



**Regular Meeting of the Board of Directors**

**Tuesday, April 25, 2017**

**10:00 a.m.**

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

**AGENDA**

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

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

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

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

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:**

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Steve Hofbauer, Director Austin Bishop, Director Angela Underwood–Jacobs, Director Michelle Flanagan

**APPROVAL OF AGENDA**

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

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

**CLOSED SESSION (CS):**

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

- CS 1 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(a)  
Pending Litigation: Clark v. AVTA, LASC Case No. MC026036  
Pending Litigation: Sabina M. Andrade v. AVTA  
Pending Litigation: Marsh v. AVTA USDC Case No. 2:16-cv-0937-PSG
- CS 2 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(2)  
Significant exposure to litigation (one potential case)

**RECESS TO CLOSED SESSION**

**RECONVENE TO PUBLIC SESSION**

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

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

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

- SRP 1 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR MARCH 2017 – HECTOR FUENTES, TRANSDEV
- SRP 2 PRESENTATION OF AVTA EMPLOYEE OF THE QUARTER (JANUARY 1 – MARCH 31, 2017) – COLBY KONISEK

SRP 3 LEGISLATIVE REPORT FOR APRIL 2017 – JUDY FRY

*Recommended Action: Support Assembly Bill 17: Transit Pass Program: Free or reduced-fare transit passes for students.*

**CONSENT CALENDAR (CC):** Items 1 through 3 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 MARCH 28, 2017 – KAREN DARR

*Recommended Action: Approve the Board of Directors Regular Meeting Minutes of March 28, 2017.*

CC 2 FINANCIAL REPORTS FOR FEBRUARY AND MARCH 2017 – COLBY KONISEK

*Recommended Action: Receive and file the Fiscal Year-to-Date Budget versus Actual report dated February 28, 2017; the Interim Financial Statements for the eight months ended February 28, 2017; the Cash Flow Projection/Treasurer's report for the month ended February 28, 2017; the Payroll History Report for the three months ended March 31, 2017; and the Cash Disbursements Report for the month ended March 31, 2017.*

CC 3 FISCAL YEAR 2016/2017 (FY17) THIRD QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (JANUARY 1 – MARCH 31, 2017) – KELLY MILLER

*Recommended Action: Receive and file the FY17 Third Quarter LASD report for the period covering January 1 through March 31, 2017.*

**NEW BUSINESS (NB):**

NB 1 ELECTION OF BOARD OFFICERS FOR FISCAL YEAR 2017/2018 (FY18) – KAREN DARR

*Recommended Action: Nominate and elect a Chair and Vice Chair for FY18.*

**REPORTS AND ANNOUNCEMENTS (RA):**

RA 1 Report by the Executive Director/CEO

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

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

**ADJOURNMENT:**

Adjourn to the next Regular meeting of the Board of Directors on May 23, 2017 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 April 20, 2017 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/CEO. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the AVTA to the Board of Directors less than 72 hours prior to that meeting are on file in the Office of the Executive Director/CEO. These documents are available for public inspection during regular business hours at the Customer Service window of the AVTA at 42210 6<sup>th</sup> Street West, Lancaster or by contacting the Clerk of the Board at (661) 729-2206.



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**Regular Meeting of the Board of Directors**  
**Tuesday, March 28, 2017**  
**10:00 a.m.**

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

**UNOFFICIAL MINUTES**

**CALL TO ORDER:**

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

**PLEDGE OF ALLEGIANCE:**

Director Hofbauer led the Pledge of Allegiance.

**ROLL CALL:**

Present

Chairman Marvin Crist, Director Steve Hofbauer, Director Austin Bishop, Director Angela Underwood-Jacobs, Director Michelle Flanagan

Absent

Vice Chair Dianne Knippel

**Motion: Excuse the absence of Vice Chair Knippel.**

Moved by Director Flanagan, seconded by Director Underwood-Jacobs

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

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

Nays: None

Abstain: None

Absent: Vice Chair Knippel

**APPROVAL OF AGENDA:**

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

Moved by Director Hofbauer, seconded by Director Bishop

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

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

Nays: None

Abstain: None

Absent: Vice Chair Knippel

**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 FEBRUARY 2017 – HECTOR FUENTES, TRANSDEV**

Trandev General Manager Hector Fuentes presented a plaque to the Operator of the Month Henry Smith and announced that the Employee of the Month was Terrence Cloud; however, Mr. Cloud was unable to attend the meeting.

**SRP 2 LEGISLATIVE REPORTS FOR MARCH 2017**

Grants Administrator Judy Fry provided information regarding California's transportation funding package and Cap and Trade Program funding, the American Public Transportation Association's Legislative Conference, public transportation infrastructure nationwide, and the federal budgets for Fiscal Years 2017 and 2018. Executive Director/CEO Len Engel noted that there might be possible cuts to long haul Amtrak service, the Capital Investment Program and the Transportation Investment Generating Economic Recovery (TIGER) grant.

Ms. Fry also detailed information regarding Assembly Bill (AB) 17: Reduced-Fare Transit Passes for Students, AB 468: Buses – Seatbelts, Senate Bill (SB) 20: Assault – Transit Operators, and SB 158: Commercial Driver's Licenses – Education Requirements. The Board briefly discussed student transit passes.

**SRP 3 FISCAL YEAR 2016/2017 (FY17) SECOND QUARTER SYSTEMWIDE KEY PERFORMANCE INDICATORS (KPI) REPORT (OCTOBER 1 – DECEMBER 31, 2016)**

Chief Operating Officer Norm Hickling presented the FY17 Second Quarter Systemwide KPI report. To increase ridership and revenue, staff will analyze routes and time points, industry standards and best practices, and information generated from AVTA's data collection systems.

The Board discussed 1) AVTA's performance goals versus other transit agencies; 2) schedule adherence; 3) farebox recovery ratio; and 4) the transition from diesel buses to an all-electric bus fleet. The Board instructed staff to schedule a Strategic Planning Workshop and include these discussion items on the agenda: key performance indicators, AVTA's standards compared to other same size agencies, complaint types, and AVTA today and 5 years from now.

Additionally, staff was directed to meet with engineering staff at the cities of Lancaster and Palmdale to research the feasibility of using grant funding from the Antelope Valley Air Quality Management District to subsidize costs associated with signal pre-emption and synchronization.

**Motion: Receive and file the FY17 Second Quarter KPI Report for the period covering October 1 through December 31, 2016.**

Moved by Director Hofbauer, seconded by Director Flanagan

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

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

Nays: None

Abstain: None

Absent: Vice Chair Knippel

**CONSENT CALENDAR (CC):**

**CC 1 BOARD OF DIRECTORS MEETING MINUTES OF FEBRUARY 28, 2017 – KAREN DARR**

Approve the Board of Directors Regular Meeting Minutes of February 28, 2017.

**CC 2 FINANCIAL REPORTS FOR JANUARY AND FEBRUARY 2017 – COLBY KONISEK**

Receive and file the financial reports for January and February 2017.



**CC 3 FY17 CERTIFICATION AND ASSURANCES FOR CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES (CALOES) GRANT PROGRAM – JUDY FRY**

Adopt Resolution No. 2017-002, authorizing the Executive Director/CEO to execute all required documents for the Cal OES Grant Program as required by the Governor's Office of Emergency Services.

**CC 4 FY17 CAP AND TRADE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) – JUDY FRY**

Adopt Resolution No. 2017-003, authorizing the Executive Director/CEO to execute the Certifications and Assurances as required for the Cap and Trade LCTOP (the "Authorization").

