

POMONA VALLEY TRANSPORTATION AUTHORITY

Wednesday, September 8, 2021

REGULAR BOARD OF DIRECTORS MEETING MINUTES

Present:

Claremont

Corey Calaycay, Councilmember
Kristin Mikula, Community Services

La Verne

Muir Davis, Councilmember
James "JR" Ranells

Pomona

Nora Garcia, Councilmember
Arnold Dichosa, Public Works

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 5:00 p.m. by Muir Davis.

2. **Consent Calendar**

- A. Minutes (June)
- B. Administrator's Report
- C. Financial Report (June)
- D. Check Register (Jul-Aug)
- E. Surplus Vehicles

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

3. **June Operations Report**

Erika Cardenas Presenting

The report covers FY2021 year to date data. In the last few months we have seen a steady increase in ridership. There were outreach tables in the City of Claremont and Pomona. There was a big increase in demand for group services in the city of Pomona, when it brought back its youth activities in the summer. A group called Connecion de Padres reached out for help transporting kids in need that resided in Pomona, to their school.

4. **Mobile Application for Passengers**

Nicole Carranza Presenting:

This is an action item to amend the agreement between contractor First Transit and PVRTA. This is to acquire an Ecolane mobile application for smartphones. Passengers will be able to schedule, pay for their ride, and monitor their rides on their mobile device. The cost of the app will be included in the contract cost with First Transit. PVRTA will reserve the right to acquire the software for the mobile app and data if there were to be a change in contractor. The initial cost is estimated to be around \$89,000, years 2-5 will come with a fee of \$12,000 for the application maintenance. If this recommendation is approved today PVRTA will move forward with the acquisition of the mobile app, customization will commence in October with beta testing shortly after. The goal is to go live with the mobile app by July 2022. Testers will be passengers that use multiple services and from different cities. The application will be designed to be accessible to people with a range of disabilities.

Action: It was **MOVED** by Corey Calaycay, **SECONDED** by Dennis Bertone, Board unanimously **VOTED** to approve the Proposed FY 2022 Budget

5. **Metro Fareless System Initiative**

Nicole Carranza presenting:

Metro has a goal to eliminate fares from its buses and rail services. This goal also includes a regional approach where Los Angeles county operators would eventually go fareless as well. This would include neighboring agencies like Foothill Transit. The initiative would begin in phases. Phase 1 is to go fareless for students K-12, this began in August 2021. Metro is seeking long term funding strategies for the initiative. Funding updates are expected at their next board meeting scheduled for September 23. At the moment this initiative has no effect on PVRTA services which might change if Access Services were to go fareless. PVRTA is currently recommending that fares continue to be charged on all services and to continue monitoring the Metro Fareless System Initiative.

Action: It was **MOVED** by Corey Calaycay, **SECONDED** by Dennis Bertone, Board unanimously **VOTED** to approve the Proposed FY 2022 Budget

6. **Service Evaluation**

George Sparks presenting

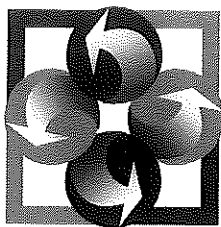
PVRTA conducts an annual service evaluation at the end of each fiscal year. Demand has remained low overall but it has slowly increased. While demand has slightly increased, PVRTA has faced a driver shortage. PVRTA normally has 18-20 dedicated drivers, due to the shortage there are currently 12 drivers for its dedicated service. First Transit is offering a sign on bonus for new drivers. PVRTA and First Transit are actively seeking subcontractors to help with demand. Get About Group Service demand has decreased, as a lot of the locations that catered to our senior riders have and may not reopen. There is a slight increase for youth group trips as schools and programs reopen. Demand for first mile/last mile is projected to increase as the Gold Line comes into PVRTA cities. The mandate to go zero emissions by 2026 is still in place and would require 25% of PVRTA vehicles to be zero emissions. An action plan to replace vehicles has to be submitted by 2023. Since the demand pattern has changed during the COVID-19 pandemic, PVRTA will evaluate what demand might look like in the future. Large agencies that would use group services will be contacted to survey and identify trip purposes and group characteristics. TNC services such as Uber and Lyft will be considered in the future to help with general public services and to assist with cab services. Other (smaller) vehicles will be considered for the PVRTA fleet. This will mean drivers will not require a special license to operate the vehicles.

7. **Oral - members of the public may address the Board at this time**

No members of the public chose to address the board

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

Wednesday, November 10, 2021



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

November 10, 2021

**AGENDA
ITEM #2B**

MEMORANDUM

To: Pomona Valley Transportation Authority
From: George L. Sparks, PVRTA Administrator
Subject: Administrator's Report-November 2021

A. Board Meeting Schedule for FY 2022

PVRTA'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 continue in person meetings through FY 2022. Below is the modified board meeting schedule for FY 2022:

- **November 10, 2021**
- **December 15, 2021-Holiday Party (Limited Attendance)**
- **January 12, 2022**
- **April 13, 2022**
- **June 8, 2022**

B. Holiday Event

We are planning to re-instate our annual holiday party subject to limitations required to maintain the safety of our drivers and staff as well as other guests. The event will have limited attendance and subject to all the recommendations of local health authorities. The holiday event is scheduled for Wednesday, December 15th at the Claremont Double Tree. More information will be forthcoming as we finalize plans and safety precautions for the event.

