



Regular Meeting of the Board of Directors

Tuesday, August 25, 2015

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 in the event that 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 are not required to complete this form or to state your name in order to speak. A three-minute time limit will be imposed on all speakers other than staff members.

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please contact the Clerk of the Board at (661) 729-2206 at least 72 hours prior to the scheduled Board of Directors meeting.

Limited English Proficiency (LEP) persons, if you require translation services, please contact the Clerk of the Board at (661) 729-2206 at least 72 hours prior to the meeting.

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL:

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

APPROVAL OF AGENDA

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

If you would like to address the board on any agendized or non-agendized item, you may present your comments at this time. Please complete a Speaker Card (available as you enter the Community Room) and provide it to the Clerk of the Board. Speaking clearly, state and spell your name for the record. **State law generally prohibits the Board of Directors from taking action on or discussing non-agenda items; therefore, your matter will be referred to the Authority's Executive Director for follow-up.** Each speaker is limited to three (3) minutes.

SPECIAL REPORTS and PRESENTATIONS (SRP):

During this portion of the meeting, staff will present information that would not normally be 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. **These items are for discussion purposes only and do not require board action.**

- SRP 1 PRESENTATION OF TRANSDEV OPERATOR OF THE MONTH AND EMPLOYEE OF THE MONTH FOR JULY 2015 – HECTOR FUENTES, TRANSDEV
- SRP 2 FEDERAL LEGISLATIVE UPDATE FOR AUGUST 2015 – JUDY FRY
- SRP 3 STATE LEGISLATIVE UPDATE FOR AUGUST 2015 – WENDY WILLIAMS
- SPR 4 FISCAL YEAR 2015 (FY15) KEY PERFORMANCE INDICATORS (KPI) REPORT ENDING JUNE 30, 2015 – DIETTER ARAGON

Recommended Action: Receive and file the FY15 KPI report for the period ending June 30, 2015.

CONSENT CALENDAR (CC): Items 1 through 5 are consent items that may be received and filed and/or approved by the board in a single motion. If any member of the Executive Board wishes to discuss a consent item, please request that the item be pulled for further discussion and potential action.

- CC 1 BOARD OF DIRECTORS MEETING MINUTES FOR JULY 28, 2015 – KAREN DARR

Recommended Action: Approve the Board Meeting Minutes for July 28, 2015.

- CC 2 FINANCIAL REPORTS FOR JUNE AND JULY 2015 – COLBY KONISEK

Recommended Action: Receive and file the Treasurer's Report for the month ended June 30, 2015; the Payroll History Report for the three months ended July 31, 2015; the Cash Disbursements Reports for the months ended June 30, 2015; the Interim Financial Statements for the 12 months ended June 30, 2015; and the Fiscal Year-to-Date Budget versus Actual Report for the month ended June 30, 2015.

- CC 3 FY15 FOURTH QUARTER CAPITAL RESERVES REPORT (APRIL 1, 2015 – JUNE 30, 2015)
– COLBY KONISEK

Recommended Action: Receive and file the FY15 Fourth Quarter Capital Reserves Report for the period of April 1, 2015 through June 30, 2015.

- CC 4 GRANT STATUS REPORT UPDATE THROUGH AUGUST 19, 2015 – JUDY FRY

Recommended Action: Receive and file the Grant Status Report for the period through August 19, 2015.

- CC 5 FY15 FOURTH QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD)
REPORT (MARCH 1, 2015 – JUNE 30, 2015) – KELLY MILLER

Recommended Action: Receive and file the FY15 Fourth Quarter LASD Report for the period of March 1, 2015 through June 30, 2015.

NEW BUSINESS (NB):

- NB 1 CONTRACT EXTENSION FOR CONTRACT #2011-032 FOR FIXED ROUTE TRANSIT
OPERATIONS AND MAINTENANCE SERVICES – LEN ENGEL

Recommended Action: Authorize the Executive Director to negotiate and execute an extension to Contract #2011-032 for fixed route operations and maintenance services to Transdev effective January 1, 2016. The contract will be extended two years with two two-year options remaining, for a total possible contract term of ten years.

- NB 2 AWARD CONTRACT #2016-02 TO MJS CONSTRUCTION, INC., FOR AVTA BUS STOP
IMPROVEMENT PROGRAM IN THE COUNTY OF LOS ANGELES, PHASE 2 – LYLE
BLOCK

Recommended Action: Authorize the Executive Director to execute Contract #2016-02 for the AVTA Bus Stop Improvement Program in the County of Los Angeles, Phase 2, to MJS Construction, Inc., Palmdale, CA, for the amount of \$139,475.00, plus applicable permit fees and sales tax.

- NB 3 AWARD CONTRACT #2016-14 TO CALSTART, INC. FOR PROJECT ASSISTANCE,
MONITORING AND DATA COLLECTION FOR THE TRANSIT AND INTERCITY RAIL
CAPITAL PROGRAM PROJECT – LEN ENGEL

Recommended Action: Authorize the Executive Director to execute Contract #2016-14 for project assistance, monitoring and data collection with CALSTART, Inc. of Pasadena, CA for the amount of \$385,000.

CLOSED SESSION (CS):

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

- CS 1 Conference with Legal Counsel – Anticipated Litigation: significant exposure to litigation pursuant to Government Code Section 54956.9(d) – one potential case.
- CS 2 Public Employee Appointment (Government Code Section 54957(b))
Title: General Counsel

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

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

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

ADJOURNMENT:

Adjourn to the next Regular meeting of the Board of Directors on September 22, 2015 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, California.

The agenda was posted by 5:00 p.m. on August 20, 2015 at the entrance to the Antelope Valley Transit Authority, 42210 6th St. West, Lancaster, CA 93534.

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



DATE: August 25, 2015

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2015 (FY15) Key Performance Indicators (KPI) Report Ending June 30, 2015

RECOMMENDATION

That the Board of Directors receive and file the FY15 KPI Report for the period ending June 30, 2015.

SUMMARY

The key performance indicators report provides an analysis of Antelope Valley Transit Authority's (AVTA) main goals on a monthly basis. Data is collected from a variety of sources such as the farebox, contractor reports, and financial performance reports.

ANALYSIS

AVTA's fixed route local and commuter performance is based on several key indicators. These include total monthly ridership, vehicle service hours, fare revenues, and total operating expenses. Following are highlights of the system performance and indicators correlating to each respective goal.

Boardings – A total of 3.5 million boardings were recorded throughout the 2015 fiscal year. This reflects a decrease of almost 4% when compared to FY14 totals. During the second half of the fiscal year we experienced declines in ridership, even before our fare changes were instituted which are slated to be incorporated on September 1, 2015. Local service experienced the bulk of the decrease at 3% (-145,000) for the fiscal year. Surprisingly, Commuter Express service reflects an increase in ridership of almost 3% (8,783) when compared to FY2014 boardings. Other local municipal operators have also experienced declines in ridership including LA Metro which had reflected a 5% decline in boardings on their fixed route service. We will continue to monitor boardings as we move into the new fiscal year.

Fare Revenue – Total fare revenues received during the 2015 fiscal year totaled to \$4.8 million, like boardings, revenues also saw a decrease during the third and fourth quarters, correlating with our boarding declines. Local service revenues reflected the largest decrease at 2% (\$42,488), while our commuter service was relatively flat overall. For the

year, we recorded a combined dip in revenues of 1% (\$55,614) producing an average fare per boarding of \$1.37.

Operating Expenses – Expenditures on our fixed route service for the fiscal year equaled to almost \$20 million. Although cost have been relatively flat throughout FY2015, the annual contractual increase of 3% on our fixed route service coupled with a slight increase in revenue hours has contributed the 2% (471,549) annual increase when compared to FY2014 figures.

Goal 1 – Operate a Safe Transit System – This is measured by the number of preventable accidents for every 100,000 miles of fixed route operation.

Accidents [Target – .50 preventable accidents/100,000 miles] – Throughout the 2015 fiscal year, 13 preventable accidents were recorded. Resulting in an average of 0.39 preventable accidents per 100,000 miles. This resulted in a slight increase of almost 3% when compared to the FY14 results (.38). However, preventable accidents were well below the performance target average of .50 preventable accidents per 100,000 miles. The Safety and training department continues to do an excellent job in maintaining safe operations. Along with monthly safety meetings, coach operators also receive individual targeted training to help maintain and/or avoid preventable accidents.

Goal 2 – Provide Outstanding Customer Service – This is measured by complaints per 100,000 boardings, schedule adherence, average hold time, and average miles between service interruptions.

Customer Complaints [Target – 7 complaints/100,000 boardings] –197 valid complaints were recorded throughout the 2015 fiscal year. Resulting in an average of 5.7 complaints per 100,000 boardings. This is an improvement 21% over the previous fiscal year (FY14). Most complaints received are taken by our customer service team who does a great job in addressing questions, comments and complaints reducing need to assign a complaint for investigations. We are working on integrating our complaints system with our business intelligent software (TransTrack), this will provide improved investigation tracking capabilities, reporting and analysis of all complaints, comments and requests received.

Schedule Adherence [Target – 96%] – Approximately 22,000 time point checks were conducted by Transdev road supervisors during the 2015 fiscal year, producing an average on-time performance (OTP) of 96%, the FY15 performance target. In the upcoming fiscal year (FY16) we will begin the transition to using our Intelligent Transportation System (Avail) to capture on-time performance data. The Avail system allows us to capture almost 50,000 checks in a single month.

Average Hold Time [Target – 1:00 minutes] – Throughout the fiscal year (FY15) we recorded an average hold time of one minute. This is an improvement of 21% over the FY14 average hold time of one minute 7 seconds. Of the 234,138 calls received during the fiscal year 34,433 were abandoned before they could be answered by a customer service representative.

Additional staffing has helped tremendously in handling more customer incoming calls.

Average Miles Between Service Interruptions [Target – 14,500 Miles] – A total of 3.3 million miles were operated throughout the 2015 fiscal year with an average of 16,325 miles between service interruptions, an improvement of 16% when compared to the previous fiscal year (FY14) and well above the performance 14,500 miles between service interruptions. It should be noted that the older buses are being used as a last resort, resulting in more miles accumulated on newer buses.

Goal 3 – Operate an Effective Transit System – AVTA measures its overall effectiveness by monitoring boardings per vehicle service hour and average weekday boardings.

Boardings per Vehicle Service Hour [Target – 21.5] – Overall decreases in ridership, coupled with a 4% increase in service hours has produced an average of 19.7 boardings per vehicle service hour during for the 2015 fiscal year. This is just below the performance target of 21.5 boardings per hour and represent a 9% decrease over the previous fiscal year.

Average Weekday Boardings [Target – 12,700] – Average weekday boardings throughout the fiscal year were 10,358, well below the performance target of 12,700. This is also a 16% decrease when compared to the previous fiscal year. Again, decrease on our local service boardings during the second, third and fourth quarter have impacted average weekday boardings. We will continue to keep a close eye on this indicator as we move into the new fiscal year.

