



Regular Meeting of the Board of Directors

Tuesday, August 23, 2016

10:00 a.m.

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

AGENDA

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

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

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

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL:

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

APPROVAL OF AGENDA

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

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

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

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

SRP 1 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR JULY 2016 – HECTOR FUENTES, TRANSDEV

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

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

SRP 4 LEGISLATIVE REPORT FOR AUGUST 2016 – JUDY FRY

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

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

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

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

SRP 7 ORIGIN AND DESTINATION STUDY – DIETTER ARAGON/JIM MOORE, MOORE & ASSOCIATES

Recommended Action: Receive and file the Origin and Destination Study.

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

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

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

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

Recommended Action: Receive and file the Fiscal Year-to-Date Budget versus Actual report dated June 30, 2016; the Interim Financial Statements for the twelve months ended June 30, 2016; the Cash Flow Projection/Treasurer's report for the month ended June 30, 2016; the Payroll History Report for the three months ended July 31, 2016; and the Cash Disbursements Report for the month ended July 31, 2016.

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

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

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

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

NEW BUSINESS (NB):

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

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

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Executive Director/CEO

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

During this portion of the meeting, Board Members may address non-agenda items by briefly responding to statements made or questions posed by the public, asking a question for clarification, making a brief announcement, or making a brief report on

their own activities. **State law generally prohibits the AVTA Board of Directors from taking action on or discussing items not on the agenda.** Matters will be referred to the Executive Director for follow-up.

ADJOURNMENT:

Adjourn to the next Regular meeting of the Board of Directors on September 27, 2016 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, California.

The agenda was posted by 5:00 p.m. on August 18, 2016 at the entrance to the Antelope Valley Transit Authority, 42210 6th St. West, Lancaster, CA 93534.

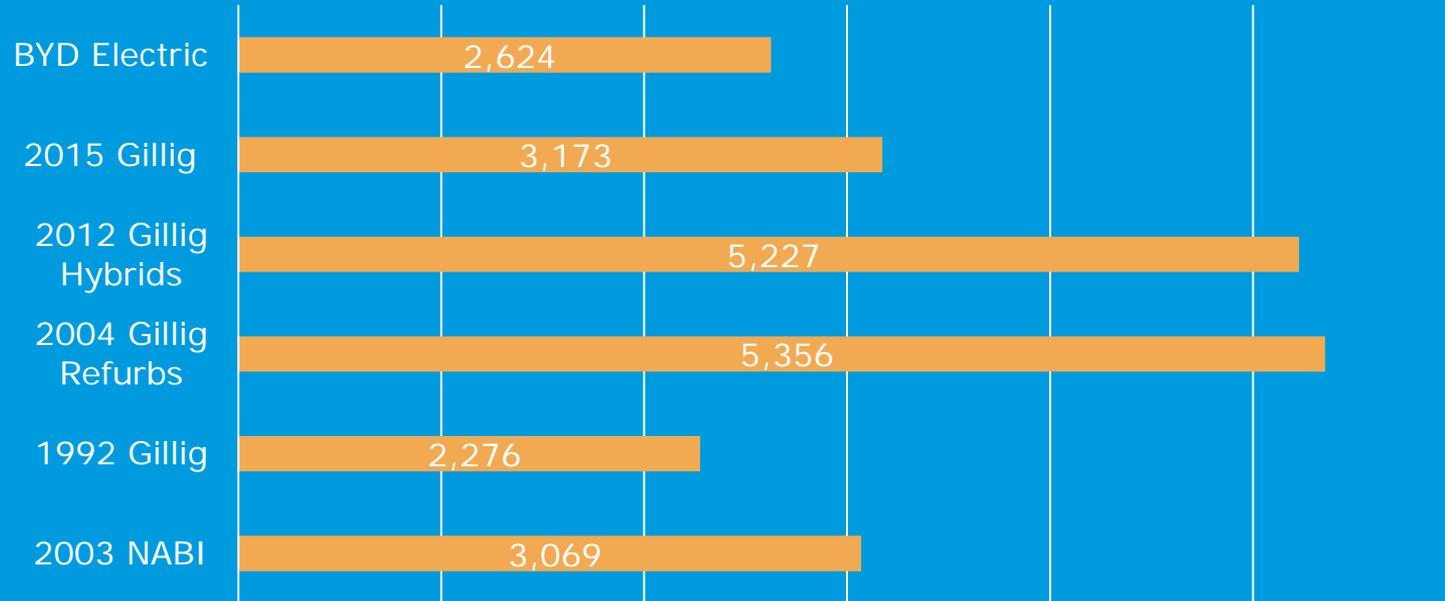
Copies of the staff reports and attachments or other written documentation relating to each proposed item of business on the agenda presented for discussion by the Board of Directors are on file in the Office of the Executive Director. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the AVTA to the Board of Directors less than 72 hours prior to that meeting are on file in the Office of the Executive Director. These documents are available for public inspection during regular business hours at the Customer Service window of the AVTA at 42210 6th Street West, Lancaster or by contacting the Clerk of the Board at (661) 729-2206.

Fourth Quarter Fleet KPI

Presentation to the Board of Directors
August 23, 2016

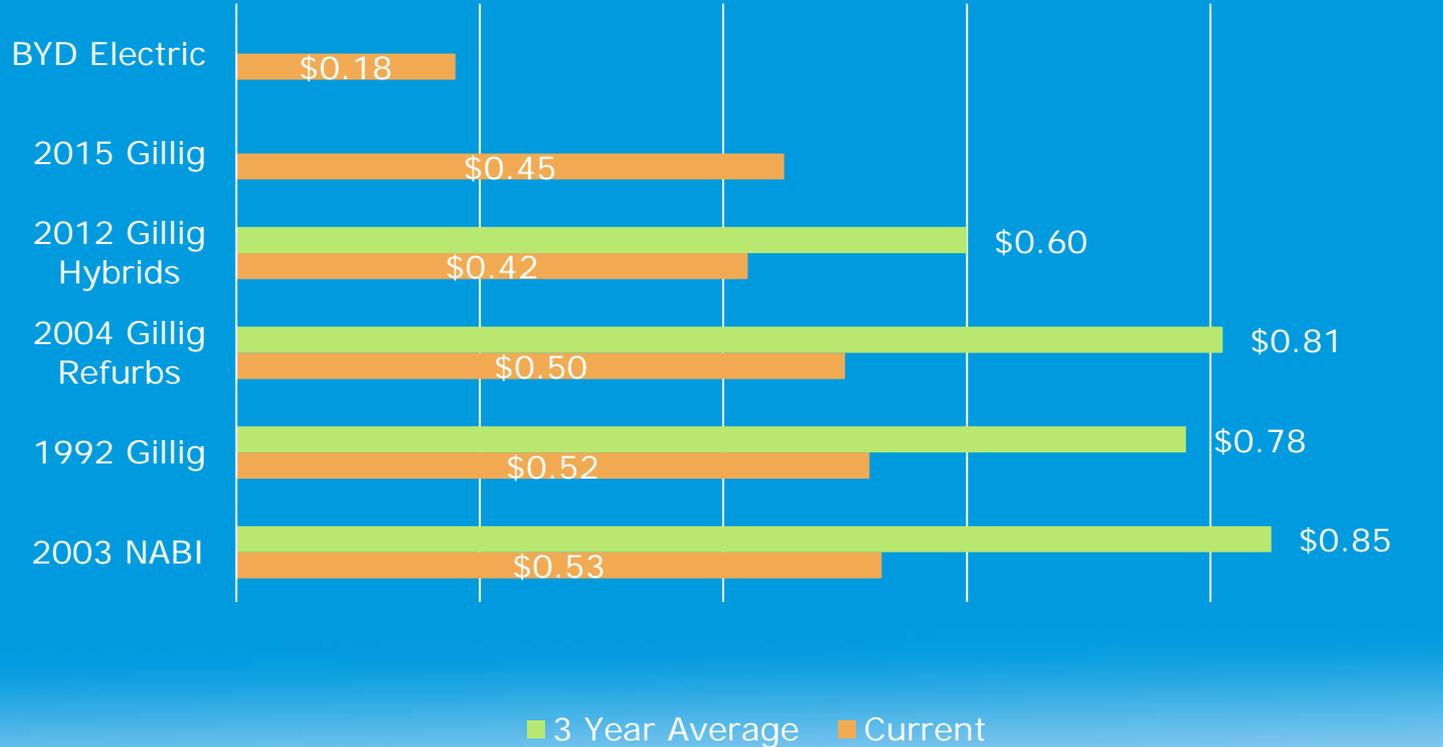


Average Monthly Miles per Class

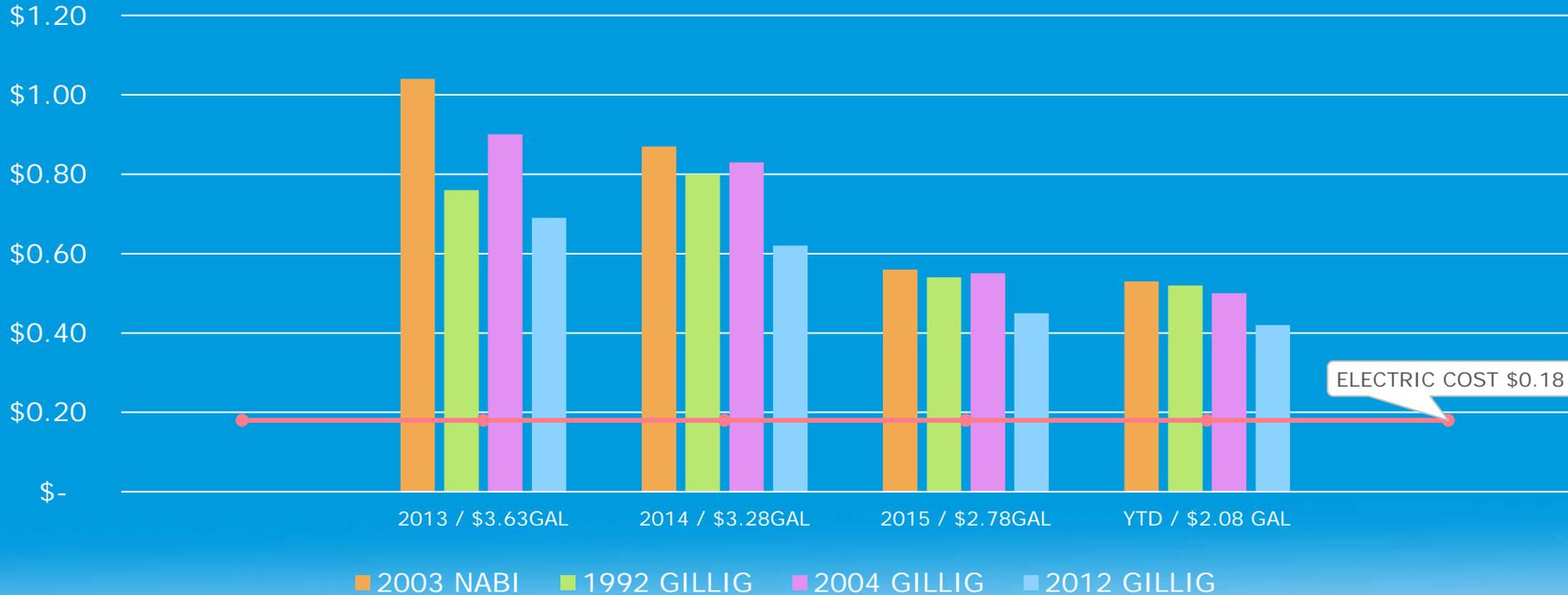


■ Miles

Fuel/Energy Cost per Mile by Class



Historical Fuel Cost per Mile by Class



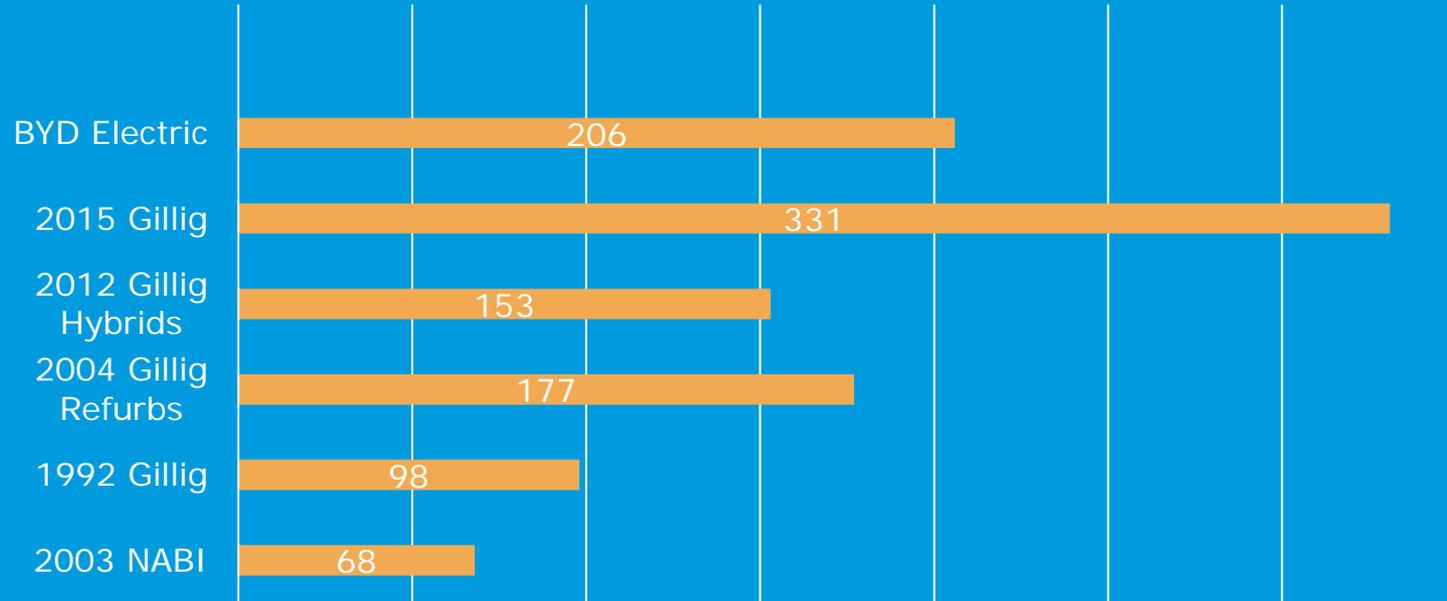
Maintenance Cost per Mile by Class



Combined Cost per Mile by Class



Miles of Service Per Labor Hour



Summary



Staff installed separate meters on the 2 charging interfaces showing a little more consumption by the BYD buses indicating an energy loss of about 14% through the charger itself.

BYD buses maintenance cost per mile are higher due to the lack of use. This is being remedied.

BYD average Kilowatt per mile rose to 2.4 KPM. There is less consistency with the operators, resulting in less range.

Increasing PMI program from 3,000 to 6,000 continues to lower costs on all bus classes

Diesel fuel costs for the fourth quarter increased to an average of \$1.97 Gal.

Still over utilizing diesel buses, Hybrid buses and the 2004 diesel buses

*We are the...
Antelope Valley Transit Authority!*

Questions?



DATE: August 23, 2016

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2015/2016 Fourth Quarter Systemwide Key Performance Indicators (KPI) Report

RECOMMENDATION

That the Board of Directors receive and file the FY16 Fourth Quarter Systemwide KPI Report for the period covering April 1 through June 30, 2016.

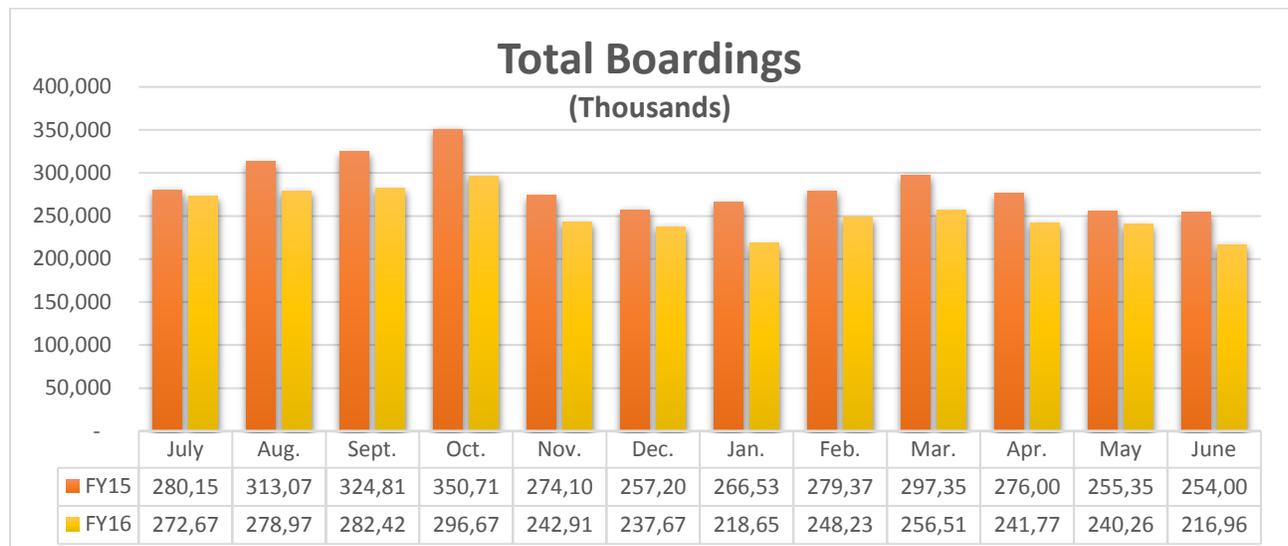
SUMMARY

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

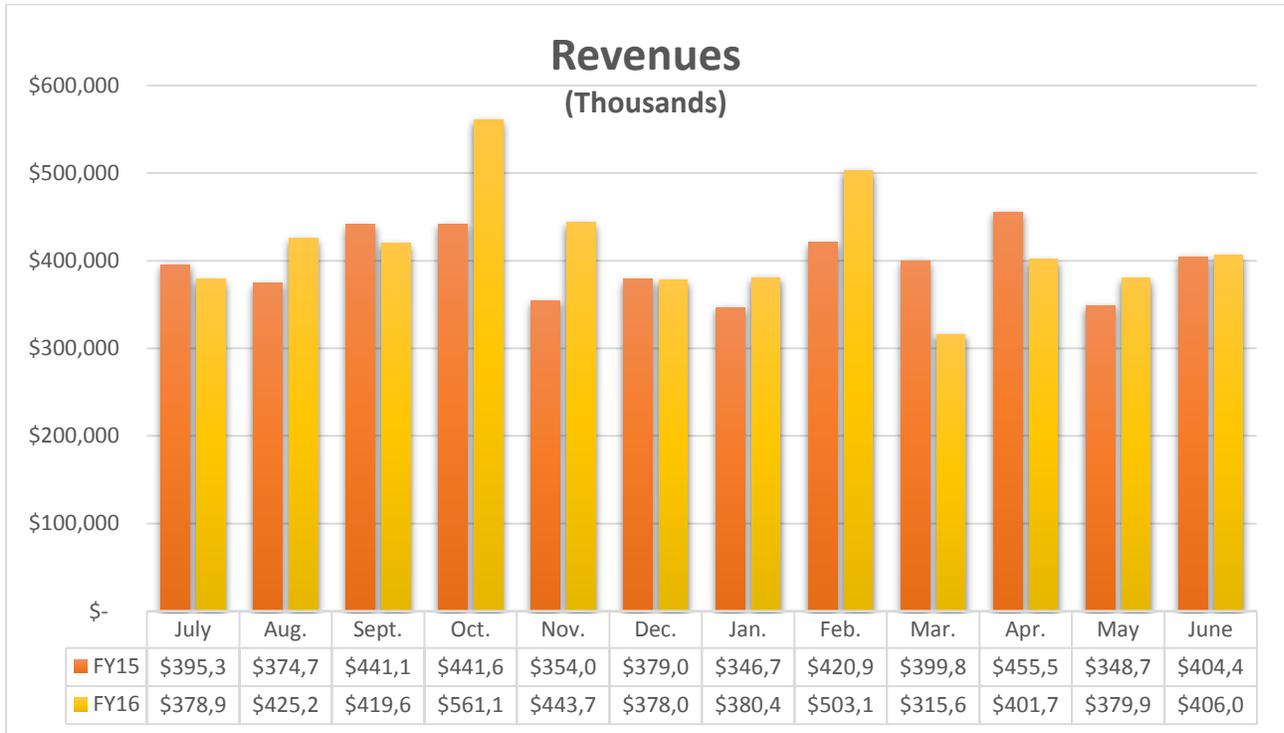
ANALYSIS

AVTA's fixed route local and commuter performance is based on several key indicators. These include total monthly ridership, vehicle service hours, fare revenues, and total operating expenses. Following are highlights of the system's performance and indicators correlating to each respective goal.

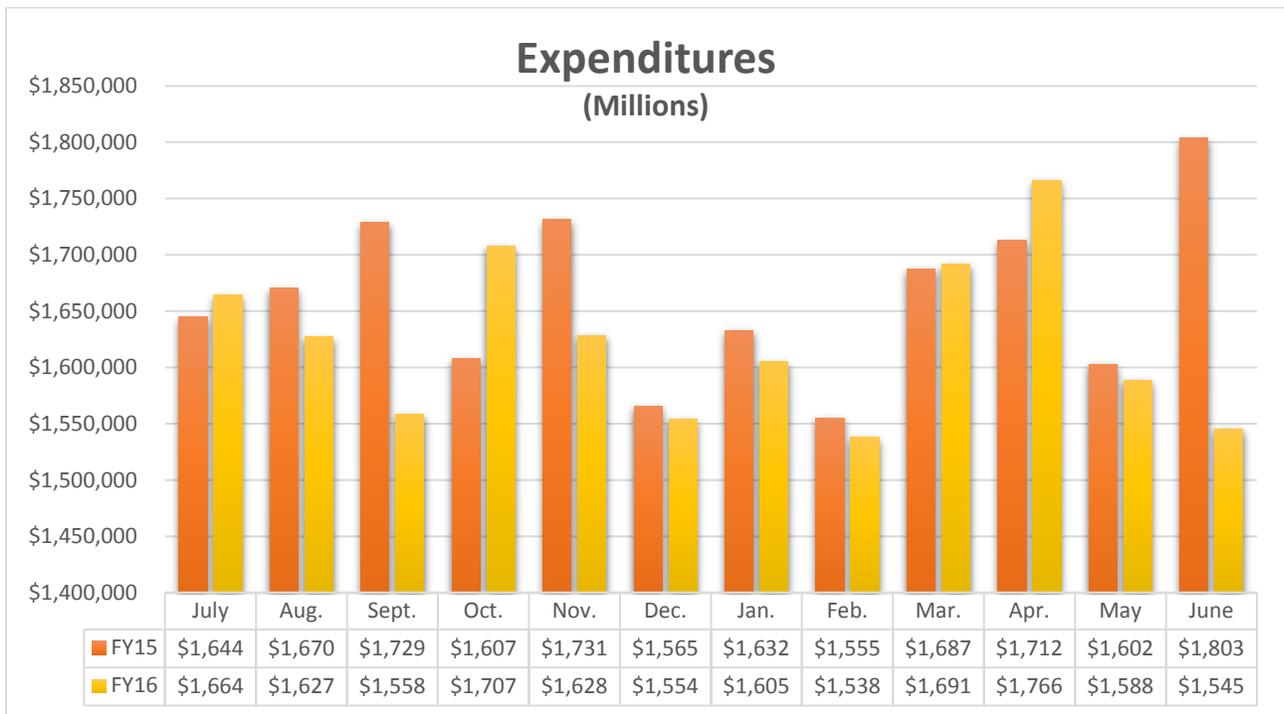
The following graphs represent KPIs for the fiscal year as of June 30, 2016.



FY16 year-end boardings totaled 3,033,755, 12.54% (-394,941) lower than FY15.

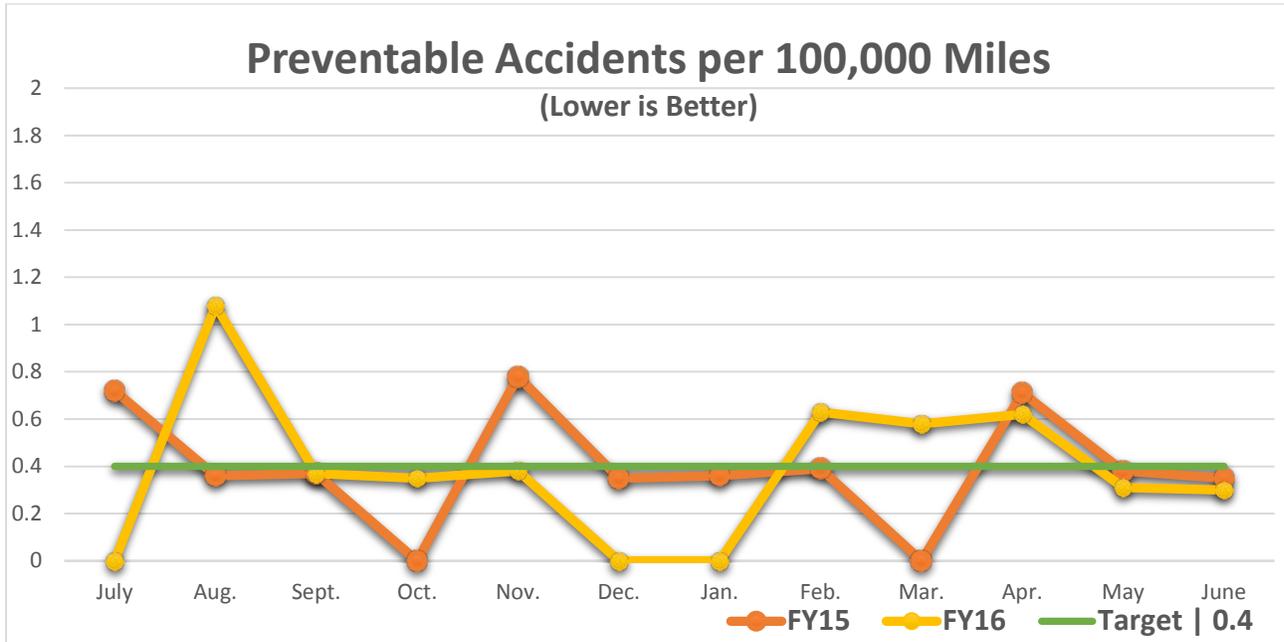


FY16 year-end revenues equaled \$4.9 million, almost a 5% increase (\$231,607) over FY15 totals. A new fare structure was instituted on September 1, 2015, which has continued to increase overall revenues although ridership has trended downward throughout the fiscal year.



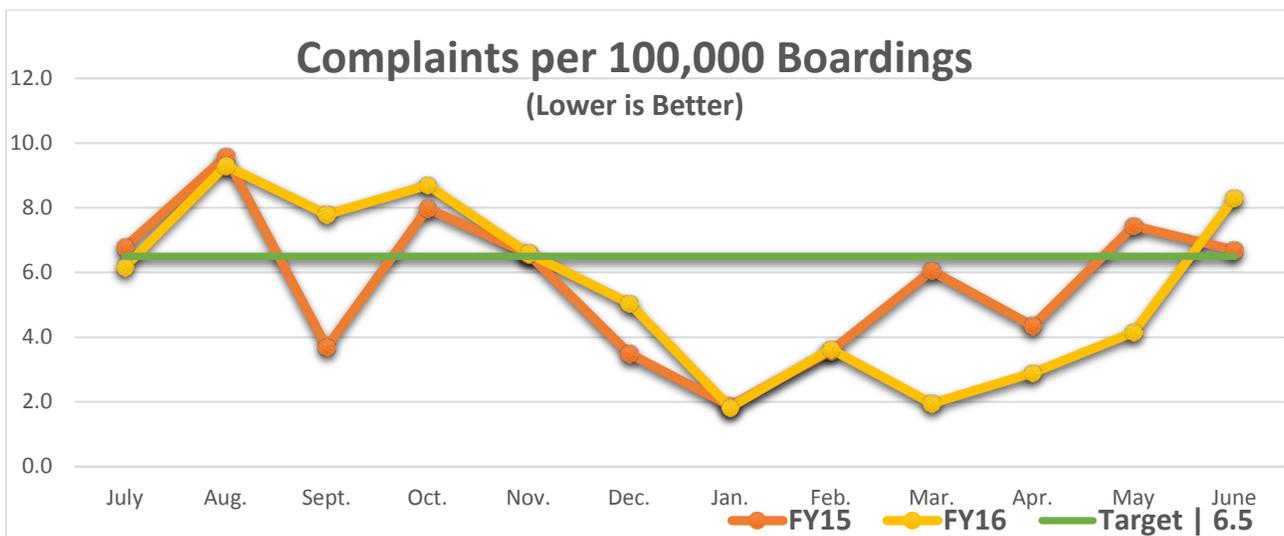
FY16 year-end operating expenses reflected an increase of 2% (\$231,607) when compared to FY15.

