



Regular Meeting of the Board of Directors

Tuesday, February 28, 2017

10:00 a.m.

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

AGENDA

For record keeping purposes, and if staff may need to contact you, we request that a speaker card, located at the Community Room entrance, be completed and deposited with the AVTA Clerk of the Board. This will then become public information. Please note that you do not have to complete this form or 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 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 for follow-up.** Each speaker is limited to three (3) minutes.

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

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

SRP 1 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR JANUARY 2017 – HECTOR FUENTES, TRANSDEV

SRP 2 LEGISLATIVE REPORTS FOR FEBRUARY 2017 – JUDY FRY

Recommended Action: Support Senate Bill 1 – Transportation Funding (Beall) without monetary expenditure.

CONSENT CALENDAR (CC): Items 1 through 4 are consent items that may be received and filed and/or approved by the board in a single motion. If any member of the Executive Board wishes to discuss a consent item, please request that the item be pulled for further discussion and potential action.

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF JANUARY 24, 2017 – KAREN DARR

Recommended Action: Approve the Board of Directors Regular Meeting Minutes of January 24, 2017.

CC 2 FINANCIAL REPORTS FOR DECEMBER 2016 AND JANUARY 2017 – COLBY KONISEK

Recommended Action: Receive and file the Fiscal Year-to-Date Budget versus Actual report dated December 31, 2016; the Interim Financial Statements for the six months ended December 31, 2016; the Cash Flow Projection/Treasurer's report for the six months ended December 31, 2016; the Payroll History Report for the three months ended January 31, 2017; and the Cash Disbursements Report for the month ended January 31, 2017.

- CC 3 FISCAL YEAR 2016/2017 (FY17) SECOND QUARTER CAPITAL RESERVE REPORT (OCTOBER 1 – DECEMBER 31, 2016) – COLBY KONISEK

Recommended Action: Receive and file the FY17 Second Quarter Capital Reserve Report for the period covering October 1 through December 31, 2016.

- CC 4 FY17 SECOND QUARTER GRANT STATUS REPORT THROUGH JANUARY 31, 2017– JUDY FRY

Recommended Action: Receive and file the FY17 Second Quarter Grant Status Report through January 31, 2017.

NEW BUSINESS (NB):

- NB 1 FY17 MID-YEAR BUSINESS PLAN REVIEW AND PROPOSED ADJUSTMENTS - COLBY KONISEK

Recommended Action: Approve the Proposed FY17 Mid-Year Business Plan adjustments.

- NB 2 CHANGE ORDER #2 TO CONTRACT #2017-01 WITH TAFT ELECTRIC COMPANY FOR DEPOT CHARGING STATIONS AT THE ANTELOPE VALLEY TRANSIT AUTHORITY – MARK PERRY

Recommended Action: Authorize the Executive Director/Chief Executive Officer to approve Change Order #2 to Contract No. 2017-01 with Taft Electric Company for depot charging stations at AVTA in the net amount of \$978,223.00.

- NB 3 APPROVAL OF SECOND AMENDED AND RESTATED EXECUTIVE DIRECTOR/CHIEF EXECUTIVE OFFICER (CEO) EMPLOYMENT AGREEMENT – ALLISON BURNS

Recommended Action: Approve the Second Amended and Restated Executive Director/CEO Employment Agreement.

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

RECONVENE TO PUBLIC SESSION

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Chief Operating Officer

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 March 28, 2017 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, California.

The agenda was posted by 5:00 p.m. on February 23, 2017 at the entrance to the Antelope Valley Transit Authority, 42210 6th St. West, Lancaster, CA 93534.

Copies of the staff reports and attachments or other written documentation relating to each proposed item of business on the agenda presented for discussion by the Board of Directors are on file in the Office of the Executive Director. 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 6th Street West, Lancaster or by contacting the Clerk of the Board at (661) 729-2206.



**Regular Meeting of the Board of Directors
Tuesday, January 24, 2017
10:00 a.m.**

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

UNOFFICIAL MINUTES

CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE:

Director Bishop led the Pledge of Allegiance.

OATH OF OFFICE:

General Counsel Allison Burns administered the Oath of Office to Councilmember Austin Bishop, representative for the City of Palmdale.

ROLL CALL:

Present

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

General Counsel Burns requested that Pending Litigation: Marsh vs. AVTA USDC case No. 2:16-cv-0937-PSG be added to the agenda as Closed Session Item #3.

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

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

Nays: None

Abstain: None

Absent: None

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, Flanagan,
Underwood-Jacobs, Bishop

Nays: None

Abstain: None

Absent: None

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

Charlotte Baxter – Buses parked in wrong bays at Sergeant Steve Owen Memorial Park (SSOMP) and Route 1 is running late and/or early.

Executive Director/CEO Len Engel responded that staff is reviewing the schedules to ensure that there is enough time between time points. The Board discussed updating the reader boards at the Palmdale Transportation Center and SSOMP to keep riders informed of changes.

Thomas Weigand – The Dial-A-Ride (DAR) operators are not arriving on time for the scheduled pick-up. Mr. Engel, Chief Operating Officer Norm Hickling, and General Manager Hector Fuentes will meet to discuss and resolve the issue.

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

SRP 1 PRESENTATION TO OUTGOING DIRECTOR FRED THOMPSON FOR HIS SERVICE AS AN AVTA BOARD MEMBER REPRESENTING THE CITY OF PALMDALE

Mr. Engel presented a plaque to Fred Thompson in recognition of his service to AVTA as a member of the Board since 2015. Mr. Thompson congratulated newly appointed Board Member Austin Bishop and added that it has been a pleasure working with the Board Members and staff.

SRP 2 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR NOVEMBER AND DECEMBER 2016

Transdev General Manager Hector Fuentes introduced Francois Regembal, Group Technical and Operations Director; Marc Vanhoutte, Group Director, Bus Fleet; Ron Bushman, Region Vice President; Ed Remly, Region Director of Maintenance; and Bill Jackson, General Manager–Foothill/Arcadia Transit. The Transdev executive staff toured the AVTA and BYD facilities and discussed AVTA's electric bus project.

Mr. Fuentes presented awards to Maria Lopez, Operator of the Month for November; Leroy Calloway, Employee of the Month for November; Rickey Collins, Operator of the Month for December; and Joseph Borsotti, Employee of the Month for December.

SRP 3 PRESENTATION OF AVTA EMPLOYEE OF THE QUARTER (OCTOBER 1 – DECEMBER 31, 2016)

Chief Operating Officer Norm Hickling presented a plaque to Transit Analyst Geraldina Romo, AVTA's Employee of the Quarter.

SRP 4 LEGISLATIVE REPORTS FOR JANUARY 2017

Grants Administrator Judy Fry provided an update regarding Governor Brown's proposed budget, transportation package and State Transit Assistance Program for FY 2016/2017. The Board briefly discussed Assembly Bill 17 - Transit Pass Program: free or reduced-fare transit passes and requested that Ms. Fry prepare a letter of support.

CONSENT CALENDAR (CC):

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF NOVEMBER 22, 2016 – KAREN DARR

Motion: Approve the Board of Directors Regular Meeting Minutes of November 22, 2016.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: Director Bishop

Absent: None

CC 2 FINANCIAL REPORTS FOR NOVEMBER AND DECEMBER 2016 – COLBY KONISEK

Receive and file the financial reports for November and December 2016.

CC 3 FY17 SECOND QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (OCTOBER 1 – DECEMBER 31, 2016) – KELLY MILLER

Receive and file the FY17 Second Quarter LASD report for the period covering October 1 through December 31, 2016.

CC 4 LEGISLATIVE PRINCIPLES FOR 2017 – LEN ENGEL

Approve the proposed 2017 Legislative Principles.

Motion: Approve consent calendar items 2-4.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: None

Absent: None

NEW BUSINESS (NB):

NB 1 PROPOSED MODIFICATIONS TO AVTA BYLAWS

Clerk of the Board Karen Darr presented the staff report. There was no discussion regarding this item.

Motion: Adopt Resolution No. 2017-001, amending the Bylaws to 1) replace all references to Executive Director with Executive Director/Chief Executive Officer (CEO); and 2) revise Section 8 – Executive Director/CEO expenditure limits.

Moved by Vice Chair Knippel, seconded by Director Flanagan

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

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

Nays: None

Abstain: None

Absent: None

NB 2 PROPOSED CHANGES TO AVTA ADVERTISING POLICY

Mr. Engel presented the staff report. There was no discussion regarding this item.

Motion: Approve the proposed changes to the Advertising Policy.

Moved by Director Hofbauer, seconded by Director Bishop

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

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

Nays: None

Abstain: None

Absent: None

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
- CS 2 Public Employee Performance Evaluation – Pursuant to Government Code Sections 54954.5 (e) and 54957(b))
Title: Executive Director/CEO
- CS 3 Pursuant to Government Code Section 54954.9.
Pending Litigation: Marsh vs. AVTA USDC case No. 2:16-cv-0937-PSG

RECESS TO CLOSED SESSION:

The Board recessed to Closed Session at 10:39 A.M.

RECONVENE TO PUBLIC SESSION:

The Board reconvened to Public Session at 11:25 a.m.

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

General Counsel Burns stated that the Board discussed the three Closed Session items. Direction was given to prepare a new contract for the Executive Director/CEO with amendments to his salary, not to exceed 3%, and address the job reclassification and other matters as per the discussion for Closed Session Item 2.

REPORTS AND ANNOUNCEMENTS (RA):

- RA 1 Report by the Executive Director/CEO Len Engel
- Staff will display the Mobile Command Center at the Vets 4 Veterans Marathon on April 1.
 - BYD has begun production on bus number eight. There are eight articulated buses in process; however, AVTA will receive only five buses until the Altoona testing is completed.
 - He and Mr. Hickling will be in Washington, D.C. January 25 – 27 meeting with staff from the offices of Senator McCarthy, Senator Knight, and Senate Banking Committee Chair Mike Crapo.

- He met with President-elect Trump's transition team in Washington, D.C. on December 16 along with representatives of 25 other organizations at a "listening session."
- Elaine Chao, Secretary of Transportation nominee, has been active in an effort to remove transit funding from the Highway Trust Fund for the last ten years as staff with the Heritage Foundation.
- Staff met with Southern California Edison staff to discuss SCE's new rate structure and eliminating demand charges for up to ten years for transportation projects.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

Director Hofbauer stated he discussed the rate structure for the electric bus project with the Edison Government Advisory Panel. Mr. Engel added that he met with Laura Renger and her staff who offered to help with the installation of the next 11 WAVE chargers.

ADJOURNMENT:

Chairman Crist adjourned the meeting at 11:35 a.m. to the next Regular meeting of the Board of Directors on February 28, 2017 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, California.

PASSED, APPROVED, and ADOPTED this 28th day of FEBRUARY 2017.

Marvin Crist, Chairman

ATTEST:

Karen Darr, Clerk of the Board



DATE: February 28, 2017

TO: BOARD OF DIRECTORS

SUBJECT: Financial Reports for December 2016 and January 2017

RECOMMENDATION

Fiscal Year-to-Date Budget versus Actual report dated December 31, 2016 (Attachment A); Interim Financial Statements for the six months ended December 31, 2016 (Attachment B); Treasurer's Report for the month ended December 31, 2016 (Attachment C); Payroll History Report for the three months ended January 31, 2017 (Attachment D); Cash Disbursements Report for the month ended January 31, 2017 (Attachment E).

FISCAL IMPACT

Payroll: The January payroll of \$231,116 is higher than trailing 6 month average for payroll of \$194,425 by \$36,691 or 18.9%. The primary reason was holiday pay and vacation payouts.

Cash Disbursements: \$2,328,515. There was a large progress disbursement to Taft Electric for the Depot Charging Project.

Interim Financial Statements: Change in Net Position: (\$3,168,234), which includes YTD depreciation expense of \$1,998,268.

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 January 2017, exclusive of benefits, payroll taxes and service charges, is shown below:

Payroll Period	Amount	Journal #
12/25/16-01/07/17	104,510.75	PYPKT00877
01/09/17	11,396.33	PYPKT00883
01/23/17	21,128.83	PYPKT00885
01/08/17-01/21/17	94,080.37	PYPKT00888
Gross Pay, January 2017	\$231,116.28	

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

Register Date	Amount
01/01/17-01/31/17	\$2,328,515

Large items include:

Transdev, Inc.	\$1,221,655
IntelliRide (Dial-A-Ride Services for December, 2016)	95,154
Pinnacle Petroleum (fuel)	107,787
ANM Construction & Engineering (Bus Stop Upgrades)	77,637
Taft Electric Co. (Depot Charging Infrastructure)	600,203
Southern California Edison (Solar "True-Up"/Charging Infrastructure)	91,340
Arrow Engineering Services (35 th St Project)	32,151
Total of large item selection	\$2,225,927

These items comprise 95.6% of total expenditures for the month.