C. Formation of the Local Operators Alliance

At the start of the pandemic a group of local transit service providers formed a voluntary association of cities and other operators, The Alliance, to advocate on issues on behalf of these services. These providers are not eligible for most regionally distributed funds. Historically, almost all regionally allocated transit funding has been programmed to a group of legacy operators most of whom began operating in the 1970's and 80's. Foothill Transit,

which took over service in our area from Metro, and the Los Angeles Department of Transportation were the last operators added to the group of what is referred to as the Included or Municipal Operators (Munis). The Munis along with LA Metro are eligible to receive an array of regionally allocated transit funds including Transportation Development Act, Federal Transit Administration formula funds and Proposition A, C, Measure R and M discretionary funds, which are allocated via what is referred to as the formula allocation program (FAP).

The Alliance represents over forty local operators, such as, Pasadena, Glendale and PVRTA that are not municipal or included operators. These services provide an estimated eighteen million trips annually at a cost of \$110 million. Additionally, Alliance member report National Transit Database figures annually to the FTA. This data serves as the basis of the allocation of Federal funding to our region. Local operators must depend primarily on local return revenues to support their services. As these programs have grown and become a vital part of the transportation network in their areas, local operators have struggled to secure adequate funding for their services, particularly capital funding for vehicles and service infrastructure.

When the COVID pandemic hit, local operators, like all transit services, faced the prospect of reduced revenues and increased costs related to safety measures, such as, PPE and social distancing. When federal relief funding for transit became available, a group of local providers came together to lobby for inclusion in funding allocations. We believe that these advocacy efforts contributed to Metro's decision to include local providers in the allocation of CARES Act, CRRSAA and ARPA funds in Los Angeles County. Recently, FTA sent out a discretionary grant solicitation for pandemic relief. Many of the local operators face continuing funding shortfalls. In response, the Alliance has sent a request to Metro for the inclusion of these operators funding needs in Metro's discretionary application. A copy of our letter is attached to the Administrator's Report.

PVRTA staff sees a continuing need for the joint efforts of the Alliance to support the interests of local operators in the future. One area of focus for Alliance members is to seek funding for the mandated conversion to zero emission fleets. It may be possible for the local operators to work together to secure funding through various sources for ZEB vehicles and infrastructure. The Alliance is also a potential mechanism for the formation of a joint zero emission group to pool resources in order to comply with the vehicle purchase timeline of Innovative Clean Transit rule and the potential development of shared fueling infrastructure.

D. Travel Training Project

PVTA staff have been analyzing ways to rebuild our ridership and respond to community needs as we recover from the pandemic. Given the changing needs in our community, staff has become aware of the need for further outreach to promote our services and gather feedback from rider groups and individuals. In addition to outreach, we have come to recognize the need of services to orient and train potential new riders on how to make use of the transportation resources available to them. As PVTA is introducing customer facing features to its services like the smartphone application and paperless fare payment, we recognize the need to inform our riders on how to access these features. We believe that the addition of travel training component to our Mobility Management program would serve to address these training needs.

L A Metro has released a call to grant applications for current FTA 5310 subrecipients. Grants are intended to aid in the recovery from the pandemic. PVTA staff is planning to apply for the creation of a two-year travel training pilot program to address the needs we see in the community for more information and training resources to assist seniors and those with disabilities in our community in accessing the transportation services available to them.

E. Vehicle Update

At the recent meeting of the California Association for Coordinated Transportation (CalACT), PVTA staff were able to tour the vehicle models available on the CalACT Cooperative Purchasing program and speak with vendor about new models that are being introduced and their availability.

New Models

As expected, many vehicle models are experiencing extended delivery delays due to the chip shortage. However, there were some units that remain available in stock from area dealers. Among the new vehicle models of specific interest to PVTA are low floor vans. These units can carry 8 to 10 passengers and since they are low floor, they eliminate the need for a wheelchair lift, which assists in more rapid and safe boarding of both ambulatory as well as those using mobility devices. These units are below 14,000 lbs. GVWR meaning they are not subject to the California Air Resources Board's ZEB requirements.

Delivery Issues

Dodge is no longer manufacturing the model minivan used for the accessible low floor units that has been the backbone of our accessible cab fleet. We are not that familiar with the replacement unit which is higher in cost than the minivans we used in the past. These units are among those that are experiencing significant delivery delays.

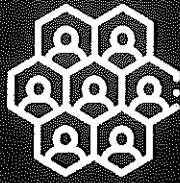
CalACT ZEB Bid

We expect CalACT to release a new bid request for small Zero Emission Buses. These units are the size that PVRTA uses that will meet the requirements for Federal funding. To date, there were almost no FTA eligible vehicles of the size that PVRTA current utilizes. This would allow PVRTA and Claremont who has its own federal capital funds to purchase vehicles from the CalACT cooperative.

F. Major Projects for November -February

Below is a summary of recent work program activities and those planned for the next four months.

