



## **Regular Meeting of the Board of Directors**

**10:00 a.m.**

**Tuesday, July 23, 2013**

Antelope Valley Transit Authority Board Room  
42210 6<sup>th</sup> Street West, Lancaster, California  
[www.avta.com](http://www.avta.com)

### **AGENDA**

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

In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please contact the Clerk of the Board at (661) 729-2258 at least 72 hours prior to the scheduled Board of Directors meeting.

Limited English Proficiency (LEP) persons, if you require translation services, please contact the Clerk of the Board at (661) 729-2258 at least 72 hours prior to the meeting.

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

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

### **ROLL CALL:**

Chairman Norm Hickling, Vice Chairman Marvin Crist, Director Tom Lackey, Director Steve Hofbauer, Director Dianne Knippel and Director Sandra Johnson

### **APPROVAL OF AGENDA**

**PUBLIC BUSINESS FROM THE FLOOR:**

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

**MISCELLANEOUS BUSINESS – NON-AGENDA ITEMS:**

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

**SPECIAL REPORTS and PRESENTATIONS:**

During this portion of the meeting, staff will present information that would not normally be covered under regular meeting items. This information may include, but is not limited to budget presentations, staff conference presentations, or information from outside sources that relates to the transit industry. **These items are for discussion purposes only and do not require Board action.**

SRP 1 Presentation of Veolia Employee of the Month and Operator of the Month for June 2013 – Hector Fuentes, Veolia Transportation

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

SRP 3 Proposed Service Modifications – Dietter Aragon

**CONSENT CALENDAR:** The Consent Calendar may be acted upon with one motion, a second and the vote.

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

CC 2 Financial Reports for July 2013 – Colby Konisek

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

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

- CC 5 Federal Transit Administration (FTA) Grant Approval – Judy Vaccaro-Fry
- CC 6 July 2013 Legislative Update – Judy Vaccaro/Wendy Williams
- CC 7 July 17, 2013 Strategic Planning Workshop Action Items Relating to Electric Bus Route, Electric Bus Joint Procurement, Feasibility Study of a Bus Rapid Transit (BRT) Project, and Amendment to November 22, 2011 Joint Exercise of Powers Agreement (JPA) - Julie Austin

**NEW BUSINESS:**

- NB 1 Social Media Policy – Wendy Williams

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

- CS 1 Public Employee Performance Evaluation (G.C. section 54957(b))  
Title: Executive Director.
- CS 2 Conference with Labor Negotiator (G.C. section 54957.6)  
Authority Negotiator: Norman L. Hickling, Board Chairman  
Unrepresented Employee: Executive Director
- CS 3 Conference with Legal Counsel- Existing Litigation  
G.C. section 54956.9(d)(1) and (4)  
People v. Jorge: Case no. BA405021  
People v. Floyd: Case no. BA405021

**RECESS TO CLOSED SESSION**

**RECONVENE TO PUBLIC SESSION**

**REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION**

**REPORTS AND ANNOUNCEMENTS:**

- RA 1 Executive Director's Report

**MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:**

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

**ADJOURNMENT:**

Adjourn to the Regular Meeting of the Board of Directors on August 27, 2013 at 10:00 a.m. in the Antelope Valley Transit Authority Board Room, 42210 6<sup>th</sup> Street West, Lancaster, California.

**The Agenda was posted by 5:00 p.m. on July 18, 2013 at the entrance to the Antelope Valley Transit Authority, 42210 6<sup>th</sup> St. West, Lancaster, CA 93534.**

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

**DATE:** July 23, 2013  
**TO:** BOARD OF DIRECTORS  
**SUBJECT:** Proposed Service Changes for October 2013

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## **RECOMMENDATION**

Receive and file the proposed service changes for October 2013

## **FISCAL IMPACT**

No significant fiscal impact. The proposed service modifications have been developed to be cost neutral.

## **BACKGROUND**

Throughout the year, changes may occur to roads, business and communities that could affect transit networks. Staff is committed to respond to these changes by adjusting and modifying bus services on an as-needed basis, twice a year. This allows the Authority to make improvements, ensure the transit system runs as efficiently as possible by improving travel speeds and providing connectivity support, while continuing to deliver reliable service.

For the October 2013 service change, staff is proposing to minimize duplication of services while enhancing schedules on supplemental routes with very low passenger loads. This will improve travel time on our second and third heaviest lines, Routes 11 and 12 respectively. Following are proposed service improvements for the October 2013 service change:

**Route 6/96** – Route 96 supplemental service will be incorporated into the Route 6 schedules. Schedule times will also be adjusted on Route 6 in order to coincide with Littlerock High School's regular and flex schedules throughout the school year.

**Route 7/97** – Route 97 supplemental service will be incorporated into the Route 7 schedules. Schedule times will also be adjusted to accommodate morning and afternoon bell schedules for both Quartz Hill and Highland High Schools. Service on the Route 7 will include a new routing by Highland High School on specific trips in the morning and afternoons. This will improve the service to both schools and the surrounding community.

**Lake LA/99** – Route 99 supplemental service will be incorporated into the Lake Los Angeles (LLA) service via the Palmdale corridor. Scheduled times will also be adjusted on the Lake LA service in order to coincide with Littlerock High School bell schedules in

the morning and afternoon. Service on the Lake LA will include new routing by Littlerock High School on specific trips, improving connection to the school, Route 6 and surrounding community.

**Route 11 /12** – Routes 11 and 12 are the Authority’s second and third most utilized routes. Since most trips are averaging 80% capacity, service can easily fall behind schedule due to increased dwell times at major stops. Travel times are being updated to match current traffic flow patterns and support increased boardings. In addition, Route 11 will be routed onto 10th St. West and Avenue K, which will eliminate the need for operators to cross Avenue K at Motor Lane.

**Public Outreach:** Staff will conduct a total of five public meetings to present the October 2013 proposed service changes. Flyers and posters are being placed on all coaches at the Palmdale Transportation Center, Lancaster City Park, AV Senior Center and the Antelope Valley Union High School District (AVUHSD) in both English and Spanish. Tentative meetings have been scheduled at the following locations:

1. AV Senior Center – July 30<sup>th</sup> 2013 at 1:30 p.m.
2. AVTA Boardroom – August 7<sup>th</sup> 2013 at 7:00 p.m.
3. Littlerock High School – August 20<sup>th</sup> 2013 at 6:00 p.m.
4. Highland High school – August 21<sup>st</sup> 2013 at 6:00 p.m.
5. Lake Los Angeles Community Gymnasium – August 27<sup>th</sup> 2013 at 7:00 p.m.

The October 2013 proposed service changes will be cost neutral. Because of the minor changes involved, these changes will not require a public hearing. Changes to service are minimal and well below the 25% established guideline. All proposed service schedules and frequencies are being maintained and routing and service connectivity is being improved with no disproportionate impacts on minorities or Limited English Proficiency (LEP) communities.

Prepared by:

Submitted by:

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Dietter A. Aragon  
Senior Transit Analyst

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Julie M. Austin  
Executive Director



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**Regular Meeting of the Board of Directors**

**10:00 a.m.**

**Tuesday, June 25, 2013**

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

**UNOFFICIAL MINUTES**

**CALL TO ORDER:**

Called to order at 10:02 a.m.

**PLEDGE OF ALLEGIANCE:**

Director Lackey led the Pledge of Allegiance.

**ROLL CALL:**

Chairman Norm Hickling  
Vice Chairman Marvin Crist  
Director Tom Lackey  
Director Steve Hofbauer  
Director Dianne Knippel  
Director Sandra Johnson

General Counsel D. Craig Fox requested that Resolution No. 2013-004 be added to the agenda and discussed during Closed Session Item #5: Conference with Legal Counsel- Existing Litigation (People v. Jorge: Case no. BA405021 and People v. Floyd: Case no. BA405021).

Whether the Resolution needs acted on is dependent upon the result of the Board's Closed Session discussion. Mr. Fox stated that the Resolution is being added to the agenda based on the following findings: 1) the issue came to his attention after the posting of the agenda; and 2) there is an immediate need to take action.

**Motion: Add Resolution No. 2013-004 to Closed Session Item #5.**

Moved by Vice Chairman Crist, seconded by Director Hofbauer

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

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

Nays: None

Abstain: None

Absent: None

**APPROVAL OF AGENDA:**

**Motion: Approve the agenda as comprised.**

Moved by Vice Chairman Crist, seconded by Director Johnson

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

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

Nays: None

Abstain: None

Absent: None

**PUBLIC BUSINESS FROM THE FLOOR:**

There was no public business presented.

**MISCELLANEOUS BUSINESS – NON-AGENDA ITEMS:**

Clerk of the Board Darr received an e-mail from Josh Gross on June 24, 2013 who requested that it be read aloud during the meeting.

Mr. Gross is an employer in Beverly Hills whose employees ride Commuter Bus 786 and find it very convenient since the Wilshire/Rodeo stop is only a block or so from their office. He requested that the Board: 1) consider adding one later departure and one later return trip for Commuter Bus 786 to accommodate employees who work in the area; and 2) that the Board consider adding an east San Fernando Valley bus line, similar to the 787 line, that would service points of interest east of the 405 freeway.

The Board directed Senior Transit Analyst Dieter Aragon to research Mr. Gross' request and respond in writing.

**SPECIAL REPORTS and PRESENTATIONS:**

**SRP 1 Recognition of Outgoing Director Ken Mann**

Executive Director Julie Austin presented a plaque from the AVTA and Chairman Hickling presented a Commendation from Los Angeles County Supervisor Michael Antonovich to Director Mann in recognition of his service to the AVTA as a member of the Board since 2011. Director Mann thanked staff and the Board members for their support during his time as a Director.

**SRP 2 Presentation of Veolia Operator of the Month for May 2013**

Veolia General Manager Hector Fuentes and Executive Director Julie Austin presented a plaque to Coach Operator Phillip Winston, Veolia Operator of the Month for May 2013.

**SRP 3 June 2013 Legislative Update**

Grants Administrator Judy Vaccaro-Fry detailed the Homeland Security Appropriations Act for Federal Fiscal Year (FFY) 2014, which provides approximately \$97.5 million for the Federal Emergency Management Administration's (FEMA) State and Local Grants account for rail and public transportation security grants; the same amount provided in FFY13. She also provided an update regarding the TIGER Grants, highway and transit funding, and earmarks.

Marketing Manager Wendy Williams provided updates regarding Assembly Bill 574 (Lowenthal), the Transportation Coalition for Livable Communities bill regarding investment of Cap and Trade funds, and Assembly Bill 160 (Alejo), which would effectively exempt transit labor from provisions of the Public Employee Pension Reform Act (PEPRA). There was no discussion regarding the state or federal legislative updates.

**CONSENT CALENDAR:**

Chairman Hickling noted that Directors Lackey and Hofbauer were absent from the May 28, 2013 Board meeting and will abstain from voting on CC 1. He requested to pull CC 1.

CC 1 Board of Directors Meeting Minutes for May 28, 2013 – Karen Darr

**Motion: Approve CC item 1.**

Moved by Vice Chairman Crist, seconded by Director Johnson

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

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

Nays: None

Abstain: Directors Lackey and Hofbauer

Absent: None

CC 2 Financial Reports for June 2013 – Colby Konisek

CC 3 FY13 Key Performance Indicators Report for April 2013 – Dieter Aragon

CC 4 Amendment #4 to Contract #2012-010 with Moore and Associates for Mobility Management Services – Wendy Williams

CC 5 Hybrid Bus Fuel Savings – Len Engel

CC 6 FY14 Investment Policy and Local Agency Investment Fund (LAIF) Update – Colby Konisek

CC 7 Transit Mutual Assistance Compact (TRANSmac) – Len Engel

**Motion: Approve CC items 2-7.**

Moved by Vice Chairman Crist, seconded by Director Johnson

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

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

Nays: None

Abstain: None

Absent: None

**NEW BUSINESS:**

NB 1 Election of FY14 Board Officers

General Counsel presented the staff report. There was no discussion regarding this item.

**Motion: Re-elect Norm Hickling as Chairman and Marvin Crist as Vice Chairman**

Moved by Director Johnson, seconded by Director Knippel

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

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

Nays: None

Abstain: None

Absent: None

**NB 2 Renew Memorandum of Understanding with City of Palmdale for Bus Stop Maintenance**

There was no discussion regarding this item.

**Motion: Renew the Memorandum of Understanding with the City of Palmdale for Bus Stop Maintenance**

Moved by Vice Chairman Crist, seconded by Director Hofbauer

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

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

Nays: None

Abstain: None

Absent: None

**NB 3 Award Contract #2013-001 to Avail Technologies for an Intelligent Transportation System (ITS)**

Director of Operations and Maintenance Len Engel presented the staff report and played a short video that highlighted Avail's products and services. The Board discussed the implementation timeframe, system integration capabilities, and the purpose of the 8% contingency. Ms. Austin confirmed that staff would obtain Board approval if or when a contingency expense is required.

Rick Spangler, Vice President of Customer Relations for Avail Technologies, was introduced to the Board members. He provided information regarding how the AVTA's fleet/route ITS compares to other transit agencies that are clients of Avail Technologies. The Board directed Ms. Williams to issue a press release announcing the ITS contract award.

Director Johnson excused herself from the meeting at 10:38 a.m. due to an emergency.

**Motion: Award Contract #2013-001 to Avail Technologies for an Intelligent Transportation System (ITS)**

Moved by Vice Chairman Crist, seconded by Director Hofbauer

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

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

Nays: None

Abstain: None

Absent: Director Johnson

**NB 4 Award Contract #2013-022 to Vinsa, Inc. for Insurance Broker of Record and FY14 Insurance Policies**

There was no discussion regarding this item.

**Motion: Award Contract #2013-022 to Vinsa, Inc. for Insurance Broker of Record and FY14 Insurance Policies**

Moved by Vice Chairman Crist, seconded by Director Lackey

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

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

Nays: None

Abstain: None

Absent: Director Johnson

**OLD BUSINESS:**

**OB 1 Approval of Final FY14 Business Plan and Short Range Transit Plan**

Director of Finance Colby Konisek presented the Final FY14 Business Plan and Short Range Transit Plan. The Board discussed the data for the proposed Key Performance Indicators, true data that will be provided once the Intelligent Transportation System is implemented, and projected funding sources.

**Motion: Approval of Final FY14 Business Plan and Short Range Transit Plan**

Moved by Vice Chairman Crist, seconded by Director Hofbauer

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

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

Nays: None

Abstain: None

Absent: Director Johnson

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

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

CS 1 Public Employment (G.C. section 54957)  
Title: General Counsel to AVTA

CS 2 Conference with Labor Negotiator (G.C. section 54957.6)  
Authority Negotiator: Norman L. Hickling, Board Chairman  
Unrepresented (potential) employee: General Counsel to AVTA

CS 3 Public Employee Performance Evaluation (G.C. section 54957(b))  
Title: Executive Director.

