



Regular Meeting of the Board of Directors

Tuesday, March 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 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 FEBRUARY 2017 – HECTOR FUENTES, TRANSDEV
- SRP 2 LEGISLATIVE REPORTS FOR MARCH 2017 – JUDY FRY
- SRP 3 FISCAL YEAR 2016/2017 (FY17) SECOND QUARTER SYSTEMWIDE KEY PERFORMANCE INDICATORS (KPI) REPORT (OCTOBER 1 – DECEMBER 31, 2016) – NORM HICKLING

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

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 FEBRUARY 28, 2017 – KAREN DARR

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

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

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

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

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

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

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

NEW BUSINESS (NB):

NB 1 FISCAL YEAR 2017/2018 (FY18) PRELIMINARY BUSINESS PLAN REVIEW AND SHORT RANGE TRANSIT PLAN ASSUMPTIONS – COLBY KONISEK

Recommended Action: Approve the Preliminary FY18 Business Plan and Short Range Transit Plan assumptions and provide direction to staff regarding priorities for the final Business Plan.

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

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

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

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 REPORT BY THE EXECUTIVE DIRECTOR/CHIEF EXECUTIVE 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 April 25, 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 March 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.

FY17 Second Quarter Systemwide Key Performance Indicators

Presentation to the Board of Directors

March 28, 2016

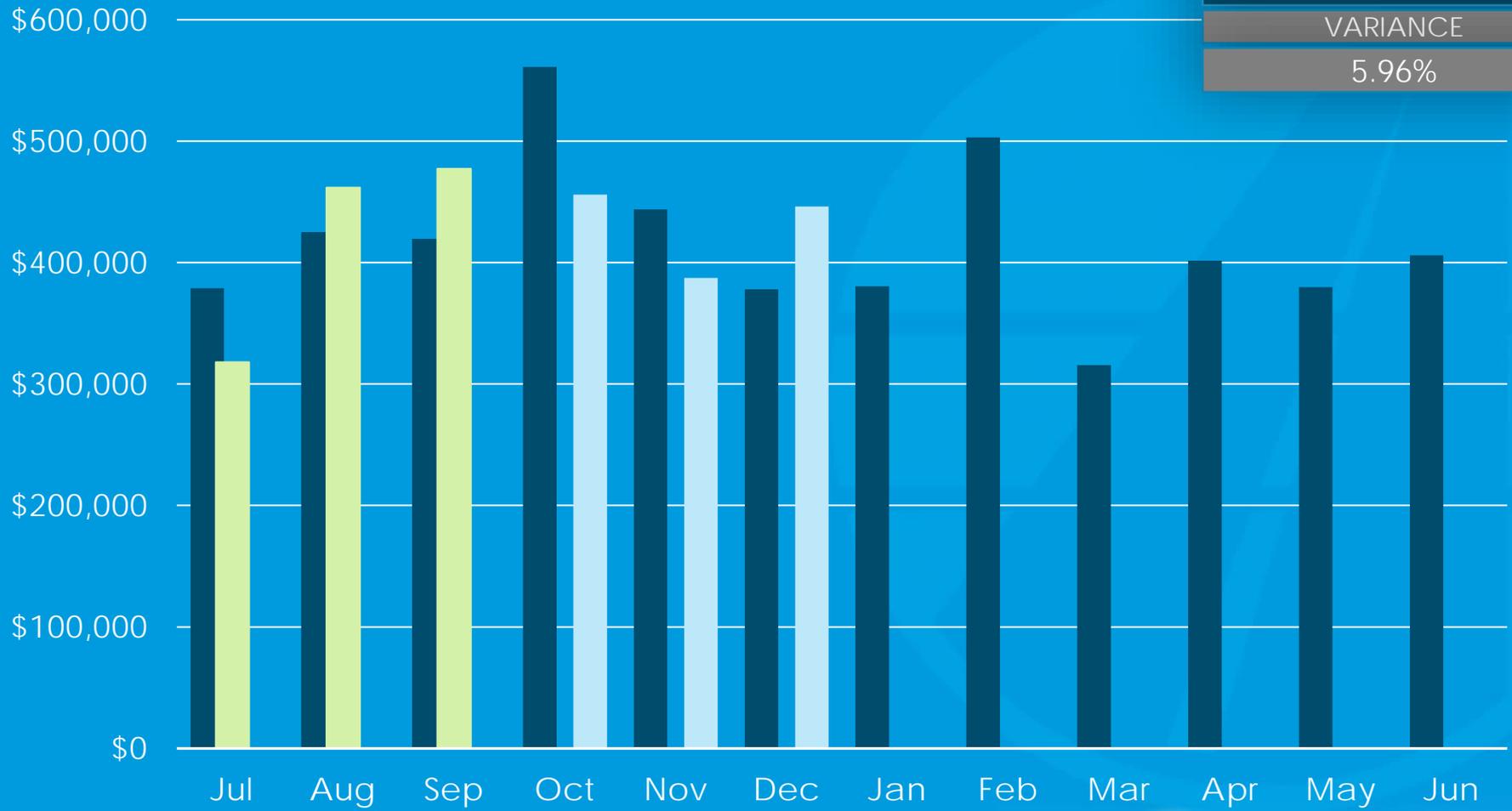


System Performance

Revenues

Revenues

Year-to-Date
\$2,547,159 – FY 17
\$2,703,706 – FY 16
VARIANCE
5.96%

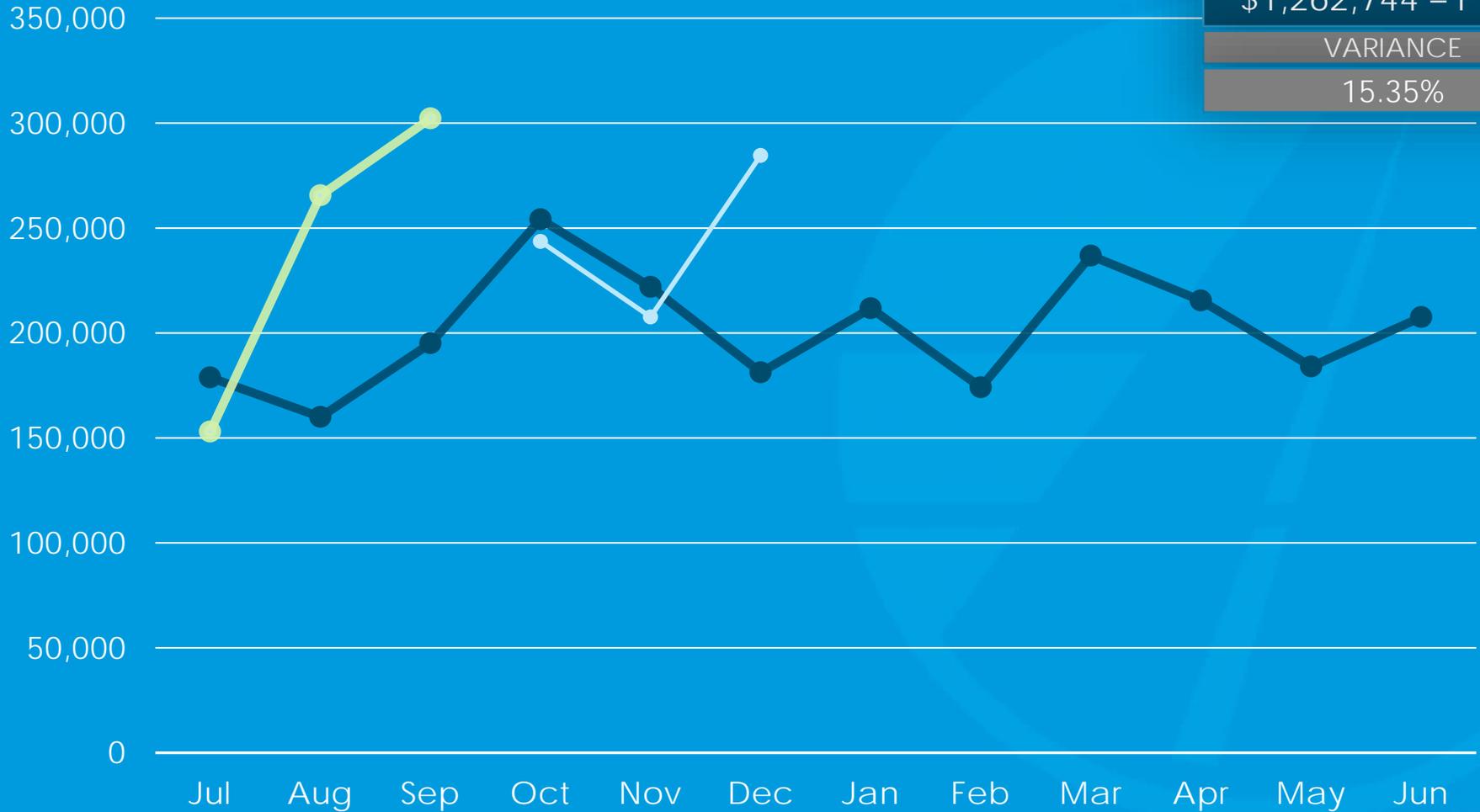


■ FY16
 ■ FY17-1st Quarter
 ■ FY17-2nd Quarter



Local Revenues

Year-to-Date
\$1,456,632 – FY 17
\$1,262,744 – FY 16
VARIANCE
15.35%

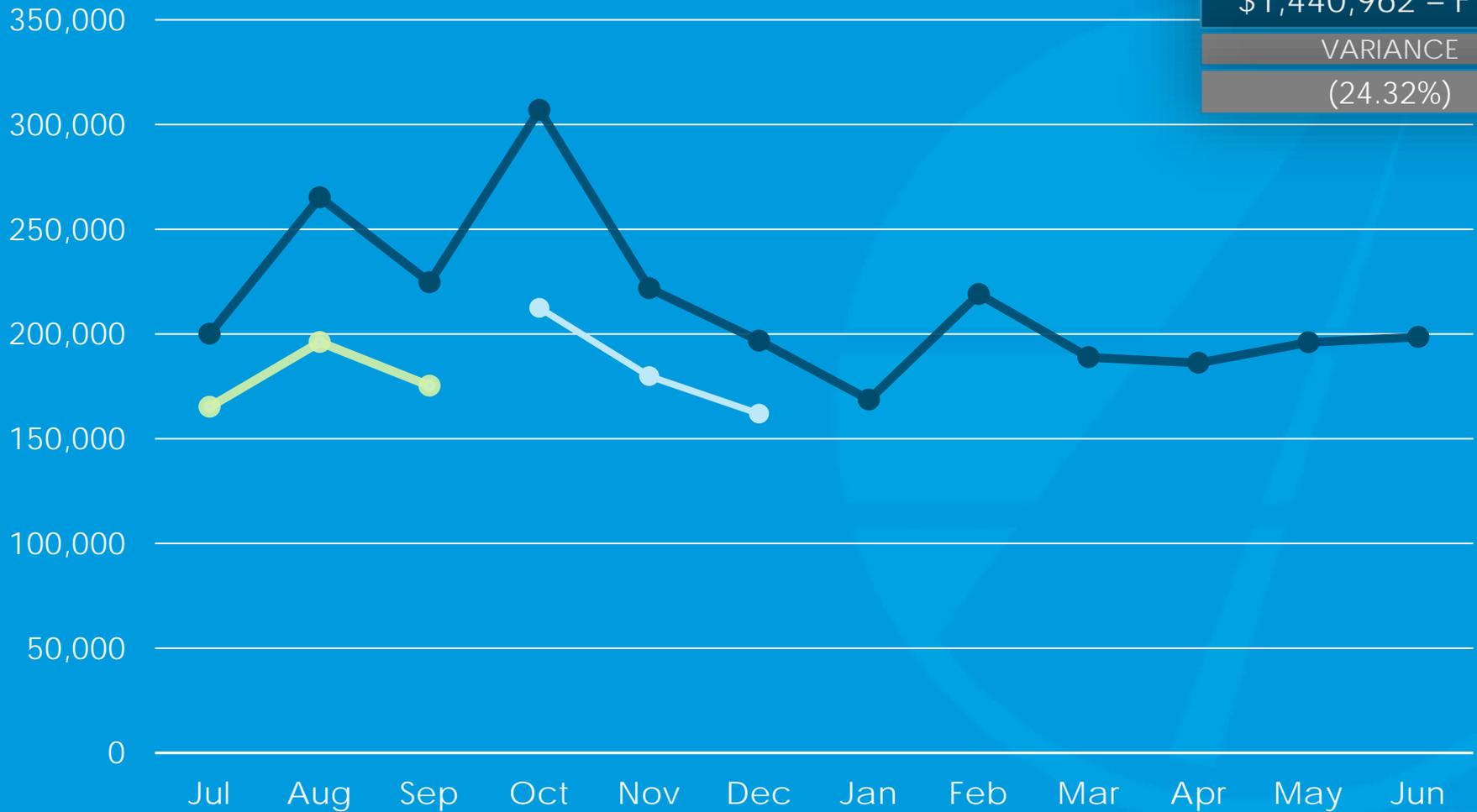


● FY16 ● FY17-1Q ● FY17-2Q



Commuter Revenues

Year-to-Date
\$1,090,527 – FY 17
\$1,440,962 – FY 16
VARIANCE
(24.32%)