Goal #4 – Operate an Efficient Transit System – AVTA makes efficient use of available resources by monitoring farebox recovery ratio and average cost per vehicle service hour.

Average Cost Per Vehicle Service Hour [Target – \$125.69] – The average cost per vehicle service hour for FY15 was \$114.42. This is well below the performance target of \$125.69 and also represents a decrease of almost 2% when compares to the FY14 results.

Farebox Recovery Ratio [Target – 22.51%] – The average farebox recovery ratio for the 2015 fiscal year was 23.90%. Although, this reflects a decrease of 3% over the FY14 results, we remain well above the performance target of 22.51%.

Prepared by:

Submitted by:

Dietter A. Aragón
Senior Planning Officer

Len Engel
Executive Director

Attachments: A and B - Summary of System Goals and Performance

Antelope Valley Transit Authority | Attachment SRP 4.A: Key Indicators Report
Fiscal Year 2015

Goal	Performance Indicator	Performance Target	FY 15 Year to Date	YTD Meets/Exceeds	FY 14 Year to Date	% Change
Overall System Performance	Total Boardings	N/A	3,468,769	N/A	3,606,357	-3.82%
	Vehicle Service Hours	N/A	174,314	N/A	167,213	4.25%
	Total Fare Revenue	N/A \$	4,766,161	N/A	\$4,821,900	-1.16%
	Total Operating Expense	N/A \$	19,945,096	N/A	\$19,473,547	-2.42%
Safe Transit System	Preventable Accidents per 100,000 Miles	0.50	0.39	X	0.38	-2.63%
Provide Outstanding Customer Service	Complaints per 100,000 Boardings	7.0	5.70	X	7.20	20.83%
	Schedule Adherence	96%	96%	X	97%	-0.93%
	Average Hold Time	1:00	1:00	X	1:07	10.45%
	Average Miles Between Service Interruptions	14,500	16,325	X	14,059	16.12%
Operate an Effective Transit System	Boardings per Vehicle Service Hour	21.5	19.7	DNM	21.6	-8.66%
	Average Weekday Boardings	12,700	10,358	DNM	12,746	-18.74%
Operate an Efficient Transit System	Average Cost per Vehicle Service Hour	\$125.69	\$114.42	X	\$116.46	1.75%
	Farebox Recovery Ratio	22.51%	23.90%	X	24.76%	-3.49%

DNM = Does Not Meet

Antelope Valley Transit Authority | Attachment SRP 4.B: Operations Report
Fiscal Year 2015

Goal	Performance Target	FY 15 Year to Date	YTD Meets/Exceeds	FY 14 Year to Date	% Change
Average Fare per Boarding	\$1.37	\$1.37	X	\$1.34	2.76%
Average Cost per Boarding	\$6.11	\$5.75	X	\$5.40	-6.48%
Average Subsidy per Boarding	\$4.73	\$4.38	X	\$4.06	-7.71%
Revenue Miles	N/A	2,999,804	N/A	2,837,649	5.71%
Total Vehicle Miles	N/A	3,313,968	N/A	3,111,341	6.51%
Total Vehicle Hours	N/A	194,528	N/A	183,715	5.89%
In-Service Speed	N/A	17.2	N/A	17.0	1.41%
Boardings per Vehicle Service Mile	N/A	1.16	N/A	1.27	-9.01%



Regular Meeting of the Board of Directors

Tuesday, July 28, 2015

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 10:03 a.m.

PLEDGE OF ALLEGIANCE

Director Michelle Flanagan led the Pledge of Allegiance.

ROLL CALL

Present

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

APPROVAL OF AGENDA

Motion: Approve the agenda as comprised.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: None

Absent: None

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS

Michael Rives – stated that he appreciates the installation of the bus benches and shelters on 30th St. W. and Avenue K.

Charlotte Baxter – spoke about the vendors at the Lancaster City Park Transit Center.

SPECIAL REPORTS AND PRESENTATIONS (SRP)

SRP 1 PRESENTATION OF TRANSDEV OPERATOR OF THE MONTH AND EMPLOYEE OF THE MONTH FOR JUNE 2015

Transdev General Manager Hector Fuentes announced that the Employee of the Month was Leroy Calloway and the Operator of the Month was Rene Rodriguez; however, neither Mr. Calloway nor Mr. Rodriguez were present at the meeting to receive their award.

SRP 2 PRESENTATION OF AVTA EMPLOYEE OF THE QUARTER (APRIL 1 – JUNE 30, 2015)

Director of Finance Colby Konisek presented a plaque to the AVTA Employee of the Fourth Quarter Human Resources and Benefits Coordinator Williene Jones.

SRP 3 FEDERAL LEGISLATIVE UPDATE FOR JULY 2015

Grants Administrator Judy Fry provided an update regarding 1) the proposed Surface Transportation Bill extension and its potential impact on AVTA's federal funding through FY21; and 2) the Moran-Donnelley-Blunt Amendment, which moves the high-density portion of Sec. 5340 monies over to the Sec. 5339(b) Bus & Bus Facilities competitive grant program. The Sec. 5340 high-density program allocates funds for only seven states, whereas the amendment would provide funding for Bus & Bus Facilities in all 50 states. The Board discussed submitting letters of support from elected officials and local agencies.

SRP 4 STATE LEGISLATIVE UPDATE FOR JULY 2015

Director of Communications Wendy Williams presented information pertaining to the Bus Axle Weight Bill, SB32 – California Global Warming Solutions Act of 2006, and AB857 – California Clean Truck, Bus, Off-Road Vehicle and Equipment Technology Program. Ms. Williams also reported on the Special Session Bills regarding Cap & Trade Allocations and Diesel Sales and Use Tax Increase. The Board requested that staff submit a letter of support for AB857 only if the bill is amended to include a more equitable split between zero-emission heavy-duty trucks and buses.

CONSENT CALENDAR (CC)

CC 1 BOARD OF DIRECTORS MEETING MINUTES FOR JUNE 23, 2015

Motion: Approve the Board of Directors Meeting Minutes for June 23, 2015.
Moved by Vice Chair Knippel, seconded by Director Underwood-Jacobs

Vote: Motion carried (5-0-1-0)
Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer,
Underwood-Jacobs, and Flanagan
Nays: None
Abstain: Director Thompson
Absent: None

CC 2 FINANCIAL REPORTS FOR MAY AND JUNE 2015

Receive and file the financial reports for May and June 2015.

CC 3 RESOLUTION 2015-004 AND RESOLUTION 2015-005, SIGNATURE AUTHORITY FOR UNION BANK AND WELLS FARGO BANK

Adopt Resolution 2015-004 and Resolution 2015-005, approving the revised list of representatives authorized to deposit and withdraw funds from AVTA's new banking relationship with Union Bank and Wells Fargo Bank.

CC 4 RESOLUTION 2015-008, FY16 INVESTMENT POLICY AND LOCAL AGENCY INVESTMENT FUND (LAIF) UPDATE

Adopt Resolution 2015-008, approving AVTA's revised Investment Policy Statement for the upcoming fiscal year beginning July 1, 2015 through June 30, 2016; and approve the proposed changes to the list of staff authorized to deposit and withdraw from AVTA's LAIF account.

CC 5 RESOLUTION 2015-009, AMENDED CONFLICT OF INTEREST CODE

Adopt Resolution 2015-009, approving the Amended Conflict of Interest and Disclosure Code and rescinding in its entirety the current Conflict of Interest Code, Resolution No. 2014.001.

Motion: Approve the Consent Calendar with the exception of Item No. CC 1.
Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

NEW BUSINESS (NB):

NB 1 AWARD CONTRACT #2015-48 TO CREATIVE BUS SALES, INC. FOR THREE REPLACEMENT ADA RAMPED ROAD SUPERVISOR VEHICLES

The Board of Directors waived the presentation of the staff report.

Motion: Approve NB 1 as stated on the agenda “authorize the executive director to execute Contract #2015-48 for three replacement ADA ramped road supervisor vehicles to Creative Bus Sales, Inc., of Chino, CA, for the amount of \$140,400.25, plus applicable sales tax.”

Moved by Vice Chair Knippel, seconded by Director Flanagan

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

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

Nays: None

Abstain: None

Absent: None

NB 2 SENIOR SUBSIDY GRANT PROGRAM

Addressing the Board on this item

Charlotte Baxter – requested information regarding the program funds that the Antelope Valley Air Quality Management District (AVAQMD) awarded to the AVTA.

James Stouvenel – supports the senior subsidy grant program.

Michael Rives – spoke about the grant awarded by the AVAQMD for a Special College Service between the Antelope Valley College (AVC) in Lancaster and its satellite campus in Palmdale. He hopes the Senior Subsidy Program paperwork is not too difficult to complete.

Cathy Parrish – spoke in support of the senior subsidy program and thanked the Lancaster City Council for helping to make the subsidy program possible.

Fran Sereseres – thanked the Lancaster City Council for providing funds for the senior subsidy grant program.

Ms. Williams presented the staff report. The Board discussed the financial commitment for each jurisdiction, a special AVC bus service, and subsidizing disable riders. Executive Director Len Engel noted that staff is making changes to the current route structure that will connect the two college campuses.

Motion: Develop the Senior Subsidy Grant Program and implement by September 1, 2015.

Moved by Director Underwood-Jacobs, seconded by Chairman Crist

Vote: Motion carried (4-0-2-0)

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

Nays: None

Abstain: Directors Hofbauer and Thompson

Absent: None

CLOSED SESSION (CS):

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

Special Counsel Allison Burns presented the items to be discussed in Closed Session.

CS 1 Conference with Legal Counsel – Anticipated Litigation: significant exposure to litigation pursuant to Government Code Section 54956.9(d) – one potential case.

CS 2 Public Employee Appointment (Government Code Section 54957(b))
Title: Executive Director

CS 3 Public Employee Appointment (Government Code Section 54957(b))
Title: General Counsel

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 11:10 a.m.

RECONVENE TO PUBLIC SESSION

The Board reconvened to Public Session at 11:17 a.m.

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

Special Counsel Burns stated that the Board considered CS 1 and 3; however, no reportable action was taken.

NB 3 APPROVE EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT – ALLISON BURNS

Motion: Approve the Executive Director Employment Agreement as attached with #8 option 1 on Exhibit A.

Moved by Director Flanagan, seconded by seconded by Director Hofbauer

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

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

Nays: None

Abstain: None

Absent: None

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Executive Director – Len Engel

- The Clerk of the Board Karen Darr attended the Transit Board Members and Board Support Seminar in Denver and is eager to institute the suggested meeting processes.
- The voting system is installed and will be used at the August 25, 2015 Board meeting.
- Mr. Engel will be on vacation from July 29 through August 5, 2015.
- Provided an update regarding installation of the WAVE charging system.
- Mr. Engel is attending The 100 Bus Coalition meeting in Denver on August 12, 2015. He and Ms. Fry will also be attending the Transit and Intercity Rail Capital Program kick off meeting in Sacramento to discuss the \$24 million grant that AVTA was awarded.
- A request for approval was submitted to the Federal Transit Administration (FTA) administrator for non-competitive procurements since there is only one company that manufactures 60 ft. and 45 ft. buses. He also met with Vince Valdes at FTA who has agreed to assist AVTA with this effort.
- The business development director from BYD will be attending the Antelope Valley Board of Trade luncheon on July 28 to discuss electric trucks.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

There was no miscellaneous business – non-agenda Board of Directors items presented.