CS 4 Conference with Labor Negotiator (G.C. section 54957.6)  
Authority Negotiator: Norman L. Hickling, Board Chairman  
Unrepresented Employee: Executive Director

CS 5 Conference with Legal Counsel- Existing Litigation  
G.C. section 54956.9(d)(1) and (4)  
People v. Jorge: Case no. BA405021  
People v. Floyd: Case no. BA405021

**RECESS TO CLOSED SESSION:**

The Board recessed to Closed Session at 11:12 a.m.

**RECONVENE TO PUBLIC SESSION:**

The Board reconvened to Public Session at 12:25 p.m.

**REPORT BY LEGAL COUNSEL OF ACTION TAKEN IN CLOSED SESSION:**

Chairman Hickling stated that there was no reportable action on CS 1 through CS 4. Concerning the two existing litigation cases listed under CS 5, General Counsel requested that the Board consider adopting Resolution No. 2013-004, a Resolution authorizing a limited waiver of the attorney/client privilege in connection with a criminal prosecution.

**Motion: Adopt Resolution No. 2013-004**

Moved by Vice Chairman Crist, seconded by Director Knippel

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

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

Nays: None

Abstain: None

Absent: Director Johnson

**REPORTS AND ANNOUNCEMENTS:**

RA 1 Executive Director's Report

- Ms. Austin congratulated Mr. Konisek and the Finance staff on a job well done finalizing the FY14 Business Plan and Short Range Transit Plan, and all staff involved in finalizing the ITS procurement.
- The Strategic Planning Workshop is confirmed for July 17, 2013 at 9:00 a.m. in the Board Room.

**MISCELLANEOUS BUSINESS – NON-AGENDA BOARD OF DIRECTORS ITEMS:**

On behalf of the Board, Chairman Hickling thanked staff for their concise and informative presentations.

**ADJOURNMENT:**

Adjourned the meeting at 12:29 p.m. to the Special Meeting of the Board of Directors on July 17, 2013 at 9:00 a.m. in the Antelope Valley Transit Authority Board Room, 42210 6<sup>th</sup> Street West, Lancaster, California.

PASSED, APPROVED, and ADOPTED this 23<sup>rd</sup> day of July, 2013.

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Norman L. Hickling, Chairman

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Julie M. Austin, Secretary

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

**DATE:** July 23, 2013  
**TO:** BOARD OF DIRECTORS  
**SUBJECT:** Financial Reports for July 2013

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### RECOMMENDATION

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

### FISCAL IMPACT

Payroll: June payroll of \$275,838.51 represents an increase of \$93,408.35 or 51.2% over the prior month's salary expense.

Expenditures: \$3,926,991.45

### BACKGROUND

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

The \$93K increase in payroll was because three payroll periods occurred in June instead of the two that normally occur.

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

<b>Payroll Period</b>	<b>Amount</b>	<b>Journal #</b>
05/19/13-06/01/13	\$ 90,871.50	PYPKT00429
06/02/13-06/15/13	\$ 90,972.80	PYPKT00436
06/04/13-06/04/13	\$ 3,118.19	PYPKT00430
06/16/13-06/29/13	\$ 90,876.02	PYPKT00439
<b>Gross Pay-June,13</b>	<b>\$ 275,838.51</b>	

Total expenditures for June were \$3.93M. Large items included \$3.03M for purchased transportation (3 months of Veolia invoices), \$362K for capital purchases, and \$357K for fuel expense. Items listed above comprise 95.6% of total expenditures.

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

<b>Register Date</b>	<b>Amount</b>
06/01/13-06/30/13	\$3,926,991.45

As of May, 2013, the total cash per the general ledger is \$19,965,132. After deducting restricted funds, the operating cash balance is \$12,197,090. Accounts receivable balances expected to be collected and converted to operating cash within 30 days are \$1,725,416; thus total expected cash available for operations in the next 30 days is \$13,922,507.

Coverage of the total is equal to 4.6 times the Authority's minimum cash balance target of \$3 million.

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

Prepared by:

Submitted by:

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Colby Konisek  
Director of Finance

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Julie M. Austin  
Executive Director/Treasurer

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

ATTACHMENT CC 2.A

ANTELOPE VALLEY TRANSIT AUTHORITY  
Treasurer's Report  
Month Ended May 31, 2013

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

Local Agency Investment Fund		\$ 3,586,299.15			
Interest earned quarterly			\$ -		
Net LAIF Funds					\$ 3,586,299.15
B of A - Capital Reserve		\$ 1,218,407.09	\$ -		
B of A - Proposition 1B*		\$ 2,963,209.55	\$ -		
Interest earned in the month			\$ 125.83		\$ 4,181,742.47
* Deferred revenue, recorded as liability until associated expense incurred.					
Wells Fargo CD		\$ 250,274.35			
Interest for Six Months			\$ -		\$ 250,274.35
<b>Payroll, Payable &amp; Main Acct Bank of America</b>		\$ 10,733,002.29			
<b>Operating Accounts Analysis</b>					
Passenger Revenue			\$ 165,851.59		
Vendor Pass Sales Revenue			\$ 234,708.26		
Federal Grants Revenue			\$ 1,008,099.00		
MTA Revenue			\$ 774,453.87		
Jurisdiction Contributions			\$ 138,282.00		
Non-Transportation Revenue			\$ 43,023.66		
Accounts Payable For The Month				\$ (960,869.06)	
Employee Net Pay				\$ (136,204.34)	
Employee Taxes				\$ (29,777.62)	
Employee Deductions				\$ (8,393.76)	
Employer Payroll Taxes				\$ (2,945.76)	
Calpers				\$ (12,569.67)	
Machine lease monthly of CS tap card sales				\$ (65.06)	
Bank monthly charge				\$ (529.35)	
<b>Net Operating Funds</b>		\$ 10,733,002.29	\$ 2,364,418.38	\$ (1,151,354.62)	\$ 11,946,066.05
Petty Cash					\$ 750.00
<b>TOTAL CASH AND INVESTMENTS</b>					<b>\$ 19,965,132.02</b>

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

Prepared by:

Submitted by:

Rong Fitzgibbons  
Senior Finance Analyst

Colby Konisek  
Director of Finance

ATTACHMENT CC 2.A.1

ANTELOPE VALLEY TRANSIT AUTHORITY  
 Treasurer's Report Addendum: Cash Flow Projection  
 Month Ended May 31, 2013

Descriptions	\$Subtotal	\$Total
BALANCE FROM TREASURER'S REPORT		19,965,132
<b><u>Less Restricted Funds</u></b>		
LAIF Fund Balance		(3,586,299)
B of A Capital Reserve		(1,218,407)
B of A Proposition 1B		(2,963,335)
<b>OPERATING BANK ACCOUNTS BALANCE AT MAY 31, 2013</b>		<b>12,197,090</b>

**ACCOUNTS RECEIVABLE AS OF MAY 31, 2013**  
 (Expected To Be Converted to Cash in 30 days)

MTA Revenue	397,895	
Vendor Pass Sales	14,433	
Other Receivable - Access Service	33,777	
A/R Federal Funding draws	<u>1,279,312</u>	<b>1,725,416</b>

<b>TOTAL OPERATING CASH AND ACCOUNTS RECEIVABLE</b>	<b>13,922,507</b>
<b>TOTAL OPERATING CASH MINIMUM TARGET:</b>	<b>3,000,000</b>
<b>Operating Cash Coverage of AVTA Minimum Target:</b>	<b>4.6</b>

ATTACHMENT CC 2.B

**ANTELOPE VALLEY TRANSIT AUTHORITY  
PAYROLL HISTORY REPORT**

APRIL TO JUNE, 2013

	<b>April TOTAL</b>	<b>May TOTAL</b>	<b>June TOTAL</b>
<u>NUMBER OF CHECKS</u>	77	76	115
<b><u>EARNINGS</u></b>			
Regular Pay	\$ 164,068.86	\$ 163,088.37	\$ 230,883.86
Overtime Pay	745.67	540.09	2,061.55
Vacation Pay	8,878.93	9,756.94	22,249.48
Sick Pay	4,783.16	5,197.06	6,118.47
Bereavement Pay			2,205.76
Holiday Pay			
Banked Pay		366.00	
Floating Holiday Pay	1,135.86	1,163.70	11,119.93
Deferred Income 457	799.64	799.64	1,199.46
Retroactive Pay	468.61	1,518.36	
Vacation cash out	1,666.00		
Final Compensation and Vacation Pay Out			
Bonus Pay			
<b>TOTAL</b>	<b>\$ 182,546.73</b>	<b>\$ 182,430.16</b>	<b>\$ 275,838.51</b>
<b>Inc(Dec)-Current month over previous month</b>		<b>\$ (116.57)</b>	<b>\$ 93,408.35</b>
<b>% Inc(Dec)-Current month over previous month</b>		<b>(0.1%)</b>	<b>51.2%</b>

## ATTACHMENT - CC 2.C



Antelope Valley Transit Authority

Expense Report

By Vendor Name

Payment Dates 6/1/2013 - 6/30/2013

Payment Number	Payment Date	Vendor Name	Description (Item)	Amount
<b>Vendor: 4 Imprint Inc</b>				
5579	06/13/2013	4 Imprint Inc	Set-up Charge Business Card / ID Holder	\$ 55.00
5579	06/13/2013	4 Imprint Inc	Keep It Clip	\$ 709.00
5579	06/13/2013	4 Imprint Inc	Balloons 9" Standard	\$ 372.11
5579	06/13/2013	4 Imprint Inc	Budgeteer Pencils	\$ 416.79
5579	06/13/2013	4 Imprint Inc	Anodized Carabineer Key holder	\$ 818.46
5579	06/13/2013	4 Imprint Inc	Hand Fan -8" Round	\$ 860.79
5579	06/13/2013	4 Imprint Inc	Business Card / ID Holder	\$ 808.03
5654	06/26/2013	4 Imprint Inc	Set-up Charge for Fairway Pen	\$ 25.00
5654	06/26/2013	4 Imprint Inc	Fairway pens	\$ 116.50
5654	06/26/2013	4 Imprint Inc	Fairway Pen	\$ 563.99
<b>Vendor 4 Imprint Inc Total:</b>				<b>\$ 4,745.67</b>
<b>Vendor: ad camp</b>				
5655	06/26/2013	ad camp	AVC Kiosk Advertising 6/5/13-7/4/13	\$ 375.00
<b>Vendor ad camp Total:</b>				<b>\$ 375.00</b>
<b>Vendor: Adelman Broadcasting</b>				
5580	06/13/2013	Adelman Broadcasting	Bob FM & Juan Fm Radio Ads	\$ 375.00
5580	06/13/2013	Adelman Broadcasting	Bob FM & Juan Fm Radio Ads	\$ 625.00
<b>Vendor Adelman Broadcasting Total:</b>				<b>\$ 1,000.00</b>
<b>Vendor: Airgas</b>				
5557	06/05/2013	Airgas	Helium Cylinder Rental	\$ 13.58
<b>Vendor Airgas Total:</b>				<b>\$ 13.58</b>
<b>Vendor: American Heritage Life Ins.</b>				
5632	06/26/2013	American Heritage Life Ins.	Employee paid Extended Benefits, June 2013	\$ 587.96
<b>Vendor American Heritage Life Ins. Total:</b>				<b>\$ 587.96</b>
<b>Vendor: American Logistics Company</b>				
5633	06/26/2013	American Logistics Company	DAR revenue- Ambulatory- May 2013	\$ (5,414.50)
5633	06/26/2013	American Logistics Company	DAR Revenue- Wheelchair- May 2013	\$ (2,470.00)
5633	06/26/2013	American Logistics Company	DAR Wheelchair- May 2013	\$ 27,750.96
5633	06/26/2013	American Logistics Company	DAR Ambulatory- May 2013	\$ 59,350.70
5633	06/26/2013	American Logistics Company	DAR- Coupon invoice- May 2013	\$ 1,797.00
5633	06/26/2013	American Logistics Company	DAR- Contract year 1 Bonus	\$ 9,000.00
<b>Vendor American Logistics Company Total:</b>				<b>\$ 90,014.16</b>
<b>Vendor: American Public Transit Ask</b>				
5581	06/13/2013	American Public Transit Asc	Ad Wheel Awards Process Fee	\$ 850.00
<b>Vendor American Public Transit Asc Total:</b>				<b>\$ 850.00</b>
<b>Vendor: Antelope Valley Free Classified</b>				
5656	06/26/2013	Antelope Valley Free Classified	Transporter Advertising in AV Classified	\$ 400.00
<b>Vendor Antelope Valley Free Classified Total:</b>				<b>\$ 400.00</b>
<b>Vendor: Anthem Blue Cross</b>				
5582	06/13/2013	Anthem Blue Cross	Medical Insurance (EE Portion), 7/1/13-8/1/13	\$ 4,878.20
5582	06/13/2013	Anthem Blue Cross	Medical Ins. ER Statement credit, 7/1/13-8/1/13	\$ (553.00)
5582	06/13/2013	Anthem Blue Cross	Medical Insurance (ER Portion), 7/1/13-8/1/13	\$ 27,444.80
<b>Vendor Anthem Blue Cross Total:</b>				<b>\$ 31,770.00</b>
<b>Vendor: Aramark Uniform Services</b>				
5583	06/13/2013	Aramark Uniform Services	Uniform Services, June 2013	\$ 52.10
5657	06/26/2013	Aramark Uniform Services	Uniform Services, June 2013	\$ 49.86
5657	06/26/2013	Aramark Uniform Services	Uniform Services, June 2013	\$ 58.92
5583	06/13/2013	Aramark Uniform Services	Uniform Services, June 2013	\$ 253.84
<b>Vendor Aramark Uniform Services Total:</b>				<b>\$ 414.72</b>

