starting the Route 1 at 4:20 a.m. and running the route every 20 minutes to address crowding issues.

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

SRP 1 PRESENTATION BY THE PALMDALE HIGH SCHOOL (PHS) SOLAR FALCON RACE TEAM

Senior Chief Executive Officer Bryan Alcantara and the team presented an overview of the 2016 Solar Falcon Race Team's project, performance and challenge results. Mr. Alcantara noted that the team received many awards. One was the Michael Foree Award, which the team received for the best-utilized computer technology in the design, production and racing of their solar car. Chief Operating Officer Jenny Gomez presented information regarding diversity in the STEM program. Ms. Adili provided the team's goals and sponsorship requirements for their 2016/2017 project. Chairman Crist asked Director Flanagan to be the liaison between AVTA and PHS and for Director Hofbauer to be the liaison between the City of Palmdale and PHS.

The Board discussed the team presenting this item at Palmdale's City Council meeting, sponsorship for 2016/2017, and what the team has learned from the experience. The Board congratulated the team for their determination and teamwork. Executive Director Len Engel congratulated Graphics Designer Nate Pitkin for the design of the solar car graphics.

SRP 2 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR AUGUST 2016

General Manager Hector Fuentes presented a plaque to the Employee of the Month Hugo Argueta. Mr. Fuentes announced that the Operator of the Month was Stacy Hayes; however, Mr. Haynes could not attend the meeting.

SRP 3 LEGISLATIVE REPORTS FOR SEPTEMBER 2016

Grants Administrator Judy Fry announced that California's legislature approved a \$900 million Cap and Trade expenditure plan for fiscal year 2016-17. She also presented information regarding Senate Bill (SB) 32 – California Global Warming Solutions Act of 2006: emissions limit, SB 824 – Low Carbon Transit Operations Program, and the revised Federal Transit Administration Buy America Policy for

transit rolling stock procurements. The Board discussed Kinkisharyo International's Buy America domestic content requirement.

SPR 4 COACH OPERATOR PERFORMANCE AUDIT

Senior Planning Officer Dieter Aragon presented the audit results. The Board discussed the insufficient amount of schedules on the buses and suggested posting the schedules on car cards as an option.

Motion: Receive and file the Coach Operator Performance Audit Results.

Moved by Director Hofbauer, seconded by Director Underwood-Jacobs

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

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

Nays: None

Abstain: None

Absent: None

CONSENT CALENDAR (CC):

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF AUGUST 23, 2016

Approve the Board of Directors Regular Meeting Minutes of August 23, 2016.

CC 2 FINANCIAL REPORTS FOR JULY AND AUGUST 2016

Receive and file the financial reports for July and August 2016.

Motion: Approve the Consent Calendar

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, Underwood-Jacobs, and Flanagan

Nays: None

Abstain: None

Absent: None

NEW BUSINESS (NB):

NB 1 SENIOR PASS PROGRAM

Mr. Engel presented the staff report. The Board discussed the pros and cons of Option 1 (pass sales) and Option 2 (cents/ride) and billing the jurisdictions and Antelope Valley Air Quality Management District (AVAQMD) on a quarterly basis instead of a monthly basis. Directors Hofbauer and Thompson confirmed that the City of Palmdale will participate in the program during fiscal year 2016/2017 (FY17).

Addressing the Board on this matter:

James Stouvenel spoke for approving the program for FY17.

Motion: Approve the Senior Pass Program (Option 1) for FY17 subject to ratification from the individual councils.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

No vote was taken.

The Board discussed eliminating the portion of the motion that referred to approving the item based on ratification from the councils.

Substitute Motion: Approve the Senior Pass Program (Option 1) for FY17 and implement quarterly billing.

Moved by Director Hofbauer, seconded by Director Flanagan

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

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

Nays: None

Abstain: None

Absent: None

CLOSED SESSION (CS):

Chairman Crist stated that per General Counsel Allison Burns, closed session was unnecessary.

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

Pending Litigation: Sabina M. Andrade vs. Antelope Valley Transit Authority

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Executive Director/CEO Len Engel

- Taft Electrical has begun installation of the electric bus charging stations at the AVTA facility.
- Chief Administrative Officer Norm Hickling is attending the California Transit Association (CTA) Lobby Days in Washington, D.C. and has meetings scheduled with Congressman Knight and Congressman McCarthy.
- Mr. Hickling, Director of Fleet and Facilities Mark Perry, and he will attend the 3rd Air Resources Board Advanced Clean Transit workshop in Sacramento on October 4.

- The Caltrans Division of Rail and Mass Transportation is embarking on an effort to update the Statewide Transit Strategic Plan; he will be a member of the Plan Advisory Committee.
- He will present AVTA's success story to the Tennessee Public Transit Association in Memphis and Canadian Urban Transport Association in Vancouver.
- Staff is working with Lancaster Choice Energy on a grant from the California Energy Commission for vehicle grid integration. The grant will also fund a zero emission bus operator training program and support the adoption of zero emission buses in California and beyond. Staff is calling it the solutionLAB, a non-profit think tank creating zero emission transportation solutions at the intersection of environmental sustainability and cost effectiveness.
- He will be moderating CTA's Small Operators Awards Breakfast in Oakland and presenting the awards for Distinguished Service, Transit Innovation and Transit Agency of the Year. He will be presented with the Transit Professional of the Year Award during the breakfast.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

Chairman Crist thanked Mr. Engel for his leadership and determination that has brought positive attention to the Authority across the nation.

Director Hofbauer also expressed his appreciation to Mr. Engel and his fellow Board members.

PHS Teacher Advisor Antek Ignatowicz and Mr. Alcantara thanked the Board for having the Palmdale Solar Falcon team to the meeting and expressed how this experience will help them improve how they conduct their meetings. Mr. Ignatowicz invited the Board to attend the team's next design meeting.

ADJOURNMENT:

Chairman Crist adjourned the meeting at 11:07 a.m. to the next Regular meeting of the Board of Directors on October 25, 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 25th day of OCTOBER 2016.

Marvin Crist, Chairman

ATTEST:

Karen Darr, Clerk of the Board



DATE: October 25, 2016
TO: BOARD OF DIRECTORS
SUBJECT: Financial Reports for August and September 2016

RECOMMENDATION

Fiscal Year-to-Date Budget versus Actual report dated August 31, 2016 (Attachment A); Interim Financial Statements for the two months ended August 31, 2016 (Attachment B); Treasurers Report for the two months ended August 31, 2016 (Attachment C); Payroll History Report for the three months ended September 30, 2016 (Attachment D); Cash Disbursements Report for the month ended September 30, 2016 (Attachment E).

FISCAL IMPACT

Payroll: The September payroll of \$200,377 is lower than trailing 6 month average for payroll of \$206,433 by \$6,056 or 2.9%.

Cash Disbursements: \$3,189,138.

Interim Financial Statements: Change in Net Position: (\$1,696,454), which includes YTD depreciation expense of \$653,614.

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 August 2016, exclusive of benefits, payroll taxes and service charges, is shown below:

Payroll Period	Amount	Journal #
08/21/16-09/03/16	\$99,585.66	PYPKT00829
09/04/16-09/17/16	100,791.70	PYPKT00833
Gross Pay September 2016	\$200,377.36	

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

Register Date	Amount
08/01 - 08/31/16	\$3,189,37.79

Large items include:

Transdev (local and commuter invoices for August, 2016)	\$1,261,027
Pulsar Advertising (Consulting/Marketing)	35,291
Pinnacle Petroleum (fuel)	167,869
IntelliRide (Dial-A-Ride Services for August, 2016)	110,269
W.A.V.E. (Lab Prototype Completion)	1,400,000
Total of large item selection	\$2,974,456

These items comprise 93.3% of total expenditures for the month.

Operating Cash

Major cash components as of July 31, 2016:

Cash per general ledger	\$18,096,387
Less restricted funds	(11,063,519)
Projected net cash inflows/(outflows) for the month of August 31, 2016	(1,675,771)
Projected cash available for operations at the end of August 31, 2016	\$5,357,097

The projected cash available will cover 3.0 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 interim, unaudited result for the two months ended August 31, 2016.

Operating Income/(Loss) (net of depreciation) was unfavorable to budget by (\$206K).

Revenues were unfavorable to budget by (\$573K).

Fare revenue and Jurisdictional Operating Contributions were less than budget. The contribution difference is a timing issue between when the funds are received and booked. The variance clears on a quarterly basis.

Expenses were favorable to budget by \$366K.

Fuel, other operating expenses and salaries & wages were less than budget, partially offset by business software expenses.

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 August 31, 2016.
B – Interim Financial Statements as of August 31, 2016.
C – Treasurer’s Report and Cash Flow Projection for August 31, 2016.
D – Payroll History Report (July, 2016 – September 2016).
E – Cash Disbursements Report for the month ended September, 2016.

