



Regular Meeting of the Board of Directors

Tuesday, February 27, 2018

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 JANUARY 2018 – HECTOR FUENTES, TRANSDEV

SRP 2 LEGISLATIVE REPORT FOR FEBRUARY 2018 – JUDY FRY

SRP 3 FISCAL YEAR 2017/2018 (FY18) SECOND QUARTER SYSTEM-WIDE KEY PERFORMANCE INDICATORS (KPI) REPORT (OCTOBER 1 – DECEMBER 31, 2017) – NORM HICKLING

Recommended Action: Receive and file the FY18 Second Quarter System-Wide KPI Report for the period covering October 1 through December 31, 2017.

CONSENT CALENDAR (CC): Items 1 through 7 are consent items that may be received and filed and/or approved by the Board in a single motion. If any member of the Executive Board wishes to discuss a consent item, please request that the item be pulled for further discussion and potential action.

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF JANUARY 23, 2018 – KAREN DARR

Recommended Action: Approve the Board of Directors Regular Meeting Minutes of January 23, 2018.

CC 2 FINANCIAL REPORTS FOR DECEMBER 2017 AND JANUARY 2018 – JAMES MANNIE

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

History Report for the three months ended January 31, 2018; and the Cash Disbursements Report for the month ended January 31, 2018.

- CC 3 FY18 SECOND QUARTER CAPITAL RESERVE REPORT (OCTOBER 1 – DECEMBER 31, 2017) – JAMES MANNIE

Recommended Action: Receive and file the FY18 Second Quarter Capital Reserve Report for the period covering October 1 through December 31, 2017.

- CC 4 FY18 GRANT STATUS REPORT THROUGH JANUARY 31, 2018 – JUDY FRY

Recommended Action: Receive and file the FY18 Grant Status Report through January 31, 2018.

- CC 5 RATIFY CALTRANS ASSIGNED COOPERATIVE AGREEMENT AND AMENDMENT (FUNDING) NUMBERS FOR AVTA/CALTRANS' JOINT ADA CONSTRUCTION PROJECT LOCATED AT 35TH ST. E. AND PALMDALE BLVD. (HWY 138) – LYLE BLOCK

Recommended Action: Ratify Caltrans assigned cooperative agreement and amendment (funding) numbers for the AVTA/Caltrans' Joint ADA Construction Project Located at 35th St. E. and Palmdale Blvd. (HWY 138), as follows:

1. *Cooperative Agreement No. 07-5073, in the amount of \$220,000, approved on 1-26-2016.*
 - a. *Amendment No. 1 to Cooperative Agreement 07-5073, in the amount of \$70,000, approved on 1-26-2016.*
2. *Cooperative Agreement No. 07-5074, in the amount of \$228,907, approved on 1-26-2016.*
 - a. *Amendment No. 1 to Cooperative Agreement 07-5074, in the amount of \$62,903 approved on 1-23-2018.*
3. *Cooperative Agreement 07-5137, in the amount of \$60,000, approved on 1-23-2018.*

- CC 6 RATIFY AMENDMENT NO. 1 TO COOPERATIVE AGREEMENT NO. MU121-12 BETWEEN SOUTHERN CALIFORNIA REGIONAL RAIL AUTHORITY (SCRRA) AND THE ANTELOPE VALLEY TRANSIT AUTHORITY (AVTA) FOR BUS BRIDGE SERVICE – NORM HICKLING

Recommended Action: Ratify Amendment No. 1 to Cooperative Agreement No. MU121-12 between the SCRRA and the AVTA for Bus Bridge Service.

- CC 7 RESOLUTION NO. 2018-005, TRANSFERRING SEVENTEEN MCI COMMUTER BUSES TO SANTA MARIA AREA TRANSIT (SMAT) – MARK PERRY

Recommended Action: (1) Adopt Resolution No. 2018-005, a Resolution for signature authorizing the transfer of seventeen commuter coach buses to SMAT; and 2) authorize the Executive Director/CEO to execute an agreement to transfer seventeen commuter coach buses that have not reached their useful life benchmark to another federal grantee, SMAT.

NEW BUSINESS (NB):

- NB 1 FY18 MID-YEAR BUSINESS PLAN REVIEW AND PROPOSED ADJUSTMENTS – LEN ENGEL

Recommended Action: Approve the Proposed FY18 Mid-Year Business Plan adjustments.

- NB 2 PROPOSED KEY PERFORMANCE INDICATORS MEASURES – JIM MOORE

Recommended Action: (1) Adopt the proposed Key Performance Indicators (KPI) measures; (2) Direct staff to work with the Technical Advisory Committee to ensure continued accuracy and relevance of said indicators; and (3) Direct staff to continue to evaluate operational performance on a monthly basis and report such findings to the Board on a quarterly basis.

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)
- CS 3 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(4)
Consideration of whether to initiate litigation (one potential case)
- CS 4 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(D)(4)
Consideration of initiation of litigation (one potential case)
- CS 5 Public Employee Performance Evaluation – Pursuant to Government Code Sections 54954.5 (e) and 54957(b))
Title: Executive Director/CEO

RECESS TO CLOSED SESSION

RECONVENE TO PUBLIC SESSION

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

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

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

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 Regular Meeting of the Board of Directors on March 27, 2018 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

The agenda was posted by 5:00 p.m. on February 22, 2018 at the entrance to the Antelope Valley Transit Authority, 42210 6th Street 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.



**Regular Meeting of the Board of Directors
Tuesday, January 23, 2018
10:00 a.m.**

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

UNOFFICIAL MINUTES

CALL TO ORDER:

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

PLEDGE OF ALLEGIANCE:

Vice Chair Knippel led the Pledge of Allegiance.

ROLL CALL:

Present

Chairman Marvin Crist
Vice Chair Dianne Knippel
Director Steve Hofbauer
Director Austin Bishop
Alternate Director Raj Malhi (Director Angela Underwood–Jacobs absent)
Director Michelle Flanagan

APPROVAL OF AGENDA:

Motion: Approve the agenda as comprised.

Moved by Alternate Director Malhi, seconded by Vice Chair Knippel

Vote: Motion carried (6-0-0-0)
Yeas: Chairman Crist, Vice Chair Knippel, Directors Hofbauer, Bishop, and Flanagan, and Alternate Director Malhi
Nays: None
Abstain: None
Absent: None

PUBLIC BUSINESS – AGENDIZED AND NON-AGENDIZED ITEMS:

J.D. Arbaugh – stated the Route 52 is often late in the morning, typically the first run of the day. Requested to add a stop or relocate the bus stop at Avenue V-10 and 121st E. Norm Hickling, Chief Operating Officer, will address this.

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

SRP 1 RECOGNITION OF AVTA EMPLOYEE OF THE SECOND QUARTER (SEPTEMBER 1 – DECEMBER 31, 2017)

Mr. Hickling presented the AVTA Employee of the Second Quarter award to Senior Customer Service Representative Tisha Lanier.

SRP 2 PRESENTATION OF TRANSDEV OPERATOR AND EMPLOYEE OF THE MONTH FOR DECEMBER 2017

Hector Fuentes, Transdev General Manager, presented a plaque to the Employee of the Month Kim Hines and announced that the Operator of the Month was Carlos Angel. However, Mr. Angel was unable to attend the meeting.

SRP 3 PRESENTATION TO TRANSDEV OPERATOR ROSELIN JONES FOR GOING ABOVE AND BEYOND TO ASSIST A PASSENGER DURING A TIME OF NEED

Mr. Hickling presented Ms. Jones with an award for assisting a passenger during his time of need.

SRP 4 LEGISLATIVE REPORT FOR JANUARY 2018 – LEN ENGEL

Len Engel, Executive Director/CEO, presented information regarding the FY 2018 Federal Budget and FY 2019 State Budget. There was no discussion regarding this item.

CONSENT CALENDAR (CC):

CC 1 BOARD OF DIRECTORS MEETING MINUTES OF NOVEMBER 28, 2017

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

CC 2 FINANCIAL REPORTS FOR NOVEMBER AND DECEMBER 2017

Receive and file the financial reports for November and December 2017.

- CC 3 FY18 SECOND QUARTER LOS ANGELES COUNTY SHERIFF'S DEPARTMENT (LASD) REPORT (OCTOBER 1 – DECEMBER 31, 2017)**
Receive and file the FY18 First Quarter LASD report for the period covering October 1 through December 31, 2017.
- CC 4 RESOLUTION NO. 2018-001, ADOPTING THE AMENDED CONFLICT OF INTEREST AND DISCLOSURE CODE**
Adopt Resolution No. 2018-001, a Resolution of the Board of Directors of the Antelope Valley Transit Authority adopting the amended Conflict of Interest and Disclosure Code and rescinding in its entirety the current Conflict of Interest Code adopted by Resolution No. 2016-005.
- CC 5 RESOLUTION NO. 2018-002, AUTHORIZING THE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES FOR THE CALIFORNIA STATE OF GOOD REPAIR PROGRAM**
Adopt Resolution No. 2018-002, a Resolution of the Board of Directors of the Antelope Valley Transit Authority authorizing the execution of the certifications and assurances for the California State of Good Repair program.
- CC 6 PROPOSED LEGISLATIVE PRINCIPLES FOR 2018**
Approve the Proposed 2018 Legislative Principles.
- CC 7 RESOLUTION NO. 2018-003, TRANSFERRING EIGHTEEN LOCAL TRANSIT BUSES TO MEMPHIS AREA TRANSIT AUTHORITY (MATA)**
1) Adopt Resolution No. 2018-003, a Resolution for signature authorizing the transfer of eighteen (18) local transit buses to Memphis Area Transit Authority (MATA); and 2) authorize the Executive Director/CEO to execute an agreement to transfer eighteen (18) local transit buses that have not reached their useful life benchmark to another federal grantee, Memphis Area Transit Authority (MATA).

Motion: Approved the Consent Calendar.

Moved by Director Bishop, seconded by Director Hofbauer

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

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

Nays: None

Abstain: None

Absent: None

CONTINUED BUSINESS (CB):

CB 1 CONTRACT EXTENSION FOR CONTRACT #2011-032 FOR FIXED ROUTE TRANSIT OPERATIONS AND MAINTENANCE SERVICES

Len Engel, Executive Director/CEO, presented the staff report. There was no discussion regarding this item.

Motion: Authorize the Executive Director/CEO to negotiate and execute a two-year extension to Contract #2011-032 for fixed route operations and maintenance services with Transdev effective January 1, 2018.

Moved by Director Hofbauer, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: None

Absent: None

CB 2 VANPOOL PROGRAM OPTIONS

Jim Moore, Planning Consultant with Moore and Associates, presented the staff report.

Addressing the Board on this item:

Darrin Lofgren, Vice President of Operations for The Spaceship Company, spoke in support of and requested to be part of the vanpool program.

The Board discussed the reasons staff is focusing on Edwards Air Force Base (EAFB), the number of employees who reside in the Lancaster, Palmdale and LA County area, using Measure M or Antelope Valley Air Quality Management District (AVQMD) funds to offset costs for the Mojave Air & Spaceport (Spaceport) commuters, financial impact if the Spaceport employees are included without a transportation subsidy, timeline for acquiring the vans, and potential subsidies from Kern County.

Mr. Moore responded that EAFB has a Department of Defense employee commute benefit available. Congressional action late in 2017 eliminated the federal pre-tax employer transportation benefit. Therefore, based on the grant amount, AVTA does not have sufficient funds to include a non-subsidized service in the program.

In addition, staff must acquire the ten vans under the terms of the grant and then could apply for the next cycle of the Transit and Intercity Rail Capital Program (TIRCP) grant program. The next step would also include

an education campaign at the employment sites explaining the benefits of commuting.

Mr. Engel pointed out that AVTA had been working with EAFB prior to the request from the Spaceport and added that if the Board approves the vehicle purchase, staff will contact the California State Transportation Agency (CalSTA) to obtain approval to substitute the Tesla zero-emission vehicles with the Chrysler Pacifica vans. Department of Defense via EAFB would provide a transportation subsidy of \$200 per month, per passenger. If the Spaceport was included in the program, the AVTA would need to subsidize \$1000 per month, per vehicle, possibly with Measure M funds, assuming there is no cost from the rider. Staff will coordinate with the Spaceport to discuss employee/employer subsidies and with the AVAQMD for funding assistance.

Motion: Appropriate five vans to EAFB and five vans to the Mojave Air & Spaceport as the first priority. If splitting the allocation of ten vehicles is not a viable option, provide ten vans to EAFB and return to the Board with options that would include the Mojave Air & Spaceport employees.

