



**Regular Meeting of the Board of Directors**

**Tuesday, September 27, 2016**

**10:00 a.m.**

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

**AGENDA**

For record keeping purposes, and if staff may need to contact you, we request that a speaker card, located at the Community Room entrance, be completed and deposited with the AVTA Clerk of the Board. This will then become public information. Please note that you do not have to complete this form or to state your name to speak. A three-minute time limit will be imposed on all speakers other than staff members.

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

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

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

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:**

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

**APPROVAL OF AGENDA**

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

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

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

During this portion of the meeting, staff will present information not normally covered under regular meeting items. This information may include, but is not limited to budget presentations, staff conference presentations, or information from outside sources that relates to the transit industry. **Staff will seek direction as is necessary from the Board with regard to the following item(s).**

- SRP 1 PRESENTATION BY THE PALMDALE HIGH SCHOOL SOLAR FALCON RACE TEAM – BRYAN ALCANTARA
- SRP 2 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR AUGUST 2016 – HECTOR FUENTES, TRANSDEV
- SRP 3 LEGISLATIVE REPORTS FOR SEPTEMBER 2016 – JUDY FRY
- SPR 4 COACH OPERATOR AUDIT – DIETTER ARAGON

**CONSENT CALENDAR (CC):** Items 1 through 2 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 AUGUST 23, 2016 – KAREN DARR

*Recommended Action: Approve the Board of Directors Regular Meeting Minutes of August 23, 2016.*

- CC 2 FINANCIAL REPORTS FOR JULY AND AUGUST 2016 – COLBY KONISEK

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

**NEW BUSINESS (NB):**

NB 1 SENIOR PASS PROGRAM – LEN ENGEL

*Recommended Action: Approve the Senior Pass Program for Fiscal Year 2016/2017.*

**CLOSED SESSION (CS):**

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

CS 1 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(a)  
Pending Litigation: Holmes v. AVTA, USDC Case No. 2:16-cv-01454-DMG-AGR  
Pending Litigation: Clark v. AVTA, LASC Case No. MC026036  
Pending Litigation: Sabina M. Andrade vs. Antelope Valley Transit Authority

**RECESS TO CLOSED SESSION**

**RECONVENE TO PUBLIC SESSION**

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

**REPORTS AND ANNOUNCEMENTS (RA):**

RA 1 Report by the Executive Director/CEO

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

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

**ADJOURNMENT:**

Adjourn to the next Regular meeting of the Board of Directors on October 25, 2016 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6<sup>th</sup> Street West, Lancaster, California.

**The agenda was posted by 5:00 p.m. on September 23, 2016 at the entrance to the Antelope Valley Transit Authority, 42210 6<sup>th</sup> St. West, Lancaster, CA 93534.**

Copies of the staff reports and attachments or other written documentation relating to each proposed item of business on the agenda presented for discussion by the Board

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



The Solar Falcon  
**RACE TEAM**

# Overview

- Explain Solar Car Project
- 2016 Solar Car Challenge
- Solar Falcon Race Team impact
- Goals for 2016-2017
- Partnership with AVTA Solar Car for 2016-2017



# Establishment

- Started in Summer of 2014
- Wanted to gain STEM experience by building a solar car
- Work and business experience



# Team Structure



CEOs (x2)

Leads (x4)  
(1 Per Company)

Co-Leads (x4)  
(1 Per Company)

Non-Leadership  
Team Members  
(Varies Per  
Company)

## Responsibilities:

- Public Relations
- Manage All Companies
- Attain Sponsorship & Funding
- Complete All Necessary Paperwork
- Complete Tasks Assigned by Advisors/Engineers

## Responsibilities:

- Manage Specific Company
- Assure Completion of Company Specific Tasks
- Work with Engineers to Assure Accuracy
- Complete Tasks Assigned by CEOs

## Responsibilities:

- Closely Assist Company Lead
- Manage Company During Lead's Absence
- Complete Tasks Assigned by Lead

## Responsibilities:

- Complete Tasks Assigned by Lead or Co-Lead



# Results of the 2016 Solar Car Challenge

## 2016 Race Results Fort Worth to Minneapolis

Overall Standings		
Rank	Team	Distance (mi)
CLASSIC DIVISION		
1	<a href="#">Iron Lions</a>	671.1
2	<a href="#">Shine Runners</a>	549.6
3	<a href="#">Palmdale High School Solar Falcons</a>	502.2
4	<a href="#">Solar Cats</a>	472.9
5	<a href="#">Prosper Mighty Engineer</a>	271.3
6	<a href="#">Heroes' Alliance Solar Flares</a>	100.6
7	<a href="#">Harmonic Tigers</a>	39.1

- Day 1: 3rd (115.7 mi)
  - Day 2: 3rd (93.4 mi)
  - Day 3: 3rd (83.1 mi)
  - Day 4: Media/ Rest Day
  - Day 5: 3rd (103.8 mi)
  - Day 6: 5th (62.6 mi)
  - Day 7: 1st day trophy (49.6 mi)
- Overall place 3rd (502.2 mi)

# Michael Foree Award

- States “Presented to the Solar Car Team best utilizing computer technology in the design, production, and racing of their Solar Car”
- Rewarded due to numerous outstanding performance and impression on judges



# Numerous Awards

- **1st place** in the daily, the team with the most amount of miles in one day.
- **3rd place** overall out of 7 participants in our division.
- **Order of the Solar Cell:** Given to team captain Bryan Alcantara



# Performance in 2016 Solar Car Challenge



## Feedback from judges:

- Fastest braking time (1.8 secs)
- Cleanest and neatest wiring
- Most mature and appropriate communication through radios
- Best first-year team overall
- Best team organization

# Students' Discovering Passion for Engineering



Yulissa Lemus: CEO '14-'15  
Changed focus from an  
Art Career to Engineering

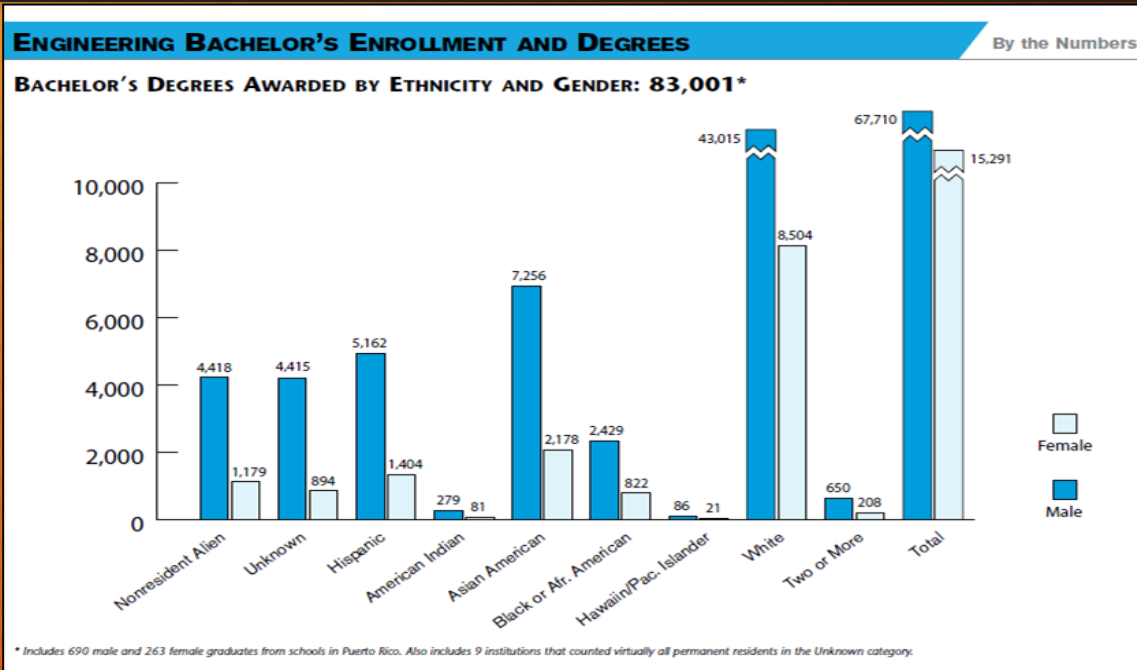


Wyatt Garcia: Crew Chief  
Changed focus from Military  
Fire fighter Career to  
Engineering

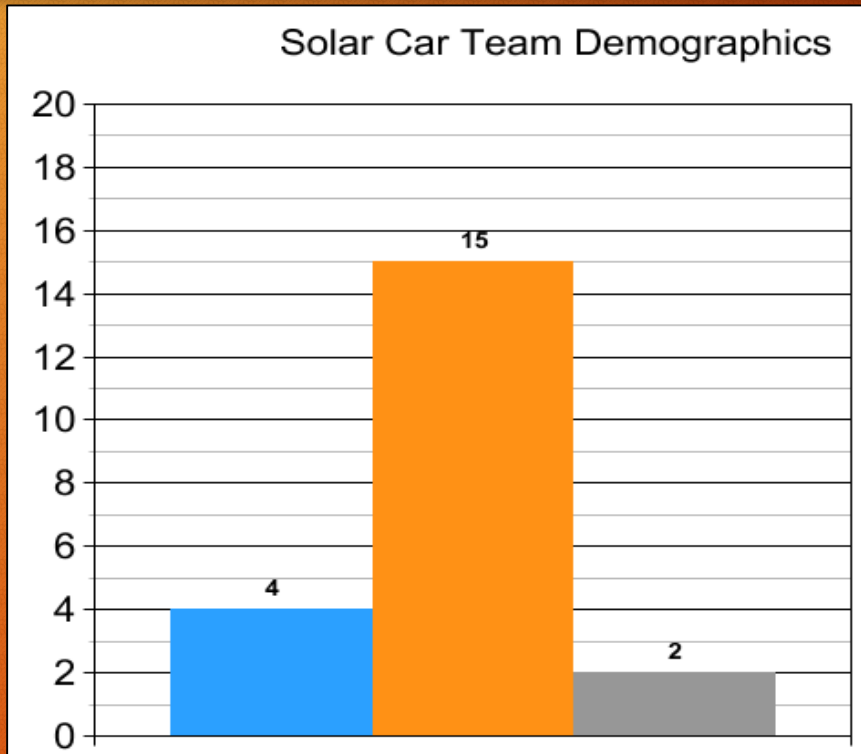


Salvador Aguilar: Former Lead  
of Solar Tech Changed focus  
from Video Game Design to  
Engineering

# Prompting Diversity in STEM



# Promoting Diversity in STEM



 African American

 Latino

 Caucasian

# Goals for 2016-2017

- Innovate the Solar Falcon
  - Decrease the weight
  - Make the vehicle more efficient
  - Improve telemetry
  - Range: \$30,000
- Commence Solar Falcon E-Car
  - Currently in design and research phase
  - Developing budget
  - Range: \$35,000 - \$40,000





# Request Partnership from AVTA

## 2015 - 2016

- Provided support
- Amazing graphic design seen on Solar Car body
- \$2,500
  - Match by BYD
  - \$10,000
  - Solar Car Challenge

## 2016 - 2017

- Provide technical assistance & marketing expertise
- Hoping to raise a total of \$80,000 from all our sponsors
  - Any amount will help
  - Transportation and travel costs
  - Mechanical and Electrical improvements to the Solar Car.

# Benefits of Fulfilling Contribution

- Promotion from the Solar Falcon Race Team
- **AVTA will provide the foundation of continuing an elite STEM program to a low-socioeconomic area and diverse student population**
- Helping to provide project-based learning opportunities



Thank You!



**DATE:** September 22, 2016  
**TO:** BOARD OF DIRECTORS  
**SUBJECT:** Coach Operator Performance Audit Results (June 2016 – August 2016)

---

#### **RECOMMENDATION**

That the Board of Directors receive and file the Coach Operator Performance Audit results for the period covering December 2015 through February 2016.

#### **FISCAL IMPACT**

There is no direct fiscal impact associated with the Coach Operator Performance Audit results.