ANTELOPE VALLEY TRANSIT AUTHORITY
BUDGET VS. ACTUAL INCOME STATEMENT
For the 2 months ended August 31, 2016

DESCRIPTION	YEAR-TO-DATE		
	BUDGET	ACTUAL	VARIANCE
REVENUE			
FARE REVENUE	978,775	793,814	(184,961)
MTA FUNDS	1,436,367	1,436,942	575
STATE FUNDS	63,841	0	(63,841)
FTA FUNDS	60,809	41,000	(19,809)
JURISDICTIONAL CONTRIBUTIONS	823,954	541,517	(282,437)
OTHER REVENUE	40,151	18,089	(22,062)
TOTAL REVENUE	3,403,897	2,831,362	(572,535)
EXPENSES			
CONTRACTOR SERVICES	2,573,463	2,526,282	47,181
FUEL & ELECTRICITY FOR OPERATIONS	430,402	295,812	134,590
OTHER OPERATING EXPENSES	77,551	5,203	72,348
SALARIES & WAGES	456,274	385,455	70,818
BENEFITS	178,369	143,204	35,165
LEGAL	54,080	16,282	37,798
CONSULTING	67,800	75,122	(7,322)
ADVOCACY	36,122	30,253	5,870
TRAVEL	8,730	21,319	(12,589)
IT MAINTENANCE & LICENSES	43,843	104,527	(60,684)
UTILITIES	34,674	23,324	11,349
ADMINISTRATION	208,709	176,998	31,711
TOTAL EXPENSES	4,170,017	3,803,781	366,236
OPERATING INCOME/(LOSS)	(766,120)	(972,419)	(206,299)

ANTELOPE VALLEY TRANSIT AUTHORITY
EXPENDITURES BY DEPARTMENT
For the 2 months ended August 31, 2016

DESCRIPTION	YEAR-TO-DATE		
	BUDGET	ACTUAL	VARIANCE
TOTAL REVENUE	3,403,897	2,831,362	(572,535)
EXPENDITURES BY DEPARTMENT			
EXECUTIVE SERVICES	351,251	308,518	42,733
OPERATIONS & MAINTENANCE	3,380,821	3,113,766	267,055
FINANCE	246,119	210,082	36,037
CUSTOMER SERVICE	187,508	171,415	16,094
ALLOCATIONS	4,318	(0)	4,318
TOTAL EXPENSES	4,170,017	3,803,781	366,236
OPERATING INCOME/(LOSS)	(766,120)	(972,419)	(206,299)

ANTELOPE VALLEY TRANSIT AUTHORITY
VARIANCES BY DEPARTMENT
For the 2 months ended August 31, 2016

DEPARTMENT	T/P	COMMENTS (\$000's)
REVENUE	T	Fare Revenue (\$185)
	T	Operating Contributions (\$262)
	T	Proposition 1B (\$64)
	T	JARC Programs (\$16)
	T	Other Revenue (\$42)
EXECUTIVE SERVICES		Wages & Benefits \$0
	T	Legal \$38
	T	Memberships (APTA '17)(\$24)
	T	Advocacy \$6
OPERATIONS & MAINTENANCE	P	Wages & Benefits \$62
	T	Contract Services (Transdev/IntelliRide) \$47
	T	Fossil Fuel for Fleet Operations \$129
	T	Electricity for Fleet Operations \$6
		<i>Note: Electricity for Electric Buses not booked in July or August</i>
	T	I.T. Categories (incl Software Licensing) (\$61)
	T	Utilities \$11
	T	Grant Eligible Preventive Maintenance \$20
FINANCE	P	Wages & Benefits \$16
	P	Risk Insurance \$18
	T	Audit (\$5)
CUSTOMER SERVICE	P	Wages & Benefits \$24
	P	JARC - Voucher/ETP (Reimbursed by Grant)(\$32)
	T	Security (LASD, Opsec)\$32
	T	Marketing (\$2)
	T	Printing Services (\$12)
	T	Misc Special Events \$6
	T	Charitable Donations \$9
	T	Sponsorships \$8
	T	Stuff-A-Bus \$7
ALLOCATIONS (NET OF DEPRECIATION)	T	Employer Benefits & GASB Adjustments \$10

P = Permanent difference
T = Timing difference



STATEMENT OF NET POSITION - UNAUDITED

	As of August 31, 2016	As of August 31, 2015
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$ 18,096,389	\$ 15,369,614
Due from other governments	7,602,698	9,276,590
Other receivables	359,804	226,829
Inventory	229,528	240,334
Prepaid items	696,569	277,116
Total Current Assets	26,984,988	25,390,484
NONCURRENT ASSETS		
Capital assets, net of depreciation	50,475,914	50,750,774
Total Assets	77,460,902	76,141,258
LIABILITIES AND NET POSITION		
CURRENT LIABILITIES		
Accounts payable	3,044,849	1,470,051
Payroll related items	88	(6,216)
Compensated absences	1,543,836	325,002
Deferred Revenue - Prop 1B	1,099,676	1,314,134
Total Current Liabilities	5,688,448	3,102,971
NONCURRENT LIABILITIES		
Net pension plan liability	-	-
Deferred inflows of resources		
Unearned Revenue	121,429	109,100
Total deferred inflows of resources	121,429	109,100
Total Liabilities	5,809,878	3,212,072
NET POSITION		
Invested in Capital Assets	50,475,914	50,750,774
Restricted for Capital Acquisition	5,379,238	5,379,358
Unrestricted	15,795,873	16,799,055
Total Net Assets	\$ 71,651,026	\$ 72,929,187

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



	For the 2 Months ending August 31, 2016	For the 2 Months ending August 31, 2015
OPERATING REVENUES		
Charges for services:		
Passenger fares	\$ 793,814	\$ 819,064
Total operating revenues	<u>793,814</u>	<u>819,064</u>
OPERATING EXPENSES		
Purchased transportation services:		
Outside transit contract	2,526,282	2,409,978
Fuel	295,812	337,728
Other operating costs	154,740	121,585
General and administrative	827,797	698,755
Total operating expenses, net of depreciation	<u>3,804,631</u>	<u>3,568,046</u>
Operating gain/(loss), net of depreciation	(3,010,817)	(2,748,982)
Depreciation	653,614	992,293
Total operating expenses	<u>4,458,246</u>	<u>4,560,340</u>
Operating gain/(loss)	<u>(3,664,432)</u>	<u>(3,741,276)</u>
NONOPERATING REVENUES/(EXPENSES)		
Interest Income	164	283
Local grants - MTA	1,436,942	1,441,538
Proposition 1B	-	-
Federal non-capital grants	41,000	1,219,116
Member agency contributions	541,517	541,668
Grantable expenses	(117,451)	(94,153)
Gain/(Loss) on sale of capital assets	-	9,372
Other	17,925	96,520
Total nonoperating revenues and expenses	<u>1,920,097</u>	<u>3,214,345</u>
Gain/(Loss) before capital contributions	<u>(1,744,335)</u>	<u>(526,931)</u>
CAPITAL CONTRIBUTIONS		
Capital grants	-	130,622
Member agency contributions	47,880	47,691
Total capital contributions	<u>47,880</u>	<u>178,313</u>
NET CHANGE IN NET POSITION	(1,696,454)	(348,617)
NET POSITON, BEGINNING OF PERIOD	<u>73,347,480</u>	<u>73,277,804</u>
NET POSITION, END OF PERIOD	<u>\$ 71,651,026</u>	<u>\$ 72,929,187</u>

**STATEMENT OF CASH FLOWS - UNAUDITED**

	For the 2 Months ending August 31, 2016	For the 2 Months ending August 31, 2015
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from customers	793,814	819,064
Non-operating miscellaneous revenue received	17,925	96,520
Cash payments to suppliers for goods and services	(2,371,057)	(2,739,081)
Cash payments to employees for services	(210,147)	(618,852)
Net cash used in operating activities	<u>(1,769,466)</u>	<u>(2,442,349)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:		
Operating grants received	3,047,979	133,946
Contributions received from member agencies	388,305	253,553
Net cash provided by non-capital financing activities	<u>3,436,285</u>	<u>387,500</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Acquisition of capital assets	(1,468,215)	(1,436,139)
Proceeds received from sale of capital assets	-	9,372
Capital grants received	799,944	1,620,885
Capital expenses	(117,451)	(94,153)
Capital contributions received from member agencies	47,880	91,338
Net cash used in capital and related financing activities	<u>(737,842)</u>	<u>191,303</u>
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:		
Interest received	164	283
Net cash provided by investing activities:	<u>164</u>	<u>283</u>
Net increase/(decrease) in cash and cash equivalents	929,141	(1,863,264)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>17,167,248</u>	<u>17,232,879</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u><u>18,096,389</u></u>	<u><u>15,369,614</u></u>


STATEMENT OF CASH FLOWS - UNAUDITED

	For the 2 Months ending August 31, 2016	For the 2 Months ending August 31, 2015
Reconciliation of operating income (loss) to net cash used in operating activities (Indirect Method):		
Operating Loss	(3,664,432)	(3,741,276)
Adjustments to Net Cash used in Operating Activities		
Depreciation	653,614	992,293
Miscellaneous income	17,925	96,520
(Increase) decrease in other receivables	(11,767)	34,757
(Increase) decrease in inventory	-	-
(Increase) decrease in prepaid items	(376,626)	59,083
(Increase) decrease in deferred outflows of resources	-	-
Increase (decrease) in accounts payable	1,393,536	(278,517)
Increase (decrease) in due to Federal Transit Administration	-	-
Increase (decrease) in accrued payroll	47	(93,507)
Increase (decrease) in compensated absences payable	318,465	232
Increase (decrease) in other liabilities	1,200	-
Increase (decrease) in deferred revenue (Prop 1B)	-	488,065
Increase (decrease) in net pension liability	-	-
Increase (decrease) in deferred inflows of resources	(101,429)	-
Net Cash used in operating activities	<u>(1,769,466)</u>	<u>(2,442,349)</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
Treasurer's Report and Cash Flow Projection
Month Ended August 2016