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## Expense Report

Payment Dates: 6/1/2013 - 6/30/2013

Payment Number	Payment Date	Vendor Name	Description (Item)	Amount
<b>Vendor: Arrow Engineering-AESI</b>				
5584	06/13/2013	Arrow Engineering-AESI	Bus Stop Improvements 4/11/13-5/10/13	\$ 10,623.88
<b>Vendor Arrow Engineering-AESI Total:</b>				<b>\$ 10,623.88</b>
<b>Vendor: At&amp;T Calnet</b>				
5585	06/13/2013	At&T Calnet	Phone/Fax	\$ 764.22
<b>Vendor At&amp;T Calnet Total:</b>				<b>\$ 764.22</b>
<b>Vendor: AT&amp;T Mobility</b>				
5586	06/13/2013	AT&T Mobility	Cell Phones, 4/7/12-5/6/13	\$ 901.93
5634	06/26/2013	AT&T Mobility	Cell Phones, 5/7/13-6/6/13	\$ 882.80
<b>Vendor AT&amp;T Mobility Total:</b>				<b>\$ 1,784.73</b>
<b>Vendor: Atkinson, Andelson, Loya, RUUD</b>				
5558	06/05/2013	Atkinson, Andelson, Loya, RUUD	General Advice, April 2013	\$ 192.50
5635	06/26/2013	Atkinson, Andelson, Loya, RUUD	General Advice, May 2013	\$ 813.07
<b>Vendor Atkinson, Andelson, Loya, RUUD Total:</b>				<b>\$ 1,005.57</b>
<b>Vendor: AV Mail n More</b>				
5658	06/26/2013	AV Mail n More	CPOS Reimbursement March- April 2013	\$ 100.00
<b>Vendor AV Mail n More Total:</b>				<b>\$ 100.00</b>
<b>Vendor: AV Press</b>				
5587	06/13/2013	AV Press	Transporter Advertising, 5/1/13--5/31/13	\$ 850.00
5587	06/13/2013	AV Press	Request for Quote Ad Regional Partnership Program	\$ 379.35
5587	06/13/2013	AV Press	Ads for General Counsel	\$ 279.30
<b>Vendor AV Press Total:</b>				<b>\$ 1,508.65</b>
<b>Vendor: Block, Lyle</b>				
5636	06/26/2013	Block, Lyle	Reimb.- DBE Training, Salt Lake City 6/3-6/6	\$ 1,030.50
<b>Vendor Block, Lyle Total:</b>				<b>\$ 1,030.50</b>
<b>Vendor: Blue Tarp Financial- Northern Tool</b>				
5588	06/13/2013	Blue Tarp Financial- Northern Tool	Tires for BSM trailer	\$ 203.98
5659	06/26/2013	Blue Tarp Financial- Northern Tool	20v bax LI_ION batteries	\$ 169.99
5659	06/26/2013	Blue Tarp Financial- Northern Tool	12v to 20v max LI_ION charger	\$ 69.99
5659	06/26/2013	Blue Tarp Financial- Northern Tool	20v max LI_ION 5 in 1 cordless set	\$ 579.99
<b>Vendor Blue Tarp Financial- Northern Tool Total:</b>				<b>\$ 1,023.95</b>
<b>Vendor: BOHN'S Printing</b>				
5589	06/13/2013	BOHN'S Printing	TRANSPORTER brochures	\$ 356.43
5589	06/13/2013	BOHN'S Printing	Commuter brochures	\$ 801.97
5589	06/13/2013	BOHN'S Printing	Customer Comment Cards	\$ 798.56
<b>Vendor BOHN'S Printing Total:</b>				<b>\$ 1,956.96</b>
<b>Vendor: Brinks Incorporated</b>				
5660	06/26/2013	Brinks Incorporated	Money Room Service- June 2013	\$ 468.14
5660	06/26/2013	Brinks Incorporated	Money Room service Supplement for May	\$ 113.34
<b>Vendor Brinks Incorporated Total:</b>				<b>\$ 581.48</b>
<b>Vendor: Burris Coffee &amp; Pure Water Service</b>				
5559	06/05/2013	Burris Coffee & Pure Water Service	Coffee & Supplies, 11/27/12	\$ 190.40
<b>Vendor Burris Coffee &amp; Pure Water Service Total:</b>				<b>\$ 190.40</b>
<b>Vendor: Carl Warren &amp; Co.</b>				
5637	06/26/2013	Carl Warren & Co.	Third Party Insurance	\$ 158.13
<b>Vendor Carl Warren &amp; Co. Total:</b>				<b>\$ 158.13</b>
<b>Vendor: Carquest of Lancaster #7305</b>				
5590	06/13/2013	Carquest of Lancaster #7305	Oil filter	\$ 9.15
5590	06/13/2013	Carquest of Lancaster #7305	Oil Filter	\$ 9.15
5638	06/26/2013	Carquest of Lancaster #7305	Diesel Fuel Supply	\$ 14.93
<b>Vendor Carquest of Lancaster #7305 Total:</b>				<b>\$ 33.23</b>
<b>Vendor: Celtis Ventures, LLC</b>				
5591	06/13/2013	Celtis Ventures, LLC	Public Relations Marketing Consultant	\$ 2,000.00
<b>Vendor Celtis Ventures, LLC Total:</b>				<b>\$ 2,000.00</b>

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## Expense Report

Payment Dates: 6/1/2013 - 6/30/2013

Payment Number	Payment Date	Vendor Name	Description (Item)	Amount
<b>Vendor: Colby Konisek</b>				
5639	06/26/2013	Colby Konisek	Reimb- Budget Book supplies	\$ 175.37
<b>Vendor Colby Konisek Total:</b>				<b>\$ 175.37</b>
<b>Vendor: Complete Coach Works</b>				
5560	06/05/2013	Complete Coach Works	Bus #4741 refurbish	\$ 143,430.56
5592	06/13/2013	Complete Coach Works	Bus # 4738 Commuter Coach Refurb	\$ 144,508.28
<b>Vendor Complete Coach Works Total:</b>				<b>\$ 287,938.84</b>
<b>Vendor: Compliance Oversight Solutions- Ideal</b>				
5593	06/13/2013	Compliance Oversight Solutions	Veolia Compliance oversight, 1st Quarter	\$ 1,975.00
5593	06/13/2013	Compliance Oversight Solutions	Veolia Compliance oversight, 1st Quarter	\$ 2,000.00
5593	06/13/2013	Compliance Oversight Solutions	ALC Compliance oversight	\$ 1,962.50
<b>Vendor Compliance Oversight Solutions- Ideal Total:</b>				<b>\$ 5,937.50</b>
<b>Vendor: Daily Journal Corporation</b>				
5661	06/26/2013	Daily Journal Corporation	Recruitment for General Counsel	\$ 975.00
<b>Vendor Daily Journal Corporation Total:</b>				<b>\$ 975.00</b>
<b>Vendor: Dell Marketing</b>				
5662	06/26/2013	Dell Marketing	Dell 5130cdn Yellow Toner	\$ 253.69
5662	06/26/2013	Dell Marketing	Dell 5130cdn Magenta Toner	\$ 253.69
5662	06/26/2013	Dell Marketing	Dell 1320c Black Toner	\$ 151.16
5662	06/26/2013	Dell Marketing	Dell 1720 Imaging Drum	\$ 120.10
5662	06/26/2013	Dell Marketing	Dell 1720 Black Toner	\$ 595.36
5662	06/26/2013	Dell Marketing	Dell 3760dn/3765dnf Yellow Toner	\$ 264.04
5662	06/26/2013	Dell Marketing	Dell 3760dn/3765dnf Cyan Toner	\$ 264.04
5662	06/26/2013	Dell Marketing	Dell 1250c Cyan Toner	\$ 72.47
<b>Vendor Dell Marketing Total:</b>				<b>\$ 1,974.55</b>
<b>Vendor: Federal Express</b>				
5561	06/05/2013	Federal Express	Shipping	\$ 22.40
5640	06/26/2013	Federal Express	Shipping	\$ 22.40
5640	06/26/2013	Federal Express	Shipping	\$ 256.05
<b>Vendor Federal Express Total:</b>				<b>\$ 300.85</b>
<b>Vendor: First Aid USA</b>				
5594	06/13/2013	First Aid USA	First Aid Kit refills, June 2013	\$ 349.46
<b>Vendor First Aid USA Total:</b>				<b>\$ 349.46</b>
<b>Vendor: Golden State Labor Compliance</b>				
5595	06/13/2013	Golden State Labor Compliance	Labor Compliance Reporting on HVAC Commissioning	\$ 1,693.00
<b>Vendor Golden State Labor Compliance Total:</b>				<b>\$ 1,693.00</b>
<b>Vendor: Grainger</b>				
5596	06/13/2013	Grainger	1 PALLET softener salt	\$ 644.81
5596	06/13/2013	Grainger	Magnetic Parts Tray (Genie Lift)	\$ 22.79
5596	06/13/2013	Grainger	Chain Lube	\$ 10.58
5596	06/13/2013	Grainger	Triple outlet extension whips	\$ 38.44
5596	06/13/2013	Grainger	Ext. cords -100ft 12/3	\$ 249.86
5596	06/13/2013	Grainger	Key Tags W/Rings	\$ 39.37
5596	06/13/2013	Grainger	Filter, air	\$ 7.43
5596	06/13/2013	Grainger	Throttle Control	\$ 22.95
5596	06/13/2013	Grainger	Safety Valve	\$ 58.82
5663	06/26/2013	Grainger	42" TV for break room	\$ 1,095.78
5663	06/26/2013	Grainger	Price Adjust- 42" TV	\$ 164.81
5641	06/26/2013	Grainger	Credit- Commercial TV	\$ (65.40)
5663	06/26/2013	Grainger	Carpet Extractor, 9g	\$ 1,712.52
5663	06/26/2013	Grainger	Swamp cooler motor	\$ 338.64
5641	06/26/2013	Grainger	Pipe Plugs	\$ 9.24
5663	06/26/2013	Grainger	Component Shelf, A/V Equipment, Wall, Black	\$ 230.02
5663	06/26/2013	Grainger	A/C filters 20 x 20x 2	\$ 213.47
5663	06/26/2013	Grainger	Belt Dressing	\$ 11.86
5663	06/26/2013	Grainger	Cable Ties 8 in.	\$ 5.12
5663	06/26/2013	Grainger	A/C Filters 25x20x2	\$ 242.11
5663	06/26/2013	Grainger	Cable ties 15 in.	\$ 11.48

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Payment Dates: 6/1/2013 - 6/30/2013

Payment Number	Payment Date	Vendor Name	Description (Item)	Amount
5641	06/26/2013	Grainger	Cable Connector	\$ 63.68
<b>Vendor Grainger Total:</b>				<b>\$ 5,128.38</b>
<b>Vendor: H &amp; H Wholesale</b>				
5642	06/26/2013	H & H Wholesale	Full Flow Lube	\$ 5.43
<b>Vendor H &amp; H Wholesale Total:</b>				<b>\$ 5.43</b>
<b>Vendor: High Desert Broadcasting</b>				
5597	06/13/2013	High Desert Broadcasting	Memorial Day Radio Advertising	\$ 250.00
5597	06/13/2013	High Desert Broadcasting	Memorial Day Radio Advertising	\$ 250.00
5597	06/13/2013	High Desert Broadcasting	Memorial Day Radio Advertising	\$ 250.00
5597	06/13/2013	High Desert Broadcasting	Memorial Day Radio Advertising	\$ 250.00
<b>Vendor High Desert Broadcasting Total:</b>				<b>\$ 1,000.00</b>
<b>Vendor: High Desert Medical Group</b>				
5598	06/13/2013	High Desert Medical Group	New Hire Testing, 6/6/13	\$ 105.00
<b>Vendor High Desert Medical Group Total:</b>				<b>\$ 105.00</b>
<b>Vendor:</b>				
5562	06/05/2013		Wage Garnishment, 5/19/13-6/1/13	\$ 246.46
<b>Vendor Total:</b>				<b>\$ 246.46</b>
<b>Vendor: Home Depot Credit Services</b>				
5563	06/05/2013	Home Depot Credit Services	Mulch	\$ 33.53
5563	06/05/2013	Home Depot Credit Services	Nails and Pruning blades	\$ 26.64
5563	06/05/2013	Home Depot Credit Services	Supplies to mount new tire machine	\$ 43.60
5563	06/05/2013	Home Depot Credit Services	Drain Cleaner	\$ 164.65
5563	06/05/2013	Home Depot Credit Services	Door Mounting Supplies	\$ 77.51
5563	06/05/2013	Home Depot Credit Services	Stools for Admin	\$ 68.46
5643	06/26/2013	Home Depot Credit Services	Sprinkler Caps and Cabinet Repair	\$ 96.74
5643	06/26/2013	Home Depot Credit Services	Faucet Repair	\$ 43.38
5643	06/26/2013	Home Depot Credit Services	Air hoses and conduit	\$ 27.41
5643	06/26/2013	Home Depot Credit Services	Swamp Cooler repair	\$ 99.03
5643	06/26/2013	Home Depot Credit Services	Evap cooler pumps	\$ 111.66
5643	06/26/2013	Home Depot Credit Services	Sink Repair parts	\$ 107.57
<b>Vendor Home Depot Credit Services Total:</b>				<b>\$ 900.18</b>
<b>Vendor: Interior Plant Designs</b>				
5664	06/26/2013	Interior Plant Designs	Plant Services, June 2013	\$ 185.00
<b>Vendor Interior Plant Designs Total:</b>				<b>\$ 185.00</b>
<b>Vendor: Iron Mountain Records Mgmt Inc</b>				
5599	06/13/2013	Iron Mountain Records Mgmt Inc	Document Destruction Services	\$ 75.35
<b>Vendor Iron Mountain Records Mgmt Inc Total:</b>				<b>\$ 75.35</b>
<b>Vendor: Jet Reports, US</b>				
5600	06/13/2013	Jet Reports, US	License Renewal - Support & Maintenance	\$ 2,202.96
<b>Vendor Jet Reports, US Total:</b>				<b>\$ 2,202.96</b>
<b>Vendor: Julie Austin</b>				
5601	06/13/2013	Julie Austin	Reimbursement- Amtrak Train tickets	\$ 157.90
5601	06/13/2013	Julie Austin	Travel Reimb.- Metrolink Train tickets	\$ 53.00
5644	06/26/2013	Julie Austin	Reimb.- Small Ops Committee, Chicago, IL	\$ 42.16
<b>Vendor Julie Austin Total:</b>				<b>\$ 253.06</b>
<b>Vendor: L.A. County Waterworks</b>				
5645	06/26/2013	L.A. County Waterworks	Utilities- Water, 4/16/13-6/13/13	\$ 253.12
5645	06/26/2013	L.A. County Waterworks	Utilities- Water, 4/16/13-6/13/13	\$ 659.08
5645	06/26/2013	L.A. County Waterworks	Utilities- Water, 4/16/13-6/13/13	\$ 1,003.02
<b>Vendor L.A. County Waterworks Total:</b>				<b>\$ 1,915.22</b>
<b>Vendor: LA County Sheriff Dept</b>				
5602	06/13/2013	LA County Sheriff Dept	Security Services 4/1/13-4/30/13	\$ 10,285.19
5665	06/26/2013	LA County Sheriff Dept	LA County Sheriff's Security Services, 5/1/13-5/31	\$ 11,999.30
<b>Vendor LA County Sheriff Dept Total:</b>				<b>\$ 22,284.49</b>

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Payment Dates: 6/1/2013 - 6/30/2013