- 1. Our continuing focus is on driver and cab recruitment to meet the expected increase in service demand.*
- 2. Continue work on the work scope for the Zero Emission Bus rollout plan.*
- 3. Begin work on the reassessment of PVRTA fleet needs and vehicle replacement schedule.*
- 4. Continue progress on the rollout of the smartphone application.*



ALLIANCE OF LOCAL TRANSIT OPERATORS

City of Agoura Hills
City of Alhambra
City of Artesia
City of Avalon
City of Azusa
City of Baldwin Park
City of Bell Gardens
City of Beverly Hills
City of Burbank
City of Calabasas
City of Carson
City of Cerritos
City of Covina
City of Culver City
City of Downey
City of Duarte
City of El Monte
City of El Segundo
City of Gardena
City of Glendale
City of Glendora
City of Inglewood
City of La Canada Flintridge
City of Lakewood
City of Lawndale
City of Los Angeles
City of Lynwood
City of Manhattan Beach
City of Monrovia
City of Monterey Park
City of Norwalk
City of Paramount
City of Pasadena
City of Pico Rivera
City of Redondo Beach
City of Rosemead
City of San Fernando
City of Santa Clarita
City of Santa Fe Springs
City of Santa Monica
City of South Gate
City of South Pasadena
City of West Covina
City of West Hollywood
City of Whittier
Los Angeles County DPW
Palos Verdes Peninsula
Transit Authority
Pomona Valley
Transportation Authority

October 21, 2021

Stephanie N. Wiggins, Chief Executive Officer
Los Angeles County Metropolitan Transportation Authority
One Gateway Plaza
Mail Stop: 99-25-1
Los Angeles, CA 90012-2952

Subject: Federal Transit Administration (FTA) American Rescue Plan Additional Assistance FY 2021 Los Angeles County Local Operators Grant Application

Dear Ms. Wiggins,

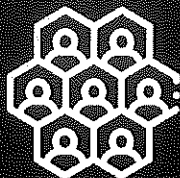
On behalf of the Alliance of Local Transit Operators (The Alliance), a group representing over forty Los Angeles County Local Operators, we would like to congratulate you on your appointment as Los Angeles Metro's Chief Executive Officer. The main goal of The Alliance is to ensure the continued operation of local return-funded transit services.

As with Metro and Municipal Operators, the COVID pandemic created financial and operating challenges for Local Operators. The Alliance is looking for Metro's assistance in submitting an ARPA Assistance grant application on behalf of the Local Operators for approximately \$64.2 million in additional COVID stimulus funding to address the COVID-19 pandemic operating costs. The additional \$2.2 billion in ARPA assistance funding will provide transit agencies access to needed funding, and specifically for Local Operators, an equitable distribution of stimulus funding similar to funding levels received by Metro and the Municipal Operators.

FTA Stimulus Funding

The federal government responded to the needs of transit agencies large and small by providing three COVID stimulus funding packages to help transit agencies address the impacts of the COVID pandemic. Similar to the Municipal Operators, most of the Local Operators continued to operate fixed-route and dial-a-ride services, purchased protective barriers for drivers, disinfected buses daily, provided hand sanitizer and masks, provided service to COVID testing and vaccination sites, and distributed meals to older adults in need.

Between the Coronavirus Aid, Relief and Economic Security (CARES) Act, the Coronavirus Response and Relief Supplemental Appropriations (CRRSSA), and the American Rescue Plan Act (ARPA), the Los Angeles region received over \$3 billion in transit stimulus funding. The FTA allocated the funds based on the 2018 Operating Costs of all NTD reporters in Los Angeles County, including Local Operators. The Metro Board approved allocations of these FTA stimulus funds not only to Municipal Operators but also to Local Operators participating in Tier 2, Regional Paratransit, and Voluntary Reporters funding programs.



ALLIANCE OF LOCAL TRANSIT OPERATORS

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City of Cerritos
City of Covina
City of Culver City
City of Downey
City of Duarte
City of El Monte
City of El Segundo
City of Gardena
City of Glendale
City of Glendora
City of Inglewood
City of La Canada Flintridge
City of Lakewood
City of Lawndale
City of Los Angeles
City of Lynwood
City of Manhattan Beach
City of Monrovia
City of Monterey Park
City of Norwalk
City of Paramount
City of Pasadena
City of Pico Rivera
City of Redondo Beach
City of Rosemead
City of San Fernando
City of Santa Clarita
City of Santa Fe Springs
City of Santa Monica
City of South Gate
City of South Pasadena
City of West Covina
City of West Hollywood
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However, there is a staggering disparity in the allocation of stimulus funding. The attached table provides the stimulus funding by operator and the percentage of 2018 Operating Costs received. The Metro distribution of the first three stimulus programs provided over 100% of 2018 operating costs to the Municipal Operators, fully covering any COVID related costs, but only between 10% - 65% of 2018 operating costs to the Local Operators.

While Local Operators appreciated the allocations of CARES, CRRSSA and ARPA funding, the levels of funding were not on par with the stimulus funding provided to Metro and the Municipal Operators. The Local Operators experienced the same financial impacts as the larger agencies but with less access to funding. Many of the Local Operators continued to provide vital services for essential workers and helped to provide supplemental services, such as meal deliveries and trips to vaccination clinics for seniors and persons with disabilities, enhanced frequencies to facilitate social distancing, etc.