Investment Type	Description	Beginning Balance	Deposits	Disbursements	Interest	Ending Balance
Cash and Investments Under the Direction of the Treasurer						
Local Agency Investment Fund (LAIF) - Capital Reserve		\$5,409,174.60				
Interest (earned quarterly)					-	
Proposition 1B Restricted Fund*		1,347,988.89			-	
Interest earned for the month					61.74	
Union Bank - LCTOP		40,642.47			-	
Interest earned for the month					1.85	
* Deferred revenue, recorded as liability until associated expense incurred.						
TOTAL CAPITAL RESERVE AND RESTRICTED FUNDS						\$6,797,870
Wells Fargo CDs - In Transit		1,006,694.37				
Wells Fargo - OP Staging		485,406.00				
Interest earned for the month					12.37	
TOTAL OPERATING RESERVE						\$1,492,113
General, Payroll & Payable Accounts		10,265,222.84				
Operating Accounts Analysis	FTA		386,901.00			
	Cash Fares		361,846.80			
	Vendor Pass Sales Revenue		232,502.60			
	MTA Revenue		611,798.59			
	Jurisdictional Contributions		-			
	Other Revenue		-			
	Non-Transportation Revenue		11,603.05			
	Cash Disbursement (A/P) for The Month			1,798,443.44		
	Employee Payroll			194,795.27		
	Employee Deductions			25,446.13		
	Employer Payroll Taxes			3,423.65		
	CalPERS - AVTA paid			36,466.36		
	CalPERS - GASB 68			3,460.49		
	Bank Fees			2,185.20		
	Net Operating Funds	\$ 10,265,222.84	\$ 1,604,652.04	\$ 2,064,220.54	\$ -	\$ 9,805,654.34
	Petty Cash Balance					\$ 750.00
TOTAL CASH AND INVESTMENTS						\$ 18,096,386.63

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
Staff Accountant II

Colby Konisek
Chief Financial Officer

ANTELOPE VALLEY TRANSIT AUTHORITY
Treasurer's Report and Cash Flow Projection
Month Ended August 2016

Descriptions	\$ Subtotal	\$ Total
BALANCE FROM THE REPORT		\$ 18,096,387
Less Restricted Funds		
Proposition 1B/LCTOP (Deferred Revenue)		(1,388,695)
Capital Reserve (LAIF)		(5,409,175)
Operating Reserve (Wells Fargo)		(1,492,113)
Electric Bus Project Funds over projection		(973,536)
Restricted for Operations		(1,800,000)
UNRESTRICTED CASH		\$ 7,032,868

ACCOUNTS RECEIVABLE AND PAYABLE AS OF MAY 31, 2016

Add Accounts receivable:

FTA funds (Available Oct/Nov)	\$ -	
MTA Revenue	1,188,297	
Jurisdiction Contributions	306,423	
Vendor Pass Sales/Transporter	69,351	
Jurisdictional Contribution	0	
Other	0	
	0	1,564,071

Less Payables & Payroll:

Accounts Payable & Accrued Invoices	(3,044,849)	
Payroll	(194,993)	
	(3,239,842)	(3,239,842)

NET INFLOW/(OUT FLOW) OF CASH --- A/R, A/P **(1,675,771)**

PROJECTED CASH AVAILABLE IN THE NEXT 30 DAYS: **\$ 5,357,097**

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

Operating Cash Coverage per Monthly Average: **3.0**

**ANTELOPE VALLEY TRANSIT AUTHORITY
PAYROLL HISTORY REPORT
JULY TO SEPTEMBER, 2016**

	July Total	August Total	September Total
<u>Pay Accrual Periods</u>	2	2	2
<u>EARNINGS</u>			
Regular Pay	\$ 167,590.11	\$ 180,262.22	\$ 173,059.63
Overtime Pay	3,523.50	195.00	783.78
Vacation Pay	18,679.09	4,949.54	7,299.55
Double Time Pay	0.00	0.00	0.00
Sick Pay	3,089.84	6,760.18	5,440.29
Bereavement Pay	168.60	0.00	738.60
Holiday Pay	11,553.32	0.00	10,966.87
Bonus Pay	0.00	0.00	0.00
Floating Holiday Pay	3,476.34	1,091.78	245.28
Retroactive Pay	439.83	58.40	167.04
Vacation Cash Out	17,918.16	0.00	0.00
Deferred Income 457	866.32	866.32	866.32
Stipend --- Cell phone reimbursements	875.00	810.00	810.00
TOTAL	\$ 228,180.11	\$ 194,993.44	\$ 200,377.36
Inc(Dec)-Curr month over prev month		\$ (33,186.67)	\$ 5,383.92
% Inc(Dec)-Curr month over prev month		(14.5%)	2.8%



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 09/01/2016 - 09/30/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0944 - AGILITY RECOVERY SOLUTIONS INC.				
21432	09/01/2016	Agility Recovery Monthly-Sept 2016	100-2FF-5-G1-9401006	230.00
21530	09/29/2016	Agility Recovery -Oct 2016	100-2FF-5-G1-9401006	230.00
Vendor V0944 - AGILITY RECOVERY SOLUTIONS INC. Total:				460.00
Vendor: V0380 - Alpha Numeric				
21531	09/29/2016	File Folders/ Records Management	100-3FS-5-G1-9501009	180.12
Vendor V0380 - Alpha Numeric Total:				180.12
Vendor: V0753 - American Heritage Life Ins.				
21478	09/15/2016	Employee Paid Extended Benefits	100-000-2-B1-4011019	708.12
Vendor V0753 - American Heritage Life Ins. Total:				708.12
Vendor: V0363 - American Red Cross				
21532	09/29/2016	American Red Cross Training	100-1EX-5-G1-9501019	2,420.00
Vendor V0363 - American Red Cross Total:				2,420.00
Vendor: V0968 - Antelope Valley College Foundation				
21433	09/01/2016	BYD and AVTA Endowment-Advanced Zero Emission	100-5CS-5-G1-9501038	5,000.00
21479	09/15/2016	Slam Dunk Golf Tournament	100-5CS-5-G1-9501039	1,500.00
Vendor V0968 - Antelope Valley College Foundation Total:				6,500.00
Vendor: V0135 - Aramark Uniform Services				
21434	09/01/2016	Women's Jeans	100-2FF-5-G1-9401005	62.09
21458	09/08/2016	Uniform service (2016)	100-2FF-5-G1-9401038	125.00
21458	09/08/2016	Uniform service (2016)	100-2FF-5-G1-9401038	199.37
21458	09/08/2016	Hats	100-2FF-5-G1-9501029	2,289.00
21480	09/15/2016	Uniform service (2016)	100-2FF-5-G1-9401038	135.60
21480	09/15/2016	Uniform service (2016)	100-2FF-5-G1-9401038	137.64
21480	09/15/2016	Pants Jean female blend	100-2FF-5-G1-9401038	136.20
21533	09/29/2016	Uniform service (2016)	100-2FF-5-G1-9401038	136.20
21533	09/29/2016	Uniform service (2016)	100-2FF-5-G1-9401038	126.86
Vendor V0135 - Aramark Uniform Services Total:				3,347.96
Vendor: V0518 - Arrow Engineering Services-AESI				
21502	09/22/2016	Emergency Management-Hazard Mitig Svcs Software	600-1XX-5-J1-9909068	240.00
21502	09/22/2016	Task Order 1 Change Order 1 for Wave Chargers	600-1XX-5-J1-9909080	240.00
21534	09/29/2016	Change Order 2 - Task Order 2 - 85 Bus Charging	600-1XX-5-J1-9909085	7,285.00
Vendor V0518 - Arrow Engineering Services-AESI Total:				7,765.00
Vendor: V0441 - At&T Calnet				
21503	09/22/2016	Telephone charges, 08/20/2016	100-2FF-5-G1-9401025	325.65
Vendor V0441 - At&T Calnet Total:				325.65
Vendor: V0244 - AT&T Mobility				
21504	09/22/2016	Mobility charges, 08/07/2016-09/06/2016	100-2FF-5-G1-9401025	121.79
Vendor V0244 - AT&T Mobility Total:				121.79
Vendor: V0719 - AV Mail n More				
21435	09/01/2016	CPOS Phone line	100-3FS-5-G1-9501037	150.00
21435	09/01/2016	CPOS Phone Reimbursement-August 2016	100-3FS-5-G1-9501037	50.00
21505	09/22/2016	CPOS Reimbursement-June and July 2016	100-3FS-5-G1-9501037	100.00
Vendor V0719 - AV Mail n More Total:				300.00
Vendor: V0013 - AV Press				
21481	09/15/2016	Advertisement of solicitations	100-3FS-5-G1-9501002	3,700.70
Vendor V0013 - AV Press Total:				3,700.70
Vendor: V0370 - Bank Supplies				
21436	09/01/2016	Tamper Evident bags for Countroom	100-3FS-5-G1-9501009	76.38
Vendor V0370 - Bank Supplies Total:				76.38