ADJOURNMENT:

Chairman Crist adjourned the meeting at 11:20 a.m. to the next Regular meeting of the Board of Directors on August 25, 2015 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, California.

PASSED, APPROVED, and ADOPTED this 25th day of AUGUST 2015.

Marvin Crist, Chairman

ATTEST:

Karen Darr, Clerk of the Board



DATE: August 25, 2015
TO: BOARD OF DIRECTORS
SUBJECT: Financial Reports for June and July 2015

RECOMMENDATION

Receive and file the Fiscal Year-to-Date Budget versus Actual report dated June 30, 2015 (Attachment A); the Interim Financial Statements for the twelve months ended June 30, 2015 (Attachment B); the Cash Flow Projection/Treasurer's report for the month ended June 30, 2015 (Attachment C); the Payroll History Report for the three months ended July 31, 2015 (Attachment D); the Cash Disbursements Report for the month ended July 31, 2015 (Attachment E).

FISCAL IMPACT

Payroll: July payroll of \$211,970 represents an increase of \$32,633 or 18.2% from June to July, due to pay adjustments for the new Executive Director and the hiring of the IT Supervisor's position which had been vacant since December 2014.

Cash Disbursements: \$3,391,465.

The June 2015 fiscal year end and audit preparation is proceeding; other year-end entries and adjustments will occur before the final statements are completed.

Unaudited Financial Statement Figures: Change in Net Assets: \$571,493, which includes May YTD depreciation expense of \$4,903,943. Note: June depreciation was not yet available when the report was prepared,

BACKGROUND

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

AVTA’s gross payroll for employees for the month of July 2015, exclusive of benefits, payroll taxes and service charges, is shown below:

Payroll Period	Amount	Journal #
06/28/15-07/11/15	\$92,193.85	PYPKT00686
07/12/15-07/25/15	\$92,270.13	PYPKT00692
07/28/15-07/28/15	\$27,506.24	PYPKT00694
Gross Pay, Jul 2015	\$221,970.22	

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

Register Date	Amount
07/01 - 07/31/15	\$3,391,464.93

Large disbursements include MCI (2 Commuter Buses) - \$1,306,865, Transdev (Local and Commuter contract invoice for June, 2015) - \$1,128,341, Avail Technologies, Inc. (IT Project) - \$326,751, Pinnacle Petroleum, Inc. (Fuel) - \$162,137, IntelliRide (DAR invoice for June, 2015) - \$100,403 and New Vision Construction (IFB Replacement) - \$74,236. These items comprise 91.4% of total expenditures for the month.

As of June 2015, the total cash per the general ledger is \$17,231,594. After deducting restricted funds, the operating cash balance is \$6,969,694. The net of receivables inflows and payables outflows is projected to be a net use of cash of -\$1,581,646; the total expected cash available for operations in the next 30 days is \$5,388,048. The available cash is equal to 1.8 times the Authority’s minimum cash balance target of \$3 million

BUDGET TO ACTUAL SUMMARY NARRATIVE (OPERATING FUNDS)

Attachment A – The Budget to Actual Report (BAR) shows the results for the unaudited twelve months ended June 30, 2015 (Unaudited).

Net Income (net of depreciation through May) was favorable to budget by \$2,190K.

Revenues were favorable to budget by \$317K.

Proposition 1B revenue of \$1,041K was recognized and reclassified to 600 fund.

Expenses were favorable to budget by \$1,873K.

Fuel expense and operating expenses continued to be less than budget.

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

Prepared by:

Submitted by:

Colby Konisek
Director of Finance

Len Engel
Executive Director

Attachments: A – Budget versus Actual Report as of June 30, 2015
B – Interim Financial Statements as of June 30, 2015
C – Cash Projection/Treasurer’s Report for June 30, 2015
D – Payroll History Comparison Report (May, 2015 - July, 2015)
E – Cash Disbursements Report (July 1 - July 31, 2015)

ANTELOPE VALLEY TRANSIT AUTHORITY
BUDGET VERSUS ACTUAL INCOME STATEMENT
YEAR TO DATE - JUNE 30, 2015

REVENUE	MIDDLE YEAR BUDGET - YTD	YTD ACTUAL	YTD VARIANCE
Fare Revenue	\$ 4,855,201	\$ 4,844,045	(\$11,156)
MTA Funds	8,120,876	8,330,396	209,520
FTA Funds	6,477,264	6,504,757	27,493
Jurisdictional Contributions	3,291,904	3,291,906	2
Other (SCE Rebates, Adv.)	426,775	517,844	91,069
TOTAL REVENUE	23,172,020	23,488,948	316,928
EXPENDITURES			
Contract Services	14,058,976	13,777,595	281,381
Fuel	2,912,970	2,289,379	623,591
Other Operating	1,171,514	597,414	574,100
Salaries and Wages	2,627,751	2,470,486	157,265
Benefits	1,013,577	944,982	68,595
Legal	120,000	60,668	59,332
Consulting	267,800	249,546	18,254
Travel	94,000	70,576	23,424
IT Maintenance/Licenses	111,688	107,928	3,760
Utilities	204,100	186,371	17,729
Administration	634,444	588,798	45,646
TOTAL EXPENDITURES	23,216,820	21,343,743	1,873,077
INCOME(LOSS)	(44,800)	2,145,205	2,190,005



STATEMENT OF NET POSITION - UNAUDITED

	<u>As of June 30, 2015</u>	<u>As of June 30, 2014</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$ 17,231,594	\$ 25,275,465
Due from other governments	6,343,468	1,134,593
Other receivables	134,713	243,048
Inventory	237,783	237,783
Prepaid items	336,199	339,006
Total Current Assets	<u>24,283,758</u>	<u>27,229,896</u>
NONCURRENT ASSETS		
Capital assets, net of depreciation	<u>50,452,226</u>	<u>48,781,469</u>
Total Assets	<u>74,735,984</u>	<u>76,011,365</u>
LIABILITIES AND NET ASSETS		
CURRENT LIABILITIES		
Accounts payable	1,308,575	2,471,151
Due to Federal Transit Administration	-	-
Accrued payroll	87,766	109,660
Compensated absences	321,734	322,034
Deferred Revenue - Prop 1B	1,665,937	2,328,040
Total Current Liabilities	<u>3,384,012</u>	<u>5,230,885</u>
Deferred inflows of resources		
Unearned Revenue	-	5,000
Total Liabilities	<u>3,384,012</u>	<u>5,235,884</u>
NET POSITION		
Invested in Capital Assets	50,452,226	48,781,469
Restricted for Capital Acquisition	4,923,441	4,917,417
Unrestricted	15,976,305	17,081,594
Total Net Assets	<u>\$ 71,351,972</u>	<u>\$ 70,780,480</u>



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

	For the 12 Months ending June 30, 2015	For the 12 Months ending June 30, 2014
OPERATING REVENUES		
Charges for services:		
Passenger fares	\$ 4,844,045	\$ 4,913,641
Total operating revenues	<u>4,844,045</u>	<u>4,913,641</u>
OPERATING EXPENSES		
Purchased transportation services:		
Outside transit contract	13,865,974	12,799,002
Fuel	2,289,379	2,768,552
Other operating costs	677,105	628,458
General and administrative	4,511,285	4,503,687
Total operating expenses, net of depreciation	<u>21,343,743</u>	<u>20,699,699</u>
Operating gain/(loss), net of depreciation	(16,499,698)	(15,786,058)
Depreciation	4,903,943	5,131,937
Total operating expenses	<u>26,247,686</u>	<u>25,831,636</u>
Operating gain/(loss)	<u>(21,403,641)</u>	<u>(20,917,995)</u>
NONOPERATING REVENUES/(EXPENSES)		
Interest Income	18,483	12,459
Local grants - MTA	8,330,396	8,392,485
Proposition 1B	-	925,479
Federal non-capital grants	6,504,757	7,211,723
Member agency contributions	3,291,906	3,505,896
Grantable expenses	(337,725)	(302,266)
Gain/(Loss) on sale of capital assets	-	7,110
Other	499,361	366,143
Total nonoperating revenues and expenses	<u>18,307,177</u>	<u>20,119,029</u>
Gain/(Loss) before capital contributions	<u>(3,096,464)</u>	<u>(798,966)</u>
CAPITAL CONTRIBUTIONS		
Capital grants	3,250,705	4,279,171
Member agency contributions	417,252	460,896
Total capital contributions	<u>3,667,957</u>	<u>4,740,067</u>
NET CHANGE IN NET ASSETS	571,493	3,941,101
NET ASSETS, BEGINNING OF PERIOD	<u>70,780,480</u>	<u>66,839,380</u>
NET ASSETS, END OF PERIOD	<u>\$ 71,351,972</u>	<u>\$ 70,780,480</u>

**STATEMENT OF CASH FLOWS - UNAUDITED**

	For the 12 Months ending June 30, 2015	For the 12 Months ending June 30, 2014
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from customers	4,844,045	4,913,641
Non-operating miscellaneous revenue received	499,361	366,143
Cash payments to suppliers for goods and services	(19,667,862)	(20,456,053)
Cash payments to employees for services	(3,416,613)	64,949
Net cash used in operating activities	<u>(17,741,069)</u>	<u>(15,111,320)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:		
Operating grants received	9,496,470	16,538,126
Contributions received from member agencies	3,272,587	3,505,896
Net cash provided by non-capital financing activities	<u>12,769,057</u>	<u>20,044,022</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Acquisition of capital assets	(6,511,538)	(2,349,223)
Proceeds received from sale of capital assets	-	7,110
Capital grants received	3,341,672	5,181,646
Capital expenses	(337,725)	(302,266)
Capital contributions received from member agencies	417,252	460,896
Net cash used in capital and related financing activities	<u>(3,090,340)</u>	<u>2,998,163</u>
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:		
Interest received	18,483	12,459
Net cash provided by investing activities:	<u>18,483</u>	<u>12,459</u>
Net increase/(decrease) in cash and cash equivalents	(8,043,869)	7,943,324
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>25,275,465</u>	<u>17,332,141</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u><u>17,231,594</u></u>	<u><u>25,275,465</u></u>