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

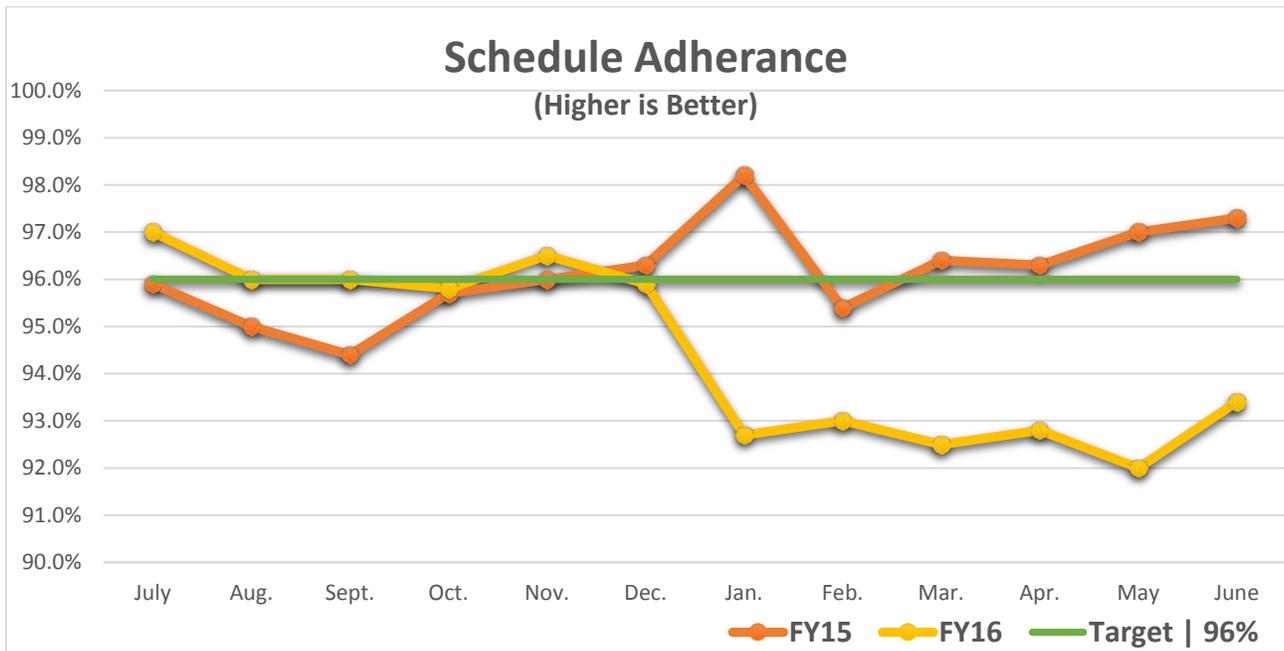


The FY16 year-end average equates to .38 preventable accidents per 100,000 miles.

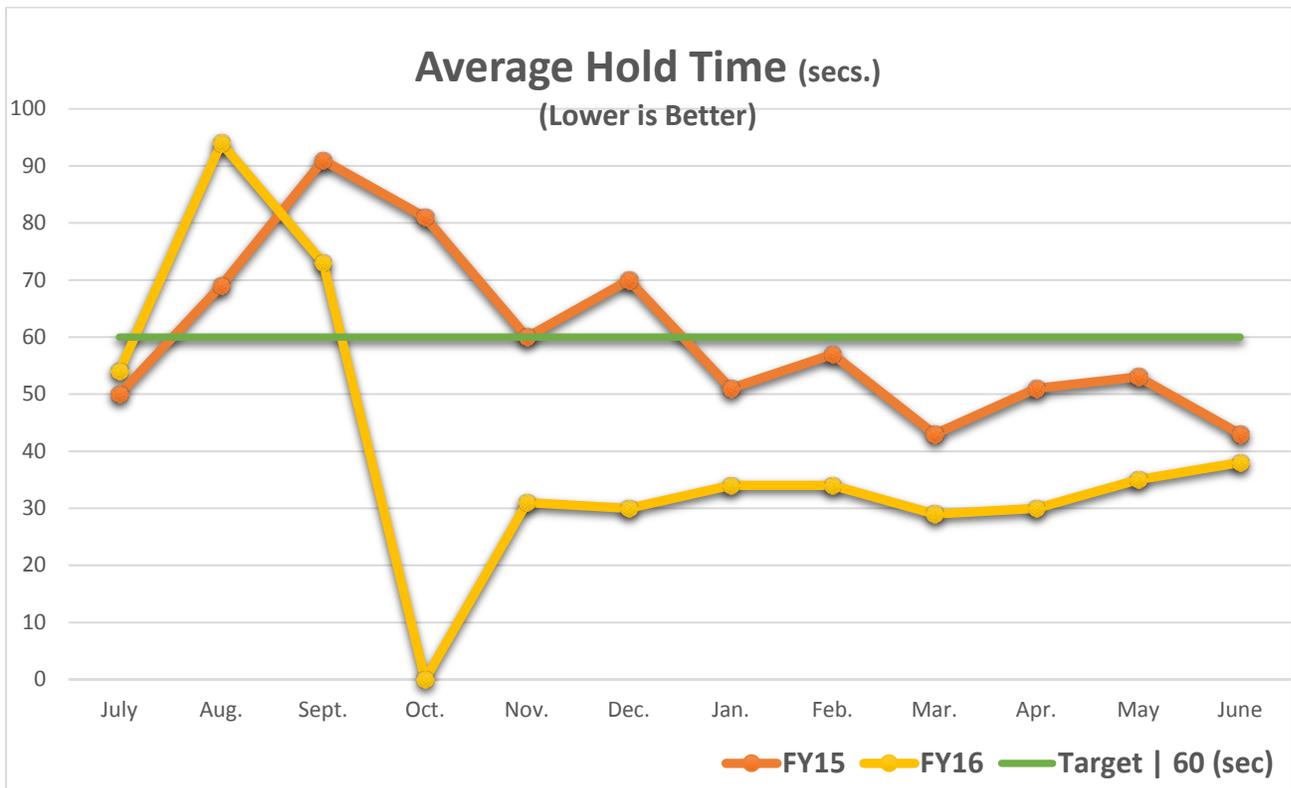
Goal 2 – Provide Outstanding Customer Service – This is measured by complaints per 100,000 boardings, schedule adherence, average hold time, and average miles between service interruptions.



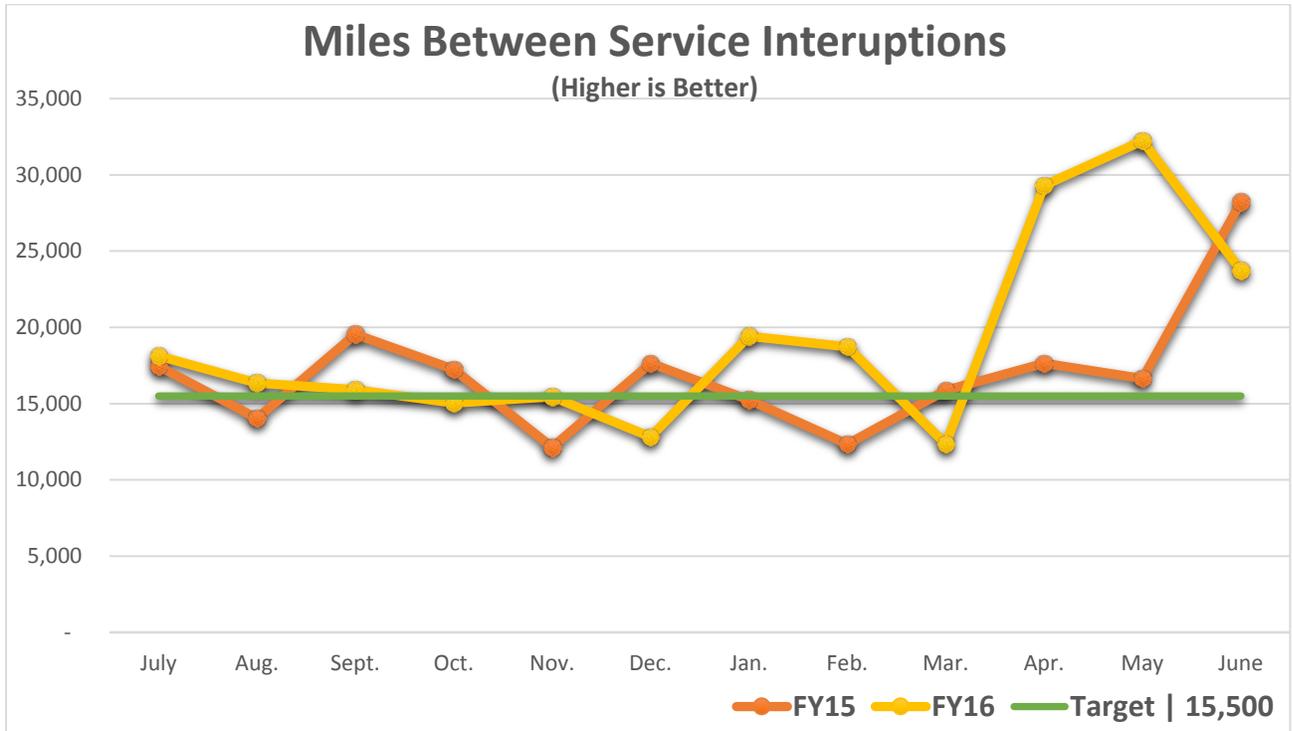
Year-end complaints per 100,000 boardings were below the performance target at 5.67, and at FY15 levels.



FY16 year-end average on-time performance (OTP) equaled 95%. Long term construction detours and ongoing traffic congestion continues to impact OTP. Although below the performance target, we are just above the contractual OTP of 94%.

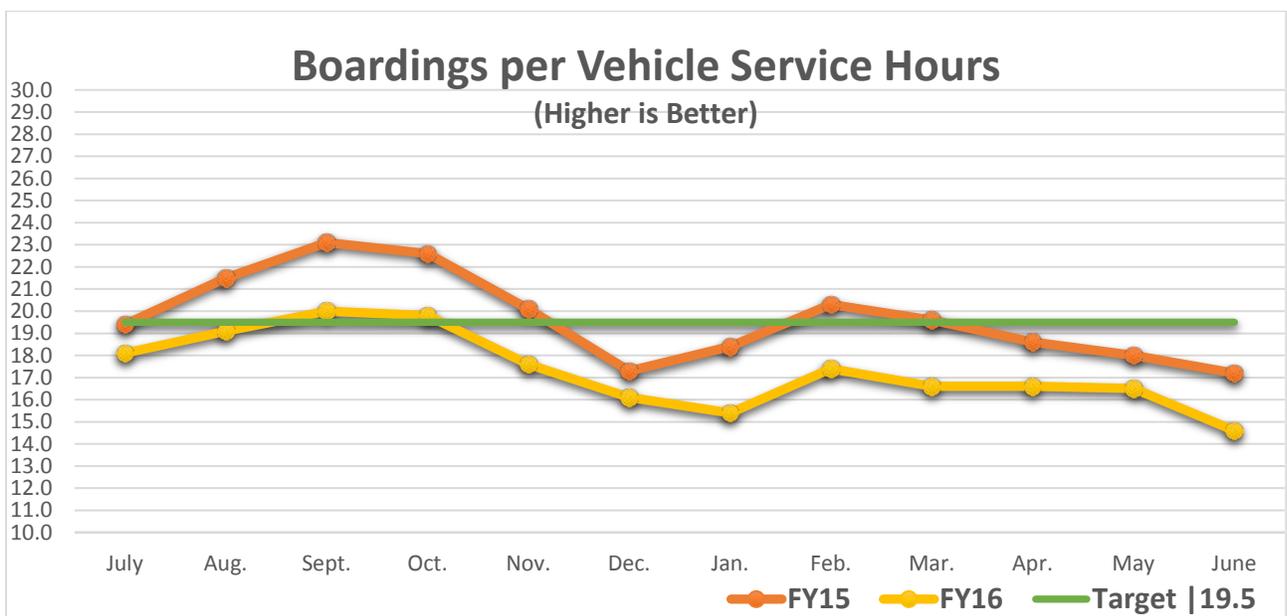


The FY16 year-end average hold time recorded was 43 seconds. Over 200,921 calls were handled during the twelve-month period. A new phone system was integrated in October and November; therefore, statistical data was not provided during that time. This is also a 28% improvement over the FY15 average hold time.

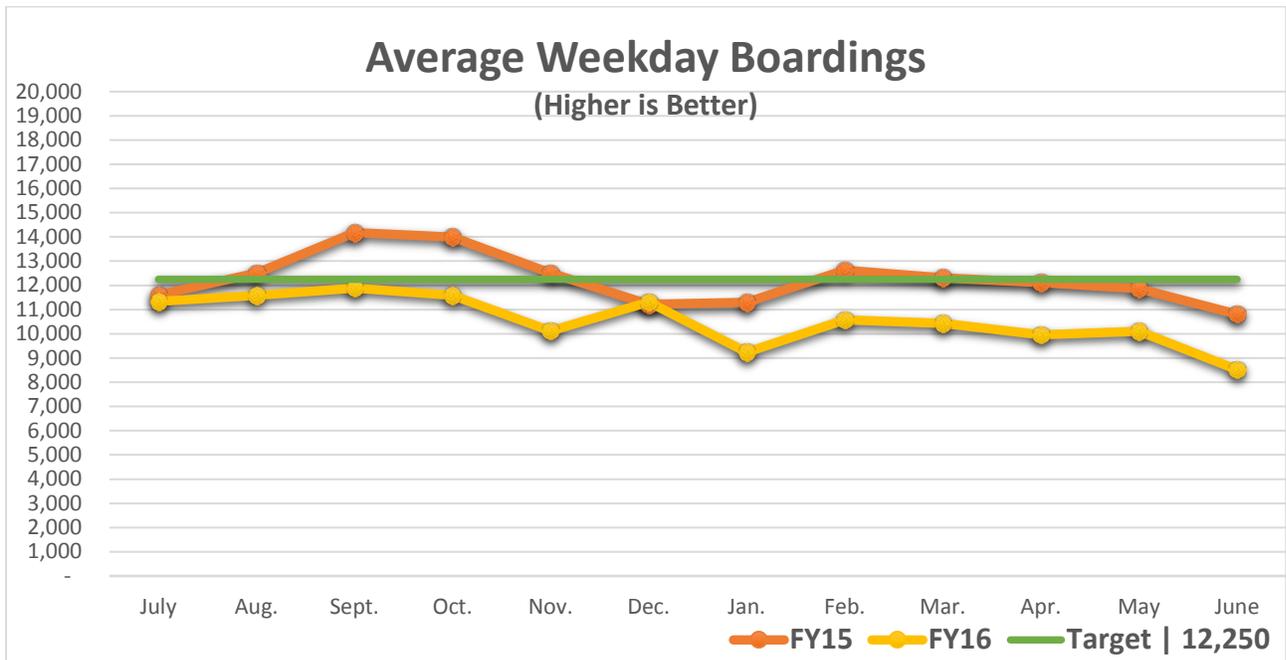


The FY16 year-end average miles between service interruptions equaled 17,839, a 12% improvement over FY15's miles between service interruptions year-end results.

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

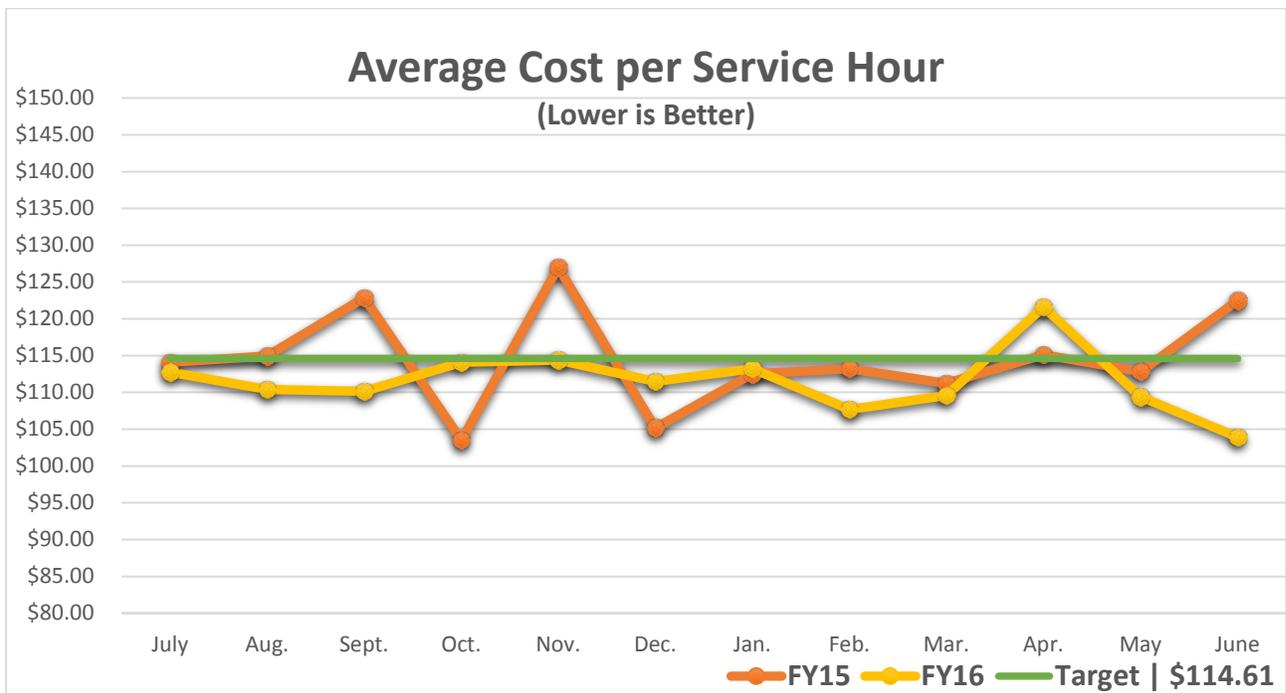


The FY16 year-end average boardings per vehicle service hour was 17.3, a decrease of 12% when compared to FY15 year-end totals. This coincides with the overall ridership decrease we are experiencing.

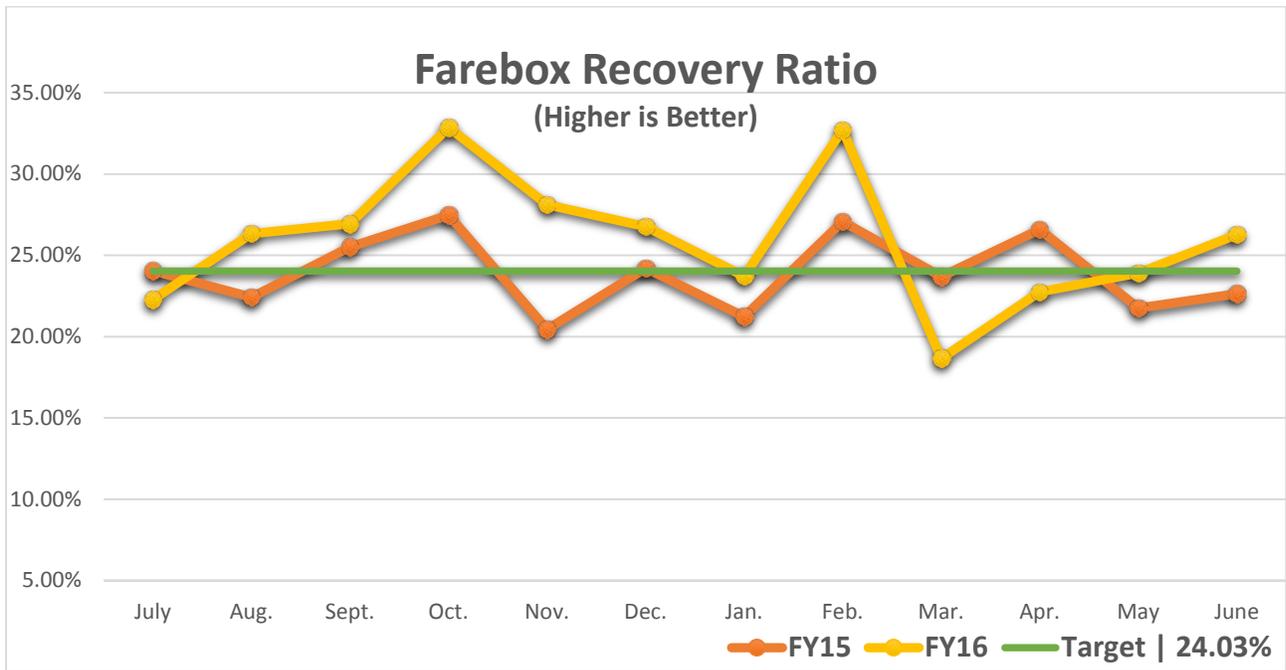


Year-end average weekday boardings are at 9,073, also a 12% decrease when compared to FY15 average weekday boardings.

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



FY16 year-end average cost per service hour equaled \$111.05. Well below the performance target of \$114.61.



The year-end average farebox recovery ratio for FY16 was 25.64%. We remain well above the performance target of 24.03%.

Prepared by:

Submitted by:

Dietter A. Aragón
 Senior Planning Officer

Len Engel
 Executive Director/CEO

Attachments: A and B - Summary of System Goals and Performance Indicators

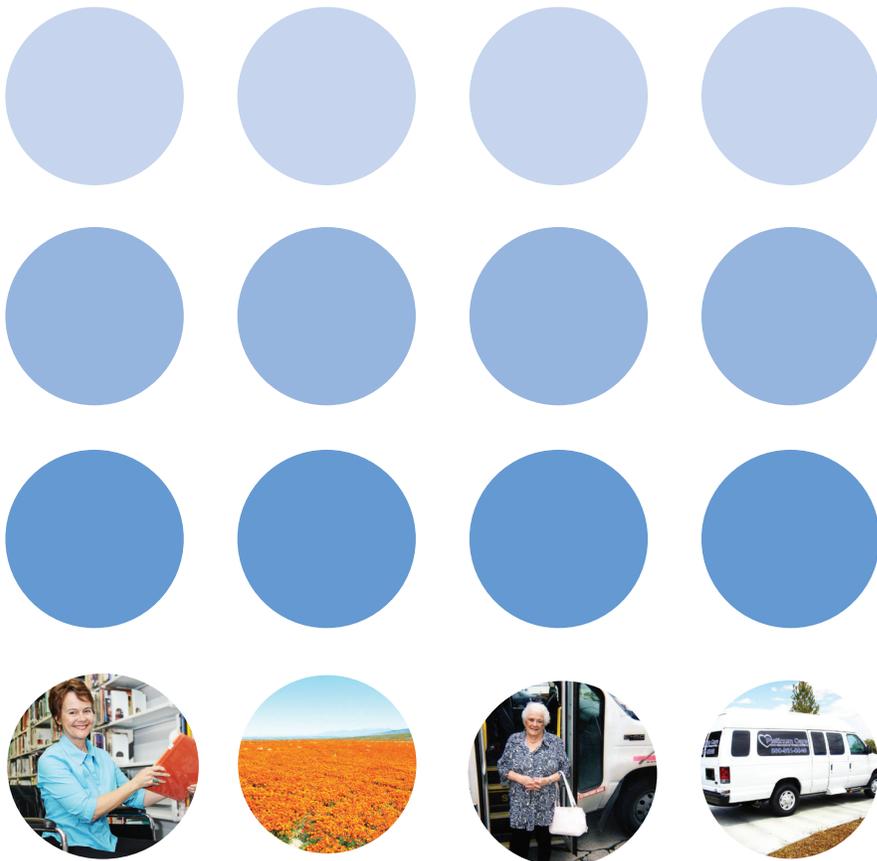
Antelope Valley Transit Authority | Attachment A: Key Indicators Report
Fiscal Year 2016

Goal	Performance Indicator	Performance Target	FY 16 Year to Date	YTD Meets/Exceeds	FY 15 Year to Date	% Change
Overall System Performance	Total Boardings	N/A	3,033,755	N/A	3,468,769	-12.54%
	Vehicle Service Hours	N/A	175,162	N/A	174,310	0.49%
	Total Fare Revenue	N/A \$	4,993,768	N/A	\$4,766,186	4.77%
	Total Operating Expense	N/A \$	19,475,462	N/A	\$19,945,096	2.35%
Safe Transit System	Preventable Accidents per 100,000 Miles	0.40	0.38	X	0.39	2.56%
Provide Outstanding Customer Service	Complaints per 100,000 Boardings	6.5	5.67	X	5.70	0.53%
	Schedule Adherence	96%	94.6%	DNM	96.0%	-1.46%
	Average Hold Time	1:00	0:43	X	1:00	28.33%
	Average Miles Between Service Interruptions	15,500	17,839	X	16,325	9.27%
Operate an Effective Transit System	Boardings per Vehicle Service Hour	19.5	17.3	DNM	19.7	-12.18%
	Average Weekday Boardings	12,250	9,073	DNM	10,358	-12.41%
Operate an Efficient Transit System	Average Cost per Vehicle Service Hour	\$114.61	\$111.05	X	\$114.42	2.95%
	Farebox Recovery Ratio	24.03%	25.64%	X	23.90%	7.30%

DNM = Does Not Meet

Antelope Valley Transit Authority | Attachment B: Operations Report
Fiscal Year 2016

Goal	Performance Target	FY 16 Year to Date	YTD Meets/Exceeds	FY 15 Year to Date	% Change
Average Fare per Boarding	\$1.41	\$1.65	X	\$1.37	19.80%
Average Cost per Boarding	\$5.90	\$6.42		\$5.75	-11.65%
Average Subsidy per Boarding	\$4.49	\$4.77		\$4.38	-9.09%
Revenue Miles	N/A	3,056,570	N/A	2,999,804	1.89%
Total Vehicle Miles	N/A	3,621,253	N/A	3,313,968	9.27%
Total Vehicle Hours	N/A	214,904	N/A	194,528	10.47%
In-Service Speed	N/A	17.4	N/A	17.2	1.40%
Boardings per Vehicle Service Mile	N/A	0.99	N/A	1.16	-14.17%



ANTELOPE VALLEY TRANSIT AUTHORITY

ORIGIN & DESTINATION SURVEY

FINAL REPORT

JULY 2016

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Executive Summary

Antelope Valley Transit Authority retained Moore & Associates to conduct an origin and destination (O&D) survey of the fixed-route service. The goal of the project was to gather information about AVTA rider origin and destination activity as well as determining how effectively the current routes serve the community, in terms of route alignment and operating time.

Chapter 1 of the report analyzes rider characteristics, while Chapter 2 analyzes origin and destination (O&D) locations by route. The survey instrument and data tables are included in the Appendices.

The survey was conducted during a ten-day period from Wednesday May 18, 2016 through Tuesday, May 31, 2016, via intercept methodology. Surveyors boarded local service buses, offered a survey to boarding passengers, and then collected the completed survey. Moore & Associates staff also assisted in survey data collection as needed. Across the survey period, a total of 2,281 valid surveys were collected.

Key findings

Rider Characteristics

The profile rider began his/her one-way trip by walking less than six blocks to a bus stop. He/she would then purchase a one-way ticket with cash, and may have to transfer routes to get to his/her final destination. In order to access AVTA trip information, he/she typically used a smart phone to access either AVTA's Trackit or MyStop application.

Origin & Destination

Several trip generators were identified during the data geocoding process. These locations include assisted living facilities (Antelope Valley Senior Center, Mayflower Gardens), educational facilities (Antelope Valley College), and retail locations (Walmart, Lowe's, and East Lancaster Plaza).

More than 90 percent of the surveyed riders either began or ended their trip within walking distance (within one-quarter mile) of a transit route, while more than half of all identified O&D locations were located in Lancaster.

While all AVTA routes showed transfer activity, Routes 1, 5, 7, 11, and 12 had the highest incidence of transfers. Transfer activity was especially high along Route 1, as it offers the most direct route between Lancaster and Palmdale. The survey data also revealed a concentration of transfer activity with origin and destination locations that involve alternative means of transportation to begin or complete the one-way trip.



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Chapter 1

Rider Characteristics

Survey Introduction

Antelope Valley Transit Authority is a publicly-funded transit provider operating twelve bus lines throughout the Antelope Valley. The goal of the project was to gather information about AVTA rider origin and destination activity as well as determine how effectively the current routes serve the community, both in terms of schedule times and routing. The survey was completed by Moore & Associates from Wednesday, May 18 through Tuesday, May 31, 2016. These dates were selected to ensure youth enrolled in Antelope Valley schools would be able to participate in the survey. Historically, school-age youth comprise a significant element of AVTA's local bus ridership.

The Origin & Destination (O&D) survey consisted of two main elements. The origin and destination element, consisted of asking riders their origin location (are they coming from home, work, shopping, etc.), and their final destination (are they going to school, work, home, medical appointment, etc.). The rider characteristics element consisted of rider specific questions about their trip, frequency of transfers, fare payment type, access to a smart phone, and valid driver license.