**Motion: Approve the Consent Calendar.**

Moved by Director Hofbauer, seconded by Director Flanagan

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

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

Nays: None

Abstain: None

Absent: Vice Chair Knippel

**NEW BUSINESS (NB):**

**NB 1 FISCAL YEAR 2017/2018 (FY18) PRELIMINARY BUSINESS PLAN REVIEW ASSUMPTIONS**

Chief Financial Officer Colby Konisek presented the revenue and expenditure assumptions and capital-spending plan. Executive Director/CEO Len Engel stated there is speculation that Secretary Chao may promote a 20% per year cut to the Federal Transit Association's funding and push transit funding to the states. The Board discussed AVTA's insurance brokers, the Dial-A-Ride and Transdev contracts, and the possibility of integrating AVTA and Uber services. Possible integration of AVTA and Uber services will be included as a discussion item on the Strategic Planning Workshop agenda.

**Motion: Approve the Preliminary FY18 Business Plan assumptions.**  
Moved by Director Hofbauer, seconded by Director Bishop

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

**CLOSED SESSION (CS):**

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

CS 1 CONFERENCE WITH LEGAL COUNSEL – PURSUANT TO GOVERNMENT CODE  
SECTION 54956.9(A)  
Pending Litigation: Holmes v. AVTA, USDC Case No. 2:16-cv-01454-DMG-  
AGR  
Pending Litigation: Clark v. AVTA, LASC Case No. MC026036  
Pending Litigation: Sabina M. Andrade v. AVTA  
Pending Litigation: Marsh vs. AVTA USDC Case No. 2:16-cv-0937-PSG

**RECESS TO CLOSED SESSION:**

The Board recessed to Closed Session at 10:57 a.m.

**RECONVENE TO PUBLIC SESSION:**

The Board reconvened to Public Session at 11:33 a.m.

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

General Counsel Burns stated that the Board discussed CS1 - Holmes versus AVTA; there was no reportable action.

**NB 2 AMENDMENT #7 TO CONTRACT #2011-32 WITH TRANSDEV  
SERVICES, INC. FOR OPERATION AND MAINTENANCE OF FIXED  
ROUTE TRANSIT SERVICES**

General Counsel Burns presented the staff report. She noted that the information shown in red will be included in the amended contract: **Section (4) Right to Removal of the contract. – The individuals supplied to AVTA by the Contractor are employees of the Contractor, and whereas AVTA has no right to terminate Contractor’s employees.** The Board requested that contracting for

bus operator services versus employing bus operators in-house be included on the Strategic Planning Workshop agenda.

**Motion: Approve an amendment to section 9C.(4) of its Transit Services Operating Agreement ("Revenue Contract") with Transdev Services, Inc. ("Transdev"), as set forth in the Proposed Amendment to the Revenue Contract as modified.**

Moved by Director Bishop, seconded by Director Flanagan

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

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

Nays: None

Abstain: None

Absent: Vice Chair Knippel

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

### **RA 1 REPORT BY THE EXECUTIVE DIRECTOR/CHIEF EXECUTIVE OFFICER**

Mr. Engel reported:

- Vice Chair Knippel has an illness in the family.
- Meeting with Assemblyman Lackey, Senator Scott Wilk, and staff from the Weideman Group on March 29. Attending an Air Resources Board budget meeting on April 6.
- The 2017 Los Angeles County Air Show was a huge success; AVTA's articulated bus was on display.
- Staff issued a purchase order for 10 electric buses on March 27.
- On vacation April 29 through May 17.

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

Chairman Crist – discussed the Transit Maintenance Leadership Workshop.

Director Hofbauer – discussed the League of California Cities meetings he attended while in Washington D.C.

**ADJOURNMENT:**

Chairman Crist adjourned the meeting at 11:40 a.m. to the next Regular meeting of the Board of Directors on April 25, 2017 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 25<sup>th</sup> day of APRIL 2017.

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Marvin Crist, Chairman

ATTEST:

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Karen S. Darr, Clerk of the Board



**DATE:** April 25, 2017

**TO:** BOARD OF DIRECTORS

**SUBJECT:** Financial Reports for February and March 2017

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### **RECOMMENDATION**

Fiscal Year-to-Date Budget versus Actual report dated February 28, 2017 (Attachment A); Interim Financial Statements for the eight months ended February 28, 2017 (Attachment B); Treasurer's Report for the month ended February 28, 2017 (Attachment C); Payroll History Report for the three months ended March 31, 2017 (Attachment D); Cash Disbursements Report for the month ended March 31, 2017 (Attachment E).

### **FISCAL IMPACT**

**Payroll:** The February payroll of \$220,298 is higher than the trailing 6 month average for payroll expense of \$213,586 by \$6,712 or 3.4%.

**Cash Disbursements:** \$1,591,203.

Interim Financial Statements: Change in Net Position: (\$5,746,072), which includes YTD depreciation expense of \$2,660,406.

### **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 March 2017, exclusive of benefits, payroll taxes and service charges, is shown below:

<b>Payroll Period</b>	<b>Amount</b>	<b>Journal #</b>
03/01/17	\$10,030.93	PYPKT00904
03/01/17	8,747.00	PYPKT00905
03/04/17	103,299.85	PYPKT00919
03/18/17	98,220.52	PYPKT00921
<b>Gross Pay, March 2017</b>	<b>\$220,298.30</b>	

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

<b>Register Date</b>	<b>Amount</b>
03/01/17-03/31/17	\$1,591,203

Large items include:

Transdev, Inc. (February, 2017)	\$1,164,219
Pinnacle Petroleum (fuel February/March 2017)	106,595
IntelliRide (Dial-A-Ride Services for February, 2017)	101,249
California Choice (group health insurance - April)	34,891
Total of large item selection	\$1,406,954

These items comprise 88.4% of total expenditures for the month.

### **Operating Cash**

Major cash components as of February, 2017:

Cash per general ledger	\$22,008,140
Less restricted funds	(14,460,380)
Projected net cash inflows/(outflows)	(2,099,324)
Projected cash available for operations	\$5,448,436

The projected cash available will cover 3 months of operating expenses based on the Authority's average monthly operating cash requirements of \$1.8 million.

## **BUDGET TO ACTUAL SUMMARY NARRATIVE**

Attachment A – Budget to Actual Report (BAR) shows the interim, unaudited result for the eight months ended February 28, 2017.

Operating income/(loss) (net of depreciation) was favorable to budget \$733K.

Revenues were favorable to budget by \$406K.

Timing differences: Fare revenue continues its below-budget trend, offset by receipts of FTA funds and Jurisdictional Contributions that have caught up with budget.

Expenses were unfavorable to budget by \$326K.

Contract services, fuel, other operating expenses and wages & benefits were less than budget.

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

Prepared by:

Submitted by:

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Colby Konisek  
Chief Financial Officer

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Len Engel  
Executive Director/CEO

### Attachments:

A – Budget versus Actual Report as of YTD February 28, 2017.

B – Interim Financial Statements for the Eight Months ended February, 2017.

C – Treasurer's Report and Cash Flow Projection for the month of February 28, 2017.

D – Payroll History Report for the three months ended March 31, 2017.

E – Cash Disbursements Report for the month ended March 31, 2017.

