

POMONA VALLEY TRANSPORTATION AUTHORITY

WEDNESDAY, June 9, 2021

REGULAR BOARD OF DIRECTORS MEETING MINUTES

**Present:**

**Claremont**

Corey Calaycay, Councilmember  
Kristin Mikula, Community Services

**La Verne**

Muir Davis, Councilmember

**Pomona**

Nora Garcia, Councilmember  
Elizabeth Ontiveros-Cole, Councilmember

**San Dimas**

Brad McKinney, Assistant City Manager  
Denis Bertone, Councilmember

**PVTA**

George Sparks, Administrator  
Nicole Carranza, Sr. Program Manager  
Diana Mendez, Mobility Manager  
Erika Cardenas, Mobility Manager

**Network**

Freddie Mohammadi, Operations Manager

**Foothill Transit**

Josh Landis, Foothill Transit  
Joseph Raquel, Foothill Transit  
Doran Barnes, Foothill Transit

1. **Call to Order**

The meeting was called to order at 5:01 p.m. by Corey Calaycay

2. **Consent Calendar**

- A. Minutes (April)
- B. Administrator's Report
- C. Financial Report (March)
- D. Check Register (April-May)

**Action:** It was **MOVED** by Muir Davis, **SECONDED** by Denis Bertone, Board unanimously **VOTED** to approve the consent calendar as presented.

3. **March Operations Report**

**Erika Cardenas Presenting**

PVTA saw an increase in ridership for all services and attributed this to mandates being lifted and an increase in vaccinations. On time performance was met in the month of March. This is due in part to the new minivans First Transit began using in the month of March. They used the vans for the overflow rides. Complaints are down and mobility managers continue partnering with local groups and agencies. One example is PVTA mobility managers partnering with the City of Pomona to deliver activity bags for its senior program participants.

4. **Proposed Budget FY2022**

**Nicole Carranza Presenting:**

The finalized preliminary budget reduced the city contribution to Get About and Capital Replacement fund by a total of \$1,010,000. The technical committee agreed to not include FY21 ridership in the ridership share calculation. It would skew the ridership shares between cities. FY18-FY20 is recommended to get the 3 year rolling average. This would increase the contributions by Claremont, La Verne and San Dimas but would help the share percentage among all four cities. PVTA is recommending instead of city contributions to the cap replacement fund we transfer \$300,000 from the general reserve fund for FY 22.

**Action:** It was **MOVED** by Nora Garcia, **SECONDED** by Muir Davis, Board unanimously **VOTED** to approve the Proposed FY 2022 Budget

5. **Election of Officers**

**George Sparks presenting:**

The election of officers for the year is done annually in June. The slate of officers for the PVTA Board for the 2021-2022 cycle is:

Chair: Muir Davis  
Vice Chair: Denis Bertone  
Treasurer: James JR Ranells  
Secretary: George Sparks  
CJPIA: Nora Garcia  
CJPIA Alternate: George Sparks

**Action:** It was **MOVED** by Denis Bertone, **SECONDED** by Muir Davis, Board unanimously **VOTED** to approve the election of officers.

6. **Fareless System Initiative Update**

**George Sparks presenting**

Initial proposal was to have all bus and rail to go fareless. This would create an issue for Access Services, the ADA service, would be obligated to go fareless as well. The proposal went to the board again at the May 2021 meeting. The Metro Board passed a joint motion to go fareless for K-12 and for the first couple of years of college and later for low income individuals. These groups account for about 70% of their overall ridership. Metro is working on establishing possible longer term funding for this program.

7. **Service Design Analysis Update**

**George Sparks presenting**

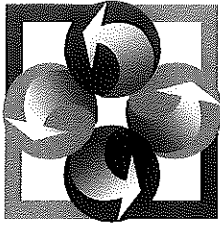
At the end of 2019 our consultants AMMA transit planning presented us with a plan to move PVTA into the future. Some of the recommendations that have had the biggest impact so far. They suggested we implement a different business model. In the past PVTA has had two contractors, one for the dedicated service and one with a cab service. The new suggested model calls for one primary contractor that is free to select another secondary contractor or more. The primary contractor would put all services on the same software platform. Riders only have to call one number to check on their ride regardless of the service they requested. The next step is to launch a smartphone application where the rider can book, modify and pay for trips. PVTA will pilot this application with one service, possibly Claremont Dial a Ride, before including the others. Mobility Management was working with community groups to identify the needs of the public, this effort was hindered by the COVID-19 pandemic but will resume.