Moved by Director Hofbauer, seconded by Director Flanagan

Vote: (6-0-0-0)

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

Nays: None

Abstain: None

Absent: None

NEW BUSINESS (NB):

NB 1 ANNUAL REVIEW OF AVTA'S EQUAL EMPLOYMENT OPPORTUNITY (EEO) STATEMENT POLICY AND TRANSDEV'S EEO PLAN

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

Motion: Review, update, and reaffirm AVTA's EEO Statement Policy and Transdev's EEO Plan.

Moved by Director Bishop, seconded by Director Flanagan

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

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

Nays: None

Abstain: None

Absent: None

NB 2 UPGRADE BUS WI-FI WITH FLUIDIUM CONCEPTS AND OPENMATICS

Mark Perry, Director of Fleet and Facilities, presented the staff report and confirmed that the vendor will adhere to AVTA's adopted advertising policy.

Motion: Authorize the Executive Director/CEO to execute an agreement to upgrade current Wi-Fi services and enter into a four (4) year agreement with Fluidium Concepts LLC and ZF Openmatics.

Moved by Director Bishop, seconded by Director Hofbauer

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

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

Nays: None

Abstain: None

Absent: None

NB 3 MEMORANDUM OF UNDERSTANDING (MOU) FUNDING AMENDMENTS, CHANGE ORDERS AND SERVICE AGREEMENTS FOR AVTA/CALTRANS' JOINT ADA CONSTRUCTION PROJECT LOCATED AT 35TH ST. E. AND PALMDALE BLVD. (HWY 138)

The Board waived the presentation of the staff report. Procurement and Contracts Officer Lyle Block detailed the items that are delaying the project.

Motion: Authorize the Executive Director/CEO to execute the MOU funding amendments, contract change orders and service agreements for the AVTA/Caltrans' Joint ADA Construction Project located at 35th St. E. and Palmdale Blvd. (HWY 138).

Moved by Director Bishop, seconded by Vice Chair Knippel

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

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

Nays: None

Abstain: None

Absent: None

CLOSED SESSION (CS):

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

Allison Burns, General Counsel, presented the Closed Session discussion items.

- 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)
- CS 3 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(4)
Consideration of whether to initiate litigation (one potential case)
- CS 4 Conference with Legal Counsel – Pursuant to Government Code Section 54956.9(d)(4)
Consideration of initiation of litigation (one potential case)
- CS 5 Public Employee Performance Evaluation – Pursuant to Government Code Sections 54954.5 (e) and 54957(b))
Title: Executive Director/CEO

RECESS TO CLOSED SESSION

The Board recessed to Closed Session at 10:50 a.m.

RECONVENE TO PUBLIC SESSION

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

REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION

Allison Burns, General Counsel, stated the Board discussed CS 5. There was no reportable action.

REPORTS AND ANNOUNCEMENTS (RA):

RA 1 Report by the Executive Director/CEO Len Engel

- Attending an Air Resources Board (ARB) Transit Workshop in Sacramento on January 25th and an ARB Transit Agency Subcommittee meeting on January 29th.
- On-time-performance has increased 14% since the service changes took effect in August 2017.
- Transdev is doing well with administering the Family and Medical Leave Act.
- Ron Bushman, Transdev's Regional Vice President, thanked the Board for their confidence in the company.

MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:

There were no miscellaneous business items presented.

ADJOURNMENT:

Chairman Crist adjourned the meeting at 11:28 a.m. to the Regular Meeting of the Board of Directors on February 27, 2018 at 10:00 a.m. in the Antelope Valley Transit Authority Community Room, 42210 6th Street West, Lancaster, CA.

PASSED, APPROVED, and ADOPTED this 27th day of FEBRUARY, 2018

Marvin Crist, Chairman

ATTEST:

Karen S. Darr, Clerk of the Board

Audio recordings of the Board of Directors Meetings are maintained in accordance with state law and AVTA's Records Retention Policy. Please contact the Clerk of the Board at (661) 729-2206 to arrange to review a recording.



DATE: February 27, 2018

TO: BOARD OF DIRECTORS

SUBJECT: Financial Reports for December 2017 and January 2018

RECOMMENDATION

That the Board of Directors receive and file the following Financial Reports for December 2017 and January 2018:

Fiscal Year-to-Date Budget versus Actual report dated December 31, 2017 (Attachment A); Interim, unaudited Financial Statements for the six months ended December 31, 2017 (Attachment B); Treasurer's Report for the month ended December 31, 2017 (Attachment C); Payroll History Report for the three months ended January 31, 2018 (Attachment D); Cash Disbursements Reports for the month ended January 31, 2018 (Attachments E).

FISCAL IMPACT

Payroll: The January payroll of \$226,725 is higher than the trailing 6 month average for payroll expense by \$1,112 or 0.49%.

Cash Disbursements: \$1,861,368.

Interim Financial Statements (accrual basis): Change in Net Position: \$4,374,408, which includes YTD depreciation expense of \$2,003,587.

BACKGROUND

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

AVTA's gross payroll for employees for the month of January 2018, exclusive of benefits, payroll taxes and service charges, is shown below.

Payroll Period	Amount	Journal #
01/06/18	\$121,620.25	PYPKT01039
01/20/18	\$105,003.90	PYPKT01049
01/20/18	\$100.50	PYPKT01052
Gross Pay, January 2018	\$226,724.65	

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

Register Date	Amount
01/01/18-01/31/18	\$1,861,368

Large items include:

Transdev, Inc. (December, 2017)	1,204,294
Pinnacle Petroleum (fuel – December 2017/January 2018)	142,896
IntelliRide (Dial-A-Ride services for December, 2017)	106,802
R.C. Becker and Son, Inc. – CalTrans Project (Bus Stop Improve.)	103,257
The "G" Crew – Labor Compliance for electric charging systems	52,313
California Choice (group health insurance – February 2018)	33,012
Total of large item selection	\$1,642,574

These items comprise 88.2% of total expenditures for the month.

Operating Cash

Major cash components as of December 31, 2017:

Cash per general ledger	\$22,287,734
Less restricted funds	(21,500,406)
Projected net cash inflows/(outflows) for the following month	4,506,125
Projected cash available for operations in the following month	\$5,343,453

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 shows the unaudited interim results for the one month ended December, 2017.

Operating income/(loss) (net of depreciation) was favorable to budget (\$191K).

Revenues were unfavorable to budget by (\$1,025).

Timing differences: Fare revenue less than budget; timing differences for FTA expected to catch up in February-March.

Expenses were favorable to budget by \$1,215K.

Operating contract categories, fuel, and general and administrative expenses were less than budget. Timing differences: IT maintenance & software, wages & benefits were 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:

James Mannie
Finance Manager

Len Engel
Executive Director/CEO

Attachments:

- A – Budget versus Actual Report as of YTD December 31, 2017
- B – Interim Financial Statements for the six months ended December 31, 2017
- C – Treasurer’s Report and Cash Flow Projection for the month of December, 2017
- D – Payroll History Report for the three months ended January 31, 2018
- E – Cash Disbursements Report for the month ended January, 2018

ANTELOPE VALLEY TRANSIT AUTHORITY
BUDGET VS. ACTUALS - OPERATING INCOME STATEMENT
For the 6 months ended 12/31/17

DESCRIPTION	YEAR-TO-DATE		
	BUDGET	ACTUAL	VARIANCE
REVENUE			
FARE REVENUE	2,750,000	2,464,633	(285,367)
MTA FUNDS	5,216,716	5,441,469	224,753
FTA FUNDS	3,287,500	2,271,838	(1,015,662)
JURISDICTIONAL CONTRIBUTIONS	1,688,543	1,653,082	(35,460)
OTHER REVENUE	106,100	192,695	86,596
TOTAL REVENUE	13,048,858	12,023,717	(1,025,141)
EXPENSES			
CONTRACT SERVICES	8,045,249	7,765,671	279,578
FUEL & ELECTRICITY FOR OPERATIONS	1,156,399	1,125,657	30,743
OTHER OPERATING EXPENSES	179,051	136,354	42,697
WAGES	1,305,765	1,306,154	(389)
BENEFITS	493,986	437,436	56,550
LEGAL	72,298	52,372	19,926
CONSULTING	54,516	95,514	(40,998)
ADVOCACY	130,509	126,622	3,887
TRAVEL	47,622	45,127	2,495
IT MAINTENANCE & LICENSES	168,960	99,870	69,090
UTILITIES	89,451	94,146	(4,694)
GENERAL & ADMINISTRATION EPXENSES	1,267,618	510,684	756,934
TOTAL EXPENSES	13,011,426	11,795,607	1,215,819
OPERATING INCOME/(LOSS)	37,432	228,110	190,678

ANTELOPE VALLEY TRANSIT AUTHORITY
EXPENDITURES BY DEPARTMENT
For the 6 months ended 12/31/17

DESCRIPTION	YEAR-TO-DATE		
	BUDGET	ACTUAL	VARIANCE
TOTAL REVENUE	13,048,858	12,023,717	(1,025,141)
EXPENDITURES BY DEPARTMENT			
EXECUTIVE SERVICES	1,071,820	1,013,457	58,363
OPERATIONS & MAINTENANCE	10,109,549	9,718,224	391,324
FINANCE	678,639	690,711	(12,072)
CUSTOMER SERVICE	462,389	373,215	89,174
ALLOCATIONS	689,030	0	689,030
TOTAL EXPENSES	13,011,426	11,795,607	1,215,819
OPERATING INCOME/(LOSS)	37,432	228,110	190,678

ANTELOPE VALLEY TRANSIT AUTHORITY
VARIANCES BY DEPARTMENT
For the 6 months ended 12/31/17

DEPARTMENT	T/P	COMMENTS (\$000's)
REVENUE	P	Fare Revenue (\$285)
	T	Operating Contributions (\$35)
	T	Advertising Revenue \$31
	T	MTA Revenues \$225
	T	5307 Funds (PM & Operating Support) (\$1016)
	T	
EXECUTIVE SERVICES	T	Wages & Benefits \$11
	T	Legal \$20
	T	Marketing \$39
	T	Website Maintenance\$17
	T	Memberships \$12
	T	Consulting (\$41)
	T	Professional Development \$17
OPERATIONS & MAINTENANCE	T	Wages & Benefits (\$26)
	T	Contract Services (Transdev/IntelliRide) \$280
	T	Fossil Fuel for Fleet Operations \$31
	T	I.T. Categories (incl Software Licensing) \$69
	T	Utilities (\$5)
	T	Grantable PM & Operating Support\$43
FINANCE	T	Wages & Benefits (\$23)
CUSTOMER SERVICE	T	Wages & Benefits \$75
	T	Sponsorships (\$21)
ALLOCATIONS (NET OF DEPRECIATION)	T	Employer Benefits & GASB Adjustments \$689

P = Permanent difference
T = Timing difference



STATEMENT OF NET POSITION

	<u>As of</u> <u>December 31, 2017</u>	<u>As of</u> <u>December 31, 2016</u>
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$ 22,287,734	\$ 18,508,575
Due from other governments	5,271,691	5,075,030
Other receivables	88,070	1,042,297
Inventory	282,354	262,453
Prepaid items	236,663	180,373
Total Current Assets	<u>28,166,511</u>	<u>25,068,727</u>
NONCURRENT ASSETS		
Capital assets, net of depreciation	53,544,440	49,381,417
Total Assets	<u>81,710,950</u>	<u>74,450,144</u>
DEFERRED OUTFLOWS OF RESOURCES		
Pension plan contributions	888,674	626,044
LIABILITIES AND NET POSITION		
CURRENT LIABILITIES		
Accounts payable	1,723,040	1,687,011
Accrued payroll and related	(0)	263
Compensated absences	362,906	404,747
Deferred Revenue - Prop 1B	2,319,731	1,195,462
Other Liabilities	194,447	398,079
Total Current Liabilities	<u>4,600,123</u>	<u>3,685,562</u>
NONCURRENT LIABILITIES		
Net pension plan liability	880,874	629,016
Total Liabilities	<u>5,480,997</u>	<u>4,314,577</u>
Deferred inflows of resources		
Net pension plan assumption differences	142,398	296,364
Unearned Revenue	6,500	-
Total deferred inflows of resources	<u>148,898</u>	<u>296,364</u>
NET POSITION		
Invested in Capital Assets	53,544,440	49,381,417
Restricted for Capital Acquisition	6,389,780	5,398,951
Unrestricted	17,035,508	15,684,879
Total Net Assets	<u>\$ 76,969,728</u>	<u>\$ 70,465,248</u>



