



Regular Meeting of the Board of Directors

10:00 a.m.

Tuesday, August 27, 2013

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

AGENDA

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

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please contact the Clerk of the Board at (661) 729-2258 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) 729-2258 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 Norm Hickling, Vice Chairman Marvin Crist, Director Tom Lackey, Director Steve Hofbauer, Director Dianne Knippel and Director Sandra Johnson

APPROVAL OF AGENDA

PUBLIC BUSINESS FROM THE FLOOR:

If you wish to address the AVTA Board on any agenda item but are unable to stay until the item is called, your comments may be made at this time. Please give your completed Speaker Card (available as you enter the Board Room) to the Clerk of the Board. Speaking clearly, state and spell your name for the record. Each speaker is limited to three (3) minutes.

MISCELLANEOUS BUSINESS – NON-AGENDA ITEMS:

This portion of the meeting allows the public the opportunity to address the Board of Directors of the Antelope Valley Transit Authority on non-agenda items that are within the Board's subject matter jurisdiction. **State law generally prohibits the Board of Directors from taking action on or discussing non-agenda items.** Your matter will be referred to the Authority's Executive Director for follow-up. Individual speakers are limited to three (3) minutes each.

SPECIAL REPORTS and PRESENTATIONS:

During this portion of the meeting, staff will present information that would not normally be covered under regular meeting items. This information may include, but is not limited to budget presentations, staff conference presentations, or information from outside sources that relates to the transit industry.

SRP 1 PRESENTATION OF VEOLIA OPERATOR OF THE MONTH AND OPERATOR OF THE MONTH FOR JULY 2013 – HECTOR FUENTES, VEOLIA TRANSPORTATION

SRP 2 INTRODUCTION OF NEW STAFF (AVTA AND VEOLIA) – CUSTOMER SERVICE REPRESENTATIVES TANYA CLAROS, AMY FROHARDT, AND JOSEPH LEPE, FACILITIES MAINTENANCE TECHNICIAN SEAN ELMORE, JANITOR SEAN WALLACE AND VEOLIA INTERIM OPERATIONS MANAGER EDUARDO SOBALVARRO

SRP 3 AUGUST 2013 LEGISLATIVE UPDATE – WENDY WILLIAMS

Recommended Action: Receive and file the August 2013 Legislative Update.

SRP 4 STATE TRIENNIAL PERFORMANCE AUDIT FOR FISCAL YEARS (FY) 2010 THROUGH 2012 – COLBY KONISEK

Recommended Action: Receive and file results of the State Triennial Performance Audit for the three-year period ending June 30, 2012.

- SRP 5 FY13 KEY PERFORMANCE INDICATORS REPORT - YEAR ENDING JUNE 30, 2013 – DIETTER ARAGON

Recommended Action: Receive and file the FY13 Key Performance Indicators Report – Year Ending June 30, 2013

CONSENT CALENDAR: Items 1 through 6 are consent items that may be received and filed and/or approved by the board in a single motion. If any member of the Executive Board wishes to discuss a consent item, please request that the item be pulled for further discussion and potential action.

- CC 1 BOARD OF DIRECTORS MEETING MINUTES FOR JULY 17, 2013 AND JULY 23, 2013 – KAREN DARR

Recommended Action: Approve the Board Meeting Minutes for July 17, 2013 and July 23, 2013.

- CC 2 FINANCIAL REPORTS FOR AUGUST 2013 – COLBY KONISEK

Recommended Action: Receive and file the Financial Reports for August 2013.

- CC 3 FY13 FOURTH QUARTER CAPITAL RESERVES REPORT (JUNE 30, 2008 THROUGH JUNE 30, 2013) – COLBY KONISEK

Recommended Action: Receive and file the fourth quarter Capital Reserves Report - June 30, 2008 through June 30, 2013.

- CC 4 FY13 GRANT STATUS – YEAR ENDING JUNE 30, 2013 – JUDY VACCARO-FRY

Recommend Action: Receive and file the FY13 Grant Status – Year Ending June 30, 2013.

- CC 5 VISTA VOLUNTEER BADGES – WENDY WILLIAMS

Recommended Action: Receive and file informational item on AVTA partnership in Lancaster VISTA volunteer program.

NEW BUSINESS:

- NB 1 AWARD SOLE SOURCE CONTRACT #2013-059 TO PINNACLE PETROLEUM, INC FOR SUPPLY AND DELIVERY OF BULK FUEL – COLBY KONISEK

Recommended Action: Authorize the Executive Director to execute Sole Source Contract #2013-059 with Pinnacle Petroleum, Inc., of Huntington Beach, CA, not to exceed a six (6) month term in the amount of \$1,740,000 for the supply and delivery of bulk fuel.

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

- CS 1 Conference with Legal Counsel- Existing Litigation
G.C. section 54956.9(d)(1) and (4)
People v. Jorge: Case no. BA405021
People v. Floyd: Case no. BA405021

RECESS TO CLOSED SESSION

RECONVENE TO PUBLIC SESSION

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

REPORTS AND ANNOUNCEMENTS:

- RA 1 Executive Director's Report

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 Regular Meeting of the Board of Directors on September 24, 2013 at 10:00 a.m. in the Antelope Valley Transit Authority Board Room, 42210 6th Street West, Lancaster, California.

The Agenda was posted by 5:00 p.m. on August 22, 2013 at the entrance to the Antelope Valley Transit Authority, 42210 6th St. West, Lancaster, CA 93534.

Copies of the staff reports and attachments or other written documentation relating to each proposed item of business on the agenda presented for discussion by the Board of Directors are on file in the Office of the Executive Director. Additionally, any disclosable public records related to an open session item on a regular meeting agenda and distributed by the AVTA to the Board of Directors less than 72 hours prior to that meeting are also on file in the Office of the Executive Director. These documents are available for public inspection during regular business hours at the Customer Service window of the AVTA located at 42210 6th Street West, Lancaster or by contacting the Clerk of the Board at (661) 729-2258.



DATE: August 27, 2013
TO: BOARD OF DIRECTORS
SUBJECT: State Legislative Update

RECOMMENDATION

That the Board of Directors receive and file the State Legislative Matrix for August 2013.

FISCAL IMPACT

There is no fiscal impact.

BACKGROUND

The Assembly returned on August 5, from its annual summer recess, and the Senate returned on August 12. Both houses have until September 13 to pass legislation in the current session.

The California State Excise Tax increased by 3.5 cents on July 1, bringing the total excise tax on every gallon of gas to 39.5 cents. The state excise tax on a gallon of diesel fuel rose to 13.5 cents, a figure based on data from the American Petroleum Institute. Money generated from the fuel excise tax goes toward mass transit projects and public roads in the state. Revenue from the excise tax on diesel is dedicated to public transit.

The tax hike was deemed necessary to make up for declining revenue attributed to increased use of fuel efficient vehicles. Dubbed the Gas Tax Swap, the requirement to keep the sales tax at a constant rate by adjusting excise taxes became in 2010.

Assembly Bill 160 (Alejo) remains on the legislative calendar and is currently in the Assembly Committee on Appropriations. An urgency amendment was added to the bill in May allowing it to be exempt from normal legislative deadlines. AB 160 seeks to exempt public transit employees from pension reform law which went into effect in January, 2013.

The United States Department of Labor (USDOL) recently announced that it will delay a ruling on whether the Public Employees' Pension Reform Act (PEPRA) violates section 13(c) of the Federal Transit Act protecting transit worker collective bargaining rights, pending further discussions with Gov. Jerry Brown's office. The dispute has resulted in the delay of some \$4 billion in federal grants for transit agencies in California.

In the meantime, California Transit Association staff and representatives of several transit agencies are meeting nearly every day with legislative leaders and key staff in the governor's office, as well as with federal and congressional officials, educating policymakers as to the impact of this stalemate and urging some kind of resolution.

At this point we do not know whether the satisfactory outcome will entail USDOL relenting or a California transit agency pursuing legal remedies in federal court, and/ or some kind of statutory change agreed to by the governor and legislature; all options are still being discussed.

Senate Bill 556 (Corbett) is scheduled for a third and final vote on the Assembly floor. If passed after third reading, the bill will return to the Senate for a vote of concurrence. SB 556 would require all public agencies operating transit through contract services to add wording on the exterior of their vehicles which reads "*THE OPERATOR OF THIS VEHICLE IS NOT A GOVERNMENT EMPLOYEE.*" The bill would also require the uniform of the transit operator to include wording that reads "*NOT A GOVERNMENT EMPLOYEE.*" According to the legislation, the font size for this lettering must be the at least the same size as the largest font displayed on the vehicle or uniform.

Prepared by:

Submitted by:

Wendy Williams
Marketing Manager/PIO

Julie M. Austin
Executive Director

Attachment A: State Legislative Matrix

ATTACHMENT SRP 3.A

2013 Transit-Related State Legislation

BILL AUTHOR NUMBER	TOPIC	SUMMARY	STATUS	DATE	CTA POSITION	FOOTHILL POSITION
AB 8 Perea (D)	Alternative Fuel and Vehicle Technologies: Funding Programs	Existing law establishes the Alternative and Renewable Fuel and Vehicle Technology Program, administered by the State Energy Resources Conservation and Development Commission to provide, upon appropriation by the Legislature, grants, loans, loan guarantees, revolving loans, or other appropriate measures, for the development and deployment of innovative technologies that would transform California's fuel and vehicle types to help attain the state's climate change goals. AB 8 and SB 11 extend alternative fuel incentive programs including the Carl Moyer and AB 118 programs. These programs, which have been funded by tire fees, DMV registration fees, smog abatement fees, and vehicle plate fees, have provided funds for various projects to increase the usage of alternative fuels and help with the expansion of alternative fuel infrastructure.	Read second time, amended, and re-referred to Senate Committee on Transportation and Housing	08/12/2013	Support	Support

BILL AUTHOR NUMBER	TOPIC	SUMMARY	STATUS	DATE	CTA POSITION	FOOTHILL POSITION
AB 25 Campos (D)	Amend Labor Code, Relating to Employment and Social Media:	Existing law prohibits a private employer from requiring or requesting an employee or applicant to disclose a username or password for the purpose of accessing personal social media, or to divulge any personal social media. Existing law prohibits a private employer from discharging, disciplining, or threatening to discharge for not complying with a request or demand that violates these provisions. This bill would apply the provisions described above to public employers. The bill would state that its provisions address a matter of statewide interest and apply to public employers generally, including charter cities and counties.	Read second time. Ordered to a third reading on Senate Floor.	06/25/2013		

BILL AUTHOR NUMBER	TOPIC	SUMMARY	STATUS	DATE	CTA POSITION	FOOTHILL POSITION
AB 160 Alejo, Luis (D)	California Public Employees' Pension Reform Act of 2013:	Assembly Bill 160 assumes public pension changes that took effect Jan. 1 violate a condition of mass transit federal grants requiring an agency to preserve whatever employees' collective bargaining rights are authorized in that state. This bill would exclude 20,000 local and regional mass transit workers statewide from the higher pension contributions and lower retirement benefits passed last year.	Re-referred to Assembly Appropriations Committee. Urgency Ordinance added. No Action Since May	05/29/2013 05/28/2013		
AB 179 Bocanegra (D)	Electronic Transit Fare Collection Systems: Disclosure of Personal Information	The bill would require transportation agencies that obtain personally identifiable information of a person from electronic toll collection or electronic transit fare collection systems to discard that information after 6 months.	Read second time. Ordered to third reading	08/12/2013		

BILL AUTHOR NUMBER	TOPIC	SUMMARY	STATUS	DATE	CTA POSITION	FOOTHILL POSITION
AB 574 Lowenthal (D)	California Global Warming Solutions Act of 2006: Greenhouse Gas Reduction Fund: sustainable communities strategies	The bill establishes a program to fund sustainable communities strategies (developed pursuant to SB 375) as well as equivalent greenhouse gas (GHG) reducing strategies in rural areas, using cap and trade auction proceeds. The bill provides a statutory framework for implementing the sustainable communities allocations from cap and trade revenues, including key elements such as a per capita distribution of funds to California's regions, a competitive grant program guided by state policy objectives aligning with regional GHG reduction, and a performance-based approach to maximize investments. Additionally, the bill specifically includes funding for transit operations, maintenance, and infrastructure.	Failed to pass out of the Assembly Appropriations Committee before the deadline.	05/24/2013 No Further Action	Support	Support

BILL AUTHOR NUMBER	TOPIC	SUMMARY	STATUS	DATE	CTA POSITION	FOOTHILL POSITION
AB 528 Lowenthal (D)	State Rail Plan	Makes a non-substantive change to existing law that requires the Department of Transportation to prepare a 10-year State Rail Plan biennially for submission to the Legislature, Governor, and specified entities. Streamlines procedures for High Speed Rail reporting.	Senate Read second time. Ordered to a third reading. No Action since June	06/25/2013		
AB 863 Torres (D)	Transit Projects: Environmental Review Process	Authorizes the Department of Transportation to assume responsibilities for federal review and clearance under the National Environmental Policy Act for a transit project that is subject to the act. Provides that the state consents to the jurisdiction of the federal courts in that regard, and provides that the department may not assert immunity from suit under the U.S. Constitution with regard to actions brought relative to those responsibilities under federal law.	Failed Deadline Last Location: Assembly Transportati on Committee	5/03/2013 No further Action		

BILL AUTHOR NUMBER	TOPIC	SUMMARY	STATUS	DATE	CTA POSITION	FOOTHILL POSITION
SB 11 Pavely/Rubio	Alternative and Renewable Fuel and Vehicle Technology Program	Existing law establishes the Alternative and Renewable Fuel and Vehicle Technology Program, administered by the State Energy Resources Conservation and Development Commission to provide, upon appropriation by the Legislature, grants, loans, loan guarantees, revolving loans, or other appropriate measures, for the development and deployment of innovative technologies that would transform California's fuel and vehicle types to Legislative Principle attain the state's climate change goals. AB 8 and SB 11 extend alternative fuel incentive programs including the Carl Moyer and AB 118 programs. These programs, which have been funded by tire fees, DMV registration fees, smog abatement fees, and vehicle plate fees, have provided funds for various projects to increase the usage of alternative fuels and the expansion of alternative fuel infrastructure.	Assembly Committee on National Resources Do pass Ayes 6 Noes 2 Re-referred to Assembly Committee on Appropriations	08/13/2013	Support	Support

BILL AUTHOR NUMBER	TOPIC	SUMMARY	STATUS	DATE	CTA POSITION	FOOTHILL POSITION
SB 230 Knight	Local Transportation Funds: Performance Audits	Excludes principal and interest payments on all transit capital projects funded with Certificates of Participation (COPs) from being defined as an operating expense. Currently, lease payments for transit buses funded with COPs are already excluded. The Transportation Development Act (TDA) classifies these payments as an operating expense, thereby requiring transit agencies to increase fares to meet the TDA-required 20% farebox recovery ratio (20% of the operating costs of a public transportation agency must be met by ticket fare revenue). The increased operating expense does not reconcile with the actual transit services without an exorbitant fare increase to offset it.	Last Location: Senate Transportatio n and Housing Committee Failed Deadline pursuant to Rule 61(a)(3.)	5/10/2013 No Further Action		