8. **Oral-Members of the public may address the Board at this time**

No members were present to address the Board

7. **Adjourn to the next regular meeting**

**Wednesday, June 9, 2021 at 5 pm**



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

September 8, 2021

AGENDA  
ITEM #2B

**MEMORANDUM**

To: Pomona Valley Transportation Authority

From: George L. Sparks, *GLS* Administrator

Subject: **Administrator's Report-September 2021**

**A. Board Meeting Schedule for FY 2022**

PVTA's board meetings are scheduled as needed to facilitate the planning and budgetary process. Meetings are normally held on the second Wednesday of the month at 5:00 p.m. in the La Verne City Hall conference room. We are hoping to begin in person meetings again in FY 2022, but given the current uncertainty around the pandemic our September 8<sup>th</sup> meeting will be via Zoom. Below is the tentative board meeting schedule for FY 2022:

- **September 8, 2021**
- **November 10, 2021**
- **December 15, 2021-Holiday Party (Tentative)**
- **February 9, 2022**
- **April 13, 2022**
- **June 8, 2022**

**B. Service Update**

Get About has seen a steady increase in both ridership and demand in recent months. Ridership in the period from April to June was up by 60% compared to the same quarter last year. The recent pandemic surge related to the emergence of the Delta variant makes it difficult to predict whether the growth in demand will continue.

**1. Driver Shortage**

The growth in demand and the tight labor market as we come out of the pandemic has made driver recruitment a major issue. First Transit estimates that it needs about 20 drivers to operate the dedicated cutaway fleet at full capacity. They have 13 full time drivers on their

roster and they are struggling to meet current Get About demand during peak periods. Get About is negotiating some pick up times and occasionally turning down some reservation requests. The larger issue is the need to staff up for the fall when we expect demand for groups to ramp up as school and other activities start. The shortage of drivers has also resulted in some issues with on time performance and has constrained the service's ability to respond to additional needs as they arise.

The driver shortage is more severe for our cab based services, Ready Now, One Step, Claremont DAR, and San Dimas Cab. The cab shortage has resulted in longer wait times and for the first time we are having to advise riders that wait may exceed our 45 minute standard during peak periods. We are recommending riders book trips during less busy times. These issues have slowed ridership growth in these services.

We have been actively working with our contractors to address these issues. PVRTA has increased funding for dedicated employee drivers for the cab services from four drivers to six. We are considering adding another two dedicated drivers to further backstop the service. First Transit is exploring subcontracting options to shore up the cab based demand response services and is offering a \$2,000 bonus for new hires in the dedicated vehicle service.

## ***2. Service Changes and Safety Measures***

We resumed fare collections for all its services on Jul 1, 2021. Riders can purchase tickets at a discounted rate through their city. Due the increased demand and driver shortages, we have also begun ride sharing to a limited extent. Our policy is to social distance as much as possible. In our large vans we are only allowing a person on every other seat to space folks out. Masks/face coverings are still being enforced on all services. Riders and drivers are all expected to wear a mask or face covering for the duration of their ride. Hand sanitizer, extra masks and disinfectant are available for riders that do not bring their own. In addition to the above mentioned, PVRTA is also doing the following:

- Daily sanitation of all vehicles
- Temperature checks were conducted on all employees
- Masks and gloves were distributed to all drivers and office staff
- Installation of hand sanitizer dispensers in all vehicles
- Drivers were equipped with disinfectant
- Prevention measures were displayed in the vehicles and in the office
- Seats were marked off in larger vehicles to space out riders
- Time off given to employees for vaccine appointments

The PVRTA Transit Store is now open to the public, but a mask is required to enter. Patrons are still encouraged to call ahead to place an order, but walk-ins are welcomed.

PVTA is monitoring city, county, state and federal agencies for updates and recommendations. Mobility Managers have a plan in place to alert any passengers that may have come in contact with a Covid-19 positive driver or fellow rider. This plan was used once in the early stages of the pandemic. PVTA has had no recent reports of Covid-19 positive riders or drivers.

