

Pomona Valley
Transportation
Authority

A partnership of the cities of Claremont, La Verne, Pomona and San Dimas

2120 Foothill Boulevard ■ Suite 116 ■ La Verne California 91750
phone 909-596-7664 fax 909-596-7399

May 13, 2020

MEMORANDUM

**AGENDA
ITEM #4**

To: Pomona Valley Transportation Authority
From: George L. Sparks, P.V.T.A. Administrator
Subject: **Revised FY 2021 Budget**

Recommended Action: Receive and file the Revised FY 2021 Budget

A. Organization of the Budget Packet

The budget packet is divided into seven segments:

1. Estimate of Proposition A Contributions by City
2. Overall Summary of Revenue & Expenditures
3. P.V.T.A. Administration, Marketing & Mobility Management
4. Get About Budget
5. Claremont Dial-a-Ride
6. San Dimas Dial-a-Cab
7. Pomona Group Service

For the purposes of comparison, we are showing the adopted FY 2020 budget, the preliminary FY 2021 budget figures and the revised FY 2021 budget alongside each other.

B. Revised Budget Adoption Process

Staff is providing an update to the FY 2021 budget. Given the impact of the COVID 19 crisis we have conducted an analysis of the preliminary budget in order to identify potential ways to reduce the amount of city contributions required in FY 2021. Because of the uncertainty around special service requirements, demand and local return revenues for member cities, staff is proposing the following process for the development, adoption and management of the FY 2021 budget.

- **May 13th Board Meeting**-Present the revised budget in order to review changes from the preliminary budget.
- **Technical Committee Review**-Based on input from our cities, PVTA staff will review the budget with the Technical Committee.
- **Budget Adoption**-The FY 2021 will be presented for adoption at the June 10th, board meeting.
- **Quarterly Review and Budget Modification**-Staff recommends that we provide the Board with quarterly budget updates. Metro is not scheduled to adopt the final FY 2021 funding marks until its September Board meeting. The quarterly review will allow us to base modifications on more complete funding information, actual service demand and more complete FY 2020 financial data. We can then make more informed navigational changes to the budget as required.

C. Summary of Budget Revisions

The steps taken in the budget review are outlined below:

1. **Updated FY 2020 Revenue and Expense Projections**-We reassessed our current budget position. We have encountered increased costs in some areas, such costs for PPE and increasing the number of dedicated cab driver from 4 to 8 in order to maintain a viable workforce. These expenses are offset by reduced service levels. We plan to apply this savings to the FY 2021 budget. The revised budget increases the amount of reserves programmed into the FY 2021 budget from \$275,000 to \$475,000.
2. **Revised Demand Projections**--We expect ridership and demand levels remain considerably reduced for the first months of FY 2021. However, modifications to our operating plans required to keep riders and drivers safe will severely curtail our productivity. Based on our observations and consultations with our contractors, we expect demand to ramp up slowly throughout FY 2021. Accordingly, we have modified our service levels as follows
 - a. We reduced our budgeted Get About dedicated vehicle service hours by 25% from 24,000 to 18,000.
 - b. We reduced our estimate of Get About cab services, including Ready Now and One Step by 29% from 48,000 to 34,000 rides.
 - c. We also reduced the budget for Get About administrative and marketing by \$150,000 primarily by deferring the large ZEB study we had planned for FY 2021 and reducing other discretionary spending.

3. **Revised Revenues Estimates**—Unfortunately, lower service levels will result in reduced revenues in several categories.
 - a. We lowered our estimate of fares by \$75,000 from \$165,000 to \$90,000
 - b. We are projecting FTA 5310 revenues decreasing by \$100,000 from \$170,000 to \$70,000.
 - c. We have lowered our estimate of interest by \$30,000.
 - d. We have increased our estimate of Subregional Incentive funding by \$5,000 to \$800,000.

4. **Deferring Capital Contributions**-We are suggesting deferring capital fund contributions for a year. This will reduce city contributions by \$250,000 this year. However, contribution levels will need to be increased in FY 2022 and future years.

Impact on City Contributions

The proposed revisions are summarized below:

1. We increased the reserves budgeted in the FY 2021 budget by \$200,000 from \$275,000 to \$475,000.
2. We reduced the Get About budget by \$505,000 from \$4,120,000 to \$3,615,000.
3. We revised our estimate of outside revenue downward by \$200,000.
4. We are recommending deferring the \$250,000 city capital contribution for FY 2021.

The changes outlined above would reduce city contributions by \$825,000 or 28% from the February preliminary budget.

Summary of City Contributions to Get About Operations and Capital

Below is a chart that compares the revised FY 2021 budget to the FY 2020 budget and FY 2021 preliminary budget.