#### **BACKGROUND**

The coach operator performance audits were conducted throughout the months of June, July and August 2016. These performance audits allow staff to monitor the performance of the service provided by operations contractor, Transdev. The performance audits provide AVTA and Transdev with tools to monitor and evaluate operator performance and identify potential areas for improvement.

Audits are conducted randomly throughout the AVTA service area. During the three-month period, a total of 44 coach operator performance audits were conducted on weekday service. The auditors assessed 32 local trips and 12 commuter trips, evaluating coach operator performance on the following criteria:

On-Time Performance (OTP): 93% (41) of the trips observed by the auditors were on-time. Routes 5, 7 and 11 were the only ones with service delays that exceeded more than 10 minutes on that trip.

Stop Announcements Made: As is typical in this industry, the highest number of violations usually occur due to operators not announcing stops. A total of 89% (39) operators did announce bus stops and/or major intersections. Transdev continues to focus on reiterating the importance of announcing the FTA-required, ADA stop announcements. With the coaches now fully integrated with the Avail "smart bus" system, all major bus stops and intersections are now automatically announced as the bus travels along its route.

Coach Operator Performance Audit Results

March 22, 2016

Page 2

Operators are required to revert to announcing stops manually in the event the system is not operational.

Driver Fare Acknowledgement: When auditors first board the bus, they attempt to challenge the operator based on the fare policy. The auditor either deposits the incorrect fare, utilizes an invalid Transit Access Pass (TAP) card or asks about the amount of a specific fare. In most cases, coach operators responded appropriately to fare questions or invalid media by quoting the proper fare. During the period, 89% (39) of all operators performed well. Transdev has since met with the operator that did not pass the fare challenge and reiterated the policy.

Operator Courtesy: Operator courtesy consists of several interactions between the coach operator and auditor. This may include, but is not limited to, properly acknowledging the auditor as they board the bus after a greeting is initiated by the auditor; and answering a fare or service related question including interaction with other customers throughout the trip. During the three-month period, 100% (44) of the operators that were checked performed well and provided excellent customer service.

Safe Vehicle Operations: During the three-month period, 91% (44) of all operators performed exceptionally well when it came to safe vehicle operations. However, 4 operators carried conversations with passengers longer than two minutes. The Transdev Safety & Training dept. will continue to reiterate proper policy during the coach operator's monthly safety meetings. Casual conversations not related to AVTA service and business is prohibited during the operations in revenue service.

Perfect Ride Check: Coach Operators who had no violations on any of the performance metrics receive a "Perfect Ride Check" award and pin in recognition of their outstanding service. During the three-month period, 70% (31) of the operators had Perfect Ride Check.

Bus Evaluation: An average of 97% of bus evaluation metrics received a positive rating. The exception was the lack of system schedules, whereas seven buses received a low rating. It should be noted, these seven audits were conducted late in the afternoon when bus schedules become scarce.

Prepared by:

Submitted by:

---

Dietter Aragon  
Senior Planning Officer

---

Len Engel  
Executive Director

Attachment: A – Coach Operator Performance Audit Rating Summary Table

# Coach Operator Performance Audit Results

---

Presentation to the Board of Directors  
September 27, 2016



# Performance Metrics

On Time Performance

ADA Stop Announcements

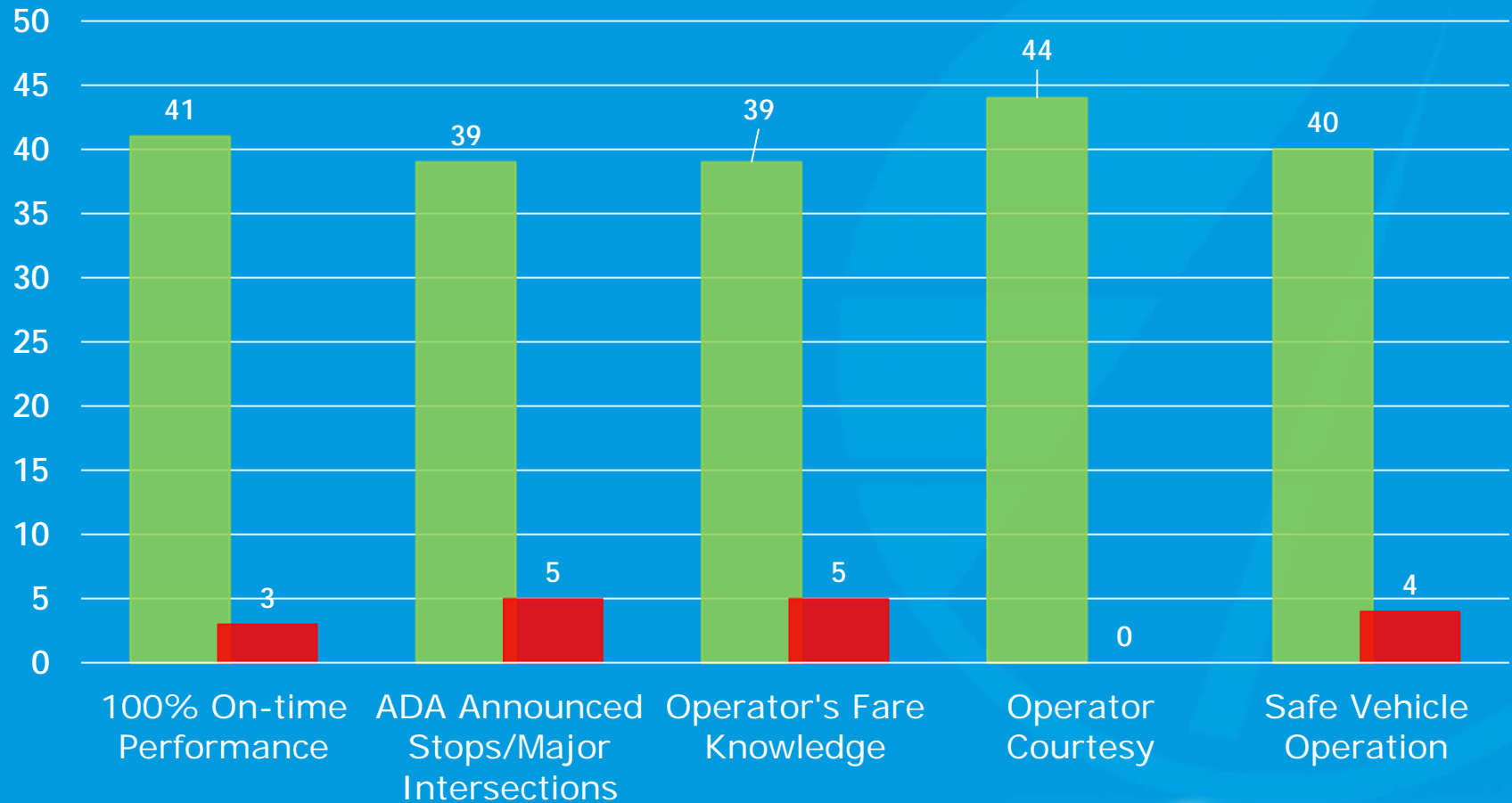
Operator Fare Knowledge

Operator Courtesy

Safe Vehicle Operations



# Operator Performance



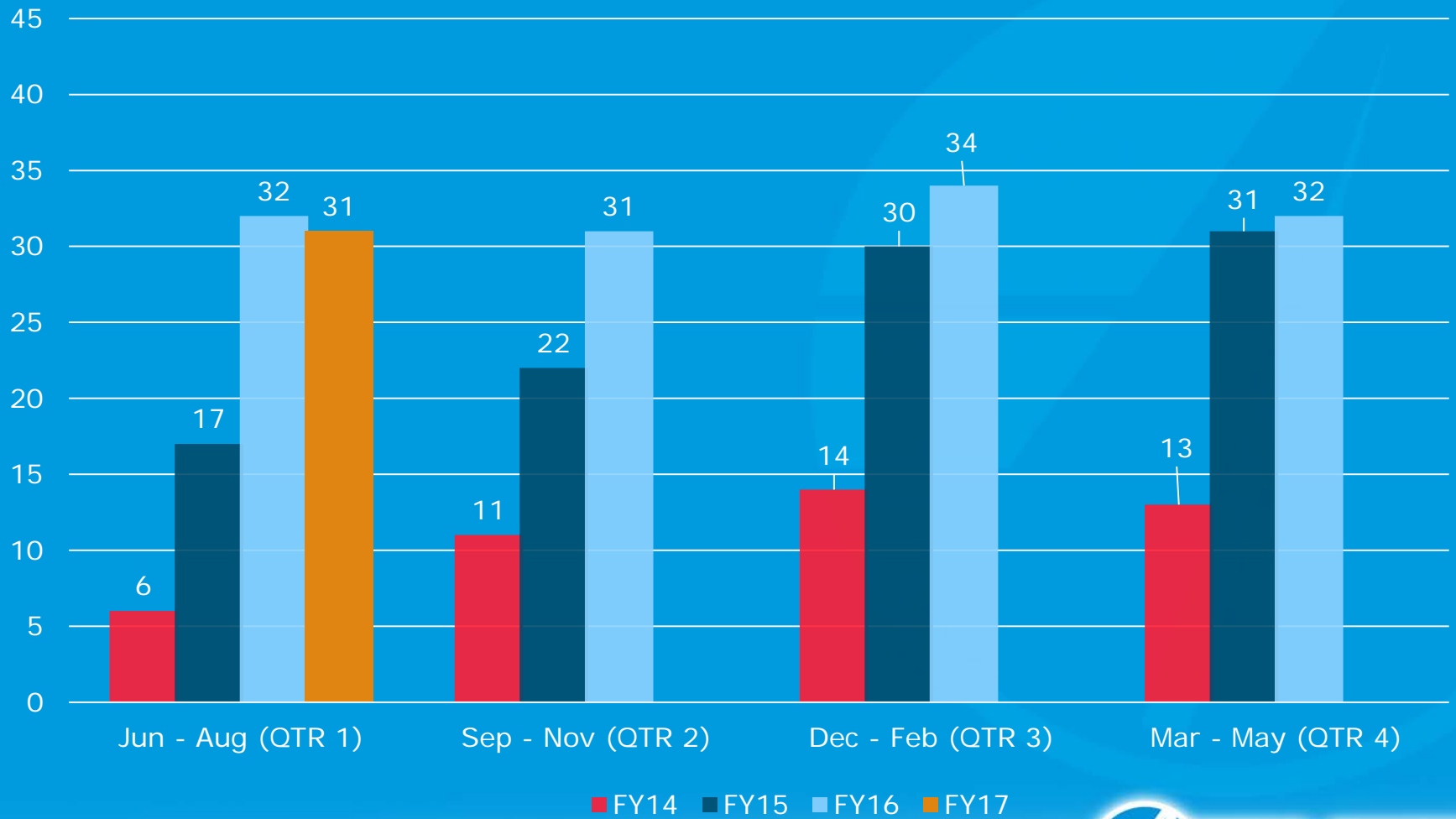


# Operator Perfect Ride Check

- Names are being acquired.