STATEMENT OF CASH FLOWS - UNAUDITED

	For the 12 Months ending June 30, 2015	For the 12 Months ending June 30, 2014
Reconciliation of operating income (loss) to net cash used in operating activities (Indirect Method):		
Operating Loss	(21,403,641)	(21,021,903)
Adjustments to Net Cash used in Operating Activities		
Depreciation	4,903,943	5,131,937
Miscellaneous income	499,361	366,143
(Increase) decrease in other receivables	108,334	9,128
(Increase) decrease in inventory	-	48,737
(Increase) decrease in prepaid items	2,807	(329,393)
Increase (decrease) in accounts payable	(1,190,826)	958,902
Increase (decrease) in due to Federal Transit Administration	-	(4,371)
Increase (decrease) in accrued payroll	6,355	7,557
Increase (decrease) in compensated absences payable	(300)	57,392
Increase (decrease) in other liabilities	-	-
Increase (decrease) in deferred revenue	(667,103)	(335,451)
Net Cash used in operating activities	<u>(17,741,068)</u>	<u>(15,111,321)</u>

Notes

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

ANTELOPE VALLEY TRANSIT AUTHORITY
Treasurer's Report --- Cash Flow Projection
Month Ended June 2015

Investment Type	Description	Starting Balance	Deposits	Disbursements	Ending Balance
Cash and Investments Under the Direction of the Treasurer					
Local Agency Investment Fund (LAIF) - Capital Reserve		\$ 5,382,466.44	\$ -		
Interest (earned quarterly)			\$ 3,804.82		
B of A - Proposition 1B* Restricted		\$ 1,640,783.81	\$ -		
Interest earned for the month			\$ 202.29		
* Deferred revenue, recorded as liability until associated expense incurred.					
TOTAL CAPITAL RESERVE AND RESTRICTED FUNDS					\$ 7,027,257.36
Wells Fargo and Broker's CDs		\$ 1,002,179.67			
Wells Fargo CDs - In Transit		\$ 1,000,000.00	\$ -		
Wells Fargo - OP Staging		\$ 485,235.68	\$ 11.96		
TOTAL OPERATING RESERVE					\$ 2,487,427.31
Payroll, Payable & General Acct		\$ 12,538,570.35			
Operating Accounts Analysis	Cash Fares		\$ 143,316.63		
	Vendor Pass Sales Revenu		\$ 221,661.12		
	Federal Grants Revenue		\$ 108,650.00		
	MTA Revenue		\$ 671,500.41		
	Jurisdictional Contributions		\$ 188,280.00		
	Non-Transportation Revenue		\$ 46,142.30		
	Operating Reserve - in transit		\$ -	\$ (1,000,000.00)	
	Accounts Payable for the Month			\$ (5,002,471.38)	
	Employee Net Pay			\$ (130,894.96)	
	Employee Taxes			\$ (23,245.70)	
	Employee Deductions			\$ (12,527.01)	
	Employer Payroll Taxes			\$ (3,103.81)	
	CalPERS - AVTA paid			\$ (28,911.12)	
	Equipment Lease - TAP card sales machine			\$ (65.06)	
	Bank Fees --- Monthly and Quarterly			\$ (742.31)	
	Net Operating Funds	\$ 12,538,570.35	\$ 1,379,550.46	(\$6,201,961.35)	\$ 7,716,159.46
	Petty Cash				\$ 750.00
TOTAL CASH AND INVESTMENTS					\$ 17,231,594.13

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

Prepared by:

Submitted by:

Rong Nemeschy
Finance Supervisor

Colby Konisek
Director of Finance

ANTELOPE VALLEY TRANSIT AUTHORITY
Cash Flow Projection --- Treasurer's Report
Month Ended June 2015

Descriptions	\$ Subtotal	\$ Total
BALANCE FROM TREASURER'S REPORT		\$ 17,231,594
<u>Less Restricted Funds</u>		
Proposition 1B (Deferred Revenue)		(1,640,986)
Capital Reserve		(5,386,271)
Operating Reserve		(2,487,427)
Electric Bus Project Funds Remaining		(747,215)
Restricted for Operations, moved to offset AR		0
UNRESTRICTED CASH		\$ 6,969,694

ACCOUNTS RECEIVABLE AND PAYABLE AS OF JUNE 30, 2015

Add Accounts receivable:

MTA Revenue	19,319	
Jurisdiction Contributions	448,523	
Vendor Pass Sales	134,713	
A/R Federal Funding Draws - moved to below	0	602,555

Less Current Payable:

Accounts Payable	(1,236,174)	
Accrued Invoice Payable	(72,401)	(1,308,575)

DUE TO FUNDING DELAY, RESTRICTED FOR OPERATION FUNDS	5,000,000
OFF SET - FTA FUNDS ACCT RECEIVABLE AS OF JUNE 30, 2015*	(5,875,626)

NET INFLOW/(OUT FLOW) OF CASH **(1,581,646)**

PROJECTED CASH AVAILABLE IN THE NEXT 30 DAYS: **\$ 5,388,048**

TOTAL OPERATING CASH MINIMUM TARGET:	\$ 3,000,000
Operating Cash Coverage of AVTA Minimum Target:	1.8

* AVTA HAS NOT RECEIVED FTA FUNDS FOR NINE MONTHS.

JULY 2015 EXPENDITURE GROUPING

Transdev	\$1,128,341	June invoice
DAR Dec	\$100,403	June invoice
Arrow Engineering Svc	\$0	Bus Stop and task order
American business machine	\$0	Procurement and contract
Avail Technologies, Inc.	\$326,751	IT - Avail Systems
MCI	\$1,306,865	2 Commuter buses
Apollo Video Technology	\$0	Softwear upgrade and additional work
Rally auto group	\$0	Request for quote
American Public Transit Associates	\$0	Membership for FY16
Nelson Mygaard Cons		Comprehensive Operating analysis
New Vision construction	\$74,236	IFB 2015-31 replacement inver
PinnAcle Petroleum	\$162,137	Fuel
TOTAL	\$3,098,732	
TOTAL PAID	\$3,391,465	
% ITEMIZED	91.4%	



Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0698 - 4 Imprint Inc.				
7953	07/14/2015	Set -Up Charge / Dbl Expanding Two Pocket Folder	100-5CS-5-G1-9501029	\$ 10.00
7953	07/14/2015	Hand Fan 8" Round	100-5CS-5-G1-9501029	\$ 880.79
7953	07/14/2015	Set-up Charge / Celebration Shopping Tote Bags	100-5CS-5-G1-9501029	\$ 40.00
7953	07/14/2015	Double Expanding Two Pocket Folder	100-5CS-5-G1-9501029	\$ 404.69
7953	07/14/2015	Celebration Shopping Tote Bag 13" X 13"	100-5CS-5-G1-9501029	\$ 1,622.92
7953	07/14/2015	Set - Up Charge / Hand Fans	100-5CS-5-G1-9501029	\$ 40.00
Vendor V0698 - 4 Imprint Inc. Total:				\$ 2,998.40
Vendor: V0944 - AGILITY RECOVERY SOLUTIONS INC.				
7980	07/29/2015	Agility Recovery 2015 Support	100-2FF-5-G1-9401012	\$ 230.00
7980	07/29/2015	Agility Recovery 2015 Support	100-2FF-5-G1-9401012	\$ 460.00
Vendor V0944 - AGILITY RECOVERY SOLUTIONS INC. Total:				\$ 690.00
Vendor: V0006 - American Business Machines				
7981	07/29/2015	RFP 2015-36 Color Production Printing Press	600-1XX-5-J1-9902008	\$ 33,995.00
7981	07/29/2015	RFP 2015-36 Color Production Printing Press	600-1XX-5-J1-9902008	\$ 4,300.00
7981	07/29/2015	Copier Sales Tax	600-1XX-5-J1-9902008	\$ 3,446.55
Vendor V0006 - American Business Machines Total:				\$ 41,741.55
Vendor: V0753 - American Heritage Life Ins.				
7954	07/14/2015	Employee Paid Extended Benefits	100-000-2-B1-4011019	\$ 816.56
Vendor V0753 - American Heritage Life Ins. Total:				\$ 816.56
Vendor: V0007 - American Public Transit Asc				
7955	07/14/2015	APTA Annual Dues, July-June 2015/2016	100-1EX-5-G1-9501006	\$ 27,685.00
Vendor V0007 - American Public Transit Asc Total:				\$ 27,685.00
Vendor: V0017 - Anthem Blue Cross				
7956	07/14/2015	Health Insurance (EE Portion), July 2015	100-000-2-B1-4011013	\$ 7,250.20
7956	07/14/2015	Health Insurance (ER Portion), July 2015	100-1ZZ-5-G1-9701612	\$ 31,672.80
Vendor V0017 - Anthem Blue Cross Total:				\$ 38,923.00
Vendor: V0377 - Apollo Video Technology				
7957	07/14/2015	Additional work to Existing Apollo Video Sys	600-1XX-5-J1-9909052	\$ 950.99
7957	07/14/2015	Additional work to Existing Apollo Video Sys	600-1XX-5-J1-9909052	\$ 1,749.10
7957	07/14/2015	Additional work to Existing Apollo Video Sys	600-1XX-5-J1-9909052	\$ 297.22
7957	07/14/2015	Apollo Video Upgrade Contract No 2015-19	600-1XX-5-J1-9909062	\$ 8,395.93
7957	07/14/2015	Apollo Video Upgrade Contract No 2015-19	600-1XX-5-J1-9909068	\$ 14,047.07
Vendor V0377 - Apollo Video Technology Total:				\$ 25,440.31
Vendor: V0135 - Aramark Uniform Services				
7982	07/29/2015	Uniform service July 2015	100-2FF-5-G1-9401036	\$ 110.58
7982	07/29/2015	Uniform service July 2015	100-2FF-5-G1-9401036	\$ 123.26
7982	07/29/2015	Uniform service July 2015	100-2FF-5-G1-9401036	\$ 204.68
7982	07/29/2015	Uniform service July 2015	100-2FF-5-G1-9401036	\$ 224.32
Vendor V0135 - Aramark Uniform Services Total:				\$ 662.84
Vendor: V1052 - Around AV Transit Media				
7958	07/14/2015	Advertising Print and Install	100-5CS-5-G1-9501003	\$ 510.30
Vendor V1052 - Around AV Transit Media Total:				\$ 510.30
Vendor: V0518 - Arrow Engineering Services-AESI				
7983	07/29/2015	Task Order 1 - Engineering Srvs	600-1XX-5-J1-9909080	\$ 1,590.00
7983	07/29/2015	Arrow Change Order 1 Task Order 2	600-1XX-5-J1-9909083	\$ 16,085.00