Methodology

Survey methodology was designed to cover no less than 75 percent of all trips (both weekday and weekend) of all local AVTA routes (1, 2, 3, 4, 5, 6, 7, 10, 11, 12, and 15) as well as Lake Los Angeles to Lancaster and Lake Los Angeles to Palmdale. School trippers were not included.

Survey Development and Administration

Moore & Associates prepared a survey instrument for AVTA review and approval. Following approval, the survey instrument was translated into Spanish.

Staffing/Recruitment

Moore & Associates contracted with a local temporary staffing firm to recruit surveyor candidates. While the staffing firm conducted a background check and ensured each recruit was eligible to work in the United States, M&A criteria for selection included the following:

- Fluency in English (written and oral),
- Fluency in Spanish (No less than 40 percent of total survey team),
- Ability to read and understand a bus schedule,
- "Common sense" problem solving capabilities,
- Ability to conform with appearance standards ("business casual" dress code – black or khaki pants, polo or collared shirt, and comfortable shoes),
- No facial tattoos or extensive visible piercings,
- The physical ability to board and ride the bus unassisted,
- Punctuality (ability to arrive 15 minutes before the start of the shift),
- Availability of reliable transportation (including public transit, bicycle, or ride from friend/family), and



- Possession of a cell phone for communication with field supervisory personnel.

All surveyors were screened and then trained by our project team. Training included an overview of the project, discussion of surveyor performance expectations, familiarization with the AVTA's local bus program and survey instrument, onboard etiquette, protocol for conducting the survey, and a review of individual assignments.

Training of surveyors was completed on Tuesday, May 17, 2016, at the staffing agency office.

Data collection

Data collection took place from Wednesday, May 18, 2016 through Tuesday, May 31, 2016 and covered both weekday and weekend service. All data was gathered via intercept methodology. A team of 16 trained temporary staff was employed for data collection, while 11 M&A staff supervised the data collection process. In conducting the survey, surveyors would ride different buses and routes, introduce themselves on behalf of AVTA, and offer a survey to all boarding passengers. They would then collect the survey when completed. The survey instrument is included in the Appendix of this report. Ultimately, the survey garnered 2,281 valid responses

All survey forms were collected by Moore & Associates for data entry, cleaning, and analysis.

Data Processing

All survey data was entered into Survey Monkey using dedicated data entry personnel. Temporary staff was recruited for the data entry process, while M&A staff reviewed data entry work on a daily basis and also conducting spot-checks throughout the data entry process.

Data cleaning was undertaken by trained M&A personnel following completion of data entry. This process resolved variations in data formatting that resulted in identical responses being sorted as different (i.e., "W Ave. P" and "West Avenue P" were cleaned to form one response). The cleaned data was then imported into a Statistical Package for the Social Sciences (SPSS) software for further analysis.

Once addresses and intersection data were cleaned, ArcGIS for Desktop 10.3 (Geographic Information Systems (GIS)) was utilized to geocode origin and destination locations.

The SPSS database allowed our project team to compile simple frequencies as well as perform cross-tabulations within each dataset. Data cross-tabulations allow comparisons between survey responses that can provide additional insight into rider profiles and transfer patterns.

Based on commonalities in response data, certain conclusions were drawn regarding travel rider characteristics.

Travel characteristics

- Nearly 40 percent (38.8 percent) of surveyed riders indicated beginning the one-way trip at home.
- 75 percent of surveyed riders access the origin bus stop via walking.
 - Nearly 90 percent walked up to five blocks.

- The largest percentage of riders (37.8 percent) needing a transfer to begin a trip would do so along a route traversing only Lancaster (Routes 4, 5, 11, and 12).
- The largest percentage of riders (42.6 percent) needing a transfer to complete a trip would do so along a route traversing only Lancaster (4, 5, 11, and 12).
- 85 percent of AVTA riders walked from their last bus to their final destination.
 - Nearly 90 percent of those riders walked between one and five blocks.
- More than 50 percent (56.8 percent) of riders indicated paying cash or riding for free.
- One in three riders indicated walking or cycling as a travel means (in the event AVTA service is not available).

Rider profile

- Nearly 70 percent of surveyed riders indicated having access to a smart phone, while 65.4 percent indicated using AVTA's Trackit or the mobile application, MyStop.
- Less than 40 percent of surveyed riders cited possession of a valid driver license.

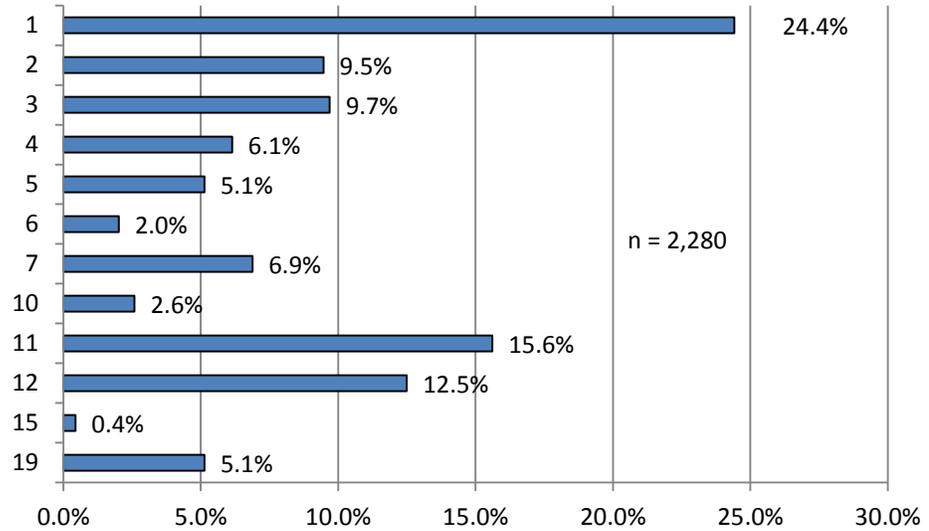
Exhibits

The balance of this chapter presents exhibits illustrating responses to individual survey questions.



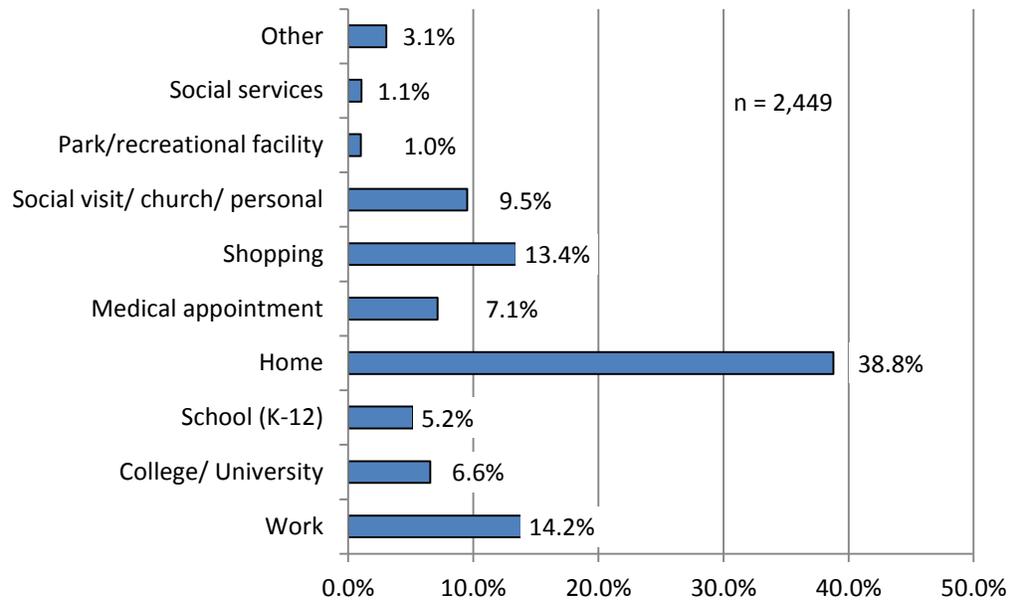
What route are you telling us about today?

Exhibit 1.1 Route



Question 1: What type of place are you coming from?

Exhibit 1.2 Origin Location



Question 2: How did you get to the very first bus you rode on this one-way trip?

Exhibit 1.3 Mode of Travel to Bus Stop

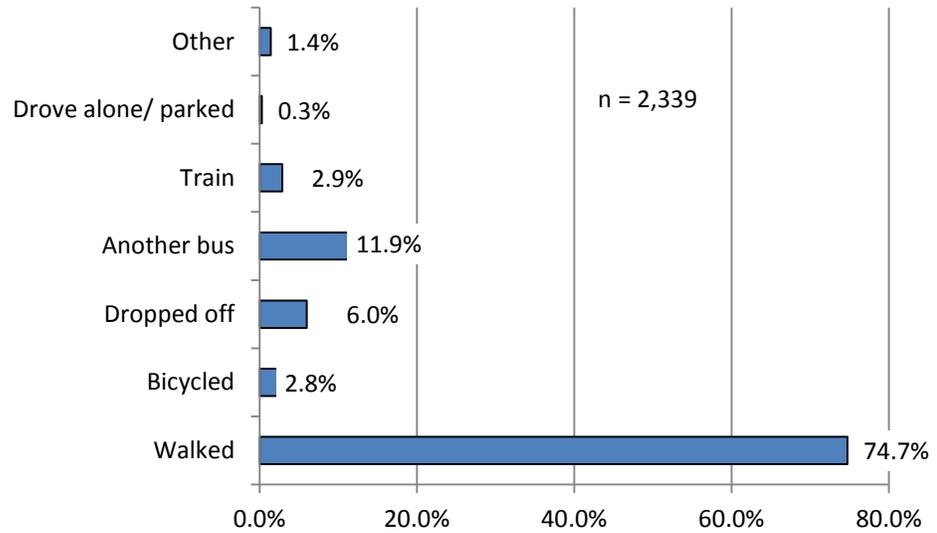
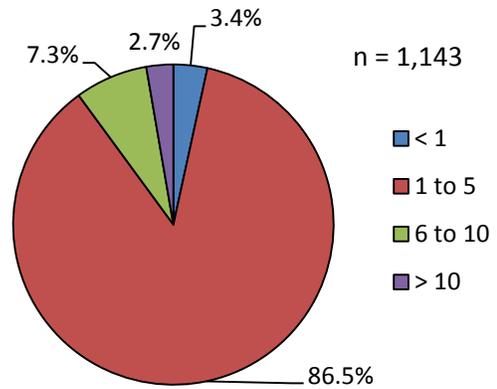
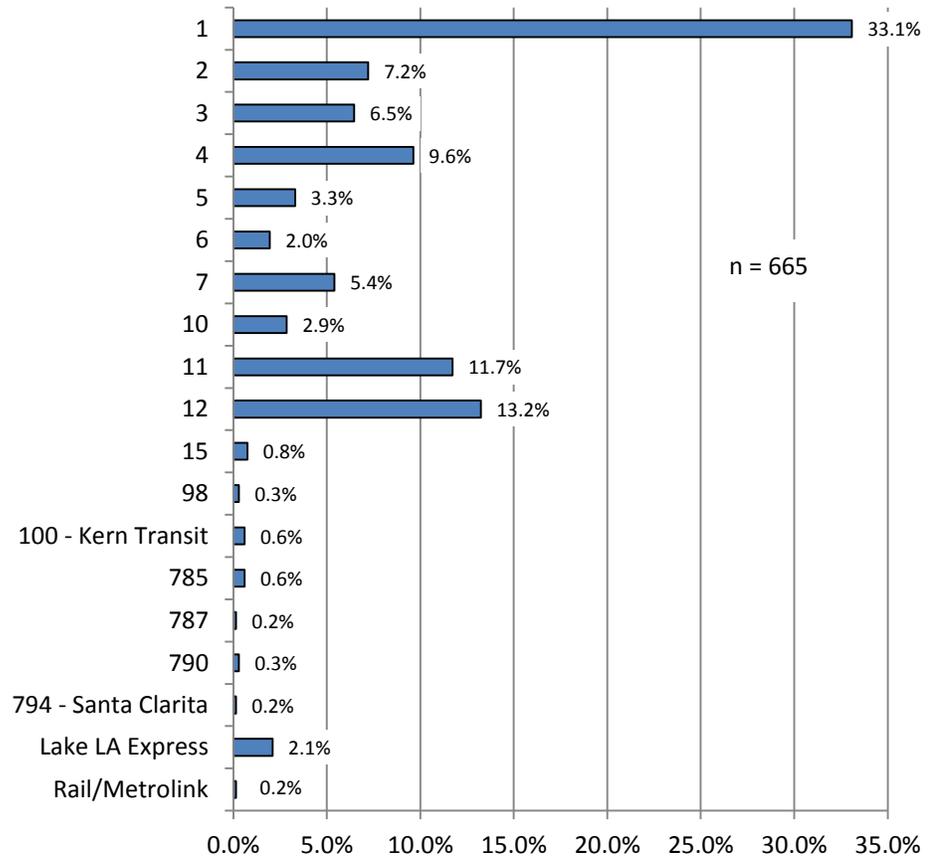


Exhibit 1.4 Blocks Walked or Biked



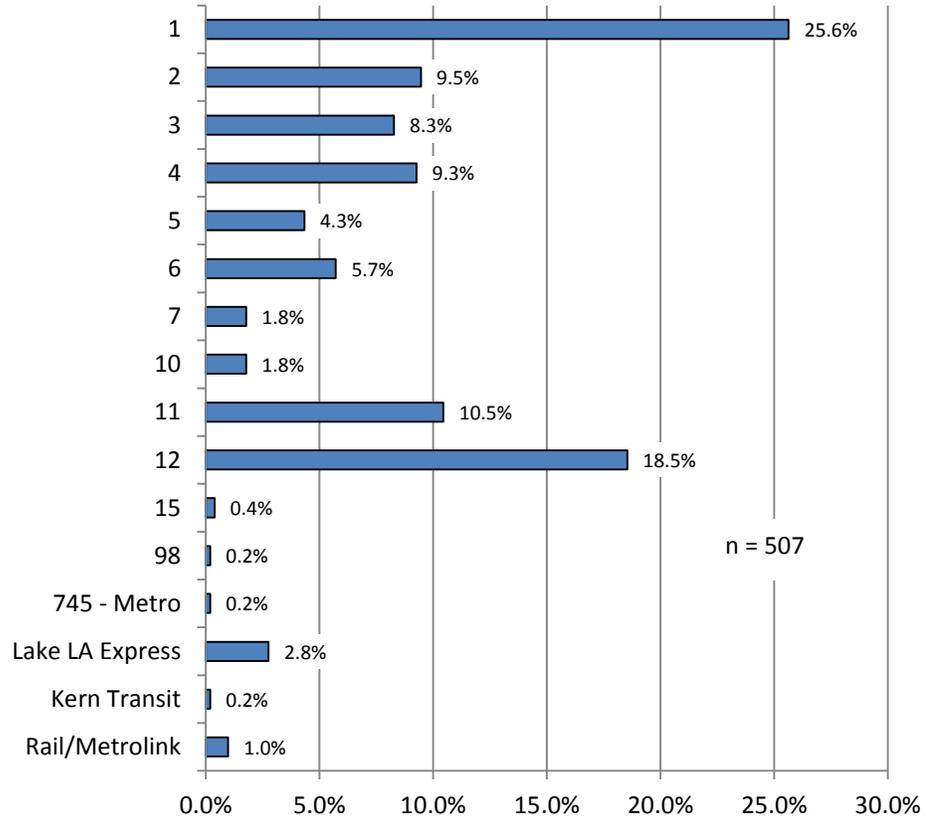
Question 3: If you transferred from another bus, what was the route/line number?

Exhibit 1.5 Route Transfer From



Question 4: If you will transfer to another bus to complete this one-way trip, which route/line number?

Exhibit 1.6 Route Transfer To



Cross-tabulation: Route vs. Transfer

In order to understand the full impact of transfer activity on all AVTA routes, a data cross-tabulation of all transfer activity by route was conducted. Exhibit 1.7 illustrates total transfer activity as a percentage of overall ridership by route. For instance, 19.4 percent of riders on Route 2 indicated either transferring from/to Route 1 during their bus trip. However, only 8.1 percent of Route 1 riders indicated transferring to/from Route 2.

Route 1 garnered the most transfer activity as at least 14 percent of surveyed riders on all local AVTA routes either transferred to/from Route 1. Other routes with high transfer rates include Route 15 (20 percent to/from Route 2) and Route 10 (23.7 percent to/from Route 12).

Exhibit 1.7 Incidence of Transfers

Total Transfers To/From -->	Route 1	Route 2	Route 3	Route 4	Route 5	Route 6	Route 7	Route 10	Route 11	Route 12	Route 15	Route 19	School tripper	AVTA Commuter	Kern Transit	Santa Clarita Transit	Metrolink	Metro	Total Responses
Route 1	0.0%	8.1%	5.9%	5.6%	1.8%	1.3%	3.2%	1.4%	7.7%	12.4%	0.0%	1.4%	0.2%	0.2%	0.2%	0.0%	0.0%	0.0%	557
Route 2	19.4%	0.0%	7.9%	0.0%	0.0%	0.5%	1.9%	0.9%	1.4%	2.3%	0.5%	0.9%	0.0%	0.0%	0.0%	0.0%	0.5%	0.0%	216
Route 3	25.8%	7.7%	0.0%	0.0%	0.0%	1.4%	0.9%	1.4%	0.9%	2.3%	0.9%	0.0%	0.9%	1.4%	0.0%	0.0%	0.0%	0.0%	221
Route 4	20.7%	2.1%	0.7%	0.0%	1.4%	0.0%	4.3%	0.7%	17.1%	12.9%	0.0%	0.0%	0.0%	0.7%	1.4%	0.0%	0.0%	1.4%	140
Route 5	21.4%	2.6%	0.0%	12.0%	0.0%	0.0%	14.5%	0.0%	7.7%	7.7%	0.9%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	117
Route 6	34.8%	8.7%	4.3%	0.0%	0.0%	0.0%	2.2%	6.5%	0.0%	4.3%	2.2%	4.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	46
Route 7	14.0%	1.3%	5.1%	5.7%	3.2%	0.0%	0.0%	1.3%	8.9%	0.6%	0.0%	1.3%	0.0%	0.0%	0.0%	0.0%	0.6%	0.0%	157
Route 10	15.3%	10.2%	3.4%	10.2%	1.7%	3.4%	0.0%	0.0%	6.8%	23.7%	0.0%	3.4%	0.0%	1.7%	0.0%	1.7%	0.0%	0.0%	59
Route 11	15.7%	0.3%	0.8%	6.2%	3.4%	0.3%	2.2%	0.8%	0.0%	9.8%	0.0%	1.1%	0.0%	0.0%	0.0%	0.0%	0.3%	0.6%	356
Route 12	16.1%	1.1%	1.4%	6.7%	3.2%	0.4%	1.1%	1.4%	7.4%	0.0%	0.0%	0.7%	0.0%	0.0%	0.7%	0.0%	0.4%	0.0%	285
Route 15	20.0%	20.0%	0.0%	0.0%	0.0%	0.0%	0.0%	10.0%	0.0%	10.0%	0.0%	10.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	10
Route 19	17.1%	3.4%	3.4%	1.7%	0.9%	1.7%	0.9%	1.7%	4.3%	11.1%	0.0%	0.0%	0.0%	0.9%	0.0%	0.0%	0.0%	0.0%	117
Total	15.3%	4.5%	3.4%	4.8%	1.9%	0.9%	2.8%	1.3%	5.8%	8.0%	0.2%	1.2%	0.1%	0.3%	0.2%	0.0%	0.2%	0.2%	2,281



Question 5: How will you get from the very last bus to your final destination for this one-way trip?

Exhibit 1.8 Mode of Travel to Final Destination

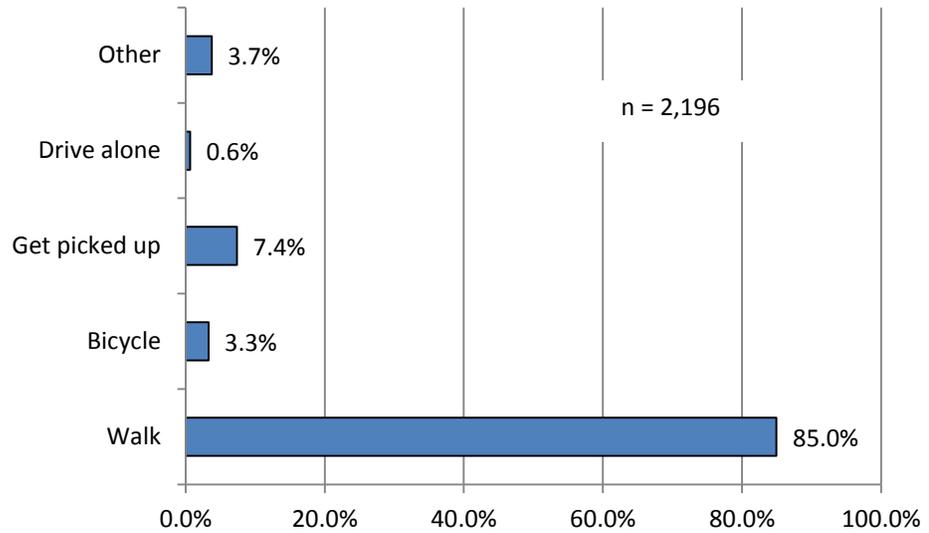
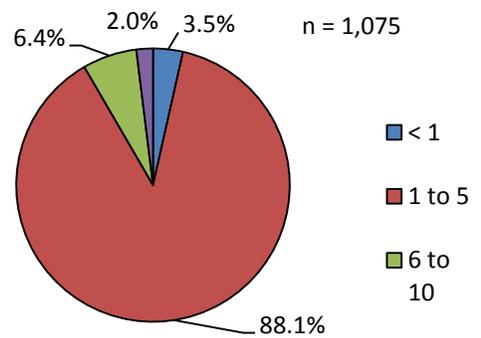
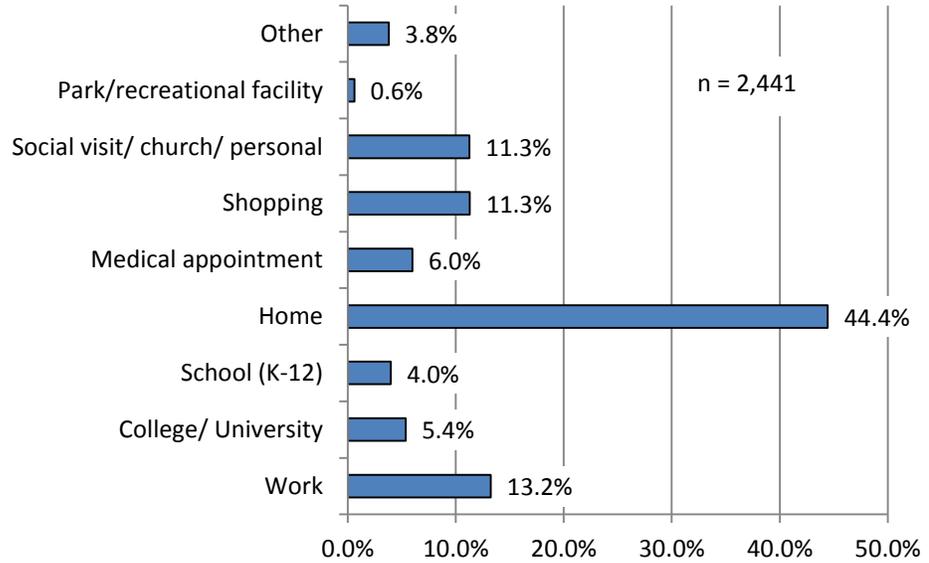


Exhibit 1.9 Blocks Walked or Biked



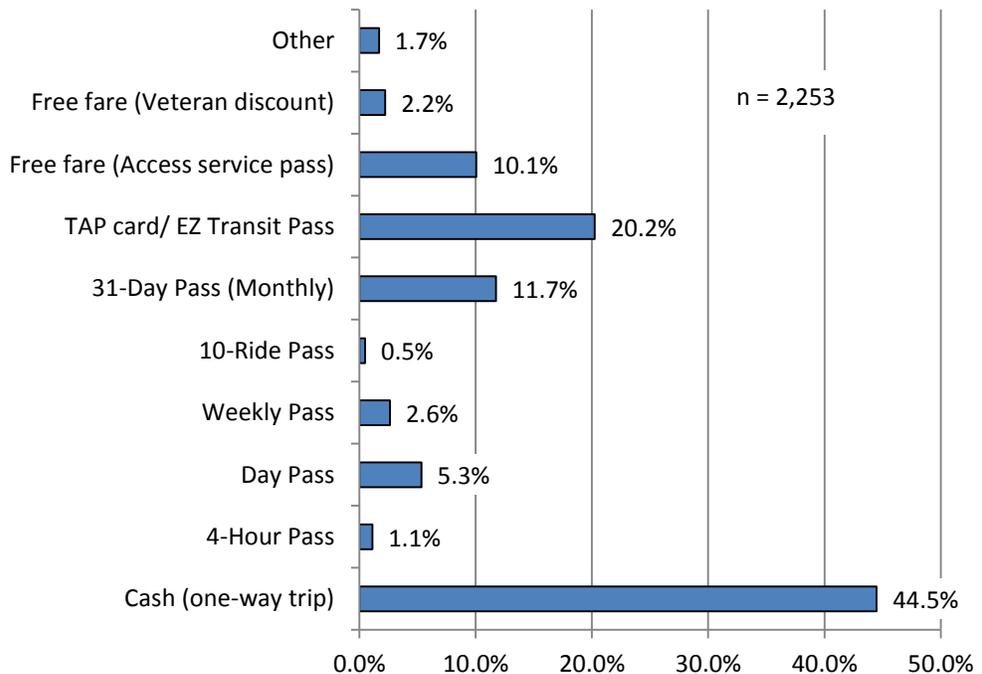
Question 6: What type of place is your final destination?

Exhibit 1.10 Destination Location



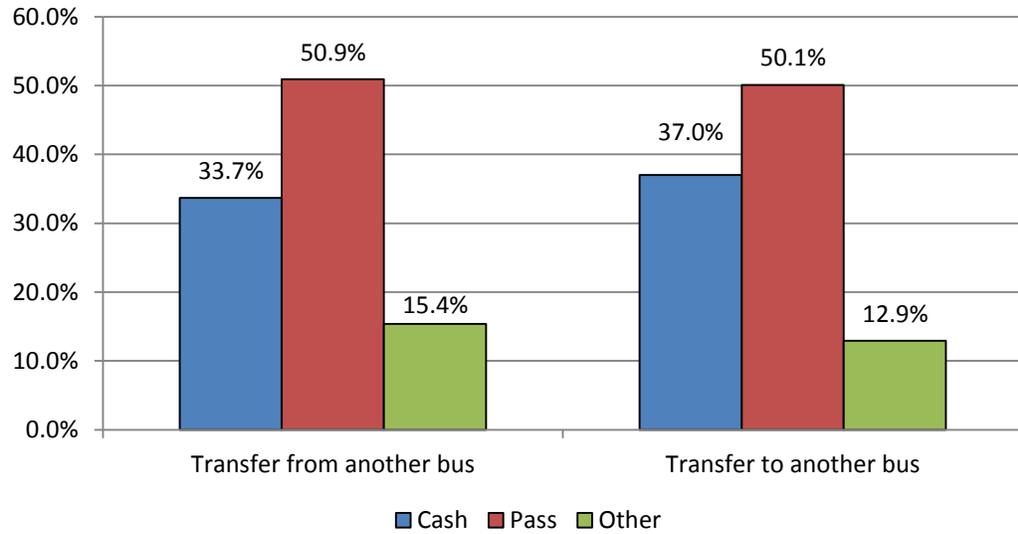
Question 7: How did you pay for this one-way trip?

Exhibit 1.11 Method of Payment



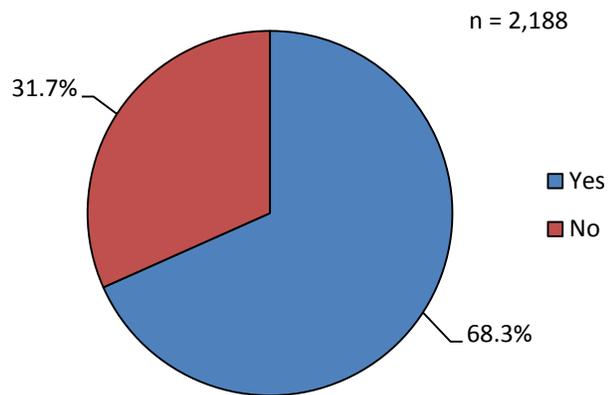
Cross-tabulation: Transfer vs. Method of Payment

Exhibit 1.12 Method of Payment to Transfer



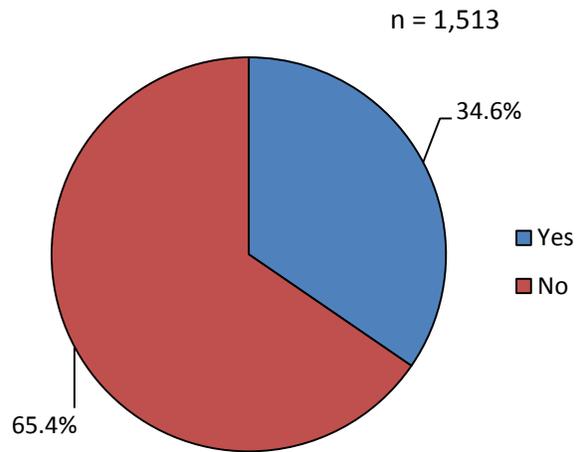
Question 8: Do you have access to a smart phone?