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 09/01/2016 - 09/30/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0239 - BOHN'S Printing				
21482	09/15/2016	Folding Note Card	100-1EX-5-G1-9501018	82.84
21482	09/15/2016	Staff Business Card - sets of 500	100-1EX-5-G1-9501018	523.20
21482	09/15/2016	5.5 Bar Envelopes	100-1EX-5-G1-9501018	15.26
21482	09/15/2016	Public Notices	600-1XX-5-J1-9909059	174.40
Vendor V0239 - BOHN'S Printing Total:				795.70
Vendor: V0762 - Boot Barn				
21459	09/08/2016	Boots for New Hire John	100-2FF-5-G1-9401038	126.69
21459	09/08/2016	Boots for BSIP	100-2FF-5-G1-9401038	174.10
21483	09/15/2016	BSIP Uniforms Jeans	100-2FF-5-G1-9401038	1,203.11
21483	09/15/2016	BSIP Uniforms Shirts	100-2FF-5-G1-9401038	798.97
21483	09/15/2016	BSIP Uniforms Jackets	100-2FF-5-G1-9401038	299.70
Vendor V0762 - Boot Barn Total:				2,602.57
Vendor: V0149 - Brinks Incorporated				
21437	09/01/2016	Brinks Transportation-August 2016	100-3FS-5-G1-9501024	522.86
21437	09/01/2016	Brinks Transportation-July 2016	100-3FS-5-G1-9501024	205.31
21484	09/15/2016	Brinks Transportation-Sept 2016	100-3FS-5-G1-9501024	522.86
21484	09/15/2016	Brinks Transportation-Supplemental Aug 2016	100-3FS-5-G1-9501024	237.92
Vendor V0149 - Brinks Incorporated Total:				1,488.95
Vendor: V0132 - Bulbs.com				
21438	09/01/2016	light bulbs for facility	100-2FF-5-G1-9401038	103.50
21438	09/01/2016	light bulbs for facility	100-2FF-5-G1-9401038	184.00
21438	09/01/2016	ballests for facility	100-2FF-5-G1-9401038	215.88
21438	09/01/2016	light bulbs for facility	100-2FF-5-G1-9401038	148.68
21438	09/01/2016	light bulbs for facility	100-2FF-5-G1-9401038	76.89
Vendor V0132 - Bulbs.com Total:				728.95
Vendor: V1139 - California Choice				
21460	09/08/2016	Group Health Insurance (EE)- Oct 2016	100-000-2-B1-4011013	5,193.64
21460	09/08/2016	Group Health Insurance (ER)- Oct 2016	100-1ZZ-5-G1-9701612	24,670.53
Vendor V1139 - California Choice Total:				29,864.17
Vendor: V1059 - Calstart				
21439	09/01/2016	Basic Membership, 11/01/2016-10/31/2017	100-1EX-5-G1-9501006	1,950.00
Vendor V1059 - Calstart Total:				1,950.00
Vendor: V0723 - Canon Solutions America				
21506	09/22/2016	Monthly Combined Maintenance-07/21/2016-08/20/2016	100-2FF-5-G1-9401009	477.33
21535	09/29/2016	Monthly Maint (CS) for copiers 06/16/16-09/15/16	100-2FF-5-G1-9401009	267.54
21535	09/29/2016	Monthly Maintenance for copiers 08/21/16-09/20/16	100-2FF-5-G1-9401009	282.31
Vendor V0723 - Canon Solutions America Total:				1,027.18
Vendor: V1177 - Carbonite, Inc.				
21440	09/01/2016	Carbonite Monthly Maintenance	100-2FF-5-G1-9401012	2,845.18
21440	09/01/2016	Cloud back up Service-August 2016	100-2FF-5-G1-9401009	2,596.73
21536	09/29/2016	Carbonite Monthly Maintenance-Sept 16	100-2FF-5-G1-9401012	3,032.30
Vendor V1177 - Carbonite, Inc. Total:				8,474.21
Vendor: V0416 - Carquest of Lancaster #7305				
21441	09/01/2016	MTC FL-820S (Fluid)	100-2FF-5-G1-9401038	4.13
21507	09/22/2016	Class 3 Ball mount	100-2FF-5-G1-9401038	43.59
21537	09/29/2016	2005 honda Wiper blade	100-2FF-5-G1-9401038	16.87
Vendor V0416 - Carquest of Lancaster #7305 Total:				64.59
Vendor: V1213 - Cash It Quick				
21442	09/01/2016	CPOS Tel line-July 2016	100-3FS-5-G1-9501037	50.00
21508	09/22/2016	CPOS Reimbursement-August 2016	100-3FS-5-G1-9501037	50.00
Vendor V1213 - Cash It Quick Total:				100.00



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 09/01/2016 - 09/30/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0812 - DeeAnna Cason				
21509	09/22/2016	Customer Service cash overages-July & August 2016	100-000-4-D1-6201004	-17.75
21509	09/22/2016	Lancaster Chamber Business Luncheon	100-1EX-5-G1-9501019	25.00
21509	09/22/2016	Refreshments for the records management meeting	100-1EX-5-G1-9501019	14.98
21509	09/22/2016	Lunch reimbursement Mtg/Ray Tellis	100-1EX-5-G1-9501019	8.18
21509	09/22/2016	All occasion greeting cards	100-3FS-5-G1-9501009	41.72
21509	09/22/2016	Printing Paper	100-3FS-5-G1-9501009	15.26
21509	09/22/2016	Refreshments for the AV Fair Parade	100-5CS-5-G1-9501029	19.98
Vendor V0812 - DeeAnna Cason Total:				107.37
Vendor: V0940 - Diana Industries International Inc.				
21461	09/08/2016	HS-1000 Degreaser	100-2FF-5-G1-9401038	2,023.92
Vendor V0940 - Diana Industries International Inc. Total:				2,023.92
Vendor: V0646 - DSL Extreme				
21443	09/01/2016	DSL Extreme-Sept 2016	100-2FF-5-G1-9401012	52.83
21492	09/20/2016	DSL Extreme Payment-OCTOBER 2016	100-2FF-5-G1-9401012	52.83
Vendor V0646 - DSL Extreme Total:				105.66
Vendor: V1123 - Eastside Checks Cashed				
21510	09/22/2016	CPOS Reimbursement-August 2015	100-3FS-5-G1-9501037	50.00
Vendor V1123 - Eastside Checks Cashed Total:				50.00
Vendor: V1218 - Evelyn Uy Cardines				
21485	09/15/2016	Refund-785 Commuter	100-000-4-D1-6001109	167.73
Vendor V1218 - Evelyn Uy Cardines Total:				167.73
Vendor: V0046 - Federal Express				
21444	09/01/2016	Shipping	100-3FS-5-G1-9501010	165.62
21444	09/01/2016	Shipping	100-3FS-5-G1-9501010	14.79
21511	09/22/2016	Shipping charges	100-3FS-5-G1-9501010	73.44
21511	09/22/2016	Shipping charges	100-3FS-5-G1-9501010	55.71
Vendor V0046 - Federal Express Total:				309.56
Vendor: V0176 - First Place Awards				
21445	09/01/2016	Name Plate Insert	100-3FS-5-G1-9501009	9.81
21538	09/29/2016	Double brackets	100-3FS-5-G1-9501009	92.11
21538	09/29/2016	Double brackets/Plate holders	100-3FS-5-G1-9501009	19.62
Vendor V0176 - First Place Awards Total:				121.54
Vendor: V0879 - Fresno Irrigation District				
21539	09/29/2016	Tyler User group registration	100-1EX-5-G1-9501019	600.00
Vendor V0879 - Fresno Irrigation District Total:				600.00
Vendor: V0194 - Frontier Communications				
21512	09/22/2016	Telephone, 08/13/16-09/12/16	100-2FF-5-G1-9401025	451.09
21512	09/22/2016	Telephone, 09/13/16-10/12/16	100-2FF-5-G1-9401025	457.88
Vendor V0194 - Frontier Communications Total:				908.97
Vendor: V0125 - Grainger				
21446	09/01/2016	Canon camera	100-2FF-5-G1-9401038	248.93
21446	09/01/2016	Janitor cart	100-2FF-5-G1-9401038	231.00
21446	09/01/2016	Drill bit	100-2FF-5-G1-9401038	5.25
21446	09/01/2016	Drill bit 19/64	100-2FF-5-G1-9401038	6.87
21446	09/01/2016	a/c filters	100-2FF-5-G1-9401038	69.72
21446	09/01/2016	Metal dust pan	100-2FF-5-G1-9401038	21.82
21462	09/08/2016	USB Cable	100-2FF-5-G1-9401038	3.60
21513	09/22/2016	Electronic Ballast	100-2FF-5-G1-9401038	56.81
21513	09/22/2016	Pavement marking tape	100-2FF-5-G1-9401038	278.71
21513	09/22/2016	1/2" air hose x 50 ft	100-2FF-5-G1-9401038	88.00
21513	09/22/2016	Air line coupler	100-2FF-5-G1-9401038	77.99
21513	09/22/2016	Air line coupler plug	100-2FF-5-G1-9401038	24.59
Vendor V0125 - Grainger Total:				1,113.29