Operating Cash

Major cash components as of December 31, 2016:

Cash per general ledger	\$18,508,575
Less restricted funds	(17,245,726)
Projected net cash inflows/(outflows)	4,135,937
Projected cash available for operations	\$5,398,787

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 SUMMARY NARRATIVE

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

Operating Income/(Loss) (net of depreciation) was favorable to budget \$450K.

Revenues were unfavorable to budget by \$335K.

Fare revenue continues to be less than budget. Jurisdiction Contributions and State Proposition 1B revenue recognition was less than budget due to timing differences which will catch up as the fiscal year progresses.

Expenses were favorable to budget by \$785K.

Fuel, other operating expenses and wages & benefits were less than budget.

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

Prepared by:

Submitted by:

Colby Konisek
Chief Financial Officer

Len Engel
Executive Director/CEO

- Attachments: A – Budget versus Actual Report as of December 31, 2016.
B – Interim Financial Statements as of December 31, 2016.
C – Treasurer’s Report and Cash Flow Projection as of December 31, 2016.
D – Payroll History Report for the three months ended January 31, 2017.
E – Cash Disbursements Report for the month ended January 31, 2017.

ANTELOPE VALLEY TRANSIT AUTHORITY
BUDGET VS. ACTUAL INCOME STATEMENT
For the 6 months ended December 31, 2016

DESCRIPTION	YEAR-TO-DATE		
	BUDGET	ACTUAL	VARIANCE
REVENUE			
FARE REVENUE	2,936,325	2,589,364	(346,961)
MTA FUNDS	4,309,102	4,310,827	1,725
STATE FUNDS	191,524	0	(191,524)
FTA FUNDS	2,244,973	2,259,231	14,258
JURISDICTIONAL CONTRIBUTIONS	1,647,908	1,647,906	(2)
OTHER REVENUE	145,452	332,930	187,478
TOTAL REVENUE	11,475,284	11,140,258	(335,026)
EXPENSES			
CONTRACTOR SERVICES	7,711,768	7,696,623	15,145
FUEL & ELECTRICITY FOR OPERATIONS	1,291,205	934,770	356,435
OTHER OPERATING EXPENSES	248,233	124,423	123,810
WAGES	1,363,078	1,319,483	43,595
BENEFITS	528,813	448,319	80,494
LEGAL	102,377	72,409	29,968
CONSULTING	211,800	148,506	63,294
ADVOCACY	153,366	155,666	(2,300)
TRAVEL	40,500	41,125	(625)
IT MAINTENANCE & LICENSES	63,512	139,297	(75,786)
UTILITIES	104,021	90,457	13,564
ADMINISTRATION	655,768	518,155	137,613
TOTAL EXPENSES	12,474,440	11,689,234	785,207
OPERATING INCOME/(LOSS)	(999,157)	(548,976)	450,180

ANTELOPE VALLEY TRANSIT AUTHORITY
EXPENDITURES BY DEPARTMENT
For the 6 months ended December 31, 2016

DESCRIPTION	YEAR-TO-DATE		
	BUDGET	ACTUAL	VARIANCE
TOTAL REVENUE	11,475,284	11,140,258	(335,026)
EXPENDITURES BY DEPARTMENT			
EXECUTIVE SERVICES	1,066,234	977,143	89,091
OPERATIONS & MAINTENANCE	10,073,608	9,575,904	497,704
FINANCE	801,236	697,700	103,536
CUSTOMER SERVICE	520,410	438,487	81,923
ALLOCATIONS	12,953	(0)	12,953
TOTAL EXPENSES	12,474,440	11,689,234	785,207
OPERATING INCOME/(LOSS)	(999,157)	(548,976)	450,180

ANTELOPE VALLEY TRANSIT AUTHORITY
VARIANCES BY DEPARTMENT
For the 6 months ended December 31, 2016

DEPARTMENT	T/P	COMMENTS (\$000's)
REVENUE	T	Fare Revenue (\$347)
	T	Operating Contributions \$0
	T	Advertising Revenue (True-Up @ FYE)\$36
	T	Gain/Loss on Sale of Assets\$125
	T	MTA Revenues \$2
	T	Proposition 1B (\$192)
	T	JARC Programs \$26
	T	5307 Funds (PM & Operating Support) (\$12)
	P	Charitable Contributions(\$1)
	T	Other Revenue \$27
EXECUTIVE SERVICES	P	Wages & Benefits (\$55)
	T	Legal \$30
	T	Marketing \$56
	T	Memberships (\$22)
	T	Consulting \$63
	T	Advocacy (\$2)
	T	Travel, Training & Meetings (\$1)
	T	Professional Development \$16
OPERATIONS & MAINTENANCE	P	Wages & Benefits \$65
	T	Contract Services (Transdev/IntelliRide) \$15
	T	Fossil Fuel for Fleet Operations \$350
	T	Electricity for Fleet Operations \$7
	T	Bus Stop Maintenance (Non-Grant) \$22
	T	I.T. Categories (incl Software Licensing) (\$76)
	T	Utilities \$14
	T	Grant Eligible Preventive Maintenance \$75
FINANCE	P	Wages & Benefits \$33
	P	Liability, Fire & Other Insurance \$54
	T	Audit (\$3)
	P	Bank Fees \$6
	T	Employment Screening \$6
CUSTOMER SERVICE	P	Wages & Benefits \$68
	P	JARC - Voucher/ETP (Reimbursed by Grant) *(\$8)
	T	Security (LASD, Opsec) (\$1)
	T	Misc Special Events \$21
	T	Charitable Donations \$8
	T	Sponsorships \$4
	T	Stuff-A-Bus (\$14)
		* JARC activity (except Mobility Management) is offset by Receivables.
ALLOCATIONS (NET OF DEPRECIATION)	T	Employer Benefits & GASB Adjustments \$13

P = Permanent difference
T = Timing difference



STATEMENT OF NET POSITION - UNAUDITED

	As of December 31, 2016	As of December 31, 2015
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$ 18,508,575	\$ 24,118,969
Due from other governments	5,075,030	1,919,103
Other receivables	1,042,297	349,441
Inventory	262,453	240,334
Prepaid items	180,373	571,839
Total Current Assets	25,068,727	27,199,686
NONCURRENT ASSETS		
Capital assets, net of depreciation	49,381,417	49,156,677
Total Assets	74,450,144	76,356,363
DEFERRED OUTFLOWS OF RESOURCES		
Pension plan contributions	626,044	-
LIABILITIES AND NET POSITION		
CURRENT LIABILITIES		
Accounts payable	1,687,011	2,485,642
Accrued Payroll	263	(7,887)
Compensated absences	404,747	1,282,696
Deferred Revenue - Prop 1B	1,195,462	1,409,920
Other Liabilities	398,079	-
Total Current Liabilities	3,685,561	5,170,371
NONCURRENT LIABILITIES		
Net pension plan liability	629,016	-
Total Liabilities	4,314,577	5,170,371
Deferred inflows of resources		
Net pension plan assumption differences	296,364	-
Unearned Revenue	-	1,000
Total deferred inflows of resources	296,364	1,000
NET POSITION		
Invested in Capital Assets	49,381,417	49,156,677
Restricted for Capital Acquisition	5,398,951	5,389,020
Unrestricted	15,684,879	16,639,294
Total Net Assets	\$ 70,465,248	\$ 71,184,992

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



	For the 6 Months ending December 31, 2016	For the 6 Months ending December 31, 2015
OPERATING REVENUES		
Charges for services:		
Passenger fares	\$ 2,589,363	\$ 2,747,365
Total operating revenues	<u>2,589,363</u>	<u>2,747,365</u>
OPERATING EXPENSES		
Purchased transportation services:		
Outside transit contract	7,696,623	7,066,589
Fuel	934,770	883,683
Other operating costs	459,093	380,757
General and administrative	2,598,748	2,215,947
Total operating expenses, net of depreciation	<u>11,689,234</u>	<u>10,546,975</u>
Operating gain/(loss), net of depreciation	(9,099,871)	(7,799,610)
Depreciation	1,998,268	2,980,210
Total operating expenses	<u>13,687,501</u>	<u>13,527,185</u>
Operating gain/(loss)	<u>(11,098,138)</u>	<u>(10,779,820)</u>
NONOPERATING REVENUES/(EXPENSES)		
Interest Income	19,877	9,946
Local grants - MTA	4,310,827	4,323,720
Proposition 1B	-	-
Federal non-capital grants	2,259,231	1,843,607
Member agency contributions	1,647,906	1,647,959
Grantable expenses	(1,265,799)	(1,069,743)
Gain/(Loss) on sale of capital assets	124,624	9,372
Other	188,429	273,245
Total nonoperating revenues and expenses	<u>7,285,094</u>	<u>7,038,105</u>
Gain/(Loss) before capital contributions	<u>(3,813,043)</u>	<u>(3,741,714)</u>
CAPITAL CONTRIBUTIONS		
Capital grants	438,307	1,970,553
Member agency contributions	206,503	230,448
Total capital contributions	<u>644,810</u>	<u>2,201,001</u>
NET CHANGE IN NET POSITION	(3,168,234)	(1,540,713)
NET POSITON, BEGINNING OF PERIOD	<u>73,633,482</u>	<u>72,725,705</u>
NET POSITION, END OF PERIOD	<u>\$ 70,465,248</u>	<u>\$ 71,184,992</u>

**STATEMENT OF CASH FLOWS - UNAUDITED**

	For the 6 Months ending December 31, 2016	For the 6 Months ending December 31, 2015
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from customers	2,589,363	2,747,365
Non-operating miscellaneous revenue received	188,429	273,245
Cash payments to suppliers for goods and services	(10,329,550)	(8,003,751)
Cash payments to employees for services	(1,840,282)	(1,430,374)
Net cash used in operating activities	<u>(9,392,040)</u>	<u>(6,413,515)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:		
Operating grants received	7,039,444	10,777,801
Contributions received from member agencies	1,593,430	1,667,278
Net cash provided by non-capital financing activities	<u>8,632,874</u>	<u>12,445,079</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Acquisition of capital assets	(185,074)	(1,829,959)
Proceeds received from sale of capital assets	124,624	9,372
Capital grants received	630,020	3,460,816
Capital expenses	(1,265,799)	(1,069,743)
Capital contributions received from member agencies	206,503	274,095
Net cash used in capital and related financing activities	<u>(489,726)</u>	<u>844,581</u>
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:		
Interest received	19,877	9,946
Net cash provided by investing activities:	<u>19,877</u>	<u>9,946</u>
Net increase/(decrease) in cash and cash equivalents	(1,229,015)	6,886,091
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>19,737,590</u>	<u>17,232,879</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u><u>18,508,575</u></u>	<u><u>24,118,969</u></u>


STATEMENT OF CASH FLOWS - UNAUDITED

	For the 6 Months ending December 31, 2016	For the 6 Months ending December 31, 2015
Reconciliation of operating income (loss) to net cash used in operating activities (Indirect Method):		
Operating Loss	(11,098,138)	(10,779,820)
Adjustments to Net Cash used in Operating Activities		
Depreciation	1,998,268	2,980,210
Miscellaneous income	188,429	273,245
(Increase) decrease in other receivables	(223,017)	(87,854)
(Increase) decrease in inventory	-	-
(Increase) decrease in prepaid items	33,438	(235,640)
(Increase) decrease in deferred outflows of resources	-	-
Increase (decrease) in accounts payable	(12,075)	737,073
Increase (decrease) in due to Federal Transit Administration	-	-
Increase (decrease) in accrued payroll	(72,480)	(95,178)
Increase (decrease) in compensated absences payable	-	318,697
Increase (decrease) in other liabilities	1,200	-
Increase (decrease) in deferred revenue (Prop 1B)	-	-
Increase (decrease) in net pension liability	-	-
Increase (decrease) in deferred inflows of resources	(207,665)	475,751
Net Cash used in operating activities	<u>(9,392,040)</u>	<u>(6,413,515)</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 December 31, 2016