31

# Perfect Ride Check



# Bus Evaluations

## Bus Condition

Metrics	Yes	No	Total Checks
Schedule Brochures	37	7	44
Exterior Cleanliness	44	0	44
Floors Cleanliness	43	0	44
Windows Cleanliness	42	0	44
Graffiti on Bus	0	44	44

# Recommendation

---

Receive and File  
Coach Operator Performance Audits Results



# Coach Operator Performance Audits

Attachment SRP 4.A

## Summary Matrix

Route	Date	Time	Direction	Timepoint Start Location	Bus Number	Operator ID	Name	100% On-time Performance	Operator Announced Stops/Major Intersections	Operator's Fare Knowledge Acceptable	Operator Courtesy	Safe Vehicle Operation	Perfect Ride Check? (no on-time)	
10	6/15/2016	9:53 AM	NB	Palmdale Transportation Center	308	1098								
11	6/15/2016	10:30 AM	EB	Lancaster City Park	4361	1104								
7	6/15/2016	11:30 AM	SB	Avenue I & 10th Street W.	4356	1053								
5	6/15/2016	12:15 PM	EB	50th Street W. & Avenue M	4364	1159								
1	6/15/2016	1:20 PM	SB	Lancaster City Park	4373	Not Displayed								
10	6/15/2016	2:04 PM	SB	Palmdale Transportation Center	3336	Not Displayed								
3	6/15/2016	2:55 PM	WB	Avenue S and 47th Street E.	4355	1100								
790	6/15/2016	8:50 AM	NB	Newhall Metrolink Station	4749	1066								
790	6/15/2016	4:00 PM	SB	Palmdale Transportation Center	4749	1050								
1	6/23/2016	9:38 AM	SB	Palmdale Transportation Center	4341	1115								
15	6/23/2016	10:15 AM	EB	47th Street E. and Avenue R	305	1114								
6	6/23/2016	12:37 PM	WB	Pearblossom Hwy. and 82nd St. E.	304	1048								
3	6/23/2016	1:25 PM	WB	Avenue S and 47th Street E.	4342	1112								
3	6/23/2016	2:15 PM	EB	Palmdale Transportation Center	4346	1148								
1	6/23/2016	3:00 PM	NB	Avenue S and 47th Street E.	4367	1142								
1	6/30/2016	9:00 AM	NB	Palmdale Transportation Center	4364	Not Displayed								
11	6/30/2016	9:30 AM	EB	Lancaster City Park	4371	Not Displayed								
7	6/30/2016	10:25 AM	SB	Avenue I & 10th Street W.	3331	1148								
5	6/30/2016	11:13 AM	EB	50th Street W. & Avenue M	4363	1061								
1	6/30/2016	12:30 PM	SB	Sierra Hwy. and Lancaster Blvd.	4367	1142								
3	6/30/2016	2:15 PM	EB	Palmdale Transportation Center	4341	1167								
10	6/30/2016	2:40 PM	NB	Avenue S and 47th Street E.	3333	1139								
3	6/30/2016	3:15 PM	EB	Palmdale Transportation Center	4369	1091								
785	7/13/2016	4:45 AM	SB	Lancaster City Park	4744	1165								
785	7/13/2016	5:00 AM	SB	Lancaster City Park	4737	Not Displayed								
785	7/13/2016	5:20 AM	SB	Lancaster City Park	4754	1047								
786	7/21/2016	4:00 PM	SB	Lancaster City Park	4765	1034								
786	7/21/2016	4:30 AM	SB	Lancaster City Park	4751	1031								
786	7/21/2016	4:50 AM	SB	Lancaster City Park	4759	1042								
12	8/2/2016	9:00 AM	EB	Lancaster City Park	4361	1032								
1	8/2/2016	10:07 AM	SB	Avenue J & 10th Street West	4360	Not Displayed								
10	8/2/2016	10:54 AM	SB	Rancho Vista Blvd. & 10th Street West	4371	Not Displayed								
2	8/2/2016	11:55 AM	WB	Avenue S and 47th Street E.	303	1003								
4	8/2/2016	12:35 PM	NB	Lancaster City Park	4338	1015								
3	8/2/2016	1:00 PM	EB	Antelope Valley Mall	4345	1000								
11	8/2/2016	1:20 PM	WB	Ave. J & 20th Street E.	4368	Not Displayed								
7	8/2/2016	2:00 PM	SB	Sierra Hwy. & Lancaster Blvd.	3331	1053								
6	8/2/2016	2:24 PM	WB	Avenue S and 47th Street E.	3335	1107								
1	8/2/2016	3:00 PM	NB	Avenue S and 47th Street E.	4355	1124								
5	8/2/2016	3:13 PM	EB	50th Street W. & Avenue M	4346	1025								
790	8/2/2016	4:00 PM	SB	Palmdale Transportation Center	4753	1143								
787	8/10/2016	3:10 PM	NB	Ventura & Reseda (Tarzana)	4739	1014								
787	8/10/2016	3:30 PM	NB	Ventura & Reseda (Tarzana)	55	1008								
787	8/10/2016	3:50 PM	NB	Ventura & Reseda (Tarzana)	4762	1013								
								Achieved	41	39	39	44	40	31
								Did Not Achieve	3	5	5	0	4	13
								Total	44	44	44	44	44	44



**Regular Meeting of the Board of Directors**

**Tuesday, August 23, 2016**

**10:00 a.m.**

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

**UNOFFICIAL MINUTES**

**CALL TO ORDER:**

Chairman Crist called the meeting to order at 10:01 a.m.

**PLEDGE OF ALLEGIANCE:**

Director Thompson led the Pledge of Allegiance.

**ROLL CALL:**

Present

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

**APPROVAL OF AGENDA:**

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

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: None

Absent: None

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

There were no public business items presented.

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

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

General Manager Hector Fuentes presented a plaque to the Employee of the Month Ashley Robinson. Mr. Fuentes announced that the Operator of the Month was Francisco Medrano; however, Mr. Medrano was unable to attend the meeting.

**SRP 2 RECOGNITION OF CORPORAL EDMUND BERRY, OPSEC SPECIALIZED PROTECTION, FOR HIS SERVICE TO AVTA**

Executive Director Len Engel presented a plaque to Corporal Edmund Berry for his service to AVTA.

**SRP 3 PRESENTATION OF AVTA EMPLOYEE OF THE QUARTER (APRIL 1 – JUNE 30, 2016)**

Mr. Engel presented a plaque to Customer Service Representative Diane Tuminaro.

**SRP 4 LEGISLATIVE REPORT FOR AUGUST 2016**

Grants Administrator Judy Fry presented the legislative update for August 2016 and announced that AVTA, in partnership with the Antelope Valley Air Quality Management District (AVAQMD), received \$6.84 million from the California State Transportation Agency (CalSTA). The grant will purchase 10 zero-emission 40-foot local transit buses and 10 zero-emission vanpool vehicles. She also explained the State's \$7.4 billion funding package. There was no federal activity during August since Congress was not in session.

The Board discussed how the vanpool vehicles and program will be administered and requested staff to keep non-profit organizations informed during the implementation process. Mr. Engel responded that AVTA is partnering with Green Commuter, the company that will manage the program. The Board congratulated staff for receiving the CalSTA grant.

**SRP 5 FISCAL YEAR 2015/2016 (FY16) FOURTH QUARTER MAINTENANCE KEY PERFORMANCE INDICATORS (KPI) REPORT (APRIL 1 – JUNE 30, 2016)**

Director of Fleet and Facilities Mark Perry presented the FY16 Fourth Quarter Maintenance KPI report. The Board discussed these items: including information from the prior quarter for comparison in future reports, providing explanatory notes on the PowerPoint presentations to ensure that the public

understands the data, and coordinating with BYD to produce a driver’s manual and/or using a driving simulator to improve operator driving proficiency. Director Hofbauer suggested establishing a recognition program for efficient electric bus operators.

**Motion: Receive and file the FY16 Fourth Quarter Maintenance KPI Report for the period covering April 1 through June 30, 2016.**

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: None

Absent: None

**SRP 6 FY16 FOURTH QUARTER SYSTEMWIDE KPI REPORT (APRIL 1 – JUNE 30, 2016)**

Senior Planning Officer Dietter Aragon presented the FY16 Fourth Quarter Systemwide KPI report and explained the College Student Pass Program. Mr. Engel discussed the grants that AVTA received due to partnerships with Antelope Valley College (AVC), AVAQMD, and other transit agencies. The Board discussed ridership versus revenue data, in particular, grant funds used to cover the cost of the Senior Pass Program.

Vice Chair Knippel thanked BYD and AVTA for the \$50,000 endowment that will support the zero-emission automotive program at AVC.

**Motion: Receive and file the FY16 Fourth Quarter Systemwide KPI Report for the period covering April 1 through June 30, 2016.**

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: None

Absent: None

**SRP 7 ORIGIN AND DESTINATION STUDY**

Mr. Aragon explained the purpose of the study and introduced Jim Moore of Moore & Associates, who detailed the study’s objectives, methodology and findings. He noted that the survey results were compiled in a spreadsheet that was available for review. The Board discussed the percentage difference between the number of evaluators completing the survey versus the number of individual riders completing the survey, common origins and destinations, improving bus stops, and the convenience of purchasing various fare media.



Chairman Crist directed staff to research installing solar air conditioning systems in the bus stop structures and possibly using a grant to fund this effort.

**Motion: Receive and file the Origin and Destination Study.**

Moved by Director Hofbauer, seconded by Director Flanagan

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

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

Nays: None

Abstain: None

Absent: None

**CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES OF JULY 26, 2016 – KAREN DARR**

Approve the Board of Directors Regular Meeting Minutes of July 26, 2016.

**CC 2 FINANCIAL REPORTS FOR JUNE and JULY 2016 – COLBY KONISEK**

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

**CC 3 FY16 FOURTH QUARTER CAPITAL RESERVES REPORT (APRIL 1 – JUNE 30, 2016) – COLBY KONISEK**

Receive and file the FY16 Fourth Quarter Capital Reserves Report for the period covering April 1 through June 30, 2016.

**CC 4 GRANT STATUS REPORT THROUGH THE END OF FY16 – JUDY FRY**

Receive and file the Grant Status Report through the end of FY16.

**Motion: Approve the Consent Calendar**

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: None

Absent: None

**NEW BUSINESS (NB):**

**NB 1 AWARD SOLE RESPONDENT CONTRACT #2017-01 TO CONSTRUCT 85 ELECTRIC BUS CHARGING STATIONS AT AVTA OFFICES AND MAINTENANCE FACILITY**

Procurement and Contracts Officer Lyle Block presented the staff report. The Board discussed the number of vendors that responded and ensured that the project would employ qualified electricians. Chairman Crist directed Mr. Engel to contact the electrical union to confirm that the contract uses the correct verbiage.

**Motion: Authorize the Executive Director to execute Sole Respondent Contract #2017-01 for 85 Electric Bus Charging Stations at AVTA Offices and Maintenance Facility, to Taft Electric Company, Ventura, CA, for the amount of \$3,938,407.80, plus applicable permit fees and sales tax.**

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: None

Absent: None

**REPORTS AND ANNOUNCEMENTS (RA):**

**RA 1 Report by Executive Director/CEO Len Engel**

- He will attend the third Air Resources Board Advanced Clean Transit (ACT) Workgroup meeting on Monday, August 29, 2016 in Sacramento to discuss their goal of having 100% zero emission bus fleets in California by 2040.
- Staff is working with Green Commuter on a grant, which is due August 26 and could provide an additional 50 zero-emission vanpool vehicles; Green Commuter will provide the local match.
- He will meet with Chief Financial Officer Colby Konisek, and Grants Administrator Judy Fry on August 25 to discuss local match funds, current grant awards, and future grant opportunities.

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

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

**ADJOURNMENT:**

Chairman Crist adjourned the meeting at 11:12 a.m. to the next Regular meeting of the Board of Directors on September 27, 2016 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6<sup>th</sup> Street West, Lancaster, California.

PASSED, APPROVED, and ADOPTED this 27<sup>th</sup> day of SEPTEMBER 2016.

---

Marvin Crist, Chairman

ATTEST:

---

Karen Darr, Clerk of the Board



**DATE:** September 27, 2016  
**TO:** BOARD OF DIRECTORS  
**SUBJECT:** Financial Reports for July and August 2016

---

#### **RECOMMENDATION**

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

#### **FISCAL IMPACT**

**Payroll:** The July payroll of \$194,993 is lower than trailing 6 month average for payroll of \$204,328 by \$9,335, or 4.6%. The variance is due to a vacation balance payout for a retiring employee.

**Cash Disbursements:** \$1,830,645.

Interim Financial Statements: Change in Net Position: (\$825,688), which includes YTD depreciation expense of \$318,838.