**ANTELOPE VALLEY TRANSIT AUTHORITY**  
**BUDGET VS. ACTUALS - INCOME STATEMENT**  
For the 8 months ended February 28,2017

DESCRIPTION	YEAR-TO-DATE		
	BUDGET	ACTUAL	VARIANCE
<b>REVENUE</b>			
FARE REVENUE	3,619,064	3,439,296	(179,768)
MTA FUNDS	5,747,769	5,727,593	(20,176)
STATE FUNDS	63,866	0	(63,866)
FTA FUNDS	3,365,921	3,741,189	375,268
JURISDICTIONAL CONTRIBUTIONS	1,647,906	2,209,718	561,812
OTHER REVENUE	375,589	108,795	(266,794)
<b>TOTAL REVENUE</b>	<b>14,820,115</b>	<b>15,226,591</b>	<b>406,476</b>
<b>EXPENSES</b>			
CONTRACTOR SERVICES	10,467,178	10,295,659	171,519
FUEL & ELECTRICITY FOR OPERATIONS	1,366,038	1,251,356	114,682
OTHER OPERATING EXPENSES	236,843	195,912	40,931
WAGES	1,754,585	1,740,536	14,049
BENEFITS	619,254	595,063	24,191
LEGAL	86,508	96,595	(10,087)
CONSULTING	181,172	199,548	(18,376)
ADVOCACY	191,696	204,822	(13,126)
TRAVEL	50,655	46,893	3,762
IT MAINTENANCE & LICENSES	170,438	156,133	14,305
UTILITIES	116,827	127,507	(10,680)
ADMINISTRATION	663,319	668,286	(4,967)
<b>TOTAL EXPENSES</b>	<b>15,904,513</b>	<b>15,578,311</b>	<b>326,202</b>
<b>OPERATING INCOME/(LOSS)</b>	<b>(1,084,398)</b>	<b>(351,720)</b>	<b>732,678</b>



**ANTELOPE VALLEY TRANSIT AUTHORITY**  
**EXPENDITURES BY DEPARTMENT**  
For the 8 months ended February 28,2017

DESCRIPTION	YEAR-TO-DATE		
	BUDGET	ACTUAL	VARIANCE
<b>TOTAL REVENUE</b>	<b>14,820,115</b>	<b>15,226,591</b>	<b>406,476</b>
<b>EXPENDITURES BY DEPARTMENT</b>			
EXECUTIVE SERVICES	1,247,024	1,298,247	(51,223)
OPERATIONS & MAINTENANCE	13,157,641	12,815,280	342,361
FINANCE	917,539	901,291	16,248
CUSTOMER SERVICE	582,309	563,494	18,815
ALLOCATIONS	0	(0)	0
<b>TOTAL EXPENSES</b>	<b>15,904,513</b>	<b>15,578,311</b>	<b>326,202</b>
<b>OPERATING INCOME/(LOSS)</b>	<b>(1,084,398)</b>	<b>(351,720)</b>	<b>732,678</b>

**ANTELOPE VALLEY TRANSIT AUTHORITY**  
**VARIANCES BY DEPARTMENT**  
**For the 8 months ended February 28,2017**

DEPARTMENT	T/P	COMMENTS (\$000's)
<b>REVENUE</b>	T	Fare Revenue (\$180)
	T	Operating Contributions \$562
	T	Proposition 1B (\$64)
	T	JARC Programs \$16
	T	5307 Funds (PM & Operating Support) \$359
	P	Gain/(Loss) on Sale of Assets (\$269)
<b>EXECUTIVE SERVICES</b>	P	Wages & Benefits (\$24)
	T	Marketing \$14
	T	Memberships (\$13)
	T	Consulting (\$18)
<b>OPERATIONS &amp; MAINTENANCE</b>	P	Wages & Benefits \$16
	T	Contract Services (Transdev/IntelliRide) \$172
	T	Fossil Fuel for Fleet Operations \$113
	T	Utilities (\$13)
	T	Grantable PM & Operating Support\$24
<b>FINANCE</b>	P	Wages & Benefits \$16
<b>CUSTOMER SERVICE</b>	P	Wages & Benefits \$30
<b>ALLOCATIONS (NET OF DEPRECIATION)</b>	T	Employer Benefits & GASB Adjustments \$0

P = Permanent difference  
T = Timing difference



## STATEMENT OF NET POSITION - UNAUDITED

	As of February 28, 2017	As of February 29, 2016
<b>ASSETS</b>		
<b>CURRENT ASSETS</b>		
Cash and cash equivalents	\$ 22,008,140	\$ 22,665,270
Due from other governments	4,628,553	3,211,411
Other receivables	328,664	419,514
Inventory	262,483	240,334
Prepaid items	113,491	521,153
Total Current Assets	27,341,331	27,057,682
<b>NONCURRENT ASSETS</b>		
Capital assets, net of depreciation	48,539,225	49,081,108
Total Assets	75,880,556	76,138,791
<b>DEFERRED OUTFLOWS OF RESOURCES</b>		
Pension plan contributions	626,044	-
<b>LIABILITIES AND NET POSITION</b>		
<b>CURRENT LIABILITIES</b>		
Accounts payable	4,210,321	1,416,026
Accrued Payroll and related	(2,875)	(7,524)
Compensated absences	404,747	1,282,696
Deferred Revenue - Prop 1B	2,489,080	1,505,706
Other Liabilities	374,586	-
Total Current Liabilities	7,475,859	4,196,904
<b>NONCURRENT LIABILITIES</b>		
Net pension plan liability	629,016	-
Total Liabilities	8,104,875	4,196,904
<b>Deferred inflows of resources</b>		
Net pension plan assumption differences	296,364	-
Unearned Revenue	217,952	208,562
Total deferred inflows of resources	514,316	208,562
<b>NET POSITION</b>		
Invested in Capital Assets	48,539,225	49,081,108
Restricted for Capital Acquisition	5,399,156	5,389,182
Unrestricted	13,949,029	17,263,034
Total Net Assets	\$ 67,887,410	\$ 71,733,325

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



	For the 8 Months ending February 28, 2017	For the 8 Months ending February 29, 2016
<b>OPERATING REVENUES</b>		
Charges for services:		
Passenger fares	\$ 3,439,296	\$ 3,647,956
Total operating revenues	<u>3,439,296</u>	<u>3,647,956</u>
<b>OPERATING EXPENSES</b>		
Purchased transportation services:		
Outside transit contract	10,295,659	9,464,799
Fuel	1,251,356	1,107,889
Other operating costs	610,208	544,729
General and administrative	3,421,088	2,908,303
Total operating expenses, net of depreciation	<u>15,578,311</u>	<u>14,025,720</u>
Operating gain/(loss), net of depreciation	(12,139,016)	(10,377,764)
Depreciation	2,660,406	3,965,796
Total operating expenses	<u>18,238,716</u>	<u>17,991,516</u>
Operating gain/(loss)	<u>(14,799,420)</u>	<u>(14,343,560)</u>
<b>NONOPERATING REVENUES/(EXPENSES)</b>		
Interest Income	20,082	10,108
Local grants - MTA	5,727,593	5,752,907
Proposition 1B	-	-
Federal non-capital grants	3,741,189	3,096,508
Member agency contributions	2,209,718	2,209,294
Grantable expenses	(3,493,980)	(492,033)
Gain/(Loss) on sale of capital assets	(144,066)	9,372
Other	232,779	309,600
Total nonoperating revenues and expenses	<u>8,293,315</u>	<u>10,895,756</u>
Gain/(Loss) before capital contributions	<u>(6,506,106)</u>	<u>(3,447,804)</u>
<b>CAPITAL CONTRIBUTIONS</b>		
Capital grants	438,308	2,133,833
Member agency contributions	321,727	321,590
Total capital contributions	<u>760,035</u>	<u>2,455,424</u>
<b>NET CHANGE IN NET POSITION</b>	(5,746,072)	(992,380)
<b>NET POSITON, BEGINNING OF PERIOD</b>	<u>73,633,482</u>	<u>72,725,705</u>
<b>NET POSITION, END OF PERIOD</b>	<u>\$ 67,887,410</u>	<u>\$ 71,733,325</u>

**STATEMENT OF CASH FLOWS - UNAUDITED**

	For the 8 Months ending February 28, 2017	For the 8 Months ending February 29, 2016
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Cash received from customers	3,439,296	3,647,956
Non-operating miscellaneous revenue received	232,779	309,600
Cash payments to suppliers for goods and services	(10,177,367)	(11,755,975)
Cash payments to employees for services	(1,760,508)	(1,942,187)
Net cash used in operating activities	<u>(8,265,800)</u>	<u>(9,740,606)</u>
<b>CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:</b>		
Operating grants received	10,852,168	12,277,155
Contributions received from member agencies	2,253,978	2,119,038
Net cash provided by non-capital financing activities	<u>13,106,146</u>	<u>14,396,193</u>
<b>CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:</b>		
Acquisition of capital assets	0	(2,739,977)
Proceeds received from sale of capital assets	-	9,372
Capital grants received	438,308	3,624,096
Capital expenses	(3,493,980)	(492,033)
Capital contributions received from member agencies	321,727	365,237
Net cash used in capital and related financing activities	<u>(2,733,945)</u>	<u>766,696</u>
<b>CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:</b>		
Interest received	20,082	10,108
Net cash provided by investing activities:	<u>20,082</u>	<u>10,108</u>
Net increase/(decrease) in cash and cash equivalents	2,126,483	5,432,391
<b>CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR</b>	<u>19,737,590</u>	<u>17,232,879</u>
<b>CASH AND CASH EQUIVALENTS, END OF YEAR</b>	<u><u>21,864,073</u></u>	<u><u>22,665,270</u></u>

