

**POMONA VALLEY TRANSPORTATION AUTHORITY
REGULAR BOARD MEETING**

Wednesday, June 12, 2024

5:00 P.M.

**CITY OF LAVERNE
CITY HALL- COUNCIL CHAMBERS
3660 "D" STREET
LA VERNE, CA 91750**

<u>ATT. NO.</u>	<u>SUGGESTED DISPOSITION</u>		
1.	Call to Order		
2.	Consent Calendar		Action
	A. Minutes (May)	2A	
	B. Administrator's Report	2B	
	C. Financial Report	2C	
	D. Check Register	2D	
3.	Operations Update (Erika)	3	Information
4.	FY 2025 Proposed Budget (Nicole)	4	Action
5.	ZEB Presentation (Sydney)	5	Information
6.	Oral - members of the public may address the Board on items of interest during this time		
7.	New Business		
8.	Adjourn to next regular meeting September 11, 2024		Action

***Public Comment Time Limit 4 minutes**

**AGENDA
ITEM #2A**

POMONA VALLEY TRANSPORTATION AUTHORITY

WEDNESDAY, May 8, 2024

REGULAR BOARD OF DIRECTORS MEETING MINUTES

Present:

Claremont

Corey Calaycay, Councilmember
Kristin Mikula, Community Services

La Verne

Rick Crosby, Mayor Pro Tem

Pomona

Nora Garcia, Councilmember
Shandy Dittman, Public Works

San Dimas

Emmett Badar, Mayor
Brad Mckinney, Assistant City Manager

PVTA

Nicole Carranza, CEO
Erika Jacquez, Senior Program Manager
Diana Mendez, Mobility Manager
Susan Dominguez, Travel Trainer

Transdev

Lora Sanchez, General Manager

Foothill Transit

Doran Barnes, CEO
Joe Raquel, Director of Planning

1. **Call to Order**

The meeting was called to order at 5:06 p.m. by Emmett Badar.

2. **Consent Calendar**

- A. Minutes (March)
- B. Financial Report (Jan-Apr)

****An amendment was made to item 2A. The names of the San Dimas Board members, Mayor Emmet Badar and Assistant City Manager Brad McKinney were excluded from the attendees in the March meeting minutes.**

Action: It was **MOVED** by Corey Calaycay, **SECONDED** by Emmett Badar Board unanimously **VOTED** to approve the consent calendar with the amendment.

3. **PVTA Contract Extension**

Nicole Carranza presenting

The contract between Transdev and PVTA finalizes at the end of FY 2024. The original plan was to extend the contract for one (1) additional year. Recent events have made PVTA decide to move forward with a month to month extension that includes a 3% wage increase, instead of the year long extension. This would give PVTA the opportunity to go out for bid. An RFP is expected to be ready by the end of May 2024. The new bid contract would begin November 1, 2024.

Action: It was **MOVED** by Nora Garcia, **SECONDED** by Corey Calaycay Board unanimously **VOTED** to approve the proposed month to month extension option agreement with Transdev four (4) months.

4. **UBER Transition/Mobility Manager Update**

Diana Mendez Presenting

The Uber pilot program went live on May 1, 2024. Before that, in the month of April, a notice was sent to all riders to have used PVTA in the last 6 months. The mailer was to inform them about the upcoming program with Uber. Presentations were held at all the nutrition sites in the PVTA service area. This was to inform the PVTA community about the new program and how to effectively use it. Both the mobility manager and the travel trainer are assisting clients over the phone and in person with the Uber transition.

5. **Service Design Analysis Results**

Holly Chase presenting

The service design analysis project started back in August of 2023. The goal was to analyze the conditions, demographics, and effectiveness of the service. A survey and public workshops were conducted in November, there were also interviews with peer agencies. Sam Schwartz's short term recommendations are a hybrid of TNCs with the

existing contractor (Transdev). For mid to long term recommendations Sam Schartz recommends staying with a single “turnkey” contractor and a TNC subcontractor. A general public service for all four (4) cities is also recommended in the long term plan with the possible inclusion of TNC’s.

6. **Board Member Elections**

The end of each fiscal year brings the reelection of the Pomona Valley Transportation Authority Board officers. Four cities make up the PVRTA Board, Claremont, La Verne, Pomona and San Dimas. PVRTA board meeting quorum policy is as follows: PVRTA requires 5 voting members to be present for a quorum, each city is eligible for up to two votes, normally it is one elected official and one city staffer that can submit a vote. In lieu of an absent voting member an alternate may step in and cast a vote. As long as both voting members from that city are not city staff or employees. Thus two elected officials from one city may cast a vote but only one city staffer (employee) may vote. The positions of Chair, Vice Chair, Treasurer, CJPIA Representative and Board Secretary are rotated between the four cities. For FY 2025 PVRTA recommends the following:

Chair - Corey Calaycay, Councilmember City of Claremont

Vice/Co - Rick Crosby, Councilmember City of La Verne

Treasurer - James Ranells, Assist City Manager City of La Verne

CJPIA - Nora Garcia, Councilmember City of Pomona, Alternate: Emmett Badar, Mayor City of San Dimas/PVRTA

Board Secretary - PVRTA

Action: It was **MOVED** by Nora Garcia, **SECONDED** by Rick Crosby, Board unanimously **VOTED** to approve nominated officers.

7. **Oral - members of the public may address the Board on items of interest**

No members of the public addressed the board

8. **New Business**

No new business

9. **Adjourn to next regular meeting**

Wednesday, June 12, 2024



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

June, 5, 2024

**AGENDA
ITEM # 2B**

MEMORANDUM

To: Pomona Valley Transportation Authority

From: Nicole Carranza, PVTA CEO

Subject: Administrator's Report- June 2024

A. Board Meeting Schedule for FY 2025

PVTA's board meetings are scheduled as needed to facilitate the Authority's planning, budgetary and decision-making process. There are normally five to six meetings annually. Regular meetings are held on the second Wednesday of the month at La Verne City Hall. Below is the tentative board meeting schedule for FY 2024. The June meeting will be the last meeting of the year with the budget adoption for FY 2024 and the elections of new Board officers for FY 2024.

FY 2025

- ***September 11, 2024***
- ***December 11, 2024***
- ***February 12, 2025***
- ***April 9, 2025***
- ***June 11, 2025***

B. Staff Transition Update

PVTA has filled the two open positions for a travel trainer and an Administrative Manager/Bookkeeper. With the help of the city of Claremont staff who sat on our panel we have selected Susan Dominguez as our travel trainer as well as Andrew Rodriguez as our new Administrative manager/Bookkeeper.