BILL AUTHOR NUMBER	TOPIC	SUMMARY	STATUS	DATE	CTA POSITION	FOOTHILL POSITION
SB 232 Monning	Private Employment and Public Transit Employees	Existing law requires a local government agency to give a 10% preference to any bidder on a service contract to provide public transit services who agrees to retain employees of the prior contractor or subcontractor for a period of not less than 90 days, as specified. This bill would expand these provisions to require a state agency to also give a 10% preference to any bidder under these provisions.	Set, first hearing. Referred to APPR. Suspense file.	8/14/2013		
SB 469 Corbett (D)	Preference for In State Contracts to Purchase Public Transit Vehicles	Existing law establishes various bidding requirements for local agencies entering into construction contracts. This bill would have required a local authority awarding a procurement contract for the purchase of a public transit vehicle to give a 10 percent preference to any bidder that agrees that all vehicles to be purchased under the contract are to be manufactured within the State of California. This bill would also state that this is an issue of statewide concern.	Senate Transp. and Housing Committee Failed Deadline pursuant to Rule 61(a)(3).	5/10/2013 No Further Action		

BILL AUTHOR NUMBER	TOPIC	SUMMARY	STATUS	DATE	CTA POSITION	FOOTHILL POSITION
SB 556 (D) Corbett		This bill would require all public agencies operating transit through contract services to add wording on the exterior of their vehicles which reads " <i>THE OPERATOR OF THIS VEHICLE IS NOT A GOVERNMENT EMPLOYEE</i> ". The bill would also require the uniform of the transit operator to include wording that reads " <i>NOT A GOVERNMENT EMPLOYEE</i> ". According to the legislation, the font size for this lettering must be the at least the same size as the largest font displayed on the vehicle or uniform. (See Attachment A for a mock-up of what this would look like.)	Passed Senate Committees Passed Assembly Committees Read second time. Order to a third reading on Assembly Floor.	7/01/2013	Oppose	
SB 628 Beall (D)	Infrastructure Financing	Eliminates the requirement of voter approval for the adoption of an infrastructure financing plan, the creation of an infrastructure financing district, and the issuance of bonds with respect to a transit priority project. Requires 25% of the revenue to be dedicated toward increasing, improving, and preserving the supply of lower and moderate-income housing. Provides that income level for continued occupancy. Relates to the approval of such districts and its ability to issue bonds.	Amended 08/05/13 Action From UNFINISHED BUSINESS: Assembly amend- ments are concurrent Location: To ENROLLMENT	8/15/2013		

BILL AUTHOR NUMBER	TOPIC	SUMMARY	STATUS	DATE	CTA POSITION	FOOTHILL POSITION
Senate Constitutional Amendment 4 Liu	Local Government Transportation Projects: Special Taxes: Voter Approval:	This measure would provide that the imposition, extension, or increase of a special tax by a local government for the purpose of providing funding for local transportation projects requires the approval of 55% of its voters voting on the proposition. It is basically duplicate legislation to that of SCA 8 in the column below.	Set first hearing. Hearing canceled at the request of the author.	07/09/2013	Support	Support
Senate Constitutional Amendment 8 Corbett	Transportation Projects: Special Taxes Voter Approval	Existing law under the California Constitution requires the approval of 2/3 of the voters of the city, county, or special district voting on any new or increase of an existing tax. Senate Constitutional Amendment 8 lowers the vote threshold for local agencies imposing, extending, or increasing a special tax to fund local transportation projects within their jurisdiction to 55%. The measure also makes conforming changes to the Constitution. SCA 8 additionally requires a local agency that previously imposed a tax under a 2/3 vote from to first complete capital projects funded by that tax before spending proceeds from a tax approved by 55% of voters.	Set first hearing. Hearing canceled at the request of the author.	07/09/2013	Support	Support



DATE: August 27, 2013
TO: BOARD OF DIRECTORS
SUBJECT: State Triennial Performance Audit for Fiscal Years 2010 through 2012

RECOMMENDATION

That the Board of Directors receive and file results of the State Triennial Performance Audit for the three-year period ending June 30, 2012.

FISCAL IMPACT

The State Triennial Performance Audit for Los Angeles County transit operators is paid for by Los Angeles Metropolitan Transportation Authority. There is no cost to the AVTA.

The findings and recommendations were found to have minimal fiscal impact.

BACKGROUND

Every three years, the Los Angeles County Metropolitan Transportation Authority (Metro) contracts with an independent consultant to review performance of operators who receive formula funding through Metro's Formula Allocation Procedure (FAP). Although the California Department of Transportation (Caltrans) requires only recipients of Transportation Development Act Article 4 funds to submit a Triennial Performance Audit, Metro's funding guidelines also require "eligible" operators (AVTA, Los Angeles DOT, and Santa Clarita Transit) to be audited in order to maintain eligibility for funds allocated through Metro.

The Triennial Performance Audit reviews the following areas:

- a. Compliance requirements
- b. Follow-up on prior audit recommendations
- c. Analysis of program data reporting
- d. Performance review
- e. Functional review

The Functional Review assesses several areas, including: general management and organization; service planning; scheduling, dispatch and operations; personnel management and training; administration; marketing and public information; and maintenance.

Section 8 of the report's three audit findings and recommendations are summarized below:

Finding 1: In FY 2009/10, AVTA failed to submit the Transit Operations Financial Transaction Reports to the State Controller within 90 days (paper copy submittal) or 110 days (for electronic submittal) following the end of the fiscal year.

Recommendation: State Controller reports should be filed prior to the submittal deadline stipulated by the PUC (i.e., 90 days or 110 days following the end of the fiscal year). Given that AVTA submitted its two subsequent State Controller reports within the established timeframe, no further action is required provided reports continue to be submitted on time.

Finding 2: Public Utilities Code requires transit operators to submit annual fiscal and compliance audits to the RTPA and State Controller's Office within 180 days following the end of the fiscal year, in order to remain compliant with the provisions of TDA. AVTA submitted its fiscal audits for FY 2009/10 and FY 2010/11 late. The FY 2011/12 audit was submitted well within the PUC timeframe.

Recommendation: Given the recent changes in management and the focus on transparency, AVTA has already taken steps to resolve this issue. The most recent financial audit was submitted within the established timeframe. Therefore, no further action is required provided financial audits continue to be submitted on time.

Finding 3: AVTA did not accurately report Full Time Equivalent employees (FTEs) to the State Controller according to the PUC guidelines during the period covered by this review.

Recommendation: AVTA should begin calculating the FTE metric using the method provided in PUC Section 99247(j) for inclusion in Transit Operators Financial Transaction Reports submitted to the State Controller. The section states: "...Use the assumption that 2,000 person-hours of work in one year constitutes (the equivalent of) one employee."

Management Response: Staff will comply with this reporting metric for purposes of the State Controller's Report.

This is a common finding as the state calculation methodology differs from the federal allocation methodology. The state requires the sum of total pay hours worked divided by 2,000, while the FTA and conventional business practices calculate full-time equivalents using 2080 as the divisor). For purposes of reporting FTEs within the State Controller's Report, staff will comply with the PUC guidelines as stated in the recommendation.

The Final Report was received and filed by Metro's Board of Directors at their July Board Meeting.

Prepared by:

Submitted by:

Colby Konisek
Director of Finance

Julie M. Austin
Executive Director

Attachment A: State Triennial Performance Audit for Fiscal Years 2010 through 2012

The State Triennial Performance Audit for Fiscal Years 2010 through 2012 can be viewed during regular business hours at the Customer Service window of the AVTA located at 42210 6th Street West, Lancaster or by contacting the Clerk of the Board at (661) 729-2206.



DATE: August 27, 2013

TO: BOARD OF DIRECTORS

SUBJECT: FY13 Key Performance Indicators (KPI) Report – Year Ending June 30, 2013

RECOMMENDATION

That the Board of Directors receive and file the FY13 KPI Report for the year ending June 30, 2013.

SUMMARY

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

ANALYSIS

AVTA's system performance is based on several key indicators. These include total monthly ridership, vehicle service hours, fare revenues, and total operating expenses. Outlined below is a snapshot of system performance with indicators correlating to each respective goal.

Boardings – Boardings recorded by the farebox in the month of June were 287,610, which was a decrease over May 2013. However, it reflects an increase of 17% over June 2012 totals. It is typical to experience ridership dips during the summer months when schools are not in regular session. Overall boardings recorded for FY13 totaled 3,656,322, an 11% improvement over FY12. There was an increase in ridership on both Local and Commuter services, with local boardings increasing by 8% over last year. The Route 1 recorded the largest number of boardings, with almost 800,000 passengers for the year, a new all time high.

Fare Revenue – Fare revenue recorded for the month of June was \$385,395. This reflects a decrease of 19% compared to June 2012, due primarily to a bulk pass purchase adjustment of \$102,000 in June 2012 that did not take place in June 2013. Total fiscal year revenues were \$4,924,992, an increase of 5% over the previous fiscal year. Unlike last year's results, the biggest percentage increase in revenue (5%) was reflected in our local revenues (\$112,000), with commuter service showing an improvement of 2% (\$35,200) for the fiscal year.

Operating Expenses – For three years in a row, AVTA has kept operating costs at almost identical levels; at the same time, we have increased both ridership and revenue. FY13 year-end operating costs were \$20.0 million, almost equal to FY12 year-end operating costs (0.17% decrease). Ongoing service modifications and refinements along with a

decrease in legal and consulting fees have contributed to the flat operating expenses for the fiscal year. During the month of June, operating expenses were \$1.7 million. This is a decrease of 12.5% over the same month last year.

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

Accidents [Target – 1.0 preventable accidents/100,000 miles] – There were no preventable accidents during the month of June. During the fiscal year, there were a total of 14 preventable accidents, or .50 preventable accidents per 100,000 miles. Veolia's continued focus on safety and monthly safety meetings has contributed to the safest fiscal year since staff has been tracking the indicator and reflects an improvement of 56% over FY12.

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

Customer Complaints [Target – 27.0 complaints/100,000 boardings] – AVTA recorded 21.21 complaints per 100,000 boardings during the month of June 2013, significantly better than the performance target of 27.0 (lower is better), but reflects an increase of almost 6% over June 2012. For the fiscal year, AVTA received 20.7 complaints per 100,000 boardings. When compared to the complaints recorded in FY12, staff noticed a 15.6% improvement (24.5/100K) for the fiscal year. Ongoing service improvements, successful implementation of new service, and constant public outreach have all contributed to the decrease in customer complaints.

Schedule Adherence [Target – 95%] – Average on-time performance (OTP) for the month of June was 92%, a decrease of 5% over June 2012. Recent road improvements and road closures on the commuter express services, particularly on Routes 785 and 786 have contributed to the decrease in OTP. Staff has held meetings with Veolia operations staff where additional service improvements were identified that will assist in OTP improvement on the Local Routes 11 and 12. Implementation is slated for the proposed service schedule adjustments during October 2013.

Average Hold Time [Target – 2 minutes] – During the month of June, AVTA's customer service representatives handled 12,517 calls. The average hold time for the month was one minute 33 seconds, an improvement of 3% over June 2012. Since the beginning of the fiscal year, staff continued to see improvements with this indicator. For FY13 the average hold time was one minute 36 seconds, a decrease of 28 seconds from FY12.

Average Miles Between Service Interruptions [Target – 5,000 Miles] – A total of 271,460 vehicle miles were operated during the month of June 2013 with an average of 12,054 miles between service interruptions. This is an 8% decrease over June 2012. Recent electric AC warranty issues have placed some of the coaches on the down list as they get repaired, decreasing miles between service interruptions for the month. Over three

million service miles were recorded in FY13, with average miles between service interruptions of 12,207, a decrease of 14%. Service warranty repairs on commuter coaches during the fiscal year had a negative effect on this indicator. Staff anticipates an improvement as we move into FY14.

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

Boardings per Vehicle Service Hour [Target – 18.0] – An average of 20 boardings per vehicle service hour were recorded during the month of June 2013, an increase of 20% over June 2012. For the year, boardings per service hour are at 21.0. Although new service was added during the fiscal year (TRANSporter and Route 15) other service refinements and efficiencies have been made resulting in an overall reduction in revenue hours by 5%. Coupled with continued ridership growth, boardings per hour show an improvement of 8% over the FY 2012 totals.

Average Weekday Boardings [Target – 10,000] – Coinciding with overall boardings, average weekday boardings also have increased, reaching 12,258 in June 2013. This is 23% higher than average weekday boardings in June 2012. The fiscal year average recorded in 2013 was 12,657, an improvement of 18% for the fiscal year. The 11% increase in overall boardings has been the largest contributor to this increase, translating into additional 959 average weekday boardings for the fiscal year.

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

Average Cost Per Vehicle Service Hour [Target – \$117.00] – The average cost per vehicle service hour (VSH) for the month was \$121.41, a 10% decrease compared to June 2012 cost per hour of \$135.51. For both June 2012 and 2013, service operating cost reconciliations are considered, which result in higher costs per VSH. For the fiscal year, the average cost per VSH was \$115.27, a 4% increase over the previous fiscal year (\$110.84/VSH).

Farebox Recovery Ratio [Target – 23.23%] – The FY13 farebox recovery ratio was 24.52%, a 5% improvement over the previous fiscal year. The average farebox recovery ratio during the month of June 2013 was 22.51%, an 8% decrease compared to June 2012 figures. Again this is related to the \$102,000 in revenues accounted for during June 2012 as a result of bulk pass sales being recorded.

