



Regular Meeting of the Board of Directors

Tuesday, May 25, 2021

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 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. All accommodation requests will be handled swiftly and resolving all doubts in favor of access.

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

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL:

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Steve Hofbauer, Director Michelle Flanagan, Director Richard Loa, Director Raj Malhi

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 TO TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR APRIL 2021 – TRACY CRAGHEAD
- SRP 2 PRESENTATION TO ANTELOPE VALLEY TRANSPORTATION SERVICES EMPLOYEE OF THE MONTH FOR APRIL 2021 – HENRY BEAUSEJOUR
- SRP 3 LEGISLATIVE REPORT FOR MAY – JUDY VACCARO-FRY
- SRP 4 OPERATIONS KEY PERFORMANCE INDICATORS (KPI) REPORT – MARTIN TOMPKINS
- SRP 5 MAINTENANCE KPI REPORT – CECIL FOUST

CONSENT CALENDAR (CC): Items 1 through 7 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 APRIL 27, 2021 – KAREN DARR

Recommended Action: Approve the Board of Directors Regular Meeting Minutes of April 27, 2021.

CC 2 FINANCIAL REPORT FOR APRIL 2021 – JUDY VACCARO-FRY

Recommended Action: Receive and file the Financial Report, including Quarterly Treasurer, Capital Reserve, and Farebox Recovery information, for April 2021.

CC 3 GRANT STATUS REPORT – JUDY VACCARO-FRY

Recommended Action: Receive and file the Grant Status Report.

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

Recommended Action: Authorize the Executive Director/CEO to renew the Letter of Understanding with the LASD for transit law enforcement services covering the term July 1, 2021 through June 30, 2022, as outlined in the letter to Sheriff Alex Villanueva.

CC 5 FISCAL YEAR 2021/2022 (FY 2022) WORKERS' COMPENSATION, PROPERTY AND CASUALTY INSURANCE POLICIES UNDER CONTRACT #2021-50 WITH VINSA, INC. – JUDY VACCARO-FRY

Recommended Action: Authorize the Executive Director/CEO to purchase required Workers' Compensation, Property and Casualty Insurance Policies for FY 2022, for an amount not to exceed \$500,000 under Contract #2021-50 with Vinsa, Inc., Lancaster, CA.

CC 6 LOCAL AGENCY INVESTMENT FUND (LAIF) INVESTMENTS FOR FY 2022 – JUDY VACCARO-FRY

Recommended Action: Adopt Resolution 2021-005, a Resolution appointing the Executive Director/CEO as Treasurer and the Chief Financial Officer as Controller, delegating investment authority to the Treasurer, adopting a policy for the investment of surplus transit funds for FY 2022 beginning July 1 2021 through June 30, 2022, and rescinding Resolution No. 2020-004.

CC 7 SET PUBLIC HEARING FOR CONSIDERATION OF THE DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM AND GOAL-SETTING METHODOLOGY FOR FEDERAL FISCAL YEARS (FFY) 2022 - 2024 (OCTOBER 1, 2021 THROUGH SEPTEMBER 30, 2024) – KELLY MILLER

Recommended Action: Set a Public Hearing for consideration of the DBE Program Update and Goal for FFY 2022 through 2024 and authorize staff to advertise to the public to solicit comments on the plan and draft goal.

NEW BUSINESS (NB):

NB 1 FY 2022 PRELIMINARY BUDGET ASSUMPTIONS – JUDY VACCARO-FRY

Recommended Action: Approve the FY 2022 Preliminary Budget Assumptions and provide direction to staff regarding fiscal priorities for the final FY 2022 Budget.

NB 2 ELECTION OF BOARD OFFICERS FOR FY 2022 – KAREN DARR

Recommended Action: Board of Directors nominate and elect a Chair and Vice Chair for FY 2022.

CLOSED SESSION (CS):

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

CS 1 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(2)
Significant exposure to litigation (two potential cases)

CS 2 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(4)
Consideration of whether to initiate litigation (one potential case)

RECESS TO CLOSED SESSION

RECONVENE TO PUBLIC SESSION

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 REPORT BY THE EXECUTIVE DIRECTOR/CEO

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

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

ADJOURNMENT:

Adjourn to the Regular Meeting of the Board of Directors on June 22, 2021 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

The agenda was posted by 6:00 p.m. on May 20, 2021 at the entrance to the Antelope Valley Transit Authority, 42210 6th Street West, Lancaster, CA 93534.

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

Legislative Update

May 25, 2021
Presentation to
AVTA Board of Directors



STATE



Governor's May Revise

2021-22 May Revision General Fund Expenditures by Agency* (\$ in millions)

| | 2020-21 | 2021-22 | \$ Change | % Change |
|---------------------------------------|------------------|-----------------|----------------|------------------|
| Legislative, Judicial, Executive | 11,328 | 4,024 | 267 | 15,619 |
| Business, Consumer Services & Housing | 1,177 | 1,184 | 1,220 | 3,581 |
| Transportation | 1,843 | 15,135 | 4,417 | 21,395 |
| Natural Resources | 8,888 | 1,629 | 886 | 11,403 |
| Environmental Protection | 1,214 | 4,794 | 17 | 6,024 |
| Health and Human Services | 54,159 | 26,327 | - | 80,486 |
| Corrections and Rehabilitation | 13,794 | 3,254 | - | 17,048 |
| K-12 Education | 64,412 | 134 | 1,515 | 66,061 |
| Higher Education | 20,589 | 158 | 936 | 21,683 |
| Labor and Workforce Development | 843 | 855 | - | 1,698 |
| Government Operations | 3,644 | 244 | 8 | 3,896 |
| General Government: | | | | |
| Non-Agency Departments | 1,735 | 1,869 | 2 | 3,606 |
| Tax Relief / Local Government | 513 | 2,929 | - | 3,442 |
| Statewide Expenditures | 12,656 | -810 | 1 | 11,847 |
| Total | \$196,795 | \$61,726 | \$9,269 | \$267,789 |

Governor's May Revise

One-Time Infrastructure Spending

The May Revision includes the following one-time funding allocations:

- \$4.2 billion Proposition 1A to complete high-speed rail construction in the Central Valley
- \$1 billion General Fund for transit and rail connectivity projects
- \$1 billion General Fund for transportation projects related to the 2028 Olympics
- \$968 million from the Coronavirus Relief and Response Supplemental Appropriations Act, of which approximately 40% of funding will be allocated by formula to regional transportation agencies for regional and local projects.
- \$500 million General Fund for Active Transportation Program grants to cities, counties and regional agencies
- \$500 million General Fund for grade separations and grade crossing projects
- \$23.5 million in additional federal funding for local agency bridges through the Caltrans Local Assistance program

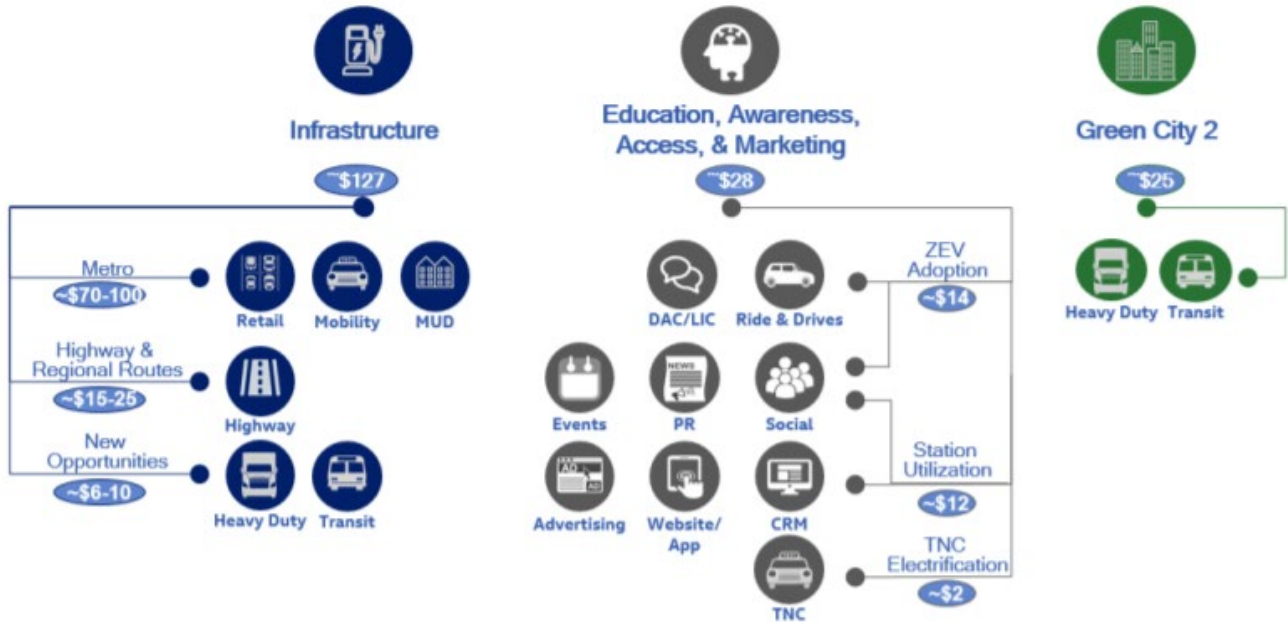
Clean California Initiative

The May Revision includes the following one-time allocations from the General Fund:

- \$444 million for local beautification projects, including establishment of a local grant program
- \$430 million for state beautification projects
- \$418 million for litter abatement by Caltrans and partners
- \$83 million for program support for this initiative
- \$75 million for state and local transportation system art installation grants
- \$50 million for a public education campaign for schools and students



Zero Emission Vehicle (ZEV) Investment Plan



Remaining balance includes: \$20M in business operations and organizational costs and \$2-4M in hardware development costs

Zero Emission Vehicle (ZEV) Investment Plan

The Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) will open to new voucher requests on June 8.

| Category | Estimated Budget (\$M) ¹ |
|--|-------------------------------------|
| Infrastructure & Station Operating Costs | ~\$127 |
| Metro Charging | \$70 - \$100 |
| Highway and Regional Route Charging | \$15 - \$25 |
| Transit and Medium-Duty/Heavy-Duty Fleet Charging | \$6 - \$10 |
| Hardware Development and Capacity Building | \$2 - 4 |
| Brand Neutral Campaign: Boosting ZEV Adoption through Education and Awareness | ~\$14 |
| Access: Driving Education and Awareness through TNC Electrification | ~\$2 |
| Branded Campaign: Boosting Station Utilization through Branded Marketing | ~\$12 |
| Green City 2 | ~\$25 |
| Electrify America Business Operation & Organization² | \$20 |
| TOTAL | \$200 |

¹ Costs include creditable operating expenses and on site storage where appropriate.
² According section 5.1 of Appendix C-1 of the Partial Consent Decree, Electrify America is permitted to spend 10% of the total budget on these costs.

FEDERAL



AMERICA JOBS PLAN

\$2 trillion proposed in March

- Upgrading the nation's infrastructure
- Combatting climate change
- Reshaping the economy

Includes \$621 billion for transportation infrastructure and resilience over the next eight years.

- Repairing, modernizing, and expanding mass transportation and infrastructure
- Create jobs
- Accelerate clean energy solutions
- \$174 billion to support electric vehicle deployment
- Transition of 50,000 transit buses nationwide to zero-emission bus (ZEB) technologies



CTA – Federal Legislative Committee



Connecting us.

May 5, 2021

The Honorable Sherrod Brown, Chair
Committee on Banking, Housing, and Urban Affairs
United States Senate
534 Dirksen Senate Office Building
Washington, DC 20510

The Honorable Peter A. DeFazio, Chair
Committee on Transportation and Infrastructure
United States House of Representatives
2165 Rayburn House Office Building
Washington, DC 20515

Dear Chairmen Brown and DeFazio and Ranking Members Toomey and Graves:

On behalf of the members of the California Transit Association, I write to you today to express our support for the American Jobs Plan.

The American Jobs Plan, much like H.R. 2, advances a bold vision for the country's infrastructure that is furthered, in part, by an unprecedented, proposed level of federal investment in mass transportation. The \$165 billion the Plan would invest in public transportation and rail systems over the next eight years is a welcome supplement to the investments made by Congress in these modes annually—as well as California's myriad state and local investments in transit—to bring public transportation and rail assets into a state of good repair and to expand access to affordable, frequent, and efficient transit service.

We look forward to engaging with you in the weeks ahead on the specifics of the Plan, as they are released by Congress, and strongly encourage you to consider the following priorities as you draft bill language to fund transportation infrastructure through a standalone infrastructure plan or reauthorization bill.

Core Transit Programs: We urge Congress to use the core transit funding levels included in H.R. 2 as the baseline for investment in core transit funding programs, while seeking to maximize funding for these programs. These programs are the lifeblood of public transit agencies across the country and are vital to replacing aging fleets, modernizing our transit assets, and delivering jobs benefits to workers in construction, transit manufacturing and maintenance. These programs also fund transit operations in rural areas of the country, allowing transit to play a critical role in access to jobs, education, and health care, and maintaining transit's workforce.

Core Rail Programs: We urge Congress to use the rail funding levels included in H.R. 2 as the baseline for investment in core rail programs, while seeking to maximize funding for these programs.

1415 L Street, Suite 1000, Sacramento, CA 95814

T: (916) 446-4318 F: (916) 446-4318

caltrans.org

California has 12,000 buses - almost five times more ZEBs deployed than the next closest state.

- Creation of a strong national program to fund the transition to zero emission;
- Provide grants for charging and refueling zero emission infrastructure;
- Manufacturers tax credit for ZEB's - require credits to be passed through to transit agencies;
- Expand transit oriented development projects near public transit;
- Provide new funding to pilot reduced or fare free transit.



REGIONAL



LACMTA – Fareless System Initiative

Free fares for Metro riders = Environmental, economic, equity benefits for LA County



The final recommendation includes approving the leading concept – a fareless transit pilot for K-12 students, community college students and low-income riders.

The pilot period would begin with free fares for K-12 students and community college students in August 2021. In January 2022, the pilot would expand to include low-income riders who meet Metro’s existing low-income qualifications.

The pilot would end in June 2023.

Access to free fares on Metro’s buses and trains.



Questions?



Thank
you



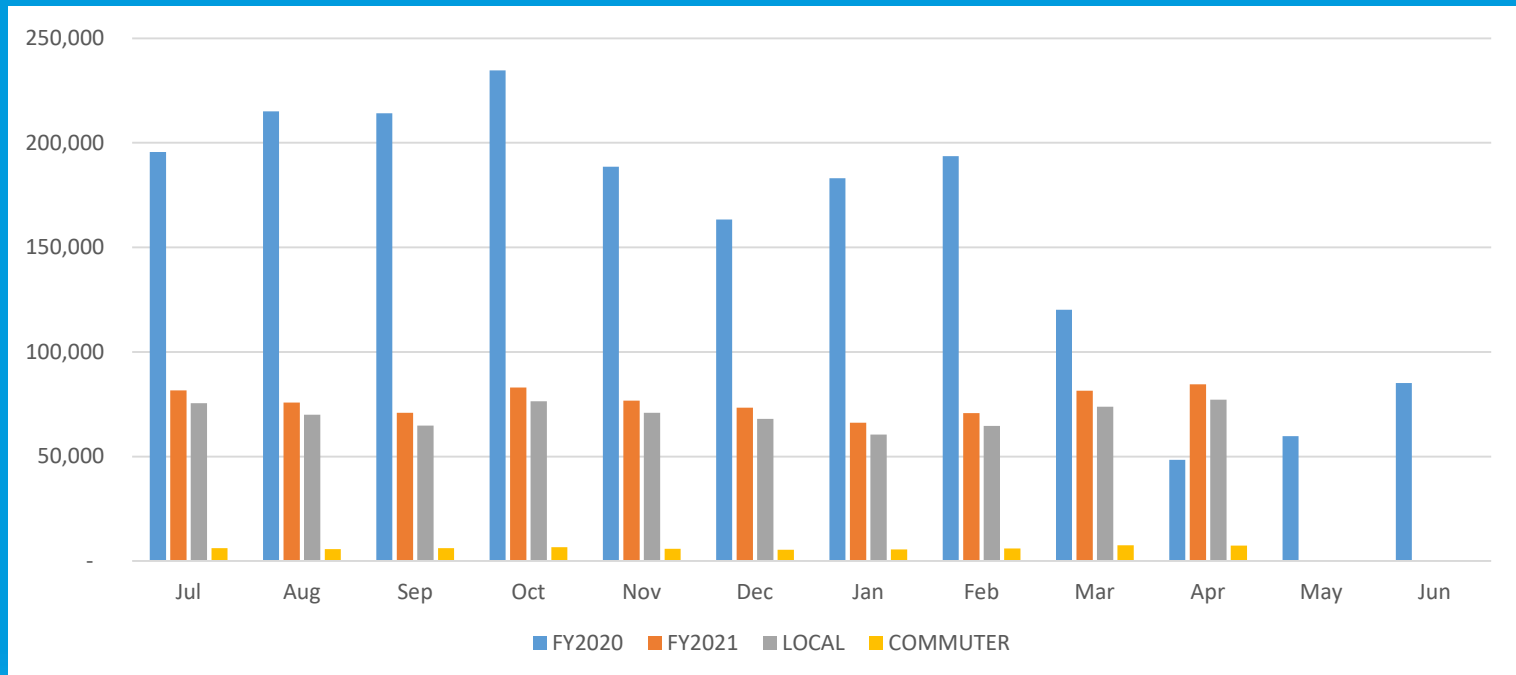
FY 2021 Monthly Operations Key Performance Indicators

Presentation to the Board of Directors
May 25, 2021

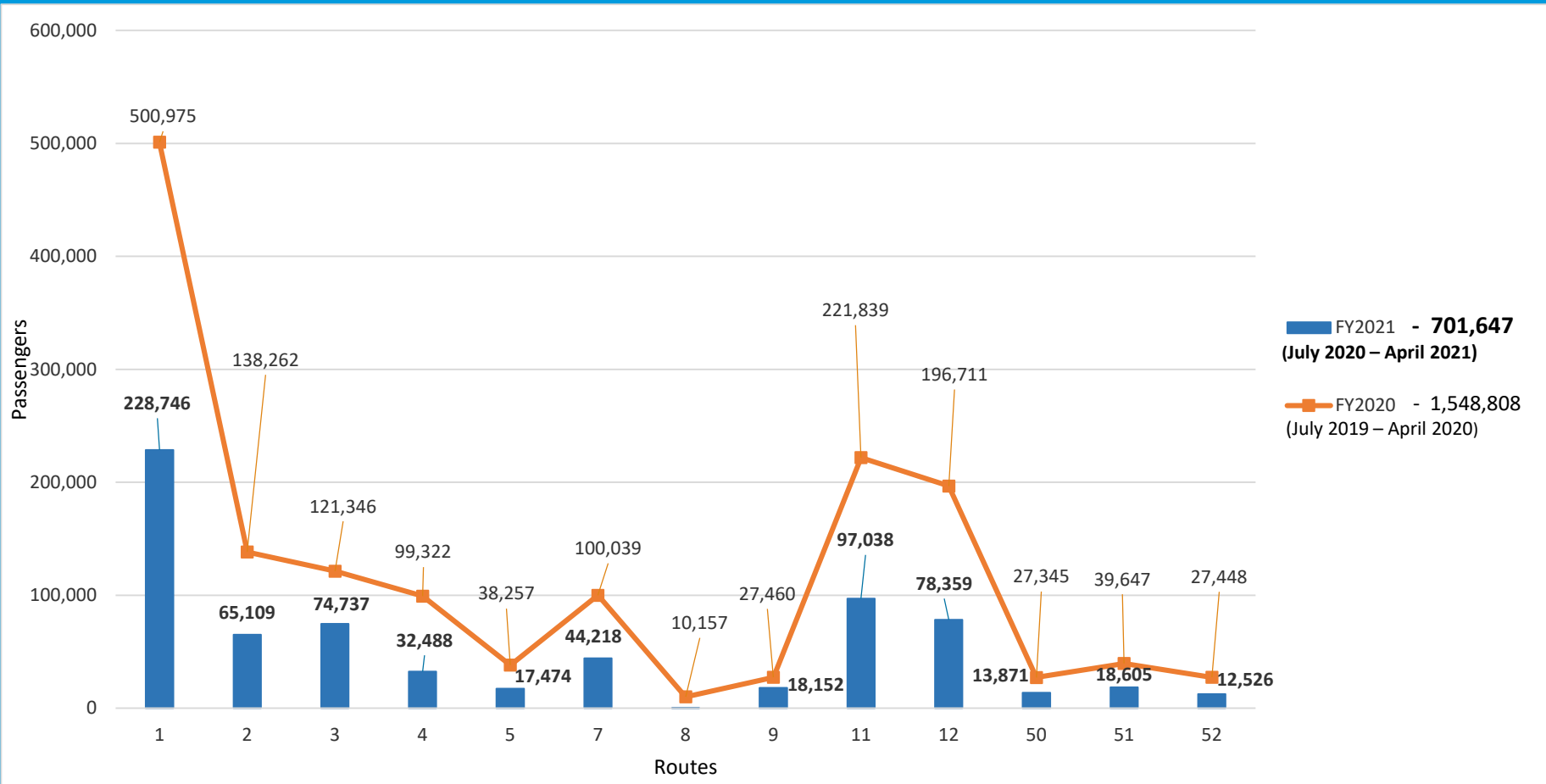


MONTHLY BOARDING ACTIVITY

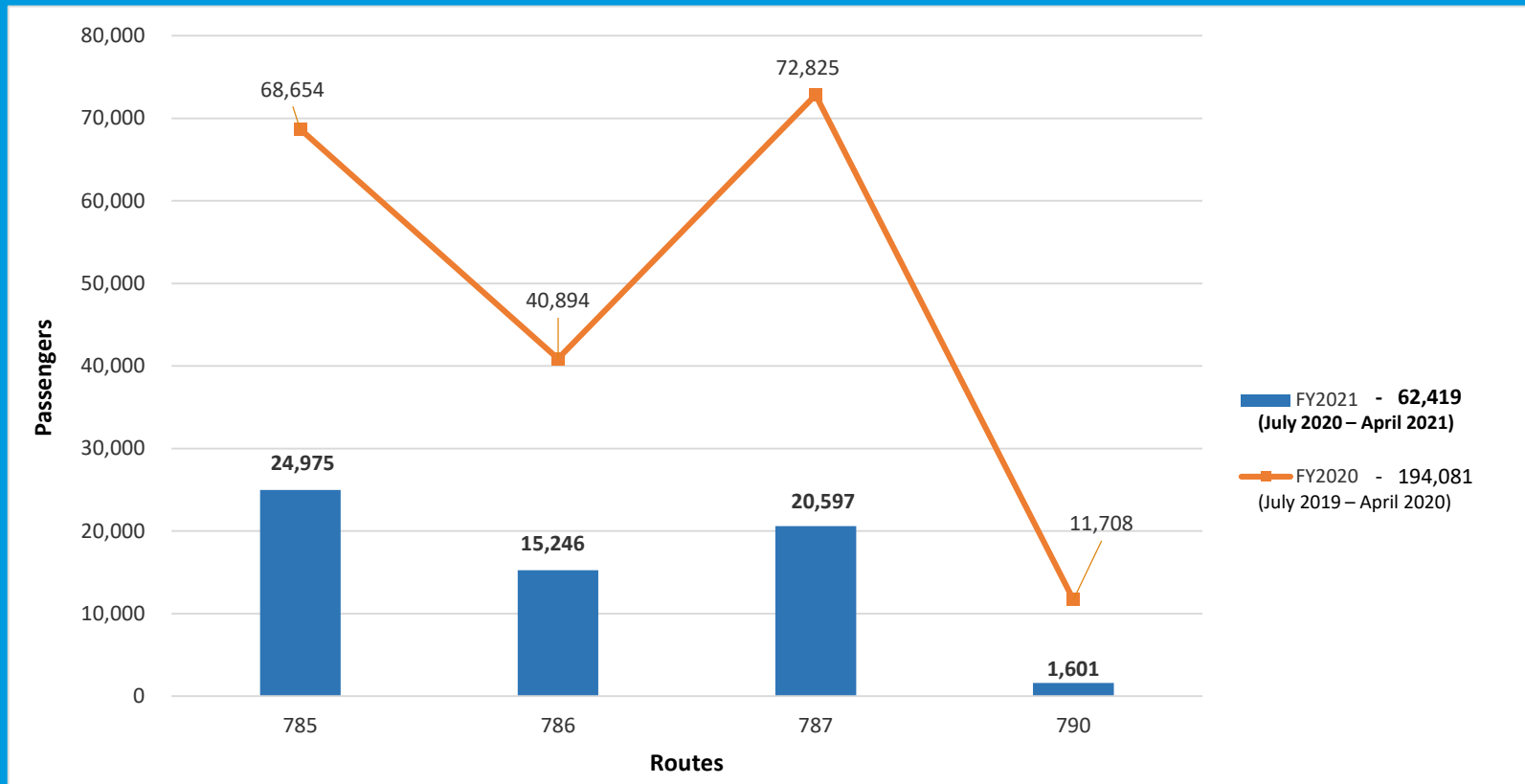
| | April FY 2021 | March FY 2021 |
|----------|---------------|---------------|
| System | 84,550 | 81,412 |
| Local | 77,202 | 73,871 |
| Commuter | 7,348 | 7,541 |