● FY16 ● FY17-1Q ● FY17-2Q

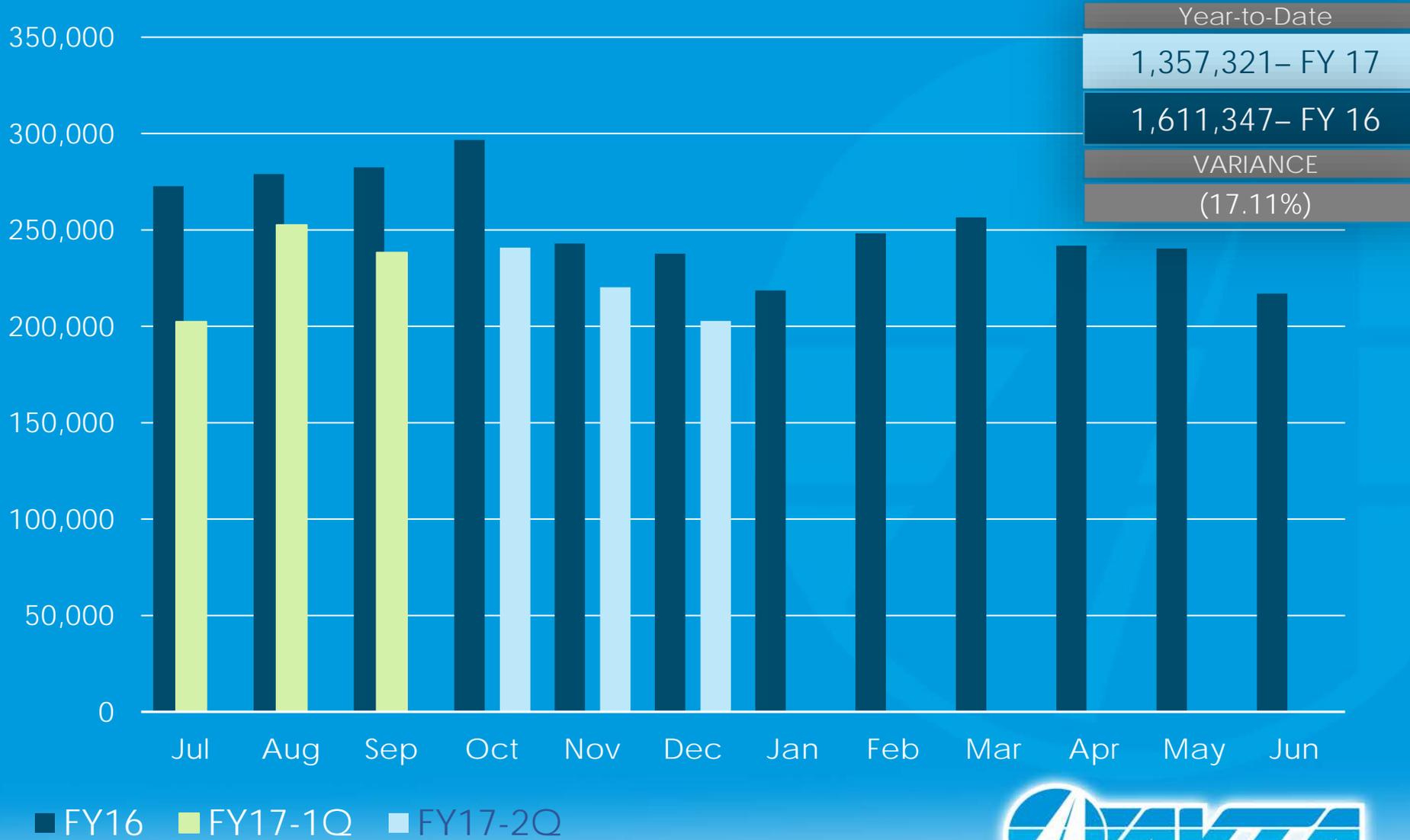


System Performance

Boardings

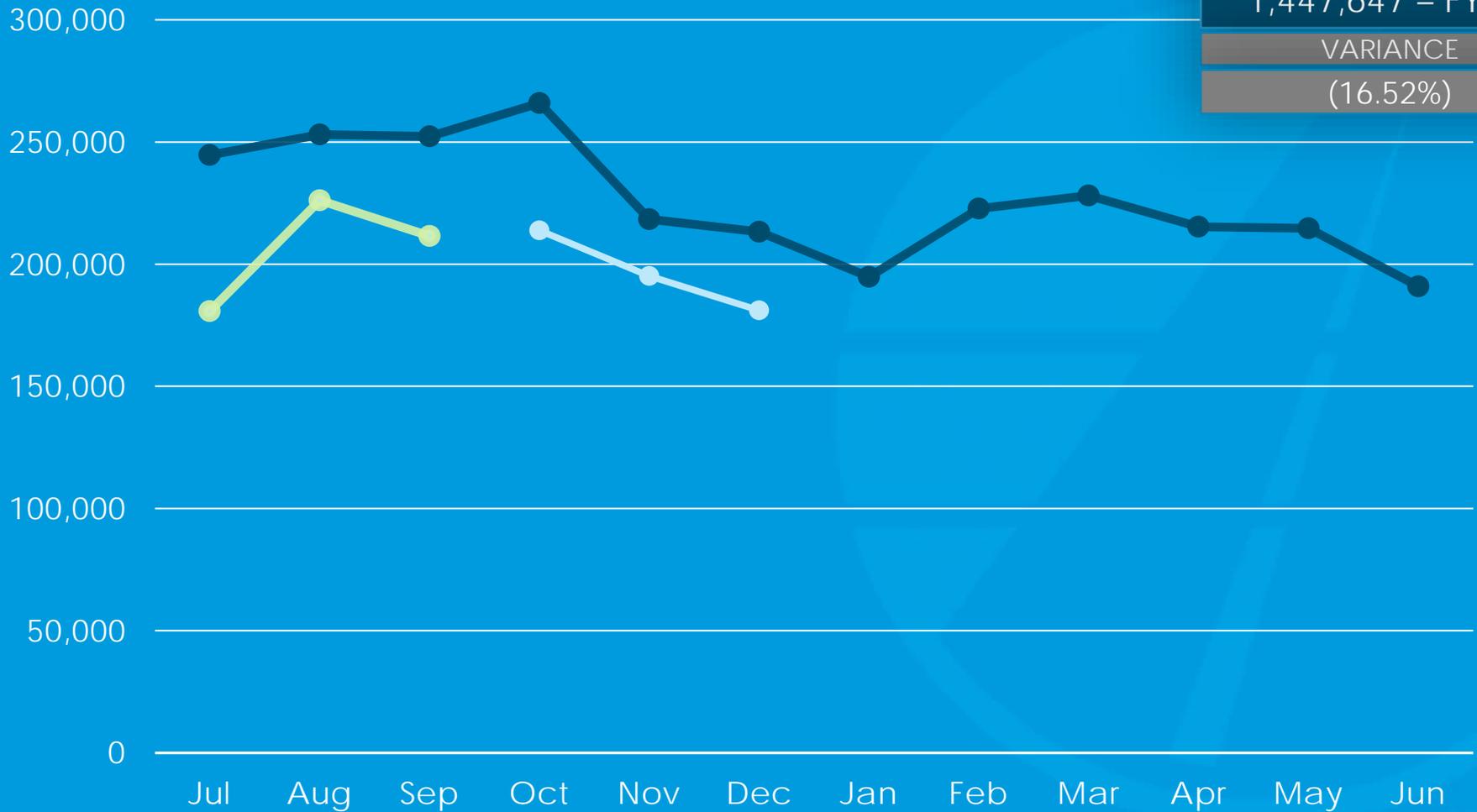


Overall Boardings



Local Boardings

Year-to-Date
1,208,546 – FY 17
1,447,647 – FY 16
VARIANCE
(16.52%)

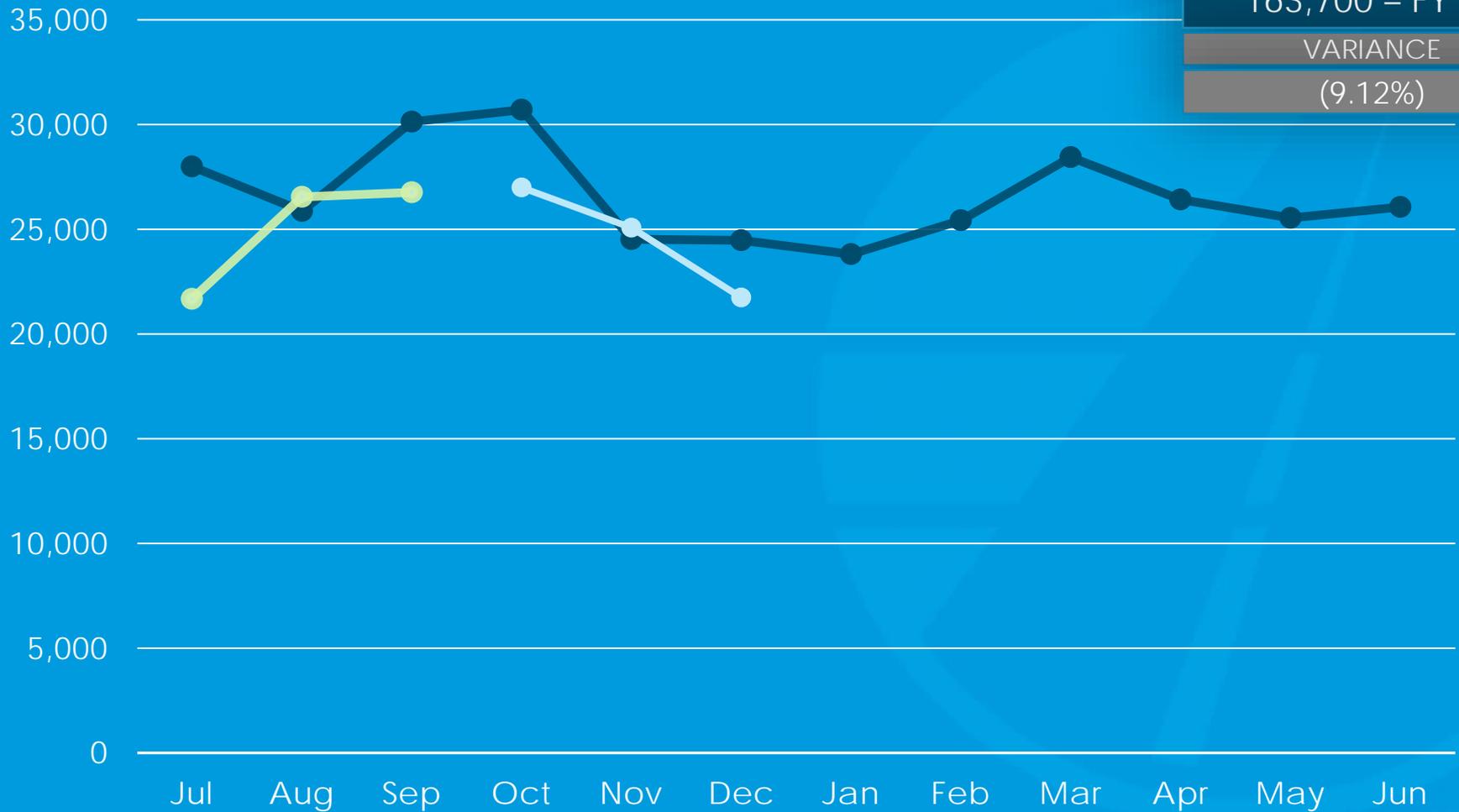


● FY16 ● FY-1Q ● FY-2Q



Commuter Boardings

Year-to-Date
148,775 – FY 17
163,700 – FY 16
VARIANCE
(9.12%)



