



Regular Meeting of the Board of Directors

Tuesday, May 23, 2017

10:00 a.m.

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

AGENDA

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

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

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

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

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL:

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

APPROVAL OF AGENDA

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

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

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 APRIL 2017 – HECTOR FUENTES, TRANSDEV

SRP 2 LEGISLATIVE REPORT FOR MAY 2017 – JUDY FRY

SRP 3 FISCAL YEAR 2016/2017 (FY17) THIRD QUARTER MAINTENANCE KEY PERFORMANCE INDICATORS (KPI) REPORT (JANUARY 1 – MARCH 31, 2017) – MARK PERRY

Recommended Action: Receive and file the FY17 Third Quarter Maintenance KPI Report for the period covering January 1 through March 31, 2017.

SRP 4 PROPOSED SERVICE CHANGES REPORT – NORM HICKLING

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

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF APRIL 25, 2017 – KAREN DARR

Recommended Action: Approve the Board of Directors Regular Meeting Minutes of April 25, 2017.

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

Recommended Action: Receive and file the Fiscal Year-to-Date Budget versus Actual report dated March 31, 2017; the Interim Financial Statements for the month ended March 31, 2017; the Cash Flow Projection/Treasurer's report for the nine months ended March 31, 2017; the Payroll History Report for the three months ended April 30, 2017; and the Cash Disbursements Report for the month ended April 30, 2017.

CC 3 FY17 THIRD QUARTER CAPITAL RESERVE REPORT (JANUARY 1 – MARCH 31, 2017) – COLBY KONISEK

Recommended Action: Receive and file the FY17 Third Quarter Capital Reserve Report for the period covering January 1 through March 31, 2017.

CC 4 FY17 GRANT STATUS REPORT THROUGH APRIL 30, 2017– JUDY FRY

Recommended Action: Receive and file the FY17 Grant Status Report through April 30, 2017.

CC 5 FISCAL YEAR 2017/2018 (FY18) WORKERS' COMPENSATION, PROPERTY AND CASUALTY INSURANCE POLICIES UNDER CONTRACT #2013-022 WITH VINSA, INC. – LYLE BLOCK

Recommended Action: Authorize the Executive Director/CEO to purchase insurance for an amount not to exceed \$353,000 under Contract #2013-22 with Vinsa, Inc., Lancaster, CA.

CC 6 FY18 INVESTMENT POLICY STATEMENT AND LOCAL AGENCY INVESTMENT FUND (LAIF) UPDATE – COLBY KONISEK

Recommended Action: Adopt Resolution 2017-004, approving AVTA's revised Investment Policy Statement for the upcoming fiscal year beginning July 1, 2017 through June 30, 2018.

NEW BUSINESS (NB):

NB 1 PROPOSED FY18 BUSINESS PLAN AND SHORT RANGE TRANSIT PLAN – COLBY KONISEK

Recommended Action: Adopt the proposed FY18 Business Plan and Short Range Transit Plan.

CLOSED SESSION (CS):

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

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

RECESS TO CLOSED SESSION

RECONVENE TO PUBLIC SESSION

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

REPORTS AND ANNOUNCEMENTS (RA):

- RA 1 Report by the Executive Director/CEO

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

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

ADJOURNMENT:

Adjourn to the next Regular meeting of the Board of Directors on June 27, 2017 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, California.

The agenda was posted by 5:00 p.m. on May 18, 2017 at the entrance to the Antelope Valley Transit Authority, 42210 6th St. West, Lancaster, CA 93534.

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

Legislative Update

Presentation to AVTA Board of Directors
May 23, 2017



FEDERAL



Continuing Resolution

The government is funded through the end of September.

Department of Transportation -

Provides \$12.4 billion in total budgetary resources for FTA – \$657 million above the FY16 enacted level and \$7.5 billion below the request.

Transit formula grants total \$9.7 billion.

FY18 Budget Update

The President's budget is expected to officially released later today.

National defense is expected to receive the biggest increase.

The Environmental Protection Agency is expected to get the biggest cuts of all the agencies.



Budget Update

The House and Senate appropriators reached a final agreement on the FY17 Omnibus Appropriations bill.

\$500 million
for TIGER

STATE





State Budget

On May 11, the Governor released his revision for the FY17-18 budget.

Highlights:

- Revenue forecast is up by \$2.5B for this year, but remains down relative to last year.
- As a result of the passage of SB1, the Transit and Intercity Rail Capital Program (TIRCP) has a proposed increase of \$25M.
- Additionally, grants from the State Transit Assistance have a proposed increase to \$305M.
- Cap and Trade/GGRF spending was not addressed in the May Revise. This is not surprising, as GGRF budgeting has become a separate process in the past couple of years.

The deadline to pass a final budget is June 15.

Assembly Bill 17

AB 17 (Holden): Reduced-Fare Transit Passes for Students

Supports transit pass programs that provide free or reduced-fare transit passes to specified students.

The bill would set a minimum allocation of \$20,000 for each eligible transit provider, and remaining allocated funds will be distributed by formula.

1. Definition of Student
2. Eligibility Requirements
3. Agency Requirements

Questions?





Regular Meeting of the Board of Directors

Tuesday, April 25, 2017

10:00 a.m.

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

UNOFFICIAL MINUTES

CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE:

Director Flanagan led the Pledge of Allegiance.

ROLL CALL:

Present

Chairman Marvin Crist, Vice Chair Dianne Knippel, Director Steve Hofbauer, Director Austin Bishop, Director Michelle Flanagan, Alternate Director Raj Malhi

Absent

Director Angela Underwood–Jacobs

APPROVAL OF AGENDA:

Motion: Approve the agenda as comprised.

Moved by Director Hofbauer, second by Director Bishop

Vote (6-0-0-0)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Bishop, Flanagan, Alternate Director Malhi

Nays: None

Abstain: None

Absent: None

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

No public business items were presented.

CLOSED SESSION (CS):

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

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

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 10:05 a.m.

RECONVENE TO PUBLIC SESSION

The Board reconvened to Public Session at 10:50 a.m.

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

General Counsel Allison Burns stated that the Board discussed CS 2 and provided direction to staff. There was no reportable action.

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

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

Trandev General Manager Hector Fuentes presented a plaque to the Employee of the Month Kerry Jefferson and announced that the Operator of the Month was Mario Luna; however, Mr. Luna was unable to attend the meeting. Mr. Fuentes also acknowledged Robert Scism who recently retired as a Transdev mechanic.

SRP 2 PRESENTATION OF AVTA EMPLOYEE OF THE QUARTER (JANUARY 1 – MARCH 31, 2017)

Chief Financial Officer Colby Konisek presented a plaque to Staff Accountant I Mayra De Los Santos.

SRP 3 LEGISLATIVE REPORTS FOR APRIL 2017

Grants Administrator Judy Fry stated that the Department of Transportation nominated Derek Kan to serve as Under Secretary of Transportation for Policy. She provided an updated regarding the FY 18 federal budget, Transportation Investment Generating Economic Recovery grant, Senate Bill (SB) 1 – Transportation Funding, Assembly Bill (AB) 468: Assault – Transit Operators, SB 20: Buses – Seatbelts, SB 158: Commercial Driver's Licenses – Education Requirements, AB 673: Public Transit Operators – Bus Procurement Safety Considerations, and AB 17: Reduced-Fare Transit Passes for Students.

The Board discussed rescinding their support of SB 1. Chairman Crist stated that the Board sent a letter to support SB 1 prior to receiving the complete details of the additional fuel tax increases, the Annual Transportation Improvement Fee, and Road Improvement Fee. The Chairman and Director Flanagan stated that they want it noted for the record that the Board rescinded their support of SB 1.

Chairman Crist inquired if a letter could be written withdrawing the Board's support of the bill due to the fuel tax increases. General Counsel stated that since the item was not agendaized to take consensus or action on SB 1, the Chair could provide direction to Executive Director/CEO Len Engel.

Director Hofbauer asked does the language in the bill require this to be additional money or can the State use these funds to supplant other subsidies? Ms. Fry replied that she would need to obtain clarification, but added that she does not believe it will be supplanted. However, it has an index to grow continually through the years. The gas tax amount will not be capped. Director Hofbauer requested that staff provide the Board with an additional analysis of the bill.

The Board also discussed AB 17, particularly clarifying the definition of a "student", eligibility criteria and the requirements associated with receiving the funding. The Board stated that they want their questions answered and further clarification received prior to voting to support AB 17.

Mr. Engel stated that he recommends that the Board not support AB 673 because it would mandate that representatives of the transit operators participate on the committee that would determine specifications for new bus procurements.

Director Flanagan requested that staff provide updated information pertaining to material changes that may affect Board supported or opposed legislation.

Alternate Director Malhi left the meeting at 11:15 a.m.

CONSENT CALENDAR (CC):

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

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

Motion: Approve the Meeting Minutes of March 28, 2017.

Moved by Director Hofbauer, seconded by Director Bishop

Vote: Motion carried (4-0-1-1)

Yeas: Chairman Crist, Directors Hofbauer, Flanagan, Bishop

Nays: None

Abstain: Vice Chair Knippel

Absent: Alternate Director Mahli

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

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

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

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

Motion: Approve Consent Calendar items 2 and 3.

Moved by Director Hofbauer, seconded by Director Bishop

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

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

Nays: None

Abstain: None

Absent: Alternate Director Malhi

NEW BUSINESS (NB):

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

The Board waived the presentation of the staff report.

Motion: Re-elect Marvin Crist as Chair and Dianne Knippel as Vice Chair for FY18.

Moved by Director Flanagan, seconded by Director Bishop

Vote: Motion carried (4-1-0-1)

Yeas: Chairman Crist, Vice Chair Knippel, Directors Flanagan, Bishop

Nays: Director Hofbauer

Abstain: None

Absent: Alternate Director Malhi

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Executive Director/CEO Len Engel reported:

- The unveiling of the WAVE inductive charging project and AVTA's first 60' articulated bus will be held on May 3, 2017 at the Sgt. Steve Owen Memorial Park following the Transportation Summit. A local firm will wrap the bus. Invitees will attend a luncheon at AVTA following the event.
- Taking vacation April 26 through May 14. With some interruptions for AVTA business.
- Attending the Advanced Clean Transportation Expo on May 2 in Long Beach, CA and added that AVTA has been nominated for the National Fleet award.
- AVTA's Triennial Review has been completed with no findings. AVTA needed to obtain a copy of Transdev's Equal Employment Opportunity Commission (EEOC) plan.
- He and approximately twenty zero-emission bus operators from around the world will attend a closed-door Q&A session at the 62nd UITP World Congress & Exhibition on May 16, 2017 in Montreal, Canada.
- Mr. Hickling and Ms. Fry will attend the California Transit Associations' 2017 Spring Legislative Conference May 15-16 in Sacramento, CA. Mr. Hickling will also attend the APTA Bus & Paratransit Conference May 7–10 in Reno, NV. He will present information regarding AVTA's electric

bus project during both conferences. AVTA staff will also attend the Close Coalition meeting.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

No miscellaneous business items were presented.

ADJOURNMENT:

Chairman Crist adjourned the meeting at 11:19 a.m. to the next Regular meeting of the Board of Directors on May 23, 2017 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, California.

PASSED, APPROVED, and ADOPTED this 23rd day of MAY 2017.

Marvin Crist, Chairman

ATTEST:

Karen S. Darr, Clerk of the Board



DATE: May 23, 2017

TO: BOARD OF DIRECTORS

SUBJECT: Financial Reports for March and April 2017

RECOMMENDATION

Fiscal Year-to-Date Budget versus Actual report dated March 31, 2017 (Attachment A); Interim Financial Statements for the nine months ended March 31, 2017 (Attachment B); Treasurer's Report for the month ended March 31, 2017 (Attachment C); Payroll History Report for the three months ended April 30, 2017 (Attachment D); Cash Disbursements Report for the month ended April 30, 2017 (Attachment E).

FISCAL IMPACT

Payroll: The April payroll of \$304,802 is higher than the trailing 6 month average for payroll expense of \$230,964 by \$73,838 or 34.6%. This is due to three (3) payroll periods occurring during the month compared to two (2) on average.

Cash Disbursements: \$4,455,031.

Interim Financial Statements: Change in Net Position: (\$8,317,900), which includes YTD depreciation expense of \$2,995,900. The Change in Net Position figure will decrease once Capital Expenditures are reclassified as Fixed Assets at fiscal year-end.

BACKGROUND

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

AVTA's gross payroll for employees for the month of March 2017, exclusive of benefits, payroll taxes and service charges, is shown below. The extra payroll dated 4/12/17 was the final pay for an employee that resigned.

Payroll Period	Amount	Journal #
04/01/17	\$101,005.06	PYPKT00927
04/12/17	10,295.35	PYPKT00928
04/15/17	97,228.19	PYPKT00931
04/29/17	96,273.62	PYPKT00935,36,38
Gross Pay, April 2017	\$304,802.22	

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

Register Date	Amount
04/01/17-04/30/17	\$4,455,031

Large items include:

Transdev, Inc. (March, 2017)	\$1,145,832
Pinnacle Petroleum (fuel March/April 2017)	134,875
IntelliRide (Dial-A-Ride Services for March, 2017)	120,585
California Choice (group health insurance - May)	30,963
W.A.V.E. (primary/secondary charging systems #2-11, #2-44)	2,837,500
Total of large item selection	\$4,269,755

These items comprise 95.8% of total expenditures for the month.

Operating Cash

Major cash components as of March, 2017:

Cash per general ledger	\$22,719,732
Less restricted funds	(14,892,964)
Projected net cash inflows/(outflows)	(2,437,473)
Projected cash available for operations	\$5,389,295

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

BUDGET TO ACTUAL SUMMARY NARRATIVE

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

Operating income/(loss) (net of depreciation) was favorable to budget \$282K.