Payment Number	Payment Date	Vendor Name	Description (Item)	Amount
<b>Vendor: Len Engel</b>				
5564	06/05/2013	Len Engel	Travel Reimb.- APTA 2013 Bus Rodeo & Paratrans	\$ 512.45
				<b>Vendor Len Engel Total:</b>
				<b>\$ 512.45</b>
<b>Vendor: Long Beach Transit</b>				
5565	06/05/2013	Long Beach Transit	Public Service Recognition Dinner	\$ 30.00
				<b>Vendor Long Beach Transit Total:</b>
				<b>\$ 30.00</b>
<b>Vendor: Mail America 2- Palmdale</b>				
5666	06/26/2013	Mail America 2- Palmdale	CPOS Reimbursement Jan.-Feb 2013	\$ 100.00
5666	06/26/2013	Mail America 2- Palmdale	CPOS Reimbursement March.- June 2013	\$ 200.00
				<b>Vendor Mail America 2- Palmdale Total:</b>
				<b>\$ 300.00</b>
<b>Vendor: Mail America 3</b>				
5667	06/26/2013	Mail America 3	CPOS Reimbursement March-May 2013	\$ 150.00
				<b>Vendor Mail America 3 Total:</b>
				<b>\$ 150.00</b>
<b>Vendor: Mail America- Lancaster</b>				
5603	06/13/2013	Mail America- Lancaster	CPOS Phone credit- Jan 2013-Mar 2013	\$ 150.00
5603	06/13/2013	Mail America- Lancaster	CPOS Phone credit- April 2013-May 2013	\$ 100.00
				<b>Vendor Mail America- Lancaster Total:</b>
				<b>\$ 250.00</b>
<b>Vendor: Mar-Co Equipment Company</b>				
5566	06/05/2013	Mar-Co Equipment Company	Fitting	\$ 49.87
5604	06/13/2013	Mar-Co Equipment Company	Drive Brush Assembly	\$ 416.80
				<b>Vendor Mar-Co Equipment Company Total:</b>
				<b>\$ 466.67</b>
<b>Vendor: McMaster-Carr Supply Co.</b>				
5646	06/26/2013	McMaster-Carr Supply Co.	Cast Iron V-Belt Pulley	\$ 31.65
				<b>Vendor McMaster-Carr Supply Co. Total:</b>
				<b>\$ 31.65</b>
<b>Vendor: Mobile Relay Associates</b>				
5605	06/13/2013	Mobile Relay Associates	Mobile Repeater Service June 2013	\$ 999.60
				<b>Vendor Mobile Relay Associates Total:</b>
				<b>\$ 999.60</b>
<b>Vendor: Molina Graphic Installations</b>				
5606	06/13/2013	Molina Graphic Installations	Install green technology decals on hybrid	\$ 525.00
				<b>Vendor Molina Graphic Installations Total:</b>
				<b>\$ 525.00</b>
<b>Vendor: Moore &amp; Associates</b>				
5607	06/13/2013	Moore & Associates	Mobility Management - Direct Expenses	\$ 2,797.11
				<b>Vendor Moore &amp; Associates Total:</b>
				<b>\$ 2,797.11</b>
<b>Vendor: N/S Corporation</b>				
5668	06/26/2013	N/S Corporation	Bus wash brush couplers	\$ 1,151.04
5668	06/26/2013	N/S Corporation	Bus wash brush couplers	\$ 1,215.73
				<b>Vendor N/S Corporation Total:</b>
				<b>\$ 2,366.77</b>
<b>Vendor: Palmcaster Equipment Rentals</b>				
5669	06/26/2013	Palmcaster Equipment Rentals	Generator rental	\$ 112.50
5608	06/13/2013	Palmcaster Equipment Rentals	Gas powered generator	\$ 75.00
				<b>Vendor Palmcaster Equipment Rentals Total:</b>
				<b>\$ 187.50</b>
<b>Vendor: Palmdale Foundation of Education and Business</b>				
5609	06/13/2013	Palmdale Foundation of Educat	Palmdale Foundation of Education Sponsorship	\$ 500.00
				<b>Vendor Palmdale Foundation of Education and Business Total:</b>
				<b>\$ 500.00</b>
<b>Vendor: Palmdale Trophy</b>				
5647	06/26/2013	Palmdale Trophy	Walnut Plaque- Ken Mann Recognition	\$ 42.56
				<b>Vendor Palmdale Trophy Total:</b>
				<b>\$ 42.56</b>
<b>Vendor: Penny Saver USA</b>				
5610	06/13/2013	Penny Saver USA	Pennysaver ad for Pearblossom	\$ 84.45
5610	06/13/2013	Penny Saver USA	Pennysaver ad for Pearblossom	\$ 84.46
5670	06/26/2013	Penny Saver USA	Pennysaver ad for Pearblossom	\$ 84.64
5610	06/13/2013	Penny Saver USA	Pennysaver ad for Pearblossom	\$ 84.46
				<b>Vendor Penny Saver USA Total:</b>
				<b>\$ 338.01</b>

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Payment Dates: 6/1/2013 - 6/30/2013

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Payment Number	Payment Date	Vendor Name	Description (Item)	Amount
<b>Vendor: Perry, Mark</b>				
5648	06/26/2013	Perry, Mark	Reimb.- APTA Conf. - Bus Roadeo & Paratransit	\$ 61.41
<b>Vendor Perry, Mark Total:</b>				<b>\$ 61.41</b>
<b>Vendor: Petty Cash</b>				
5611	06/13/2013	Petty Cash	W. Jones- Lunch and Parking - Writing seminar	\$ 20.43
5611	06/13/2013	Petty Cash	K. Alcuran- Mileage Reimb.- FTA Workshop	\$ 79.67
5611	06/13/2013	Petty Cash	J. Fry- Parking Fee- FTA Grant workshop	\$ 12.50
5611	06/13/2013	Petty Cash	C. Rudolph- Mileage Reimb.- AVC meeting	\$ 7.35
5611	06/13/2013	Petty Cash	J. Austin- Fuel For AVTA vehicle	\$ 40.73
5611	06/13/2013	Petty Cash	R. Fitzgibbons- Lunch- Writing and Grammar sem.	\$ 6.49
5611	06/13/2013	Petty Cash	W. Williams- Lancaster Chamb. of Commerce	\$ 20.00
5611	06/13/2013	Petty Cash	K. Darr- Board Room Decorations	\$ 76.20
<b>Vendor Petty Cash Total:</b>				<b>\$ 263.37</b>
<b>Vendor: Pierce Heating and Air conditioning</b>				
5612	06/13/2013	Pierce Heating and Air condition	replace condenser coil - AC1	\$ 7,275.00
5671	06/26/2013	Pierce Heating and Air condition	Replace compressor in AC1	\$ 4,855.00
<b>Vendor Pierce Heating and Air conditioning Total:</b>				<b>\$ 12,130.00</b>
<b>Vendor: Pinnacle Petroleum Inc</b>				
5567	06/05/2013	Pinnacle Petroleum Inc	Fuel, May 2013	\$ 25,621.09
5613	06/13/2013	Pinnacle Petroleum Inc	Fuel May 2013	\$ 26,213.78
5613	06/13/2013	Pinnacle Petroleum Inc	Fuel May 2013	\$ 26,133.11
5613	06/13/2013	Pinnacle Petroleum Inc	Fuel May 2013	\$ 16,736.13
5613	06/13/2013	Pinnacle Petroleum Inc	Fuel May 2013	\$ 14,114.20
5613	06/13/2013	Pinnacle Petroleum Inc	Fuel May 2013	\$ 25,469.74
5613	06/13/2013	Pinnacle Petroleum Inc	Fuel May 2013	\$ 26,092.20
5613	06/13/2013	Pinnacle Petroleum Inc	Fuel May 2013	\$ 25,772.21
5567	06/05/2013	Pinnacle Petroleum Inc	Fuel, May 2013	\$ 25,971.54
5567	06/05/2013	Pinnacle Petroleum Inc	Fuel, May 2013	\$ 26,244.32
5672	06/26/2013	Pinnacle Petroleum Inc	Fuel, June 2013	\$ 13,049.75
5672	06/26/2013	Pinnacle Petroleum Inc	Fuel, June 2013	\$ 26,251.58
5672	06/26/2013	Pinnacle Petroleum Inc	Fuel, June 2013	\$ 26,897.00
5672	06/26/2013	Pinnacle Petroleum Inc	Fuel, June 2013	\$ 25,493.47
5672	06/26/2013	Pinnacle Petroleum Inc	Fuel, June 2013	\$ 26,537.86
<b>Vendor Pinnacle Petroleum Inc Total:</b>				<b>\$ 356,597.98</b>
<b>Vendor: RALLY Auto Group, Inc.</b>				
5568	06/05/2013	RALLY Auto Group, Inc.	Replacement Support Vehicle # 219	\$ 23,536.48
<b>Vendor RALLY Auto Group, Inc. Total:</b>				<b>\$ 23,536.48</b>
<b>Vendor: Richards, Watson &amp; Gershon</b>				
5569	06/05/2013	Richards, Watson & Gershon	General Counsel Services, April 2013	\$ 3,047.50
5569	06/05/2013	Richards, Watson & Gershon	Board Meeting, April 2013	\$ 1,075.00
<b>Vendor Richards, Watson &amp; Gershon Total:</b>				<b>\$ 4,122.50</b>
<b>Vendor: SignWarehouse, Inc.</b>				
5614	06/13/2013	SignWarehouse, Inc.	ORAGUARD 290 54X150 GLOSS CAST LAMINATING PVC FILM	\$ 1,114.59
5614	06/13/2013	SignWarehouse, Inc.	3M CONTROLTAC V3 48" X 150 FT	\$ 1,300.00
<b>Vendor SignWarehouse, Inc. Total:</b>				<b>\$ 2,414.59</b>
<b>Vendor: Sinclair Printing Company</b>				
5615	06/13/2013	Sinclair Printing Company	Local Transit Schedules	\$ 3,196.97
<b>Vendor Sinclair Printing Company Total:</b>				<b>\$ 3,196.97</b>
<b>Vendor: Southern California Edison</b>				
5570	06/05/2013	Southern California Edison	Utilities- Electricity	\$ 4,833.16
<b>Vendor Southern California Edison Total:</b>				<b>\$ 4,833.16</b>
<b>Vendor: Standard Insurance Company</b>				
5572	06/05/2013	Standard Insurance Company	Vision Insurance (EE Portion), 6/1/13-6/30/13	\$ 101.44
5572	06/05/2013	Standard Insurance Company	Vision Insurance (ER Portion), 6/1/13-6/30/13	\$ 403.84
5572	06/05/2013	Standard Insurance Company	Dental Insurance (EE Portion), 6/1/13-6/30/13	\$ 563.42
5572	06/05/2013	Standard Insurance Company	Dental Insurance (ER Portion), 6/1/13-6/30/13	\$ 2,082.14
<b>Vendor Standard Insurance Company Total:</b>				<b>\$ 3,150.84</b>

## ATTACHMENT - CC 2.C

7/1/2013 7:57:55 AM

## Expense Report

Payment Dates: 6/1/2013 - 6/30/2013

Payment Number	Payment Date	Vendor Name	Description (Item)	Amount
<b>Vendor: Standard Insurance Company</b>				
5571	06/05/2013	Standard Insurance Company	Life, May 2013	\$ 242.03
5571	06/05/2013	Standard Insurance Company	STD, May 2013	\$ 1,264.61
5571	06/05/2013	Standard Insurance Company	LTD, May 2013	\$ 784.38
5571	06/05/2013	Standard Insurance Company	AD&D, May 2013	\$ 93.52
5649	06/26/2013	Standard Insurance Company	Life, June 2013	\$ 244.13
5649	06/26/2013	Standard Insurance Company	STD, June 2013	\$ 1,228.34
5649	06/26/2013	Standard Insurance Company	LTD, June 2013	\$ 761.86
5649	06/26/2013	Standard Insurance Company	AD & D, June 2013	\$ 94.36
<b>Vendor Standard Insurance Company Total:</b>				<b>\$ 4,713.23</b>
<b>Vendor: Staples</b>				
5616	06/13/2013	Staples	Mobile Command Center Lap Tops	\$ 4,448.52
<b>Vendor Staples Total:</b>				<b>\$ 4,448.52</b>
<b>Vendor: State of California Franchise Tax Board</b>				
5573	06/05/2013	State of California Franchise Tax	Wage Garnishment, 5/19/13-6/1/13	\$ 477.62
<b>Vendor State of California Franchise Tax Board Total:</b>				<b>\$ 477.62</b>
<b>Vendor: Tableau Software Inc.</b>				
5617	06/13/2013	Tableau Software Inc.	Tableau Professional License	\$ 2,998.10
5617	06/13/2013	Tableau Software Inc.	Annual License	\$ 800.00
<b>Vendor Tableau Software Inc. Total:</b>				<b>\$ 3,798.10</b>
<b>Vendor: TCW Systems, Inc.</b>				
5574	06/05/2013	TCW Systems, Inc.	Radio Repeater Service, June 2013	\$ 500.00
5618	06/13/2013	TCW Systems, Inc.	Battery, LION	\$ 90.95
5650	06/26/2013	TCW Systems, Inc.	Radio Repeater Service, July 2013	\$ 500.00
<b>Vendor TCW Systems, Inc. Total:</b>				<b>\$ 1,090.95</b>
<b>Vendor: The Customer Service Experts</b>				
5673	06/26/2013	The Customer Service Experts	CPOS Reimbursement, May 2013	\$ 50.00
<b>Vendor The Customer Service Experts Total:</b>				<b>\$ 50.00</b>
<b>Vendor: The Gas Company</b>				
5575	06/05/2013	The Gas Company	Utilities- Gas, 4/22/13-5/21/13	\$ 620.81
<b>Vendor The Gas Company Total:</b>				<b>\$ 620.81</b>
<b>Vendor: The Outreach Center</b>				
5619	06/13/2013	The Outreach Center	Pride Festival Sponsorship	\$ 750.00
<b>Vendor The Outreach Center Total:</b>				<b>\$ 750.00</b>
<b>Vendor: The Signal</b>				
5620	06/13/2013	The Signal	Online TRANSporter Advertising, 5/21/13	\$ 900.00
<b>Vendor The Signal Total:</b>				<b>\$ 900.00</b>
<b>Vendor: Time Warner Cable Ad Sales/LA</b>				
5674	06/26/2013	Time Warner Cable Ad Sales/LA	TRANSporter TV Commercial Campaign	\$ 836.00
<b>Vendor Time Warner Cable Ad Sales/LA Total:</b>				<b>\$ 836.00</b>
<b>Vendor: Time Warner Cable Business Class</b>				
5651	06/26/2013	Time Warner Cable Business Class	Cable Service, 6/11/13-7/10/13	\$ 236.28
5651	06/26/2013	Time Warner Cable Business Class	Internet Service, 6/13/13-7/12/13	\$ 1,440.00
<b>Vendor Time Warner Cable Business Class Total:</b>				<b>\$ 1,676.28</b>
<b>Vendor: Transit Information Products</b>				
5621	06/13/2013	Transit Information Products	Acrylic Information Centers (Literature Racks)	\$ 414.20
5621	06/13/2013	Transit Information Products	Acrylic Information Centers (Literature Racks)	\$ 9,083.00
<b>Vendor Transit Information Products Total:</b>				<b>\$ 9,497.20</b>
<b>Vendor: Transit Talent</b>				
5622	06/13/2013	Transit Talent	Ad- General Counsel Job Posting	\$ 95.00
<b>Vendor Transit Talent Total:</b>				<b>\$ 95.00</b>
<b>Vendor: Trapeze Software Group, Inc.</b>				
5675	06/26/2013	Trapeze Software Group, Inc.	Trapeze EAM - FA & Equipment	\$ 38,065.00
5675	06/26/2013	Trapeze Software Group, Inc.	Trapeze EAM - Fuel	\$ 5,334.00
<b>Vendor Trapeze Software Group, Inc. Total:</b>				<b>\$ 43,399.00</b>