Investment Type	Description	Beginning Balance	Deposits	Disbursements	Interest	Ending Balance
Cash and Investments Under the Direction of the Treasurer						
Local Agency Investment Fund (LAIF) - Capital Reserve		\$5,416,174.60				
Interest (earned quarterly)					10,446.56	
Proposition 1B Restricted Fund*		1,348,220.89			-	
Interest earned for the month					56.13	
Union Bank - LCTOP		40,649.42			-	
Interest earned for the month					1.68	
* Deferred revenue, recorded as liability until associated expense incurred.						
TOTAL CAPITAL RESERVE AND RESTRICTED FUNDS						\$6,815,549
Wells Fargo CDs - In Transit		757,741.24				
Wells Fargo - OP Staging		736,182.42				
Interest earned for the month					231.38	
TOTAL OPERATING RESERVE						\$1,494,155
General, Payroll & Payable Accounts		11,183,739.78				
Operating Accounts Analysis						
FTA			1,837,070.57			
Cash Fares			390,537.51			
Vendor Pass Sales Revenue			81,418.70			
MTA Revenue			595,438.43			
Jurisdictional Contributions			-			
Other Revenue			32,531.84			
Non-Transportation Revenue			104,620.65			
Cash Disbursement (A/P) for The Month				3,261,127.74		
Employee Payroll				684,360.72		
Employee Deductions				32,550.28		
Employer Payroll Taxes				10,067.48		
CalPERS - AVTA paid				35,443.49		
CalPERS - GASB 68				2,160.49		
Bank Fees				1,526.28		
Net Operating Funds		\$ 11,183,739.78	\$ 3,041,617.70	\$ 4,027,236.48	\$ -	\$ 10,198,121.00
Petty Cash Balance						\$ 750.00
TOTAL CASH AND INVESTMENTS						\$ 18,508,575.32

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 December 31, 2016

Descriptions	\$ Subtotal	\$ Total
BALANCE FROM THE REPORT		\$ 18,508,575
<u>Less Restricted Funds</u>		
Proposition 1B/LCTOP (Deferred Revenue)		(1,388,928)
Capital Reserve (LAIF)		(5,426,621)
Operating Reserve (Wells Fargo)		(1,494,155)
Electric Bus Project Funds over projection		(1,136,021)
Restricted for Operations		(7,800,000)
RESTRICTED CASH		(17,245,726)
UNRESTRICTED CASH		\$ 1,262,850
NET RECEIVABLE AND PAYABLE FOR THE MONTH ENDED DECEMBER 31, 2016		
Add Accounts receivable:		
FTA funds	\$ 2,527,541	
MTA Revenue	2,384,061	
Jurisdiction Contributions	163,427	
Vendor Pass Sales/Transporter	948,453	
Jurisdictional Contribution	0	
Other	0	6,023,483
Less Payables & Payroll:		
Accounts Payable & Accrued Invoices	(1,687,011)	
Payroll	(200,535)	(1,887,546)
NET INFLOW/(OUT FLOW) OF CASH --- A/R, A/P		4,135,937
PROJECTED CASH AVAILABLE IN THE NEXT 30 DAYS:		\$ 5,398,787
OPERATING CASH REQUIRED MONTHLY - AVERAGE		\$ 1,800,000
Operating Cash Coverage per Monthly Average:		3.0

**ANTELOPE VALLEY TRANSIT AUTHORITY
PAYROLL HISTORY REPORT
NOVEMBER 2016 TO JANUARY 2017**

	November Total	December Total	January Total
<u>Pay Accrual Periods</u>	2	2	2
<u>EARNINGS</u>			
Regular Pay	\$ 166,668.66	\$ 166,202.92	\$ 141,554.73
Overtime Pay	251.99	904.08	6.19
Vacation Pay	6,555.51	12,601.40	15,542.47
Double Time Pay	728.85	964.82	4,038.04
Sick Pay	4,587.79	4,343.39	2,374.31
Final Pay	-	-	16,987.20
Bereavement Pay	168.60	-	98.16
Holiday Pay	20,457.35	9,802.86	38,087.37
Bonus Pay	-	-	
Floating Holiday Pay	-	384.00	1,351.66
Retroactive Pay	457.78	222.61	1,043.61
Vacation Cash Out	8,886.97	29,185.20	8,421.22
Floater Cash Out	448.56	-	-
Deferred Income 457	866.32	866.32	866.32
Stipend --- Cell phone reimbursements	810.00	372.50	745.00
TOTAL	\$ 210,888.38	\$ 225,850.10	\$ 231,116.28
Inc(Dec)-Curr month over prev month		\$ 14,961.72	\$ 5,266.18
% Inc(Dec)-Curr month over prev month		7.1%	2.3%



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Post Dates 01/01/2017 - 01/31/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0944 - AGILITY RECOVERY SOLUTIONS INC.				
21875	01/05/2017	Agility Recovery Monthly Combined costs FY17	100-2FF-5-G1-9401006	230.00
Vendor V0944 - AGILITY RECOVERY SOLUTIONS INC. Total:				230.00
Vendor: V0753 - American Heritage Life Ins.				
21976	02/02/2017	Employee Paid Extended benefits	100-000-2-B1-4011019	641.08
Vendor V0753 - American Heritage Life Ins. Total:				641.08
Vendor: V1009 - ANM Construction & Engineering				
21876	01/05/2017	RQ2016-55 Upgrade Bus Stop 22 at 47th St E & Ave S	600-1XX-5-J1-9909059	44,840.95
21876	01/05/2017	RQ2016-51 Upgrade BS 99 at 30th St E & Ave R	600-1XX-5-J1-9909059	28,914.20
21947	01/26/2017	RQ2016-51 Upgrade BS 99 at 30th St E & Ave R	600-1XX-5-J1-9909059	1,521.80
21947	01/26/2017	RQ2016-55 Upgrade Bus Stop 22 at 47th St E & Ave S	600-1XX-5-J1-9909059	2,360.05
Vendor V1009 - ANM Construction & Engineering Total:				77,637.00
Vendor: V0268 - Antelope Valley AQMD				
21977	02/02/2017	Annual AQMD Permit Renewal	100-2FF-5-G1-9401010	412.36
Vendor V0268 - Antelope Valley AQMD Total:				412.36
Vendor: V0249 - Antelope Valley Board of Trade				
21917	01/19/2017	Business Outlook Conference	100-1EX-5-G1-9501003	2,500.00
Vendor V0249 - Antelope Valley Board of Trade Total:				2,500.00
Vendor: V1234 - Antelope Valley EAC				
21918	01/19/2017	Registration Fee 2017 Labor Law Update	100-1EX-5-G1-9501035	40.00
Vendor V1234 - Antelope Valley EAC Total:				40.00
Vendor: V0135 - Aramark Uniform Services				
21877	01/05/2017	Uniform services (blanket for 2017)	100-2FF-5-G1-9401038	119.89
21919	01/19/2017	Uniform services (blanket for 2017)	100-2FF-5-G1-9401038	121.63
21919	01/19/2017	Uniform services (blanket for 2017)	100-2FF-5-G1-9401038	142.46
21948	01/26/2017	Uniform services (blanket for 2017)	100-2FF-5-G1-9401038	142.46
Vendor V0135 - Aramark Uniform Services Total:				526.44
Vendor: V1052 - Around AV Transit Media				
21949	01/26/2017	Refund-payment for damages to digital sign-Bus4756	100-000-4-D1-6201003	67.50
Vendor V1052 - Around AV Transit Media Total:				67.50
Vendor: V0518 - Arrow Engineering Services-AESI				
21950	01/26/2017	AVTA BS & CALTRANS ADA PROJECT 35TH ST E & PALMDALE	100-000-2-B1-4051003	11,121.25
21950	01/26/2017	AVTA BS & Caltrans ADA Project 35th St E & Palmdale	100-000-2-B1-4051003	12,371.00
21950	01/26/2017	AVTA BS & Caltrans ADA Project 35th & Palmdale Blvd	600-1XX-5-J1-9909059	6,659.00
21950	01/26/2017	Task Order 1 Change Order 1 for Wave Chargers	600-1XX-5-J1-9909080	2,000.00
Vendor V0518 - Arrow Engineering Services-AESI Total:				32,151.25
Vendor: V0244 - AT&T Mobility				
21920	01/19/2017	Wireless, 12-07-16 - 01-06-17	100-2FF-5-G1-9401025	372.57
Vendor V0244 - AT&T Mobility Total:				372.57
Vendor: V0013 - AV Press				
21921	01/19/2017	Stuff-a-bus - December newspaper ads	100-2FF-5-G1-9501003	2,730.00
Vendor V0013 - AV Press Total:				2,730.00
Vendor: V0496 - Blue Tarp Financial- Northern Tool				
21951	01/26/2017	SEAL,AIR CLEANER	100-2FF-5-G1-9401038	12.88
21951	01/26/2017	CARBURETOR GASKET	100-2FF-5-G1-9401038	0.28
21951	01/26/2017	ELEMENT, AIR CLEANER	100-2FF-5-G1-9401038	13.00
21951	01/26/2017	CARBURETOR ASSY. (B	100-2FF-5-G1-9401038	90.47
21951	01/26/2017	HOUSING,AIR CLEANER	100-2FF-5-G1-9401038	30.04
21951	01/26/2017	SEAL, AIR CLEANER	100-2FF-5-G1-9401038	9.48
21951	01/26/2017	BASE, AIR CLEANER	100-2FF-5-G1-9401038	41.87
21951	01/26/2017	FILTER, FUEL TANK	100-2FF-5-G1-9401038	12.38
21951	01/26/2017	WHEEL KIT (2 WHEELS	100-2FF-5-G1-9401038	201.46
Vendor V0496 - Blue Tarp Financial- Northern Tool Total:				411.86
Vendor: V0217 - Board of Equalization- Sales (Use) Tax				
21952	01/26/2017	Use- Sale Tax	100-2FF-5-G1-9201005	728.00
Vendor V0217 - Board of Equalization- Sales (Use) Tax Total:				728.00



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Post Dates 01/01/2017 - 01/31/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0582 - Board of Equilization- Fuel Taxes Division				
21953	01/26/2017	October - December 2016 Diesel Fuel Tax	100-2FF-5-G1-9201005	1,985.00
Vendor V0582 - Board of Equilization- Fuel Taxes Division Total:				1,985.00
Vendor: V0239 - BOHN'S Printing				
21922	01/19/2017	AVTA Notepads	100-1EX-5-G1-9501018	1,141.65
21922	01/19/2017	Business cards - 1000	100-1EX-5-G1-9501018	54.50
21922	01/19/2017	Business cards - 500	100-1EX-5-G1-9501018	43.60
Vendor V0239 - BOHN'S Printing Total:				1,239.75
Vendor: V0149 - Brinks Incorporated				
21923	01/19/2017	Brinks Transportation01/01/17-01/31/17	100-3FS-5-G1-9501024	550.30
Vendor V0149 - Brinks Incorporated Total:				550.30
Vendor: V0132 - Bulbs.com				
21954	01/26/2017	light bulbs for facility	100-2FF-5-G1-9401038	179.90
21954	01/26/2017	light bulbs for facility	100-2FF-5-G1-9401038	172.50
21954	01/26/2017	light bulbs for facility	100-2FF-5-G1-9401038	199.00
21954	01/26/2017	light bulbs for facility	100-2FF-5-G1-9401038	131.88
21954	01/26/2017	light bulbs for facility	100-2FF-5-G1-9401038	139.80
Vendor V0132 - Bulbs.com Total:				823.08
Vendor: V0723 - Canon Solutions America				
21982	02/02/2017	Customer Service Canpon C5051 Copier 12 Month Agrt	100-2FF-5-G1-9401009	155.60
Vendor V0723 - Canon Solutions America Total:				155.60
Vendor: V1177 - Carbonite, Inc.				
21955	01/26/2017	Carbonite Monthly Maintenance for January 2017	100-2FF-5-G1-9401012	3,000.63
Vendor V1177 - Carbonite, Inc. Total:				3,000.63
Vendor: V0416 - Carquest of Lancaster #7305				
21924	01/19/2017	Trailer Ball	100-2FF-5-G1-9401038	11.95
21924	01/19/2017	18, 20, 24, 26, Kleenview Wiper Blade	100-2FF-5-G1-9401038	51.59
Vendor V0416 - Carquest of Lancaster #7305 Total:				63.54
Vendor: V1213 - Cash It Quick				
21956	01/26/2017	CPOS Blanket Reimbursement Dec 2016	100-3FS-5-G1-9501037	50.00
Vendor V1213 - Cash It Quick Total:				50.00
Vendor: V0894 - Colby Konisek				
21957	01/26/2017	Reimbursement for tution fees for G.Romo	100-1EX-5-G1-9501035	1,095.00
Vendor V0894 - Colby Konisek Total:				1,095.00
Vendor: V1061 - Cummins Allison Corp.				
21983	02/02/2017	Maintenance 2017 - Bill Counter	600-1XX-5-J1-9902008	2,732.48
Vendor V1061 - Cummins Allison Corp. Total:				2,732.48
Vendor: V0154 - Dell Marketing				
21926	01/19/2017	Dell E525w Multifunction Printer	600-1XX-5-J1-9902008	341.44
Vendor V0154 - Dell Marketing Total:				341.44
Vendor: V0646 - DSL Extreme				
21984	02/02/2017	Internet Services, January 2017	100-2FF-5-G1-9401025	52.83
Vendor V0646 - DSL Extreme Total:				52.83
Vendor: V0676 - Employment Screening Resources				
21985	02/02/2017	J. Landsverde Employment screening	100-3FS-5-G1-9501027	82.40
Vendor V0676 - Employment Screening Resources Total:				82.40
Vendor: V0046 - Federal Express				
21899	01/05/2017	Shipping	100-3FS-5-G1-9501010	24.25
21927	01/19/2017	Shipping Charge	100-3FS-5-G1-9501010	92.23
21959	01/26/2017	Shipping Charge	100-3FS-5-G1-9501010	67.70
Vendor V0046 - Federal Express Total:				184.18
Vendor: V0853 - First Aid USA				
21986	02/02/2017	Blanket PO for First Aid USA FY 16/17	100-3FS-5-G1-9501009	644.34
Vendor V0853 - First Aid USA Total:				644.34