● FY16
 ● FY17-1Q
 ● FY17-2Q



Key Performance Targets

Achieved - 3 of 8



Performance Indicators

FY17
Actual

FY17
Target

Preventable Accidents per 100,000 Miles

0.00

.40

Average Hold Time

1:01

1:00

Average Miles between Service Interruptions

20,656

15,500

Complaints per 100,000 Boardings

9.04

6.50

Boardings per Vehicle Service Hour

14.3

17.0

Average Cost per Vehicle Service Hour

\$118.82

\$114.47

Farebox Recovery Ratio

23.42%

26.11%

Schedule Adherence

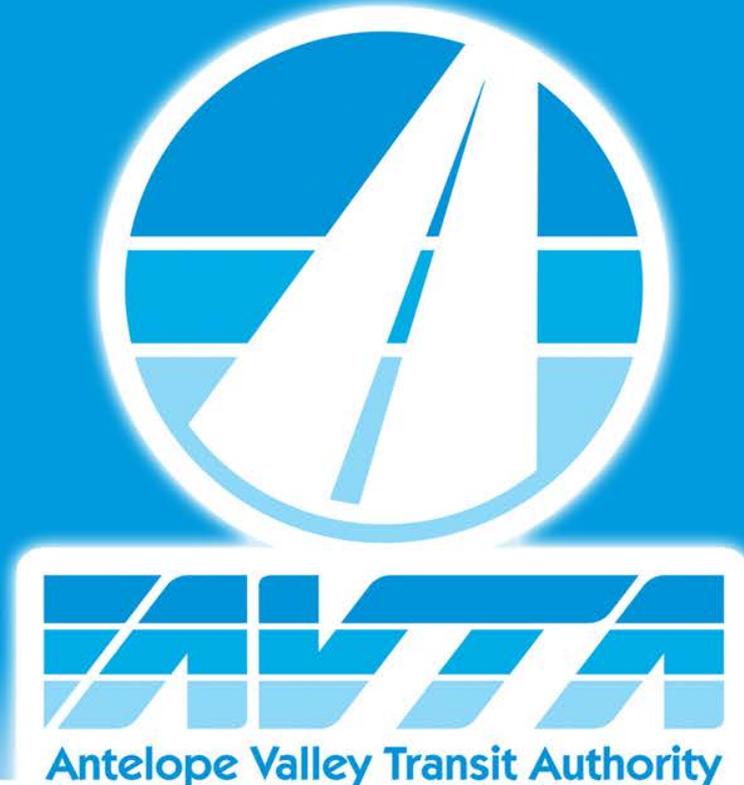
67.7%

96%

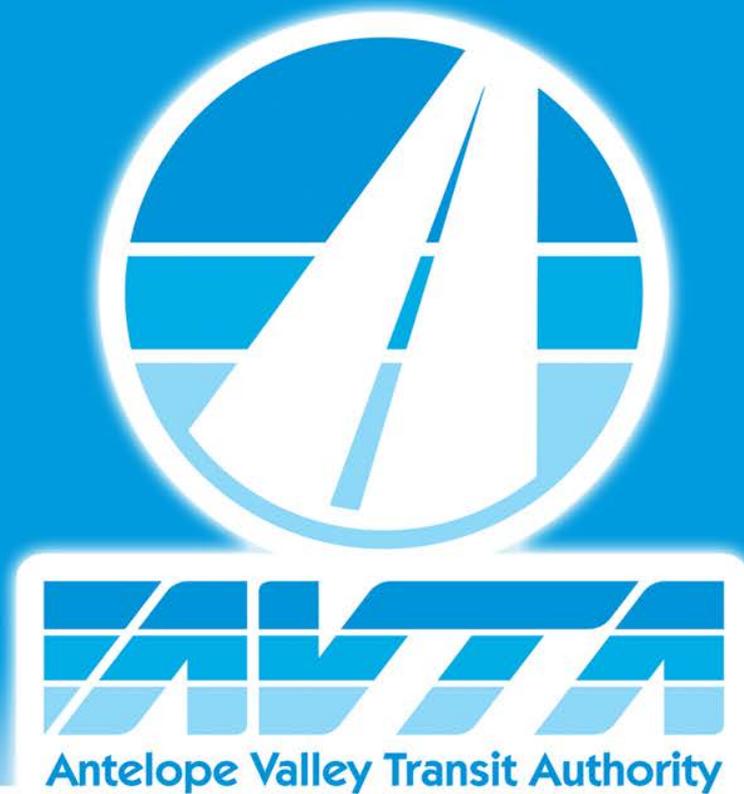


Recommended Action:

Receive and file the FY17 Second Quarter Systemwide KPI Report for the period covering October 1, 2016 to December 31, 2016.



Questions?





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

UNOFFICIAL MINUTES

CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE:

Director Hofbauer led the Pledge of Allegiance.

ROLL CALL:

Present

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

Chairman Crist requested a brief recess at 10:03 a.m. to confer with General Counsel Allison Burns regarding adding an item to Closed Session. The Board reconvened at 10:10 a.m. General Counsel reported that Chairman Crist's request is included within Closed Session Item 1 – Pending Holmes Litigation. Therefore, adding an item to the Closed Session portion of the agenda was unnecessary.

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:

James Stouvenel – Requested lowering the age for senior discounts from 65 to 60.

JD Arbaugh – Requested the name of the staff member who assumed Dieter Aragon's duties since he left the AVTA. He stated there are issues with the automatic stop announcement system and asked whether future route planning included passengers paying an additional cost when traveling on an interlining route.

Mark Woslum – He stated that on Saturday, February 11, the bus that stops at Avenue J and 20th St. E. was cancelled without notifying the passengers. Also, he requested that bus shelters be installed at certain Lake Los Angeles stops.

Chairman Crist directed Chief Operating Officer Norm Hickling to meet with Mr. Arbaugh and Mr. Woslum.

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

SRP 1 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR JANUARY 2017

Transdev General Manager Fuentes introduced Ron Bushman, Regional Vice President and Jacob Ortiz, Regional Safety and Training Director.

Mr. Fuentes presented a plaque to the Operator of the Month Gerald Wall and announced that the Employee of the Month was Leativa Brisco; however, Ms. Brisco was unable to attend the meeting.

SRP 2 LEGISLATIVE REPORTS FOR FEBRUARY 2017

Grants Administrator Judy Fry provided an update regarding Assembly Bill 1113 - State Transit Assistance and Senate Bill (SB) 1 – Transportation Funding. Ms. Fry clarified the electric vehicle charge information included in SB 1. The Board discussed how the implementation of the electric vehicle fee would affect AVTA.

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

The Board approved sending a letter of support by a unanimous consensus.

Ms. Fry detailed changes to 1) the Award Management Requirements Final Circular; and 2) Buy America Handbook Conducting Pre-Award and Post-Delivery Audits of Rolling Stock Procurements. She also reported on the

projected release dates for the Low or No Emission Vehicle Deployment Program and Transportation Investment Generating Economic Recovery grants.

CONSENT CALENDAR (CC):

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

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

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

Receive and file the financial reports for December 2016 and January 2017.

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

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

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

Motion: Approve the Consent Calendar.

Moved by Director Hofbauer, seconded by Director Bishop

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

Nays: None

Abstain: None

Absent: None

NEW BUSINESS (NB):

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

Chief Financial Officer Colby Konisek presented the proposed revenue and expenditure adjustments for the FY17 Business Plan. The Board discussed the expected delivery date for the two articulated buses.

At the Board's request, Mr. Konisek explained AVTA's increased fare revenue from Access Services' reimbursements. He stated that AVTA

previously provided rides to Access Services' riders on local transit without receiving reimbursement from Access.

At the beginning of FY15, AVTA develop a Senior Subsidy Grant Program that would provide free annual bus passes to senior citizens using grant funding from the Antelope Valley Air Quality Management District (AVAQMD) and matching funds from each participating jurisdiction. As part of the Senior Subsidy Grant Program, which captured Access riders, AVTA coordinated with Access Services to be included on their list of reimbursed service providers so that each time a vetted Access Rider rode on regular transportation, AVTA would be reimbursed for a portion of that ride. As a result, AVTA is recovering a maximum of \$495,000 annually in reimbursements from Access Services.

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

Moved by Director Hofbauer, seconded by Director Underwood-Jacobs

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

Nays: None

Abstain: None

Absent: None

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

The Board waived the presentation of the staff report. There was no discussion regarding this item.

Motion: Authorize the Executive Director/Chief Executive Officer to approve Change Order #2 to Contract #2017-01 with Taft Electric Company for depot charging stations at AVTA in the net amount of \$978,223.00.

Moved by Vice Chair Knippel, seconded by Director Flanagan

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

Nays: None

Abstain: None

Absent: None

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

The Board waived the presentation of the staff report. The Board briefly discussed the termination clause.

Motion: Approve the Second Amended and Restated Executive Director/CEO Employment Agreement as amended.

Moved by Vice Chair Knippel, seconded by Director Hofbauer

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
Pending Litigation: Marsh v. AVTA USDC case No. 2:16-cv-0937-PSG

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 10:44 a.m.

RECONVENE TO PUBLIC SESSION

The Board reconvened to Public Session at 11:40 a.m.

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

General Counsel Burns reported that the Board discussed CS 1 – Pending litigation: Holmes v. AVTA and gave direction to staff and legal counsel. There was no reportable action.

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Executive Director/CEO Len Engel

- Attending CALSTART's Clean, Low-Carbon Fuels Summit in Sacramento where he discussed the \$1 billion that the utilities are including for infrastructure improvements, which may not help AVTA in the short term, but will in the long term.
- Noted that BYD has the highest Buy America content requirement in the country.
- Stated that funds are available for 50 buses; staff will issue a purchase order soon.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

Director Hofbauer – Provided an update regarding the TDA Article 8 hearings held in Lancaster, Palmdale, and Santa Clarita on February 27. The Board congratulated Innovation Coordinator Erika Monroe and Transit Analyst Geraldina Romo for their outreach efforts.

ADJOURNMENT:

Chairman Crist adjourned the meeting at 11:45 a.m. 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.

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

Marvin Crist, Chairman

ATTEST:

Karen S. Darr, Clerk of the Board



DATE: March 28, 2017

TO: BOARD OF DIRECTORS

SUBJECT: Financial Reports for January and February 2017

RECOMMENDATION

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

FISCAL IMPACT

Payroll: The January payroll of \$192,827 is lower than trailing 6 month average for payroll of \$194,091 by \$1,264 or 0.6%.

Cash Disbursements: \$2,973,531. There was a large progress disbursement to Taft Electric for the Depot Charging Project.

Interim Financial Statements: Change in Net Position: (\$4,145,049), which includes YTD depreciation expense of \$2,331,858.

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

Payroll Period	Amount	Journal #
01/22/17-02/04/17	\$93,882.33	PYPKT00897
02/05/17-02/18/17	97,511.28	PYPKT00900
02/23/17	1,433.59	PYPKT00902
Gross Pay, February 2017	\$192,827.20	

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

Register Date	Amount
02/01/17-02/28/17	\$2,973,531

Large items include:

Transdev, Inc. (January, 2017)	\$1,261,306
IntelliRide (Dial-A-Ride Services for January, 2017)	97,879
Pinnacle Petroleum (fuel)	123,597
California Choice (group health insurance - Feb/March)	57,443
Taft Electric Co. (Depot Charging Infrastructure)	1,281,043
Total of large item selection	\$2,821,268

These items comprise 94.9% of total expenditures for the month.

Operating Cash

Major cash components as of January 31, 2017:

Cash per general ledger	\$17,826,266
Less restricted funds	(17,366,639)
Projected net cash inflows/(outflows)	4,423,133
Projected cash available for operations	\$4,882,760

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

BUDGET TO ACTUAL SUMMARY NARRATIVE

Attachment A – Budget to Actual Report (BAR) shows the interim, unaudited result for the seven months ended January 31, 2017.

Operating Income/(Loss) (net of depreciation) was favorable to budget \$538.

Revenues were favorable to budget by \$433K.

Timing differences on receipts of FTA funds and Jurisdictional Contributions have caught up

Expenses were unfavorable to budget by \$105K.

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 January 31, 2017.
B – Interim Financial Statements as of January 31, 2017.
C – Treasurer’s Report and Cash Flow Projection as of January 31, 2017.
D – Payroll History Report for the three months ended February 31, 2017.
E – Cash Disbursements Report for the month ended February 31, 2017.