## ATTACHMENT - CC 2.C

7/1/2013 7:57:55 AM

## Expense Report

Payment Dates: 6/1/2013 - 6/30/2013

Payment Number	Payment Date	Vendor Name	Description (Item)	Amount
<b>Vendor: United Parcel Service</b>				
5576	06/05/2013	United Parcel Service	Shipping- Parts	\$ 115.70
5576	06/05/2013	United Parcel Service	Shipping- Parts	\$ 537.08
<b>Vendor United Parcel Service Total:</b>				<b>\$ 652.78</b>
<b>Vendor: UNUM Life Insurance Co of Amer</b>				
5652	06/26/2013	UNUM Life Insurance Co of Amer	Long Term Care (EE Portion), 7/1/13-7/31/13	\$ 187.50
5652	06/26/2013	UNUM Life Insurance Co of Amer	Long Term Care (ER Portion), 7/1/13-7/31/13	\$ 523.50
<b>Vendor UNUM Life Insurance Co of Amer Total:</b>				<b>\$ 711.00</b>
<b>Vendor: US Bank</b>				
5623	06/13/2013	US Bank	J. Austin- Airfare- Chicago- Small Op. Committee	\$ 239.80
5623	06/13/2013	US Bank	J. Austin- Airline Additional fee- Small Ops. Com.	\$ 63.00
5623	06/13/2013	US Bank	J. Austin- computer mouse for AVTA laptop	\$ 26.98
5623	06/13/2013	US Bank	C. Love- Registration- ARMA annual Seminar	\$ 90.00
5623	06/13/2013	US Bank	C. Konisek- Airfare APTA Risk Mgmt. Conf.	\$ 404.60
5623	06/13/2013	US Bank	L. Engel- Lodging for APTA Bus Paratransit Conf.	\$ 663.39
5623	06/13/2013	US Bank	C. Konisek- Registration- APTA Risk Mgmt. Conf.	\$ 475.00
5623	06/13/2013	US Bank	M. Perry- Lodging for APTA Bus Paratransit Conf.	\$ 663.39
5623	06/13/2013	US Bank	C. Lopez- Skill path seminar- "Excel as a mgr"	\$ 99.00
5623	06/13/2013	US Bank	K. Darr- Custom frames for Ad Wheel Award	\$ 181.65
5623	06/13/2013	US Bank	D. Cadena- Allison Transmission Software	\$ 495.00
5623	06/13/2013	US Bank	H. Fuentes- Airfare- ITS system demo in Concord	\$ 117.80
5623	06/13/2013	US Bank	D. Aragon- Airfare- ITS system demo in Concord	\$ 117.80
5623	06/13/2013	US Bank	L. Block- Airfare- ITS system demo in Concord	\$ 117.80
5623	06/13/2013	US Bank	R. Keys - Airfare- ITS system demo in Concord	\$ 117.80
5623	06/13/2013	US Bank	L. Engel- Airfare- ITS system demo in Concord	\$ 117.80
<b>Vendor US Bank Total:</b>				<b>\$ 3,990.81</b>
<b>Vendor: Vaccaro, Judy</b>				
5625	06/13/2013	Vaccaro, Judy	Travel Reimb- Cal ACT Spring Leg. Conference	\$ 402.94
<b>Vendor Vaccaro, Judy Total:</b>				<b>\$ 402.94</b>
<b>Vendor: Veolia Transportation</b>				
5577	06/05/2013	Veolia Transportation	Additional Hrs- Video shoot and Rt 96	\$ 337.08
5577	06/05/2013	Veolia Transportation	Ops and Maint- Local, March 2013	\$ 850,073.96
5577	06/05/2013	Veolia Transportation	Ops and Maint Liquidated Damages, March 2013	\$ (5,700.00)
5577	06/05/2013	Veolia Transportation	Ops and Maint- Commuter, March 2013	\$ 130,808.04
5577	06/05/2013	Veolia Transportation	Major Component repair	\$ 2,950.00
5577	06/05/2013	Veolia Transportation	Ops and Maint- Local, April 2013	\$ 855,628.40
5577	06/05/2013	Veolia Transportation	Ops and Maint- Commuter, April 2013	\$ 130,640.54
5577	06/05/2013	Veolia Transportation	Ops and Maint. Liquidated Damages, April 2013	\$ (6,700.00)
5653	06/26/2013	Veolia Transportation	Commuter Operations and Maintenance, May 2013	\$ 129,897.59
5653	06/26/2013	Veolia Transportation	Local Operations and Maintenance, May 2013	\$ 855,271.17
5653	06/26/2013	Veolia Transportation	LD's Operations and Maintenance, May 2013	\$ (5,500.00)
<b>Vendor Veolia Transportation Total:</b>				<b>\$ 2,937,706.78</b>
<b>Vendor: Verizon California</b>				
5626	06/13/2013	Verizon California	Phone services, 5/13/13-6/12/13	\$ 540.08
<b>Vendor Verizon California Total:</b>				<b>\$ 540.08</b>
<b>Vendor: Waste Management</b>				
5578	06/05/2013	Waste Management	Utilities- Waste, June 2013	\$ 605.84
<b>Vendor Waste Management Total:</b>				<b>\$ 605.84</b>
<b>Vendor: Waxie Sanitary Supply</b>				
5627	06/13/2013	Waxie Sanitary Supply	w8430 OSHA Deluxe Flocked Latex Gloves LRG 12/cs	\$ 33.14
5627	06/13/2013	Waxie Sanitary Supply	6 micron coreless roll trash can liners 24x24	\$ 63.39
5627	06/13/2013	Waxie Sanitary Supply	Clean and soft white universal towel rolls	\$ 342.37
5627	06/13/2013	Waxie Sanitary Supply	1.5 black max liner 150/cs	\$ 284.00
5627	06/13/2013	Waxie Sanitary Supply	20 packs of 250 case of toilet seat covers	\$ 47.14
5627	06/13/2013	Waxie Sanitary Supply	Soft Scrub cleanser with lemon 9x26-oz	\$ 52.97
5627	06/13/2013	Waxie Sanitary Supply	Clean and Soft Kitchen roll towels	\$ 55.13
5627	06/13/2013	Waxie Sanitary Supply	Clean & Soft EZ-Touch System Towel dispenser w/key	\$ 71.75
5627	06/13/2013	Waxie Sanitary Supply	Angel Soft PS Ultra white 2-ply premium embossed	\$ 357.81

## ATTACHMENT - CC 2.C

7/1/2013 7:57:55 AM

## Expense Report

Payment Dates: 6/1/2013 - 6/30/2013

Payment Number	Payment Date	Vendor Name	Description (Item)	Amount
5627	06/13/2013	Waxie Sanitary Supply	Borax pink powdered hand soap 10/5lbs	\$ 81.97
5627	06/13/2013	Waxie Sanitary Supply	Waxie White Super Loop Mop	\$ 127.64
<b>Vendor Waxie Sanitary Supply Total:</b>				<b>\$ 1,517.31</b>
<b>Vendor: Wendy Williams</b>				
5628	06/13/2013	Wendy Williams	Travel Reimb.- CTA Annual Spring Leg. Conference	\$ 48.11
<b>Vendor Wendy Williams Total:</b>				<b>\$ 48.11</b>
<b>Vendor: Western Exterminators</b>				
5629	06/13/2013	Western Exterminators	Exterminator Services for May 2013	\$ 85.50
<b>Vendor Western Exterminators Total:</b>				<b>\$ 85.50</b>
<b>Vendor: Winzer Corporation</b>				
5630	06/13/2013	Winzer Corporation	easy green 55 gallon	\$ 527.69
5630	06/13/2013	Winzer Corporation	powerball IND degreaser 55 gal	\$ 659.76
<b>Vendor Winzer Corporation Total:</b>				<b>\$ 1,187.45</b>
<b>Vendor: Witts</b>				
5676	06/26/2013	Witts	Office Supplies, June 213	\$ 127.79
5676	06/26/2013	Witts	Office Supplies, June 2013	\$ 4.34
<b>Vendor Witts Total:</b>				<b>\$ 132.13</b>
<b>Vendor: Xerox Corporation</b>				
5631	06/13/2013	Xerox Corporation	Meter Usage, 4/9/13-5/8/13	\$ 385.06
<b>Vendor Xerox Corporation Total:</b>				<b>\$ 385.06</b>
<b>Vendor: Zones Inc.</b>				
5677	06/26/2013	Zones Inc.	WD 500GB 3.5 in. SATA Hard Drive	\$ 192.93
5677	06/26/2013	Zones Inc.	HP 57 Tri-Color Print Cartridge	\$ 37.99
5677	06/26/2013	Zones Inc.	HP 20 Black Inkjet Cartridge	\$ 34.88
5677	06/26/2013	Zones Inc.	HP 56 Black Print Cartridge	\$ 23.64
<b>Vendor Zones Inc. Total:</b>				<b>\$ 289.44</b>
<b>Grand Total:</b>				<b>\$ 3,926,991.45</b>

**DATE:** July 23, 2013

**TO:** BOARD OF DIRECTORS

**SUBJECT:** FY13 Key Performance Indicators Report for May 2013

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## **RECOMMENDATION**

Receive and file the Key Performance Indicators Report for May 2013.

## **SUMMARY**

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

## **ANALYSIS**

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

**Boardings** – Boardings recorded by the farebox in the month of May were 312,955. This is an increase of 10% when compared to boardings recorded during May 2012. Year-to-date boardings are currently tracking at 3,368,712, an 11% increase over the previous fiscal year.

**Fare Revenue** – Fare revenue recorded for the month was \$411,568. This reflects an increase of 3.5% over May 2012 totals. Year-to-date revenues are currently at \$4,533,661 an improvement of 8% compared to FY 2012.

**Operating Expenses** – During the month of May, operating expenses were \$1.7 million producing an average cost per vehicle service hour of \$112.87. Expenditures are 3.4% higher for the month of May 2013 compared to May 2012; however, year-to-date operating costs (\$18.3 million) have increased by only 1.1% compared to the same period last year.

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

**Accidents [Target - 1.0 preventable accidents /100,000 miles]** – During the month of May, there were two preventable accidents, or 0.82 preventable accidents per 100,000 miles. Since the beginning of the fiscal year, there have been a total of 14 preventable accidents, or .55 preventable accidents per 100,000 miles. We are on track to having

one of the safest years on record.

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

**Customer Complaints [Target - 27.0 complaints/100,000 boardings]** – AVTA recorded 20.63 complaints per 100,000 boardings during the month of May 2013, well below the performance target of 27.0 and a decrease of 3% over May 2012.

**Schedule Adherence [Target - 95%]** – Average on-time performance (OTP) for the month of May 2013 was 94%, a decrease of 3.5% over May 2012 results. Recent road improvements and closures have contributed to the slight decrease in OTP, particularly on the Lake LA - Palmdale and the 787 commuter service.

**Average Hold Time [Target – 2 minutes]** – During the month of May, AVTA's customer service representatives handled 14,824 calls. The average hold time for the month was one minute 17 seconds, an improvement of 14% over May 2012. Customer service also tracks missed calls. During the month of May, 2,311 calls were abandoned before being answered by a customer service representative, a 7% decrease in calls abandoned compared to April 2013.

**Average Miles Between Service Interruptions [Target - 5,000 Miles]** – A total of 242,645 vehicle service miles were operated during the month of May 2013 with an average of 12,132 miles between service interruptions. This is equal to May 2012 figures. As the temperatures begin to rise in the Antelope Valley, the number of overheating problems has increased. We continue to have an issue with the all-electric Thermo-King air conditioners. Year-to-date miles between service interruptions (12,221) reflect an improvement of 16% over the same period last year.

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

**Boardings per Vehicle Service Hour [Target – 18.0]** – An average of 21.9 boardings per vehicle service hour were recorded during the month of May 2013, an increase of 15.6% over May 2012. Year-to-date boardings per vehicle service hour remain above the performance target and are tracking at almost 12% above FY12.

**Average Weekday Boardings [Target – 10,000]** – Average weekday boardings continue to increase, reaching 12,952 in May 2013, almost 16% over May 2012. Year-to-date, average weekday boardings have increased by 18% when compared to the same period in FY12.

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

***Average Cost Per Vehicle Service Hour [Target - \$117.00]*** – The average cost per vehicle service hour for the month was \$112.87, 4.5% higher than the cost per vehicle service hour in May 2012. Year-to-date cost per vehicle service hour is \$114.67, an increase of 5% over FY12, yet well below the FY13 performance target of \$117.00.

***Farebox Recovery Ratio [Target - 23.23%]*** – The average farebox recovery ratio during the month of May 2013 was 24.62%, equal to May 2012 figures. Year-to-date farebox recovery is currently tracking at 24.69%, an improvement of almost 7% compared to the previous fiscal year-to-date farebox recovery ratio of 23.13%.