PVTA Office Positions as of May 2024:

CEO - Nicole Carranza

Sr. Program Manager - Erika Jacquez

Administrative Manager/Bookkeeper - Andrew Rodriguez

Mobility Manager - Diana Mendez

Travel Trainer - Susan Dominguez

C. Work Program Highlights for FY 2024-FY 2025

1. Uber Transition - On August 20, 2023, PVTA implemented Uber in response to the termination of cab services by Network Paratransit. PVTA established a temporary wave of fares to passengers since Uber does not collect cash or ticket payments, Uber can only accept credit card payments via the Uber App. PVTA would like to resume collecting fares no later than May 1st. In order to reinstate fare payments PVTA has developed an initial plan for the remainder of FY24 and the new contract extension FY25, with the help of the service design analysis consultant Sam Schwartz. PVTA now has access to the Uber app for all premium services and has begun the testing and finalization of marketing and training tools to be used to make the Uber App available to passengers on May 1st, 2024. Passengers will still be able to use the traditional dial-a-ride service with no disruption if they choose to not use Uber.

2. Service Design Analysis (SDA)/ZEB recommendations – Consulting firm Sam Schwartz is finalizing their recommendations for both the Zero Emissions short- and long-term plan as well as the Service Design Analysis for PVTA. The SDA will assist PVTA and Claremont to understand the current need for transportation in the service area and determine the type of contract and contractor to fulfill the requirement. The consultants will also assist PVTA with recommendations on how to proceed with the implementation of TNC's. Sam Schwartz has conducted field research with in person interviews/workshops as well as surveys for each of the 4 cities constituents, city council members and city staff. The final recommendation is scheduled to be presented at the May board meeting. The final recommendation will assist PVTA with its contract extension for FY25 as well as the new Operations Contract RFP for FY26.

3. Streamlining Administrative financial procedures - Since our former Admin Manager retired PVTA has been working with a public accounting firm, LSL to assist us with the enhancement of our finance procedures. Since July we have migrated to a digital filing process, upgraded accounting software as well as migrated banks. This transition delayed us in closing out fiscal year FY23 and set us behind on our monthly reporting to the board for FY24. We have now been able to successfully close out FY23 including our internal audit and

Metro Audit without findings. Once we receive our monthly data and bills from Transdev PVTA will be on track and able to resume monthly reports to the board.

4. Hiring Admin Manager & Travel Trainer - With the help of the public accounting consultant LSL, PVTA has been able to finalize a schedule of Admin Manager duties and has hired Andrew Rodriguez. PVTA has also hired a Travel Trainer. Both employees started in May of 2024.

5. Proposed FY 2025 budget - PVTA presentation of final proposed budget for FY2025.

6. Drafting extension for Transdev FY 2025 Operations contract – FY 2024 is the last year of our current operations contract with Transdev. PVTA has decided to offer a 4 month extension ending November 30th. PVTA will be proceeding with a formal procurement process to select the next operator for the remainder of FY 2025 and FY26 contract. The extension will allow us more time to complete an updated draft of the operator contract and start the federal procurement process.

7. Procurement of new Operations Contract for Oct-June FY25- FY 2026 - PVTA drafted a request for proposal for an Oct-June FY2025 and FY 2026 operating contract. The RFP was finalized and early June with proposals due and the end of July. PVTA expects to award a contract in September. These are Some of the key changes in the contract that was identified in the RFP will be to:

- Enhance the TNC contract so that passengers that are not technologically savvy as well as the unbanked population have the ability to use the TNC services without the need for the app.
- Replace the current scheduling software and enhance reporting capabilities.
- Provide assistance with the transition zero emission vehicles as well as provide the infrastructure facility needs
- Condense underutilized general public service hours
- Enhance group trip availability
- Penalties and incentives to improve customer service
- Increased operation cost to address contractors employee retention rate.

8. 5 year budget projection - PVTA will produce a 5 year budget projection for FY 2025 - FY 2030. This 5 year budget will help frame the up and coming expenses that PVTA will be facing with rising operational costs due to contractor employee wage increases and the California zero emission vehicle requirements. This projection will prepare us to seek additional funding through outside revenue sources in addition to the prop A funding we receive from the cities.

9. Zero emission vehicle implementation - The largest challenge will be finding the funding to acquire the infrastructure that is needed to house and charge the zero emission vehicles. Thanks to the ZEV plan drafted with the assistance of a consultant PVTA has a clear understanding of the cost and timeline. Fortunately, there are ways to stall the implementation but it is PVTA's mission to start the process now in order to fulfill the ICT regulation.

10. Implementing a mechanism to track passenger fare for equitable use of TNC's - PVTA is in the process of implementing the first phase of the Uber App. This first roll out will give passengers the opportunity to pilot the Uber App to hail a same day trip. Our next step will be to select a TNC app that will allow PVTA to book trips and collect fares on behalf of the passengers. This way passengers who are not tech savvy and prefer to pay with cash can do so and still benefit from utilizing TNC service such as Uber. PVTA will need to implement a system to collect and process fare internally.

C. Goals

1. **Improve ridership trends** - PVTA is slowly recovering to pre-pandemic ridership levels for some of the services. PVTA will be making several modifications to the contract for FY 2026 to help improve the passenger experience Including:

- Mandatory customer service training
- Increased customer service monitoring and penalties for low performance
- Incentive programs will need to be managed on schedule
- PVTA will also require a transition to a new scheduling software that will allow passengers to utilize an app to book and monitor their trips.
- Continue to find ways to improve on time performance.

2. **Provide more passenger outreach and assistance** - PVTA's new travel trainer grant will allow us to have a full time employee on staff that can develop training materials and in person training for all things transit. Most importantly how to navigate transportation with technology.

3. **Improve Customer service** - Continue to find ways to increase on-time performance , trip reliability and customer interaction with drivers and staff.

4. **Continue to streamline PVTA administrative procedures and reporting** - PVTA would benefit from finding ways to quickly procure operator contracts moving with different cooperative purchasing resources. As federal procedures evolve and increase PVTA will need to figure out ways to streamline reporting and keep organized systems to quickly execute administrative tasks.

5. **Secure more funding from outside revenues in addition to prop A.** - As costs of services and capital increase PVTa will need to continue to look for outside revenues to lower the cost of the cities.