ANTELOPE VALLEY TRANSIT AUTHORITY
BUDGET VS. ACTUALS - INCOME STATEMENT
For the 7 months ended January 31, 2017

DESCRIPTION	YEAR-TO-DATE		
	BUDGET	ACTUAL	VARIANCE
REVENUE			
FARE REVENUE	3,080,033	3,062,020	(18,013)
MTA FUNDS	5,029,298	5,029,298	(0)
STATE FUNDS	31,932	0	(31,932)
FTA FUNDS	2,812,576	3,010,373	197,797
JURISDICTIONAL CONTRIBUTIONS	1,647,906	1,927,282	279,376
OTHER REVENUE	363,716	369,318	5,602
TOTAL REVENUE	12,965,461	13,398,291	432,830
EXPENSES			
CONTRACTOR SERVICES	9,075,902	9,044,902	31,000
FUEL & ELECTRICITY FOR OPERATIONS	1,150,404	1,108,228	42,176
OTHER OPERATING EXPENSES	193,600	171,764	21,836
WAGES	1,549,073	1,549,855	(782)
BENEFITS	538,132	526,846	11,286
LEGAL	79,458	84,536	(5,078)
CONSULTING	167,339	175,506	(8,167)
ADVOCACY	174,696	175,921	(1,225)
TRAVEL	43,410	46,146	(2,736)
IT MAINTENANCE & LICENSES	161,055	142,790	18,265
UTILITIES	103,641	110,493	(6,852)
ADMINISTRATION	597,299	591,595	5,705
TOTAL EXPENSES	13,834,009	13,728,580	105,429
OPERATING INCOME/(LOSS)	(868,548)	(330,290)	538,258

ANTELOPE VALLEY TRANSIT AUTHORITY
EXPENDITURES BY DEPARTMENT
For the 7 months ended January 31, 2017

DESCRIPTION	YEAR-TO-DATE		
	BUDGET	ACTUAL	VARIANCE
TOTAL REVENUE	12,965,461	13,398,291	432,830
EXPENDITURES BY DEPARTMENT			
EXECUTIVE SERVICES	1,124,518	1,134,910	(10,392)
OPERATIONS & MAINTENANCE	11,385,256	11,292,128	93,128
FINANCE	811,635	806,460	5,175
CUSTOMER SERVICE	512,600	495,082	17,518
ALLOCATIONS	0	(0)	0
TOTAL EXPENSES	13,834,009	13,728,580	105,429
OPERATING INCOME/(LOSS)	(868,548)	(330,290)	538,258

ANTELOPE VALLEY TRANSIT AUTHORITY
VARIANCES BY DEPARTMENT
For the 7 months ended January 31, 2017

DEPARTMENT	T/P	COMMENTS (\$000's)
REVENUE	T	Fare Revenue (\$18)
	T	Operating Contributions \$279
	T	Proposition 1B (\$32)
	T	JARC Programs \$8
	T	5307 Funds (PM & Operating Support) \$190
EXECUTIVE SERVICES	P	Wages & Benefits (\$6)
	T	Marketing \$23
	T	Memberships (\$11)
	T	Consulting (\$8)
	T	Travel, Training & Meetings (\$3)
	T	Professional Development \$1
OPERATIONS & MAINTENANCE	P	Wages & Benefits \$13
	T	Contract Services (Transdev/IntelliRide) \$31
	T	Utilities (\$8)
	T	Grant Eligible Preventive Maintenance \$11
FINANCE	P	Wages & Benefits \$9
CUSTOMER SERVICE	P	Wages & Benefits \$21
	T	Sponsorships (\$8)
	T	Stuff-A-Bus (\$8)
ALLOCATIONS (NET OF DEPRECIATION)	T	Employer Benefits & GASB Adjustments \$0

P = Permanent difference
T = Timing difference



STATEMENT OF NET POSITION - UNAUDITED

	As of January 31, 2017	As of January 31, 2016
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$ 17,826,266	\$ 23,155,547
Due from other governments	6,174,976	2,615,512
Other receivables	441,198	397,759
Inventory	262,483	240,334
Prepaid items	143,535	543,843
Total Current Assets	24,848,458	26,952,996
NONCURRENT ASSETS		
Capital assets, net of depreciation	49,136,462	49,562,477
Total Assets	73,984,920	76,515,472
DEFERRED OUTFLOWS OF RESOURCES		
Pension plan contributions	626,044	-
LIABILITIES AND NET POSITION		
CURRENT LIABILITIES		
Accounts payable	1,978,449	1,420,757
Accrued Payroll and related	26,049	(7,812)
Compensated absences	404,747	1,282,696
Deferred Revenue - Prop 1B	1,195,462	1,505,706
Other Liabilities	374,586	-
Total Current Liabilities	3,979,293	4,201,347
NONCURRENT LIABILITIES		
Net pension plan liability	629,016	-
Total Liabilities	4,608,309	4,201,347
Deferred inflows of resources		
Net pension plan assumption differences	296,364	-
Unearned Revenue	217,859	415,924
Total deferred inflows of resources	514,223	415,924
NET POSITION		
Invested in Capital Assets	49,136,462	49,562,477
Restricted for Capital Acquisition	5,399,034	5,389,101
Unrestricted	14,952,936	16,946,624
Total Net Assets	\$ 69,488,433	\$ 71,898,201

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



	For the 7 Months ending January 31, 2017	For the 7 Months ending January 31, 2016
OPERATING REVENUES		
Charges for services:		
Passenger fares	\$ 3,062,020	\$ 3,136,104
Total operating revenues	<u>3,062,020</u>	<u>3,136,104</u>
OPERATING EXPENSES		
Purchased transportation services:		
Outside transit contract	9,044,902	8,264,664
Fuel	1,108,228	998,134
Other operating costs	540,658	500,644
General and administrative	3,034,792	2,564,920
Total operating expenses, net of depreciation	<u>13,728,580</u>	<u>12,328,362</u>
Operating gain/(loss), net of depreciation	(10,666,560)	(9,192,257)
Depreciation	2,331,858	3,484,428
Total operating expenses	<u>16,060,437</u>	<u>15,812,790</u>
Operating gain/(loss)	<u>(12,998,418)</u>	<u>(12,676,685)</u>
NONOPERATING REVENUES/(EXPENSES)		
Interest Income	19,959	10,027
Local grants - MTA	5,029,298	5,042,794
Proposition 1B	-	-
Federal non-capital grants	3,010,373	2,480,979
Member agency contributions	1,927,282	1,947,144
Grantable expenses	(2,199,537)	(293,465)
Gain/(Loss) on sale of capital assets	124,624	9,372
Other	224,735	276,279
Total nonoperating revenues and expenses	<u>8,136,733</u>	<u>9,473,130</u>
Gain/(Loss) before capital contributions	<u>(4,861,684)</u>	<u>(3,203,555)</u>
CAPITAL CONTRIBUTIONS		
Capital grants	438,308	2,054,460
Member agency contributions	278,328	321,590
Total capital contributions	<u>716,636</u>	<u>2,376,051</u>
NET CHANGE IN NET POSITION	(4,145,049)	(827,504)
NET POSITON, BEGINNING OF PERIOD	<u>73,633,482</u>	<u>72,725,705</u>
NET POSITION, END OF PERIOD	<u>\$ 69,488,433</u>	<u>\$ 71,898,201</u>

**STATEMENT OF CASH FLOWS - UNAUDITED**

	For the 7 Months ending January 31, 2017	For the 7 Months ending January 31, 2016
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from customers	3,062,020	3,136,104
Non-operating miscellaneous revenue received	224,735	276,279
Cash payments to suppliers for goods and services	(10,526,967)	(10,101,222)
Cash payments to employees for services	(2,050,914)	(1,688,712)
Net cash used in operating activities	<u>(9,291,127)</u>	<u>(8,377,550)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:		
Operating grants received	6,869,261	11,492,625
Contributions received from member agencies	1,937,497	1,911,676
Net cash provided by non-capital financing activities	<u>8,806,758</u>	<u>13,404,301</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Acquisition of capital assets	(88,636)	(2,739,977)
Proceeds received from sale of capital assets	124,624	9,372
Capital grants received	438,307	3,544,723
Capital expenses	(2,199,538)	(293,465)
Capital contributions received from member agencies	278,328	365,237
Net cash used in capital and related financing activities	<u>(1,446,915)</u>	<u>885,890</u>
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:		
Interest received	19,959	10,027
Net cash provided by investing activities:	<u>19,959</u>	<u>10,027</u>
Net increase/(decrease) in cash and cash equivalents	(1,911,324)	5,922,668
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>17,826,266</u></u>	<u><u>23,155,547</u></u>


STATEMENT OF CASH FLOWS - UNAUDITED

	For the 7 Months ending January 31, 2017	For the 7 Months ending January 31, 2016
Reconciliation of operating income (loss) to net cash used in operating activities (Indirect Method):		
Operating Loss	(12,998,418)	(12,676,685)
Adjustments to Net Cash used in Operating Activities		
Depreciation	2,331,858	3,484,428
Miscellaneous income	224,735	276,279
(Increase) decrease in other receivables	601,099	(136,172)
(Increase) decrease in inventory	(30)	-
(Increase) decrease in prepaid items	36,838	(207,644)
(Increase) decrease in deferred outflows of resources	-	-
Increase (decrease) in accounts payable	291,438	(327,812)
Increase (decrease) in due to Federal Transit Administration	-	-
Increase (decrease) in accrued payroll	25,786	(95,103)
Increase (decrease) in compensated absences payable	-	318,697
Increase (decrease) in other liabilities	(22,292)	-
Increase (decrease) in deferred revenue (Prop 1B)	-	-
Increase (decrease) in net pension liability	-	-
Increase (decrease) in deferred inflows of resources	217,859	986,461
Net Cash used in operating activities	<u>(9,291,127)</u>	<u>(8,377,550)</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 January 31, 2017

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		\$5,426,621.16				
Interest (earned quarterly)					-	
Proposition 1B Restricted Fund		1,348,277.02			-	
Interest earned for the month					59.87	
Union Bank - LCTOP		40,651.10	118,835.24		-	
Interest earned for the month						
* Deferred revenue, recorded as liability until associated expense incurred.						
TOTAL CAPITAL RESERVE AND RESTRICTED FUNDS						\$6,934,444
Wells Fargo CDs - In Transit		757,953.86				
Wells Fargo - OP Staging		736,201.18				
Interest earned for the month					18.75	
TOTAL OPERATING RESERVE						\$1,494,174
General, Payroll & Payable Accounts		10,198,121.00				
Operating Accounts Analysis:						
FTA			-			
Cash Fares			410,834.61			
Vendor Pass Sales Revenue			650,516.65			
MTA Revenue			156,558.61			
Jurisdictional Contributions			163,427.00			
Other Revenue			-			
Non-Transportation Revenue			46,032.66			
Cash Disbursement (A/P) for The Month				1,924,208.55		
Employee Payroll				225,466.92		
Employee Deductions				30,140.48		
Employer Payroll Taxes				21,455.83		
CalPERS - AVTA paid				24,256.14		
CalPERS - GASB 68				2,160.49		
Bank Fees				904.08		
Net Operating Funds		10,198,121.00	1,427,369.53	2,228,592.49	\$ -	9,396,898.04
Petty Cash Balance						750.00
TOTAL CASH AND INVESTMENTS						\$ 17,826,266.22

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 January 31, 2017

Descriptions	\$ Subtotal	\$ Total
BALANCE FROM THE REPORT		\$ 17,826,266
<u>Less Restricted Funds</u>		
Proposition 1B/LCTOP (Deferred Revenue)		(1,507,823)
Capital Reserve (LAIF)		(5,426,621)
Operating Reserve (Wells Fargo)		(1,794,174)
Electric Bus Project Funds over projection		(1,138,021)
Restricted for Operations		(7,000,000)
RESTRICTED CASH		(16,866,639)
UNRESTRICTED CASH		\$ 959,627
NET RECEIVABLE AND PAYABLE FOR THE MONTH ENDED DECEMBER 31, 2016		
Add Accounts receivable:		
FTA funds	\$ 3,261,758	
MTA Revenue	2,760,005	
Jurisdiction Contributions	153,212	
Vendor Pass Sales/Transporter	419,434	
Other	0	6,594,410
Less Payables & Payroll:		
Accounts Payable & Accrued Invoices	(1,978,449)	
Payroll	(192,827)	(2,171,277)
NET INFLOW/(OUT FLOW) OF CASH --- A/R, A/P		4,423,133
PROJECTED CASH AVAILABLE IN THE NEXT 30 DAYS:		\$ 5,382,760
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**

	December Total	January Total	February Total
<u>Pay Accrual Periods</u>	2	2	2
<u>EARNINGS</u>			
Regular Pay	\$ 166,202.92	\$ 141,554.73	\$ 175,812.01
Overtime Pay	904.08	6.19	424.02
Vacation Pay	12,601.40	15,542.47	5,064.58
Double Time Pay	964.82	4,038.04	-
Sick Pay	4,343.39	2,374.31	7,127.76
Final Pay	-	16,987.20	-
Bereavement Pay	-	98.16	789.57
Holiday Pay	9,802.86	38,087.37	12.74
Bonus Pay	-		
Floating Holiday Pay	384.00	1,351.66	1,455.06
Retroactive Pay	222.61	1,043.61	562.64
Vacation Cash Out	29,185.20	8,421.22	-
Floater Cash Out	-	-	-
Deferred Income 457	866.32	866.32	866.32
Stipend --- Cell phone reimbursements	372.50	745.00	712.50
TOTAL	\$ 225,850.10	\$ 231,116.28	\$ 192,827.20
Inc(Dec)-Curr month over prev month		\$ 5,266.18	\$ (38,289.08)
% Inc(Dec)-Curr month over prev month		2.3%	(16.6%)