**STATEMENT OF CASH FLOWS - UNAUDITED**

	For the 8 Months ending February 28, 2017	For the 8 Months ending February 28, 2016
<b>Reconciliation of operating income (loss) to net cash used in operating activities (Indirect Method):</b>		
Operating Loss	(14,799,420)	(14,343,560)
<b>Adjustments to Net Cash used in Operating Activities</b>		
Depreciation	2,660,406	3,965,796
Miscellaneous income	232,779	309,600
(Increase) decrease in other receivables	112,534	(157,927)
(Increase) decrease in inventory	-	-
(Increase) decrease in prepaid items	30,044	(184,954)
(Increase) decrease in deferred outflows of resources	-	-
Increase (decrease) in accounts payable	2,231,872	(332,543)
Increase (decrease) in due to Federal Transit Administration	-	-
Increase (decrease) in accrued payroll	(28,924)	(94,815)
Increase (decrease) in compensated absences payable	-	318,697
Increase (decrease) in other liabilities	1,200	-
Increase (decrease) in deferred revenue (Prop 1B)	-	779,099
Increase (decrease) in net pension liability	-	-
Increase (decrease) in deferred inflows of resources	1,293,711	-
Net Cash used in operating activities	<u>(8,265,800)</u>	<u>(9,740,606)</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**  
**For the Month Ended February 28, 2017**

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		\$5,426,621.16				
Interest (earned quarterly)					-	
Proposition 1B Restricted Fund		1,348,336.89	1,293,618.00		-	
Interest earned for the month					99.11	
Union Bank - LCTOP		159,486.34				
Interest earned for the month					6.16	
* Deferred revenue, recorded as liability until associated expense incurred.						
<b>TOTAL CAPITAL RESERVE AND RESTRICTED FUNDS</b>						<b>\$8,228,168</b>
Wells Fargo CDs - In Transit		757,953.86				
Wells Fargo - OP Staging		736,219.93				
Interest earned for the month					16.95	
<b>TOTAL OPERATING RESERVE</b>						<b>\$1,494,191</b>
General, Payroll & Payable Accounts		9,396,898.04				
Operating Accounts Analysis						
FTA			-			
Cash Fares			322,620			
Vendor Pass Sales Revenue			233,943			
MTA Revenue			2,913,949			
Jurisdictional Contributions			359,902			
Other Revenue			-			
Non-Transportation Revenue			7,574			
Cash Disbursement (A/P) for The Month				690,906		
Employee Payroll				189,815		
Employee Deductions				28,462		
Employer Payroll Taxes				13,394		
CalPERS - AVTA paid				23,771		
CalPERS - GASB 68				2,160		
Bank Fees				1,345		
<b>Net Operating Funds</b>		<b>9,396,898</b>	<b>3,837,988</b>	<b>949,854</b>	<b>-</b>	<b>12,285,031</b>
<b>Petty Cash Balance</b>						<b>750.00</b>
<b>TOTAL CASH AND INVESTMENTS</b>						<b>\$ 22,008,140</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**  
**For the Month Ended February 28, 2017**

Descriptions	\$ Subtotal	\$ Total
BALANCE FROM THE REPORT		\$ 22,008,140
<b><u>Less Restricted Funds</u></b>		
Proposition 1B/LCTOP (Deferred Revenue)		(2,801,547)
Operating Reserve (Wells Fargo)		(1,794,191)
Capital Reserve (LAIF)		(6,110,768)
Restricted for Operations		(3,800,000)
<b>RESTRICTED CASH</b>		<b>(14,506,505)</b>
<b>UNRESTRICTED CASH</b>		<b>\$ 7,501,634</b>

**NET RECEIVABLE AND PAYABLE FOR THE MONTH ENDED DECEMBER 31, 2016**

**Add Accounts receivable:**

FTA funds	\$ 3,975,647	
MTA Revenue	543,955	
Jurisdiction Contributions	108,951	
Vendor Pass Sales/Transporter	319,944	
Other	0	<b>4,948,497</b>

**Less Payables & Payroll:**

Accounts Payable & Accrued Invoices	(2,929,278)	
Taft Electric (Paid April)	(1,281,043)	
WAVE (Paid April)	(2,837,500)	
Payroll	0	<b>(7,047,821)</b>

**NET INFLOW/(OUT FLOW) OF CASH --- A/R, A/P** **(2,099,324)**

**PROJECTED CASH AVAILABLE IN THE NEXT 30 DAYS:** **\$ 5,402,311**

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

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



**ANTELOPE VALLEY TRANSIT AUTHORITY  
PAYROLL HISTORY REPORT  
JANUARY - MARCH 2017**

	January Total	February Total	March Total
<u>Number of Pay Dates:</u>	2	2	2
<b><u>EARNINGS</u></b>			
Regular Pay	\$ 141,554.73	\$ 175,812.01	\$ 176,673.71
Overtime Pay	6.19	424.02	187.88
Vacation Pay	15,542.47	5,064.58	1,381.69
Double Time Pay	4,038.04	-	1,000.99
Sick Pay	2,374.31	7,127.76	5,233.89
Final Pay	16,987.20	-	
Bereavement Pay	98.16	789.57	
Holiday Pay	38,087.37	12.74	10,159.80
Bonus Pay			9,096.85
Floating Holiday Pay	1,351.66	1,455.06	195.13
Retroactive Pay	1,043.61	562.64	1,131.12
Vacation Cash Out	8,421.22	-	13,604.20
Floater Cash Out	-	-	
Deferred Income 457	866.32	866.32	953.04
Stipend --- Cell phone reimbursements	745.00	712.50	680.00
<b>TOTAL</b>	<b>\$ 231,116.28</b>	<b>\$ 192,827.20</b>	<b>\$ 220,298.30</b>
<b>Inc(Dec)-Curr month over prev month</b>		<b>\$ (38,289.08)</b>	<b>\$ 27,471.10</b>
<b>% Inc(Dec)-Curr month over prev month</b>		<b>(16.6%)</b>	<b>14.2%</b>