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 09/01/2016 - 09/30/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0139 - Hart Printers Inc.				
21447	09/01/2016	Business cards	100-5CS-5-G1-9501018	53.41
Vendor V0139 - Hart Printers Inc. Total:				53.41
Vendor: V1142 - Hilton Garden Inn				
21493	09/20/2016	30%Holiday Event Deposit	100-1EX-5-G1-9501029	706.80
Vendor V1142 - Hilton Garden Inn Total:				706.80
Vendor: V0474 - Insight- Public Sector				
21494	09/20/2016	APC Replacement Battery Cartridge #43	600-1XX-5-J1-9902008	763.40
21540	09/29/2016	Symantec Essential Support for SEP - 1 User	100-2FF-5-G1-9401012	1,704.00
Vendor V0474 - Insight- Public Sector Total:				2,467.40
Vendor: V1057 - IntelliRide				
21514	09/22/2016	August 2016 ETP Service	100-5CS-5-G1-9401031	16,181.41
21514	09/22/2016	Dial-a-ride Service, Revenue August 2016	100-000-4-D1-6001400	-8,695.50
21514	09/22/2016	Dial-a-ride Service, August 2016	100-2FF-5-G1-9001014	100,944.48
21514	09/22/2016	August 2016 DAR Fare Coupons	100-000-4-D1-6001400	1,839.00
Vendor V1057 - IntelliRide Total:				110,269.39
Vendor: V0057 - Interior Plant Designs				
21495	09/20/2016	Interior Plant Services-Sept 2016	100-2FF-5-G1-9401005	220.00
Vendor V0057 - Interior Plant Designs Total:				220.00
Vendor: V0492 - Interstate Battery System				
21463	09/08/2016	Batteries for Genie lift	100-2FF-5-G1-9401038	1,716.37
Vendor V0492 - Interstate Battery System Total:				1,716.37
Vendor: V0157 - Iron Mountain Records Mgmt Inc				
21448	09/01/2016	Shred service, 07/27/2016-08/23/2016	100-2FF-5-G1-9401005	78.52
Vendor V0157 - Iron Mountain Records Mgmt Inc Total:				78.52
Vendor: V0857 - JCM And Associates, Inc.				
21496	09/20/2016	Polo shirts	100-1EX-5-G1-9501003	71.90
21496	09/20/2016	Editing Digitizing Charge	100-1EX-5-G1-9501003	38.15
21496	09/20/2016	embroidery	100-1EX-5-G1-9501003	38.49
21496	09/20/2016	Polo shirts	100-1EX-5-G1-9501003	46.48
Vendor V0857 - JCM And Associates, Inc. Total:				195.02
Vendor: V0816 - Karen Darr				
21486	09/15/2016	All state Reimbursement	100-000-2-B1-4011019	478.86
Vendor V0816 - Karen Darr Total:				478.86
Vendor: V1080 - Kennard Design Group				
21464	09/08/2016	Design/Engineering 47 ST E and Ave S Bus Stop	600-1XX-5-J1-9909059	1,150.82
21464	09/08/2016	Upgrade Bus Stop 99 at 30th St E and Ave R	600-1XX-5-J1-9909058	945.50
21464	09/08/2016	Task Order 5 - AV College A&E 3 Bay Bus Stop	600-1XX-5-J1-9909059	9,758.30
Vendor V1080 - Kennard Design Group Total:				11,854.62
Vendor: V0061 - Kwik-Key				
21515	09/22/2016	3 Duplicate keys	100-2FF-5-G1-9401038	8.18
Vendor V0061 - Kwik-Key Total:				8.18
Vendor: V0288 - LA County Sheriff Dept				
21497	09/20/2016	Los Angeles County Sheriff's Contract-July 2016	100-5CS-5-G1-9501034	5,673.40
Vendor V0288 - LA County Sheriff Dept Total:				5,673.40
Vendor: V0889 - Len Engel				
21487	09/15/2016	Travel reimbursement	100-1EX-5-G1-9501019	1,047.56
21541	09/29/2016	2016 APTA Meeting	100-1EX-5-G1-9501019	1,549.75
21541	09/29/2016	BusCon Workshop	100-1EX-5-G1-9501019	1,398.25
Vendor V0889 - Len Engel Total:				3,995.56
Vendor: V1107 - LPM Consulting Inc.				
21449	09/01/2016	LPM Consulting FY16/17	100-3FS-5-G1-9501027	1,354.50
Vendor V1107 - LPM Consulting Inc. Total:				1,354.50



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 09/01/2016 - 09/30/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0720 - Mail America 2- Palmdale				
21465	09/08/2016	Rider Relief Coupon, Aug 2016	100-3FS-5-G1-9501037	30.00
21465	09/08/2016	CPOS Reimbursement-August 2016	100-3FS-5-G1-9501037	50.00
Vendor V0720 - Mail America 2- Palmdale Total:				80.00
Vendor: V0916 - Mail America 3				
21466	09/08/2016	Rider Relief Coupon, Aug 2016	100-3FS-5-G1-9501037	86.00
Vendor V0916 - Mail America 3 Total:				86.00
Vendor: V0169 - Mar-Co Equipment Company				
21467	09/08/2016	Drain plug	100-2FF-5-G1-9401038	46.94
21467	09/08/2016	SuperGrit Brush	100-2FF-5-G1-9401038	432.62
21467	09/08/2016	Magna Scrub Soap Solution	100-2FF-5-G1-9401038	1,767.98
Vendor V0169 - Mar-Co Equipment Company Total:				2,247.54
Vendor: V1143 - McKeon Group				
21450	09/01/2016	Advocacy-Sept 2016	100-1EX-5-G1-9501015	5,000.00
Vendor V1143 - McKeon Group Total:				5,000.00
Vendor: V0292 - McMaster-Carr Supply Co.				
21488	09/15/2016	Squeeze handling gripping retriever	100-2FF-5-G1-9401038	104.68
21498	09/20/2016	Transponder Batteries	100-2FF-5-G1-9401038	318.65
Vendor V0292 - McMaster-Carr Supply Co. Total:				423.33
Vendor: V0783 - Mobile Relay Associates				
21468	09/08/2016	Commuter Radio Repeater Service -Sept 2016	100-2FF-5-G1-9401038	1,224.30
Vendor V0783 - Mobile Relay Associates Total:				1,224.30
Vendor: V0626 - Moore & Associates				
21516	09/22/2016	Origin and Destination Study - Moore & Associates	100-1EX-5-G1-9501013	5,790.00
21516	09/22/2016	Mobility Management Project-Year 5	100-5CS-5-G1-9401035	2,850.00
Vendor V0626 - Moore & Associates Total:				8,640.00
Vendor: V0714 - Norman Hickling				
21542	09/29/2016	BusCon Workshop	100-1EX-5-G1-9501019	102.39
21542	09/29/2016	2016 APTA meeting	100-1EX-5-G1-9501019	135.00
Vendor V0714 - Norman Hickling Total:				237.39
Vendor: V0987 - OPSEC Specialized Protection				
21469	09/08/2016	OPSEC Security Services Aug 2016	100-5CS-5-G1-9501034	4,835.00
Vendor V0987 - OPSEC Specialized Protection Total:				4,835.00
Vendor: V0243 - Palmdale Chamber of Commerce				
21517	09/22/2016	Luncheon Admission-Kelly Miller	100-1EX-5-G1-9501019	25.00
Vendor V0243 - Palmdale Chamber of Commerce Total:				25.00
Vendor: V0628 - Patton Sales Corp				
21470	09/08/2016	2x2x1/4 angle 20"	100-2FF-5-G1-9401038	40.11
Vendor V0628 - Patton Sales Corp Total:				40.11
Vendor: V0077 - PIHRA				
21543	09/29/2016	Membership-W Jones	100-1EX-5-G1-9501006	125.00
Vendor V0077 - PIHRA Total:				125.00



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 09/01/2016 - 09/30/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0078 - Pinnacle Petroleum Inc				
21451	09/01/2016	Fuel, August 2016	100-2FF-5-G1-9201003	7,203.72
21451	09/01/2016	Fuel, August 2016	100-2FF-5-G1-9201003	7,648.04
21451	09/01/2016	Fuel, August 2016	100-2FF-5-G1-9201003	14,846.98
21471	09/08/2016	Fuel, August 2016	100-2FF-5-G1-9201003	15,436.85
21471	09/08/2016	Fuel, August 2016	100-2FF-5-G1-9201003	15,152.29
21471	09/08/2016	Fuel, August 2016	100-2FF-5-G1-9201003	16,089.29
21499	09/20/2016	Fuel, August 2016	100-2FF-5-G1-9201003	15,657.50
21499	09/20/2016	Fuel, September 2016	100-2FF-5-G1-9201003	15,187.72
21499	09/20/2016	Fuel, September 2016	100-2FF-5-G1-9201003	15,183.69
21544	09/29/2016	Fuel, September 2016	100-2FF-5-G1-9201003	15,190.74
21544	09/29/2016	Fuel, September 2016	100-2FF-5-G1-9201003	15,706.72
21544	09/29/2016	Fuel, September 2016	100-2FF-5-G1-9201003	14,565.00
Vendor V0078 - Pinnacle Petroleum Inc Total:				167,868.54
Vendor: V1006 - Proactive Work Health				
21545	09/29/2016	Blanket PO for Proactive Work Health Svcs FY16/17	100-3FS-5-G1-9501027	255.00
Vendor V1006 - Proactive Work Health Total:				255.00
Vendor: V1210 - Pulsar Advertising, Inc.				
21452	09/01/2016	Strategic Marketing Plan	100-1EX-5-G1-9501013	9,745.00
21452	09/01/2016	AVTA College Pass Brand Development	100-1EX-5-G1-9501013	3,576.50
21472	09/08/2016	Strategic Marketing Plan	100-1EX-5-G1-9501013	7,874.50
21472	09/08/2016	AVTA College Pass Brand Development	100-1EX-5-G1-9501013	14,094.50
Vendor V1210 - Pulsar Advertising, Inc. Total:				35,290.50
Vendor: V0701 - Signal Campus				
21453	09/01/2016	AV College Outdoor Advertising-08/19/16-09/15/16	100-1EX-5-G1-9501003	336.00
21500	09/20/2016	AV College Outdoor Advertising-08/22/16-09/18/2016	100-1EX-5-G1-9501003	315.00
21546	09/29/2016	AV College Outdoor Advertising-Library	100-1EX-5-G1-9501003	336.00
21546	09/29/2016	AV College Outdoor Advertising-Bus. Education	100-1EX-5-G1-9501003	315.00
Vendor V0701 - Signal Campus Total:				1,302.00
Vendor: V0403 - Southern California Edison				
21489	09/15/2016	Electricity, August 2016	100-2FF-5-G1-9401021	86.98
21518	09/22/2016	Electricity-08/18/16-09/19/16	100-2FF-5-G1-9401021	6,785.98
Vendor V0403 - Southern California Edison Total:				6,872.96
Vendor: V0493 - Standard Insurance Company				
21473	09/08/2016	Vision Insurance Premium (EE)- Sept 2016	100-000-2-B1-4011016	137.58
21473	09/08/2016	Vision Insurance Premium (ER)-Sept 2016	100-1ZZ-5-G1-9701616	519.26
21473	09/08/2016	Dental Insurance Premium (EE)- Sept 2016	100-000-2-B1-4011014	812.48
21473	09/08/2016	Dental Insurance Premium (ER)- Sept 2016	100-1ZZ-5-G1-9701614	2,832.92
Vendor V0493 - Standard Insurance Company Total:				4,302.24
Vendor: V0477 - Standard Insurance Company				
21454	09/01/2016	HADV Premium	100-1ZZ-5-G1-9701811	36.00
21454	09/01/2016	Life	100-1ZZ-5-G1-9701811	350.77
21454	09/01/2016	Short Term Disability	100-1ZZ-5-G1-9701812	1,256.43
21454	09/01/2016	Long Term Disability	100-1ZZ-5-G1-9701813	779.29
21454	09/01/2016	AD&D	100-1ZZ-5-G1-9701814	70.15
21547	09/29/2016	Life	100-1ZZ-5-G1-9701811	402.43
21547	09/29/2016	HADV Premium	100-1ZZ-5-G1-9701811	41.00
21547	09/29/2016	Short Term Disability	100-1ZZ-5-G1-9701812	1,405.85
21547	09/29/2016	Long Term Disability	100-1ZZ-5-G1-9701813	871.87
21547	09/29/2016	AD&D	100-1ZZ-5-G1-9701814	80.48
Vendor V0477 - Standard Insurance Company Total:				5,294.27
Vendor: V1170 - Stradling Yocca Carlson & Rauth, A Professional Corporation				
21490	09/15/2016	General Counsel-July 2016	100-1EX-5-G1-9501005	4,063.00
21490	09/15/2016	Special Litigation-July 2016	100-1EX-5-G1-9501005	109.50
21490	09/15/2016	Yvette vs Holmes-July 2016	100-1EX-5-G1-9501005	109.50
Vendor V1170 - Stradling Yocca Carlson & Rauth, A Professional Corporation Total:				4,282.00



