



**Regular Meeting of the Board of Directors**

**Tuesday, August 22, 2017**

**10:00 a.m.**

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

**AGENDA**

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

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

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

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:**

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Steve Hofbauer, Director Austin Bishop, 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/CEO 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 JULY 2017 – HECTOR FUENTES, TRANSDEV

SRP 2 LEGISLATIVE REPORT FOR AUGUST 2017 – JUDY FRY

SRP 3 FISCAL YEAR 2016/2017 (FY17) FOURTH QUARTER MAINTENANCE KEY PERFORMANCE INDICATORS (KPI) REPORT (APRIL 1 – JUNE 30, 2017) – MARK PERRY

*Recommended Action: Receive and file the FY17 Fourth Quarter Maintenance KPI Report for the period covering April 1 through June 30, 2017.*

SRP 4 FY17 FOURTH QUARTER SYSTEM-WIDE KPI REPORT (APRIL 1 – JUNE 30, 2017) – NORM HICKLING

*Recommended Action: Receive and file the FY17 Fourth Quarter System-Wide KPI Report for the period covering April 1 through June 30, 2017.*

**CONSENT CALENDAR (CC):** Items 1 through 4 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 JULY 25, 2017 – KAREN DARR

*Recommended Action: Approve the Board of Directors Regular Meeting Minutes of July 25, 2017.*

CC 2 FINANCIAL REPORTS FOR JUNE AND JULY 2017 – COLBY KONISEK

*Recommended Action: Receive and file the Fiscal Year-to-Date Budget versus Actual report dated June 30, 2017; the Interim Financial Statements for the month ended June 30, 2017; the Cash Flow Projection/Treasurer's report for the twelve months ended June 30, 2017; the Payroll History Report for the three months ended July 31, 2017; and the Cash Disbursements Report for the month ended July 31, 2017.*

CC 3 FY17 FOURTH QUARTER CAPITAL RESERVE REPORT (APRIL 1 – JUNE 30, 2017) – COLBY KONISEK

*Recommended Action: Receive and file the FY17 Fourth Quarter Capital Reserve Report for the period covering April 1 through June 30, 2017.*

CC 4 GRANT STATUS REPORT THROUGH JULY 31, 2017– JUDY FRY

*Recommended Action: Receive and file the Grant Status Report through July 31, 2017.*

**NEW BUSINESS (NB):**

NB 1 AROUND AV CONTRACT EXTENSION – LEN ENGEL

*Recommended Action: Authorize the Executive Director/CEO to execute an amendment to Contract #2017-07 extending the contract four (4) years and providing for an additional percentage split of net revenues.*

NB 2 ANAVERDE SERVICE OPTIONS – NORM HICKLING

*Recommended Action: Review and discuss options presented on Anaverde Service. Provide direction to staff regarding development of transit service standards available to partner jurisdictions.*

**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: Clark v. AVTA, LASC Case No. MC026036

Pending Litigation: Sabina M. Andrade v. AVTA

Pending Litigation: Marsh v. AVTA USDC case No. 2:16-cv-0937-PSG

CS 2 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(2)

Significant exposure to litigation (one potential case)

**RECESS TO CLOSED SESSION**

**RECONVENE TO PUBLIC SESSION**

**REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION**

**REPORTS AND ANNOUNCEMENTS (RA):**

RA 1 Report by the Executive Director/CEO

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

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

**ADJOURNMENT:**

Adjourn to the Regular Meeting of the Board of Directors on September 26, 2017 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6<sup>th</sup> Street West, Lancaster, CA.

**The agenda was posted by 5:00 p.m. on August 17, 2017 at the entrance to the Antelope Valley Transit Authority, 42210 6<sup>th</sup> Street West, Lancaster, CA 93534.**

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



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**Regular Meeting of the Board of Directors  
Tuesday, July 25, 2017  
10:00 a.m.**

Antelope Valley Transit Authority Community Room  
42210 6<sup>th</sup> 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 Austin Bishop, Director Angela Underwood–Jacobs, Director Michelle Flanagan

**APPROVAL OF AGENDA:**

**Motion: Approve the agenda as comprised.**

Moved by Director Hofbauer, seconded by Director Bishop

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

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

Nays: None

Abstain: None

Absent: None

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

Dorothy Matson provided her comments in an email, which was read aloud during the meeting. Ms. Matson requested service in Neenach and the surrounding communities.