Exhibit 1.13 Access to Smart Phone



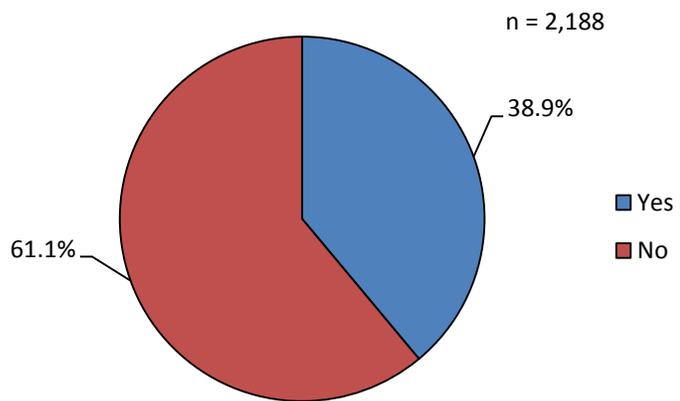
Question 8a: If you have access to a smart phone, have you ever used AVTA's Trackit or Mobile App MyStop for bus/transit schedules, or service information?

Exhibit 1.14 Usage of Mobile App



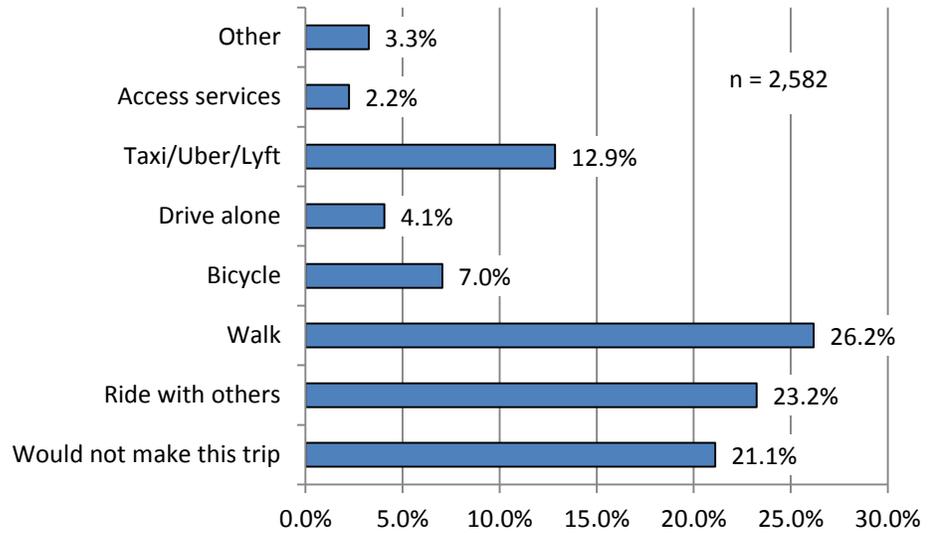
Question 9: Do you possess a valid driver license?

Exhibit 1.14 Driver License



Question 10: If AVTA service was not available, how would you have made the surveyed trip?

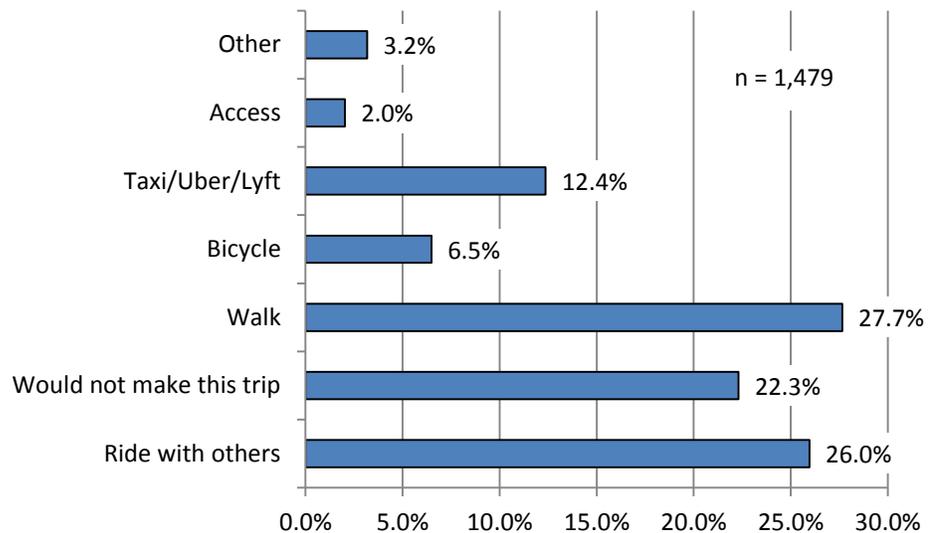
Exhibit 1.15 Mobility Options



Cross-tabulation: Driver License vs. If AVTA service was not available, how would you make this one-way trip?

Those riders without a valid driver license chose multiple alternatives for completing a one-way trip if AVTA service was not available. One in three surveyed riders would walk or ride cycle.

Exhibit 1.16 Driver License vs. Other Trip Options



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Chapter 2

Origin & Destination Maps

Methodology

The mapping process included in this chapter represents geocoded survey data illustrating the O&D locations of riders by bus route. This data was provided during the data collection phase, and includes O&D locations in the form of address and intersection information. Each address or intersection was cleaned and verified by M&A staff, to accurately represent the travel patterns of riders between May 18 to May 31, 2016.

A separate map for each route was prepared and included origin and destination locations of riders within the Antelope Valley. Separate maps were also developed of the four interlined routes (Routes 2-3 and Routes 11-12), as well as a systemwide map. Locations outside the Antelope Valley (City of Los Angeles, City of Santa Clarita, etc.) were deemed outside the scope of this analysis. Therefore this data was not included in the mapping process. Intersection data by route was consolidated regardless of the day that the data was collected.

Analysis

Trip Generators

There were a few noticeable trends during the address and intersection geocoding process. High activity locations (Trip Generators) including AVTA transit centers, shopping centers, educational facilities, and assisted living facilities were identified. A list of high activity locations by jurisdiction is presented below.

Lancaster

- Antelope Valley College;
- Lancaster City Park;
- East Avenue J & 20th Street East (East Lancaster Plaza, Superior Grocers, Walmart);
- Antelope Valley Senior Center; and
- West Avenue I & 10th Street West (small retail and restaurants).

Palmdale

- Legacy Commons;
- Palmdale city hall; and
- East Avenue S & 47th Street East (Walmart, Lowe's, Stater Bros. Markets, etc.).

Quartz Hill

- West Avenue M & 50th Street West (transfer point for Route 5 and Route 7); and
- Mayflower Gardens.

Spatial Trends

More than half of all origin locations (50.7 percent) and destination locations (54.8 percent) were located in Lancaster, while 39 percent of all origin locations and 37 percent of destination locations were located in Palmdale. This is likely due to Lancaster having significant concentrations of households at or



below the federal poverty line, as well as more seniors (aged 65 years and older) than Palmdale.¹ These two demographic groups reflect a portion of the environmental justice populations that are historically dependent on public transit. It is also worth noting that a higher concentration of rental units exists in Lancaster than in Palmdale, further explaining the high rider O&D locations in Lancaster.

Distance from Transit Routes

Analysis of O&D locations in the Antelope Valley reveals more than 90 percent of surveyed riders either began their trip or ended their trip within walking distance (within one-quarter mile) of a transit route. This finding is supported by Exhibits 1.3 and 1.8.

Lancaster is a sprawling community with residential neighborhoods spread across more than 90 square miles. This spatial composition may account for why nearly one in two riders (45 percent) ended their trip (outside one-quarter mile of a transit route) in Lancaster. By contrast, in the much more densely populated neighborhoods of Palmdale, less than 30 percent (27.5 percent) of riders traveled more than one-quarter mile to get to their final destination.

Transfers

It appears from the geocoding process that transfer activity occurred on all routes in the Antelope Valley. The sprawling makeup of the Antelope Valley contributes to the high transfer activity. Route 1 is considered AVTA's trunkline, connecting Lancaster and Palmdale via 10th Street West and East Palmdale Boulevard. As such, Route 1 produces considerable transfer activity, as presented in Exhibit 2.1, as well as supported by Exhibit 1.7. A review of Exhibit 2.1 reveals a high concentration of O&D locations along Routes 4 and 11 in Lancaster, and along Route 2 in Palmdale. This suggests the surveyed riders either started their trip or ended their trip by transfer to/from another AVTA route.

Other routes that appear to have higher transfer activity from rider O&D locations include Routes 5, 7, 11, and 12. Route 5, running east to west, from Lancaster City Park to Mayflower Gardens, has riders ending their trip along or near other routes (Route 1, 7, 11, and 12).

Route 7, traversing western Lancaster and Palmdale, has a high concentration of riders that started or ended a trip outside one-quarter mile of all transit routes. This suggests alternative means of travel were utilized to connect with a transit route.

Routes 11 and 12 (both located in Lancaster) are interlined. These routes connect riders to multiple trip generators (Antelope Valley College, Lancaster City Park, Antelope Valley Senior Center, etc.). A review of Exhibit 2.12 reveals much of the O&D locations are located in Lancaster, with some riders transferring to/from Routes 1, 4, 5, 7, 10, and 19. There is also a high concentration of riders needing other modes of transportation to begin or end their trip.

Exhibits 2.1 – 2.15 present O&D locations by route with a one-quarter mile buffer surrounding each route.

¹ Route to Success: Antelope Valley Transit Authority Comprehensive Operational Analysis & Ten-Year Plan, 2014, Nelson Nygaard.