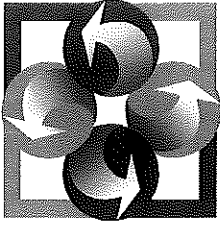
### ***Pomona Group Temporary School Transportation***

The Pomona Group service was able to provide temporary service to unhoused students to access programs being provided by Pomona schools. The school district was not able to initially provide transportation to these students. The Pomona group service was able to provide fill in transportation from Roosevelt Elementary to four other schools in the district. The service began on August 16<sup>th</sup> and will operate through September 15<sup>th</sup> when the school district is planning to assume responsibility for the transportation.

### ***Work Program September December***

Below is a summary of the primary work program activities planned for the next four months.

- 1. The immediate focus is on driver and cab recruitment to meet the expected increase in service demand.*
- 2. We will be coordinating with Pomona and Claremont groups to assess their needs and to reserve sufficient space to meet their needs.*
- 3. Finalize the mobile application contract and the customization, begin beta testing.*
- 4. Survey riders and client agencies to assess potential demand.*
- 5. Develop zero emissions study work scope, begin consultant solicitation process.*



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September 8, 2021

**AGENDA  
ITEM #2C**

**MEMORANDUM**

To: Pomona Valley Transportation Authority  
From: George L. Sparks, PVRTA Administrator *GLS*  
Subject: **Financial Report for July 2020 through June 2021**

**Get About**

Attached is the initial financial report for FY 2021. We ended the year with revenues ahead of expense by about \$400,000 consistent with our earlier projections. These savings will be programmed into the FY 2022 and future budgets to reduce city contributions for Get About operations and capital reserves. We expect financial trends to remain steady in the early months of FY 2022 with contractor costs increasing slowly as ridership levels increase in the Fall. Outside revenues ended the year very close to the estimates in October's modified budget.

Our service levels remained depressed throughout the year resulting in lower operating costs. Operating costs for the van side were \$370,000 below the adopted budget. Cab costs were \$400,000 below the prorated budget.

**Claremont Dial-a-Ride**

Claremont DAR's expenses ended the year \$160,000 below budgeted levels.

**San Dimas Dial-a-Cab**

Expenses for San Dimas Dial-a-Cab ended \$100,000 below budgeted levels.

**Pomona Group**

Pomona Group costs were \$7,000 below the adopted budget.

**PVTA Administration**

PVTA's administrative costs ended \$93,000 below the adopted budget.



**2020-21  
GET ABOUT**

	<b>Approved Budget <u>2020-21</u></b>	<b>Current Month <u>Jun-21</u></b>	<b>YTD 7/1/2020 <u>6/30/2021</u></b>	<b>Prorated Budget</b>
<b><u>Revenues</u></b>				
Fares	35,000	2,731	35,962	35,000
Subregional Incentive	1,150,000	870,747	1,181,928	1,150,000
Interest & Miscellaneous Income	20,000	2,897	18,534	20,000
Reserves	475,000	0	0	475,000
New Freedom FTA 5310	0	11,306	28,664	0
New Freedom FTA 5317	55,000	22,633	51,936	55,000
Prop. A				
Claremont	228,595	0	228,595	228,595
La Verne	246,045	0	246,045	246,045
Pomona	1,130,760	-10	1,130,750	1,130,760
San Dimas	<u>139,600</u>	<u>0</u>	<u>139,600</u>	<u>139,600</u>
Total Local Return	1,745,000	-10	1,744,990	1,745,000
<b>Total Revenue</b>	<b>3,480,000</b>	<b>910,304</b>	<b>3,062,014</b>	<b>3,480,000</b>
<b><u>Expenditures</u></b>				
<b><u>Administration</u></b>				
PVTA Administration	536,000	37,609	450,856	536,000
Consultants & Marketing	<u>24,000</u>	<u>0</u>	<u>2,500</u>	<u>24,000</u>
<b>Total Administration</b>	<b>560,000</b>	<b>37,609</b>	<b>453,356</b>	<b>560,000</b>
<b><u>Operations</u></b>				
Van Operation	1,975,000	145,001	1,604,319	1,975,000
Cab Operation	<u>945,000</u>	<u>55,754</u>	<u>546,752</u>	<u>945,000</u>
<b>Total Operation Expense</b>	<b>2,920,000</b>	<b>200,755</b>	<b>2,151,071</b>	<b>2,920,000</b>
<b>Total Get About Expense</b>	<b>3,480,000</b>	<b>238,364</b>	<b>2,604,427</b>	<b>3,480,000</b>