American Rescue Plan Additional Assistance Grant Program

The FTA currently has a Notice of Funding Availability for the American Rescue Plan Additional Assistance that provides \$2.2 billion in grant funds for COVID-related expenses. The Alliance is requesting that Metro submit an ARPA Assistance grant application on behalf of Local Operators to address the funding shortfall from previous stimulus funding distributions and provide us with 100% of 2018 operating costs. The ARPA Assistance grant was created to provide additional funding to those transit agencies that did not receive sufficient stimulus funding. The requested \$64.2 million in ARPA Assistance funding would provide an equitable distribution of the stimulus funding to all operators, large and small in Los Angeles County.

We look forward to partnering with Metro on the Local Operator ARPA Assistance application. These additional funds will ensure that Local Operators are able to continue to provide the community transit services our riders depend on.

Thank you for your consideration,

George Sparks

PVTA Administrator

on behalf of the Alliance of Local Transit Operators

CC: Metro Board

STIMULUS FUNDING

Municipal Operators

	2018 Operating Cost	CARES Funding	CRSAAA	ARPA	Total \$F	% of Operating	100%	Under/Over	Request
Arcadia	1,710,967	413,118	377,291	606,361	1,396,770	81.64%	18.36%	314,197	314,197
Claremont	529,306	153,038	139,766	224,624	517,428	97.76%	2.24%	11,878	11,878
Commerce	4,745,375	834,418	762,054	1,224,731	2,821,203	59.45%	40.55%	1,924,172	1,924,172
Culver City	23,125,119	6,573,119	6,003,071	9,647,809	22,223,999	96.10%	3.90%	901,120	901,120
Foothill Transit	81,984,153	29,856,920	27,267,606	43,823,008	100,947,534	123.13%	-23.13%	-18,963,381	
Gardena	21,166,877	6,650,248	6,073,511	9,761,016	22,484,775	106.23%	-6.23%	-1,317,898	
La Mirada	849,103	123,098	112,423	180,680	416,201	49.02%	50.98%	432,902	
Long Beach	87,405,807	29,203,837	26,671,160	42,864,434	98,739,431	112.97%	-12.97%	-11,333,624	
Montebello	26,432,438	10,175,268	9,292,827	14,934,925	34,403,020	130.20%	-30.20%	-7,980,582	
Norwalk	12,266,989	3,807,217	3,477,040	5,588,109	12,872,366	104.94%	-4.94%	-605,377	
Redondo Beach	3,225,775	906,679	828,048	1,330,794	3,065,521	95.03%	4.97%	160,254	
Santa Monica	80,191,782	24,360,412	22,247,777	35,725,414	82,363,603	102.71%	-2.71%	-2,171,821	
Torrance	25,157,538	7,910,110	7,224,113	11,610,200	26,744,423	106.31%	-6.31%	-1,586,885	
Metro Bus*	1,113,432,803	494,415,953	305,213,481	490,522,458	1,290,152,892	106.32%	-6.32%	-76,720,089	
Metro Rail	549,104,814	252,941,922	231,005,760	371,259,857	855,207,539	155.75%	-55.75%	-306,102,725	
	2,146,089,284	868,326,357	646,695,929	1,039,334,420	2,554,356,706				

Eligible Operators

Antelope Valley	4,134,588	4,239,043	3,871,415	6,221,928	14,332,386	346.65%	-246.65%	-10,197,798	
LADOT	78,332,862	15,831,270	14,458,317	23,236,618	53,526,205				
Santa Clarita	4,532,211	3,775,194	3,448,707	5,542,574	12,767,475	281.71%	-181.71%	-8,235,264	
Foothill BSCP	11,233,913	3,160,600	2,896,500	4,639,035	10,686,125	95.12%	4.88%	547,788	
	98,233,574	27,007,107	24,664,939	39,640,145	91,312,191				

Tier 2

Glendale	6,933,059	524,420	478,940	769,726	1,773,086	25.57%			
LADOT	3,612,073	3,612,073	3,298,819	5,301,662	12,212,574				
Pasadena	4,869,162	305,610	279,106	448,540	1,033,280	21.22%			
Burbank	1,889,575	91,935	83,962	134,940	310,837	16.45%			
	13,691,796	4,534,038	4,140,827	6,654,912	15,329,777				

Other Transit Operators

MetroLink*	149,000,000	56,432,000	51,537,985	82,829,039	190,799,024	128.05%	-28.05%	-41,799,024	
Access Services	148,179,609	33,500,000	30,594,742	49,170,201	113,264,943	76.44%	23.56%	34,914,666	34,914,666
	297,179,609	89,932,000	82,132,727	131,999,240	304,063,967				