	Adopted FY2020	Prelim FY2021	Revised FY2021	FY20-21 +/-	FY21-21rev +/-
Claremont	\$300,120	\$358,285	\$282,960	-\$17,160	-\$75,325
La Verne	\$430,000	\$426,135	\$304,560	-\$125,440	-\$121,575
Pomona	\$1,741,680	\$1,959,030	\$1,399,680	-\$342,000	-\$559,350
San Dimas	<u>\$188,200</u>	<u>\$241,550</u>	<u>\$172,800</u>	<u>-\$15,400</u>	<u>-\$68,750</u>
Total	\$2,660,000	\$2,985,000	\$2,160,000	-\$500,000	-\$825,000

D. Efforts to Secure Additional Outside Funding

Request to Metro for Funding Relief

As we reported to you earlier, PVTA in conjunction with a dozen other cities sent a letter to Metro CEO Phillip Washington requesting that locally funded transit systems, such as PVTA, that do not traditionally receive federal funds be included in a funding relief provided through the CARES Act.

On April 23, we sent a follow up letter that pointed out that there was flexibility in the allocation of the CARES Act funding that would allow Metro to provide a portion to local systems like PVRTA and requesting that \$32 million of the \$1.2 billion allocated to Metro be set aside for local systems. On April 27th we received a response from Phillip Washington, Metro CEO, which makes no commitment and simply outlines the process for allocating the dollars.

Subsequent to the April 27th letter we have been in conversation with Metro OMB staff regarding the request. Based on that conversation the Metro's CARES Act allocation will be moving through the Metro committee process with the final allocation to be approved by the Metro board at its May meeting.

Requests for Increased FTA 5310 Funds

We have also been in contact with our congressional representatives to request the inclusion of FTA 5310 funding in any relief for transit. The CARES Act provided 25 billion in transit funding; however, the funding was limited to direct FTA 5307 (urban) and FTA 5311 (rural) recipients. PVRTA is not a direct federal recipient but does receive 5310 funds via Metro. FTA 5310 was left out of the first round of stimulus funds for transit, but there is some interest in providing relief for services focusing on seniors and those with disabilities in follow up legislation.

E. Operating Costs

The primary driver of service costs is our service agreement with First Transit. A new agreement and service model takes effect on July 1. Instead of two contracts, one for the dedicated vehicles, (cutaways) and a second for cab services, the new has design a single agreement with a prime contractor who can make use of subcontractors to deliver elements of our service. Our prime contractor, First Transit will be operating the dedicated vehicle service. First Transit's primary subcontractor at this point is Network Paratransit, our current cab provider. A major advantage of the new structure is that it will eventually put all elements of our services on the same software platform. This will allow us to make all our planned customer facing improvements, such as, web-based reservations and smartphone applications similar to those TNCs, like Lyft or Uber consist throughout all PVRTA services. The new agreement has significantly higher contract rates. These are the result of changes in the overall contracting environment in terms of labor costs for the dedicated service and changes in the cab industry. Some of cost increase is associated with the upgraded technology that is a part of the new service model.

- ✓ ***Dedicated Vehicle Services-*** Labor is the major cost factor in dedicated service. These costs are tied to the higher minimum wage and a new collective bargaining agreement (CBA) between First Transit and their employees. The CBA's provisions will apply to any new incoming contractor. The CBA adopted in 2018 called for an immediate 8% wage increase with another 8% increase in 2019. First Transit and the Amalgamated Transit Union are in negotiations to extend the CBA in 2020.

- ✓ **Demand Response (Cab) Services-** The cab industry is facing serious challenges in recruiting enough independent cab operators to meet service demand. This difficulty stems from an uncertain labor market and competition for drivers from Uber and Lyft once stay at home orders end. The shortage of independent contractors has made it necessary to increase incentives for cab operators and make use of a larger number of dedicated employee drivers. These trends have driven up costs. The passage of independent contractor legislation (A.B.5) has added to the uncertainty. The new rates for our on-demand services reflect these considerations. The percentage increase in per trip rates for on-demand services are shown below:
 1. Get About Supplement-7.4%
 2. Ready Now-7.1%
 3. One Step Over the Line-25%+
 4. Claremont-14.6%
 5. San Dimas-12.6%

F. City Get About Shares

Get About contributions are based on a three-year rolling average. A calculation of the FY 2021 shares is shown below:

	PROJECTED FY 2021 CITY SHARES			
	<u>CL</u>	<u>LV</u>	<u>PO</u>	<u>SD</u>
FY 2018	11.6%	16.0%	64.6%	7.8%
FY 2019	13.4%	13.5%	65.3%	7.8%
FY 2020*	<u>14.2%</u>	<u>12.8%</u>	<u>64.6%</u>	<u>8.4%</u>
FY 21 Share	13.1%	14.1%	64.8%	8.0%

*Estimated

G. California Air Resources Board Innovative Clean Transit Rule

The California Air Resources Board (CARB) has adopted the Innovative Clean Transit Rule (ICT). In conjunction with AMMA’s work on the service design, staff is developing an analysis of the impact of the ICT on PVTA capital investment requirements.