Jerel Arbaugh – spoke about issues with the evening runs on the Route 52 (Littlerock/Pearblossom) and the replacement of a damaged bus stop pole.

Fran Sereseres - requested increased frequency on the Route 4, thanked the Board for the stop inside the AV Fairgrounds and requested that Access Services install a sign at the stop. She also requested information regarding issues around the Lancaster Senior Center.

Executive Director/CEO Len Engel stated he will ensure their issues are addressed.

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

**SRP 1 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR JUNE 2017**

Trandev General Manager Hector Fuentes presented plaques to the Employee of the Month Allen Vigil and the Operator of the Month Gayle Ellis.

**SRP 2 PRESENTATION OF AVTA EMPLOYEE OF THE QUARTER (APRIL 1 – JUNE 30, 2017)**

Director of Fleet and Facilities Mark Perry presented the AVTA Employee of the Quarter award to Karen Conrad, Lead Field Service Technician. Director Hofbauer complimented the bus stop crew for maintaining the quality of the bus stops.

**SRP 3 LEGISLATIVE REPORT FOR JULY 2017**

Grants Administrator Judy Fry provided an update regarding the Fixing America's Surface Transportation (FAST) Act and Transportation Investment Generating Economic Recovery (TIGER) grant programs, competitive grants through the Bus and Bus Facilities Infrastructure Investment Program, Cap and Trade Program extension to the year 2030, Assembly Bill (AB) 1113: State Transit Assistance Program, AB-17: Reduced-Fare Transit Passes for Students and AB-1479: Civil liabilities for violations of the California Public Records Act.

Ms. Fry noted that AB-1479 was amended to include: "that an agency, knowingly and willfully without substantial justification, failed to respond to a request or that the agency reasonably withheld the record based upon an

ambiguous or unsettled question of law or a legally recognized privilege.” Both AB-1479 and AB-17 were referred to the Senate Appropriations Committee with a hearing scheduled for August 21, 2017. The Board discussed the FAST Act grant opportunities.

**CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES OF JUNE 27, 2017**

Approve the Board of Directors Regular Meeting Minutes of June 27, 2017.

**CC 2 FINANCIAL REPORTS FOR MAY AND JUNE 2017**

Receive and file the financial reports for May and June 2017.

**CC 3 FISCAL YEAR 2016/2017 (FY17) FOURTH QUARTER LOS ANGELES COUNTY SHERIFF’S DEPARTMENT (LASD) REPORT (APRIL 1 – JUNE 30, 2017)**

Receive and file the FY17 Fourth Quarter LASD report for the period covering April 1 through June 30, 2017.

**Motion: Approve the Consent Calendar.**

Moved by Director Bishop, seconded by Director Flanagan

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

Yeas: Chairman Crist, Vice Chair Knippel, Directors Bishop, Underwood-Jacobs, Flanagan

Nays: None

Abstain: Director Hofbauer

Absent: None

**NEW BUSINESS (NB):**

**NB 1 AWARD CONTRACTS FOR AVTA/CALTRANS JOINT ADA CONSTRUCTION PROJECT LOCATED AT 35<sup>th</sup> ST. E. AND PALMDALE BLVD. (HWY 138)**

Procurement and Contracts Officer Lyle Block presented the staff report. The Board discussed the scope of work for the project.