Exhibit 2.1 Route 1 O&D Activity

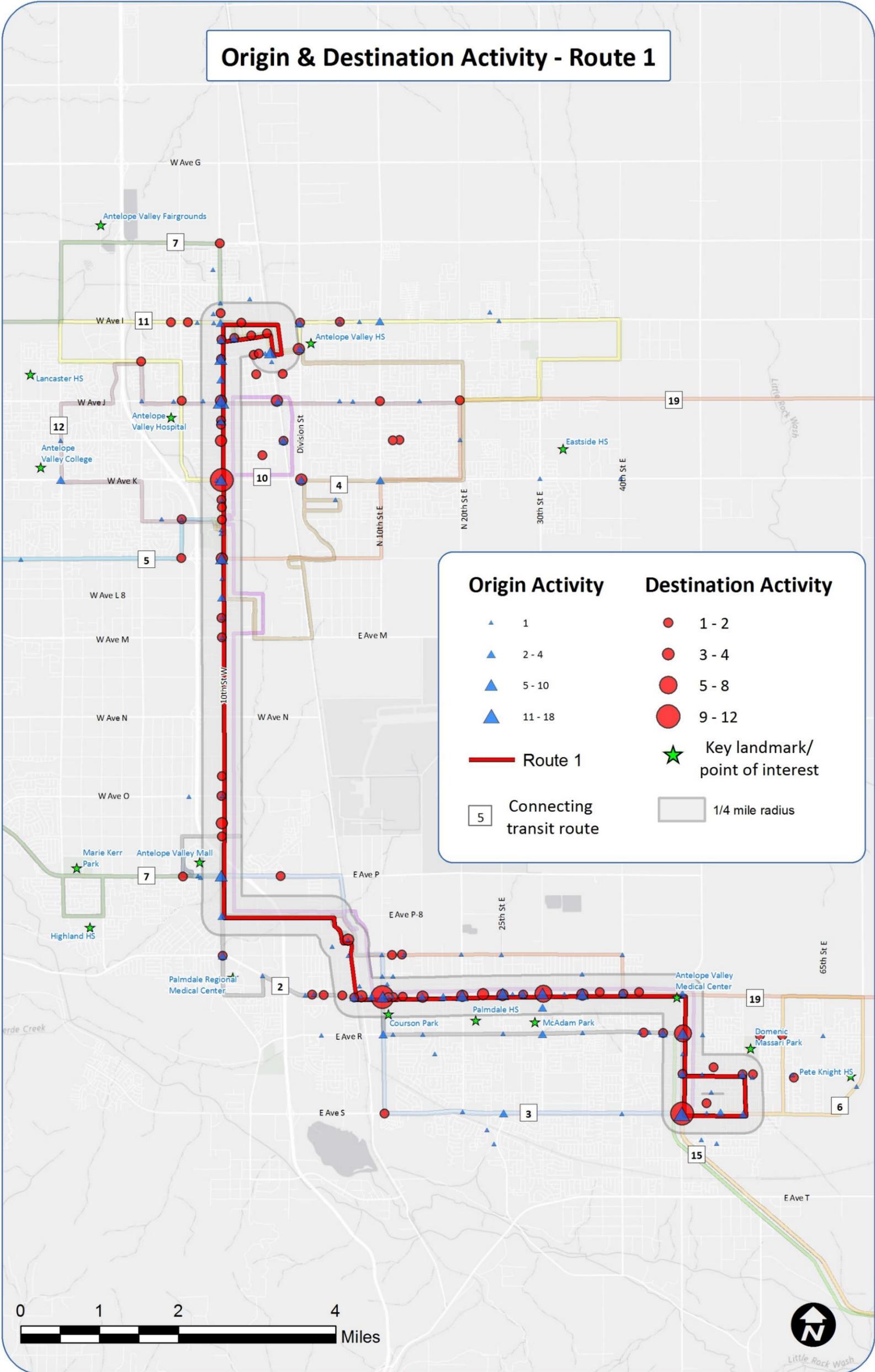


Exhibit 2.2 Route 2 O&D Activity

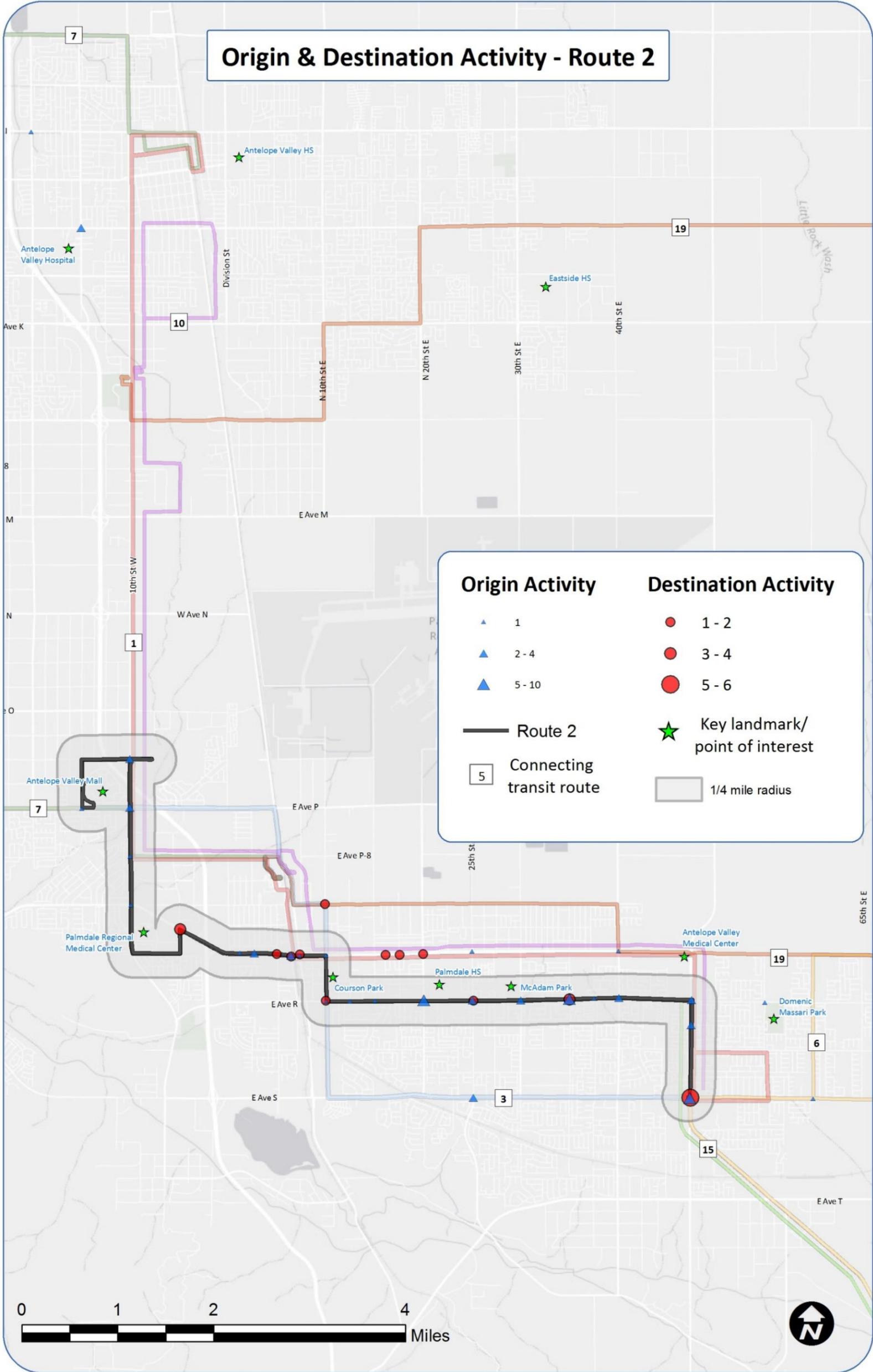


Exhibit 2.3 Route 3 O&D Activity

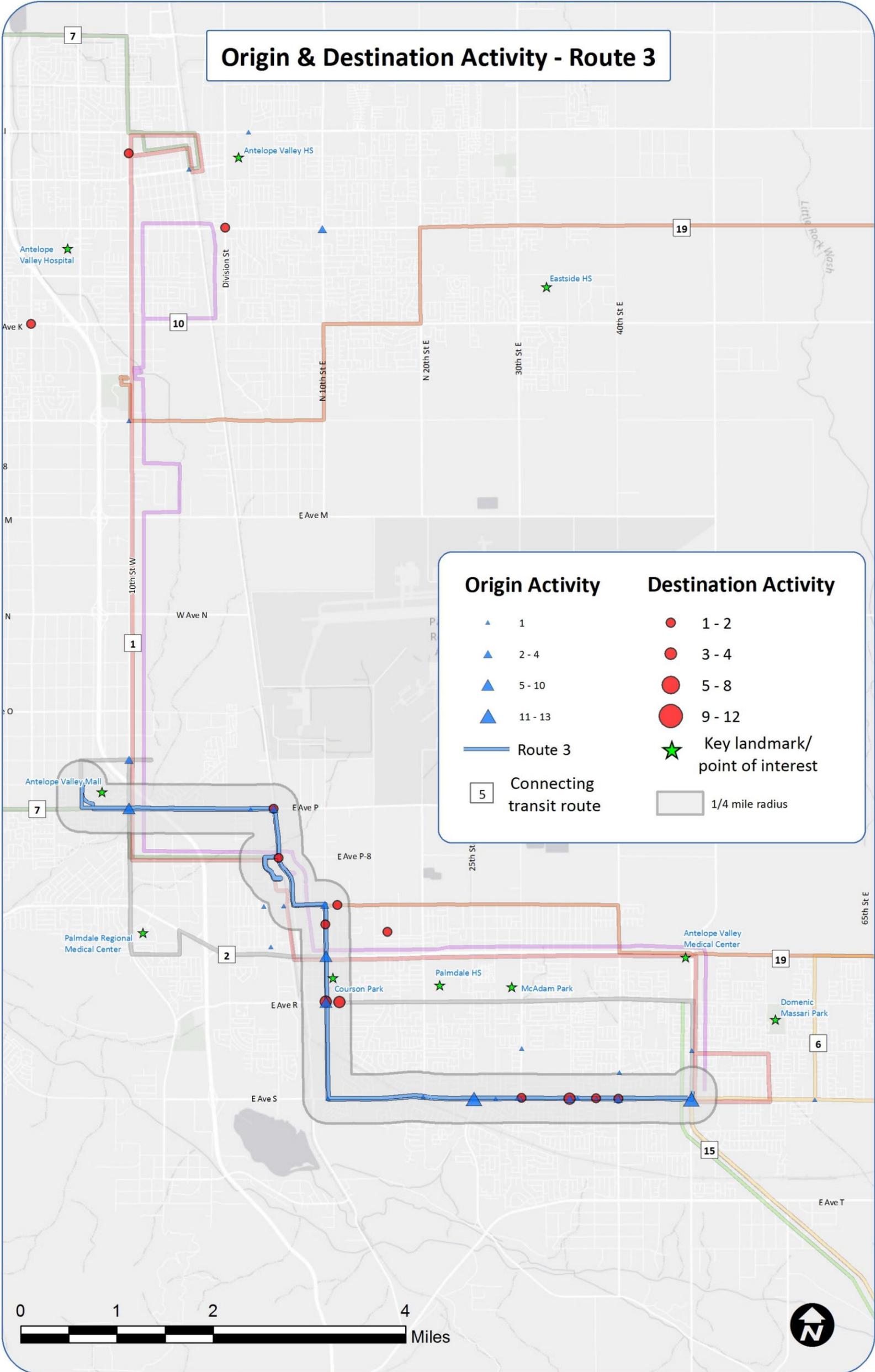


Exhibit 2.4 Interlined Routes 2 and 3 O&D Activity

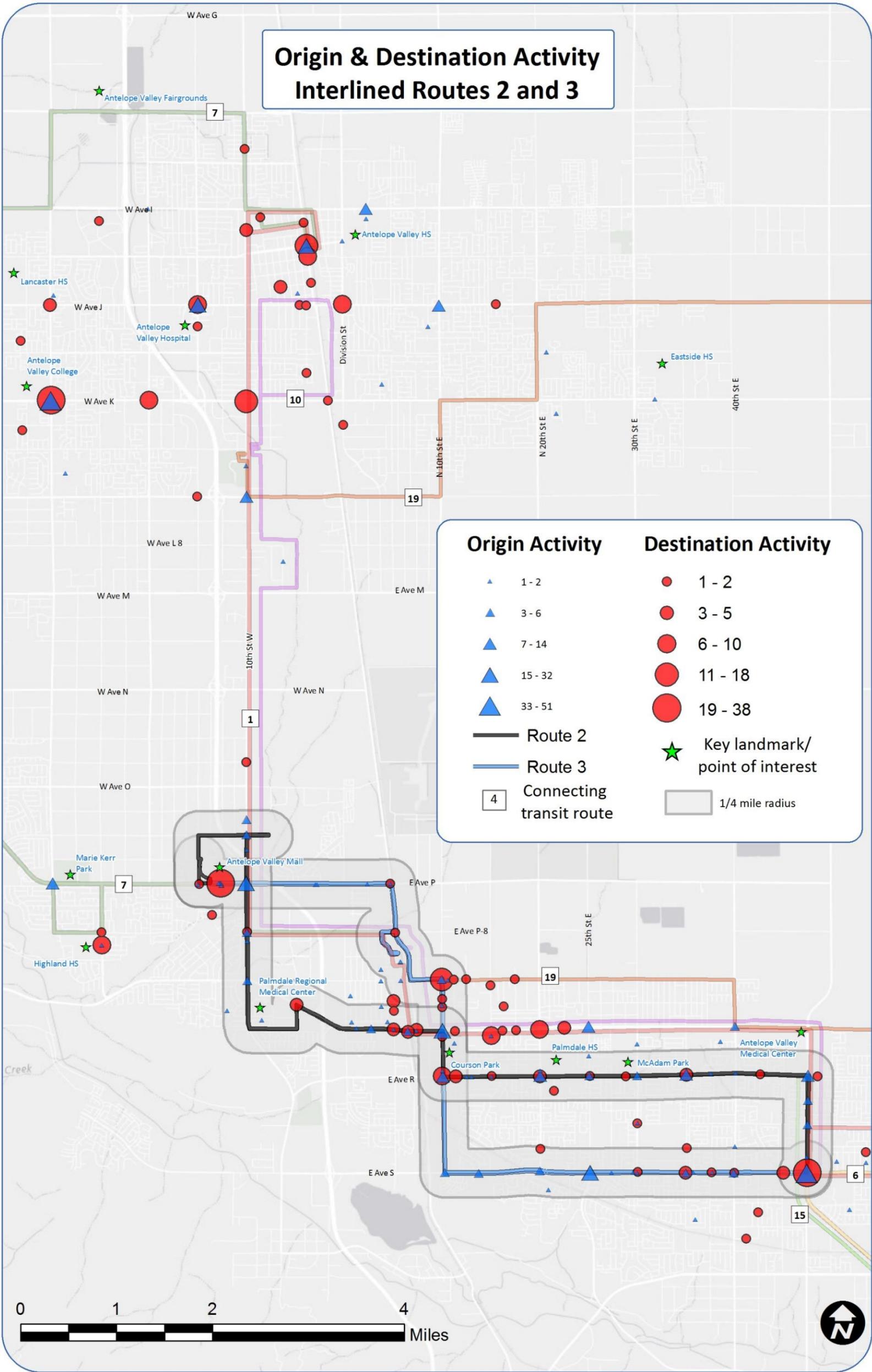


Exhibit 2.5 Route 4 O&D Activity

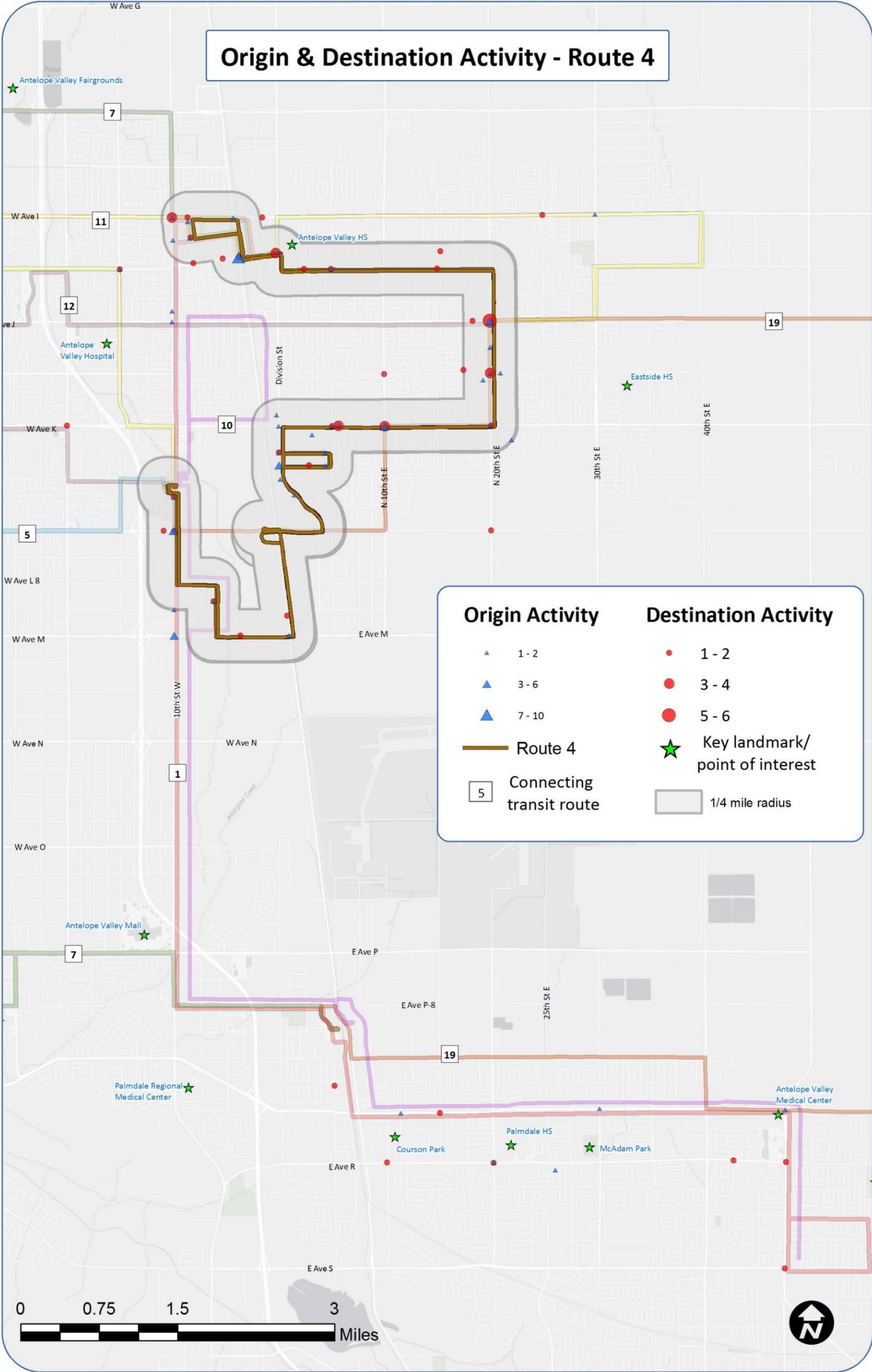


Exhibit 2.6 Route 5 O&D Activity

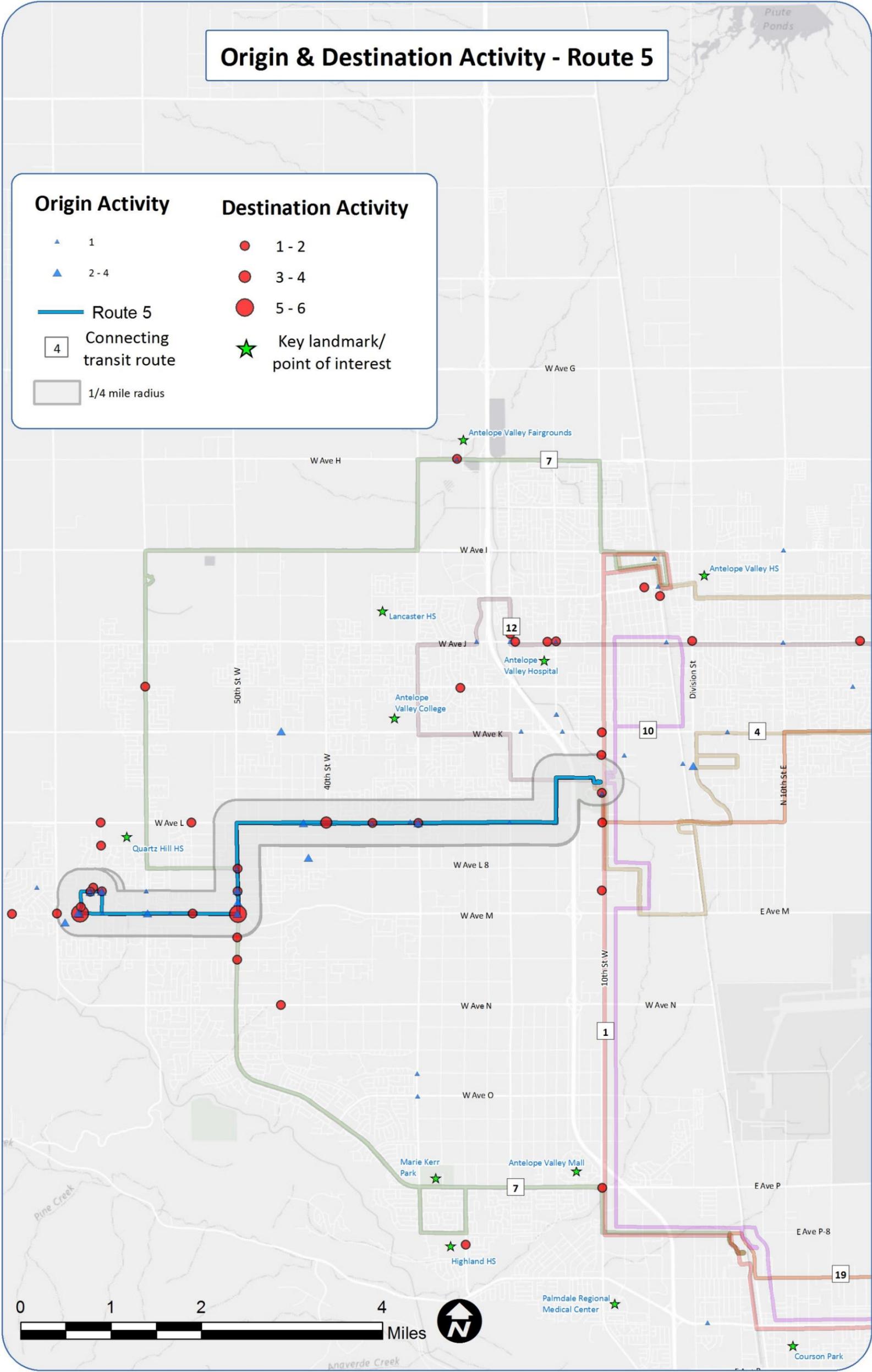


Exhibit 2.7 Route 6 O&D Activity

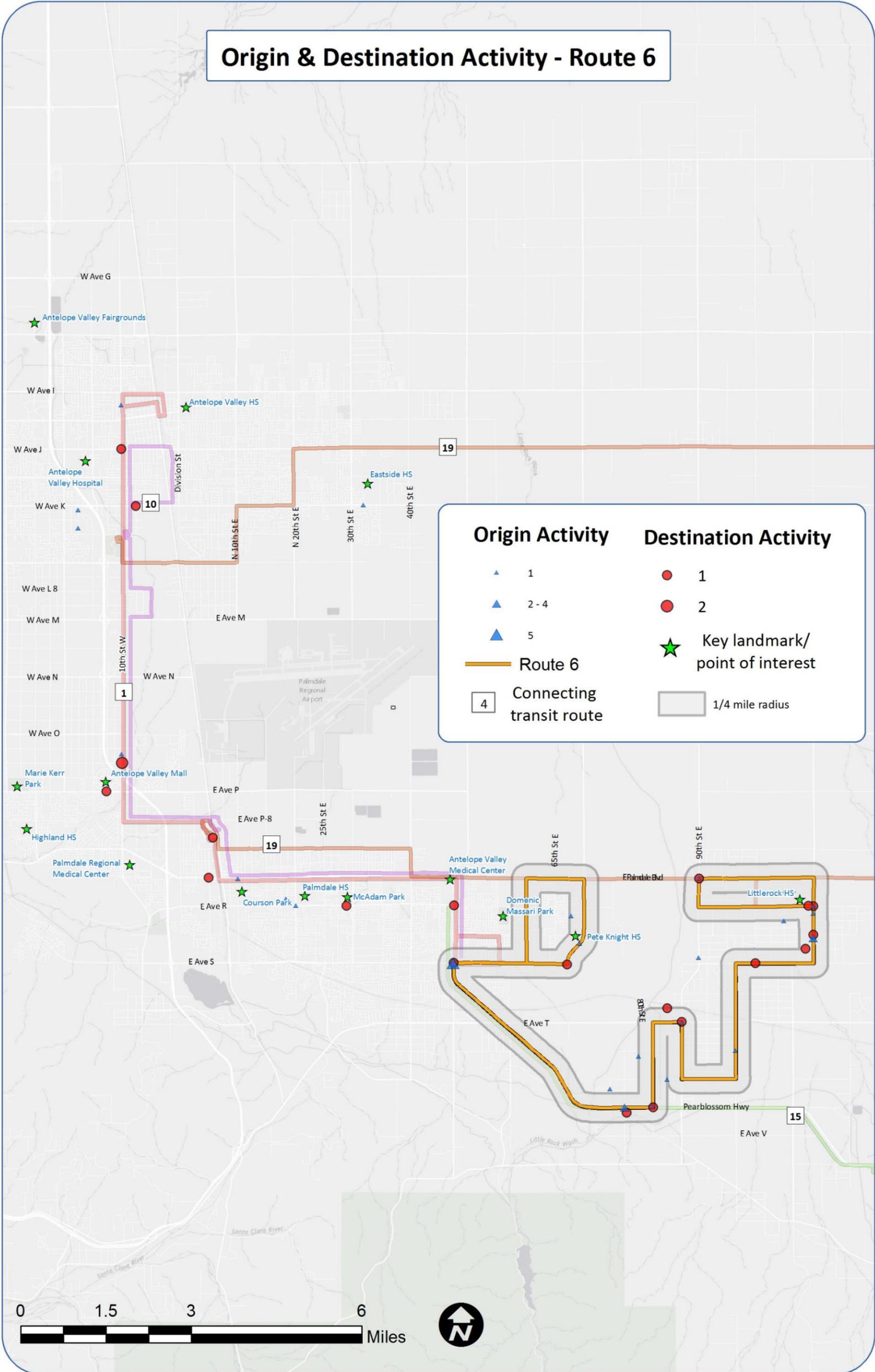


Exhibit 2.8 Route 7 O&D Activity

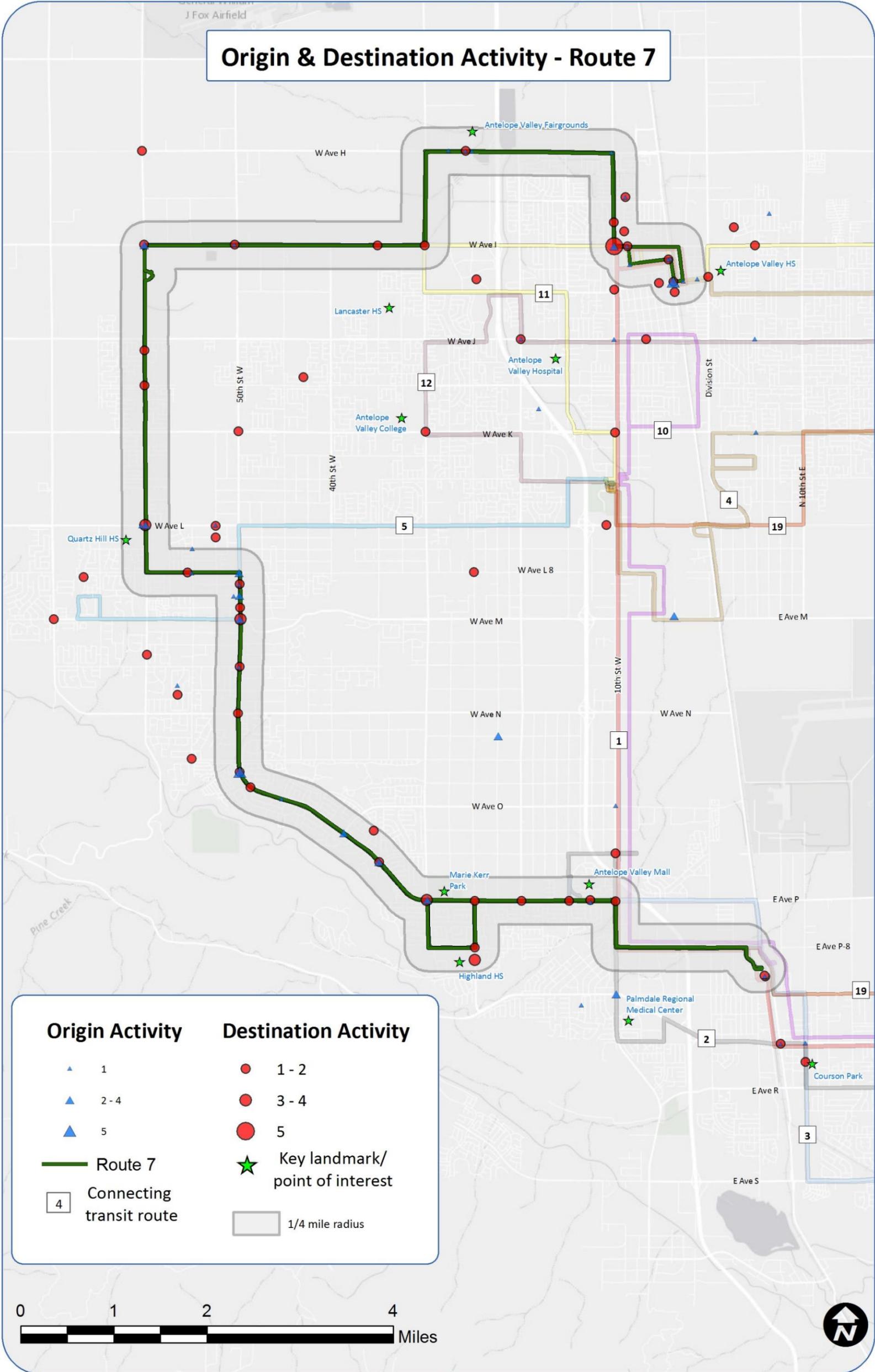


Exhibit 2.9 Route 10 O&D Activity

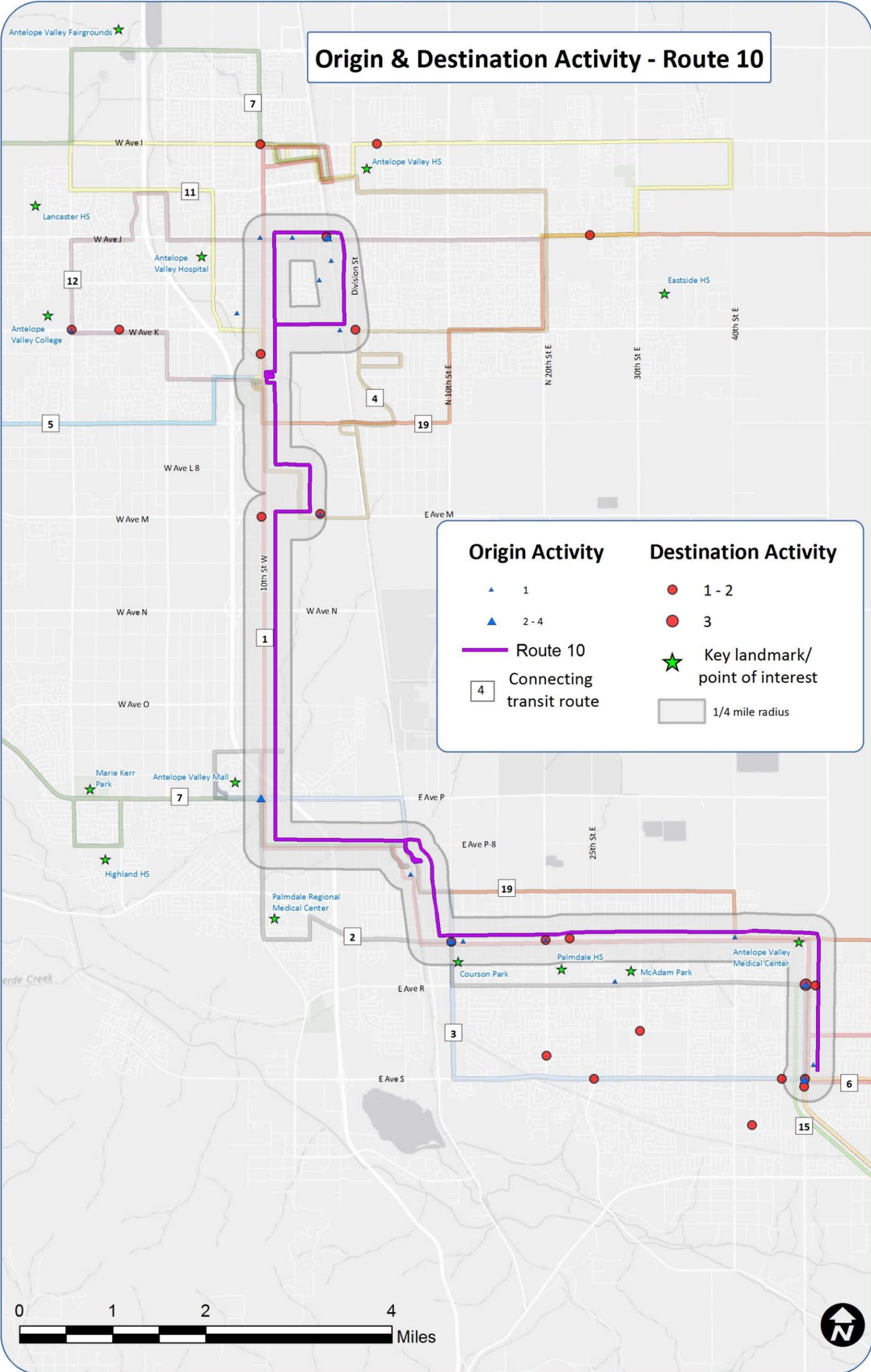


Exhibit 2.10 Route 11 O&D Activity

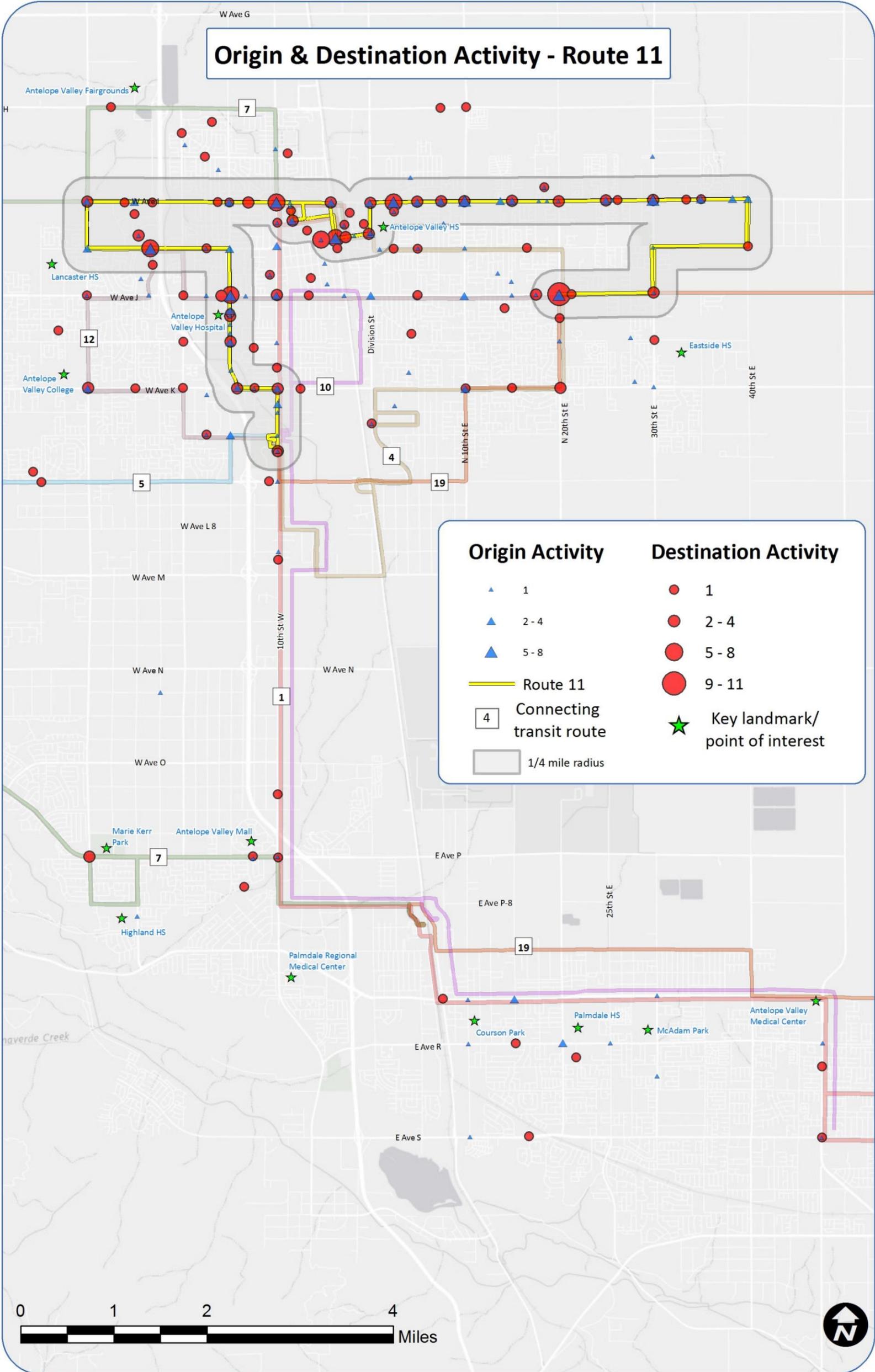


Exhibit 2.11 Route 12 O&D Activity

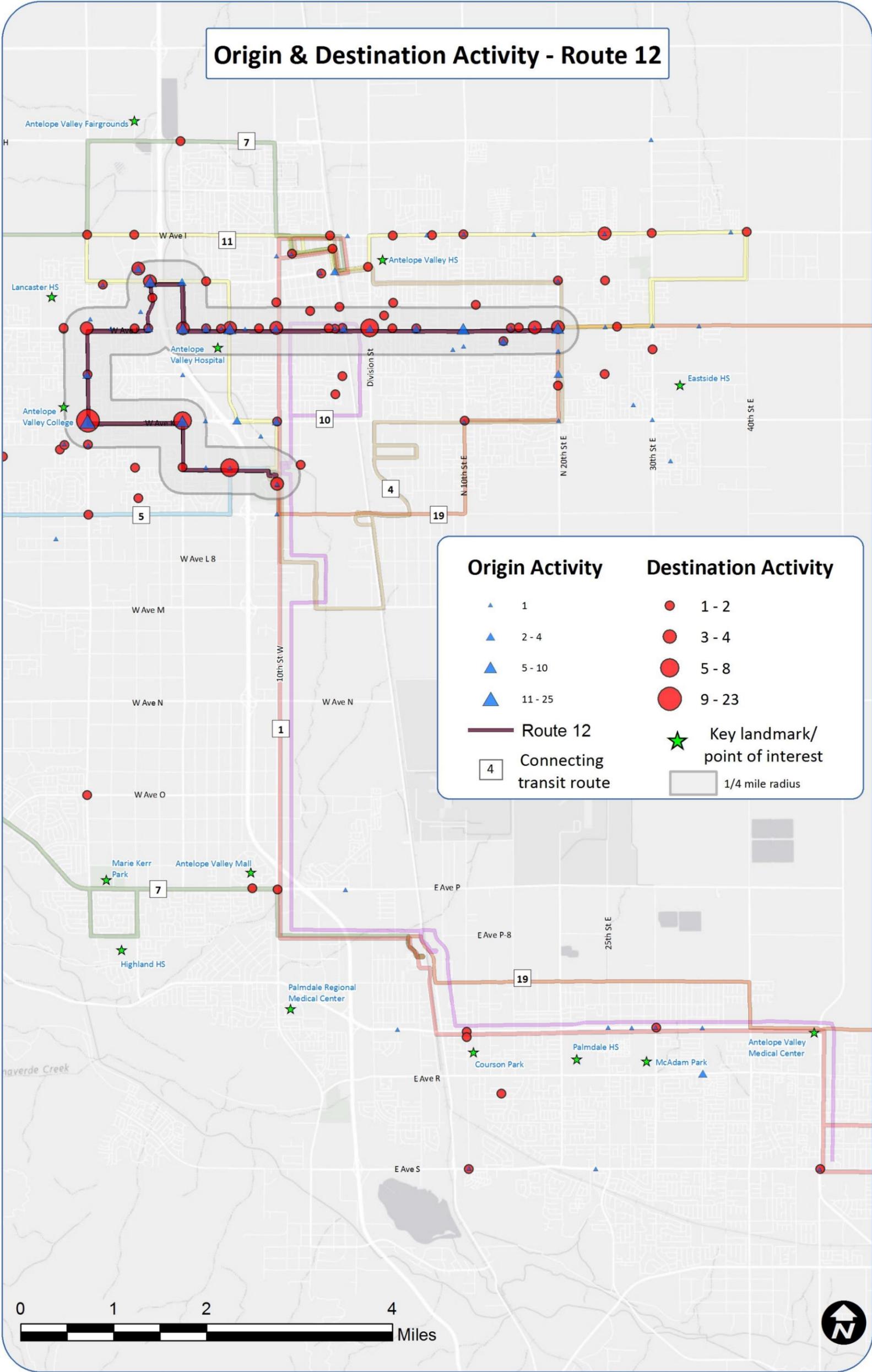
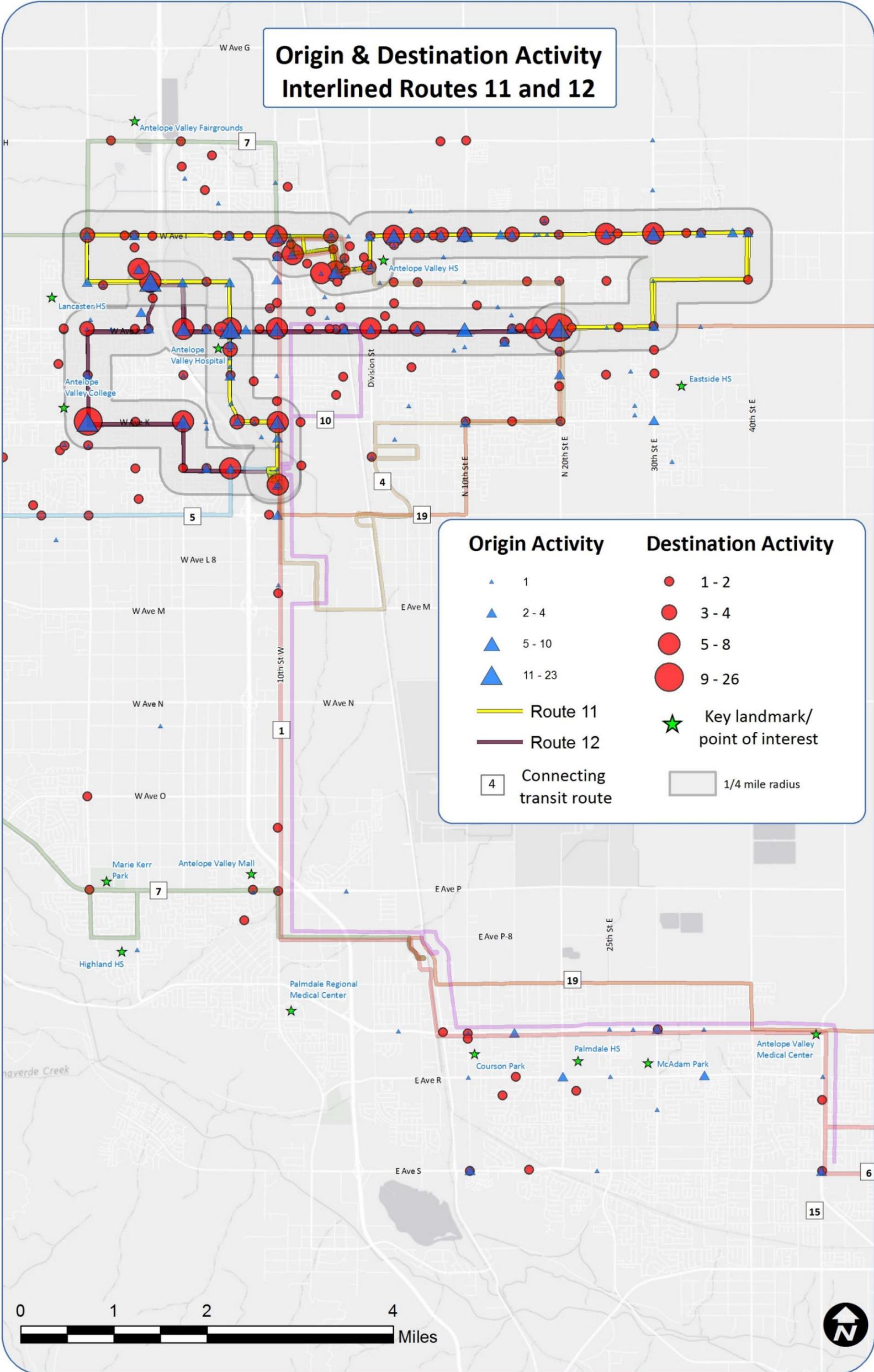