Revenues were unfavorable to budget by \$354K.

Timing differences: Fare revenue continues to be below budget, and is partially offset by receipts of FTA funds and Jurisdictional Contributions that have caught up budget.

Expenses were favorable to budget by \$636K.

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

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

Prepared by:

Submitted by:

Colby Konisek
Chief Financial Officer

Len Engel
Executive Director/CEO

Attachments:

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

B – Interim Financial Statements for the nine months ended February, 2017

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

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

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

ANTELOPE VALLEY TRANSIT AUTHORITY
BUDGET VS. ACTUALS - INCOME STATEMENT
For the 9 months ended March 31, 2017

DESCRIPTION	YEAR-TO-DATE		
	BUDGET	ACTUAL	VARIANCE
REVENUE			
FARE REVENUE	4,158,095	3,837,469	(320,626)
MTA FUNDS	6,466,240	6,461,235	(5,005)
STATE FUNDS	143,700	0	(143,700)
FTA FUNDS	4,184,218	4,475,408	291,190
JURISDICTIONAL CONTRIBUTIONS	2,471,860	2,471,859	(1)
OTHER REVENUE	387,462	211,519	(175,943)
TOTAL REVENUE	17,811,575	17,457,489	(354,086)
EXPENSES			
CONTRACT SERVICES	11,846,455	11,538,014	308,441
FUEL & ELECTRICITY FOR OPERATIONS	1,583,047	1,421,766	161,281
OTHER OPERATING EXPENSES	287,211	230,670	56,541
WAGES	1,981,991	1,960,211	21,780
BENEFITS	709,068	668,045	41,023
LEGAL	101,031	106,595	(5,564)
CONSULTING	210,879	225,588	(14,709)
ADVOCACY	255,696	230,622	25,074
TRAVEL	52,940	64,723	(11,783)
IT MAINTENANCE & LICENSES	186,571	166,795	19,776
UTILITIES	130,013	142,069	(12,056)
GENERAL & ADMINISTRATION EPXENSES	763,319	717,341	45,978
TOTAL EXPENSES	18,108,220	17,472,440	635,781
OPERATING INCOME/(LOSS)	(296,645)	(14,950)	281,695

Reconciliation:

Total Expenses per Tyler Download	17,472,440
(Check: Less Depr'n not included in BvsA...should be \$0	-
Adjusted Expense Figure net of Depr'n	17,472,440
Report Total Above	17,472,440
Variance	-

ANTELOPE VALLEY TRANSIT AUTHORITY
EXPENDITURES BY DEPARTMENT
For the 9 months ended March 31, 2017

DESCRIPTION	YEAR-TO-DATE		
	BUDGET	ACTUAL	VARIANCE
TOTAL REVENUE	17,811,575	17,457,489	(354,086)
EXPENDITURES BY DEPARTMENT			
EXECUTIVE SERVICES	1,460,140	1,492,478	(32,338)
OPERATIONS & MAINTENANCE	14,943,920	14,364,253	579,666
FINANCE	1,031,829	997,603	34,226
CUSTOMER SERVICE	672,332	618,105	54,227
ALLOCATIONS	0	(0)	0
TOTAL EXPENSES	18,108,220	17,472,440	635,781
OPERATING INCOME/(LOSS)	(296,645)	(14,950)	281,695

ANTELOPE VALLEY TRANSIT AUTHORITY
VARIANCES BY DEPARTMENT
For the 9 months ended March 31, 2017

DEPARTMENT	T/P	COMMENTS (\$000's)
REVENUE	T	Fare Revenue (\$321)
	T	Proposition 1B (\$144)
	T	5307 Funds (PM & Operating Support) \$263
	P	Gain/(Loss) on Sale of Assets (\$269)
EXECUTIVE SERVICES	P	Wages & Benefits (\$60)
	T	Marketing \$38
	T	Memberships (\$12)
	T	Consulting (\$15)
	T	Advocacy \$25
	T	Travel, Training & Meetings (\$12)
OPERATIONS & MAINTENANCE	P	Wages & Benefits \$50
	T	Contract Services (Transdev/IntelliRide) \$308
	T	Fossil Fuel for Fleet Operations \$157
	T	I.T. Categories (incl Software Licensing) \$20
	T	Utilities (\$12)
	T	Grantable PM & Operating Support\$24
FINANCE	P	Wages & Benefits \$28
CUSTOMER SERVICE	P	Wages & Benefits \$45
ALLOCATIONS (NET OF DEPRECIATION)	T	Employer Benefits & GASB Adjustments \$0

P = Permanent difference
T = Timing difference



STATEMENT OF NET POSITION - UNAUDITED

	As of March 31, 2017	As of March 31, 2016
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$ 22,719,732	\$ 21,966,738
Due from other governments	1,672,758	4,059,266
Other receivables	460,967	344,558
Inventory	262,483	240,334
Prepaid items	94,551	493,443
Total Current Assets	25,210,491	27,104,338
NONCURRENT ASSETS		
Capital assets, net of depreciation	48,237,894	49,411,490
Total Assets	73,448,385	76,515,828
DEFERRED OUTFLOWS OF RESOURCES		
Pension plan contributions	626,044	-
LIABILITIES AND NET POSITION		
Current Liabilities		
Accounts payable	4,566,232	1,596,195
Accrued Payroll and related	(1,177)	(7,934)
Compensated absences	404,747	1,282,696
Deferred Revenue - Prop 1B	2,489,080	1,561,072
Other Liabilities	374,586	-
Total Current Liabilities	7,833,468	4,432,029
NONCURRENT LIABILITIES		
Noncurrent compensated absences		-
Net pension plan liability	629,016	-
Total Liabilities	8,462,484	4,432,029
Deferred inflows of resources		
Net pension plan assumption differences	296,364	-
Unearned Revenue	-	1,200
Total deferred inflows of resources	296,364	1,200
NET POSITION		
Invested in Capital Assets	48,237,894	49,411,490
Restricted for Capital Acquisition	5,893,700	5,395,470
Unrestricted	11,183,986	17,275,639
Total Net Assets	\$ 65,315,580	\$ 72,082,599

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



	For the 9 Months ending March 31, 2017	For the 9 Months ending March 31, 2016
OPERATING REVENUES		
Charges for services:		
Passenger fares	\$ 3,837,469	\$ 3,973,357
Total operating revenues	<u>3,837,469</u>	<u>3,973,357</u>
OPERATING EXPENSES		
Purchased transportation services:		
Outside transit contract	11,538,014	10,853,260
Fuel	1,421,766	1,233,726
Other operating costs	681,070	631,599
General and administrative	3,831,589	3,237,525
Total operating expenses, net of depreciation	<u>17,472,440</u>	<u>15,956,110</u>
Operating gain/(loss), net of depreciation	(13,634,971)	(11,982,752)
Depreciation	2,995,900	4,441,735
Total operating expenses	<u>20,468,338</u>	<u>20,397,845</u>
Operating gain/(loss)	<u>(16,630,870)</u>	<u>(16,424,488)</u>
NONOPERATING REVENUES/(EXPENSES)		
Interest Income	30,827	16,396
Local grants - MTA	6,461,235	6,471,981
Proposition 1B	-	-
Federal non-capital grants	4,475,408	4,035,757
Member agency contributions	2,471,859	2,471,443
Grantable expenses	(6,412,325)	(156,523)
Gain/(Loss) on sale of capital assets	(144,066)	9,372
Other	324,758	323,790
Total nonoperating revenues and expenses	<u>7,207,695</u>	<u>13,172,217</u>
Gain/(Loss) before capital contributions	<u>(9,423,174)</u>	<u>(3,252,271)</u>
CAPITAL CONTRIBUTIONS		
Capital grants	759,603	2,263,492
Member agency contributions	345,672	345,672
Total capital contributions	<u>1,105,275</u>	<u>2,609,164</u>
NET CHANGE IN NET POSITION	(8,317,900)	(643,106)
NET POSITON, BEGINNING OF PERIOD	<u>73,633,482</u>	<u>72,725,705</u>
NET POSITION, END OF PERIOD	<u>\$ 65,315,582</u>	<u>\$ 72,082,599</u>

**STATEMENT OF CASH FLOWS - UNAUDITED**

	For the 9 Months ending March 31, 2017	For the 9 Months ending March 31, 2016
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from customers	3,837,469	3,973,357
Non-operating miscellaneous revenue received	324,758	323,790
Cash payments to suppliers for goods and services	(14,818,386)	(13,301,881)
Cash payments to employees for services	(2,626,557)	(2,196,242)
Net cash used in operating activities	<u>(13,282,716)</u>	<u>(11,200,975)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:		
Operating grants received	16,156,935	12,978,049
Contributions received from member agencies	2,580,810	2,490,762
Net cash provided by non-capital financing activities	<u>18,737,745</u>	<u>15,468,811</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Acquisition of capital assets	(34,163)	(3,546,297)
Proceeds received from sale of capital assets	-	9,372
Capital grants received	759,603	3,753,755
Capital expenses	(3,574,825)	(156,523)
Capital contributions received from member agencies	345,672	389,319
Net cash used in capital and related financing activities	<u>(2,503,714)</u>	<u>449,626</u>
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:		
Interest received	30,827	16,396
Net cash provided by investing activities:	<u>30,827</u>	<u>16,396</u>
Net increase/(decrease) in cash and cash equivalents	2,982,142	4,733,859
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>19,737,590</u>	<u>17,232,879</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u><u>22,719,732</u></u>	<u><u>21,966,738</u></u>

**STATEMENT OF CASH FLOWS - UNAUDITED**

	For the 9 Months ending March 31, 2017	For the 9 Months ending March 30, 2016
Reconciliation of operating income (loss) to net cash used in operating activities (Indirect Method):		
Operating Loss	(16,630,870)	(16,424,488)
Adjustments to Net Cash used in Operating Activities		
Depreciation	2,995,900	4,441,735
Miscellaneous income	324,758	323,790
(Increase) decrease in other receivables	(132,302)	(82,971)
(Increase) decrease in inventory	-	-
(Increase) decrease in prepaid items	18,940	(157,244)
(Increase) decrease in deferred outflows of resources	-	-
Increase (decrease) in accounts payable	355,911	(152,374)
Increase (decrease) in due to Federal Transit Administration	-	-
Increase (decrease) in accrued payroll	1,698	(95,225)
Increase (decrease) in compensated absences payable	-	318,697
Increase (decrease) in other liabilities	1,200	-
Increase (decrease) in deferred revenue (Prop 1B)	-	627,103
Increase (decrease) in net pension liability	-	-
Increase (decrease) in deferred inflows of resources	(217,952)	-
Net Cash used in operating activities	<u>(13,282,716)</u>	<u>(11,200,975)</u>

Notes

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

ANTELOPE VALLEY TRANSIT AUTHORITY
Treasurer's Report and Cash Flow Projection
For the Month Ended March 31, 2017

Investment Type	Description	Beginning Balance	Deposits	Disbursements	Interest	Ending Balance
Cash and Investments Under the Direction of the Treasurer						
Local Agency Investment Fund (LAIF) - Capital Reserve		\$5,426,621				
Interest (earned quarterly)					10,382	
Proposition 1B Restricted Fund		2,642,054		(239,510)	-	
Interest earned for the month					107	
Union Bank - LCTOP		159,493				
Interest earned for the month					7	
* Deferred revenue, recorded as liability until associated expense incurred.						
TOTAL CAPITAL RESERVE AND RESTRICTED FUNDS						\$7,999,154
Wells Fargo CDs - In Transit		757,954				
Wells Fargo - OP Staging		736,237				
Interest earned for the month					249	
TOTAL OPERATING RESERVE						\$1,494,440
General, Payroll & Payable Accounts		12,285,031				
Operating Accounts Analysis						
FTA			3,521,566			
Cash Fares			337,493			
Vendor Pass Sales Revenue			88,366			
MTA Revenue			208,958			
Jurisdictional Contributions			424,593			
Other Revenue			3,402			
Non-Transportation Revenue			360,459			
Transfer from 1B to Operating			239,510			
Operating Reserve - in transit						
LAIF balance transferred						
Cash Disbursement (A/P) for The Month				3,952,272		
Employee Payroll				217,721		
Employee Deductions				34,797		
Employer Payroll Taxes				11,185		
CalPERS - AVTA paid				24,365		
CalPERS - GASB 68				2,160		
Bank Fees				1,490		
Net Operating Funds		12,285,031	5,184,347	4,243,990	-	13,225,389
Petty Cash Balance						750
TOTAL CASH AND INVESTMENTS						\$ 22,719,732

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

Prepared by:

Submitted by:

James Mannie
Staff Accountant II

Colby Konisek
Chief Financial Officer

ANTELOPE VALLEY TRANSIT AUTHORITY
Treasurer's Report and Cash Flow Projection
For the Month Ended March 31, 2017

Descriptions	\$ Subtotal	\$ Total
BALANCE FROM THE REPORT		\$ 22,719,732
<u>Less Restricted Funds</u>		
Proposition 1B/LCTOP (Deferred Revenue)		(2,562,151)
Operating Reserve (Wells Fargo)		(1,794,440)
Capital Reserve (LAIF)		(6,236,374)
Restricted for Operations		(4,300,000)
RESTRICTED CASH		(14,892,964)
UNRESTRICTED CASH		\$ 7,826,768

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

Add Accounts receivable:

FTA funds	\$ 1,168,201	
MTA Revenue	504,557	
Jurisdiction Contributions	0	
Vendor Pass Sales/Transporter	456,002	
Other	0	2,128,760