June 5, 2024

**AGENDA
ITEM #2C**

MEMORANDUM

To: Pomona Valley Transportation Authority
From: Andrew Rodriguez, Administrative Manager / Bookkeeper
Subject: **Financial Report for May FY24**

Get About

The financial report is detailing the year to date standings for FY 24. Transdev continues to work on diligently addressing reporting challenges stemming from the conclusion of Network's contract. The figures presented in this report are provisional and subject to minor adjustments as we approach finalization. Notably, fare revenues have fallen below projections due to fares being waived during this period, with resumption anticipated in May. Due to reporting delays, submissions for Sub Regional and FTA billing remain outstanding. However, billing for Prop A has been successfully submitted for the initial three quarters and will be incorporated in future financial reports.

Claremont Dial-a-Ride

Claremont DAR's expenses were approximately 39%, or roughly \$251,000, below the prorated budget.

San Dimas Dial-a-Cab

San Dimas Dial-a-Cab expenses were approximately 59%, or roughly \$105,000, below the prorated budget.

Pomona Group

Pomona Group expenses were approximately 38%, or roughly \$28,000, below the prorated budget.

PVTA Administration

PVTA costs were \$25,000 above the prorated budget. This is due to the previous administrative manager retiring and being paid out her vacation.

PVTA ADMINISTRATION
PROFIT AND LOSS
JULY 2023 - JUNE 2024

<u>Revenues</u>	Approved Budget 2023-24	YTD	Prorated Budget
Admin Service Revenue	\$ 849,000.00	\$ 453,346.00	\$ 778,250.00
Miscellaneous Income	\$ -	\$ 800.30	\$ -
Total Revenues	\$ 849,000.00	\$ 454,146.30	\$ 778,250.00
<u>Expenditures</u>			
Salaries & Benefits			
Total 50100 Administrator	\$ 119,000.00	\$ 119,943.76	\$ 109,083.00
Total 50120 Program Manager	\$ 87,000.00	\$ 84,300.69	\$ 79,750.00
Total 50110 Administrative Manager	\$ 87,000.00	\$ 94,934.93	\$ 79,750.00
Benefits	\$ 137,000.00	\$ 89,773.81	\$ 125,583.00
Total Salaries & Benefits	\$ 430,000.00	\$ 388,953.19	\$ 394,166.67
<u>Other Expenditures</u>			
Audit	\$ 25,000.00	\$ 25,140.00	\$ 22,917.00
Legal	\$ 2,500.00	\$ -	\$ 2,292.00
Telephone	\$ 9,500.00	\$ 8,439.55	\$ 8,708.00
Supplies/ADP	\$ 11,000.00	\$ 14,602.91	\$ 10,083.00
Insurance	\$ 20,000.00	\$ 23,856.61	\$ 18,333.00
Travel & Conference	\$ 9,000.00	\$ 7,355.90	\$ 8,250.00
Rent & Utilities	\$ 50,000.00	\$ 31,982.78	\$ 45,833.00
Equip Rent & Maintenance	\$ 10,000.00	\$ 3,402.76	\$ 9,167.00
Accounting Services	\$ 30,000.00	\$ 110,950.76	\$ 27,500.00
Miscellaneous Expense	\$ -	\$ 4,362.08	\$ -
Total Other Expenditures	\$ 167,000.00	\$ 230,093.35	\$ 153,083.33
<u>Consultants & Marketing</u>			
Consultants & Marketing	\$ 220,000.00	\$ 110,950.76	\$ 201,667.00
Total Consultants & Marketing	\$ 220,000.00	\$ 110,950.76	\$ 201,666.67
<u>Mobility Manager</u>			
Total 50130 Senior Analyst	\$ 120,000.00	\$ 78,229.47	\$ 110,000.00
Benefits	\$ 27,500.00	\$ 12,429.21	\$ 25,208.00
Rent/Supplies/Start-up/Travel	\$ -	\$ 287.15	\$ -
Mobility Manager Total	\$ 147,500.00	\$ 90,945.83	\$ 135,208.33
<u>Travel Trainer</u>			
Total 50140 50140 Travel Trainer	\$ 120,000.00	\$ 33,383.50	\$ 110,000.00
Benefits	\$ 27,500.00	\$ 10,961.18	\$ 25,208.00
Rent/Supplies/Start-up/Travel	\$ -	\$ -	\$ -
Travel Trainer Total	\$ 147,500.00	\$ 44,344.68	\$ 135,208.00
Total Admin & Marketing	\$ 817,000.00	\$ 774,341.98	\$ 748,917.00
(Less FTA 5310 Travel Trainer)	\$ 32,000.00	\$ (320,195.68)	\$ 29,333.00
Total Net	\$ 849,000.00	\$ 454,146.30	\$ 778,250.00

GET ABOUT

PROFIT AND LOSS

JULY 2023 - JUNE 2024

<u>Revenues</u>	Approved Budget 2023-24	YTD	Prorated Budget
Fares & Other Revenue			
Fares	\$ 105,000.00	\$ 20,121.10	\$ 96,250.00
Subregional Incentive	\$ 800,000.00	\$ -	\$ 733,333.00
Interest	\$ 80,000.00	\$ -	\$ 73,333.00
Reserves	\$ 480,000.00	\$ -	\$ 440,000.00
FTA Operations Revenue	\$ 95,000.00	\$ -	\$ 87,083.00
Total Fares & Other Revenue	\$ 1,560,000.00	\$ 20,121.10	\$ 1,429,999.00
Prop A - Local Return			
Claremont	\$ 309,690.00	\$ 232,267.50	\$ 283,883.00
La Verne	\$ 348,750.00	\$ 282,562.50	\$ 319,688.00
Pomona	\$ 1,869,300.00	\$ 1,515,075.00	\$ 1,713,525.00
San Dimas	\$ 262,260.00	\$ 212,595.00	\$ 240,405.00
Total Local Return	\$ 2,790,000.00	\$ 2,242,500.00	\$ 2,557,501.00
<u>Total Revenue</u>	\$ 4,350,000.00	\$ 2,262,621.10	\$ 3,987,500.00
<u>Expenditures</u>			
Administration			
PVTA Administration	\$ 721,000.00	\$ 547,061.79	\$ 660,917.00
Marketing & Consulting	\$ 24,000.00	\$ -	\$ 22,000.00
Total Administration	\$ 745,000.00	\$ 547,061.79	\$ 682,917.00
Operations			
Cab Operations	\$ 2,475,000.00	\$ 434,809.77	\$ 2,268,750.00
Van Operations	\$ 1,130,000.00	\$ 2,027,919.28	\$ 1,035,833.00
Total Operations	\$ 3,605,000.00	\$ 2,462,729.05	\$ 3,304,583.00
<u>Total Expenditures</u>	\$ 4,350,000.00	\$ 3,009,790.84	\$ 3,987,500.00