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

	For the 6 Months ending December 31, 2017	For the 6 Months ending December 31, 2016
OPERATING REVENUES		
Charges for services:		
Passenger fares	\$ 2,464,633	\$ 2,589,363
Total operating revenues	<u>2,464,633</u>	<u>2,589,363</u>
OPERATING EXPENSES		
Purchased transportation services:		
Outside transit contract	7,765,671	7,696,623
Fuel	1,086,083	934,770
Other operating costs	436,750	459,093
General and administrative	2,507,102	2,598,748
Total operating expenses, net of depreciation	<u>11,795,607</u>	<u>11,689,234</u>
Operating gain/(loss), net of depreciation	(9,330,974)	(9,099,871)
Depreciation	<u>2,003,587</u>	<u>1,998,268</u>
Total operating expenses	<u>13,799,193</u>	<u>13,687,501</u>
Operating gain/(loss)	<u>(11,334,560)</u>	<u>(11,098,138)</u>
NONOPERATING REVENUES/(EXPENSES)		
Interest Income	46,090	19,877
Local grants - MTA	5,441,469	4,310,827
Federal non-capital grants	2,271,838	2,259,231
Member agency contributions	1,653,082	1,647,906
Grantable expenses	(624,234)	(1,265,799)
Gain/(Loss) on sale of capital assets	-	124,624
Other	146,605	188,429
Total nonoperating revenues and expenses	<u>8,934,850</u>	<u>7,285,094</u>
Gain/(Loss) before capital contributions	<u>(2,399,710)</u>	<u>(3,813,043)</u>
CAPITAL CONTRIBUTIONS		
Capital grants	6,543,673	438,307
Member agency contributions	230,447	206,503
Total capital contributions	<u>6,774,120</u>	<u>644,810</u>
CHANGE IN NET POSITION	4,374,408	(3,168,234)
NET POSITON, BEGINNING OF PERIOD	<u>72,595,321</u>	<u>73,633,482</u>
NET POSITION, END OF PERIOD	<u>\$ 76,969,728</u>	<u>\$ 70,465,248</u>

**STATEMENT OF CASH FLOWS**

	For the 6 Months ending December 31, 2017	For the 6 Months ending December 31, 2016
CASH FLOWS FROM OPERATING ACTIVITIES		
Cash received from customers	2,464,633	2,589,363
Non-operating miscellaneous revenue received	146,605	188,429
Cash payments to suppliers for goods and services	(10,654,630)	(10,329,550)
Cash payments to employees for services	(1,732,252)	(1,840,282)
Net cash used in operating activities	<u>(9,775,643)</u>	<u>(9,392,040)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:		
Operating grants received	5,096,028	7,039,444
Contributions received from member agencies	1,689,279	1,593,430
Net cash provided by non-capital financing activities	<u>6,785,307</u>	<u>8,632,874</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:		
Acquisition of capital assets	(655,496)	(185,074)
Proceeds received from sale of capital assets	-	124,624
Capital grants received	6,543,673	630,020
Capital expenses	(624,234)	(1,265,799)
Capital contributions received from member agencies	230,447	206,503
Net cash used in capital and related financing activities	<u>5,494,389</u>	<u>(489,726)</u>
CASH FLOWS PROVIDED BY INVESTING ACTIVITIES:		
Interest received	46,090	19,877
Net cash provided by investing activities:	<u>46,090</u>	<u>19,877</u>
Net increase/(decrease) in cash and cash equivalents	2,550,143	(1,229,015)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>19,737,590</u>	<u>19,737,590</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u><u>22,287,734</u></u>	<u><u>18,508,575</u></u>



STATEMENT OF CASH FLOWS

	For the 6 Months ending December 31, 2017	For the 6 Months ending December 31, 2016
Reconciliation of operating income (loss) to net cash used in operating activities (Indirect Method):		
Operating Loss	(11,334,560)	(11,098,138)
Adjustments to Net Cash used in Operating Activities		
Depreciation	2,003,587	1,998,268
Miscellaneous income	146,605	188,429
(Increase) decrease in other receivables	(2,081)	(223,017)
(Increase) decrease in inventory	-	-
(Increase) decrease in prepaid items	35,053	33,438
(Increase) decrease in deferred outflows of resources	-	-
Increase (decrease) in accounts payable	(581,260)	(12,075)
Increase (decrease) in due to Federal Transit Administration	-	-
Increase (decrease) in accrued payroll	(156)	(72,480)
Increase (decrease) in compensated absences payable	-	-
Increase (decrease) in other liabilities	288,576	1,200
Increase (decrease) in deferred revenue/(Prop 1B)	-	-
Increase (decrease) in net pension liability	-	-
Increase (decrease) in deferred inflows of resources	(331,406)	(207,665)
Net Cash used in operating activities	<u>(9,775,643)</u>	<u>(9,392,040)</u>

Notes

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

ANTELOPE VALLEY TRANSIT AUTHORITY
Treasurer's Report and Cash Flow Projection
For the Month Ended December 31, 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 (Interest earned quarterly)		\$6,381,440	\$0	\$0	\$19,374	\$6,400,814
Proposition 1B Restricted Fund* (Interest earned for the month)		2,403,501	95,880	169,349	94	2,330,127
Union Bank - LCTOP		159,553	54,831	0	19	214,403
* Deferred revenue, recorded as liability until associated expense incurred.						
TOTAL CAPITAL RESERVE AND RESTRICTED FUNDS		8,944,494	150,711	169,349	19,488	8,945,344
Wells Fargo - Staging		245	0	10	0	235
Wells Fargo - Operating Reserves - CD's		1,247,863	0	0	0	1,247,863
Wells Fargo - Money Market Fund		1,554,400	0	0	2,564	1,556,963
TOTAL OPERATING RESERVE & INVESTMENTS		2,802,508	0	10	2,564	2,805,061
General, Payroll & Payable Accounts		11,951,735				
Union Bank Operating Accounts Analysis						
	Cash Fares & Related Inflows		533,372			
	MTA (FAP)		689,585			
	Prop 1B Funding/Reimbursements		169,349			
	Other Revenue Sources		15,396			
	Payroll Expense			251,172		
	Trade Payable Payments			2,420,418		
	Prop 1B transfers			95,822		
	LCTOP transfers			54,842		
	Bank Fees			606		
	Net Operating Funds	11,951,735	1,407,702	2,822,859	0	10,536,578
	Petty Cash Balance	750	-	-	-	750
TOTAL CASH AND INVESTMENTS		\$23,699,487	\$1,558,414	\$2,992,218	\$22,051	\$22,287,734

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, Union Bank and Wells Fargo Bank. 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 three months.

Prepared by:

Submitted by:

James Mannie, CPA
Finance Manager

Len Engel
Executive Director/CEO

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

Descriptions	\$ Subtotal	\$ Total
Balance fom the Report		\$ 22,287,734
Less Restricted Funds		
Capital Reserve (LAIF)		(6,400,814)
Proposition 1B/LCTOP (Deferred Revenue)		(2,544,531)
Operating Reserve (Wells Fargo)		(1,248,098)
Investments (Wells Fargo)		(1,556,963)
Reserve for BYD Bus Deliveries		(4,000,000)
Restricted for Operations		(5,700,000)
RESTRICTED CASH		(21,450,406)
UNRESTRICTED CASH		\$ 837,328

NET RECEIVABLE AND PAYABLE FOR THE FOLLOWING MONTH:

Add Accounts receivable:

FTA Funds	\$ 3,601,213	
MTA Revenue	1,482,101	
Pass Sales	88,070	
Other	0	
	5,171,383	5,171,383

Less Payables & Payroll:

Accounts Payable & Accrued Invoices	(438,533)	
Payroll & Related	(226,725)	
	(665,258)	(665,258)

NET INFLOW/(OUT FLOW) OF CASH --- A/R, A/P **4,506,125**

PROJECTED CASH AVAILABLE IN THE NEXT 30 DAYS: **\$ 5,343,453**

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

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

**ANTELOPE VALLEY TRANSIT AUTHORITY
PAYROLL HISTORY REPORT
OCTOBER - DECEMBER 2017**

	November Total	December Total	January Total
Number of Pay <u>Periods</u> :	2	2	2
<u>EARNINGS</u>			
Regular Pay	\$ 162,611.90	\$ 182,372.80	\$ 126,241.75
Overtime Pay	416.69	2,029.46	767.25
Vacation Pay	12,823.79	8,032.58	10,882.86
Double Time Pay	675.28	-	2,699.96
Sick Pay	5,610.01	12,418.07	5,092.41
Final Pay	-	18,693.99	-
Bereavement Pay	-	-	394.08
Holiday Pay	19,203.78	333.21	54,831.29
Bonus Pay	-	-	-
Floating Holiday Pay	1,087.66	990.62	2,004.20
Retroactive Pay	452.48	126.14	415.60
TOTAL, ALL PAY CATEGORIES	\$ 202,881.59	\$ 224,996.87	\$ 203,329.40
Vacation Cash Out	2,796.80	2,307.99	21,830.57
Floater Cash Out	-	-	-
Deferred Income 457	454.84	909.68	909.68
Stipend --- Cell phone reimbursements	372.50	720.00	655.00
TOTAL PAYROLL	\$ 206,505.73	\$ 228,934.54	\$ 226,724.65
Inc(Dec)-Curr month over prev month		\$ 22,428.81	\$ (2,209.89)
% Inc(Dec)-Curr month over prev month		10.9%	(1.0%)



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 01/01/2018 - 01/31/2018

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V1237 - AC Overhead Garage Door Co., Inc.				
23217	01/31/2018	Repair on door # 10	100-2FF-5-G1-9401005	5,727.00
Vendor V1237 - AC Overhead Garage Door Co., Inc. Total:				5,727.00
Vendor: V0753 - American Heritage Life Ins.				
23115	01/04/2018	Employee Paid Extended Benefits	100-000-2-B1-4011019	641.08
23190	01/24/2018	Employee Paid Extended Benefits	100-000-2-B1-4011019	641.08
Vendor V0753 - American Heritage Life Ins. Total:				1,282.16
Vendor: V0268 - Antelope Valley AQMD				
23191	01/24/2018	AQMD Operating permits	100-2FF-5-G1-9401010	843.31
Vendor V0268 - Antelope Valley AQMD Total:				843.31
Vendor: V0249 - Antelope Valley Board of Trade				
23131	01/11/2018	Newsletter Advertising Jan 2018-Dec 2018	100-1EX-5-G1-9501003	350.00
Vendor V0249 - Antelope Valley Board of Trade Total:				350.00
Vendor: V0968 - Antelope Valley College Foundation				
23132	01/11/2018	Wine Walk 2018-10 tickets @\$100 each	100-5CS-5-G1-9501038	1,000.00
Vendor V0968 - Antelope Valley College Foundation Total:				1,000.00
Vendor: V1192 - Antelope Valley College				
23192	01/24/2018	CPOS line-November 2017	100-3FS-5-G1-9501037	50.00
23192	01/24/2018	CPOS line-December 2017	100-3FS-5-G1-9501037	50.00
Vendor V1192 - Antelope Valley College Total:				100.00
Vendor: V0135 - Aramark Uniform Services				
23158	01/17/2018	uniform services-elect custom embroidery swatch	100-2FF-5-G1-9401038	98.33
23158	01/17/2018	uniform services-name embroidery	100-2FF-5-G1-9401038	133.81
23116	01/04/2018	uniform services	100-2FF-5-G1-9401038	210.29
23193	01/24/2018	Uniform services	100-2FF-5-G1-9401038	571.39
23116	01/04/2018	uniform services	100-2FF-5-G1-9401038	216.53
23158	01/17/2018	uniform services	100-2FF-5-G1-9401038	204.05
23193	01/24/2018	Uniform services	100-2FF-5-G1-9401038	217.44
Vendor V0135 - Aramark Uniform Services Total:				1,651.84
Vendor: V1052 - Around AV Transit Media				
23159	01/17/2018	Production/Install - commuter-full - LACo Air Show	100-1EX-5-G1-9501003	8,144.00
23159	01/17/2018	Removal - commuter-full - LACo Air Show	100-1EX-5-G1-9501003	1,060.00
23159	01/17/2018	Removal - Local-full - LACo Air Show	100-1EX-5-G1-9501003	1,660.00
23159	01/17/2018	Production/Install - Local-full - LACo Air Show	100-1EX-5-G1-9501003	8,004.00
23159	01/17/2018	Installation Kings (2018 AVBOT Outlook Conf.)	100-1EX-5-G1-9501018	560.00
23159	01/17/2018	Production Tails (2018 AVBOT Outlook Conf.)	100-1EX-5-G1-9501018	131.40
23159	01/17/2018	Production Kings (2018 AVBOT Outlook Conf.)	100-1EX-5-G1-9501018	1,006.00
23159	01/17/2018	Installation Tails (2018 AVBOT Outlook Conf.)	100-1EX-5-G1-9501018	80.00
23159	01/17/2018	Removal (2018 AVBOT Outlook Conf.)	100-1EX-5-G1-9501018	100.00
Vendor V1052 - Around AV Transit Media Total:				20,745.40
Vendor: V0518 - Arrow Engineering Services-AESI				
23133	01/11/2018	35th and Palmdale Blvd Change Order 1	600-1XX-5-J1-9909059	2,773.16
23133	01/11/2018	Balance Sept2017 Billing-AVTA BS/Caltrans ADA proj	100-000-2-B1-4051003	900.64
23218	01/31/2018	AVTA BS & Caltrans ADA Project 35th &Palmdale Blvd	100-000-2-B1-4051003	2,805.00
Vendor V0518 - Arrow Engineering Services-AESI Total:				6,478.80
Vendor: V0441 - At&T Calnet				
23117	01/04/2018	Telephone service as of 12/20/17	100-2FF-5-G1-9401025	750.00
23219	01/31/2018	Telephone Bill 12/20/2017 - 01/19/2018	100-2FF-5-G1-9401025	682.49
Vendor V0441 - At&T Calnet Total:				1,432.49
Vendor: V0244 - AT&T Mobility				
23179	01/18/2018	Fleet wi-fi 12/07/17-1/06/18	100-2FF-5-G1-9201011	197.55
23179	01/18/2018	Mobile charges, 12/7/17-1/06/18	100-2FF-5-G1-9401025	234.89
Vendor V0244 - AT&T Mobility Total:				432.44