Less Payables & Payroll:

Accounts Payable & Accrued Invoices	(1,728,732)	
WAVE (Paid April)	(2,837,500)	
Payroll	0	(4,566,232)

NET INFLOW/(OUT FLOW) OF CASH --- A/R, A/P **(2,437,473)**

PROJECTED CASH AVAILABLE IN THE NEXT 30 DAYS: **\$ 5,389,295**

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

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

**ANTELOPE VALLEY TRANSIT AUTHORITY
PAYROLL HISTORY REPORT
FEBRUARY - APRIL 2017**

	February Total	March Total	April Total
<u>Number of Pay Dates:</u>	2	2	3
<u>EARNINGS</u>			
Regular Pay	\$ 175,812.01	\$ 176,730.34	\$ 273,978.63
Overtime Pay	424.02	187.88	1,615.45
Vacation Pay	5,064.58	1,381.69	6,086.32
Double Time Pay	-	1,000.99	-
Sick Pay	7,127.76	5,233.89	10,062.76
Final Pay	-	-	-
Bereavement Pay	789.57	-	-
Holiday Pay	12.74	10,159.80	163.61
Bonus Pay		9,096.85	-
Floating Holiday Pay	1,455.06	195.13	3,223.20
Retroactive Pay	562.64	1,131.12	173.38
TOTAL, ALL PAY CATEGORIES	\$ 191,248.38	\$ 205,117.69	\$ 295,303.35
Vacation Cash Out	-	13,604.20	7,146.85
Floater Cash Out	-	-	-
Deferred Income 457	866.32	953.04	1,364.52
Stipend --- Cell phone reimbursements	712.50	680.00	987.50
TOTAL PAYROLL	\$ 192,827.20	\$ 220,354.93	\$ 304,802.22
Inc(Dec)-Curr month over prev month		\$ 27,527.73	\$ 84,447.29
% Inc(Dec)-Curr month over prev month		14.3%	38.3%



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 04/01/2017 - 04/30/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0944 - AGILITY RECOVERY SOLUTIONS INC.				
22181	04/06/2017	Agility Recovery -April 2017	100-2FF-5-G1-9401006	230.00
Vendor V0944 - AGILITY RECOVERY SOLUTIONS INC. Total:				230.00
Vendor: V0753 - American Heritage Life Ins.				
22251	04/20/2017	Employee Paid Extended Benefits	100-000-2-B1-4011019	641.08
Vendor V0753 - American Heritage Life Ins. Total:				641.08
Vendor: V1221 - Antelope Valley African American Chamber of Commerce				
22266	04/26/2017	2017 Membership	100-1EX-5-G1-9501006	150.00
Vendor V1221 - Antelope Valley African American Chamber of Commerce Total:				150.00
Vendor: V0268 - Antelope Valley AQMD				
22252	04/20/2017	AQMD Operating Permit	100-2FF-5-G1-9401010	372.11
Vendor V0268 - Antelope Valley AQMD Total:				372.11
Vendor: V1192 - Antelope Valley College				
22182	04/06/2017	CPOS-April 2017	100-3FS-5-G1-9501037	50.00
Vendor V1192 - Antelope Valley College Total:				50.00
Vendor: V0865 - Antelope Valley Sheriff's Boosters				
22267	04/26/2017	Sponsorship for AV Sheriff Boosters Casino night	100-5CS-5-G1-9501038	2,500.00
Vendor V0865 - Antelope Valley Sheriff's Boosters Total:				2,500.00
Vendor: V0135 - Aramark Uniform Services				
22183	04/06/2017	Uniform services	100-2FF-5-G1-9401038	187.92
22183	04/06/2017	Uniform services	100-2FF-5-G1-9401038	183.51
22219	04/10/2017	Uniform services	100-2FF-5-G1-9401038	191.54
22253	04/20/2017	Uniform services	100-2FF-5-G1-9401038	503.02
Vendor V0135 - Aramark Uniform Services Total:				1,065.99
Vendor: V0518 - Arrow Engineering Services-AESI				
22184	04/06/2017	Task Order 1 Change Order 1 for Wave Chargers	600-1XX-5-J1-9909080	594.00
22184	04/06/2017	Task Order 1 Change Order 1 for Wave Chargers	600-1XX-5-J1-9909080	874.00
22268	04/26/2017	Task Order 1 Change Order 1 for Wave Chargers	600-1XX-5-J1-9909080	240.00
Vendor V0518 - Arrow Engineering Services-AESI Total:				1,708.00
Vendor: V0203 - AV Chambers of Commerce				
22236	04/13/2017	YEA Investor Panel Sponsor	100-5CS-5-G1-9501039	2,500.00
Vendor V0203 - AV Chambers of Commerce Total:				2,500.00
Vendor: V0013 - AV Press				
22185	04/06/2017	Classified Legal Advertisement-March 2017	100-3FS-5-G1-9501002	874.92
Vendor V0013 - AV Press Total:				874.92
Vendor: V0174 - Axes Fire Protection				
22254	04/20/2017	Inspect/certify fire extinguishers	100-2FF-5-G1-9401038	102.25
Vendor V0174 - Axes Fire Protection Total:				102.25
Vendor: V0217 - Board of Equalization- Sales (Use) Tax				
22237	04/13/2017	Use tax, Jan-March 2017	100-2FF-5-G1-9201005	151.00
Vendor V0217 - Board of Equalization- Sales (Use) Tax Total:				151.00
Vendor: V0582 - Board of Equilization- Fuel Taxes Division				
22255	04/20/2017	Fuel Tax, Jan-March 2017	100-2FF-5-G1-9201005	2,047.00
Vendor V0582 - Board of Equilization- Fuel Taxes Division Total:				2,047.00
Vendor: V0239 - BOHN'S Printing				
22186	04/06/2017	Title VI Brochures	100-1EX-5-G1-9501018	663.38
Vendor V0239 - BOHN'S Printing Total:				663.38
Vendor: V0762 - Boot Barn				
22187	04/06/2017	Safety toe work boots	100-2FF-5-G1-9401038	151.70
Vendor V0762 - Boot Barn Total:				151.70
Vendor: V0149 - Brinks Incorporated				
22256	04/20/2017	Brinks Transportation-April 2017	100-3FS-5-G1-9501024	551.59
22256	04/20/2017	Brinks Transportation-Suppl-March 2017	100-3FS-5-G1-9501024	154.23
Vendor V0149 - Brinks Incorporated Total:				705.82



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 04/01/2017 - 04/30/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V1139 - California Choice				
22188	04/06/2017	Group Health Insurance (EE)- May 2017	100-000-2-B1-4011013	5,593.35
22188	04/06/2017	Group Health Insurance (ER)- May 2017	100-1ZZ-5-G1-9701612	25,369.94
Vendor V1139 - California Choice Total:				30,963.29
Vendor: V0416 - Carquest of Lancaster #7305				
22189	04/06/2017	V-belt-Interchange for 13355	100-2FF-5-G1-9401038	11.29
22189	04/06/2017	Wipe Shine	100-2FF-5-G1-9401038	16.31
22189	04/06/2017	Fuel filter, etc	100-2FF-5-G1-9401038	88.66
22220	04/10/2017	Synthetic oil change	100-2FF-5-G1-9401038	33.36
22220	04/10/2017	Synthetic oil change	100-2FF-5-G1-9401038	50.21
22220	04/10/2017	Synthetic oil change	100-2FF-5-G1-9401038	37.82
Vendor V0416 - Carquest of Lancaster #7305 Total:				237.65
Vendor: V1213 - Cash It Quick				
22238	04/13/2017	CPOS Reimb-January 2017	100-3FS-5-G1-9501037	50.00
22238	04/13/2017	CPOS reimb-February 2017	100-3FS-5-G1-9501037	50.00
22238	04/13/2017	CPOS Reimb-March 2017	100-3FS-5-G1-9501037	50.00
Vendor V1213 - Cash It Quick Total:				150.00
Vendor: V0197 - City of Palmdale				
22239	04/13/2017	In reference to #MM16-014	100-2FF-5-G1-9401010	75.00
Vendor V0197 - City of Palmdale Total:				75.00
Vendor: V0812 - DeeAnna Cason				
22190	04/06/2017	Unmet Hearing meeting-snacks	100-1EX-5-G1-9501019	9.99
22190	04/06/2017	AVBOT Luncheon-K Miller	100-1EX-5-G1-9501019	25.00
22190	04/06/2017	Transit bus summit parking	100-1EX-5-G1-9501019	40.00
22190	04/06/2017	Drug and alcohol online training-V Vasquez	100-1EX-5-G1-9501019	10.20
22190	04/06/2017	parking-Meeting at Los Angeles	100-1EX-5-G1-9501019	8.00
22190	04/06/2017	G Romo-Transit training program reimb	100-1EX-5-G1-9501035	15.98
22190	04/06/2017	G Romo-Transit training program reimb	100-1EX-5-G1-9501035	18.93
22190	04/06/2017	G Romo Transit training program reimb	100-1EX-5-G1-9501035	15.12
22190	04/06/2017	Office supplies	100-3FS-5-G1-9501009	20.31
22190	04/06/2017	Customer service overage	100-3FS-5-G1-9501019	(2.00)
22190	04/06/2017	Cake for milestone birthday	100-3FS-5-G1-9501029	18.63
Vendor V0812 - DeeAnna Cason Total:				180.16
Vendor: V0154 - Dell Marketing				
22191	04/06/2017	Dell E525w Yellow Toner Cartridge	100-2FF-5-G1-9401009	136.35
22191	04/06/2017	Dell E525w Black Toner Cartridge	100-2FF-5-G1-9401009	136.35
22191	04/06/2017	Dell 3110cn Black Toner Cartridge	100-2FF-5-G1-9401009	103.30
22191	04/06/2017	Dell E525w Cyan Toner Cartridge	100-2FF-5-G1-9401009	136.35
22191	04/06/2017	Dell E525w Magenta Toner Cartridge	100-2FF-5-G1-9401009	136.35
22191	04/06/2017	Dell C1765dnf High-Yield Yellow Toner Cartridge	100-2FF-5-G1-9401009	144.62
22191	04/06/2017	Dell C3765dnf High-Yield Black Toner Cartridge	100-2FF-5-G1-9401009	278.92
22191	04/06/2017	Dell C1765dnf High-Yield Cyan Toner	100-2FF-5-G1-9401009	72.31
22191	04/06/2017	Dell C1765dnf High-Yield Black Toner Cartridge	100-2FF-5-G1-9401009	73.60
22191	04/06/2017	Dell C1765dnf High-Yield Magenta Toner Cartridge	100-2FF-5-G1-9401009	71.02
Vendor V0154 - Dell Marketing Total:				1,289.17
Vendor: V0646 - DSL Extreme				
22221	04/10/2017	DSL Service 05/01/17-06/01/17	100-2FF-5-G1-9401025	52.83
Vendor V0646 - DSL Extreme Total:				52.83
Vendor: V1123 - Eastside Checks Cashed				
22192	04/06/2017	CPOS-March 2017	100-3FS-5-G1-9501037	50.00
Vendor V1123 - Eastside Checks Cashed Total:				50.00
Vendor: V0489 - Eugene Greene				
22257	04/20/2017	Test and certify 5 ea. backflow devices	100-2FF-5-G1-9401038	150.00
Vendor V0489 - Eugene Greene Total:				150.00
Vendor: V0046 - Federal Express				
22193	04/06/2017	Shipping charges	100-3FS-5-G1-9501010	34.20
Vendor V0046 - Federal Express Total:				34.20