CLAREMONT DIAL-A-CAB
PROFIT AND LOSS
JULY 2023 - JUNE 2024

<u>Revenues</u>	<u>Approved Budget 2023-24</u>	<u>YTD</u>	<u>Prorated Budget</u>
Fares	\$ 15,000.00	\$ 3,024.00	\$ 13,750.00
Proposition A	\$ 320,000.00	\$ 240,000.00	\$ 293,333.00
Regional Funds	\$ 113,000.00	\$ -	\$ 103,583.00
FTA 5307	\$ -	\$ -	\$ -
<u>Total Revenue</u>	\$ 448,000.00	\$ 243,024.00	\$ 410,666.00
<u>Expenditures</u>			
PVTA Administration	\$ 68,000.00	\$ 27,399.92	\$ 62,333.00
Cab Operations	\$ 206,000.00	\$ 112,138.00	\$ 188,833.00
Van Operations	\$ 74,000.00	\$ 20,122.00	\$ 67,833.00
Marketing & Consulting	\$ 100,000.00	\$ -	\$ 91,667.00
<u>Total Expenditures</u>	\$ 448,000.00	\$ 159,659.92	\$ 410,666.00

**POMONA GROUP
PROFIT AND LOSS
JULY 2023 - JUNE 2024**

<u>Revenues</u>	<u>Approved Budget 2023-24</u>	<u>YTD</u>	<u>Prorated Budget</u>
Fares	\$ 1,000.00	\$ 612.00	\$ 917.00
Proposition A	\$ 41,000.00	\$ 18,165.00	\$ 37,583.00
Subregional Incentive	\$ 9,000.00	\$ -	\$ 8,250.00
CRRSAA	\$ -	\$ -	\$ -
<u>Total Revenue</u>	\$ 51,000.00	\$ 18,777.00	\$ 46,750.00
<u>Expenditures</u>			
PVTA Administration	\$ 5,000.00	\$ 1,392.02	\$ 4,583.00
Contract Cost	\$ 46,000.00	\$ 16,440.80	\$ 42,167.00
<u>Total Expenditures</u>	\$ 51,000.00	\$ 17,832.82	\$ 46,750.00

SAN DIMAS DIAL-A-CAB
PROFIT AND LOSS
JULY 2023 - JUNE 2024

<u>Revenues</u>	<u>Approved Budget 2023-24</u>	<u>YTD</u>	<u>Prorated Budget</u>
Fares	\$ 20,000.00	\$ 1,430.50	\$ 18,333.00
Proposition A	\$ 200,000.00	\$ 95,000.00	\$ 183,333.00
Subregional Incentive	\$ 60,000.00	\$ -	\$ 55,000.00
CRRSAA	\$ -	\$ -	\$ -
<u>Total Revenue</u>	\$ 280,000.00	\$ 96,430.50	\$ 256,666.00
<u>Expenditures</u>			
PVTA Administration	\$ 55,000.00	\$ 29,438.90	\$ 50,417.00
Cab Operations	\$ 220,000.00	\$ 121,616.23	\$ 201,667.00
Marketing & Consulting	\$ 5,000.00	\$ -	\$ 4,583.00
<u>Total Expenditures</u>	\$ 280,000.00	\$ 151,055.13	\$ 256,667.00



June 5, 2024

**AGENDA
ITEM #2D**

MEMORANDUM

To: Pomona Valley Transportation Authority

From: Andrew Rodriguez, Administrative Manager / Bookkeeper

Subject: **Check Register – May FY24**

Attached is a copy of PVTA's check register from May Fy 24. 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. Due to ongoing attempts to collect outstanding invoices, this month's register is not divided by program, but rather listed completely. Future months will continue with the expected register for each program.

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:

- Account – "10105" is the General Ledger account number for the PVTA checking account.
- Transaction ID – Internal recorded payment number
- Date – Date check was written
- Transaction Type - Payment method
- Num – Check Number
- Name – the payee of the check; vendor name
- 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.