Prepared by:

Submitted by:

Dietter A. Aragón
Senior Transit Analyst

Julie M. Austin
Executive Director

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

Antelope Valley Transit Authority | Attachment SRP 5. A: Key Indicators Report
June-13

Goal	Performance Indicator	Attachment	Current Month	MTD Meets/Exceeds	Same Month Prior Year	% Change	Performance Target	FY 13 Year to Date	YTD Meets/Exceeds	FY 12 Year to Date	% Change
Overall System Performance	Total Boardings	B	287,610	N/A	245,271	17.26%	N/A	3,656,322	N/A	3,283,438	11.36%
	Vehicle Service Hours		14,102	N/A	14,439	-2.33%	N/A	174,231	N/A	181,497	-4.00%
	Total Fare Revenue	B	\$385,395	N/A	\$478,172	-19.40%	N/A	\$4,924,992	N/A	\$4,686,665	5.09%
	Total Operating Expense		\$1,712,106	N/A	\$1,956,617	12.50%	N/A	\$20,083,232	N/A	\$20,117,490	0.17%
Safe Transit System	Preventable Accidents per 100,000 Miles	C	0.00	X	0.44	100.00%	1.00	0.50	X	1.16	56.91%
Provide Outstanding Customer Service	Complaints per 100,000 Boardings	D	21.21	X	20.09	-5.57%	27.0	20.70	X	24.54	15.66%
	Schedule Adherence	E	92.1%		97.3%	-5.40%	95%	95.1%	X	96.3%	-1.24%
	Average Hold Time	F	1:33	X	1:30	-3.33%	2:00	1:36	X	2:04	22.18%
	Average Miles Between Service Interruptions	G	12,054	X	13,174	-8.50%	5,000	12,207	X	14,218	-14.14%
Operate an Effective Transit System	Boardings per Vehicle Service Hour	H	20.4	X	17.0	20.00%	18.0	21.0	X	19.4	8.25%
	Average Weekday Boardings	I	12,258	X	9,936	23.37%	10,000	12,657	X	10,703	18.25%
Operate an Efficient Transit System	Average Cost per Vehicle Service Hour	J	\$121.41		\$135.51	10.41%	\$117.00	\$115.27	X	\$110.84	-3.99%
	Farebox Recovery Ratio	K	22.51%		24.44%	-7.89%	23.23%	24.52%	X	23.30%	5.26%

Antelope Valley Transit Authority | Attachment SRP 5.B: Operations Report - Total System
June-13

Goal	Current Month	Same Month Prior Year	% Change	Performance Target	FY 13 Year to Date	YTD Meets/Exceeds	FY 12 Year to Date	% Change
Average Fare per Boarding	\$1.34	\$1.95	-31.27%	\$1.44	\$1.35		\$1.43	-5.63%
Average Cost per Boarding	\$5.95	\$7.98	25.38%	\$6.22	\$5.49	X	\$6.13	10.35%
Average Subsidy per Boarding	\$4.61	\$6.03	23.47%	\$4.77	\$4.15	X	\$4.70	11.78%
Revenue Miles	229,018	231,651	-1.14%	N/A	3,012,872	N/A	3,010,030	0.09%
Total Vehicle Miles	271,460	265,402	2.28%	N/A	3,522,699	N/A	3,325,133	5.94%
Total Vehicle Hours	15,467	15,543	-0.49%	N/A	201,426	N/A	197,410	2.03%
In-Service Speed	19.2	18.4	4.72%	N/A	20.2	N/A	16.6	21.91%
Boardings per Vehicle Service Mile	1.26	1.06	18.61%	N/A	0.82	N/A	0.92	-10.11%



Board of Directors - Strategic Planning Workshop

9:00 a.m.

Wednesday, July 17, 2013

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

UNOFFICIAL MINUTES

CALL TO ORDER:

Chairman Norm Hickling called the meeting to order at 9:13 a.m.

PLEDGE OF ALLEGIANCE:

Director of Finance Colby Konisek led the Pledge of Allegiance.

ROLL CALL:

Present

Chairman Norm Hickling
Vice Chairman Marvin Crist
Director Diane Knippel
Director Sandra Johnson

Absent

Director Tom Lackey
Director Steve Hofbauer

Director Lackey arrived at 9:34 a.m.

Following were also in attendance:

TAC Members

Brian Kuhn and Karen Johnston, City of Palmdale
Cathy DeFalco and Brenda Gamlowski, City of Lancaster
Jordan Catanese, County of Los Angeles

AVTA Staff

Executive Director Julie Austin, Director of Operations and Maintenance Len Engel, Director of Finance Colby Konisek, Marketing Manager/PIO Wendy Williams, Grants Administrator Judy Vaccaro-Fry, Senior Transit Analyst Dieter Aragon, Executive Administrative Assistant DeeAnna Cason

PUBLIC BUSINESS FROM THE FLOOR:

There was no public business presented.

MISCELLANEOUS BUSINESS – NON-AGENDA ITEMS:

There were no miscellaneous business items presented that were not on the agenda.

STRATEGIC PLANNING WORKSHOP:

Moderator: Peter Stark, President, Peter Barron Stark Companies

DISCUSSION ITEMS:

DI 1 Legislative Action Recommendation – Oppose SB 556 (Corbett) Norm Hickling

Motion: Oppose Senate Bill 556 (Corbett) and authorize the Executive Director to send signature letters to members of the State Assembly expressing opposition.

Moved by Vice Chairman Crist, seconded by Director Johnson

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

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Knippel and Johnson

Nays: None

Abstain: None

Absent: Directors Lackey and Hofbauer

Director Lackey arrived at 9:34 a.m.

DI 2 Strategic Planning Workshop - Elements for Inclusion in a Comprehensive Operational Analysis – Peter Stark, President, Peter Barron Stark Companies

The Board discussed a variety of issues related to customer service, safety, service levels, AVTA's role as an economic catalyst, marketing and advertising, electric buses, initiation of a Bus Rapid Transit (BRT) project, the Comprehensive Operational Analysis (COA) scope of work and elements for inclusion, funding sources, and legislation awareness.

DI 2.A Funding and Route for Electric Buses

Motion: Direct staff to move forward with Option A (attached) for an electric bus route and submit to LA Metro for Job Access and Reverse Commute (JARC) funding of two electric buses.

Moved by Vice Chairman Crist, seconded by Director Johnson

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

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Knippel and Johnson

Nays: None

Abstain: None

Absent: Director Hofbauer

DI 2.B Electric Buses Procurement

Motion: Direct staff to move toward establishing a joint procurement consortium for purchase of electric buses.

Moved by Vice Chairman Crist, seconded by Director Johnson

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

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Knippel and Johnson

Nays: None

Abstain: None

Absent: Director Hofbauer

DI 2.C BRT project Feasibility Study

Motion: Include a feasibility study of a BRT project as part of the COA.

Moved by Vice Chairman Crist, seconded by Director Knippel

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

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Knippel and Johnson

Nays: None

Abstain: None

Absent: Director Hofbauer

DI 2.D Modify the Amended and Restated Joint Exercise of Powers Agreement (JPA)

Motion: Modify section 2D (Authority – Ralph M. Brown Act) of the Amended and Restated JPA to remove all references to committees created by the AVTA Board of Directors, and remove any references to the Transit Advisory Committee.

Moved by Vice Chairman Crist, seconded by Director Johnson

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

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Knippel and Johnson

Nays: None

Abstain: None

Absent: Director Hofbauer

[SECRETARY'S NOTES: Items DI 2A-D, above, were agendaized, acted, on and approved at the July 23, 2013 regular meeting of the Board of Directors]

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

There were no miscellaneous business items presented.

ADJOURNMENT:

The meeting was adjourned at 12:52 p.m. to the Regular Meeting of the Board of Directors on July 23, 2013 at 10:00 a.m. in the Antelope Valley Transit Authority Board Room, 42210 6th Street West, Lancaster, California.

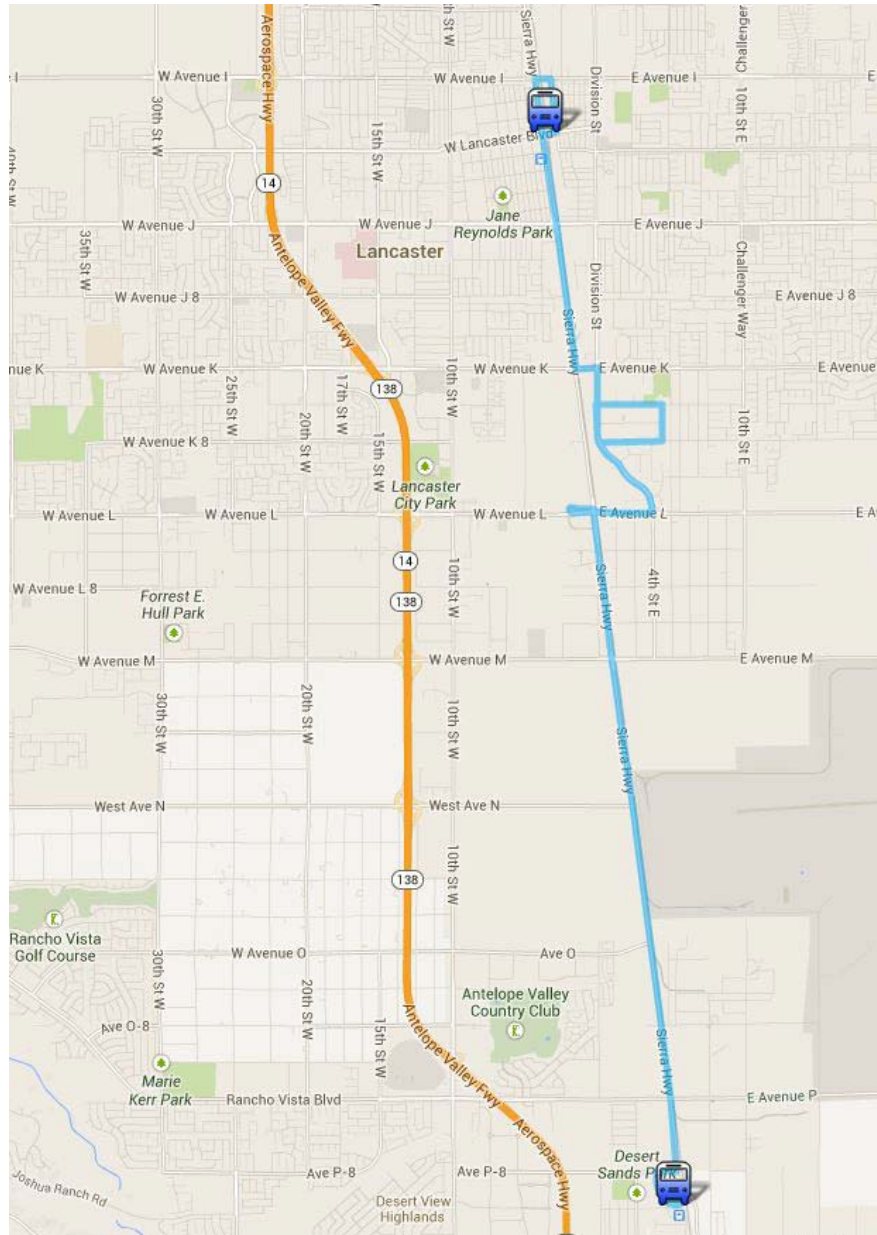
PASSED, APPROVED, and ADOPTED THIS 27TH DAY OF AUGUST, 2013.

Norman L. Hickling, Chairman

Julie M. Austin, Secretary

Audio recordings of the Board of Directors Meetings are maintained in accordance with state law and AVTA's Records Retention Policy. Please contact the Clerk of the Board at 661/729-2258 to make arrangements to review a recording.

OPTION A



The fully electric route is proposed to travel between the Lancaster Metrolink Station and the Palmdale Transportation Center via Sierra Hwy. on a 60-minute frequency, seven days a week, mirroring the Route 4 between W. Avenue K and E. Avenue L, on Division St. allowing connection to industrial and commercial areas for those patrons who work at those businesses. In addition, passengers will connect with local public health facilities and the Los Angeles County Department of Social services. Single point transfers can be made for those passengers that live in rural communities such as Littlerock, Sun Village and Lake Los Angeles.



Regular Meeting of the Board of Directors

10:00 a.m.

Tuesday, July 23, 2013

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

UNOFFICIAL MINUTES

CALL TO ORDER:

Chairman Hickling called the meeting to order at 10:02 a.m.

PLEDGE OF ALLEGIANCE:

Director Hofbauer led the Pledge of Allegiance.

ROLL CALL:

Chairman Norm Hickling
Vice Chairman Marvin Crist
Director Tom Lackey
Director Steve Hofbauer
Director Dianne Knippel
Alternate Director Ken Mann (Director Sandra Johnson absent)

Motion: Approve the agenda as comprised.

Moved by Vice Chairman Crist, seconded by Director Knippel

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

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Hofbauer, and Knippel, and Alternate Director Mann

Nays: None

Abstain: None

Absent: None

PUBLIC BUSINESS FROM THE FLOOR:

There was no public business presented.

MISCELLANEOUS BUSINESS – NON-AGENDA ITEMS:

Jerel Arbaugh, a member of the public, requested that bus stops be included at a line's origin or loop, and addressed the difficulty that disabled riders sometimes can have boarding and alighting the buses. Chairman Hickling suggested Mr. Arbaugh meet with Senior Transit Analyst Dieter Aragon regarding bus stops and to see Marketing Manager Wendy Williams regarding the travel training videos available on AVTA's website.

SPECIAL REPORTS and PRESENTATIONS:

SRP 1 Presentation of Veolia Employee of the Month and Operator of the Month for June 2013

Veolia General Manager Hector Fuentes and Executive Director Julie Austin presented a plaque to Coach Operator Debra Williams, Operator of the Month for June. Mr. Fuentes announced that Dispatcher Della Hines was the Employee of the Month for June. Ms. Hines was unable to attend the board meeting.

SRP 2 Presentation of AVTA's Employee of the Quarter (April 1 – June 30, 2013)

Ms. Austin presented plaques to the Bus Stop Maintenance Crew: Field Supervisor Darrin Fry (in absentia) and Field Service Technicians Edsgar Alvarez and Benjamin Alfaro, AVTA's Employees of the Quarter. Director Hofbauer expressed his satisfaction with how well the Palmdale bus stops are maintained.

SRP 3 Proposed Service Modifications

Senior Transit Analyst Dieter Aragon illustrated the service enhancements proposed for Route 6/96, Route 7/97 supplemental service, Lake LA/99 supplemental service, and Routes 11/12. He noted that because staff is proposing minor route changes, a public hearing is not required. Chairman Hickling requested that staff schedule a public outreach meeting at the Palmdale Senior Center.

Motion: Receive and file the proposed service changes for October 2013.

Moved by Vice Chairman Crist, seconded by Director Hofbauer

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

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Hofbauer, and Knippel, and Alternate Director Mann

Nays: None

Abstain: None

Absent: None

CONSENT CALENDAR:

Alternate Director Ken Mann stated that he was absent from the June 25, 2013 meeting and abstained from voting on CC 1.

CC 1 Board of Directors Meeting Minutes for June 25, 2013 – Karen Darr

Motion: Approve CC 1.

Moved by Director Hofbauer, seconded by Vice Chairman Crist

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

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Hofbauer, and Knippel

Nays: None

Abstain: Alternate Director Mann

Absent: None

CC 2 Financial Reports for July 2013 – Colby Konisek

CC 3 FY13 Key Performance Indicators Report for May 2013 – Dietter Aragon

CC 4 FY13 Fourth Quarter Los Angeles County Sheriff's Report (April 1 – June 30, 2013) – Candice Rudolph

CC 5 Federal Transit Administration (FTA) Grant Approval – Judy Vaccaro-Fry

CC 6 July 2013 Legislative Update – Judy Vaccaro/Wendy Williams

CC 7 July 17, 2013 Strategic Planning Workshop Action Items Relating to Electric Bus Route, Electric Bus Joint Procurement, Feasibility Study of a Bus Rapid Transit (BRT) Project, and Amendment to November 22, 2011 Joint Exercise of Powers Agreement (JPA) - Julie Austin

Motion: Approve CC items 2-7.

Moved by Vice Chairman Crist, seconded by Director Mann

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

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Hofbauer, and Knippel, and Alternate Director Mann

Nays: None

Abstain: None

Absent: None

NEW BUSINESS:

NB 1 Social Media Policy

Ms. Williams presented the staff report. The Board discussed the benefits of incorporating social media tools as an additional means of communicating with customers. The members also discussed associated costs and who will monitor the social media activities.

Motion: Receive and file the Social Media Policy.

Moved by Vice Chairman Crist, seconded by Director Hofbauer

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

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Hofbauer, and Knippel, and Alternate Director Mann

Nays: None

Abstain: None

Absent: None

After further discussion, staff confirmed that the policy presented is finalized and requested that the Board adopt the Social Media Policy. Vice Chairman Crist pulled his original motion.