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 09/01/2016 - 09/30/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0684 - Strategies				
21519	09/22/2016	Consulting Services, August 2016	100-3FS-5-G1-9501027	125.00
Vendor V0684 - Strategies Total:				125.00
Vendor: V0419 - TAPCO				
21491	09/15/2016	Sign, 14"x22"080 EGP Refurbished signs w/digital	100-1EX-5-G1-9501018	7,721.95
21501	09/20/2016	Sign, 14"x22"080 EGP Refurbished signs w/digital	100-1EX-5-G1-9501018	1,909.68
21501	09/20/2016	Sign,14"x22"x.080 EGP White Digital Print Decal	100-1EX-5-G1-9501018	11,675.32
21501	09/20/2016	Sign,14"x12"x.080 EGP Refurbished signs w/ digital	100-1EX-5-G1-9501018	2,055.52
21501	09/20/2016	Sign,14"x26"x.080 EGP Refurbished signs w/ digital	100-1EX-5-G1-9501018	2,315.90
Vendor V0419 - TAPCO Total:				25,678.37
Vendor: V0981 - TASC				
21548	09/29/2016	Annual fee-FY 2017	100-1EX-5-G1-9501034	722.00
Vendor V0981 - TASC Total:				722.00
Vendor: V0103 - TCW Systems, Inc.				
21455	09/01/2016	Repeater service (local) Sept 2016	100-2FF-5-G1-9401038	500.00
21549	09/29/2016	Repeater service (local) Blanket	100-2FF-5-G1-9401038	500.00
Vendor V0103 - TCW Systems, Inc. Total:				1,000.00
Vendor: V1070 - The "G" Crew				
21550	09/29/2016	Labor Compliance-Refurnish Customer service area	600-1XX-5-J1-9909068	3,875.00
Vendor V1070 - The "G" Crew Total:				3,875.00
Vendor: V0505 - The Customer Service Experts				
21520	09/22/2016	CPOS Reimbursement-June 2016	100-3FS-5-G1-9501037	50.00
21520	09/22/2016	CPOS Reimbursement-August 2016	100-3FS-5-G1-9501037	50.00
Vendor V0505 - The Customer Service Experts Total:				100.00
Vendor: V0405 - The Gas Company				
21456	09/01/2016	Gas, 07/21/16-08/19/16	100-2FF-5-G1-9401022	68.05
Vendor V0405 - The Gas Company Total:				68.05
Vendor: V0904 - Time Warner Cable Business Class				
21474	09/08/2016	Cable service, 09/11/2016-10/10/2016	100-2FF-5-G1-9401025	246.71
21521	09/22/2016	Cable Service, 09/13/16-10/12/16	100-2FF-5-G1-9401025	1,365.00
Vendor V0904 - Time Warner Cable Business Class Total:				1,611.71
Vendor: V1008 - Tire Xpress Inc.				
21551	09/29/2016	Tires for unit 120	100-2FF-5-G1-9401038	320.00
Vendor V1008 - Tire Xpress Inc. Total:				320.00
Vendor: V0252 - Transdev, Inc.				
21522	09/22/2016	Local and Commuter Maint and Service, August'16	100-2FF-5-G1-9001013	1,155,845.08
21522	09/22/2016	Bus4744-Performance Truck Repair(new transmission)	600-1XX-5-J1-9909057	5,444.55
21522	09/22/2016	Bus4739-Performance truck repair(new transmission)	600-1XX-5-J1-9909057	5,444.55
21522	09/22/2016	Travel Training-Bus#4356	100-5CS-5-G1-9401035	284.81
21522	09/22/2016	BYD Electric buses, Route 10,11,12,1-August 2016	100-2FF-5-G1-9001016	21,812.84
21522	09/22/2016	Commuter Recovery-August 2016	100-2FF-5-G1-9001013	7,503.86
21522	09/22/2016	Metrolink Assistance, August 2016	100-2FF-5-G1-9001013	69.87
21522	09/22/2016	Bus#4746-Valley Power systems	600-1XX-5-J1-9909057	41,678.69
21522	09/22/2016	JARC Commuter Hours-785-786-787-August 2016	100-2FF-5-G1-9001015	19,721.94
21522	09/22/2016	Commuter Recovery Standby-August 2016	100-2FF-5-G1-9001013	3,220.50
Vendor V0252 - Transdev, Inc. Total:				1,261,026.69
Vendor: V0189 - United Parcel Service				
21475	09/08/2016	Shipping charges	100-3FS-5-G1-9501010	100.00
21523	09/22/2016	Shipping charges	100-3FS-5-G1-9501010	125.31
Vendor V0189 - United Parcel Service Total:				225.31
Vendor: V0353 - UNUM Life Insurance Co of Amer				
21524	09/22/2016	Long Term Care (EE)-October 2016	100-000-2-B1-4011024	123.90
21524	09/22/2016	Long Term Care (ER)-October 2016	100-1ZZ-5-G1-9702618	524.10
Vendor V0353 - UNUM Life Insurance Co of Amer Total:				648.00



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 09/01/2016 - 09/30/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0302 - US Bank				
21525	09/22/2016	Mobility 211 Summit-N Hickling lodging	100-1EX-5-G1-9501019	243.36
21525	09/22/2016	Snacks-making an effective Business presentation	100-1EX-5-G1-9501019	25.57
21525	09/22/2016	Palmdale Chamber of Comm luncheon	100-1EX-5-G1-9501019	100.00
21525	09/22/2016	N Hickling-Denver Co meeting	100-1EX-5-G1-9501019	685.05
21525	09/22/2016	2016 APTA Housing cancellation of fees	100-1EX-5-G1-9501019	-322.25
21525	09/22/2016	Trams training-LA-lodging	100-1EX-5-G1-9501019	282.90
21525	09/22/2016	Mobility 211 Summit-D Aragon lodging	100-1EX-5-G1-9501019	243.36
21525	09/22/2016	Registration fees-APTA Annual Conf-2016	100-1EX-5-G1-9501019	1,700.00
21525	09/22/2016	Pre audit conference with Windes-Lodging	100-1EX-5-G1-9501019	423.36
21525	09/22/2016	GFOA Registration fee	100-1EX-5-G1-9501019	70.00
21525	09/22/2016	N Hickling-Wireless Comm-Washington	100-1EX-5-G1-9501019	30.00
21525	09/22/2016	Federal Lobby Day-Washington DC	100-1EX-5-G1-9501019	499.46
21525	09/22/2016	Lancaster Chamber of Commerce meeting	100-1EX-5-G1-9501019	20.00
21525	09/22/2016	Monthly fee-1&1 Virtual server	100-2FF-5-G1-9401012	19.99
21525	09/22/2016	Winners Dump the Pump Disney trip	100-5CS-5-G1-9501029	189.48
21525	09/22/2016	Disney gift card winners-Dump the Pump	100-5CS-5-G1-9501029	362.52
21525	09/22/2016	Lunch with Debbie Currado	100-1EX-5-G1-9501019	40.97
			Vendor V0302 - US Bank Total:	4,613.77
Vendor: V0209 - Vinsa Insurance Associates				
21527	09/22/2016	Addtl payment-Auto Renew policy-FY 2017	100-000-1-A1-0401000	272.00
			Vendor V0209 - Vinsa Insurance Associates Total:	272.00
Vendor: V1072 - W.A.V.E.				
21457	09/01/2016	Lab Prototype Completion	100-000-1-A3-1001005	1,400,000.00
			Vendor V1072 - W.A.V.E. Total:	1,400,000.00
Vendor: V0969 - Walsma Oil Company				
21552	09/29/2016	Diesel Emission Fluid	100-2FF-5-G1-9201003	2,532.29
			Vendor V0969 - Walsma Oil Company Total:	2,532.29
Vendor: V0550 - Waste Management				
21476	09/08/2016	August 2016 Services	100-2FF-5-G1-9401023	712.60
			Vendor V0550 - Waste Management Total:	712.60
Vendor: V0457 - Waxie Enterprises Inc.				
21477	09/08/2016	Citrus Multipurpose Cleaner	100-2FF-5-G1-9401038	142.10
21477	09/08/2016	Large Can Liners	100-2FF-5-G1-9401038	259.57
21477	09/08/2016	Vinyl Gloves XL	100-2FF-5-G1-9401038	54.58
21477	09/08/2016	Medium Can Liners	100-2FF-5-G1-9401038	82.43
21477	09/08/2016	Mop Heads	100-2FF-5-G1-9401038	105.21
21477	09/08/2016	Spray Bottles	100-2FF-5-G1-9401038	11.64
21477	09/08/2016	Small Can Liners	100-2FF-5-G1-9401038	89.64
21477	09/08/2016	Roll Towels Non-Perforated	100-2FF-5-G1-9401038	277.03
21477	09/08/2016	Premium Bath Tissue	100-2FF-5-G1-9401038	287.59
21477	09/08/2016	Vinyl Glove SM	100-2FF-5-G1-9401038	59.87
21477	09/08/2016	Concentrated Soap	100-2FF-5-G1-9401038	87.94
			Vendor V0457 - Waxie Enterprises Inc. Total:	1,457.60
Vendor: V0279 - Webb & Associates, Inc.				
21553	09/29/2016	transit pod windows	600-1XX-5-J1-9909059	2,371.46
			Vendor V0279 - Webb & Associates, Inc. Total:	2,371.46
Vendor: V1154 - Weideman Group Inc.				
21554	09/29/2016	Government Advocacy Contract FY 2017-Sept 2016	100-1EX-5-G1-9501015	10,000.00
			Vendor V1154 - Weideman Group Inc. Total:	10,000.00
Vendor: V0112 - Western Exterminators				
21528	09/22/2016	Exterminator-August 2016	100-2FF-5-G1-9401005	96.00
			Vendor V0112 - Western Exterminators Total:	96.00