Antelope Valley Transit Authority

# Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 03/01/2017 - 03/31/2017

Payment Date	Description (Item)	Account Number	Amount	
<b>Vendor: V1237 - AC Overhead Garage Door Co., Inc.</b>				
22139	03/23/2017	Repair overhead door	100-2FF-5-G1-9401038	585.00
			<b>Vendor V1237 - AC Overhead Garage Door Co., Inc. Total:</b>	<b>585.00</b>
<b>Vendor: V0141 - Access Services Inc.</b>				
22122	03/16/2017	"Duplicated Checks deposited ck#0056943"	100-000-2-B3-4201000	10,286.20
			<b>Vendor V0141 - Access Services Inc. Total:</b>	<b>10,286.20</b>
<b>Vendor: V0944 - AGILITY RECOVERY SOLUTIONS INC.</b>				
22073	03/02/2017	Agility Recovery-March 2017	100-2FF-5-G1-9401006	230.00
			<b>Vendor V0944 - AGILITY RECOVERY SOLUTIONS INC. Total:</b>	<b>230.00</b>
<b>Vendor: V0753 - American Heritage Life Ins.</b>				
22140	03/23/2017	Employee Paid Extended Benefits	100-000-2-B1-4011019	641.08
			<b>Vendor V0753 - American Heritage Life Ins. Total:</b>	<b>641.08</b>
<b>Vendor: V0249 - Antelope Valley Board of Trade</b>				
22141	03/23/2017	Installation 2016 Sponsorship	100-5CS-5-G1-9501039	200.00
			<b>Vendor V0249 - Antelope Valley Board of Trade Total:</b>	<b>200.00</b>
<b>Vendor: V1192 - Antelope Valley College</b>				
22123	03/16/2017	Tel line for TAP cards-March 2017	100-3FS-5-G1-9501037	50.00
			<b>Vendor V1192 - Antelope Valley College Total:</b>	<b>50.00</b>
<b>Vendor: V0135 - Aramark Uniform Services</b>				
22074	03/02/2017	Uniform services	100-2FF-5-G1-9401038	283.86
22142	03/23/2017	Uniform services (blanket for 2017)	100-2FF-5-G1-9401038	1,752.40
22124	03/16/2017	Uniform services (blanket for 2017)	100-2FF-5-G1-9401038	160.99
22142	03/23/2017	Uniform services (blanket for 2017)	100-2FF-5-G1-9401038	216.07
			<b>Vendor V0135 - Aramark Uniform Services Total:</b>	<b>2,413.32</b>
<b>Vendor: V0441 - At&amp;T Calnet</b>				
22169	03/30/2017	Telephone, 02/20/17-03/19/17	100-2FF-5-G1-9401025	734.53
			<b>Vendor V0441 - At&amp;T Calnet Total:</b>	<b>734.53</b>
<b>Vendor: V0244 - AT&amp;T Mobility</b>				
22143	03/23/2017	Wireless/Mobility charges 02/07/17-03/6/17	100-2FF-5-G1-9401025	159.58
			<b>Vendor V0244 - AT&amp;T Mobility Total:</b>	<b>159.58</b>
<b>Vendor: V0719 - AV Mail n More</b>				
22144	03/23/2017	Phone Line reimb-Dec 2016-Feb 2017	100-3FS-5-G1-9501037	150.00
			<b>Vendor V0719 - AV Mail n More Total:</b>	<b>150.00</b>
<b>Vendor: V0174 - Axes Fire Protection</b>				
22099	03/09/2017	Annual Fire Extinguisher Cert.	100-2FF-5-G1-9401038	481.80
			<b>Vendor V0174 - Axes Fire Protection Total:</b>	<b>481.80</b>
<b>Vendor: V0496 - Blue Tarp Financial- Northern Tool</b>				
22125	03/16/2017	At work traffic safety sign	100-2FF-5-G1-9401038	325.97
			<b>Vendor V0496 - Blue Tarp Financial- Northern Tool Total:</b>	<b>325.97</b>
<b>Vendor: V0582 - Board of Equilization- Fuel Taxes Division</b>				
22126	03/16/2017	Fuel tax past due (Oct 16-Dec 16)	100-2FF-5-G1-9201005	11.34
			<b>Vendor V0582 - Board of Equilization- Fuel Taxes Division Total:</b>	<b>11.34</b>
<b>Vendor: V0762 - Boot Barn</b>				
22145	03/23/2017	Boots for new BSM employee for Edgar Roman	100-2FF-5-G1-9401038	134.56
			<b>Vendor V0762 - Boot Barn Total:</b>	<b>134.56</b>
<b>Vendor: V0149 - Brinks Incorporated</b>				
22127	03/16/2017	Brinks Transportation, Suppl. 02/01/17 to 02/28/17	100-3FS-5-G1-9501024	49.35
22127	03/16/2017	Brinks Transportation, 03/01/17 to 03/31/17	100-3FS-5-G1-9501024	551.59
			<b>Vendor V0149 - Brinks Incorporated Total:</b>	<b>600.94</b>
<b>Vendor: V1139 - California Choice</b>				
22100	03/09/2017	Group Health Insurance (EE)- April 2017	100-000-2-B1-4011013	5,770.34
22100	03/09/2017	Group Health Insurance (ER)- April 2017	100-1ZZ-5-G1-9701612	29,120.28
			<b>Vendor V1139 - California Choice Total:</b>	<b>34,890.62</b>
<b>Vendor: V0723 - Canon Solutions America</b>				
22170	03/30/2017	Copier Maintenance-12/16/16-03/15/17	100-2FF-5-G1-9401009	242.95
22170	03/30/2017	Copier Maintenance-02/21/2017-03/20/2017	100-2FF-5-G1-9401009	222.12
			<b>Vendor V0723 - Canon Solutions America Total:</b>	<b>465.07</b>
<b>Vendor: V1177 - Carbonite, Inc.</b>				
22171	03/30/2017	Carbonite Monthly Maintenance-March 2017	100-2FF-5-G1-9401012	4,059.29
			<b>Vendor V1177 - Carbonite, Inc. Total:</b>	<b>4,059.29</b>



Antelope Valley Transit Authority

# Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 03/01/2017 - 03/31/2017

Vendor	Payment Date	Description (Item)	Account Number	Amount
<b>Vendor: V0416 - Carquest of Lancaster #7305</b>				
22079	03/02/2017	battery Cleaner	100-2FF-5-G1-9401038	9.44
<b>Vendor V0416 - Carquest of Lancaster #7305 Total:</b>				<b>9.44</b>
<b>Vendor: V0197 - City of Palmdale</b>				
22146	03/23/2017	AV Mall value engineering plans approval by COP	600-1XX-5-J1-9909058	440.16
<b>Vendor V0197 - City of Palmdale Total:</b>				<b>440.16</b>
<b>Vendor: V0154 - Dell Marketing</b>				
22172	03/30/2017	Dell Color Smart Multifunction Printer - S2825cdn	600-1XX-5-J1-9909072	296.66
<b>Vendor V0154 - Dell Marketing Total:</b>				<b>296.66</b>
<b>Vendor: V0940 - Diana Industries International Inc.</b>				
22147	03/23/2017	Hs1000 degreaser	100-2FF-5-G1-9401038	2,019.45
<b>Vendor V0940 - Diana Industries International Inc. Total:</b>				<b>2,019.45</b>
<b>Vendor: V1186 - DLT Solutions LLC</b>				
22128	03/16/2017	GIS Software Renewal	100-2FF-5-G1-9401012	916.73
<b>Vendor V1186 - DLT Solutions LLC Total:</b>				<b>916.73</b>
<b>Vendor: V1089 - ECS Imaging Inc.</b>				
22173	03/30/2017	Additional Programming ECS Imaging	100-1EX-5-G1-9501013	13,500.00
<b>Vendor V1089 - ECS Imaging Inc. Total:</b>				<b>13,500.00</b>
<b>Vendor: V0676 - Employment Screening Resources</b>				
22129	03/16/2017	E Roman employment screening	100-3FS-5-G1-9501027	82.40
<b>Vendor V0676 - Employment Screening Resources Total:</b>				<b>82.40</b>
<b>Vendor: V0489 - Eugene Greene</b>				
22130	03/16/2017	Test and certify 5 ea. backflow devices	100-2FF-5-G1-9401038	200.00
<b>Vendor V0489 - Eugene Greene Total:</b>				<b>200.00</b>
<b>Vendor: V0046 - Federal Express</b>				
22131	03/16/2017	Shipping charges	100-3FS-5-G1-9501010	112.37
22148	03/23/2017	Shipping charges	100-3FS-5-G1-9501010	110.84
22174	03/30/2017	Shipping charges	100-3FS-5-G1-9501010	18.61
<b>Vendor V0046 - Federal Express Total:</b>				<b>241.82</b>
<b>Vendor: V0194 - Frontier Communications</b>				
22149	03/23/2017	Telephone, 03/13/17-04/12/17	100-2FF-5-G1-9401025	446.41
<b>Vendor V0194 - Frontier Communications Total:</b>				<b>446.41</b>
<b>Vendor: V0049 - GFI Genfare</b>				
22150	03/23/2017	Cash box guide - right	100-2FF-5-G1-9401038	192.58
22150	03/23/2017	Cash box guide - left	100-2FF-5-G1-9401038	192.58
22150	03/23/2017	Catch, cashbox	100-2FF-5-G1-9401038	207.87
<b>Vendor V0049 - GFI Genfare Total:</b>				<b>593.03</b>
<b>Vendor: V1231 - Hanka Advisor LLC</b>				
22175	03/30/2017	Grant Writing Consulting	100-1EX-5-G1-9501013	5,845.12
<b>Vendor V1231 - Hanka Advisor LLC Total:</b>				<b>5,845.12</b>
<b>Vendor: V0474 - Insight- Public Sector</b>				
22151	03/23/2017	APC Symmerttra Battery Module	600-1XX-5-J1-9909072	512.48
22176	03/30/2017	APC Symmetra Mattery Module - SYBT5	600-1XX-5-J1-9909072	519.28
<b>Vendor V0474 - Insight- Public Sector Total:</b>				<b>1,031.76</b>
<b>Vendor: V1057 - IntelliRide</b>				
22103	03/09/2017	February 2017 ETP Service	100-2FF-5-G1-9401031	16,928.50
22103	03/09/2017	Dial-a-ride Service, February 2017	100-000-4-D1-6001400	-7,762.00
22103	03/09/2017	Dial-a-ride Service, February 2017	100-2FF-5-G1-9001014	90,804.78
22103	03/09/2017	February 2017 DAR Fare Coupons	100-000-4-D1-6001400	1,257.50
22152	03/23/2017	adjust payment	100-2FF-5-G1-9401031	0.01
22152	03/23/2017	Additional one (1) ride for ETP Service in Sept 16	100-2FF-5-G1-9401031	20.00
<b>Vendor V1057 - IntelliRide Total:</b>				<b>101,248.79</b>
<b>Vendor: V0057 - Interior Plant Designs</b>				
22132	03/16/2017	Interior Plant Services March 2017	100-2FF-5-G1-9401005	220.00
<b>Vendor V0057 - Interior Plant Designs Total:</b>				<b>220.00</b>
<b>Vendor: V0492 - Interstate Battery System</b>				
22104	03/09/2017	Generator batteries	600-1XX-5-J1-9909065	360.94
<b>Vendor V0492 - Interstate Battery System Total:</b>				<b>360.94</b>
<b>Vendor: V0857 - JCM And Associates, Inc.</b>				
22153	03/23/2017	Hi Vis Uniform shirts	100-2FF-5-G1-9401038	285.66
<b>Vendor V0857 - JCM And Associates, Inc. Total:</b>				<b>285.66</b>