New Motion: Adopt the Social Media Policy.

Moved by Vice Chairman Crist, seconded by Director Hofbauer

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

Yeas: Chairman Hickling, Vice Chairman Crist, and Directors Lackey, Hofbauer, and Knippel, and Alternate Director Mann

Nays: None

Abstain: None

Absent: None

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

General Counsel D. Craig Fox presented the three items to be discussed in Closed Session.

CS 1 Public Employee Performance Evaluation (G.C. section 54957(b))
Title: Executive Director.

CS 2 Conference with Labor Negotiator (G.C. section 54957.6)
Authority Negotiator: Norman L. Hickling, Board Chairman
Unrepresented Employee: Executive Director

- CS 3 Conference with Legal Counsel- Existing Litigation
G.C. section 54956.9(d)(1) and (4)
People v. Jorge: Case no. BA405021
People v. Floyd: Case no. BA405021

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 10:38 a.m.

RECONVENE TO PUBLIC SESSION:

The Board reconvened to Public Session at 11:03 a.m.

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

General Counsel stated that concerning CS 1 and CS 2, the Board approved a 5% salary increase, 5% bonus, and additional benefits as detailed in the Board files and in accordance with Board policy. A report was provided to the Board regarding CS 3; no reportable action was taken.

REPORTS AND ANNOUNCEMENTS:

RA 1 Executive Director's Report:

Ms. Austin: 1) provided an update regarding the Strategic Planning Workshop held on July 17, 2013; 2) wished Senior IT Analyst Bob Keys a happy birthday, 3) expressed her appreciation of the support she has received from the Board and staff and 4) encouraged people to attend the AV Board of Trade Luncheon at the Hellenic Center to hear Chairman Hickling's presentation: The AVTA Story.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

Director Knippel thanked Officer Maselli for the wonderful ridealong experience.

ADJOURNMENT:

Chairman Hickling adjourned the meeting at 11:07 a.m. to the Regular Meeting of the Board of Directors on August 27, 2013 at 10:00 a.m. in the Antelope Valley Transit Authority Board Room, 42210 6th Street West, Lancaster, California.

PASSED, APPROVED, and ADOPTED this 27th day of August, 2013.

Norman L. Hickling, Chairman

Julie M. Austin, Secretary

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DATE: August 27, 2013
TO: BOARD OF DIRECTORS
SUBJECT: Financial Reports for August 2013

RECOMMENDATION

Receive and file the Treasurer's Report for the month ended June 30, 2013, the Payroll History Report for the three months ended July 31, 2013, and the Expenditure Report for the month ended July 31, 2013.

FISCAL IMPACT

Payroll: July payroll of \$194,974 represents a decrease of \$80,865, or 29.3% over the prior month's salary expense.

Expenditures: \$1,112,246

BACKGROUND

To comply with the provisions required by Sections 37202, 37208 and 6505.5 of the Government Code, the Director of Finance prepares the Treasurer's Report, Payroll History Report and Expenditure Report, and submits them to the Executive Director/Treasurer who certifies the availability of funds for all the reports presented herein. These reports are hereby submitted to the Board of Directors for ratification.

The \$80,865 decrease in payroll was attributable to three payroll periods occurring in June compared to two in July.

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

Payroll Period	Amount	Journal #
07/01/13-07/01/13	\$ 500.00	PYPKT00440
07/10/13-07/10/13	\$ 1,249.72	PYPKT00447
06/30/13-07/13/13	\$ 90,142.19	PYPKT00449
07/21/13-07/21/13	\$ 1,683.08	PYPKT00458
07/24/13-07/24/13	\$ 8,663.20	PYPKT00459
07/14/13-07/27/13	\$ 92,735.43	PYPKT00462
Gross Pay-July,13	\$ 194,973.62	

Total expenditures for July were \$1.1 million. Large items included \$328,000 for prepaid insurance to be expensed throughout FY14, \$81,000 for purchased transportation (ALC), \$418,000 for capital purchases and Phase II Construction, \$27,000 for membership in the

American Public Transportation Association (APTA), \$41,000 for legal and consulting fees, and \$104,000 for fuel expense. The items listed above comprise 90% of total expenditures.

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

Register Date	Amount
07/01/13-07/31/13	\$1,112,245.88

As of June, 2013, the total cash per the general ledger is \$17,332,141. After deducting restricted funds, the operating cash balance is \$8,824,892. Accounts receivable balances expected to be collected and converted to operating cash within 30 days are \$1,918,728; thus total expected cash available for operations in the next 30 days is \$10,743,620.

Coverage of the total is equal to 3.6 times the Authority's minimum cash balance target of \$3 million.

I, Julie M. Austin, Executive Director of AVTA, declare that attached reports are accurate and correct.

Prepared by:

Submitted by:

Colby Konisek
Director of Finance

Julie M. Austin
Executive Director/Treasurer

Attachment: A – Treasurer's Report for the Month Ended June 30, 2013
B – Payroll History Comparison Report (May - July, 2013)
C – Expenditure Report (July 1, 2013 - July 31, 2013)

ATTACHMENT CC 2.A

ANTELOPE VALLEY TRANSIT AUTHORITY
Treasurer's Report
Month Ended June 30, 2013

Institution - Investment Type	Description	Starting Balance	Deposits	Disbursements	Ending Balance
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Cash and Investments Under the Direction of the Treasurer

Local Agency Investment Fund		\$ 3,586,299.15			
Interest earned quarterly			\$ 2,177.59		
B of A - Capital Reserve		\$ 1,218,407.09	\$ -		
B of A - Proposition 1B* Restricted Fund		\$ 2,963,335.38	\$ -		
Interest earned in the month			\$ 121.77		
* Deferred revenue, recorded as liability until associated expense incurred.					
TOTAL CAPITAL RESERVE AND RESTRICTED FUNDS					\$ 7,770,340.98

Wells Fargo CD		\$ 250,274.35			
Interest for Six Months			\$ -		
Operating Reserve		\$ 484,333.06	\$ 2,300.55		
TOTAL OPERATING RESERVE					\$ 736,907.96

Payroll, Payable & Main Acct		\$ 11,461,732.99			
Operating Accounts Analysis	Cash Fare		\$ 141,438.46		
	Vendor Pass Sales Revenue		\$ 234,596.13		
	Federal Grants Revenue		\$ 272,645.00		
	MTA Revenue		\$ 829,433.83		
	Transporter Service		\$ 16,675.87		
	Non-Transportation Revenue		\$ 14,113.79		
	Accounts Payable For The Month			\$ (3,926,991.45)	
	Employee Net Pay			\$ (205,383.30)	
	Outstanding EE Checks			\$ 67,712.97	
	Employee Taxes			\$ (44,599.90)	
	Employee Deductions			\$ (13,497.86)	
	Employer Payroll Taxes			\$ (4,347.47)	
	CalPERS			\$ (18,832.22)	
	Machine lease monthly --- CS TAP card sales			\$ (65.06)	
	Bank monthly charges			\$ (489.61)	
	Net Operating Funds	\$ 11,461,732.99	\$ 1,508,903.08	\$ (4,146,493.90)	\$ 8,824,142.17

Petty Cash \$ 750.00

TOTAL CASH AND INVESTMENTS **\$ 17,332,141.11**

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

Prepared by:

Submitted by:

Rong Fitzgibbons
Senior Finance Analyst

Colby Konisek
Director of Finance

ANTELOPE VALLEY TRANSIT AUTHORITY
Treasurer's Report Addendum: Cash Flow Projection
Month Ended June 30, 2013

Descriptions	\$Subtotal	\$Total
BALANCE FROM TREASURER'S REPORT		17,332,141
<u>Less Restricted Funds</u>		
LAIF Fund Balance		(3,588,477)
B of A Capital Reserve		(1,218,407)
B of A Proposition 1B		(2,963,457)
Operating Reserve		(736,908)
OPERATING BANK ACCOUNTS BALANCE AT JUNE 30, 2013		8,824,892

ACCOUNTS RECEIVABLE AS OF JUNE 30, 2013
(Expected To Be Converted to Cash in 30 days)

MTA Revenue	86,113	
Transporter - LA County	74,317	
Vendor Pass Sales	108,153	
Other Receivable - Access Service	60,175	
A/R Federal Funding draws	1,589,970	
	1,918,728	1,918,728

TOTAL OPERATING CASH AND ACCOUNTS RECEIVABLE	10,743,620
TOTAL OPERATING CASH MINIMUM TARGET:	3,000,000
Operating Cash Coverage of AVTA Minimum Target:	3.6

ATTACHMENT CC 2.B

ANTELOPE VALLEY TRANSIT AUTHORITY
 PAYROLL HISTORY REPORT
 MAY TO JULY, 2013

	May TOTAL	June TOTAL	July TOTAL
<u>NUMBER OF CHECKS</u>	76	115	77
<u>EARNINGS</u>			
Regular Pay	\$ 163,088.37	\$ 230,883.86	\$ 156,680.85
Overtime Pay	540.09	2,061.55	1,961.79
Vacation Pay	9,756.94	22,249.48	8,469.77
Sick Pay	5,197.06	6,118.47	3,234.89
Bereavement Pay		2,205.76	
Holiday Pay		10,345.49	9,953.15
Banked Pay	366.00		
Floating Holiday Pay	1,163.70	774.44	1,436.98
Deferred Income 457	799.64	1,199.46	799.64
Retroactive Pay	1,518.36		2,118.63
Vacation cash out			1,654.72
Bonus Pay			8,663.20
TOTAL	\$ 182,430.16	\$ 275,838.51	\$ 194,973.62
Inc(Dec)-Current month over previous month	\$ -	\$ 93,408.35	\$ (80,864.89)
% Inc(Dec)-Current month over previous month		51.2%	(29.3%)



Antelope Valley Transit Authority

Expense Report

By Vendor Name

Payment Dates 7/1/2013 - 7/31/2013

Payment Number	Payment Date	Vendor Name	Description (Item)	Amount
Vendor: ad camp				
5678	07/11/2013	ad camp	AVC Billboard Advertising-TRANsporter	\$ 375.00
Vendor ad camp Total:				\$ 375.00
Vendor: Adelman Broadcasting				
5679	07/11/2013	Adelman Broadcasting	Bob FM Radio Ads	\$ 625.00
5679	07/11/2013	Adelman Broadcasting	Juan Fm Radio Ads	\$ 375.00
5730	07/23/2013	Adelman Broadcasting	Radio Advertising- Bob FM	\$ 625.00
Vendor Adelman Broadcasting Total:				\$ 1,625.00
Vendor: AGILITY RECOVERY SOLUTIONS INC.				
5731	07/23/2013	AGILITY RECOVERY SOLUTIONS INC.	Agility Disaster Recovery	\$ 2,520.00
Vendor AGILITY RECOVERY SOLUTIONS INC. Total:				\$ 2,520.00
Vendor: All Entertainment Group				
5763	07/31/2013	All Entertainment Group	Travel Training Video Production	\$ 1,700.00
Vendor All Entertainment Group Total:				\$ 1,700.00
Vendor: American Heritage Life Ins.				
5764	07/31/2013	American Heritage Life Ins.	Employee Paid Extended Benefits, July 2013	\$ 587.96
Vendor American Heritage Life Ins. Total:				\$ 587.96
Vendor: American Logistics Company				
5732	07/23/2013	American Logistics Company	DAR- Revenue- Ambulatory, June 2013	\$ (5,272.50)
5732	07/23/2013	American Logistics Company	DAR- Revenue- Wheelchair, June 2013	\$ (2,036.00)
5732	07/23/2013	American Logistics Company	DAR- Wheelchair- Operations and Maint, June 2013	\$ 23,474.20
5732	07/23/2013	American Logistics Company	DAR- Ambulatory- Operations and Maint, June 2013	\$ 57,880.66
5732	07/23/2013	American Logistics Company	DAR- Coupon Charge, June 2013	\$ 1,575.00
Vendor American Logistics Company Total:				\$ 75,621.36
=				
Vendor: American Public Transit Association				
5680	07/11/2013	American Public Transit Asc	Membership, 7/1/13-6/30/14	\$ 27,276.00
Vendor American Public Transit Assoc Total:				\$ 27,276.00
Vendor: Antelope Valley Board of Trade				
5765	07/31/2013	Antelope Valley Board of Trade	Newsletter Advertising, July 2013 - July 2014	\$ 275.00
5733	07/23/2013	Antelope Valley Board of Trade	Luncheon - Eight Staff and Two Board members	\$ 200.00
Vendor Antelope Valley Board of Trade Total:				\$ 475.00
Vendor: Anthem Blue Cross				
5734	07/23/2013	Anthem Blue Cross	Medical Ins. Prem., EE Portion 08/01/13- 9/01/13	\$ 6,075.90
5734	07/23/2013	Anthem Blue Cross	Medical Ins. Prem., ER Portion 08/01/13- 9/01/13	\$ 27,796.10
Vendor Anthem Blue Cross Total:				\$ 33,872.00
Vendor: Apollo Video Technology				
5681	07/11/2013	Apollo Video Technology	Bus Camera Hard Drive Upgrade	\$ 7,485.00
Vendor Apollo Video Technology Total:				\$ 7,485.00
Vendor: Aramark Uniform Services				
5682	07/11/2013	Aramark Uniform Services	Uniform services, 6/26/13	\$ 49.86
5766	07/31/2013	Aramark Uniform Services	Uniform Service 7/10/2013	\$ 52.98
5766	07/31/2013	Aramark Uniform Services	Uniform Service, 7/17/2013	\$ 69.31
5766	07/31/2013	Aramark Uniform Services	Uniform Service, 7/24/2013	\$ 52.98
5766	07/31/2013	Aramark Uniform Services	Uniform Service, 7/03/13	\$ 168.32
Vendor Aramark Uniform Services Total:				\$ 393.45
Vendor: ARMA International				
5683	07/11/2013	ARMA International	Membership renewal	\$ 215.00
Vendor ARMA International Total:				\$ 215.00
Vendor: Arrow Engineering-AESI				
5684	07/11/2013	Arrow Engineering-AESI	Bus Stop improvements 5/11/13-6/10/13	\$ 6,480.00