Prepared by:

Submitted by:

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Dietter A. Aragón  
Senior Transit Analyst

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Julie M. Austin  
Executive Director

Attachments A and B:      Summary of System Goals and Performance

Antelope Valley Transit Authority | Attachment CC 3.A: Key Indicators Report  
May-13

Goal	Performance Indicator	Attachment	Current Month	MTD Meets/Exceeds	Same Month Prior Year	% Change	Performance Target	FY 13 Year to Date	YTD Meets/Exceeds	FY 12 Year to Date	% Change
Overall System Performance	Total Boardings	B	312,955	N/A	284,030	10.18%	N/A	3,368,712	N/A	3,027,824	11.26%
	Vehicle Service Hours		14,811	N/A	14,966	-1.04%	N/A	160,129	N/A	167,058	-4.15%
	Total Fare Revenue	B	\$411,568	N/A	\$397,643	3.50%	N/A	\$4,533,661	N/A	\$4,200,439	7.93%
	Total Operating Expense		\$1,671,789	N/A	\$1,616,772	-3.40%	N/A	\$18,362,784	N/A	\$18,160,873	-1.11%
Safe Transit System	Preventable Accidents per 100,000 Miles	C	0.82	X	1.70	51.51%	1.00	0.55	X	1.22	55.31%
Provide Outstanding Customer Service	Complaints per 100,000 Boardings	D	20.63	X	20.09	-2.70%	27.0	20.65	X	23.92	13.67%
	Schedule Adherence	E	93.9%		97.3%	-3.48%	95%	95.4%	X	96.2%	-0.85%
	Average Hold Time	F	1:17	X	1:30	14.44%	2:00	1:36	X	2:09	24.95%
	Average Miles Between Service Interruptions	G	12,132	X	12,074	0.48%	5,000	12,221	X	14,590	-16.24%
Operate an Effective Transit System	Boardings per Vehicle Service Hour	H	21.1	X	19.0	11.05%	18.0	21.0	X	18.1	16.02%
	Average Weekday Boardings	I	12,952	X	11,197	15.67%	10,000	12,693	X	10,773	17.82%
Operate an Efficient Transit System	Average Cost per Vehicle Service Hour	J	\$112.87	X	\$108.03	-4.49%	\$117.00	\$114.67	X	\$108.71	-5.49%
	Farebox Recovery Ratio	K	24.62%	X	24.59%	0.10%	23.23%	24.69%	X	23.13%	6.75%

Antelope Valley Transit Authority | Attachment CC 3.B: Operations Report - Total System  
May-13

Goal	Current Month	Same Month Prior Year	% Change	Performance Target	FY 13 Year to Date	YTD Meets/Exceeds	FY 12 Year to Date	% Change
Average Fare per Boarding	\$1.32	\$1.40	-6.06%	\$1.44	\$1.35		\$1.39	-2.99%
Average Cost per Boarding	\$5.34	\$5.69	6.15%	\$6.22	\$5.45	X	\$6.00	9.12%
Average Subsidy per Boarding	\$4.03	\$4.29	6.18%	\$4.77	\$4.11	X	\$4.61	10.96%
Total Service Miles	242,645	231,651	4.75%	N/A	2,783,854	N/A	2,490,084	11.80%
Total Vehicle Miles	287,056	255,972	12.14%	N/A	3,251,239	N/A	2,753,187	18.09%
Total Vehicle Hours	15,732	15,425	1.99%	N/A	185,959	N/A	167,974	10.71%
In-Service Speed	19.4	17.1	13.32%	N/A	20.3	N/A	14.9	36.22%
Boardings per Vehicle Service Mile	1.29	1.23	5.19%	N/A	0.83	N/A	0.82	0.48%

**County of Los Angeles Sheriff's Department****Antelope Valley Transit Authority****Quarterly Summary  
April – June 2013**

This fourth quarter report provides statistics for the Los Angeles County Sheriff's Department Transit Security Services from April 1, 2013 to June 30, 2013.

Deputy Maselli and his K-9 partner Ieka worked 514 hours during the AM shift and 171 hours in the PM shift. Deputy Newland and his K-9 partner Top worked 84 hours during the PM overtime shift. The Security Assistants worked 48 hours for the Fare Enforcement Operations.

**Stats:**

Between April 1 and June 30, 2013, a total of 60 citations were written, three vehicles were towed and 11 arrests were made. All citations were issued based on public safety as it directly relates to the transit system and/or quality of life issues. The following incidents were documented while monitoring the Lancaster City Park (LCP) and the Palmdale Transportation Center (PTC):

**Citations for Posted Signs:**

- No Right Turn
- Do Not Enter; Wrong Way

**Citations for Vehicle Codes:**

- Unlicensed Driver
- No Proof of Insurance
- Cell phone use while driving
- Suspended License
- No license plate

**Citations for Public Disturbance:**

- Open Container in Public Place
- Truancy
- Minor with possession of tobacco paraphernalia

Deputy Maselli and Ieka conducted several early morning sweeps with commuter passengers and drivers at LCP and PTC. He checks for unattended packages, enforces Antelope Valley Transit Authority (AVTA) bus rules and policies, and provides fare evasion deterrence.

He conducted high visibility K-9 terrorism and explosives deterrence sweeps at the AVTA offices, transfer centers, on buses, and at random bus stop locations throughout the Antelope Valley.

April 2- Deputy Maselli issued citations for failure to obey posted sign; no right turn, wrong way on a one-way street and no smoking. He also issued a citation for expired registration and no proof of insurance.

April 3- A citation for no smoking was issued at LCP and a citation for possession of an open container in public to a subject at the bus stop on Avenue J and Challenger Way.

April 4- Deputy Maselli cited, arrested, and released in the field a male subject at LCP. The subject's vehicle was impounded and held for driving with a suspended license for DUI.

April 9- Deputy Maselli made contact with drivers at the LCP and boarded bus 4360 on Route 1, bus 304 on Route 10, bus 4334 on Route 11, bus 4344 on Route 1, bus 3333 on Route 12, bus 4338 on Route 1, and bus 4362 on Route 5.

April 10- Deputy Maselli issued a citation to a minor for possession of tobacco paraphernalia at PTC. He responded to a call from operator Polanco on Route 10 for fare fraud. Deputy Maselli confiscated the Access TAP card that the female subject was using belonging to her grandmother. No citation was issued as the subject paid the bus fare. He did issue a citation to a male subject at Avenue J and Challenger Way for possession of open container in public.

April 15- Deputy Maselli and Ieka conducted a foot patrol. They checked bus 4352 on the Lake LA Express, 4361 on Route 4, 4357 on Route 11, 4369 on Route 12, 4347 on Route 1, and 304 on Route 10.

April 16- Deputy Maselli issued a citation for possession of open container in public to a male subject at the bus stop on 10<sup>th</sup> St. West and Newgrove Avenue.

April 17- Deputy Maselli deployed his explosive detection K-9 partner, Ieka at LCP for an unattended package. She did not indicate the presence of explosives in the area or in the bag. No buses were delayed at the transfer center and the bag was cleared.

Saturday, April 20- Deputy Maselli provided foot patrol terrorism deterrence sweeps with his K-9 partner, Ieka at LCP for the Poppy Festival. They responded to several unattended packages and cleared them with no incident. They conducted high visibility patrols in and around the transfer center, no issues to report; passengers and bus operators reported they feel safe.

April 22- Deputy Maselli cited two individual drivers for failure to obey posted sign, no right turn; no proof of insurance, and wrong way on a one-way street.

April 24- Deputy Maselli arrested, cited, and released in the field a male suspect. The suspect was an unlicensed driver, had no proof of insurance, and failed to obey posted sign; bus zone, no stopping. He also issued two citations for possession of open container in public at Challenger Way and Avenue J, one citation for failure to obey posted signs: bus zone, no stopping; no left turn, wrong way on one way street; and no smoking. He also issued a truancy citation at LCP to a female subject.

April 29- Deputy Maselli supervised Security Assistants Vardui Sultanyan and Nadia Mejorada at LCP for the Fare Enforcement Operation. Three citations were issued for misuse of fare media. The Security Assistants boarded a total of 25 buses and screened over 425 passengers during their shift at LCP. This was the first day of the Fare Enforcement Operation; the Security Assistants will come up every two weeks to monitor fare fraud and evasion on AVTA buses as requested by AVTA.

May 1- Deputy Maselli issued a citation to a male subject for failure to obey a posted sign; no right turn, unlicensed driver and no proof of insurance. This same subject was arrested for a \$10,000 outstanding warrant. Additional citations issued on this date were for evasion of payment of fare and two open containers in public.

May 6- Deputy Maselli made contact with drivers at the LCP and boarded bus 4342 on Route 1, bus 4353 on Route 10, bus 4345 on Route 11, bus 4340 on Route 1, bus 4356 on Route 12, bus 4360 on Route 4, bus 4349 on Route 11, and bus 4359 on Route 5.

May 8- Deputy Maselli responded to an unruly subject at LCP. The subject was warned and advised regarding loud, boisterous and unruly behavior.

May 13- Deputy Maselli supervised Security Assistants Randi Baker and Jessica McDaniel at LCP for the Fare Enforcement Operation. No citations were issued for misuse of fare media. All passengers stated they paid cash. Currently there is no way to verify cash on the bus. Deputy Maselli did issue a citation for failure to obey a posted sign (no right turn) and no proof of insurance.

May 14- Deputy Maselli issued a truancy citation to a minor at LCP. Deputy Maselli and Ieka also conducted a foot patrol. They checked buses 4338 on Route 10, 4348 on Route 1, 3334 on Route 11, 3332 on Route 12, 4337 on Route 1, and 4365 on Route 5.

May 21 to May 24- Deputy Maselli worked Monday through Friday at the request of AVTA due to reported issues by Veolia on Fridays. He worked 12 hours each day from 6:00 a.m. to 6:00 p.m. A citation for failure to obey a posted sign, no right turn, was issued to a male subject.

May 24- Deputy Maselli responded to a call from operator Dillard regarding an unruly passenger on her bus (4366) at Avenue J and 30<sup>th</sup> St. East on Route 12. The subject disembarked and walked away when he heard over the radio that Deputy Maselli was en-route to the location.

May 28- Deputy Maselli issued a citation for expired registration to a female subject at Avenue M and Sierra Hwy who was blocking the Route 4 bus stop. He also supervised Security Assistants Randi Baker and Jessica McDaniel at PTC and LCP for the Fare Enforcement Operation. Three hundred and fifty passengers were contacted; however, no citations were issued for misuse of fare media.

May 29- The AVTA Executive Director accompanied Deputy Maselli. During the shift, Deputy Maselli issued four citations for open containers in public. Citations were issued at: 10<sup>th</sup> St. West and Avenue L-8, 10<sup>th</sup> St. West and Newgrove Avenue, and Challenger Way and Avenue J. They also visited the Lancaster Senior Center and tracked Route 1 from LCP to PTC.

May 31- Deputy Maselli arrested, cited and released in the field a female subject for a suspended license and failure to obey a posted sign. The female subject's car was impounded.

June 1- Deputy Maselli arrested a female subject for driving on a suspended license; and cited for failure to obey a posted sign – driving the wrong way on a one-way street and no proof of insurance at LCP bus turnaround. She was released in the field. The subject's car was also impounded at the time. An additional citation was issued at LCP bus turnaround to another subject for failure to obey a posted sign – driving the wrong way on a one-way street and no proof of insurance.

June 4- Deputy Maselli warned and advised a male subject engaging in loud, boisterous and unruly behavior on bus 4361 on Route 5 at LCP. Deputy Maselli conducted night explosive detection K-9 training. Routes 1, 2, 3, 7, and 10 were monitored at PTC during this training.

June 5- Deputy Maselli issued citations to three different subjects for being double parked, driving on a suspended license, no proof of insurance, expired registration, no license plates, wrong way driving and use of cell phone while driving.

June 6- Deputy Maselli cited four subjects for failure to obey a posted sign-no right turn, no proof of insurance, possession of an open container in public and for driving without a license.

June 11- Deputy Maselli and Ieka conducted a foot patrol at LCP. They checked bus 4339 on Route 11, bus 4338 on Route 12, bus 4347 on Route 1, bus 4340 on Route 1, bus 3331 on Route 11, bus 3332 on Route 12, bus 4341 on Route 1, and bus 4365 on Route 5.

June 12- Two administrative citations were issued for possession of an alcoholic beverage at Courson Park in the City of Palmdale.

June 14- Deputy Maselli issued two administrative citations for the City of Palmdale for smoking in a prohibited area at PTC.

June 25- Deputy Maselli issued a citation for failure to obey posted sign - do not enter/wrong way on a one-way street. Another citation was issued for no proof of insurance and failure to obey posted sign - no right turn.

June 26- Deputy Maselli issued a citation for smoking in a prohibited area at LCP. He conducted high visibility crime deterrence K-9 patrol at Avenue J and Division Street, monitoring and tracking Route 12 to Avenue J and Challenger Way. Deputy Maselli also responded to a call from operator Dillard regarding an unruly passenger on Route 1, bus 4363. Upon contacting the female subject, she promised she would cooperate with bus personnel. Operator Dillard said that she could remain on board. As a precautionary measure Deputy Maselli started tracking the bus. A few moments later Operator Dillard reported the same unruly passenger becoming belligerent again. The subject exited the bus upon Deputy Maselli's arrival.

June 27- Deputy Maselli cited a female subject for failure to obey posted sign-no smoking at LCP. He conducted high visibility terrorism deterrence patrol with his K-9 partner Ieka at PTC and monitored Route 3 eastbound from 10<sup>th</sup> St. East and Palmdale Blvd. to Avenue R and 20<sup>th</sup> St. East.

The Los Angeles County Sheriffs' Department and its transit partners continue to work together to lead the nation in transit safety, mobility, and customer satisfaction.

**DATE:** July 23, 2013

**TO:** BOARD OF DIRECTORS

**SUBJECT:** Federal Transit Administration (FTA) Grant Application Approval for Fiscal Year (FY) 2012/13

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### **RECOMMENDATION**

That the Board of Directors adopt Resolution No. 2013-005 to authorize the Executive Director to execute all required documents for the FTA grant application CA-90-Z059 as required by the Department of Transportation for FY 2012/13 in the amount of \$11,366,093.

### **FISCAL IMPACT**

Receipt of these funds will be applied toward the AVTA operating expenses, preventive maintenance, rolling stock replacement, support vehicles, and major facility equipment as identified in the 2014 AVTA Business Plan.

### **BACKGROUND**

AVTA receives annual apportionments from the FTA. In order for AVTA to receive the funds, the AVTA Board of Directors is required to adopt a resolution certifying that the Executive Director is authorized to execute all necessary documents related to this funding source. Adopting Resolution No. 2013-005 would authorize the Executive Director to sign, on behalf of the AVTA and the Board of Directors, the certifications and assurances and any other required documents as it relates to the FTA Grant Program for FY 2012/13. The funds will be used in conjunction with several funding sources such as Prop 1B PTMISEA, toll credits and jurisdictional contributions.