ANNUAL RIDERSHIP LOCAL ROUTES

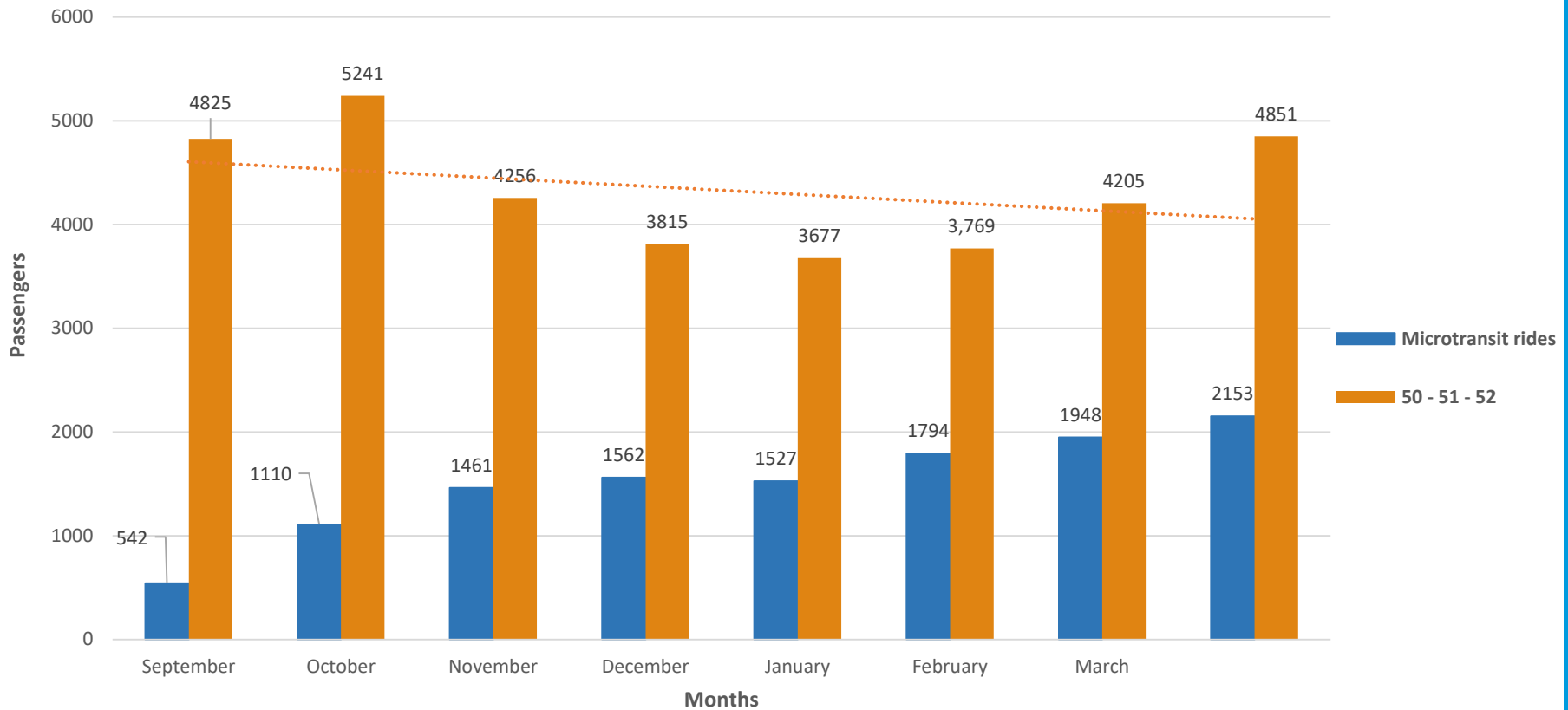


ANNUAL RIDERSHIP COMMUTER ROUTES



MICROTRANSIT RIDERSHIP ACTIVITY PILOT PROGRAM

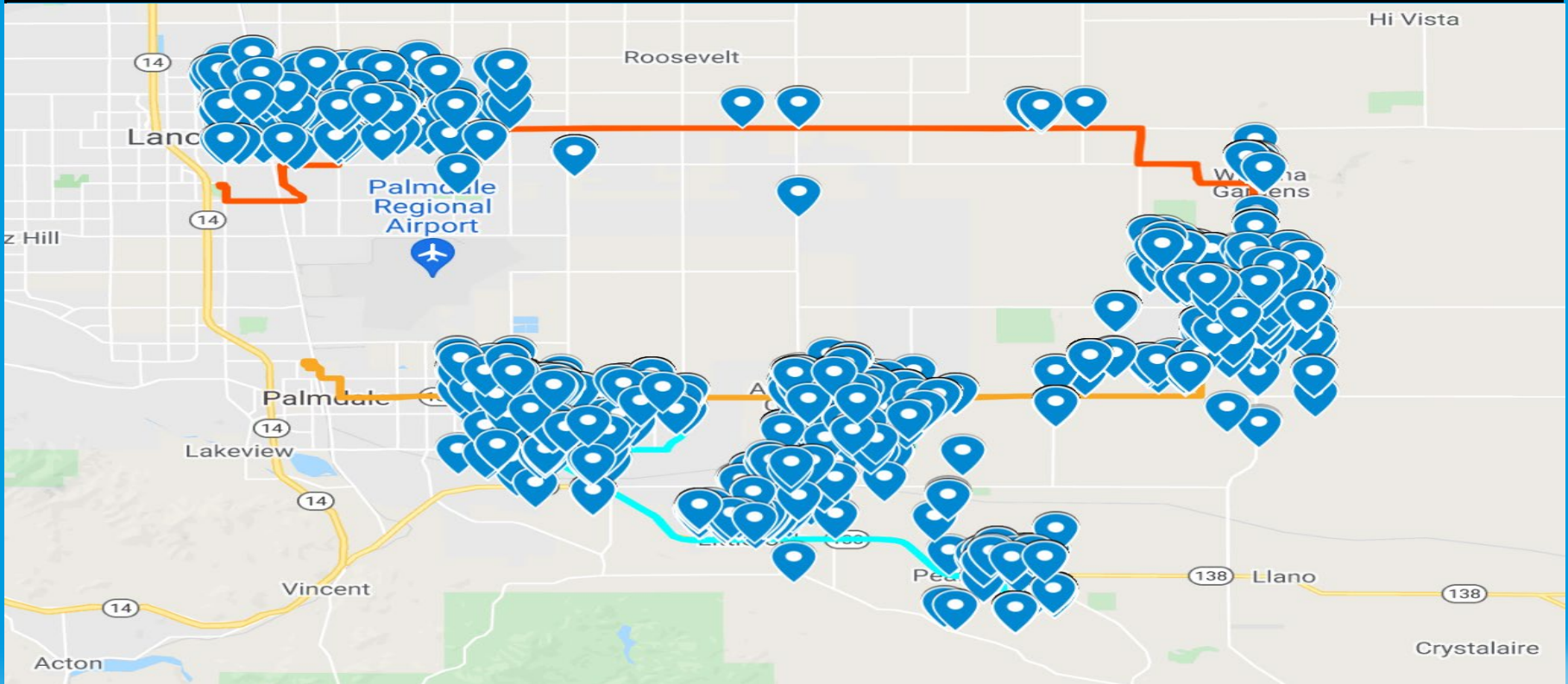
Microtransit vs Routes 50, 51 & 52



MICROTRANSIT SERVICE AREA RIDERSHIP ACTIVITY PILOT PROGRAM

On-Request Microtransit Ride Service Passenger Pick Up Location Requests Breakdown

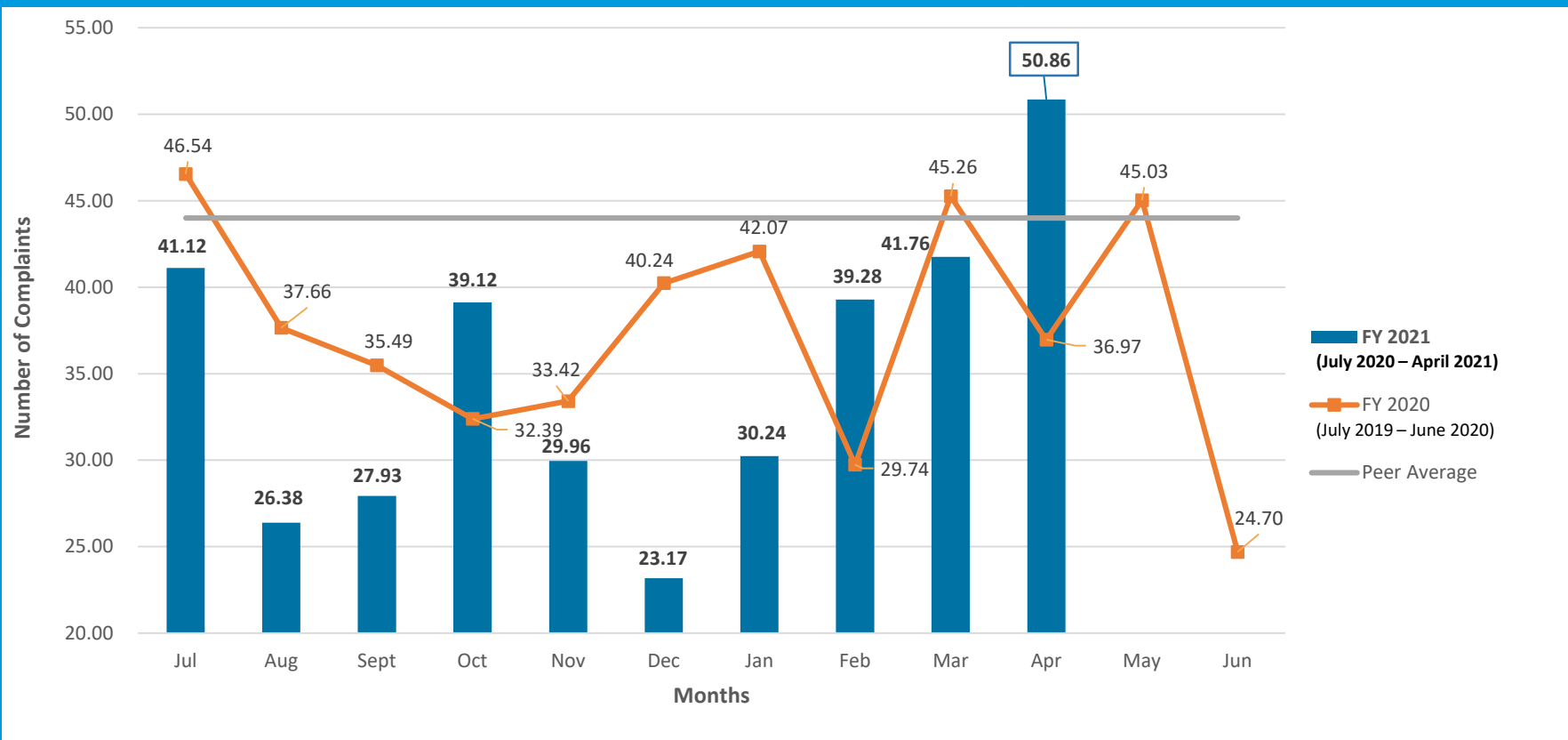
| | 50 Route Count | 51 Route Count | 52 Route Count | Total |
|----------------|----------------|----------------|----------------|---------|
| Count | 2888 | 4174 | 5088 | 12150 |
| Percent | 23.77% | 34.35% | 41.88% | 100.00% |



COMPLAINTS/100,000 BOARDINGS

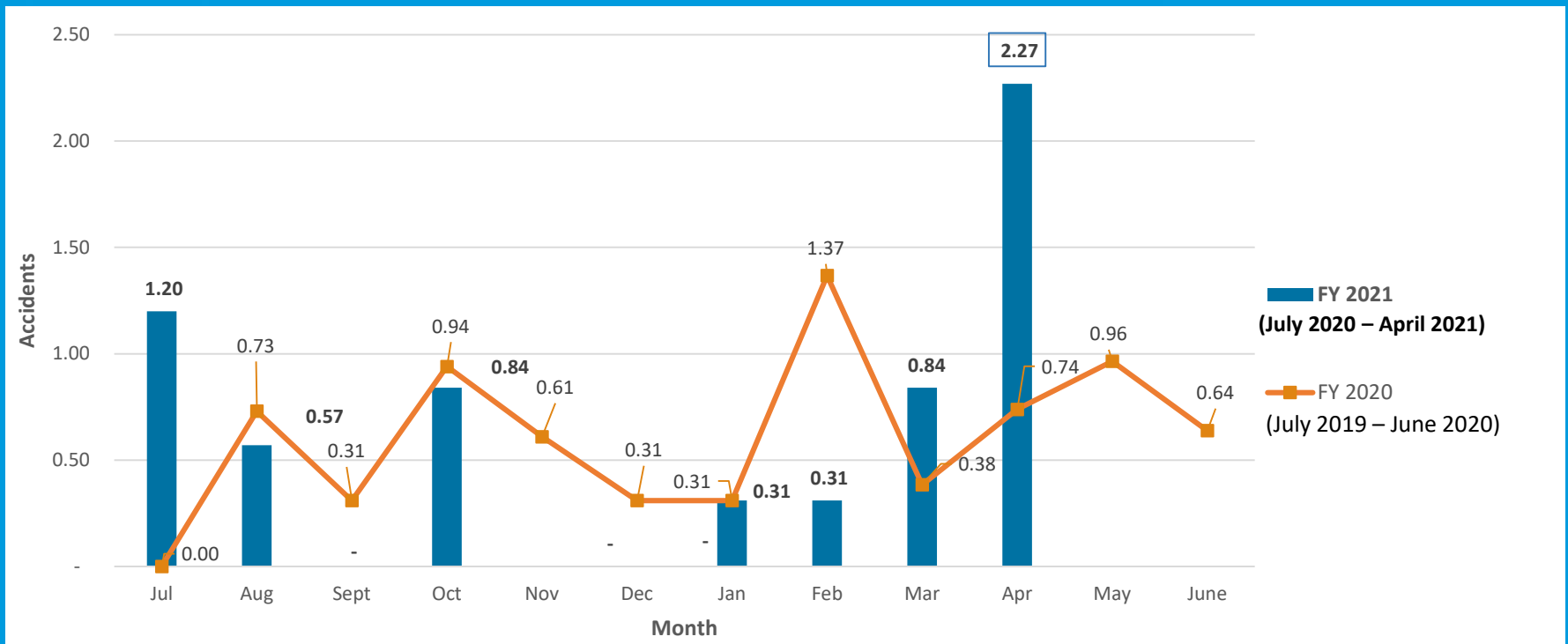
APRIL - SYSTEM WIDE AVERAGE: 50.86

PEER AVERAGE: 44.00



PREVENTABLE ACCIDENTS/100,000 MILES

APRIL - SYSTEM WIDE AVERAGE: 2.27



KEY PERFORMANCE INDICATORS

| | April FY 2021 | March FY 2021 | April FY 2020 |
|--|------------------|------------------|------------------|
| Boarding Activity | 84,550 | 81,412 | 48,358 |
| Complaints / 100,000 Boardings | 50.86 | 42.21 | 36.97 |
| Preventable Accidents / 100,000 Miles | 2.27 | 0.84 | 0.74 |

Thank you!

Questions?



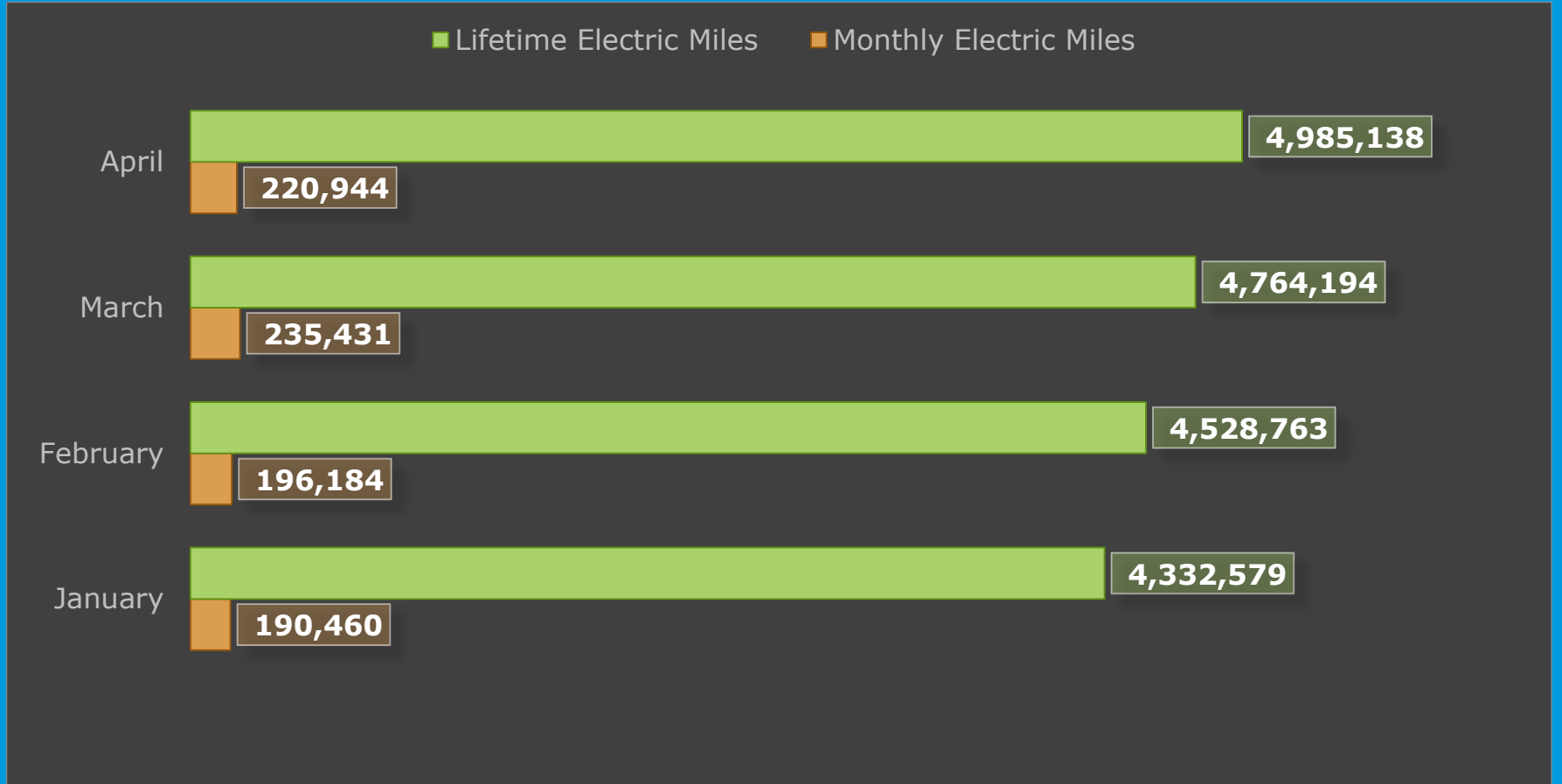
FY 2021 Monthly Maintenance Key Performance Indicators