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Payment Number	Payment Date	Vendor Name	Description (Item)	Amount
5684	07/11/2013	Arrow Engineering-AESI	GIS mapping Phase I 100% complete	\$ 10,508.00
5735	07/23/2013	Arrow Engineering-AESI	GPS/GIS Services- Phase II (100% Completion)	\$ 22,345.00
Vendor Arrow Engineering-AESI Total:				\$ 39,333.00
Vendor: At&T Calnet				
5685	07/11/2013	At&T Calnet	Phone Services, 5/20/13-6/19/13	\$ 759.27
Vendor At&T Calnet Total:				\$ 759.27
Vendor: AT&T Mobility				
5736	07/23/2013	AT&T Mobility	Cell Phones- 6/7/13-7/6/13	\$ 741.88
Vendor AT&T Mobility Total:				\$ 741.88
Vendor: Atkinson, Andelson, Loya, RUUD				
5737	07/23/2013	Atkinson, Andelson, Loya, RUUD	General Advice	\$ 495.00
Vendor Atkinson, Andelson, Loya, RUUD Total:				\$ 495.00
Vendor: AV Mail n More				
5738	07/23/2013	AV Mail n More	Phone line reimbursement for May & June 2013	\$ 100.00
5767	07/31/2013	AV Mail n More	Phone line reimbursement, May & June 2013	\$ 100.00
5767	07/31/2013	AV Mail n More	Phone line Reimbursement, July 2013	\$ 50.00
Vendor AV Mail n More Total:				\$ 250.00
Vendor: AV Press				
5686	07/11/2013	AV Press	Employee Recruitment, June 2013	\$ 837.90
5686	07/11/2013	AV Press	Recruitment for the 2 Veolia CS positions	\$ 445.41
5686	07/11/2013	AV Press	Transporter Advertising, June 2013	\$ 1,080.00
5686	07/11/2013	AV Press	Advertising June 2013	\$ 721.20
5686	07/11/2013	AV Press	Advertising June 2013	\$ 493.80
5686	07/11/2013	AV Press	IFB Notice- Lancaster BSIP program	\$ 352.80
Vendor AV Press Total:				\$ 3,931.11
Vendor: Board of Equalization- Fuel Taxes Division				
5739	07/23/2013	Board of Equalization- Fuel Taxes Divis	Diesel Fuel Tax- April- June 2013	\$ 1,906.00
Vendor Board of Equalization- Fuel Taxes Division Total:				\$ 1,906.00
Vendor: Brinks Incorporated				
5740	07/23/2013	Brinks Incorporated	Money Room Service, June 2013	\$ 147.10
5768	07/31/2013	Brinks Incorporated	Money Room Services, For July 2013	\$ 468.14
Vendor Brinks Incorporated Total:				\$ 615.24
Vendor: Burris Coffee & Pure Water Service				
5687	07/11/2013	Burris Coffee & Pure Water Service	Coffee & Pure Water Service 6/25/13	\$ 222.85
Vendor Burris Coffee & Pure Water Service Total:				\$ 222.85
Vendor: Canon Business Solutions				
5741	07/23/2013	Canon Business Solutions	Copier Usage- 3/16/13-6/15/13	\$ 1,087.60
Vendor Canon Business Solutions Total:				\$ 1,087.60
Vendor: Carpenter Sellers Associates				
5688	07/11/2013	Carpenter Sellers Associates	A&E for Phase II - Project Close out	\$ 22,349.60
Vendor Carpenter Sellers Associates Total:				\$ 22,349.60
Vendor: Carquest of Lancaster #7305				
5689	07/11/2013	Carquest of Lancaster #7305	50:1 Grease Pump	\$ 3,090.14
5689	07/11/2013	Carquest of Lancaster #7305	Oil filter	\$ 8.71
Vendor Carquest of Lancaster #7305 Total:				\$ 3,098.85
Vendor: Clean Air Testing, Inc.				
5742	07/23/2013	Clean Air Testing, Inc.	AQMD Rule 461 test	\$ 500.00
Vendor Clean Air Testing, Inc. Total:				\$ 500.00
Vendor: Colby Konisek				
5690	07/11/2013	Colby Konisek	Travel Reimb.- APTA Risk Mgmt Conference	\$ 351.92
Vendor Colby Konisek Total:				\$ 351.92
Vendor: Complete Coach Works				
5691	07/11/2013	Complete Coach Works	#4737 - Refurbishment	\$ 145,824.95
Vendor Complete Coach Works Total:				\$ 145,824.95

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Payment Number	Payment Date	Vendor Name	Description (Item)	Amount
Vendor: Consolidated Electrical Distr.				
5743	07/23/2013	Consolidated Electrical Distr.	Conn-NEMA5-20R & 120V Plug	\$ 48.84
5743	07/23/2013	Consolidated Electrical Distr.	600 V IND Fuse	\$ 76.26
Vendor Consolidated Electrical Distr. Total:				\$ 125.10
Vendor: Critical Car Care				
5692	07/11/2013	Critical Car Care	Body Repair on Camry (pool vehicle)	\$ 2,450.65
Vendor Critical Car Care Total:				\$ 2,450.65
Vendor: CSI Fullmer				
5769	07/31/2013	CSI Fullmer	furniture - tea cup loveseat (CS Lobby)	\$ 1,563.71
5769	07/31/2013	CSI Fullmer	Delivery charge	\$ 423.19
5769	07/31/2013	CSI Fullmer	furniture - 2 tea cup lounge chairs (CS Lobby)	\$ 2,258.92
5769	07/31/2013	CSI Fullmer	furniture - tea cup loveseat (Board room Lobby)	\$ 3,127.43
Vendor CSI Fullmer Total:				\$ 7,373.25
Vendor:				
5770	07/31/2013		Refund of Garnished Wages, 6/30/13-7/13/13	\$ 246.46
5770	07/31/2013		Refund of Garnished wages, 6/2/13-6/15/13	\$ 246.46
VendorTotal:				\$ 492.92
Vendor: Dell Marketing				
5693	07/11/2013	Dell Marketing	Dell 5130cdn Yellow Toner	\$ 253.69
5693	07/11/2013	Dell Marketing	Dell 5130cdn Magenta Toner	\$ 253.69
5693	07/11/2013	Dell Marketing	Dell 5130cdn Cyan Imaging Drum	\$ 93.18
5693	07/11/2013	Dell Marketing	Dell 5130cdn Yellow Imaging Drum	\$ 93.18
5693	07/11/2013	Dell Marketing	Dell 5130cdn Magenta Imaging Drum	\$ 93.18
5693	07/11/2013	Dell Marketing	Black Toner for Dell C3760N/3765DNF	\$ 139.78
5693	07/11/2013	Dell Marketing	Cyan Toner for Dell C3760N/3765DNF	\$ 528.08
5693	07/11/2013	Dell Marketing	Magenta Toner for Dell C3765N/3765DNF	\$ 264.04
5693	07/11/2013	Dell Marketing	Dell U2413 Flat Panel Monitor	\$ 3,906.39
5693	07/11/2013	Dell Marketing	State Environmental Fee for Monitors	\$ 64.00
5693	07/11/2013	Dell Marketing	Dell Optiplex 7010 Ultra-Small Form Factor	\$ 10,209.36
5693	07/11/2013	Dell Marketing	Dell Inspiron 17R Notebook	\$ 1,112.98
5693	07/11/2013	Dell Marketing	State Environmental Fee	\$ 4.00
5693	07/11/2013	Dell Marketing	Dell Inspiron 17R Notebook	\$ 1,112.98
5693	07/11/2013	Dell Marketing	State Environmental Fee	\$ 4.00
5744	07/23/2013	Dell Marketing	Dell 5130cdn Toner	\$ 595.01
5693	07/11/2013	Dell Marketing	Dell S2240T Monitor	\$ 780.79
Vendor Dell Marketing Total:				\$ 19,508.33
Vendor: DIRECT EDGE, INC.				
5771	07/31/2013	DIRECT EDGE, INC.	Equipment Trailer	\$ 13,063.66
Vendor DIRECT EDGE, INC. Total:				\$ 13,063.66
Vendor: Farber Specialty Vehicles Inc.				
5745	07/23/2013	Farber Specialty Vehicles Inc.	Mobile Emergency Command Trailer	\$ 12,682.00
5745	07/23/2013	Farber Specialty Vehicles Inc.	Mobile Emergency Command Trailer	\$ 95,786.00
Vendor Farber Specialty Vehicles Inc. Total:				\$ 108,468.00
Vendor: Fitzgibbons, Rong				
5695	07/11/2013	Fitzgibbons, Rong	Travel Reimb- GFOA, San Francisco	\$ 139.58
Vendor Fitzgibbons, Rong Total:				\$ 139.58
Vendor: GFOA (Govt Finance Officers Association)				
5772	07/31/2013	GFOA (Govm't Finance Officers)	GFOA Membership Fee	\$ 160.00
Vendor GFOA (Govt Finance Officers) Total:				\$ 160.00
Vendor: Grainger				
5696	07/11/2013	Grainger	Fluorescent ballasts	\$ 300.77
5696	07/11/2013	Grainger	Keystock 12in.	\$ 1.44
5696	07/11/2013	Grainger	Fluorescent ballasts	\$ 1.84
5773	07/31/2013	Grainger	42" Commercial TV	\$ 1,260.59
5773	07/31/2013	Grainger	Funnel	\$ 3.39
5773	07/31/2013	Grainger	V-belt	\$ 27.41
5773	07/31/2013	Grainger	10.33Grease gun Ext. hose	\$ 124.88

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5773	07/31/2013	Grainger	Grease gun coupler	\$ 69.43
5773	07/31/2013	Grainger	Grease gun	\$ 288.58
5773	07/31/2013	Grainger	Bus Wash Motor Supplies, 7/10/13	\$ 431.64
5773	07/31/2013	Grainger	Thermostat Guard	\$ 36.79
5773	07/31/2013	Grainger	Digital Thermometer	\$ 74.29
Vendor Grainger Total:				\$ 2,621.05
Vendor:				
5697	07/11/2013		Wage Garnishment, 6/16/13-6/29/13	\$ 246.46
Vendor Total:				\$ 246.46
Vendor: Home Depot Credit Services				
5774	07/31/2013	Home Depot Credit Services	Air Conditioner Installation parts	\$ 43.70
5774	07/31/2013	Home Depot Credit Services	Steam mop and Gravel	\$ 203.91
5774	07/31/2013	Home Depot Credit Services	Lock springs	\$ 31.97
5774	07/31/2013	Home Depot Credit Services	Weed Barrier and other landscape items	\$ 140.15
5774	07/31/2013	Home Depot Credit Services	Acid for Kubota and hardware for motor	\$ 49.03
5774	07/31/2013	Home Depot Credit Services	3inch solid smooth wall pipe	\$ 258.29
Vendor Home Depot Credit Services Total:				\$ 727.05
Vendor: Interior Plant Designs				
5775	07/31/2013	Interior Plant Designs	Indoor Plant Services, July 2013	\$ 185.00
Vendor Interior Plant Designs Total:				\$ 185.00
Vendor: Iron Mountain Records Mgmt Inc				
5746	07/23/2013	Iron Mountain Records Mgmt Inc	Document Shredding Service, June 2013	\$ 74.53
Vendor Iron Mountain Records Mgmt Inc Total:				\$ 74.53
Vendor: Iverson Matthew Jackson				
5747	07/23/2013	Iverson Matthew Jackson	Legal- Case preparation	\$ 4,161.80
Vendor Iverson Matthew Jackson Total:				\$ 4,161.80
Vendor: Judy Vaccaro				
5698	07/11/2013	Judy Vaccaro	Travel Reimb.- Grant Writing USA Seminar	\$ 481.86
Vendor Judy Vaccaro Total:				\$ 481.86
Vendor: Julie Austin				
5699	07/11/2013	Julie Austin	Train Ticket Reimbursement, 5/9/13-6/26/13	\$ 153.80
Vendor Julie Austin Total:				\$ 153.80
Vendor: Kingsbury Uniforms, Inc.				
5776	07/31/2013	Kingsbury Uniforms, Inc.	P.A. Dry Shell Jacket	\$ 71.00
5776	07/31/2013	Kingsbury Uniforms, Inc.	P.A. Long Sleeve	\$ 23.00
5776	07/31/2013	Kingsbury Uniforms, Inc.	Silk Touch Polo	\$ 125.10
5776	07/31/2013	Kingsbury Uniforms, Inc.	Woman Easy Fit Chino Pants	\$ 47.00
5776	07/31/2013	Kingsbury Uniforms, Inc.	P.A. Ladies EZ Cotton Polo	\$ 39.70
5776	07/31/2013	Kingsbury Uniforms, Inc.	Texture Polo	\$ 22.75
5776	07/31/2013	Kingsbury Uniforms, Inc.	Silk Touch Polo's (1) Blk (1) Wht (1) Stl Gry - Med	\$ 68.75
5776	07/31/2013	Kingsbury Uniforms, Inc.	Industrial Pocketless Pique Polo	\$ 68.00
5776	07/31/2013	Kingsbury Uniforms, Inc.	Pack by Person Charge	\$ 19.50
5776	07/31/2013	Kingsbury Uniforms, Inc.	Ladies Packable Wind Jacket	\$ 36.00
5776	07/31/2013	Kingsbury Uniforms, Inc.	Mens Long sleeve Thermal	\$ 48.75
5776	07/31/2013	Kingsbury Uniforms, Inc.	Ladies 3/4 Sleeve Blouse	\$ 48.00
5776	07/31/2013	Kingsbury Uniforms, Inc.	Ladies Short Sleeve	\$ 18.50
5776	07/31/2013	Kingsbury Uniforms, Inc.	Ladies Silk Touch Piped Polo	\$ 39.70
5776	07/31/2013	Kingsbury Uniforms, Inc.	Silk Touch Maternity 3-4 Sleeve V-Neck	\$ 22.75
5776	07/31/2013	Kingsbury Uniforms, Inc.	Silk Touch Long Sleeve Polo w/ Pocket	\$ 39.70
5776	07/31/2013	Kingsbury Uniforms, Inc.	Endeavor Jacket	\$ 45.00
5776	07/31/2013	Kingsbury Uniforms, Inc.	Easy Fit Chino Pants	\$ 90.00
5776	07/31/2013	Kingsbury Uniforms, Inc.	Silk Touch Polos	\$ 17.75
5776	07/31/2013	Kingsbury Uniforms, Inc.	Industrial Pocketless Pique Polo	\$ 18.50
5776	07/31/2013	Kingsbury Uniforms, Inc.	P.A. Ladies Value Fleece Vest	\$ 21.25
5776	07/31/2013	Kingsbury Uniforms, Inc.	Silk Touch Polos	\$ 17.75
5776	07/31/2013	Kingsbury Uniforms, Inc.	Ladies Silk Touch Long Sleeve Polo	\$ 37.00
5776	07/31/2013	Kingsbury Uniforms, Inc.	P.A. Ladies Value Fleece Vest	\$ 19.85
5776	07/31/2013	Kingsbury Uniforms, Inc.	Microfiber Dress Pants	\$ 57.00