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Post Dates 02/01/2017 - 02/28/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0698 - 4 Imprint Inc				
22046	02/23/2017	Add'l Location Run Charge	100-5CS-5-G1-9501029	620.00
22046	02/23/2017	Sales Tax	100-5CS-5-G1-9501029	176.75
22046	02/23/2017	Freight	100-5CS-5-G1-9501029	41.92
22046	02/23/2017	Single Port USB Car Chargers	100-5CS-5-G1-9501029	1,290.00
22046	02/23/2017	Set Up Charge	100-5CS-5-G1-9501029	110.00
Vendor V0698 - 4 Imprint Inc Total:				2,238.67
Vendor: V0944 - AGILITY RECOVERY SOLUTIONS INC.				
21975	02/02/2017	Agility Recovery Monthly Combined costs FY16	100-2FF-5-G1-9401006	230.00
Vendor V0944 - AGILITY RECOVERY SOLUTIONS INC. Total:				230.00
Vendor: V0753 - American Heritage Life Ins.				
22047	02/23/2017	Employee Paid Extended Benefits	100-000-2-B1-4011019	641.08
Vendor V0753 - American Heritage Life Ins. Total:				641.08
Vendor: V0268 - Antelope Valley AQMD				
22045	02/22/2017	Permit for Generator	100-2FF-5-G1-9401010	642.00
Vendor V0268 - Antelope Valley AQMD Total:				642.00
Vendor: V0968 - Antelope Valley College Foundation				
21978	02/02/2017	2017 AVC Wine Walk Fundraiser tickets	100-5CS-5-G1-9501038	1,000.00
Vendor V0968 - Antelope Valley College Foundation Total:				1,000.00
Vendor: V1192 - Antelope Valley College				
22004	02/09/2017	CPOS -TAP line-Jan 2017	100-3FS-5-G1-9501037	50.00
22004	02/09/2017	CPOS -TAP line-Feb 2017	100-3FS-5-G1-9501037	50.00
Vendor V1192 - Antelope Valley College Total:				100.00
Vendor: V0135 - Aramark Uniform Services				
21979	02/02/2017	Uniform services (blanket for 2017)	100-2FF-5-G1-9401038	153.22
22048	02/23/2017	Uniform services (blanket for 2017)	100-2FF-5-G1-9401038	147.39
22048	02/23/2017	Uniform services (blanket for 2017)	100-2FF-5-G1-9401038	129.91
22074	03/02/2017	Uniform services	100-2FF-5-G1-9401038	103.24
22048	02/23/2017	Uniform services (blanket for 2017)	100-2FF-5-G1-9401038	149.43
Vendor V0135 - Aramark Uniform Services Total:				683.19
Vendor: V1052 - Around AV Transit Media				
22075	03/02/2017	LACo Air Show Production/Install Full side local	100-1EX-5-G1-9501003	7,177.50
22075	03/02/2017	LACo Air Show Production/Install Full side commute	100-1EX-5-G1-9501003	7,177.50
22075	03/02/2017	LACo Air Show Bus Advertising removals	100-1EX-5-G1-9501003	3,257.80
22075	03/02/2017	Local King ad	100-1EX-5-G1-9501018	109.00
22075	03/02/2017	Local King installation	100-1EX-5-G1-9501018	70.00
22075	03/02/2017	Local King removal	100-1EX-5-G1-9501018	5.00
Vendor V1052 - Around AV Transit Media Total:				17,796.80
Vendor: V0518 - Arrow Engineering Services-AESI				
22049	02/23/2017	Change Order 3 - Task Order 2 - 85 Bus Charging	600-1XX-5-J1-9909085	8,841.50
Vendor V0518 - Arrow Engineering Services-AESI Total:				8,841.50
Vendor: V0441 - At&T Calnet				
22076	03/02/2017	Telephone charges, as of 02/20/2017	100-2FF-5-G1-9401025	725.64
Vendor V0441 - At&T Calnet Total:				725.64
Vendor: V0244 - AT&T Mobility				
22050	02/23/2017	Wireless charges, 01/07/17-02/06/17	100-2FF-5-G1-9401025	159.58
Vendor V0244 - AT&T Mobility Total:				159.58
Vendor: V0013 - AV Press				
22098	03/09/2017	Ad. - Fleet Mgmt. Software System	100-3FS-5-G1-9501002	418.42
22098	03/09/2017	Classified Advertising	100-3FS-5-G1-9501002	440.86
Vendor V0013 - AV Press Total:				859.28
Vendor: V0370 - Bank Supplies				
22006	02/09/2017	Countroom supplies	100-3FS-5-G1-9501009	76.38
Vendor V0370 - Bank Supplies Total:				76.38



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Post Dates 02/01/2017 - 02/28/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0239 - BOHN'S Printing				
22007	02/09/2017	Print Temporary bus stop signs	100-1EX-5-G1-9501018	197.93
				Vendor V0239 - BOHN'S Printing Total: 197.93
Vendor: V0762 - Boot Barn				
22051	02/23/2017	Safety toe work boots & one set of laces	100-2FF-5-G1-9401038	140.91
				Vendor V0762 - Boot Barn Total: 140.91
Vendor: V0149 - Brinks Incorporated				
22031	02/16/2017	Brinks Transportation 2/01/17-02/28/17	100-3FS-5-G1-9501024	551.59
				Vendor V0149 - Brinks Incorporated Total: 551.59
Vendor: V1139 - California Choice				
21901	01/12/2017	Group Health Insurance (EE)- Feb 2017	100-000-2-B1-4011013	4,968.99
21901	01/12/2017	Group Health Insurance (ER)- Feb 2017	100-1ZZ-5-G1-9701612	24,270.89
21980	02/02/2017	Group Health Insurance (EE)- March 2017	100-000-2-B1-4011013	4,971.09
21980	02/02/2017	Group Health Insurance (ER)- March 2017	100-1ZZ-5-G1-9701612	23,231.93
				Vendor V1139 - California Choice Total: 57,442.90
Vendor: V1059 - Calstart				
21981	02/02/2017	2017 CA ZEB Coalition Support	100-1EX-5-G1-9501006	1,850.00
				Vendor V1059 - Calstart Total: 1,850.00
Vendor: V0723 - Canon Solutions America				
22077	03/02/2017	Customer Service Canpon C5051 Copier 12 Month Agrt	100-2FF-5-G1-9401009	206.88
				Vendor V0723 - Canon Solutions America Total: 206.88
Vendor: V1177 - Carbonite, Inc.				
22078	03/02/2017	Carbonite Monthly Maintenance	100-2FF-5-G1-9401012	3,535.87
				Vendor V1177 - Carbonite, Inc. Total: 3,535.87
Vendor: V0416 - Carquest of Lancaster #7305				
22052	02/23/2017	Sunvisor-XFT 74486	100-2FF-5-G1-9401038	81.79
				Vendor V0416 - Carquest of Lancaster #7305 Total: 81.79
Vendor: V0812 - DeeAnna Cason				
22010	02/09/2017	Sirius XM Subscription Renewal-CEO	100-1EX-5-G1-9501014	71.76
22010	02/09/2017	L Engel AVBOT meeting	100-1EX-5-G1-9501019	20.67
22010	02/09/2017	G Romo-meals-Transit training course	100-1EX-5-G1-9501035	23.48
22010	02/09/2017	Employee holiday party	100-5CS-5-G1-9501029	62.14
				Vendor V0812 - DeeAnna Cason Total: 178.05
Vendor: V0646 - DSL Extreme				
21984	02/02/2017	Internet Services, Feb. 2017	100-2FF-5-G1-9401025	52.83
22032	02/16/2017	Internet service, 03/01/2017-04/01/2017	100-2FF-5-G1-9401025	52.83
				Vendor V0646 - DSL Extreme Total: 105.66
Vendor: V1123 - Eastside Checks Cashed				
22101	03/09/2017	Tap POS Machine, Feb. 2017	100-3FS-5-G1-9501037	50.00
				Vendor V1123 - Eastside Checks Cashed Total: 50.00
Vendor: V0676 - Employment Screening Resources				
22053	02/23/2017	Employment Screening-R Smith/S Davis	100-3FS-5-G1-9501027	164.80
				Vendor V0676 - Employment Screening Resources Total: 164.80
Vendor: V0046 - Federal Express				
22080	03/02/2017	Shipping charges	100-3FS-5-G1-9501010	33.77
22013	02/09/2017	Shipping cost	100-3FS-5-G1-9501010	45.72
22013	02/09/2017	Shipping charges	100-3FS-5-G1-9501010	73.95
22033	02/16/2017	Shipping charges	100-3FS-5-G1-9501010	106.14
22080	03/02/2017	Shipping charges	100-3FS-5-G1-9501010	40.55
22080	03/02/2017	Shipping charges	100-3FS-5-G1-9501010	67.08
				Vendor V0046 - Federal Express Total: 367.21
Vendor: V1097 - Francynn Tobar				
22034	02/16/2017	Travel Reimb, Laserfiche seminar	100-1EX-5-G1-9501035	251.97
				Vendor V1097 - Francynn Tobar Total: 251.97



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Post Dates 02/01/2017 - 02/28/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0194 - Frontier Communications				
22035	02/16/2017	Telephone charges, 02/13/17-03/12/17	100-2FF-5-G1-9401025	446.41
Vendor V0194 - Frontier Communications Total:				446.41
Vendor: V0049 - GFI Genfare				
22054	02/23/2017	DOOR ACTUATOR ASSY	100-2FF-5-G1-9401038	292.02
22054	02/23/2017	SPRING COMPRESSION #LC-029C-7	100-2FF-5-G1-9401038	29.65
22054	02/23/2017	SPRING, EXTENSION	100-2FF-5-G1-9401038	3.76
22054	02/23/2017	Gear,Miter	100-2FF-5-G1-9401038	117.45
22054	02/23/2017	ROLL PIN	100-2FF-5-G1-9401038	0.94
22054	02/23/2017	KEY, PARALLEL	100-2FF-5-G1-9401038	5.36
Vendor V0049 - GFI Genfare Total:				449.18
Vendor: V0125 - Grainger				
22055	02/23/2017	PM supplies and door latch	100-2FF-5-G1-9401036	19.60
22055	02/23/2017	PM supplies and door latch	100-2FF-5-G1-9401038	170.30
22055	02/23/2017	PM supplies and door latch	100-2FF-5-G1-9401038	64.34
22055	02/23/2017	PM supplies and door latch	100-2FF-5-G1-9401038	91.92
22055	02/23/2017	PM supplies and door latch	100-2FF-5-G1-9401038	31.76
22055	02/23/2017	PM supplies and door latch	100-2FF-5-G1-9401038	6.43
Vendor V0125 - Grainger Total:				384.35
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				
21989	02/02/2017	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				
22056	02/23/2017	Wood glue, alum VNL, broom, etc	100-2FF-5-G1-9401038	77.04
22056	02/23/2017	Battery pack-36 pc, etc	100-2FF-5-G1-9401038	113.42
Vendor V0624 - Home Depot Credit Services Total:				190.46
Vendor: V0474 - Insight- Public Sector				
22057	02/23/2017	Zebra Z-Select 4000T	600-1XX-5-J1-9902008	103.87
22102	03/09/2017	Spare Hard Drives for Dell Optiplex 790s	600-1XX-5-J1-9902008	188.36
Vendor V0474 - Insight- Public Sector Total:				292.23
Vendor: V1057 - IntelliRide				
22058	02/23/2017	January 2017 ETP Service	100-2FF-5-G1-9401031	17,172.92
22058	02/23/2017	January 2017 DAR Fare Coupons	100-000-4-D1-6001400	1,200.00
22058	02/23/2017	Dial-a-ride Service, January 2017	100-000-4-D1-6001400	(7,466.00)
22058	02/23/2017	Dial-a-ride Service, January 2017	100-2FF-5-G1-9001014	86,972.48
Vendor V1057 - IntelliRide Total:				97,879.40
Vendor: V0057 - Interior Plant Designs				
22059	02/23/2017	Interior Plant Services-FEB 17	100-2FF-5-G1-9401005	220.00
Vendor V0057 - Interior Plant Designs Total:				220.00
Vendor: V0492 - Interstate Battery System				
22081	03/02/2017	battery for unit 119	100-2FF-5-G1-9401038	222.88
Vendor V0492 - Interstate Battery System Total:				222.88
Vendor: V0157 - Iron Mountain Records Mgmt Inc				
22105	03/09/2017	Shredding services, 01/25/2017-02/21/2017	100-2FF-5-G1-9401005	78.82
Vendor V0157 - Iron Mountain Records Mgmt Inc Total:				78.82
Vendor: V1171 - J. Richard Eichman, CPA				
22036	02/16/2017	Accounting services for Lobbying Disclosure report	100-1EX-5-G1-9501015	254.80
Vendor V1171 - J. Richard Eichman, CPA Total:				254.80
Vendor: V0846 - Judy Vaccaro-Fry				
22060	02/23/2017	Airfare-APTA Legislative Conference	100-1EX-5-G1-9501019	650.40
Vendor V0846 - Judy Vaccaro-Fry Total:				650.40