Presentation to the Board of Directors

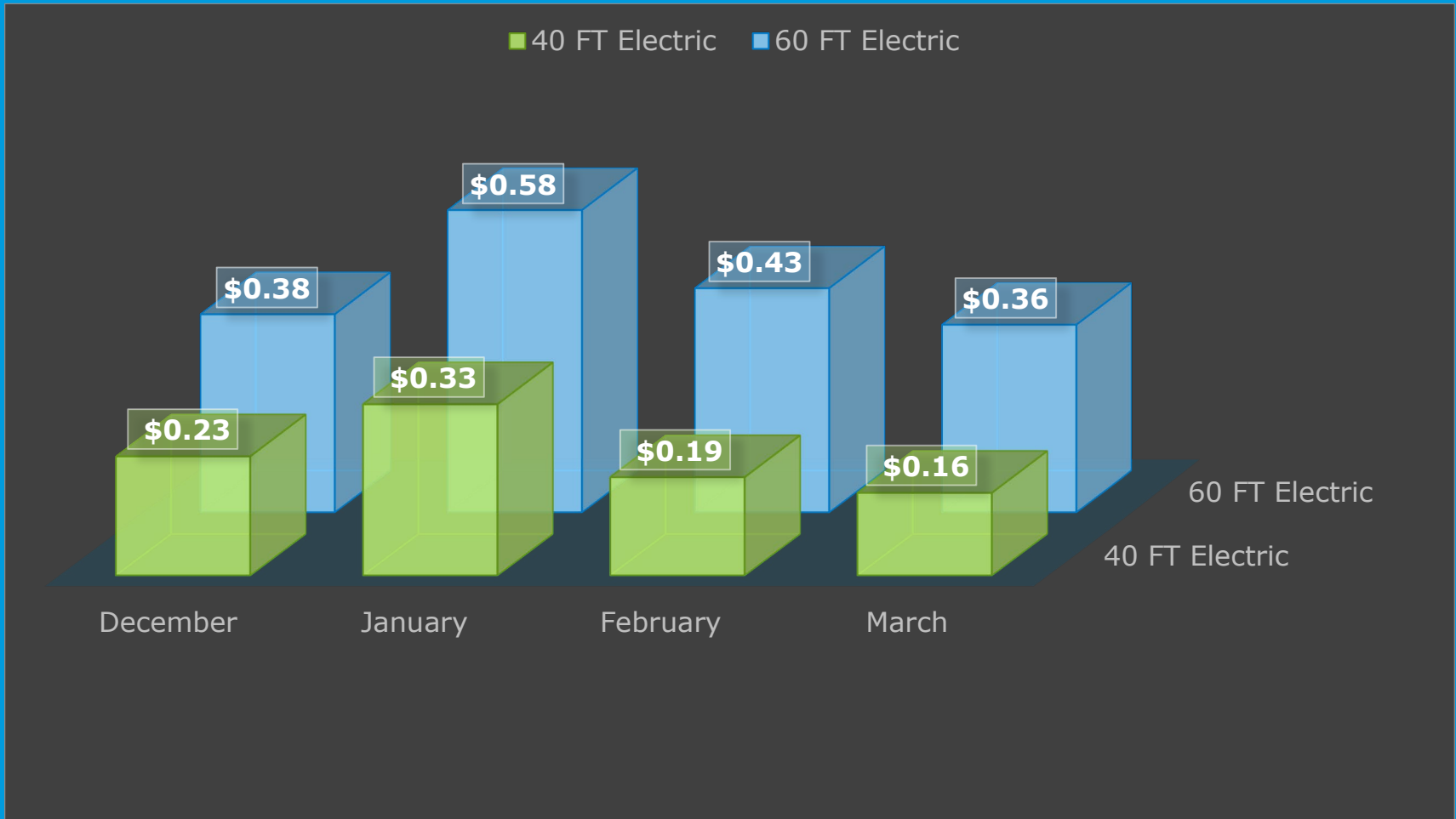
May 25, 2021



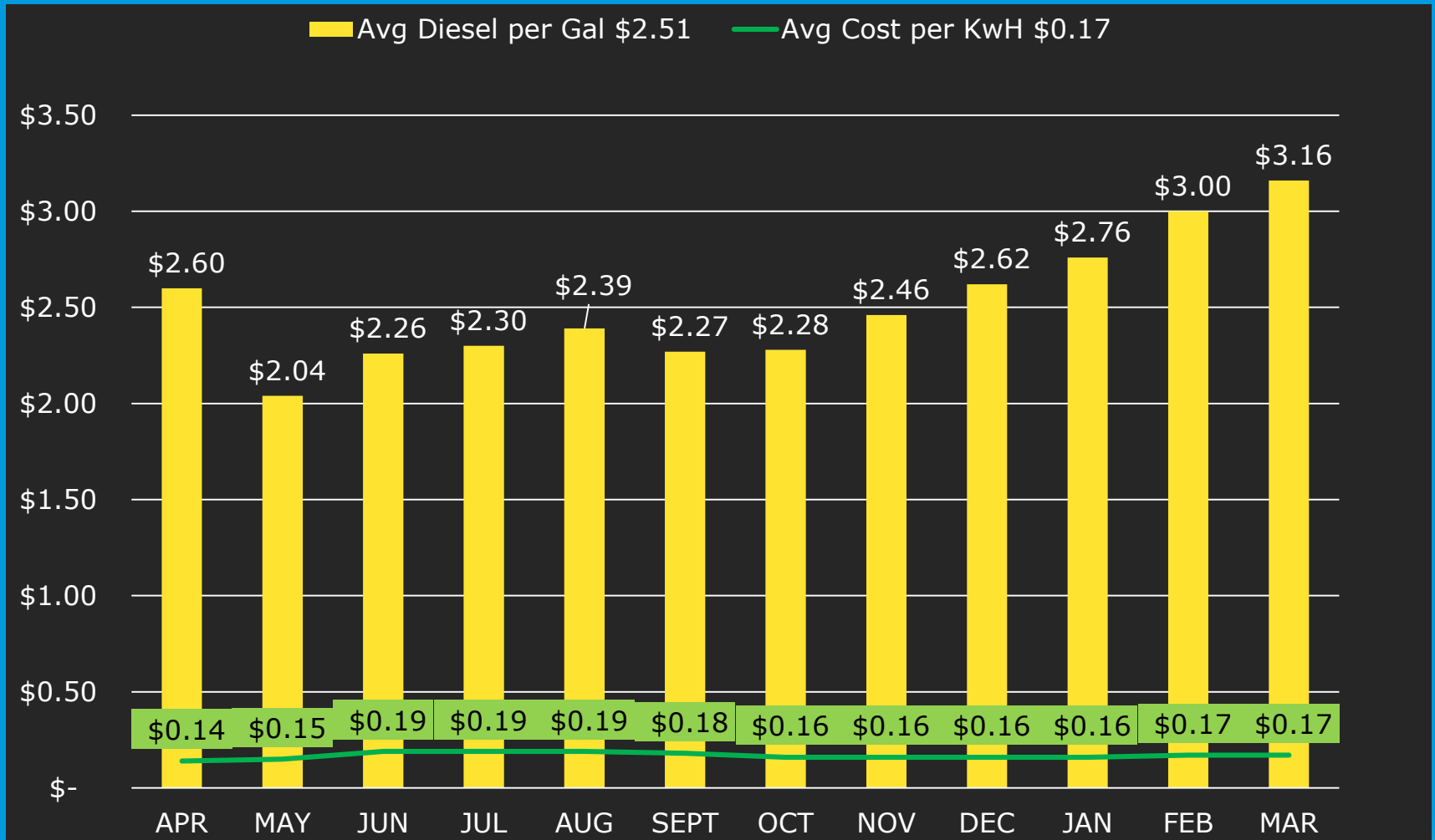
ELECTRIC MILES TRAVELED



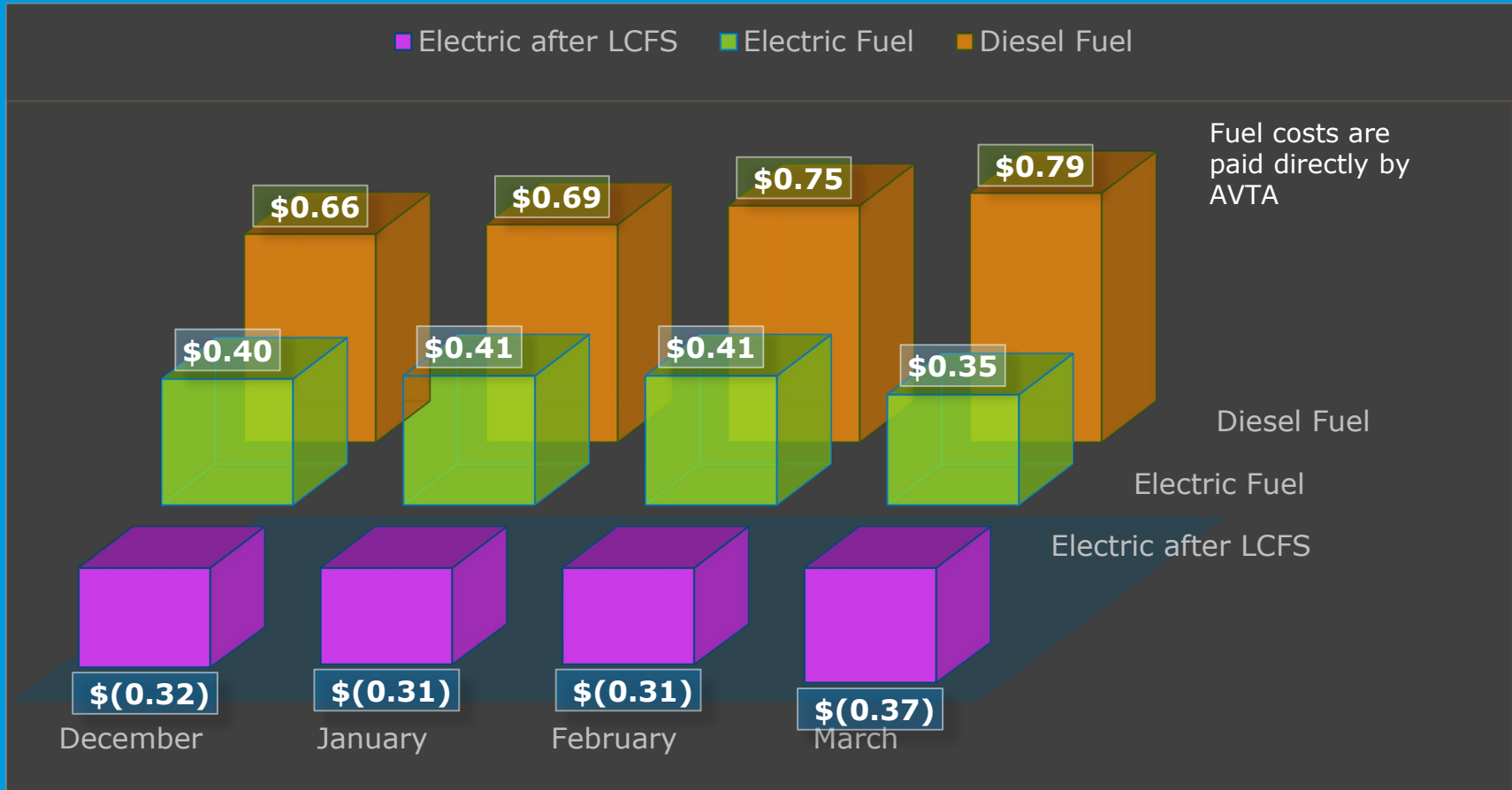
MAINTENANCE COST PER MILE BY FLEET



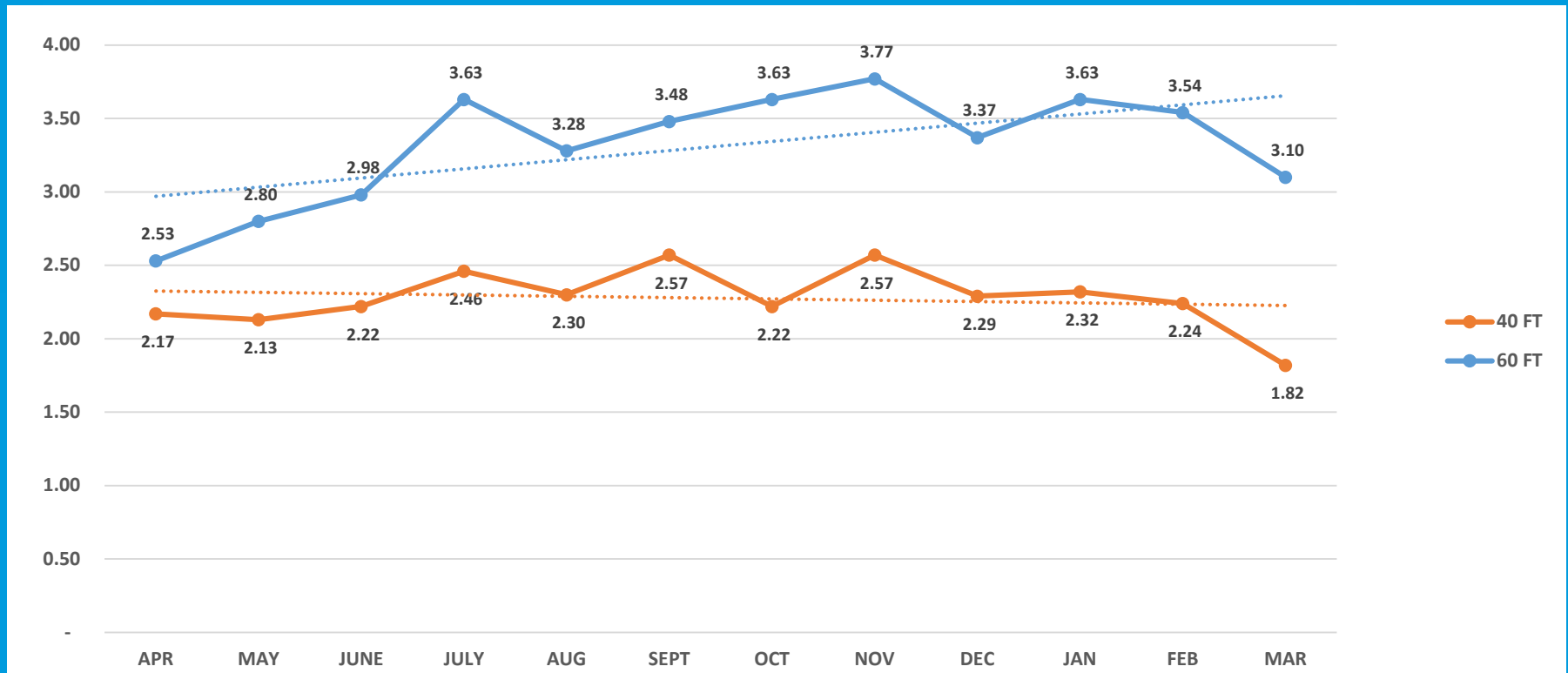
FUEL/ENERGY COST PRIOR 12 MONTHS



PROPULSION FUEL COST PER MILE w/LOW CARBON FUEL STANDARD (LCFS) OFFSET

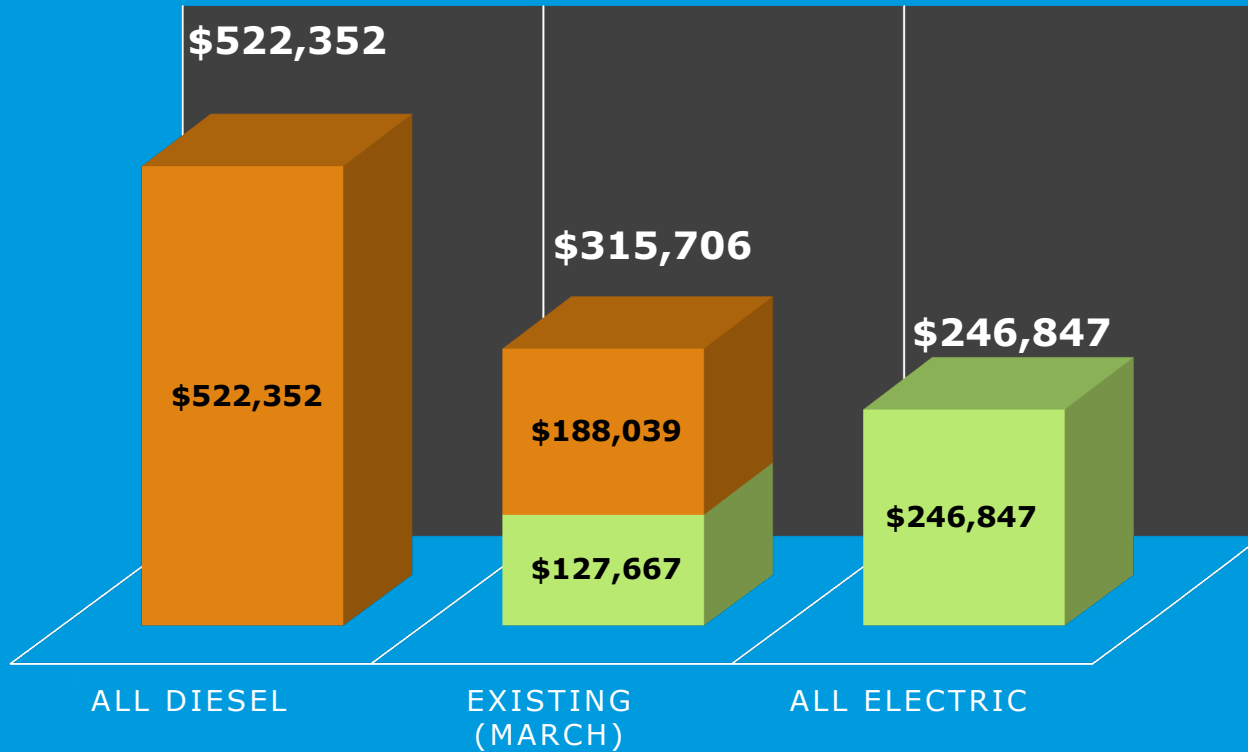


AVERAGE FUEL CONSUMPTION PER MILE (KWPM)



TOTAL FUEL & MAINTENANCE COST ASSUMPTIONS

■ Electric ■ Diesel



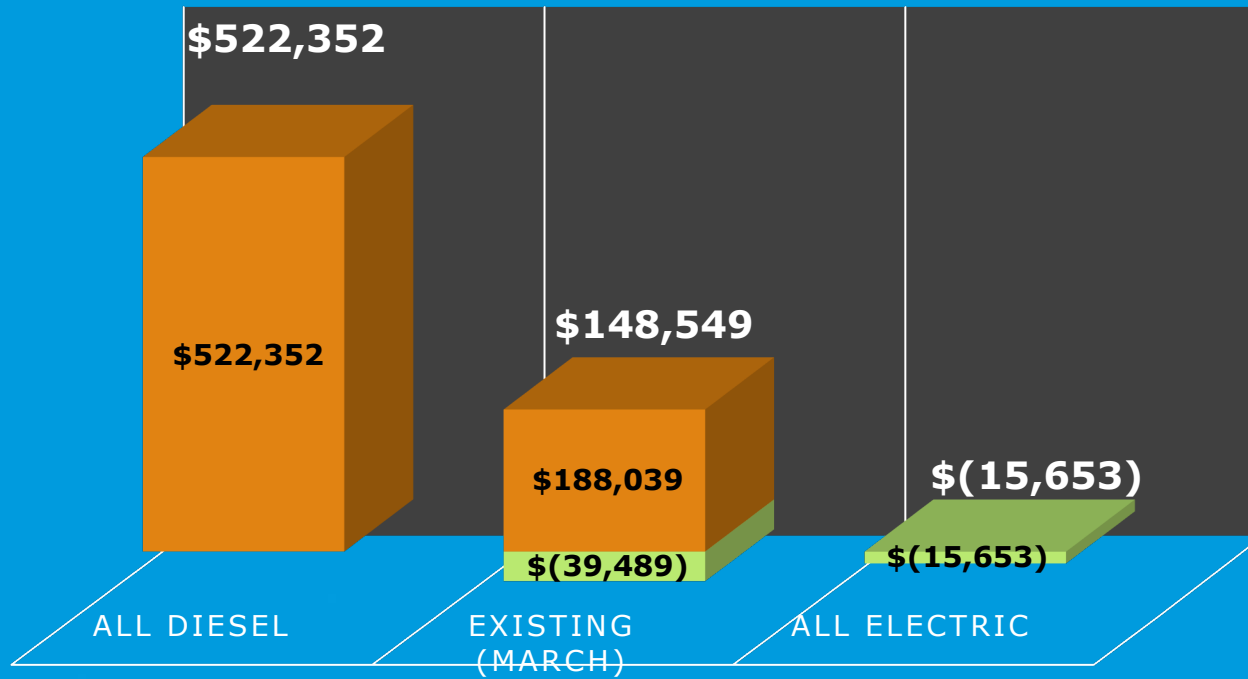
March Fuel and Maintenance Savings
\$206,646

Projected Savings
\$275,505

AVTA Fuel Only
\$102,972

TOTAL FUEL & MAINTENANCE COST ASSUMPTIONS W/LCFS

■ Electric ■ Diesel



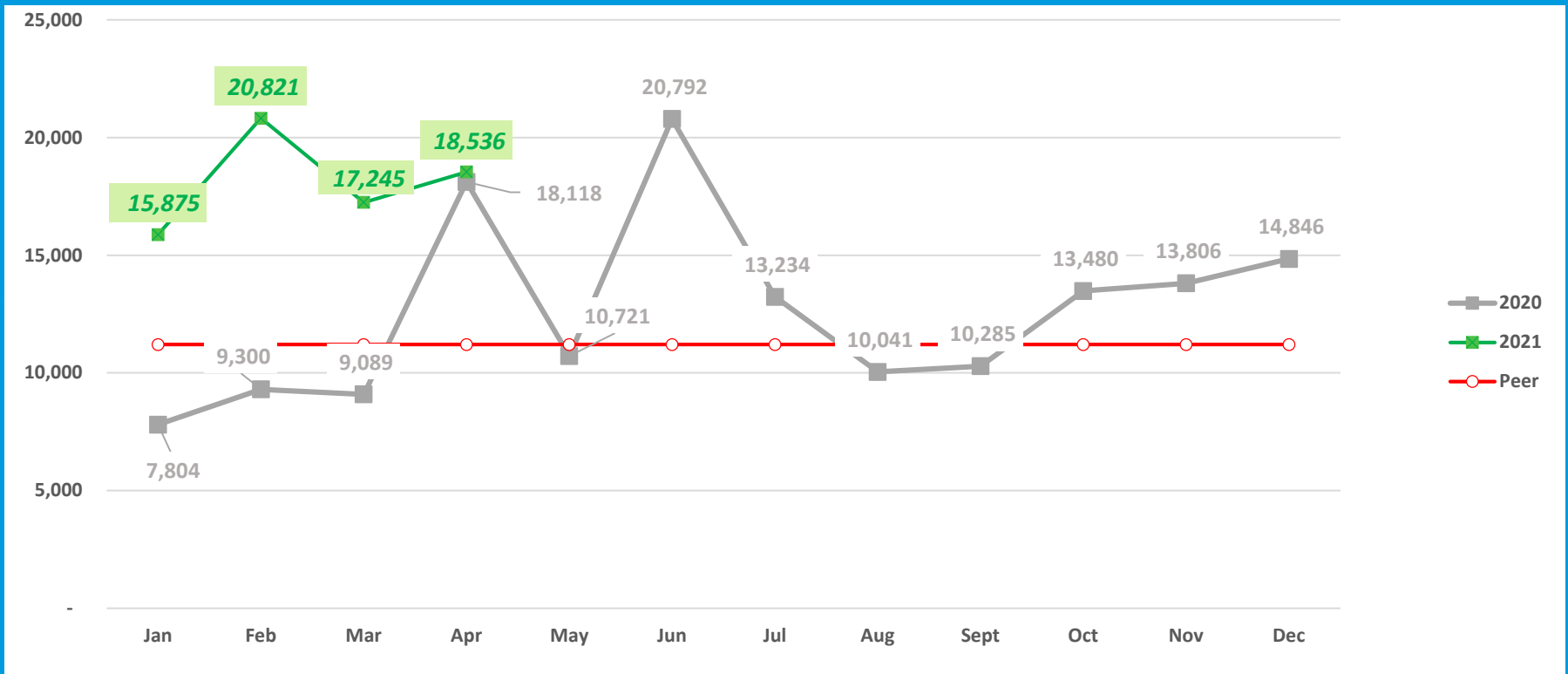
March Total Fuel and Maintenance Savings
\$373,803

AVTA Fuel Savings plus LCFS
\$272,482

AVERAGE MILES BETWEEN SERVICE INTERRUPTIONS

Peer Average: 11,206

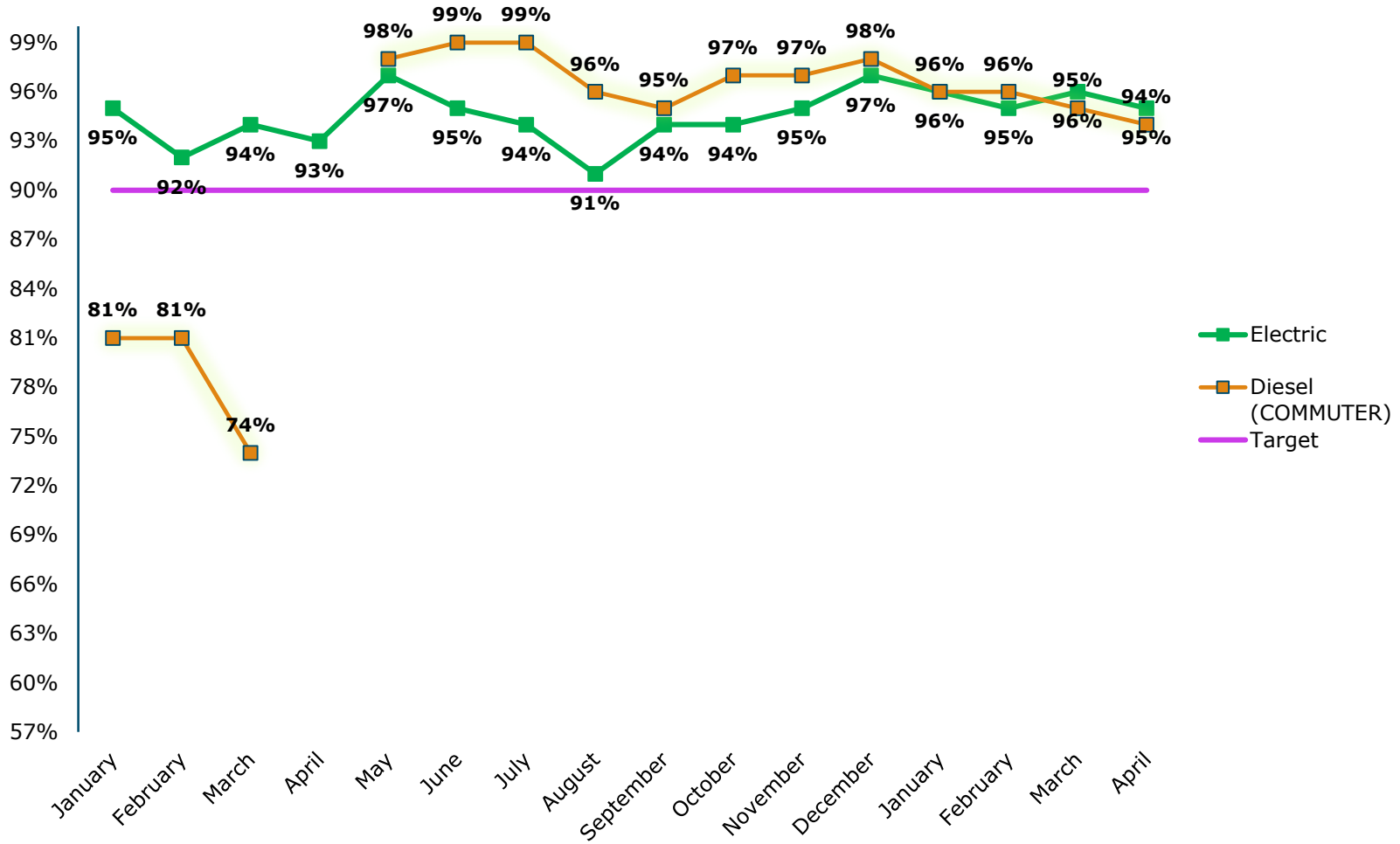
Target: 15,500



FLEET AVAILABILITY

Peer Average: 77%

Target 90%



Discussion/Questions?





Regular Meeting of the Board of Directors

Tuesday, April 27, 2021

10:00 a.m.

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

UNOFFICIAL MINUTES

CALL TO ORDER:

Chairman Crist called the meeting to order at 10:01 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 Richard Loa, Director Raj Malhi, Director Michelle Flanagan

APPROVAL OF AGENDA

Motion: Approve the agenda as comprised.

Moved by Director Loa, seconded by Vice Chair Knippel

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Loa, Malhi, Flanagan

Nays: None

Abstain: None

Absent: None

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

There were no public business items presented.

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

SRP 1 PRESENTATION TO AVTA EMPLOYEE OF THE THIRD QUARTER FOR FISCAL YEAR 2020/2021 (JANUARY 1 – MARCH 31, 2021)

Chief Financial Officer Judy Vaccaro-Fry presented the Employee of the Third Quarter Award to Human Resources and Benefits Coordinator Amber Johnson.

SRP 2 PRESENTATION TO TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR FEBRUARY AND MARCH 2021

Transdev General Manager Tracy Craghead announced that the Employee of the Month for February is Jeremy Bretschneider and the Employee of the Month for March is Hugo Argueta; both Mr. Bretschneider and Mr. Argueta were unable to attend the meeting. Mr. Craghead presented awards to Juan Guzman, Operator of the Month for February and Benny Barner, Operator of the Month for March.

SRP 3 LEGISLATIVE REPORT FOR APRIL

Ms. Vaccaro-Fry presented information regarding Assembly Bill (AB) 1069 – Zero Emission Passenger Vehicles, AB 1447 – Rural California Infrastructure Act, Senate Bill (SB) 339 – Vehicles: Road Usage Charge Pilot Program, SB 372 Medium & Heavy Duty Fleet Purchasing Assistance Program, Disadvantaged Community census tract changes, America's Infrastructure and Jobs Plan, and Fiscal Year 2021/2022 Discretionary Budget.

Ms. Vaccaro-Fry announced that AVTA was awarded \$717,399 in grant funds from the Los Angeles County Metropolitan Transportation Authority (LACMTA) to replace commuter coaches. Additionally, Stephanie Wiggins will replace Phil Washington as chief executive officer of LACMTA.

The Board discussed the proposed Fareless System Initiative (FSI) by LACMTA and directed Ms. Vaccaro-Fry to keep the Board updated regarding the proposed Vehicle Miles Traveled Bill and Fareless System Initiative.

SRP 4 OPERATIONS KEY PERFORMANCE INDICATORS (KPI) REPORT

Chief Operating Officer Martin Tompkins presented the report. He noted that members of AVTA's executive staff attended Transdev's safety meetings the week of April 19, 2021 to obtain feedback from the operators and open the lines of communication between AVTA and Transdev staff.

Mr. Craghead presented an update regarding the measures Transdev continues to implement to improve employee relations, customer service and reduce complaints, particularly, passenger pass-ups.

SRP 5 MAINTENANCE KPI REPORT – CECIL FOUST

Maintenance Compliance Manager Cecil Foust presented the report. Executive Director/CEO Macy Neshati presented a brief update regarding the Authority's solar field project. The Board requested a chart showing the number of transit operators in the state and country, and the impact on fuel consumption nationwide if all of the operators converted to electric vehicles.

SRP 6 ENHANCE COMMUNITY ROOM TECHNOLOGY

Executive Director/CEO Macy Neshati stated that the Board received a letter from a citizen requesting that the meetings be conducted as a hybrid model, virtually and in-person. Mr. Neshati informed the Board of the technology constraints in the Community Room and requested direction regarding upgrading the audio and video technology in the Community Room. The Board directed Mr. Neshati to research various options including the possibility of partnering with the County of Los Angeles and cities of Palmdale and Lancaster to use time on their television channels. Chairman Crist directed Ms. Vaccaro-Fry to contact staff at Antelope Valley Air Quality Management District to possibly obtain a grant for upgrades to the audio and video equipment in the Community Room.

CONSENT CALENDAR (CC):

- CC 1 BOARD OF DIRECTORS MEETING MINUTES OF MARCH 23, 2021**
Approve the Board of Directors Regular Meeting Minutes of March 23, 2021.
- CC 2 FINANCIAL REPORT FOR MARCH 2021**
Receive and file the Financial Report for March 2021.
- CC 3 FISCAL YEAR 2020/2021 (FY 2021) THIRD QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (JANUARY 1 – MARCH 31, 2021)**
Receive and file the FY 2021 Third Quarter LASD report for the period covering January 1 through March 31, 2021.

CC 4 RESOLUTION NO. 2021-003, AUTHORIZING THE EXECUTIVE DIRECTOR/CEO TO EXECUTE ALL REQUIRED DOCUMENTS FOR THE VOLKSWAGEN ENVIRONMENTAL MITIGATION TRUST FUNDS GRANT PROGRAM FOR FISCAL YEAR 2021/2022 (FY 2022)

Adopt Resolution No. 2021-003, a Resolution authorizing the Executive Director/CEO to execute all required documents for the Volkswagen Environmental Mitigation Trust Funds grant program.

CC 5 DESTRUCTION OF AVTA RECORDS PER RECORDS RETENTION POLICY

In accordance with AVTA's Record Retention policy, authorize the destruction of on-site records (paper, electronic, audio, photographic, etc.) as detailed on the Records Destruction list.

Motion: Approve the Consent Calendar.

Moved by Director Flanagan, seconded by Vice Chair Knippel

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Loa, Malhi, Flanagan

Nays: None

Abstain: None

Absent: None

NEW BUSINESS (NB):

NB 1 CONTRACT #2021-51 TO PLANETBIDS, INC., FOR PUBLIC SECTOR E-PROCUREMENT SERVICE SOLUTION

Procurement and Contracts Officer Lyle Block presented the staff report.

Motion: Authorize the Executive Director/CEO to execute Contract #2021-51 for the Public Sector E-Procurement Service Solution to Planetbids, Inc., Studio City, CA, for an amount of \$132,500, for a five-year term.

Moved by Vice Chair Knippel, seconded by Director Malhi

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Loa, Malhi, Flanagan

Nays: None

Abstain: None

Absent: None

NB 2 AMENDMENT NO. 3 TO CONTRACT #2016-31 WITH BYD COACH & MOTORS, INC., FOR THE PURCHASE OF SIX (6) K11M 60-FOOT BATTERY-ELECTRIC BUSES

Mr. Block presented the staff report.

Motion: Authorize the Executive Director/CEO to execute Amendment No. 3 to Contract #2016-31 with BYD Coach & Motors, Inc., adjust quantities and purchase of six (6) K11M 60-foot battery-electric buses for an amount not to exceed \$6,360,000, plus applicable sales tax.