Pomona Valley Transportation Authority

Check Detail Report
May 2024

ACCOUNT	TRANSACTION ID	DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
10105 Cash - Checking BMO							
	1191						
10105 Cash - Checking BMO	1191	05/03/2024	Bill Payment (Check)	ACH	ADP	--	-\$128.52
10105 Cash - Checking BMO	1191	05/03/2024	Bill Payment (Check)	ACH	ADP	--	-\$128.52
	Total for 1191						-\$257.04
	1192						
10105 Cash - Checking BMO	1192	05/17/2024	Bill Payment (Check)	ACH	ADP	--	-\$128.52
10105 Cash - Checking BMO	1192	05/17/2024	Bill Payment (Check)	ACH	ADP	--	-\$128.52
	Total for 1192						-\$257.04
	1023						
10105 Cash - Checking BMO	1023	05/23/2024	Bill Payment (Check)	14126	Trujillo & Sons	--	-\$200.00
10105 Cash - Checking BMO	1023	05/23/2024	Bill Payment (Check)	14126	Trujillo & Sons	--	-\$200.00
	Total for 1023						-\$400.00
	1026						
10105 Cash - Checking BMO	1026	05/23/2024	Bill Payment (Check)	14127	CALIFORNIA DIGITAL SYSTEM	--	-\$283.70
10105 Cash - Checking BMO	1026	05/23/2024	Bill Payment (Check)	14127	CALIFORNIA DIGITAL SYSTEM	--	-\$283.70
	Total for 1026						-\$567.40
	1080						
10105 Cash - Checking BMO	1080	05/23/2024	Bill Payment (Check)	14128	FIRST TRANSIT, INC.	--	-\$7,553.60
10105 Cash - Checking BMO	1080	05/23/2024	Bill Payment (Check)	14128	FIRST TRANSIT, INC.	--	-\$7,553.60
	Total for 1080						-\$15,107.20
	1081						
10105 Cash - Checking BMO	1081	05/23/2024	Bill Payment (Check)	14129	FIRST TRANSIT, INC.	--	-\$11,909.02
10105 Cash - Checking BMO	1081	05/23/2024	Bill Payment (Check)	14129	FIRST TRANSIT, INC.	--	-\$11,909.02
	Total for 1081						-\$23,818.04
	1082						
10105 Cash - Checking BMO	1082	05/23/2024	Bill Payment (Check)	14130	FIRST TRANSIT, INC.	--	-\$1,531.80
10105 Cash - Checking BMO	1082	05/23/2024	Bill Payment (Check)	14130	FIRST TRANSIT, INC.	--	-\$1,531.80
	Total for 1082						-\$3,063.60
	1083						
10105 Cash - Checking BMO	1083	05/23/2024	Bill Payment (Check)	14131	FIRST TRANSIT, INC.	--	-\$6,622.26
10105 Cash - Checking BMO	1083	05/23/2024	Bill Payment (Check)	14131	FIRST TRANSIT, INC.	--	-\$6,622.26
	Total for 1083						-\$13,244.52
	1084						
10105 Cash - Checking BMO	1084	05/23/2024	Bill Payment (Check)	14132	FIRST TRANSIT, INC.	--	-\$472.40
10105 Cash - Checking BMO	1084	05/23/2024	Bill Payment (Check)	14132	FIRST TRANSIT, INC.	--	-\$472.40
	Total for 1084						-\$944.80
	1086						
10105 Cash - Checking BMO	1086	05/23/2024	Bill Payment (Check)	14134	FIRST TRANSIT, INC.	--	-\$218,440.98
10105 Cash - Checking BMO	1086	05/23/2024	Bill Payment (Check)	14134	FIRST TRANSIT, INC.	--	-\$218,440.98
	Total for 1086						-\$436,881.96
	1087						
10105 Cash - Checking BMO	1087	05/23/2024	Bill Payment (Check)	14135	FIRST TRANSIT, INC.	--	-\$16,351.53
10105 Cash - Checking BMO	1087	05/23/2024	Bill Payment (Check)	14135	FIRST TRANSIT, INC.	--	-\$16,351.53
	Total for 1087						-\$32,703.06
	1088						
10105 Cash - Checking BMO	1088	05/23/2024	Bill Payment (Check)	14136	FIRST TRANSIT, INC.	--	-\$20,571.82
10105 Cash - Checking BMO	1088	05/23/2024	Bill Payment (Check)	14136	FIRST TRANSIT, INC.	--	-\$20,571.82
	Total for 1088						-\$41,143.64
	1089						
10105 Cash - Checking BMO	1089	05/23/2024	Bill Payment (Check)	14137	FIRST TRANSIT, INC.	--	-\$4,238.60
10105 Cash - Checking BMO	1089	05/23/2024	Bill Payment (Check)	14137	FIRST TRANSIT, INC.	--	-\$4,238.60
	Total for 1089						-\$8,477.20
	1090						
10105 Cash - Checking BMO	1090	05/23/2024	Bill Payment (Check)	14138	FIRST TRANSIT, INC.	--	-\$7,358.95
10105 Cash - Checking BMO	1090	05/23/2024	Bill Payment (Check)	14138	FIRST TRANSIT, INC.	--	-\$7,358.95
	Total for 1090						-\$14,717.90
	1091						
10105 Cash - Checking BMO	1091	05/23/2024	Bill Payment (Check)	14139	FIRST TRANSIT, INC.	--	-\$3,358.86
10105 Cash - Checking BMO	1091	05/23/2024	Bill Payment (Check)	14139	FIRST TRANSIT, INC.	--	-\$3,358.86
	Total for 1091						-\$6,717.72
	1092						
10105 Cash - Checking BMO	1092	05/23/2024	Bill Payment (Check)	14140	FIRST TRANSIT, INC.	--	-\$460.00
10105 Cash - Checking BMO	1092	05/23/2024	Bill Payment (Check)	14140	FIRST TRANSIT, INC.	--	-\$460.00
	Total for 1092						-\$920.00
	1093						
10105 Cash - Checking BMO	1093	05/23/2024	Bill Payment (Check)	14141	FIRST TRANSIT, INC.	--	-\$4,896.91
10105 Cash - Checking BMO	1093	05/23/2024	Bill Payment (Check)	14141	FIRST TRANSIT, INC.	--	-\$4,896.91
	Total for 1093						-\$9,793.82
	1094						
10105 Cash - Checking BMO	1094	05/23/2024	Bill Payment (Check)	14142	FIRST TRANSIT, INC.	--	-\$10,062.25