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Post Dates 02/01/2017 - 02/28/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0250 - L.A. County Waterworks				
22061	02/23/2017	Water usage, 12/14/16-02/14/17	100-2FF-5-G1-9401024	292.46
22061	02/23/2017	Water usage, 12/14/16-02/14/17	100-2FF-5-G1-9401024	241.83
22061	02/23/2017	Water usage, 12/14/16-02/14/17	100-2FF-5-G1-9401024	313.06
Vendor V0250 - L.A. County Waterworks Total:				847.35
Vendor: V0288 - LA County Sheriff Dept				
22083	03/02/2017	Los Angeles County Sheriff's Contract	100-5CS-5-G1-9501034	6,148.48
Vendor V0288 - LA County Sheriff Dept Total:				6,148.48
Vendor: V0062 - Lancaster Jethawks				
22037	02/16/2017	2017 JetHawks Sponsorship Package	100-5CS-5-G1-9501039	10,350.00
Vendor V0062 - Lancaster Jethawks Total:				10,350.00
Vendor: V0703 - Lautzenhiser's Stationery				
22062	02/23/2017	Shipping	100-3FS-5-G1-9501009	33.25
22062	02/23/2017	Permanent Record Paper	100-3FS-5-G1-9501009	269.70
22062	02/23/2017	TAC Minutes Book No. 3	100-3FS-5-G1-9501009	163.17
22062	02/23/2017	Board Minutes Book No. 5	100-3FS-5-G1-9501009	162.62
22062	02/23/2017	Gold Foil Book Imprinting, Per line of text	100-3FS-5-G1-9501009	60.08
Vendor V0703 - Lautzenhiser's Stationery Total:				688.82
Vendor: V0889 - Len Engel				
21994	02/02/2017	Reimb - Lobbying - Washington D.C	100-1EX-5-G1-9501015	1,218.14
21994	02/02/2017	Reimb - TRB Workshop - Washington DC	100-1EX-5-G1-9501015	1,834.79
Vendor V0889 - Len Engel Total:				3,052.93
Vendor: V0720 - Mail America 2- Palmdale				
22015	02/09/2017	CPOS Blanket Reimbursement January 2017	100-3FS-5-G1-9501037	50.00
Vendor V0720 - Mail America 2- Palmdale Total:				50.00
Vendor: V0916 - Mail America 3				
22063	02/23/2017	CPOS Blanket Reimbursement 11-16 to 01-17	100-3FS-5-G1-9501037	150.00
Vendor V0916 - Mail America 3 Total:				150.00
Vendor: V1212 - Master's Refreshment Services				
22084	03/02/2017	Coffee service	100-3FS-5-G1-9501009	58.87
Vendor V1212 - Master's Refreshment Services Total:				58.87
Vendor: V1143 - McKeon Group				
22038	02/16/2017	Federal Advocay Services for February	100-1EX-5-G1-9501015	5,000.00
Vendor V1143 - McKeon Group Total:				5,000.00
Vendor: V0783 - Mobile Relay Associates				
22085	03/02/2017	Radio Repeater Service march 2017	100-2FF-5-G1-9401038	1,224.30
Vendor V0783 - Mobile Relay Associates Total:				1,224.30
Vendor: V0626 - Moore & Associates				
22017	02/09/2017	Fifth & final year of consulting contract	100-1EX-5-G1-9501013	6,042.36
Vendor V0626 - Moore & Associates Total:				6,042.36
Vendor: V0714 - Norman Hickling				
21995	02/02/2017	Reimb- Lobbying - Washington D.C	100-1EX-5-G1-9501015	593.87
22064	02/23/2017	Reimb-2017 APTA CEO's Seminar	100-1EX-5-G1-9501019	166.00
Vendor V0714 - Norman Hickling Total:				759.87
Vendor: V0987 - OPSEC Specialized Protection				
22018	02/09/2017	OPSEC Security	100-5CS-5-G1-9501034	4,230.00
Vendor V0987 - OPSEC Specialized Protection Total:				4,230.00
Vendor: V0688 - Our Weekly Publications				
22019	02/09/2017	Advertisement of solicitations IFB 2017-15	100-3FS-5-G1-9501002	280.00
22019	02/09/2017	Advertisement of solicitations RFP #2017-14	100-3FS-5-G1-9501002	280.00
22019	02/09/2017	Advertisement of solicitations	100-3FS-5-G1-9501002	262.50
Vendor V0688 - Our Weekly Publications Total:				822.50



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Post Dates 02/01/2017 - 02/28/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0078 - Pinnacle Petroleum Inc				
22065	02/23/2017	Fuel, February 2017	100-2FF-5-G1-9201003	17,785.42
22065	02/23/2017	Fuel, February 2017	100-2FF-5-G1-9201003	17,448.37
22065	02/23/2017	Fuel, February 2017	100-2FF-5-G1-9201003	17,572.42
22065	02/23/2017	Fuel, February 2017	100-2FF-5-G1-9201003	9,605.94
22065	02/23/2017	Fuel, February 2017	100-2FF-5-G1-9201003	9,073.79
22087	03/02/2017	Fuel, February 2017	100-2FF-5-G1-9201003	17,226.37
22087	03/02/2017	Fuel, February 2017	100-2FF-5-G1-9201003	17,418.21
22065	02/23/2017	Fuel, February 2017	100-2FF-5-G1-9201003	17,466.68
Vendor V0078 - Pinnacle Petroleum Inc Total:				123,597.20
Vendor: V1137 - Power Plan				
22040	02/16/2017	PowerPlan One Year Software Maintenance Fee	100-2FF-5-G1-9401012	6,750.00
Vendor V1137 - Power Plan Total:				6,750.00
Vendor: V1006 - Proactive Work Health				
22066	02/23/2017	Physical Screening-New employees (3)	100-3FS-5-G1-9501027	325.00
Vendor V1006 - Proactive Work Health Total:				325.00
Vendor: V0701 - Signal Campus				
22022	02/09/2017	AV College Outdoor Advertising - Library E/F	100-1EX-5-G1-9501003	336.00
22022	02/09/2017	AV College Outdoor Advertising - Business Education	100-1EX-5-G1-9501003	315.00
Vendor V0701 - Signal Campus Total:				651.00
Vendor: V0403 - Southern California Edison				
22088	03/02/2017	Electricity, 01/19/17-02/17/17	100-2FF-5-G1-9401021	8,091.19
22067	02/23/2017	Electricity-Clocktower Plaza Palmdale	100-2FF-5-G1-9201006	110.13
Vendor V0403 - Southern California Edison Total:				8,201.32
Vendor: V0493 - Standard Insurance Company				
21998	02/02/2017	Vision Insurance Premium (EE)- Feb 2016	100-000-2-B1-4011016	130.78
21998	02/02/2017	Vision Insurance Premium (ER) Feb 2017	100-1ZZ-5-G1-9701616	462.10
21998	02/02/2017	Dental Insurance Premium (EE)- Feb - 2017	100-000-2-B1-4011014	738.40
21998	02/02/2017	Dental Insurance Premium (ER)-Feb - 2017	100-1ZZ-5-G1-9701614	2,529.32
Vendor V0493 - Standard Insurance Company Total:				3,860.60
Vendor: V0477 - Standard Insurance Company				
22068	02/23/2017	Life	100-1ZZ-5-G1-9701811	344.39
22068	02/23/2017	HADV Premium	100-1ZZ-5-G1-9701811	35.00
22068	02/23/2017	Short Term Disability	100-1ZZ-5-G1-9701812	1,169.21
22068	02/23/2017	Long Term Disability	100-1ZZ-5-G1-9701813	725.07
22068	02/23/2017	AD&D	100-1ZZ-5-G1-9701814	68.89
Vendor V0477 - Standard Insurance Company Total:				2,342.56
Vendor: V1170 - Stradling Yocca Carlson & Rauth, A Professional Corporation				
22112	03/09/2017	General services-January 2017	100-1EX-5-G1-9501005	4,000.00
22112	03/09/2017	Yvette Holmes vs AVTA	100-1EX-5-G1-9501005	5,073.50
22112	03/09/2017	Carlos Marsh vs AVTA	100-1EX-5-G1-9501005	511.00
22112	03/09/2017	Special Litigation	100-1EX-5-G1-9501005	474.90
Vendor V1170 - Stradling Yocca Carlson & Rauth, A Professional Corporation Total:				10,059.40
Vendor: V1216 - Taft Electric Company				
22113	03/09/2017	IFB Contract 2017-01 Elec Bus Charging Station	600-1XX-5-J1-9909085	1,281,043.08
Vendor V1216 - Taft Electric Company Total:				1,281,043.08
Vendor: V0103 - TCW Systems, Inc.				
22070	02/23/2017	Radio repeater services (Transit) (Blanket 2017)	100-2FF-5-G1-9401038	500.00
22090	03/02/2017	radio programming cable	100-2FF-5-G1-9401038	165.68
Vendor V0103 - TCW Systems, Inc. Total:				665.68
Vendor: V0505 - The Customer Service Experts				
22042	02/16/2017	CPOS Blanket Reimbursement for January 2017	100-3FS-5-G1-9501037	50.00
Vendor V0505 - The Customer Service Experts Total:				50.00
Vendor: V0405 - The Gas Company				
22091	03/02/2017	Gas Charges, 01/18/2017-02/16/17	100-2FF-5-G1-9401022	5,137.89
Vendor V0405 - The Gas Company Total:				5,137.89



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Post Dates 02/01/2017 - 02/28/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0904 - Time Warner Cable Business Class				
22043	02/16/2017	Internet service, 02/13/17-03/12/17	100-2FF-5-G1-9401025	1,365.00
22043	02/16/2017	Cable service, 02/11/17-03/10/17	100-2FF-5-G1-9401025	246.71
Vendor V0904 - Time Warner Cable Business Class Total:				1,611.71
Vendor: V1008 - Tire Xpress Inc.				
22025	02/09/2017	tires for unit 220	100-2FF-5-G1-9401038	348.00
Vendor V1008 - Tire Xpress Inc. Total:				348.00
Vendor: V0252 - Transdev, Inc.				
22092	03/02/2017	Commuter Recovery-Jan 2017	100-2FF-5-G1-9001013	9,772.02
22092	03/02/2017	Diesel machine Works, Bus#4339	600-1XX-5-J1-9909047	4,266.75
22092	03/02/2017	JARC Commuter Hours-785-786-787-Jan 2017	100-2FF-5-G1-9001015	19,428.28
22092	03/02/2017	BYD Electric buses, Route 1,2,3,4 January 2017	100-2FF-5-G1-9001016	23,203.96
22092	03/02/2017	Local and Commuter Maint and Service, Jan 2017	100-2FF-5-G1-9001013	1,203,491.61
22092	03/02/2017	Metrolink Assistance-Jan 2017	100-2FF-5-G1-9001013	606.21
22092	03/02/2017	Commuter Recovery Standby-Jan 2017	100-2FF-5-G1-9001013	537.33
Vendor V0252 - Transdev, Inc. Total:				1,261,306.16
Vendor: V0451 - Tyler Technologies				
22115	03/09/2017	Tyler Application Availability Service	100-2FF-5-G1-9401012	4,025.00
Vendor V0451 - Tyler Technologies Total:				4,025.00
Vendor: V0189 - United Parcel Service				
22071	02/23/2017	Shipping charges	100-3FS-5-G1-9501010	114.77
Vendor V0189 - United Parcel Service Total:				114.77
Vendor: V0353 - UNUM Life Insurance Co of Amer				
22072	02/23/2017	Long Term Care (EE)	100-000-2-B1-4011024	123.90
22072	02/23/2017	Long Term Care (ER)	100-1ZZ-5-G1-9702618	429.30
Vendor V0353 - UNUM Life Insurance Co of Amer Total:				553.20
Vendor: V0302 - US Bank				
22116	03/09/2017	Lunch-BYD/AVTA Tour Discussion	100-1EX-5-G1-9501019	52.69
22116	03/09/2017	Appreciation lunch-K Maselli	100-1EX-5-G1-9501019	69.46
22116	03/09/2017	Lunch to honor Fred Thompson	100-1EX-5-G1-9501019	133.10
22116	03/09/2017	Parking	100-1EX-5-G1-9501019	8.00
22116	03/09/2017	Fuel-E.D.-APTA CEO Seminar	100-2FF-5-G1-9201003	21.14
Vendor V0302 - US Bank Total:				284.39
Vendor: V1050 - US Postal Exchange				
22119	03/09/2017	TAP POS Machine - Jan & Feb 2017	100-3FS-5-G1-9501037	100.00
Vendor V1050 - US Postal Exchange Total:				100.00
Vendor: V0550 - Waste Management				
22000	02/02/2017	Trash	100-2FF-5-G1-9401023	1,066.60
Vendor V0550 - Waste Management Total:				1,066.60
Vendor: V0457 - Waxie Enterprises Inc.				
22094	03/02/2017	liquid handsoap	100-2FF-5-G1-9401038	50.94
22094	03/02/2017	universal roll towels	100-2FF-5-G1-9401038	241.85
22094	03/02/2017	xl vinyl gloves	100-2FF-5-G1-9401038	108.90
22094	03/02/2017	toilet seat covers	100-2FF-5-G1-9401038	36.18
22094	03/02/2017	toilet brushes	100-2FF-5-G1-9401038	8.57
22094	03/02/2017	citrus based cleaner	100-2FF-5-G1-9401038	134.73
22094	03/02/2017	kitchen paper towels	100-2FF-5-G1-9401038	29.33
22094	03/02/2017	creme cleanser	100-2FF-5-G1-9401038	61.62
22094	03/02/2017	borax powder soap	100-2FF-5-G1-9401038	46.76
22094	03/02/2017	premium bath tissue	100-2FF-5-G1-9401038	286.23
22094	03/02/2017	large trash bags	100-2FF-5-G1-9401038	602.69
22094	03/02/2017	bowl cleaner	100-2FF-5-G1-9401038	94.90
22094	03/02/2017	large disposable gloves	100-2FF-5-G1-9401038	166.52
Vendor V0457 - Waxie Enterprises Inc. Total:				1,869.22