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 01/01/2018 - 01/31/2018

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0248 - Atkinson, Andelson, Loya, RUUD				
23194	01/24/2018	Legal service-December 2017	100-1EX-5-G1-9501005	357.50
Vendor V0248 - Atkinson, Andelson, Loya, RUUD Total:				357.50
Vendor: V0013 - AV Press				
23134	01/11/2018	Three Free colors-LMG, 12/03/17 & 12/10/17	100-3FS-5-G1-9501002	1,680.00
Vendor V0013 - AV Press Total:				1,680.00
Vendor: V0453 - Barracuda Networks, Inc.				
23195	01/24/2018	Refresh - Barracuda SSL-VPN 180	100-2FF-5-G1-9401012	551.00
Vendor V0453 - Barracuda Networks, Inc. Total:				551.00
Vendor: V0496 - Blue Tarp Financial- Northern Tool				
23160	01/17/2018	B & S 25 Hp engine	100-2FF-5-G1-9401038	384.00
23160	01/17/2018	stacking cages for reels	600-1XX-5-J1-9902008	190.01
23160	01/17/2018	hose reels	600-1XX-5-J1-9902008	839.95
Vendor V0496 - Blue Tarp Financial- Northern Tool Total:				1,413.96
Vendor: V0582 - Board of Equilization- Fuel Taxes Division				
23135	01/11/2018	Diesel Fuel Tax -Oct-Dec 2017	100-2FF-5-G1-9201005	1,924.00
23135	01/11/2018	Use Tax-4th Quarter 2017-Oct-Dec 2017	100-2FF-5-G1-9201005	2,651.00
Vendor V0582 - Board of Equilization- Fuel Taxes Division Total:				4,575.00
Vendor: V0239 - BOHN'S Printing				
23136	01/11/2018	Transporter brochures - Senior 62 change	100-1EX-5-G1-9501018	388.73
Vendor V0239 - BOHN'S Printing Total:				388.73
Vendor: V0149 - Brinks Incorporated				
23161	01/17/2018	Transportation Service-Suppl-December 2017	100-3FS-5-G1-9501024	14.85
23161	01/17/2018	Transportation Service-January 2018	100-3FS-5-G1-9501024	605.47
Vendor V0149 - Brinks Incorporated Total:				620.32
Vendor: V0132 - Bulbs.com				
23196	01/24/2018	bulbs for facility	100-2FF-5-G1-9401038	234.50
23196	01/24/2018	bulbs for facility	100-2FF-5-G1-9401038	89.95
23196	01/24/2018	bulbs for facility	100-2FF-5-G1-9401038	49.90
23196	01/24/2018	bulbs for facility	100-2FF-5-G1-9401038	329.80
23196	01/24/2018	bulbs for facility	100-2FF-5-G1-9401038	287.25
Vendor V0132 - Bulbs.com Total:				991.40
Vendor: V0267 - CalACT				
23118	01/04/2018	Transit operators Membership-2018	100-1EX-5-G1-9501006	955.00
Vendor V0267 - CalACT Total:				955.00
Vendor: V1139 - California Choice				
23119	01/04/2018	Group Health Insurance (EE)- Feb 2018	100-000-2-B1-4011013	5,655.95
23119	01/04/2018	Group Health Insurance (ER)- Feb 2018	100-1ZZ-5-G1-9701612	27,355.71
Vendor V1139 - California Choice Total:				33,011.66
Vendor: V0723 - Canon Solutions America				
23120	01/04/2018	Customer Service Canpon C5051 Copier 12 Month Agrt	100-2FF-5-G1-9401009	140.20
23220	01/31/2018	Customer Service Canpon C5051 Copier 12 Month Agrt	100-2FF-5-G1-9401009	216.97
23220	01/31/2018	TONER T01 BLACK	100-1EX-5-G1-9501018	175.20
23220	01/31/2018	TONER T01 YELLOW	100-1EX-5-G1-9501018	285.75
23220	01/31/2018	TONER T01 CYAN	100-1EX-5-G1-9501018	136.88
23220	01/31/2018	TONER T01 MAGENTA	100-1EX-5-G1-9501018	136.88
Vendor V0723 - Canon Solutions America Total:				1,091.88
Vendor: V1177 - Carbonite, Inc.				
23137	01/11/2018	Cloud back up Service-December 2017	100-2FF-5-G1-9401012	5,240.10
23214	01/25/2018	Back up service- January 2018 usage	100-2FF-5-G1-9401012	5,240.10
Vendor V1177 - Carbonite, Inc. Total:				10,480.20
Vendor: V0416 - Carquest of Lancaster #7305				
23180	01/18/2018	Oil filter and oil change	100-2FF-5-G1-9401038	80.14
23180	01/18/2018	CCM CQV32 Vacuum Pump oil	100-2FF-5-G1-9401038	21.88
23180	01/18/2018	Air Filter	100-2FF-5-G1-9401038	21.89
Vendor V0416 - Carquest of Lancaster #7305 Total:				123.91



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 01/01/2018 - 01/31/2018

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V1061 - Cummins Allison Corp.				
23221	01/31/2018	Maintenance 2018- Bill Counter	600-1XX-5-J1-9902008	2,734.84
Vendor V1061 - Cummins Allison Corp. Total:				2,734.84
Vendor: V1058 - Desert Industrial Supply				
23222	01/31/2018	water heater replacement	100-2FF-5-G1-9401038	1,007.40
Vendor V1058 - Desert Industrial Supply Total:				1,007.40
Vendor: V1274 - Digna Baloy				
23197	01/24/2018	Refund for overcharged 15 pcs 4-HR pass @\$2.00 ea	100-000-4-D1-6001006	30.00
Vendor V1274 - Digna Baloy Total:				30.00
Vendor: V1225 - Duke Engineering				
23181	01/18/2018	Steve Owen Park WAVE Project	600-1XX-5-J1-9909085	22,050.00
Vendor V1225 - Duke Engineering Total:				22,050.00
Vendor: V1263 - Earth Systems Southern California				
23138	01/11/2018	Prof services-Count room modifications-November 17	600-1XX-5-J1-9909068	650.00
Vendor V1263 - Earth Systems Southern California Total:				650.00
Vendor: V1123 - Eastside Checks Cashed				
23139	01/11/2018	CPOS Fee, Dec 2017	100-3FS-5-G1-9501037	50.00
Vendor V1123 - Eastside Checks Cashed Total:				50.00
Vendor: V1060 - ESRI				
23198	01/24/2018	ArcGIS Desktop Basic Single Use License	600-1XX-5-J1-9902008	1,642.50
Vendor V1060 - ESRI Total:				1,642.50
Vendor: V0046 - Federal Express				
23140	01/11/2018	Shipping charges	100-3FS-5-G1-9501010	36.18
23162	01/17/2018	Shipping charges	100-3FS-5-G1-9501010	88.77
23199	01/24/2018	Shipping charges	100-3FS-5-G1-9501010	38.10
Vendor V0046 - Federal Express Total:				163.05
Vendor: V0176 - First Place Awards				
23200	01/24/2018	1-stand up plaque with star and 1 plaque	100-3FS-5-G1-9501009	114.98
Vendor V0176 - First Place Awards Total:				114.98
Vendor: V0194 - Frontier Communications				
23182	01/18/2018	Telephone, 1/13/18-2/12/18	100-2FF-5-G1-9401025	458.08
Vendor V0194 - Frontier Communications Total:				458.08
Vendor: V0049 - GFI Genfare				
23163	01/17/2018	probe repair X 3	100-2FF-5-G1-9401038	1,467.26
23163	01/17/2018	parts for farebox update	600-1XX-5-J1-9909057	4,892.88
Vendor V0049 - GFI Genfare Total:				6,360.14
Vendor: V0125 - Grainger				
23201	01/24/2018	FACILITY PARTS	100-2FF-5-G1-9401038	90.73
23201	01/24/2018	FACILITY PARTS	100-2FF-5-G1-9401038	26.40
23201	01/24/2018	FACILITY PARTS	100-2FF-5-G1-9401038	14.96
23201	01/24/2018	FACILITY PARTS	100-2FF-5-G1-9401038	13.35
23201	01/24/2018	FACILITY PARTS	100-2FF-5-G1-9401038	3.68
23201	01/24/2018	FACILITY PARTS	100-2FF-5-G1-9401038	25.43
23223	01/31/2018	Set Screw, 11,Cup, 3in, pk5	100-2FF-5-G1-9401038	16.07
23223	01/31/2018	Coupler Body, Steel, 1/2 in. pipe, 110CF	100-2FF-5-G1-9401038	99.69
Vendor V0125 - Grainger Total:				290.31
Vendor: V1231 - Hanka Advisor LLC				
23141	01/11/2018	Advocacy Consulting Services	100-1EX-5-G1-9501015	5,000.00
Vendor V1231 - Hanka Advisor LLC Total:				5,000.00