**CLAREMONT  
DIAL-A-RIDE**

	<b>Approved Budget <u>2020-21</u></b>	<b>Current Month <u>Jun-21</u></b>	<b>YTD 7/1/2020 <u>6/30/2021</u></b>	<b>Prorated Budget</b>
<b><u>Revenue</u></b>				
Fares	8,000	0	11	8,000
Regional Funds	310,000	-10,594	191,906	310,000
Proposition A	<u>35,000</u>	<u>0</u>	<u>0</u>	<u>35,000</u>
<b>Total Revenue</b>	<b>353,000</b>	<b>-10,594</b>	<b>191,917</b>	<b>353,000</b>

**Expenditures**

PVTA Administration	41,000	4,465	35,849	41,000
Cab Operations	195,000	16,157	147,385	195,000
Van Services	75,000	407	7,764	75,000
Marketing	<u>42,000</u>	<u>0</u>	<u>919</u>	<u>42,000</u>
<b>Total Expenditures</b>	<b>353,000</b>	<b>21,029</b>	<b>191,917</b>	<b>353,000</b>

**SAN DIMAS  
DIAL-A-CAB**

	<b>Approved Budget <u>2020-21</u></b>	<b>Current Month <u>Jun-21</u></b>	<b>YTD 7/1/2020 <u>6/30/2021</u></b>	<b>Prorated Budget</b>
<b><u>Revenue</u></b>				
Fares	10,000	1,326	14,788	10,000
Proposition A	190,000	-68,835	88,165	190,000
Subregional Incentive	<u>95,000</u>	<u>68,704</u>	<u>92,204</u>	<u>95,000</u>
<b>Total Revenue</b>	<b>295,000</b>	<b>1,195</b>	<b>195,157</b>	<b>295,000</b>

**Expenditures**

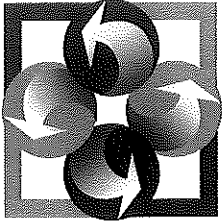
Administration	50,000	4,052	45,362	50,000
Cab Operations	240,000	12,222	149,795	240,000
Marketing	<u>5,000</u>	<u>0</u>	<u>0</u>	<u>5,000</u>
<b>Total Expenditures</b>	<b>295,000</b>	<b>16,274</b>	<b>195,157</b>	<b>295,000</b>

## POMONA GROUP

	<b>Approved Budget <u>2020-21</u></b>	<b>Current Month <u>Jun-21</u></b>	<b>YTD 7/1/2020 <u>6/30/2021</u></b>	<b>Prorated Budget</b>
<b><u>REVENUE</u></b>				
Fares	2,000	0	0	2,000
Prop. A	28,000	-10,743	17,257	28,000
Subregional Incentive Funds	<u>12,000</u>	<u>12,491</u>	<u>17,956</u>	<u>12,000</u>
<b>Total Revenues</b>	<b>42,000</b>	<b>1,748</b>	<b>35,213</b>	<b>42,000</b>
<b><u>EXPENDITURES</u></b>				
Administration	3,000	265	4,857	3,000
Contract Cost	38,000	1,670	30,346	38,000
Marketing	<u>1,000</u>	<u>0</u>	<u>0</u>	<u>1,000</u>
<b>Total Expenditures</b>	<b>42,000</b>	<b>1,935</b>	<b>35,203</b>	<b>42,000</b>