**Motion: Authorize the Executive Director/CEO to execute 1) Contract #2017-40 for ADA and Signal Upgrades including Bus Stop Improvements at Palmdale Blvd (HWY 138) and 35 St East to R.C. Becker and Son, Inc., for an amount of \$543,402, plus applicable sales tax; and 2) Contract #2014-46, Task Order 4, On-call Architectural and Engineering services to Arrow Engineering Services, Inc. for Change Order 1 for an amount of \$57,856, and Change Order 2 for an amount of \$23,615, which will implement**

**work required by Caltrans Permit Office and City of Palmdale.**

Moved by Director Bishop, seconded by Director Hofbauer

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

**NB 2 PROPOSED MODIFICATION TO THE AVTA CUSTOMER CODE OF CONDUCT POLICY**

Innovation Coordinator Erika Monroe presented the staff report. The Board discussed why the word “would” was changed to “could”, requested that the word “area” be added after priority seating, and how the operators will handle the situation if a passenger refuses to move to another seat.

Ms. Monroe clarified there are two areas for mobility seating. Passengers would be required to move only if both sides are needed for mobility devices adding that Deputy Maselli will be contacted to enforce the policy if necessary. Chairman Crist asked whether the jurisdictions need an ordinance to enforce the policy. Mr. Engel replied that the Federal Transit Administration allows this change to be included in the agency’s policy. The Board requested General Counsel Burns to provide language to the jurisdictions to include in their ordinances.

**Motion: Adopt Revision No. 1 to the Customer Code of Conduct Policy, Section 3.1.1.D as amended: The mobility device priority seating area is reserved for passengers using a mobility device. Passengers seated in the mobility device priority seating area ~~could~~ would be required to move to another seat if a passenger using a mobility device boards and the seat is needed.**

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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



**NB 3 EQUAL EMPLOYMENT OPPORTUNITY (EEO) STATEMENT POLICY**

Chief Operating Officer Norm Hickling presented the staff report. The Board discussed if this policy could be misconstrued to mean that AVTA is an employer. General Counsel Burns stated she would coordinate with staff to ensure it does not.

**Motion: Adopt the updated EEO Statement Policy.**

Moved by Director Flanagan, seconded by Director Bishop

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

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

Nays: None

Abstain: None

Absent: None

**NB 4 AMEND CONTRACT #2017-14 WITH FLEET-NET CORPORATION FOR FLEET MANAGEMENT SOFTWARE SYSTEM**

The Board waived the presentation of the staff report.

**Motion: Authorize the Executive Director/CEO to execute an amendment to Contract #2017-14 for the Fleet Management Software System to Fleet-Net Corporation, Las Vegas, NV, for a five-year term and an amount not to exceed \$112,575, plus applicable sales tax.**

Moved by Vice Chair Knippel, seconded by Director Flanagan

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

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

Nays: None

Abstain: None

Absent: None

**NB 5 APPROVE AVTA/BYD MOTORS, INC. BUS DEMONSTRATION AGREEMENT**

Director Bishop stated he needed to recuse himself from the discussion due to work his business performs for BYD and left the dais.

Executive Director/CEO Len Engel presented the staff report. The Board discussed the contract dates, completion of Altoona testing, and AVTA's fiscal responsibility if the buses do not pass Altoona testing. Mr. Engel replied that due to the cost of each test cycle, the buses will be tested until completed successfully.

**Motion: Authorize the Executive Director/CEO to enter into a bus demonstration agreement with BYD Motors, Inc.**

Moved by Vice Chair Knippel, seconded by Director Hofbauer

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

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

Nays: None

Recused: Director Bishop

Absent: None

Director Bishop returned to the dais at this time.

#### **CLOSED SESSION (CS):**

#### **PRESENTATION BY LEGAL COUNSEL OF ITEM(S) TO BE DISCUSSED IN CLOSED SESSION:**

General Counsel Burns stated that the Board did not need to recess to Closed Session.