H. Claremont Dial-a-Ride

We are projecting Claremont ridership decreasing by 27% from FY 2019 levels. The revised budget projects costs declining by \$95,000 from FY 2020. We are estimating that Claremont will receive \$375,000 in Formula Allocation Program (FAP) funds. We will be able to finalize Claremont’s revenue picture once Metro has adopted the final funding marks for the FAP. We are also working with Claremont staff to secure CARES Act funding since Claremont is a direct FTA 5307 recipient.

I. San Dimas Dial-a-Cab

We are projecting San Dimas ridership decreasing by 28% from FY 2019 levels. The revised budget projects costs declining by \$91,000 from FY 2020. San Dimas local return contributions are projected to decrease by 23% compared with the FY 2020 budget.

J. Pomona Group

Pomona Group service currently represents a modest cost in the city's overall transit program and has held steady for the last several years. In light of the expected reductions in activity in the coming year we have decreased the Pomona's estimated local return contributions declining by 30% to \$28,000 in FY 2021.

**PROPOSED BUDGET FY2021R
POMONA VALLEY TRANSPORTATION AUTHORITY
TOTAL PROPOSITION A CONTRIBUTION ANALYSIS**

4/26/2020

	<u>18-19</u>	<u>19-20</u>	<u>20-21</u>	<u>20-21 Revised</u>
CLAREMONT				
Get About	\$289,560	\$300,120	\$349,115	\$282,960
Dial-a-Ride	<u>\$154,000</u>	<u>\$195,000</u>	<u>\$215,000</u>	<u>\$185,000</u> *
	\$443,560	\$495,120	\$564,115	\$467,960
LA VERNE				
Get About	\$417,449	\$393,600	\$375,765	\$304,560
Capital Expenditures	<u>\$19,700</u>	<u>\$36,400</u>	<u>\$40,500</u>	<u>\$0</u>
	\$437,149	\$430,000	\$416,265	\$304,560
POMONA				
Get About	\$1,529,842	\$1,594,080	\$1,726,920	\$1,399,680
Pomona Group	\$40,000	\$39,000	\$40,000	\$28,000
Capital Expenditures	<u>\$72,000</u>	<u>\$147,600</u>	<u>\$186,750</u>	<u>\$0</u>
	\$1,641,842	\$1,780,680	\$1,953,670	\$1,427,680
SAN DIMAS				
Get About	\$176,149	\$172,200	\$213,200	\$172,800
Dial-a-Cab	\$309,000	\$301,000	\$277,000	\$232,000
Capital Expenditures	<u>\$8,300</u>	<u>\$16,000</u>	<u>\$22,750</u>	<u>\$0</u>
	\$493,449	\$489,200	\$512,950	\$404,800
	<u>CLAREMONT</u>	<u>LA VERNE</u>	<u>POMONA</u>	<u>SAN DIMAS</u>
Prop. A FY 21 MTA Est.	\$735,480	\$672,172	\$3,135,372	\$698,557
City Prop.A Contribution	<u>\$467,960</u>	<u>\$304,560</u>	<u>\$1,427,680</u>	<u>\$404,800</u>
Balance	\$267,520	\$367,612	\$1,707,692	\$293,757

* Plus \$375,000 in Regional Funding, includes Claremont Admin.