## PVTA ADMINISTRATION

	Approved Budget <u>2020-21</u>	Current Month <u>Jun-21</u>	YTD 7/1/2020 <u>6/30/2021</u>	Prorated Budget
<b><u>Revenue</u></b>				
Administration Charges	630,000	46,391	536,923	630,000
<b>Total Revenue</b>	<b>630,000</b>	<b>46,391</b>	<b>536,923</b>	<b>630,000</b>
<b><u>Expenditures</u></b>				
Salaries & Benefits				
Administrator	125,000	5,931	121,759	125,000
Senior Transit Analyst	90,000	8,582	95,243	90,000
Secretary	66,000	5,035	67,388	66,000
Benefits	<u>140,000</u>	<u>4,176</u>	<u>126,861</u>	<u>140,000</u>
<b>Total Salaries &amp; Benefits</b>	<b>421,000</b>	<b>23,724</b>	<b>411,251</b>	<b>421,000</b>
<b>Other Expenditures</b>				
Audit	7,000	0	6,125	7,000
Legal	2,500	0	0	2,500
Telephone	3,500	562	4,450	3,500
Supplies/ADP	5,000	302	5,821	5,000
Insurance	18,000		14,030	18,000
Travel & Conference	7,000	254	4,010	7,000
Rent & Utilities	50,000		43,299	50,000
Equipment Rent & Maintenance	5,000	121	2,117	5,000
Miscellaneous & Moving Exp.	<u>0</u>	<u>74</u>	<u>413</u>	<u>0</u>
<b>Total Other Expenditures</b>	<b>98,000</b>	<b>1,313</b>	<b>80,265</b>	<b>98,000</b>
Consultants & Marketing	<u>85,000</u>	<u>20,199</u>	<u>30,471</u>	<u>85,000</u>
<b>Total Consultant &amp; Marketing</b>	<b>85,000</b>	<b>20,199</b>	<b>30,471</b>	<b>85,000</b>
<b><u>Mobility Manager</u></b>				
Wages	126,000	10,095	124,130	126,000
Benefits	40,000	1,457	25,234	40,000
Rent/Supplies/Start-up	<u>10,000</u>	<u>0</u>	<u>0</u>	<u>10,000</u>
<b>Mobility Manager Total</b>	<b>176,000</b>	<b>11,552</b>	<b>149,364</b>	<b>176,000</b>
<b>Total Admin. &amp; Marketing</b>	<b>780,000</b>	<b>56,788</b>	<b>671,351</b>	<b>780,000</b>
(Less FTA 5310 Mobility Manager)	<u>(150,000)</u>	<u>(10,397)</u>	<u>(134,428)</u>	<u>(150,000)</u>
	<b>630,000</b>	<b>46,391</b>	<b>536,923</b>	<b>630,000</b>



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September 8, 2021

**AGENDA  
ITEM #2D**

**MEMORANDUM**

To: Pomona Valley Transportation Authority  
From: <sup>D. H.</sup> Dalal Haddad, Administrative Manager  
Subject: **Check Register – July-August**

Attached is a copy of PVTA's check register for July and August. This report lists every check written by PVTA for the period indicated. Each service has a separate General Ledger and Accounts Payable, therefore a separate check register. The name of the service is at the top of the page, beginning with our general fund "Pomona Valley Transportation", Claremont Dial-a-Ride, Get About Transportation, San Dimas Dial-a-Cab, and Pomona Group.

General Administration costs like office rent, office supplies, and telephone are paid through the Pomona Valley Transportation fund, and then allocated to each service by journal entry.

The columns on the Check Register Report are:

- Check #
- Bank Account – "101" is the General Ledger account number for the PVTA checking account.
- Date – the check was written
- Type – Computer generated check
- Vendor – an abbreviation of the vendor name
- Vendor Name – the payee of the check
- Net Amount – the amount the check was written for; if more than one check was written for a vendor there will be a vendor subtotal also listed. Status – "Outstanding" means the check has not been reconciled (all checks are manually reconciled, so this computer-generated report will always list the checks as "Outstanding")