#### **REPORTS AND ANNOUNCEMENTS (RA):**

RA 1 Report by the Executive Director/CEO Len Engel

- Staff hosted a kickoff meeting on July 24, 2017 for the VGI Project. The 2-year project is funded by the California Energy Commission. The project will determine options for vehicle-to-grid integration and grid-to-vehicle, create a video-based operator training program, and validate the operating statistics and cost savings experienced by AVTA. Among others, staff will be working with Lancaster Choice Energy on the project.
- Staff is planning the kick-off of the electric vanpool project to Edwards Air Force Base on October 3, 2017; a press conference will be arranged.
- He is attending the California Transit Association's Executive Committee meeting in Orange, CA on July 28, 2017.
- Director of Fleet and Facilities Mark Perry, Transit Analyst Geraldina Romo, and he will be attending the American Public Transportation Association's Sustainability Conference in Minneapolis, MN August 6-9. Mr. Engel will be speaking at the conference on August 7.
- Seven people from Neenach participate in AVTA's Dial-a-Ride service. Although there is a need, the demand is minimal.

- Chief Financial Officer Colby Konisek is back in the office after undergoing surgery.

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

Director Bishop stated that an Ana Verde resident requested a bus stop in the area.

Vice Chair Knippel stated that the LA Times published an article regarding the Metropolitan Transit Authority (MTA) going all-electric by 2030. She suggested that AVTA staff contact the reporter regarding AVTA's electric bus project.

**ADJOURNMENT:**

Chairman Crist adjourned the meeting at 10:50 a.m. to the Regular Meeting of the Board of Directors on August 22, 2017 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6<sup>th</sup> Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 22<sup>nd</sup> day of AUGUST 2017

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Marvin Crist, Chairman

ATTEST:

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Karen S. Darr, Clerk of the Board

Audio recordings of the Board of Directors Meetings are maintained in accordance with state law and AVTA's Records Retention Policy. Please contact the Clerk of the Board at 661/729-2206 to arrange to review a recording.

**FINANCIAL REPORTS FOR JUNE AND JULY 2017**

STAFF REPORT WAS NOT FINALIZED AT THE TIME OF POSTING.

COPIES OF THE STAFF REPORT AND ATTACHMENTS OR OTHER WRITTEN DOCUMENTATION RELATING TO THE PROPOSED ITEM OF BUSINESS PRESENTED FOR CONSIDERATION BY THE BOARD OF DIRECTORS ARE ON FILE IN THE OFFICE OF THE EXECUTIVE DIRECTOR.

PLEASE CONTACT KAREN DARR OR DEEANNA CASON AT 661/729-2206 TO VIEW DOCUMENTS.

THESE DOCUMENTS ARE AVAILABLE FOR PUBLIC INSPECTION DURING REGULAR BUSINESS HOURS AT THE CUSTOMER SERVICE WINDOW OF THE ANTELOPE VALLEY TRANSIT AUTHORITY LOCATED AT 42210 6<sup>TH</sup> STREET WEST, LANCASTER.



**DATE:** August 22, 2017

**TO:** BOARD OF DIRECTORS

**SUBJECT:** Fiscal Year 2017 (FY17) Fourth Quarter Capital Reserve Report  
(April 1-June 30, 2017)

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## **RECOMMENDATION**

That the Board of Directors receive and file the attached FY17 Fourth Quarter Capital Reserve Report for the period covering April 1 through June 30, 2017.

## **FISCAL IMPACT**

Total Capital Reserve contributions for FY17 were budgeted at \$460,896; contributions for Lancaster, Palmdale and LA County for the fourth quarter have all been received.

## **BACKGROUND**

The Capital Reserve account was established to set aside a capital contribution from each jurisdiction in an amount sufficient to provide local match funds of up to 20% of the replacement cost of heavy-duty transit and commuter coaches. The current practice is to spend reserve account funds only for the matching requirements. The Capital Reserve account segregates the assets reserved for bus purchases and is used only when approved by the AVTA Board of Directors.

As of the report date, the Capital Reserve account has an accumulated cash balance of \$6,364,809 held in accounts with the California State Local Agency Investment Fund (LAIF) and Union Bank. The total fund balance is \$6,196,478 in funds contributed by the Jurisdictions, plus \$168,331 in interest earned. The contribution payments from Lancaster, Palmdale and LA County have been received for the 4th quarter ended June 30, 2017.