Antelope Valley Transit Authority

# Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 03/01/2017 - 03/31/2017

Vendor	Payment Date	Description (Item)	Account Number	Amount
<b>Vendor: V0384 - Johnstone Supply</b>				
22082	03/02/2017	Capacitor	100-2FF-5-G1-9401038	4.12
22082	03/02/2017	277v motor	100-2FF-5-G1-9401038	172.54
<b>Vendor V0384 - Johnstone Supply Total:</b>				<b>176.66</b>
<b>Vendor: V1156 - Kelly Miller</b>				
22106	03/09/2017	Reimb-APTA marketing Workshop	100-1EX-5-G1-9501019	750.20
<b>Vendor V1156 - Kelly Miller Total:</b>				<b>750.20</b>
<b>Vendor: V1080 - Kennard Design Group</b>				
22154	03/23/2017	Antelope Valley Mall Stop #28 Task Order 3	600-1XX-5-J1-9909059	8,128.80
<b>Vendor V1080 - Kennard Design Group Total:</b>				<b>8,128.80</b>
<b>Vendor: V0288 - LA County Sheriff Dept</b>				
22155	03/23/2017	Los Angeles County Sheriff's Contract for February	100-5CS-5-G1-9501034	6,148.48
<b>Vendor V0288 - LA County Sheriff Dept Total:</b>				<b>6,148.48</b>
<b>Vendor: V0889 - Len Engel</b>				
22177	03/30/2017	Reimb-CEC TIRCP trip-03/29/2017	100-1EX-5-G1-9501019	398.21
22177	03/30/2017	Reimb-WAVE Trip-03/23/2017	100-1EX-5-G1-9501019	431.39
22177	03/30/2017	Reimb-2017 APTA CEO's Seminar-2/11-2/14/17	100-1EX-5-G1-9501019	1,356.65
22177	03/30/2017	Reimb-APTA Legislative Conf-3/11/17-3/15/2017	100-1EX-5-G1-9501019	3,157.29
22177	03/30/2017	Reimb-Clean,Low-Carbon meeting-2/27-2/28/2017	100-1EX-5-G1-9501019	937.59
22177	03/30/2017	Reimb-Transit State of Good Repair-3/8-3/10/2017	100-1EX-5-G1-9501019	1,415.60
<b>Vendor V0889 - Len Engel Total:</b>				<b>7,696.73</b>
<b>Vendor: V0720 - Mail America 2- Palmdale</b>				
22133	03/16/2017	RR Coupons-February 2017	100-3FS-5-G1-9501037	186.00
<b>Vendor V0720 - Mail America 2- Palmdale Total:</b>				<b>186.00</b>
<b>Vendor: V0169 - Mar-Co Equipment Company</b>				
22107	03/09/2017	Inner Squeegee	100-2FF-5-G1-9401038	76.13
22107	03/09/2017	Outer squeegee	100-2FF-5-G1-9401038	125.06
22107	03/09/2017	Super-grit brushes1	100-2FF-5-G1-9401038	450.51
22107	03/09/2017	Squeegee deck casters	100-2FF-5-G1-9401038	140.68
<b>Vendor V0169 - Mar-Co Equipment Company Total:</b>				<b>792.38</b>
<b>Vendor: V1212 - Master's Refreshment Services</b>				
22178	03/30/2017	Coffee service	100-3FS-5-G1-9501009	131.68
<b>Vendor V1212 - Master's Refreshment Services Total:</b>				<b>131.68</b>
<b>Vendor: V1143 - McKeon Group</b>				
22108	03/09/2017	Advocacy Services - March 2017	100-1EX-5-G1-9501015	5,000.00
<b>Vendor V1143 - McKeon Group Total:</b>				<b>5,000.00</b>
<b>Vendor: V0292 - McMaster-Carr Supply Co.</b>				
22156	03/23/2017	Music-Wire Steel Torsion	100-2FF-5-G1-9401038	16.22
22156	03/23/2017	Pleated panel air filter	100-2FF-5-G1-9401038	58.94
<b>Vendor V0292 - McMaster-Carr Supply Co. Total:</b>				<b>75.16</b>
<b>Vendor: V1054 - Ollivier Corporation</b>				
22134	03/16/2017	Upgrade Door Access Security Software	600-1XX-5-J1-9909068	8,230.00
<b>Vendor V1054 - Ollivier Corporation Total:</b>				<b>8,230.00</b>
<b>Vendor: V0987 - OPSEC Specialized Protection</b>				
22109	03/09/2017	OPSEC Security	100-5CS-5-G1-9501034	4,015.00
<b>Vendor V0987 - OPSEC Specialized Protection Total:</b>				<b>4,015.00</b>
<b>Vendor: V0688 - Our Weekly Publications</b>				
22157	03/23/2017	Advertisement of solicitations	100-3FS-5-G1-9501002	227.50
<b>Vendor V0688 - Our Weekly Publications Total:</b>				<b>227.50</b>
<b>Vendor: V1238 - Passantino Andersen Communications LLC</b>				
22110	03/09/2017	Strategic Communications consulting Ser. Mar. 2017	100-1EX-5-G1-9501013	3,995.00
<b>Vendor V1238 - Passantino Andersen Communications LLC Total:</b>				<b>3,995.00</b>
<b>Vendor: V0628 - Patton Sales Corp</b>				
22086	03/02/2017	Aluminum Flat bar	100-2FF-5-G1-9401038	10.70
<b>Vendor V0628 - Patton Sales Corp Total:</b>				<b>10.70</b>
<b>Vendor: V1086 - Periscope Intermediate Corporation</b>				
22135	03/16/2017	NIGP Code Licensing PlanetBids	100-2FF-5-G1-9401012	695.00
<b>Vendor V1086 - Periscope Intermediate Corporation Total:</b>				<b>695.00</b>