#### **BACKGROUND**

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

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

Payroll Period	Amount	Journal #
07/24/16-08/06/16	\$97,419.22	PYPKT00821
08/07/16-08/20/16	97,574.22	PYPKT00825
<b>Gross Pay August 2016</b>	<b>\$194,993.44</b>	

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

Register Date	Amount
08/01 - 08/31/16	<b><u>\$1,830,645.04</u></b>

Large items include:

Transdev (local and commuter invoices for June, 2016)	\$1,111,814
Complete Coach Works (Bus #4752 refurbishment)	174,333
Pinnacle Petroleum (fuel)	152,540
IntelliRide (Dial-A-Ride Services for July, 2016)	104,182
TransTrack Systems (software upgrades and support)	45,750
Total of large item selection	<b><u>\$1,588,619</u></b>

These items comprise 86.8% of total expenditures for the month.

## OPERATING CASH

Major cash components as of July 31, 2016:

Cash per general ledger	\$18,555,879-
Less restricted funds	(12,763,495)
Projected net cash inflows/(outflows) for the month of August 31, 2016	(464,120)
Projected cash available for operations at the end of August 31, 2016	<b><u>\$5,328,264-</u></b>

The projected cash available will cover 3.0 months of operating expenses based on the Authority's average monthly operating cash requirements of \$1.8 million.

## BUDGET TO ACTUAL NARRATIVE

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

Operating Income/(Loss) (net of depreciation) was un favorable to budget by (\$489K).

Revenues were unfavorable to budget by (\$736K).

The primary difference is a timing variance caused by the way Jurisdictional Operating Contributions are received and booked. The variance will occur and then clear on a quarterly basis.

Expenses were favorable to budget by \$247K.

Operations contractor expenses, fuel, and salaries & wages were less than budget, partially offset by business software upgrades and maintenance.

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

Prepared by:

Submitted by:

---

Colby Konisek  
Chief Financial Officer

---

Len Engel  
Executive Director/CEO

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

**ANTELOPE VALLEY TRANSIT AUTHORITY**  
**BUDGET VS. ACTUAL INCOME STATEMENT**  
**July 31, 2016**

		YEAR-TO-DATE		
DESCRIPTION	BUDGET	ACTUAL	VARIANCE	
<b>REVENUE</b>				
FARE REVENUE	489,388	322,512	(166,876)	
MTA FUNDS	718,184	718,471	287	
STATE FUNDS	31,921	0	(31,921)	
FTA FUNDS	30,405	41,000	10,596	
JURISDICTIONAL CONTRIBUTIONS	823,954	279,376	(544,578)	
OTHER REVENUE	20,075	15,856	(4,220)	
<b>TOTAL REVENUE</b>	<b>2,113,926</b>	<b>1,377,214</b>	<b>(736,711)</b>	
	0	0		
<b>EXPENSES</b>				
CONTRACTOR SERVICES	1,286,731	1,217,164	69,568	
FUEL & ELECTRICITY FOR OPERATIONS	215,201	150,129	65,072	
OTHER OPERATING EXPENSES	38,775	6,251	32,525	
SALARIES & WAGES	229,135	188,790	40,345	
BENEFITS	89,185	73,241	15,944	
LEGAL	27,040	4,282	22,758	
CONSULTING	33,900	29,604	4,296	
ADVOCACY	18,979	2,753	16,227	
TRAVEL	2,250	(1,171)	3,421	
IT MAINTENANCE & LICENSES	39,673	94,573	(54,900)	
UTILITIES	17,337	11,566	5,771	
ADMINISTRATION	118,917	92,653	26,264	
<b>TOTAL EXPENSES</b>	<b>2,117,125</b>	<b>1,869,833</b>	<b>247,291</b>	
<b>OPERATING INCOME/(LOSS)</b>	<b>(3,199)</b>	<b>(492,619)</b>	<b>(489,420)</b>	

**ANTELOPE VALLEY TRANSIT AUTHORITY**  
**EXPENDITURES BY DEPARTMENT**  
**July 31, 2016**

DESCRIPTION	YEAR-TO-DATE		
	BUDGET	ACTUAL	VARIANCE
<b>TOTAL REVENUE</b>	<b>2,113,926</b>	<b>1,377,214</b>	<b>(736,711)</b>
<b>EXPENDITURES BY DEPARTMENT</b>			
EXECUTIVE SERVICES	177,659	122,382	55,277
OPERATIONS & MAINTENANCE	1,708,162	1,553,768	154,394
FINANCE	124,056	102,706	21,350
CUSTOMER SERVICE	105,088	90,977	14,111
ALLOCATIONS	2,159	(0)	2,159
<b>TOTAL EXPENSES</b>	<b>2,117,125</b>	<b>1,869,833</b>	<b>247,291</b>
<b>OPERATING INCOME/(LOSS)</b>	<b>(3,199)</b>	<b>(492,619)</b>	<b>(489,420)</b>

**VARIANCES BY DEPARTMENT**

DEPARTMENT	T/P	COMMENTS (\$000's)
<b>REVENUE</b>	T	Access Free Fare revenue not accrued (\$-40); will book in Aug.
	T	Juris Operating inflows received quarterly, booked monthly (\$544)
<b>EXECUTIVE SERVICES</b>	P	Wages & Benefits \$5
	T	Legal \$23
	T	Memberships (APTA '17)(\$27)
	T	Advocacy \$16
<b>OPERATIONS &amp; MAINTENANCE</b>	T	Wages & Benefits \$36
	T	Contract Services (Transdev/IntelliRide) \$70
	T	Fuel and Electricity for Operations \$65
	T	Note: Electricity for Electric Buses not booked in July
<b>FINANCE</b>	P	Wages & Benefits \$6
	P	Risk Insurance \$9
<b>CUSTOMER SERVICE</b>	P	Wages & Benefits \$7
	P	JARC - Voucher/ETP (Reimbursed by Grant)(\$16)
	T	Charitable Donations \$13
<b>ALLOCATIONS (NET OF DEPRECIATION)</b>	T	Employer Benefits & GASB Adjustments \$5

P = Permanent difference  
T = Timing difference





## STATEMENT OF NET POSITION - UNAUDITED

	As of July 31, 2016	As of July 31, 2015
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$ 18,555,879	\$ 14,892,525
Due from other governments	7,838,055	9,275,599
Other receivables	348,037	178,338
Inventory	229,528	240,334
Prepaid items	725,538	308,527
Total Current Assets	27,697,037	24,895,324
<b>NONCURRENT ASSETS</b>		
Capital assets, net of depreciation	49,342,476	49,965,473
Total Assets	77,039,513	74,860,797
<b>LIABILITIES AND NET POSITION</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable	1,651,311	1,375,354
Payroll related items	40	(2,027)
Compensated absences	1,543,836	346,070
Deferred Revenue - Prop 1B	1,099,676	1,339,186
Total Current Liabilities	4,294,864	3,058,583
<b>NONCURRENT LIABILITIES</b>		
Net pension plan liability	-	-
<b>Deferred inflows of resources</b>		
Unearned Revenue	222,859	217,200
Total deferred inflows of resources	222,859	217,200
Total Liabilities	4,517,722	3,275,784
<b>NET POSITION</b>		
Invested in Capital Assets	49,342,476	49,965,473
Restricted for Capital Acquisition	5,379,153	5,379,306
Unrestricted	17,800,162	16,240,235
Total Net Assets	\$ 72,521,792	\$ 71,585,014

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



	For the 1 Month ending July 31, 2016	For the 1 Month ending July 31, 2015
<b>OPERATING REVENUES</b>		
Charges for services:		
Passenger fares	\$ 322,511	\$ 385,003
Total operating revenues	<u>322,511</u>	<u>385,003</u>
<b>OPERATING EXPENSES</b>		
Purchased transportation services:		
Outside transit contract	1,217,164	1,211,642
Fuel	150,129	177,564
Other operating costs	127,566	68,356
General and administrative	374,975	365,569
Total operating expenses, net of depreciation	<u>1,869,833</u>	<u>1,823,131</u>
Operating gain/(loss), net of depreciation	(1,547,322)	(1,438,128)
Depreciation	318,838	495,314
Total operating expenses	<u>2,188,671</u>	<u>2,318,445</u>
Operating gain/(loss)	<u>(1,866,160)</u>	<u>(1,933,442)</u>
<b>NONOPERATING REVENUES/(EXPENSES)</b>		
Interest Income	79	232
Local grants - MTA	718,471	720,769
Proposition 1B	-	-
Federal non-capital grants	41,000	484,224
Member agency contributions	279,376	279,453
Grantable expenses	(62,112)	(1,377,591)
Gain/(Loss) on sale of capital assets	-	9,372
Other	15,776	35,504
Total nonoperating revenues and expenses	<u>992,591</u>	<u>151,962</u>
Gain/(Loss) before capital contributions	<u>(873,569)</u>	<u>(1,781,480)</u>
<b>CAPITAL CONTRIBUTIONS</b>		
Capital grants	-	45,380
Member agency contributions	47,880	47,691
Total capital contributions	<u>47,880</u>	<u>93,071</u>
<b>NET CHANGE IN NET POSITION</b>	(825,688)	(1,688,408)
<b>NET POSITON, BEGINNING OF PERIOD</b>	<u>73,347,480</u>	<u>73,273,422</u>
<b>NET POSITION, END OF PERIOD</b>	<u>\$ 72,521,792</u>	<u>\$ 71,585,014</u>

**STATEMENT OF CASH FLOWS - UNAUDITED**

	For the 1 Month ending July 31, 2016	For the 1 Month ending July 31, 2015
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Cash received from customers	322,511	385,003
Non-operating miscellaneous revenue received	15,776	35,504
Cash payments to suppliers for goods and services	(1,417,710)	(1,211,625)
Cash payments to employees for services	17,959	(336,041)
Net cash used in operating activities	<u>(1,061,463)</u>	<u>(1,127,160)</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</b>		
Operating grants received	1,128,314	60,683
Contributions received from member agencies	126,164	125,736
Net cash provided by non-capital financing activities	<u>1,254,479</u>	<u>186,419</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>		
Acquisition of capital assets	(385,041)	(124,696)
Proceeds received from sale of capital assets	-	9,372
Capital grants received	413,043	45,380
Capital expenses	(62,112)	(1,377,591)
Capital contributions received from member agencies	47,880	47,691
Net cash used in capital and related financing activities	<u>13,770</u>	<u>(1,399,844)</u>
<b>CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:</b>		
Interest received	79	232
Net cash provided by investing activities:	<u>79</u>	<u>232</u>
Net increase/(decrease) in cash and cash equivalents	206,865	(2,340,353)
<b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b>	<u>18,349,015</u>	<u>17,232,879</u>
<b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>	<u><u>18,555,880</u></u>	<u><u>14,892,525</u></u>


**STATEMENT OF CASH FLOWS - UNAUDITED**

	For the 1 Month ending July 31, 2016	For the 1 Month ending July 31, 2015
<b>Reconciliation of operating income (loss) to net cash used in operating activities (Indirect Method):</b>		
Operating Loss	(1,866,160)	(1,933,442)
<b>Adjustments to Net Cash used in Operating Activities</b>		
Depreciation	318,838	5,403,115
Miscellaneous income	15,776	499,361
(Increase) decrease in other receivables	(1,327)	(37,858)
(Increase) decrease in inventory	-	(2,550)
(Increase) decrease in prepaid items	(255,900)	2,807
(Increase) decrease in deferred outflows of resources		(321,027)
Increase (decrease) in accounts payable	223,260	(750,833)
Increase (decrease) in due to Federal Transit Administration	-	-
Increase (decrease) in accrued payroll	(38,475)	5,580
Increase (decrease) in compensated absences payable	318,465	3,036
Increase (decrease) in other liabilities	1,200	-
Increase (decrease) in deferred revenue (Prop 1B)		(1,397,871)
Increase (decrease) in net pension liability		(234,187)
Increase (decrease) in deferred inflows of resources	222,859	318,465
Net Cash used in operating activities	<u>(1,061,463)</u>	<u>1,554,596</u>