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 01/01/2018 - 01/31/2018

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0624 - Home Depot Credit Services				
23183	01/18/2018	Courtyard project, locker room	100-2FF-5-G1-9401038	133.37
23183	01/18/2018	facility supplies	100-2FF-5-G1-9401038	140.76
23183	01/18/2018	Courtyard project, shop, wash bay	100-2FF-5-G1-9401038	77.43
23183	01/18/2018	Floor scrubber rental	100-2FF-5-G1-9401038	63.34
23183	01/18/2018	Courtyard project, locker room	100-2FF-5-G1-9401038	50.57
23183	01/18/2018	Vanguard engines	100-2FF-5-G1-9401038	37.67
23183	01/18/2018	Access services room locker	100-2FF-5-G1-9401038	83.97
23183	01/18/2018	Courtyard project	100-2FF-5-G1-9401038	91.56
23183	01/18/2018	batteries, etc for stuff a bus 2017	100-5CS-5-G1-9501041	45.85
23224	01/31/2018	Shop Parts	100-2FF-5-G1-9401038	19.72
23224	01/31/2018	Eye wash Sink, Fuel Island Repair	100-2FF-5-G1-9401038	21.63
23224	01/31/2018	Shop Parts	100-2FF-5-G1-9401038	250.40
23224	01/31/2018	Morton 40LB Clean & Protect	100-2FF-5-G1-9401038	387.70
23224	01/31/2018	Shop, Money Room,	600-1XX-5-J1-9902008	88.88
Vendor V0624 - Home Depot Credit Services Total:				1,492.85
Vendor: V0474 - Insight- Public Sector				
23225	01/31/2018	Plantronics CS540 Headset	600-1XX-5-J1-9902008	587.91
23225	01/31/2018	Tripp Lite USB 3.0 to SATA Storage Enclosure	600-1XX-5-J1-9902008	50.44
Vendor V0474 - Insight- Public Sector Total:				638.35
Vendor: V1057 - IntelliRide				
23202	01/24/2018	December 2017 ETP Service	100-2FF-5-G1-9401031	10,704.82
23202	01/24/2018	Dial-a-ride Service, December 2017	100-000-4-D1-6001400	(8,395.50)
23202	01/24/2018	Dial-a-ride Service, December 2017	100-2FF-5-G1-9001014	102,476.92
23202	01/24/2018	December 2017 DAR Fare Coupons	100-000-4-D1-6001400	2,016.00
Vendor V1057 - IntelliRide Total:				106,802.24
Vendor: V0057 - Interior Plant Designs				
23142	01/11/2018	Plant services-Jan 2018 Service	100-2FF-5-G1-9401005	220.00
Vendor V0057 - Interior Plant Designs Total:				220.00
Vendor: V0157 - Iron Mountain Records Mgmt Inc				
23143	01/11/2018	Shred service, 11/29/17-12/26/17	100-2FF-5-G1-9401005	82.43
Vendor V0157 - Iron Mountain Records Mgmt Inc Total:				82.43
Vendor: V0250 - L.A. County Waterworks				
23121	01/04/2018	Utilites- Water-10/19-12/13/17	100-2FF-5-G1-9401024	547.02
23121	01/04/2018	Utilites- Water-10/19-12/13/17	100-2FF-5-G1-9401024	295.20
23121	01/04/2018	Utilites- Water-10/19-12/13/17	100-2FF-5-G1-9401024	385.07
Vendor V0250 - L.A. County Waterworks Total:				1,227.29
Vendor: V0288 - LA County Sheriff Dept				
23122	01/04/2018	LASD Transit Deputy (K. Maselli)-Nov 2017	100-5CS-5-G1-9501034	6,349.79
Vendor V0288 - LA County Sheriff Dept Total:				6,349.79
Vendor: V0889 - Len Engel				
23203	01/24/2018	Reimb-CTA Business meeting, Monterey CA	100-1EX-5-G1-9501019	1,212.12
Vendor V0889 - Len Engel Total:				1,212.12
Vendor: V0720 - Mail America 2- Palmdale				
23144	01/11/2018	CPOS-Sept 2017 service	100-3FS-5-G1-9501037	50.00
23144	01/11/2018	CPOS-Oct 2017 service	100-3FS-5-G1-9501037	50.00
23144	01/11/2018	CPOS-NOV 2017 service	100-3FS-5-G1-9501037	50.00
23144	01/11/2018	CPOS-Dec 2017 service	100-3FS-5-G1-9501037	50.00
23144	01/11/2018	RR Coupon-December 2017	100-3FS-5-G1-9501037	90.00
Vendor V0720 - Mail America 2- Palmdale Total:				290.00
Vendor: V0529 - Mail America- Lancaster				
23123	01/04/2018	CPOS- July-September 2017-3 months	100-3FS-5-G1-9501037	150.00
Vendor V0529 - Mail America- Lancaster Total:				150.00
Vendor: V1212 - Master's Refreshment Services				
23145	01/11/2018	Coffee Supplies - Master's Refreshments	100-3FS-5-G1-9501009	197.96
Vendor V1212 - Master's Refreshment Services Total:				197.96



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 01/01/2018 - 01/31/2018

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0783 - Mobile Relay Associates				
23124	01/04/2018	commuter radio repeater service	100-2FF-5-G1-9401038	1,224.30
Vendor V0783 - Mobile Relay Associates Total:				1,224.30
Vendor: V0439 - Molina Graphic Installations				
23204	01/24/2018	Installation 25th Annivesary decals	100-1EX-5-G1-9501018	375.00
23204	01/24/2018	Removal/Installation Farebox decals (Senior 62)	100-1EX-5-G1-9501018	750.00
Vendor V0439 - Molina Graphic Installations Total:				1,125.00
Vendor: V0626 - Moore & Associates				
23146	01/11/2018	AVTA Transit Support Services Consulting-Dec 17	100-1EX-5-G1-9501013	9,818.80
23146	01/11/2018	AVTA Transit Support Services Consulting-Dec 17	100-1EX-5-G1-9501013	1,128.34
23215	01/25/2018	Coach Operator AuditNineteenth Installment	100-1EX-5-G1-9501013	6,042.36
Vendor V0626 - Moore & Associates Total:				16,989.50
Vendor: V0544 - Motion Industries				
23184	01/18/2018	hose repair	100-2FF-5-G1-9401038	35.30
23184	01/18/2018	Hose repair	100-2FF-5-G1-9401038	36.56
23164	01/17/2018	hoses for bsm trailer	100-2FF-5-G1-9401038	155.12
Vendor V0544 - Motion Industries Total:				226.98
Vendor: V0998 - NIGP				
23205	01/24/2018	Membership Renewal-FY 18	100-1EX-5-G1-9501006	190.00
Vendor V0998 - NIGP Total:				190.00
Vendor: V0987 - OPSEC Specialized Protection				
23125	01/04/2018	Opsec Security-Dec 2017	100-5CS-5-G1-9501034	3,937.40
23185	01/18/2018	Opsec Security-November 2017	100-5CS-5-G1-9501034	4,325.00
Vendor V0987 - OPSEC Specialized Protection Total:				8,262.40
Vendor: V0243 - Palmdale Chamber of Commerce				
23165	01/17/2018	2018 Installation Dinner, Basket Auction, SILVER	100-5CS-5-G1-9501029	250.00
Vendor V0243 - Palmdale Chamber of Commerce Total:				250.00
Vendor: V1238 - Passantino Andersen Communications LLC				
23147	01/11/2018	Public Relations Contract 2017-31	100-1EX-5-G1-9501013	3,995.00
Vendor V1238 - Passantino Andersen Communications LLC Total:				3,995.00
Vendor: V0078 - Pinnacle Petroleum Inc				
23148	01/11/2018	Fuel, December 2017	100-2FF-5-G1-9201003	19,664.88
23148	01/11/2018	Fuel, December 2017	100-2FF-5-G1-9201003	20,027.15
23148	01/11/2018	Fuel, December 2017	100-2FF-5-G1-9201003	21,169.61
23148	01/11/2018	Fuel, December 2017	100-2FF-5-G1-9201003	19,627.46
23166	01/17/2018	Fuel, January 2018	100-2FF-5-G1-9201003	21,141.99
23206	01/24/2018	Fuel, January 2018	100-2FF-5-G1-9201003	20,582.72
23206	01/24/2018	Fuel, January 2018	100-2FF-5-G1-9201003	20,682.25
Vendor V0078 - Pinnacle Petroleum Inc Total:				142,896.06
Vendor: V0755 - Pitney Bowes Inc				
23167	01/17/2018	Postage machine Quarterly lease	100-3FS-5-G1-9501010	165.24
Vendor V0755 - Pitney Bowes Inc Total:				165.24
Vendor: V0232 - Progressive BusinessCompliance				
23168	01/17/2018	One year subscription-2018	100-1EX-5-G1-9501001	44.95
Vendor V0232 - Progressive BusinessCompliance Total:				44.95
Vendor: V0958 - R.C. Becker and son, Inc.				
23216	01/25/2018	AVTA/Caltrans Project Contract 2017-40	100-000-2-B1-4051003	103,256.94
Vendor V0958 - R.C. Becker and son, Inc. Total:				103,256.94
Vendor: V0701 - Signal Campus				
23169	01/17/2018	Antelope College Campus Kiosk (13)mo. - Library	100-1EX-5-G1-9501003	336.00
23169	01/17/2018	Antelope College Campus Kiosk (13)mo. - SW/F Bs.Ed	100-1EX-5-G1-9501003	315.00
Vendor V0701 - Signal Campus Total:				651.00
Vendor: V0649 - Sinclair Printing & Litho., Inc.				
23149	01/11/2018	Local Transit Brochures (62 age change)	100-1EX-5-G1-9501018	3,281.72
Vendor V0649 - Sinclair Printing & Litho., Inc. Total:				3,281.72



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 01/01/2018 - 01/31/2018

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0403 - Southern California Edison				
23170	01/17/2018	Electricity, 11/17/17-12/18/17	100-2FF-5-G1-9401021	7,076.13
23170	01/17/2018	Lancaster city park energy, 11/30-12/29/17	100-2FF-5-G1-9201006	192.18
23186	01/18/2018	2 PMC's 5576540 & 5576546 EV Load-Dec 2017	100-2FF-5-G1-9201012	5,653.35
23186	01/18/2018	Clocktower Plaza energy, 12/12/17-1/11/18	100-2FF-5-G1-9201006	467.31
Vendor V0403 - Southern California Edison Total:				13,388.97
Vendor: V0493 - Standard Insurance Company				
23127	01/04/2018	Vision Insurance Premium (EE)- Jan 2018	100-000-2-B1-4011016	132.19
23127	01/04/2018	Vision Insurance Premium (ER)-Jan 2018	100-1ZZ-5-G1-9701616	507.93
23127	01/04/2018	Dental Insurance Premium (EE)- Jan 2018	100-000-2-B1-4011014	951.51
23127	01/04/2018	Dental Insurance Premium (ER)- Jan 2018	100-1ZZ-5-G1-9701614	3,189.97
Vendor V0493 - Standard Insurance Company Total:				4,781.60
Vendor: V0477 - Standard Insurance Company				
23126	01/04/2018	HADV Premium	100-1ZZ-5-G1-9701811	39.00
23126	01/04/2018	Life	100-1ZZ-5-G1-9701811	403.90
23126	01/04/2018	Short Term Disability	100-1ZZ-5-G1-9701812	1,380.20
23126	01/04/2018	Long Term Disability	100-1ZZ-5-G1-9701813	856.03
23126	01/04/2018	AD&D	100-1ZZ-5-G1-9701814	80.78
Vendor V0477 - Standard Insurance Company Total:				2,759.91
Vendor: V0596 - State Water Resources Control Board				
23171	01/17/2018	Annual Storm Water permit fee-10/01/17-9/30/18	100-2FF-5-G1-9401010	1,400.00
23207	01/24/2018	water board permit fees (stormwater)	100-2FF-5-G1-9401010	442.00
Vendor V0596 - State Water Resources Control Board Total:				1,842.00
Vendor: V1170 - Stradling Yocca Carlson & Rauth, A Professional Corporation				
23172	01/17/2018	General service	100-1EX-5-G1-9501005	4,002.22
23172	01/17/2018	Union matters	100-1EX-5-G1-9501005	362.00
23172	01/17/2018	Carlos Marsh vs AVTA	100-1EX-5-G1-9501005	219.00
23172	01/17/2018	Special projects	100-1EX-5-G1-9501005	2,276.50
23172	01/17/2018	Battery Electric Vehicle Alliance Inc	100-1EX-5-G1-9501005	1,210.78
Vendor V1170 - Stradling Yocca Carlson & Rauth, A Professional Corporation Total:				8,070.50
Vendor: V0103 - TCW Systems, Inc.				
23208	01/24/2018	Local radio repeater services	100-2FF-5-G1-9401038	500.00
Vendor V0103 - TCW Systems, Inc. Total:				500.00
Vendor: V1070 - The "G" Crew				
23128	01/04/2018	Labor Compliance TO 11 - 85 charging Stations	600-1XX-5-J1-9909085	38,362.50
23209	01/24/2018	Labor compliance-Elec bus charging Lanc City Park	600-1XX-5-J1-9909081	5,425.00
23209	01/24/2018	Labor Compliance for IFB 2016-28 PTC	600-1XX-5-J1-9909081	8,525.00
Vendor V1070 - The "G" Crew Total:				52,312.50
Vendor: V0982 - The Balloon Factory				
23210	01/24/2018	helium for events	100-5CS-5-G1-9501029	410.60
Vendor V0982 - The Balloon Factory Total:				410.60
Vendor: V0505 - The Customer Service Experts				
23173	01/17/2018	CPOS Reimbursement	100-3FS-5-G1-9501037	50.00
Vendor V0505 - The Customer Service Experts Total:				50.00
Vendor: V0405 - The Gas Company				
23129	01/04/2018	Utilities-Gas, 11/16/17-12/16/17	100-2FF-5-G1-9401022	4,299.16
Vendor V0405 - The Gas Company Total:				4,299.16
Vendor: V0904 - Time Warner/Spectrum Business				
23150	01/11/2018	Cable service-1/11/18-2/10/18	100-2FF-5-G1-9401025	250.66
23187	01/18/2018	Internet service, 1/13/18-2/12/18	100-2FF-5-G1-9401025	1,365.00
Vendor V0904 - Time Warner/Spectrum Business Total:				1,615.66