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 09/01/2016 - 09/30/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0744 - Windes				
21529	09/22/2016	Audit of Financial Statements	100-3FS-5-G1-9501020	<u>5,000.00</u>
			Vendor V0744 - Windes Total:	5,000.00
Vendor: V0124 - Witts				
21555	09/29/2016	Office Supplies	100-3FS-5-G1-9501009	<u>668.65</u>
			Vendor V0124 - Witts Total:	668.65
			Grand Total:	<u><u>3,189,137.79</u></u>



DATE: October 25, 2016

TO: BOARD OF DIRECTORS

SUBJECT: FY17 First Quarter Los Angeles County Sheriff's Department (LASD) Report – July 1 through September 30, 2016

RECOMMENDATION

That the Board of Directors receive and file the FY17 First Quarter LASD report for the period covering July 1 through September 30, 2016.

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 first quarter of FY17.

At the beginning of each shift, Deputy Maselli contacted bus operators to ascertain if there were any concerns or problems to report, as well as anything that might have been reported from the previous day. On average, Deputy Maselli made contact with an estimated 25-30 buses/bus operators per day, and approximately 36,495 passengers.

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, the Lancaster Metrolink Station, and Los Angeles County Supervisor Antonovich Beach Buses.

Deputy Maselli along with his K-9 partner Ieka, 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 provided assistance during several traffic collisions, notifying dispatch and assisting AVTA bus operators with traffic control.

The following is a list of infractions included on citations issued from July 1 through September 30. All citations were issued at transit centers or at bus stops in the AVTA service area.

Citations	Jul 16	Aug 16	Sep 16
Suspended or Unlicensed Driver	-	2	-
Expired Registration	-	-	1
Registration Not in Vehicle	-	1	-
No Proof of Insurance	-	1	1
Drinking in Public (Bus Stops)	-	-	-
No License Plates	-	1	1
Failure to Obey Posted Signs at Transit Centers	-	1	-
Impounded Vehicle	-	-	-
Outstanding Warrant Arrest	-	1	-
Driver License Not in Possession	-	-	-
Operating Taxicab Without City License	-	-	-
Defective Front Windshield	-	-	-
Using Cell Phone While Operating Vehicle	-	-	-

During the month of July, 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.

During the month of August, Deputy Maselli made two arrests, issued three citations, and issued one citation for a misdemeanor warrant totaling \$395. All citations were transit related and issued at transfer centers and bus stop locations. He donated 66.5 hours to AVTA during the month of August. He warned and advised approximately 22+ persons regarding disobeying posted signs, smoking in prohibited areas, and traffic related incidents at the Lancaster City Park, Palmdale Transit Center, and at AVTA bus stops.

During the month of September, Deputy Maselli issued one (1) citation. All citations were transit related and issued at transfer centers and bus stop locations. He donated 32 hours to AVTA during the month of September. He warned and advised approximately 17+ 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: October 25, 2016

TO: BOARD OF DIRECTORS

SUBJECT: Board of Directors and Transit Advisory Committee (TAC) 2017 Meetings Calendar

RECOMMENDATION

That the Board of Directors approve the attached 2017 meetings calendar for the Board of Directors and TAC.

FISCAL IMPACT

This item does not have any fiscal impact.

BACKGROUND

The Technical Advisory Committee (TAC) meetings are held on the second Tuesday of the month and the Board of Directors meetings are held on the fourth Tuesday of the month at 10:00 a.m. Due to the holidays in December, the Board and TAC members typically do not meet. If a special meeting is required during the year, the Clerk of the Board will post the necessary meeting notices. Staff recommends that the Board approve the attached 2017 meetings calendar.

Prepared by:

Submitted by:

Karen Darr
Clerk of the Board

Len Engel
Executive Director/CEO

Attachment: A – 2017 Meetings Calendar



2017 MEETINGS CALENDAR

BOARD OF DIRECTORS and TRANSIT ADVISORY COMMITTEE (TAC)

MEETING DATES

TAC		Board of Directors
1/10/2017		1/24/2017
2/14/2017		2/28/2017
3/14/2017		3/28/2017
4/11/2017		4/25/2017
5/9/2017		5/23/2017
6/13/2017		6/27/2017
7/11/2017		7/25/2017
8/8/2017		8/22/2017
9/12/2017		9/26/2017
10/10/2017		10/24/2017
11/14/2017		11/28/2017

Board of Directors meetings are held the fourth Tuesday of the month at 10:00 a.m.
 TAC meetings are held the second Tuesday of the month at 10:00 a.m.



DATE: October 25, 2016
TO: BOARD OF DIRECTORS
SUBJECT: Amended Conflict of Interest Code and Resolution No. 2016-005

RECOMMENDATION

That the Board of Directors adopt Resolution No. 2016-005 (Attachment B), a Resolution approving the amended Conflict of Interest and Disclosure Code and rescinding in its entirety the current Conflict of Interest and Disclosure Code, Resolution No. 2015-009, adopted in 2015.

FISCAL IMPACT

Adopting the Resolution does not have any fiscal impact on the AVTA.

BACKGROUND

The Political Reform Act, California Government Code Section 81000, et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. AVTA's current Conflict of Interest Code required an amendment to change the titles of four staff positions (Executive Director to Executive Director/Chief Executive Officer, Director of Finance to Chief Financial Officer, Fleet and Facilities Manager to Director of Fleet and Facilities, and Project Engineer to Innovation Coordinator), add one position (Chief Administrative Officer), and modify the wording within Category 1, Category 5 and the footnote for Consultants and New Positions as indicated on page 2 of the Board of Supervisors (BOS) staff report (Attachment A).

The Amended Conflict of Interest and Disclosure Code for AVTA was approved by the BOS during their meeting on July 19, 2016.

Prepared by:

Submitted by:

Karen Darr
Clerk of the Board

Len Engel
Executive Director/CEO

Attachments: A – BOS Staff Report
B – Resolution No. 2016-005



COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 383
LOS ANGELES, CALIFORNIA 90012
(213) 974-1411 • FAX (213) 620-0636

LORI GLASGOW
EXECUTIVE OFFICER

MEMBERS OF THE BOARD

HILDA L. SOLIS

MARK RIDLEY-THOMAS

SHEILA KUEHL

DON KNABE

MICHAEL D. ANTONOVICH

July 27, 2016

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

Dear Mr. Leonard:

CONFLICT OF INTEREST CODE FOR THE ANTELOPE VALLEY TRANSIT AUTHORITY

The Board of Supervisors, at its meeting of July 19, 2016, approved the enclosed amended Conflict of Interest Code for the Antelope Valley Transit Authority. The effective date of the Code is July 20, 2016.

It will be necessary for those persons holding designated positions which were added to your Code to complete an Assuming Statement of Economic Interests (Form 700) within 30 days of the effective date of this Code, or within 30 days of receiving notice of their filing obligation. When filing Form 700's, please refer to the instructions as noted on the first page of your Code under "Place of Filing of Statement of Economic Interests".

Please ensure that your agency's Form 700 Filing Officer takes all appropriate actions to implement your amended Code.

Should you have questions or need additional information, please contact me at (213) 974-2553 or Don Garcia at (213) 974-1578.

Sincerely,

Kathy Markarian
Deputy Executive Officer

KM:kw

Enclosures

c: Don Garcia
Karen Darr

RECEIVED

JUL 29 2016



LORI GLASGOW
EXECUTIVE OFFICER

COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 283
LOS ANGELES, CALIFORNIA 90012
(213) 874-1411 • FAX (213) 620-0636

MEMBERS OF THE BOARD

HILDA L. SOLIS

MARK RIDLEY-THOMAS

SHEILA KUTNER

DON KNABE

MICHAEL D. ANTONOVICH

July 19, 2016

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

13 July 19, 2016

LORI GLASGOW
EXECUTIVE OFFICER

CONFLICT OF INTEREST CODES (ALL DISTRICTS) (3-VOTES)

SUBJECT

Approval of Conflict of Interest Codes.