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 04/01/2017 - 04/30/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0853 - First Aid USA				
22194	04/06/2017	Various supplies for Emergency backpacks	100-1EX-5-G1-9501014	704.66
22222	04/10/2017	First Aid supplies from April 2017-June 2017	100-3FS-5-G1-9501009	214.94
Vendor V0853 - First Aid USA Total:				919.60
Vendor: V0176 - First Place Awards				
22269	04/26/2017	1 plaque-1st quarter	100-3FS-5-G1-9501009	38.06
Vendor V0176 - First Place Awards Total:				38.06
Vendor: V0194 - Frontier Communications				
22258	04/20/2017	Telephone service-04/13/17-05/12/17	100-2FF-5-G1-9401025	447.35
Vendor V0194 - Frontier Communications Total:				447.35
Vendor: V0049 - GFI Genfare				
22270	04/26/2017	Repair data probes	100-2FF-5-G1-9401038	993.92
Vendor V0049 - GFI Genfare Total:				993.92
Vendor: V0125 - Grainger				
22195	04/06/2017	Eye wash bottle	100-2FF-5-G1-9401038	55.60
22195	04/06/2017	Blast Media	100-2FF-5-G1-9401038	67.59
22195	04/06/2017	Pleated air filters 20x25x2	100-2FF-5-G1-9401038	283.45
22195	04/06/2017	Pleated air filter 20x20x1	100-2FF-5-G1-9401038	52.72
22195	04/06/2017	Pleated air filters 20x20x2	100-2FF-5-G1-9401038	191.05
22195	04/06/2017	Round Up weed killer	100-2FF-5-G1-9401038	119.51
22195	04/06/2017	Water filter cartridge	100-2FF-5-G1-9401038	225.00
22195	04/06/2017	Water filter cartridge	100-2FF-5-G1-9401038	80.02
22195	04/06/2017	Vinyl gloves - medium	100-2FF-5-G1-9401038	54.92
22195	04/06/2017	Vinyl gloves - small	100-2FF-5-G1-9401038	54.92
22195	04/06/2017	Water filter cartridge	100-2FF-5-G1-9401038	184.11
22195	04/06/2017	Work gloves - XL	100-2FF-5-G1-9401038	15.34
22195	04/06/2017	Magnetic contact, surface mount	100-2FF-5-G1-9401038	10.68
22259	04/20/2017	Anti seize, marine, 16 oz brush top can	100-2FF-5-G1-9401038	26.58
Vendor V0125 - Grainger Total:				1,421.49
Vendor: V1231 - Hanka Advisor LLC				
22197	04/06/2017	Grant Writing Consulting	100-1EX-5-G1-9501013	5,000.00
Vendor V1231 - Hanka Advisor LLC Total:				5,000.00
Vendor: V1191 - High Desert Broadcasting				
22240	04/13/2017	Radio Advertising-Elec bus & route 1	100-1EX-5-G1-9501003	2,250.00
22240	04/13/2017	Radio Advertising-Elec bus & route 1	100-1EX-5-G1-9501003	250.00
22240	04/13/2017	Radio Advertising-Elec bus & route 1	100-1EX-5-G1-9501003	500.00
Vendor V1191 - High Desert Broadcasting Total:				3,000.00
Vendor: V0624 - Home Depot Credit Services				
22198	04/06/2017	Drvier's restroom faucet repair	100-2FF-5-G1-9401038	75.37
22198	04/06/2017	Automatic swing door opener with lock	100-2FF-5-G1-9401038	250.65
22198	04/06/2017	Bus stop maintenance-batteries for restroom	600-1XX-5-J1-9909048	131.12
22198	04/06/2017	Bus stop maintenance-trash cans	600-1XX-5-J1-9909048	15.19
Vendor V0624 - Home Depot Credit Services Total:				472.33
Vendor: V1057 - IntelliRide				
22260	04/20/2017	March 2017 ETP Service	100-2FF-5-G1-9401031	20,098.48
22260	04/20/2017	Dial-a-ride Service, March 2017	100-000-4-D1-6001400	(9,316.00)
22260	04/20/2017	Dial-a-ride Service, March 2017	100-2FF-5-G1-9001014	108,095.25
22260	04/20/2017	March 2017 DAR Fare Coupons	100-000-4-D1-6001400	1,707.00
Vendor V1057 - IntelliRide Total:				120,584.73
Vendor: V0057 - Interior Plant Designs				
22261	04/20/2017	Interior Plant Services-April 2017	100-2FF-5-G1-9401005	220.00
Vendor V0057 - Interior Plant Designs Total:				220.00
Vendor: V0492 - Interstate Battery System				
22199	04/06/2017	battery for unit 220	100-2FF-5-G1-9401038	105.43
22262	04/20/2017	Batteries for Response Trailer	100-2FF-5-G1-9401038	443.42
Vendor V0492 - Interstate Battery System Total:				548.85



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 04/01/2017 - 04/30/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0157 - Iron Mountain Records Mgmt Inc				
22223	04/10/2017	Shredding services, as of 03/28/2017	100-2FF-5-G1-9401005	78.82
Vendor V0157 - Iron Mountain Records Mgmt Inc Total:				78.82
Vendor: V1236 - JD Equipment Services				
22200	04/06/2017	Annual inspection of Rotary Lifts	100-2FF-5-G1-9401038	540.00
Vendor V1236 - JD Equipment Services Total:				540.00
Vendor: V1241 - Jose Francisco Barajas				
22271	04/26/2017	Refund-Duplicate charge Commuter Route 787	100-3FS-5-G1-9501019	308.00
Vendor V1241 - Jose Francisco Barajas Total:				308.00
Vendor: V0846 - Judy Vaccaro-Fry				
22201	04/06/2017	Reimbursement - APTA Legislative Confreence	100-1EX-5-G1-9501019	1,564.73
Vendor V0846 - Judy Vaccaro-Fry Total:				1,564.73
Vendor: V1080 - Kennard Design Group				
22272	04/26/2017	Task Order 5 - AV College A&E 3 Bay Bus Stop	600-1XX-5-J1-9909059	6,433.20
Vendor V1080 - Kennard Design Group Total:				6,433.20
Vendor: V0250 - L.A. County Waterworks				
22273	04/26/2017	Water, 02/14/17-04/13/17	100-2FF-5-G1-9401024	295.20
22273	04/26/2017	Water, 02/14/17-04/13/17	100-2FF-5-G1-9401024	377.24
22273	04/26/2017	Water, 02/14/17-04/13/17	100-2FF-5-G1-9401024	536.57
Vendor V0250 - L.A. County Waterworks Total:				1,209.01
Vendor: V0288 - LA County Sheriff Dept				
22274	04/26/2017	Los Angeles County Sheriff's Contract -March 2017	100-5CS-5-G1-9501034	6,148.48
Vendor V0288 - LA County Sheriff Dept Total:				6,148.48
Vendor: V0889 - Len Engel				
22202	04/06/2017	L Engel-Transit State of Good Repair hotel reimb	100-1EX-5-G1-9501019	202.58
Vendor V0889 - Len Engel Total:				202.58
Vendor: V0720 - Mail America 2- Palmdale				
22241	04/13/2017	RR Coupons-March 2017	100-3FS-5-G1-9501037	186.00
22241	04/13/2017	CPOS Reimbursement Dec '16	100-3FS-5-G1-9501037	50.00
22241	04/13/2017	CPOS Reimbursement Feb 2017	100-3FS-5-G1-9501037	50.00
22241	04/13/2017	CPOS Reimbursement March 2017	100-3FS-5-G1-9501037	50.00
22224	04/10/2017	CPOS Reimbursement-Sept 2016	100-3FS-5-G1-9501037	50.00
Vendor V0720 - Mail America 2- Palmdale Total:				386.00
Vendor: V1212 - Master's Refreshment Services				
22263	04/20/2017	Coffee service	100-3FS-5-G1-9501009	213.40
Vendor V1212 - Master's Refreshment Services Total:				213.40
Vendor: V1143 - McKeon Group				
22203	04/06/2017	Advocacy Services-April 2017	100-1EX-5-G1-9501015	5,000.00
Vendor V1143 - McKeon Group Total:				5,000.00
Vendor: V0292 - McMaster-Carr Supply Co.				
22204	04/06/2017	Square drive hex bit socket	100-2FF-5-G1-9401038	42.39
22204	04/06/2017	Magnetic contact switch	100-2FF-5-G1-9401038	16.49
22275	04/26/2017	5 mph signs	100-2FF-5-G1-9401038	199.59
Vendor V0292 - McMaster-Carr Supply Co. Total:				258.47
Vendor: V0783 - Mobile Relay Associates				
22205	04/06/2017	Radio Repeater Service-April 2017	100-2FF-5-G1-9401038	1,224.30
Vendor V0783 - Mobile Relay Associates Total:				1,224.30
Vendor: V1117 - N. Glantz & Son, LLC				
22276	04/26/2017	48" X 50Y IJ180CV3 CONTR COMPLY LUST WHITE 2.REM	100-1EX-5-G1-9501018	712.43
22276	04/26/2017	54" X 50Y RW 290 GLOSS CLEAR 2.0 PA LAM	100-1EX-5-G1-9501018	466.54
Vendor V1117 - N. Glantz & Son, LLC Total:				1,178.97



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 04/01/2017 - 04/30/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0358 - Nate Pitkin				
22225	04/10/2017	Travel reimb-Digital signage expo 2017	100-1EX-5-G1-9501019	167.97
				Vendor V0358 - Nate Pitkin Total: 167.97
Vendor: V0714 - Norman Hickling				
22277	04/26/2017	Reimbursement-NTI transit Planning Training	100-1EX-5-G1-9501035	355.83
				Vendor V0714 - Norman Hickling Total: 355.83
Vendor: V1054 - Ollivier Corporation				
22242	04/13/2017	Add door security electronics to four locations	600-1XX-5-J1-9909068	11,643.27
				Vendor V1054 - Ollivier Corporation Total: 11,643.27
Vendor: V0427 - OLS Service, Inc.				
22206	04/06/2017	Annual Certification of Sefac Lifts	100-2FF-5-G1-9401038	1,271.00
				Vendor V0427 - OLS Service, Inc. Total: 1,271.00
Vendor: V0987 - OPSEC Specialized Protection				
22243	04/13/2017	OPSEC Security-March 2017	100-5CS-5-G1-9501034	5,049.00
				Vendor V0987 - OPSEC Specialized Protection Total: 5,049.00
Vendor: V1238 - Passantino Andersen Communications LLC				
22207	04/06/2017	Public Relations Contract 2017-31	100-1EX-5-G1-9501013	3,995.00
				Vendor V1238 - Passantino Andersen Communications LLC Total: 3,995.00
Vendor: V0546 - Performance Allison				
22226	04/10/2017	repair of hybrid drive unit 4358	600-1XX-5-J1-9909057	25,594.14
				Vendor V0546 - Performance Allison Total: 25,594.14
Vendor: V0078 - Pinnacle Petroleum Inc				
22227	04/10/2017	Fuel, March 2017	100-2FF-5-G1-9201003	16,118.77
22227	04/10/2017	Fuel, March 2017	100-2FF-5-G1-9201003	16,442.97
22227	04/10/2017	Fuel, March 2017	100-2FF-5-G1-9201003	16,459.06
22208	04/06/2017	Fuel, March 2017	100-2FF-5-G1-9201003	17,642.24
22227	04/10/2017	Fuel, March 2017	100-2FF-5-G1-9201003	16,648.65
22278	04/26/2017	Fuel, April 2017	100-2FF-5-G1-9201003	16,969.81
22278	04/26/2017	Fuel, April 2017	100-2FF-5-G1-9201003	17,247.67
22278	04/26/2017	Fuel, April 2017	100-2FF-5-G1-9201003	17,345.92
				Vendor V0078 - Pinnacle Petroleum Inc Total: 134,875.09
Vendor: V0755 - Pitney Bowes Inc				
22228	04/10/2017	Lease payment-01/30/17-04/29/17	100-3FS-5-G1-9501010	150.90
				Vendor V0755 - Pitney Bowes Inc Total: 150.90
Vendor: V1083 - PlanetBids				
22279	04/26/2017	Procurement System Website - RFP 2015-10	100-2FF-5-G1-9401012	24,715.00
				Vendor V1083 - PlanetBids Total: 24,715.00
Vendor: V0701 - Signal Campus				
22244	04/13/2017	AV College Outdoor Advertising - Bus Education	100-1EX-5-G1-9501003	315.00
22229	04/10/2017	AV College Outdoor Advertising - Library	100-1EX-5-G1-9501003	336.00
				Vendor V0701 - Signal Campus Total: 651.00
Vendor: V0649 - Sinclair Printing & Litho., Inc.				
22230	04/10/2017	Local Transit Booklets	100-1EX-5-G1-9501018	3,259.24
				Vendor V0649 - Sinclair Printing & Litho., Inc. Total: 3,259.24
Vendor: V0403 - Southern California Edison				
22209	04/06/2017	Electricity, 02/17/17-03/21/17	100-2FF-5-G1-9401021	6,999.37
22209	04/06/2017	Electricity for Lancaster City Park,02/01-03/31/17	100-2FF-5-G1-9201006	260.31
22280	04/26/2017	Electricity, Clocktower Plaza, 03/14-04/12/17	100-2FF-5-G1-9201006	122.42
				Vendor V0403 - Southern California Edison Total: 7,382.10
Vendor: V0493 - Standard Insurance Company				
22210	04/06/2017	Vision Insurance Premium (EE)- April 2017	100-000-2-B1-4011016	132.19
22210	04/06/2017	Vision Insurance Premium (ER)-April 2017	100-1ZZ-5-G1-9701616	517.85
22210	04/06/2017	Dental Insurance Premium (EE)- April 2017	100-000-2-B1-4011014	782.42
22210	04/06/2017	Dental Insurance Premium (ER)- April 2017	100-1ZZ-5-G1-9701614	2,802.86
				Vendor V0493 - Standard Insurance Company Total: 4,235.32