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 01/01/2018 - 01/31/2018

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0252 - Transdev, Inc.				
23188	01/18/2018	Travel training-Cedar Creek Apt 12/12/17	100-5CS-5-G1-9401035	143.14
23188	01/18/2018	Local and Commuter Maint and Service,December 2017	100-2FF-5-G1-9001013	1,133,055.81
23188	01/18/2018	JARC Commuter Hours-785-786-787-Dec 2017	100-2FF-5-G1-9001015	17,662.08
23188	01/18/2018	Commuter Recovery-Dec 2017	100-2FF-5-G1-9001013	5,131.23
23188	01/18/2018	Diesel Machine works Bus#4358	600-1XX-5-J1-9909075	3,547.75
23188	01/18/2018	Valley power Systems Bus#4348	600-1XX-5-J1-9909075	4,495.00
23188	01/18/2018	BYD Electric buses, Routes1,97-Bus#4371&4370-12/17	100-2FF-5-G1-9001016	24,592.37
23188	01/18/2018	Commuter Recovery STANDBY-December2017	100-2FF-5-G1-9001013	446.63
23188	01/18/2018	Valley power Systems Bus#4368	600-1XX-5-J1-9909075	15,219.68
Vendor V0252 - Transdev, Inc. Total:				1,204,293.69
Vendor: V1239 - U.S. Security Supply, Inc.				
23151	01/11/2018	HID card reader	600-1XX-5-J1-9902008	497.98
Vendor V1239 - U.S. Security Supply, Inc. Total:				497.98
Vendor: V0189 - United Parcel Service				
23211	01/24/2018	Shipping charges	100-3FS-5-G1-9501010	41.01
23189	01/18/2018	Shipping charges	100-3FS-5-G1-9501010	105.60
Vendor V0189 - United Parcel Service Total:				146.61
Vendor: V1267 - United States Bankruptcy Court				
23130	01/04/2018	LA13-38529-NB	100-000-2-B1-4011034	670.61
23152	01/11/2018	LA13-38529-NB	100-000-2-B1-4011034	670.61
23212	01/24/2018	LA13-38529-NB	100-000-2-B1-4011034	670.61
Vendor V1267 - United States Bankruptcy Court Total:				2,011.83
Vendor: V0353 - UNUM Life Insurance Co of Amer				
23213	01/24/2018	Long Term Care (EE)	100-000-2-B1-4011024	123.90
23213	01/24/2018	Long Term Care (ER)	100-1ZZ-5-G1-9702618	491.70
Vendor V0353 - UNUM Life Insurance Co of Amer Total:				615.60
Vendor: V0302 - US Bank				
23153	01/11/2018	Business lunch -12/01/17	100-1EX-5-G1-9501019	47.65
23153	01/11/2018	APTA Legislative Conf lodging	100-1EX-5-G1-9501019	1,506.84
23153	01/11/2018	AVBOT Luncheon-K miller & N Hickling	100-1EX-5-G1-9501019	40.00
23153	01/11/2018	Registration-APTA CEO Seminar	100-1EX-5-G1-9501019	1,540.00
23153	01/11/2018	Airfare-NTD Training-Seattle WA	100-1EX-5-G1-9501019	644.85
23153	01/11/2018	Airfare-M Perry-Salt lake City UT	100-1EX-5-G1-9501019	224.96
23153	01/11/2018	IT Software-NTFS permissions Reporter	100-2FF-5-G1-9401012	149.00
23153	01/11/2018	1&1 Software Monthly fee	100-2FF-5-G1-9401012	32.99
23153	01/11/2018	AVBOT Holiday Breakfast	100-5CS-5-G1-9501029	50.00
23153	01/11/2018	See's candy for TAP vendors	100-5CS-5-G1-9501029	279.50
23153	01/11/2018	Stuff-A-Bus-Wal-mart Store	100-5CS-5-G1-9501041	1,758.74
23153	01/11/2018	Stuff A Bus-December 2017 (AV Mall)	100-5CS-5-G1-9501041	2,250.00
23153	01/11/2018	Business lunch with Marv Crist	100-1EX-5-G1-9501019	50.16
23153	01/11/2018	Basecamp software-Annual fee 12/01/17-12/31/18	100-2FF-5-G1-9401012	899.00
23153	01/11/2018	Prints on jackets for maintenance use	100-2FF-5-G1-9401038	46.43
Vendor V0302 - US Bank Total:				9,520.12
Vendor: V1050 - US Postal Exchange				
23226	01/31/2018	CPOS Blanket Reimbursement	100-3FS-5-G1-9501037	200.00
Vendor V1050 - US Postal Exchange Total:				200.00
Vendor: V0969 - Walsma Oil Company				
23174	01/17/2018	Diesel Emmisions Fluid	100-2FF-5-G1-9201003	2,428.27
Vendor V0969 - Walsma Oil Company Total:				2,428.27
Vendor: V0550 - Waste Management				
23155	01/11/2018	Utilities, Waste- Dec 2017	100-2FF-5-G1-9401023	1,066.60
Vendor V0550 - Waste Management Total:				1,066.60



Antelope Valley Transit Authority

Cash Disbursements Report CC 2.E

By Vendor Name

Payment Dates 01/01/2018 - 01/31/2018

Payment Number	Payment Date	Description (Item)	Account Number	Amount
Vendor: V0457 - Waxie Enterprises Inc.				
23175	01/17/2018	XL GLOVES	100-2FF-5-G1-9401038	36.10
23175	01/17/2018	SPARKLE MULTISURFACE	100-2FF-5-G1-9401038	22.27
23175	01/17/2018	KITCHEN TOWELS	100-2FF-5-G1-9401038	29.53
23175	01/17/2018	CAN LINERS	100-2FF-5-G1-9401038	513.99
23175	01/17/2018	UNIVERSAL ROLL TOWELS	100-2FF-5-G1-9401038	487.49
23175	01/17/2018	SEAT COVERS	100-2FF-5-G1-9401038	40.23
23175	01/17/2018	citrus cleaner	100-2FF-5-G1-9401038	149.95
23175	01/17/2018	PREMIUM TISSUE	100-2FF-5-G1-9401038	373.18
23175	01/17/2018	MED GLOVES	100-2FF-5-G1-9401038	100.24
23175	01/17/2018	owl cleaner	100-2FF-5-G1-9401038	71.83
23175	01/17/2018	superior hand soap	100-2FF-5-G1-9401038	69.07
23175	01/17/2018	FOAM CUPS	100-2FF-5-G1-9401038	63.03
23175	01/17/2018	liquid cleanser	100-2FF-5-G1-9401038	57.64
23175	01/17/2018	SMALL GLOVES	100-2FF-5-G1-9401038	50.12
23175	01/17/2018	mop heads	100-2FF-5-G1-9401038	109.09
23175	01/17/2018	LARGE GLOVES	100-2FF-5-G1-9401038	50.10
Vendor V0457 - Waxie Enterprises Inc. Total:				2,223.86
Vendor: V1154 - Weideman Group Inc.				
23156	01/11/2018	Advocacy Consulting Services	100-1EX-5-G1-9501015	10,000.00
Vendor V1154 - Weideman Group Inc. Total:				10,000.00
Vendor: V0112 - Western Exterminators				
23177	01/17/2018	Exterminator services	100-2FF-5-G1-9401005	102.00
Vendor V0112 - Western Exterminators Total:				102.00
Vendor: V0124 - Witts				
23157	01/11/2018	Office Supplies	100-3FS-5-G1-9501009	130.96
23178	01/17/2018	Office Supplies	100-3FS-5-G1-9501009	42.57
Vendor V0124 - Witts Total:				173.53
Grand Total:				1,861,368.41



DATE: February 27, 2018

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2017/2018 (FY18) Second Quarter Capital Reserve Report (October 1 – December 31, 2017)

RECOMMENDATION

That the Board of Directors receive and file the attached FY18 Second Quarter Capital Reserve Report for the period covering October 1 through December 31, 2017.

FISCAL IMPACT

Total Capital Reserve contributions for FY18 were budgeted at \$460,896; contributions for Lancaster, Palmdale and LA County for the second quarter have all 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 \$6,631,855.40 held in accounts with the Local Agency Investment Fund (LAIF) and Union Bank. The total contributed fund balance is \$6,426,925.01 plus \$204,930.39 in interest earned. Lancaster, Palmdale and LA County contribution payments have been received for the 2nd quarter ended December 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 1st Quarter of Fiscal Year 2016. The local transit buses were purchased using toll credits for the local match portion. The two expansion commuter coaches were funded in total by Job Access Reverse Commute (JARC) funds.

AVTA's FY18 proposed 5-Year Capital Improvement Plan assumes the purchase of 16 commuter coaches, 13 60' articulated local transit buses, and 10 40' local transit buses. (39 total) during the fiscal year. This purchasing plan will be facilitated in part by the Transit and Intercity Rail Capital Program grant awarded to AVTA from the State of California's Cap & Trade program. A total of 79 buses (75 replacements and 4 expansion buses) will be acquired as funding is received.

Even with these inflows, the purchases will require the use of capital reserve funds for local match requirements; the use of the funds is assumed in the 5-Year Plan Capital Spending Plan for FY18.

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

Prepared by:

Submitted by:

James Mannie, CPA
Finance Manager

Len Engel
Executive Director/CEO

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



CAPITAL RESERVE CONTRIBUTION BALANCES

December 31, 2017

Jurisdictional Member	Accumulated Balance at 6/30/08	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	Balance, as of Dec 31, 2017
Lancaster	\$1,737,723	\$0	\$183,500	\$191,871	\$190,765	\$ 191,519.31	95,758.62	\$2,591,137
Palmdale	1,655,307	-	162,896	174,587	173,804	173,598	86,798.00	2,426,990
LA County	959,862	-	114,500	94,440	96,327	95,779	47,890.00	1,408,798
TOTAL	\$4,352,892	\$0	\$460,896	\$460,898	\$460,896	\$460,896	\$ 230,446.62	\$6,426,925
Interest received to date:								204,930
								\$6,631,855

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

Updated through: **December 31, 2017**

LANCASTER	PALMDALE	LOS ANGELES COUNTY	TOTALS
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* Receipts for the Lancaster UAV/AVC Service and the Lancaster/ Palmdale Bus Stop Maintenance Contract are not included in this report.

FY 2018	Note NO change in Jurisdictional %'s for FY18...														
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	7/20/17	374,666.34	326,787.03	47,879.31	8/24/17	339,607.00	296,208.00	43,399.00	9/28/17	187,372.00	163,427.00	23,945.00	901,645.34	786,422.03	115,223.31
Interest			7,157.26				6,488.91					3,579.49			17,225.66
Second Quarter Payments	10/19/17	374,666.34	326,787.03	47,879.31	11/9/17	339,607.00	296,208.00	43,399.00	11/9/17	187,372.00	163,427.00	23,945.00	901,645.34	786,422.03	115,223.31
Interest			8,049.82				7,298.11					4,025.88			19,373.81
Third Quarter Payments		0.00	0.00	0.00		0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Interest			0.00				0.00					0.00			0.00
Fourth Quarter Payments		0.00	0.00	0.00		0.00	0.00	0.00		0.00	0.00	0.00	0.00	0.00	0.00
Interest			0.00				0.00					0.00			0.00
Contributions for FY2018		749,332.68	653,574.06	95,758.62		679,214.00	592,416.00	86,798.00		374,744.00	326,854.00	47,890.00	1,803,290.68	1,572,844.06	230,446.62
Interest for FY2018			15,207.08				13,787.02					7,605.37			36,599.47
		(749,337.66)	(653,576.97)	(95,760.69)		(679,215.50)	(592,415.96)	(86,799.54)		(374,743.65)	(326,854.51)	(47,889.14)	(1,803,296.81)	(1,572,847.44)	(230,449.38)
Net Assets															
Capital Reserve Balance to Date			2,591,136.92				2,426,989.94					1,408,798.14			6,426,925.01
Interest to Date			87,400.74				78,478.33					39,051.32			204,930.39
Total Balances as of 12/31/2017			2,678,537.66				2,505,468.27					1,447,849.46			6,631,855.40

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



DATE: February 27, 2018

TO: BOARD OF DIRECTORS

SUBJECT: Fiscal Year 2017/2018 (FY18) Grant Status Report through January 31, 2018

RECOMMENDATION

That the Board of Directors receive and file the FY18 Grant Status Report through January 31, 2018 (Attachment A).

FISCAL IMPACT

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

BACKGROUND

The attached Grant Status Report reflects all grant applications submitted on behalf of the AVTA and all grants submitted and awarded to the AVTA through January 31, 2018. AVTA continues to pursue all viable grant opportunities.

The annual FTA allocation formula grant is pending a transfer agreement between AVTA and the recipient agencies for the buses being replaced. AVTA has identified recipient agencies for both transit and commuter buses; Memphis Area Transit Authority and the City of Santa Maria. We are in the process of working with FTA and the recipient agencies to finalize all necessary agreements and satisfy FTA requirements. We expect to finalize this agreement in the coming months and formally submit the grant application. We are multiple award announcements: two from the FTA - Bus & Bus Facilities and TIGER, and CalSTA's Transit and Intercity Rail Capital Program (TIRCP) application. The FTA announcements have been delayed and are expected this winter. The TIRCP announcement is scheduled for April 30, 2018.