Exhibit 2.12 Interlined Routes 11 and 12 O&D Activity



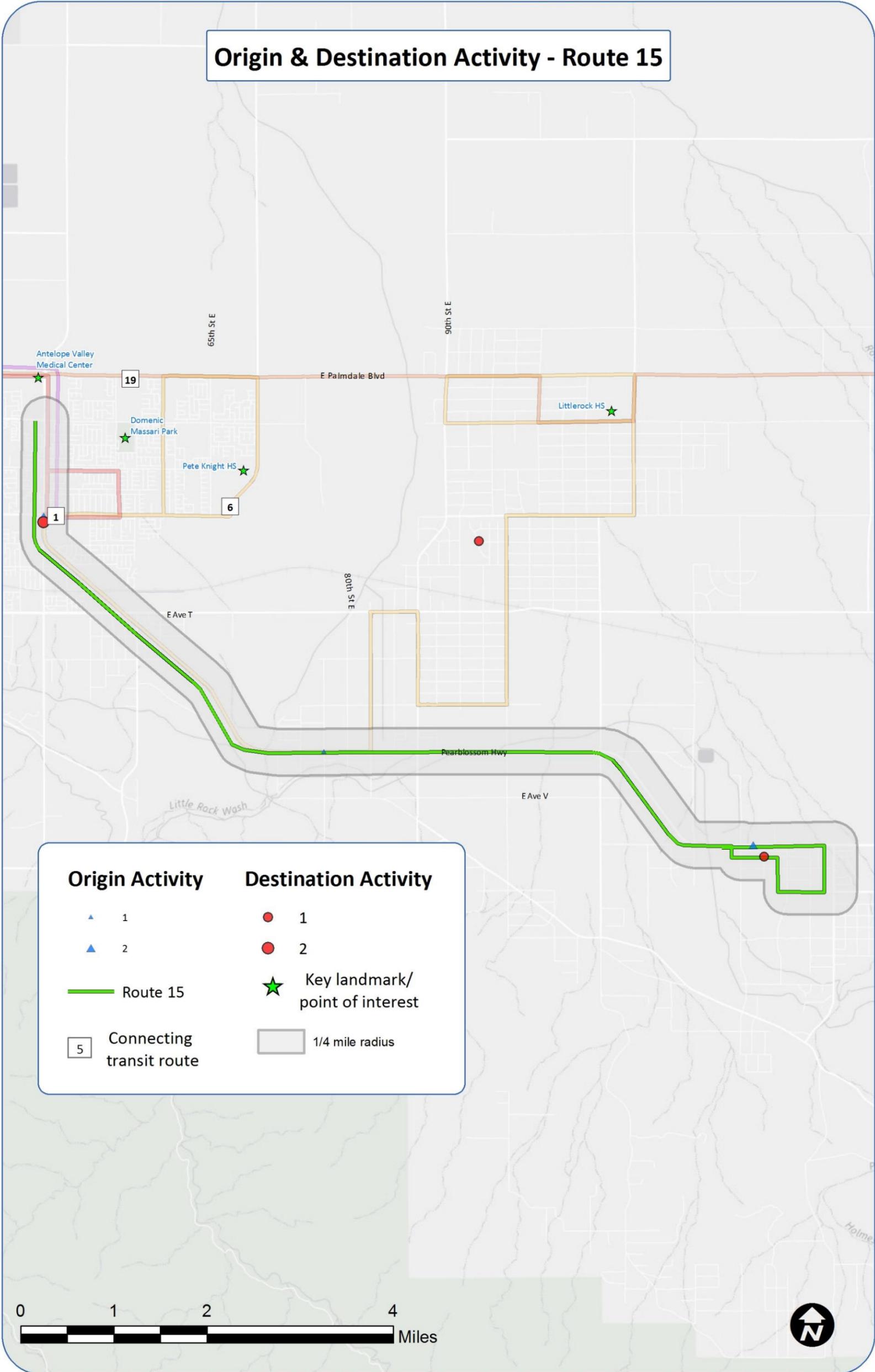


Exhibit 2.14 Route 19 O&D Activity

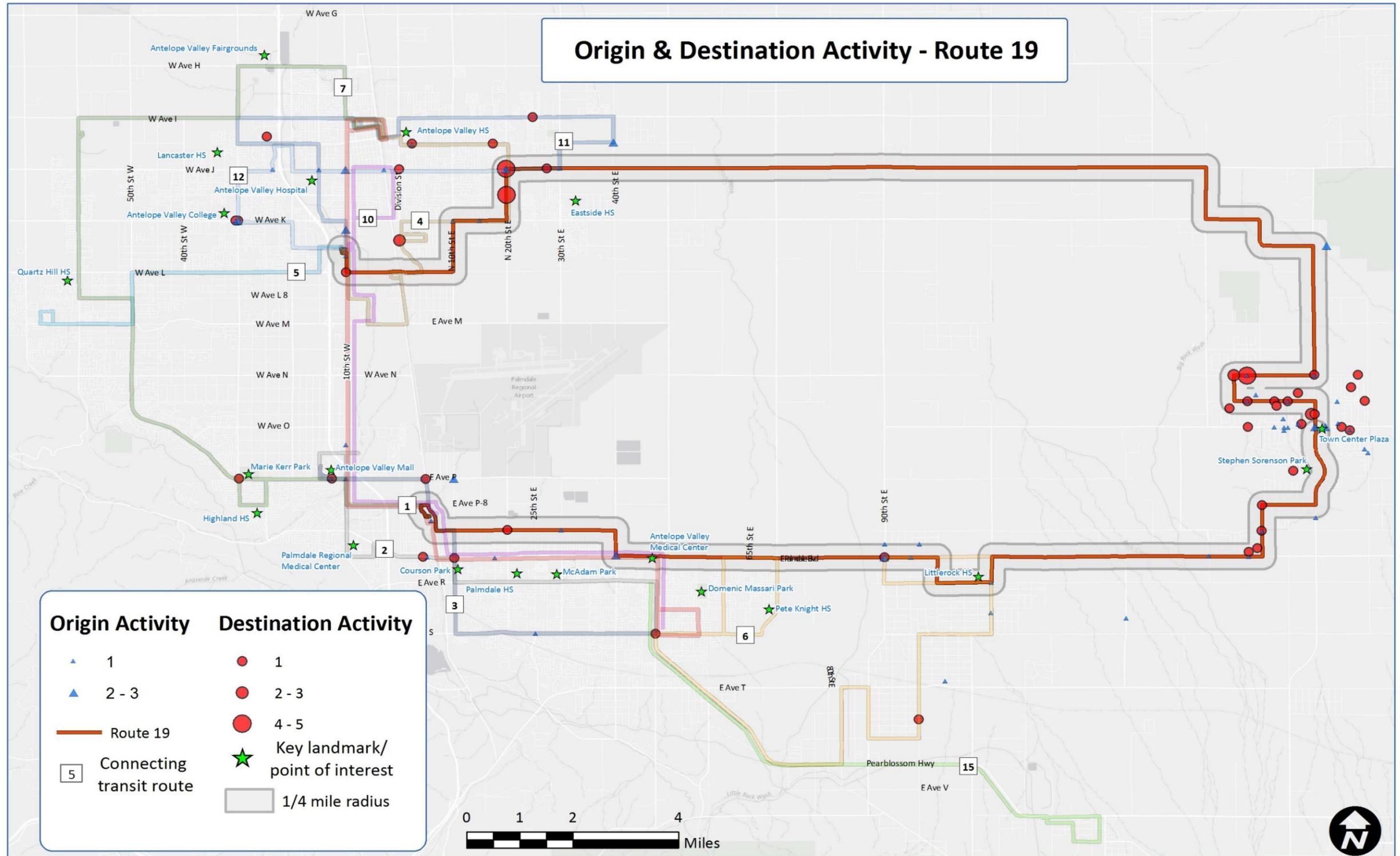
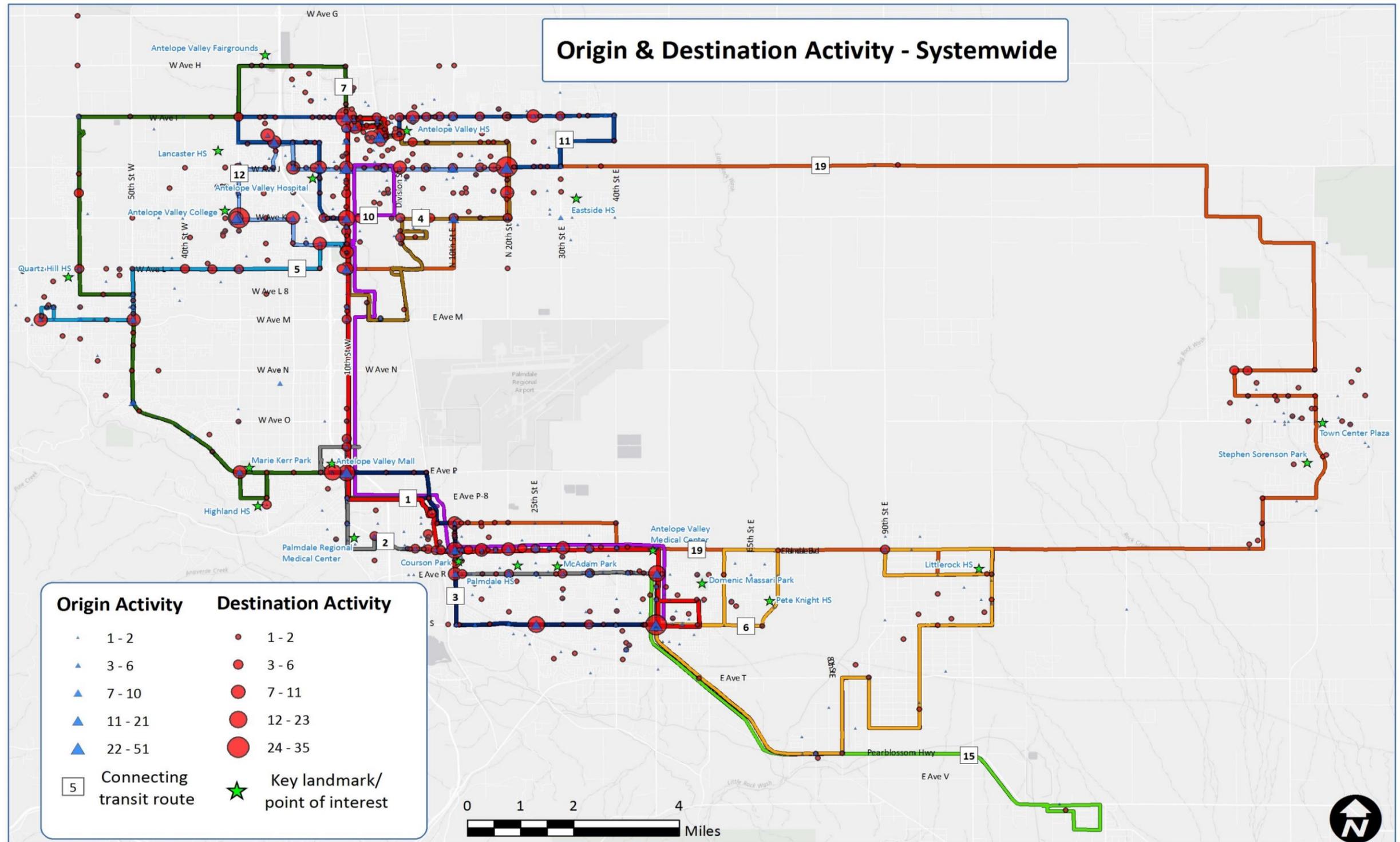


Exhibit 2.15 Systemwide O&D Activity



Appendix
Survey Instrument



Exhibit A.1 Origin & Destination Survey Instrument (English)

Route _____ Date: _____ Time: _____ AM/PM

AVTA: Origin & Destination Survey

As an AVTA customer, your opinion is important to us. By completing this short survey, we will learn more about your travel habits as well as opportunities to improve AVTA's local service. Please return your completed survey before you exit the bus. You'll be entered into a random drawing for a \$25 VISA gift card. **Please limit your answers to this current one-way trip.**

1) What type of place are you coming from now?

- Work College/university School (K-12) Home
 Medical appointment Shopping Social visit/church/personal
 Other (specify): _____

Address or Cross-Streets: _____

2) How did you get to the very first bus you rode on this one-way trip?

- Walked (# of blocks: _____) Bicycled (# of blocks: _____) Dropped off
 Another bus Train Drove alone/parked
 Other (specify): _____

3) If you transferred from another bus, what was the route/line number?

Route # _____ Did not transfer (check if applies)

4) If you will transfer to another bus to complete this one-way trip, which route?

Route # _____ Did not transfer (check if applies)

5) How will you get from the very last bus to your final destination for this one-way trip?

- Walk (# of blocks: _____) Bicycle (# of blocks: _____)
 Get picked up Drive alone Other (specify): _____

6) What type of place is your final destination?

- Work College/university School (K-12) Home
 Medical appointment Shopping Social visit/church/personal
 Other (specify): _____

Address or Cross-Streets: _____

7) How did you pay for this one-way trip?

- Cash (one-way trip) 4-Hour Pass Day Pass Weekly Pass
 10-Ride Pass 31-Day Pass (Monthly) TAP card/EZ Transit Pass
 Other (specify): _____

8) Do you have access to a smart phone? Yes No

8a) If "Yes," have you ever used AVTA's TrackIt or mobile app MyStop for bus/transit schedules, or service information? Yes No

9) Do you have a valid driver's license? Yes No

10) If AVTA service was not available, how would you have made this one-way trip?

- Would not make this trip Ride with others Walk Bicycle
 Drive alone Taxi/Über/Lyft Other (specify): _____

Please provide your contact information in order to be entered into our random drawing for a \$25 VISA gift card.

Name: _____

Phone number: _____ Email: _____



Exhibit A.2 Origin & Destination Survey Instrument (Spanish)

Ruta: _____ Fecha: _____ Hora: _____ AM/PM

AVTA: Encuesta de origen y destino

Su opinión como cliente de AVTA es importante para nosotros. Si completa esta breve encuesta, obtendremos más información acerca de sus hábitos de viaje, así como de las oportunidades de mejorar el servicio local de AVTA. Entregue su encuesta completa antes de salir del autobús. Será entrado en un sorteo para una tarjeta de regalo VISA de \$25. **Limite sus respuestas a este viaje de ida actual.**

1) ¿De qué tipo de lugar viene ahora?

- Trabajo Facultad/universidad Escuela (K-12) Hogar
 Cita médica Tiendas Visita social/iglesia/personal
 Otro (especifique): _____

Dirección o intersecciones: _____

2) ¿En qué llegó al primer autobús que tomó en este viaje de ida?

- A pie (cant. de cuadras: _____) En bicicleta (cant. de cuadras: _____)
 Lo dejaron Otro autobús Tren Condujo solo/estacionó
 Otro (especifique): _____

3) Si transbordó de otro autobús, ¿cuál fue la ruta/el número de la línea?N.º de ruta _____ No transbordó (marque si corresponde)**4) Si transbordará a otro autobús para completar este viaje de ida, indique la ruta.**N.º de ruta _____ No transbordará (marque si corresponde)**5) ¿En qué llegará al último autobús a su destino final para esta viaje de ida?**

- A pie (cant. de cuadras: _____) En bicicleta (cant. de cuadras: _____)
 Lo recogerán Conducir solo Otro (especifique): _____

6) Qué tipo de lugar es su destino final?

- Trabajo Facultad/universidad Escuela (K-12) Hogar
 Cita médica Tiendas Visita social/iglesia/personal
 Otro (especifique): _____

Dirección o intersecciones: _____

7) ¿Cómo pagó este viaje de ida?

- Efectivo (viaje de ida) Pase de 4 horas Pase de un día Pase semanal
 Pase por 10 viajes Pase por 31 días (mensual) Tarjeta TAP/Pase de transporte EZ
 Otro (especifique): _____

8) ¿Tiene acceso a un teléfono inteligente? Sí No

8a) Si la respuesta es "Sí," ¿alguna vez ha utilizado TrackIt de AVTA o la aplicación móvil MyStop para obtener información de autobuses/horarios de transporte o servicio? Sí No

9) ¿Tiene una licencia de conducir válida? Sí No**10) Si el servicio de AVTA no estuviera disponible, ¿cómo habría realizado este viaje de ida?**

- No viajaría Viajaría con otros A pie En bicicleta
 Conducir solo Taxi/Uber/Lyft Otro (especifique): _____

Por favor, proporcione su información de contacto para ser entrado en un sorteo para una tarjeta de regalo VISA de \$25.

Nombre: _____

Número de teléfono: _____ Email: _____

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Appendix B
Data Tables



2016 Origin & Destination Survey

Antelope Valley Transit Authority

Final Report

Was this survey completed in English or Spanish?			
		Frequency	Percent
Valid	English	2,176	95.4
	Spanish	104	4.6
Missing	System	1	0.0
Total		2,281	100.0

Route #			
		Frequency	Percent
Valid	1	557	24.4
	2	216	9.5
	3	221	9.7
	4	140	6.1
	5	117	5.1
	6	46	2.0
	7	157	6.9
	10	59	2.6
	11	356	15.6
	12	285	12.5
	15	10	0.4
	19	117	5.1
Total		2,281	100.0

Q1. What type of place are you coming from now?			
		Frequency	Percent
Valid	Work	348	14.2
	College/ University	161	6.6
	School (K-12)	127	5.2
	Home	950	38.8
	Medical appointments	175	7.1
	Shopping	329	13.4
	Social visit/ church/ personal	233	9.5
	Other	126	5.1
Total		2,449	100.0



2016 Origin & Destination Survey

Antelope Valley Transit Authority

Final Report

Q1. Other (please specify)			
		Frequency	Percent
Valid	Hotel/motel	5	4.0
	Transit facility	17	13.5
	Park/recreational facility	25	19.8
	Social services	26	20.6
	Not Specified	53	42.1
Total		126	100.0

Q2. How did you get to the very first bus you rode on this one-way			
		Frequency	Percent
Valid	Walked	1,748	74.7
	Bicycled	66	2.8
	Dropped off	140	6.0
	Another bus	278	11.9
	Train/Metrolink	67	2.9
	Drove alone/ parked	7	0.3
	Other	33	1.4
Total		2,339	100.0

Q2. Other (please specify)			
		Frequency	Percent
Valid	Use mobility device	18	40.9
	Not Specified	15	34.1
Total		33	100.0



2016 Origin & Destination Survey

Antelope Valley Transit Authority

Final Report

Q2. How many # of blocks did you walk or bicycle? (Answer only if applicable.)			
		Frequency	Percent
Valid	<1.00	39	1.7
	1	349	15.3
	1.5	5	0.2
	10	24	1.1
	11	3	0.1
	12	7	0.3
	14	2	0.1
	15	8	0.4
	18	1	0.0
	2	306	13.4
	2.5	1	0.0
	20	2	0.1
	25	1	0.0
	3	167	7.3
	30	2	0.1
	4	95	4.2
	4.5	1	0.0
	40	3	0.1
	45	1	0.0
	5	65	2.8
	50	1	0.0
	6	27	1.2
	7	9	0.4
7.5	1	0.0	
8	17	0.7	
9	6	0.3	
Missing	System	1,138	49.9
Total		2,281	100.0

Q3. If you transferred from another bus, what was the route/ line number?			
		Frequency	Percent
Valid	Did not transfer (check if applies)	1,328	58.2
	Route #	659	28.9
Missing	System	294	12.9
Total		2,281	100.0



2016 Origin & Destination Survey

Antelope Valley Transit Authority

Final Report

Q3. Route #			
		Frequency	Percent
Valid	1	215	9.4
	10	19	0.8
	100 - Kern Transit	1	0.0
	11	77	3.4
	11 and 1	1	0.0
	12	86	3.8
	12 and 1	2	0.1
	15	5	0.2
	2	47	2.1
	2 and 1	1	0.0
	3	43	1.9
	4	64	2.8
	5	22	1.0
	6	13	0.6
	7	35	1.5
	7 and 1	1	0.0
	785	4	0.2
	787	1	0.0
	790	2	0.1
	794 - Santa Clarita	1	0.0
	School Tripper (Route 98)	2	0.1
	Kern Transit	3	0.1
	Lake LA Express	14	0.6
Train/Metrolink	1	0.0	
Missing	System	1,621	71.1
Total		2,281	100.0

Q4. If you will transfer to another bus to complete this one way trip, which route?			
		Frequency	Percent
Valid	Did not transfer (check if applies)	1,643	72.0
	Route #	526	23.1
Missing	System	112	28.0
Total		2,281	100.0



2016 Origin & Destination Survey

Antelope Valley Transit Authority

Final Report

Q4. Route #			
		Frequency	Percent
Valid	1	129	5.7
	1 and 2	1	0.0
	10	9	0.4
	11	52	2.3
	12	93	4.1
	15	2	0.1
	2	47	2.1
	3	42	1.8
	4	46	2.0
	4 and 11	1	0.0
	5	21	0.9
	5 and 12	1	0.0
	6	9	0.4
	7	29	1.3
	98	1	0.0
	Kern Transit	1	0.0
	Lake LA Express	14	0.6
	Train/Metrolink	3	0.1
Missing	System	1,780	78.0
Total		2,281	100.0

Q5. How will you get from the very last bus to your final destination for this one-way trip?			
		Frequency	Percent
Valid	Walk	1,866	81.8
	Bicycle	72	3.2
	Get picked up	162	7.1
	Drive alone	14	0.6
	Other	82	3.6
Missing	System	429	18.8
Total		2,281	100.0



2016 Origin & Destination Survey

Antelope Valley Transit Authority

Final Report

Q5. Other (please specify)			
		Frequency	Percent
Valid	Access Services	2	2.4
	Bus	1	1.2
	Mobility device	18	22.0
	Train (not specified)	14	17.1
	Not specified	47	57.3
Total		82	100.0

Q5. How many # of blocks will you walk or bicycle? (Answer only if applicable.)			
		Frequency	Percent
Valid	<1.00	4	0.2
	0.5	34	1.5
	1.00 - 2.00	2	0.1
	1.00 - 5.00	1	0.0
	1	382	16.7
	1.5	5	0.2
	10	25	1.1
	12	3	0.1
	13	1	0.0
	15	7	0.3
	18	1	0.0
	2	281	12.3
	2.5	1	0.0
	20	4	0.2
	25	1	0.0
	3.00 - 12.00	1	0.0
	3.00 - 4.00	2	0.1
	3	125	5.5
	30	2	0.1
	4	77	3.4
	4.00 (walked), 4.00 (bicycled)	1	0.0
	40	1	0.0
	45	1	0.0
	5	69	3.0
	6.00 - 7.00	1	0.0
	6.00 - 8.00	1	0.0
	6	20	0.9
	7.00 - 8.00	1	0.0
	7	8	0.4
	8	12	0.5
	9	1	0.0
	Missing	System	1,206
Total		2,281	100.0



2016 Origin & Destination Survey

Antelope Valley Transit Authority

Final Report

Q6. What type of place is your final destination?			
		Frequency	Percent
Valid	Work	323	13.2
	College/ University	131	5.4
	School (K-12)	97	4.0
	Home	1,085	44.4
	Medical appointment	146	6.0
	Shopping	276	11.3
	Social visit/ church/ personal	275	11.3
	Other	108	4.4
Total		2,441	100.0

Q6. Other (please specify)			
		Frequency	Percent
Valid	Hotel/motel	4	3.7
	Social services	12	11.1
	Transit facility	14	13.0
	Park/recreational facility	15	13.9
	Not specified	63	58.3
Total		108	100.0

Q7. How did you pay for this one way trip?			
		Frequency	Percent
Valid	Cash (one-way trip)	1,000	43.8
	4-Hour Pass	25	1.1
	Day Pass	120	5.3
	Weekly Pass	59	2.6
	10-Ride Pass	11	0.5
	31-Day Pass (Monthly)	264	11.6
	TAP card/ EZ Transit Pass	455	19.9
	Other	295	12.9
Missing	System	52	2.3
Total		2,281	100.0



Q7. Other (please specify)			
		Frequency	Percent
Valid	25 ride pass (SSI)	1	0.3
	Free fare (Access Services pass)	226	76.6
	Free fare (Veteran discount)	50	16.9
	Employer pass	1	0.3
	Metrolink Ticket	6	2.0
	Not specified	11	3.7
Total		295	100.0

Q8. Do you have access to a smart phone?			
		Frequency	Percent
Valid	Yes	1,495	65.5
	No	693	30.4
Missing	System	93	4.1
Total		2,281	100.0

Q8. If "Yes," have you ever used AVTA's Trackit or mobile app MyStop for bus/transit schedules, or service information?			
		Frequency	Percent
Valid	Yes	523	22.9
	No	990	43.4
Missing	System	768	33.7
Total		2,281	100.0

Q9. Do you have a valid driver license?			
		Frequency	Percent
Valid	Yes	852	37.4
	No	1,336	58.6
Missing	System	93	4.1
Total		2,281	100.0

Q10. If AVTA service was not available, how would you have made this one-way trip?			
		Frequency	Percent
Valid	Would not make this trip	545	21.1
	Ride with others	600	23.2
	Walk	676	26.2
	Bicycle	182	7.0
	Drive alone	105	4.1
	Taxi/Uber/Lyft	332	12.9
	Other	142	5.5
Total		2,582	100.0



2016 Origin & Destination Survey

Antelope Valley Transit Authority

Final Report

Q10. Other (please specify)			
		Frequency	Percent
Valid	Access Services	58	40.8
	Find another bus	1	0.7
	Mobility device	1	0.7
	School van	1	0.7
	Scooter	1	0.7
	Train/Metrolink	4	2.8
	Not Specified	76	53.5
Total		142	100.0





Regular Meeting of the Board of Directors

Tuesday, July 26, 2016

10:00 a.m.

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

UNOFFICIAL MINUTES

CALL TO ORDER:

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

Director Fred Thomson announced that Michael Jordan is donating \$1 million to the Institute for Community-Police Relations and \$1 million to the NAACP Legal Defense Fund in an effort to build trust and respect between law enforcement and the communities in which they work.

PLEDGE OF ALLEGIANCE:

Director Thompson led the Pledge of Allegiance.

ROLL CALL:

Present

Chairman Marvin Crist

Vice Chair Dianne Knippel

Director Steve Hofbauer

Director Fred Thompson

Director Angela Underwood-Jacobs

Director Michelle Flanagan

APPROVAL OF AGENDA:

Motion: Approve the agenda as comprised.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: None

Absent: None

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

Jerel Arbaugh – expressed concerns about the new service changes not going into effect as scheduled.

Charlotte Baxter – stated passengers are not paying their fare.

Dennis Sloan – stated he is not getting a response from IntelliRide Project Manager Dan Thomas regarding his Dial-A-Ride issues.

Chairman Crist directed Chief Administrative Officer Norm Hickling to meet with applicable staff to resolve these issues.

Richard Cook – announced a correction regarding Senator Sharon Runner’s Memorial service clarifying that it will be held on July 29, 2016 at 1:00 p.m. at Grace Chapel.

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

SRP 1 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR JUNE 2016 – HECTOR FUENTES, TRANSDEV

General Manager Hector Fuentes presented plaques to the Operator of the Month Rene Rodriguez and the Employee of the Month Frank Dominguez.

SRP 2 LEGISLATIVE REPORTS FOR JULY 2016

Grants Vaccaro Judy Fry presented the state and federal legislative update for July 2016 and stated that AVTA was not a recipient of the Low or No Emission (LoNo) Program grant funds. The Board discussed when the next round of LoNo Program grant funding would be available, scheduling a debrief with U.S. Department of Transportation’s Federal Transit Administration representatives regarding the grant award, and terminating the contract with AVTA’s legislative/government affairs consultant.

On behalf of the Board, Chairman Crist directed Mr. Hickling to prepare a letter to AVTA's congressional representatives requesting they inquire why AVTA was not a recipient of the LoNo grant funds.

SRP 3 ACCESS SERVICES, INC. REIMBURSEMENT FOR LOCAL FARES

Chief Financial Officer Colby Konisek presented the staff report. The Board discussed reimbursements for previous fiscal years and Access Services' offer for the current and future fiscal years.

Motion: Acknowledge and accept the counter offer from Access Services, Inc. for its local service free-fare reimbursement program.

Moved by Director Hofbauer, seconded by Director Flanagan

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

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

Nays: None

Abstain: None

Absent: None

CONSENT CALENDAR (CC):

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF JUNE 28, 2016 – KAREN DARR

Approve the Board of Directors Regular Meeting Minutes of June 28, 2016.

CC 2 FINANCIAL REPORTS FOR MAY AND JUNE 2016 – COLBY KONISEK

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

CC 3 FISCAL YEAR 2016 (FY16) FOURTH QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (APRIL 1 – JUNE 30, 2016) – KELLY MILLER

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

Motion: Approve the Consent Calendar.

Moved by Director Hofbauer, seconded by Director Underwood-Jacobs

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

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

Nays: None

Abstain: None

Absent: None

NEW BUSINESS (NB):

NB 1 MEMORANDUM OF UNDERSTANDING WITH THE CITY OF LANCASTER TO PROVIDE BUS STOP MAINTENANCE SERVICES

General Counsel Allison Burns announced that she must recuse herself from participating in this item because the agreement is between the City of Lancaster and AVTA. Innovation Coordinator Erika Monroe presented the staff report. The Board asked if the agreement included cleaning the Metrolink Station.

Addressing the Board on this item

Charlotte Baxter – spoke about the lack of maintenance services at the Lancaster City Park Transportation Center and various Lancaster bus stops.

Motion: Authorize the Executive Director to execute a Memorandum of Understanding with the City of Lancaster to provide bus stop maintenance services for a five-year term.

Moved by Director Hofbauer, second Vice Chair Knippel

Vote: Motion carried (6-0-0-0)
Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Thompson, Flanagan, and Underwood-Jacobs
Nays: None
Abstain: None
Absent: None

NB 2 CUSTOMER CODE OF CONDUCT

Ms. Monroe presented the staff report. The Board discussed where the information was found to develop the codes, removing the word “intended” from Section 3.12 – Weapons, and removing the portion of Section 3.7 – Animals that reads: the operator may ask what tasks the animal has been trained to perform.

General Counsel Burns replied that it should not cause an issue to amend Section 3.12 to read: Any instrument ~~intended for use~~ that could be used as a weapon shall not be used or directed at an AVTA facility or vehicle, or at a person or object in an AVTA facility or vehicle in a threatening manner.