Payment Number	Payment Date	Description (Item)	Account Number	Amount
7983	07/29/2015	Emergency Management-Hazard Mitig Srvs Software	600-1XX-5-J1-9909068	\$ 11,005.00
7983	07/29/2015	Task Order 1 Change Order 1 for Wave Chargers	600-1XX-5-J1-9909080	\$ 9,440.00
7983	07/29/2015	Task Order 1 Change Order 1 for Wave Chargers	600-1XX-5-J1-9909080	\$ 8,320.00
7983	07/29/2015	Consulting for LA County Phase 2 Const	600-1XX-5-J1-9909059	\$ 2,080.00
Vendor V0518 - Arrow Engineering Services-AESI Total:				\$ 48,520.00
Vendor: V0441 - At&T Calnet				
7984	07/29/2015	Calnet 3 billing, Multiple months	100-2FF-5-G1-9501017	\$ 4,267.43
Vendor V0441 - At&T Calnet Total:				\$ 4,267.43
Vendor: V0244 - AT&T Mobility				
7985	07/29/2015	Cell Phones	100-2FF-5-G1-9501017	\$ 119.39
Vendor V0244 - AT&T Mobility Total:				\$ 119.39
Vendor: V0013 - AV Press				
7959	07/14/2015	Antelope Valley Press Advertising	100-5CS-5-G1-9501003	\$ 6,500.46
Vendor V0013 - AV Press Total:				\$ 6,500.46
Vendor: V0960 - Avail Technologies, Inc.				
7986	07/29/2015	Avail Systems	600-1XX-5-J1-9909068	\$ 326,751.00
Vendor V0960 - Avail Technologies, Inc. Total:				\$ 326,751.00
Vendor: V0496 - Blue Tarp Financial- Northern Tool				
7987	07/29/2015	portable cooler motor	100-2FF-5-G1-9401036	\$ 591.87
Vendor V0496 - Blue Tarp Financial- Northern Tool Total:				\$ 591.87
Vendor: V0239 - BOHN'S Printing				
7988	07/29/2015	Service Change brochures	100-5CS-5-G1-9501018	\$ 1,831.20
Vendor V0239 - BOHN'S Printing Total:				\$ 1,831.20
Vendor: V0762 - Boot Barn				
7989	07/29/2015	Safety toe Boots (Sean Wallace)	100-2FF-5-G1-9401036	\$ 190.28
Vendor V0762 - Boot Barn Total:				\$ 190.28
Vendor: V0149 - Brinks Incorporated				
7990	07/29/2015	Daily cash pick up - money room	100-2FF-5-G1-9401005	\$ 157.72
7990	07/29/2015	Daily Cash Pick up Service	100-2FF-5-G1-9401005	\$ 507.34
Vendor V0149 - Brinks Incorporated Total:				\$ 665.06
Vendor: V0018 - Burris Coffee & Pure Water Service				
7960	07/14/2015	Coffee supplies	100-3FS-5-G1-9501009	\$ 234.40
Vendor V0018 - Burris Coffee & Pure Water Service Total:				\$ 234.40
Vendor: V0723 - Canon Solutions America				
7961	07/14/2015	Canon copiers maintenance agreement	100-2FF-5-G1-9401006	\$ 429.72
7961	07/14/2015	Canon copiers maintenance agreement	100-2FF-5-G1-9401006	\$ 584.90
Vendor V0723 - Canon Solutions America Total:				\$ 1,014.62
Vendor: V0416 - Carquest of Lancaster #7305				
7991	07/29/2015	Wiper Blades	100-2FF-5-G1-9401036	\$ 23.96
Vendor V0416 - Carquest of Lancaster #7305 Total:				\$ 23.96
Vendor: V0202 - Clean Air Testing, Inc.				
7962	07/14/2015	Annual Gasoline tank Test	100-2FF-5-G1-9401005	\$ 570.00
Vendor V0202 - Clean Air Testing, Inc. Total:				\$ 570.00



Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0383 - Consolidated Electrical Distr.				
7992	07/29/2015	Midget Fuses	100-2FF-5-G1-9401036	\$ 48.56
Vendor V0383 - Consolidated Electrical Distr. Total:				\$ 48.56
Vendor: V0514 - Cummins Cal Pacific, LLC				
7993	07/29/2015	Cylinder Liner Clamp	100-2FF-5-G1-9401036	\$ 103.77
Vendor V0514 - Cummins Cal Pacific, LLC Total:				\$ 103.77
Vendor: V0154 - Dell Marketing				
7963	07/14/2015	Dell B1165nfw Multifunction Monochrome Printer	600-1XX-5-J1-9902008	\$ 188.00
Vendor V0154 - Dell Marketing Total:				\$ 188.00
Vendor: V1058 - Desert Industrial Supply				
7994	07/29/2015	3" SCH 40 SS PVC Pipe	100-2FF-5-G1-9401036	\$ 19.83
Vendor V1058 - Desert Industrial Supply Total:				\$ 19.83
Vendor: V0046 - Federal Express				
7964	07/14/2015	Shipping	100-3FS-5-G1-9501010	\$ 13.67
7995	07/29/2015	Shipping	100-3FS-5-G1-9501010	\$ 23.03
7995	07/29/2015	Shipping	100-3FS-5-G1-9501010	\$ 45.97
Vendor V0046 - Federal Express Total:				\$ 82.67
Vendor: V0176 - First Place Awards				
7965	07/14/2015	Acrylic Award	100-3FS-5-G1-9501009	\$ 54.50
7996	07/29/2015	Plaque	100-3FS-5-G1-9501009	\$ 38.15
Vendor V0176 - First Place Awards Total:				\$ 92.65
Vendor: V0495 - Flagship Fleet Management LLC				
7966	07/14/2015	Annual Support- 6/7/15--6/6/16	100-2FF-5-G1-9401012	\$ 600.00
Vendor V0495 - Flagship Fleet Management LLC Total:				\$ 600.00
Vendor: V0125 - Grainger				
7967	07/14/2015	Variable Speed Switch	100-2FF-5-G1-9401036	\$ 122.63
7967	07/14/2015	Swamp cooler motor 3n693	100-2FF-5-G1-9401036	\$ 392.40
7967	07/14/2015	pulley assy	100-2FF-5-G1-9401036	\$ 82.31
7967	07/14/2015	Banjo Adapter 3/4x3/4 Receiving	100-2FF-5-G1-9401036	\$ 20.14
7967	07/14/2015	microfiber absorbency damp pad	100-2FF-5-G1-9401036	\$ 88.58
7967	07/14/2015	pressure washer hose	100-2FF-5-G1-9401036	\$ 361.01
7967	07/14/2015	BANJO Coupler 3/4x3/4	100-2FF-5-G1-9401036	\$ 42.90
7997	07/29/2015	Weighted Bags Set	100-2FF-5-G1-9401036	\$ 61.26
Vendor V0125 - Grainger Total:				\$ 1,171.23
Vendor: V0156 - Greater Antelope Valley Economic Alliance				
7998	07/29/2015	GAVEA Membership	100-1EX-5-G1-9501006	\$ 2,500.00
Vendor V0156 - Greater Antelope Valley Economic Alliance Total:				\$ 2,500.00
Vendor: V1108 - Guerra Software Inc.				
7999	07/29/2015	AVTA Electronic Voting Days of coding	600-1XX-5-J1-9909053	\$ 2,997.00
Vendor V1108 - Guerra Software Inc. Total:				\$ 2,997.00
Vendor: V0474 - Insight- Public Sector				
8000	07/29/2015	APC Symmetra Power Module	600-1XX-5-J1-9902008	\$ 1,632.73
Vendor V0474 - Insight- Public Sector Total:				\$ 1,632.73



Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V1057 - IntelliRide				
7968	07/14/2015	ETP Service, June 2015	100-2FF-5-G1-9001014	\$ 14,397.36
7968	07/14/2015	DAR Revenue- June 2015	100-000-4-D1-6001400	\$ (7,203.50)
7968	07/14/2015	DAR Operations & Maintenance - June 2015	100-2FF-5-G1-9001014	\$ 84,337.44
7968	07/14/2015	DAR- Coupon Charge June 2014	100-000-4-D1-6001400	\$ 1,668.00
Vendor V1057 - IntelliRide Total:				\$ 93,199.30
Vendor: V0157 - Iron Mountain Records Mgmt Inc.				
8001	07/29/2015	document shredding	100-2FF-5-G1-9401005	\$ 73.57
Vendor V0157 - Iron Mountain Records Mgmt Inc. Total:				\$ 73.57
Vendor: V0889 - Len Engel				
8002	07/29/2015	Retirement Luncheon	100-1EX-5-G1-9501019	\$ 76.00
8002	07/29/2015	Washington DC Trip	100-1EX-5-G1-9501019	\$ 148.00
8002	07/29/2015	FBO and the Antonovich Foundation	100-1EX-5-G1-9501019	\$ 180.00
Vendor V0889 - Len Engel Total:				\$ 404.00
Vendor: V1101 - Linda Reynolds				
7969	07/14/2015	Website Photographs	100-5CS-5-G1-9501031	\$ 2,900.00
Vendor V1101 - Linda Reynolds Total:				\$ 2,900.00
Vendor: V0393 - MCI Inc.				
8003	07/29/2015	MCI D4500 Commuter Bus	600-1XX-5-J1-9909063	\$ 653,432.59
8003	07/29/2015	MCI D4500 Commuter Bus	600-1XX-5-J1-9909063	\$ 653,432.59
Vendor V0393 - MCI Inc. Total:				\$ 1,306,865.18
Vendor: V0073 - Nelson Nygaard Cons Assoc				
8004	07/29/2015	Fare Study	100-1EX-5-G1-9501013	\$ 1,658.72
8004	07/29/2015	Fare Study	100-1EX-5-G1-9501013	\$ 2,847.56
Vendor V0073 - Nelson Nygaard Cons Assoc Total:				\$ 4,506.28
Vendor: V1100 - New Vision Construction				
8005	07/29/2015	IFB 2015-31 Replacement Inverter	600-1XX-5-J1-9909068	\$ 74,235.70
Vendor V1100 - New Vision Construction Total:				\$ 74,235.70
Vendor: V0987 - OPSEC Specialized Protection				
7970	07/14/2015	Security Services for the Lobby	100-5CS-5-G1-9501034	\$ 4,780.00
Vendor V0987 - OPSEC Specialized Protection Total:				\$ 4,780.00
Vendor: V0688 - Our Weekly Publications				
8006	07/29/2015	Advertisement 2016-02 BSIP LA County Phase 2	100-3FS-5-G1-9501002	\$ 222.64
8006	07/29/2015	Advertisement 2016-07 Six Commuter Coach Refurbish	100-3FS-5-G1-9501002	\$ 222.64
8006	07/29/2015	Advertisement 2016-06 General Counsel	100-3FS-5-G1-9501002	\$ 222.64
Vendor V0688 - Our Weekly Publications Total:				\$ 667.92
Vendor: V0293 - Petty Cash				
8007	07/29/2015	Misc. Receipt	100-000-4-D1-6201004	\$ (2.00)
8007	07/29/2015	W. Jones- PIHRA meeting fee	100-1EX-5-G1-9501019	\$ 23.00
8007	07/29/2015	D. Cason- Refreshments- All hands meeting	100-1EX-5-G1-9501019	\$ 17.95
8007	07/29/2015	R. Nemeschy- Travel and Lunch- MTA Audit Meeting	100-1EX-5-G1-9501019	\$ 37.74
8007	07/29/2015	W. Williams- Hispanic Chamber Lunch	100-1EX-5-G1-9501019	\$ 25.00
8007	07/29/2015	L. Engel- LA Metro Meeting Lunch	100-1EX-5-G1-9501019	\$ 40.26
8007	07/29/2015	V. McLaughlin- Travel and Lunch- MTA Audit Meeting	100-1EX-5-G1-9501019	\$ 41.50
8007	07/29/2015	L. Engel- Replacement Clock	100-1EX-5-G1-9501019	\$ 54.49
8007	07/29/2015	L. Engel- Business Lunch w. Chairman Crist	100-1EX-5-G1-9501019	\$ 41.14
Vendor V0293 - Petty Cash Total:				\$ 279.08



Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0078 - Pinnacle Petroleum Inc.				
7971	07/14/2015	Fuel June, 2015	100-2FF-5-G1-9201003	\$ 18,419.10
7971	07/14/2015	Fuel June, 2015	100-2FF-5-G1-9201003	\$ 18,321.44
8008	07/29/2015	Fuel July	100-2FF-5-G1-9201003	\$ 17,267.89
8008	07/29/2015	Fuel July	100-2FF-5-G1-9201003	\$ 16,813.12
8008	07/29/2015	Fuel July	100-2FF-5-G1-9201003	\$ 16,309.86
8008	07/29/2015	Fuel July	100-2FF-5-G1-9201003	\$ 16,792.00
8008	07/29/2015	Fuel July	100-2FF-5-G1-9201003	\$ 18,305.15
8008	07/29/2015	Fuel July	100-2FF-5-G1-9201003	\$ 18,331.78
8008	07/29/2015	Fuel July	100-2FF-5-G1-9201003	\$ 7,917.97
8008	07/29/2015	Fuel July	100-2FF-5-G1-9201003	\$ 13,658.38
Vendor V0078 - Pinnacle Petroleum Inc. Total:				\$ 162,136.69
Vendor: V0755 - Pitney Bowes Inc.				
8009	07/29/2015	Terminal Rental Fee	100-3FS-5-G1-9501010	\$ 162.00
Vendor V0755 - Pitney Bowes Inc. Total:				\$ 162.00
Vendor: V1006 - Proactive Work Health				
7972	07/14/2015	Pre- employment physical (2)	100-3FS-5-G1-9501027	\$ 200.00
Vendor V1006 - Proactive Work Health Total:				\$ 200.00
Vendor: V0521 - RALLY Auto Group, Inc.				
8010	07/29/2015	Request for Quote 2015-30 One Ton Truck w/Body	600-1XX-5-J1-9902013	\$ 45,523.16
Vendor V0521 - RALLY Auto Group, Inc. Total:				\$ 45,523.16
Vendor: V0348 - SignWarehouse, Inc.				
8011	07/29/2015	STAINLESS STEEL SCISSORS	100-5CS-5-G1-9501018	\$ 23.00
8011	07/29/2015	BIG BLUE 52" SAFETY RULER	100-5CS-5-G1-9501018	\$ 57.00
8011	07/29/2015	WHITE ECONO CLASSIC 36X24 (#1230)	100-5CS-5-G1-9501018	\$ 112.00
8011	07/29/2015	ENDURAMAX BANNER 2' X 12' 13 OZ WHITE	100-5CS-5-G1-9501018	\$ 136.00
8011	07/29/2015	LARGE SPIDER FEET 1/2" STAND UP (SF1050)	100-5CS-5-G1-9501018	\$ 39.80
8011	07/29/2015	ENDURAMAX BANNER 2' X 6' 13 OZ WHITE	100-5CS-5-G1-9501018	\$ 167.00
8011	07/29/2015	ENDURAMAX BANNER 2' X 8' 13 OZ WHITE	100-5CS-5-G1-9501018	\$ 95.60
8011	07/29/2015	QUICKMOUNT (#55-SC01)	100-5CS-5-G1-9501018	\$ 44.00
8011	07/29/2015	SMALL SPIDER FEET 1/4" STAND UP (SF1025)	100-5CS-5-G1-9501018	\$ 19.96
Vendor V0348 - SignWarehouse, Inc. Total:				\$ 694.36
Vendor: V0649 - Sinclair Printing & Litho., Inc.				
8012	07/29/2015	Local Transit Brochures - Service Change	100-5CS-5-G1-9501018	\$ 2,869.97
8012	07/29/2015	Commuter Brochures - Service Change	100-5CS-5-G1-9501018	\$ 2,869.97
Vendor V0649 - Sinclair Printing & Litho., Inc. Total:				\$ 5,739.94
Vendor: V0192 - Smith Pipe & Supply				
8013	07/29/2015	PVC Pipe	100-2FF-5-G1-9401036	\$ 62.84
Vendor V0192 - Smith Pipe & Supply Total:				\$ 62.84
Vendor: V0162 - Sprint				
8014	07/29/2015	Long Distance Fee	100-2FF-5-G1-9501017	\$ 12.64
Vendor V0162 - Sprint Total:				\$ 12.64



Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0493 - Standard Insurance Company				
7973	07/14/2015	Dental Insurance (EE Portion), July 2015	100-000-2-B1-4011014	\$ 799.78
7973	07/14/2015	Dental Insurance (ER Portion), July 2015	100-1ZZ-5-G1-9701614	\$ 2,444.78
7973	07/14/2015	Vision Insurance (EE Portion), July 2015	100-000-2-B1-4011016	\$ 148.28
7973	07/14/2015	Vision Insurance (ER Portion), July 2015	100-1ZZ-5-G1-9701616	\$ 495.52
Vendor V0493 - Standard Insurance Company Total:				\$ 3,888.36
Vendor: V0477 - Standard Insurance Company				
8015	07/29/2015	Life	100-1ZZ-5-G1-9701811	\$ 417.44
8015	07/29/2015	STD	100-1ZZ-5-G1-9701812	\$ 1,386.35
8015	07/29/2015	LTD	100-1ZZ-5-G1-9701813	\$ 859.84
8015	07/29/2015	AD & D	100-1ZZ-5-G1-9701814	\$ 75.88
Vendor V0477 - Standard Insurance Company Total:				\$ 2,739.51
Vendor: V0099 - State Board of Equalization				
8016	07/29/2015	Fuel Tax	100-2FF-5-G1-9201005	\$ 1,954.00
Vendor V0099 - State Board of Equalization Total:				\$ 1,954.00
Vendor: V0684 - Strategies				
7974	07/14/2015	Cobra Admin	100-3FS-5-G1-9501027	\$ 100.00
Vendor V0684 - Strategies Total:				\$ 100.00
Vendor: V0505 - The Customer Service Experts				
7975	07/14/2015	CPOS Reimbursement	100-3FS-5-G1-9501037	\$ 50.00
Vendor V0505 - The Customer Service Experts Total:				\$ 50.00
Vendor: V0904 - Time Warner Cable Business Class				
7976	07/14/2015	Cable Services, 7/11/15-8/10/15	100-2FF-5-G1-9501017	\$ 253.44
8017	07/29/2015	Internet Service, 7/13/15-8/12/15	100-2FF-5-G1-9501017	\$ 1,122.61
Vendor V0904 - Time Warner Cable Business Class Total:				\$ 1,376.05
Vendor: V0252 - Transdev				
7977	07/14/2015	Commuter Recovery Stand by- April 2015	100-2FF-5-G1-9001013	\$ 120.46
7977	07/14/2015	Local Ops and Maintenance- June 2015	100-2FF-5-G1-9001013	\$ 922,046.73
7977	07/14/2015	Commuter Ops and Maintenance- June 2015	100-2FF-5-G1-9001013	\$ 163,643.00
7977	07/14/2015	Local & Commuter Liquidated Damages- June 2015	100-2FF-5-G1-9001013	\$ (6,000.00)
7977	07/14/2015	Pass-through-Customer service Reps Final- June 2015	100-2FF-5-G1-9001009	\$ 3,574.34
7977	07/14/2015	Travel Training- June 2015	100-5CS-5-G1-9401035	\$ 196.86
7977	07/14/2015	Special Service- Thunder on the Lot- June 2015	100-2FF-5-G1-9001013	\$ 283.86
7977	07/14/2015	786 Commuter Expansion Service- June 2015	600-1XX-5-J1-9909063	\$ 17,545.53
7977	07/14/2015	E-Bus- June 2015	100-2FF-5-G1-9001016	\$ 19,889.40
7977	07/14/2015	Commuter Recovery- June 2015	100-2FF-5-G1-9001013	\$ 6,843.62
7977	07/14/2015	Metrolink Assistance- June 2015	100-2FF-5-G1-9001009	\$ 196.86
Vendor V0252 - Transdev Total:				\$ 1,128,340.66
Vendor: V0189 - United Parcel Service				
8018	07/29/2015	Shipping	100-3FS-5-G1-9501010	\$ 90.40
8018	07/29/2015	Shipping	100-3FS-5-G1-9501010	\$ 186.47
8018	07/29/2015	Shipping	100-3FS-5-G1-9501010	\$ 256.07
8018	07/29/2015	Shipping	100-3FS-5-G1-9501010	\$ 93.07
8018	07/29/2015	Shipping	100-3FS-5-G1-9501010	\$ 33.79
Vendor V0189 - United Parcel Service Total:				\$ 659.80



Antelope Valley Transit Authority

Cash Disbursement Report CC 2.E

By Vendor Name

Payment Dates 7/1/2015 - 7/31/2015

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0353 - UNUM Life Insurance Co of Amer				
8019	07/29/2015	Long Term Care (EE Portion), July 2015	100-000-2-B1-4011024	\$ 144.00
8019	07/29/2015	Long Term Care (ER Portion), July 2015	100-1ZZ-5-G1-9702618	\$ 531.90
Vendor V0353 - UNUM Life Insurance Co of Amer Total:				\$ 675.90
Vendor: V1050 - US Postal Exchange				
7978	07/14/2015	CPOS Reimbursement	100-3FS-5-G1-9501037	\$ 100.00
Vendor V1050 - US Postal Exchange Total:				\$ 100.00
Vendor: V1005 - Van Scoyoc				
7979	07/14/2015	Retainer June 2015	100-1EX-5-G1-9501013	\$ 2,000.00
7979	07/14/2015	Van Scoyoc Retainer June 2015	100-1EX-5-G1-9501013	\$ 2,000.00
Vendor V1005 - Van Scoyoc Total:				\$ 4,000.00
Vendor: V0951 - Vision Solutions				
8020	07/29/2015	Double-Take Availability 1 Yr Maintenance Renewal	100-2FF-5-G1-9401012	\$ 2,936.00
Vendor V0951 - Vision Solutions Total:				\$ 2,936.00
Vendor: V0969 - Walsma Oil Company				
8021	07/29/2015	Diesel Emissions Fluid	100-2FF-5-G1-9201003	\$ 2,017.92
Vendor V0969 - Walsma Oil Company Total:				\$ 2,017.92
Grand Total:				\$ 3,391,464.93



DATE: August 25, 2015

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2015 (FY15) Fourth Quarter Capital Reserves Report (April 1, 2015 – June 30, 2015)

RECOMMENDATION

That the Board of Directors receive and file the attached FY15 Fourth Quarter Capital Reserves Report for the period of April 1, 2015 through June 30, 2015.