**POMONA VALLEY TRANSPORTATION**  
**Accounts Payable Check Register Report**  
 Date: 7/01/21 - 8/31/21

Void Checks/Outstanding Checks  
 Computer Checks

Check #	Bank Account	Date	Type	Vendor	Vendor Name	Net Amount	Status
000013222	101	7/07/2021	Computer	BOA	BUSINESS CARD	617.66	Outstand
000013223	101	7/07/2021	Computer	LANGUAGE	LANGUAGE LINE SERVICES	15.20	Outstand
000013224	101	7/07/2021	Computer	CABCONNEC	CABCONNECT, INC.	200.00	Outstand
000013225	101	7/07/2021	Computer	CLCHAMBER	CLAREMONT CHAMBER OF COMMERCE	300.00	Outstand
000013226	101	7/07/2021	Computer	JIVE	LOGMEIN COMMUNICATIONS, INC	705.62	Outstand
000013227	101	7/08/2021	Computer	DOUBLE	DOUBLE TREE HOTEL	710.50	Outstand
000013228	101	7/19/2021	Computer	BOA	BUSINESS CARD	1,782.84	Outstand
000013229	101	7/19/2021	Computer	C DIGITAL	CALIFORNIA DIGITAL SYSTEMS	102.76	Outstand
000013230	101	7/19/2021	Computer	FOUAD	FOUAD HADDAD	445.50	Outstand
000013231	101	7/19/2021	Computer	MEDICARE	CMS MEDICARE INSURANCE	445.50	Outstand
000013232	101	7/19/2021	Computer	PRINCIPAL	PRINCIPAL LIFE INSURANCE COMPANY	370.44	Outstand
000013233	101	7/19/2021	Computer	READY	READY REFRESH BY NESTLE	34.93	Outstand
000013246	101	7/19/2021	Computer	2120	2120 FOOTHILL PROPERTIES	3,242.53	Outstand
000013247	101	7/19/2021	Computer	ADT	ADT SECURITY SERVICES	100.00	Outstand
000013248	101	7/19/2021	Computer	BLUES CA	BLUE SHIELD OF CALIFORNIA	4,317.85	Outstand
000013249	101	7/19/2021	Computer	FRONTIER	FRONTIER COMMUNICATIONS	134.17	Outstand
000013250	101	7/27/2021	Computer	WESTGATE	WESTGATE CENTER FOR LEADERSHIP	375.00	Outstand
000013252	101	8/02/2021	Computer	IMRAN	IMRAN HAMID	615.00	Outstand
000013264	101	8/05/2021	Computer	2120	2120 FOOTHILL PROPERTIES	3,242.53	Outstand
000013265	101	8/05/2021	Computer	CABCONNEC	CABCONNECT, INC.	200.00	Outstand
000013266	101	8/05/2021	Computer	JIVE	LOGMEIN COMMUNICATIONS, INC	743.04	Outstand
000013267	101	8/19/2021	Computer	BERGSTROM	MOORE BERGSTROM COMPANY	390.91	Outstand
000013268	101	8/19/2021	Computer	BLUES CA	BLUE SHIELD OF CALIFORNIA	4,317.85	Outstand
000013269	101	8/19/2021	Computer	BOA	BUSINESS CARD	343.61	Outstand
000013270	101	8/19/2021	Computer	C DIGITAL	CALIFORNIA DIGITAL SYSTEMS	105.57	Outstand
000013271	101	8/19/2021	Computer	FRONTIER	FRONTIER COMMUNICATIONS	134.17	Outstand
000013272	101	8/19/2021	Computer	PRINCIPAL	PRINCIPAL LIFE INSURANCE COMPANY	370.44	Outstand
000013273	101	8/19/2021	Computer	RLS	RLS & ASSOCIATES, INC	4,600.00	Outstand

Report Totals: 28,963.62

Date: 8/30/21  
Time: 10:40AM

**CLAREMONT DIAL-A-RIDE**  
**Accounts Payable Check Register Report**  
Date: 7/01/21 - 8/31/21

Void Checks/Outstanding Checks  
Computer Checks

Check #	Bank Account	Date	Type	Vendor	Vendor Name	Net Amount	Status
000013234	101	7/19/2021	Computer	FIRST	FIRST TRANSIT, INC	11,355.40	Outstand
000013253	101	8/02/2021	Computer	FIRST	FIRST TRANSIT, INC	16,564.81	Outstand
000013274	101	8/19/2021	Computer	CLAREMONT	CITY OF CLAREMONT	10,594.00	Outstand
Report Totals:						38,514.21	