During the eight-year reporting period to date, AVTA purchased 15 hybrid transit buses, 2 electric transit buses and 9 commuter coaches. The hybrid transit buses and 6 of the commuter coaches were delivered by September 30, 2012, the electric buses

were received in September 2014, and the 3 remaining commuter coaches were received in December 2014. There were no reserve requirements for the 2 electric buses, as they were purchased with local funds provided by Supervisor Michael Antonovich. The match funds required for the remaining 24 buses totaling \$1,911,491 were replaced in total by FTA 5307 Formula Fund and 5316 JARC Fund Toll Credits - \$574,714, Antelope Valley Air Quality Management District - \$225,110; and Prop 1B PTMISEA - \$1,111,667.

Delivery for the three local transit buses originally scheduled for FY14, and 2 commuter buses were received during the 4th Quarter of Fiscal Year 2016. The local transit buses were purchased using toll credits for the local match portion. The two expansion commuter coaches were funded in total by the Federal Job Access Reverse Commute (JARC) funds.

AVTA's FY17 5-Year Capital Spending Plan assumed the purchase of (3) 60' articulated battery-electric buses for local service and (16) 45' battery-electric commuter buses. Due to production delays and the requirements of Altoona Testing, deliveries are scheduled to start in the late first or early quarter of FY18. The FY18 Proposed Capital Spending Plan will see the completion of the FY17 battery-electric bus delivery schedule of (13) 60' articulated local transit buses and (16) 45' Commuter Coaches, and an additional (10) 40' local transit buses, for a total of 39 units. This purchasing plan will be facilitated in part by two grants from the Transit and Intercity Rail Capital Program grant awarded to AVTA from the State of California's Cap & Trade program. Along with various matching funds.

Even with these inflows, the purchases will require the use of capital reserve funds for local match requirements; the use of these funds are included in the 5-Year Plan Capital Spending Plans for FY18.

Please see the attached Capital Reserve Summary covering activity through March 31, 2017 and the Combined Jurisdiction Reconciliation Report for additional information.

Prepared by:

Submitted by:

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Colby Konisek  
Chief Financial Officer

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Len Engel  
Executive Director/CEO

Attachments: A – Capital Reserve Summary Report through June 30, 2017  
A.1 – Combined Jurisdiction Detailed Reconciliation Report



CAPITAL RESERVE CONTRIBUTION BALANCES

June 30, 2017

Jurisdictional Member	Accumulated Balance at 6/30/08	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Balance, as of June 30, 2017	FY 2017 Budget
Lancaster	\$1,737,723	\$0	\$183,500	\$191,871	\$190,765	\$ 191,519	\$2,495,378	\$ 191,519
Palmdale	\$1,655,307	0	162,896	174,587	173,804	\$ 173,598	\$2,340,192	\$ 173,598
LA County	\$959,862	0	114,500	94,440	96,327	\$ 95,779	\$1,360,908	\$ 95,779
<b>TOTAL</b>	\$4,352,892	\$0	\$460,896	\$460,898	\$460,896	\$ 460,896	\$6,196,478	\$ 460,896
Interest received to date:							\$ 168,331	
							\$6,364,809	