Prepared by:

Submitted by:

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Judy Vaccaro-Fry  
Grants Administrator

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Julie M. Austin  
Executive Director

Attachment A: Resolution No. 2013-005

**ATTACHMENT CC 5.A**

**BOARD OF DIRECTORS**

**ANTELOPE VALLEY TRANSIT AUTHORITY**

**RESOLUTION NO. 2013-005**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY  
TRANSIT AUTHORITY SUPPORTING AVTA'S FEDERAL TRANSIT  
ADMINISTRATION'S GRANT APPLICATION CA-90-Z059**

THE BOARD OF DIRECTORS OF THE ANTELOPE VALLEY TRANSIT AUTHORITY (AVTA) RESOLVES AS FOLLOWS:

**WHEREAS**, AVTA provides local fixed route and commuter services to the residents of the Antelope Valley; and

**WHEREAS**, AVTA receives an annual allocation of Federal Transit Administration Section 5307 funds.

**WHEREAS**, Federal Transit Administration Section 5307 funds will greatly assist AVTA in providing necessary capital and operating funds.

**NOW, THEREFORE, BE IT RESOLVED**, that the Board of Directors of the Antelope Valley Transit Authority supports and approves AVTA's Federal Transit Administration Section 5307 funds Grant application, CA-90-Z059 in the amount of \$11,366,093 for FY 2012/2013.

Section 1. The Secretary of the Board shall certify the adoption of this resolution.

PASSED, APPROVED and ADOPTED this 23<sup>rd</sup> day of July 2013 by the following vote:

AYES: \_\_\_\_\_ NOES: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_ ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Norman L. Hickling, Chairman

ATTEST:

APPROVED AS TO FORM:

\_\_\_\_\_  
Julie M. Austin, Board Secretary

\_\_\_\_\_  
D. Craig Fox, General Counsel

**DATE:** July 23, 2013  
**TO:** BOARD OF DIRECTORS  
**SUBJECT:** July 2013 Legislative Update

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## **RECOMMENDATION**

That the Board of Directors receive and file update on state and federal legislation.

## **FISCAL IMPACT**

Fiscal impact is unknown at this time.

## **BACKGROUND**

The 2013 Legislative Principles were adopted at the January 2013 Board meeting. These Principles include broad guidelines to help focus AVTA's legislative strategies and proposals. They are designed to provide flexibility to guide staff in responding to legislative issues that may arise during the course of the year, such as raids on transit funds and responses to proposed legislative requirements.

## **FEDERAL LEGISLATIVE UPDATE**

**Secretary of Transportation** - After being unanimously confirmed (100-0) by the Senate, Charlotte, North Carolina Mayor Anthony Foxx was sworn in as the nation's 17th Secretary of Transportation on July 2 at U.S. Department of Transportation headquarters. Foxx's tenure as Mayor and city councilman was marked by an emphasis on public transit, so the American Public Transportation Association (APTA) called him an "exciting" pick who knows from experience as an urban mayor that public transportation means economic vitality. In a written message to all USDOT employees, Secretary Foxx underscored his commitment to safety, stating that "Safety will remain our top priority at DOT. At the same time, I will work to improve the efficiency and performance of our current transportation system while building the infrastructure we need for future generations." Foxx also previously served as legal counsel to DesignLine, a bus manufacturing firm based in Charlotte.

**Commuter Tax Benefit** - Earlier this month, legislation was introduced in both the House and the Senate to permanently codify the Commuter Tax Benefit at parity with the Parking Tax Benefit. Current law allows both pre-tax and tax-free transit and parking benefits at a maximum of \$245 per month. However, the transit benefit will drop to \$125 maximum per month if legislation is not passed by the end of this year, while the parking benefit will remain at \$245. Parity supporters argue that this would give drivers a tremendous advantage over public transportation users, and would discourage

transit use while increasing congestion on the roadways. The House legislation, H.R. 2288, would establish permanent parity between the transit and parking benefits at \$220 per month, which bill sponsors say would have a neutral fiscal impact on the federal budget. The Senate legislation, S.1166, would set permanent parity at the current level of \$245. Bill sponsors hope to include permanent parity in future tax legislation.

**Appropriations Bills Pass House, Senate Committees** - On June 27, appropriations committees in both the House and Senate approved Fiscal Year 2014 appropriations bills that include transportation funding. The DOT Housing and Urban Development bills passed 28-20 in the House and 21-8 in the Senate. The House appropriations bill provides \$10.54 billion for FTA, compared with \$10.72 billion in the Senate version. The separate bills now go to the floor of their respective chambers.

## STATE LEGISLATIVE UPDATE

**State of California Budget** - Governor Jerry Brown signed the FY 2013-14 State Budget on June 27, 2013. The \$96.2 billion general fund budget is balanced with spending plans at a level that has not been seen since the 1970's.

The state's newly formed Transportation Agency became operational on July 1, 2013 and is responsible for administering programs that support the state's transportation system. The Agency, established as part of the Governor's 2012 Reorganization Plan, consists of the following six state entities:

- Department of Transportation
- California Transportation Commission
- High Speed Rail Authority
- Department of Motor Vehicles
- California Highway Patrol
- Board of Pilot Commissioners

The Agency's budget includes a total funding of \$21.1 billion for all administered programs.

The Governor budget anticipates \$391million for the State Transit Assistance program for FY14. If accurate, this amount would represent a 17% reduction over last fall's projection of \$468 million. The actual figure is subject to change, as the program no longer relies on a budget line item but rather on sales tax receipts associated with the consumption of diesel fuel. There is concern this funding source will continue to decline as motorists turn toward alternative modes of transportation to cut fuel costs. Last fall, economists projected the diesel fuel tax would amount to \$468 million but the actual figure was 12% less at \$415 million. Legislators are now looking at ways to increase transportation funding but public controversy over increasing the current gas tax could affect these efforts.

**Cap and Trade Auction Revenues** - Despite a significant lobbying effort, Governor Brown did not allocate cap and trade revenue to public transit but rather loaned \$500 million in anticipated revenue to the General Fund in an effort to balance the budget.

**Assembly Bill 160** - AB 160 seeks to exclude transit workers from being included in the Public Employees Pension Reform Act (PEPRA), which went into effect in January 2013. The Governor opposes this proposal as there is concern it will set a precedent for other unions who might also seek to be excluded from PEPRA. The US Department of Labor (USDOL) maintains PEPRA violates US labor protection laws and it is refusing to certify grants from the Federal Transit Administration (FTA). There is now a stalemate between the State of California and the USDOL. Legislators in the State Assembly recently added an urgency amendment to the bill, which slowed its progress as it, is now excluded from normal legislative deadlines. No action has been taken on this bill since early May. Transit agencies throughout the state are feeling the economic pinch. Approximately \$30 million in FTA grant funding is being held up in Los Angeles County. Most transit agencies in the state that contract for service have not yet received any notification of funding problems from the FTA. However, Metrolink has had some issues and they have a contract service provider similar to AVTA.

AVTA is submitting our FY14 grant this month and it will be subject to review by the DOL. Our FY13 grant was submitted before PEPRA became effective, and was not challenged. We believe it is unlikely that a challenge to our grant would be successful because our unionized workers are Veolia employees who are not CalPERS members and are therefore not impacted by PEPRA.

The State Legislature is currently on summer recess and is set to resume on August 12. The Legislature only has six weeks left after its return to send all legislation to the Governor for his consideration.

Prepared by:

Submitted by:

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Judy Vaccaro-Fry  
Grants Administrator

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Julie M. Austin  
Executive Director

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Wendy L. Williams  
Marketing Manager

Attachment A: State Legislative Matrix

**ATTACHMENT A**

**2013 Transit-Related State Legislation**

<b>BILL AUTHOR NUMBER</b>	<b>TOPIC</b>	<b>SUMMARY</b>	<b>STATUS</b>	<b>DATE</b>	<b>CTA POSITION</b>	<b>FOOTHILL POSITION</b>
AB 8 Perea (D)	Alternative Fuel and Vehicle Technologies: Funding Programs	Existing law establishes the Alternative and Renewable Fuel and Vehicle Technology Program, administered by the State Energy Resources Conservation and Development Commission to provide, upon appropriation by the Legislature, grants, loans, loan guarantees, revolving loans, or other appropriate measures, for the development and deployment of innovative technologies that would transform California's fuel and vehicle types to help attain the state's climate change goals. AB 8 and SB 11 extend alternative fuel incentive programs including the Carl Moyer and AB 118 programs. These programs, which have been funded by tire fees, DMV registration fees, smog abatement fees, and vehicle plate fees, have provided funds for various projects to increase the usage of alternative fuels and help with the expansion of alternative fuel infrastructure.	Referred to <b>Senate</b> Committee on Transportation and Housing and Equalization	07/03/2013	Support	Support

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

BILL AUTHOR NUMBER	TOPIC	SUMMARY	STATUS	DATE	CTA POSITION	FOOTHILL POSITION
AB 160  Alejo, Luis (D)	California Public Employees' Pension Reform Act of 2013:	Assembly Bill 160 assumes public pension changes that took effect Jan. 1 violate a condition of mass transit federal grants requiring an agency to preserve whatever employees' collective bargaining rights are authorized in that state. This bill would exclude 20,000 local and regional mass transit workers statewide from the higher pension contributions and lower retirement benefits passed last year.	Re-referred to Assembly Appropriations Committee.  Urgency Ordinance added.  No Action Since May	5/29/2013   5/28/2013		
AB 179  Bocanegra (D)	Electronic Transit Fare Collection Systems:  Disclosure of Personal Information	The bill would require transportation agencies that obtain personally identifiable information of a person from electronic toll collection or electronic transit fare collection systems to discard that information after 6 months.	Senate Appropriations Committee  Form Committee: Be placed on second reading file pursuant to Senate Rule 28.8	07/11/2013		

BILL AUTHOR NUMBER	TOPIC	SUMMARY	STATUS	DATE	CTA POSITION	FOOTHILL POSITION
AB 574  Lowenthal (D)	California Global Warming Solutions Act of 2006: Greenhouse Gas Reduction Fund: sustainable communities strategies	The bill establishes a program to fund sustainable communities strategies (developed pursuant to SB 375) as well as equivalent greenhouse gas (GHG) reducing strategies in rural areas, using cap and trade auction proceeds. The bill provides a statutory framework for implementing the sustainable communities allocations from cap and trade revenues, including key elements such as a per capita distribution of funds to California's regions, a competitive grant program guided by state policy objectives aligning with regional GHG reduction, and a performance-based approach to maximize investments. Additionally, the bill specifically includes funding for transit operations, maintenance, and infrastructure.	<b>Failed to pass</b> out of the Assembly Appropriations Committee before the deadline.	05/24/2013	Support	Support

BILL AUTHOR NUMBER	TOPIC	SUMMARY	STATUS	DATE	CTA POSITION	FOOTHILL POSITION
AB 528  Lowenthal (D)	State Rail Plan	Makes a non-substantive change to existing law that requires the Department of Transportation to prepare a 10-year State Rail Plan biennially for submission to the Legislature, Governor, and specified entities. Streamlines procedures for High Speed Rail reporting.	<b>Senate</b>  Read second time. Ordered to a third reading.	06/25/2013		
AB 863  Torres (D)	Transit Projects:  Environmental Review Process	Authorizes the Department of Transportation to assume responsibilities for federal review and clearance under the National Environmental Policy Act for a transit project that is subject to the act. Provides that the state consents to the jurisdiction of the federal courts in that regard, and provides that the department may not assert immunity from suit under the U.S. Constitution with regard to actions brought relative to those responsibilities under federal law.	<b>Failed Deadline</b> Last Location: Assembly Transportation Committee	5/03/2013		

BILL AUTHOR NUMBER	TOPIC	SUMMARY	STATUS	DATE	CTA POSITION	FOOTHILL POSITION
SB 11  Pavely/Rubio	Alternative and Renewable Fuel and Vehicle Technology Program	Existing law establishes the Alternative and Renewable Fuel and Vehicle Technology Program, administered by the State Energy Resources Conservation and Development Commission to provide, upon appropriation by the Legislature, grants, loans, loan guarantees, revolving loans, or other appropriate measures, for the development and deployment of innovative technologies that would transform California's fuel and vehicle types to Legislative Principle attain the state's climate change goals. AB 8 and SB 11 extend alternative fuel incentive programs including the Carl Moyer and AB 118 programs. These programs, which have been funded by tire fees, DMV registration fees, smog abatement fees, and vehicle plate fees, have provided funds for various projects to increase the usage of alternative fuels and the expansion of alternative fuel infrastructure.	From Assembly Transportation Committee: Do pass Yes -10 No - 3 Abstain - 3  Referred to Assembly Committee on National Resources.	06/28/2013          07/02/2013	Support	Support

BILL AUTHOR NUMBER	TOPIC	SUMMARY	STATUS	DATE	CTA POSITION	FOOTHILL POSITION
SB 230  Knight	Local Transportation Funds:  Performance Audits	Excludes principal and interest payments on all transit capital projects funded with Certificates of Participation (COPs) from being defined as an operating expense. Currently, lease payments for transit buses funded with COPs are already excluded. The Transportation Development Act (TDA) classifies these payments as an operating expense, thereby requiring transit agencies to increase fares to meet the TDA-required 20% farebox recovery ratio (20% of the operating costs of a public transportation agency must be met by ticket fare revenue). The increased operating expense does not reconcile with the actual transit services without an exorbitant fare increase to offset it.	Last Location: Senate Transportation and Housing Committee  <b>Failed Deadline</b> pursuant to Rule 61(a)(3).)	5/10/2013		
SB 232  Monning	Private Employment and Public Transit Employees	Existing law requires a local government agency to give a 10% preference to any bidder on a service contract to provide public transit services who agrees to retain employees of the prior contractor or subcontractor for a period of not less than 90 days, as specified. This bill would expand these provisions to require a state agency to also give a 10% preference to any bidder under these provisions.	From Labor and Employment Committee: Do pass Yes 5 No 2  Re-referred to Assembly Committee on Appropriations	6/27/2013		

BILL AUTHOR NUMBER	TOPIC	SUMMARY	STATUS	DATE	CTA POSITION	FOOTHILL POSITION
SB 469  Corbett (D)	Preference for In State Contracts to Purchase Public Transit Vehicles	Existing law establishes various bidding requirements for local agencies entering into construction contracts. This bill would have required a local authority awarding a procurement contract for the purchase of a public transit vehicle to give a 10 percent preference to any bidder that agrees that all vehicles to be purchased under the contract are to be manufactured within the State of California. This bill would also state that this is an issue of statewide concern.	Senate Transportation and Housing Committee  <b>Failed Deadline</b> pursuant to Rule 61(a)(3).	5/10/2013		
SB 556 (D) Corbett		This bill would require all public agencies operating transit through contract services to add wording on the exterior of their vehicles which reads " <i>THE OPERATOR OF THIS VEHICLE IS NOT A GOVERNMENT EMPLOYEE</i> ". The bill would also require the uniform of the transit operator to include wording that reads " <i>NOT A GOVERNMENT EMPLOYEE</i> ". According to the legislation, the font size for this lettering must be the at least the same size as the largest font displayed on the vehicle or uniform. (See Attachment A for a mock-up of what this would look	Passed Senate Committees  Passed Assembly Committees  Read second time. Order to a third reading on Assembly Floor.  Vote expected by August 5, 2013	7/01/2013	Oppose	

		like.)				
SB 628 Beall (D)	Infrastructure Financing	Eliminates the requirement of voter approval for the adoption of an infrastructure financing plan, the creation of an infrastructure financing district, and the issuance of bonds with respect to a transit priority project. Requires 25% of the revenue to be dedicated toward increasing, improving, and preserving the supply of lower and moderate-income housing. Provides that income level for continued occupancy. Relates to the approval of such districts and its ability to issue bonds.	From Assembly Housing and Community Development Committee  Do Pass as amended Yes 4 No 3	7/03/2013		

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

**DATE:** July 23, 2013

**TO:** BOARD OF DIRECTORS

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

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## **RECOMMENDATION**

Approve the following items discussed at the July 17, 2013 Strategic Planning Workshop:

Direct staff to move forward with Option A (attached) for an electric bus route and submit to LA Metro for JARC funding of two electric buses;

Direct staff to move toward establishing a joint procurement consortium for purchase of electric buses;

Include a feasibility study of a Bus Rapid Transit (BRT) project as part of the Comprehensive Operational Analysis (COA); and

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

## **FISCAL IMPACT**

Designation of an electric bus route will assist in gaining Metro and FTA approval for the repurposing of a previously awarded \$1.8 million Job Access Reverse Commute grant, proposed to be used for the purchase of two electric buses. The local share would be approximately \$100,000 plus \$8,000 to \$10,000 for a charging station. The establishment of a joint procurement group for electric buses will potentially reduce the costs of purchasing these vehicles for all participants. Studying the feasibility of a BRT will result in some preliminary cost estimates for such a project but no fiscal impact is available at this time. Removing TAC from the Brown Act restrictions will have no direct fiscal impact.