Chief Administrative Officer Norm Hickling noted that staff used language from the American with Disabilities Act Federal Regulations to prepare the code pertaining to service animals. General Counsel Burns added that the language is also listed in the Department of Justice Civil Rights Division/Disability Rights Section. Chairman Crist directed Mr. Hickling to conduct additional research regarding service animals and return to the August 23, 2016 Board meeting with a recommendation whether to amend Section 3.7.

Motion: Adopt the Customer Code of Conduct, amending Section 3.12 – Weapons to read: Any instrument that could be used as a weapon shall not be used or directed at an AVTA facility or vehicle, or at a person or object in an AVTA facility or vehicle in a threatening manner.

Moved by Vice Chair Knippel, seconded by Director Hofbauer

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

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

Nays: None

Abstain: None

Absent: None

CLOSED SESSION (CS):

General Counsel Burns stated no Closed Session was needed.

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

CS 1 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(a)

Pending Litigation: Holmes v. AVTA, USDC Case No. 2:16-cv-01454-DMG-AGR

Pending Litigation: Clark v. AVTA, LASC Case No. MC026036

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Executive Director/CEO

Mr. Engel contacted Acting Associate Administrator Bruce Robinson's office to schedule a meeting regarding the LoNo Program grant and confirmed that he will terminate the contract with AVTA's legislative/government affairs consultant.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

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

ADJOURNMENT:

Chairman Crist adjourned the meeting at 10:48 a.m. to the next Regular meeting of the Board of Directors on August 23, 2016 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, California.

PASSED, APPROVED, and ADOPTED this 23rd day of AUGUST 2016.

Marvin Crist, Chairman

ATTEST:

Karen Darr, Clerk of the Board



DATE: August 23, 2016
TO: BOARD OF DIRECTORS
SUBJECT: Financial Reports for June and July 2016

RECOMMENDATION

Fiscal Year-to-Date Budget versus Actual report dated June 30, 2016 (Attachment A);
Interim Financial Statements for the twelve months ended June 30, 2016 (Attachment B);
Treasurers Report for the month ended June 30, 2016 (Attachment C);
Payroll History Report for the three months ended July 31, 2016 (Attachment D);
Cash Disbursements Report for the month ended July 31, 2016 (Attachment E).

FISCAL IMPACT

Payroll: The July payroll of \$228,180 is higher than trailing 6 month average of \$200,275 by \$27,904, or 13.9%. The variance is due to higher vacation hours and a vacation balance payout.

Cash Disbursements: \$1,746,780.

Interim Financial Statements: Change in Net Position: (\$5,114), which includes YTD depreciation expense of \$5,721,401.

BACKGROUND

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

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

Payroll Period	Amount	Journal #
07/01/16-07/01/16	\$15,305.63	PYPKT00812
06/26/16-07/09/16	103,894.51	PYPKT00714
07/10/16-07/23/16	108,979.97	PYPKT00818
Gross Pay July 2016	\$228,180.11	

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

Register Date	Amount
07/01 - 07/31/16	\$1,746,780

Large items include;

Transdev (Local and commuter invoices for June) -	\$1,155,182
Pinnacle Petroleum (Fuel) -	78,954
Complete Coach Works (Bus #4753 refurbishments) -	168,208
IntelliRide (Dial-A-Ride) June invoices -	103,287
Arrow Engineering (Task orders & CalTrans Project) -	<u>47,654</u>
	<u>\$1,553,285</u>

These items comprise 88.9 % of total expenditures for the month.

Major cash components as of June 30, 2016:

Cash per the general ledger -	\$19,734,440
Less restricted funds -	<u>(13,311,046)</u>
Operating cash balance -	6,423,394
Projected net inflows/(outflows of cash for the month of July 2016 -	<u>(1,038,302)</u>
Projected cash available for operations at the end of July 2016 -	<u>\$5,385,091</u>

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

BUDGET TO ACTUAL NARRATIVE

Attachment A – Budget to Actual Report (BAR) shows the interim, unaudited result for the twelve months ended June 30, 2016.

Operating Income/(Loss) (net of depreciation) was favorable to budget by \$1,409K.

Revenues were unfavorable to budget by (\$32K).

MTA Funds were higher than budget by \$79, partially offset by FTA funds lower than budget by (\$63).

Expenses were favorable to budget by \$1,441K.

Fuel expense continues to be less than budget due to lower prices; open positions & associated benefits, professional service fees for Legal, Consulting and Advocacy, and administration fees are lower than budget.

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

Prepared by:

Submitted by:

Colby Konisek
Chief Financial Officer

Len Engel
Executive Director/CEO

Attachments: A – Budget versus Actual Report as of June 30, 2016.
B – Interim Financial Statements as of June 30, 2016.
C – Cash Projection/Treasurer’s Report for June 30, 2016.
D – Payroll History Report (May, 2016 – July 2016).
E – Cash Disbursements Report for July, 2016.

ANTELOPE VALLEY TRANSIT AUTHORITY
BUDGET VERSUS ACTUAL INCOME STATEMENT --- OPERATING
YEAR TO DATE - JUNE 30, 2016

REVENUE	MID YEAR BUDGET - YTD	ACTUAL YTD	YTD VARIANCE
Fare Revenue	5,255,988	5,190,241	(65,747)
MTA Funds	8,549,875	8,629,204	79,329
FTA Funds	6,508,074	6,445,027	(63,047)
Jurisdictional Contributions	3,294,438	3,294,929	491
Other (SCE Rebates, Adv.)	416,989	433,886	16,897
TOTAL REVENUE	24,025,364	23,993,287	(32,077)
EXPENSE			
Contract Services	14,376,846	14,513,358	(136,512)
Fuel	2,709,401	1,676,397	1,033,004
Other Operating	834,572	701,178	133,394
Salaries and Wages	2,604,463	2,521,501	82,962
Benefits	902,218	877,099	25,119
Legal	65,000	40,062	24,938
Consulting	290,000	192,242	97,758
Advocacy	194,000	85,506	108,494
Travel	80,000	73,054	6,946
IT Maintenance/Licenses	115,168	132,984	(17,816)
Utilities	175,876	182,535	(6,659)
Administration	703,146	613,805	89,341
TOTAL EXPENDITURES	23,050,690	21,609,721	1,440,969
Operating Income/(Loss)	974,674	2,383,566	1,408,892

ANTELOPE VALLEY TRANSIT AUTHORITY
BUDGET VERSUS ACTUAL OPERATING INCOME STATEMENT --- DEPARTMENT
YEAR TO DATE - JUNE 30, 2016

REVENUE	MID YEAR BUDGET - YTD	ACTUAL YTD	YTD VARIANCE
COMPANY WIDE REVENUE	\$ 24,025,364	\$ 23,993,287	\$ (32,077)
EXPENDITURES/DEPARTMENT			
1EX --- Executive	1,252,885	968,895	283,990
2FF --- Facility and Maintenance	18,919,940	17,867,799	1,052,141
3FS --- Finance	1,477,058	1,421,951	55,107
5CS --- Customer Service	1,400,807	1,351,078	49,729
TOTAL EXPENDITURES FOR ALL DEPARTMENTS	23,050,690	21,609,721	1,440,969
INCOME(LOSS)	\$ 974,674	\$ 2,383,566	\$ 1,408,892



STATEMENT OF NET POSITION - UNAUDITED

	As of June 30, 2016	As of June 30, 2015
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$ 19,734,497	\$ 17,232,879
Due from other governments	6,718,168	8,058,837
Other receivables	320,188	261,587
Inventory	240,334	240,334
Prepaid items	865,882	336,199
Total Current Assets	27,879,069	26,129,836
NONCURRENT ASSETS		
Capital assets, net of depreciation	49,334,538	50,243,765
Total Assets	77,213,607	76,373,601
DEFERRED OUTFLOWS OF RESOURCES		
Pension plan contributions	-	405,595
LIABILITIES AND NET POSITION		
CURRENT LIABILITIES		
Accounts payable	1,439,364	1,748,567
Payroll related items - taxes, Calpers, medical, etc.	28,489	86,991
Compensated absences	1,462,892	325,070
Deferred Revenue - Prop 1B	1,561,072	935,169
Total Current Liabilities	4,491,816	3,095,797
NONCURRENT LIABILITIES		
Net pension plan liability	-	639,229
Deferred inflows of resources		
Unearned Revenue	1,200	-
Pension plan assumption differences	-	318,465
Total deferred inflows of resources	1,200	318,465
Total Liabilities	4,493,016	4,053,491
NET POSITION		
Invested in Capital Assets	49,334,538	50,243,765
Restricted for Capital Acquisition	5,403,072	5,385,625
Unrestricted	17,982,980	17,096,315
Total Net Assets	\$ 72,720,591	\$ 72,725,705



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

	For the 12 Months ending June 30, 2016	For the 12 Months ending June 30, 2015
OPERATING REVENUES		
Charges for services:		
Passenger fares	\$ 5,190,241	\$ 4,844,045
Total operating revenues	<u>5,190,241</u>	<u>4,844,045</u>
OPERATING EXPENSES		
Purchased transportation services:		
Outside transit contract	14,517,282	13,832,936
Fuel	1,676,397	2,293,702
Other operating costs	844,648	506,668
General and administrative	4,571,396	4,494,439
Total operating expenses, net of depreciation	<u>21,609,723</u>	<u>21,127,745</u>
Operating gain/(loss), net of depreciation	(16,419,482)	(16,283,700)
Depreciation	5,721,401	5,403,115
Total operating expenses	<u>27,331,123</u>	<u>26,530,860</u>
Operating gain/(loss)	<u>(22,140,882)</u>	<u>(21,686,815)</u>
NONOPERATING REVENUES/(EXPENSES)		
Interest Income	23,998	19,767
Local grants - MTA	8,629,204	8,330,396
Proposition 1B	-	-
Federal non-capital grants	6,445,027	7,082,154
Member agency contributions	3,294,929	3,291,906
Grantable expenses	(188,591)	(356,366)
Gain/(Loss) on sale of capital assets	9,372	-
Other	400,516	499,361
Total nonoperating revenues and expenses	<u>18,614,453</u>	<u>18,867,218</u>
Gain/(Loss) before capital contributions	<u>(3,526,429)</u>	<u>(2,819,597)</u>
CAPITAL CONTRIBUTIONS		
Capital grants	3,060,418	5,092,772
Member agency contributions	460,896	460,898
Total capital contributions	<u>3,521,314</u>	<u>5,553,670</u>
NET CHANGE IN NET POSITION	(5,114)	2,734,073
NET POSITON, BEGINNING OF PERIOD	<u>72,725,705</u>	<u>69,991,632</u>
NET POSITION, END OF PERIOD	<u>\$ 72,720,591</u>	<u>\$ 72,725,705</u>

**STATEMENT OF CASH FLOWS - UNAUDITED**

	For the 12 Months ending June 30, 2016	For the 12 Months ending June 30, 2015
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from customers	5,190,241	4,844,045
Non-operating miscellaneous revenue received	400,516	499,361
Cash payments to suppliers for goods and services	(19,648,538)	(20,125,223)
Cash payments to employees for services	(3,125,163)	(3,416,961)
Net cash used in operating activities	<u>(17,182,945)</u>	<u>(18,198,777)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:		
Operating grants received	10,872,039	9,955,568
Contributions received from member agencies	3,404,503	3,291,906
Net cash provided by non-capital financing activities	<u>14,276,543</u>	<u>13,247,474</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Acquisition of capital assets	(245,455)	(6,865,411)
Proceeds received from sale of capital assets	9,372	-
Capital grants received	2,673,517	3,693,480
Capital expenses	(188,591)	(356,366)
Capital contributions received from member agencies	460,896	417,251
Net cash used in capital and related financing activities	<u>2,709,739</u>	<u>(3,111,047)</u>
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:		
Interest received	23,998	19,767
Net cash provided by investing activities:	<u>23,998</u>	<u>19,767</u>
Net increase/(decrease) in cash and cash equivalents	(172,665)	(8,042,584)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>19,907,162</u>	<u>25,275,465</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u><u>19,734,497</u></u>	<u><u>17,232,879</u></u>


STATEMENT OF CASH FLOWS - UNAUDITED

	For the 12 Months ending June 30, 2016	For the 12 Months ending June 30, 2015
Reconciliation of operating income (loss) to net cash used in operating activities (Indirect Method):		
Operating Loss	(22,140,882)	(21,686,815)
Adjustments to Net Cash used in Operating Activities		
Depreciation	5,721,401	5,403,115
Miscellaneous income	400,516	499,361
(Increase) decrease in other receivables	(44,418)	(37,858)
(Increase) decrease in inventory	-	(2,550)
(Increase) decrease in prepaid items	(783,534)	2,807
(Increase) decrease in deferred outflows of resources		(321,027)
Increase (decrease) in accounts payable	(377,259)	(750,833)
Increase (decrease) in due to Federal Transit Administration	-	-
Increase (decrease) in accrued payroll	(41,428)	5,580
Increase (decrease) in compensated absences payable	318,465	3,036
Increase (decrease) in other liabilities	(28,453)	-
Increase (decrease) in deferred revenue (Prop 1B)		(1,397,871)
Increase (decrease) in net pension liability		(234,187)
Increase (decrease) in deferred inflows of resources	(207,353)	318,465
Net Cash used in operating activities	<u>(17,182,945)</u>	<u>(18,198,777)</u>

Notes

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

ANTELOPE VALLEY TRANSIT AUTHORITY
Cash Flow Projection --- Treasurer's Report
Month Ended June 2016

Investment Type	Description	Beginning Balance	Deposits	Disbursements	Interest	Ending Balance
-----------------	-------------	-------------------	----------	---------------	----------	----------------

Cash and Investments Under the Direction of the Treasurer

Local Agency Investment Fund (LAIF) - Capital Reserve		\$ 5,401,826				
Interest (earned quarterly)					7,349	
Proposition 1B Restricted Fund*		1,347,819			-	
Interest earned for the month					60	
Union Bank - LCTOP		40,637			-	
Interest earned for the month					2	
* Deferred revenue, recorded as liability until associated expense incurred.						
TOTAL CAPITAL RESERVE AND RESTRICTED FUNDS						6,797,692
Wells Fargo CDs - In Transit		1,003,591				
Wells Fargo - OP Staging		485,382				
Interest earned for the month					12	
TOTAL OPERATING RESERVE						1,488,984
General, Payroll & Payable Accounts		13,015,614				
Operating Accounts Analysis	Cash Fares		240,369			
	Vendor Pass Sales Revenue		179,603			
	MTA Revenue		719,074			
	Jurisdictional Contributions		262,141			
	JARC ETP, Commuter Expansion & MM		189,724			
	Non-Transportation Revenue		16,242			
	Cash Disbursement (A/P) for The Month			2,810,070		
	Employee Payroll & Withholdings			287,856		
	Employee Deductions			30,033		
	Employer Payroll Taxes			5,333		
	Employer CalPERS			39,672		
	CalPERS - GASB 68			1,666		
	Bank Fees			1,125		
	Net Operating Funds	13,015,614	1,607,153	3,175,754	-	11,447,013
Petty Cash Balance						750
TOTAL CASH AND INVESTMENTS						\$ 19,734,440

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

Prepared by:

Submitted by:

James Mannie
Staff Accountant II

Colby Konisek
Chief Financial Officer

ANTELOPE VALLEY TRANSIT AUTHORITY
Cash Flow Projection --- Treasurer's Report
Month Ended June 2016

Descriptions	\$ Subtotal	\$ Total
BALANCE FROM THE REPORT		\$ 19,734,440
Less Restricted Funds		
Proposition 1B/LCTOP (Deferred Revenue)		(1,388,518)
Capital Reserve (LAIF)		(5,409,175)
Operating Reserve (Wells Fargo)		(1,488,984)
Electric Bus Project Funds over projection		(24,369)
Restricted for Operations		(5,000,000)
Restricted Funds		\$ (13,311,046)
UNRESTRICTED CASH		\$ 6,423,394

ACCOUNTS RECEIVABLE AND PAYABLE AS OF JUNE 30, 2016

Add Accounts receivable:

FTA funds (Expected November 2016)	\$ -	
MTA Revenue	80,874	
CalTrans	0	
Jurisdiction Contributions	0	
Vendor Pass Sales	64,361	
Other Receivables	255,827	
	<u>255,827</u>	401,062

Less Current Payable:

Accounts Payable	(285,211)	
Accrued Invoice Payable	(1,154,153)	
	<u>(1,439,364)</u>	(1,439,364)

NET INFLOW/(OUT FLOW) OF CASH --- A/R, A/P **(1,038,302)**

PROJECTED CASH AVAILABLE IN THE NEXT 30 DAYS: **\$ 5,385,091**

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

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

**ANTELOPE VALLEY TRANSIT AUTHORITY
PAYROLL HISTORY REPORT
MAY TO JULY, 2016**

	May TOTAL	June TOTAL	July TOTAL
<u>Pay Accrual Periods</u>	2	2	2
<u>EARNINGS</u>			
Regular Pay	\$ 190,428.31	\$ 180,299.33	\$ 167,590.11
Overtime Pay	971.11	1,481.02	3,523.50
Vacation Pay	9,044.14	10,759.64	18,679.09
Double Time Pay	0.00	0.00	0.00
Sick Pay	4,245.35	5,421.95	3,089.84
Bereavement Pay	1,145.60	0.00	168.60
Holiday Pay	0.00	11,813.55	11,553.32
Bonus Pay	0.00	0.00	0.00
Floating Holiday Pay	391.20	1,331.71	3,476.34
Retroactive Pay	592.00	0.00	439.83
Vacation Cash Out	0.00	0.00	17,918.16
Deferred Income 457	866.32	866.32	866.32
Stipend --- Cell phone reimbursements	875.00	437.50	875.00
TOTAL	\$ 208,559.03	\$ 212,411.02	\$ 228,180.11
Inc(Dec)-Current month over previous month		\$ 3,851.99	\$ 15,769.09
% Inc(Dec)-Current month over previous month		1.8%	7.4%



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 07/01/2016 - 07/31/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0803 - Adelman Broadcasting				
21263	07/14/2016	Radio Advertising-June 2016	100-5CS-5-G1-9501003	500.00
21263	07/14/2016	Radio Advertising-June 2016	100-5CS-5-G1-9501003	500.00
Vendor V0803 - Adelman Broadcasting Total:				1,000.00
Vendor: V0944 - AGILITY RECOVERY SOLUTIONS INC.				
21247	07/07/2016	Agility Recovery Support-July 2016	100-2FF-5-G1-9401012	230.00
Vendor V0944 - AGILITY RECOVERY SOLUTIONS INC. Total:				230.00
Vendor: V0006 - American Business Machines				
21264	07/14/2016	Contract overage charge-06/08/2016-07/07/2016	100-2FF-5-G1-9401009	52.24
Vendor V0006 - American Business Machines Total:				52.24
Vendor: V0753 - American Heritage Life Ins.				
21296	07/21/2016	Employee Paid Extended Benefits	100-000-2-B1-4011019	708.12
Vendor V0753 - American Heritage Life Ins. Total:				708.12
Vendor: V0007 - American Public Transit Asc				
21265	07/14/2016	Membership dues, 07/01/2016-06/30/2017	100-1EX-5-G1-9501006	27,685.00
Vendor V0007 - American Public Transit Asc Total:				27,685.00
Vendor: V0249 - Antelope Valley Board of Trade				
21314	07/28/2016	Board of Directors meeting July-June 2017	100-000-1-A1-0401004	120.00
Vendor V0249 - Antelope Valley Board of Trade Total:				120.00
Vendor: V0135 - Aramark Uniform Services				
21266	07/14/2016	Uniform service (2016)	100-2FF-5-G1-9401038	112.65
21266	07/14/2016	Uniform service-July 2016	100-2FF-5-G1-9401038	110.02
21315	07/28/2016	Uniform service	100-2FF-5-G1-9401038	107.52
21315	07/28/2016	Uniform service	100-2FF-5-G1-9401038	169.16
Vendor V0135 - Aramark Uniform Services Total:				499.35
Vendor: V0518 - Arrow Engineering Services-AESI				
21248	07/07/2016	CALTRANS ADA PROJ-35th St E & Palmdale Blvd JUNE16	100-000-2-B1-4051003	6,000.00
21248	07/07/2016	AVTA BS & Caltrans ADA Project 35th & Palmdale Blvd	600-1XX-5-J1-9909059	1,680.00
21297	07/21/2016	Task Order 1 Change Order 1 for Wave Chargers	600-1XX-5-J1-9909080	1,040.00
21297	07/21/2016	Task Order 1 Change Order 1 for Wave Chargers	600-1XX-5-J1-9909080	563.87
21297	07/21/2016	Task Order 1 Change Order 1 for Wave Chargers	600-1XX-5-J1-9909080	1,680.00
21297	07/21/2016	Task Order 1 Change Order 1 for Wave Chargers	600-1XX-5-J1-9909080	910.87
21297	07/21/2016	Arrow Change Order 1 Task Order 2	600-1XX-5-J1-9909083	31,447.84
21297	07/21/2016	Change Order 2 - Task Order 2 - 85 Bus Charging	600-1XX-5-J1-9909085	4,331.03
Vendor V0518 - Arrow Engineering Services-AESI Total:				47,653.61
Vendor: V0244 - AT&T Mobility				
21298	07/21/2016	Mobile charges, 06/07/16-07/06/16	100-2FF-5-G1-9401025	121.79
Vendor V0244 - AT&T Mobility Total:				121.79
Vendor: V0013 - AV Press				
21249	07/07/2016	Antelope Valley Press Contract	100-5CS-5-G1-9501003	840.60
21316	07/28/2016	Antelope Valley Press Contract JUNE 2016	100-5CS-5-G1-9501003	2,414.18
Vendor V0013 - AV Press Total:				3,254.78
Vendor: V0217 - Board of Equalization- Sales (Use) Tax				
21317	07/28/2016	Use tax, April-June 2016	100-2FF-5-G1-9201005	606.00
Vendor V0217 - Board of Equalization- Sales (Use) Tax Total:				606.00
Vendor: V0582 - Board of Equilization- Fuel Taxes Division				
21299	07/21/2016	Diesel Fuel tax, April-June 2016	100-2FF-5-G1-9201005	2,058.00
Vendor V0582 - Board of Equilization- Fuel Taxes Division Total:				2,058.00
Vendor: V0239 - BOHN'S Printing				
21318	07/28/2016	AVTA Business Plan books	100-5CS-5-G1-9501018	1,168.48
Vendor V0239 - BOHN'S Printing Total:				1,168.48



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 07/01/2016 - 07/31/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V1139 - California Choice				
21267	07/14/2016	Group Health Insurance- AUGUST 2016 (EE)	100-000-2-B1-4011013	5,193.64
21267	07/14/2016	Group Health Insurance- AUGUST 2016 (ER)	100-1ZZ-5-G1-9701612	27,263.51
Vendor V1139 - California Choice Total:				32,457.15
Vendor: V1059 - Calstart				
21300	07/21/2016	Project management & reporting-03/16-06/16	600-1XX-5-J1-9909085	14,313.88
Vendor V1059 - Calstart Total:				14,313.88
Vendor: V0723 - Canon Solutions America				
21301	07/21/2016	Maintenance Canon Copier-03/16/16-06/15/16	100-2FF-5-G1-9401005	255.44
21301	07/21/2016	Maintenance for Canon copiers-05/21/16-06/20/16	100-2FF-5-G1-9401009	292.21
Vendor V0723 - Canon Solutions America Total:				547.65
Vendor: V0024 - City of Lancaster				
21250	07/07/2016	2016 PARTNERSHIP	100-5CS-5-G1-9501039	10,000.00
Vendor V0024 - City of Lancaster Total:				10,000.00
Vendor: V0202 - Clean Air Testing, Inc.				
21302	07/21/2016	AQMD Rule 461 test	100-2FF-5-G1-9401038	525.00
Vendor V0202 - Clean Air Testing, Inc. Total:				525.00
Vendor: V0151 - Complete Coach Works				
21319	07/28/2016	Commuter#4753 Coach Refurbishments	600-1XX-5-J1-9902015	25,630.87
21319	07/28/2016	Commuter#4753 Coach Refurbishments	600-1XX-5-J1-9909048	142,577.43
Vendor V0151 - Complete Coach Works Total:				168,208.30
Vendor: V0812 - DeeAnna Cason				
21268	07/14/2016	Cake for Rong's retirement	100-3FS-5-G1-9501029	20.30
21268	07/14/2016	Athena Shell-reimb for bus passing her up	100-3FS-5-G1-9501037	25.00
21268	07/14/2016	Lemonade-All Hands meeting	100-5CS-5-G1-9501029	5.02
21268	07/14/2016	water for business meetings	100-5CS-5-G1-9501029	31.87
21268	07/14/2016	Customer service open house	100-5CS-5-G1-9501029	67.65
21268	07/14/2016	LF Documnets scan	600-1XX-5-J1-9909058	45.00
Vendor V0812 - DeeAnna Cason Total:				194.84
Vendor: V0646 - DSL Extreme				
21269	07/14/2016	Internet service- 08/01/16-09/01/16	100-2FF-5-G1-9401025	52.83
Vendor V0646 - DSL Extreme Total:				52.83
Vendor: V1123 - Eastside Checks Cashed				
21270	07/14/2016	CPOS Phone Line Riembursement - Blanket	100-3FS-5-G1-9501037	50.00
21270	07/14/2016	Riders relief coupons-June 2016	100-3FS-5-G1-9501037	20.00
Vendor V1123 - Eastside Checks Cashed Total:				70.00
Vendor: V0790 - eCanopy.com				
21251	07/07/2016	10x10 Commercial Canopy with side walls	100-5CS-5-G1-9501029	2,599.95
21251	07/07/2016	10' Commercial Rollerbag	100-5CS-5-G1-9501029	81.99
Vendor V0790 - eCanopy.com Total:				2,681.94
Vendor: V1002 - Entertainment Plus				
21271	07/14/2016	Two data cd's/ Commerical playback	100-5CS-5-G1-9501003	1,125.00
Vendor V1002 - Entertainment Plus Total:				1,125.00
Vendor: V0046 - Federal Express				
21272	07/14/2016	Shipping charges	100-3FS-5-G1-9501010	58.28
21320	07/28/2016	Shipping charges	100-3FS-5-G1-9501010	14.40
21303	07/21/2016	Shipping charges	100-3FS-5-G1-9501010	63.17
Vendor V0046 - Federal Express Total:				135.85
Vendor: V0853 - First Aid USA				
21273	07/14/2016	First Aid-FY 2017	100-3FS-5-G1-9501009	702.74
Vendor V0853 - First Aid USA Total:				702.74
Vendor: V0176 - First Place Awards				
21252	07/07/2016	Acrylic Award	100-3FS-5-G1-9501009	62.68
21321	07/28/2016	Acrylic award	100-3FS-5-G1-9501009	100.83
Vendor V0176 - First Place Awards Total:				163.51