PROPOSED FY 2021 BUDGET
POMONA VALLEY TRANSPORTATION AUTHORITY

4/26/2020

<u>Get About</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2021Revised</u>
Fares	\$150,000	\$165,000	\$90,000
Subregional Incentive Funds	\$760,000	\$705,000	\$800,000
Interest	\$60,000	\$70,000	\$20,000
Carryover - Reduction in Reserves	\$220,000	\$275,000	\$475,000
FTA Operations Revenue	\$190,000	\$170,000	\$70,000
		<u>\$0</u>	
Total Fares & Other Revenue	\$1,380,000	\$1,385,000	\$1,455,000
Local Funds Prop A	<u>FY 21</u>		
Claremont 13.1%	\$300,120	\$358,285	\$282,960
La Verne 14.1%	\$393,600	\$385,635	\$304,560
Pomona 64.8%	\$1,594,080	\$1,772,280	\$1,399,680
San Dimas 8.0%	<u>\$172,200</u>	<u>\$218,800</u>	\$172,800
Total Local Funds 100%	\$2,460,000	\$2,735,000	\$2,160,000
Total Get About Revenue	<u>\$3,840,000</u>	<u>\$4,120,000</u>	<u>\$3,615,000</u>
<u>Claremont & San Dimas Cab, Pomona Group</u>			
Fares	\$93,000	\$83,000	\$32,000
Subregional Incentive Funds	\$80,000	\$88,000	\$79,000
Regional Funds (Claremont)	<u>\$420,000</u>	<u>\$420,000</u>	<u>\$375,000</u>
Total Fares & Other Revenue	\$593,000	\$591,000	\$486,000
Local Funds (Prop A)			
Claremont	\$65,000	\$85,000	\$55,000
San Dimas	\$301,000	\$277,000	\$232,000
Pomona	<u>\$39,000</u>	<u>\$40,000</u>	<u>\$28,000</u>
Total Local Funds	\$405,000	\$402,000	\$315,000
Total Cab & Group Revenue	<u>\$998,000</u>	<u>\$993,000</u>	<u>\$801,000</u>
Total Operating Revenue	<u>\$4,838,000</u>	<u>\$5,113,000</u>	<u>\$4,416,000</u>
<u>Capital & Technology Revenue</u>			
	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2021R</u>
La Verne 16.2%	\$36,400	\$40,500	\$0
Pomona 74.7%	\$147,600	\$186,750	\$0
San Dimas 9.11%	\$16,000	\$22,750	\$0
Capital and Technology Reserves	\$363,000	\$5,000	\$151,000
FTA 5310/5317	<u>\$432,000</u>	<u>\$0</u>	<u>\$194,000</u>
Total Capital & Technology Revenue	\$995,000	\$255,000	\$345,000
Total Revenue	<u>\$5,833,000</u>	<u>\$5,368,000</u>	<u>\$4,761,000</u>

* Awarded in FY 2018

PROPOSED FY 2021 BUDGET
POMONA VALLEY TRANSPORTATION AUTHORITY

4/26/2020

EXPENDITURES

PVTA ADMINISTRATION

Salaries & Benefits

	<u>FY 20</u>	<u>FY 21</u>	<u>FY 21 Rev</u>
Administrator	\$130,000	\$130,000	\$125,000
Senior Analyst	\$90,000	\$93,000	\$90,000
Office Administrative	\$66,000	\$68,000	\$66,000
Benefits	\$130,000	\$145,000	\$140,000
Total Salaries & Benefits	<u>\$416,000</u>	<u>\$436,000</u>	<u>\$421,000</u>

Other Expenditures

Audit	\$9,000	\$9,000	7,000
Legal	\$5,000	\$4,000	2500
Telephone	\$4,000	\$4,000	3500
Supplies	\$8,000	\$8,000	6000
Insurance	\$22,000	\$19,000	19,000
Travel & Training	\$13,000	\$16,000	8,000
Rent & Utilities	\$45,000	\$50,000	50,000
Equipment Rent & Maintenance	\$7,000	\$7,000	7,000
Miscellaneous	\$8,000	\$8,000	<u>0</u>

Total Other Expense **\$121,000** **\$125,000** **\$103,000**

CSS Services (Regist)	\$0	\$0	<u>\$0</u>
Marketing & Consultants	<u>\$85,000</u>	<u>\$85,000</u>	<u>\$35,000</u>
Total CSS & Consultants	<u>\$85,000</u>	<u>\$85,000</u>	<u>\$35,000</u>

Total PVTA Administration & Marketing **\$622,000** **\$646,000** **\$559,000**

Mobility Manager

Wages	\$125,000	\$126,000	\$126,000
Benefits	\$50,000	\$40,000	\$40,000
Rent/Supplies/Start-up	<u>\$20,000</u>	<u>\$10,000</u>	<u>\$10,000</u>
	<u>\$195,000</u>	<u>\$176,000</u>	<u>\$176,000</u>

Total (Administration Expense)	\$817,000	\$822,000	<u>\$176,000</u>
(Less FTA 5310 Mobility Manager)	<u>(\$155,000)</u>	<u>(\$150,000)</u>	<u>-\$150,000</u>
Net Administration Cost	<u>\$662,000</u>	<u>\$672,000</u>	<u>\$585,000</u>