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Post Dates 01/01/2017 - 01/31/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0176 - First Place Awards				
21928	01/19/2017	2x10 Name plates	100-3FS-5-G1-9501009	58.86
21928	01/19/2017	clear acrylic recognition award	100-3FS-5-G1-9501009	62.20
21928	01/19/2017	1x10 Name plates	100-3FS-5-G1-9501009	15.26
21928	01/19/2017	Employee of the Quarter plaque	100-3FS-5-G1-9501009	38.15
21928	01/19/2017	2x6 Name plates	100-3FS-5-G1-9501009	32.70
Vendor V0176 - First Place Awards Total:				207.17
Vendor: V0194 - Frontier Communications				
21929	01/19/2017	Telephone Bill - 01-13-17 - 02-12-17	100-2FF-5-G1-9401025	446.41
Vendor V0194 - Frontier Communications Total:				446.41
Vendor: V0125 - Grainger				
21960	01/26/2017	ILLUM SELECTOR SWITCH, 3 POS,22MM GREEN	100-2FF-5-G1-9401038	70.57
21960	01/26/2017	3 PIECE RAINSUIT W/ DETACH HOOD, YKW, 5XL	100-2FF-5-G1-9401038	12.80
21987	02/02/2017	Vehicle Inspection Form,2 PLY, Carbonle	100-2FF-5-G1-9401038	63.10
21987	02/02/2017	Restroom Sign 9 X6 in, wht/ blk plastic	100-2FF-5-G1-9401038	39.59
Vendor V0125 - Grainger Total:				186.06
Vendor: V0500 - H & H Wholesale				
21988	02/02/2017	FUEL / WATER SEPARATOR SPI	100-2FF-5-G1-9401038	19.27
Vendor V0500 - H & H Wholesale Total:				19.27
Vendor: V1231 - Hanka Advisor LLC				
21881	01/05/2017	Grant Writing Consulting	100-1EX-5-G1-9501013	5,000.00
Vendor V1231 - Hanka Advisor LLC Total:				5,000.00
Vendor: V0624 - Home Depot Credit Services				
21990	02/02/2017	invoice # 5562083 GMPC LATEX GLOVES 50PK	100-2FF-5-G1-9401038	8.94
21990	02/02/2017	INVOICE 8050549 UTILITY CABLE CUTTERS	100-2FF-5-G1-9401038	83.43
21990	02/02/2017	INVOICE 5562083 FERRULE & STOP SET 3/32 ALUM	100-2FF-5-G1-9401038	2.74
21990	02/02/2017	INVOICE 3071609 MAG2" RESET COMB PDLCK W/KEY W/2"S	100-2FF-5-G1-9401038	20.11
21990	02/02/2017	INVOICE 9562567 LIQUID PLUMR IND STR GEL 128OZ	100-2FF-5-G1-9401038	14.98
21990	02/02/2017	INVOICE 5562083 WIRE COATED 1/8X30 KIT,GALVANIZED	100-2FF-5-G1-9401038	12.87
21990	02/02/2017	INVOICE 5562083LH16" UNIVERSAL SPIRAL ANCHOR-ORG	100-2FF-5-G1-9401038	20.05
21990	02/02/2017	INVOICE 5562083 TURNBUCKLE EYE/EYE 3/8"X7-3/4"	100-2FF-5-G1-9401038	8.42
21990	02/02/2017	Invoice # 5562083 2"Combo StencilsLetters & Number	100-2FF-5-G1-9401038	5.96
21990	02/02/2017	invoice#5562083 12"180' BREN ALL PURP MASKING PAPR	100-2FF-5-G1-9401038	2.97
21990	02/02/2017	INV 3071609 MILWAUKEE 3" BI-METAL HOLE SAW&ARBOR	100-2FF-5-G1-9401038	18.97
21990	02/02/2017	INVOICE 4580888 UNGER 3PK PRO MICROFBR CLOTH	100-2FF-5-G1-9401038	13.96
21990	02/02/2017	INVOICE 9562567 GMPC LATEX DISP GLOVES 50PK	100-2FF-5-G1-9401038	13.13
21990	02/02/2017	INVOICE 9562567 QUICKIE MICROFIBER TOWELS 24PK	100-2FF-5-G1-9401038	9.98
21990	02/02/2017	INVOICE 5562083 WIRE ROPE STNL STL 3/32"X1'	100-2FF-5-G1-9401038	6.60
21990	02/02/2017	INVOICE 9562567 SHARK STEAM CLEANING PADS 2PK	100-2FF-5-G1-9401038	14.00
21990	02/02/2017	INVOICE 4580888 UNGER 2PK MIRROR & GLASS CLOTH	100-2FF-5-G1-9401038	9.93
21990	02/02/2017	INVOICE 5562083 CLAMP SET 3/16 ZINC 4 PK	100-2FF-5-G1-9401038	5.16
21990	02/02/2017	INVOICE 4890506 10FT DUNHILL FIR HINGED ARTIFICIAL	600-1XX-5-J1-9902008	261.06
Vendor V0624 - Home Depot Credit Services Total:				533.26
Vendor: V0474 - Insight- Public Sector				
21930	01/19/2017	VIZIO SB3820 Soundbar	600-1XX-5-J1-9902008	236.37
21930	01/19/2017	25ft 3.5mm Audio Cable	600-1XX-5-J1-9902008	16.80
21992	02/02/2017	Dell 3 prong AC adapter	100-2FF-5-G1-9401006	46.70
Vendor V0474 - Insight- Public Sector Total:				299.87
Vendor: V1057 - IntelliRide				
21961	01/26/2017	December 2016 ETP Service	100-5CS-5-G1-9401031	13,667.01
21961	01/26/2017	DAR Services, December 2016	100-2FF-5-G1-9001014	80,256.80
21931	01/19/2017	December 2016 DAR Fare Coupons	100-000-4-D1-6001400	1,230.00
Vendor V1057 - IntelliRide Total:				95,153.81



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Post Dates 01/01/2017 - 01/31/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0057 - Interior Plant Designs				
21932	01/19/2017	Interior Plant Services - January 2017	100-2FF-5-G1-9401005	220.00
Vendor V0057 - Interior Plant Designs Total:				220.00
Vendor: V0997 - Johnstone Supply				
21933	01/19/2017	shop heater blower motor	100-2FF-5-G1-9401038	229.88
Vendor V0997 - Johnstone Supply Total:				229.88
Vendor: V0846 - Judy Vaccaro-Fry				
21934	01/19/2017	Travel Reimbursement	100-1EX-5-G1-9501019	150.00
Vendor V0846 - Judy Vaccaro-Fry Total:				150.00
Vendor: V0288 - LA County Sheriff Dept				
21935	01/19/2017	Los Angeles County Sheriff's Contract Nov 2016	100-5CS-5-G1-9501034	6,148.48
21993	02/02/2017	Los Angeles County Sheriff's Contract Dec 2016	100-5CS-5-G1-9501034	6,148.48
Vendor V0288 - LA County Sheriff Dept Total:				12,296.96
Vendor: V0529 - Mail America- Lancaster				
21962	01/26/2017	CPOS Blanket Reimbursement	100-3FS-5-G1-9501037	150.00
Vendor V0529 - Mail America- Lancaster Total:				150.00
Vendor: V1212 - Master's Refreshment Services				
21963	01/26/2017	Coffee Service	100-3FS-5-G1-9501009	119.69
Vendor V1212 - Master's Refreshment Services Total:				119.69
Vendor: V1143 - McKeon Group				
21964	01/26/2017	Federal Advocay Services	100-1EX-5-G1-9501015	5,000.00
Vendor V1143 - McKeon Group Total:				5,000.00
Vendor: V0783 - Mobile Relay Associates				
21965	01/26/2017	Radio Repeater Service Feb 1 through 28 2017	100-2FF-5-G1-9401038	1,224.30
Vendor V0783 - Mobile Relay Associates Total:				1,224.30
Vendor: V0987 - OPSEC Specialized Protection				
21886	01/05/2017	OPSEC Security Services for Dec 2016	100-5CS-5-G1-9501034	3,514.50
21886	01/05/2017	OPSEC Security for Dec. 2016	100-5CS-5-G1-9501034	500.50
Vendor V0987 - OPSEC Specialized Protection Total:				4,015.00
Vendor: V0243 - Palmdale Chamber of Commerce				
21937	01/19/2017	PCC Installation Dinner Sponsorship	100-5CS-5-G1-9501029	185.00
21966	01/26/2017	Luncheon Admission - Kelly Miller	100-1EX-5-G1-9501019	25.00
Vendor V0243 - Palmdale Chamber of Commerce Total:				210.00
Vendor: V1200 - PETROLEUM EQUIPMENT CONSTRUCTION SERIVCES, INC.				
21938	01/19/2017	Repair Veeder-Root fuel meter	100-2FF-5-G1-9401038	718.20
Vendor V1200 - PETROLEUM EQUIPMENT CONSTRUCTION SERIVCES, INC. Total:				718.20
Vendor: V0078 - Pinnacle Petroleum Inc				
21939	01/19/2017	Fuel, January 2017	100-2FF-5-G1-9201003	18,418.32
21939	01/19/2017	Fuel, January 2017	100-2FF-5-G1-9201003	18,317.30
21939	01/19/2017	Fuel, January 2017	100-2FF-5-G1-9201003	18,241.39
21939	01/19/2017	Fuel, January 2017	100-2FF-5-G1-9201003	812.36
21939	01/19/2017	Fuel, January 2017	100-2FF-5-G1-9201003	17,584.75
21939	01/19/2017	Fuel, January 2017	100-2FF-5-G1-9201003	17,294.64
21967	01/26/2017	Fuel, January 2017	100-2FF-5-G1-9201003	17,118.10
Vendor V0078 - Pinnacle Petroleum Inc Total:				107,786.86
Vendor: V0587 - Pitney Bowes Reserve Account				
21910	01/12/2017	Reserve - Pitney Bowes	100-3FS-5-G1-9501010	500.00
Vendor V0587 - Pitney Bowes Reserve Account Total:				500.00
Vendor: V1228 - Purple Lizards , LLC				
21940	01/19/2017	8 GB Custom Bus USB Drives	100-1EX-5-G1-9501018	2,350.00
Vendor V1228 - Purple Lizards , LLC Total:				2,350.00
Vendor: V0701 - Signal Campus				
21941	01/19/2017	AV College Outdoor Advertising - Library	100-1EX-5-G1-9501003	336.00
21941	01/19/2017	AV College Outdoor Advertising - Student Services	100-1EX-5-G1-9501003	315.00
Vendor V0701 - Signal Campus Total:				651.00