Antelope Valley Transit Authority

# Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 03/01/2017 - 03/31/2017

Payment Date	Description (Item)	Account Number	Amount
<b>Vendor: V0078 - Pinnacle Petroleum Inc</b>			
22121	03/09/2017	Fuel July 2016 through June 2016(carry over FY 16)	100-2FF-5-G1-9201003 6,492.83
22136	03/16/2017	Fuel, February 2017	100-2FF-5-G1-9201003 17,510.07
22136	03/16/2017	Fuel, March 2017	100-2FF-5-G1-9201003 16,998.77
22158	03/23/2017	Fuel, March 2017	100-2FF-5-G1-9201003 17,143.88
22158	03/23/2017	Fuel, March 2017	100-2FF-5-G1-9201003 16,237.70
22158	03/23/2017	Fuel, March 2017	100-2FF-5-G1-9201003 16,072.67
22158	03/23/2017	Fuel, March 2017	100-2FF-5-G1-9201003 16,138.94
<b>Vendor V0078 - Pinnacle Petroleum Inc Total:</b>			<b>106,594.86</b>
<b>Vendor: V1006 - Proactive Work Health</b>			
22159	03/23/2017	Employment screening	100-3FS-5-G1-9501027 70.00
<b>Vendor V1006 - Proactive Work Health Total:</b>			<b>70.00</b>
<b>Vendor: V0701 - Signal Campus</b>			
22111	03/09/2017	AV College - Library, E/F	100-1EX-5-G1-9501003 336.00
22111	03/09/2017	AV College - Business Education, SW/F	100-1EX-5-G1-9501003 315.00
<b>Vendor V0701 - Signal Campus Total:</b>			<b>651.00</b>
<b>Vendor: V0403 - Southern California Edison</b>			
22160	03/23/2017	Electricity-Clocktower Plaza, 02/10/17-03/14/17	100-2FF-5-G1-9201006 130.27
<b>Vendor V0403 - Southern California Edison Total:</b>			<b>130.27</b>
<b>Vendor: V0493 - Standard Insurance Company</b>			
22089	03/02/2017	Vision Insurance Premium (EE)- March 2017	100-000-2-B1-4011016 137.52
22089	03/02/2017	Vision Insurance Premium (ER)-March 2017	100-1ZZ-5-G1-9701616 482.76
22089	03/02/2017	Dental Insurance Premium (EE)-March 2017	100-000-2-B1-4011014 806.81
22089	03/02/2017	Dental Insurance Premium (ER)- March 2017	100-1ZZ-5-G1-9701614 2,621.99
<b>Vendor V0493 - Standard Insurance Company Total:</b>			<b>4,049.08</b>
<b>Vendor: V0477 - Standard Insurance Company</b>			
22179	03/30/2017	Life	100-1ZZ-5-G1-9701811 375.33
22179	03/30/2017	HADV Premium	100-1ZZ-5-G1-9701811 39.00
22179	03/30/2017	Short Term Disability	100-1ZZ-5-G1-9701812 1,285.41
22179	03/30/2017	Long Term Disability	100-1ZZ-5-G1-9701813 797.19
22179	03/30/2017	AD&D	100-1ZZ-5-G1-9701814 75.07
<b>Vendor V0477 - Standard Insurance Company Total:</b>			<b>2,572.00</b>
<b>Vendor: V1070 - The "G" Crew</b>			
22137	03/16/2017	Labor Compliance for Repair of Overhead Paging Sys	600-1XX-5-J1-9909068 2,170.00
<b>Vendor V1070 - The "G" Crew Total:</b>			<b>2,170.00</b>
<b>Vendor: V0505 - The Customer Service Experts</b>			
22114	03/09/2017	CPOS Blanket Reimbursement for February 2017	100-3FS-5-G1-9501037 50.00
<b>Vendor V0505 - The Customer Service Experts Total:</b>			<b>50.00</b>
<b>Vendor: V0904 - Time Warner Cable Business Class</b>			
22161	03/23/2017	Cable service, 03/11/17-04/10/17	100-2FF-5-G1-9401025 246.71
22161	03/23/2017	Internet service, 03/13/17-04/12/17	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: V0252 - Transdev, Inc.</b>			
22162	03/23/2017	Commuter Recovery-Standby by- February 2017	100-2FF-5-G1-9001013 1,931.66
22162	03/23/2017	Commuter Recovery-FEB 2017	100-2FF-5-G1-9001013 4,654.09
22162	03/23/2017	Performance Truck Repair Bus#4746	600-1XX-5-J1-9909047 5,747.06
22162	03/23/2017	Local and Commuter Maint and Service, Feb 2017	100-2FF-5-G1-9001013 1,109,861.32
22162	03/23/2017	BYD Electric buses, Route 1,2,3,4-Feb 2017	100-2FF-5-G1-9001016 22,518.76
22162	03/23/2017	JARC Commuter Hours-785-786-787-Feb 2017	100-2FF-5-G1-9001015 19,428.28
22162	03/23/2017	BYD Photo Shoot	100-1EX-5-G1-9501029 78.22
<b>Vendor V0252 - Transdev, Inc. Total:</b>			<b>1,164,219.39</b>
<b>Vendor: V0451 - Tyler Technologies</b>			
22163	03/23/2017	Tyler Financials Maintenance -April 2017-June 2017	100-2FF-5-G1-9401012 2,946.87
22163	03/23/2017	Tyler Financials Maint-July 2017-March 2018	100-000-1-A1-0401004 8,840.64
<b>Vendor V0451 - Tyler Technologies Total:</b>			<b>11,787.51</b>
<b>Vendor: V0189 - United Parcel Service</b>			
22164	03/23/2017	Shipping charges	100-3FS-5-G1-9501010 111.85
22180	03/30/2017	Shipping costs	100-3FS-5-G1-9501010 38.64
<b>Vendor V0189 - United Parcel Service Total:</b>			<b>150.49</b>
<b>Vendor: V0353 - UNUM Life Insurance Co of Amer</b>			
22165	03/23/2017	Long Term Care (EE)-April 2017	100-000-2-B1-4011024 123.90
22165	03/23/2017	Long Term Care (ER)-April 2017	100-1ZZ-5-G1-9702618 474.90
<b>Vendor V0353 - UNUM Life Insurance Co of Amer Total:</b>			<b>598.80</b>