PROPOSED FY 2021 BUDGET
POMONA VALLEY TRANSPORTATION AUTHORITY

4/26/2020

	<u>FY 20</u>	<u>FY 21</u>	<u>FY 21</u>
<u>Get About Other</u>			
Consultant, Marketing	\$75,000	\$100,000	\$23,000
Total Get About Other	\$75,000	\$100,000	\$23,000
<u>Get About Operations</u>			
Van Service	\$2,145,000	\$2,400,000	\$2,100,000
Cab Meter	<u>\$1,090,000</u>	<u>\$1,050,000</u>	<u>\$995,000</u>
Total Get About Operations	\$3,235,000	\$3,450,000	\$3,095,000
<u>Claremont Dial-a-Ride Operations</u>			
Cab Charges	\$305,000	\$295,000	\$250,000
Van Service	\$135,000	\$140,000	\$110,000
Marketing & Consultants	<u>\$35,000</u>	<u>\$57,000</u>	<u>\$42,000</u>
Total DAR Operations	\$475,000	\$492,000	\$402,000
<u>San Dimas Dial-a-Cab Operations</u>			
Cab Charges including dedicated	\$342,000	\$345,000	\$270,000
Marketing	<u>\$5,000</u>	<u>\$5,000</u>	<u>\$5,000</u>
	\$347,000	\$350,000	\$275,000
<u>Pomona Group Service</u>			
Contract Cost	\$42,000	\$46,000	\$35,000
Marketing	<u>\$2,000</u>	<u>\$3,000</u>	<u>\$1,000</u>
Total Pomona Group Service	\$44,000	\$49,000	\$36,000
<u>Total Operating Expense</u>	<u>\$4,838,000</u>	<u>\$5,113,000</u>	<u>\$4,416,000</u>
<u>Capital & Technology Fund</u>			
Replacement Cut-A-Ways (FTA 5310)	\$0	\$0	\$0
Accessible minivans	\$0	\$0	\$240,000
Computers/Telephone System (FY 2018)	\$20,000	\$20,000	\$20,000
PVTA Transit Options Website	\$20,000	\$20,000	\$20,000
Scheduling Software	\$150,000	\$150,000	\$0
In-Vehicle Camera System	\$65,000	\$65,000	\$65,000
Total Capital & Technology	\$255,000	\$255,000	\$345,000
Total Expenditures	<u>\$5,093,000</u>	<u>\$5,368,000</u>	<u>\$4,761,000</u>

**PROPOSED FY 2021 BUDGET
PVTA ADMINISTRATION**

4/26/2020

EXPENDITURES

<u>Salaries & Benefits</u>	<u>FY 20</u>	<u>FY 21</u>	<u>FY 21 Rev</u>
Administrator	\$130,000	\$130,000	\$125,000
Senior Transit Analyst	\$90,000	\$93,000	\$90,000
Secretary	\$66,000	\$68,000	\$66,000
Benefits (PERS, Health Ins, W/C)	<u>\$130,000</u>	<u>\$145,000</u>	<u>\$140,000</u>
Total Salaries & Benefits	<u>\$416,000</u>	<u>\$436,000</u>	<u>\$421,000</u>

Other Expenditures

Audit	\$9,000	\$9,000	7,000
Legal	\$5,000	\$4,000	2500
Telephone	\$4,000	\$4,000	3500
Supplies/ADP	\$8,000	\$8,000	6000
Insurance	\$22,000	\$19,000	19,000
Travel & Training	\$13,000	\$16,000	8,000
Rent & Utilities	\$45,000	\$50,000	50,000
Equipment Rent & Maintenance	\$7,000	\$7,000	7,000
Miscellaneous & Moving Exp.	<u>\$8,000</u>	<u>\$8,000</u>	<u>0</u>
Total Other Expenditures	<u>\$121,000</u>	<u>\$125,000</u>	<u>\$103,000</u>

CSS Services(Regist)	\$0	\$0	0
Marketing & Consultants	<u>\$85,000</u>	<u>\$85,000</u>	<u>35,000</u>
Total CSS and Consultants	<u>\$85,000</u>	<u>\$85,000</u>	<u>\$35,000</u>

Total Admin & Marketing **\$622,000** **\$646,000** **559,000**

FY 2020 **FY 2021** **FY 2021R**

Mobility Manager (1/1/2018)

Wages	\$125,000	\$126,000	\$126,000
Benefits	\$50,000	\$40,000	\$40,000
Supplies etc.	<u>\$20,000</u>	<u>\$10,000</u>	<u>\$10,000</u>
Mobility Manager Total	<u>\$195,000</u>	<u>\$176,000</u>	<u>\$176,000</u>

Total Administrative Expense **\$817,000** **\$822,000** **\$735,000**
 (Less FTA 5310 Mobility Manager) **(\$155,000)** **(\$150,000)** **-\$150,000**
\$662,000 **\$672,000** **\$585,000**

Allocation of Administrative Costs

Get About	85.0%	\$530,000	\$570,000	\$497,000
Claremont DAR	6.5%	\$60,000	\$43,000	\$38,000
San Dimas DAC	8.0%	\$66,000	\$54,000	\$47,000
Pomona Group	<u>.5%</u>	<u>\$6,000</u>	<u>\$5,000</u>	<u>\$3,000</u>
Total	100.0%	<u>\$662,000</u>	<u>\$672,000</u>	<u>\$585,000</u>