## **BACKGROUND**

On July 17, 2013, the AVTA Board of Directors, TAC members and management staff participated in a half-day planning workshop to discuss a variety of issues under the umbrella of “Elements for Inclusion in a Comprehensive Operational Analysis.” The discussion encompassed a variety of priorities, ultimately focusing on giving staff direction to move forward on both an electric bus demonstration and investigating the feasibility of a BRT Project.

**Electric Bus Route:** Staff presented three options for an electric bus route that would meet JARC requirements, i.e. routes designed to transport low-income individuals to and from jobs and activities related to their employment and to support reverse commute projects. Staff has been working with Metro to rescope a previously approved \$1.8 million JARC grant for commuter buses that were ultimately funded from another source. The application will be revised to purchase two electric buses and associated charging infrastructure to operate along a route that connects with two Metrolink stations, several social service agencies, and local businesses (see Attachment A for route map and description). JARC would fund 80% of the cost of equipment plus 90% of the incremental cost of equipment or facilities required by the Clean Air Act or ADA. The remaining amount (approximately \$100,000 or 5%) would be funded using local funds. Staff will return to the Board with more details and a recommendation once the primary funding source for electric bus purchases is approved.

**Electric Bus Procurement:** After discussion regarding inclusion of an electric bus project in the COA, staff was also directed to develop a joint procurement document for the purchase of electric buses that would include other transit agencies. A prudent approach to this would be to obtain FTA’s blessing of the procurement documents prior to issuance. Several agencies currently have approved grants for electric bus purchases and we would serve as the lead agency in putting together a joint procurement that would reduce the unit cost and administrative burden for all participants.

**JPA Amendment:** Section 2D of the November 22, 2011 Amended and Restated JPA between the County of Los Angeles, the City of Palmdale, and the City of Lancaster Creating an Agency to be Known as the Antelope Valley Transit Authority states that “All meetings of the Board, and of any committees that may be established by the Board, shall be called, noticed, and conducted in accordance with the Ralph M. Brown Act (California Government Code Section 54950 et seq.).”

This means that the Transit Advisory Committee (TAC), which is comprised of non-elected staff from each jurisdiction, is currently subject to the Brown Act, and that all other committees established by the Board that would not otherwise be subject to the

July 17, 2013 Strategic Planning Workshop Action Items Relating to Electric Bus Route, Electric Bus Joint Procurement, Feasibility Study of a BRT Project, and Amendment to the November 22, 2011 Amended and Restated JPA

July 23, 2013

Page 3

Brown Act are, in fact, subject to the Act. In order to allow greater flexibility and to encourage improved communication amongst the jurisdictional staff and AVTA staff, the Board would like to remove Brown Act restrictions from the TAC as well as any references to TAC from the JPA itself. Upon approval of this directive, staff will request that Legal Counsel draft the specific revisions for approval by the respective jurisdictions.

**Bus Rapid Transit (BRT) Project Feasibility Study:** As the overall focus of the strategic planning workshop was to identify projects for inclusion in the COA, the final board motion speaks specifically to including a feasibility study for a BRT project in the Antelope Valley. The feasibility study would include suggested routing and stops, preliminary cost estimates, timelines and potential benefits. This type of project is very much in keeping with the Board's over-arching goal of establishing AVTA as an economic engine for the Antelope Valley.

Further details of these efforts will be presented to the Board as developments occur.

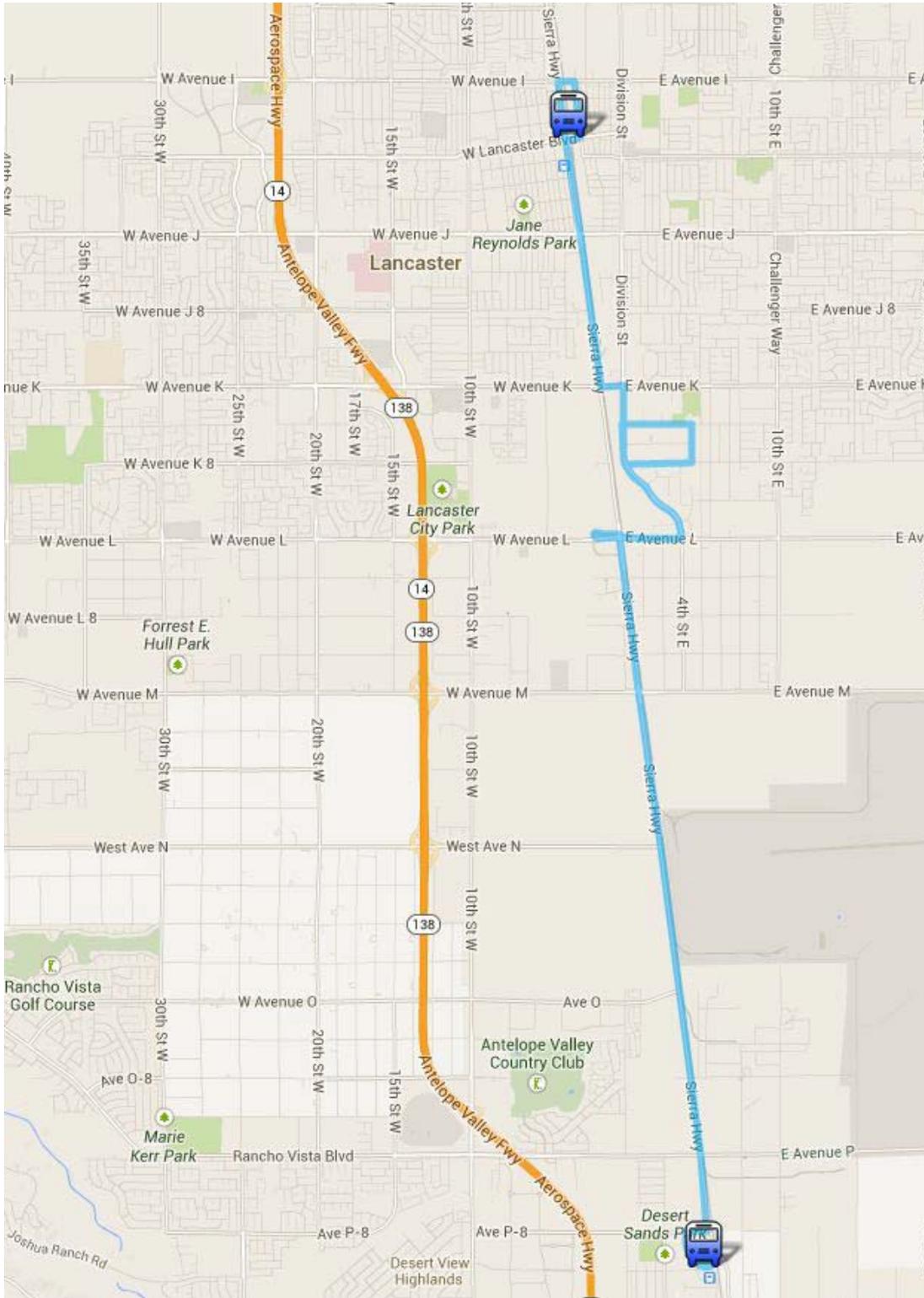
Prepared and Submitted by:

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Julie M. Austin  
Executive Director

Attachment A: Electric Bus Route Option A – Map and Description

## ATTACHMENT A



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

**DATE:** July 23, 2013  
**TO:** BOARD OF DIRECTORS  
**SUBJECT:** Social Media Policy

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**RECOMMENDATION**

That the Board of Directors adopt a Social Media Policy as outlined in Attachment A.

**FISCAL IMPACT**

There is no fiscal impact.

**BACKGROUND**

The Antelope Valley Transit Authority (AVTA) recognizes that social media tools are a valuable means of communicating with our customers and realizes the importance of being a strong community partner. Utilizing different spaces of social media will allow the AVTA to improve its connectivity with customers and the community. These spaces include websites and blogs as well as platforms or networks dedicated to social media.

Creating and maintaining social media accounts will allow the AVTA to explain and promote its services as well as update customers on detours, service interruptions, upcoming service changes, etc.

The purpose of this policy is to prescribe standards for the use of social media to generate and share content regarding AVTA.

Prepared by:

Submitted by:

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Wendy Williams  
Marketing Manager

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Julie M. Austin  
Executive Director

Attachment A: Social Media Policy



<b>Subject: AVTA Social Media Policy</b>		
<b>Policy Effective Date: July 23, 2013</b>	<b>Revision Date:</b>	
<b>Date Approved:</b>	<b>Approved by:</b>	<b>Page: 1 of 3</b>

## **Policy**

Social media tools allow users to generate and share content online. Websites, platforms and technologies that allow users to post content, comment or vote are generally considered “social.” This includes websites and blogs as well as platforms or networks dedicated to social media.

The AVTA recognizes that its employees, customers and stakeholders take part in social media and has established the following guidelines with regard to its own social media presence. This social media policy provides the objective, scope and application, roles and responsibilities, requirements and other guidelines pertaining to the official AVTA social media presence.

## **Objective**

This Policy defines the uses of social media within the AVTA and provides guidelines for the AVTA employees who engage in social media professionally. This guide also covers personal social media use by all employees.

This Social Media Policy is intended as a guide for those employees who use social media in their job duties to convey the message, brand and intent of the AVTA. This guide is intended to provide these employees (specifically, the Customer Service staff and other members of the Marketing Department as needed) with best practices on handling customer comments, questions and notes submitted through social media. In addition, social media can be used to create meaningful, interesting content that can be shared with our customers, stakeholders and fans in the community and globally. The AVTA can be known as a leader in online and customer technologies by effectively utilizing social media tools.

This Policy is subject to ongoing review and evaluation, and administrative modifications may be made as deemed necessary to respond to circumstances and the evolving needs of the AVTA.

## **Scope and Application**

The Policy and supporting guidelines apply to those AVTA employees who use social media in their professional job duties. As of this time, this policy recommends that no

other members of the AVTA team other than the Marketing Manager/PIO and his or her designees use social media on behalf of AVTA. In order to keep our message and tone consistent, only the designated members listed above should use social media in an official AVTA capacity.

### **Roles and Responsibilities**

The Marketing Manager/Public Information Officer (PIO) has the responsibility of supervising social media activities across many different platforms.

The Marketing Manager/PIO and/or his/her designees will be allowed to represent the AVTA online only when they have been trained on the proper procedure, conduct, tone and manner to adopt best practices relating to each platform.

The Marketing Manager/PIO and/or his/her designees are responsible for responding to customer comments and questions, as well as creating and sharing new content on a daily basis. Some employees may need to access social media for professional purposes (e.g., for research). Only designated employees may represent themselves as official AVTA spokespeople online.

### **Requirements**

All AVTA employee online conduct should be dictated by the following principles:

- Be respectful and honest. No spam, untruthful, defamatory or discriminatory comments and expletives. Remain polite and appropriate at all times.
- Be responsible. Before posting, ask yourself the following questions:
  - Would I say this to a customer? A journalist? My supervisor?
  - Would I mind if this comment was published in a newspaper?
  - Would I be comfortable with this content being attributed to me in many years' time?

#### **Do:**

- Review the terms of engagement of each platform you wish to participate in
- Engage in social media personally using your own name and not on behalf of the AVTA
- Remain truthful and accurate at all times
- Mention your affiliation to the AVTA, if relevant to the topic of conversation
- State that your views are your own using a disclosure statement, unless you are authorized otherwise
- Act online as you would with colleagues or customers
- Contact the Marketing Department with any questions or issues related to the handling of a difficult situation

#### **Do not:**

- Use expletives
- Make disrespectful, defamatory or dishonest comments
- Share sensitive information about customers, colleagues or the AVTA online

- Position yourself as an AVTA representative unless you have expressly received the authorization to do so and have received access to AVTA's official platforms
- Create social media accounts for AVTA without the prior consent of the Marketing Manager/PIO

### **Creation of Social Media Accounts**

Only the Marketing Manager/PIO and/or their designees are allowed to make new social media accounts that represent AVTA, including any of its services. Prior to creating a new social media account, the Marketing Manager/PIO should have a strong understanding of the purpose of creating the social media and how often it will be updated to ensure the account respects AVTA's Social Media Policy and its best practices.

### **Confidentiality, Privacy and Legal Considerations**

Always remember that you are liable for your online actions and that AVTA/Veolia Transportation employee policies apply at all times when using social media. Keeping that in mind, make sure to:

- Respect all copyright, fair use and disclosure laws
- Always credit sources with citations or links
- Never divulge personal/confidential information about AVTA/Veolia Transportation, your colleagues, our customers, consultants, suppliers and business partners. If a conversation requires you to discuss sensitive information or request private details, make sure that you are authorized to do so and use the private communication methods provided by the social media platform to request the details or continue the conversation using a more direct method of communication such as email or telephone
- Remember that all content posted online, even on private or personal accounts, is in the public domain.

### **Non-Compliance**

Employees should be aware of copyright protection legislation and legal recourse that may be taken for social media activity, both on personal and public accounts.