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5776	07/31/2013	Kingsbury Uniforms, Inc.	Silk Touch Maternity 3/4 sleeve V-Neck	\$ 39.70
Vendor Kingsbury Uniforms, Inc. Total:				\$ 1,102.00
Vendor: Kurey Company				
5700	07/11/2013	Kurey Company	Cutout 3D Buses	\$ 2,667.38
Vendor Kurey Company Total:				\$ 2,667.38
Vendor: Kwik-Key				
5748	07/23/2013	Kwik-Key	Duplicate Keys (3)	\$ 8.18
Vendor Kwik-Key Total:				\$ 8.18
Vendor: LA County Sheriff Dept				
5749	07/23/2013	LA County Sheriff Dept	Security Services, 6/4/13-6/28/13	\$ 9,025.69
Vendor LA County Sheriff Dept Total:				\$ 9,025.69
Vendor: Lackey, William				
5701	07/11/2013	Lackey, William	Customer Refund- Local Transit	\$ 1.50
Vendor Lackey, William Total:				\$ 1.50
Vendor: Lamar Advertising				
5750	07/23/2013	Lamar Advertising	Billboard Advertising -AVTA	\$ 3,000.00
Vendor Lamar Advertising Total:				\$ 3,000.00
Vendor: Lancaster Chamber of Commerce				
5751	07/23/2013	Lancaster Chamber of Commerce	Lancaster Chamber of Commerce Membership Fee	\$ 237.00
Vendor Lancaster Chamber of Commerce Total:				\$ 237.00
Vendor: Matrix Audio Visual Designs, Inc.				
5752	07/23/2013	Matrix Audio Visual Designs, Inc.	Portable PA System/Recording System	\$ 3,754.41
Vendor Matrix Audio Visual Designs, Inc. Total:				\$ 3,754.41
Vendor: Mental Health America				
5753	07/23/2013	Mental Health America	CPOS Reimbursement, May 2013	\$ 50.00
5753	07/23/2013	Mental Health America	CPOS Reimbursement, June 2013	\$ 50.00
Vendor Mental Health America Total:				\$ 100.00
Vendor: Miller-Bell Media Productions LLC				
5754	07/23/2013	Miller-Bell Media Productions LLC	Travel Training Video - Personal Care Assistant	\$ 850.00
Vendor Miller-Bell Media Productions LLC Total:				\$ 850.00
Vendor: Mobile Relay Associates				
5702	07/11/2013	Mobile Relay Associates	Airtime for June 2013	\$ 999.60
Vendor Mobile Relay Associates Total:				\$ 999.60
Vendor: Molina Graphic Installations				
5779	07/31/2013	Molina Graphic Installations	20yr Decal Removal (services)	\$ 250.00
5779	07/31/2013	Molina Graphic Installations	AV Fair Wrap installation (services)	\$ 140.00
Vendor Molina Graphic Installations Total:				\$ 390.00
Vendor: Moore & Associates				
5703	07/11/2013	Moore & Associates	Coach Operator Audit- Third installment	\$ 5,808.00
5780	07/31/2013	Moore & Associates	Mobility Management: Year 2 work	\$ 4,290.00
Vendor Moore & Associates Total:				\$ 10,098.00
Vendor: Orange Coast Petroleum Equipment, Inc.				
5781	07/31/2013	Orange Coast Petroleum Equipment, I OPW H05361 Fuse Link		\$ 61.15
Vendor Orange Coast Petroleum Equipment, Inc. Total:				\$ 61.15
Vendor: Patton Sales Corp				
5755	07/23/2013	Patton Sales Corp	Aluminum panels for wall at PTC	\$ 177.10
Vendor Patton Sales Corp Total:				\$ 177.10
Vendor: Peter Barron Stark				
5782	07/31/2013	Peter Barron Stark	Strategic Planning Workshop: July 17, 2013	\$ 8,973.55
Vendor Peter Barron Stark Total:				\$ 8,973.55
Vendor: Petty Cash				
5704	07/11/2013	Petty Cash	K. Keevil- Generator plug end, screws, & bulbs	\$ 24.63
Vendor Petty Cash Total:				\$ 24.63
Vendor: Pinnacle Petroleum Inc				
5705	07/11/2013	Pinnacle Petroleum Inc	Fuel, June 2013	\$ 26,932.09

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5705	07/11/2013	Pinnacle Petroleum Inc	Fuel, June 2013	\$ 26,043.64
5705	07/11/2013	Pinnacle Petroleum Inc	Fuel, June 2013	\$ 25,179.30
5705	07/11/2013	Pinnacle Petroleum Inc	Fuel, June 2013	\$ 26,249.33
Vendor Pinnacle Petroleum Inc Total:				\$ 104,404.36
Vendor: Pitney Bowes Inc				
5783	07/31/2013	Pitney Bowes Inc	Equipment Lease- 4/30/2013-6/30/2013	\$ 162.00
Vendor Pitney Bowes Inc Total:				\$ 162.00
Vendor: Quartz Hill Chamber of Com				
5706	07/11/2013	Quartz Hill Chamber of Com	Quartz Hill Chamber Membership Fee	\$ 150.00
Vendor Quartz Hill Chamber of Com Total:				\$ 150.00
Vendor: RALLY Auto Group, Inc.				
5707	07/11/2013	RALLY Auto Group, Inc.	Replacement Support Vehicle # 220	\$ 29,340.23
Vendor RALLY Auto Group, Inc. Total:				\$ 29,340.23
Vendor: Richards, Watson & Gershon				
5708	07/11/2013	Richards, Watson & Gershon	General Council, May 2013	\$ 3,330.05
5708	07/11/2013	Richards, Watson & Gershon	Subpoena Response, May 2013	\$ 9,248.50
5708	07/11/2013	Richards, Watson & Gershon	Board Meeting Attendance, May 2013	\$ 967.50
Vendor Richards, Watson & Gershon Total:				\$ 13,546.05
Vendor: RZ Radio LLC				
5709	07/11/2013	RZ Radio LLC	Memorial Day Radio Ads	\$ 250.00
5709	07/11/2013	RZ Radio LLC	Memorial Day Radio Ads	\$ 250.00
5709	07/11/2013	RZ Radio LLC	Memorial Day Radio Ads	\$ 350.00
Vendor RZ Radio LLC Total:				\$ 850.00
Vendor: Sage Staffing				
5784	07/31/2013	Sage Staffing	Temporary Staff- Week ending 7/14/2013	\$ 768.00
5784	07/31/2013	Sage Staffing	Temporary Staffing- Week ending 7/7/13	\$ 211.20
Vendor Sage Staffing Total:				\$ 979.20
Vendor: Southern California Edison				
5710	07/11/2013	Southern California Edison	Utilities- Electricity 5/17/13-6/18/13	\$ 5,423.29
5785	07/31/2013	Southern California Edison	Utility Fee	\$ 38.67
Vendor Southern California Edison Total:				\$ 5,461.96
Vendor: Standard Insurance Company				
5711	07/11/2013	Standard Insurance Company	Vision Insurance (EE Portion), July 2013	\$ 104.48
5711	07/11/2013	Standard Insurance Company	Vision Insurance (ER Portion), July 2013	\$ 401.48
5711	07/11/2013	Standard Insurance Company	Dental Insurance (EE Portion), July 2013	\$ 575.52
5711	07/11/2013	Standard Insurance Company	Dental Insurance (ER Portion), July 2013	\$ 2,067.12
Vendor Standard Insurance Company Total:				\$ 3,148.60
Vendor: Standard Insurance Company				
5786	07/31/2013	Standard Insurance Company	Life , July 2013	\$ 239.58
5786	07/31/2013	Standard Insurance Company	STD, July 2013	\$ 1,332.43
5786	07/31/2013	Standard Insurance Company	LTD, July 2013	\$ 826.35
5786	07/31/2013	Standard Insurance Company	AD&D, July 2013	\$ 92.54
Vendor Standard Insurance Company Total:				\$ 2,490.90
Vendor: State of California Franchise Tax Board				
5756	07/23/2013	State of CA Franchise Tax Board	Wage Garnishment, 6/2/13-6/15/13	\$ 477.62
5712	07/11/2013	State of CA Franchise Tax Board	Wage Garnishment, 6/16/13-6/29/13	\$ 477.62
5756	07/23/2013	State of CA Franchise Tax Board	Wage Garnishment, 6/30/13-7/13/13	\$ 477.62
5787	07/31/2013	State of CA Franchise Tax Board	Wage Garnishment, 7/14/13-7/27/13	\$ 477.62
Vendor State of California Franchise Tax Board Total:				\$ 1,910.48
Vendor: TCW Systems, Inc.				
5788	07/31/2013	TCW Systems, Inc.	Repeater Service, Aug. 2013	\$ 500.00
Vendor TCW Systems, Inc. Total:				\$ 500.00
Vendor: The Customer Service Experts				
5757	07/23/2013	The Customer Service Experts	Phone Line Reimbursement, June 2013	\$ 50.00
Vendor The Customer Service Experts Total:				\$ 50.00

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Vendor: The Gas Company				
5713	07/11/2013	The Gas Company	Utilities- Gas 5/21/13-6/20/13	\$ 318.39
5789	07/31/2013	The Gas Company	Utilities- Gas, 6/20/13-7/22/13	\$ 131.68
Vendor The Gas Company Total:				\$ 450.07
Vendor: The Signal				
5714	07/11/2013	The Signal	New Student Directory AD TRANSporter	\$ 1,871.10
Vendor The Signal Total:				\$ 1,871.10
Vendor: Time Warner Cable Ad Sales/LA				
5758	07/23/2013	Time Warner Cable Ad Sales/LA	TRANSporter Commercial English and Spanish	\$ 1,800.00
5715	07/11/2013	Time Warner Cable Ad Sales/LA	TRANSporter TV Commercial Advertising	\$ 800.00
Vendor Time Warner Cable Ad Sales/LA Total:				\$ 2,600.00
Vendor: Time Warner Cable Business Class				
5759	07/23/2013	Time Warner Cable Business Class	Internet Services, 7/13/13-8/12/13	\$ 1,440.00
5759	07/23/2013	Time Warner Cable Business Class	Cable Services, 7/11/13-8/10/13	\$ 472.56
Vendor Time Warner Cable Business Class Total:				\$ 1,912.56
Vendor: Tyler Technologies				
5760	07/23/2013	Tyler Technologies	Fixed Asset Module Implementation	\$ 1,000.00
Vendor Tyler Technologies Total:				\$ 1,000.00
Vendor: United Parcel Service				
5716	07/11/2013	United Parcel Service	Shipping charges	\$ 123.31
Vendor United Parcel Service Total:				\$ 123.31
Vendor: UNUM Life Insurance Co of Amer				
5790	07/31/2013	UNUM Life Insurance Co of Amer	Long Term Care (EE Portion), 8/1/13-8/31/13	\$ 223.50
5790	07/31/2013	UNUM Life Insurance Co of Amer	Long Term Care (ER Portion), 8/1/13-8/31/13	\$ 533.10
Vendor UNUM Life Insurance Co of Amer Total:				\$ 756.60
Vendor: US Bank				
5717	07/11/2013	US Bank	J. Austin- Baggage fee- Small Operators Com.	\$ 25.00
5717	07/11/2013	US Bank	J. Austin- Flyaway shuttle to LAX- Small Op. Com.	\$ 14.00
5717	07/11/2013	US Bank	J. Austin- Lodging, Small Operators Committee	\$ 463.28
5717	07/11/2013	US Bank	J. Austin- Meal, Small Operators Committee	\$ 12.02
5717	07/11/2013	US Bank	J. Austin- In- flight snack, Small Operators Com.	\$ 6.99
5717	07/11/2013	US Bank	J. Austin- Baggage fee- Small Operators Com.	\$ 25.00
5717	07/11/2013	US Bank	J. Austin- Parking fee, Small Operators Committee	\$ 11.00
5717	07/11/2013	US Bank	J. Austin- Meal- Small Operators Committee	\$ 3.59
5717	07/11/2013	US Bank	J. Austin- Lodging- Larry Jackson Retirement Dinner	\$ 183.48
5717	07/11/2013	US Bank	J. Austin-Fuel For AVTA provided vehicle	\$ 39.06
5717	07/11/2013	US Bank	J. Austin-Fuel For AVTA provided vehicle	\$ 45.86
5717	07/11/2013	US Bank	J. Austin-Fuel For AVTA provided vehicle	\$ 46.82
5717	07/11/2013	US Bank	K. Alcuran- Registration- Advanced Fin. Reporting	\$ 616.50
5717	07/11/2013	US Bank	C. Konisek- Registration- Advanced Fin. Reporting	\$ 616.50
5717	07/11/2013	US Bank	K. Alcuran- Airfare- Advanced Fin. Reporting	\$ 288.80
5717	07/11/2013	US Bank	K. Darr- Airfare- Board Support Wkshp	\$ 383.80
5717	07/11/2013	US Bank	D. Aragon- Registration- Multimodal Ops Planning	\$ 525.00
5717	07/11/2013	US Bank	D. Aragon- Lodging- Multimodal Ops Planning	\$ 816.12
5717	07/11/2013	US Bank	D. Aragon- Airfare- Multimodal Ops Planning Wkshp	\$ 177.80
5717	07/11/2013	US Bank	K. Darr- Registration- Board Support Wkshp	\$ 645.00
5717	07/11/2013	US Bank	C. Konisek- Airfare- Advanced Fin. Reporting	\$ 288.80
5717	07/11/2013	US Bank	L. Engel- Employee Appreciation Lunch	\$ 271.25
5717	07/11/2013	US Bank	L. Engel- Employee Appreciation Lunch	\$ 19.54
5717	07/11/2013	US Bank	C. Konisek- Lodging- APTA Risk Mgmt. Conference	\$ 788.62
5717	07/11/2013	US Bank	R. Fitzgibbons- Lodging, GFOA Conference	\$ 655.26
5717	07/11/2013	US Bank	K. Keevil- Concrete Irrigation Boxes	\$ 68.58
Vendor US Bank Total:				\$ 7,037.67
Vendor: Verizon California				
5720	07/11/2013	Verizon California	Phone, 6/13/13-7/12/13	\$ 540.17
5791	07/31/2013	Verizon California	Phone lines, 7/13/13-8/12/13	\$ 552.66
Vendor Verizon California Total:				\$ 1,092.83