PROPOSED FY 2021 BUDGET
GET ABOUT

4/26/2020

<u>REVENUES</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2021 Revised</u>
Fares	\$150,000	\$165,000	90,000
Subregional Incentive Funds	\$760,000	\$705,000	800,000
Interest	\$60,000	\$70,000	20,000
Carryover - Reduction in Reserves	\$220,000	\$275,000	475,000
FTA Operations Revenue	\$190,000	\$170,000	70,000
		<u>\$0</u>	
Total Fares & Other Revenue	\$1,380,000	\$1,385,000	\$1,455,000
Local Funds FY 2021			
Claremont 13.1%	\$300,120	\$358,285	\$282,960
La Verne 14.1%	\$393,600	\$385,635	\$304,560
Pomona 64.8%	\$1,594,080	\$1,772,280	\$1,399,680
<u>San Dimas 8.0%</u>	<u>\$172,200</u>	<u>\$218,800</u>	<u>\$172,800</u>
100%			
Total Local Revenue (Prop. A)	\$2,460,000	\$2,735,000	\$2,160,000
Total Revenue	<u>\$3,840,000</u>	<u>\$4,120,000</u>	<u>\$3,615,000</u>
 <u>EXPENDITURES</u>			
<u>Administration & Marketing</u>			
Consultant & Marketing	\$75,000	\$100,000	\$23,000
PVTA Administration	<u>\$530,000</u>	<u>\$570,000</u>	<u>\$497,000</u>
Total Administration & Marketing	\$605,000	\$670,000	\$520,000
 <u>Contractor Expense</u>			
Fixed Rate	\$1,010,000	\$1,175,000	\$1,175,000
Hourly, Incentives, Dispatch (24,000 h	\$1,010,000	\$1,190,000	\$905,000
Fares Retained	\$85,000	N/A N/A	
Gas (85,000 gallons x \$.70)	<u>\$40,000</u>	<u>\$35,000</u>	<u>\$20,000</u>
Van Service Total	\$2,145,000	\$2,400,000	2,100,000
 Cab Charges (55,000 Rides)	 \$1,090,000	 \$1,050,000	 \$995,000
Total Contractor Expense	<u>\$3,235,000</u>	<u>\$3,450,000</u>	<u>\$3,095,000</u>
 Get About Total Expense	 <u>\$3,840,000</u>	 <u>\$4,120,000</u>	 <u>\$3,615,000</u>

**PROPOSED FY 2021 BUDGET
CLAREMONT DIAL-A-RIDE**

4/26/2020

Revenue

	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 20-21 Rev</u>
Fares	\$50,000	\$30,000	\$10,000
Regional Funds	\$420,000	\$420,000	\$375,000
Proposition A	<u>\$65,000</u>	<u>\$85,000</u>	<u>\$55,000</u>
Total Revenue	<u>\$535,000</u>	<u>\$535,000</u>	<u>\$440,000</u>

Expenditures

	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2021R</u>
Cab Charges	\$305,000	\$295,000	\$250,000
Van Service (Group)	\$135,000	\$140,000	\$110,000
Administration	\$60,000	\$43,000	\$38,000
Marketing & Consulting	<u>\$35,000</u>	<u>\$57,000</u>	<u>\$42,000</u>
Total Expenditures	<u>\$535,000</u>	<u>\$535,000</u>	<u>\$440,000</u> *

* The total does not include an estimated \$130,000 in Claremont administrative costs. Projected Claremont revenues and expenditures for FY 2020 including Claremont administrative costs & are detailed below.

**CLAREMONT DIAL-A-RIDE
(INCLUDING CLAREMONT ADMINISTRATION)**

Revenue

	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2021R</u>
Fares	\$50,000	\$30,000	\$10,000
Regional Funds	\$420,000	\$420,000	\$375,000
Proposition A	<u>\$195,000</u>	<u>\$215,000</u>	<u>\$185,000</u>
Total Revenue	<u>\$665,000</u>	<u>\$665,000</u>	<u>\$570,000</u>

Expenditures

	<u>FY 2019</u>	<u>FY 2021</u>	<u>FY 2021R</u>
Cab Charges	\$305,000	\$295,000	\$250,000
Van Service	\$135,000	\$140,000	\$110,000
PVTA Cost	\$95,000	\$100,000	\$80,000
Claremont Admin	<u>\$130,000</u>	<u>\$130,000</u>	<u>\$130,000</u>
Total Expenditures	<u>\$665,000</u>	<u>\$665,000</u>	<u>\$570,000</u>