Moved by Vice Chair Knippel, seconded by Director Flanagan

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Loa, Malhi, Flanagan

Nays: None

Abstain: None

Absent: None

CLOSED SESSION (CS):

General Counsel Allison Burns stated there was no need to adjourn to Closed Session unless a Board Member wanted to discuss the Executive Director/CEO's performance prior to voting on his contract. The Members concurred there was no need to adjourn to Closed Session.

NB 3 THIRD AMENDED AND RESTATED EXECUTIVE DIRECTOR/CHIEF EXECUTIVE OFFICER (CEO) EMPLOYMENT AGREEMENT

The Board waived the presentation of the staff report.

Motion: Approve the Third Amended and Restated Executive Director/CEO Employment Agreement.

Moved by Chairman Crist, seconded by Director Flanagan

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

Ayes: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Loa, Malhi, Flanagan

Nays: None

Abstain: None

Absent: None

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 REPORT BY THE EXECUTIVE DIRECTOR/CEO

Mr. Neshati thanked the Board for their support, generosity, and extending his contract for six months.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

There were no miscellaneous business – non-agenda items presented.

ADJOURNMENT:

Adjourn to the Regular Meeting of the Board of Directors on May 25, 2021 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 25th day of MAY 2021

Marvin Crist, Chairman of the Board

ATTEST:

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.



DATE: May 25, 2021

TO: BOARD OF DIRECTORS

SUBJECT: Financial Report for April 2021

RECOMMENDATION

That the Board of Directors receive and file the Financial Report, including Quarterly Treasurer, Capital Reserve, and Farebox Recovery information, for April 2021.

FISCAL IMPACT

| | April |
|--------------------|--------------|
| PAYROLL | \$529,032 |
| CASH DISBURSEMENTS | \$4,716,036 |

FY 2021 Farebox Recovery Ratio

| | Q1 | Q1 + Q2 | Q1 + Q2 + Q3 |
|----------------------------|-------------|----------------|---------------------|
| Directly Generated Revenue | \$669,845 | \$1,541,852 | \$2,285,567 |
| Operating Expenses | \$7,629,654 | \$14,619,740 | \$25,376,760 |
| Farebox Recovery Ratio | 8.8% | 10.5% | 11.1% |

Notes: Revenue includes Farebox, Advertisements, Gain on Sale, LCFS Credits and Investment Income.

BACKGROUND

To comply with the provisions required by Sections 37202, 37208 and 6505.5 of the Government Code, the Chief Financial Officer in conjunction with the Controller, provides a monthly payroll total and cash disbursements.

On a quarterly basis, farebox recovery ratio data and a Treasurer's Report, including capital reserve information (Attachment A), will be included as part of the financial report. The Executive Director/CEO and Treasurer certify the availability of funds.

I, Macy Neshati, Executive Director/CEO of AVTA, declare that the above information is accurate.

Prepared by:

Submitted by:

Judy Vaccaro-Fry
Chief Financial Officer

Macy Neshati
Executive Director/CEO

Attachment: A – Third Quarter Treasurer's Report

ANTELOPE VALLEY TRANSIT AUTHORITY
Treasurer's Report
For the quarter ended 3/31/21

| Investment Type | Description | Beginning Balance 1/1/21 | Deposits & Transfers | Disbursements & Transfers | Interest | Ending Balance 3/31/21 |
|--|--|-----------------------------|-------------------------|------------------------------|------------------|---------------------------|
| Cash and Investments Under the Direction of the Treasurer | | | | | | |
| | Local Agency Investment Fund (LAIF) - Cap & Op Reserve | 10,186,732 | 11,139,000 | (5,000,000) | 14,479 | 16,340,211 |
| | Proposition 1B Restricted Fund* | 72,774 | | (172) | 9 | 72,611 |
| | Mission Bank- LCTOP & Operations Reserve *** | 225,766 | 7,000,000 | | 586 | 7,226,352 |
| | Total Capital & Op. Reserves and Restricted Funds | 10,485,271 | 18,139,000 | (5,000,172) | 15,074 | 23,639,174 |
| | Mission Bank - Investment Op Reserves** | 235 | 0 | (235) | 0 | 0 |
| | Total Operating Reserve | 235 | 0 | (235) | 0 | 0 |
| | General Account- Union Bank** | 3,834,778 | 172 | (3,834,949) | | - |
| | General Account- Mission Bank | 7,360,583 | 28,477,056 | (28,036,044) | | 7,801,596 |
| | Petty Cash Balance | 750 | | | | 750 |
| | Operating Accounts Total | 11,196,111 | 28,477,228 | (31,870,993) | - | 7,802,346 |
| | TOTAL CASH AND INVESTMENTS | \$ 21,681,618 | \$ 46,616,228 | \$ (36,871,400) | \$ 15,074 | \$ 31,441,519 |


* Deferred revenue, recorded as liability until associated expense incurred.

**This account is now closed.

*** AVTA has combined Operations Reserve monies with LCTOP.

I hereby certify that the investment portfolio of AVTA complies with its investment policy and the California Government Code Sections pertaining to the investment of local agency funds, Mission Bank. Pending any future actions by the AVTA Board or any and unforeseen occurrences, AVTA has cash flow adequate to meet its expenditure requirements for the next three months.

Prepared by:


KJ Alcuran
Controller

Submitted by:

Judy Vaccaro-Fry
Chief Finance Officer



DATE: May 25, 2021
TO: BOARD OF DIRECTORS
SUBJECT: Grant Status Report

RECOMMENDATION

That the Board of Directors receive and file the Grant Status Report (Attachment A).

FISCAL IMPACT

Grants approved after the annual budget adoption that may require reallocation of funds are addressed during the mid-year budget adjustment.

BACKGROUND

The attached Grant Status Report reflects the status of all grant applications submitted on behalf of the Authority through April 30, 2021.

This quarter provided two new opportunities; LACMTA's Bus Operator Subcommittee's 5307 Call for Projects, which provided \$717,399 in funding toward our commuter bus replacement project, and FTA's annual Low or No Emission grant program, to which we applied for funding towards our Maintenance and Administrative Facility Upgrade project. We anticipate the awards will be announced by late summer 2021. AVTA aggressively continues to seek and pursue all viable grant opportunities.

Prepared by:

Submitted by:

Judy Vaccaro-Fry
Chief Financial Officer

Macy Neshati
Executive Director/CEO

Attachment: A – Grant Status Report

GRANT STATUS REPORT

Discretionary Opportunities Submitted

| Grant Program | Project | Amount Applied For | Date Submitted | Status | Amount Awarded | Next Round of Funding |
|--|--|---------------------------|-----------------------|--|-----------------------|------------------------------|
| Transit & Intercity Rail Capital Program – Cap & Trade | 5 Articulated Buses + 6 Microtransit Vehicles + Chargers + Network Integration | \$6,503,256 | January 13, 2020 | AWARDED APRIL 20, 2020 | \$6,503,256 | 2022 |
| FY20 Low or No Emission Vehicle Program - FTA | 5 Articulated Buses + 6 Microtransit Vehicles + Chargers | \$6,253,256 | March 13, 2020 | AWARDED JUNE 20, 2020 | \$6,253,256 | 2021 |
| FY20 Bus & Bus Facilities - FTA | Phase III - Maintenance & Administrative Facility Improvements | \$7,323,417 | April 27, 2020 | NO AWARD | \$0 | 2021 |
| LACMTA BOS 5307 Call for Projects | Commuter Coach Replacement | \$1,576,701 | April 5, 2021 | AWARDED APRIL 20, 2021 | \$717,399 | 2022 |
| FY21 Low or No Emission Vehicle Program - FTA | Phase III - Maintenance & Administrative Facility Improvements | \$7,430,437 | April 12, 2021 | <i>PENDING</i> | <i>PENDING</i> | 2022 |
| | TOTAL DISCRETIONARY OPPORTUNITIES APPLIED FOR: | \$29,087,067 | | TOTAL PENDING DISCRETIONARY GRANT AWARDS: | \$7,430,437 | |
| | TOTAL DISCRETIONARY OPPORTUNITIES NOT AWARDED | \$7,323,417 | | TOTAL AWARDED DISCRETIONARY GRANTS: | \$13,473,911 | |

Annual Formula Allocations Submitted

| Grant Program | Project | Amount Pending | Date Submitted | Status | Amount Awarded |
|------------------------------|--|-----------------------|-----------------------|----------------------------|-----------------------|
| CA-2020-031 | Preventive Maintenance | \$2,500,000 | March 1, 2020 | Awarded April 6, 2020 | \$2,500,000 |
| CA-2020-049 | Bus Replacement | \$2,400,000 | March 20, 2020 | Awarded April 28, 2020 | \$2,400,000 |
| CA-2020-052 | Bus Replacement + Chargers | \$2,475,100 | April 29, 2020 | Awarded May 7, 2020 | \$2,475,100 |
| CARES Act – FTA Section 5307 | Operating | \$47,875,609 | May 12, 2020 | Awarded May 26, 2020 | \$47,875,609 |
| | TOTAL ANNUAL FORMULA ALLOCATIONS PENDING: | \$0 | | TOTAL GRANT AWARDS: | \$55,250,709 |



DATE: May 27, 2021

TO: BOARD OF DIRECTORS

SUBJECT: Renewal of Agreement with Los Angeles County Sheriff's Department (LASD) for Transit Law Enforcement Services – Reserve Unit

RECOMMENDATION

That the Board of Directors authorize the Executive Director/CEO to renew the Letter of Understanding with the LASD for transit law enforcement services covering the term July 1, 2021 through June 30, 2022, as outlined in the attached letter to Sheriff Alex Villanueva.

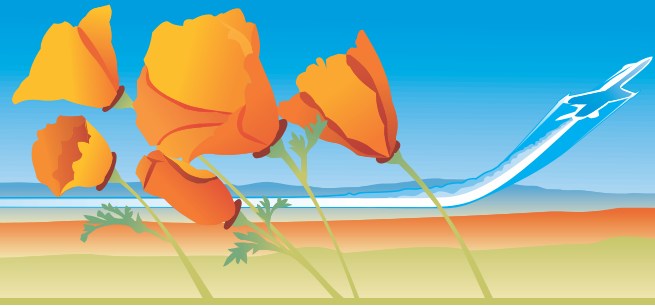
FISCAL IMPACT

Total reimbursement under this agreement will not exceed \$120,000. Funds for these services are included in the draft Fiscal Year 2021/2022 (FY 2022) Budget.

BACKGROUND

An agreement for transit law enforcement services was originally entered into between the AVTA and the Los Angeles County Sheriff's Department of Homeland Security in August 2008. The letter of agreement has been renewed annually since that time. Under the terms of the agreement, the LASD will provide the following services for the AVTA:

- Security services Monday through Friday with staggered shift times for increased presence;
- Random fare and ridership field audits of local and commuter services with two Security Assistants to assist with fare enforcement procedures;
- Random bomb and weapon checks of local and commuter services;



CC 4 – ATTACHMENT A

Board of Directors

Mailed via U.S. Postal Service and E-mail

Chairman
Marvin Crist
City of Lancaster

June 1, 2021

Vice Chair
Dianne M. Knippel
County of Los Angeles

Sheriff Alex Villanueva
Los Angeles County Sheriff's Department
Contract Law Enforcement Bureau
Attn: Unit Commander
211 W. Temple Street, 7th Floor
Los Angeles, California 90012

Director
Steven D. Hofbauer
City of Palmdale

Dear Alex Villanueva:

Director
Richard Loa
City of Palmdale

As approved by the Board of Directors on May 27, 2021, the Antelope Valley Transit Authority (AVTA) desires to continue to contract with your office for transit law enforcement services. The scope of work shall include the following activities:

Director
Raj Malhi
City of Lancaster

- Security services Monday through Friday with staggered shift times for increased presence;
- Random fare and ridership field audits of local and commuter services with two Security Assistants to assist with fare enforcement procedures;
- Random bomb and weapon checks of local and commuter services;
- Documentation of all activities, findings and actions;
- Training for both AVTA and Transdev staff regarding security issues and conflict resolution;
- Provide a presence on school trippers and other services where problematic behavior has been an issue;
- Provide training and outreach to schools regarding AVTA policies for transit riders;
- Interface with the local schools for incident follow-up;
- Provide a presence on and around the transit system to help improve quality of life issues; and
- Other duties as mutually agreed upon in writing.

Director
Michelle Flanagan
County of Los Angeles

Executive Director/CEO
Macy Neshati

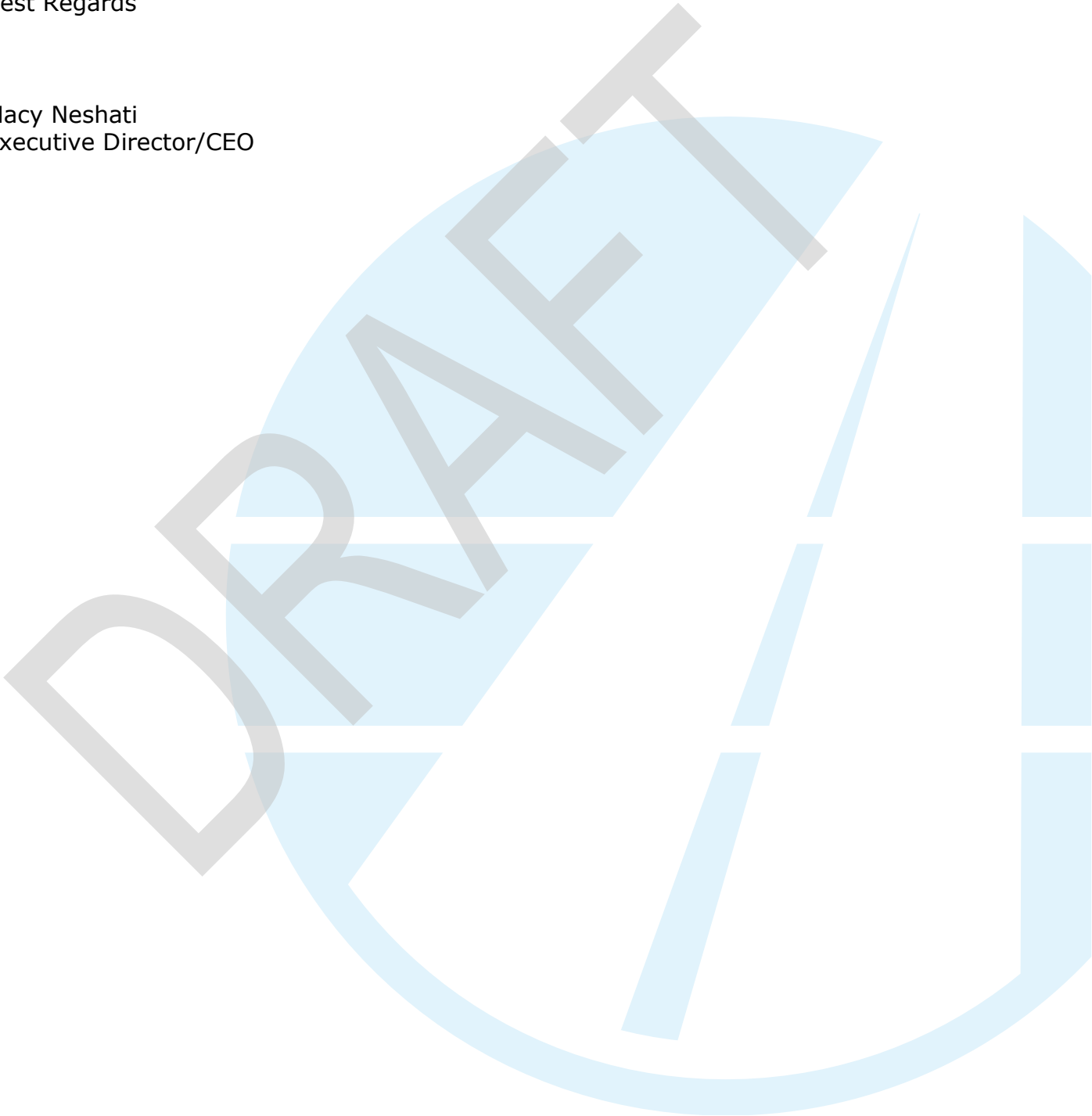
AVTA is authorized to spend up to \$120,000 in FY 2021-22, beginning July 1, 2021 and ending June 30, 2022, unless superseded by a new

contract. It is anticipated that this effort would entail work being performed, Monday through Friday, depending on the specific tasks.

We appreciate the opportunity to work with your staff and look forward to continuing our contractual relationship for transit law enforcement services in the Antelope Valley. Should you have any questions, please feel free to contact me at (661) 729-2229.

Best Regards

Macy Neshati
Executive Director/CEO



Los Angeles County Sheriff's Department

HOURLY RATES

FY 2021-22

PRIVATE ENTITY, SCHOOL DISTRICT & PUBLIC ENTITY (EXCEPT CONTRACT CITIES)
 HOURLY RATES FOR LAW ENFORCEMENT SERVICES

| Service Unit | Hourly Rate | Liability 3% | Total |
|---|-------------|--------------|----------|
| Deputy, Generalist | \$100.45 | \$3.01 | \$103.46 |
| Deputy, Generalist Motor | \$106.12 | \$3.18 | \$109.30 |
| Deputy, Generalist Observer | \$106.12 | \$3.18 | \$109.30 |
| Deputy, Bonus I | \$109.72 | \$3.29 | \$113.01 |
| Deputy, Bonus I (Master Field Training Officer) | \$121.79 | \$3.65 | \$125.45 |
| Deputy, Bonus I (Motor) | \$115.92 | \$3.48 | \$119.40 |
| Deputy, Bonus II | \$132.54 | \$3.98 | \$136.51 |
| Deputy, Bonus II (Arson/Explosives) | \$147.93 | \$4.44 | \$152.37 |
| Deputy, Bonus II (Hazardous Materials) | \$147.93 | \$4.44 | \$152.37 |
| Deputy, Bonus II (Pilot) | \$140.02 | \$4.20 | \$144.22 |
| Deputy, Bonus II (SEB) | \$140.02 | \$4.20 | \$144.22 |
| Deputy, Reserve | \$50.45 | \$1.51 | \$51.96 |
| Sergeant | \$133.10 | \$3.99 | \$137.09 |
| Sergeant, (Arson/Explosives) | \$148.56 | \$4.46 | \$153.02 |
| Sergeant, (Hazardous Materials) | \$148.56 | \$4.46 | \$153.02 |
| Sergeant, Motor | \$140.62 | \$4.22 | \$144.84 |
| Sergeant, Pilot | \$155.39 | \$4.66 | \$160.05 |
| Sergeant, SEB | \$140.62 | \$4.22 | \$144.84 |
| Lieutenant | \$159.93 | \$4.80 | \$164.73 |
| Captain | \$202.16 | \$6.06 | \$208.22 |
| Commander | \$228.31 | \$6.85 | \$235.16 |



DATE: May 25, 2021

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2021/2022 (FY 2022) Workers' Compensation, Property and Casualty Insurance Policies under Contract #2021-50 with Vinsa, Inc.

RECOMMENDATION

That the Board of Directors authorize the Executive Director/CEO to purchase required Workers' Compensation, Property and Casualty Insurance Policies for FY 2022, for an amount not to exceed \$500,000 under Contract #2021-50 with Vinsa, Inc., Lancaster, CA.

FISCAL IMPACT

Sufficient funds for this project have been included in the FY 2022 Preliminary Budget Assumptions.

BACKGROUND

In accordance with AVTA's Procurement Policies, staff released a Request for Proposals (RFP) in 2021 seeking proposals from experienced and qualified insurance brokerage firms to provide risk management and insurance procurement services for the Authority's workers' compensation, property and casualty insurance for a possible five-year combined term.

Vinsa, Inc. of Lancaster, CA was selected as the Authority's Insurance Broker of Record to provide professional consulting services regarding insurance issues arising during the contract term. AVTA's insurance policies have been aligned to renew each fiscal year to simplify administration. Depending upon final invoices for various required coverage amounts, Vinsa estimates a premium increase of 10% over FY 2021.

Coverage for FY 2022 includes values for newly purchased building and land for chargers, constructed electric bus charging stations, and bus stop shelters and amenities, with reasonable policy increases.

Prepared by:

Submitted by:

Judy Vaccaro-Fry
Chief Financial Officer

Macy Neshati
Executive Director/CEO



DATE: May 25, 2021

TO: BOARD OF DIRECTORS

SUBJECT: Local Agency Investment Fund (LAIF) Investments for Fiscal Year 2021/2022 (FY 2022)

RECOMMENDATION

That the AVTA Board of Directors adopt Resolution 2021-005 (Attachment A), a Resolution appointing the Executive Director/CEO as Treasurer and the Chief Financial Officer as Controller, delegating investment authority to the Treasurer, adopting a policy for the investment of surplus transit funds for FY 2022 beginning July 1, 2021 through June 30, 2022, and rescinding Resolution No. 2019-004.

FISCAL IMPACT

The proposed changes are administrative in nature and therefore have no financial impact.

BACKGROUND

Prior to the commencement of each fiscal year, the Board of Directors authorizes the deposit and withdrawal of the Authority's Local Agency Investment Fund (LAIF) investments in the State Treasury in accordance with the provisions of Government Code Section 16429. The Investment Policy Statement for FY 2022 (Attachment A.1) fulfills the California Government Code Section 53646 requirement that each legislative body review and adopt an Investment Policy Statement on an annual basis.

The bulk of general banking is done with Mission Bank, in addition to one investment money market account; limited by law to an overall percentage of Authority's cash balances. All other available cash funds, including the operating and capital reserves are invested in the Authority's LAIF investment account, in accordance with the Investment Policy Statement.

The Procedure (Attachment B) establishes the steps necessary to use the LAIF for investment purposes, to reconcile monthly activity to the general ledger, and to reconcile cash on the books with the cash in LAIF.

On an annual basis, the LAIF administration requests each member agency update their deposit/withdrawal authorization list. The purpose of the update is to ensure only duly authorized persons have access to the Authority's LAIF investments.

Prepared by:

Submitted by:

Judy Vaccaro-Fry
Chief Financial Officer

Macy Neshati
Executive Director/CEO

Attachments: A – Resolution No. 2021-005
 A.1 – Investment Policy Statement
 (Exhibit A to Resolution No. 2021-005)
 B – LAIF Procedures

BOARD OF DIRECTORS

ANTELOPE VALLEY TRANSIT AUTHORITY

RESOLUTION NO. 2021-005

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY TRANSIT AUTHORITY APPOINTING THE EXECUTIVE DIRECTOR/CEO AS TREASURER AND THE CHIEF FINANCIAL OFFICER AS CONTROLLER, DELEGATING INVESTMENT AUTHORITY TO THE TREASURER, ADOPTING A POLICY FOR THE INVESTMENT OF SURPLUS TRANSIT FUNDS FOR FISCAL YEAR 2021/2022, AND RESCINDING RESOLUTION NO. 2020-004

WHEREAS, pursuant to the Joint Exercise of Powers Agreement between the County of Los Angeles, the City of Palmdale and the City of Lancaster, the Antelope Valley Transit Authority (AVTA) is authorized under Section 6(i) to invest money that is not needed for immediate use, as the Board determines advisable, in the same manner and upon the same conditions as other local agencies in accordance with Section 53601 of the Government Code; and

WHEREAS, pursuant to Government Code Section 6505.6, AVTA may appoint one of its officers or employees to either or both of the positions of Treasurer or of Controller, and such person or persons shall comply with the duties and responsibilities of the office or offices as set forth in subdivisions (a) to (d), inclusive, of Government Code Section 6505.5; and

WHEREAS, pursuant to Government Code Section 53607, the Board of Directors of AVTA may delegate its investment authority to the Treasurer for a one-year period; and

WHEREAS, pursuant to Government Code Section 53646, the Board of Directors of AVTA have publicly considered a proposed annual statement of investment policy and desires to adopt that policy to guide the investments of the Treasurer;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY TRANSIT AUTHORITY HEREBY RESOLVES, DECLARES, DETERMINES, AND ORDERS AS FOLLOWS:

Section 1. As authorized by Government Code Section 6505.6, the Board of Directors appoints the Executive Director/CEO as Treasurer.

Section 2. As authorized by Government Code Section 6505.6, the Board of Directors appoints the Chief Financial Officer as the Controller.

Section 3. As authorized by Government Code Section 53607, the Board of Directors delegates its investment authority to the Treasurer for FY 2022, who shall thereafter assume full responsibility for those investment transactions until the delegation of authority is revoked or expires, and shall make a quarterly report of those transactions, in accordance with Government Code Section 53646, to the Board of Directors.

Section 4. As required by Government Code Section 53646, the Board of Directors has considered at a public meeting a statement of investment policy, and the Board of Directors hereby adopts that policy, in the form attached as Exhibit "A" to this resolution, to guide the investments of the Treasurer for FY 2022.

Section 5. Resolution No. 2020-004 is rescinded in its entirety.

Section 6. The Secretary of the Board shall certify to the adoption of this resolution.

PASSED, APPROVED and ADOPTED this 25th day of May, 2021 by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____ ABSENT: _____

Marvin Crist, Chairman


ATTEST:

Karen S. Darr, Clerk of the Board

APPROVED AS TO FORM:

Allison E. Burns, General Counsel

Exhibit A

| | | |
|---|---|------------------------------|
|  | Local Agency Investment Fund (LAIF) Policy Statement | |
| | Policy Effective Date: 7/1/2021 – 6/30/2022 | Revised on: 5/25/2021 |
| | Approved by: Board of Directors | |
| | Date Approved: 5/25/2021 | Page 1 of 14 |

1. POLICY

It is the policy of AVTA to invest public funds in a manner which will provide maximum security with the highest investment return while meeting the daily cash flow demands of AVTA and conforming to all state and local statutes governing the investment of public funds.

2. SCOPE

This investment policy applies to the cash funds of AVTA, except for its employees retirement system fund, which is administered separately by the California Public Employees’ Retirement System (“CalPERS”) and financial assets governed by bond indentures or bond resolutions.

These funds include Operating and Capital Funds.

3. OBJECTIVE

Investable funds shall be invested to the maximum extent feasible. The primary goal of the investment program is to maintain safety and liquidity of principal and interest while maximizing returns, minimizing risks and ensuring that funds are available to meet anticipated cash flow requirements.

In the investment of its funds, AVTA will be guided by the following principles in order of importance:

3(A) the primary objective is to safeguard investment principal.