Prepared by:

Submitted by:

Judy Fry
Grants Administrator

Len Engel
Executive Director/CEO

Attachment: A – Grant Status Report

GRANT STATUS REPORT

Discretionary Opportunities

Grant Program	Project	Amount Applied For	Date Submitted	Status	Amount Awarded	Next Round of Funding
Transit and Intercity Rail Capital Program – Cap & Trade	Bus Replacement + Chargers + Transit Center	\$8,954,821	January 12, 2018	<i>Pending</i>	\$0	Not announced
FTA Transportation Investment Generating Economic Recovery Grant (“TIGER”) - FTA	AVTA’s “SOLution” Property + Energy Collection and a Battery Storage System	\$11,654,720	October 16, 2017	<i>Pending</i>	\$0	Not announced
FTA Sect. 5339 Bus & Bus Facilities	Health Care Connect Transit Centers	\$2,563,135	August 25, 2017	<i>Pending</i>	\$0	Not announced
Antelope Valley Air Quality Management District (AVAQMD)	Electric Bus replacement	\$250,000	October 10, 2017	Grant Funds awarded 10/2017	\$265,794	Not announced
Low or No Emission Vehicle Deployment Program (LoNo) - FTA	5 Transit Buses	\$3,661,736	June 25, 2017	Grant Funds awarded 9/2017	\$705,347	Not announced
Low Carbon Transit Operations Program (LCTOP) – Cap & Trade	1 Transit Bus	\$54,831	June 12, 2017	Grant Funds awarded 7/2017	\$54,831	2018
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	Fall 2017
	TOTAL DISCRETIONARY OPPORTUNITIES PENDING:	\$14,377,855		TOTAL GRANT AWARDS:	\$7,600,178	

Annual Formula Allocations

Grant Program	Project	Amount Pending	Date Submitted	Status	Amount Awarded
FTA Annual 5307 + 5337 Allocation - FTA	Capital + Operating	\$14,551,668	<i>Pending</i>	<i>Pending</i>	\$0
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
	TOTAL ANNUAL FORMULA ALLOCATIONS PENDING:	\$14,551,668		TOTAL GRANT AWARDS:	\$14,483,446



DATE: February 27, 2018

TO: BOARD OF DIRECTORS

SUBJECT: Ratify Caltrans Assigned Cooperative Agreement and Amendment (funding) Numbers for AVTA/Caltrans' Joint ADA Construction Project Located at 35th St. E. and Palmdale Blvd. (HWY 138)

RECOMMENDATION

That the Board of Directors ratify Caltrans assigned cooperative agreement and amendment (funding) numbers for the AVTA/Caltrans' Joint ADA Construction Project Located at 35th St. E. and Palmdale Blvd. (HWY 138), as follows:

1. Cooperative Agreement No. 07-5073, in the amount of \$220,000 (approved under different title by the Board of Directors on 1-26-2016).
 - a. Amendment No. 1 to Cooperative Agreement 07-5073, in the amount of \$70,000 (approved by the Board of Directors on 1-26-2016).
2. Cooperative Agreement No. 07-5074, in the amount of \$228,907 (approved under different title by the Board of Directors on 1-26-2016).
 - a. Amendment No. 1 to Cooperative Agreement 07-5074, in the amount of \$62,903 (approved under different title by the Board of Directors on 1-23-2018).
3. Cooperative Agreement 07-5137, in the amount of \$60,000 (approved under different title by the Board of Directors on 1-23-2018).

FISCAL IMPACT

Sufficient Caltrans funding have been included in the FY17-18 Business Plan to cover construction and engineering services.

BACKGROUND

January 2016, AVTA Board of Directors approved Caltrans/AVTA MOU and funding agreement and amendments for their share of the above mentioned project. It is being brought back to cover a technicality between the title of what the Board approved and the title of the agreement.

Ratify Caltrans Assigned Cooperative Agreement and Amendment (funding) Numbers for AVTA/Caltrans' Joint ADA Construction Project Located at 35th St. E. and Palmdale Blvd. (HWY 138)
February 27, 2018
Page 2

July 2017, AVTA Board of Directors approved construction contract no. 2017-40 in the amount of \$543,401.19 and Engineering Change Orders, in the amount of \$90,142.

January 2018, Board of Directors approved two additional Caltrans funding agreements in the amount of \$122,903, total of six change orders in the amount of \$134,929, and service agreements in the amount of \$34,217.

January 2018, Caltrans notified AVTA it had assigned cooperative agreement and amendment (funding) numbers to the past and current agreements as listed on page 1.

Staff has reviewed the agreement and amendment (funding) numbers and found they do not affect past or current funding provided by Caltrans. Therefore, staff recommends approval of the various agreement and amendment (funding) numbers as shown.

Prepared by:

Submitted by:

Lyle Block
Procurement and Contracts Officer

Len Engel
Executive Director/CEO



DATE: February 27, 2018

TO: BOARD OF DIRECTORS

SUBJECT: Ratify Amendment No. 1 to Cooperative Agreement No. MU121-12 with Southern California Regional Rail Authority (SCRRA) for Bus Bridge Service.

RECOMMENDATION

That the Board of Directors ratify Amendment No. 1 to Cooperative Agreement No. MU121-12 between the SCRRA and the Antelope Valley Transit Authority (AVTA) for Bus Bridge Service (Attachment A).

FISCAL IMPACT

The recommended authorization of the amended cooperative agreement will provide reimbursement for bus bridge services provided by AVTA. SCRRA has agreed to reimburse AVTA for costs associated with the bus bridge service based upon AVTA's hourly rate as described in Exhibit 1 of Attachment A.

BACKGROUND

On October 25, 2011, AVTA entered into a cooperative agreement with SCRRA to provide bus bridge services during service disruptions of commuter rail service (Metrolink), by deploying buses to transport passengers between stations. Since the implementation of the bus bridge service, it has performed very well on numerous occasions, especially in times of fires, natural disasters, and equipment failures to get passengers to their destination in the most timely and effective manner available. The focus has been, and will remain to be on serving the needs of our mutual transit ridership.

With Board adoption of the amended cooperative agreement No.1 MU121-12, staff will continue to work with and support SCRRA staff to enhance bus bridge services.

Prepared by:

Submitted by:

Norman L. Hickling
Chief Operating Officer

Len Engel
Executive Director/CEO

Attachment A: Amendment No. 1 to Cooperative Agreement No.1 MU121-12

1 **AMENDMENT NO. 1**

2 **COOPERATIVE AGREEMENT NO. MU121-12**

3 **BETWEEN**

4 **SOUTHERN CALIFORNIA REGIONAL RAIL AUTHORITY**

5 **AND**

6 **ANTELOPE VALLEY TRANSIT AUTHORITY**

7 **FOR**

8 **BUS BRIDGE SERVICE**

9 **THIS AMENDMENT NO. 1**, is effective as of this 12th day of December, 2017, by and

10 between the Southern California Regional Rail, One Gateway plaza, 12th Floor, Los Angeles, California
11 90012, a joint powers Authority (hereinafter referred to as "SCRRA") and Antelope Valley Transit
12 Authority, 42210 6th Street West, Lancaster, California 93534, a joint powers authority (hereinafter
13 referred to as "AVTA")..

14 **RECITALS:**

15 **WHEREAS**, by Cooperative Agreement No. MU121-12 dated October 25, 2011, SCRRA and
16 AVTA entered into a Cooperative Agreement for bus bridge service; and

17 **WHEREAS**, SCRRA agrees to reimburse AVTA for the costs associated with the PROJECT
18 based on AVTA's hourly rate listed in Exhibit 1 for the bus service; and

19 **NOW, THEREFORE**, it is mutually understood and agreed by SCRRA and AVTA that
20 Cooperative Agreement No. MU121-12 is hereby amended in the following particulars only:

21 /

22 **Amend EXHIBIT 1 - BUS BRIDGE SERVICE RATES**, to replace Exhibit 1 in its entirety for
23 costs associated with the PROJECT based on new AVTA rates for bus bridge service.

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SIGNATURE AUTHORIZATION ON NEXT PAGE

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1 This Amendment No. 1 to Cooperative Agreement No. MU121-12 shall be made effective upon
2 execution by both parties.

3 **IN WITNESS WHEREOF**, the parties hereto have caused this Amendment No. 1 to
4 Cooperative Agreement No. MU121-12 to be executed on the date first above written.

5 **SOUTHERN CALIFORNIA REGIONAL ANTELOPE VALLEY TRANSIT AUTHORITY**
6 **RAIL AUTHORITY**

7 By: _____

8 Arthur T. Leahy
9 Chief Executive Officer

7 By:  _____

8 Len Engel
9 Executive Director/CEO

10 **APPROVED AS TO FORM:**

10 **APPROVED AS TO FORM:**

11 By:  _____

12 Don O. Del Rio
13 General Counsel

11 By: _____

12 Allison Burns
13 General Counsel

EXHIBIT 1

BUS BRIDGE SERVICE RATES

As per the above-referenced Agreement for Bus Bridge Service between Southern California Regional Rail Authority (SCRRA), operator of Metrolink, and Antelope Valley Transit Authority (AVTA), AVTA shall be reimbursed at the rates set forth below.

Location(s)	Hourly Rate 1/1/2018-12/31/18	Annual Increase after 12/31/18
Between LA Union Station and Santa Clarita Metrolink Station	\$103.00	3%
Between Santa Clarita Station and Lancaster Metrolink Station	\$103.00	3%
Supervisor Rates	\$39.11	3%

Distribution: AVTA, SCRRA Archives & Accounting



DATE: February 27, 2018

TO: BOARD OF DIRECTORS

SUBJECT: Resolution No. 2018-005, Transferring Seventeen MCI Commuter Coaches to Santa Maria Area Transit (SMAT)

RECOMMENDATION

That the Board of Directors (1) adopt Resolution No. 2018-005 (Attachment A), a Resolution for signature authorizing the transfer of seventeen (17) commuter coaches to SMAT; and (2) authorize the Executive Director/CEO to execute an agreement to transfer seventeen (17) commuter coaches that have not reached their useful life benchmark to another federal grantee, SMAT.

FISCAL IMPACT

The transfer of these buses will generate an income of approximately \$600,000 that will be applied to the current bus procurement project.

BACKGROUND

In an effort to comply with Federal Transit Authority (FTA) guidelines and accomplish our goal to have a fully electric fleet by the end of 2018, AVTA will transfer seventeen (17) commuter coaches that have not reached their useful life benchmark as outlined by the FTA. These buses will have to be transferred to another Federal Grantee in order for bus replacement funds to be released in accordance with FTA guidelines as outlined in CFR 49 5010.1E. At the request of the Los Angeles FTA Field Office, Attachment A will be updated with additional information including:

1. Date placed in revenue service;
2. Date removed from revenue service;
3. Federal award identification number that was assigned to the original FTA Award that financed the vehicle;
4. Remaining useful life; and
5. Federal share of remaining useful life.

FTA Circular 5010.1E

Page III-19:

(6) Transfer of Assets from One Transit Property to Another Transit Property. Any transfer of an asset that has an active federal interest (procured under an FTA Award), must be documented to demonstrate acceptance and the responsibility for continuing control of that asset over its useful life. Since FTA retains an interest in that asset, the recipient agency must document the transfer in a new Award or an Amendment. The balance of useful life should be referenced, and if the asset is rolling stock, an update to its fleet information in TrAMS and its fleet management/status plan is required. An Amendment is not required if the asset is transferred after its useful life as defined in the original Award used for the purchase of the asset, or if the Award is not active or closed. In this case, the recipient of the asset should document the transfer of the federally funded asset and attach the document to the recipient's profile in TrAMS. If the recipient is not a current federal recipient, contact your FTA regional or metropolitan office for assistance. At a minimum, in this situation, an agreement is needed between the two entities to document acceptance of the transfer of that asset and the continued compliance with the federal requirements that are bound to those assets. A copy of that document must be transmitted to the FTA Regional or Metropolitan office.

Page IV-36:

(3) Disposition or Inappropriate Use Before the End of the Asset's Useful Life. Any disposition of federally assisted property before the end of its useful life requires prior FTA approval. FTA is entitled to its share of the remaining federal interest.

(a) Transfer of Assets No Longer Needed. For an asset that has not met its useful life and with prior FTA approval, the recipient may follow procedures for 49 U.S.C. § 5334(h)(1) – (3) to transfer federally assisted property (real property, including land, or equipment) to a public agency for non-public transportation use provided the recipient can demonstrate that:

1. The asset will remain in public use for at least five years after the date the asset is transferred;
2. There is no purpose eligible for assistance for which the asset should be used;
3. The overall benefit of allowing the transfer is greater than the FTA interest in liquidation and return of FTA's remaining federal interest in the asset, after considering fair market value and other factors; and
4. Through an appropriate screening or survey process (usually by following procedures for publication in the Federal Register), that there is no interest in acquiring the asset for the federal use if the asset is a facility or land.