Regional Paratransit

Agoura Hills	347,981	48,095	43,924	70,592	162,611	46.73%	53.27%	185,370	
AVTA E&D	1,648,010	243,028	271,952	356,709	821,689	49.86%	50.14%	826,321	
Beverly Hills Taxi and Lift-Van	612,861	2,721	2,485	3,994	9,200	1.50%	98.50%	603,661	
Culver City Community Transit	268,306	43,774	39,978	64,250	148,002	55.16%	44.84%	120,304	
Gardena, Hawthorne, LA County	865,116	139,616	127,508	204,924	472,048	54.56%	45.44%	393,068	
Glendale Paratransit & La Canada	1,073,542	192,538	175,840	282,601	650,779	63.60%	36.40%	372,563	
Inglewood Transit and LA County	923,110	151,856	138,686	222,889	513,431	55.62%	44.38%	409,679	
LA County (Whittier)	151,691	151,691	138,535	222,647	512,873	51.33%	48.67%	99,556	
LA County (Willowbrook)	204,534	31,049	28,356	45,573	104,978	51.33%	48.67%	99,556	
Los Angeles Taxi & Lift Van Cityride	1,224,355	290,748	265,533	426,751	983,032	80.29%	19.71%	241,323	
Los Angeles DAR, Cityride	5,300,000	793,892	724,129	1,163,781	2,680,802	50.58%	49.42%	2,619,198	
Monrovia DAR and LA County	807,102	77,486	70,766	113,731	261,983	32.46%	67.54%	545,119	
Palos Verdes PTA DAR	104,989	30,357	27,724	44,557	102,638	97.76%	2.24%	2,351	
Palos Verdes PTA PV Transit	2,118,495	286,240	261,416	420,134	967,790	45.68%	54.32%	1,150,705	
Pasadena Community Transit, Sam Marino LA County	1,819,008	342,211	312,533	502,286	1,157,030	63.61%	36.39%	661,978	
Pomona Valley TA E&D (Get About)	2,080,927	574,519	524,695	843,260	1,942,474	93.35%	6.65%	138,453	
Pomona Valley TA General Public (VC)	1,337,377	54,589	49,855	80,123	184,567	13.80%	86.20%	1,152,810	
Redondo Beach Community Transit and Hermosa Beach	562,525	2,961	2,704	4,346	10,011	1.78%	98.22%	552,514	
Santa Clarita DAR	4,281,267	663,633	606,080	974,059	2,243,772	52.41%	47.59%	167,344	
West Hollywood DAR	796,956	186,238	170,069	273,325	629,612	79.00%	21.00%	167,344	
West Hollywood Taxi	33,000	10,038	9,167	14,733	33,938	102.84%	-2.84%	545,523	
Whittier DAR	1,249,634	206,253	190,192	305,668	704,111	56.35%	43.65%	545,523	
	28,550,776	4,524,513	4,132,127	6,640,931	15,297,571			11,216,648	