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 07/01/2016 - 07/31/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0194 - Frontier Communications				
21304	07/21/2016	Telephone, 07/13/16-08/12/16	100-2FF-5-G1-9401025	452.23
Vendor V0194 - Frontier Communications Total:				452.23
Vendor: V0125 - Grainger				
21322	07/28/2016	Valve, regulating, 0-12 GPM	100-2FF-5-G1-9401038	98.99
Vendor V0125 - Grainger Total:				98.99
Vendor: V0139 - Hart Printers Inc.				
21253	07/07/2016	250 Business cards-N Hickling	100-5CS-5-G1-9501018	53.41
Vendor V0139 - Hart Printers Inc. Total:				53.41
Vendor: V1191 - High Desert Broadcasting				
21274	07/14/2016	Dump the Pump	100-5CS-5-G1-9501003	1,080.00
21274	07/14/2016	Dump the Pump	100-5CS-5-G1-9501003	900.00
21274	07/14/2016	Dump the Pump	100-5CS-5-G1-9501003	945.00
21323	07/28/2016	Dump the Pump Advertising-JUNE 2016	100-5CS-5-G1-9501003	1,035.00
Vendor V1191 - High Desert Broadcasting Total:				3,960.00
Vendor: V0474 - Insight- Public Sector				
21275	07/14/2016	BenQ MS502 Projector Lamp	600-1XX-5-J1-9902008	436.97
Vendor V0474 - Insight- Public Sector Total:				436.97
Vendor: V0861 - Intelesys Communications Services Inc.				
21324	07/28/2016	ShoreTel Conference phone for Len	600-1XX-5-J1-9902008	828.41
21324	07/28/2016	ShoreTel Satellite Microphone	600-1XX-5-J1-9902008	212.55
Vendor V0861 - Intelesys Communications Services Inc. Total:				1,040.96
Vendor: V1057 - IntelliRide				
21276	07/14/2016	Dial-a-ride Service, Revenue March 2016	100-000-4-D1-6001400	-8,158.50
21276	07/14/2016	JUNE 2016 DAR Fare Coupons	100-000-4-D1-6001400	1,533.00
21276	07/14/2016	JUNE 2016 ETP Service	100-2FF-5-G1-9001012	16,312.80
21276	07/14/2016	Dial-a-ride Service, JUNE 2016	100-2FF-5-G1-9001014	93,599.36
Vendor V1057 - IntelliRide Total:				103,286.66
Vendor: V0057 - Interior Plant Designs				
21277	07/14/2016	Interior Plant Services JULY 2016	100-2FF-5-G1-9401005	220.00
Vendor V0057 - Interior Plant Designs Total:				220.00
Vendor: V0492 - Interstate Battery System				
21305	07/21/2016	Equipment Battery	100-2FF-5-G1-9401038	684.25
21278	07/14/2016	L16L Battery	100-2FF-5-G1-9401038	245.20
Vendor V0492 - Interstate Battery System Total:				929.45
Vendor: V0157 - Iron Mountain Records Mgmt Inc				
21279	07/14/2016	Shred Services, 05/25-06/28/2016	100-2FF-5-G1-9401005	78.22
Vendor V0157 - Iron Mountain Records Mgmt Inc Total:				78.22
Vendor: V1080 - Kennard Design Group				
21254	07/07/2016	Upgrade Bus Stop 99 at 30th St E and Ave R	600-1XX-5-J1-9909058	1,975.20
21254	07/07/2016	Design Engineering and Construction Mgmt TO3	600-1XX-5-J1-9909059	5,988.57
21254	07/07/2016	Task Order 6 Count Room	600-1XX-5-J1-9909068	5,444.50
Vendor V1080 - Kennard Design Group Total:				13,408.27
Vendor: V0250 - L.A. County Waterworks				
21280	07/14/2016	Water use, 04/14/16-06/16/16	100-2FF-5-G1-9401024	285.77
21280	07/14/2016	Water use, 04/14/16-06/16/16	100-2FF-5-G1-9401024	326.50
21280	07/14/2016	Water use, 04/14/16-06/16/16	100-2FF-5-G1-9401024	465.98
Vendor V0250 - L.A. County Waterworks Total:				1,078.25
Vendor: V0421 - Lancaster Chamber of Commerce				
21281	07/14/2016	Membership Dues, 08/01/16-08/01/2017	100-1EX-5-G1-9501006	250.00
Vendor V0421 - Lancaster Chamber of Commerce Total:				250.00
Vendor: V0720 - Mail America 2- Palmdale				
21325	07/28/2016	CPOS Reimbursement-JAN-JUNE 2016	100-3FS-5-G1-9501037	300.00
21306	07/21/2016	Riders relief coupons-June 2016	100-3FS-5-G1-9501037	36.00
Vendor V0720 - Mail America 2- Palmdale Total:				336.00



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 07/01/2016 - 07/31/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0916 - Mail America 3				
21255	07/07/2016	Riders relief coupon-June 2016	100-3FS-5-G1-9501037	82.00
			Vendor V0916 - Mail America 3 Total:	82.00
Vendor: V0169 - Mar-Co Equipment Company				
21307	07/21/2016	Rack-rear wheel	100-2FF-5-G1-9401038	104.16
			Vendor V0169 - Mar-Co Equipment Company Total:	104.16
Vendor: V1117 - N. Glantz & Son, LLC				
21282	07/14/2016	48" X 50Y SV480CV3 ENVISI LUST WHITE 2. REM	100-5CS-5-G1-9501018	722.21
			Vendor V1117 - N. Glantz & Son, LLC Total:	722.21
Vendor: V0987 - OPSEC Specialized Protection				
21256	07/07/2016	OPSEC Security Services JUNE 2016	100-5CS-5-G1-9501034	4,630.00
			Vendor V0987 - OPSEC Specialized Protection Total:	4,630.00
Vendor: V0688 - Our Weekly Publications				
21257	07/07/2016	Yearly Amount for Advertising	100-3FS-5-G1-9501002	245.00
			Vendor V0688 - Our Weekly Publications Total:	245.00
Vendor: V0243 - Palmdale Chamber of Commerce				
21308	07/21/2016	Luncheon Admission-K Miller	100-1EX-5-G1-9501019	25.00
			Vendor V0243 - Palmdale Chamber of Commerce Total:	25.00
Vendor: V0628 - Patton Sales Corp				
21326	07/28/2016	Floor plate	100-2FF-5-G1-9401038	11.91
			Vendor V0628 - Patton Sales Corp Total:	11.91
Vendor: V0078 - Pinnacle Petroleum Inc				
21283	07/14/2016	Fuel, June 2016	100-2FF-5-G1-9201003	16,264.30
21283	07/14/2016	Fuel, June 2016	100-2FF-5-G1-9201003	16,071.20
21327	07/28/2016	Fuel, July 2016	100-2FF-5-G1-9201003	8,477.57
21327	07/28/2016	Fuel, July 2016	100-2FF-5-G1-9201003	8,391.26
21327	07/28/2016	Fuel, July 2016	100-2FF-5-G1-9201003	15,501.64
21327	07/28/2016	Fuel, July 2016	100-2FF-5-G1-9201003	14,247.72
			Vendor V0078 - Pinnacle Petroleum Inc Total:	78,953.69
Vendor: V0755 - Pitney Bowes Inc				
21328	07/28/2016	Equipment rental-April 2016-July 2016	100-3FS-5-G1-9501010	176.58
			Vendor V0755 - Pitney Bowes Inc Total:	176.58
Vendor: V0587 - Pitney Bowes Reserve Account				
21329	07/28/2016	Reserve-Pitney Bowes	100-3FS-5-G1-9501010	500.00
			Vendor V0587 - Pitney Bowes Reserve Account Total:	500.00
Vendor: V1178 - Printing Boss				
21309	07/21/2016	Printed and laminated decals	600-1XX-5-J1-9902015	87.20
			Vendor V1178 - Printing Boss Total:	87.20
Vendor: V0649 - Sinclair Printing & Litho., Inc.				
21258	07/07/2016	Local Transit Schedules - reprint	100-5CS-5-G1-9501018	2,379.47
			Vendor V0649 - Sinclair Printing & Litho., Inc. Total:	2,379.47
Vendor: V0403 - Southern California Edison				
21284	07/14/2016	Electricity, June 2016 (LCP)	100-2FF-5-G1-9401021	209.33
			Vendor V0403 - Southern California Edison Total:	209.33
Vendor: V0493 - Standard Insurance Company				
21285	07/14/2016	J Austin-EE share Dental	100-000-1-A1-0201005	52.16
21285	07/14/2016	Vision Insurance Premium- JMA (ADJ-ER)	100-1ZZ-5-G1-9701616	9.92
			Vendor V0493 - Standard Insurance Company Total:	62.08
Vendor: V0477 - Standard Insurance Company				
21330	07/28/2016	Life	100-1ZZ-5-G1-9701811	398.09
21330	07/28/2016	HADV Premium	100-1ZZ-5-G1-9701811	38.00
21330	07/28/2016	Short Term Disability	100-1ZZ-5-G1-9701812	1,377.75
21330	07/28/2016	Long Term Disability	100-1ZZ-5-G1-9701813	854.45
21330	07/28/2016	AD&D	100-1ZZ-5-G1-9701814	79.61
			Vendor V0477 - Standard Insurance Company Total:	2,747.90



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 07/01/2016 - 07/31/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V1170 - Stradling Yocca Carlson & Rauth, A Professional Corporation				
21259	07/07/2016	General Counsel-June 2016	100-1EX-5-G1-9501005	4,000.00
21259	07/07/2016	Special Litigation-June 2016	100-1EX-5-G1-9501005	328.50
Vendor V1170 - Stradling Yocca Carlson & Rauth, A Professional Corporation Total:				4,328.50
Vendor: V0684 - Strategies				
21310	07/21/2016	Consulting services-June 2016	100-1EX-5-G1-9501013	25.00
Vendor V0684 - Strategies Total:				25.00
Vendor: V0103 - TCW Systems, Inc.				
21311	07/21/2016	Bus Radio Repair	100-2FF-5-G1-9401038	2,174.40
Vendor V0103 - TCW Systems, Inc. Total:				2,174.40
Vendor: V0405 - The Gas Company				
21286	07/14/2016	Gas, 05/20/2016-06/21/2016	100-2FF-5-G1-9401022	638.98
Vendor V0405 - The Gas Company Total:				638.98
Vendor: V0904 - Time Warner Cable Business Class				
21287	07/14/2016	Internet, 07/13-08/12/2016	100-2FF-5-G1-9401025	1,365.00
21287	07/14/2016	Cable, 07/11-08/10/2016	100-2FF-5-G1-9401025	246.71
Vendor V0904 - Time Warner Cable Business Class Total:				1,611.71
Vendor: V1207 - Todd Davis A+ Living				
21260	07/07/2016	Corporate Sponsorship - Acknowledgement and signag	100-5CS-5-G1-9501039	1,200.00
Vendor V1207 - Todd Davis A+ Living Total:				1,200.00
Vendor: V0365 - TRANE US Inc.				
21288	07/14/2016	Trouble shoot/repair Admin A/C	100-2FF-5-G1-9401038	1,150.36
Vendor V0365 - TRANE US Inc. Total:				1,150.36
Vendor: V0252 - Transdev, Inc.				
21312	07/21/2016	Commuter Recovery-Stand by-JUNE 2016	100-2FF-5-G1-9001013	4,579.00
21312	07/21/2016	Local and Commuter Maint and Service, February '16	100-2FF-5-G1-9001013	1,102,467.94
21312	07/21/2016	Commuter Recovery-JUNE 2016	100-2FF-5-G1-9001013	6,735.25
21312	07/21/2016	Metrolink Assistance-JUNE 2016	100-2FF-5-G1-9001013	89.62
21312	07/21/2016	Special Service-AVC Palmdale Ctr-June 2016	100-2FF-5-G1-9001013	183.80
21312	07/21/2016	JARC Commuter Hours-785-786-787-JUNE 2016	100-2FF-5-G1-9001015	18,864.46
21312	07/21/2016	BYD Electric buses, Routes 11/12,1,10,7-JUNE 2016	100-2FF-5-G1-9001016	16,507.73
21312	07/21/2016	Travel training-Bus#4374 & 4370-JUNE 2016	100-5CS-5-G1-9401035	309.88
21312	07/21/2016	Performance Truck repair Bus#4736-June 2016	600-1XX-5-J1-9909057	5,444.55
Vendor V0252 - Transdev, Inc. Total:				1,155,182.23
Vendor: V0353 - UNUM Life Insurance Co of Amer				
21313	07/21/2016	Long Term Care (EE)	100-000-2-B1-4011024	124.20
21313	07/21/2016	Long Term Care (ER)	100-1ZZ-5-G1-9702618	470.91
Vendor V0353 - UNUM Life Insurance Co of Amer Total:				595.11
Vendor: V0302 - US Bank				
21331	07/28/2016	Mobility on demand meeting-lunch	100-1EX-5-G1-9501019	64.23
21331	07/28/2016	Palmdale Chamber of Commerce-luncheon	100-1EX-5-G1-9501019	200.00
21331	07/28/2016	Lanc Chamber of Commerce-luncheon	100-1EX-5-G1-9501019	240.00
21331	07/28/2016	Early check in	100-1EX-5-G1-9501019	90.00
21331	07/28/2016	Airfare-N Pitkin ENO Transit training	100-1EX-5-G1-9501019	773.88
21331	07/28/2016	Airfare-N Hickling CTAA Conf	100-1EX-5-G1-9501019	1,151.88
21331	07/28/2016	Reg-N hickling/L Engel Wireless Comm	100-1EX-5-G1-9501019	800.00
21331	07/28/2016	Working meeting lunch-McCarthy staff	100-1EX-5-G1-9501019	62.37
21331	07/28/2016	Online training-N Hickling	100-1EX-5-G1-9501019	80.40
21289	07/14/2016	Parking charges, GM meeting	100-1EX-5-G1-9501019	8.00
21289	07/14/2016	working lunch with N Hickling	100-1EX-5-G1-9501019	28.98
21331	07/28/2016	Remote AVTA.com	100-2FF-5-G1-9401012	27.99
21331	07/28/2016	Wordrake software	100-2FF-5-G1-9401012	129.00
21331	07/28/2016	1&1 Virtual Server-06/08/2016-07/08/2016	100-2FF-5-G1-9401012	19.99
21331	07/28/2016	Windows secrets subscription-Patch Mgmt	100-2FF-5-G1-9401012	25.00
21331	07/28/2016	FAcebook Ads	100-5CS-5-G1-9501003	75.07
21331	07/28/2016	Legislative Brochures	100-5CS-5-G1-9501018	38.97
21331	07/28/2016	IT Room Cooling plans	600-1XX-5-J1-9909068	386.00
Vendor V0302 - US Bank Total:				4,201.76



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 07/01/2016 - 07/31/2016

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V1072 - W.A.V.E.				
21290	07/14/2016	Wave Inductive Charger	600-1XX-5-J1-9909081	27,175.00
			Vendor V1072 - W.A.V.E. Total:	27,175.00
Vendor: V0969 - Walsma Oil Company				
21291	07/14/2016	Diesel emissions fluid	100-2FF-5-G1-9201003	2,561.06
			Vendor V0969 - Walsma Oil Company Total:	2,561.06
Vendor: V0550 - Waste Management				
21292	07/14/2016	Waste, JUNE 2016	100-2FF-5-G1-9401023	712.60
			Vendor V0550 - Waste Management Total:	712.60
Vendor: V0457 - Waxie Enterprises Inc.				
21293	07/14/2016	bath paper towels	100-2FF-5-G1-9401036	380.92
21293	07/14/2016	seat covers	100-2FF-5-G1-9401036	36.26
21293	07/14/2016	Premium tissue	100-2FF-5-G1-9401038	707.92
21293	07/14/2016	liquid hand soap	100-2FF-5-G1-9401038	68.81
21293	07/14/2016	Kitchenpaper towels	100-2FF-5-G1-9401038	29.40
21293	07/14/2016	furniture polish	100-2FF-5-G1-9401038	65.49
21293	07/14/2016	40x48 Can Liners	100-2FF-5-G1-9401038	86.52
			Vendor V0457 - Waxie Enterprises Inc. Total:	1,375.32
Vendor: V1154 - Weideman Group Inc.				
21261	07/07/2016	Consulting fees-JULY 2016	100-1EX-5-G1-9501013	10,000.00
			Vendor V1154 - Weideman Group Inc. Total:	10,000.00
Vendor: V0112 - Western Exterminators				
21294	07/14/2016	Exterminator, June 2016	100-2FF-5-G1-9401005	96.00
			Vendor V0112 - Western Exterminators Total:	96.00
Vendor: V0124 - Witts				
21262	07/07/2016	Office Supplies	100-3FS-5-G1-9501009	818.73
21295	07/14/2016	Office Supplies	100-3FS-5-G1-9501009	31.50
			Vendor V0124 - Witts Total:	850.23
Grand Total:				1,746,780.26



DATE: August 23, 2016

TO: BOARD OF DIRECTORS

SUBJECT: FY16 4th Quarter Capital Reserve Report (April 1-June 30, 2016)

RECOMMENDATION

That the Board of Directors receive and file the attached FY16 Fourth Quarter Capital Reserve Report for the period covering April 1 through June 30, 2016.

FISCAL IMPACT

Total Capital Reserve contributions for FY16 were budgeted at \$460,896; all contributions for the year have been received.

BACKGROUND

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

As of the report date, the Capital Reserve account has an accumulated cash balance of \$5,862,873 held in accounts with the Local Agency Investment Fund (LAIF) and Union Bank. The total contributed fund balance is \$5,735,582 plus \$127,291 in interest earned. All scheduled contribution payments have been received for the 1st, 2nd, 3rd & 4th quarters ended June 30, 2016.

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

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

Delivery for the three local transit buses originally scheduled for FY14, and 2 commuter buses were received during the 1st Quarter of Fiscal Year 2016. The local transit buses were purchased using toll credits for the local match portion. The two expansion commuter coaches were funded in total by Job Access Reverse Commute (JARC) funds.

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

Please see the attached Capital Reserve Summary covering activity through June 30, 2016 and the Combined Jurisdiction Reconciliation Report for additional information.

Prepared by:

Submitted by:

Colby Konisek
Director of Finance

Len Engel
Executive Director

Attachments: A – Capital Reserve Summary Report through June 30, 2016
A.1 – Combined Jurisdiction Detailed Reconciliation Report



CAPITAL RESERVE CONTRIBUTION BALANCES

June 30, 2016

Contributor	Accumulated Balance at 6/30/08	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	Balance, as of June 30, 2016	FY 2017 Budget
Lancaster	\$1,003,723	\$183,500	\$183,500	\$183,500	\$183,500	\$0	\$183,500	\$191,871	\$190,765	\$2,303,859	\$190,765
Palmdale	1,003,723	162,896	162,896	162,896	162,896	0	162,896	174,587	173,804	2,166,594	173,804
LA County	501,862	114,500	114,500	114,500	114,500	0	114,500	94,440	96,327	1,265,129	96,327
TOTAL	\$2,509,308	\$460,896	\$460,896	\$460,896	\$460,896	\$0	\$460,896	\$460,898	\$460,896	\$5,735,582	\$460,896
INTEREST-TO-DATE										127,291	
										\$5,862,873	

**ANTELOPE VALLEY TRANSIT AUTHORITY
CAPITAL RESERVE & OPERATING SUPPORT TRACKING**

Updated through: **September 30, 2015**

Description	LANCASTER				PALMDALE				LOS ANGELES COUNTY				TOTALS		
	Date	Accrual/ Payment	Operating Support	Capital Reserve	Date	Accrual/ Payment	Operating Support	Capital Reserve	Date	Accrual/ Payment	Operating Support	Capital Reserve	Accrued/ Cash Received	Operating Support (By Year)	Capital Reserve (Accumulated)
FY 2016	<i>Note change in Jurisdictional %'s for FY16...</i>														
Annual Due		(1,492,767.00)	(1,302,002.00)	(190,765.00)		(1,360,044.00)	(1,186,240.00)	(173,804.00)		(753,775.91)	(657,448.91)	(96,327.00)	(3,606,586.91)	(3,145,690.91)	(460,896.00)
First Quarter Payments	7/23/15	373,191.72	325,500.51	47,691.21	9/16/15	339,932.50	296,481.50	43,451.00	10/13/15	188,444.00	164,362.00	24,082.00	901,568.22	786,344.01	115,224.21
Interest				1,795.02				1,635.43				906.40			4,336.85
Second Quarter Payments	10/19/15	373,191.75	325,500.50	47,691.25	10/13/15	340,037.17	296,586.17	43,451.00	11/5/15	188,443.91	164,362.17	24,081.74	901,672.83	786,448.84	115,223.99
Interest				2,077.00				1,889.91				1,022.29			4,989.20
Third Quarter Payments	1/20/16	373,191.75	325,500.50	47,691.25	1/20/16	340,037.17	296,586.17	43,451.00	3/17/16	188,444.00	164,362.00	24,082.00	901,672.92	786,448.67	115,224.25
Interest				2,592.81				2,359.25				1,276.16			6,228.22
Fourth Quarter Payments	4/15/16	373,191.78	325,500.49	47,691.29	4/15/16	340,037.16	296,586.16	43,451.00	4/15/16	188,444.00	164,362.74	24,081.26	901,672.94	786,449.39	115,223.55
Interest				3,059.42				2,783.83				1,505.82			7,349.07
Contributions for FY2016		1,492,767.00	1,302,002.00	190,765.00		1,360,044.00	1,186,240.00	173,804.00		753,775.91	657,448.91	96,327.00	3,606,586.91	3,145,690.91	460,896.00
Interest for FY2016				9,524.25				8,668.41				4,710.68			22,903.34
Net Assets		0.00	0.00	0.00		0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Capital Reserve Balance to Date				2,303,858.99				2,166,594.40				1,265,129.00			5,735,582.39
Interest to Date				55,141.60				49,231.59				22,917.86			127,291.05
Total Balances as of 06/30/2016				2,359,000.59				2,215,825.99				1,288,046.86			5,862,873.44

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



DATE: August 23, 2016
TO: BOARD OF DIRECTORS
SUBJECT: Grant Status Report Through the End of Fiscal Year 2015/2016 (FY16)

RECOMMENDATION

That the Board of Directors receive and file the attached Grant Status Report through the end of FY16.

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 Grant Status Report reflects all grant applications submitted on behalf of the AVTA, all grants awarded to the AVTA, and pending grants through June 30, 2016. AVTA continues to pursue every potential grant opportunities, and this past quarter was no exception with three submissions; FTA's Low or No Emission Vehicle Deployment Program (LoNo), Transit and Intercity Rail Capital Program – Cap & Trade, and Mobility on Demand (MOD) Sandbox Demonstration. The annual allocation formula grant has been completed; we are awaiting formal 2017 TIP adoption and final Department of Labor approval. Once all approvals are obtained, we will submit for the following funds; 5307 UZA formula, 5337 Bus and Bus Facilities, and 5339 State of Good Repair. We anticipate complete approval by November 2016.

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

Prepared by:

Submitted by:

Judy Fry
Grants Administrator

Len Engel
Executive Director/CEO

Attachment: A – Grant Status Report

GRANT STATUS REPORT

Discretionary Opportunities

Grant Program	Project	Amount Applied For	Date Submitted	Status	Amount Awarded	Next Round of Funding
Transit and Intercity Rail Capital Program – Cap & Trade	Zero emission bus transit and commuter Vanpool expansion project.	\$10,531,000	April 5, 2016	<i>Award announcement pending</i>	Pending	Not announced
Low Carbon Transit Operations Program (LCTOP) – Cap & Trade	Electric Bus Infrastructure Improvements	\$118,796	February 1, 2016	Grant funds awarded 6/16/2016	\$118,796	Not announced
FTA's Transportation Investment Generating Economic Recovery Grant ("TIGER")	AVTA's "SOLution" Property + Energy Collection and a Battery Storage System	\$10,284,000	April 29, 2016	No funds awarded to AVTA	\$0	Not announced
Low or No Emission Vehicle Deployment Program (LoNo)	10 Transit + 7 Commuter Electric Buses	\$14,857,761	May 11, 2016	No funds awarded to AVTA	\$0	Not announced
Mobility on Demand (MOD) Sandbox Demonstration	Antelope Valley Integrated Mobility Services Program	\$1,067,475	July 5, 2016	<i>Award announcement pending</i>	Pending	Not announced
Low or No Emission Vehicle Deployment Program (LoNo)	5 Electric Buses + necessary chargers	\$5,245,550	November 19, 2015	No funds awarded to AVTA	\$0	Not announced
ARB - Zero Emission Truck & Bus Pilot Project	High Desert Pathways to Commercialization Deployment Project	\$14,891,651	January 29, 2016	No funds awarded to AVTA	\$0	Not announced
Caltrans Sustainable Transportation Planning	Jurisdictional Coordination - BRT planning	\$350,000	October 30, 2015	No funds awarded to AVTA	\$0	Not announced

Grants Status Report
 August 23, 2016
 Page 2

Grant Program	Project	Amount Applied For	Date Submitted	Status	Amount Awarded	Next Round of Funding
Transportation Investment Generating Economic Recovery (TIGER-6)	25 Electric Buses + necessary infrastructure improvements and chargers	\$20,363,906	April 28, 2014	No funds awarded to AVTA	\$0	2015
Transportation Investment Generating Economic Recovery (TIGER-7)	Regional Transit Interconnectivity + Environmental Sustainability	\$11,995,000	June 5, 2015	No funds awarded to AVTA	\$0	Not announced
Low or No Emission Vehicle Deployment Program (LoNo)	Incremental cost of 12 zero emission buses	\$6,136,000	March 3, 2014	No funds awarded to AVTA	\$0	November 11, 2015
FY14 New Ladders of Opportunity Initiative	Transit Center at Antelope Valley College	\$250,000	August 4, 2014	No funds awarded to AVTA	\$0	Not announced
California Energy Commission	3 Articulated Electric BYD Buses	\$3,000,000	February 2015	No funds awarded to AVTA	\$0	Not announced
Department of Energy Powertrain Electrification Demonstration	Bus Conversion – Diesel > Electric		10/8/2015	Not encouraged to apply	\$0	Not announced
Transit and Intercity Rail Capital Program – Cap & Trade	Regional Transit Interconnectivity + Environmental Sustainability	\$32,561,750	April 10, 2015	Grant funds awarded 6/30/2015	\$24,403,000	Not announced
Call for Projects - LACMTA	Electric Bus Infrastructure Improvements	\$1,893,392	January 29, 2015	Grant funds awarded	\$307,730	2017

Grant Program	Project	Amount Applied For	Date Submitted	Status	Amount Awarded	Next Round of Funding
Call for Projects - LACMTA	Electric Bus Replacements	\$18,333,000	January 29, 2015	Grant funds awarded	\$2,167,373	2017
	TOTAL DISCRETIONARY OPPORTUNITIES PENDING:	\$11,598,475		TOTAL GRANT AWARDS:	\$26,996,899	

Annual Formula Allocations

Grant Program	Project	Amount Pending	Date Submitted	Status	Amount Awarded
FTA Annual 5307 Allocation - FTA	Capital Improvement Program	\$18,699,095	June 2016	Delayed - waiting for TIP adoption. Pending award - expected November 2016.	Pending
FTA Annual 5337 Allocation - FTA	State of Good Repair - High Intensity Motorbus	\$1,241,962	June 2016	Delayed - waiting for TIP adoption. Pending award - expected November 2016.	Pending
FTA Annual 5339 Allocation - FTA	Bus and Bus Facilities	\$1,888,765	June 2016	Delayed - waiting for TIP adoption. Pending award - expected November 2016.	Pending
Low Carbon Transit Operations Program (LCTOP) - Cap & Trade	Electric Bus Infrastructure Improvements	\$40,687	February 2, 2015	Grant funds awarded 6/19/2015	\$40,687
	TOTAL ANNUAL FORMULA ALLOCATIONS PENDING:	\$21,829,822		TOTAL GRANT AWARDS:	\$40,687



DATE: August 23, 2016

TO: BOARD OF DIRECTORS

SUBJECT: Award Sole Respondent Contract #2017-01 to Construct 85 Electric Bus Charging Stations at AVTA Offices and Maintenance Facility

RECOMMENDATION

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

FISCAL IMPACT

Funding of \$3,966,651.00 has been included in the FY17 Business Plan to pay for this infrastructure project.

BACKGROUND

The Board adopted a goal to have 100% battery electric revenue fleet by December 2018. Since that time, AVTA has undertaken several electric bus support projects. In addition, AVTA has been awarded grants from California State Transportation Agency (CalSTA) for \$24.4 million and \$5.7 million. AVTA is in the process of purchasing 39 battery electric buses under these grants with delivery beginning this fall. AVTA's next project to support the Board's goal is to construct 85 electric bus charging stations that will allow AVTA to operate the electric battery bus fleet on a daily basis.

AVTA released an Invitation for Bid (IFB) on July 19, 2016. The scope of work is to construct 85 Electric Bus Charging Stations at its facility. The solicitation documents were posted to AVTA's web based procurement system that provide the solicitation documents to 120 registered firms with advertisements being placed in the *Antelope Valley Press* and *Our Weekly Lancaster* newsletter. Prior to issuance of the IFB, members of the Board and TAC were notified and asked to submit any recommendations for potential vendors. The local Chambers of Commerce and Antelope Valley Board of Trade were also notified via their respective newsletters and email lists.

Award Sole Respondent Contract #2017-01 to construct 85 Electric Bus Charging Stations at AVTA Offices and Maintenance Facility

August 23, 2016

Page 2

Staff conducted a mandatory pre-bid conference on July 27, 2016, with six (6) firms attending. Three (3) addenda were released prior to the bid closing. The bid opening was held on August 18, 2016. Of the six firms that attended the mandatory pre-bid meeting, only one (1) firm submitted a bid. Results from a phone survey of potential bidders are as follows: two firms were too busy (Lancaster and Canoga Park, CA), another wasn't comfortable with the plans (Bakersfield, CA), one firm had a family emergency (Palmdale, CA), and the last firm didn't have resources available (Los Angeles). The firm that submitted a response and their respective bid amount are listed in the table below. The pricing received is under budget and includes Option 1 pricing for an emergency generator to charge the electric fleet during a power outage.

Firm	Location	Pricing Description	Price
Taft Electric Company	Ventura, CA	Base Bid	\$3,297,266.80
		Option 1 – Emergency Generator	\$641,141.00
		Total Bid	\$3,938,407.80

Under FTA procurement requirements, an IFB must be awarded to the lowest responsive and responsible bidder (per FTA Circular 4220.1F - Third Party Contracting Guidance, Chapter VI - Procedural Guidance for Open Market Procurements).

Based on procurement requirements, bids received and reviewed for requisite document submittal, staff found the bid complete with pricing to be fair and reasonable. The bid was approximately \$30,000 below the engineer's estimate. Therefore, staff is recommending the Board approve a sole respondent contract with Taft Electric Company of Ventura, CA. This project is anticipated to take approximately 180 days to complete.

Prepared by:

Submitted by:

Lyle A. Block, CPPB
Procurement and Contracts Officer

Len Engel
Executive Director/CEO