Additional information regarding this type of disposition is available from your FTA Regional or Metropolitan Office.

Page IV-43:

(e) Transfer of Rolling Stock—Recipient-to-Recipient. With prior FTA approval, a recipient may transfer rolling stock that has not yet served its useful life to another recipient. The federal interest in the rolling stock will be transferred with the rolling stock, and therefore, there is no obligation to reimburse FTA. However, no additional FTA assistance may be used to acquire the vehicles. Both recipients should coordinate with their FTA Regional Office(s). The required information must be provided by the appropriate contacts for both affected transit agencies, which agencies might be in different Regional Offices. When the rolling stock has remaining useful life, the following information should be submitted:

1. A Written Request for Approval to Transfer or Receive Vehicles. The request should include the transferor/transferee recipient's name, list of vehicles (year, make, model), date placed in revenue service, date removed from revenue service, federal award identification number that was assigned to the original FTA Award that financed the vehicle, mileage, remaining useful life, federal share of remaining useful life, and reasons for transfer.
2. A Board Resolution (or Other Appropriate Legal Action) from Each Recipient. The transferring recipient's board resolution (or other appropriate legal action) should identify the receiving recipient, include a statement that the vehicles are no longer required, a list of the vehicles to be transferred including the Vehicle Identification Numbers (VINs), and the remaining federal interest that is transferred to the receiving recipient.

The receiving recipient's board resolution (or other appropriate legal action) should identify the transferring recipient, a statement that the vehicles are needed for revenue service, a list of the vehicles to be acquired including VINs, the remaining federal interest for each vehicles, agreement that the vehicles will be maintained in accordance and in compliance with FTA requirements, and that the transferred vehicles will be included in its equipment inventory records.

3. A Rolling Stock Status Report. Each recipient should provide a Rolling Stock Status Report that includes all information as identified in Appendix E. The Rolling Stock Status Report should reflect the impact that the transfer/addition of the vehicles will have on the recipient's total fleet and spare ratio. If approved, the receiving recipient will be directed to include the transferred vehicles in its next application for federal assistance.

Resolution No. 2018-005, Transfer Commuter Coaches to SMAT

February 27, 2018

Page 4

Bus Number	VIN	Year	MFG	Mileage as of 2/18	Depreciated Value	Match Percentage	Depreciated Match Value as of 2/18
4749	1M8PDMEA89P058830	2008	MCI	393693	\$303,448.64	20.0%	\$50,810.00
4750	1M8PDMEAX9P058831	2008	MCI	343911	267,893.46	20.0%	\$44,856.58
4751	1M8PDMEA19P058832	2008	MCI	357507	290,924.06	20.0%	\$48,712.86
4752	1M8PDMEA39P058833	2008	MCI	328065	298,068.48	20.0%	\$49,909.13
4753	1M8PDMEA59P058834	2008	MCI	344200	293,198.96	20.0%	\$49,093.78
4754	1M8PDMEA79P058835	2008	MCI	358934	286,509.66	20.0%	\$47,973.70
4755	1M8PDMBA1DP012771	2012	MCI	197152	367,709.14	20.0%	\$67,691.91
4756	1M8PDMBA3DP012772	2012	MCI	207112	367,709.14	20.0%	\$67,691.91
4757	1M8PDMBA5DP012773	2012	MCI	209594	367,709.14	20.0%	\$67,691.91
4758	1M8PDMBA7DP012774	2012	MCI	211631	375,648.13	13.3%	\$46,031.66
4759	1M8PDMBA9DP012775	2012	MCI	178316	375,648.13	13.3%	\$46,031.66
4760	1M8PDMBA0DP012776	2012	MCI	217246	375,648.13	16.9%	\$58,491.36
4761	1M8PDMBA0FP013655	2015	MCI	95142	505,612.72	0.0%	
4762	1M8PDMBA2FP013656	2015	MCI	124338	505,612.72	0.0%	
4763	1M8PDMBA4FP013657	2015	MCI	111490	505,612.72	0.0%	
4764	1N8PDMBA5FP013876	2015	MCI	110229	567,586.86	0.0%	
4765	1M8PDMBA7FP013877	2015	MCI	121786	567,720.37	0.0%	
				Depreciated Value	\$6,622,260.46	Depreciated Match Value	\$644,986.46

Staff is requesting to transfer the seventeen (17) MCI commuter coaches listed above to SMAT for the value of the depreciated match funds used to procure these buses.

Prepared by:

Submitted by:

 Mark Perry
 Director of Fleet and Facilities

 Len Engel
 Executive Director/CEO

Attachment: A – Resolution No. 2018-005

RESOLUTION NO. 2018-005

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY TRANSIT AUTHORITY FOR SIGNATURE AUTHORIZING THE TRANSFER OF SEVENTEEN (17) MCI COMMUTER COACHES TO SANTA MARIA AREA TRANSIT (SMAT)

WHEREAS, the Antelope Valley Transit Authority (AVTA) desires to permanently transfer seventeen (17) MCI commuter coaches (detailed in Exhibit A) that have not reached their useful life benchmark but are no longer required, to Santa Maria Area Transit (SMAT)

NOW THEREFORE, BE IT RESOLVED BY THE ANTELOPE VALLEY TRANSIT AUTHORITY (AVTA):

1. That the Executive Director/CEO is authorized to execute and file all applications and/or agreements on behalf of the AVTA with the U.S. Department of Transportation to transfer rolling stock that has not reached its useful life benchmark.
2. That the Executive Director/CEO is authorized to execute all transfer agreements on behalf of AVTA with the U.S. Department of Transportation to aid in the Grantee to Grantee transfer.
3. Len Engel, AVTA Executive Director/CEO, is hereby authorized to execute the Grantee to Grantee transfer pertaining to the transfer of rolling stock outlined by CFR 49 5010.1E to SMAT.

PASSED, APPROVED, AND ADOPTED this 27th day of February 2018, by the following vote:

AYES: _____

NAYS: _____

ABSTAIN: _____

ABSENT: _____

Marvin Crist, Chairman

ATTEST:

APPROVED AS TO FORM:

Karen Darr, Clerk of the Board

Allison E. Burns, General Counsel

Exhibit A

Bus Number	VIN	Year	MFG	Mileage as of 2/18	Depreciated Value	Match Percentage	Depreciated Match Value as of 2/18
4749	1M8PDMEA89P058830	2008	MCI	393693	\$303,448.64	20.0%	\$50,810.00
4750	1M8PDMEAX9P058831	2008	MCI	343911	267,893.46	20.0%	\$44,856.58
4751	1M8PDMEA19P058832	2008	MCI	357507	290,924.06	20.0%	\$48,712.86
4752	1M8PDMEA39P058833	2008	MCI	328065	298,068.48	20.0%	\$49,909.13
4753	1M8PDMEA59P058834	2008	MCI	344200	293,198.96	20.0%	\$49,093.78
4754	1M8PDMEA79P058835	2008	MCI	358934	286,509.66	20.0%	\$47,973.70
4755	1M8PDMBA1DP012771	2012	MCI	197152	367,709.14	20.0%	\$67,691.91
4756	1M8PDMBA3DP012772	2012	MCI	207112	367,709.14	20.0%	\$67,691.91
4757	1M8PDMBA5DP012773	2012	MCI	209594	367,709.14	20.0%	\$67,691.91
4758	1M8PDMBA7DP012774	2012	MCI	211631	375,648.13	13.3%	\$46,031.66
4759	1M8PDMBA9DP012775	2012	MCI	178316	375,648.13	13.3%	\$46,031.66
4760	1M8PDMBA0DP012776	2012	MCI	217246	375,648.13	16.9%	\$58,491.36
4761	1M8PDMBA0FP013655	2015	MCI	95142	505,612.72	0.0%	
4762	1M8PDMBA2FP013656	2015	MCI	124338	505,612.72	0.0%	
4763	1M8PDMBA4FP013657	2015	MCI	111490	505,612.72	0.0%	
4764	1N8PDMBA5FP013876	2015	MCI	110229	567,586.86	0.0%	
4765	1M8PDMBA7FP013877	2015	MCI	121786	567,720.37	0.0%	
				Depreciated Value	\$6,622,260.46	Depreciated Match Value	\$644,986.46

NEW BUSINESS 1

FISCAL YEAR 2017/2018 MID-YEAR BUSINESS PLAN REVIEW AND PROPOSED ADJUSTMENTS

STAFF REPORT WAS NOT FINALIZED AT THE TIME OF POSTING.

PLEASE CONTACT KAREN DARR, CLERK OF THE BOARD, AT 661/729-2227
TO VIEW DOCUMENTS.



DATE: February 27, 2018

TO: BOARD OF DIRECTORS

SUBJECT: Proposed Key Performance Indicators Measures

RECOMMENDATION

That the Board of Directors:

- (1) Adopt the proposed Key Performance Indicators (KPI) measures;
- (2) Direct staff to work with the Technical Advisory Committee (TAC) to ensure continued accuracy and relevance of said indicators; and
- (3) Direct staff to continue to evaluate operational performance on a monthly basis and report such findings to the Board on a quarterly basis.

FISCAL IMPACT

It is unlikely adoption of the proposed KPI measures would have a direct, negative fiscal impact beyond a modest increase in staff time. However, adoption of the proposed KPI measures could have a beneficial impact as more effective operations contractor oversight is conducted.

BACKGROUND

Historically, staff has provided the Board with a quantitative summary of system performance on a quarterly basis. The KPI measures tracked and reported by staff have remained largely unchanged since 1992. Reporting of KPI measures on a system-wide basis fails to take into account the individual characteristics of AVTA's three service modes: local fixed-route, commuter bus, and dial-a-ride. Further, the Federal Transit Administration and State Transit Development Act (TDA) stipulate different reporting criteria and requirements.

In crafting the proposed KPI measures, staff reviewed several benchmarking resources including KPI measures tracked and reported by other Los Angeles area public transit operators, Florida Department of Transportation's (DOT) "Best Practices in Evaluating Transit Performance", Transit Cooperative Research Program (TCRP) Report 88: "A Guidebook for Developing a Transit Performance Measurement System", and the American Bus Benchmarking Group (a non-profit consortium of mid-size public transit organizations in North America).

Conclusions drawn from staff's research include: (1) quantitative metrics are more meaningful than qualitative; (2) metrics generally fall within one of three categories: general performance (e.g., number of passenger trips), effectiveness measures (e.g., incidence of vehicle failures), and efficiency metrics (e.g., operating expense/revenue hour); (3) mode-specific metrics provide greater insight into operational efficiency; and (4) it is the quality of the metric, not the quantity.

Based on the above framing criteria, staff proposes the following performance indicators/metrics:

A. General Performance

Unlinked trips	Vehicle hours
Vehicle miles	Revenue hours
Revenue miles	Energy consumed

B. Effectiveness Measures

Schedule adherence	Average age of fleet
Unlinked trips/capita	Preventable accidents/100,000 miles
Average headway	Incidence of vehicle failure
Average speed	Complaints/100,000 boardings

C. Efficiency Measures

Boardings/vehicle service hour	Revenue miles between service interruptions
Operating expense/passengers trip	Transit service/capita
Operating expense/passenger mile	Greenhouse gas reduction
Operating expense/revenue hour	Average fare
Farebox recovery/ mode	

Assuming Board approval of the proposed KPI measures, staff would continue to evaluate AVTA's operational performance on a monthly basis, discuss the resulting data with the TAC, and report such findings to the Board on a quarterly basis.

Prepared by:

Submitted by:

Jim Moore
Planning Consultant, Moore & Associates, Inc.

Len Engel
Executive Director/CEO



DATE: February 27, 2018

TO: BOARD OF DIRECTORS

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

RECOMMENDATION

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

FISCAL IMPACT

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

BACKGROUND

The Executive Director/CEO's employment agreement was originally executed effective February 1, 2015 through July 1, 2017. The Board of Director's approved a Second Amended and Restated Agreement at the February 28, 2017 meeting extending the expiration date until December 31, 2019. The Board and the Executive Director/CEO have negotiated modifications to certain terms and conditions of the Second Amended Agreement for a term May 31, 2018. The majority of the terms and conditions will remain the same. A copy of the Third Amended and Restated Executive Director Employment Agreement will be available upon request to the board clerk.

Prepared and Submitted by:

Allison E. Burns
General Counsel, AVTA