IT IS RECOMMENDED THAT THE BOARD:

Approve the Conflict of Interest Codes for the Antelope Valley Transit Authority; El Segundo Unified School District; Hacienda La Puente Unified School District; La Puente Valley Regional Occupational Program; Pasadena Unified School District; Pomona Unified School District; Quartz Hill Water District; San Gabriel Valley Mosquito and Vector Control District; Verdugo Workforce Investment Board; and recognize the dissolution of the Chief Information Office and abolishment of their conflict of interest code, to be effective the day following your Board's approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Pursuant to Government Code Section 87300, every local government agency must adopt and promulgate a Conflict of Interest Code. Agencies are required to amend their Conflict of Interest Codes when necessitated by changed circumstances pursuant to Government Code Section 87306.

In accordance with the Political Reform Act of 1974, the Board of Supervisors is the code reviewing body for Los Angeles County. The Board of Supervisors must approve an agency's code before it can take effect.

Implementation of Strategic Plan Goals

Approval of the attached codes broadly supports the County Strategic Goal of Operational Effectiveness/Fiscal Sustainability.

The proposed Conflict of Interest Codes have been thoroughly reviewed and approved by the code review staff in accordance with the procedures established by your Board.

FISCAL IMPACT/FINANCING

Local governmental agencies must have a Conflict of Interest Code in which individuals in designated positions are required to disclose financial interests at a level appropriate to their decision-making authority.

Adoption of a Conflict of Interest Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues and expenditures.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Pursuant to Government Code Section 87300, the code review staff recommends that your Board approve the Conflict of Interest Codes for the agencies listed below.

SUBSTANTIVE CHANGES:

(Antelope Valley Transit Authority)

- The Incorporation page has been modified to reflect those positions which will file directly with the Executive Office.
- Exhibit "A", wording is modified within Category 1 and Category 5.
- Exhibit "B", wording is modified within the footnote for Consultants and New Positions.
- Changes the titles of three (4) positions.
- Adds Chief Administrative Officer to the code

(El Segundo Unified School District)

- Exhibit "A", wording is modified within Category 1 and Category 6.
- Changes the title of one (1) position.
- Adds Director of Fiscal Services and Assistant to the Superintendent to the code.

(Hacienda La Puente Unified School District)

- Exhibit "A", wording is modified within Category 1 and Category 6.
- Deletes Deputy Superintendent due to reorganization.
- Changes the titles of three (3) positions.
- Adds Executive Director of Business Services; Assistant Superintendent, Curriculum, Assessment, and Instruction, PreK-12 and Associate Superintendent of Business Services to the code.

(La Puente Valley Regional Occupational Program)

- Exhibit "A", wording is modified within Category 1 and Category 5.
- Changes the title of one (1) position.
- Adds Director, Human Services to the code.

(Pasadena Unified School District)

- Exhibit "A", wording is modified within Category 1, Category 5 and Category 6.
- Deletes Director, Accounting and Payroll due to reorganization.
- Changes the titles of ten (10) positions
- Expands the disclosure of one (1) position.
- Adds Associate Superintendent, School Support Services; Assistant Superintendent Planning, Innovation, Student Support Programs & Charters; and Director of Curriculum, Instruction and Professional Development to the code.

(Pomona Unified School District)

- Exhibit "A", wording is modified within Category 1 and Category 7.
- Adds one (1) new disclosure category and renumbers an existing category.
- Deletes Administrative Director, Business Services; Administrative Director, Child Development; Administrative Director, Food & Nutrition Services; Administrative Director, District Transformation Officer; Director, Alternative Education; and Director, Certificated & Classified Personnel due to reorganization.
- Changes the titles of four (4) positions.
- Expands the disclosure of one (1) position.

- Adds Director, Child Development Program; Director, Classified Human Resources; Director, Certificated Human Resources; Director, Food & Nutrition Services; Program Administrator; Director, Equity & Significantly Disproportionate; and Director, Purchasing to the code.

(Quartz Hill Water District)

- Exhibit "A", wording is modified within Category 1 and Category 4.
- Changes the title of one (1) position.
- Expands the disclosure of one (1) position.

(San Gabriel Valley Mosquito and Vector Control District)

- The Incorporation page has been modified to reflect those positions which will file directly with the Executive Office.
- Exhibit "A", the disclosure categories have been revised
- Exhibit "B" is modified with the deletion of the section "Public Officials Who Manage Public Investments under Government Code 87200, et seq." The position in this section was added as a "Designated Position" filer within Exhibit "B", with the appropriate disclosure category.
- Exhibit "B" is modified with a footnote for Consultants/New Positions.
- Deletes Assistant Manager from the code due to reorganization.
- Expands the disclosure of one (1) position.
- Adds Board of Trustees; Operations Manager; Scientific Program Manager; Office Manager; Mechanic; Public Information Officer; and Consultants/New Positions to the code.

(Verdugo Workforce Investment Board)

- Changes the name of the agency to Verdugo Workforce Development Board.
- The Incorporation page has been modified to reflect those positions which will file directly with the Executive Office.
- Exhibit "A", Category 1 and Category 2 have been revised
- Exhibit "A", wording is modified within Category 4.
- Adds one (1) new disclosure category and renumbers an existing category.
- Exhibit "B" is modified with a footnote for Consultants and New Positions.
- Changes the title of one (1) position.
- Expands the disclosure of one (1) position.

- Adds Executive Director/Administrator to the code.

DISSOLVED AGENCY:

(Chief Information Office)

- Recognize the dissolution of the Chief Information Office and the abolishment of their conflict of interest code due to the reassignment of its functions transferred to the Internal Services Department and Chief Executive Office.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approving the attached Conflict of Interest Codes for these agencies will further the purposes of the Political Reform Act of 1974 by requiring the individuals designated in each agency's code to disclose appropriate economic interests.

Respectfully submitted,



LORI GLASGOW
Executive Officer, Board of Supervisors

LG:kw

Enclosures

c: Chief Executive Officer
County Counsel

Conflict of Interest Code
of the

ANTELOPE VALLEY TRANSIT AUTHORITY

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, is hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head, or his or her designee. The agency shall make and retain a copy of all statements filed by its Governing Board Members, Alternate Board Members and Executive Director/Chief Executive Officer, and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

~~Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.~~

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "A" (Cont'd)

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the ~~executive officer (or head)~~ **Executive Director/Chief Executive Officer or his or her designee** of the agency. (See footnote for clarification.)

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Governing Board Members	1, 2, 3
Alternate Board Members	1, 2, 3
Executive Director/Chief Executive Officer	1, 2, 3
General Counsel	1, 2, 3
Chief Administrative Officer	1, 2, 3
Chief Financial Officer	2, 3
Director of Operations & Maintenance	2, 3
Director of Communications	4
Innovation Coordinator	4
Grants Administrator	4
Director of Fleet & Facilities	4
Facilities Superintendent	4
Senior Planning Officer	4
Procurement and Contracts Officer	4
Information Technology Supervisor	4
Community Outreach Specialist	4
Consultants/New Positions*	5

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "B" (Cont'd)

*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Executive Director/Chief Executive Officer or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director/Chief Executive Officer or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

EFFECTIVE DATE: 07/20/2016

BOARD OF DIRECTORS
ANTELOPE VALLEY TRANSIT AUTHORITY

RESOLUTION NO. 2016-005

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY TRANSIT
AUTHORITY ADOPTING AN AMENDED CONFLICT OF INTEREST AND DISCLOSURE
CODE

WHEREAS, the Political Reform Act, Government Code Section 81000, et seq., requires state and local government agencies to adopt and to promulgate conflict of interest codes; and

WHEREAS, pursuant to said Act, the Authority desires to incorporate by reference the attached amended Conflict of Interest and Disclosure Code, as amended, previously adopted by the Los Angeles County Board of Supervisors. This Code includes Exhibit A, setting forth the disclosure categories, and Exhibit B, setting forth the designated positions within the Authority and their disclosure obligations.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. The Board of Directors of the Antelope Valley Transit Authority hereby adopts the amended Conflict of Interest and Disclosure Code of the Antelope Valley Transit Authority in the form attached to this Resolution.

Section 2. A certified copy of this Resolution, including the attached Conflict of Interest and Disclosure Code of the Antelope Valley Transit Authority, shall be forwarded to the Los Angeles County Board of Supervisors.

Section 3. Resolution No. 2015-009 is rescinded in its entirety.

PASSED, APPROVED and ADOPTED this 25th day of October 2016.

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

Marv Crist, Chairman

ATTEST:

APPROVED AS TO FORM:

Karen Darr, Clerk of the Board

Allison E. Burns, General Counsel

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose a residence, such as a home or vacation cabin, used exclusively as a personal residence; however, a residence in which a person rents out a room or for which a person claims a business deduction may be reportable.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "A" (Cont'd)

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Executive Director/Chief Executive Officer or his or her designee of the agency.

(See footnote for clarification.)

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Governing Board Members	1, 2, 3
Alternate Board Members	1, 2, 3
Executive Director/Chief Executive Officer	1, 2, 3
General Counsel	1, 2, 3
Chief Administrative Officer	1, 2, 3
Chief Financial Officer	2, 3
Director of Operations & Maintenance	2, 3
Director of Communications	4
Innovation Coordinator	4
Grants Administrator	4
Director of Fleet & Facilities	4
Facilities Superintendent	4
Senior Planning Officer	4
Procurement and Contracts Officer	4
Information Technology Supervisor	4
Community Outreach Specialist	4
Consultants/New Positions*	5

ANTELOPE VALLEY TRANSIT AUTHORITY

EXHIBIT "B" (Cont'd)

*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Executive Director/Chief Executive Officer or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director/Chief Executive Officer or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

EFFECTIVE DATE: 07/20/2016