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 04/01/2017 - 04/30/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0477 - Standard Insurance Company				
22281	04/26/2017	HADV Premium	100-1ZZ-5-G1-9701811	39.00
22281	04/26/2017	Life	100-1ZZ-5-G1-9701811	375.33
22281	04/26/2017	Short Term Disability	100-1ZZ-5-G1-9701812	1,288.25
22281	04/26/2017	Long Term Disability	100-1ZZ-5-G1-9701813	798.93
22281	04/26/2017	AD&D	100-1ZZ-5-G1-9701814	75.07
Vendor V0477 - Standard Insurance Company Total:				2,576.58
Vendor: V0870 - State of California-Secretary of State				
22231	04/10/2017	Statement of facts,Roster of Pub Agencies Filing	100-3FS-5-G1-9501010	1.00
Vendor V0870 - State of California-Secretary of State Total:				1.00
Vendor: V1170 - Stradling Yocca Carlson & Rauth, A Professional Corporation				
22264	04/20/2017	General services-February 2017	100-1EX-5-G1-9501005	4,000.40
22264	04/20/2017	Yvette Holmes vs Antelope Valley	100-1EX-5-G1-9501005	1,204.50
Vendor V1170 - Stradling Yocca Carlson & Rauth, A Professional Corporation Total:				5,204.90
Vendor: V0103 - TCW Systems, Inc.				
22211	04/06/2017	Radio repeater services (Transit)	100-2FF-5-G1-9401038	500.00
22282	04/26/2017	Radio repeater services (Transit)	100-2FF-5-G1-9401038	500.00
Vendor V0103 - TCW Systems, Inc. Total:				1,000.00
Vendor: V1102 - Terex Services				
22212	04/06/2017	wheels and tires for man lift	600-1XX-5-J1-9909065	2,277.65
Vendor V1102 - Terex Services Total:				2,277.65
Vendor: V1070 - The "G" Crew				
22283	04/26/2017	Labor Compliance for 2015-24 4 dr security	600-1XX-5-J1-9909068	2,170.00
Vendor V1070 - The "G" Crew Total:				2,170.00
Vendor: V0505 - The Customer Service Experts				
22245	04/13/2017	CPOS Reimbursement-March 2017	100-3FS-5-G1-9501037	50.00
Vendor V0505 - The Customer Service Experts Total:				50.00
Vendor: V0405 - The Gas Company				
22213	04/06/2017	Gas, 02/16/17-03/20/17	100-2FF-5-G1-9401022	4,512.93
22284	04/26/2017	Gas, 03/20/2017-04/18/2017	100-2FF-5-G1-9401022	3,257.06
Vendor V0405 - The Gas Company Total:				7,769.99
Vendor: V0904 - Time Warner/Spectrum Business				
22232	04/10/2017	Cable service, 04/11/17-5/10/17	100-2FF-5-G1-9401025	246.71
22246	04/13/2017	Internet service-04/13/17-05/12/17	100-2FF-5-G1-9401025	1,365.00
Vendor V0904 - Time Warner/Spectrum Business Total:				1,611.71
Vendor: V0252 - Transdev, Inc.				
22285	04/26/2017	BYD Electric buses, Routes 1,97 Bus#4370/4371-3/17	100-2FF-5-G1-9001016	21,910.99
22285	04/26/2017	JARC Commuter Hours-785-786-787-March 2017	100-2FF-5-G1-9001015	19,660.60
22285	04/26/2017	Commuter Recovery-Standby-March 2017	100-2FF-5-G1-9001013	1,723.25
22285	04/26/2017	Performance Truck repair-Bus#4738(March'17)	100-2FF-5-G1-9001013	5,747.06
22285	04/26/2017	Local and Commuter Maint and Service, August'16	100-2FF-5-G1-9001013	1,090,970.32
22285	04/26/2017	Commuter Recovery-March 2017	100-2FF-5-G1-9001013	5,068.66
22285	04/26/2017	Lancaster Metrolink Service-Strike service-March17	100-2FF-5-G1-9001013	371.55
22285	04/26/2017	Metrolink Assistance-March 2017	100-2FF-5-G1-9001013	379.37
Vendor V0252 - Transdev, Inc. Total:				1,145,831.80
Vendor: V1239 - U.S. Security Supply, Inc.				
22233	04/10/2017	solenoids for mortice locks	100-2FF-5-G1-9401038	309.94
22233	04/10/2017	retaining ring	100-2FF-5-G1-9401038	0.15
22233	04/10/2017	electrified mortice	100-2FF-5-G1-9401038	190.31
22233	04/10/2017	cylinder cam	100-2FF-5-G1-9401038	4.83
22233	04/10/2017	lock programing cable	100-2FF-5-G1-9401038	153.34
Vendor V1239 - U.S. Security Supply, Inc. Total:				658.57



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 04/01/2017 - 04/30/2017

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0297 - United Rentals Northwest, Inc				
22214	04/06/2017	UTV Rental	100-5CS-5-G1-9501029	394.26
Vendor V0297 - United Rentals Northwest, Inc Total:				394.26
Vendor: V0776 - Universal Electronic Alarms				
22234	04/10/2017	alarm monitoring (annual)	100-2FF-5-G1-9401005	300.00
Vendor V0776 - Universal Electronic Alarms Total:				300.00
Vendor: V0353 - UNUM Life Insurance Co of Amer				
22265	04/20/2017	Long Term Care (EE)-May 2017	100-000-2-B1-4011024	123.90
22265	04/20/2017	Long Term Care (ER)-May 2017	100-1ZZ-5-G1-9702618	514.20
Vendor V0353 - UNUM Life Insurance Co of Amer Total:				638.10
Vendor: V0302 - US Bank				
22247	04/13/2017	Lodging-APTA Legislative conference	100-1EX-5-G1-9501019	1,178.22
22247	04/13/2017	APTA marketing Conf-K Miller	100-1EX-5-G1-9501019	600.00
22247	04/13/2017	AV Hispanic chamber luncheon	100-1EX-5-G1-9501019	20.00
22247	04/13/2017	TIRCPMeeting-J Fry	100-1EX-5-G1-9501019	187.88
22247	04/13/2017	GAVEA Luncheon	100-1EX-5-G1-9501019	20.00
22247	04/13/2017	Lunch with Sorensen, G Romo, N Hickling	100-1EX-5-G1-9501019	72.81
22247	04/13/2017	WAVE Headquarters meeting-M Perry	100-1EX-5-G1-9501019	301.39
22247	04/13/2017	OSHA Training-M Perry	100-1EX-5-G1-9501019	250.00
22247	04/13/2017	Lodging (CREDIT)-N Hickling due to strike	100-1EX-5-G1-9501019	(392.74)
22247	04/13/2017	Palmdale chamber luncheon	100-1EX-5-G1-9501019	25.00
22247	04/13/2017	GAVEA Luncheon- C Konisek	100-1EX-5-G1-9501019	20.00
22247	04/13/2017	NTI Meeting-lodging-M Perry	100-1EX-5-G1-9501019	824.80
22247	04/13/2017	NTI Procurement-L Block	100-1EX-5-G1-9501035	690.00
22247	04/13/2017	1&1 Virtual server-march 2017	100-2FF-5-G1-9401012	29.99
22247	04/13/2017	Noregon systems-software	100-2FF-5-G1-9401012	1,800.00
22247	04/13/2017	Get well flowers for J Anderson	100-2FF-5-G1-9501029	68.64
22247	04/13/2017	Drug and Alcohol posters	100-3FS-5-G1-9501009	88.10
22247	04/13/2017	Outreach supplies	100-5CS-5-G1-9501029	32.05
22215	04/06/2017	meeting with M perry re: Taft	100-1EX-5-G1-9501019	40.67
22215	04/06/2017	Luncheon meeting at El Toreo	100-1EX-5-G1-9501019	50.72
22215	04/06/2017	lunch at El Toreo west	100-1EX-5-G1-9501019	43.95
Vendor V0302 - US Bank Total:				5,951.48
Vendor: V0187 - US Postal Service-Postmaster				
22286	04/26/2017	BRM Permit#25000	100-3FS-5-G1-9501010	225.00
Vendor V0187 - US Postal Service-Postmaster Total:				225.00
Vendor: V1072 - W.A.V.E.				
22235	04/10/2017	Power into Bus, Verify Interface,First Bus hits Rd	100-000-1-A3-1001005	389,000.00
22235	04/10/2017	Charging systems 2-11,12-15, Secondary Chg 2-44	100-000-1-A3-1001005	2,448,500.00
Vendor V1072 - W.A.V.E. Total:				2,837,500.00
Vendor: V0550 - Waste Management				
22216	04/06/2017	Waste, March 2017	100-2FF-5-G1-9401023	1,066.60
Vendor V0550 - Waste Management Total:				1,066.60
Vendor: V1154 - Weideman Group Inc.				
22217	04/06/2017	Government Advocay Consultant Contract-April 2017	100-1EX-5-G1-9501015	10,000.00
Vendor V1154 - Weideman Group Inc. Total:				10,000.00
Vendor: V0112 - Western Exterminators				
22249	04/13/2017	Exterminator-march 2017	100-2FF-5-G1-9401005	100.00
Vendor V0112 - Western Exterminators Total:				100.00
Vendor: V0124 - Witts				
22218	04/06/2017	Executive chair for CFO	600-1XX-5-J1-9902008	391.35
22250	04/13/2017	Office Supplies	100-3FS-5-G1-9501009	261.00
22250	04/13/2017	Office Supplies	100-3FS-5-G1-9501009	48.27
22287	04/26/2017	Office supplies	100-3FS-5-G1-9501009	169.94
Vendor V0124 - Witts Total:				870.56
Grand Total:				4,455,030.90



DATE: May 23, 2017

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2016/2017 (FY17) Third Quarter Capital Reserve Report (January 1-March 31, 2017)

RECOMMENDATION

That the Board of Directors receive and file the attached FY17 Third Quarter Capital Reserve Report for the period covering January 1 through March 31, 2017.

FISCAL IMPACT

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

BACKGROUND

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

As of the report date, the Capital Reserve account has an accumulated cash balance of \$6,236,374 held in accounts with the Local Agency Investment Fund (LAIF) and Union Bank. The total contributed fund balance is \$6,081,254 plus \$155,120 in interest earned. Lancaster, Palmdale and LA County contribution payments have been received for the 3rd quarter ended March 31, 2017.

During the eight-year reporting period to date, the AVTA purchased 15 hybrid transit buses, 2 electric transit buses and 9 commuter coaches. The hybrid transit buses and

6 of the commuter coaches were delivered by September 30, 2012, the electric buses were received in September 2014, and the 3 remaining commuter coaches were received in December 2014. There were no reserve requirements for the 2 electric buses, as they were purchased with local funds provided by Supervisor Michael Antonovich. The match funds required for the remaining 24 buses totaling \$1,911,491 were replaced in total by FTA 5307 Formula Fund and 5316 JARC Fund Toll Credits - \$574,714, Antelope Valley Air Quality Management District - \$225,110; and Prop 1B PTMISEA - \$1,111,667.

Delivery for the three local transit buses originally scheduled for FY14, and 2 commuter buses were received during the 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 5-Year Capital Spending Plan assumed the purchase of (3) 60' articulated battery-electric buses for local service and (16) 45' battery-electric commuter buses; deliveries are scheduled to start in May or June 2017. The FY18 Proposed Capital Spending Plan will see the completion of the FY17 bus delivery schedule, and adds (10) additional 40' battery-electric local transit buses, for a total of 39 units. This purchasing plan will be facilitated in part by two grants from 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 Plans for FY17 & FY18.

Please see the attached Capital Reserve Summary covering activity through March 31, 2017 and the Combined Jurisdiction Reconciliation Report for additional information.

Prepared by:

Submitted by:

Colby Konisek
Chief Financial Officer

Len Engel
Executive Director/CEO

Attachments: A – Capital Reserve Summary Report through March 31, 2017
A.1 – Combined Jurisdiction Detailed Reconciliation Report



CAPITAL RESERVE CONTRIBUTION BALANCES

March 31, 2017

Jurisdictional Member	Accumulated Balance at 6/30/08	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	Balance, as of March 31, 2017
Lancaster	\$1,737,723	\$0	\$183,500	\$191,871	\$190,765	\$ 143,640.00	\$2,447,499
Palmdale	\$1,655,307	0	162,896	174,587	173,804	\$ 130,197.00	\$2,296,791
LA County	\$959,862	0	114,500	94,440	96,327	\$ 71,835.00	\$1,336,964
TOTAL	\$4,352,892	\$0	\$460,896	\$460,898	\$460,896	\$ 345,672.00	\$6,081,254
Interest received to date:							155,120
							\$6,236,374

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

Updated through: **March 31, 2017**

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)
Annual Due		(1,498,670.34)	(1,307,151.03)	(191,519.31)		(1,358,429.50)	(1,184,831.96)	(173,597.54)		(749,487.65)	(653,708.51)	(95,779.14)	(3,606,587.49)	(3,145,691.50)	(460,896.00)
First Quarter Payments	7/21/16	374,668.00	326,788.00	47,880.00	9/1/16	339,607.00	296,208.00	43,399.00	11/22/16	187,372.00	163,427.00	23,945.00	901,647.00	786,423.00	115,224.00
Interest				3,414.96				3,096.07				1,707.89			8,218.92
Second Quarter Payments	10/24/16	374,668.00	326,788.00	47,880.00	11/10/16	339,607.00	296,208.00	43,399.00	1/4/17	187,372.00	163,427.00	23,945.00	901,647.00	786,423.00	115,224.00
Interest				3,834.08				3,476.05				1,917.50			9,227.64
Third Quarter Payments	1/19/17	374,668.00	326,788.00	47,880.00	2/8/17	339,607.00	296,208.00	43,399.00	3/17/17	187,372.00	163,427.00	23,945.00	901,647.00	786,423.00	115,224.00
Interest				4,313.68				3,910.86				2,157.36			10,381.89
Fourth Quarter Payments		0.00	0.00	0.00		0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Interest				0.00				0.00				0.00			0.00
Contributions for FY2017		1,124,004.00	980,364.00	143,640.00		1,018,821.00	888,624.00	130,197.00		562,116.00	490,281.00	71,835.00	2,704,941.00	2,359,269.00	345,672.00
Interest for FY2017				11,562.72				10,482.98				5,782.75			27,828.45
		(374,666.34)	(326,787.03)	(47,879.31)		(339,608.50)	(296,207.96)	(43,400.54)		(187,371.65)	(163,427.51)	(23,944.14)	(901,646.49)	(786,422.50)	(115,224.00)
Net Assets															
Capital Reserve Balance to Date				2,447,498.99				2,296,791.40				1,336,964.00			6,081,254.39
Interest to Date				66,704.32				59,714.56				28,700.62			155,119.50
Total Balances as of 3/31/2017				2,514,203.31				2,356,505.96				1,365,664.62			6,236,373.89

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



DATE: May 23, 2017

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2016/2017 (FY17) Grant Status Report through April 30, 2017

RECOMMENDATION

That the Board of Directors receive and file the attached FY17 Grant Status Report through April 30, 2017.

FISCAL IMPACT

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

BACKGROUND

The attached Grant Status Report reflects all grant applications submitted on behalf of the AVTA and all grants submitted and awarded to the AVTA through April 30, 2017. AVTA continues to pursue every potential grant opportunities.