**PROPOSED BUDGET
FY 2021
SAN DIMAS DIAL-A-CAB**

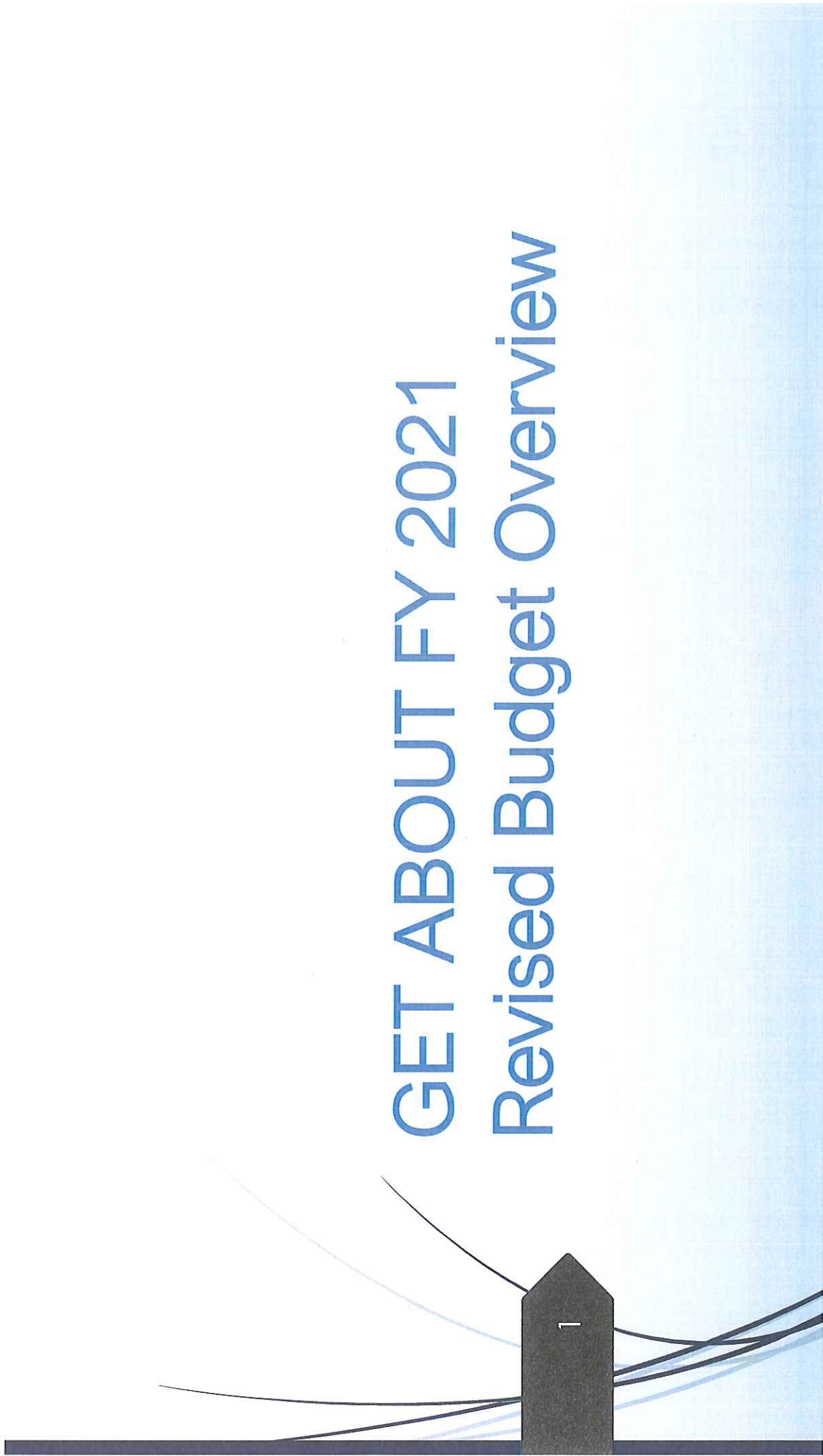
<u>Revenue</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY2021 Revised</u>
Fares	\$40,000	\$50,000	\$20,000
Subregional Incentive Funds	\$72,000	\$77,000	\$70,000
Proposition A Funds	<u>\$301,000</u>	<u>\$277,000</u>	<u>\$232,000</u>
Total Revenue	<u>\$413,000</u>	<u>\$404,000</u>	<u>\$322,000</u>
<u>Expense</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2021</u>
Cab Charges	\$342,000	\$345,000	\$270,000
Administration	\$66,000	\$54,000	\$47,000
Marketing	<u>\$5,000</u>	<u>\$5,000</u>	<u>\$5,000</u>
TOTAL EXPENSE	<u>\$413,000</u>	<u>\$404,000</u>	<u>\$322,000</u>

PROPOSED BUDGET
 FY2021
 POMONA GROUP SERVICE

4/26/2020

<u>Revenue</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2021 Revised</u>
Fares	\$3,000	\$3,000	\$2,000
Subregional Incentive Funds	\$8,000	\$11,000	\$9,000
Proposition A	<u>\$39,000</u>	<u>\$40,000</u>	<u>\$28,000</u>
Total Revenue	<u>\$50,000</u>	<u>\$54,000</u>	<u>\$39,000</u>
<u>Expense</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>FY 2021</u>
Contractor Cost	\$42,000	\$46,000	\$35,000
Administration	\$6,000	\$5,000	\$3,000
Marketing	<u>\$2,000</u>	<u>\$3,000</u>	<u>\$1,000</u>
Total Expense	<u>\$50,000</u>	<u>\$54,000</u>	<u>\$39,000</u>