Voluntary Reporters

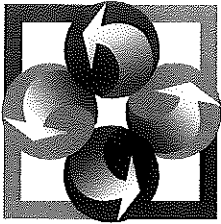
City of Alhambra (MB and DR)	1,775,880	84,471	77,146	123,984	285,601	16.08%	83.92%	1,490,279	1,490,279
City of Artesia (DR)	51,701	3,914	3,574	5,744	13,232	25.59%	74.41%	38,469	38,469
City of Azusa (DR)	1,069,653	29,336	26,792	43,058	99,186	9.27%	90.73%	970,467	970,467
City of Baldwin Park (MB and DR)	1,380,296	72,257	65,991	106,057	244,305	17.70%	82.30%	1,135,991	1,135,991
City of Bell (MB and DR)	298,536	17,398	15,889	25,536	58,823	19.70%	80.30%	239,713	239,713
City of Bell Gardens (MB and DR)	1,101,574	46,183	42,477	67,785	156,145	14.17%	85.83%	945,429	945,429
City of Bellflower (MB and DR)	537,664	30,034	27,429	44,082	101,545	18.89%	81.11%	436,119	436,119
City of Burbank (MB)*			75,421	121,213	279,217				
City of Calabasas (MB and DR)	683,358	40,163	36,680	58,950	135,793	19.87%	80.13%	547,565	547,565
City of Carson (MB and DT)	2,775,161	137,089	125,200	201,215	463,504	16.70%	83.30%	2,311,657	2,311,657
City of Cerritos (MB)	1,379,649	74,555	68,089	109,430	252,074	18.27%	81.73%	1,127,575	1,127,575
City of Compton (MB)	984,963	40,566	37,048	59,542	137,156	13.92%	86.08%	847,807	847,807
City of Covina (DR)	388,039	19,094	17,438	28,025	64,557	16.64%	83.36%	323,482	323,482
City of Cudahy (MB and DR)	265,187	17,293	15,794	25,383	58,470	22.05%	77.95%	206,717	206,717
City of Downey (MB and DR)	2,167,007	62,640	57,208	91,941	211,789	9.77%	90.23%	1,955,218	1,955,218
City of Duarte (MB)	809,799	19,643	17,940	28,892	66,415	8.20%	91.80%	743,384	743,384
City of El Monte (MB and DR)	2,940,488	94,913	86,682	139,311	320,906	10.91%	89.09%	2,619,582	2,619,582
City of Glendora (MB and DR)	858,716	57,825	52,810	84,874	195,509	22.77%	77.23%	663,207	663,207
City of Glendale (MB)*			189,094	303,901	700,045				
City of Huntington Park (MB)	1,165,312	67,347	61,507	98,850	227,704	19.54%	80.46%	937,608	937,608
City of Los Angeles - Community DASH (MB)		803,714	734,012	1,179,665	2,717,391				
City of Los Angeles - Department of Aging (DR)	4,000,000	124,047	113,289	182,072	419,408	10.49%	89.51%	3,580,592	3,580,592
LA County Dept. of Public Works - Avocado Heights (MB)	235,819	12,214	11,155	17,928	41,297	17.51%	82.49%	194,522	194,522
LA County Dept. of Public Works - East Valinda (MB)	251,311	13,745	12,553	20,174	46,472	18.49%	81.51%	204,839	204,839
LA County Dept. of Public Works - East LA (MB and DR)	2,187,688	99,948	91,280	146,701	337,929	15.45%	84.55%	1,849,759	1,849,759
LA County Dept. of Public Works - Willowbrook (MB)	362,405	25,658	23,433	37,660	86,751	23.94%	76.06%	275,654	275,654
LA County Dept. of Public Works - King Medical (MB)	376,124	11,017	10,062	16,171	37,250	9.90%	90.10%	338,874	338,874
LA County Dept. of Public Works - Athens (MB)	227,807	11,502	10,505	16,882	38,889	17.07%	82.93%	188,918	188,918
LA County Dept. of Public Works - Lennox (MB)	217,533	9,012	8,230	13,227	30,469	14.01%	85.99%	187,064	187,064
LA County Dept. of Public Works - South Whittier (MB)	1,044,545	63,799	58,266	93,642	215,707	20.65%	79.35%	828,838	828,838
LA County Dept. of Public Works - Florence/Firestone (MB)	315,638	15,080	13,772	22,134	50,986	16.15%	83.85%	264,652	264,652
City of Lakewood (DR)	671,986	19,546	17,851	28,689	66,086	9.83%	90.17%	605,900	605,900
City of Lawndale (MB)	403,620	24,480	22,357	35,932	82,769	20.51%	79.49%	320,851	320,851
City of Lynwood (MB)	723,416	42,490	38,805	62,365	143,660	19.86%	80.14%	579,756	579,756
City of Malibu (DT)	122,091	4,623	4,222	6,786	15,631	12.80%	87.20%	106,460	106,460
City of Manhattan Beach (DR)	866,923	15,286	13,961	22,437	51,684	5.96%	94.04%	815,239	815,239
City of Maywood (DR)	411,755	17,879	16,328	26,242	60,449	14.68%	85.32%	351,306	351,306
City of Monterey Park (MB and DR)	1,610,909	76,017	69,425	111,576	257,018	15.95%	84.05%	1,353,891	1,353,891
City of Pasadena (MB)*			188,082	302,275	696,299				
City of Pico Rivera (DR)	519,422	6,470	5,909	9,497	21,876	4.21%	95.79%	497,546	497,546
City of Rosemead (MB and DR)	813,289	54,916	50,154	80,604	185,674	22.83%	77.17%	627,615	627,615
City of Santa Fe Springs (DR)	264,440	6,262	5,719	9,191	21,172	8.01%	91.99%	243,268	243,268
City of South Gate (DT and MB)	1,338,988	110,407	100,832	162,051	373,390	27.88%	72.12%	965,698	965,698
City of South Pasadena (DR)	388,877	21,118	10,154	16,319	37,591	9.42%	90.58%	361,286	361,286
City of West Covina (MB and DR)	1,165,209	71,080	64,915	104,328	240,323	20.62%	79.38%	924,886	924,886
City of West Hollywood (MB)	1,095,681	35,696	32,600	52,393	120,689	11.01%	88.99%	974,992	974,992
	40,258,459	3,096,302	2,827,780	4,544,654	10,468,736				
								34,182,675	

Tier 2 & Voluntary Reporters

Burbank	1,889,575	174,518	159,383	256,153	590,054	31.23%	68.77%	1,299,521	1,299,521
Glendale	6,933,059	731,470	668,034	1,073,627	2,473,131	35.67%	64.33%	4,459,928	4,459,928
LABOT	78,332,862	20,247,057	18,491,148	29,717,965	68,456,170	87.39%	12.61%	9,876,692	9,876,692
Pasadena	4,869,162	511,552	467,188	750,839	1,729,579	35.52%	64.48%	3,139,583	3,139,583
	92,034,658	21,664,597	19,785,753	31,796,584	73,248,934				
								18,775,724	

Percentage	100%
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Total Request	64,175,047
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Pomona Valley
Transportation
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A partnership of the cities of Claremont, La Verne, Pomona and San Dimas

2120 Foothill Boulevard ■ Suite 116 ■ La Verne California 91750
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November 10, 2021

**AGENDA
ITEM #2C**

MEMORANDUM

To: Pomona Valley Transportation Authority
From: George L. Sparks, PVTA Administrator
Subject: **Financial Report for August 2021**

Get About

There is little revenue data so far through August. However, most of these sources are predetermined. Fares, interest, and FTA operations revenues are the major variable sources. These represent less than 10% of Get About's revenue sources. We will see a clearer revenue picture after first quarter revenues are received, likely in December the revenue status should be clearer. Overall, the continued impact of the pandemic along with constrained service capacity resulting from labor shortages have held down costs through the first months of the fiscal year. Get About expenses are \$82,000 below the prorated budget. Contractor costs are \$77,000 below the projected budget. Administrative, marketing and consultant costs are in line with the prorated budget.

Claremont Dial-a-Ride

Claremont DAR's July costs are \$4,000 below budgeted levels. We can expect Claremont costs to remain under the projected budget.