**Notes**

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

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

Investment Type	Description	Beginning Balance	Deposits	Disbursements	Interest	Ending Balance
<b>Cash and Investments Under the Direction of the Treasurer</b>						
Local Agency Investment Fund (LAIF) - Capital Reserve		\$5,409,174.60				
Interest (earned quarterly)					-	
Proposition 1B Restricted Fund*		1,347,934.63				
Interest earned for the month					116.00	
Union Bank - LCTOP		40,640.85				
Interest earned for the month					3.47	
* Deferred revenue, recorded as liability until associated expense incurred.						
<b>TOTAL CAPITAL RESERVE AND RESTRICTED FUNDS</b>						<b>\$6,797,870</b>
Wells Fargo CDs - In Transit		1,006,683.52				
Wells Fargo - OP Staging		485,393.64				
Interest earned for the month					12.36	
<b>TOTAL OPERATING RESERVE</b>						<b>\$1,492,090</b>
General, Payroll & Payable Accounts		11,447,013.00				
<b>Operating Accounts Analysis</b>	Cash Fares		162,230.53			
	Vendor Pass Sales Revenue		160,558.11			
	Proposition 1B		-			
	MTA Revenue		718,471.09			
	Low Carbon Transit Ops Program (LCTOP)		-			
	Jurisdictional Contributions		279,376.04			
	JARC ETP, Commuter Expansion & MM		-			
	Non-Transportation Revenue		15,499.48			
	Cash Disbursement (A/P) for The Month			2,253,611.48		
	Employee Payroll			194,795.27		
	Employee Deductions			25,446.13		
	Employer Payroll Taxes			3,423.65		
	CalPERS - AVTA paid			36,466.36		
	CalPERS - GASB 68			2,160.49		
	Bank Fees -			2,074.77		
	<b>Net Operating Funds</b>	<b>\$ 11,447,013.00</b>	<b>\$ 1,336,135.25</b>	<b>\$ 2,517,978.15</b>	<b>\$ -</b>	<b>\$ 10,265,170.10</b>
	<b>Petty Cash Balance</b>					<b>\$ 750.00</b>
<b>TOTAL CASH AND INVESTMENTS</b>						<b>\$ 18,555,879.17</b>

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

Prepared by:

Submitted by:

\_\_\_\_\_  
James Mannie  
Staff Accountant II

\_\_\_\_\_  
Colby Konisek  
Chief Financial Officer

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

Descriptions	\$ Subtotal	\$ Total
BALANCE FROM THE REPORT		\$ 18,555,879
<b>Less Restricted Funds</b>		
Proposition 1B/LCTOP (Deferred Revenue)		(1,388,695)
Capital Reserve (LAIF)		(5,409,175)
Operating Reserve (Wells Fargo)		(1,492,090)
Electric Bus Project Funds over projection		(973,536)
Restricted for Operations		<b>(3,500,000)</b>
<b>UNRESTRICTED CASH</b>		<b>\$ 5,792,384</b>

**ACCOUNTS RECEIVABLE AND PAYABLE AS OF MAY 31, 2016**

**Add Accounts receivable:**

FTA funds (Available Oct/Nov)	\$ -	
MTA Revenue	1,148,964	
Jurisdiction Contributions	153,212	
Vendor Pass Sales/Transporter	80,008	
Other	0	<b>1,382,184</b>

**Less Payables & Payroll:**

Accounts Payable & Accrued Invoices	(1,651,311)	
Payroll	(194,993)	<b>(1,846,305)</b>

**NET INFLOW/(OUT FLOW) OF CASH --- A/R, A/P** **(464,120)**

**PROJECTED CASH AVAILABLE IN THE NEXT 30 DAYS:** **\$ 5,328,264**

<b>OPERATING CASH REQUIRED MONTHLY - AVERAGE</b>	<b>\$ 1,800,000</b>
<b>Operating Cash Coverage per Monthly Average:</b>	<b>3.0</b>

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

	June Total	July Total	August Total
<u>Pay Accrual Periods</u>	2	2	2
<b><u>EARNINGS</u></b>			
Regular Pay	\$ 180,299.33	\$ 167,590.11	\$ 180,262.22
Overtime Pay	1,481.02	3,523.50	195.00
Vacation Pay	10,759.64	18,679.09	4,949.54
Double Time Pay	0.00	0.00	0.00
Sick Pay	5,421.95	3,089.84	6,760.18
Bereavement Pay	0.00	168.60	0.00
Holiday Pay	11,813.55	11,553.32	0.00
Bonus Pay	0.00	0.00	0.00
Floating Holiday Pay	1,331.71	3,476.34	1,091.78
Retroactive Pay	0.00	439.83	58.40
Vacation Cash Out	0.00	17,918.16	0.00
Deferred Income 457	866.32	866.32	866.32
Stipend --- Cell phone reimbursements	437.50	875.00	810.00
<b>TOTAL</b>	<b>\$ 212,411.02</b>	<b>\$ 228,180.11</b>	<b>\$ 194,993.44</b>
<b>Inc(Dec)-Curr month over prev month</b>		<b>\$ 15,769.09</b>	<b>\$ (33,186.67)</b>
<b>% Inc(Dec)-Curr month over prev month</b>		<b>7.4%</b>	<b>(14.5%)</b>



Antelope Valley Transit Authority

# Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 08/01/2016 - 08/31/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
<b>Vendor: V0698 - 4 Imprint Inc</b>				
21356	08/11/2016	Economy Open back Polyester Table Throw	600-1XX-5-J1-9902008	1,368.66
<b>Vendor V0698 - 4 Imprint Inc Total:</b>				<b>1,368.66</b>
<b>Vendor: V0944 - AGILITY RECOVERY SOLUTIONS INC.</b>				
21357	08/11/2016	Agility Recovery Monthly Combined costs 08/16	100-2FF-5-G1-9401006	230.00
<b>Vendor V0944 - AGILITY RECOVERY SOLUTIONS INC. Total:</b>				<b>230.00</b>
<b>Vendor: V0306 - Airdraulics</b>				
21358	08/11/2016	Inspect/Certify & repair Rotary lifts	100-2FF-5-G1-9401038	429.34
<b>Vendor V0306 - Airdraulics Total:</b>				<b>429.34</b>
<b>Vendor: V0753 - American Heritage Life Ins.</b>				
21359	08/11/2016	Employee Paid Extended Benefits	100-000-2-B1-4011019	708.12
<b>Vendor V0753 - American Heritage Life Ins. Total:</b>				<b>708.12</b>
<b>Vendor: V0249 - Antelope Valley Board of Trade</b>				
21360	08/11/2016	Newsletter Advertising - July 2016-July 2017	100-5CS-5-G1-9501003	275.00
<b>Vendor V0249 - Antelope Valley Board of Trade Total:</b>				<b>275.00</b>
<b>Vendor: V1192 - Antelope Valley College</b>				
21415	08/23/2016	Reimb for Telephone line to TAP-July 2016	100-3FS-5-G1-9501037	50.00
21415	08/23/2016	Reimb for Telephone line to TAP-Aug 2016	100-3FS-5-G1-9501037	50.00
<b>Vendor V1192 - Antelope Valley College Total:</b>				<b>100.00</b>
<b>Vendor: V1128 - Antelope Valley Harley Davidson</b>				
21395	08/17/2016	Animal House Buyer Association	100-5CS-5-G1-9501029	1,650.00
<b>Vendor V1128 - Antelope Valley Harley Davidson Total:</b>				<b>1,650.00</b>
<b>Vendor: V0135 - Aramark Uniform Services</b>				
21333	08/02/2016	Uniform service	100-2FF-5-G1-9401038	106.27
21361	08/11/2016	Uniform service (2016)	100-2FF-5-G1-9401038	106.27
21416	08/23/2016	Uniform service (2016)	100-2FF-5-G1-9401038	314.86
<b>Vendor V0135 - Aramark Uniform Services Total:</b>				<b>527.40</b>
<b>Vendor: V0518 - Arrow Engineering Services-AESI</b>				
21334	08/02/2016	Change Order 2 - Task Order 2 - 85 Bus Charging	600-1XX-5-J1-9909085	5,920.00
21417	08/23/2016	Boilerplate for 85 Bus Charging facility	600-1XX-5-J1-9909085	17,955.00
21417	08/23/2016	Emergency Management-Hazard Mitig Srvs Software	600-1XX-5-J1-9909068	3,085.00
21417	08/23/2016	Wave Chargers-Lancaster transportation Center	600-1XX-5-J1-9909080	160.00
<b>Vendor V0518 - Arrow Engineering Services-AESI Total:</b>				<b>27,120.00</b>
<b>Vendor: V0441 - At&amp;T Calnet</b>				
21362	08/11/2016	Telephone charges	100-2FF-5-G1-9401025	723.11
<b>Vendor V0441 - At&amp;T Calnet Total:</b>				<b>723.11</b>
<b>Vendor: V0244 - AT&amp;T Mobility</b>				
21396	08/17/2016	Mobile charges, 07/07/16-08/06/16	100-2FF-5-G1-9401025	121.03
<b>Vendor V0244 - AT&amp;T Mobility Total:</b>				<b>121.03</b>
<b>Vendor: V0013 - AV Press</b>				
21363	08/11/2016	Advertisement of solicitations	100-3FS-5-G1-9501002	975.60
<b>Vendor V0013 - AV Press Total:</b>				<b>975.60</b>





Antelope Valley Transit Authority

# Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 08/01/2016 - 08/31/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
<b>Vendor: V1198 - BIRD LADDER &amp; EQUIPMENT CO. INC.</b>				
21418	08/23/2016	Bus roof maintenance scaffolding	600-1XX-5-J1-9909068	29,000.00
<b>Vendor V1198 - BIRD LADDER &amp; EQUIPMENT CO. INC. Total:</b>				<b>29,000.00</b>
<b>Vendor: V0496 - Blue Tarp Financial- Northern Tool</b>				
21364	08/11/2016	cordless leaf blower	600-1XX-5-J1-9909066	271.13
21364	08/11/2016	traffic control sign	600-1XX-5-J1-9909066	329.99
21364	08/11/2016	500 watt inverter	600-1XX-5-J1-9909066	25.00
21364	08/11/2016	landscape cooler bracket	600-1XX-5-J1-9909066	39.99
<b>Cash Disbursements Report CC 2.E</b>				<b>Payment Dates: 08/01/2016 - 08/31/2016</b>
21364	08/11/2016	30db earmuff	600-1XX-5-J1-9909066	6.71
21364	08/11/2016	Ironton 500 Series AD	100-2FF-5-G1-9401038	45.80
<b>Vendor V0496 - Blue Tarp Financial- Northern Tool Total:</b>				<b>718.62</b>
<b>Vendor: V0239 - BOHN'S Printing</b>				
21335	08/02/2016	Service Change Brochures - English	100-5CS-5-G1-9501018	1,167.39
21335	08/02/2016	Service Change Brochures - Spanish	100-5CS-5-G1-9501018	582.06
21335	08/02/2016	Service Change Brochures	100-5CS-5-G1-9501018	1,689.50
21419	08/23/2016	Public Notices	600-1XX-5-J1-9909059	205.79
<b>Vendor V0239 - BOHN'S Printing Total:</b>				<b>3,644.74</b>
<b>Vendor: V1139 - California Choice</b>				
21336	08/02/2016	Group Health Insurance (EE)- Sept. 2016	100-000-2-B1-4011013	5,193.64
21336	08/02/2016	Group Health Insurance (ER)- Sept. 2016	100-1ZZ-5-G1-9701612	25,083.75
<b>Vendor V1139 - California Choice Total:</b>				<b>30,277.39</b>
<b>Vendor: V0723 - Canon Solutions America</b>				
21365	08/11/2016	Maintenance for Canon copiers 06/20-07/21/2016	100-2FF-5-G1-9401009	409.50
<b>Vendor V0723 - Canon Solutions America Total:</b>				<b>409.50</b>
<b>Vendor: V1177 - Carbonite, Inc.</b>				
21366	08/11/2016	JULY 2016 Monthly Maintenance	100-2FF-5-G1-9401012	2,611.20
<b>Vendor V1177 - Carbonite, Inc. Total:</b>				<b>2,611.20</b>
<b>Vendor: V0416 - Carquest of Lancaster #7305</b>				
21337	08/02/2016	Oil Filter	100-2FF-5-G1-9401038	38.63
<b>Vendor V0416 - Carquest of Lancaster #7305 Total:</b>				<b>38.63</b>
<b>Vendor: V0894 - Colby Konisek</b>				
21338	08/02/2016	Travel reimb-Windes seminar	100-1EX-5-G1-9501019	130.12
<b>Vendor V0894 - Colby Konisek Total:</b>				<b>130.12</b>
<b>Vendor: V0151 - Complete Coach Works</b>				
21367	08/11/2016	BUS#4752- Commuter Coach Refurbishment	600-1XX-5-J1-9909048	174,332.77
<b>Vendor V0151 - Complete Coach Works Total:</b>				<b>174,332.77</b>
<b>Vendor: V1205 - David Gershwin Consulting</b>				
21397	08/17/2016	Business Presentation Skills training	100-1EX-5-G1-9501019	1,500.00
<b>Vendor V1205 - David Gershwin Consulting Total:</b>				<b>1,500.00</b>
<b>Vendor: V1123 - Eastside Checks Cashed</b>				
21368	08/11/2016	CPOS -JULY 2016	100-3FS-5-G1-9501037	50.00
<b>Vendor V1123 - Eastside Checks Cashed Total:</b>				<b>50.00</b>



# Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 08/01/2016 - 08/31/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
<b>Vendor: V1098 - Emergency Planning Consultants</b>				
21339	08/02/2016	Hazard Mitigation Plan	600-1XX-5-J1-9909068	4,000.00
21339	08/02/2016	Hazard Mitigation Plan-July 2016 (balance)	600-1XX-5-J1-9909068	1,000.00
<b>Vendor V1098 - Emergency Planning Consultants Total:</b>				<b>5,000.00</b>
<b>Vendor: V0676 - Employment Screening Resources</b>				
21398	08/17/2016	Employee Screening-L Marrero	100-3FS-5-G1-9501027	82.40
21398	08/17/2016	Employee Screening-K Conrad	100-3FS-5-G1-9501027	82.40
<b>Vendor V0676 - Employment Screening Resources Total:</b>				<b>164.80</b>
<b>Vendor: V1002 - Entertainment Plus</b>				
21369	08/11/2016	DVD- BYD Award Ceremony	100-2FF-5-G1-9501003	850.00
<b>Vendor V1002 - Entertainment Plus Total:</b>				<b>850.00</b>
<b>Vendor: V0125 - Grainger</b>				
21340	08/02/2016	Pressure wash spray gun	100-2FF-5-G1-9401038	46.76
21340	08/02/2016	Cut-off wheel .065	100-2FF-5-G1-9401038	15.37
21340	08/02/2016	Solenoid valve	100-2FF-5-G1-9401038	49.69
21340	08/02/2016	Lens cleaner	100-2FF-5-G1-9401038	39.75
21340	08/02/2016	Valve Coil	100-2FF-5-G1-9401038	34.29
21340	08/02/2016	Cut-off wheel .035	100-2FF-5-G1-9401038	25.78
21340	08/02/2016	Moving pads	100-2FF-5-G1-9401038	124.58
21340	08/02/2016	Control Transformer	100-2FF-5-G1-9401038	123.76
21370	08/11/2016	safety vest	600-1XX-5-J1-9909066	67.75
21370	08/11/2016	equipment for additional support vehicle	600-1XX-5-J1-9909066	64.18
21370	08/11/2016	36" cable ties	600-1XX-5-J1-9909066	107.69
21370	08/11/2016	carton tape	600-1XX-5-J1-9909066	94.11
21370	08/11/2016	Grabber	600-1XX-5-J1-9909066	68.53
21370	08/11/2016	5 gallon water cooler	600-1XX-5-J1-9909066	35.29
21399	08/17/2016	Flat washer	100-2FF-5-G1-9401038	15.61
21399	08/17/2016	Hunter green spray paint	100-2FF-5-G1-9401038	269.71
21399	08/17/2016	V-belt	100-2FF-5-G1-9401038	38.41
21399	08/17/2016	Lag shields	100-2FF-5-G1-9401038	110.36
21399	08/17/2016	Lag Bolts	100-2FF-5-G1-9401038	60.69
21399	08/17/2016	car wash brush	100-2FF-5-G1-9401038	64.76
21399	08/17/2016	Key Cabinet	100-2FF-5-G1-9401038	64.21
<b>Vendor V0125 - Grainger Total:</b>				<b>1,521.28</b>
<b>Vendor: V0624 - Home Depot Credit Services</b>				
21371	08/11/2016	Refrigerator,Valve repiar parts, spare cooler pump	100-2FF-5-G1-9401038	181.13
21371	08/11/2016	Trans cement, etc	100-2FF-5-G1-9401038	79.25
21371	08/11/2016	Alkaline battery 8 pack	100-2FF-5-G1-9401038	24.94
21371	08/11/2016	PVC Pipe	100-2FF-5-G1-9401038	33.55
21371	08/11/2016	3 4/4 nipple	100-2FF-5-G1-9401038	5.17
<b>Vendor V0624 - Home Depot Credit Services Total:</b>				<b>324.04</b>
<b>Vendor: V0474 - Insight- Public Sector</b>				
21372	08/11/2016	Epson Projector	600-1XX-5-J1-9902008	455.51
21420	08/23/2016	APC Back-UPS ES 550 Battery Back-Up	600-1XX-5-J1-9902008	212.20
21420	08/23/2016	Samsung VGA Adapter	600-1XX-5-J1-9909072	48.75
21420	08/23/2016	Samsung Network Adapter	600-1XX-5-J1-9909072	40.83
<b>Vendor V0474 - Insight- Public Sector Total:</b>				<b>757.29</b>



Antelope Valley Transit Authority

# Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 08/01/2016 - 08/31/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
<b>Vendor: V0861 - Intelesys Communications Services Inc.</b>				
21400	08/17/2016	Intelesys One Corey Ahai Labor Cost	100-2FF-5-G1-9401006	110.00
<b>Vendor V0861 - Intelesys Communications Services Inc. Total:</b>				<b>110.00</b>
<b>Vendor: V1057 - IntelliRide</b>				
21401	08/17/2016	July 2016 ETP Service	100-5CS-5-G1-9401031	16,209.90
21401	08/17/2016	July 2016 DAR Fare Coupons	100-000-4-D1-6001400	1,612.50
21401	08/17/2016	Dial-a-ride Service, Revenue July 2016	100-000-4-D1-6001400	(7,403.00)
21401	08/17/2016	Dial-a-ride Service, July 2016	100-2FF-5-G1-9001014	93,762.20
<b>Vendor V1057 - IntelliRide Total:</b>				<b>104,181.60</b>
<b>Vendor: V0057 - Interior Plant Designs</b>				
21402	08/17/2016	Interior Plant Services FY17	100-2FF-5-G1-9401005	220.00
<b>Vendor V0057 - Interior Plant Designs Total:</b>				<b>220.00</b>
<b>Vendor: V0157 - Iron Mountain Records Mgmt Inc</b>				
21373	08/11/2016	Shredding services-July 2016	100-2FF-5-G1-9401005	78.52
<b>Vendor V0157 - Iron Mountain Records Mgmt Inc Total:</b>				<b>78.52</b>
<b>Vendor: V1171 - J. Richard Eichman, CPA</b>				
21421	08/23/2016	Accounting services, July 2016	100-1EX-5-G1-9501015	252.60
<b>Vendor V1171 - J. Richard Eichman, CPA Total:</b>				<b>252.60</b>
<b>Vendor: V1209 - James Mannie</b>				
21341	08/02/2016	Travel reimbursement-Windes seminar	100-1EX-5-G1-9501019	30.00
<b>Vendor V1209 - James Mannie Total:</b>				<b>30.00</b>
<b>Vendor: V0997 - Johnstone Supply</b>				
21342	08/02/2016	POC5A/OVAL	100-2FF-5-G1-9401038	4.62
<b>Vendor V0997 - Johnstone Supply Total:</b>				<b>4.62</b>
<b>Vendor: V0846 - Judy Vaccaro-Fry</b>				
21374	08/11/2016	Travel reimbursement	100-1EX-5-G1-9501019	120.00
<b>Vendor V0846 - Judy Vaccaro-Fry Total:</b>				<b>120.00</b>
<b>Vendor: V0250 - L.A. County Waterworks</b>				
21422	08/23/2016	Water usage, 06/16/16-08/16/16	100-2FF-5-G1-9401024	285.77
21422	08/23/2016	Water usage, 06/16/16-08/16/16	100-2FF-5-G1-9401024	359.47
21422	08/23/2016	Water usage, 06/16/16-08/16/16	100-2FF-5-G1-9401024	519.23
<b>Vendor V0250 - L.A. County Waterworks Total:</b>				<b>1,164.47</b>
<b>Vendor: V0288 - LA County Sheriff Dept</b>				
21343	08/02/2016	Los Angeles County Sheriff's Contract June 2016	100-5CS-5-G1-9501034	5,605.80
<b>Vendor V0288 - LA County Sheriff Dept Total:</b>				<b>5,605.80</b>
<b>Vendor: V0421 - Lancaster Chamber of Commerce</b>				
21375	08/11/2016	AV Fair Parade Entry Fee	100-5CS-5-G1-9501029	50.00
<b>Vendor V0421 - Lancaster Chamber of Commerce Total:</b>				<b>50.00</b>



# Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 08/01/2016 - 08/31/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
<b>Vendor: V0889 - Len Engel</b>				
21413	08/18/2016	Reimbursement-APTA Small Committee meeting	100-1EX-5-G1-9501019	1,042.47
21413	08/18/2016	Reimbursement-CTAA Conference, Denver, CO	100-1EX-5-G1-9501019	1,217.21
21413	08/18/2016	Reimbursement-AVBOT Installation Dinner	100-1EX-5-G1-9501019	168.95
21413	08/18/2016	Reimbursement-CTA Exec Meeting	100-1EX-5-G1-9501019	641.81
21413	08/18/2016	Reimbursement-Wireless Comm Conference	100-1EX-5-G1-9501019	2,342.38
<b>Vendor V0889 - Len Engel Total:</b>				<b>5,412.82</b>
<b>Vendor: V0720 - Mail America 2- Palmdale</b>				
21376	08/11/2016	CPOS JULY 2016	100-3FS-5-G1-9501037	50.00
21376	08/11/2016	Rider relief Coupon-July 2016	100-3FS-5-G1-9501037	16.00
<b>Vendor V0720 - Mail America 2- Palmdale Total:</b>				<b>66.00</b>
<b>Vendor: V0916 - Mail America 3</b>				
21377	08/11/2016	CPOS	100-3FS-5-G1-9501037	100.00
21377	08/11/2016	Rider Relief Coupon-July 2016	100-3FS-5-G1-9501037	10.00
21403	08/17/2016	CPOS Reimbursement-July 2016	100-3FS-5-G1-9501037	50.00
<b>Vendor V0916 - Mail America 3 Total:</b>				<b>160.00</b>
<b>Vendor: V1184 - Marlene B. Connor</b>				
21344	08/02/2016	Consulting-Mobility on Demand Grant	100-1EX-5-G1-9501013	12,160.00
<b>Vendor V1184 - Marlene B. Connor Total:</b>				<b>12,160.00</b>
<b>Vendor: V1212 - Master's Refreshment Services</b>				
21404	08/17/2016	Coffee service	100-3FS-5-G1-9501009	151.91
<b>Vendor V1212 - Master's Refreshment Services Total:</b>				<b>151.91</b>
<b>Vendor: V1143 - McKeon Group</b>				
21345	08/02/2016	Professional Services-August 2016	100-1EX-5-G1-9501015	5,000.00
<b>Vendor V1143 - McKeon Group Total:</b>				<b>5,000.00</b>
<b>Vendor: V0783 - Mobile Relay Associates</b>				
21378	08/11/2016	Commuter Radio Repeater Service -July 2016	100-2FF-5-G1-9401038	1,224.30
21378	08/11/2016	Commuter Radio Repeater Service -Aug 2016	100-2FF-5-G1-9401038	1,224.30
<b>Vendor V0783 - Mobile Relay Associates Total:</b>				<b>2,448.60</b>
<b>Vendor: V0626 - Moore &amp; Associates</b>				
21423	08/23/2016	Coach Operator Audits:Fifteenth Installment	100-1EX-5-G1-9501013	6,157.20
21423	08/23/2016	Mobility Management -Year 5	100-5CS-5-G1-9401035	2,850.00
<b>Vendor V0626 - Moore &amp; Associates Total:</b>				<b>9,007.20</b>
<b>Vendor: V0358 - Nate Pitkin</b>				
21379	08/11/2016	Travel reimbursement	100-1EX-5-G1-9501019	247.54
<b>Vendor V0358 - Nate Pitkin Total:</b>				<b>247.54</b>
<b>Vendor: V0714 - Norman Hickling</b>				
21424	08/23/2016	Travel reimbursement-Wireless Comm Conference	100-1EX-5-G1-9501019	1,431.66
21424	08/23/2016	Travel Reimbursement-CTAA Conf-Denver, CO	100-1EX-5-G1-9501019	638.81
<b>Vendor V0714 - Norman Hickling Total:</b>				<b>2,070.47</b>
<b>Vendor: V0987 - OPSEC Specialized Protection</b>				
21380	08/11/2016	OPSEC Security Services JULY 2016	100-5CS-5-G1-9501034	4,015.00
<b>Vendor V0987 - OPSEC Specialized Protection Total:</b>				<b>4,015.00</b>