The annual allocation formula grants have been approved as part of the FY17 Transportation Improvement Plan and is pending approval from the Department of Labor. We expect this grant to be approved by summer of 2017.

The FTA announced the latest discretionary Low or No emission Vehicle Deployment grant opportunity, with a June 26, 2017 due date. TIGER is expected to be announced at any moment.

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
Low or No Emission Vehicle Deployment Program (LoNo) - FTA	10 Transit + 7 Commuter Electric Buses	\$14,857,761	May 11, 2016	No funds awarded to AVTA	\$0	April 2017
Transit and Intercity Rail Capital Program – Cap & Trade	Zero emission bus transit and commuter Vanpool expansion project.	\$10,531,000	April 5, 2016	Grant funds awarded 8/2016	\$6,840,000	Not announced
Transportation Investment Generating Economic Recovery Grant (“TIGER”) - FTA	AVTA’s “SOLution” Property + Energy Collection and a Battery Storage System	\$10,284,000	April 29, 2016	No funds awarded to AVTA	\$0	June 2017
Mobility on Demand (MOD) Sandbox Demonstration - FTA	Antelope Valley Integrated Mobility Services Program	\$1,067,475	July 5, 2016	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
	TOTAL DISCRETIONARY OPPORTUNITIES PENDING:	\$0		TOTAL GRANT AWARDS:	\$6,840,000	

Annual Formula Allocations

Grant Program	Project	Amount Pending	Date Submitted	Status	Amount Awarded
FTA Annual 5339 Allocation - FTA	Bus and Bus Facilities	\$2,368,446	June 2016	Grant funds awarded 9/27/2016	\$2,368,446
FTA Annual 5307 Allocation - FTA	Capital Improvement Program	\$12,115,000	June 2016	Grant funds awarded 9/27/2016	\$12,115,000
Low Carbon Transit Operations Program (LCTOP) – Cap & Trade	Electric Bus Infrastructure Improvements	\$118,796	February 2016	Grant funds awarded 6/16/2016	\$118,796
	TOTAL ANNUAL FORMULA ALLOCATIONS PENDING:	\$0		TOTAL GRANT AWARDS:	\$14,602,242



DATE: May 23, 2017

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2017/2018 (FY18) Workers' Compensation, Property and Casualty Insurance Policies under Contract #2013-022 with Vinsa, Inc.

RECOMMENDATION

That the Board of Directors authorize the Executive Director to purchase insurance for an amount not to exceed \$353,000 under Contract #2013-22 with Vinsa, Inc., Lancaster, CA.

FISCAL IMPACT

Sufficient funds for this project have been included in the FY18 Business Plan to pay for these services.

BACKGROUND

In accordance with AVTA's Procurement Policies, staff released a Request for Proposals (RFP) in 2013 seeking proposals from experienced and qualified insurance brokerage firms to provide risk management and insurance procurement services for the Authority's workers' compensation, property and casualty insurance for a five-year term.

Vinsa, Inc. of Lancaster, CA was selected as the Authority's Insurance Broker of Record to provide professional consulting services regarding insurance issues arising during the contract term. AVTA's insurance policies have been aligned to renew each fiscal year to simplify administration.

Attachment A compares current year policies and final costs to the proposed policies and estimated costs for FY18. Depending upon final invoices for various required coverage amounts, Vinsa estimates a premium increase of \$20,000 over FY17. Coverage for FY18 includes two WAVE Charging stations along with 85 On-site Bus Depot Charging Stations at AVTA with a 1% increase in property values and workers compensation increase due to on-going claims and filling of all staff positions.

Prepared by:

Submitted by:

Lyle A. Block, CPPB
Procurement and Contracts Officer

Len Engel
Executive Director/CEO

Attachment: A – Policy Comparison FY17 to FY18



940 WEST AVENUE J
 P.O. BOX 4550
 LANCASTER, CA 93539-4550
 (661) 948-5041
 FAX: (661) 948-9744
 LIC. #0366679

May 10, 2017

Antelope Valley Transit Authority
 42210 6th Street West
 Lancaster, California 93534

Attention: Lyle Block

RE: AVTA Insurance program 2017-2018 summary

Dear Lyle,

As we have discussed, we would like to provide you with an overview and projection of AVTA's insurance program for 2017-2018.

As part of the summary, we have compared the 2016-2017 insurance program with the projections for 2017-2018.

Coverage	2016-2017	2017-2018	Percentage Change
General Liability	\$ 24,107	\$25,312	5.0%
Employee Benefit Liability	300	303	1.0%
Automobile Insurance	18,775	19,902	6.0%
Excess Liability	71,446	73,590	3.0%
D&O/EPLI-Public Entity	18,499	20,349	10.0%
Cyber Liability	1,267	1,394	10.0%
Property & Inland Marine	65,385	69,308	6.0%
Crime coverage	6,018	6,297	4.64%
DIC/Earthquake	48,597	41,693	-14%
Workers' Compensation	87,637	94,648	8.0%
Pollution	6,492	–note: this is a three year policy-7/1/15-7/1/18	
Total:	\$ 348,526	\$352,796	2%

These are the projected figures. The final figures may be slightly different, upward or downward.

The Workers' Compensation increase is primarily due to a significant increase in the estimated annual payroll. The estimated annual payroll increase is over \$300,000, which represents an increase of approximately 13%. However, the Experience Modification factor did decrease from 104% to 98%.

We will provide you with a more detailed summary by line of coverage for your review once final quotes are received.

As we have discussed in the past, we believe that is a prudent move on the part of AVTA to explore the liability limits required of your sub-contractors. Naturally, the higher required liability limits AVTA has in place for the subcontractor's, the more insulated AVTA is from litigation as a result of the negligence of any of the sub-contractors.

Please review the summary and let us know if there are any questions or need for clarification.

Thank you,

A handwritten signature in blue ink that reads "John Massari". The signature is fluid and cursive, with a large initial "J" and "M".

John Massari

VINSA Insurance Associates



DATE: May 23, 2017

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2017/2018 (FY18) Investment Policy Statement and Local Agency Investment Fund (LAIF) Update

RECOMMENDATION

That the AVTA Board of Directors:

1. Adopt Resolution 2017-004 (Attachment A), approving AVTA's revised Investment Policy Statement for the upcoming fiscal year beginning July 1, 2017 through June 30, 2018.

FISCAL IMPACT

The proposed changes are administrative in nature and therefore have no financial impact.

BACKGROUND

Prior to the commencement of each fiscal year, the Board of Directors authorizes the deposit and withdrawal of Authority LAIF investments in the State Treasury in accordance with the provisions of Government Code Section 16429. The Investment Policy Statement for FY18 (Attachment A.1) fulfills the California Government Code Section 53646 requirement that each legislative body review and adopt an Investment Policy Statement on an annual basis.

During the current fiscal year, AVTA continues to employ the services of Union Bank for its general banking needs. Only the projected minimum amount is maintained in the general operating account. All other available cash funds are invested in the Authority's LAIF or Wells Fargo investment accounts in accordance with the Investment Policy Statement.

The Procedure (Attachment B) establishes the steps necessary to use the LAIF or Wells Fargo for investment purposes, to reconcile monthly activity to the general ledger, and to reconcile cash on the books with the cash in LAIF.

On an annual basis, the LAIF administration requests that each member agency update their deposit/withdrawal authorization list. The purpose of the update is to ensure that only duly authorized persons have access to the Authority's LAIF investments.

The table below shows that no changes in names or titles have taken place for the Chair, Vice Chair, Executive Director/CEO or the Chief Financial Officer.

CURRENT		PROPOSED	
Name	Title	Name	Title
Marvin Crist	Chair	Marvin Crist	Chair
Dianne Knippel	Vice Chair	Dianne Knippel	Vice Chair
Len Engel	Executive Director	Len Engel	Executive Director/CEO
Colby Konisek	Chief Financial Officer	Colby Konisek	Chief Financial Officer

Prepared by:

Submitted by:

Colby Konisek
Chief Financial Officer

Len Engel
Executive Director/CEO

Attachments: A – Resolution No. 2017-004
A.1 – Investment Policy Statement
(Exhibit A – Resolution No. 2017-004)
B – LAIF Procedure

BOARD OF DIRECTORS

ANTELOPE VALLEY TRANSIT AUTHORITY

RESOLUTION NO. 2017–004

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY TRANSIT AUTHORITY APPOINTING THE EXECUTIVE DIRECTOR/CEO AS TREASURER AND THE CHIEF FINANCIAL OFFICER AS AUDITOR-CONTROLLER, DELEGATING INVESTMENT AUTHORITY TO THE TREASURER, ADOPTING A POLICY FOR THE INVESTMENT OF SURPLUS TRANSIT FUNDS AND RESCINDING RESOLUTION NO. 2016-004

WHEREAS, pursuant to the Joint Exercise of Powers Agreement between the County of Los Angeles, the City of Palmdale and the City of Lancaster, the Antelope Valley Transit Authority (AVTA) is authorized under Section 6(i) to invest money that is not needed for immediate use, as the Board determines advisable, in the same manner and upon the same conditions as other local agencies in accordance with Section 53601 of the Government Code; and

WHEREAS, pursuant to Government Code Section 6505.6, AVTA may appoint one of its officers or employees to either or both of the positions of Treasurer or of Auditor-Controller, and such person or persons shall comply with the duties and responsibilities of the office or offices as set forth in subdivisions (a) to (d), inclusive, of Government Code Section 6505.5; and

WHEREAS, pursuant to Government Code Section 53607, the Board of Directors of AVTA may delegate its investment authority to the Treasurer for a one-year period; and

WHEREAS, pursuant to Government Code Section 53646, the Board of Directors of AVTA have publicly considered a proposed annual statement of investment policy and desires to adopt that policy to guide the investments of the Treasurer;

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY TRANSIT AUTHORITY HEREBY RESOLVES, DECLARES, DETERMINES, AND ORDERS AS FOLLOWS:

Section 1. As authorized by Government Code Section 6505.6, the Board of Directors appoints the Executive Director/CEO as Treasurer.

Section 2. As authorized by Government Code Section 6505.6, the Board of Directors appoints the Chief Financial Officer as the Auditor-Controller.

Section 3. As authorized by Government Code Section 53607, the Board of Directors delegates its investment authority to the Treasurer for FY18, who shall thereafter assume full responsibility for those investment transactions until the delegation of authority is revoked or expires, and shall make a quarterly report of those transactions, in accordance with Government Code Section 53646, to the Board of Directors.

Section 4. As required by Government Code Section 53646, the Board of Directors has considered at a public meeting a statement of investment policy, and the Board of Directors hereby adopts that policy, in the form attached as Exhibit "A" to this resolution, to guide the investments of the Treasurer for FY18.

Section 5. Resolution No. 2016-004 is rescinded in its entirety.

Section 6. The Secretary of the Board shall certify to the adoption of this resolution.

PASSED, APPROVED and ADOPTED this 23rd day of May, 2017 by the following vote:

AYES: _____

NOES: _____

ABSTAIN: _____ ABSENT: _____

Marvin Crist, Chair


ATTEST:

Karen S. Darr, Clerk of the Board

APPROVED AS TO FORM:

General Counsel
Allison E. Burns

Exhibit A

	Local Agency Investment Fund (LAIF) Policy Statement		Policy No. 000000
	Policy Effective Date: 7/1/2017 – 6/30/2018		Revised on: 5/23/17
	Approved by: Board of Directors		
	Date Approved: 5/23/17		Page 1 of 13

1. POLICY

It is the policy of AVTA to invest public funds in a manner which will provide maximum security with the highest investment return while meeting the daily cash flow demands of AVTA and conforming to all state and local statutes governing the investment of public funds.

2. SCOPE

This investment policy applies to the cash funds of AVTA, except for its employees retirement system fund, which is administered separately by the California Public Employees' Retirement System ("CalPERS") and financial assets governed by bond indentures or bond resolutions.

These funds include Operating and Capital Funds.

3. OBJECTIVE

Investable funds shall be invested to the maximum extent feasible. The primary goal of the investment program is to maintain safety and liquidity of principal and interest while maximizing returns, minimizing risks and ensuring that funds are available to meet anticipated cash flow requirements.

In the investment of its funds, AVTA will be guided by the following principles in order of importance:

3(A) the primary objective is to safeguard investment principal.

- Safety

Safety and the minimizing of risk associated with investing refer to attempts to reduce the potential for loss of principal, interest or a combination of the two. The first level of risk control is found in state law which restricts the particular type of investments permissible for governmental entities. The second level of risk control is reduction of default risk by investing in instruments that appear upon examination to be the most credit worthy. The third level of risk control is reduction of market risk by investing in instruments that have maturities coinciding with planned dates of disbursement, thereby eliminating risk of loss from a forced sale.

3(B) the secondary objective is to maintain sufficient liquidity to ensure that funds are available to meet daily cash flow requirements.

- Liquidity

Liquidity refers to the ability to easily sell at any time with a minimal risk of losing some portion of principal or interest. Liquidity is an important quality for an investment to have, for at any time AVTA may have unexpected or unusual circumstances that result in larger disbursements than expected, and some investments may need to be sold to meet the contingency. The AVTA's investment portfolio shall remain sufficiently liquid to enable the AVTA to meet all operating requirements, which might be reasonably anticipated. Most investments of AVTA are highly liquid.

3(C) the third and last consideration is to achieve a reasonable rate of return or yield consistent with these objectives.