- Safety

Safety and the minimizing of risk associated with investing refer to attempts to reduce the potential for loss of principal, interest or a combination of the two. The first level of risk control is found in state law which restricts the particular type of investments permissible for governmental entities. The second level of risk control is reduction of default risk by investing in instruments that appear upon examination to be the most credit worthy. The third level of risk control is reduction of market risk by investing in instruments that have maturities coinciding with planned dates of disbursement, thereby eliminating risk of loss from a forced sale.

3(B) the secondary objective is to maintain sufficient liquidity to ensure that funds are available to meet daily cash flow requirements.

- Liquidity

Liquidity refers to the ability to easily sell at any time with a minimal risk of losing some portion of principal or interest. Liquidity is an important quality for an investment to have, for at any time AVTA may have unexpected or unusual circumstances that result in larger disbursements than expected, and some investments may need to be sold to meet the contingency. The AVTA's investment portfolio shall remain sufficiently liquid to enable the AVTA to meet all operating requirements, which might be reasonably anticipated. Most investments of AVTA are highly liquid.

3(C) the third and last consideration is to achieve a reasonable rate of return or yield consistent with these objectives.

- Yield

Yield is the potential dollar earnings an investment can provide, and also is sometimes described as the rate of return. AVTA attempts to obtain the highest yield possible when selecting an investment, provided that the criteria stated in the Investment Policy for safety and liquidity are met. The AVTA's investment portfolio shall be designed with the objective of achieving a return on the funds under its control throughout budgetary and economic cycles, taking into account the AVTA's investment risk constraints and the cash flow characteristics of the portfolio.

4. DELEGATION OF AUTHORITY

The Board of Directors of the AVTA holds the authority to invest or reinvest funds of the AVTA or to sell or exchange securities so purchased. Pursuant to the California Government Code Section 53607, the Board of Directors may delegate this authority on a yearly basis to the Executive Director/CEO, as the Treasurer of AVTA, who shall thereafter assume full responsibility for those transactions until the delegation of authority is revoked or expires.

The Chief Financial Officer shall serve as the designated Investment Officer of the Authority and is responsible for investment decisions and activities, under the direction of the Executive Director/CEO. In the absence of the Chief Financial Officer, the Executive Director/CEO will designate a temporary Investment Officer.

5. RESPONSIBILITY OF INVESTMENT OFFICERS

Cash management and investment transactions are the responsibility of the Investment Officer. The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes,

provided that these deviations are reported immediately and that appropriate action is taken to control adverse developments.

6. INDIVIDUALS AUTHORIZED TO UNDERTAKE INVESTMENT TRANSACTIONS

The following officials are authorized to implement the cash management and investment transactions decisions of the Investment Officer by undertaking investment transactions on behalf of AVTA:

- Executive Director/CEO
- Chief Financial Officer

7. PRUDENCE

AVTA operates its cash investments subject to the “Prudent Investor Standard” which obligates a fiduciary to ensure that:

When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the Agency, that a prudent person acting in the like capacity and familiarity with those matters would use in the conduct of funds of the like character and with like aims, to safeguard the principal and maintain the liquidity needs of the Agency.

Within the limitations of this standard and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.

8. SAFEKEEPING

The investment securities purchased by the Authority shall be held in safekeeping by designated financial institutions. Accounts are currently housed at the following recognized financial institutions:

- Mission Bank
- California State Investment Pool (Local Agency Investment Fund or “LAIF”).

These institutions shall issue safekeeping receipts to the Agency listing the specific instrument, rate, maturity and other pertinent information.

Safekeeping procedures shall be reviewed annually by the independent auditor. The independent auditor shall conduct random audits of safekeeping and custodial systems.

9. ETHICS AND CONFLICTS

Officers and employees who are directly involved in the investment program shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair the ability to make impartial investment decisions.

10. MONITORING AND ADJUSTING THE PORTFOLIO

The Investment Officer will routinely monitor the contents of the portfolio, the available markets and the relative values of competing instruments, and will adjust the portfolio accordingly.

11. INTERNAL CONTROLS

Internal controls shall be reviewed annually by the independent auditor. The Investment Officer shall establish an annual process of independent review by the independent auditor. The controls shall be designed to prevent loss of public funds due to fraud, error, misrepresentation, unanticipated market changes or imprudent actions.

12. INVESTMENT PROCEDURES

The Finance Department is responsible for establishing separate investment procedures which adhere to and implement this Statement of Investment Policy.

13. REPORTING REQUIREMENTS

Under the direction of the Executive Director/CEO, the Investment Officer shall where applicable, generate a monthly report for management purposes which will include, but not be limited to:

- Type of investment
- Institution
- Date of maturity
- Amount of deposit or cost of security
- Rate of interest
- Statement relating the report to the Statement of Investment Policy
- Statement that there are sufficient funds to meet the next 30 days' obligations

14. SHORT-TERM VERSUS LONG-TERM PORTFOLIO

All funds invested for one day to six months shall be considered short-term. Funds invested for a period in excess of six months shall be considered long-term.

15. SHORT-TERM PORTFOLIO DIVERSIFICATION

The Agency will diversify use of investment instruments to avoid incurring unreasonable risk inherent in overinvesting in specific instruments, individual financial institutions or maturities.

Diversification by Instrument:

- U.S. Government Securities, or affiliates
- Small Business Administration Loans
- Bankers' Acceptance
- Commercial Paper
- Negotiable Certificates of Deposits
- Medium Term Notes
- Repurchase Agreements
- Local Agency Investment Fund (LAIF)
- California Asset Management Program (CAMP)
- California Local Agency Securities System (CLASS)

16. MATURITY SCHEDULING:

Investment maturities of operating funds shall be scheduled to coincide with projected cash flow needs, taking into account large routine expenditures (e.g. payroll, contractor's payments, lease payments, etc.) and considering sizeable blocks of anticipated revenue (e.g. LTF and Federal operating funds).

17. LONG-TERM PORTFOLIO DIVERSIFICATION

Instruments and diversification for the long-term portfolio shall be the same type as for the short-term portfolio, but with longer investment periods (over six months).

Maturity scheduling shall be timed according to anticipated needs.

18. AUTHORIZED INVESTMENTS (G.C. 53601)

The average maturity of AVTA's investments should not exceed two-and-one-half years, with no single investment being made for over five years, except with legislative approval as authorized under Section 53601 of the California Government Code. At no time should current cash flow requirements be jeopardized.

AVTA may invest in the following legal investments as defined in Section 53601 of the California Government Code: 53601. This section shall apply to a local agency that is a city, a district, or other local agency that does not pool money in deposits or investments with other local agencies, other than local agencies that have the same governing body. However, Section 53635 shall apply to all local agencies that pool money in deposits or investments with other local agencies that have separate governing bodies. The legislative body of a local

agency having money in a sinking fund or money in its treasury not required for the immediate needs of the local agency may invest any portion of the money that it deems wise or expedient in those investments set forth below. A local agency purchasing or obtaining any securities prescribed in this section, in a negotiable, bearer, registered, or nonregistered format, shall require delivery of the securities to the local agency, including those purchased for the agency by financial advisers, consultants, or managers using the agency's funds, by book entry, physical delivery, or by third-party custodial agreement. The transfer of securities to the counterparty bank's customer book entry account may be used for book entry delivery. For purposes of this section, "counterparty" means the other party to the transaction. A counterparty bank's trust department or separate safekeeping department may be used for the physical delivery of the security if the security is held in the name of the local agency. Where this section specifies a percentage limitation for a particular category of investment, that percentage is applicable only at the date of purchase. Where this section does not specify a limitation on the term or remaining maturity at the time of the investment, no investment shall be made in any security, other than a security underlying a repurchase or reverse repurchase agreement or securities lending agreement authorized by this section, that at the time of the investment has a term remaining to maturity in excess of five years, unless the legislative body has granted express authority to make that investment either specifically or as a part of an investment program approved by the legislative body no less than three months prior to the investment:

- (a) Bonds issued by the local agency, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency or by a department, board, agency, or authority of the local agency.
- (b) United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.
- (c) Registered state warrants or treasury notes or bonds of this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the state or by a department, board, agency, or authority of the state.
- (d) Bonds, notes, warrants, or other evidences of indebtedness of any local agency within this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.
- (e) Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.

- (f) Bankers' acceptances otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Purchases of bankers acceptances may not exceed 180 days' maturity or 40 percent of the Authority's money that may be invested pursuant to this section. However, no more than 30 percent of the Authority's money may be invested in the bankers acceptances of any one commercial bank pursuant to this section.

This subdivision does not preclude a municipal utility district from investing any money in its treasury in any manner authorized by the Municipal Utility District Act (Division 6 (commencing with Section 11501) of the Public Utilities Code).

- (g) Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical-rating organization (NRSRO). The entity that issues the commercial paper shall meet all of the following conditions in either paragraph (1) or paragraph (2):

(1) The entity meets the following criteria:

- (A) Is organized and operating in the United States as a general corporation.
- (B) Has total assets in excess of five hundred million dollars (\$500,000,000).
- (C) Has debt other than commercial paper, if any, that is rated "A" or higher by a nationally recognized statistical-rating organization (NRSRO).

(2) The entity meets the following criteria:

- (A) Is organized within the United States as a special purpose corporation, trust, or limited liability company.
- (B) Has program wide credit enhancements including, but not limited to, over collateralization, letters of credit, or surety bond.
- (C) Has commercial paper that is rated "A-1" or higher, or the equivalent, by a nationally recognized statistical-rating organization (NRSRO).

Eligible commercial paper shall have a maximum maturity of 270 days or less. Local agencies, other than counties or a city and county, may invest no more than 25 percent of their money in eligible commercial paper. Local agencies, other than counties or a city and county, may purchase no more than 10 percent of the outstanding commercial paper of any single issuer. Counties or a city and county may invest in commercial paper pursuant to the concentration limits in subdivision (a) of Section 53635.

- (h) Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit may not exceed 30 percent of the agency's money which may be invested pursuant to this section. For purposes of this section, negotiable certificates of deposit do not come within Article 2 (commencing with Section 53630), except that the amount so invested shall be subject to the limitations of Section 53638. The legislative body of a local agency and the treasurer or other official of the local agency having legal custody of the money are prohibited from investing local agency funds, or funds in the custody of the local agency, in negotiable certificates of deposit issued by a state or federal credit union if a member of the legislative body of the local agency, or any person with investment decision-making authority in the budget office, Chief Financial Officer's office, or Treasurer's office of the local agency also serves on the Board of Directors, or any committee appointed by the Board of Directors, or the credit committee or the supervisory committee of the state or federal credit union issuing the negotiable certificates of deposit.
- (i) (1) Investments in repurchase agreements or reverse repurchase agreements or securities lending agreements of any securities authorized by this section, as long as the agreements are subject to this subdivision, including the delivery requirements specified in this section.
- (2) Investments in repurchase agreements may be made, on any investment authorized in this section, when the term of the agreement does not exceed one year. The market value of securities that underlay a repurchase agreement shall be valued at 102 percent or greater of the funds borrowed against those securities and the value shall be adjusted no less than quarterly. Since the market value of the underlying securities is subject to daily market fluctuations, the investments in repurchase agreements shall be in compliance if the value of the underlying securities is brought back up to 102 percent no later than the next business day.
- (3) Reverse repurchase agreements or securities lending agreements may be utilized only when all of the following conditions are met:
- (A) The security to be sold on reverse repurchase agreement or securities lending agreement has been owned and fully paid for by the local agency for a minimum of 30 days prior to sale.
- (B) The total of all reverse repurchase agreements and securities lending agreements on investments owned by the local agency does not exceed 20 percent of the base value of the portfolio.
- (C) The agreement does not exceed a term of 92 days, unless the

agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity date of the same security.

- (D) Funds obtained or funds within the pool of an equivalent amount to that obtained from selling a security to a counterparty by way of a reverse repurchase agreement or securities lending agreement shall not be used to purchase another security with a maturity longer than 92 days from the initial settlement date of the reverse repurchase agreement or securities lending agreement, unless the reverse repurchase agreement or securities lending agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity date of the same security.
- (4) (A) Investments in reverse repurchase agreements, securities lending agreements, or similar investments in which the local agency sells securities prior to purchase with a simultaneous agreement to repurchase the security may only be made upon prior approval of the governing body of the local agency and shall only be made with primary dealers of the Federal Reserve Bank of New York or with a nationally or state-chartered bank that has or has had a significant banking relationship with a local agency.
 - (B) For purposes of this chapter, "significant banking relationship" means any of the following activities of a bank:
 - (i) Involvement in the creation, sale, purchase, or retirement of a local agency's bonds, warrants, notes, or other evidence of indebtedness.
 - (ii) Financing of a local agency's activities.
 - (iii) Acceptance of a local agency's securities or funds as deposits.
- (5) (A) "Repurchase agreement" means a purchase of securities by the local agency pursuant to an agreement by which the counterparty seller will repurchase the securities on or before a specified date and for a specified amount and the counterparty will deliver the underlying securities to the local agency by book entry, physical delivery, or by third-party custodial agreement. The transfer of underlying securities to the counterparty bank's customer book-entry account may be used for book-entry delivery.

- (B) "Securities," for purpose of repurchase under this subdivision, means securities of the same issuer, description, issue date, and maturity.
- (C) "Reverse repurchase agreement" means a sale of securities by the local agency pursuant to an agreement by which the local agency will repurchase the securities on or before a specified date and includes other comparable agreements.
- (D) "Securities lending agreement" means an agreement under which a local agency agrees to transfer securities to a borrower who, in turn, agrees to provide collateral to the local agency. During the term of the agreement, both the securities and the collateral are held by a third party. At the conclusion of the agreement, the securities are transferred back to the local agency in return for the collateral.
- (E) For purposes of this section, the base value of the local agency's pool portfolio shall be that dollar amount obtained by totaling all cash balances placed in the pool by all pool participants, excluding any amounts obtained through selling securities by way of reverse repurchase agreements, securities lending agreements, or other similar borrowing methods.
- (F) For purposes of this section, the spread is the difference between the cost of funds obtained using the reverse repurchase agreement and the earnings obtained on the reinvestment of the funds.
- (j) Medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this subdivision shall be rated "A" or better by a nationally recognized rating service. Purchases of medium-term notes shall not include other instruments authorized by this section and may not exceed 30 percent of the agency's money that may be invested pursuant to this section.
- (k) (1) Shares of beneficial interest issued by diversified management companies that invest in the securities and obligations as authorized by subdivisions (a) to (j), inclusive, or subdivisions (m) or (n) and that comply with the investment restrictions of this article and Article 2 (commencing with Section 53630). However, notwithstanding these restrictions, a counterparty to a reverse repurchase agreement or securities lending agreement is not required to be a primary dealer of the Federal Reserve Bank of New York if the company's board of directors finds that the counterparty presents a minimal risk of

default, and the value of the securities underlying a repurchase agreement or securities lending agreement may be 100 percent of the sales price if the securities are marked to market daily.

- (2) Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1 et seq.).
- (3) If investment is in shares issued pursuant to paragraph (1), the company shall have met either of the following criteria:
 - (A) Attained the highest ranking or the highest letter and numerical rating provided by not less than two nationally recognized statistical rating organizations.
 - (B) Retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience investing in the securities and obligations authorized by subdivisions (a) to (j), inclusive, or subdivisions (m) or (n) and with assets under management in excess of five hundred million dollars (\$500,000,000).
- (4) If investment is in shares issued pursuant to paragraph (2), the company shall have met either of the following criteria:
 - (A) Attained the highest ranking or the highest letter and numerical rating provided by not less than two nationally recognized statistical rating organizations.
 - (B) Retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of five hundred million dollars (\$500,000,000).
- (5) The purchase price of shares of beneficial interest purchased pursuant to this subdivision shall not include any commission that the companies may charge and shall not exceed 20 percent of the agency's money that may be invested pursuant to this section. However, no more than 10 percent of the agency's funds may be invested in shares of beneficial interest of any one mutual fund pursuant to paragraph (1).
- (l) Moneys held by a trustee or fiscal agent and pledged to the payment or security of bonds or other indebtedness, or obligations under a lease, installment sale, or other agreement of a local agency, or certificates of participation in those bonds, indebtedness, or lease installment sale, or other agreements, may be invested in accordance with the statutory

provisions governing the issuance of those bonds, indebtedness, or lease installment sale, or other agreement, or to the extent not inconsistent therewith or if there are no specific statutory provisions, in accordance with the ordinance, resolution, indenture, or agreement of the local agency providing for the issuance.

- (m) Notes, bonds, or other obligations that are at all times secured by a valid first priority security interest in securities of the types listed by Section 53651 as eligible securities for the purpose of securing local agency deposits having a market value at least equal to that required by Section 53652 for the purpose of securing local agency deposits. The securities serving as collateral shall be placed by delivery or book entry into the custody of a trust company or the trust department of a bank that is not affiliated with the issuer of the secured obligation, and the security interest shall be perfected in accordance with the requirements of the Uniform Commercial Code or federal regulations applicable to the types of securities in which the security interest is granted.
- (n) Any mortgage pass-through security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass-through certificate, or consumer receivable-backed bond of a maximum of five years' maturity. Securities eligible for investment under this subdivision shall be issued by an issuer having an "A" or higher rating for the issuer's debt as provided by a nationally recognized rating service and rated in a rating category of "AA" or its equivalent or better by a nationally recognized rating service. Purchase of securities authorized by this subdivision may not exceed 20 percent of the agency's surplus money that may be invested pursuant to this section.

53601.1. The authority of a local agency to invest funds pursuant to Section 53601 includes, in addition thereto, authority to invest in financial futures or financial option contracts in any of the investment categories enumerated in that section.

53601.5. The purchase by a local agency of any investment authorized pursuant to Section 53601 or 53601.1, not purchased directly from the issuer, shall be purchased either from an institution licensed by the state as a broker-dealer, as defined in Section 25004 of the Corporations Code, or from a member of a federally regulated securities exchange, from a national or state-chartered bank, from a savings association or federal association (as defined by Section 5102 of the Financial Code) or from a brokerage firm designated as a primary government dealer by the Federal Reserve bank.

- 53601.6. (a) A local agency shall not invest any funds pursuant to this article or pursuant to Article 2 (commencing with Section 53630) in inverse floaters, range notes, or mortgage-derived, interest-only strips.
- (b) A local agency shall not invest any funds pursuant to this article or pursuant to Article 2 (commencing with Section 53630) in any security

that could result in zero interest accrual if held to maturity. However, a local agency may hold prohibited instruments until their maturity dates. The limitation in this subdivision shall not apply to local agency investments in shares of beneficial interest issued by diversified management companies registered under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1 et seq.) that are authorized for investment pursuant to subdivision (k) of Section 53601.

19. DESIGNATED AUTHORIZED INVESTMENTS

The listing shall be formally designated by AVTA and only investments from this designated list will be authorized.

California State Investment Pool (Local Agency Investment Fund or LAIF {Government Code Section 16429.1 – 16429.3}).

California Asset Management Program (CAMP {Government Code Section 6502; Section 53630; Section 53601 and/or 53635}).

California Local Agency Securities System (CLASS {Government Code Section 6502; Section 53630; Section 53601 and/or 53635}).

Whenever possible, bids and offers for any investment security shall be taken from a minimum of two security dealers/brokers, banks, and/or savings and loans. Awards shall be made to the highest responsible bidder or best offer.

All securities purchased must be held in safekeeping by AVTA's safekeeping agent, currently Mission Bank. The securities shall not be held by the dealer or broker from whom they are purchased. Confirmations for all investments will be reviewed for conformity with the actual transactions. All financial institutions, whether investment banks, dealers, commercial banks or savings and loan institutions must be licensed by the National Association of Security Dealers (NASD) and be approved by the Treasurer before they receive AVTA funds or are able to conduct business with AVTA. Prior to approval, each financial institution will be physically visited by the Treasurer and/or his/her designee to meet with the principals of the firm and to inspect their offices for stability and financial capabilities. Further, these visitations will continue periodically, preferably annually, on an ongoing basis to ensure eligibility (due diligence). All firms with whom AVTA does business will have a strong capital base and be deemed creditworthy before conducting business with such firms. The Treasurer or his/her designee will prescribe minimum standards by which these firms can be judged creditworthy.


Generally, losses are acceptable on a sale of securities prior to maturity and should be taken if (a) the sale proceeds will enhance the overall yield over the life of the new security, or (b) there is a potential imminent risk of principal due to a change in the creditworthiness of the issuer or other factors jeopardizing the propriety or safety and liquidity of public funds.

Where possible, AVTA investments shall be placed, confirmed, held, accounted for, and/or audited by different people.

The Chief Financial Officer/Investment Officer shall be individually responsible for a monthly review of the investment function. This review will consist of:

- Comparison of the investment records to the independent statements and confirmation notices received from brokers, dealers, banks and other financial institutions.
- Review of the contents of the investment portfolio to assure that it conforms to the provisions of this Statement of Investment Policy and the laws of the State of California.
- Review of the financial institutions with whom investments have been made to assure that they have been approved by the Treasurer.

DRAFT

| | | |
|---|---|------------------------------|
|  | Local Agency Investment Fund (LAIF) Procedures | |
| | Policy Effective Date: 7/1/2021 | Revised on: 5/25/2021 |
| | Approved by: Board of Directors | |
| | Date Approved: 5/25/2021 | Page 1 of 3 |

PURPOSE

This procedure establishes the steps to use the Local Agency Investment Fund for investment purposes, to reconcile monthly activity to the General Ledger and to verify cash on the books with the cash invested with California State Investment Pool (Local Agency Investment Fund or "LAIF").

BACKGROUND

The Finance Department is responsible for maintaining proper accounting records in regards to all AVTA accounts.

AVTA deposits funds with LAIF as an investment instrument.

This procedure provides appropriate documentation relating to the investment of funds in LAIF.

EXECUTIVE DIRECTOR/CEO AND CHIEF FINANCIAL OFFICER

The Executive Director/CEO, Chief Financial Officer, Board Chair, and Board Vice-Chair may approve the investment, withdrawal or transfer of funds to/from LAIF. Financial institutions will be notified by phone and in writing immediately regarding the separation of employees formerly authorized.

In the absence of the Executive Director/CEO, the Chief Financial Officer will approve the investment or withdrawal of funds from LAIF and can make transfers to or from the LAIF account.

Accounting staff prepares a Funds Transfer Memo and provides it to the Chief Financial Officer for completion.

PROCEDURE

The institutions involved in inter-bank transfers are to be notified the day prior to the date of a request of a transfer of funds. The following procedures guarantee same day credit to LAIF or the appropriate AVTA account at Mission Bank.

Funds Transfer from LAIF to Mission Bank

1. The accounting staff prepares a Funds Transfer Memo and gives to the Chief Financial Officer by 9:30 am.
2. For a LAIF withdrawal, LAIF is notified and the information is recorded. **THE DEADLINE TO CALL LAIF IS 10:00 AM.**

Funds Transfer from Mission Bank to LAIF

1. The accounting staff prepares a Funds Transfer Memo and gives it to the Chief Financial Officer by 9:30 am.
2. LAIF is contacted at (916) 653-3001 advising them of the deposit and the source account it is coming from. Provide the PIN #. AVTA will receive a confirmation number and the daily percentage yield. **THE DEADLINE TO CALL LAIF IS 10:00 AM.**
3. Contact Mission Bank to arrange the transfer to LAIF. The AVTA bank account number, LAIF confirmation number and date of deposit are provided to Mission Bank as part of the transfer process. **THE DEADLINE TO CALL MISSION BANK TO INITIATE A WIRE IS 1:30 PM.**
4. Mission Bank will give a verbal verification of transaction; written notes regarding the verbal verification should be included with the transfer documents to complete the transaction audit process.

Reconciliation

The accounting staff posts deposits and withdrawals to the LAIF Account (10161) and verifies that the LAIF statement and the General Ledger account reconcile properly.

ATTACHMENT: A – Sample LAIF Statement

ATTACHMENT A



BETTY T. YEE

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name

ANTELOPE VALLEY TRANS AUTH

Account Number



As of 04/15/2021, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 03/31/2021.

| | | |
|-------------------------------|----|--------------------|
| Earnings Ratio | | .00001214175683392 |
| Interest Rate | | 0.44% |
| Dollar Day Total | \$ | 1,192,514,879.44 |
| Quarter End Principal Balance | \$ | 16,325,731.05 |
| Quarterly Interest Earned | \$ | 14,479.23 |





DATE: May 25, 2021

TO: BOARD OF DIRECTORS

SUBJECT: Set Public Hearing for Consideration of the Disadvantaged Business Enterprise (DBE) Program and Goal-Setting Methodology for Federal Fiscal Years (FFY) 2022 – 2024 (October 1, 2021 through September 30, 2024)

RECOMMENDATION

That the Board of Directors set a Public Hearing for consideration of the DBE Program Update and Goal for FFY 2022 through 2024 and authorize staff to advertise to the public to solicit comments on the plan and draft goal.

FISCAL IMPACT

There is no direct fiscal impact.

BACKGROUND

AVTA receives federal financial assistance from the Department of Transportation (DOT) and, as a condition of receiving this assistance, AVTA has signed an assurance that it will comply with Title 49 CFR, Part 26, Participation by Disadvantaged Business Enterprises in DOT Financial Assistance Programs.

Every three years, staff reviews the Authority's DBE program and participation goal and updates where necessary to meet changing circumstances before submission to the FTA. The review requires a public hearing be opened for a period of no less than forty-five (45) days to allow for outreach and public comment. The goal methodology and program update will be posted on the AVTA website. In accordance with Public Participation Regulatory Requirements of Title 49 CFR Part 26, minority, women, local business associations, and community organizations within the AVTA market area will be contacted and provided an opportunity to review the triennial goal analysis and provide input. The Authority will also publish

notices in the general circulation media, minority-focused media, and trade association publications. The public hearing would take place at the regularly scheduled AVTA Board meeting on July 27, 2021.

Prepared by:

Submitted by:

Kelly Miller
DBE/EEO Compliance Officer

Macy Neshati
Executive Director/CEO

Attachment: A – DBE Program and Goal Methodology for FFY 2022 – 2024

Attachment 5: Overall Triennial Goal Calculation Methodology



42210 6TH STREET WEST
LANCASTER, CA 93534

Federal Transit Administration (FTA)
Overall Disadvantage Business Enterprise (DBE)
Goal-Setting Methodology

Fiscal Federal Years (FFY) 2022-2024

Goal Period

August 1, 2021

Submitted in fulfillment of:

Title 49 Code of Federal Regulations Part 26

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DBE Goal Methodology

I. Introduction

Antelope Valley Transit Authority (AVTA) herein sets forth its Overall Disadvantaged Business Enterprise (DBE) Goal and corresponding federally prescribed goal-setting methodology for the three-year Federal Fiscal Year (FFY) goal period of 2022 – 2024 (October 1, 2021 through September 30, 2024), pursuant to Title 49 Code of Federal Regulations (CFR) Part 26 "Participation by Disadvantaged Business Enterprises in U.S. Department of Transportation Programs." The purpose of the DBE goal-setting process is to level the playing field so that DBEs can compete fairly for Department of Transportation-assisted contracts, however, the program must be narrowly tailored in accordance with applicable law.