**ANTELOPE VALLEY TRANSIT AUTHORITY  
CAPITAL RESERVE & OPERATING SUPPORT TRACKING**

Updated through: **June 30, 2017**

Description	LANCASTER				PALMDALE				LOS ANGELES COUNTY				TOTALS		
	Date	Accrual/ Payment	Operating Support	Capital Reserve	Date	Accrual/ Payment	Operating Support	Capital Reserve	Date	Accrual/ Payment	Operating Support	Capital Reserve	Accrued/ Cash Received	Operating Support (By Year)	Capital Reserve (Accumulated)
* Receipts for the Lancaster UAV/AVC Service and the Palmdale Bus Stop Maintenance Contract are not included in this report.															
<b>FY 2017</b>	<i>Note change in Jurisdictional %'s for FY17...</i>														
Annual Due		(1,498,670.34)	(1,307,151.03)	(191,519.31)		(1,358,429.50)	(1,184,831.96)	(173,597.54)		(749,487.65)	(653,708.51)	(95,779.14)	(3,606,587.49)	(3,145,691.50)	(460,896.00)
First Quarter Payments	7/21/16	374,668.00	326,788.00	47,880.00	9/1/16	339,607.00	296,208.00	43,399.00	11/22/16	187,372.00	163,427.00	23,945.00	901,647.00	786,423.00	115,224.00
Interest				3,414.96				3,096.07				1,707.89			8,218.92
Second Quarter Payments	10/24/16	374,668.00	326,788.00	47,880.00	11/10/16	339,607.00	296,208.00	43,399.00	1/4/17	187,372.00	163,427.00	23,945.00	901,647.00	786,423.00	115,224.00
Interest				3,834.08				3,476.05				1,917.50			9,227.64
Third Quarter Payments	1/19/17	374,668.00	326,788.00	47,880.00	2/8/17	339,607.00	296,208.00	43,399.00	3/17/17	187,372.00	163,427.00	23,945.00	901,647.00	786,423.00	115,224.00
Interest				4,313.68				3,910.86				2,157.36			10,381.89
Fourth Quarter Payments	5/8/17	374,666.34	326,787.03	47,879.31	5/8/17	339,608.54	296,208.00	43,400.54	5/18/17	187,371.65	163,427.51	23,944.14	901,646.53	786,422.54	115,223.99
Interest				5,489.35				4,976.74				2,745.33			13,211.42
Contributions for FY2017		1,498,670.34	1,307,151.03	191,519.31		1,358,429.54	1,184,832.00	173,597.54		749,487.65	653,708.51	95,779.14	3,606,587.53	3,145,691.54	460,896.00
Interest for FY2017				17,052.07				15,459.72				8,528.08			41,039.87
		0.00	0.00	0.00		0.04	0.04	0.00		0.00	0.00	0.00	0.04	0.04	0.00
Net Assets															
Capital Reserve Balance to Date				2,495,378.30				2,340,191.94				1,360,908.14			6,196,478.39
Interest to Date				72,193.66				64,691.31				31,445.95			168,330.92
Total Balances as of 06/30/2017				2,567,571.96				2,404,883.25				1,392,354.09			6,364,809.31

\* Receipts for the Lancaster UAV/AVC Service and the Lancaster/ Palmdale Bus Stop Maintenance Contract are not included in this report.





**DATE:** August 22, 2017

**TO:** BOARD OF DIRECTORS

**SUBJECT:** Fiscal Year 2018 Grant Status Report through July 31, 2017

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**RECOMMENDATION**

That the Board of Directors receive and file the attached FY18 Grant Status Report through July 31, 2017.

**FISCAL IMPACT**

Grants approved after the annual budget adoption may require reallocation of funds, which will be addressed during the mid-year budget adjustments.

**BACKGROUND**

The attached Grant Status Report reflects all grant applications submitted on behalf of the AVTA and all grants submitted and awarded to the AVTA through July 31, 2017. AVTA continues to pursue potential grant opportunities.

We expected the annual allocation formula grant to be approved by summer 2017, but was delayed awaiting approval and submission of the Board approved Title VI program. This grant contains funds for electric buses to replace existing diesel buses that have not reached their useful life. In order for FTA to advance AVTA's grant application to the Department of Labor for approval, they require proof of the vehicle transfer plan between AVTA and the intended federal recipient. Once this agreement is executed and forwarded to FTA, the grant application can continue to move through the approval process. We anticipate the grant will be awarded by mid fall 2017.

We are awaiting award announcements for the Low or No Emission grant opportunity submitted June 2017. If AVTA is a successful recipient, we will be nearly complete with funding the fleet conversion project. The Transportation Investment Generating Economic Recovery (TIGER) grant is expected to be announced within the next quarter.