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Post Dates 01/01/2017 - 01/31/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0403 - Southern California Edison				
21997	02/02/2017	ELECTRIC 11/18/16 TO 12/19/16	100-2FF-5-G1-9401021	26,122.22
21915	01/17/2017	Rule 16 Charging infrastructure	600-1XX-5-J1-9909085	5,449.03
21916	01/17/2017	Line extension Rule 15 Charging infrastructure	600-1XX-5-J1-9909085	51,070.85
21997	02/02/2017	ELECTRIC 12/19/16 TO 1/12/17	100-2FF-5-G1-9401021	8,697.43
Vendor V0403 - Southern California Edison Total:				91,339.53
Vendor: V0493 - Standard Insurance Company				
21888	01/05/2017	Dental Insurance Premium (EE)- Jan 2017	100-000-2-B1-4011014	758.02
21888	01/05/2017	Dental Insurance Premium (ER)- Jan 2017	100-1ZZ-5-G1-9701614	2,726.30
21888	01/05/2017	Vision Insurance Premium (EE)- Jan 2017	100-000-2-B1-4011016	128.84
21888	01/05/2017	Vision Insurance Premium (ER)-Jan 2017	100-1ZZ-5-G1-9701616	500.60
Vendor V0493 - Standard Insurance Company Total:				4,113.76
Vendor: V0477 - Standard Insurance Company				
21968	01/26/2017	HADV Premium	100-1ZZ-5-G1-9701811	39.00
21968	01/26/2017	Life	100-1ZZ-5-G1-9701811	381.85
21968	01/26/2017	Short Term Disability	100-1ZZ-5-G1-9701812	1,324.21
21968	01/26/2017	Long Term Disability	100-1ZZ-5-G1-9701813	821.27
21968	01/26/2017	AD&D	100-1ZZ-5-G1-9701814	76.36
Vendor V0477 - Standard Insurance Company Total:				2,642.69
Vendor: V0870 - State of California-Secretary of State				
21999	02/02/2017	Mailing costs for copy of JPA notice of filing	100-3FS-5-G1-9501010	6.00
Vendor V0870 - State of California-Secretary of State Total:				6.00
Vendor: V1216 - Taft Electric Company				
21890	01/05/2017	IFB Contract 2017-01 Elec Bus Charging Station	600-1XX-5-J1-9909085	600,203.44
Vendor V1216 - Taft Electric Company Total:				600,203.44
Vendor: V0103 - TCW Systems, Inc.				
21969	01/26/2017	Radio repeater services (Transit) (Blanket 2017)	100-2FF-5-G1-9401038	500.00
Vendor V0103 - TCW Systems, Inc. Total:				500.00
Vendor: V1070 - The "G" Crew				
21970	01/26/2017	Labor Compliance for RQ2016-51	600-1XX-5-J1-9909059	2,170.00
21970	01/26/2017	Labor Compliance for RQ 2016-55	600-1XX-5-J1-9909059	2,170.00
Vendor V1070 - The "G" Crew Total:				4,340.00
Vendor: V0505 - The Customer Service Experts				
21913	01/12/2017	CPOS Blanket Reimbursement Dec. 2016	100-3FS-5-G1-9501037	50.00
Vendor V0505 - The Customer Service Experts Total:				50.00
Vendor: V0405 - The Gas Company				
21971	01/26/2017	Gas 12-16-16 - 01-18-17	100-2FF-5-G1-9401022	7,817.75
Vendor V0405 - The Gas Company Total:				7,817.75
Vendor: V0904 - Time Warner Cable Business Class				
21914	01/12/2017	Cable Service 01-11-17 - 02-10-17	100-2FF-5-G1-9401025	246.71
21914	01/12/2017	Internet Services 01-13-17 - 02-12-17	100-2FF-5-G1-9401025	1,365.00
Vendor V0904 - Time Warner Cable Business Class Total:				1,611.71
Vendor: V0252 - Transdev, Inc.				
21972	01/26/2017	COMMUTER RECOVERY- STAND BY	100-2FF-5-G1-9001013	560.88
21972	01/26/2017	Special Service - Stuff A Bus/ AVBOT Bus# 4340	100-1EX-5-G1-9501003	351.65
21972	01/26/2017	BYD ELECTRIC BUSES ROUTE 1,2,3,4,98 BUS#4371& 4370	100-2FF-5-G1-9001016	23,033.36
21972	01/26/2017	COMMUTER RECOVERY	100-2FF-5-G1-9001013	6,488.41
21972	01/26/2017	JARC COMMUTER HOURS 785-786-787	100-2FF-5-G1-9001015	18,864.46
21972	01/26/2017	LOCAL& COMMUTER MAINT AND SERVICE DEC 2016	100-2FF-5-G1-9001013	1,172,356.13
Vendor V0252 - Transdev, Inc. Total:				1,221,654.89
Vendor: V0189 - United Parcel Service				
21973	01/26/2017	Shipping Charges	100-3FS-5-G1-9501010	103.20
Vendor V0189 - United Parcel Service Total:				103.20
Vendor: V0353 - UNUM Life Insurance Co of Amer				
21974	01/26/2017	Long Term Care (EE)	100-000-2-B1-4011024	123.90
21974	01/26/2017	Long Term Care (ER)	100-1ZZ-5-G1-9702618	514.20
Vendor V0353 - UNUM Life Insurance Co of Amer Total:				638.10



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Post Dates 01/01/2017 - 01/31/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0302 - US Bank				
21893	01/05/2017	NIGP Membership-L Block	100-1EX-5-G1-9501006	190.00
21893	01/05/2017	Community Transportation Membership	100-1EX-5-G1-9501006	2,000.00
21893	01/05/2017	Lodging-Tucson-E Monroe	100-1EX-5-G1-9501019	805.48
21893	01/05/2017	Transit service planning- N hickling	100-1EX-5-G1-9501019	339.70
21893	01/05/2017	Overcharge-awaiting credit for N Hickling lodging	100-1EX-5-G1-9501019	824.40
21893	01/05/2017	K Miller luncheon AV Hispanic	100-1EX-5-G1-9501019	21.69
21893	01/05/2017	AVBOT Luncheon	100-1EX-5-G1-9501019	40.00
21893	01/05/2017	parking fee for Washington DC meeting	100-1EX-5-G1-9501019	65.09
21893	01/05/2017	Shuttle to Tucson-E monroe	100-1EX-5-G1-9501019	46.00
21893	01/05/2017	Washinton DC Trip-N hickling/L Engel	100-1EX-5-G1-9501019	434.32
21893	01/05/2017	N Hickling-lodging Washington DC	100-1EX-5-G1-9501019	824.40
21893	01/05/2017	Holiday event-gifts, assorted	100-1EX-5-G1-9501029	827.59
21893	01/05/2017	land1 internet service-Monthly charges	100-2FF-5-G1-9401012	29.99
21893	01/05/2017	Car detail-Unti#222	100-2FF-5-G1-9401038	115.00
21893	01/05/2017	Stuff a bus supplies, Dec 2016	100-5CS-5-G1-9501041	23.01
21893	01/05/2017	Stuff a Bus-Miscellaneous	100-5CS-5-G1-9501041	330.33
21893	01/05/2017	Stuff a Bus refreshments	100-5CS-5-G1-9501041	39.94
21893	01/05/2017	Batteries, bikes, helmet for stuff a bus Dec 2016	100-5CS-5-G1-9501041	1,034.72
21893	01/05/2017	hard copies-server room plans	600-1XX-5-J1-9909068	98.75
21893	01/05/2017	Server room plans from city	600-1XX-5-J1-9909068	513.00
21893	01/05/2017	Fuel-executive Director	100-000-1-A1-0501001	30.45
21893	01/05/2017	meeting-review goals and issues-M Crist	100-1EX-5-G1-9501019	49.89
21893	01/05/2017	Lunch with J Moore and N Hickling	100-1EX-5-G1-9501019	42.35
21893	01/05/2017	AVBOT-Breakfast	100-1EX-5-G1-9501019	25.00
21893	01/05/2017	AVBOT-Breakfast	100-1EX-5-G1-9501019	50.00
21893	01/05/2017	Meeting at Gino's with mark	100-1EX-5-G1-9501019	47.09
Vendor V0302 - US Bank Total:				8,848.19
Vendor: V0969 - Walsma Oil Company				
21942	01/19/2017	Diesel emmissions fluid	100-2FF-5-G1-9201003	2,454.71
Vendor V0969 - Walsma Oil Company Total:				2,454.71
Vendor: V0550 - Waste Management				
21896	01/05/2017	Trash	100-2FF-5-G1-9401023	1,004.29
Vendor V0550 - Waste Management Total:				1,004.29
Vendor: V0457 - Waxie Enterprises Inc.				
21943	01/19/2017	Prem Bath Tissue	100-2FF-5-G1-9401038	573.78
21943	01/19/2017	Med Latex Gloves	100-2FF-5-G1-9401038	83.45
21943	01/19/2017	Small Can Liners	100-2FF-5-G1-9401038	75.86
21943	01/19/2017	roll towels	100-2FF-5-G1-9401038	415.55
21943	01/19/2017	Hand Soap (CS)	100-2FF-5-G1-9401038	84.33
21943	01/19/2017	Seat Covers	100-2FF-5-G1-9401038	36.26
21943	01/19/2017	Perforated Kitchen Towels	100-2FF-5-G1-9401038	29.40
21943	01/19/2017	Microfiber Terry Cloths	100-2FF-5-G1-9401038	235.86
21943	01/19/2017	40x46 Can Liners 2mil	100-2FF-5-G1-9401038	362.45
Vendor V0457 - Waxie Enterprises Inc. Total:				1,896.94
Vendor: V1154 - Weideman Group Inc.				
21897	01/05/2017	Government Advocay Consultant Contract	100-1EX-5-G1-9501015	10,000.00
Vendor V1154 - Weideman Group Inc. Total:				10,000.00
Vendor: V0124 - Witts				
21946	01/19/2017	Office Supplies	100-3FS-5-G1-9501009	373.71
Vendor V0124 - Witts Total:				373.71
Grand Total:				2,328,515.28



DATE: February 28, 2017

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2016/2017 (FY17) Second Quarter Capital Reserve Report (October 1-December 31, 2016)

RECOMMENDATION

That the Board of Directors receive and file the attached FY17 Second Quarter Capital Reserve Report for the period covering October 1 through December 31, 2016.

FISCAL IMPACT

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

BACKGROUND

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

As of the report date, the Capital Reserve account has an accumulated cash balance of \$6,110,768 held in accounts with the Local Agency Investment Fund (LAIF) and Union Bank. The total contributed fund balance is \$5,966,030 plus \$144,738 in interest earned. Lancaster and Palmdale contribution payments have been received during the quarter ended December 31, 2016, while the payment for Los Angeles County was received in January, 2017.

During the eight-year reporting period to date, the AVTA purchased 15 hybrid transit buses, 2 electric transit buses and 9 commuter coaches. The hybrid transit buses and 6 of the commuter coaches were delivered by September 30, 2012, the electric buses were received in September 2014, and the 3 remaining commuter coaches were

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

Delivery for the three local transit buses originally scheduled for FY14, and 2 commuter buses were received during the 3rd Quarter of Fiscal Year 2016. The local transit buses were purchased using toll credits for the local match portion. The two expansion commuter coaches were funded in total by Job Access Reverse Commute (JARC) funds.

AVTA's FY17 proposed 5-Year Capital Improvement Plan assumes the purchase of an additional 16 articulated local transit and 13 commuter buses (29 total) during the fiscal year. This purchasing plan will be facilitated in part by the first grant of the Transit and Intercity Rail Capital Program (TIRCP) grant awarded to AVTA from the State of California's Cap & Trade program. A second TIRCP Grant will provide funding for an additional 10 local conventional transit buses. Even with these inflows, the purchases will require the use of capital reserve funds for local match requirements; these funds are included in the 5-Year Plan Capital Spending Plan for FY17.

At present, the 29 buses described in the previous paragraph are on order with bus manufacturer BYD, with delivery expected to commence in March or April. As of the date of this report, the purchase order for the next 10 buses is expected to be placed at any time.

Please see the attached Capital Reserve Summary covering activity through December 31, 2016 and the Combined Jurisdiction Reconciliation Report for additional information.