ACCOUNT	TRANSACTION ID	DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
10105 Cash - Checking BMO	1094	05/23/2024	Bill Payment (Check)	14142	FIRST TRANSIT, INC.	--	-\$10,062.25
	Total for 1094						-\$20,124.50
	1095						
10105 Cash - Checking BMO	1095	05/23/2024	Bill Payment (Check)	14143	FIRST TRANSIT, INC.	--	-\$984.57
10105 Cash - Checking BMO	1095	05/23/2024	Bill Payment (Check)	14143	FIRST TRANSIT, INC.	--	-\$984.57
Total for 1095							-\$1,969.14
1096							
10105 Cash - Checking BMO	1096	05/23/2024	Bill Payment (Check)	14144	FIRST TRANSIT, INC.	--	-\$3,444.47
10105 Cash - Checking BMO	1096	05/23/2024	Bill Payment (Check)	14144	FIRST TRANSIT, INC.	--	-\$3,444.47
Total for 1096							-\$6,888.94
1097							
10105 Cash - Checking BMO	1097	05/23/2024	Bill Payment (Check)	14145	FIRST TRANSIT, INC.	--	-\$20,500.12
10105 Cash - Checking BMO	1097	05/23/2024	Bill Payment (Check)	14145	FIRST TRANSIT, INC.	--	-\$20,500.12
Total for 1097							-\$41,000.24
1098							
10105 Cash - Checking BMO	1098	05/23/2024	Bill Payment (Check)	14146	FIRST TRANSIT, INC.	--	-\$214,482.63
10105 Cash - Checking BMO	1098	05/23/2024	Bill Payment (Check)	14146	FIRST TRANSIT, INC.	--	-\$214,482.63
Total for 1098							-\$428,965.26
1099							
10105 Cash - Checking BMO	1099	05/23/2024	Bill Payment (Check)	14147	FIRST TRANSIT, INC.	--	-\$9,015.82
10105 Cash - Checking BMO	1099	05/23/2024	Bill Payment (Check)	14147	FIRST TRANSIT, INC.	--	-\$9,015.82
Total for 1099							-\$18,031.64
1100							
10105 Cash - Checking BMO	1100	05/23/2024	Bill Payment (Check)	14148	FIRST TRANSIT, INC.	--	-\$5,483.00
10105 Cash - Checking BMO	1100	05/23/2024	Bill Payment (Check)	14148	FIRST TRANSIT, INC.	--	-\$5,483.00
Total for 1100							-\$10,966.00
1101							
10105 Cash - Checking BMO	1101	05/23/2024	Bill Payment (Check)	14149	FIRST TRANSIT, INC.	--	-\$690.00
10105 Cash - Checking BMO	1101	05/23/2024	Bill Payment (Check)	14149	FIRST TRANSIT, INC.	--	-\$690.00
Total for 1101							-\$1,380.00
1102							
10105 Cash - Checking BMO	1102	05/23/2024	Bill Payment (Check)	14150	FIRST TRANSIT, INC.	--	-\$6,521.35
10105 Cash - Checking BMO	1102	05/23/2024	Bill Payment (Check)	14150	FIRST TRANSIT, INC.	--	-\$6,521.35
Total for 1102							-\$13,042.70
1103							
10105 Cash - Checking BMO	1103	05/23/2024	Bill Payment (Check)	14151	FIRST TRANSIT, INC.	--	-\$2,249.00
10105 Cash - Checking BMO	1103	05/23/2024	Bill Payment (Check)	14151	FIRST TRANSIT, INC.	--	-\$2,249.00
Total for 1103							-\$4,498.00
1104							
10105 Cash - Checking BMO	1104	05/23/2024	Bill Payment (Check)	14152	FIRST TRANSIT, INC.	--	-\$5,298.40
10105 Cash - Checking BMO	1104	05/23/2024	Bill Payment (Check)	14152	FIRST TRANSIT, INC.	--	-\$5,298.40
Total for 1104							-\$10,596.80
1105							
10105 Cash - Checking BMO	1105	05/23/2024	Bill Payment (Check)	14153	FIRST TRANSIT, INC.	--	-\$5,126.88
10105 Cash - Checking BMO	1105	05/23/2024	Bill Payment (Check)	14153	FIRST TRANSIT, INC.	--	-\$5,126.88
Total for 1105							-\$10,253.76
1106							
10105 Cash - Checking BMO	1106	05/23/2024	Bill Payment (Check)	14154	FIRST TRANSIT, INC.	--	-\$9,321.84
10105 Cash - Checking BMO	1106	05/23/2024	Bill Payment (Check)	14154	FIRST TRANSIT, INC.	--	-\$9,321.84
Total for 1106							-\$18,643.68
1107							
10105 Cash - Checking BMO	1107	05/23/2024	Bill Payment (Check)	14155	FIRST TRANSIT, INC.	--	-\$223,846.86
10105 Cash - Checking BMO	1107	05/23/2024	Bill Payment (Check)	14155	FIRST TRANSIT, INC.	--	-\$223,846.86
Total for 1107							-\$447,693.72
1108							
10105 Cash - Checking BMO	1108	05/23/2024	Bill Payment (Check)	14156	FIRST TRANSIT, INC.	--	-\$7,493.25
10105 Cash - Checking BMO	1108	05/23/2024	Bill Payment (Check)	14156	FIRST TRANSIT, INC.	--	-\$7,493.25
Total for 1108							-\$14,986.50
1109							
10105 Cash - Checking BMO	1109	05/23/2024	Bill Payment (Check)	14157	FIRST TRANSIT, INC.	--	-\$4,325.35
10105 Cash - Checking BMO	1109	05/23/2024	Bill Payment (Check)	14157	FIRST TRANSIT, INC.	--	-\$4,325.35
Total for 1109							-\$8,650.70
1110							
10105 Cash - Checking BMO	1110	05/23/2024	Bill Payment (Check)	14158	FIRST TRANSIT, INC.	--	-\$19,913.29
10105 Cash - Checking BMO	1110	05/23/2024	Bill Payment (Check)	14158	FIRST TRANSIT, INC.	--	-\$19,913.29
Total for 1110							-\$39,826.58
1111							
10105 Cash - Checking BMO	1111	05/23/2024	Bill Payment (Check)	14159	FIRST TRANSIT, INC.	--	-\$920.00
10105 Cash - Checking BMO	1111	05/23/2024	Bill Payment (Check)	14159	FIRST TRANSIT, INC.	--	-\$920.00
Total for 1111							-\$1,840.00
1112							
10105 Cash - Checking BMO	1112	05/23/2024	Bill Payment (Check)	14160	FIRST TRANSIT, INC.	--	-\$9,408.00
10105 Cash - Checking BMO	1112	05/23/2024	Bill Payment (Check)	14160	FIRST TRANSIT, INC.	--	-\$9,408.00
Total for 1112							-\$18,816.00
1113							
10105 Cash - Checking BMO	1113	05/23/2024	Bill Payment (Check)	14161	FIRST TRANSIT, INC.	--	-\$5,077.07

