

Pomona Valley
Transportation
Authority

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


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May 13, 2020

**AGENDA
ITEM #5**

MEMORANDUM

To: Pomona Valley Transportation Authority

From: George L. Sparks, PVRTA Administrator


Subject: **Emergency Declaration Related to COVID 19**

RECOMMENDATION: *Approve PVRTA Resolution 20-1 proclaiming an Emergency and Authorizing Emergency Actions.*

Background

The COVID 19 pandemic has caused multiple disruptions to our services as well as having serious financial implications. The crisis has required us to make major adjustments to both our service levels in terms of hours of service, standards and other parameters for our contractors. Among the changes we have made are increasing the number dedicated cab drivers from 4 to 8, reducing the service hours for the dedicated vehicle services and operating service fare free. All of these actions were taken by staff because they required immediate action. These actions by the Administrator were within the options provided the Administrator by the contract and our policies.

We expect that the impact of the pandemic on our operations and service demand to continue well after the end of the stay at home order. Staff projects that demand for our service will return very gradually. In order to deal with the continuous changes in our operating environment it will be necessary to make series of service and contract adjustments. In order to facilitate the ability to make navigational changes in a timely fashion staff is recommending that the Board approve an Emergency Declaration.

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This step was recommended to us by our legal counsel. Both Foothill Transit and Palos Verdes Peninsula Transit Authority have taken similar actions. The declaration authorizes the Administrator during the period of the emergency to take personnel and contracting actions as necessary to maintain appropriate levels of service, maintain the resources required to resume normal operations and ensure financial stability. The Emergency Declaration can be withdrawn by the Board of Directors at any time.

POMONA VALLEY TRANSPORTATION AUTHORITY

RESOLUTION NO. 20 – 01

A RESOLUTION OF THE POMONA VALLEY TRANSPORTATION AUTHORITY PROCLAIMING AN EMERGENCY AND AUTHORIZING EMERGENCY ACTIONS

The Board of Directors of the Pomona Valley Transportation Authority (PVTA) does resolve as follows:

1. **Findings.** The Board of Directors hereby finds and declares the following:

A. On March 4, 2020, Governor Newsom proclaimed a State of Emergency to exist in California as a result of the COVID-19 pandemic.

B. Conditions of extreme peril to the safety of persons and property have arisen within the service area of the PVTA caused by the COVID-19 pandemic.

C. Actions taken by the federal, state, county, and city governments to control the pandemic have resulted in significant declines in public transit utilization, and have required PVTA to suspend normal office operations.

D. The declines in ridership and the impact of the pandemic on local sales tax receipts have created significant fiscal uncertainties for the PVTA.

E. As a result of daily changes in actions taken by other governmental authorities, and the resultant impacts on ridership, the availability and the health and safety of PVTA staff and contracted service staff, and the fiscal uncertainties attendant to the pandemic, it is necessary to provide executive authority to take emergency actions in response.

2. **Action.** The Board of Directors hereby:

A. Proclaims that an emergency exists throughout the PVTA service area and that this emergency shall be deemed to continue to exist until its termination is ordered by the Board of Directors.

B. The Administrator is authorized during the period of this emergency to take such personnel and contracting actions as the Administrator deems necessary to maintain appropriate levels of transit service, maintain readiness to resume normal transit operations, ensure the fiscal stability of the PVTA, and provide for the health and economic welfare of both PVTA and contracted staff.

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3. Adoption. PASSED AND ADOPTED at a meeting of the Executive Board of the Pomona Valley Transportation Authority held on May 13, 2020, by the following vote:

AYES:

NOES:

ABSENT:

Nora Garcia, Chair

ATTEST:

By _____
George L. Sparks, PVTA Administrator