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Expense Report

Payment Dates: 7/1/2013 - 7/31/2013

Payment Number	Payment Date	Vendor Name	Description (Item)	Amount
Vendor: Vinsa Insurance Associates				
5721	07/11/2013	Vinsa Insurance Associates	Additional Premium Due- Add two vehicles	\$ 361.60
5721	07/11/2013	Vinsa Insurance Associates	Package Renewal Policy	\$ 67,823.00
5721	07/11/2013	Vinsa Insurance Associates	Umbrella Renewal Policy	\$ 66,589.00
5721	07/11/2013	Vinsa Insurance Associates	D&O/EPLI Renewal Policy	\$ 15,789.00
5721	07/11/2013	Vinsa Insurance Associates	Auto Renewal Policy	\$ 20,166.00
5721	07/11/2013	Vinsa Insurance Associates	Pollution Policy	\$ 6,749.60
5721	07/11/2013	Vinsa Insurance Associates	Cyber Liability Renewal Policy	\$ 2,010.49
5721	07/11/2013	Vinsa Insurance Associates	Crime Policy	\$ 5,688.00
5721	07/11/2013	Vinsa Insurance Associates	Difference in Conditions Policy	\$ 67,655.00
5721	07/11/2013	Vinsa Insurance Associates	Workers Compensation Renewal Policy	\$ 74,883.20
Vendor Vinsa Insurance Associates Total:				\$ 327,714.89
Vendor: Vision Internet Providers, Inc.				
5722	07/11/2013	Vision Internet Providers, Inc.	Vision Internet Support Services	\$ 3,960.00
5792	07/31/2013	Vision Internet Providers, Inc.	Web Hosting annual fee	\$ 2,400.00
5761	07/23/2013	Vision Internet Providers, Inc.	Website Redesign Third installment	\$ 16,630.00
Vendor Vision Internet Providers, Inc. Total:				\$ 22,990.00
Vendor: Wasp Barcode Technologies				
5723	07/11/2013	Wasp Barcode Technologies	Wasp WDT2200 Label Scanner	\$ 1,501.00
5723	07/11/2013	Wasp Barcode Technologies	Wasp Labels - Quad Pack	\$ 71.98
5723	07/11/2013	Wasp Barcode Technologies	Wasp Print Ribbon for DT/TT Label Printer	\$ 13.98
Vendor Wasp Barcode Technologies Total:				\$ 1,586.96
Vendor: Waste Management				
5724	07/11/2013	Waste Management	Utilities- Waste, June 2013	\$ 615.54
Vendor Waste Management Total:				\$ 615.54
Vendor: Waxie Sanitary Supply				
5793	07/31/2013	Waxie Sanitary Supply	clean and soft roll towels	\$ 342.37
5793	07/31/2013	Waxie Sanitary Supply	Waxie spray bottle	\$ 2.45
5793	07/31/2013	Waxie Sanitary Supply	safety goggles	\$ 9.44
5793	07/31/2013	Waxie Sanitary Supply	angel soft ps ultra white	\$ 696.99
5793	07/31/2013	Waxie Sanitary Supply	33x39 1.5 black max liner	\$ 94.37
5793	07/31/2013	Waxie Sanitary Supply	WRINGER	\$ 104.84
5793	07/31/2013	Waxie Sanitary Supply	10 in plastic brush	\$ 18.09
5793	07/31/2013	Waxie Sanitary Supply	leather palm gloves	\$ 10.99
5793	07/31/2013	Waxie Sanitary Supply	replacement broom head	\$ 26.03
5793	07/31/2013	Waxie Sanitary Supply	60IN WOOD HANDLE	\$ 10.36
5793	07/31/2013	Waxie Sanitary Supply	WAXIE TIME METER 9000 SHOT BERRIES	\$ 127.53
5793	07/31/2013	Waxie Sanitary Supply	superior hand soap	\$ 55.48
5793	07/31/2013	Waxie Sanitary Supply	40x48 steel can liners	\$ 100.15
5793	07/31/2013	Waxie Sanitary Supply	citrus multipurpose cleaner	\$ 578.24
5793	07/31/2013	Waxie Sanitary Supply	white super loop mop	\$ 127.64
5793	07/31/2013	Waxie Sanitary Supply	MICROBURST DISPENSER	\$ 105.21
Vendor Waxie Sanitary Supply Total:				\$ 2,410.18
Vendor: Western Exterminators				
5725	07/11/2013	Western Exterminators	Exterminator Services, June 2013	\$ 85.50
Vendor Western Exterminators Total:				\$ 85.50
Vendor: Witts				
5726	07/11/2013	Witts	Office supplies, June 2013	\$ 82.27
5726	07/11/2013	Witts	Office Supplies, June 2013	\$ 54.82
5795	07/31/2013	Witts	Office Supplies July 2013	\$ 209.22
Vendor Witts Total:				\$ 346.31
Vendor: Xerox Corporation				
5727	07/11/2013	Xerox Corporation	Meter Usage, 5/8/13-5/30/13	\$ 184.76
5762	07/23/2013	Xerox Corporation	Meter Usage, 6-01-13-6-30-13	\$ 336.50
Vendor Xerox Corporation Total:				\$ 521.26
Vendor: Zones Inc.				
5728	07/11/2013	Zones Inc.	DVD Multi Drive for CF-31	\$ 304.95

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Expense Report**Payment Dates: 7/1/2013 - 7/31/2013**

Payment Number	Payment Date	Vendor Name	Description (Item)	Amount
5728	07/11/2013	Zones Inc.	APC Back-UPS 550 Battery Back-Up	\$ 316.10
			Vendor Zones Inc. Total:	\$ 621.05
			Grand Total:	\$ 1,112,245.88



DATE: August 27, 2013

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year (FY) 13 Fourth Quarter Capital Reserves Report (June 30, 2008 through June 30, 2013)

RECOMMENDATION

That the Board of Directors receive and file the attached FY13 fourth quarter Capital Reserves Report for the period covering June 30, 2008 through June 30, 2013.

FISCAL IMPACT

Total Capital Reserve contributions for FY14 are budgeted at \$460,896, with contributions expected to be received quarterly as invoiced.

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. Current practice is to spend reserve account funds only for the matching requirements of transit and commuter buses. The Capital Reserve account segregates the assets reserved for bus purchases and is used only when approved by the AVTA Board of Directors.

As of the report date, the Capital Reserve account has an accumulated cash balance of \$4,434,485, held in accounts with the Local Agency Investment Fund (LAIF) and Bank of America. On an accrual basis, the total fund balance is \$4,352,892 in corpus plus \$81,593 in interest earned. The difference between cash and accrual balances, if any, is reflected in commitment receivables outstanding as of the report date. For the four quarters ending June 30, 2013, only the invoices for Operating Support have been sent to the jurisdictions, and all contributions have been received as of the report date. The temporary payment moratorium for Capital Reserve contributions was approved at the September 2012 Board meeting. The resumption of Capital Reserve payments was approved during the April 17, 2013 Special Board meeting, effective July 1, 2013. First quarter invoicing to the Joint Exercise of Powers Agreement (JPA) members has occurred.

During the five-year reporting period to date, AVTA purchased six commuter coaches and fifteen hybrid transit buses; all units were delivered by September 30, 2012. The reserve match funds required for these 21 units (\$1,436,501) were supplanted in total by AVTA's Federal Transit Administration (FTA) 5307 funds in the form of Toll Credits and

other funding sources as follows: toll credits - \$99,724; AVAQMD - \$225,110; and Prop 1B PTMISEA - \$1,111,667.

Three transit buses and three commuter buses are scheduled for purchase in FY14. The reserve match funds required for these six units (\$637,800) will again be supplanted in total by FTA 5307 funds in the form of toll credits and other funding sources.

The current Five-Year Fleet Replacement Program plans the purchase of an additional 32 buses in FY15 -18. Due to reduced federal funding under MAP-21, we anticipate using the capital reserve for local match on all of these units.

Please see the attached Capital Reserve Summary for the period June 30, 2008 through June 30, 2013 and the Combined Jurisdiction Reconciliation Report for additional information.

Prepared by:

Submitted by:

Colby Konisek
Director of Finance

Julie M. Austin
Executive Director/Treasurer

Attachment A: Capital Reserve Summary Report for the Period June 30, 2008 through June 30, 2013 and Combined Jurisdiction Reconciliation Report



ATTACHMENT CC 3.A

Capital Reserve Contributions Analysis as of June 30, 2013

Contributor	Balance at 6/30/08	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013*	FY 2013			Capital Reserve Balance	
							Cash Received	Commitments Receivable	Draws	Cash Basis	Accrual Basis
Lancaster	1,003,723.00	183,500.00	183,500.00	183,500.00	183,500.00	0.00	0.00	0.00	0.00	1,737,723.00	1,737,723.00
Palmdale	1,003,723.00	162,896.00	162,896.00	162,896.00	162,896.00	0.00	0.00	0.00	0.00	1,655,307.00	1,655,307.00
LA County	501,862.00	114,500.00	114,500.00	114,500.00	114,500.00	0.00	0.00	0.00	0.00	959,862.00	959,862.00
TOTAL	\$2,509,308.00	\$460,896.00	\$460,896.00	\$460,896.00	\$460,896.00	\$0.00	\$0.00	\$0.00	\$0.00	4,352,892.00	\$4,352,892.00
Interest earned to date in LAIF account:										81,593.19	81,593.19
Totals:										\$4,434,485.19	\$4,434,485.19

ANTELOPE VALLEY TRANSIT AUTHORITY
CAPITAL RESERVE & OPERATING SUPPORT TRACKING

Updated through: **August 22, 2013**

Description	LANCASTER					PALMDALE					LOS ANGELES COUNTY					TOTALS		
	Date	Check #	Accrual/ Payment	Operating Support	Capital Reserve	Date	Check #	Accrual/ Payment	Operating Support	Capital Reserve	Date	Check #	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 2009																		
Annual Due			(1,488,261.00)	(1,304,761.00)	(183,500.00)			(1,450,698.00)	(1,287,802.00)	(162,896.00)			(667,628.00)	(553,128.00)	(114,500.00)	(3,606,587.00)	(3,145,691.00)	(460,896.00)
First Quarter Payments	9/22/2008	007322067	372,065.25	326,190.25	45,875.00	9/16/2008	00202146	362,674.50	321,950.50	40,724.00	11/3/2008	0008906546	166,907.00	138,282.00	28,625.00	901,646.75	786,422.75	115,224.00
Interest	9/30/2008				1,862.50	9/30/2008				1,650.85	9/30/2008				719.60			4,232.95
Second Quarter Payments	11/18/2008	007323403	372,065.25	326,190.25	45,875.00	11/11/2008	00203244	362,674.50	321,950.50	40,724.00	1/8/2009	0009272495	166,907.00	138,282.00	28,625.00	901,646.75	786,422.75	115,224.00
Interest	12/31/2008				1,716.07	12/31/2008				1,521.06	12/31/2008				663.03			3,900.15
Third Quarter Payments	2/18/2009	007325534	372,065.25	326,190.25	45,875.00	2/13/2009	00204695	362,674.50	321,950.50	40,724.00	2/23/2009	0009522351	166,907.00	138,282.00	28,625.00	901,646.75	786,422.75	115,224.00
Interest	3/31/2009				1,270.96	3/31/2009				1,126.53	3/31/2009				491.05			2,888.55
Fourth Quarter Payments	5/12/2009	007327747	372,065.25	326,190.25	45,875.00	5/12/2009	00206115	362,674.50	321,950.50	40,724.00	5/8/2009	0009921154	166,907.00	138,282.00	28,625.00	901,646.75	786,422.75	115,224.00
Interest	6/30/2009				2,807.03	6/30/2009				2,488.05	6/30/2009				1,084.54			6,379.62
Contributions			1,488,261.00	1,304,761.00	183,500.00			1,450,698.00	1,287,802.00	162,896.00			667,628.00	553,128.00	114,500.00	3,606,587.00	3,145,691.00	460,896.00
Interest					7,656.56					6,786.50					2,958.22			17,401.27
Accounts Receivable at Year End			0.00	0.00	0.00			0.00	0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00
Net Assets																		
Capital Reserve (Accrual)					1,187,223.00					1,166,619.00					616,362.00			2,970,204.00
Interest					7,656.56					6,786.50					2,958.22			17,401.27
Total Balances as of June 30, 2009					1,194,879.56					1,173,405.50					619,320.22			2,987,605.27
FY 2010																		
Annual Due			(1,488,261.00)	(1,304,761.00)	(183,500.00)			(1,450,698.00)	(1,287,802.00)	(162,896.00)			(667,628.00)	(553,128.00)	(114,500.00)	(3,606,587.00)	(3,145,691.00)	(460,896.00)
First Quarter Payments	9/22/2009	007331599	372,065.25	326,190.25	45,875.00	9/15/2009	00208054	362,674.50	321,950.50	40,724.00	12/22/2009	0011200372	166,907.00	138,282.00	28,625.00	901,646.75	786,422.75	115,224.00
Interest	9/30/2009				3,507.39	9/30/2009				3,108.83	9/30/2009				1,355.13			7,971.35
Second Quarter Payments	11/18/2009	007333130	372,065.25	326,190.25	45,875.00	12/7/2009	00209218	362,674.50	321,950.50	40,724.00	2/12/2010	0011422391	166,907.00	138,282.00	28,625.00	901,646.75	786,422.75	115,224.00
Interest	12/31/2009				2,368.36	12/31/2009				2,099.23	12/31/2009				915.05			5,382.63
Third Quarter Payments	2/2/2010	007334657	372,065.25	326,190.25	45,875.00	2/12/2010	00210062	362,674.50	321,950.50	40,724.00	2/12/2010	0011422391	166,907.00	138,282.00	28,625.00	901,646.75	786,422.75	115,224.00
Interest	3/31/2010				1,957.25	3/31/2010				1,734.83	3/31/2010				756.21			4,448.29
Fourth Quarter Payments	5/3/2010	007336576	372,065.25	326,190.25	45,875.00	4/26/2010	00211145	362,674.50	321,950.50	40,724.00	6/2/2010	0012065261	166,907.00	138,282.00	28,625.00	901,646.75	786,422.75	115,224.00
Interest	6/30/2010				2,160.69	6/30/2010				1,915.15	6/30/2010				834.81	6/30/2010		4,910.65
Contributions			1,488,261.00	1,304,761.00	183,500.00			1,450,698.00	1,287,802.00	162,896.00			667,628.00	553,128.00	114,500.00	3,606,587.00	3,145,691.00	460,896.00
Interest					9,993.68					8,858.04					3,861.20			22,712.92
Accounts Receivable at Year End			0.00	0.00	0.00			0.00	0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00
Net Assets																		
Capital Reserve (Accrual)					1,370,723.00					1,329,515.00					730,862.00			3,431,100.00
Interest					17,650.24					15,644.53					6,819.41			40,114.19
Total Balances as of June 30, 2010					1,388,373.24					1,345,159.53					737,681.41			3,471,214.19