II. Background

AVTA is a recipient of U.S. Department of Transportation (USDOT), Federal Transit Administration (FTA), funding. As a condition of receiving this assistance, AVTA signed an assurance that it will comply with FTA's DBE requirements. In accordance with Title 49 CFR Part 26 provisions: Participation by DBEs in USDOT Programs, AVTA is required to develop and submit a Triennial Overall DBE Goal for its FTA-assisted projects.

AVTA herein presents its Overall DBE Goal Methodology for FFY 2022-2024.

III. FTA Assisted Contracting Program for FFY 2022-2024

Table 1 represents AVTA's FTA-assisted contracting program, which consists of projects considered in preparing this goal methodology. The projects, which include Construction, Professional Services and Materials/Supplies contracting opportunities, are anticipated to be awarded during the triennial period:

Table 1

| Projects | Dollar Amount | Federal Share |
|---|----------------------|----------------------|
| 2022 | | |
| Transformer | \$ 100,000.00 | \$ 100,000.00 |
| I/O Upgrades (vehicle equipment/IT) | \$ 250,000.00 | \$ 250,000.00 |
| Apollo Video Upgrade (vehicles) | \$ 660,000.00 | \$ 660,000.00 |
| Farebox Upgrade (vehicles) | \$ 450,000.00 | \$ 100,000.00 |
| Admin Equipment - facility expansion | \$ 400,000.00 | \$ 400,000.00 |
| Engineering - facility expansion | \$ 72,000.00 | \$ 72,000.00 |
| Construction | \$ 7,000,000.00 | \$ 6,250,000.00 |
| Project Management - facility expansion | \$ 500,000.00 | \$ 500,000.00 |

| | | |
|--|------------------|------------------|
| Secured Facility Access - facility expansion | \$ 150,000.00 | \$ 150,000.00 |
| Security Camera Upgrade - facility expansion | \$ 150,000.00 | \$ 150,000.00 |
| Engineering - AV Transit Center | \$ 27,800.00 | \$ 27,800.00 |
| Engineering - Palmdale Transit Center | \$ 10,800.00 | \$ 10,800.00 |
| Engineering - OMP Park & Ride | \$ 10,800.00 | \$ 10,800.00 |
| WAVE primary units | \$ 626,340.00 | \$ 501,072.00 |
| Construction - South Valley Transit Center | \$ 500,000.00 | \$ 400,000.00 |
| Construction & Bus Stop Amenities | \$ 500,000.00 | \$ 500,000.00 |
| Cloud Service Implementation | \$ 50,000.00 | \$ 50,000.00 |
| Domain Names | \$ 3,000.00 | \$ 3,000.00 |
| Network Fiber Upgrade | \$ 60,000.00 | \$ 60,000.00 |
| Network Switch Upgrade | \$ 100,000.00 | \$ 100,000.00 |
| Server Storage Upgrades | \$ 20,000.00 | \$ 20,000.00 |
| Wi-Fi Upgrade | \$ 70,000.00 | \$ 70,000.00 |
| Workstation Replacements | \$ 40,000.00 | \$ 40,000.00 |
| Facility Copiers | \$ 70,000.00 | \$ 70,000.00 |
| Community Room Equipment | \$ 50,000.00 | \$ 50,000.00 |
| Electric Forklift | \$ 20,000.00 | \$ 20,000.00 |
| Power Wash Trailer | \$ 40,000.00 | \$ 40,000.00 |
| Bus Lifts | \$ 300,000.00 | \$ 300,000.00 |
| Senior, Disabled Micro transit Operations | \$ 57,500.00 | \$ 57,500.00 |
| 2023 | | |
| Facilities Improvements | \$ 1,000,000.00 | \$ 1,000,000.00 |
| Admin Equipment - Facility Improvements | \$ 150,000.00 | \$ 150,000.00 |
| IT Annual Replacement | \$ 40,000.00 | \$ 40,000.00 |
| Maintenance Equipment (tooling) | | \$ 100,000.00 |
| 2024 | | |
| Facilities Improvements | \$ 150,000.00 | \$ 150,000.00 |
| Regional Project Facilities Improvements | \$ 1,000,000.00 | \$ 1,000,000.00 |
| Workstation Replacements IT | \$ 40,000.00 | \$ 40,000.00 |
| Maintenance Equipment (tooling) | \$ 100,000.00 | \$ 100,000.00 |
| | | |
| | \$ 14,768,240.00 | \$ 13,542,972.00 |

AVTA does not pass any FTA funds to any subrecipients.

Table 2 provides a summary of the categories of work with estimated cost breakdown for each. Categories of work are groups utilizing comparable North American Industry Classification System (NAICS) codes for purposes of weighting the categories of work based on the staff estimates.

Table 2

| Category of work | Federal Share | NAICS Code | Commodity weight |
|--|-------------------------|-------------------|-------------------------|
| Power, distribution, and specialty transformer manufacturing | \$ 100,000.00 | 335311 | 0.7% |
| Audio and video equipment manufacturing | \$ 910,000.00 | 334310 | 6.7% |
| Transportation Equipment and Supplies | \$ 100,000.00 | 423860 | 0.7% |
| Office Machinery and Equipment | \$ 1,550,000.00 | 532420 | 11.4% |
| Engineering Services | \$ 121,400.00 | 541330 | 0.9% |
| Administrative Management & Management Consulting | \$ 500,000.00 | 541611 | 3.7% |
| Security Systems Services | \$ 300,000.00 | 561621 | 2.2% |
| Other Miscellaneous Electrical Equipment | \$ 501,072.00 | 335999 | 3.7% |
| Commercial Building Construction | \$ 8,300,000.00 | 236220 | 61.3% |
| Other Computer Related Services | \$ 53,000.00 | 541519 | 0.4% |
| Computer Systems Design Services | \$ 290,000.00 | 541512 | 2.1% |
| Computer and Computer Peripheral Equipment and software merchant | \$ 200,000.00 | 423430 | 1.5% |
| Industrial Truck Trailer, and Stacker manufacturing | \$ 20,000.00 | 333924 | 0.1% |
| Service Establishment Equipment and Supplies | \$ 40,000.00 | 423850 | 0.3% |
| Machine Tool Manufacturing | \$ 200,000.00 | 333517 | 1.5% |
| Commercial and industrial machinery and Equipment | \$ 300,000.00 | 811310 | 2.2% |
| Special Needs Transportation | \$ 57,500.00 | 485991 | 0.4% |
| | | | |
| Total | \$ 13,542,972.00 | | 100.0% |

IV. Goal Methodology

a. Step 1: Determination of Base Figure (26.45)¹

To establish AVTA's Base Figure of the relative availability of DBEs relative to all comparable firms (DBE and Non-DBE) available to bid or submit proposals on AVTA's FTA-assisted contracting opportunities projected to be solicited during the triennial goal period, AVTA followed the prescribed federal methodology to determine relative availability. This was accomplished by assessing the California Unified Certification Program (CUCP) DBE Database of Certified Firms and the 2019 U.S. Census Bureau County Business Patterns Database within AVTA's market area, defined as Los Angeles and San Bernardino counties for each of the categories of work defined in Table 2.

The Federal DBE program requires agencies to implement the DBE program based on information from the relevant geographic market area-the area in which the agency spends the substantial majority of its contracting dollars.

AVTA's local market for contracts consists of a geographic area that:

- is where a large majority of contracting dollars is expended, and
- is where a substantial number of contractors and subcontractors are located and available to submit bids or quotes.

The AVTA’s bidder’s list was reviewed and it confirms this market area.

In accordance with the formula listed below, the Base Figure is derived by:

- dividing the number of ready, willing and able DBE firms identified for each NAICS work category by the number of all firms identified within AVTA's market area for each corresponding work category (relative availability),
- weighting the relative availability for each work category by the corresponding work category weight from Table 2 (weighted ratio), and
- adding the weighted ratio figures together.

$$\text{Base Figure} = \sum \frac{\text{(Number of Ready, willing and Able DBEs)}}{\text{(Number of All Ready, willing and Able Firms)}} \times \text{Weighted Ratio}$$

For the Numerator: CUPC Database of Certified Firms

For the denominator: 2019 U.S. Census Bureau County Business Patterns Database

A concerted effort was made to ensure that the scope of businesses included in the numerator were as close as possible to the scope included in the denominator.

¹ 26.45 represents Title 49 CFR Part 26 regulatory goal setting methodology reference.

The result of the Base Figure calculation is shown in Table 3 as follows:

| Category of Work | NAICS Code | Commodity Weight | All Firms ² | DBEs ³ | Relative Availability | Weighted Ratio |
|---|------------|------------------|------------------------|-------------------|-----------------------|----------------|
| Power, distribution, and specialty transformer manufacturing | 335311 | 0.7% | 10 | 2 | 20% | 0.1% |
| Audio and video equipment manufacturing | 334310 | 6.7% | 34 | 2 | 6% | 0.4% |
| Transportation Equipment and Supplies | 423860 | 0.7% | 169 | 31 | 18% | 0.1% |
| Office Machinery and Equipment | 532420 | 11.4% | 47 | 8 | 17% | 1.9% |
| Engineering Services | 541330 | 0.9% | 1942 | 444 | 23% | 0.2% |
| Administrative Management & Management Consulting | 541611 | 3.7% | 4079 | 825 | 20% | 0.7% |
| Security Systems Services | 561621 | 2.2% | 233 | 19 | 8% | 0.2% |
| Other Miscellaneous Electrical Equipment | 335999 | 3.7% | 34 | 10 | 29% | 1.1% |
| Commercial Building Construction | 236220 | 61.3% | 1127 | 203 | 18% | 11.0% |
| Other Computer Related Services | 541519 | 0.4% | 256 | 169 | 66% | 0.3% |
| Computer Systems Design Services | 541512 | 2.1% | 1985 | 291 | 15% | 0.3% |
| Computer and Computer Peripheral Equipment and software merchant | 423430 | 1.5% | 441 | 24 | 5% | 0.1% |
| Industrial Truck Trailer, and Stacker manufacturing | 333924 | 0.1% | 12 | 0 | 0% | 0.0% |
| Service Establishment Equipment and Supplies | 423850 | 0.3% | 204 | 21 | 10% | 0.0% |
| Machine Tool Manufacturing | 333517 | 1.5% | 68 | 2 | 3% | 0.0% |
| Commercial and industrial machinery and Equipment | 811310 | 2.2% | 554 | 14 | 3% | 0.1% |
| Special Needs Transportation | 485991 | 0.4% | 146 | 9 | 6% | 0.0% |
| | | | | | | |
| Base Figure (i.e., Sum of Weighted Ratios for all Work Categories) | | | | | | 16.7% |

² From the 2019 US Census Bureau of Certified Firms

³ From the CUCP Database of Certified Firms

b. Step 2: Adjusting the Base Figure

Upon establishing the Base Figure, AVTA reviewed and assessed other known evidence potentially impacting the relative availability of DBEs within the market area, in accordance with prescribed narrow tailoring provisions as set forth under 49 CFR Part 26.45: Step 2, DBE Goal Adjustment Guidelines.

Evidence considered in making adjustments to the Base Figure included Past DBE Goal Attainments and Other Evidence, as follows:

1) Past DBE Goal Attainments

Historical DBE participation attainments provide demonstrable evidence of DBE availability and capacity to perform on AVTA projects. The projects anticipated to be awarded during the triennial period are substantially similar to those awarded in the recent past. AVTA proceeded to calculate past DBE participation attainments for the three (3) federal fiscal years, for which DBE attainment data is available. The table below reflects the demonstrated capacity of DBEs (measured by actual historical DBE participation attainments) on FTA- assisted contracts awarded by AVTA within the last three (3) federal fiscal years.

Table 4

| Federal Fiscal Year (FFY) | FTA DBE Goal Attainment % |
|--|----------------------------------|
| 2017/2018 | 1.1% |
| 2018/2019 | 3.0% |
| 2019/2020 | 1.75% |
| Median DBE Attainment Within the Last Three (3) Years | 1.75% |

The median established for the past three years was derived from limited participation of DBEs in the market area, it is significantly lower than the Base Figure derived from Step 1. Therefore, an adjustment to the Base Figure based on AVTA's past DBE goal attainments has been made. The adjustment is calculated by averaging the Base Figure with the median DBE Past Attainment, as shown below.

| | |
|---------------------------------------|--------------|
| Base Figure (A) | 16.7% |
| Median DBE Attainment (B) | 1.75% |
| Adjusted Base Figure [(A+B)/2] | 9.23% |

2) AVTA’s Bidder’s List

AVTA will continue to capture Bidders List information for the identification and potential use in meeting future DBE goal determinations.

3) Disparity Study

AVTA has reviewed the recent Los Angeles Metro disparity study. After careful consideration, AVTA has determined that the scope of work was substantially different than what AVTA provides. Therefore, AVTA has not adjusted the based figure due to a local disparity study.

AVTA uses a strictly race-neutral DBE program since the Westerns States decision. If AVTA fails to reach its goal for one more complete federal fiscal year, AVTA will re-evaluate its DBE program to determine whether contract goals are necessary to achieve the overall goal. If after re-evaluation AVTA believes a race-conscious program is necessary, as required by Western States, AVTA will gather evidence to determine if discrimination in the transportation contracting industry is present. AVTA will make a determination at that time what type of evidence gathering is appropriate, based on DOT regulations and case law.

4) Other Available Evidence

AVTA is not in possession of other information that would have an impact on the DBE goal assessment.

V. Proposed Overall DBE Goal

The Final Proposed Overall DBE Goal for FFY 2022-2024 for AVTA's FTA-assisted contracts is 9%⁴. The DBE Goal based on the federal share is a Race Neutral goal and AVTA will implement race neutral measures to achieve this goal, as generally described in the following section. As a part of the prescribed goal-setting methodology, AVTA must project the percentage of its Proposed Overall DBE Goal that can be met utilizing race-neutral and race-conscious measures.

Race-Conscious & Race-Neutral Projection

AVTA intends to continue to use race-neutral methods to meet the overall DBE goal of 9% for FFY 2022-2024 in accordance with Title 49 CFR Part 26.51.

| Race/Gender-Conscious & Race/Gender-Neutral Projections | |
|--|----|
| Overall DBE Goal | 9% |
| Race/Gender-Conscious Component | 0% |
| Race/Gender-Neutral Component | 9% |

VI. Race-Neutral Implementation Measures

AVTA is currently implementing a number of race- and gender-neutral remedies to outreach and promote the participation of DBEs and small businesses in AVTA's FTA-assisted contracting program. AVTA plans to continue or implement the following race-neutral measures for FFY 2022-2024 and

⁴ Rounded to a whole number

will continue to explore other options for consideration based on AVTA' success in meeting its overall DBE goals based on these efforts:

- AVTA will encourage DBE and other small business contracting community to register and receive solicitation notices through its on-line procurement website:
<https://www.planetbids.com/portal/portal.cfm?CompanyID=25014s> .
- AVTA will host and participate in workshops for the DBE and small business contracting community. AVTA will attend and participate in vendor fairs hosted by unrepresented groups and other public agencies.
- AVTA will unbundle solicitations, provide pre-bid/pre-proposal conferences to afford networking opportunities for primes and subcontractors. AVTA will promote and encourage teaming opportunities between prospective prime contractors and the DBE and small business contracting community. Arrange solicitations, times for the presentation of bids, quantities, specifications, and delivery schedules in ways that facilitate DBE and other small business participation.
- Structure solicitations to remove barriers such as the inability to obtain bonding or financing (e.g., by such means as simplifying the bonding process, reducing bonding requirements, eliminating the impact of surety costs from bids, and providing services to help DBEs, and other small businesses, obtain bonding and financing).
- AVTA will solicit DBEs and other small businesses participation by carrying out information programs through use of advertisement and other communication methods on contracting procedures and specific contract opportunities (e.g., ensuring the inclusion of DBEs, and other small businesses, on recipient mailing lists of bidders; ensuring the dissemination to bidders on prime contracts of lists of potential subcontractors; provision of information in languages other than English, where appropriate).
- As a supportive service to help develop and improve immediate and long-term business management, record keeping, and financial and accounting capability for DBEs and other small businesses, AVTA will actively promote the small business conferences, programs, and support services offered by other agencies that have established DBE and other small business programs. AVTA will also begin conducting “How to do Business with AVTA” and DBE workshops.
- AVTA will advise its contracting community of the online directory of certified DBEs, found at the California Unified Certification Program website:
http://www.dot.ca.gov/hq/bep/find_certified.htm.
- AVTA will also advise the contracting community of the available small businesses certified by the California Department of General Services (DGS) and found at:
<http://www.dgs.ca.gov/pd/Programs/eprocure.aspx> .
- AVTA will advise the DBE and small business community to participate in Caltrans’ related bidding/proposal opportunities at <http://www.dot.ca.gov/hq/esc/oe/>. AVTA will also encourage DBEs and small businesses to seek the assistance and training through the U.S. Small Business Administration at www.sba.gov .

Fostering Small Business Participation⁵

AVTA has implemented several strategies to foster small business participation in its contracting process. These include the following:

- Advertise and push out solicitation notifications thru AVTA's new procurement system website.
- Conducting "How to do Business with AVTA" and DBE workshops.
- On larger prime contracts requiring the prime contractor to consider subcontracting opportunities of a size that small businesses, including DBEs, can reasonably perform, rather than self-performing all the work involved.
- Identifying alternative acquisition strategies and structuring procurements to facilitate the ability of consortia or joint ventures consisting of small businesses, including DBEs, to compete for and perform prime contracts.
- Ensuring that a reasonable number of prime contracts are of a size that small businesses, including DBEs, can reasonably perform.
- Provide outreach to current AVTA contractors or past AVTA contractors who may qualify for DBE-certification by encouraging them to seek and obtain DBE-certification.

VII. Public Participation and Facilitation

In accordance with Public Participation Regulatory Requirements of Title 49 CFR Part 26, minority, women, local business associations, and community organizations within the AVTA market area were consulted and provided an opportunity to review the triennial goal analysis and provide input.

AVTA issued a Public Notice on AVTA's website (Attachment 1) publishing the AVTA Draft Proposed FTA Overall DBE Goal-Setting Methodology for FFY 2022-FFY 2024. The notice informed the public that the proposed goal and rationale were available for inspection at AVTA' principal office during normal business hours and that AVTA would accept comments on the goal analysis for 45 days from the date of the Public Notice.

AVTA reached out to a total of 12 local minority, women, and community business organizations to provide them information on the AVTA DBE program and specifically the Draft Proposed FTA Overall DBE Goal-Setting Methodology for FFY 2019-2021. Each organization was contacted multiple times by telephone and email. A summary of all contact made in an attempt to receive input as a part of this process can be found in Attachment 2. AVTA placed notices in the Antelope Valley Press and Our Weekly publications (Attachment 3) and conducted outreach meetings (Attachment 4) to provide opportunities for public comment.

⁵ See Title 49 CFR Part 26 Section 26.39 "Fostering Small Business Participation"

Attachment 1: Website Notification

Attachment 2: Consultative Process Summary

Attachment 3: Publication/Outreach Meeting



DATE: May 25, 2021

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2021/2022 (FY 2022) Preliminary Budget Assumptions

RECOMMENDATION

That the Board of Directors approve the FY 2022 Preliminary Budget Assumptions and provide direction to staff regarding fiscal priorities for the Final FY 2022 Budget.

FISCAL IMPACT

The FY 2022 operating revenue and expenditures total \$33.1 million for a balanced budget. The proposed capital budget of \$80,152,651 reflects large projects such as the completion of the fleet transition and transit facility upgrades.

BACKGROUND

Coronavirus Aid, Relief, and Economic Security (CARES) Act, Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA), and American Rescue Plan Act funding is the primary reason AVTA will be able to continue operations and increase service. This funding will keep AVTA's operations intact in order to serve our communities. Attachments A and B detail the Operating and Capital Budget Assumptions.

Prepared by:

Submitted by:

Judy Vaccaro-Fry
Chief Financial Officer

Macy Neshati
Executive Director/CEO

KJ Alcuran
Controller

Attachments: A – FY 2022 Preliminary Operating Budget Assumptions
B – FY 2022 Preliminary Capital Budget Assumptions
C – Salary Ranges and Classifications Schedule

PRELIMINARY OPERATING BUDGET ASSUMPTIONS – ATTACHMENT A

OPERATING REVENUE

- **CARES Act:** AVTA has made use of the CARES Act funds designated for the authority for expenses and lost revenue due to COVID-19. AVTA will continue to use remaining CARES Act funds in FY 2022 to subsidize operations. In addition to CARES Act funding, AVTA will also use funding from the Coronavirus Relief Act (CRRSAA).
- **Fare Revenue:** The long-term effects of COVID-19 on AVTA’s ridership is uncertain at this time. For this reason, AVTA has reduced anticipated fare revenue to \$1.5 million.
- **Tax Revenue:** According to the most recent Transit Fund Allocations draft from the Los Angeles County Metropolitan Transportation Authority (LACMTA), the agency will receive a total of over \$17 million in operating funds.

| Funding Source | 2020-2021 Final MTA Funding | 2021-2022 Draft MTA Funding | FY 21 FY22 Increase (Decrease) |
|------------------------------|--|--|---|
| Prop A DAR | \$ 496,126 | \$ 337,251 | \$ (158,875) |
| Prop A 95%/40% DISCRETIONARY | \$ 5,621,487 | \$ 5,230,982 | \$ (390,505) |
| PROP C 40%-BUS SRVC IMPRV | \$ 49,166 | \$ 50,149 | \$ 983 |
| PROP C 40%-FOOTHILL MITIG | \$ 26,735 | \$ 17,257 | \$ (9,478) |
| PROP C 40%-MOSIP | \$ 1,272,037 | \$ 1,293,348 | \$ 21,311 |
| PROP C 40%-TRANSIT SRVC EXP | \$ 387,379 | \$ 395,127 | \$ 7,748 |
| PROP C 5%-BUS SECURITY ENH | \$ 150,416 | \$ 198,098 | \$ 47,682 |
| MEASURE M | \$ 2,141,903 | \$ 2,833,796 | \$ 691,893 |
| MEASURE R | \$ 2,172,434 | \$ 2,843,483 | \$ 671,049 |
| MTA: CRRSAA Act | | \$ 3,871,415 | \$ 3,871,415 |
| Total | \$ 12,317,683 | \$ 17,070,906 | \$ 4,753,223 |

- **Jurisdictional Operating Contributions:** After a one-year waiver of jurisdictional contributions from two jurisdictions, contributions for FY 2022 will resume at the same rates as FY 2020.
- **Other Operating Revenues:** Advertising revenue is budgeted at \$141K. Low-Carbon Fuel Standard (LCFS) credits are sold at market value and are estimated at \$1.8 million. Interest/investment income is budgeted at \$140K. Additionally AVTA has acquired a building that will earn approximately \$42K in lease income during FY 2022.

OPERATING EXPENDITURES

- **Purchased Transportation:** Transdev operates and maintains AVTA's local and commuter fleets. Their current cost per revenue hour is \$89.08. AVTA will launch a Request for Proposals for purchased transportation during this fiscal year with the goal of starting a new transportation contract in January 2022. For budgeting purposes, the current revenue hour cost was assumed for all estimated revenue hours through December, and current hourly cost plus 3% was assumed for all estimated revenue hours for the second half of the year. This budget will be adjusted mid-year if needed to align with the new transportation contract.
- **AVTS Contract:** AVTS provides AVTA's DAR, Micro-transit, Late-night, and non-emergency medical transportation (NEMT) services. Though these services continue to gain popularity, ridership overall is down, which brings AVTA's anticipated costs down. Total budget for all these services in FY 2022 is \$2.8 million, a decrease of approximately 30% when compared to FY 2021 budget.
- **Bus Propulsion:** AVTA has completed the transition to an all-electric fleet on local transit routes and plans to complete the transition of the commuter fleet in FY 2022. Fuel costs will see a 29% decrease while electricity costs will reflect a 37% increase. AVTA is in the process of procuring a direct source for electricity, which would yield significant savings, however this budget does not assume that decrease at this time. Mid-year budget review will be used to make any needed adjustments.
- **Personnel:** AVTA staff has grown to a total of 60 employees with 57 full-time and three part-time. Increased personnel numbers are in the maintenance departments. The FY 2022 personnel budget assumes the maximum possible merit rate increase for each employee (5%) and an annual cost of living commensurate with CPI at 1.3%. Attachment C shows the updated salary ranges and classifications schedule.
 - **Benefits:** The current employee benefit structure will be maintained. However, costs for employee benefits are expected to increase. All other benefits are budgeted to increase 5% including workers compensation coverage.
 - **Pension:** The employer share of CalPERS is down slightly for fiscal year 2022 at 10.34% from 10.484 % the year prior for CalPERS Classic. CalPERS Public Employee Pension Reform Act (PEPRA) employer contribution down to 7.59% from 7.732% the year prior. CalPERS calculates pension contributions based on payroll figures one year in arrears. The employee contribution share for CalPERS Classic is paid by AVTA.