San Dimas Dial-a-Cab

Expenses for San Dimas Dial-a-Cab are about \$21,000 below the prorated budget. San Dimas' share of administration is coming more in line with the budget.

Pomona Group

Pomona Group costs are running \$3,700 above the prorated budget due to an elevated level of Pomona summer programs activity. Lower activity in October and November will slow the rate of spending.

**2021-20
GET ABOUT**

	Approved Budget <u>2021-22</u>	Current Month <u>Aug-21</u>	YTD 7/1/2021 <u>8/31/2021</u>	Prorated Budget
<u>Revenues</u>				
Fares	60,000	5,195	15,878	10,000
Subregional Incentive	800,000	0	0	133,333
Interest	28,003	0	0	4,667
Reserves	400,000	0	0	66,667
FTA Operations Revenue	120,000	0	0	20,000
CRRSSA	<u>450,000</u>	<u>0</u>	<u>0</u>	<u>75,000</u>
Total Fares & Other Revenue	1,858,003			
Prop. A				
Claremont	224,910	0	0	37,485
La Verne	249,900	62,475	62,475	41,650
Pomona	1,169,175	0	0	194,863
San Dimas	<u>141,015</u>	<u>0</u>	<u>0</u>	<u>23,503</u>
Total Local Return	1,785,000	62,475	62,475	297,500
Total Revenue	3,643,003	67,670	78,353	607,167
<u>Expenditures</u>				
<u>Administration</u>				
PVTA Administration	558,003	35,967	106,085	93,001
Consultants & Marketing	<u>100,000</u>	<u>0</u>	<u>0</u>	<u>16,667</u>
Total Administration	658,003	35,967	106,085	109,667
<u>Operations</u>				
Van Operation	2,085,000	155,000	301,920	347,500
Cab Operation	<u>900,000</u>	<u>62,667</u>	<u>116,873</u>	<u>150,000</u>
Total Operation Expense	2,985,000	217,667	418,793	497,500
Total Get About Expense	3,643,003	253,634	524,878	607,167

CLAREMONT DIAL-A-RIDE

	Approved Budget <u>2021-22</u>	Current Month <u>Aug-21</u>	YTD 7/1/2021 <u>8/31/2021</u>	Prorated Budget
<u>Revenue</u>				
Fares	30,000	535	3,233	5,000
Regional Funds	335,772	0	0	55,962
Proposition A	0	0	0	0
FTA 5307	<u>139,000</u>	<u>0</u>	<u>0</u>	23,167
Total Revenue	504,772	535	3,233	84,129

Expenditures

PVTA Administration	47,772	2,030	6,793	7,962
Cab Operations	235,000	14,317	29,719	39,167
Van Services	165,000	447	1,096	27,500
Marketing & Consulting	<u>57,000</u>	<u>0</u>	<u>0</u>	<u>9,500</u>
Total Expenditures	504,772	16,794	37,608	84,129

SAN DIMAS DIAL-A-CAB

	Approved Budget <u>2021-22</u>	Current Month <u>Aug-21</u>	YTD 7/1/2021 <u>8/31/2021</u>	Prorated Budget
<u>Revenue</u>				
Fares	25,000	1,019	2,399	4,167
Proposition A	204,753	0	0	34,126
Subregional Incentive	65,000	0	0	10,833
CRRSAA	<u>37,000</u>	<u>0</u>	<u>0</u>	<u>6,167</u>
Total Revenue	331,753	1,019	2,399	55,292

Expenditures

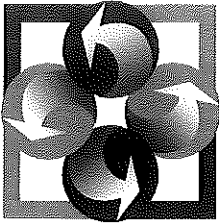
Administration	51,753	2,806	9,307	8,626
Cab Operations	275,000	12,542	24,636	45,833
Marketing	<u>5,000</u>	<u>0</u>	<u>0</u>	<u>833</u>
Total Expenditures	331,753	15,348	33,943	55,292

POMONA GROUP

	Approved Budget <u>2021-22</u>	Current Month <u>Aug-21</u>	YTD 7/1/2021 <u>8/31/2021</u>	Prorated Budget
<u>REVENUE</u>				
Fares	2,000	0	205	333
Prop. A	33,972	0	0	5,662
Subregional Incentive Funds	9,500	0	0	1,583
CRRSAA	<u>5,500</u>	<u>0</u>	<u>0</u>	<u>917</u>
Total Revenues	50,972	0	205	7,579
<u>EXPENDITURES</u>				
Administration	5,972	650	2,217	995
Contract Cost	42,000	4,565	9,933	7,000
Marketing	<u>3,000</u>	<u>0</u>	<u>0</u>	<u>500</u>
Total Expenditures	50,972	5,215	12,150	8,495