Prepared by:

Submitted by:

Colby Konisek
Chief Financial Officer

Len Engel
Executive Director/CEO

Attachments: A – Capital Reserve Summary Report through December 31, 2016
A.1 – Combined Jurisdiction Detailed Reconciliation Report



CAPITAL RESERVE CONTRIBUTION BALANCES

December 31, 2016

Jurisdictional Member	Accumulated Balance at 6/30/08	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Balance, as of December 31, 2016
Lancaster	\$1,737,723	\$0	\$183,500	\$191,871	\$190,765	\$ 95,760.00	\$2,399,619
Palmdale	\$1,655,307	0	162,896	174,587	173,804	\$ 86,798.00	\$2,253,392
LA County	\$959,862	0	114,500	94,440	96,327	\$ 47,890.00	\$1,313,019
TOTAL	\$4,352,892	\$0	\$460,896	\$460,898	\$460,896	\$ 230,448.00	\$5,966,030
Interest received to date:							144,738
							\$6,110,768

ANTELOPE VALLEY TRANSIT AUTHORITY
CAPITAL RESERVE & OPERATING SUPPORT TRACKING

Updated through: December 31, 2016

Description	LANCASTER				PALMDALE				LOS ANGELES COUNTY				TOTALS			
	Date	Accrual/ Payment	Operating Support	Capital Reserve	Date	Accrual/ Payment	Operating Support	Capital Reserve	Date	Accrual/ Payment	Operating Support	Capital Reserve	Accrued/ Cash Received	Operating Support (By Year)	Capital Reserve (Accumulated)	
Accumulated Capital Reserve Balance At June 30, 2008				1,003,723.00				1,003,723.00				501,862.00			2,509,308.00	
FY 2017	<i>Note change in Jurisdictional %'s for FY17...</i>															
Annual Due		(1,498,670.34)	(1,307,151.03)	(191,519.31)		(1,358,429.50)	(1,184,831.96)	(173,597.54)		(749,487.65)	(653,708.51)	(95,779.14)	(3,606,587.49)	(3,145,691.50)	(460,896.00)	
First Quarter Payments	7/21/16	374,668.00	326,788.00	47,880.00	9/1/16	339,607.00	296,208.00	43,399.00	11/22/16	187,372.00	163,427.00	23,945.00	901,647.00	786,423.00	115,224.00	
Interest				3,414.96				3,096.07				1,707.89			8,218.92	
Second Quarter Payments	10/24/16	374,668.00	326,788.00	47,880.00	11/10/16	339,607.00	296,208.00	43,399.00	1/4/17	187,372.00	163,427.00	23,945.00	901,647.00	786,423.00	115,224.00	
Interest				3,834.08				3,476.05				1,917.50			9,227.64	
Third Quarter Payments		0.00	0.00	0.00		0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	
Interest				0.00				0.00				0.00			0.00	
Fourth Quarter Payments		0.00	0.00	0.00		0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00	
Interest				0.00				0.00				0.00			0.00	
Contributions for FY2017		749,336.00	653,576.00	95,760.00		679,214.00	592,416.00	86,798.00		374,744.00	326,854.00	47,890.00	1,803,294.00	1,572,846.00	230,448.00	
Interest for FY2017				7,249.05				6,572.12				3,625.40			17,446.56	
		(749,334.34)	(653,575.03)	(95,759.31)		(679,215.50)	(592,415.96)	(86,799.54)		(374,743.65)	(326,854.51)	(47,889.14)	(1,803,293.49)	(1,572,845.50)	(230,448.00)	
Net Assets																
Capital Reserve Balance to Date				2,399,618.99				2,253,392.40				1,313,019.00			5,966,030.39	
Interest to Date				62,390.64				55,803.71				26,543.26			144,737.61	
Total Balances as of 12/31/2016				2,462,009.63				2,309,196.11				1,339,562.26			6,110,768.00	

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



DATE: February 28, 2017

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2016/2017 (FY17) Second Quarter Grant Status Report through January 31, 2017

RECOMMENDATION

That the Board of Directors receive and file the attached FY17 Second Quarter Grant Status Report through January 31, 2017.

FISCAL IMPACT

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

BACKGROUND

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

The annual allocation formula grants are pending approval on the FY17 Transportation Improvement Plan and from the Department of Labor; upon approval we will submit a grant application for our FY17 formula allocations of: 5307 Urbanized Zone Apportionment formula, 5337 Bus and Bus Facilities, and 5339 State of Good Repair funds.

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

Prepared by:

Submitted by:

Judy Fry
Grants Administrator

Len Engel
Executive Director/CEO

Attachment: A – Grant Status Report

GRANT STATUS REPORT

Discretionary Opportunities

Grant Program	Project	Amount Applied For	Date Submitted	Status	Amount Awarded	Next Round of Funding
Transit and Intercity Rail Capital Program – Cap & Trade	Zero emission bus transit and commuter Vanpool expansion project.	\$10,531,000	April 5, 2016	Grant funds awarded 8/2016	\$6,840,000	Not announced
FTA's Transportation Investment Generating Economic Recovery Grant ("TIGER")	AVTA's "SOLution" Property + Energy Collection and a Battery Storage System	\$10,284,000	April 29, 2016	No funds awarded to AVTA	\$0	Not announced
Low or No Emission Vehicle Deployment Program (LoNo)	10 Transit + 7 Commuter Electric Buses	\$14,857,761	May 11, 2016	No funds awarded to AVTA	\$0	April 2017 estimated
Mobility on Demand (MOD) Sandbox Demonstration	Antelope Valley Integrated Mobility Services Program	\$1,067,475	July 5, 2016	No funds awarded to AVTA	\$0	Not announced
Low or No Emission Vehicle Deployment Program (LoNo)	5 Electric Buses + necessary chargers	\$5,245,550	November 19, 2015	No funds awarded to AVTA	\$0	April 2017 estimated
ARB - Zero Emission Truck & Bus Pilot Project	High Desert Pathways to Commercialization Deployment Project	\$14,891,651	January 29, 2016	No funds awarded to AVTA	\$0	Not announced
Caltrans Sustainable Transportation Planning	Jurisdictional Coordination - BRT planning	\$350,000	October 30, 2015	No funds awarded to AVTA	\$0	Not announced
Transportation Investment Generating Economic Recovery (TIGER-6)	25 Electric Buses + necessary infrastructure improvements and chargers	\$20,363,906	April 28, 2014	No funds awarded to AVTA	\$0	2015

Grants Status Report
 February 28, 2017
 Page 2

Grant Program	Project	Amount Applied For	Date Submitted	Status	Amount Awarded	Next Round of Funding
Transportation Investment Generating Economic Recovery (TIGER-7)	Regional Transit Interconnectivity + Environmental Sustainability	\$11,995,000	June 5, 2015	No funds awarded to AVTA	\$0	Not announced
Low or No Emission Vehicle Deployment Program (LoNo)	Incremental cost of 12 zero emission buses	\$6,136,000	March 3, 2014	No funds awarded to AVTA	\$0	November 11, 2015
FY14 New Ladders of Opportunity Initiative	Transit Center at Antelope Valley College	\$250,000	August 4, 2014	No funds awarded to AVTA	\$0	Not announced
California Energy Commission	3 Articulated Electric BYD Buses	\$3,000,000	February 2015	No funds awarded to AVTA	\$0	Not announced
Transit and Intercity Rail Capital Program – Cap & Trade	Regional Transit Interconnectivity + Environmental Sustainability	\$32,561,750	April 10, 2015	Grant funds awarded 6/30/2015	\$24,403,000	Not announced
Call for Projects - LACMTA	Electric Bus Infrastructure Improvements	\$1,893,392	January 29, 2015	Grant funds awarded	\$307,730	TBD - Postponed
Call for Projects - LACMTA	Electric Bus Replacements	\$18,333,000	January 29, 2015	Grant funds awarded	\$2,167,373	TBD - Postponed
	TOTAL DISCRETIONARY OPPORTUNITIES PENDING:	\$		TOTAL GRANT AWARDS:	\$33,718,103	

Annual Formula Allocations

Grant Program	Project	Amount Pending	Date Submitted	Status	Amount Awarded
FTA Annual 5307 Allocation – FTA	Capital Improvement Program	\$12,115,000	June 2016	Grant funds awarded 9/27/2016	\$12,115,000
FTA Annual 5339 Allocation - FTA	Bus and Bus Facilities	\$2,368,446	June 2016	Grant funds awarded 9/27/2016	\$2,368,446
Low Carbon Transit Operations Program (LCTOP) – Cap & Trade	Electric Bus Infrastructure Improvements	\$40,687	February 2, 2015	Grant funds awarded 6/19/2015	\$40,687
Low Carbon Transit Operations Program (LCTOP) – Cap & Trade	Electric Bus Infrastructure Improvements	\$118,796	February 1, 2016	Grant funds awarded 6/16/2016	\$118,796
	TOTAL ANNUAL FORMULA ALLOCATIONS PENDING:	\$0		TOTAL GRANT AWARDS:	\$14,642,929



DATE: February 28, 2017

TO: BOARD OF DIRECTORS

SUBJECT: FY17 Mid-Year Business Plan Review and Proposed Adjustments

RECOMMENDATIONS

That the Board of Directors approve the proposed FY17 Mid-Year Business Plan adjustments.

FISCAL IMPACT

The adopted FY17 Business Plan set operating revenues and expenses to equal each other at \$25.1 million for a \$0 change in net operating assets. The mid-year analysis projects that AVTA will have a favorable net increase in operating funds of \$43K after adjustments are applied.

Proposed revenue adjustments include decreased fare revenue, offset by an unplanned gain on sale of fully depreciated buses and support vehicles, and other revenue categories. The result is a net increase in revenues of \$73K.

Proposed increases to expenses include increases in purchased transportation, software licensing, and general & administrative expenses. Proposed decreases in expenses include fuel savings, operating costs, insurance and salaries and benefits. The change in expense is a net decrease in expense of \$490K.

The final result is a favorable net increase in operating funds of \$563K.

For the FY17 Capital Spending Plan, mid-year net adjustments of \$12.0 million of capital expenditures are added to the original \$34.9 million capital spending plan. The increase completes the acquisition of 29 electric buses, as well as the completion of the Facilities Depot Charging Project.

Please see details in Attachment A for further detail.

BACKGROUND

Staff performed a review of operating revenues and expenditures for the six months ended December 31, 2016 and estimated operating revenues and expenditures for the balance of the fiscal year ending June 30, 2017.

The recommended FY17 Business Plan adjustments are detailed in Attachment A with supporting tables for summarizing Revenue, Operating Expenditures and the Capital Program.

The Mid-Year Business Plan review is intended to ensure that AVTA's revenues are sufficient to meet anticipated expenses, and to make the necessary adjustments to assure this sufficiency occurs. Approval of the budget reallocations outlined will authorize staff to make the necessary adjustments.

The Finance staff actively manages funds and finances to ensure AVTA's continued fiscal health. The Authority's sound financial condition continues, as evidenced by the unmodified opinion issued for the latest financial statements included in the Comprehensive Annual Financial Report for the fiscal year ended of June 30, 2016. The auditors also stated that there were no findings or questioned costs in the Single Audit Report of Federal Awards as of the same date.

AVTA's primary strategy continues to be the replacement of its diesel buses with a battery-electric bus fleet, and develop the depot and inductive charging capabilities to support the fleet's charging requirements.

Prepared by:

Submitted by:

Colby Konisek
Chief Financial Officer

Len Engel
Executive Director/CEO

Attachment: A – FY17 Mid-Year Business Plan Adjustments Summary

**Antelope Valley Transit Authority
Fiscal Year 2017 Budget Mid-Year Adjustments**

	Fiscal Year 2017 Budget Mid-Year Analysis		
	Adopted	Revised	Variance
	Budget	Budget	Fav/(Unfav)
Revenue			
Fare Revenue	\$5,875,000	\$5,785,448	(\$89,552)
Gain on Sale of Assets	0	124,624	124,624
Other Revenue Changes	19,181,810	19,219,662	37,852
Total Revenue	25,056,810	25,129,734	72,924
Expenses			
Purchased Transportation Services	15,788,947	15,985,314	(196,367)
Fleet Fuel (Diesel & Electricity)	2,583,444	2,229,950	353,494
Software Licensing	101,150	183,803	(82,653)
Other Operating Costs	731,405	604,654	126,751
Liability, Fire & Other Insurance	365,000	256,414	108,586
Salaries & Benefits	3,732,403	3,623,634	108,769
Other General & Administrative Expenses	1,754,461	1,682,640	71,821
Total Expense	25,056,810	24,566,409	490,401
Net Revenue & Expense	\$0	\$563,326	\$563,326

Operating Budget

Adjustments to Revenue:

Fare Revenue – Reduction of (\$89,552)

After experience an increase from the fare schedule change implemented in October 2015, fare revenue finished at \$5.3 million in FY16, up 9% from \$4.8 million if FY15. The FY17 Budget assumed a modest 1.5% to \$5.4 million, plus Access Reimbursements of \$475K; Fare Revenues were down by (\$109K), partially offset by a projected increase of \$20K for Access Reimbursements, for a net reduction of (\$89K). The original second-half budget was held for purposes of the Mid-Year projection.