ACCOUNT	TRANSACTION ID	DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
10105 Cash - Checking BMO	1113	05/23/2024	Bill Payment (Check)	14161	FIRST TRANSIT, INC.	--	-\$5,077.07
	Total for 1113						-\$10,154.14
	1114						
10105 Cash - Checking BMO	1114	05/23/2024	Bill Payment (Check)	14162	FIRST TRANSIT, INC.	--	-\$902.13
10105 Cash - Checking BMO	1114	05/23/2024	Bill Payment (Check)	14162	FIRST TRANSIT, INC.	--	-\$902.13
Total for 1114							-\$1,804.26
1115							
10105 Cash - Checking BMO	1115	05/23/2024	Bill Payment (Check)	14163	FIRST TRANSIT, INC.	--	-\$2,711.74
10105 Cash - Checking BMO	1115	05/23/2024	Bill Payment (Check)	14163	FIRST TRANSIT, INC.	--	-\$2,711.74
Total for 1115							-\$5,423.48
1116							
10105 Cash - Checking BMO	1116	05/23/2024	Bill Payment (Check)	14164	FIRST TRANSIT, INC.	--	-\$2,560.20
10105 Cash - Checking BMO	1116	05/23/2024	Bill Payment (Check)	14164	FIRST TRANSIT, INC.	--	-\$2,560.20
Total for 1116							-\$5,120.40
1117							
10105 Cash - Checking BMO	1117	05/23/2024	Bill Payment (Check)	14165	FIRST TRANSIT, INC.	--	-\$6,538.44
10105 Cash - Checking BMO	1117	05/23/2024	Bill Payment (Check)	14165	FIRST TRANSIT, INC.	--	-\$6,538.44
Total for 1117							-\$13,076.88
1118							
10105 Cash - Checking BMO	1118	05/23/2024	Bill Payment (Check)	14166	FIRST TRANSIT, INC.	--	-\$2,595.00
10105 Cash - Checking BMO	1118	05/23/2024	Bill Payment (Check)	14166	FIRST TRANSIT, INC.	--	-\$2,595.00
Total for 1118							-\$5,190.00
1119							
10105 Cash - Checking BMO	1119	05/23/2024	Bill Payment (Check)	14167	FIRST TRANSIT, INC.	--	-\$5,465.22
10105 Cash - Checking BMO	1119	05/23/2024	Bill Payment (Check)	14167	FIRST TRANSIT, INC.	--	-\$5,465.22
Total for 1119							-\$10,930.44
1120							
10105 Cash - Checking BMO	1120	05/23/2024	Bill Payment (Check)	14168	FIRST TRANSIT, INC.	--	-\$4,006.17
10105 Cash - Checking BMO	1120	05/23/2024	Bill Payment (Check)	14168	FIRST TRANSIT, INC.	--	-\$4,006.17
Total for 1120							-\$8,012.34
1121							
10105 Cash - Checking BMO	1121	05/23/2024	Bill Payment (Check)	14169	FIRST TRANSIT, INC.	--	-\$920.00
10105 Cash - Checking BMO	1121	05/23/2024	Bill Payment (Check)	14169	FIRST TRANSIT, INC.	--	-\$920.00
Total for 1121							-\$1,840.00
1122							
10105 Cash - Checking BMO	1122	05/23/2024	Bill Payment (Check)	14170	FIRST TRANSIT, INC.	--	-\$20,114.71
10105 Cash - Checking BMO	1122	05/23/2024	Bill Payment (Check)	14170	FIRST TRANSIT, INC.	--	-\$20,114.71
Total for 1122							-\$40,229.42
1123							
10105 Cash - Checking BMO	1123	05/23/2024	Bill Payment (Check)	14171	FIRST TRANSIT, INC.	--	-\$9,938.55
10105 Cash - Checking BMO	1123	05/23/2024	Bill Payment (Check)	14171	FIRST TRANSIT, INC.	--	-\$9,938.55
Total for 1123							-\$19,877.10
1124							
10105 Cash - Checking BMO	1124	05/23/2024	Bill Payment (Check)	14172	FIRST TRANSIT, INC.	--	-\$7,996.53
10105 Cash - Checking BMO	1124	05/23/2024	Bill Payment (Check)	14172	FIRST TRANSIT, INC.	--	-\$7,996.53
Total for 1124							-\$15,993.06
1125							
10105 Cash - Checking BMO	1125	05/23/2024	Bill Payment (Check)	14173	FIRST TRANSIT, INC.	--	-\$10,169.28
10105 Cash - Checking BMO	1125	05/23/2024	Bill Payment (Check)	14173	FIRST TRANSIT, INC.	--	-\$10,169.28
Total for 1125							-\$20,338.56
1126							
10105 Cash - Checking BMO	1126	05/23/2024	Bill Payment (Check)	14174	FIRST TRANSIT, INC.	--	-\$1,965.30
10105 Cash - Checking BMO	1126	05/23/2024	Bill Payment (Check)	14174	FIRST TRANSIT, INC.	--	-\$1,965.30
Total for 1126							-\$3,930.60
1127							
10105 Cash - Checking BMO	1127	05/23/2024	Bill Payment (Check)	14175	FIRST TRANSIT, INC.	--	-\$3,096.70
10105 Cash - Checking BMO	1127	05/23/2024	Bill Payment (Check)	14175	FIRST TRANSIT, INC.	--	-\$3,096.70
Total for 1127							-\$6,193.40
1128							
10105 Cash - Checking BMO	1128	05/23/2024	Bill Payment (Check)	14176	FIRST TRANSIT, INC.	--	-\$7,391.00
10105 Cash - Checking BMO	1128	05/23/2024	Bill Payment (Check)	14176	FIRST TRANSIT, INC.	--	-\$7,391.00
Total for 1128							-\$14,782.00
1129							
10105 Cash - Checking BMO	1129	05/23/2024	Bill Payment (Check)	14177	FIRST TRANSIT, INC.	--	-\$4,116.84
10105 Cash - Checking BMO	1129	05/23/2024	Bill Payment (Check)	14177	FIRST TRANSIT, INC.	--	-\$4,116.84
Total for 1129							-\$8,233.68
1130							
10105 Cash - Checking BMO	1130	05/23/2024	Bill Payment (Check)	14178	FIRST TRANSIT, INC.	--	-\$216,649.88
10105 Cash - Checking BMO	1130	05/23/2024	Bill Payment (Check)	14178	FIRST TRANSIT, INC.	--	-\$216,649.88
Total for 1130							-\$433,299.76
1131							
10105 Cash - Checking BMO	1131	05/23/2024	Bill Payment (Check)	14179	FIRST TRANSIT, INC.	--	-\$1,242.90
10105 Cash - Checking BMO	1131	05/23/2024	Bill Payment (Check)	14179	FIRST TRANSIT, INC.	--	-\$1,242.90
Total for 1131							-\$2,485.80
1132							
10105 Cash - Checking BMO	1132	05/23/2024	Bill Payment (Check)	14180	FIRST TRANSIT, INC.	--	-\$4,076.87