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Post Dates 02/01/2017 - 02/28/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V1154 - Weideman Group Inc.				
22001	02/02/2017	Government Advocay Consultant Contract	100-1EX-5-G1-9501015	10,000.00
Vendor V1154 - Weideman Group Inc. Total:				10,000.00
Vendor: V0124 - Witts				
22002	02/02/2017	Blanket Office Supplies and Coffee Service	100-3FS-5-G1-9501009	285.53
22028	02/09/2017	Blanket Office Supplies and Coffee Service	100-3FS-5-G1-9501009	287.22
22097	03/02/2017	Blanket Office Supplies and Coffee Service	100-3FS-5-G1-9501009	11.57
22097	03/02/2017	Blanket Office Supplies and Coffee Service	100-3FS-5-G1-9501009	56.46
22097	03/02/2017	Blanket Office Supplies and Coffee Service	100-3FS-5-G1-9501009	216.27
Vendor V0124 - Witts Total:				857.05
Vendor: V1162 - ZF Services, LLC				
22029	02/09/2017	Internet modems for 4370 and 4371	100-2FF-5-G1-9201011	4,078.00
Vendor V1162 - ZF Services, LLC Total:				4,078.00
Grand Total:				2,973,531.19



DATE: March 28, 2017

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2016/2017 (FY17) Certification and Assurances for California Governor's Office of Emergency Services (Cal OES) Grant Program

RECOMMENDATION

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

FISCAL IMPACT

Adopting Resolution No. 2017-002 would authorize the Executive Director/CEO to sign, on behalf of AVTA and the Board of Directors, the certification and assurances and any other required documents as it relates to the Cal OES Grant Program.

BACKGROUND

AVTA receives annual apportionments from the Cal OES Grant Program. The AVTA Board is required to adopt Resolution No. 2017-002 in order to receive the FY17 grant award of \$76,629. The resolution will certify that the Board authorizes the Executive Director/CEO to execute all necessary documents related to this funding source. The security funds will be used toward the upgrade of the facility surveillance cameras and the necessary infrastructure.

Prepared by:

Submitted by:

Judy Fry
Grants Administrator

Len Engel
Executive Director/CEO

Attachment: A – Resolution No. 2017-002

**BOARD OF DIRECTORS
ANTELOPE VALLEY TRANSIT AUTHORITY
RESOLUTION #2017-002**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY
TRANSIT AUTHORITY AUTHORIZING THE EXECUTION OF THE CERTIFICATION
AND ASSURANCES FOR THE CALIFORNIA GOVERNOR’S OFFICE OF
EMERGENCY SERVICES (CAL OES) GRANT PROGRAM**

WHEREAS, the Antelope Valley Transit Authority (AVTA) is an eligible project sponsor and may receive state funding from the California Governor’s Office of Emergency Services (Cal OES) now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Fiscal Year 2016/2017 California Governor’s Office of Emergency Services California Transit Assistance Fund (CTAF) provides funding for the Cal OES grant program; and

WHEREAS, the Cal OES has developed guidelines for the purpose of administering and distributing Cal OES funds to eligible project sponsors (local agencies); and

WHEREAS, the AVTA wishes to delegate authority to execute these documents and any amendments thereto to the Executive Director/CEO.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the AVTA that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all Cal OES funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that the Executive Director/CEO be authorized to execute all required documents of the Cal OES grant program and any amendments thereto with Cal OES.

PASSED, APPROVED AND ADOPTED this 28th day of March 2017.

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

Marvin Crist, Board Chairman

ATTEST:

APPROVED AS TO FORM:

Karen S. Darr, Clerk of the Board

Allison E. Burns, General Counsel



DATE: March 28, 2017

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2016/2017 (FY17) Cap and Trade Low Carbon Transit Operations Program (LCTOP) Grant

RECOMMENDATION

The Board of Directors adopt Resolution No. 2017-003, authorizing the Executive Director/CEO to execute the certifications and assurances as required for the Cap and Trade LCTOP (the "Authorization").

FISCAL IMPACT

Adopting Resolution No. 2017-003 authorizes the Chief Financial Officer or the Grants Administrator to sign, on behalf of AVTA and the Board of Directors, the certification and assurances and any other required documents as it relates to the Cap and Trade LCTOP.

BACKGROUND

AVTA is projected to receive a FY17 apportionment from the Cap and Trade LCTOP in the amount of \$54,831. The final guidance was released at the end of 2016 with the application due March 20, 2017. The resolution will certify that the Board authorizes the Chief Financial Officer or Grants Administrator to execute all necessary documents related to this funding source. The funds will be used toward electric bus infrastructure improvements.

Prepared by:

Submitted by:

Judy Fry
Grants Administrator

Len Engel
Executive Director/CEO

Attachment: A – Resolution No. 2017-003

BOARD OF DIRECTORS

ANTELOPE VALLEY TRANSIT AUTHORITY

RESOLUTION #2017-003

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY TRANSIT AUTHORITY AUTHORIZING THE EXECUTION OF THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) PROJECT – ELECTRIC BUS INFRASTRUCTURE IMPROVEMENTS (\$54,831)

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the Antelope Valley Transit Authority wishes to implement the LCTOP project(s) listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Antelope Valley Transit Authority that the fund recipient agrees to comply with all conditions and requirements set forth in the applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Antelope Valley Transit Authority that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY 2016/2017 LCTOP funds:

List project(s), including the following information:

Project Name: Electric Bus Infrastructure Improvements

Amount of LCTOP funds requested: \$54,831

Short description of project: On-site infrastructure improvements necessary for electric bus conversion. Antelope Valley Transit Authority will be installing equipment necessary to fully charge the fleet overnight.

Contributing Sponsors: Federal Transit Administration, Los Angeles County Metropolitan Transit Authority, Cap & Trade Transit and Intercity Rail Capital Program, and Antelope Valley Transit Authority

PASSED, APPROVED AND ADOPTED this 28th day of March 2017.

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

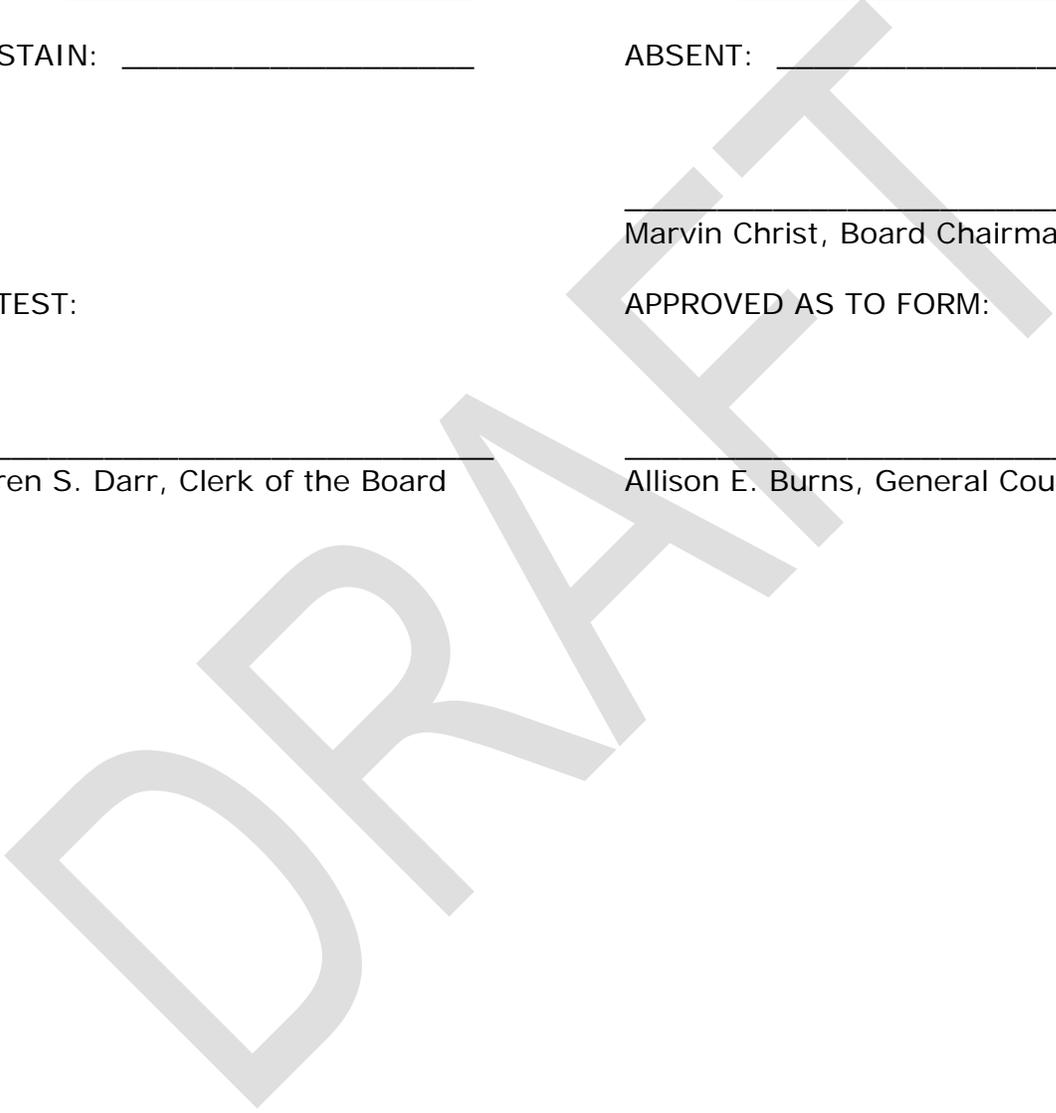
Marvin Christ, Board Chairman

ATTEST:

APPROVED AS TO FORM:

Karen S. Darr, Clerk of the Board

Allison E. Burns, General Counsel





DATE: March 28, 2017

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2018 (FY18) Preliminary Business Plan Assumptions

RECOMMENDATION

That the Board of Directors approve the Preliminary FY18 Business Plan Assumptions and provide direction to staff regarding priorities for the Final FY18 Business Plan.

FISCAL IMPACT

The fiscal impact will be determined as the proposed budget is developed.

Recently received information regarding a rumored plan proposed by the Heritage Foundation to reduce FTA funds by 20% (approximately \$1.8 million to start) for 5 years. Commencing in FY19 these cuts would bring AVTA's Federal funding to \$0 over the 5-year period. This action will be addressed in the proposed 5-Year Operating- and Capital Plans developed for FY18.

BACKGROUND

Each year, the AVTA Board of Directors and staff dedicate considerable time and effort to establish the priorities, policies, and projects that will define AVTA's operating and capital plans.

For FY18, the budget process began in January with a mid-year review of FY17 expenses to provide a baseline for the FY18 Budget. Capital spending to date in FY17 was reviewed, and the projected carryover of capital projects was determined; that figure will be added to newly identified initiatives and funding sources for the coming

year. The Transit Advisory Committee (TAC) and the Board of Directors will have the opportunity to evaluate budget recommendations, prioritize goals, and provide additional direction to staff as the FY18 budget is prepared. The final adoption of the FY18 Business Plan by the Board of Directors will occur during the May 23, 2017 Board meeting.

Attachment A describes the initiatives and assumptions proposed for the draft operating and capital budgets for FY18. These assumptions recognize input from the Board of Directors, TAC, Staff and other AVTA stakeholders. They provide staff with the ability to set priorities, determine service levels, and allocate financial resources for the creation of the Authority's FY18 Business Plan and 5-Year Financial Projections.