FISCAL IMPACT

Total Capital Reserve contributions for FY15 were budgeted at \$460,896; contributions received through the end of the quarter were \$417,252. All outstanding balances were paid by early August 2015.

BACKGROUND

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

As of the report date, the Capital Reserve account has an accumulated cash balance of \$5,333,427 held in accounts with the State of California's Local Agency Investment Fund (LAIF). The total contributed fund balance is \$5,231,040 plus \$104,388 in interest earned. All quarterly contribution payments were paid by early August 2015.

During the five-year reporting period to date, the AVTA purchased 15 hybrid transit buses, two electric local transit buses, three clean diesel local transit buses, and nine commuter coaches. The hybrid transit buses and six of the commuter coaches were delivered by

September 30, 2012, the electric buses were received in September 2014, the 3 remaining commuter coaches were received in December 2014, and the three clean diesel buses were received in June 2015. Additionally, two expansion commuter coaches, funded by AVTA's Job Access Reverse Commute grant, were delivered in July 2015.

There were no reserve requirements for the two electric buses, as they were purchased with local funds provided by Supervisor Michael Antonovich. For all units other than the two initial electric buses, the required match funds totaled \$2,112,836 and were supplanted in total by Toll Credits from Federal Transit Administration 5307 Formula Funds and 5316 Job Access Reverse Commute (JARC) Funds - \$776,059, Antelope Valley Air Quality Management District - \$225,110; and Prop 1B PTMISEA - \$1,111,667.

AVTA's original FY16 Five-Year Capital Improvement Plan assumed the acquisition of 15 local transit and 13 commuter buses (28 total) from FY16 to FY20. However, the 5-Year plan will have to be reconstituted to factor in the effects of the funding from the Cap & Trade Transit and Intercity Rail Capital Program Grant Award. Due to the strategic plan to convert to an all-electric bus fleet, capital reserve funds will be required as local match on these units.

Please see the attached Capital Reserve Summary covering activity through June 30, 2015 and the Combined Jurisdiction Reconciliation Report for additional information.

Prepared by:

Submitted by:

Colby Konisek
Director of Finance

Len Engel
Executive Director

Attachment: A – Capital Reserve Summary Report through June 30, 2015
and Combined Jurisdiction Reconciliation Report



CAPITAL RESERVE CONTRIBUTION ANALYSIS

June 30, 2015

Contributor	Accumulated Balance at 6/30/11	FY 2012	FY 2013	FY 2014	FY 2015 Activity	FY 2015 Outstanding Balance	RECONCILIATION	
							Account Balance, AS OF JUNE 30, 2015	FY 2016 BUDGET
Lancaster	1,003,723.00	183,500.00	0.00	183,500.00	191,870.99		2,113,093.99	190,765.00
Palmdale	1,003,723.00	162,896.00	0.00	162,896.00	130,940.55	43,646.85	1,949,143.55	173,804.00
LA County	501,862.00	114,500.00	0.00	114,500.00	94,440.00		1,168,802.00	96,327.00
TOTAL	\$2,509,308.00	\$460,896.00	\$0.00	\$460,896.00	\$417,251.54	\$43,646.85	5,231,039.54	\$460,896.00
							104,387.71	
							\$5,335,427.25	

ANTELOPE VALLEY TRANSIT AUTHORITY
CAPITAL RESERVE & OPERATING SUPPORT TRACKING

Updated through: **June 30, 2015**

Description	LANCASTER				PALMDALE				LOS ANGELES COUNTY				TOTALS			
	Date	Accrual/ Payment	Operating Support	Capital Reserve	Date	Accrual/ Payment	Operating Support	Capital Reserve	Date	Accrual/ Payment	Operating Support	Capital Reserve	Accrued/ Cash	Received	Operating Support (By Year)	Capital Reserve (Accumulated)
FY 2015	<i>Note change in Jurisdictional %'s for FY15...</i>															
Annual Due		(1,461,180.13)	(1,269,309.13)	(191,871.00)		(1,392,290.76)	(1,217,703.36)	(174,587.40)		(753,116.10)	(658,678.51)	(94,437.59)	(3,606,587.00)		(3,145,691.00)	(460,896.00)
First Quarter Payments	7/30/14	372,065.25	326,190.25	45,875.00	8/21/14	362,674.50	321,950.50	40,724.00	9/17/14	188,280.00	164,670.00	23,610.00	923,019.75		812,810.75	110,209.00
Interest				1,255.86				1,142.74				618.13				3,016.73
Second Quarter Payments	11/4/14	358,524.80	308,464.31	50,060.49	11/12/14	333,470.89	286,901.19	46,569.70	12/16/14	188,280.00	164,670.00	23,610.00	880,275.69		760,035.50	120,240.19
Interest				1,321.48				1,202.44				650.42				3,174.34
Third Quarter Payments	2/6/15	365,295.03	317,327.28	47,967.75	2/9/15	348,072.69	304,425.84	43,646.85	3/5/15	188,280.00	164,670.00	23,610.00	901,647.72		786,423.12	115,224.60
Interest				1,341.00				1,220.20				660.03				3,221.23
Fourth Quarter Payments	5/11/15	365,295.03	317,327.28	47,967.75	5/11/15	304,425.84	304,425.84	0.00	6/5/15	188,280.00	164,670.00	23,610.00	858,000.87		786,423.12	71,577.75
Interest				1,583.95				1,441.27				779.61				3,804.82
Contributions for FY2015		1,461,180.11	1,269,309.12	191,870.99		1,348,643.92	1,217,703.37	130,940.55		753,120.00	658,680.00	94,440.00	3,562,944.03		3,145,692.49	417,251.54
Interest for FY2015				5,502.29				5,006.65				2,708.19				13,217.12
						(43,646.84)		(43,646.85)								(43,646.85)
Net Assets																
Capital Reserve Balance to Date				2,113,093.99				1,949,143.55				1,168,802.00				5,231,039.54
Interest to Date				45,617.35				40,563.18				18,207.19				104,387.71
Total Balances as of 06/30/2015				2,158,711.34				1,989,706.73				1,187,009.19				5,335,427.25

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



DATE: August 25, 2015

TO: BOARD OF DIRECTORS

SUBJECT: Grant Status Report Update through August 19, 2015

RECOMMENDATION

That the Board of Directors receive and file the attached Grant Status Report through August 19, 2015.

FISCAL IMPACT

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

BACKGROUND

The attached Grant Status Report reflects all grant applications submitted on behalf of the AVTA, all grants awarded to the AVTA, and pending grants through August 19, 2015.

June 30, 2015 was cause for celebration as AVTA was notified of a discretionary grant award from the Transit and Intercity Rail Capital Program (TIRCP) in the amount of \$24,403,000. The next day Los Angeles County Metropolitan Transportation Authority (LACMTA) notified AVTA that their two Call for Projects grant applications were being recommended for funding. AVTA submitted two projects; Electric Bus Infrastructure Improvements in the amount of \$307,730, and Electric Bus Replacements in the amount of \$2,167,373. AVTA's FY15 FTA 5307 grant application will be ready to execute within 60-90 days, and the FY16 grant application is being prepared for submission. Although AVTA is not expecting any Department of Labor (DOL) delays due to PEPPRA issues, there have been instances recently where the DOL will attach additional conditions for the grantee. The new FTA website from TEAM to TRAMS is now expected to take place beginning October; the commencement of the 2016 federal fiscal year.

Staff will continue to aggressively pursue all viable grant opportunities to augment existing funding sources.

Prepared by:

Submitted by:

Judy Fry
Grants Administrator

Len Engel
Executive Director

Attachment: A – Grant Status Report

GRANT STATUS REPORT THROUGH AUGUST 19, 2015

Discretionary Opportunities

Grant Program	Project	Amount Applied For	Date Submitted	Status	Amount Awarded	Next Round of Funding
Transit and Intercity Rail Capital Program – Cap & Trade	Regional Transit Interconnectivity + Environmental Sustainability	\$32,561,750	April 10, 2015	Grant funds awarded 6/30/2015	\$24,403,000	Not announced
Call for Projects - LACMTA	Electric Bus Infrastructure Improvements	\$1,893,392	January 29, 2015	Award recommended 7/1/2015 – approval at MTA Board meeting Sept 24, 2015	\$307,730	2017
Call for Projects - LACMTA	Electric Bus Replacements	\$18,333,000	January 29, 2015	Award recommended 7/1/2015 – approval at MTA Board meeting Sept 24, 2015	\$2,167,373	2017
Low Carbon Transit Operations Program (LCTOP) – Cap & Trade	Electric Bus Infrastructure Improvements	\$40,687	February 2, 2015	Grant funds awarded 6/19/2015	\$40,687	Not Announced
Transportation Investment Generating Economic Recovery (TIGER -7)	Regional Transit Interconnectivity + Environmental Sustainability	\$11,995,000	June 5, 2015	Award notifications pending	Pending	Not announced
Low or No Emission Vehicle Deployment Program (LoNo)	Incremental cost of 12 zero emission buses	\$6,136,000	March 3, 2014	No funds awarded to AVTA	\$0	Not announced

Grant Program	Project	Amount Applied For	Date Submitted	Status	Amount Awarded	Next Round of Funding
Transportation Investment Generating Economic Recovery (TIGER)	25 Electric Buses + necessary infrastructure improvements and chargers	\$20,363,906	April 28, 2014	No funds awarded to AVTA	\$0	Not announced
FY14 New Ladders of Opportunity Initiative	Transit Center at Antelope Valley College	\$250,000	August 4, 2014	No funds awarded to AVTA	\$0	Not announced
California Energy Commission	3 Articulated Electric BYD Buses	\$3,000,000	February 2015	No funds awarded to AVTA	\$0	Not announced
	TOTAL DISCRETIONARY OPPORTUNITIES PENDING:	\$11,995,000		TOTAL GRANT AWARDS:	\$26,918,790	

Annual Formula Allocations

Grant Program	Project	Amount Pending	Date Submitted	Status	Amount Awarded
FFY14 FTA Annual 5307 Allocation – FTA	Capital Improvement Program	\$8,535,000	March 2015	Currently being certified by DOL. Final award should be within 60-90 days	Pending
FFY15 FTA Annual 5307 Allocation – FTA	Capital Improvement Program	\$9,054,401	Pending submission to FTA	Application being prepared for submission	Pending
FFY15 FTA Annual 5337 Allocation – FTA	State of Good Repair – High Intensity Motorbus	\$326,220	Pending submission to FTA	Application being prepared for submission	Pending

Grant Program	Project	Amount Pending	Date Submitted	Status	Amount Awarded
FFY13 FTA Annual 5339 Allocation – apportioned through SCAG	Bus and Bus Facilities	\$479,681	Submitted May 15, 2014	Pending DOL certification	Pending
FFY14 FTA Annual 5339 Allocation – apportioned through SCAG	Bus and Bus Facilities	\$566,453	Submitted May 15, 2014	Pending DOL certification	Pending
FFY15 FTA Annual 5339 Allocation – apportioned through SCAG	Bus and Bus Facilities	\$664,003	Pending submission to SCAG	Will submit grant application once SCAG announces open submission period.	Pending
	TOTAL ANNUAL FORMULA ALLOCATIONS PENDING:	\$19,625,758		TOTAL GRANT AWARDS:	\$0



DATE: August 25, 2015

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2015 (FY15) Fourth Quarter Los Angeles County Sheriff's Department (LASD) Report (April 1, 2015 through June 30, 2015)

RECOMMENDATION

That the Board of Directors receive and file the FY15 Fourth Quarter LASD Sheriff's Department Report for the period of April 1, 2015 through June 30, 2015.