PVTA ADMINISTRATION

	Approved Budget <u>2021-22</u>	Current Month <u>Aug-21</u>	YTD 7/1/2021 <u>8/31/2021</u>	Prorated Budget
<u>Revenue</u>				
Administration Charges	663,500	41,453	124,402	110,583
Total Revenue	663,500	41,453	72,333	110,583
<u>Expenditures</u>				
Salaries & Benefits				
Administrator	133,000	9,989	19,979	22,167
Senior Transit Analyst	94,000	7,343	14,686	15,667
Office Administrative	70,000	5,300	10,600	11,667
Benefits	<u>142,000</u>	<u>7,426</u>	<u>54,105</u>	<u>23,667</u>
Total Salaries & Benefits	439,000	30,058	99,370	73,167
Other Expenditures				
Audit	9,000	0	0	1,500
Legal	5,000	0	0	833
Telephone	4,500	436	1,275	750
Supplies/ADP	8,000	1,260	2,472	1,333
Insurance	19,000	0	0	3,167
Travel & Conference	10,000	254	1,473	1,667
Rent & Utilities	53,000	3,243	10,821	8,833
Equipment Rent & Maintenance	5,000	106	243	833
Miscellaneous & Moving Exp.	<u>2,000</u>	<u>15</u>	<u>30</u>	<u>333</u>
Total Other Expenditures	115,500	5,314	16,314	19,250
Consultants & Marketing	<u>85,000</u>	<u>4,872</u>	<u>6,163</u>	<u>14,167</u>
Total Consultant & Marketing	85,000	4,872	6,163	14,167
<u>Mobility Manager</u>				
Wages	134,000	10,095	20,190	22,333
Benefits	50,000	2,000	5,355	8,333
Rent/Supplies/Start-up	<u>10,000</u>	<u>0</u>	<u>0</u>	<u>1,667</u>
Mobility Manager Total	194,000	12,095	25,545	32,333
Total Admin. & Marketing	833,500	52,339	147,392	138,917
(Less FTA 5310 Mobility Manager)	<u>(170,000)</u>	<u>(10,885)</u>	<u>(22,991)</u>	<u>(28,333)</u>
	663,500	41,453	124,402	110,583



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2120 Foothill Boulevard ■ Suite 116 ■ La Verne California 91750
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November 10, 2021

**AGENDA
ITEM #2D**

MEMORANDUM

To: Pomona Valley Transportation Authority

From: ^{DH} Dalal Haddad, Administrative Manager

Subject: **Check Register – October**

Attached is a copy of PVTA's check register for October. 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")

Date: 10/28/21
Time: 2:56PM

POMONA VALLEY TRANSPORTATION
Accounts Payable Check Register Report
Date: 10/01/21 - 10/31/21

Page: 1

Void Checks/Outstanding Checks
Computer Checks

Check #	Bank Account	Date	Type	Vendor	Vendor Name	Net Amount	Status
000013300	101	10/05/2021	Computer	BOA	BUSINESS CARD	450.66	Outstand
000013301	101	10/05/2021	Computer	CABCONNEC	CABCONNECT, INC.	200.00	Outstand
000013302	101	10/05/2021	Computer	FRONTIER	FRONTIER COMMUNICATIONS	134.17	Outstand
000013303	101	10/05/2021	Computer	JIVE	LOGMEIN COMMUNICATIONS, INC	699.03	Outstand
000013304	101	10/05/2021	Computer	KARIS	PATRICK KARIS	6,725.00	Outstand
000013305	101	10/05/2021	Computer	LAIF	CALIFORNIA STATE TREASURER OFFICE	500,000.00	Outstand
000013308	101	10/12/2021	Computer	2120	2120 FOOTHILL PROPERTIES	3,242.53	Outstand
000013309	101	10/12/2021	Computer	BLUES CA	BLUE SHIELD OF CALIFORNIA	4,317.85	Outstand
000013310	101	10/12/2021	Computer	FOUAD	FOUAD HADDAD	445.50	Outstand
000013311	101	10/12/2021	Computer	LAIF	CALIFORNIA STATE TREASURER OFFICE	500,000.00	Outstand
000013312	101	10/12/2021	Computer	LANGUAGE	LANGUAGE LINE SERVICES	17.10	Outstand
000013313	101	10/12/2021	Computer	MEDICARE	CMS MEDICARE INSURANCE	445.50	Outstand
000013314	101	10/12/2021	Computer	PRINCIPAL	PRINCIPAL LIFE INSURANCE COMPANY	354.68	Outstand
000013315	101	10/20/2021	Computer	ERIKA	ERIKA JACQUEZ	89.76	Outstand
000013316	101	10/20/2021	Computer	FRONTIER	FRONTIER COMMUNICATIONS	138.16	Outstand
000013317	101	10/20/2021	Computer	READY	READY REFRESH BY NESTLE	49.46	Outstand

Report Totals: 1,017,309.40

Date: 10/28/21
Time: 2:57PM

CLAREMONT DIAL-A-RIDE
Accounts Payable Check Register Report
Date: 10/01/21 - 10/31/21

Page: 1

Void Checks/Outstanding Checks
Computer Checks

Check #	Bank Account	Date	Type	Vendor	Vendor Name	Net Amount	Status
000013306	101	10/06/2021	Computer	STAMBROSE	ST AMBROSE EPISCOPAL CHURCH	500.00	Outstand

Report Totals: 500.00

Date: 10/28/21
Time: 2:57PM

GET ABOUT TRANSPORTATION
Accounts Payable Check Register Report
Date: 10/01/21 - 10/31/21

Page: 1

Void Checks/Outstanding Checks
Computer Checks

Check #	Bank Account	Date	Type	Vendor	Vendor Name	Net Amount	Status
000013307	101	10/06/2021	Computer	TOUCH TEL	TOUCH TEL MOBILE	1,560.00	Outstand

Report Totals: 1,560.00