Antelope Valley Transit Authority

# Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 03/01/2017 - 03/31/2017

Payment Date	Description (Item)	Account Number	Amount
<b>Vendor: V0302 - US Bank</b>			
22116	03/09/2017	Annual dues-CAPPO	100-1EX-5-G1-9501006 130.00
22116	03/09/2017	Registration-Transit State of Good repair	100-1EX-5-G1-9501015 800.00
22116	03/09/2017	Invitations and envelopes	100-1EX-5-G1-9501018 49.18
22116	03/09/2017	Stock photo-1 year subscription	100-1EX-5-G1-9501018 229.00
22116	03/09/2017	Lodging-APTA Marketing workshop	100-1EX-5-G1-9501019 803.04
22116	03/09/2017	Registration-APTA Legislative conf-Washington DC	100-1EX-5-G1-9501019 2,550.00
22116	03/09/2017	Lodging-APTA CEO Seminar	100-1EX-5-G1-9501019 706.65
22116	03/09/2017	registration-AVHCC & LCC	100-1EX-5-G1-9501019 42.09
22116	03/09/2017	Airfare-N Hickling-APTA Legislative conference	100-1EX-5-G1-9501019 707.80
22116	03/09/2017	AVBOT Registration luncheon	100-1EX-5-G1-9501019 60.00
22116	03/09/2017	Lodging-APTA Legislative conference-Washington DC	100-1EX-5-G1-9501019 1,178.22
22116	03/09/2017	Lodging-Ultimate Supervisor course	100-1EX-5-G1-9501035 178.73
22116	03/09/2017	Registration-Ultimate Supervisor course	100-1EX-5-G1-9501035 119.00
22116	03/09/2017	Registration/Tuition-NTI transit Mainte leadership	100-1EX-5-G1-9501035 2,095.00
22116	03/09/2017	Lodging-G Romo-Transit training	100-1EX-5-G1-9501035 83.16
22116	03/09/2017	G Romo-Transit Training Program lodging	100-1EX-5-G1-9501035 121.54
22116	03/09/2017	G Romo-Transit Training Program lodging	100-1EX-5-G1-9501035 92.94
22116	03/09/2017	G Romo-Transit Training Program	100-1EX-5-G1-9501035 146.38
22116	03/09/2017	Lodging-Laserfische seminar/training	100-1EX-5-G1-9501035 748.89
22116	03/09/2017	171 Virtual server-January 2017	100-2FF-5-G1-9401012 29.99
22116	03/09/2017	Electric strike for E/D/s door	100-2FF-5-G1-9401038 87.73
22116	03/09/2017	Cost of frame-D Maselli commendation	100-3FS-5-G1-9501009 100.57
<b>Vendor V0302 - US Bank Total:</b>			<b>11,059.91</b>
<b>Vendor: V0742 - Vehicle Technical Consultants</b>			
22166	03/23/2017	Pre-Award Buy America Audit	100-1EX-5-G1-9501013 2,700.00
<b>Vendor V0742 - Vehicle Technical Consultants Total:</b>			<b>2,700.00</b>
<b>Vendor: V1072 - W.A.V.E.</b>			
22167	03/23/2017	WAVE / UL 3rd party testing	600-1XX-5-J1-9909081 22,000.00
22167	03/23/2017	WAVE / UL 3rd party testing	600-1XX-5-J1-9909081 12,385.00
22167	03/23/2017	WAVE / UL 3rd party testing	600-1XX-5-J1-9909081 5,150.00
<b>Vendor V1072 - W.A.V.E. Total:</b>			<b>39,535.00</b>
<b>Vendor: V0969 - Walsma Oil Company</b>			
22138	03/16/2017	Diesel Emmisions Fluid, March 6, 2017	100-2FF-5-G1-9201003 2,454.71
<b>Vendor V0969 - Walsma Oil Company Total:</b>			<b>2,454.71</b>
<b>Vendor: V1154 - Weideman Group Inc.</b>			
22096	03/02/2017	Strategy Consulting-March 2017	100-1EX-5-G1-9501015 10,000.00
<b>Vendor V1154 - Weideman Group Inc. Total:</b>			<b>10,000.00</b>
<b>Vendor: V0124 - Witts</b>			
22120	03/09/2017	Blanket Office Supplies and Coffee Service	100-3FS-5-G1-9501009 128.45
22168	03/23/2017	Blanket Office Supplies and Coffee Service	100-3FS-5-G1-9501009 248.97
22168	03/23/2017	Blanket Office Supplies and Coffee Service	100-3FS-5-G1-9501009 3.90
<b>Vendor V0124 - Witts Total:</b>			<b>381.32</b>
<b>Grand Total:</b>			<b>1,591,203.01</b>



**DATE:** April 25, 2017

**TO:** BOARD OF DIRECTORS

**SUBJECT:** Fiscal Year 2016/2017 (FY17) Third Quarter Los Angeles County Sheriff's Department Report (January 1 – March 31, 2017)

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## **RECOMMENDATION**

That the Board of Directors receive and file the FY17 Third Quarter Los Angeles County Sheriff's Department Report for the period covering January 1 through March 31, 2017.

## **FISCAL IMPACT**

No fiscal impact at this time.

## **DISCUSSION**

Deputy Maselli and his K-9 partner, Ieka, worked a total of 444 hours during the third quarter of FY17.

At the beginning of each shift, Deputy Maselli contacted bus operators to ascertain if there were any concerns or problems to report, as well as anything that might have been reported from the previous day. On average, Deputy Maselli made contact with an estimated 25-30 buses/bus operators per day, and approximately 30,285 passengers over the entire period.

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

Deputy Maselli along with his K-9 partner Ieka, conducted high visibility K-9 terrorism and explosives deterrence sweeps at the AVTA office, AVTA transfer centers, on AVTA buses and at random bus stop locations throughout the Antelope Valley.

The following is a list of infractions included on citations issued from January 1 through March 31. All citations were issued at transit centers or at bus stops in the AVTA service area.

Citations	Jan 17	Feb 17	Mar 17
Suspended or Unlicensed Driver	7	5	7
Expired Registration	2	5	6
Registration Not in Vehicle	-	-	1
No Proof of Insurance	5	8	9
Drinking in Public ( Bus Stops)	7	3	4
No License Plates	3	3	8
Failure to Obey Posted Signs at Transit Centers	3	3	2
Impounded Vehicle	-	2	2
Outstanding Warrant Arrest	1	-	1
No Required Interlock Ignition Device	-	1	-
Defective Front Windshield	-	1	2
Allowing Unlicensed Driver to Operate Vehicle	1	-	-
Smoking in Prohibited Area	1	1	-
No Registration Tabs on Vehicle License Plates	1	-	-
Using Cell Phone While Operating Vehicle	-	1	-

During the month of January, Deputy Maselli issued 20 citations, and made 11 arrests. All citations were transit related and issued at transfer centers and bus stop locations. He donated 24 hours to AVTA during the month of January. He warned and advised approximately 20 persons regarding disobeying posted signs, smoking in prohibited areas, and traffic related incidents at Sergeant Steve Owen Memorial Park, the Palmdale Transit Center, and at AVTA bus stops.

During the month of February Deputy Maselli issued 14 citations, made eight arrests, assisted with two felony arrests, and impounded two vehicles. All citations were transit related and issued at transfer centers and bus stop locations. He donated 16 hours of his time to AVTA during the month of February. He warned and advised approximately 15 persons regarding disobeying posted signs, smoking in prohibited areas, and traffic related incidents at Sergeant Steve Owen Memorial Park, Palmdale Transit Center, and at AVTA bus stops.

During the month of March Deputy Maselli issued 14 citations, made 11 arrests, assisted with one felony arrest, and impounded two vehicles. All citations were transit related and issued at transfer centers and bus stop locations. He donated 30



hours to AVTA during the month of March. He warned and advised approximately 20 persons regarding disobeying posted signs, smoking in prohibited areas, and traffic related incidents at Sergeant Steve Owen Memorial Park, the Palmdale Transit Center, and at AVTA bus stops.

Prepared by:

Submitted by:

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Kelly Miller  
Community Outreach Specialist

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Len Engel  
Executive Director/CEO



**DATE:** April 25, 2017

**TO:** BOARD OF DIRECTORS

**SUBJECT:** Election of Board Officers for Fiscal Year 2017/2018 (FY18)

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**RECOMMENDATION**

That the Board of Directors nominate and elect a Chair and Vice Chair for FY18.

**FISCAL IMPACT**

There is no fiscal impact.

**BACKGROUND**

Board officer elections are conducted annually. The election process specifically allows the Board to nominate and elect any Board member for Chair and Vice Chair, provided that members from the same jurisdiction do not occupy both offices at the same time. The term of each office is one (1) year commencing on July 1, provided that no member serve in either position for more than four (4) consecutive, one (1) year terms without a minimum one (1) year break in service.

Prepared by:

Submitted by:

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Karen Darr  
Clerk of the Board

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Len Engel  
Executive Director/CEO