GET ABOUT FY 2021 Revised Budget Overview



Recommended Budget Adoption and Management Process

- ✓ **May 13th Board Meeting**-Present revised budget review changes from the preliminary budget.
- ✓ **Technical Committee Review**-Based on input from cities, review the budget with the PVTA Technical Committee.
- ✓ **Budget Adoption**-The FY 2021 will be presented for adoption at the June 10th, board meeting.
- ✓ **Quarterly Review and Budget Modification**- Based on final funding marks and actual service demand make appropriate budget modifications

PVTA Budget Principles

- ✓ *PVTA Charges to Member Cities are Based on Actual Costs*
- ✓ *Outside Revenue Sources are Deducted from Total Service Costs*
 - ✓ *The Net Amount is the Member City Contribution Amount*
- ✓ *A City's Share of Get About Contributions is Based on the Number of Rides Taken by Residents of the City (Three Year Average)*
- ✓ *Any Budgeted Get About Funds Not Expended are Held in Reserve*
- ✓ *Any Unexpended Funds for Individual City Programs are Returned to that City at the End of the Year*

PVTA Reserve Funds

General Reserves

- *Board Policy – A Reserve of 30% of Get About Annual Operating Budget*
 - *Reserves as of June 30, 2019- \$1,645,000*
 - *FY 2020 Reserve Minimum-\$1,150,000*
 - *\$220,000 in Reserves Programmed in FY 2020 Budget*
 - *\$275,000 in Reserves Programmed in FY 2021 Preliminary Budget*
- *Revised FY 2021 Budget Programs \$475,000, an increase of \$200,000.*

Capital and Technology Fund

- Reserves Held for Fleet Replacement & Technology
- Balance as of June 30, 2019-\$1,437,000
- Fleet Replacement Cost \$3 million
- Claremont Supplies 8 Vehicles to PVTA in Lieu of Contribution
- The Revised Budget defers Capital contributions for FY 2021, reducing city contributions by \$250,000

FY 2021 Get About Budget

Service Costs-\$3,615,000

Service Costs- Reduced by \$505,000 from Preliminary Budget

- Dedicated Vehicles -\$300,000
 - ✓ Rate increase July 1
 - ✓ Wages increased by 16% in the last two years
 - ✓ New scheduling software
 - ✓ Service hours reduced by 25% from 24,000 to 18,000
- ✓ Estimate based on slow expansion of demand by about 10% per month, considering the need to limit riders per vehicles

Demand Response & PVRTA Administration, Marketing and Mobility Management

- *Demand Response (Cab) - \$55,000*
 - ✓ *Rates*
 - ✓ *Get About Supplement- +7.4%*
 - ✓ *Ready Now- +7.1%*
 - ✓ *One Step- +25%+*
 - ✓ *Trip Volume down from 46,500 to 34,000 rides*
- *Administration - \$150,000*
 - ✓ *Reduced Scope of ZEB studies*
 - ✓ *Reduced Marketing*

Summary of Changes City Contributions to Get About Operations and Capital

	Adopted <u>FY2020</u>	Prelim <u>FY2021</u>	Revised <u>FY2021</u>	FY20-21 <u>+/-</u>	FY21-21rev <u>+/-</u>
Claremont	\$300,120	\$358,285	\$282,960	-\$17,160	-\$75,325
La Verne	\$430,000	\$426,135	\$304,560	-\$125,440	-\$121,575
Pomona	\$1,741,680	\$1,959,030	\$1,399,680	-\$342,000	-\$559,350
San Dimas	\$188,200	\$241,550	\$172,800	-\$15,400	-\$68,750
Total	\$2,660,000	\$2,985,000	\$2,160,000	-\$500,000	-\$825,000

Get About City Contributions

Total Contributions Reduced by \$825,000

PROJECTED FY 2021 CITY SHARES

	<u>CL</u>	<u>LV</u>	<u>PO</u>	<u>SD</u>
FY 2018	11.6%	16.0%	64.6%	7.8%
FY 2019	13.4%	13.5%	65.3%	7.8%
FY 2020	<u>14.2%</u>	<u>12.8%</u>	<u>64.6%</u>	<u>8.4%</u>
FY 21 Share	13.1%	14.1%	64.8%	8.0%

FY 2021 GET ABOUT CITY CONTRIBUTIONS

	<u>Ops Share</u>	<u>Ops Contribution</u>
Claremont	13.1%	\$282,960
La Verne	14.1%	\$304,500
Pomona	64.8%	\$1,399,680
San Dimas	<u>8.0%</u>	<u>\$172,800</u>
Total	100.0%	\$2,160,000