Prepared by:

Submitted by:

Colby Konisek
Chief Financial Officer

Len Engel
Executive Director/CEO

Attachment: A – FY18 Business Plan Initiatives and Assumptions Narrative

Fiscal Year 2018 (FY18) Business Plan Assumptions

Operating Budget Assumptions

- Fare Revenues: Fare revenue will be held level to the mid-year FY17 projection of \$5.3 million. Access free-fare reimbursements will be budgeted at \$495,000, the maximum annual reimbursement per the MOU with Access Services.
- Operating Subsidies from Tax Revenues: The first distribution of Los Angeles County's Measure M is expected in the LA Metro's FY18 Formula Allocation Plan (FAP); the inflows to AVTA are estimated to be in excess of \$2 million per year the exact figure will not be known until the FAP is released, expected to occur later in March. Also, Measure M will have both operating and capital components; initial budgets for operating subsidies will be based on FY17 figures of \$9.0 million, plus \$2.0 million for Measure M funds. All figures will be aligned to the FAP revenue figures when received
- Other Revenues: Advertising revenue will be budgeted at \$128,000, which reflects \$50,000 in revenue sharing over and above the \$78,000 guarantee. The SCE Rebate program is projected to bring in \$30,000 during FY18. Interest income on investments will be budgeted at \$36,000, reflecting the presumed increase in interest rates during FY18.
- Jurisdictional Operating Contributions: FY18 Operating Contributions will be maintained at the FY17 funding levels at \$3,145,692. Capital Reserve Payments for FY18 will be held at the FY17 base funding level of \$460,896.
- Federal Funding Support for Operations: New information from March 9, 2017 – From the "Transit State of Good Repair" Conference in Washington D.C. last week Executive Director/CEO Len Engel reported there is a rumored plan that would cut FTA Funding by 20% per year commencing in FY19, bringing Federal Funding for AVTA to \$0 as of the 5th year.

In addition to a reduction in AVTA prime federal funding source for capital, the plan could have an effect on the 5307 funds used to support preventive maintenance and operating support as well. The effect of the proposed plan will be considered in contingency variants of the 5-Year Operating Plan.

Operating Support: FTA 5307 Formula Funds program allows use of funds to offset Preventive Maintenance and Operating Expenses. The draws are based on the contract costs of Transdev for fixed route service and maintenance, and IntelliRide for Dial-A-Ride (DAR) service. Forty percent of the monthly cost is considered to be Preventive Maintenance, and 60% is assumed to be Operating Expenses.

- Preventive Maintenance funds drawn are calculated based on 40% of the cost of the contracts with Transdev and IntelliRide.
- Operating Support funds drawn are calculated at 60% of the cost of the contracts with Transdev and IntelliRide.
- Fixed Route Contract Increase: Transit operations and maintenance will continue to be provided by Transdev, now in the 6th year of their 10 year contract. According to the Transdev contract, costs for fixed route will increase by 3%, on January 1, 2018. Revenue Hours will be extended from their current level, with adjustments from identified changes added in to calculate contract expenses.

- Dial-A-Ride Service: IntelliRide will continue operating the current DAR program. Per contract, costs for DAR Service will increase by 1.5% on January 1, 2017. Rides are capped at 33,000 per year.
- Joint Access and Reverse Commuter (JARC) Voucher Programs:
 - The ETP Contract includes provisions for a JARC-funded voucher program for job seekers, administered by 3rd party provider 211 in concert with LA County DPSS. The annual subsidy is \$165,000 annually for 3 years, ending May 2017. The success of the program and the involvement of the County of Los Angeles Department of Public Social Services may extend or renew the program past the May ending date. Additional details will be reported to the Board if and when they become known.
- Fuel: Fuel cost for the FY18 Business Plan will be projected at \$3.50 per gallon, maintaining a cushion between the budget and fluctuations in actual cost.
- As more electric buses are added to the fleet, electricity costs will be budgeted at increasing levels while diesel fuel use will be correspondingly reduced. Electricity costs will be recalculated for budget purposes. Current electric rates to AVTA through SCE's tiered cost program average 14¢ kW. AVTA has applied to Lancaster Choice Energy (LCE) for a lower tariff for the fleet, although the latest information from LCE is that they are waiting on SCE to introduce the program in hearings with the California Public Utilities Commission. Also, AVTA is now receiving operating credits from the California Air Resources Board. With just two electric buses in operation, the credits received to date are minimal, but will increase to a significant level as the number of electric buses in service climbs.
- Utilities: The electricity used for the facilities and other utilities costs, with the exception of natural gas, are expected to experience a modest rise in FY18. Gas costs have risen steeply after the Aliso Canyon Storage leak last year.

➤ Personnel: FY17 staffing plan:

Category	Headcount	FTE's
Full Time	34	34.0000
Part Time	<u>7</u>	<u>5.4125</u>
Total	41	39.4125

- Salary Planning more Management and Staff–
 - No automatic COLA adjustments are assumed. Performance evaluations are based on merit to the maximum of each range.
 - Merit pool to a maximum of 5% based on employee performance is budgeted in accordance with the Board-approved compensation plan.
- Benefits: The current employee benefit structure will be maintained. The preliminary assumption is an increase of 10% effective with the October 2017 open enrollment period. AVTA's health insurance agent will provide better cost projections in April 2017, and will be reflected in the FY18 Proposed Business Plan if time permits. As in past years, increases may be mitigated in part through overestimation of budgeted increases, and with price negotiations with carriers.

- Pension: The Employer share of CalPERS rises slightly from to 8.4% in FY18. CalPERS calculates pension contributions based on payroll figures one year in arrears. The employee contribution share of 7% is paid by the Authority. The California Public Employee's Pension Reform Act of 2013 (PEPRA) specifies a second tier of retirement benefits for employees hired on or after January 1, 2013. Per CalPERS, PEPRA employees will contribute 6.25%; this will be matched by the Authority at 6.533%. Based on the headcount assumptions for the FY15 Business Plan, 19 employees will receive retirement benefits based on PEPRA.

In past years, it was common for pension plans to be only partially funded; at any point in time, the market value of pension assets were not sufficient to fully fund all required payments to retirees, based on actuarial calculations. Implemented by AVTA in FY15, Government Accounting Standards Board (GASB) Statement 68 calls for governments to make additional contributions over a period of years to fully fund their pension obligations. The first "catch up" payment of \$19,990 was paid in FY16; \$25,916 was paid during be \$25,916; and the payment for FY18 will be \$35,066. The payments total \$685,000 and are amortized over the next 30 years; at that time AVTA's pension asset value will fully cover the benefit payout obligations.

- Insurance: As with prior years, risk costs are projected to increase in FY18. The initial increase is assumed to be 10% until the policy renewal process reveals the actual increases for the following year. Actual rates will be included in the Proposed Business Plan if time permits.
- Operating Reserves: Recommendations for funding the operating reserve for FY18 will be based on financial performance and unrestricted cash flow identified in the audited financial statements. Use of operating reserves requires approval by the Board of Directors. The current balance of the operating reserve is \$1.8 million; the long-term goal is to have \$5 million invested to cover approximately three months of Operating Expenses.

Capital Spending Plan

- Federal Funding for the Capital Spending Plan: As reported in the Federal Fund Support for Operations above, Executive Director/CEO Len Engel reported there is a rumored plan that would cut FTA Funding by 20% per year for five years, an initial reduction of approximately \$1.8 million commencing in FY19 that would bring Federal funding to \$0 at the end of the 5th year. The effects of the proposed plan will be considered in contingency variants of the 5-Year Capital Spending Plans.
- **Electric Bus Fleet Implementation**
AVTA is continuing its goal of operating an all-electric bus fleet by 2018. The major emphasis will be on carrying out the procurement of the rolling stock and infrastructure to move towards the 2018 goal. In addition, the capital spending plan will carry over uncompleted projects and purchases from FY17 and identify new projects for FY18.

Details of this strategy are noted below.

- Through the two Transit and Inner-city Rail Capital Program (TIRCP) grants, AVTA will order 39 battery electric buses: (13) 60' articulated models, and (16)

45' commuter coaches. These buses will be fully delivered by the 1st Quarter of FY18.

- Conductive Charging Infrastructure: and the Facility Depot Charging project is expected to be completed well before the end of FY17. At the end of the infrastructure construction phase, the facility will be able to charge 50 buses, with pre-wired positions for another 39. Charging interfaces will be installed as each bus received after the first 50 arrives with an interface.
- Installation of the first two 50 Kw WAVE chargers, one each at Sergeant Steve Owens Memorial Park and the Palmdale Transportation Center, have been completed, and will be operational as the first buses of the December 2016 order start to arrive. The two TIRCP grants also provide funds for the deployment of 11 additional 250kW inductive chargers.
- An analysis of current funding levels will enable AVTA to purchase an additional 10 local transit buses; including the original 2 buses, this will bring the total to 51 electric buses by the 2nd Quarter of 2018.
- **Stand-alone Charging and Storage** – The Authority is investigating the feasibility of using solar technology to create and send electricity to battery storage on AVTA's facilities to a battery storage bank to power the fleet.
- **Bus Rapid Transit** – Long-term planning includes establishing a Bus Rapid Transit (BRT) Project using the 60' articulated buses to handle the passenger loads and increased frequencies along Route 1 or a variant.
- **Facilities Projects** – Current projects include the Server Room refresh and the Count Room upgrade, both projects are designed to protect Authority assets.
 - The Server Room Project will provide a clean, temperature-controlled environment for the computer servers and information technology infrastructure. The project has received several bids, currently under management review.
 - The Count Room project will provide upgraded HVAC, better security, and additional equipment to increase the efficiency of the fare counting function. Plans for the project are finished and are going to bid this month.
 - Construction is expected to conclude in the 1st Quarter of FY18.
- **Other Capital Expenditures**, such as support vehicle replacement, parts, maintenance equipment, communications and data will be considered and added as priorities are assigned and as capital funding is available.



DATE: March 28, 2017
TO: BOARD OF DIRECTORS
SUBJECT: Amendment to the Revenue Contract with Transdev

RECOMMENDATION

That the Board of Directors of the Antelope Valley Transit Authority ("AVTA") vote to amend section 9C.(4) of its Transit Services Operating Agreement ("Revenue Contract") with Transdev Services, Inc. ("Transdev"), as set forth in the Proposed Amendment to the Revenue Contract attached hereto, in order to provide a process through which a Transdev employee may:

- 1) learn of, and respond to, the Executive Director's grounds for seeking their removal from service, prior to being removed from service; and
- 2) challenge their removal from service, in the event the Executive Director proceeds with removing them from service.

FISCAL IMPACT

None anticipated.

BACKGROUND

The Collective Bargaining Agreement between Transdev and Teamsters Local 848 provides that Transdev employees providing service to AVTA may only be disciplined or discharged for "just cause". Due to that language, such Transdev employees have constitutionally protected right to continued employment with Transdev. As a result of that right, before a government official or public entity may interfere with such right to continued, private employment, the individual who will be affected must be afforded due process.

Under the current Revenue Contract between AVTA and Transdev, the Executive Director has the right to demand the removal of a Transdev employee from service as follows:

"(4) Right to Removal. – The AVTA Executive Director shall have the right to demand the removal from services under this Agreement, for reasonable cause, any Key Personnel or any other individual (whether in a management or a non-management position) furnished by the

Contractors. Any such demand shall be made in writing, and shall be promptly complied with by the Contractor.”

(See Revenue Contract, §9C.(4).) However, neither the Revenue Contract nor the Collective Bargaining Agreement contain a process by which a removed Transdev employee can challenge their removal from service.

Moreover, in the event the Executive Director removes a Transdev employee from service, the removed employee remains employed with Transdev, so long as it is subsequently determined the removed employee did not commit the offense that lead to their removal and Transdev has another assignment/location available. Specifically, the Collective Bargaining Agreement between Transdev and Teamsters Local 848 provides:

“If it is determined that the operator is not guilty of the offenses that lead to his/her removal, that operator will be transferred to another location, should an opening be available.”

However, from the time the Executive Director removes the Transdev employee from service until Transdev determines whether the employee is guilty of the offense and identifies another assignment/location, the possibility exists that the removed employee will encounter some disruption in their work for Transdev. According to prior court decisions in this context, such a disruption in the employee’s work may qualify as an interference with the employee’s right to continued, private employment with Transdev.

The attached Proposed Amendment to the Revenue Contract establishes a process by which a Transdev employee, who is being considered for removal from service, is afforded with a hearing before their removal and, in the event they are removed from service, an opportunity to challenge their removal. The process set forth in the Proposed Amendment to the Revenue Contract provides due process to Transdev employees who are being considered for removal, or have been removed from service, by the Executive Director.

Prepared by:

Submitted by:

Allison Burns
General Counsel

Len Engel
Executive Director/CEO

Attachment: Proposed Amendment to the Revenue Contract. This attachment is available by contacting the Clerk of the Board at (661) 729-2206.