Date: 8/30/21  
Time: 10:41AM

**GET ABOUT TRANSPORTATION**  
**Accounts Payable Check Register Report**  
Date: 7/01/21 - 8/31/21

Page: 1

Void Checks/Outstanding Checks  
Computer Checks

Check #	Bank Account	Date	Type	Vendor	Vendor Name	Net Amount	Status
000013235	101	7/19/2021	Computer	FIRST	FIRST TRANSIT, INC	141,900.64	Outstand
000013236	101	7/19/2021	Computer	FIRST	FIRST TRANSIT, INC	460.00	Outstand
000013237	101	7/19/2021	Computer	FIRST	FIRST TRANSIT, INC	13,300.82	Outstand
000013238	101	7/19/2021	Computer	FIRST	FIRST TRANSIT, INC	18,275.72	Outstand
000013239	101	7/19/2021	Computer	FIRST	FIRST TRANSIT, INC	2,594.73	Outstand
000013240	101	7/19/2021	Computer	FIRST	FIRST TRANSIT, INC	1,994.00	Outstand
000013241	101	7/19/2021	Computer	FIRST	FIRST TRANSIT, INC	5,751.42	Outstand
000013242	101	7/19/2021	Computer	FIRST	FIRST TRANSIT, INC	3,493.14	Outstand
000013243	101	7/19/2021	Computer	GRAFX	GRAFXOLUTION	2,066.58	Outstand
000013251	101	7/27/2021	Computer	TOUCH TEL	TOUCH TEL MOBILE	1,560.00	Outstand
000013254	101	8/02/2021	Computer	FIRST	FIRST TRANSIT, INC	25,477.04	Outstand
000013255	101	8/02/2021	Computer	FIRST	FIRST TRANSIT, INC	14,357.98	Outstand
000013256	101	8/02/2021	Computer	FIRST	FIRST TRANSIT, INC	141,165.66	Outstand
000013257	101	8/02/2021	Computer	FIRST	FIRST TRANSIT, INC	989.00	Outstand
000013258	101	8/02/2021	Computer	FIRST	FIRST TRANSIT, INC	1,244.16	Outstand
000013259	101	8/02/2021	Computer	FIRST	FIRST TRANSIT, INC	3,800.48	Outstand
000013260	101	8/02/2021	Computer	FIRST	FIRST TRANSIT, INC	5,184.62	Outstand
000013261	101	8/02/2021	Computer	FIRST	FIRST TRANSIT, INC	2,903.04	Outstand

Report Totals: 386,519.03



Date: 8/30/21  
Time: 10:41AM

**SAN DIMAS DIAL A CAB**  
**Accounts Payable Check Register Report**  
Date: 7/01/21 - 8/31/21

Page: 1

Void Checks/Outstanding Checks  
Computer Checks

Check #	Bank Account	Date	Type	Vendor	Vendor Name	Net Amount	Status
000013244	101	7/19/2021	Computer	FIRST	FIRST TRANSIT, INC.	11,768.00	Outstand
000013262	101	8/02/2021	Computer	FIRST	FIRST TRANSIT, INC.	10,980.40	Outstand
000013275	101	8/19/2021	Computer	CITY SDM	CITY OF SAN DIMAS	68,835.00	Outstand
Report Totals:						91,583.40	

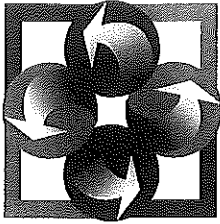
Date: 8/30/21  
Time: 10:43AM

**POMONA GROUP SVC**  
**Accounts Payable Check Register Report**  
Date: 7/01/21 - 8/31/21

Void Checks/Outstanding Checks  
Computer Checks

Check #	Bank Account	Date	Type	Vendor	Vendor Name	Net Amount	Status
000013245	101	7/19/2021	Computer	FIRST	FIRST TRANSIT, INC	1,934.33	Outstand
000013263	101	8/02/2021	Computer	FIRST	FIRST TRANSIT, INC	1,669.84	Outstand
000013276	101	8/19/2021	Computer	CITY PO	CITY OF POMONA	10,743.00	Outstand

Report Totals: 14,347.17



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

September 8, 2021

AGENDA  
ITEM #2E

**MEMORANDUM**

To: Pomona Valley Transportation Authority  
From: George L. Sparks P.V.T.A. Administrator  
Subject: **Surplus Vehicles**

**Recommended Action:** Approve declaration of the six (6) 2014 minivans as surplus and approve their disposal.

**Surplus Minivans**

The rated useful life of our accessible minivans is 4 years or 100,000 miles. These units have been leased to our cab provider for over five years and have over 200,000 miles each. We plan to provide two of these units to our operator as back up and sell the other four.

Replacements for these units have been in place for several months.

Below is a listing of the vehicles to be declared surplus:

<u>Item</u>	<u>VIN Last 4 Digits</u>	<u>Vehicle #</u>	<u>Mileage</u>
2014 Braun Entervan	8432	576	298,000
2014 Braun Entervan	8433	577	307,000
2014 Braun Entervan	2277	578	205,000
2014 Braun Entervan	0338	579	264,000
2014 Braun Entervan	2266	580	250,000
2014 Braun Entervan	7031	1601	213,000