- Yield

Yield is the potential dollar earnings an investment can provide, and also is sometimes described as the rate of return. AVTA attempts to obtain the highest yield possible when selecting an investment, provided that the criteria stated in the Investment Policy for safety and liquidity are met. The AVTA's investment portfolio shall be designed with the objective of achieving a return on the funds under its control throughout budgetary and economic cycles, taking into account the AVTA's investment risk constraints and the cash flow characteristics of the portfolio.

4. DELEGATION OF AUTHORITY

The Board of Directors of the AVTA holds the authority to invest or reinvest funds of the AVTA or to sell or exchange securities so purchased. Pursuant to the California Government Code Section 53607, the Board of Directors may delegate this authority on a yearly basis to the Executive Director/CEO, as the Treasurer of AVTA, who shall thereafter assume full responsibility for those transactions until the delegation of authority is revoked or expires.

The Chief Financial Officer shall serve as the designated Investment Officer of the Authority and is responsible for investment decisions and activities, under the direction of the Executive Director/CEO. In the absence of the Chief Financial Officer, the Executive Director/CEO will designate a temporary Investment Officer.

5. RESPONSIBILITY OF INVESTMENT OFFICERS

Cash management and investment transactions are the responsibility of the Investment Officer. The Investment Officer, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for

a specific security's credit risk or market price changes, provided that these deviations are reported immediately and that appropriate action is taken to control adverse developments.

6. INDIVIDUALS AUTHORIZED TO UNDERTAKE INVESTMENT TRANSACTIONS

The following officials are authorized to implement the cash management and investment transactions decisions of the Investment Officer by undertaking investment transactions on behalf of AVTA:

- Executive Director/CEO
- Chief Financial Officer

7. PRUDENCE

AVTA operates its cash investments subject to the "Prudent Investor Standard" which obligates a fiduciary to ensure that:

When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the Agency, that a prudent person acting in the like capacity and familiarity with those matters would use in the conduct of funds of the like character and with like aims, to safeguard the principal and maintain the liquidity needs of the Agency.

Within the limitations of this standard and considering individual investments as part of an overall strategy, investments may be acquired as authorized by law.

8. SAFEKEEPING

The investment securities purchased by the Authority shall be held in safekeeping by designated financial institutions. Accounts are currently housed at the following recognized financial institutions:

- Union Bank
- Wells Fargo
- California State Investment Pool (Local Agency Investment Fund or "LAIF").

These institutions shall issue safekeeping receipts to the Agency listing the specific instrument, rate, maturity and other pertinent information.

Safekeeping procedures shall be reviewed annually by the independent auditor. The independent auditor shall conduct random audits of safekeeping and custodial systems.

9. ETHICS AND CONFLICTS

Officers and employees who are directly involved in the investment program shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair the ability to make impartial investment decisions.

10. MONITORING AND ADJUSTING THE PORTFOLIO

The Investment Officer will routinely monitor the contents of the portfolio, the available markets and the relative values of competing instruments, and will adjust the portfolio accordingly.

11. INTERNAL CONTROLS

Internal controls shall be reviewed annually by the independent auditor. The Investment Officer shall establish an annual process of independent review by the independent auditor. The controls shall be designed to prevent loss of public funds due to fraud, error, misrepresentation, unanticipated market changes or imprudent actions.

12. INVESTMENT PROCEDURES

The Finance Department is responsible for establishing separate investment procedures which adhere to and implement this Statement of Investment Policy.

13. REPORTING REQUIREMENTS

Under the direction of the Executive Director/CEO, the Investment Officer shall where applicable, generate a monthly report for management purposes which will include, but not be limited to:

- Type of investment
- Institution
- Date of maturity
- Amount of deposit or cost of security
- Rate of interest
- Statement relating the report to the Statement of Investment Policy
- Statement that there are sufficient funds to meet the next 30 days' obligations

14. SHORT-TERM VERSUS LONG-TERM PORTFOLIO

All funds invested for one day to six months shall be considered short-term. Funds invested for a period in excess of six months shall be considered long-term.

15. SHORT-TERM PORTFOLIO DIVERSIFICATION

The Agency will diversify use of investment instruments to avoid incurring unreasonable risk inherent in overinvesting in specific instruments, individual financial institutions or maturities.

Diversification by Instrument:

- U.S. Government Securities, or affiliates
- Small Business Administration Loans
- Bankers Acceptance
- Commercial Paper
- Negotiable Certificates of Deposits
- Medium Term Notes
- Repurchase Agreements
- Local Agency Investment Fund (LAIF)
- California Asset Management Program (CAMP)
- California Local Agency Securities System (CLASS)

16. MATURITY SCHEDULING:

Investment maturities of operating funds shall be scheduled to coincide with projected cash flow needs, taking into account large routine expenditures (e.g. payroll, contractor's payments, lease payments, etc.) and considering sizeable blocks of anticipated revenue (e.g. LTF and Federal operating funds).

17. LONG-TERM PORTFOLIO DIVERSIFICATION

Instruments and diversification for the long-term portfolio shall be the same type as for the short-term portfolio, but with longer investment periods (over six months).

Maturity scheduling shall be timed according to anticipated needs.

18. AUTHORIZED INVESTMENTS (G.C. 53601)

The average maturity of AVTA's investments should not exceed two-and-one-half years, with no single investment being made for over five years, except with legislative approval as authorized under Section 53601 of the California Government Code. At no time should current cash flow requirements be jeopardized.

AVTA may invest in the following legal investments as defined in Section 53601 of the California Government Code: 53601. This section shall apply to a local agency that is a city, a district, or other local agency that does not pool money in deposits or investments with other local agencies, other than local agencies that have the

same governing body. However, Section 53635 shall apply to all local agencies that pool money in deposits or investments with other local agencies that have separate governing bodies. The legislative body of a local agency having money in a sinking fund or money in its treasury not required for the immediate needs of the local agency may invest any portion of the money that it deems wise or expedient in those investments set forth below. A local agency purchasing or obtaining any securities prescribed in this section, in a negotiable, bearer, registered, or nonregistered format, shall require delivery of the securities to the local agency, including those purchased for the agency by financial advisers, consultants, or managers using the agency's funds, by book entry, physical delivery, or by third-party custodial agreement. The transfer of securities to the counterparty bank's customer book entry account may be used for book entry delivery. For purposes of this section, "counterparty" means the other party to the transaction. A counterparty bank's trust department or separate safekeeping department may be used for the physical delivery of the security if the security is held in the name of the local agency. Where this section specifies a percentage limitation for a particular category of investment, that percentage is applicable only at the date of purchase. Where this section does not specify a limitation on the term or remaining maturity at the time of the investment, no investment shall be made in any security, other than a security underlying a repurchase or reverse repurchase agreement or securities lending agreement authorized by this section, that at the time of the investment has a term remaining to maturity in excess of five years, unless the legislative body has granted express authority to make that investment either specifically or as a part of an investment program approved by the legislative body no less than three months prior to the investment:

- (a) Bonds issued by the local agency, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency or by a department, board, agency, or authority of the local agency.
- (b) United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.
- (c) Registered state warrants or treasury notes or bonds of this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the state or by a department, board, agency, or authority of the state.
- (d) Bonds, notes, warrants, or other evidences of indebtedness of any local agency within this state, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.
- (e) Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States

government-sponsored enterprises.

- (f) Bankers acceptances otherwise known as bills of exchange or time drafts that are drawn on and accepted by a commercial bank. Purchases of bankers acceptances may not exceed 180 days' maturity or 40 percent of the Authority's money that may be invested pursuant to this section. However, no more than 30 percent of the Authority's money may be invested in the bankers acceptances of any one commercial bank pursuant to this section.

This subdivision does not preclude a municipal utility district from investing any money in its treasury in any manner authorized by the Municipal Utility District Act (Division 6 (commencing with Section 11501) of the Public Utilities Code).

- (g) Commercial paper of "prime" quality of the highest ranking or of the highest letter and number rating as provided for by a nationally recognized statistical-rating organization (NRSRO). The entity that issues the commercial paper shall meet all of the following conditions in either paragraph (1) or paragraph (2):

- (1) The entity meets the following criteria:

- (A) Is organized and operating in the United States as a general corporation.
- (B) Has total assets in excess of five hundred million dollars (\$500,000,000).
- (C) Has debt other than commercial paper, if any, that is rated "A" or higher by a nationally recognized statistical-rating organization (NRSRO).

- (2) The entity meets the following criteria:

- (A) Is organized within the United States as a special purpose corporation, trust, or limited liability company.
- (B) Has program wide credit enhancements including, but not limited to, over collateralization, letters of credit, or surety bond.
- (C) Has commercial paper that is rated "A-1" or higher, or the equivalent, by a nationally recognized statistical-rating organization (NRSRO).

Eligible commercial paper shall have a maximum maturity of 270 days or less. Local agencies, other than counties or a city and county, may invest no more than 25 percent of their money in eligible commercial paper. Local agencies, other than counties or a city and county, may purchase no more than 10 percent of the outstanding commercial paper of any single issuer. Counties or a city and county may invest in commercial paper pursuant to the concentration limits in subdivision (a) of Section 53635.

- (h) Negotiable certificates of deposit issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit may not exceed 30 percent of the agency's money which may be invested pursuant to this section. For purposes of this section, negotiable certificates of deposit do not come within Article 2 (commencing with Section 53630), except that the amount so invested shall be subject to the limitations of Section 53638. The legislative body of a local agency and the treasurer or other official of the local agency having legal custody of the money are prohibited from investing local agency funds, or funds in the custody of the local agency, in negotiable certificates of deposit issued by a state or federal credit union if a member of the legislative body of the local agency, or any person with investment decision-making authority in the budget office, chief financial officer's office, or treasurer's office of the local agency also serves on the board of directors, or any committee appointed by the board of directors, or the credit committee or the supervisory committee of the state or federal credit union issuing the negotiable certificates of deposit.
- (i) (1) Investments in repurchase agreements or reverse repurchase agreements or securities lending agreements of any securities authorized by this section, as long as the agreements are subject to this subdivision, including the delivery requirements specified in this section.
- (2) Investments in repurchase agreements may be made, on any investment authorized in this section, when the term of the agreement does not exceed one year. The market value of securities that underlay a repurchase agreement shall be valued at 102 percent or greater of the funds borrowed against those securities and the value shall be adjusted no less than quarterly. Since the market value of the underlying securities is subject to daily market fluctuations, the investments in repurchase agreements shall be in compliance if the value of the underlying securities is brought back up to 102 percent no later than the next business day.
- (3) Reverse repurchase agreements or securities lending agreements may be utilized only when all of the following conditions are met:
- (A) The security to be sold on reverse repurchase agreement or securities lending agreement has been owned and fully paid for by the local agency for a minimum of 30 days prior to sale.
- (B) The total of all reverse repurchase agreements and securities lending agreements on investments owned by the local agency does not exceed 20 percent of the base value of the portfolio.
- (C) The agreement does not exceed a term of 92 days, unless the agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security

using a reverse repurchase agreement or securities lending agreement and the final maturity date of the same security.

- (D) Funds obtained or funds within the pool of an equivalent amount to that obtained from selling a security to a counterparty by way of a reverse repurchase agreement or securities lending agreement shall not be used to purchase another security with a maturity longer than 92 days from the initial settlement date of the reverse repurchase agreement or securities lending agreement, unless the reverse repurchase agreement or securities lending agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity date of the same security.
- (4) (A) Investments in reverse repurchase agreements, securities lending agreements, or similar investments in which the local agency sells securities prior to purchase with a simultaneous agreement to repurchase the security may only be made upon prior approval of the governing body of the local agency and shall only be made with primary dealers of the Federal Reserve Bank of New York or with a nationally or state-chartered bank that has or has had a significant banking relationship with a local agency.
- (B) For purposes of this chapter, "significant banking relationship" means any of the following activities of a bank:
 - (i) Involvement in the creation, sale, purchase, or retirement of a local agency's bonds, warrants, notes, or other evidence of indebtedness.
 - (ii) Financing of a local agency's activities.
 - (iii) Acceptance of a local agency's securities or funds as deposits.
- (5) (A) "Repurchase agreement" means a purchase of securities by the local agency pursuant to an agreement by which the counterparty seller will repurchase the securities on or before a specified date and for a specified amount and the counterparty will deliver the underlying securities to the local agency by book entry, physical delivery, or by third-party custodial agreement. The transfer of underlying securities to the counterparty bank's customer book-entry account may be used for book-entry delivery.
- (B) "Securities," for purpose of repurchase under this subdivision, means securities of the same issuer, description, issue date, and maturity.
- (C) "Reverse repurchase agreement" means a sale of securities by the local agency pursuant to an agreement by which the local agency will repurchase the securities on or before a specified date and includes

other comparable agreements.

- (D) "Securities lending agreement" means an agreement under which a local agency agrees to transfer securities to a borrower who, in turn, agrees to provide collateral to the local agency. During the term of the agreement, both the securities and the collateral are held by a third party. At the conclusion of the agreement, the securities are transferred back to the local agency in return for the collateral.
- (E) For purposes of this section, the base value of the local agency's pool portfolio shall be that dollar amount obtained by totaling all cash balances placed in the pool by all pool participants, excluding any amounts obtained through selling securities by way of reverse repurchase agreements, securities lending agreements, or other similar borrowing methods.
- (F) For purposes of this section, the spread is the difference between the cost of funds obtained using the reverse repurchase agreement and the earnings obtained on the reinvestment of the funds.
- (j) Medium-term notes, defined as all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this subdivision shall be rated "A" or better by a nationally recognized rating service. Purchases of medium-term notes shall not include other instruments authorized by this section and may not exceed 30 percent of the agency's money that may be invested pursuant to this section.
- (k)
 - (1) Shares of beneficial interest issued by diversified management companies that invest in the securities and obligations as authorized by subdivisions (a) to (j), inclusive, or subdivisions (m) or (n) and that comply with the investment restrictions of this article and Article 2 (commencing with Section 53630). However, notwithstanding these restrictions, a counterparty to a reverse repurchase agreement or securities lending agreement is not required to be a primary dealer of the Federal Reserve Bank of New York if the company's board of directors finds that the counterparty presents a minimal risk of default, and the value of the securities underlying a repurchase agreement or securities lending agreement may be 100 percent of the sales price if the securities are marked to market daily.
 - (2) Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1 et seq.).