Prepared by:

Submitted by:

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Judy Fry  
Grants Administrator

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Len Engel  
Executive Director/CEO

Attachment: A – Grant Status Report

## GRANT STATUS REPORT

## Discretionary Opportunities

Grant Program	Project	Amount Applied For	Date Submitted	Status	Amount Awarded	Next Round of Funding
Low or No Emission Vehicle Deployment Program (LoNo) - FTA	5 Transit Buses	\$3,661,736	June 25, 2017	<i>Pending</i>	\$0	<b>Not announced</b>
Low Carbon Transit Operations Program (LCTOP) – Cap & Trade	1 Transit Bus	\$54,831	June 12, 2017	Grant Funds awarded 7/2017	<b>\$54,831</b>	<b>2018</b>
Low or No Emission Vehicle Deployment Program (LoNo) - FTA	10 Transit + 7 Commuter Electric Buses	\$14,857,761	May 11, 2016	No funds awarded to AVTA	\$0	<b>April 2017</b>
Transit and Intercity Rail Capital Program – Cap & Trade	Zero emission bus transit and commuter Vanpool expansion project.	\$10,531,000	April 5, 2016	Grant funds awarded 8/2016	<b>\$6,840,000</b>	<b>Fall 2017</b>
Transportation Investment Generating Economic Recovery Grant (“TIGER”) - FTA	AVTA’s “SOLution” Property + Energy Collection and a Battery Storage System	\$10,284,000	April 29, 2016	No funds awarded to AVTA	\$0	<b>Fall 2017</b>
Mobility on Demand (MOD) Sandbox Demonstration - FTA	Antelope Valley Integrated Mobility Services Program	\$1,067,475	July 5, 2016	No funds awarded to AVTA	\$0	<b>Not announced</b>
ARB - Zero Emission Truck & Bus Pilot Project	High Desert Pathways to Commercialization Deployment Project	\$14,891,651	January 29, 2016	No funds awarded to AVTA	\$0	<b>Not announced</b>
	<b>TOTAL DISCRETIONARY OPPORTUNITIES PENDING:</b>	<b>\$0</b>		<b>TOTAL GRANT AWARDS:</b>	<b>\$6,894,831</b>	

**Annual Formula Allocations**

<b>Grant Program</b>	<b>Project</b>	<b>Amount Pending</b>	<b>Date Submitted</b>	<b>Status</b>	<b>Amount Awarded</b>
FTA Annual 5339 Allocation - FTA	Bus and Bus Facilities	\$2,368,446	June 2016	Grant funds awarded 9/27/2016	<b>\$2,368,446</b>
FTA Annual 5307 Allocation - FTA	Capital Improvement Program	\$12,115,000	June 2016	Grant funds awarded 9/27/2016	<b>\$12,115,000</b>
Low Carbon Transit Operations Program (LCTOP) – Cap & Trade	Electric Bus Infrastructure Improvements	\$118,796	February 2016	Grant funds awarded 6/16/2016	<b>\$118,796</b>
	<b>TOTAL ANNUAL FORMULA ALLOCATIONS PENDING:</b>	<b>\$0</b>		<b>TOTAL GRANT AWARDS:</b>	<b>\$14,602,242</b>



**DATE:** August 22, 2017  
**TO:** BOARD OF DIRECTORS  
**SUBJECT:** Around AV Contract Extension

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### **RECOMMENDATION**

That the Board of Directors authorize the Executive Director/CEO to execute an amendment to Contract #2017-07 extending the contract four (4) years and providing for an additional percentage split of net revenues.

### **FISCAL IMPACT**

Providing for this extension raises the possibility of additional advertising revenues from the contract with Around AV. There is no negative fiscal impact.

### **BACKGROUND**

Ely Sorkin of Around AV has approached AVTA staff with a request to exercise the two two-year options on the existing contract. The current contract was effective November 1, 2016. Mr. Sorkin is in discussions with a national advertising firm to enter into merger discussions. The national firm would be an excellent channel to the national advertising accounts that could significantly improve the advertising on our commuter fleet. The firm has made it clear that they are not interested with only a 56-month contract (expires June 30, 2021).