Gain on Sale of Assets - \$124,624

Retired fleet buses and support vehicles sold at auction. Auction sales occur infrequently and are not typically included in budget planning; this was an unplanned non-transportation related revenue. After returning Federal interest funds of \$78K, AVTA retained \$46K in operating funds.

Other revenue - \$37,852

Other favorable revenue Variances include \$20K, SCE rebates \$19K and advertising revenue (\$15k), investment income \$10K.

Net increase in revenue – \$72,924

Fiscal Year 2017 Budget Mid-Year Adjustments

February 28, 2017

Page 2

Adjustments to Expenses:

Purchased Transportation - (\$196,367)

This is the net variance in aggregate payments for Transdev contract, and was caused primarily by higher- than-budgeted costs for Fixed Route operations. A review of all routes is currently underway by Moore & Associates to identify issues and increase efficiencies, especially for local transit service.

Fuel - \$353,494

The FY17 Budget assumed diesel fuel at \$3.50 per gallon. The average price per gallon for diesel fuel for the first seven months of FY17 was approximately \$2.46, but has shown a slow upward trend to \$2.56 during the week of this report. Due to the unpredictable nature of fuel prices, the original budget is being held constant for the rest of the fiscal year; even with gradually increased prices, savings of \$500K could be realized by fiscal year-end.

Software Licensing - (\$82,653)

Licensing for Procurement \$25K, Document Management \$14K was not included in the Original Budget. Annual maintenance for the Tyler Accounting System was higher than budgeted.

Other Operating Costs – \$126,751

Utilities were favorable by a net of \$42; Preventive maintenance expense were favorable by \$91K.

Liability, Fire & Other Insurance - \$108,586

Worker's Compensation was included in Fringe Benefits as well as in the Risk Budget, in addition to several small cost reductions in the coverage year-to-date.

Salaries & Benefits

Employee benefit expense increases were budgeted at a 10% increase before open enrollment; the actual increases are 7%.

Other General & Administrative Expense – \$71,821

Favorable variances were due to Audit \$5K, Bank Fees \$12K, Misc. Special Events \$21, Charitable Donations \$16.

Total net reduction in Operating Expenses: \$490,401

Total net operating surplus - \$563,326

Fiscal Year 2017 Budget Mid-Year Adjustments

February 28, 2017

Page 3

	Fiscal Year 2017 Budget Mid-Year Analysis				
	Adopted	Adjustments	Revised	Projected	
	Budget			Expenditures	Rollover
TIRCP Grant #1			-		
(13) 60' Articulated Battery Electric Local Transit Buses	\$ 13,633,126	\$ 897,156	\$ 14,530,282	\$ 14,530,282	\$ -
(16) 45' Battery Electric Commuter Coaches	12,419,232	1,534,976	13,954,208	13,954,208	-
TIRCP Grant #2			-		
(10) 45' Battery Electric Local Transit Buses		8,345,850	8,345,850	8,345,850	-
Depot Charging Project	3,500,000	1,500,000	5,000,000	5,000,000	-
WAVE 250kV Charging Development	1,400,000		1,400,000	1,400,000	-
Secondary Chargers	1,440,000		1,440,000	720,000	720,000
Refresh Projects	508,154		508,154	313,154	195,000
Regional Partnership Projects	1,225,000	(337,098)	887,902	887,902	-
Facilities Equipment	100,000		100,000	50,000	50,000
Facilities Upgrades	374,800	15,000	389,800	41,960	347,840
Data & Communications	155,000		155,000	50,000	105,000
Security, Bus & Facilities	151,597		151,597	56,000	95,597
Totals	\$ 34,906,909	\$ 11,955,884	\$ 46,862,793	\$ 45,349,356	\$ 1,513,437

Capital Spending Plan

Adjustments were made to the first deliveries of the first purchase order for 29 buses, which are expected to commence in March 2017. The adjustment for the Depot Charging Project will see its completion before the end of FY17. The funds are sourced from the first Transit and Inner City Rail Capital Project (TIRCP #1), Capital Reserves Funds and internal funds.

The reduction in the Regional Partnership Project is from the net reimbursement by CalTrans of their share of the bus stop project at 35th St. East and Palmdale; the Facilities upgrades adjustment is for the server room project.



DATE: February 28, 2017

TO: Board of Directors

SUBJECT: Change Order #2 to Contract #2017-01 with Taft Electric Company for Depot Charging Stations at the Antelope Valley Transit Authority

RECOMMENDATION

That the Board of Directors authorize the Executive Director/CEO to approve Change Order #2 to Contract #2017-01 with Taft Electric Company for Depot Charging Stations at the AVTA in the net amount of \$978,223.00.

FISCAL IMPACT

If approved, the revised contract amount will be increased to \$4,955,483.80, a net increase to the original contract in the amount of \$1,017,076.00. The funds required for this change order are available through LA Metro Call for Projects funds (\$307,000) and AVTA Cash Reserves (\$710,076).

BACKGROUND

The Board adopted a goal to have a 100% battery electric revenue fleet by December 2018. The contract with Taft Electric Company calls for wiring 16 of the 89 charging positions. Staff has determined that there can be significant savings if the remaining 39 positions are prewired with the current job. AVTA will receive 39 charging interface units with the buses that are on order, we have two for our buses in operation. The change order purchases nine interfaces for a total of 50; prewires the remaining 39 positions, and installs additional safety bollards as detailed in Attachment A. Additionally, unforeseen issues with the underground conduits and footings were found. Taft Electric was able to cast the conductor cable trench in place

resulting in a more cost-efficient design and the \$68,869 credit shown in the table below.

CO #2 is comprised of the following Change Order Requests (COR):

1	Added cost to install additional bus charging stations included charging interface units (Call for Projects)	\$391,279.00
2	Add 34 additional prewired bus charging stations stalls	\$269,112.00
3	Added cost to prewire last 39 bus charging stalls	\$353,397.00
4	Unforeseen underground conduits for exterior lighting and cameras	\$6,439.00
5	Unforeseen underground canopy footing conflict	\$6,884.00
6	Added power requirements for generator	\$10,228.00
7	Added cost to increase needed bollards	\$9,753.00
8	Credit for cable trench cast in place	(\$68,869.00)

AVTA and Arrow Engineering evaluated the scope of work and negotiated the price/credit for the proposed work. This amount includes the cost of labor, materials, contractor's markup and bond premium. The contractor was authorized to proceed on some items that needed to be performed in order to minimize delay to the project.

Staff has analyzed the installation costs for additional charging interfaces and estimates the costs for labor, prewiring and breakers to be \$9,000.00 each. Line 1 above adds nine charging interface units to the project utilizing grant funds from LA Metro's Call for Projects and AVTA's operating reserves. Purchasing the charger interfaces with these funds will create a \$243,000 credit on future bus purchases.

Upon completion, 50 depot charging stations will be ready for use and the remaining 39 stations will be prewired and ready to install the charging interface units in house by AVTA facility staff without any future electrical permits.

Prepared by:

Submitted by:

 Mark Perry
 Director of Fleet & Facilities

 Len Engel
 Executive Director/CEO



TAFT ELECTRIC COMPANY
 26007 Huntington Lane Unit #5
 Santa Clarita CA, 91355
 (661) 735-4226 FAX (661) 607-0376
 Contractor License # 772245

Change Order Request

Detailed, Grouped by Each Number

8059 AVTA Buss Charging Stations
 42210 6th Street West
 Lancaster, CA

Project # 8059
 Tel: Fax:

TAFT ELECTRIC COMPANY

Change Order Request: 002

Date: 10/2/2016

To: Mark Perry
 AVTA
 42210 6TH STREET WEST
 LANCASTER, CA

From: Tony Valentino
 TAFT ELECTRIC COMPANY
 P.O. Box 3416
 Ventura, CA 93006

Description	Category	Status
UG lighting conduit repair	TIME AND MATERIAL	Proceed

Reference	Required By	Days Req	Amt Req
	10/9/2016	2	6,439

Notes

SCOPE:

Repair unforeseen underground conduits for exterior lighting and camera feeds.

EXCLUSIONS:

- 001 Any weather proofing or sealing of exterior penetrations for water intrusion.
- 002 Any shift work, holiday work, or overtime labor, all work is to be performed during normal working hours Monday-Friday between 7AM & 3:30PM
- 003 Any and all parts and labor not specifically listed above.
- 004 Any abatement including asbestos removal or containment.
- 005 Any permits or fees.
- 006 Any costs associated with the design, engineering (including wet stamps), or approval process.

This change proposal is based on the usual cost elements such as labor, materials and markup and does not include any amount for impacts such as interference, trade stacking, disruptions, rescheduling, changes in the sequence of work, delays and/or associated acceleration. We expressly reserve our right to submit our request for any of these items should we be faced with performing work under any of these conditions.

This cost proposal supersedes all previously submitted cost proposals relating to this same work. The work of other trades which may be required to complete this change order is not part of this proposal.

This quote is valid for 30 calendar days from the above date. We reserve our right to re-quote this proposal should the approval take longer than 30 days.

Should you have any questions, please do not hesitate to call me.



TAFT ELECTRIC COMPANY
 26007 Huntington Lane Unit #5
 Santa Clarita CA, 91355
 (661) 735-4226 FAX (661) 607-0376
 Contractor License # 772245

Change Order Request

Detailed, Grouped by Each Number

8059 AVTA Buss Charging Stations
 42210 6th Street West
 Lancaster, CA

Project # 8059
 Tel: Fax:

TAFT ELECTRIC COMPANY

Change Order Request: 004

Date: 12/12/2016

To: Mark Perry
 AVTA
 42210 6TH STREET WEST
 LANCASTER, CA

From: Tony Valentino
 TAFT ELECTRIC COMPANY
 P.O. Box 3416
 Ventura, CA 93006

Description	Category	Status
Canopy Footing conflict	LUMP SUM	Proceed

Reference	Required By	Days Req	Amt Req
RFI-002	12/19/2016	1	6,884

Notes

SCOPE:

Per RFI-2 Canopy conduit duck bank needed to be altered to accomodate conflicts with Canopy footing. This footing was unforeseen has impacted the project cost by additional sawcutting, conduit deflection, concrete encasement and lost time.

EXCLUSIONS:

- 001 Any trenching, back filling, encasement, coring, cutting, patching, roofing or painting for any conduit system.
 - 002 Any weather proofing or sealing of exterior penetrations for water intrusion.
 - 004 Any shift work, holiday work, or overtime labor, all work is to be performed during normal working hours Monday-Friday between 7AM & 3:30PM
 - 005 Any and all parts and labor not specifically listed above.
 - 006 Any abatement including asbestos removal or containment.
 - 007 Any permits or fees.
 - 008 Any costs associated with the design, engineering (including wet stamps), or approval process.
- This change proposal is based on the usual cost elements such as labor, materials and markup and does not include any amount for impacts such as interference, trade stacking, disruptions, rescheduling, changes in the sequence of work, delays and/or associated acceleration. We expressly reserve our right to submit our request for any of these items should we be faced with performing work under any of these conditions.

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TAFT ELECTRIC COMPANY
 26007 Huntington Lane Unit #5
 Santa Clarita CA, 91355
 (661) 735-4226 FAX (661) 607-0376
 Contractor License # 772245

Change Order Request

Detailed, Grouped by Each Number

8059 AVTA Buss Charging Stations
 42210 6th Street West
 Lancaster, CA

Project # 8059
 Tel: Fax:

TAFT ELECTRIC COMPANY

Change Order Request: 005r-001

Date: 2/1/2017

To: Mark Perry
 AVTA
 42210 6TH STREET WEST
 LANCASTER, CA

From: Tony Valentino
 TAFT ELECTRIC COMPANY
 P.O. Box 3416
 Ventura, CA 93006

Description	Category	Status
ADD CHARGING STATIONS FOR STALLS 14-33 & 37-50	LUMP SUM	Submitted

Reference	Required By	Days Req	Amt Req
EMAIL REQUEST	2/8/2017	60	269,112

Notes

SCOPE:

Provide installation of owner supplied chargers including wire, mounting supports and breakers for Stalls 15-33 & 37-42 as noted in email from owner on 12/7. Total count of chargers should equal (12) 200KW units and (13) 80KW units.