- **Insurance:** Insurance coverage costs are estimated to increase 5% above prior year costs. Actual rates will likely be complete in June 2022 after the budget is completed and will be included in the mid-year review.
- **Capital Project Local Match:** The downtown Los Angeles parking facility regional partnership project for Commuter bus parking is progressing. The remaining \$155K from prior year budget will be carried forward in FY 2022. Funds for local match on federal grant monies cannot be from other federal funds, and therefore will be covered under operating costs for FY 2022.
- **Other General and Administrative Costs:** AVTA has seen a year-over-year decrease in this category primarily due to the completion of a one-year security contract with the City of Lancaster and the City of Palmdale during FY 2021. Additionally the Printing budget, used for new route brochures and maps, is now combined with the Marketing budget to simplify the ledger.

| Budget Summary | | |
|----------------------------------|----------------------|----------------------|
| | BUDGET 2020-2021 | BUDGET 2021-2022 |
| Revenue | | |
| Member Contributions - Operation | \$ 657,708 | \$ 3,306,164 |
| Other Operating Revenues | \$ 1,359,752 | \$ 2,214,988 |
| Grants - Federal | \$ 20,859,065 | \$ 8,966,082 |
| Sales Tax Revenue via Metro | \$ 12,317,683 | \$ 17,070,906 |
| Grants - State of California | \$ 7,500 | |
| Other Non Operating Revenues | \$ 12,000 | \$ 64,000 |
| Transit Fare Revenue | \$ 2,496,000 | \$ 1,500,000 |
| Revenue Total | \$ 37,709,708 | \$ 33,122,141 |
| Expense | | |
| Purchased Transportation | \$ 22,297,384 | \$ 21,512,400 |
| Other Operating Costs | \$ 2,488,357 | \$ 1,902,640 |
| General and Administrative Costs | \$ 5,517,626 | \$ 1,431,930 |
| Salaries & Benefits | \$ 4,767,895 | \$ 5,665,724 |
| Capital outlay | \$ 170,446 | \$ 155,446 |
| Fuel/Electricity | \$ 2,468,000 | \$ 2,454,000 |
| Expense Total | \$ 37,709,708 | \$ 33,122,141 |

OPERATING BUDGET ASSUMPTIONS - ATTACHMENT A

| Budget Summary | Sum of BUDGET 2020-2021 | Sum of BUDGET 2021-2022 |
|--|--------------------------------|--------------------------------|
| Expense | | |
| Class Group: 0900 - Purchased Transportation | \$22,297,384 | \$21,512,400 |
| Class Group: 0940 - Other Operating Costs | \$2,488,357 | \$1,902,640 |
| Class Group: 0950 - General and Administrative Costs | \$5,517,626 | \$1,431,930 |
| Class Group: 0970 - Salaries & Benefits | \$4,767,895 | \$5,665,724 |
| Class Group: 0990 - Capital outlay | \$170,446 | \$155,446 |
| Class Group: 0920 - Fuel/Electricity | \$2,468,000 | \$2,454,000 |
| Expense Total | \$37,709,708 | \$33,122,141 |
| | | \$ 4,587,567 |
| Revenue | | |
| Class Group: 0610 - Member Contributions - Operation | \$657,708 | \$3,306,164 |
| Class Group: 0620 - Other Operating Revenues | \$1,359,752 | \$2,214,988 |
| Class Group: 0700 - Grants - Federal | \$20,859,065 | \$8,966,082 |
| Class Group: 0720 - Sales Tax Revenue via Metro | \$12,317,683 | \$17,070,906 |
| Class Group: 0740 - Grants - State of California | \$7,500 | |
| Class Group: 0790 - Other Non Operating Revenues | \$12,000 | \$64,000 |
| Class Group: 0600 - Transit Fare Revenue | \$2,496,000 | \$1,500,000 |
| Revenue Total | \$37,709,708 | \$33,122,141 |

PRELIMINARY CAPITAL BUDGET ASSUMPTIONS – ATTACHMENT B

This year’s capital budget totals \$80,102,651 and continues to build upon our FY 20 and 21 budgets. The breakdown is as follows:

- Replacement Vehicles \$32,231,767
- Expansion Vehicles \$28,385,524
- Vehicle Equipment \$ 910,000
- AVTA Facility Improvements \$11,872,000
- Transit Facilities Improvements \$ 5,365,360
- Information Technology \$ 483,000
- Fleet & Facility Equipment \$ 460,000
- Planning & Operating \$ 395,000

AVTA’s capital projects are funded by a combination of internal revenues and the following various outside funding sources:

| | |
|--|---|
| <p>Federal Transit Administration BUILD Grant Program Low or No Emission Grant Program Sect. 5307 UZA Formula Allocation Sect. 5337 State of Good Repair Sect. 5339 Bus & Bus Facilities</p> | <p>State of California Heavy Duty Vehicle Incentive Funds Low Carbon Fuel Standard Credits Low Carbon Transit Operations Program SB1 State of Good Repair SB1 State Transit Assistance Transit and Intercity Rail Capital Program VW Mitigation Funds</p> |
| <p>Regional Los Angeles County Metropolitan Transportation Agency Bus Operator Subcommittee</p> | <p>Local Antelope Valley Air Quality Management District</p> |



APPENDIX B: FY 2022 DETAILED CAPITAL PROJECTS - SOURCES AND SPENDING

| CAPITAL PROJECTS | FY 2022 | | State Annual Allocations | State Grant Award + HVIP | FTA Annual Allocation | FTA Grant Award | Local Grant Award | AVTA Internal Reserve |
|-----------------------------------|--|------------------------|--------------------------|--------------------------|-----------------------|----------------------|-------------------|-----------------------|
| | Capital/Grantable Budget Items | FY21 CARRYOVER PROJECT | | | | | | |
| VEHICLES | | | | | | | | |
| Replacement Vehicles | | | | | | | | |
| Commuter Coaches - 24 units | \$ 30,321,179 | \$ 30,321,179 | \$ 466,252 | \$ 6,263,306 | \$ 21,578,110 | \$ 717,399 | | \$ 1,296,112 |
| Local Transit Buses - 2 units | | | | | | | | |
| 40 ft ZEB - 2 units (MA) | \$ 1,670,588 | \$ 1,670,588 | \$ - | \$ - | \$ 1,420,000 | \$ - | \$ - | \$ 250,588 |
| Support Vehicles | \$ 240,000 | \$ 240,000 | \$ - | \$ - | \$ 240,000 | \$ - | \$ - | \$ - |
| Replacement Vehicles Total | \$ 32,231,767 | \$ 32,231,767 | \$ 466,252 | \$ 6,263,306 | \$ 23,238,110 | \$ 717,399 | \$ - | \$ 1,546,700 |
| Expansion Vehicles | | | | | | | | |
| Existing Routes - 30 units | | | | | | | | |
| 60 ft ZEB - 10 units | \$ 11,659,408 | | \$ - | \$ 4,369,204 | \$ - | \$ 5,569,204 | \$ - | \$ 1,721,000 |
| 40 ft ZEB - 8 units | \$ 6,737,064 | \$ 6,737,064 | \$ - | \$ - | \$ - | \$ 4,143,056 | \$ - | \$ 2,594,008 |
| 35 ft ZEB - 4 units (used) | | | | | | | | |
| 30 ft ZEB - 6 units | \$ 3,852,000 | \$ 3,852,000 | \$ - | \$ - | \$ - | \$ 1,377,000 | \$ - | \$ 2,475,000 |
| 30 ft ZEV - 6 units | \$ 2,159,052 | \$ 2,159,052 | \$ - | \$ 960,000 | \$ - | \$ 1,020,000 | \$ - | \$ - |
| DAR AVTS - 13 units | | | | | | | | |
| ZEV - 13 units | \$ 3,978,000 | \$ 3,978,000 | \$ 1,202,829 | \$ - | \$ - | \$ 2,466,360 | \$ - | \$ 487,863 |
| Expansion Vehicles Total | \$ 28,385,524 | \$ 16,726,116 | \$ 1,202,829 | \$ 5,329,204 | \$ - | \$ 14,575,620 | \$ - | \$ 7,277,871 |
| Vehicle Equipment | | | | | | | | |
| Apollo EOL Video Upgrade | \$ 660,000 | \$ 660,000 | \$ - | \$ - | \$ 660,000 | \$ - | \$ - | \$ - |
| I/O Upgrade | \$ 250,000 | | \$ 230,984 | \$ - | \$ 19,016 | \$ - | \$ - | \$ - |
| Vehicles Equipment Total | \$ 910,000 | \$ - | \$ 230,984 | \$ - | \$ 679,016 | \$ - | \$ - | \$ - |
| VEHICLES TOTAL | \$ 61,527,291 | \$ 48,957,883 | \$ 1,900,065 | \$ 11,592,510 | \$ 23,917,126 | \$ 15,293,019 | \$ - | \$ 8,824,571 |
| CAPITAL PROJECTS | FY 2022 Capital/Grantable Budget Items | FY21 CARRYOVER PROJECT | State Annual Allocation | State Grant Award | FTA Annual Allocation | FTA Grant Award | Local Grant Award | AVTA Internal Reserve |

| FACILITIES | | | | | | | | | | | | | | | | | |
|--|----|-----------|-------------------|-----------|-------------------|-----------|----------|-----------|----------|-----------|------------------|-----------|----------|-----------|----------|-----------|------------------|
| AVTA FACILITY IMPROVEMENTS | | | | | | | | | | | | | | | | | |
| Headquarters - Facility Expansion | | | | | | | | | | | | | | | | | |
| CS, Facility, Administrative Equipment | \$ | 400,000 | \$ | 300,000 | \$ | - | \$ | - | \$ | 400,000 | \$ | - | \$ | - | \$ | - | |
| Engineering | \$ | 72,000 | \$ | 72,000 | \$ | - | \$ | - | \$ | 72,000 | \$ | - | \$ | - | \$ | - | |
| Facility Expansion - Construction | \$ | 7,000,000 | \$ | 7,000,000 | \$ | - | \$ | - | \$ | 7,000,000 | \$ | - | \$ | - | \$ | - | |
| Project Management | \$ | 500,000 | \$ | 500,000 | \$ | - | \$ | - | \$ | 500,000 | \$ | - | \$ | - | \$ | - | |
| Secured Facility Access - North Gate | \$ | 150,000 | \$ | 150,000 | \$ | - | \$ | - | \$ | 150,000 | \$ | - | \$ | - | \$ | - | |
| Security Camera Upgrade | \$ | 150,000 | \$ | 150,000 | \$ | - | \$ | - | \$ | 150,000 | \$ | - | \$ | - | \$ | - | |
| Solar Farm/Battery Energy Storage | | | | | | | | | | | | | | | | | |
| Land | \$ | 3,500,000 | \$ | 3,500,000 | \$ | - | \$ | - | \$ | - | \$ | - | \$ | - | \$ | 3,500,000 | |
| Transformer | | | | | | | | | | | | | | | | | |
| | \$ | 100,000 | | | \$ | - | \$ | - | \$ | 100,000 | \$ | - | \$ | - | \$ | - | |
| AVTA Facility Improvements Total | | \$ | 11,872,000 | \$ | 11,672,000 | \$ | - | \$ | - | \$ | 8,372,000 | \$ | - | \$ | - | \$ | 3,500,000 |

APPENDIX B: FY 2022 DETAILED CAPITAL PROJECTS - SOURCES AND SPENDING

| CAPITAL PROJECTS | FY 2022 GRANTABLE Budget Items | FY21 CARRYOVER PROJECT | State Annual Allocation | State Grant Award | FTA Annual Allocation | FTA Grant Award | Local Grant Award | AVTA Internal Reserve |
|---|---------------------------------------|-------------------------------|--------------------------------|--------------------------|------------------------------|------------------------|--------------------------|------------------------------|
| TRANSIT FACILITIES IMPROVEMENTS | | | | | | | | |
| Antelope Valley College Transit Center | | | | | | | | |
| Construction | \$ | 1,200,000 | \$ | 1,200,000 | \$ | - | \$ | - |
| Engineering | \$ | 27,800 | \$ | 27,800 | \$ | - | \$ | - |
| Labor Compliance | \$ | 28,000 | \$ | 28,000 | \$ | - | \$ | - |
| Level III Chargers - 2 units | \$ | 100,000 | \$ | 100,000 | \$ | - | \$ | 100,000 |
| Project Management | \$ | 15,000 | \$ | 15,000 | \$ | - | \$ | - |
| WAVE Primary - 2 units | \$ | 626,340 | \$ | 626,340 | \$ | - | \$ | - |
| Palmdale Transportation Center | | | | | | | | |
| Engineering | \$ | 10,800 | \$ | 10,800 | \$ | - | \$ | - |
| Labor Compliance | \$ | 28,000 | \$ | 28,000 | \$ | - | \$ | - |
| Level III Chargers - 2 units | \$ | 100,000 | \$ | 100,000 | \$ | - | \$ | 100,000 |
| Project Management | \$ | 10,000 | \$ | 10,000 | \$ | - | \$ | - |
| WAVE Primary - 2 units | \$ | 626,340 | \$ | 626,340 | \$ | - | \$ | - |

| | | | | | | | | | |
|---|----------------------|----------------------|-------------|---------------------|----------------------|-------------|-------------------|---------------------|-------------|
| Sgt. Steve Owen Memorial Park & Ride | | | | | | | | | |
| Engineering | \$ 10,800 | \$ 10,800 | \$ - | \$ - | \$ 10,800 | \$ - | \$ - | \$ - | \$ - |
| Level III Chargers - 2 units | \$ 100,000 | \$ 100,000 | \$ - | \$ - | \$ - | \$ - | \$ 100,000 | \$ - | \$ - |
| Replace 50w WAVE - 2 units | \$ 626,340 | | \$ - | \$ - | \$ 626,340 | \$ - | \$ - | \$ - | \$ - |
| Project Management | \$ 9,600 | \$ 9,600 | \$ - | \$ - | \$ 9,600 | \$ - | \$ - | \$ - | \$ - |
| South Valley Transfer Center | | | | | | | | | |
| WAVE Primary - 2 units | \$ 626,340 | | \$ - | \$ - | \$ 501,072 | \$ - | \$ - | \$ - | \$ 125,268 |
| Construction + Charging Lot | \$ 500,000 | | \$ - | \$ - | \$ 400,000 | \$ - | \$ - | \$ - | \$ 100,000 |
| Regional Partnership Projects | | | | | | | | | |
| Level II Chargers - Lancaster, 2 units | \$ 50,000 | \$ 50,000 | \$ - | \$ - | \$ - | \$ - | \$ 50,000 | \$ - | \$ - |
| Construction + Bus Stop Amenities | \$ 500,000 | | \$ - | \$ - | \$ 500,000 | \$ - | \$ - | \$ - | \$ - |
| DTLA Parking | | | | | | | | | |
| Joint project w/Foothill + LA DOT | \$ 170,000 | \$ 170,000 | \$ - | \$ - | \$ - | \$ - | \$ 170,000 | \$ - | \$ - |
| Transit Facilities Improvements | \$ 5,365,360 | \$ 3,112,680 | \$ - | \$ 1,256,000 | \$ 3,364,092 | \$ - | \$ 520,000 | \$ 225,268 | \$ - |
| TOTAL FACILITIES | \$ 17,237,360 | \$ 14,784,680 | \$ - | \$ 1,256,000 | \$ 11,736,092 | \$ - | \$ 520,000 | \$ 3,725,268 | \$ - |

| CAPITAL PROJECTS | FY 2022 | | State Annual Allocation | State Grant Award | FTA Annual Allocation | FTA Grant Award | Local Grant Award | AVTA Internal Reserve |
|-------------------------------------|--------------------------------|------------------------|-------------------------|-------------------|-----------------------|-----------------|-------------------|-----------------------|
| | Capital/Grantable Budget Items | FY21 CARRYOVER PROJECT | | | | | | |
| CAPITAL ITEMS | | | | | | | | |
| INFORMATION TECHNOLOGY | | | | | | | | |
| Data and Communications | | | | | | | | |
| Cloud Service Implementation | \$ 50,000 | \$ 50,000 | \$ - | \$ - | \$ 50,000 | \$ - | \$ - | \$ - |
| Domain Names | \$ 3,000 | \$ 3,000 | \$ - | \$ - | \$ 3,000 | \$ - | \$ - | \$ - |
| Network Fiber Backbone Upgrade | \$ 60,000 | | | | \$ 60,000 | \$ - | \$ - | \$ - |
| Network Switch Upgrade | \$ 100,000 | \$ 80,000 | \$ - | \$ - | \$ 100,000 | \$ - | \$ - | \$ - |
| Server Storage Upgrade | \$ 20,000 | \$ 20,000 | \$ - | \$ - | \$ 20,000 | \$ - | \$ - | \$ - |
| Toughbooks - Maintenance | \$ 20,000 | \$ 20,000 | \$ - | \$ - | \$ 20,000 | \$ - | \$ - | \$ - |
| Wi-Fi AP Upgrade (Int + Ext) | \$ 70,000 | | \$ - | \$ - | \$ 70,000 | \$ - | \$ - | \$ - |
| Workstation Replacements | | | | | | | | |
| Annual Replacement Program | \$ 40,000 | | \$ - | \$ - | \$ 40,000 | \$ - | \$ - | \$ - |
| Facility Copiers | \$ 70,000 | | \$ - | \$ - | \$ 70,000 | \$ - | \$ - | \$ - |
| Community Room Equipment | \$ 50,000 | | \$ - | \$ - | \$ 50,000 | \$ - | \$ - | \$ - |
| Information Technology Total | \$ 483,000 | \$ 173,000 | \$ - | \$ - | \$ 483,000 | \$ - | \$ - | \$ - |

Antelope Valley Transit Authority
Fiscal Year 2022 Salary Ranges and Classifications Schedule

| Range | Annual Salary Range-FY 2022 | | | Monthly Salary Range-FY 2022 | | | Bi-Weekly Salary Range-FY 2022 | | | Hourly Salary Range-FY 2022 | | | |
|--|-----------------------------|--------|--------|------------------------------|---------|---------|--------------------------------|---------|---------|-----------------------------|---------|---------|---------|
| | Min | Mid | Max | Min | Mid | Max | Min | Mid | Max | Min | Mid | Max | |
| Groundskeeper | 1 | 26,070 | 29,980 | 33,891 | \$2,172 | \$2,498 | \$2,824 | \$1,003 | \$1,153 | \$1,303 | \$12.53 | \$14.41 | \$16.29 |
| Janitor | 1 | 26,070 | 29,980 | 33,891 | \$2,172 | \$2,498 | \$2,824 | \$1,003 | \$1,153 | \$1,303 | \$12.53 | \$14.41 | \$16.29 |
| | 2 | 26,721 | 30,730 | 34,738 | \$2,227 | \$2,561 | \$2,895 | \$1,028 | \$1,182 | \$1,336 | \$12.85 | \$14.77 | \$16.70 |
| | 3 | 27,389 | 31,498 | 35,606 | \$2,282 | \$2,625 | \$2,967 | \$1,053 | \$1,211 | \$1,369 | \$13.17 | \$15.14 | \$17.12 |
| | 4 | 28,075 | 32,285 | 36,497 | \$2,340 | \$2,690 | \$3,041 | \$1,080 | \$1,242 | \$1,404 | \$13.50 | \$15.52 | \$17.55 |
| | 5 | 28,776 | 33,092 | 37,409 | \$2,398 | \$2,758 | \$3,117 | \$1,107 | \$1,273 | \$1,439 | \$13.83 | \$15.91 | \$17.98 |
| | 6 | 29,495 | 33,920 | 38,344 | \$2,458 | \$2,827 | \$3,195 | \$1,134 | \$1,305 | \$1,475 | \$14.18 | \$16.31 | \$18.43 |
| | 7 | 30,233 | 34,768 | 39,302 | \$2,519 | \$2,897 | \$3,275 | \$1,163 | \$1,337 | \$1,512 | \$14.54 | \$16.72 | \$18.90 |
| | 8 | 30,988 | 35,637 | 40,285 | \$2,582 | \$2,970 | \$3,357 | \$1,192 | \$1,371 | \$1,549 | \$14.90 | \$17.13 | \$19.37 |
| | 9 | 31,763 | 36,528 | 41,293 | \$2,647 | \$3,044 | \$3,441 | \$1,222 | \$1,405 | \$1,588 | \$15.27 | \$17.56 | \$19.85 |
| Facilities Maintenance Worker | 10 | 32,558 | 37,442 | 42,325 | \$2,713 | \$3,120 | \$3,527 | \$1,252 | \$1,440 | \$1,628 | \$15.65 | \$18.00 | \$20.35 |
| | 11 | 33,371 | 38,377 | 43,383 | \$2,781 | \$3,198 | \$3,615 | \$1,284 | \$1,476 | \$1,669 | \$16.04 | \$18.45 | \$20.86 |
| | 12 | 34,206 | 39,336 | 44,467 | \$2,850 | \$3,278 | \$3,706 | \$1,316 | \$1,513 | \$1,710 | \$16.45 | \$18.91 | \$21.38 |
| | 13 | 35,061 | 40,320 | 45,580 | \$2,922 | \$3,360 | \$3,798 | \$1,348 | \$1,551 | \$1,753 | \$16.86 | \$19.38 | \$21.91 |
| | 14 | 35,938 | 41,328 | 46,719 | \$2,995 | \$3,444 | \$3,893 | \$1,382 | \$1,590 | \$1,797 | \$17.28 | \$19.87 | \$22.46 |
| | 15 | 36,835 | 42,361 | 47,887 | \$3,070 | \$3,530 | \$3,991 | \$1,417 | \$1,629 | \$1,842 | \$17.71 | \$20.37 | \$23.02 |
| Customer Service Representative I | 16 | 37,756 | 43,420 | 51,142 | \$3,146 | \$3,618 | \$4,262 | \$1,452 | \$1,670 | \$1,967 | \$18.15 | \$20.88 | \$24.59 |
| Field Services Technician I | 17 | 38,700 | 44,506 | 50,311 | \$3,225 | \$3,709 | \$4,193 | \$1,488 | \$1,712 | \$1,935 | \$18.61 | \$21.40 | \$24.19 |
| Facilities Maintenance Technician I | 18 | 39,668 | 45,619 | 51,568 | \$3,306 | \$3,802 | \$4,297 | \$1,526 | \$1,755 | \$1,983 | \$19.07 | \$21.93 | \$24.79 |
| | 19 | 40,660 | 46,759 | 52,858 | \$3,388 | \$3,897 | \$4,405 | \$1,564 | \$1,798 | \$2,033 | \$19.55 | \$22.48 | \$25.41 |
| Customer Service Representative II | 20 | 41,677 | 47,928 | 54,180 | \$3,473 | \$3,994 | \$4,515 | \$1,603 | \$1,843 | \$2,084 | \$20.04 | \$23.04 | \$26.05 |
| | 21 | 42,718 | 49,126 | 55,534 | \$3,560 | \$4,094 | \$4,628 | \$1,643 | \$1,889 | \$2,136 | \$20.54 | \$23.62 | \$26.70 |
| | 22 | 43,787 | 50,354 | 56,922 | \$3,649 | \$4,196 | \$4,744 | \$1,684 | \$1,937 | \$2,189 | \$21.05 | \$24.21 | \$27.37 |
| Administrative Assistant | 23 | 44,881 | 51,613 | 58,345 | \$3,740 | \$4,301 | \$4,862 | \$1,726 | \$1,985 | \$2,244 | \$21.58 | \$24.81 | \$28.05 |
| Accounting Technician | 24 | 46,003 | 52,903 | 59,804 | \$3,834 | \$4,409 | \$4,984 | \$1,769 | \$2,035 | \$2,300 | \$22.12 | \$25.43 | \$28.75 |
| Fleet & Facilities Administrative Technician | 24 | 46,003 | 52,903 | 59,804 | \$3,834 | \$4,409 | \$4,984 | \$1,769 | \$2,035 | \$2,300 | \$22.12 | \$25.43 | \$28.75 |
| Records Management Assistant | 24 | 46,003 | 52,903 | 59,804 | \$3,834 | \$4,409 | \$4,984 | \$1,769 | \$2,035 | \$2,300 | \$22.12 | \$25.43 | \$28.75 |
| Senior Customer Service Representative | 24 | 46,003 | 52,903 | 59,804 | \$3,834 | \$4,409 | \$4,984 | \$1,769 | \$2,035 | \$2,300 | \$22.12 | \$25.43 | \$28.75 |
| Facilities Maintenance Technician II | 25 | 47,153 | 54,226 | 61,299 | \$3,929 | \$4,519 | \$5,108 | \$1,814 | \$2,086 | \$2,358 | \$22.67 | \$26.07 | \$29.47 |
| Field Services Technician II | 25 | 47,153 | 54,226 | 61,299 | \$3,929 | \$4,519 | \$5,108 | \$1,814 | \$2,086 | \$2,358 | \$22.67 | \$26.07 | \$29.47 |
| | 26 | 48,332 | 55,581 | 62,831 | \$4,028 | \$4,632 | \$5,236 | \$1,859 | \$2,138 | \$2,417 | \$23.24 | \$26.72 | \$30.21 |
| | 27 | 49,540 | 56,971 | 64,402 | \$4,128 | \$4,748 | \$5,367 | \$1,905 | \$2,191 | \$2,477 | \$23.82 | \$27.39 | \$30.96 |
| | 28 | 50,779 | 58,395 | 66,012 | \$4,232 | \$4,866 | \$5,501 | \$1,953 | \$2,246 | \$2,539 | \$24.41 | \$28.07 | \$31.74 |
| IT Technician I | 29 | 52,048 | 59,856 | 67,662 | \$4,337 | \$4,988 | \$5,639 | \$2,002 | \$2,302 | \$2,602 | \$25.02 | \$28.78 | \$32.53 |
| Records Management Technician | 29 | 52,048 | 59,856 | 67,662 | \$4,337 | \$4,988 | \$5,639 | \$2,002 | \$2,302 | \$2,602 | \$25.02 | \$28.78 | \$32.53 |
| Electronic Technician | 30 | 53,349 | 61,352 | 69,354 | \$4,446 | \$5,113 | \$5,780 | \$2,052 | \$2,360 | \$2,667 | \$25.65 | \$29.50 | \$33.34 |
| | 31 | 54,683 | 62,886 | 71,087 | \$4,557 | \$5,240 | \$5,924 | \$2,103 | \$2,419 | \$2,734 | \$26.29 | \$30.23 | \$34.18 |
| Accountant I | 32 | 56,050 | 64,458 | 72,865 | \$4,671 | \$5,372 | \$6,072 | \$2,156 | \$2,479 | \$2,802 | \$26.95 | \$30.99 | \$35.03 |
| Customer Service Supervisor | 33 | 57,451 | 66,069 | 74,687 | \$4,788 | \$5,506 | \$6,224 | \$2,210 | \$2,541 | \$2,873 | \$27.62 | \$31.76 | \$35.91 |
| Grants Coordinator | 33 | 57,451 | 66,069 | 74,687 | \$4,788 | \$5,506 | \$6,224 | \$2,210 | \$2,541 | \$2,873 | \$27.62 | \$31.76 | \$35.91 |
| IT Technician II | 33 | 57,451 | 66,069 | 74,687 | \$4,788 | \$5,506 | \$6,224 | \$2,210 | \$2,541 | \$2,873 | \$27.62 | \$31.76 | \$35.91 |
| Operations Analyst | 33 | 57,451 | 66,069 | 74,687 | \$4,788 | \$5,506 | \$6,224 | \$2,210 | \$2,541 | \$2,873 | \$27.62 | \$31.76 | \$35.91 |