Antelope Valley Transit Authority

# Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 08/01/2016 - 08/31/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
<b>Vendor: V0243 - Palmdale Chamber of Commerce</b>				
21346	08/02/2016	Palmdale Chamber Membership 2017	100-5CS-5-G1-9501003	220.00
<b>Vendor V0243 - Palmdale Chamber of Commerce Total:</b>				<b>220.00</b>
<b>Vendor: V0628 - Patton Sales Corp</b>				
21381	08/11/2016	Parts and labor for Band saw	100-2FF-5-G1-9401038	34.06
<b>Vendor V0628 - Patton Sales Corp Total:</b>				<b>34.06</b>
<b>Vendor: V0756 - Pierce Heating and Air conditioning</b>				
21382	08/11/2016	Transdev office A/C repair	100-2FF-5-G1-9401036	126.00
<b>Vendor V0756 - Pierce Heating and Air conditioning Total:</b>				<b>126.00</b>
<b>Vendor: V0078 - Pinnacle Petroleum Inc</b>				
21347	08/02/2016	Fuel, July 2016	100-2FF-5-G1-9201003	14,094.97
21347	08/02/2016	Fuel, July 2016	100-2FF-5-G1-9201003	14,063.50
21347	08/02/2016	Fuel, July 2016	100-2FF-5-G1-9201003	14,451.54
21347	08/02/2016	Fuel, July 2016	100-2FF-5-G1-9201003	14,281.84
21383	08/11/2016	Fuel, July 2016	100-2FF-5-G1-9201003	14,392.01
21383	08/11/2016	Fuel, July 2016	100-2FF-5-G1-9201003	14,022.00
21383	08/11/2016	Fuel, July 2016	100-2FF-5-G1-9201003	13,585.54
21383	08/11/2016	Fuel, August 2016	100-2FF-5-G1-9201003	12,855.59
21383	08/11/2016	Fuel, August 2016	100-2FF-5-G1-9201003	13,558.17
21425	08/23/2016	Fuel, August 2016	100-2FF-5-G1-9201003	13,603.25
21425	08/23/2016	Fuel, August 2016	100-2FF-5-G1-9201003	13,631.30
<b>Vendor V0078 - Pinnacle Petroleum Inc Total:</b>				<b>152,539.71</b>
<b>Vendor: V1211 - Power Line Industries, Inc.</b>				
21426	08/23/2016	Pressure wash trailer	600-1XX-5-J1-9909065	19,840.00
<b>Vendor V1211 - Power Line Industries, Inc. Total:</b>				<b>19,840.00</b>
<b>Vendor: V0082 - Preferred Window Tinting, Inc.</b>				
21348	08/02/2016	Window tinting on support vehicles	600-1XX-5-J1-9909066	435.00
<b>Vendor V0082 - Preferred Window Tinting, Inc. Total:</b>				<b>435.00</b>
<b>Vendor: V1092 - Remix Software</b>				
21427	08/23/2016	Remix Enterprise License	100-2FF-5-G1-9401012	6,500.00
<b>Vendor V1092 - Remix Software Total:</b>				<b>6,500.00</b>
<b>Vendor: V1208 - Salmon &amp; Schroeder Int'l Consultants</b>				
21405	08/17/2016	Inspect and certify two waste tanks	100-2FF-5-G1-9401038	1,200.00
<b>Vendor V1208 - Salmon &amp; Schroeder Int'l Consultants Total:</b>				<b>1,200.00</b>
<b>Vendor: V0701 - Signal Campus</b>				
21384	08/11/2016	AV College Outdoor Advertising - Library July 2016	100-1EX-5-G1-9501003	336.00
21384	08/11/2016	AV College Outdoor Advertising - Library-Aug 2016	100-1EX-5-G1-9501003	336.00
<b>Vendor V0701 - Signal Campus Total:</b>				<b>672.00</b>
<b>Vendor: V0649 - Sinclair Printing &amp; Litho., Inc.</b>				
21349	08/02/2016	Local Transit Booklets - Service Change	100-5CS-5-G1-9501018	3,266.73
21406	08/17/2016	Bus Schedules - 11x17 Local Transit	100-5CS-5-G1-9501018	1,048.95
21406	08/17/2016	Bus Schedules - 11x17 Commuter	100-5CS-5-G1-9501018	2,097.88
<b>Vendor V0649 - Sinclair Printing &amp; Litho., Inc. Total:</b>				<b>6,413.56</b>



Antelope Valley Transit Authority

# Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 08/01/2016 - 08/31/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
<b>Vendor: V0403 - Southern California Edison</b>				
21350	08/02/2016	Utilities-Electricity 06/20/16-07/20/2016	100-2FF-5-G1-9401021	6,936.75
21385	08/11/2016	Electricity-06/30/2016-08/01/16	100-2FF-5-G1-9401021	73.83
21428	08/23/2016	Electricity, 07/20/16-08/18/16	100-2FF-5-G1-9401021	6,708.49
<b>Vendor V0403 - Southern California Edison Total:</b>				<b>13,719.07</b>
<b>Vendor: V0493 - Standard Insurance Company</b>				
21351	08/02/2016	Vision Insurance Premium (EE)- Aug 2016	100-000-2-B1-4011016	146.63
21351	08/02/2016	Vision Insurance Premium (ER)-Aug 2016	100-1ZZ-5-G1-9701616	500.29
21351	08/02/2016	Dental Insurance Premium (EE)- Aug 2016	100-000-2-B1-4011014	836.87
21351	08/02/2016	Dental Insurance Premium (ER)- Aug 2016	100-1ZZ-5-G1-9701614	2,652.05
21429	08/23/2016	COBRA-Dental coverage, Sept 2016	100-000-1-A1-0201005	52.16
<b>Vendor V0493 - Standard Insurance Company Total:</b>				<b>4,188.00</b>
<b>Vendor: V0741 - State of California Dept. of Industrial Relations</b>				
21407	08/17/2016	Annual Elevator Permit	100-2FF-5-G1-9401010	225.00
<b>Vendor V0741 - State of California Dept. of Industrial Relations Total:</b>				<b>225.00</b>
<b>Vendor: V0684 - Strategies</b>				
21430	08/23/2016	Consulting services-July 2016	100-1EX-5-G1-9501013	125.00
<b>Vendor V0684 - Strategies Total:</b>				<b>125.00</b>
<b>Vendor: V0103 - TCW Systems, Inc.</b>				
21386	08/11/2016	Repeater service June 2016	100-2FF-5-G1-9401038	500.00
21386	08/11/2016	Repeater service July 2016	100-2FF-5-G1-9401038	500.00
21386	08/11/2016	Repeater service August 2016	100-2FF-5-G1-9401038	500.00
<b>Vendor V0103 - TCW Systems, Inc. Total:</b>				<b>1,500.00</b>
<b>Vendor: V0505 - The Customer Service Experts</b>				
21387	08/11/2016	CPOS July 2016	100-3FS-5-G1-9501037	50.00
<b>Vendor V0505 - The Customer Service Experts Total:</b>				<b>50.00</b>
<b>Vendor: V0405 - The Gas Company</b>				
21352	08/02/2016	Gas, 06/21/2016-07/21/16	100-2FF-5-G1-9401022	80.83
<b>Vendor V0405 - The Gas Company Total:</b>				<b>80.83</b>
<b>Vendor: V0904 - Time Warner Cable Business Class</b>				
21388	08/11/2016	cable service, 08/11-09/10/2016	100-2FF-5-G1-9401025	246.71
21408	08/17/2016	Internet, 08/13/16-09/12/16	100-2FF-5-G1-9401025	1,365.00
<b>Vendor V0904 - Time Warner Cable Business Class Total:</b>				<b>1,611.71</b>
<b>Vendor: V1008 - Tire Xpress Inc.</b>				
21353	08/02/2016	TPM Sensor Installed	100-2FF-5-G1-9401038	95.00
21389	08/11/2016	Tires for Kubota rtv	600-1XX-5-J1-9909061	480.00
<b>Vendor V1008 - Tire Xpress Inc. Total:</b>				<b>575.00</b>
<b>Vendor: V0355 - Trans Track Systems, Inc.</b>				
21390	08/11/2016	TransTrack Analytics Added to Existing Program-'17	600-1XX-5-J1-9909073	45,750.00
<b>Vendor V0355 - Trans Track Systems, Inc. Total:</b>				<b>45,750.00</b>



# Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 08/01/2016 - 08/31/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
<b>Vendor: V0252 - Transdev, Inc.</b>				
21414	08/18/2016	Metrolink Assistance-July 2016	100-2FF-5-G1-9001013	77.47
21414	08/18/2016	Special Service-Acton Rehab Bus#4753/4764	100-2FF-5-G1-9001013	328.86
21414	08/18/2016	Commuter Recovery-Stand By-July 2016	100-2FF-5-G1-9001013	1,225.50
21414	08/18/2016	Local and Commuter Maint and Service, July '16	100-2FF-5-G1-9001013	1,058,857.98
21414	08/18/2016	Special Service-Sand fire-July 2016	100-2FF-5-G1-9001013	2,992.43
21414	08/18/2016	Zonar System-service from 01/16-03/16	100-2FF-5-G1-9001013	407.85
21414	08/18/2016	BYD Electric buses, Route11/12,1,10-JULY 2016	100-2FF-5-G1-9001016	21,127.77
21414	08/18/2016	JARC Commuter Hours-785-786-787-July 2016	100-2FF-5-G1-9001015	18,864.46
21414	08/18/2016	Commuter Recovery-July 2016	100-2FF-5-G1-9001013	7,931.46
<b>Vendor V0252 - Transdev, Inc. Total:</b>				<b>1,111,813.78</b>
<b>Vendor: V0189 - United Parcel Service</b>				
21354	08/02/2016	Shipping charges	100-3FS-5-G1-9501010	100.00
21354	08/02/2016	Shipping charges	100-3FS-5-G1-9501010	33.00
<b>Vendor V0189 - United Parcel Service Total:</b>				<b>133.00</b>
<b>Vendor: V0353 - UNUM Life Insurance Co of Amer</b>				
21431	08/23/2016	Long Term Care (EE) Sept 2016	100-000-2-B1-4011024	124.20
21431	08/23/2016	Long Term Care (ER) Sept 2016	100-1ZZ-5-G1-9702618	467.77
<b>Vendor V0353 - UNUM Life Insurance Co of Amer Total:</b>				<b>591.97</b>
<b>Vendor: V0302 - US Bank</b>				
21391	08/11/2016	WAVE meeting	100-1EX-5-G1-9501019	28.93
21391	08/11/2016	Farewell lunch with V Medina	100-1EX-5-G1-9501019	75.56
21391	08/11/2016	Lunch re: BYD seats	100-1EX-5-G1-9501019	26.55
21391	08/11/2016	BYD Luncheon	100-1EX-5-G1-9501019	33.73
21391	08/11/2016	lunch meeting	100-1EX-5-G1-9501019	33.83
21391	08/11/2016	Business lunch with Kern Transit	100-1EX-5-G1-9501019	46.00
21391	08/11/2016	AVBOT Luncheon reservations	100-1EX-5-G1-9501019	60.00
21391	08/11/2016	Marketing workshop	100-1EX-5-G1-9501019	266.17
21391	08/11/2016	Journals/Books-for Exec Director use	100-3FS-5-G1-9501009	72.84
21409	08/17/2016	Registration fee-AV Board of Trade	100-1EX-5-G1-9501019	50.00
21409	08/17/2016	luncheon-lanc Chamber of Commerce	100-1EX-5-G1-9501019	20.00
21409	08/17/2016	Lunch for 2nd Q all hands meeting	100-1EX-5-G1-9501019	251.75
21409	08/17/2016	2016 APTA conf-LA, CA	100-1EX-5-G1-9501019	850.00
21409	08/17/2016	N Pitkin seminar	100-1EX-5-G1-9501019	1,449.20
21409	08/17/2016	N Hickling-APTA conference	100-1EX-5-G1-9501019	975.00
21409	08/17/2016	parking fees-LAX	100-1EX-5-G1-9501019	12.73
21409	08/17/2016	2016 APTA Conference Registration	100-1EX-5-G1-9501019	1,933.50
21409	08/17/2016	M Perry-Buscon workshop	100-1EX-5-G1-9501019	399.96
21409	08/17/2016	Airfare-N Hickling-Buscon workshop	100-1EX-5-G1-9501019	399.96
21409	08/17/2016	Register-AV Hispanic Luncheon	100-1EX-5-G1-9501019	20.00
21409	08/17/2016	Registration-laserfische, Long Beach CA	100-1EX-5-G1-9501019	1,011.50
21409	08/17/2016	Airfare-N Hickling	100-1EX-5-G1-9501019	554.96
21409	08/17/2016	Remix conference registration	100-1EX-5-G1-9501019	196.00
21409	08/17/2016	Ticket for Edwards AFB Event	100-1EX-5-G1-9501019	50.00
21409	08/17/2016	1&1 Virtual server-07/08/16-08/08/16	100-2FF-5-G1-9401012	19.99
21409	08/17/2016	Dump the Pump-grand prize	100-5CS-5-G1-9501029	948.00
21409	08/17/2016	Jethawks event-07/14/2016	100-5CS-5-G1-9501029	632.18
21409	08/17/2016	AVC Foundation gift	100-5CS-5-G1-9501029	100.00
21409	08/17/2016	Facebook ads	100-5CS-5-G1-9501029	24.93
21409	08/17/2016	Server room permit fees	600-1XX-5-J1-9909068	320.00
<b>Vendor V0302 - US Bank Total:</b>				<b>10,863.27</b>



Antelope Valley Transit Authority

# Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 08/01/2016 - 08/31/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
<b>Vendor: V0550 - Waste Management</b>				
21355	08/02/2016	Waste, July 2016	100-2FF-5-G1-9401023	712.60
<b>Vendor V0550 - Waste Management Total:</b>				<b>712.60</b>
<b>Vendor: V0457 - Waxie Enterprises Inc.</b>				
21411	08/17/2016	superior hand soap	100-2FF-5-G1-9401038	51.06
21411	08/17/2016	paper towels rolls	100-2FF-5-G1-9401038	173.15
21411	08/17/2016	creme cleanser	100-2FF-5-G1-9401038	116.44
21411	08/17/2016	bowl cleaner	100-2FF-5-G1-9401038	142.67
21411	08/17/2016	can liners	100-2FF-5-G1-9401038	302.83
21411	08/17/2016	borax	100-2FF-5-G1-9401038	46.87
21411	08/17/2016	premium toilet paper	100-2FF-5-G1-9401038	286.89
21411	08/17/2016	seat covers	100-2FF-5-G1-9401038	36.26
<b>Vendor V0457 - Waxie Enterprises Inc. Total:</b>				<b>1,156.17</b>
<b>Vendor: V1154 - Weideman Group Inc.</b>				
21392	08/11/2016	Government Advocacy Consultant Aug 2016	100-1EX-5-G1-9501015	10,000.00
<b>Vendor V1154 - Weideman Group Inc. Total:</b>				<b>10,000.00</b>
<b>Vendor: V0112 - Western Exterminators</b>				
21393	08/11/2016	Exterminator-July 2016	100-2FF-5-G1-9401005	96.00
<b>Vendor V0112 - Western Exterminators Total:</b>				<b>96.00</b>
<b>Vendor: V0124 - Witts</b>				
21394	08/11/2016	Blanket Office Supplies and Coffee Service	100-3FS-5-G1-9501009	588.78
21412	08/17/2016	Office Supplies	100-3FS-5-G1-9501009	741.19
21412	08/17/2016	Office Supplies	100-3FS-5-G1-9501009	27.55
<b>Vendor V0124 - Witts Total:</b>				<b>1,357.52</b>
<b>Grand Total:</b>				<b>1,830,645.04</b>





**DATE:** September 27, 2016  
**TO:** BOARD OF DIRECTORS  
**SUBJECT:** Senior Subsidy Grant Program

---

**RECOMMENDATION**

That the Board of Directors approve the Senior Subsidy Grant Program for Fiscal Year 2016/2017.

**FISCAL IMPACT**

Based on a conservative estimate of a 10% growth in the program, AVTA could realize \$116,325 in revenue from the program over the next year (September – August). The Antelope Valley Air Quality Management District has offered to renew the program with a match based on the predicted growth in the program. Additional grant funds will not be required to support the Los County portion of the program.

**BACKGROUND**

On June 16, 2015, the AVAQMD awarded a grant of up to \$150,000 in AB2766 funds to AVTA member jurisdictions contingent upon the commitment of matching funds. Subsequently, at the June 23, 2015, the Board approved implementation of the Senior Subsidy Grant Program to provide bus passes to senior citizens. An additional \$50,000 was awarded to support student pass program at Antelope Valley College.

During the twelve month period beginning in September 2015 423 “annual” passes were provided to eligible Antelope Valley seniors.

Lancaster: 209  
Palmdale: 173  
LA County: 41

AVTA does not have a discounted senior annual pass, the program is correctly twelve 31 day discounted passes. The clock begins on the first day the pass is used in each 31 day period. If the first “pass” is used on September 1, it will expire on October 1. If pass #2 is used on October 10, it will expire on November 9, and so forth. Some of these passes could be valid for several years. The following charts shows the number of passes that were issued by month.

Month	Lancaster	Palmdale	LA County
Sept	56	55	8
Oct	44	30	12

Senior Subsidy Grant Program

September 27, 2016

Page 2

Month	Lancaster	Palmdale	LA County
Nov	35	25	11
Dec	20	12	2
Jan	13	11	2
Feb	11	9	1
Mar	8	7	0
Apr	4	3	0
May	6	7	2
Jun	5	9	1
Jul	11	7	2
Aug	4	3	0
<b>Total</b>	<b>217</b>	<b>178</b>	<b>41</b>

There are fund balances available from the 2015-2016 to support the 2016-2017 program. The following chart shows anticipated program income and contributions. The City of Palmdale favors the Metro Rider Relief Program as the way to provide transit discounts for their residents. The chart adds the City of Palmdale as information should the City reconsider their position. The available balance is based on \$50,000 AVAQMD grant and \$50,000 jurisdictional match.

	Lancaster	Palmdale	LA County	Total
A Balance Available	\$45,750 <sup>1</sup>	\$27,750	\$89,750 <sup>1</sup>	
B Eligible Balance	\$47,750 <sup>3</sup>	\$24,375 <sup>2</sup>	\$11,500 <sup>3</sup>	\$83,000
C Passes for 2 <sup>nd</sup> Year	238	195	45	465
D Total Passes	\$59,500	\$48,750	\$11,250	\$119,500
E AVAQMD Grant	\$6,875 <sup>4</sup>	\$0	\$0	\$4,875
F Jurisdictional Share	\$6,875 <sup>4</sup>	\$24,375	\$0	\$28,625
<b>B + E + F</b>	<b>\$59,500</b>	<b>\$48,750</b>	<b>\$11,250</b>	<b>\$119,500</b>

- 1 – Balance includes AVAQMD grant and local match (50/50).
- 2 – This is the remaining portion of the AVAQMD grant but only up to 50% of the 2016-17 program is eligible.
- 3 – This amount is 50% AVAQMD and 50% local jurisdiction
- 4 – The additional amount necessary to cover the 2016-17 program.

Los Angeles County has proposed an option to pay by trip thereby extending the value of the AVAQMD grant. Since it is impossible to determine which jurisdiction issued the pass, revenue would be attributed based on the percentage of passes issued by jurisdiction. During July and August AVTA recorded 13,393 senior pass riders; annualized that would be 80,358, again a 10% growth rate was applied. Under this option the only match requirement would be from the City of Palmdale.

	Lancaster	Palmdale	LA County	Total
A Balance Available	\$45,750 <sup>1</sup>	\$27,750	\$89,750 <sup>1</sup>	
B Eligible Balance	\$33,009 <sup>3</sup>	\$13,523 <sup>2</sup>	\$6,242 <sup>3</sup>	\$66,296
C Estimated trips 2 <sup>nd</sup> Yr.	44,012	36,060	8,322	88,394
D Total @ \$0.75	\$33,009	\$27,045	\$6,242	\$66,296
E AVAQMD Grant	\$0	\$0	\$0	\$4,875
F Jurisdictional Share	\$0	\$13,523	\$0	\$28,625
<b>B + E + F</b>	<b>\$33,009</b>	<b>\$27,045</b>	<b>\$6,242</b>	<b>\$66,296</b>

AVTA is responsible for providing appropriate documentation to the AVAQMD that the purchase and/or supported program meet the guidelines of the AB2766 program. Payments from the program are contingent upon receipt of an appropriate amount of AB2766 funds by the AVAQMD.

Prepared and Submitted by:

---

Len Engel  
Executive Director

NB 1.A Attachment

Month	Lancaster	Palmdale	LA County
September	56	55	8
October	44	30	12
November	35	25	11
December	20	12	2
January	13	11	2
February	11	9	1
March	8	7	0
April	4	3	0
May	6	7	2
June	5	9	1
July	11	7	2
August	4	3	0

<b>Total Annual Passes</b>	217	178	41
----------------------------	-----	-----	----

Product	Price Per Pass	Total Passes Sold	Total Amount
Senior Annual Pass	\$250	436	\$109,000

	Lancaster	Palmdale	LA County	
2016 Total Revenue	\$54,250	\$44,500	\$10,250	\$109,000
AVAQMD Share	\$27,125	\$22,250	\$5,125	\$54,500
Jurisdictional Share	\$27,125	\$22,250	\$5,125	\$54,500
10% Balance Available	\$45,750	\$27,750	\$89,750	\$163,250
2017 Target 10% growth	238	195	45	
2017 Total Expense	\$59,500	\$48,750	\$11,250	\$119,500
2017 AVAQMD Grant	\$6,875	\$0	\$0	\$6,875
2017 Jurisdictional Share	\$6,875	\$24,375	\$0	
2017 Program	\$59,500	\$48,750	\$11,250	\$119,500