ANTELOPE VALLEY TRANSIT AUTHORITY
CAPITAL RESERVE & OPERATING SUPPORT TRACKING

Updated through: August 22, 2013

Description	LANCASTER					PALMDALE					LOS ANGELES COUNTY					TOTALS		
	Date	Check #	Accrual/ Payment	Operating Support	Capital Reserve	Date	Check #	Accrual/ Payment	Operating Support	Capital Reserve	Date	Check #	Accrual/ Payment	Operating Support	Capital Reserve	Accrued/ Cash Received	Operating Support (By Year)	Capital Reserve (Accumulated)
FY 2011																		
Annual Due			(1,488,261.00)	(1,304,761.00)	(183,500.00)			(1,450,698.00)	(1,287,802.00)	(162,896.00)			(667,628.00)	(553,128.00)	(114,500.00)	(3,606,587.00)	(3,145,691.00)	(460,896.00)
First Quarter Payments	11/3/2010	007341089	372,065.25	326,190.25	45,875.00	9/27/2010	00218131	362,674.50	321,950.50	40,724.00	12/1/2010	0013053534	166,907.00	138,282.00	28,625.00	901,646.75	786,422.75	115,224.00
Interest	9/30/2010				2,015.63	9/30/2010				1,786.58	9/30/2010				778.76			4,580.97
Second Quarter Payments	2/22/2011	007343512	372,065.25	326,190.25	45,875.00	2/9/2011	00219785	362,674.50	321,950.50	40,724.00	4/26/2011	0013885148	166,907.00	138,282.00	28,625.00	901,646.75	786,422.75	115,224.00
Interest	12/31/2011				1,794.91	12/31/2011				1,590.95	12/31/2011				693.49			4,079.35
Third Quarter Payments	2/22/2011	007343512	372,065.25	326,190.25	45,875.00	2/9/2011	00219785	362,674.50	321,950.50	40,724.00	4/26/2011	0013885148	166,907.00	138,282.00	28,625.00	901,646.75	786,422.75	115,224.00
Interest	3/31/2011				1,957.25					1,734.83					756.21			4,448.29
Fourth Quarter Payments	6/30/2011	007346153	372,065.25	326,190.25	45,875.00	6/27/2011	00221375	362,674.50	321,950.50	40,724.00	6/27/2011	0014171214	166,907.00	138,282.00	28,625.00	901,646.75	786,422.75	115,224.00
Interest	6/30/2011				1,859.05	6/30/2011				1,647.80	6/30/2011				718.27			4,225.12
Contributions			1,488,261.00	1,304,761.00	183,500.00			1,450,698.00	1,287,802.00	162,896.00			667,628.00	553,128.00	114,500.00	3,606,587.00	3,145,691.00	460,896.00
Interest					7,626.84					6,760.15					2,946.73			17,333.73
Accounts Receivable at Year End			0.00	0.00	0.00			0.00	0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00
Net Assets																		
Capital Reserve (Accrual)					1,554,223.00					1,492,411.00					845,362.00			3,891,996.00
Interest					25,277.08					22,404.69					9,766.15			57,447.92
Total Balances as of June 30, 2011					1,579,500.08					1,514,815.69					855,128.15			3,949,443.92
FY 2012																		
Annual Due			(1,488,261.00)	(1,304,761.00)	(183,500.00)			(1,450,698.00)	(1,287,802.00)	(162,896.00)			(667,628.00)	(553,128.00)	(114,500.00)	(3,606,587.00)	(3,145,691.00)	(460,896.00)
First Quarter Payments	9/30/2011	007348066	372,065.25	326,190.25	45,875.00	10/13/2011	00223067	362,674.50	321,950.50	40,724.00	12/7/2011	0015122599	166,907.00	138,282.00	28,625.00	901,646.75	786,422.75	115,224.00
Interest	9/30/2011				1,503.66	9/30/2011				1,332.79	9/30/2011				580.96			3,417.41
Second Quarter Payments	1/30, 9/18/12	007350395	372,065.25	326,190.25	45,875.00	1/30/2012	00224251	362,674.50	321,950.50	40,724.00	5/23/2012	0016007898	166,907.00	138,282.00	28,625.00	901,646.75	786,422.75	115,224.00
Interest	12/31/2011				1,506.38	12/31/2011				1,335.20	12/31/2011				582.01			3,423.58
Third Quarter Payments	5/3, 9/18/12	007352045	372,065.25	326,190.25	45,875.00	6/25/2012	00225581	362,674.50	321,950.50	40,724.00	7/18/2012	0016416383	166,907.00	138,282.00	28,625.00	901,646.75	786,422.75	115,224.00
Interest	3/31/2012				1,477.03	3/31/2012				1,309.19	3/31/2012				570.67			3,356.89
Fourth Quarter Payments	7/18, 9/18/12	007353902	372,065.25	326,190.25	45,875.00	7/30-8/15/2012	00226515/00226690	362,674.50	321,950.50	40,724.00	7/18/2012	0016416384	166,907.00	138,282.00	28,625.00	901,646.75	786,422.75	115,224.00
Interest	6/30/2012				1,397.00	6/30/2012				1,238.25	6/30/2012				539.75			3,174.99
Contributions			1,488,261.00	1,304,761.00	183,500.00			1,450,698.00	1,287,802.00	162,896.00			667,628.00	553,128.00	114,500.00	3,606,587.00	3,145,691.00	460,896.00
Interest					5,884.06					5,215.42					2,273.39			13,372.87
A/R for FY'12 as of the Report Date			0.00	0.00	0.00			0.00	0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00
Net Assets																		
Capital Reserve (Accrual)					1,737,723.00					1,655,307.00					959,862.00			4,352,892.00
Interest					31,161.15					27,620.11					12,039.53			70,820.79
Total Balances as of June 30, 2012					1,768,884.15					1,682,927.11					971,901.53			4,423,712.79

ANTELOPE VALLEY TRANSIT AUTHORITY
CAPITAL RESERVE & OPERATING SUPPORT TRACKING

Updated through: August 22, 2013

Description	LANCASTER					PALMDALE					LOS ANGELES COUNTY					TOTALS		
	Date	Check #	Accrual/ Payment	Operating Support	Capital Reserve	Date	Check #	Accrual/ Payment	Operating Support	Capital Reserve	Date	Check #	Accrual/ Payment	Operating Support	Capital Reserve	Accrued/ Cash Received	Operating Support (By Year)	Capital Reserve (Accumulated)
FY 2013																		
Annual Due			(1,304,761.00)	(1,304,761.00)	0.00			(1,287,802.00)	(1,287,802.00)	0.00			(553,128.00)	(553,128.00)	0.00	(3,145,691.00)	(3,145,691.00)	0.00
(NOTE: Capital Reserve contributions for FY13 were waived by the Board for the entire year.)																		
First Quarter Payments	10/17/2012	007355619	326,190.25	326,190.25	0.00	10/30/2012	00227487	321,950.50	321,950.50	0.00	12/13/2012	0017219470	138,282.00	138,282.00	0.00	786,422.75	786,422.75	0.00
Interest	9/30/2012			1,405.46		9/30/2012			1,245.75		9/30/2012				543.02			3,194.23
Second Quarter Payments	11/27/2012	007356292	326,190.25	326,190.25	0.00	11/27/2012	00227809	321,950.50	321,950.50	0.00	12/13/2012	0017219470	138,282.00	138,282.00	0.00	786,422.75	786,422.75	0.00
Interest	12/31/2012			1,278.18		12/31/2012			1,132.93		12/31/2012				493.84			2,904.96
Third Quarter Payments	1/28/2013	007357343	326,190.25	326,190.25	0.00	2/11/2013	00228599	321,950.50	321,950.50	0.00	2/14/2013	0017562702	138,282.00	138,282.00	0.00	786,422.75	786,422.75	0.00
Interest	3/31/2013			1,098.07		3/31/2013			973.29		3/31/2013				424.26			2,495.62
Fourth Quarter Payments	4/12/2013	007358850	326,190.25	326,190.25	0.00	4/15/2013	00229381	321,950.50	321,950.50	0.00	5/9/2013	0018090452	138,282.00	138,282.00	0.00	786,422.75	786,422.75	0.00
Interest	6/30/2013			958.14		6/30/2013			849.26		6/30/2013				370.19			2,177.59
Contributions			1,304,761.00	1,304,761.00	0.00			1,287,802.00	1,287,802.00	0.00			553,128.00	553,128.00	0.00	3,145,691.00	3,145,691.00	0.00
Interest				4,739.86					4,201.24						1,831.31			10,772.40
A/R for FY13 as of the Report Date			0.00	0.00	0.00			0.00	0.00	0.00			0.00	0.00	0.00	0.00	0.00	0.00
Net Assets																		
Capital Reserve (Accrual)					1,737,723.00					1,655,307.00					959,862.00			4,352,892.00
Interest					35,901.00					31,821.34					13,870.84			81,593.19
Total Balances as of the Report Date					1,773,624.00					1,687,128.34					973,732.84			4,434,485.19



DATE: August 27, 2013
TO: BOARD OF DIRECTORS
SUBJECT: FY13 Grant Status – Year Ending June 30, 2013

RECOMMENDATION

Receive and file the attached quarterly grant status report for the period April 1 – June 30, 2013.

FISCAL IMPACT

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

BACKGROUND

The attached quarterly grant status report reflects all grant applications submitted on behalf of AVTA. During the 3rd quarter of FY13 (January 1 – March 31, 2013), AVTA submitted our annual FTA grant application, which is undergoing FTA review before being forwarded to the Department of Labor for their review and approval. Our \$1.8 million conditional JARC award – originally for commuter expansion buses - is being revised to apply toward commuter operations and will be resubmitted this month, pending completion of a commuter survey.

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

Prepared by:

Submitted by:

Judy Vaccaro-Fry
Grants Administrator

Julie M. Austin
Executive Director

Attachment: Grant Status Report

ATTACHMENT CC 4.A

GRANT STATUS REPORT

Grant Program	Project	Amount	Date Submitted	Status	Amount Awarded
Prop 1B PTMISEA Bridge Funds – allocation through LACMTA	Rolling Stock Replacement – amount will be reallocated to the ITS project	\$326,683	<i>Submitted to FTA June 2013</i>	LACMTA Budget approved June 2013. We will submit an invoice for this amount.	Pending
Prop 1B Transit Security Bridge Funding	Mobile Command Center / Hazard Mitigation Plan	\$52,282	<i>Submitted to FTA June 2013</i>	LACMTA Budget approved June 2013. We will submit an invoice for this amount.	Pending
FFY13 FTA Annual 5307 Allocation – FTA	Capital Improvement Program	\$7,651,957	<i>Submitted to FTA June 2013</i>	Pending FTA review. Still has to go through Department of Labor approval.	Pending
FFY13 FTA Annual 5307 Allocation – apportioned through LACMTA	Capital Improvement Program	\$28,312	<i>Submitted to FTA June 2013</i>	LACMTA Budget approved June 2013. We will submit an invoice for this amount.	Pending
FFY13 FTA Annual 5339 Allocation – apportioned through SCAG	Bus and Bus Facilities	\$479,681	<i>Pending</i>	Grant application pending submission once SCAG details the guidelines	Pending
FFY13 FTA Annual 5339 Allocation – apportioned through LACMTA	Bus and Bus Facilities	\$34,675	<i>Submitted to FTA June 2013</i>	LACMTA Budget approved June 2013. We will submit an invoice for this amount.	Pending

Grant Program	Project	Amount	Date Submitted	Status	Amount Awarded
FFY13 FTA Annual 5337 Allocation – apportioned through LACMTA	State of Good Repair – High Intensity Motorbus	\$493,437	Submitted to FTA June 2013	LACMTA Budget approved June 2013. We will submit an invoice for this amount.	Pending
Fuel and Electric Propulsion as Capital Maintenance Provision	Allowance to use Federal 5307 funds for Fuel – not additional grant funds	\$3,500,000	February 22, 2012	Grant award approved April 2012	\$784,754
State of Good Repair Bus Initiative	Four replacement commuter coaches	\$2,100,000	March 22, 2012	No funds awarded	\$0
BOS – 15% Discretionary	Four replacement commuter coaches	\$2,100,000	March 23, 2012	No funds awarded	\$0
BOS – 15% Discretionary	Three expansion commuter coaches	\$1,476,000	March 23, 2012	No funds awarded	\$0
BOS – 1% Discretionary	Bus Stop Improvements	\$300,000	March 23, 2012	No funds awarded	\$0
AVAQMD - AB2766	Four diesel hybrid replacement buses – local match	\$225,110	March 28, 2012	Grant award approved May 2012	\$225,110
Clean Fuels Program	Three replacement local transit buses	\$1,037,000	March 29, 2012	No funds awarded	\$0
Job Access Reverse Commute	Voucher Program	\$542,659	April 26, 2012	Grant award approved August 23, 2012	\$542,659
Job Access Reverse Commute	TWO expansion TRANSIT coaches	\$1,845,000	Resubmitted 7/25/2013; need to revise per MTA	Scope change; resubmittal in August 2013	Pending

Grant Program	Project	Amount	Date Submitted	Status	Amount Awarded
FFY12 FTA Annual 5307 Allocation – FTA (includes prior year carryover)	Capital Improvement Program	\$14,357,738	July 17, 2012	Grant award approved August 27, 2012	\$14,357,738
Prop 1B Transit Security	Mobile Command Center	\$95,786	March 2012	Grant award approved May 2, 2012	\$95,786
Prop 1B Transit Security Bridge Funding	Mobile Command Center	\$48,058	June 21, 2012	Payment Received	\$48,058
Prop 1B Transit Security	Security Emergency Preparedness	\$95,786	March 2012	Grant award approved May 4, 2012	\$95,786
Prop 1B Transit Security	Phase II Construction	\$95,786	April 2012	Grant award approved May 9, 2012	\$95,786
Prop 1B Transit Security	Hazard Mitigation	\$95,786	December 2012	Grant award approved January 25, 2013	\$95,786
Prop 1B PTMISEA	Rolling Stock Replacement	\$1,197,049	May 2012	Grant award approved May 18, 2012	\$1,197,049
Prop 1B PTMISEA	Rolling Stock Replacement	\$1,197,050	May 2012	Grant award approved October 24, 2012	\$1,197,050



DATE: August 27, 2013
TO: BOARD OF DIRECTORS
SUBJECT: Vista Volunteer Badges

RECOMMENDATION

That the Board of Directors receive and file this informational item on AVTA's partnership regarding the VISTA volunteer program.

FISCAL IMPACT

The cost of four regular bus passes in lieu of badges would be \$2,400 for one year.

BACKGROUND

The City of Lancaster has entered into a new partnership with the Corporation for National and Community Service (CNCS) to develop a community-wide volunteer program in the Antelope Valley. The CNCS is a federal agency that engages more than four million Americans in service through various programs including Senior Corps, AmeriCorps, and the Social Innovation Fund. Through the AmeriCorps VISTA (Volunteers in Service to America) program, individuals make a year-long, full-time commitment to serve at a nonprofit organization or local government agency, working to fight illiteracy, improve health services, create businesses, strengthen community groups, and much more. This is a federally funded program intended to strengthen a region's interface between non-profit organizations and the community's special needs.

The Lancaster City Council adopted a Memorandum of Agreement in June 2013, which established a new partnership with the CNCS and identified the city as a VISTA sponsor. In August, the city will begin hosting up to four (4) VISTA members in city owned houses near City Hall. For the next year, these VISTA representatives will assist the city with the research, development and implementation of a region-wide volunteer program. These volunteers will reach out to all non-profit organizations throughout Palmdale, Lancaster, and the unincorporated areas of Los Angeles County. AVTA has agreed to provide four limited access badges which will enable Vista volunteers to ride free on all AVTA transit services, excluding Dial-a-Ride, for one year.

Prepared by:

Submitted by:

Wendy Williams
Marketing Manager

Julie M. Austin
Executive Director



DATE: August 27, 2013
TO: BOARD OF DIRECTORS
SUBJECT: Award Sole Source Contract #2013-059 to Pinnacle Petroleum, Inc. for Supply and Delivery of Bulk Fuel

RECOMMENDATION

That the Board of Directors authorize the Executive Director to execute Sole Source Contract #2013-059 with Pinnacle Petroleum, Inc., of Huntington Beach, CA, not to exceed a six (6) month term and an amount of \$1,740,000 for the supply and delivery of bulk fuel.

FISCAL IMPACT

Sufficient funds are included in the FY14 Business Plan.

BACKGROUND

Since June 30, 2005, the Authority has received fuel from Pinnacle Petroleum on the basis of a month-to-month contract with an automatic renewal clause. The contract continues until a thirty (30) day notice to terminate the contract is issued by either party. Pursuant to the Authority's Procurement Policy, staff is required to issue a new solicitation for bulk fuel every five years. Releasing a new procurement in accordance with this requirement is a good business practice, optimizes competition and allows the Authority to benefit from current market pricing. The proposed contract extension is for a six (6) month maximum term, which will allow time to complete the procurement and award of a new contract.

Sole Source Justification

A Sole Source Contract is justifiable for this short duration, and will allow for the continued supply and delivery of this essential commodity to prevent interruption of transit services to the public.

Based on the Authority's need to complete a new solicitation, staff recommends approval of this sole source contract.

Prepared by:

Submitted by:

Lyle A. Block, CPPB
Procurement Officer

Julie M. Austin
Executive Director