Antelope Valley Transit Authority
Fiscal Year 2022 Salary Ranges and Classifications Schedule

| | Range | Annual Salary Range-FY 2022 | | | Monthly Salary Range-FY 2022 | | | Bi-Weekly Salary Range-FY 2022 | | | Hourly Salary Range-FY 2022 | | |
|---|-------|-----------------------------|---------|---------|------------------------------|----------|----------|--------------------------------|---------|---------|-----------------------------|---------|---------|
| | | Min | Mid | Max | Min | Mid | Max | Min | Mid | Max | Min | Mid | Max |
| Transit Analyst | 33 | 57,451 | 66,069 | 74,687 | \$4,788 | \$5,506 | \$6,224 | \$2,210 | \$2,541 | \$2,873 | \$27.62 | \$31.76 | \$35.91 |
| | 34 | 58,887 | 67,721 | 76,554 | \$4,907 | \$5,643 | \$6,379 | \$2,265 | \$2,605 | \$2,944 | \$28.31 | \$32.56 | \$36.80 |
| | 35 | 70,652 | 69,414 | 78,468 | \$5,888 | \$5,784 | \$6,539 | \$2,717 | \$2,670 | \$3,018 | \$33.97 | \$33.37 | \$37.72 |
| Accountant II | 36 | 61,869 | 71,149 | 80,430 | \$5,156 | \$5,929 | \$6,702 | \$2,380 | \$2,737 | \$3,093 | \$29.74 | \$34.21 | \$38.67 |
| Executive Assistant | 37 | 63,416 | 72,928 | 82,441 | \$5,285 | \$6,077 | \$6,870 | \$2,439 | \$2,805 | \$3,171 | \$30.49 | \$35.06 | \$39.63 |
| Management Analyst | 37 | 63,416 | 72,928 | 82,441 | \$5,285 | \$6,077 | \$6,870 | \$2,439 | \$2,805 | \$3,171 | \$30.49 | \$35.06 | \$39.63 |
| | 38 | 65,001 | 74,751 | 84,501 | \$5,417 | \$6,229 | \$7,042 | \$2,500 | \$2,875 | \$3,250 | \$31.25 | \$35.94 | \$40.63 |
| Community Outreach Specialist | 39 | 66,626 | 76,620 | 86,614 | \$5,552 | \$6,385 | \$7,218 | \$2,563 | \$2,947 | \$3,331 | \$32.03 | \$36.84 | \$41.64 |
| Customer Service Manager | 39 | 66,626 | 76,620 | 86,614 | \$5,552 | \$6,385 | \$7,218 | \$2,563 | \$2,947 | \$3,331 | \$32.03 | \$36.84 | \$41.64 |
| DBE/EEO Compliance Manager (OLD) | 39 | 66,626 | 76,620 | 86,614 | \$5,552 | \$6,385 | \$7,218 | \$2,563 | \$2,947 | \$3,331 | \$32.03 | \$36.84 | \$41.64 |
| Graffic Designer | 39 | 66,626 | 76,620 | 86,614 | \$5,552 | \$6,385 | \$7,218 | \$2,563 | \$2,947 | \$3,331 | \$32.03 | \$36.84 | \$41.64 |
| Planning Manager | 40 | 68,292 | 78,536 | 88,779 | \$5,691 | \$6,545 | \$7,398 | \$2,627 | \$3,021 | \$3,415 | \$32.83 | \$37.76 | \$42.68 |
| Field Services Supervisor | 41 | 69,998 | 80,498 | 90,998 | \$5,833 | \$6,708 | \$7,583 | \$2,692 | \$3,096 | \$3,500 | \$33.65 | \$38.70 | \$43.75 |
| | 42 | 71,749 | 82,512 | 93,273 | \$5,979 | \$6,876 | \$7,773 | \$2,760 | \$3,174 | \$3,587 | \$34.49 | \$39.67 | \$44.84 |
| Clerk of the Board (OLD) | 43 | 73,543 | 84,574 | 95,605 | \$6,129 | \$7,048 | \$7,967 | \$2,829 | \$3,253 | \$3,677 | \$35.36 | \$40.66 | \$45.96 |
| Project Coordinator | 43 | 73,543 | 84,574 | 95,605 | \$6,129 | \$7,048 | \$7,967 | \$2,829 | \$3,253 | \$3,677 | \$35.36 | \$40.66 | \$45.96 |
| Facilities Superintendent | 44 | 75,381 | 86,688 | 97,995 | \$6,282 | \$7,224 | \$8,166 | \$2,899 | \$3,334 | \$3,769 | \$36.24 | \$41.68 | \$47.11 |
| Finance Supervisor | 45 | 77,266 | 88,856 | 100,446 | \$6,439 | \$7,405 | \$8,370 | \$2,972 | \$3,418 | \$3,863 | \$37.15 | \$42.72 | \$48.29 |
| Electric Fleet Supervisor | 45 | 77,266 | 88,856 | 100,446 | \$6,439 | \$7,405 | \$8,370 | \$2,972 | \$3,418 | \$3,863 | \$37.15 | \$42.72 | \$48.29 |
| Human Resources and Benefits Coordinator | 46 | 79,198 | 91,077 | 102,957 | \$6,600 | \$7,590 | \$8,580 | \$3,046 | \$3,503 | \$3,960 | \$38.08 | \$43.79 | \$49.50 |
| Clerk of the Board | 46 | 79,198 | 91,077 | 102,957 | \$6,600 | \$7,590 | \$8,580 | \$3,046 | \$3,503 | \$3,960 | \$38.08 | \$43.79 | \$49.50 |
| Maintenance Compliance Manager | 47 | 81,178 | 93,354 | 105,530 | \$6,765 | \$7,780 | \$8,794 | \$3,122 | \$3,591 | \$4,059 | \$39.03 | \$44.88 | \$50.74 |
| Safety and Facilities Manager | 47 | 81,178 | 93,354 | 105,530 | \$6,765 | \$7,780 | \$8,794 | \$3,122 | \$3,591 | \$4,059 | \$39.03 | \$44.88 | \$50.74 |
| | 48 | 83,206 | 95,688 | 108,169 | \$6,934 | \$7,974 | \$9,014 | \$3,200 | \$3,680 | \$4,160 | \$40.00 | \$46.00 | \$52.00 |
| Senior Accountant | 49 | 85,286 | 98,080 | 110,872 | \$7,107 | \$8,173 | \$9,239 | \$3,280 | \$3,772 | \$4,264 | \$41.00 | \$47.15 | \$53.30 |
| | 50 | 87,419 | 100,532 | 113,644 | \$7,285 | \$8,378 | \$9,470 | \$3,362 | \$3,867 | \$4,371 | \$42.03 | \$48.33 | \$54.64 |
| Grants Coordinator | 51 | 89,605 | 103,045 | 116,486 | \$7,467 | \$8,587 | \$9,707 | \$3,446 | \$3,963 | \$4,480 | \$43.08 | \$49.54 | \$56.00 |
| DBE/EEO Compliance Manager | 51 | 89,605 | 103,045 | 116,486 | \$7,467 | \$8,587 | \$9,707 | \$3,446 | \$3,963 | \$4,480 | \$43.08 | \$49.54 | \$56.00 |
| Information Technology Supervisor | 51 | 89,605 | 103,045 | 116,486 | \$7,467 | \$8,587 | \$9,707 | \$3,446 | \$3,963 | \$4,480 | \$43.08 | \$49.54 | \$56.00 |
| Marketing Specialist | 51 | 89,605 | 103,045 | 116,486 | \$7,467 | \$8,587 | \$9,707 | \$3,446 | \$3,963 | \$4,480 | \$43.08 | \$49.54 | \$56.00 |
| Procurement and Contracts Officer | 51 | 89,605 | 103,045 | 116,486 | \$7,467 | \$8,587 | \$9,707 | \$3,446 | \$3,963 | \$4,480 | \$43.08 | \$49.54 | \$56.00 |
| | 52 | 91,844 | 105,621 | 119,397 | \$7,654 | \$8,802 | \$9,950 | \$3,532 | \$4,062 | \$4,592 | \$44.16 | \$50.78 | \$57.40 |
| Finance Manager | 53 | 94,141 | 108,262 | 122,383 | \$7,845 | \$9,022 | \$10,199 | \$3,621 | \$4,164 | \$4,707 | \$45.26 | \$52.05 | \$58.84 |
| Fleet Maintenance Manager | 53 | 94,141 | 108,262 | 122,383 | \$7,845 | \$9,022 | \$10,199 | \$3,621 | \$4,164 | \$4,707 | \$45.26 | \$52.05 | \$58.84 |
| Marketing Manager | 53 | 94,141 | 108,262 | 122,383 | \$7,845 | \$9,022 | \$10,199 | \$3,621 | \$4,164 | \$4,707 | \$45.26 | \$52.05 | \$58.84 |
| | 54 | 96,494 | 110,968 | 125,442 | \$8,041 | \$9,247 | \$10,453 | \$3,711 | \$4,268 | \$4,825 | \$46.39 | \$53.35 | \$60.31 |
| | 55 | 98,907 | 113,743 | 128,579 | \$8,242 | \$9,479 | \$10,715 | \$3,804 | \$4,375 | \$4,945 | \$47.55 | \$54.68 | \$61.82 |
| | 56 | 101,379 | 116,587 | 131,793 | \$8,448 | \$9,716 | \$10,983 | \$3,899 | \$4,484 | \$5,069 | \$48.74 | \$56.05 | \$63.36 |
| | 57 | 103,636 | 119,501 | 135,088 | \$8,636 | \$9,958 | \$11,257 | \$3,986 | \$4,596 | \$5,196 | \$49.83 | \$57.45 | \$64.95 |
| | 58 | 106,512 | 122,488 | 138,464 | \$8,876 | \$10,207 | \$11,539 | \$4,097 | \$4,711 | \$5,326 | \$51.21 | \$58.89 | \$66.57 |
| | 59 | 109,174 | 125,551 | 141,927 | \$9,098 | \$10,463 | \$11,827 | \$4,199 | \$4,829 | \$5,459 | \$52.49 | \$60.36 | \$68.23 |
| | 60 | 111,904 | 128,690 | 145,474 | \$9,325 | \$10,724 | \$12,123 | \$4,304 | \$4,950 | \$5,595 | \$53.80 | \$61.87 | \$69.94 |

Antelope Valley Transit Authority
Fiscal Year 2022 Salary Ranges and Classifications Schedule

| | Range | Annual Salary Range-FY 2022 | | | Monthly Salary Range-FY 2022 | | | Bi-Weekly Salary Range-FY 2022 | | | Hourly Salary Range-FY 2022 | | |
|---|-----------|-----------------------------|---------|---------|------------------------------|----------|----------|--------------------------------|---------|---------|-----------------------------|---------|----------|
| | | Min | Mid | Max | Min | Mid | Max | Min | Mid | Max | Min | Mid | Max |
| | 61 | 114,701 | 131,906 | 149,112 | \$9,558 | \$10,992 | \$12,426 | \$4,412 | \$5,073 | \$5,735 | \$55.14 | \$63.42 | \$71.69 |
| | 62 | 117,568 | 135,205 | 152,839 | \$9,797 | \$11,267 | \$12,737 | \$4,522 | \$5,200 | \$5,878 | \$56.52 | \$65.00 | \$73.48 |
| Controller | 63 | 120,508 | 138,585 | 156,660 | \$10,042 | \$11,549 | \$13,055 | \$4,635 | \$5,330 | \$6,025 | \$57.94 | \$66.63 | \$75.32 |
| Director of Communications | 63 | 120,508 | 138,585 | 156,660 | \$10,042 | \$11,549 | \$13,055 | \$4,635 | \$5,330 | \$6,025 | \$57.94 | \$66.63 | \$75.32 |
| Director of Finance and Administration | 63 | 120,508 | 138,585 | 156,660 | \$10,042 | \$11,549 | \$13,055 | \$4,635 | \$5,330 | \$6,025 | \$57.94 | \$66.63 | \$75.32 |
| Director of Fleet & Facilities | 63 | 120,508 | 138,585 | 156,660 | \$10,042 | \$11,549 | \$13,055 | \$4,635 | \$5,330 | \$6,025 | \$57.94 | \$66.63 | \$75.32 |
| Director of Marketing | 63 | 120,508 | 138,585 | 156,660 | \$10,042 | \$11,549 | \$13,055 | \$4,635 | \$5,330 | \$6,025 | \$57.94 | \$66.63 | \$75.32 |
| Director of Operations and Maintenance | 63 | 120,508 | 138,585 | 156,660 | \$10,042 | \$11,549 | \$13,055 | \$4,635 | \$5,330 | \$6,025 | \$57.94 | \$66.63 | \$75.32 |
| | 64 | 123,520 | 142,049 | 160,577 | \$10,293 | \$11,837 | \$13,381 | \$4,751 | \$5,463 | \$6,176 | \$59.38 | \$68.29 | \$77.20 |
| | 65 | 126,609 | 145,600 | 164,591 | \$10,551 | \$12,133 | \$13,716 | \$4,870 | \$5,600 | \$6,330 | \$60.87 | \$70.00 | \$79.13 |
| | 66 | 129,774 | 149,240 | 168,706 | \$10,814 | \$12,437 | \$14,059 | \$4,991 | \$5,740 | \$6,489 | \$62.39 | \$71.75 | \$81.11 |
| Senior Director of Operations and Planning | 67 | 133,018 | 152,971 | 172,923 | \$11,085 | \$12,748 | \$14,410 | \$5,116 | \$5,884 | \$6,651 | \$63.95 | \$73.54 | \$83.14 |
| | 68 | 136,344 | 156,796 | 177,247 | \$11,362 | \$13,066 | \$14,771 | \$5,244 | \$6,031 | \$6,817 | \$65.55 | \$75.38 | \$85.21 |
| | 69 | 139,752 | 160,716 | 181,678 | \$11,646 | \$13,393 | \$15,140 | \$5,375 | \$6,181 | \$6,988 | \$67.19 | \$77.27 | \$87.35 |
| Chief Financial Officer | 70 | 143,246 | 164,734 | 186,220 | \$11,937 | \$13,728 | \$15,518 | \$5,509 | \$6,336 | \$7,162 | \$68.87 | \$79.20 | \$89.53 |
| Chief Operating Officer | 71 | 146,828 | 168,852 | 190,876 | \$12,236 | \$14,071 | \$15,906 | \$5,647 | \$6,494 | \$7,341 | \$70.59 | \$81.18 | \$91.77 |
| | 72 | 150,498 | 173,074 | 195,647 | \$12,541 | \$14,423 | \$16,304 | \$5,788 | \$6,657 | \$7,525 | \$72.35 | \$83.21 | \$94.06 |
| | 73 | 154,261 | 177,400 | 200,538 | \$12,855 | \$14,783 | \$16,712 | \$5,933 | \$6,823 | \$7,713 | \$74.16 | \$85.29 | \$96.41 |
| | 74 | 158,117 | 181,835 | 205,552 | \$13,176 | \$15,153 | \$17,129 | \$6,081 | \$6,994 | \$7,906 | \$76.02 | \$87.42 | \$98.82 |
| Executive Director/CEO | 75 | 162,070 | 186,381 | 210,691 | \$13,506 | \$15,532 | \$17,558 | \$6,233 | \$7,169 | \$8,104 | \$77.92 | \$89.61 | \$101.29 |

FY 2022 Preliminary Budget Assumptions

Presentation to AVTA Board of Directors
May 25, 2021



2022 BUDGET SUMMARY

TOTAL: **\$113,274,792**

OPERATING: **\$33,122,141**

CAPITAL: **\$80,152,651**



FY COMPARISON

FY 2021

TOTAL:
\$98,430,564

OPERATING:
\$37,709,708

CAPITAL:
\$60,720,856

FY 2022

TOTAL:
\$113,274,792

OPERATING:
\$33,122,141

CAPITAL:
\$80,152,651



FY 2022 OPERATING BUDGET



REVENUES v. EXPENSES

| | BUDGET 2020-2021 | BUDGET 2021-2022 |
|----------------------------------|----------------------|----------------------|
| Revenue | | |
| Member Contributions - Operation | \$ 657,708 | \$ 3,306,164 |
| Other Operating Revenues | \$ 1,359,752 | \$ 2,214,988 |
| Grants - Federal | \$ 20,859,065 | \$ 8,966,082 |
| Sales Tax Revenue via Metro | \$ 12,317,683 | \$ 17,070,906 |
| Grants - State of California | \$ 7,500 | |
| Other Non Operating Revenues | \$ 12,000 | \$ 64,000 |
| Transit Fare Revenue | \$ 2,496,000 | \$ 1,500,000 |
| Revenue Total | \$ 37,709,708 | \$ 33,122,141 |

| Expense | | |
|----------------------------------|----------------------|----------------------|
| Purchased Transportation | \$ 22,297,384 | \$ 21,512,400 |
| Other Operating Costs | \$ 2,488,357 | \$ 1,902,640 |
| General and Administrative Costs | \$ 5,517,626 | \$ 1,431,930 |
| Salaries & Benefits | \$ 4,767,895 | \$ 5,665,724 |
| Capital outlay | \$ 170,446 | \$ 155,446 |
| Fuel/Electricity | \$ 2,468,000 | \$ 2,454,000 |
| Expense Total | \$ 37,709,708 | \$ 33,122,141 |

REVENUE v. EXPENSE DETAIL

OTHER REVENUES

- Jurisdictional Contributions Resumed
- Advertising
\$141,000
- Fare Revenue
\$1,500,000
- LCFS Credits
\$1,800,000
- Lease Income
\$42,000

Purchased Transportation

- Fixed Route + Commuter
July - Dec = \$89.08/hour
Jan - June = + 3%
- DAR, Microtransit, Late-Night and Non Emergency Medical = \$2,800,000

Bus Propulsion

- Fuel decrease 29%
- Electricity increase 37%



LACMTA

| Funding Source | 2020-2021 Final MTA Funding | 2021-2022 Draft MTA Funding | FY 21 FY22 Increase (Decrease) |
|------------------------------|--|--|---|
| Prop A DAR | \$ 496,126 | \$ 337,251 | \$ (158,875) |
| Prop A 95%/40% DISCRETIONARY | \$ 5,621,487 | \$ 5,230,982 | \$ (390,505) |
| PROP C 40%-BUS SRVC IMPRV | \$ 49,166 | \$ 50,149 | \$ 983 |
| PROP C 40%-FOOTHILL MITIG | \$ 26,735 | \$ 17,257 | \$ (9,478) |
| PROP C 40%-MOSIP | \$ 1,272,037 | \$ 1,293,348 | \$ 21,311 |
| PROP C 40%-TRANSIT SRVC EXP | \$ 387,379 | \$ 395,127 | \$ 7,748 |
| PROP C 5%-BUS SECURITY ENH | \$ 150,416 | \$ 198,098 | \$ 47,682 |
| MEASURE M | \$ 2,141,903 | \$ 2,833,796 | \$ 691,893 |
| MEASURE R | \$ 2,172,434 | \$ 2,843,483 | \$ 671,049 |
| MTA: CRRSAA Act | | \$ 3,871,415 | \$ 3,871,415 |
| Total | \$ 12,317,683 | \$ 17,070,906 | \$ 4,753,223 |



REVENUES v. EXPENSES

Personnel

| | | |
|---------------|---------------|--------------|
| 60 total | increase 11 | |
| ➤ Benefits | increase 5% | |
| ➤ CalPers (C) | decrease .14% | 42 employees |
| ➤ CalPers (P) | decrease .14% | 18 employees |

OTHER

| | |
|---------------------------------|----------------------|
| ➤ Security contract with cities | decrease \$4 million |
|---------------------------------|----------------------|

FY 2022 CAPITAL PROGRAM



2022 CAPITAL PROJECTS

| | |
|---------------------------------|--------------|
| Replacement Vehicles | \$32,231,767 |
| Expansion Vehicles | \$28,385,524 |
| Facility Improvements | \$11,872,000 |
| Transit Facilities Improvements | \$5,365,360 |
| Vehicle Equipment | \$910,000 |
| Information Technology | \$483,000 |
| Fleet & Facility Equipment | \$460,000 |
| Planning & Operating | \$395,000 |



CAPITAL PROJECTS

| VEHICLES | |
|-----------------------------------|----------------------|
| Replacement Vehicles | |
| Commuter Coaches - 24 units | \$ 30,321,179 |
| Local Transit Buses - 2 units | |
| 40 ft ZEB - 2 units (MA) | \$ 1,670,588 |
| Support Vehicles | |
| | \$ 240,000 |
| Replacement Vehicles Total | \$ 32,231,767 |
| Expansion Vehicles | |
| Existing Routes - 30 units | |
| 60 ft ZEB - 10 units | \$ 11,659,408 |
| 40 ft ZEB - 8 units | \$ 6,737,064 |
| 35 ft ZEB - 4 units (used) | |
| 30 ft ZEB - 6 units | \$ 3,852,000 |
| 30 ft ZEV - 6 units | \$ 2,159,052 |
| DAR AVTS - 13 units | |
| ZEV - 13 units | \$ 3,978,000 |
| Expansion Vehicles Total | \$ 28,385,524 |
| Vehicle Equipment | |
| Apollo EOL Video Upgrade | \$ 660,000 |
| I/O Upgrade | \$ 250,000 |
| Vehicles Equipment Total | \$ 910,000 |
| VEHICLES TOTAL | \$ 61,527,291 |

| FACILITIES | |
|--|----------------------|
| AVTA FACILITY IMPROVEMENTS | |
| Headquarters - Facility Expansion | |
| CS, Facility, Administrative Equipment | \$ 400,000 |
| Engineering | \$ 72,000 |
| Facility Expansion - Construction | \$ 7,000,000 |
| Project Management | \$ 500,000 |
| Secured Facility Access - North Gate | \$ 150,000 |
| Security Camera Upgrade | \$ 150,000 |
| Solar Farm/Battery Energy Storage | |
| Land | \$ 3,500,000 |
| Transformer | |
| | \$ 100,000 |
| AVTA Facility Improvements Total | \$ 11,872,000 |

| FLEET & FACILITIES EQUIPMENT | |
|---|-------------------|
| Maintenance Equipment | |
| Electric Forklift | \$ 20,000 |
| Power Wash Trailers | |
| 2 units | \$ 40,000 |
| Maintenance Equipment | \$ 100,000 |
| Bus Lifts | \$ 300,000 |
| Maintenance Equipment Total | \$ 460,000 |

CAPITAL PROJECTS

| TRANSIT FACILITIES IMPROVEMENTS | |
|---|---------------------|
| Antelope Valley College Transit Center | |
| Construction | \$ 1,200,000 |
| Engineering | \$ 27,800 |
| Labor Compliance | \$ 28,000 |
| Level III Chargers - 2 units | \$ 100,000 |
| Project Management | \$ 15,000 |
| WAVE Primary - 2 units | \$ 626,340 |
| Palmdale Transportation Center | |
| Engineering | \$ 10,800 |
| Labor Compliance | \$ 28,000 |
| Level III Chargers - 2 units | \$ 100,000 |
| Project Management | \$ 10,000 |
| WAVE Primary - 2 units | \$ 626,340 |
| Sgt. Steve Owen Memorial Park & Ride | |
| Engineering | \$ 10,800 |
| Level III Chargers - 2 units | \$ 100,000 |
| Replace 50w WAVE - 2 units | \$ 626,340 |
| Project Management | \$ 9,600 |
| South Valley Transfer Center | |
| WAVE Primary - 2 units | \$ 626,340 |
| Construction + Charging Lot | \$ 500,000 |
| Regional Partnership Projects | |
| Level II Chargers - Lancaster, 2 units | \$ 50,000 |
| Construction + Bus Stop Amenities | \$ 500,000 |
| DTLA Parking | |
| Joint project w/Foothill + LA DOT | \$ 170,000 |
| Transit Facilities Improvements | \$ 5,365,360 |

| CAPITAL ITEMS | |
|-------------------------------------|-------------------|
| INFORMATION TECHNOLOGY | |
| Data and Communications | |
| Cloud Service Implementation | \$ 50,000 |
| Domain Names | \$ 3,000 |
| Network Fiber Backbone Upgrade | \$ 60,000 |
| Network Switch Upgrade | \$ 100,000 |
| Server Storage Upgrade | \$ 20,000 |
| Toughbooks - Maintenance | \$ 20,000 |
| Wi-Fi AP Upgrade (Int + Ext) | \$ 70,000 |
| Workstation Replacements | |
| Annual Replacement Program | \$ 40,000 |
| Facility Copiers | \$ 70,000 |
| Community Room Equipment | \$ 50,000 |
| Information Technology Total | \$ 483,000 |

| Planning & Operating Projects - Grantable | |
|--|-------------------|
| Network Integration - Metrolink | |
| | \$ 250,000 |
| Senior/Disabled Microtransit/DAR Operations | |
| Year 2 of 2 - 5310 | \$ 57,500 |
| NEMT Microtransit Operations | |
| Year 2 of 2 - 5310 | \$ 87,500 |
| Planning & Operating Projects Total | \$ 395,000 |

2022 CAPITAL FUNDING

State of California

Heavy Duty Vehicle
Incentive Funds

Low Carbon Fuel Standard
Credits

Low Carbon Transit
Operations Program

SB1 State of Good Repair

SB1 State Transit
Assistance

Transit and Intercity Rail
Capital Program

VW Mitigation Funds

Regional

LACMTA Bus Operator
Subcommittee

Federal Transit Administration

BUILD Grant Program

Low or No Emission Grant
Program

Sect. 5307 UZA Formula
Allocation

Sect. 5337 State of Good Repair

Sect. 5339 Bus & Bus Facilities

Local

Antelope Valley Air Quality
Management District



RECOMMENDATION

Approve the FY 2022 Preliminary Budget Assumptions and provide direction to staff regarding fiscal priorities for the Final FY 2022 Budget



Thank you





DATE: May 26, 2021

TO: BOARD OF DIRECTORS

SUBJECT: Election of Board Officers for Fiscal Year 2021/2022 (FY 2022)

RECOMMENDATION

That the Board of Directors nominate and elect a Chair and Vice Chair for FY 2022.

FISCAL IMPACT

There is no fiscal impact.

BACKGROUND

Pursuant to Bylaws Section 4.50, Board officer elections are conducted annually. The election process specifically allows the Board to nominate and elect from its membership a Chair and Vice Chair, each from a different member agency, to take office as of July 1. The term of the Chair and Vice Chair shall be one (1) year.

If the Chair position is vacated for any reason before the full term is served, the Vice Chair becomes Chair and a new Vice Chair shall be nominated and elected. If the Vice Chair position is vacated for any reason before the full term is served, a new Vice Chair shall be selected from the jurisdiction of the departing Vice Chair to fill the remainder of the term.

Prepared by:

Submitted by:

Karen Darr
Clerk of the Board

Macy Neshati
Executive Director/CEO