EXCLUSIONS:

- 001 Any painting for any conduit system, support or equipment.
- 004 Any shift work, holiday work, or overtime labor, all work is to be performed during normal working hours Monday-Friday between 7AM & 3:30PM
- 005 Any and all parts and labor not specifically listed above.
- 006 Any abatement including asbestos removal or containment.
- 007 Any permits or fees.
- 008 Any costs associated with the design, engineering (including wet stamps), or approval process.
- 009 Any access panels.

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Should you have any questions, please do not hesitate to call me.

PCO No	Date	Reference	Amt Prop	Days Req	Category	Reason
Description		Notes				



TAFT ELECTRIC COMPANY
 26007 Huntington Lane Unit #5
 Santa Clarita CA, 91355
 (661) 735-4226 FAX (661) 607-0376
 Contractor License # 772245

Change Order Request

Detailed, Grouped by Each Number

8059 AVTA Buss Charging Stations
 42210 6th Street West
 Lancaster, CA

Project # 8059
 Tel: Fax:

TAFT ELECTRIC COMPANY

Change Order Request: 006

Date: 12/12/2016

To: Mark Perry
 AVTA
 42210 6TH STREET WEST
 LANCASTER, CA

From: Tony Valentino
 TAFT ELECTRIC COMPANY
 P.O. Box 3416
 Ventura, CA 93006

Description	Category	Status
CREDIT FOR BID ITEM SCOPE DELETED FROM PROJECT	LUMP SUM	Proceed

Reference	Required By	Days Req	Amt Req
	12/19/2016	0	(68,869)

Notes

SCOPE:
 Provide credit for the below bid items not installed and removed from project scope.

- 1) Bid Item # 11 Construct new 8" PCC curb & gutter. -\$6,580.00
- 2) Bid Item # 13 Construct cross gutter. -\$4,158.00
- 3) Bid Item # 15 Construct 8"CAB for Cross Gutter. = -\$3,520.00
- 1) Bid Item # 37 1,030' modified PCC curb at cable trench = -\$36,050.00
- 5) Bid Item # 50 6" crushed rock under cable trench = -\$14,630.00
- 2) Bid Item # 59 restoration of iron fencing = -\$3,931.00

This change proposal is based on the usual cost elements such as labor, materials and markup and does not include any amount for impacts such as interference, trade stacking, disruptions, rescheduling, changes in the sequence of work, delays and/or associated acceleration. We expressly reserve our right to submit our request for any of these items should we be faced with performing work under any of these conditions.

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Should you have any questions, please do not hesitate to call me.

PCO No	Date	Reference	Amt Prop	Days Req	Category	Reason
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TAFT ELECTRIC COMPANY
 26007 Huntington Lane Unit #5
 Santa Clarita CA, 91355
 (661) 735-4226 FAX (661) 607-0376
 Contractor License # 772245

Change Order Request

Detailed, Grouped by Each Number

8059 AVTA Buss Charging Stations
 42210 6th Street West
 Lancaster, CA

Project # 8059
 Tel: Fax:

TAFT ELECTRIC COMPANY

Change Order Request: 007

Date: 12/12/2016

To: Mark Perry
 AVTA
 42210 6TH STREET WEST
 LANCASTER, CA

From: Tony Valentino
 TAFT ELECTRIC COMPANY
 P.O. Box 3416
 Ventura, CA 93006

Description	Category	Status
ADDED POWER REQUIRMENTS FOR GENERATOR	LUMP SUM	Proceed

Reference	Required By	Days Req	Amt Req
RFI-1	12/19/2016	4	10,228

Notes

SCOPE:

Provide credit for one power zone (Bid Item #64) and replace with new 45KVA transformer and panelboard for Generator . Provide conduit and wire for control circuits back to ATS.

- 001 Any trenching, back filling, encasement, coring, cutting, patching, roofing or painting for any conduit system.
- 002 Any weather proofing or sealing of exterior penetrations for water intrusion.
- 003 Any fire proofing or sealing complete.
- 004 Any shift work, holiday work, or overtime labor, all work is to be performed during normal working hours Monday-Friday between 7AM & 3:30PM
- 005 Any and all parts and labor not specifically listed above.
- 006 Any abatement including asbestos removal or containment.
- 007 Any permits or fees.
- 008 Any costs associated with the design, engineering (including wet stamps), or approval process.
- 009 Any access panels.

This change proposal is based on the usual cost elements such as labor, materials and markup and does not include any amount for impacts such as interference, trade stacking, disruptions, rescheduling, changes in the sequence of work, delays and/or associated acceleration. We expressly reserve our right to submit our request for any of these items should we be faced with performing work under any of these conditions.

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Should you have any questions, please do not hesitate to call me.



TAFT ELECTRIC COMPANY
 26007 Huntington Lane Unit #5
 Santa Clarita CA, 91355
 (661) 735-4226 FAX (661) 607-0376
 Contractor License # 772245

Change Order Request

Detailed, Grouped by Each Number

8059 AVTA Buss Charging Stations
 42210 6th Street West
 Lancaster, CA

Project # 8059
 Tel: Fax:

TAFT ELECTRIC COMPANY

Change Order Request: 008

Date: 12/12/2016

To: Mark Perry
 AVTA
 42210 6TH STREET WEST
 LANCASTER, CA

From: Tony Valentino
 TAFT ELECTRIC COMPANY
 P.O. Box 3416
 Ventura, CA 93006

Description	Category	Status
ADDED COST TO INCREASE BOLLARD COUNT	LUMP SUM	Proceed

Reference	Required By	Days Req	Amt Req
	12/19/2016	2	9,753

Notes

SCOPE:

Additional cost for 9 added bollards, unit bid item #42 cost of \$1,074.00 was used.

- 001 Any trenching, back filling, encasement, coring, cutting, patching, roofing or painting for any conduit system.
- 002 Any weather proofing or sealing of exterior penetrations for water intrusion.
- 003 Any fire proofing or sealing complete.
- 004 Any shift work, holiday work, or overtime labor, all work is to be performed during normal working hours Monday-Friday between 7AM & 3:30PM
- 005 Any and all parts and labor not specifically listed above.
- 006 Any abatement including asbestos removal or containment.
- 007 Any permits or fees.
- 008 Any costs associated with the design, engineering (including wet stamps), or approval process.
- 009 Any access panels.

This change proposal is based on the usual cost elements such as labor, materials and markup and does not include any amount for impacts such as interference, trade stacking, disruptions, rescheduling, changes in the sequence of work, delays and/or associated acceleration. We expressly reserve our right to submit our request for any of these items should we be faced with performing work under any of these conditions.

This cost proposal supersedes all previously submitted cost proposals relating to this same work. The work of other trades which may be required to complete this change order is not part of this proposal.

This quote is valid for 30 calendar days from the above date. We reserve our right to re-quote this proposal should the approval take longer than 30 days.

Should you have any questions, please do not hesitate to call me.



TAFT ELECTRIC COMPANY
 26007 Huntington Lane Unit #5
 Santa Clarita CA, 91355
 (661) 735-4226 FAX (661) 607-0376
 Contractor License # 772245

Change Order Request

Detailed, Grouped by Each Number

8059 AVTA Buss Charging Stations
 42210 6th Street West
 Lancaster, CA

Project # 8059
 Tel: Fax:

TAFT ELECTRIC COMPANY

Change Order Request: 010

Date: 2/1/2017

To: Mark Perry
 AVTA
 42210 6TH STREET WEST
 LANCASTER, CA

From: Tony Valentino
 TAFT ELECTRIC COMPANY
 P.O. Box 3416
 Ventura, CA 93006

Description	Category	Status
Added Cost to Provide Wire at Future Locations	LUMP SUM	Submitted

Reference	Required By	Days Req	Amt Req
OWNER REQUEST	2/8/2017	60	353,397

Notes

SCOPE:

Provide pricing to procure and install: wire, pull boxes, and breakers for Stalls 1-13, 61-70 & 84-89 as requested by the owner.

EXCLUSIONS:

- 001 Any painting for any conduit system, support or equipment.
- 004 Any shift work, holiday work, or overtime labor, all work is to be performed during normal working hours Monday-Friday between 7AM & 3:30PM
- 005 Any and all parts and labor not specifically listed above.
- 006 Any abatement including asbestos removal or containment.
- 007 Any permits or fees.
- 008 Any costs associated with the design, engineering (including wet stamps), or approval process.
- 009 Any access panels.

This change proposal is based on the usual cost elements such as labor, materials and markup and does not include any amount for impacts such as interference, trade stacking, disruptions, rescheduling, changes in the sequence of work, delays and/or associated acceleration. We expressly reserve our right to submit our request for any of these items should we be faced with performing work under any of these conditions.

This cost proposal supersedes all previously submitted cost proposals relating to this same work. The work of other trades which may be required to complete this change order is not part of this proposal.

This quote is valid for 30 calendar days from the above date. We reserve our right to re-quote this proposal should the approval take longer than 30 days.

Should you have any questions, please do not hesitate to call me.

PCO No	Date	Reference	Amt Prop	Days Req	Category	Reason
Description		Notes				



TAFT ELECTRIC COMPANY
 26007 Huntington Lane Unit #5
 Santa Clarita CA, 91355
 (661) 735-4226 FAX (661) 607-0376
 Contractor License # 772245

Change Order Request

Detailed, Grouped by Each Number

8059 AVTA Buss Charging Stations
 42210 6th Street West
 Lancaster, CA

Project # 8059
 Tel: Fax:

TAFT ELECTRIC COMPANY

Change Order Request: 011

Date: 2/1/2017

To: Mark Perry
 AVTA
 42210 6TH STREET WEST
 LANCASTER, CA

From: Tony Valentino
 TAFT ELECTRIC COMPANY
 P.O. Box 3416
 Ventura, CA 93006

Description	Category	Status
ADDED COST TO PURCHASE AND INSTALL 9 CHARGERS	LUMP SUM	Submitted

Reference	Required By	Days Req	Amt Req
OWNER REQUEST	2/8/2017	20	391,279

Notes

SCOPE:

Provide pricing to procure and install: chargers, wire, supports and breakers for Stalls 14 & 43-50 as requested by the owner.

EXCLUSIONS:

- 001 Any painting for any conduit system, support or equipment.
- 004 Any shift work, holiday work, or overtime labor, all work is to be performed during normal working hours Monday-Friday between 7AM & 3:30PM
- 005 Any and all parts and labor not specifically listed above.
- 006 Any abatement including asbestos removal or containment.
- 007 Any permits or fees.
- 008 Any costs associated with the design, engineering (including wet stamps), or approval process.
- 009 Any access panels.

This change proposal is based on the usual cost elements such as labor, materials and markup and does not include any amount for impacts such as interference, trade stacking, disruptions, rescheduling, changes in the sequence of work, delays and/or associated acceleration. We expressly reserve our right to submit our request for any of these items should we be faced with performing work under any of these conditions.

This cost proposal supersedes all previously submitted cost proposals relating to this same work. The work of other trades which may be required to complete this change order is not part of this proposal.

This quote is valid for 30 calendar days from the above date. We reserve our right to re-quote this proposal should the approval take longer than 30 days.

Should you have any questions, please do not hesitate to call me.

PCO No	Date	Reference	Amt Prop	Days Req	Category	Reason
Description		Notes				



DATE: February 28, 2017

TO: BOARD OF DIRECTORS

SUBJECT: Approval of Second Amended and Restated Executive Director/Chief Executive Officer (CEO) Employment Agreement

RECOMMENDATION

That the Board of Directors approve the Second Amended and Restated Executive Director/CEO Employment Agreement.

FISCAL IMPACT

Funding for this item will be included in future Business Plans.

BACKGROUND

The Executive Director/CEO's employment agreement was originally executed effective February 1, 2015 through July 1, 2017. The Board of Director's approved a First Amended and Restated Agreement at the April 26, 2016 meeting extending the expiration date until December 31, 2018. The Board and the Executive Director/CEO have negotiated modifications to certain terms and conditions of the First Amended Agreement for a third term commencing July 2, 2017 through December 31, 2019. The majority of the terms and conditions will remain the same. A copy of the Second Amended and Restated Executive Director Employment Agreement will be available upon request to the board clerk.

Prepared and Submitted by:

Allison E. Burns
General Counsel, AVTA