- (3) If investment is in shares issued pursuant to paragraph (1), the company shall have met either of the following criteria:
 - (A) Attained the highest ranking or the highest letter and numerical rating provided by not less than two nationally recognized statistical rating organizations.
 - (B) Retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience investing in the securities and obligations authorized by subdivisions (a) to (j), inclusive, or subdivisions (m) or (n) and with assets under management in excess of five hundred million dollars (\$500,000,000).
 - (4) If investment is in shares issued pursuant to paragraph (2), the company shall have met either of the following criteria:
 - (A) Attained the highest ranking or the highest letter and numerical rating provided by not less than two nationally recognized statistical rating organizations.
 - (B) Retained an investment adviser registered or exempt from registration with the Securities and Exchange Commission with not less than five years' experience managing money market mutual funds with assets under management in excess of five hundred million dollars (\$500,000,000).
 - (5) The purchase price of shares of beneficial interest purchased pursuant to this subdivision shall not include any commission that the companies may charge and shall not exceed 20 percent of the agency's money that may be invested pursuant to this section. However, no more than 10 percent of the agency's funds may be invested in shares of beneficial interest of any one mutual fund pursuant to paragraph (1).
- (l) Moneys held by a trustee or fiscal agent and pledged to the payment or security of bonds or other indebtedness, or obligations under a lease, installment sale, or other agreement of a local agency, or certificates of participation in those bonds, indebtedness, or lease installment sale, or other agreements, may be invested in accordance with the statutory provisions governing the issuance of those bonds, indebtedness, or lease installment sale, or other agreement, or to the extent not inconsistent therewith or if there are no specific statutory provisions, in accordance with the ordinance, resolution, indenture, or agreement of the local agency providing for the issuance.
 - (m) Notes, bonds, or other obligations that are at all times secured by a valid first priority security interest in securities of the types listed by Section 53651 as eligible securities for the purpose of securing local agency deposits having a market value at least equal to that required by Section 53652 for the purpose

of securing local agency deposits. The securities serving as collateral shall be placed by delivery or book entry into the custody of a trust company or the trust department of a bank that is not affiliated with the issuer of the secured obligation, and the security interest shall be perfected in accordance with the requirements of the Uniform Commercial Code or federal regulations applicable to the types of securities in which the security interest is granted.

- (n) Any mortgage pass-through security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable pass-through certificate, or consumer receivable-backed bond of a maximum of five years' maturity. Securities eligible for investment under this subdivision shall be issued by an issuer having an "A" or higher rating for the issuer's debt as provided by a nationally recognized rating service and rated in a rating category of "AA" or its equivalent or better by a nationally recognized rating service. Purchase of securities authorized by this subdivision may not exceed 20 percent of the agency's surplus money that may be invested pursuant to this section.

53601.1. The authority of a local agency to invest funds pursuant to Section 53601 includes, in addition thereto, authority to invest in financial futures or financial option contracts in any of the investment categories enumerated in that section.

53601.5. The purchase by a local agency of any investment authorized pursuant to Section 53601 or 53601.1, not purchased directly from the issuer, shall be purchased either from an institution licensed by the state as a broker-dealer, as defined in Section 25004 of the Corporations Code, or from a member of a federally regulated securities exchange, from a national or state-chartered bank, from a savings association or federal association (as defined by Section 5102 of the Financial Code) or from a brokerage firm designated as a primary government dealer by the Federal Reserve bank.

53601.6. (a) A local agency shall not invest any funds pursuant to this article or pursuant to Article 2 (commencing with Section 53630) in inverse floaters, range notes, or mortgage-derived, interest-only strips.

- (b) A local agency shall not invest any funds pursuant to this article or pursuant to Article 2 (commencing with Section 53630) in any security that could result in zero interest accrual if held to maturity. However, a local agency may hold prohibited instruments until their maturity dates. The limitation in this subdivision shall not apply to local agency investments in shares of beneficial interest issued by diversified management companies registered under the Investment Company Act of 1940 (15 U.S.C. Sec. 80a-1 et seq.) that are authorized for investment pursuant to subdivision (k) of Section 53601.

19. DESIGNATED AUTHORIZED INVESTMENTS

The listing shall be formally designated by AVTA and only investments from this

designated list will be authorized.

California State Investment Pool (Local Agency Investment Fund or LAIF {Government Code Section 16429.1 – 16429.3}).

California Asset Management Program (CAMP {Government Code Section 6502; Section 53630; Section 53601 and/or 53635}).

California Local Agency Securities System (CLASS {Government Code Section 6502; Section 53630; Section 53601 and/or 53635}).

Whenever possible, bids and offers for any investment security shall be taken from a minimum of two security dealers/brokers, banks, and/or savings and loans. Awards shall be made to the highest responsible bidder or best offer.

All securities purchased must be held in safekeeping by AVTA's safekeeping agent, currently Wells Fargo. The securities shall not be held by the dealer or broker from whom they are purchased. Confirmations for all investments will be reviewed for conformity with the actual transactions. All financial institutions, whether investment banks, dealers, commercial banks or savings and loan institutions must be licensed by the National Association of Security Dealers (NASD) and be approved by the Treasurer before they receive AVTA funds or are able to conduct business with AVTA. Prior to approval, each financial institution will be physically visited by the Treasurer and/or his/her designee to meet with the principals of the firm and to inspect their offices for stability and financial capabilities. Further, these visitations will continue periodically, preferably annually, on an ongoing basis to ensure eligibility (due diligence). All firms with whom AVTA does business will have a strong capital base and be deemed creditworthy before conducting business with such firms. The Treasurer or his/her designee will prescribe minimum standards by which these firms can be judged creditworthy.

Generally, losses are acceptable on a sale of securities prior to maturity and should be taken if (a) the sale proceeds will enhance the overall yield over the life of the new security, or (b) there is a potential imminent risk of principal due to a change in the creditworthiness of the issuer or other factors jeopardizing the propriety or safety and liquidity of public funds.


Where possible, AVTA investments shall be placed, confirmed, held, accounted for, and/or audited by different people.

The Chief Financial Officer/Investment Officer shall be individually responsible for a monthly review of the investment function. This review will consist of:

- Comparison of the investment records to the independent statements and confirmation notices received from brokers, dealers, banks and other financial institutions.
- Review of the contents of the investment portfolio to assure that it conforms to the provisions of this Statement of Investment Policy and

- the laws of the State of California.
- Review of the financial institutions with whom investments have been made to assure that they have been approved by the Treasurer.

DRAFT

	Local Agency Investment Fund (LAIF) Procedures		Policy No. 00000
	Policy Effective Date: 7/1/2017		Revised on: 5/23/17
	Approved by: Board of Directors		
	Date Approved: 5/23/17		Page 1 of 3

PURPOSE

This procedure establishes the steps to use the Local Agency Investment Fund for investment purposes, to reconcile monthly activity to the General Ledger and to verify cash on the books with the cash invested with California State Investment Pool (Local Agency Investment Fund or "LAIF").

BACKGROUND

The Finance Department is responsible for maintaining proper accounting records in regards to all AVTA accounts.

AVTA deposits funds with LAIF as an investment instrument.

This procedure provides appropriate documentation relating to the investment of funds in LAIF.

EXECUTIVE DIRECTOR/CEO AND CHIEF FINANCIAL OFFICER

The Executive Director/CEO, Chief Financial Officer, Board Chair, and Board Vice Chair may approve the investment, withdrawal or transfer of funds to/from LAIF. Financial institutions will be notified by phone and in writing immediately regarding the separation of employees that were formerly authorized.

In the absence of the Chief Financial Officer, the Executive Director/CEO will approve the investment or withdrawal of funds from LAIF and can make transfers to or from the LAIF account.

Accounting staff prepares a Funds Transfer Memo and provides it to the Chief Financial Officer for completion.

PROCEDURE

The institutions involved in inter-bank transfers are to be notified the day prior to the date of a request of a transfer of funds. The following procedures guarantee same day credit to LAIF, Wells Fargo, or the appropriate AVTA account at Union Bank.

Funds Transfer from LAIF to Union Bank

1. The accounting staff prepares a Funds Transfer Memo and gives to the Chief Financial Officer by 9:30 am.
2. For a LAIF withdrawal, LAIF is notified and the information is recorded. **THE DEADLINE TO CALL LAIF IS 10:00 AM.**

Funds Transfer from Union Bank or Wells Fargo to LAIF

1. The accounting staff prepares a Funds Transfer Memo and gives it to the Chief Financial Officer by 9:30 am.
2. LAIF is contacted at (916) 653-3001 to advise them of the deposit and the account it is coming from. Provide the PIN #. Get a confirmation number and the daily percentage yield. **THE DEADLINE TO CALL LAIF IS 10:00 AM.**
3. Contact Union Bank Wires Services at (800) 922-9473, Option 1, to arrange the transfer to LAIF. The AVTA bank account number, LAIF confirmation number and date of deposit are provided to Union Bank as part of the transfer process. **THE DEADLINE TO CALL UNION BANK TO INITIATE A WIRE IS 2:00 PM.**
4. Union Bank will give a verbal verification of transaction; written notes regarding the verbal verification should be included with the transfer documents to complete the transaction audit process.

Reconciliation

The accounting staff posts deposits and withdrawals to the LAIF Account (10161) and verifies that the LAIF statement and the General Ledger account reconcile properly.

ATTACHMENT: A – Sample LAIF Statement

ATTACHMENT A

4/18/2017

Untitled Page



BETTY T. YEE

California State Controller

LOCAL AGENCY INVESTMENT FUND
REMITTANCE ADVICE

Agency Name

ANTELOPE VALLEY TRANS AUTH

Account Number

40-19-036

As of 04/14/2017, your Local Agency Investment Fund account has been directly credited with the interest earned on your deposits for the quarter ending 03/31/2017.

Earnings Ratio		.00002126194403179
Interest Rate		0.78%
Dollar Day Total	\$	488,285,172.72
Quarter End Principal Balance	\$	5,426,621.16
Quarterly Interest Earned	\$	10,381.89



DATE: May 23, 2017

TO: BOARD OF DIRECTORS

SUBJECT: Proposed Fiscal Year 2017/2018 (FY18) Business Plan and Short Range Transit Plan

RECOMMENDATION

That the Board of Directors adopt the Proposed AVTA FY18 Business Plan ("Business Plan") and Short Range Transit Plan.

FISCAL IMPACT

The proposed FY18 Operating Plan reflects a balanced budget of \$26.6 Million.

Operating Expenses reflect an increase of \$547K, or 2.3% from the \$24.3 million shown in the FY17 Mid-Year Budget.

The proposed FY18 Capital Spending Budget is \$44.1 million, of which \$41.9 million is for electric bus fleet replacements and inductive charging infrastructure, plus another \$2.2 million in other expenditures for support vehicles, Regional Partnership ridership amenities projects, facilities, equipment and other expenses.

Capital spending is made possible by local, state and federal funding which is restricted in purpose and can be used solely to maintain and improve the Authority's bus fleet, infrastructure, facilities and equipment.

BACKGROUND

Since March 2017, staff has gathered data and performed analysis to develop the Proposed FY18 Business Plan. Budget assumptions and supporting documents were shared with TAC and the Board of Directors. The Proposed FY18 Business Plan complies with the requirements of the Bylaws of the Jurisdictional Agreement and ensures the best practices and fiduciary responsibilities of the Authority's budgeting function.

The proposed FY18 Business Plan features the following key elements:

- A balanced operating budget of \$26.6 million
- No increases in Jurisdictional Operating Support
- The Transdev fixed route service contract increases by 3%, and the IntelliRide contract for Dial-A-Ride Service increases by 1.5%, both effective January 1, 2018.
- Fixed Route Revenue Hours –
 - Local transit service – 160,786
 - Commuter Service – 30,187
 - No service expansion
- Dial-A-Ride Trips – 33,000 maximum per contract
- Fuel – \$3.25 per gallon (formerly \$3.50/gallon in FY17)
- Personnel – 34 full-time and 6 part-time employees – 38.6 full time equivalents
- Advocacy – \$266k for Federal (McKeon & Hanka) and State (Wiedeman) efforts; primary focus on California-based programs such as the Air Resources Board. This budget includes \$25K in dedicated advocacy travel.
- Travel - \$90k for annual conferences and associated travel.
- A capital plan of \$44.1 million of restricted funding is as follows:
 - 39 electric bus fleet replacements \$32.8 million
 - Depot and en route charging infrastructure \$9.1 million
 - Major bus components \$150K
 - Regional Partnership for ridership amenities \$494K
 - Equipment & facilities \$1.0 million
 - Replacement support vehicles \$213K
 - Equipment \$302K
 - Other projects \$41K

Adoption of Proposed FY18 Business Plan

May 23, 2017

Page 3

- \$5.5 million from the capital reserve fund will be used as local match for these 39 electric buses. This will result in a projected year-end capital reserve balance of \$903K.
- No increases in Jurisdictional Capital Reserve Contributions for FY18.

Prepared by:

Submitted by:

Colby Konisek
Chief Financial Officer

Len Engel
Executive Director/CEO