Staff is recommending the Board authorize the extension with several conditions:

1. The current contract year (November 1, 2016-October 31, 2017) will be considered the "base year" to establish goals for the extension. In order to maintain the extensions Around AV will have to maintain revenue to AVTA at a minimum ten-percent above the base year.
2. Around AV will have the next two years to attain the 10% increase (November 1, 2017-October 31, 2019). If Around AV fails to attain the 10% increase the second two-year option will be voided.

3. Should Around AV not attain the 10% increase during the third year (November 1, 2019-October 31, 2020), the second two-year option will be voided.

Based on the last year that we have revenue information (2015-2016) and using the current percentage split, a 10% increase would be under \$14,000. Including the revenue guarantee, total revenue to AVTA would be just under \$140,000. **To be clear these are estimates, based on current active advertising on the buses the estimates are very generous.**

In negotiating the current contract, the "thereafter" percentage split was not included. Staff is recommending an additional percentage split above \$520,000 of 55%/45%. The percentage split would be as follows:

FROM:	TO:	AROUND AV	AVTA
\$0	\$220,000	100%	
\$220,001	\$320,000	74%	26%
\$320,001	\$420,000	70%	30%
\$420,001	\$520,000	63%	37%
\$520,001	>>	55%	45%

The annual guarantee if \$78,000 paid on a monthly basis at \$6,500.

Submitted by:

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Len Engel  
Executive Director/CEO



**DATE:** August 22, 2017  
**TO:** BOARD OF DIRECTORS  
**SUBJECT:** Anaverde Service Options

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### **RECOMMENDATION**

That the Board of Directors review and discuss options presented on Anaverde Service. Provide direction to staff regarding development of transit service standards available to partner jurisdictions.

### **FISCAL IMPACT**

If implemented, it is anticipated that the service would cost between \$70,000 and \$120,000 annually depending on the option recommended.

### **BACKGROUND**

At the request of city of Palmdale Board Director Austin Bishop, staff was directed to research service options for residents in the Anaverde community, which lies in the foothills of southwest Palmdale. At present Anaverde is located within AVTA's Dial-A-Ride "Rural Service Zone." The price of a one-way trip is \$3.50 with usage limited to seniors and persons with disabilities.

Developer forecasts anticipate 5,000 housing units at build-out. At present, approximately 1,300 housing units have been completed. The Anaverde community includes a local elementary school; however, older youth attend high school at a location outside Anaverde.

Given the absence of any primary research data quantifying transit demand, we recommend that any expansion of AVTA service be approached on a six-month trial or demonstration project basis. As such, we offer two service options: community circulator or general public dial-a-ride service.

**A. Community circulator:**

The circulator would link the Anaverde community with the Palmdale Transportation Center (PTC) via Avenue S. At the PTC, timed connections would be available with Routes 1, 3, 7, and 51. While the circulator would travel along an established alignment, there would be an element of flexibility which would allow for route-deviation (to accommodate off-route pick-ups). It is anticipated there would be no less than four service hours (e.g., 7:00 to 9:00 am and 2:00 to 4:00 pm) provided, Monday through Friday. The annualized cost for four hours of service is approximately \$120,000.

**B. General public Dial-a-Ride**

This service would be in addition to the current eligibility-based DAR service provided by AVTA. The goal would be to provide an affordable travel option between Anaverde and locations within AVTA's "Urban Zone." The ride reservation and trip sharing process would remain the same as AVTA's existing Dial-A-Ride service. The proposed service would be provided on weekdays only and reflect the current DAR service span (6:00 am until 7:30 pm). The annualized cost for 13.5 hours of service Monday through Friday is \$70,000.

Prior to implementing any option, staff would recommend holding a community meeting and conducting a survey of area residents to determine need. This process would cost approximately \$10,000.

Prepared by:

Submitted by:

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Norm Hickling  
Chief Operating Officer

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Len Engel  
Executive Director/CEO