FISCAL IMPACT

No fiscal impact at this time.

DISCUSSION

Deputy Maselli and his K-9 partner, Ieka, worked a total of 668 hours during the fourth quarter of FY15. Security Assistant Jessica McDaniel worked four hours and Randi Baker worked four hours during a Fare Enforcement Operation conducted in April.

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

At the beginning of each shift, Deputy Maselli contacted bus operators to ascertain if there were any concerns or problems to report, as well as anything that might have been reported from the previous day. On average, Deputy Maselli made contact with an estimated 30 operators per day. Throughout the fourth quarter of FY15, Maselli made contact with a total of 2,275 buses and approximately 35,625 passengers.

Deputy Maselli and Ieka conducted numerous high visibility K-9 terrorism and explosives deterrence sweeps on AVTA buses, at the AVTA office and at AVTA's two major transfer centers. Deterrence patrols were also conducted at random bus stop locations

throughout the Antelope Valley with a focus on problem areas identified by Deputy Maselli.

The following is a list of infractions included on citations issued from April 1 through June 30, 2015. All citations were issued at transit centers or at bus stops in the AVTA service area.

Citations	Apr 15	May 15	Jun 15
Suspended or Unlicensed Driver	4	-	3
Expired Registration	5	1	-
Registration Not in Vehicle	1	1	1
No Proof of Insurance	6	2	2
Drinking in Public (Bus Stops)	1	2	-
No Smoking (PTC)	2	-	-
No License Plates	5	-	2
Misuse of Fare Media	1	-	-
Failure to Obey Posted Signs at Transit Centers	-	1	2
Impounded Vehicle	2	-	-
Outstanding Warrant Arrest	4	-	-
Driver License Not in Possession	1	-	-
Operating Taxicab Without City License	1	-	-
Owner Allowing Unlicensed Driver to Operate Vehicle	-	-	2
Tinted Windows	1	-	
Using Cell Phone While Operating Vehicle	1	-	

During the month of April, Deputy Maselli issued 15 citations, made nine arrests and four outstanding warrant arrests, and impounded two vehicles. All citations were transit-related and issued at transfer centers and bus stop locations. He warned and advised 12+ persons regarding posted signs, smoking in prohibited areas, traffic-related incidents at Lancaster City Park (LCP), Palmdale Transit Center (PTC), and at AVTA bus stops.

During the month of May, Deputy Maselli made two arrests and issued four citations. All citations were transit-related and issued at transfer centers and bus stop locations. He warned and advised 15+ persons regarding posted signs, smoking in prohibited areas, traffic related incidents at LCP, PTC, and at AVTA bus stops.

During the month of June, Deputy Maselli made five arrests and issued five citations. All citations were transit-related and issued at transfer centers and bus stop locations. He warned and advised 17+ persons regarding posted signs, smoking in prohibited areas, traffic related incidents at LCP, PTC, and at AVTA bus stops.

Prepared by:

Submitted by:

Kelly Miller
Community Outreach Specialist

Len Engel
Executive Director



DATE: August 25, 2015

TO: BOARD OF DIRECTORS

SUBJECT: Contract Extension for Contract #2011-032 for Fixed Route Transit Operations and Maintenance Services

RECOMMENDATION

That the Board of Directors authorize the Executive Director to negotiate and execute an extension to Contract #2011-032 for fixed route operations and maintenance services to Transdev effective January 1, 2016. The contract will be extended two years with two two-year options remaining, for a total possible contract term of ten years.

FISCAL IMPACT

The contract value for fixed route operations and maintenance is approximately \$25,509,472 from January 1, 2016 through December 31, 2017. Because the contract reimburses based on an agreed-upon cost per vehicle revenue hour, actual costs will vary depending on service levels. The price per year is based on 165,468 revenue hours based on the revenue hours effective January 1, 2012 (the beginning of the base contract). The cost per vehicle revenue hour (VRH) may not increase more than 3% per year or CPI, but will in no case exceed the bid amount. If all options are exercised and costs increase at 3% per year, the total contract value of the option years will be approximately \$127,993,067 as shown in the table below.

Year #	TOTAL COSTS	COST PER REVENUE HOUR
5	\$12,566,701	\$75.95
6	\$12,942,771	\$78.22
7	\$13,330,875	\$80.56
8	\$13,731,462	\$82.99
9	\$14,143,030	\$85.47
10	\$14,568,016	\$88.04
TOTAL	\$81,282,855	\$81.87

Sufficient funds for the remainder of the fiscal year are included in the FY16 Business Plan – Operations and Maintenance. This contract will be supported through budgeted federal 5307 operating and preventive maintenance funds with Proposition A and C Discretionary funds applied as local match.

BACKGROUND

Procurement Process: The AVTA Board authorized staff to release a Request for Proposals for Fixed Route Transit Services on May 24, 2011.

AVTA received four proposals for fixed route services. All proposers were invited to submit Best and Final Offers (BAFOs). Pricing was scored separately and not considered during evaluation of the performance factors identified in the process. While the scores were reasonably close, Transdev (Veolia) was the highest ranked competitor.

While life has not been perfect, Transdev and the local staff have been good partners in providing public transportation services to the Antelope Valley. They have agreed to a separate standby rate that is approximately half of the annual hour rate for service. This rate would apply when the bus is in standby, for instance, as a backup for our commuter service.

Submitted by:

Len Engel
Executive Director



DATE: August 25, 2015

TO: BOARD OF DIRECTORS

SUBJECT: Award Contract #2016-02 to MJS Construction, Inc., for AVTA Bus Stop Improvement Program in the County of Los Angeles, Phase 2

RECOMMENDATION

That the Board of Directors authorize the Executive Director to execute Contract #2016-02 for the AVTA Bus Stop Improvement Program in the County of Los Angeles, Phase 2, to MJS Construction, Inc., Palmdale, CA, for the amount of \$139,475.00, plus applicable permit fees and sales tax.

FISCAL IMPACT

Sufficient grant funds have been included in the FY16 Business Plan to pay for this project.

BACKGROUND

The Board approved the Bus Stop Improvement Program (BSIP) in January 2010. Since that time, AVTA has completed several successful projects. AVTA released the latest Invitation for Bid (IFB) on July 7, 2015. The scope of work includes multiple site improvements, including bus stop shelters, benches, trashcans, curbs, gutters, sidewalks, a retaining wall and pavement improvements. Prior to the issuance of the IFB, Board and Transit Advisory Committee members were notified and asked to submit any recommendations for potential vendors. The solicitation documents were posted to AVTA's procurement website and advertisements were placed in the *Antelope Valley Press* and the *Our Weekly Lancaster* newsletter. The local Chambers of Commerce and AV Board of Trade were also notified via their respective email lists. AVTA's procurement system provided the solicitation documents to 44 registered firms; three (3) from Lancaster, two (2) from Palmdale and an additional 39 firms outside of the Antelope Valley.

Staff conducted a mandatory pre-bid conference on July 14, 2015, with six firms attending. Two (2) addenda were released prior to the bid closing. The bid opening was held on August 6, 2015. Of the 44 firms that received the IFB, only three (3) submitted bids. The firms and their respective bid amounts are listed in the table below.

Firm	Location	Price
MJS Construction, Inc.	Palmdale, CA	\$139,475.00
ND Electrical Construction, Inc.	Anaheim, CA	\$152,948.00
R.C. Becker & Son, Inc.	Santa Clarita, CA	\$180,730.04

Under FTA procurement requirements, an IFB must be awarded to the lowest responsive and responsible bidder (per FTA Circular 4220.1F - Third Party Contracting Guidance, Chapter VI - Procedural Guidance for Open Market Procurements).

Based on procurement requirements, bids received and reviewed for requisite document submittal, staff found the lowest bid complete with pricing to be fair and reasonable. Therefore, staff is recommending the Board approve a contract with MJS Construction, Inc. of Palmdale, CA. This project is anticipated to take approximately 130 days to complete.

Prepared by:

Submitted by:

Lyle A. Block, CPPB
Procurement and Contracts Officer

Len Engel
Executive Director



DATE: August 25, 2015

TO: BOARD OF DIRECTORS

SUBJECT: Award Contract #2016-14 to CALSTART, Inc. for Project Assistance, Monitoring and Data Collection for the Transit and Intercity Rail Capital Program Project

RECOMMENDATION

That the Board of Directors authorize the Executive Director to execute Contract #2016-14 for project assistance, monitoring and data collection with CALSTART, Inc. of Pasadena, CA for the amount of \$385,000.

FISCAL IMPACT

This contract will be paid from the California State Transportation Agency (CalSTA) grant awarded under the Transit and Intercity Rail Capital Program.

Year	TOTAL COSTS
2015/2016	\$77,000
2016/2017	\$154,000
2017/2018	\$154,000
TOTAL	\$385,000

BACKGROUND

AVTA was awarded \$24,403,000 of State of California "Cap and Trade" funds through the Transit and Intercity Rail Capital Program. The grant was combined with local capital reserve funds and FTA Section 5307 grants over a three year period to create a \$39,478,000 capital improvement project. The project will secure 13 60' electric articulated buses that will be used to start our proposed Bus Rapid Transit (BRT) project and 16 45' electric commuter coaches. In addition, the project budget includes 11 200+

amp WAVE inductive chargers 34 secondary “on bus” receivers. Included in the project application was the support of CALSTART to monitor our progress and assist in the, sometimes, tedious task for state grant reporting. An element of description we included in the application was CALSTART’s assistance in bringing these cutting edge products to market. In our kick-off meeting with **Jila Priebe**, the director of the division at CalSTA, made the comment about our project that “**this is where California needs to go.**”

About CALSTART: CALSTART has created and managed more than \$400 million in technology development and demonstration projects since 1992. Early demonstration activities directly led to the commercialization of Hybrid Buses for transit applications. Over the last seven years, CALSTART has been dedicated to achieving high rates of market adoption for zero emission technologies in medium and heavy-duty vehicles. CALSTART adheres to strict program management discipline when participating in demonstration projects. CALSTART will provide project management services to help ensure adherence to the schedule and budget, utilizing best program management practices.

Submitted by:

Len Engel
Executive Director