ACCOUNT	TRANSACTION ID	DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
10105 Cash - Checking BMO	1132	05/23/2024	Bill Payment (Check)	14180	FIRST TRANSIT, INC.	--	-\$4,076.87
	Total for 1132						-\$8,153.74
	1133						
10105 Cash - Checking BMO	1133	05/23/2024	Bill Payment (Check)	14181	FIRST TRANSIT, INC.	--	-\$18,488.78
10105 Cash - Checking BMO	1133	05/23/2024	Bill Payment (Check)	14181	FIRST TRANSIT, INC.	--	-\$18,488.78
Total for 1133							-\$36,977.56
1134							
10105 Cash - Checking BMO	1134	05/23/2024	Bill Payment (Check)	14182	FIRST TRANSIT, INC.	--	-\$5,503.56
10105 Cash - Checking BMO	1134	05/23/2024	Bill Payment (Check)	14182	FIRST TRANSIT, INC.	--	-\$5,503.56
Total for 1134							-\$11,007.12
1135							
10105 Cash - Checking BMO	1135	05/23/2024	Bill Payment (Check)	14183	FIRST TRANSIT, INC.	--	-\$1,035.00
10105 Cash - Checking BMO	1135	05/23/2024	Bill Payment (Check)	14183	FIRST TRANSIT, INC.	--	-\$1,035.00
Total for 1135							-\$2,070.00
1136							
10105 Cash - Checking BMO	1136	05/23/2024	Bill Payment (Check)	14184	FIRST TRANSIT, INC.	--	-\$13,276.56
10105 Cash - Checking BMO	1136	05/23/2024	Bill Payment (Check)	14184	FIRST TRANSIT, INC.	--	-\$13,276.56
Total for 1136							-\$26,553.12
1137							
10105 Cash - Checking BMO	1137	05/23/2024	Bill Payment (Check)	14185	FIRST TRANSIT, INC.	--	-\$6,335.00
10105 Cash - Checking BMO	1137	05/23/2024	Bill Payment (Check)	14185	FIRST TRANSIT, INC.	--	-\$6,335.00
Total for 1137							-\$12,670.00
1138							
10105 Cash - Checking BMO	1138	05/23/2024	Bill Payment (Check)	14186	FIRST TRANSIT, INC.	--	-\$2,347.30
10105 Cash - Checking BMO	1138	05/23/2024	Bill Payment (Check)	14186	FIRST TRANSIT, INC.	--	-\$2,347.30
Total for 1138							-\$4,694.60
1139							
10105 Cash - Checking BMO	1139	05/23/2024	Bill Payment (Check)	14187	FIRST TRANSIT, INC.	--	-\$5,171.63
10105 Cash - Checking BMO	1139	05/23/2024	Bill Payment (Check)	14187	FIRST TRANSIT, INC.	--	-\$5,171.63
Total for 1139							-\$10,343.26
1140							
10105 Cash - Checking BMO	1140	05/23/2024	Bill Payment (Check)	14188	FIRST TRANSIT, INC.	--	-\$846.04
10105 Cash - Checking BMO	1140	05/23/2024	Bill Payment (Check)	14188	FIRST TRANSIT, INC.	--	-\$846.04
Total for 1140							-\$1,692.08
1141							
10105 Cash - Checking BMO	1141	05/23/2024	Bill Payment (Check)	14189	FIRST TRANSIT, INC.	--	-\$9,909.25
10105 Cash - Checking BMO	1141	05/23/2024	Bill Payment (Check)	14189	FIRST TRANSIT, INC.	--	-\$9,909.25
Total for 1141							-\$19,818.50
1142							
10105 Cash - Checking BMO	1142	05/23/2024	Bill Payment (Check)	14190	FIRST TRANSIT, INC.	--	-\$9,831.20
10105 Cash - Checking BMO	1142	05/23/2024	Bill Payment (Check)	14190	FIRST TRANSIT, INC.	--	-\$9,831.20
Total for 1142							-\$19,662.40
1143							
10105 Cash - Checking BMO	1143	05/23/2024	Bill Payment (Check)	14191	FIRST TRANSIT, INC.	--	-\$1,678.10
10105 Cash - Checking BMO	1143	05/23/2024	Bill Payment (Check)	14191	FIRST TRANSIT, INC.	--	-\$1,678.10
Total for 1143							-\$3,356.20
1144							
10105 Cash - Checking BMO	1144	05/23/2024	Bill Payment (Check)	14192	FIRST TRANSIT, INC.	--	-\$225,590.60
10105 Cash - Checking BMO	1144	05/23/2024	Bill Payment (Check)	14192	FIRST TRANSIT, INC.	--	-\$225,590.60
Total for 1144							-\$451,181.20
1145							
10105 Cash - Checking BMO	1145	05/23/2024	Bill Payment (Check)	14193	TRANSTRACK SYSTEMS, INC.	--	-\$25,711.00
10105 Cash - Checking BMO	1145	05/23/2024	Bill Payment (Check)	14193	TRANSTRACK SYSTEMS, INC.	--	-\$25,711.00
Total for 1145							-\$51,422.00
1149							
10105 Cash - Checking BMO	1149	05/23/2024	Bill Payment (Check)	14195	CITY OF LA VERNE	--	-\$124.00
10105 Cash - Checking BMO	1149	05/23/2024	Bill Payment (Check)	14195	CITY OF LA VERNE	--	-\$124.00
Total for 1149							-\$248.00
1156							
10105 Cash - Checking BMO	1156	05/28/2024	Bill Payment (Check)	14196	ADT SECURITY SERVICES	--	-\$75.00
10105 Cash - Checking BMO	1156	05/28/2024	Bill Payment (Check)	14196	ADT SECURITY SERVICES	--	-\$75.00
Total for 1156							-\$150.00
1158							
10105 Cash - Checking BMO	1158	05/28/2024	Bill Payment (Check)	14197	IMRAN HAMID	--	-\$649.56
10105 Cash - Checking BMO	1158	05/28/2024	Bill Payment (Check)	14197	IMRAN HAMID	--	-\$649.56
Total for 1158							-\$1,299.12
1160							
10105 Cash - Checking BMO	1160	05/28/2024	Bill Payment (Check)	14198	SAM SCHWARTZ ENGINEERING	--	-\$3,704.83
10105 Cash - Checking BMO	1160	05/28/2024	Bill Payment (Check)	14198	SAM SCHWARTZ ENGINEERING	--	-\$3,704.83
Total for 1160							-\$7,409.66
1162							
10105 Cash - Checking BMO	1162	05/28/2024	Bill Payment (Check)	14199	SAM SCHWARTZ ENGINEERING	--	-\$5,175.00
10105 Cash - Checking BMO	1162	05/28/2024	Bill Payment (Check)	14199	SAM SCHWARTZ ENGINEERING	--	-\$5,175.00
Total for 1162							-\$10,350.00
1164							
10105 Cash - Checking BMO	1164	05/28/2024	Bill Payment (Check)	14200	PRINCIPAL LIFE INSURANCE COMPANY	--	-\$232.46

ACCOUNT	TRANSACTION ID	DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	AMOUNT
10105 Cash - Checking BMO	1164	05/28/2024	Bill Payment (Check)	14200	PRINCIPAL LIFE INSURANCE COMPANY	--	-\$232.46
	Total for 1164						-\$464.92
	1166						
10105 Cash - Checking BMO	1166	05/28/2024	Bill Payment (Check)	14201	Nicole Carranza	--	-\$142.34
10105 Cash - Checking BMO	1166	05/28/2024	Bill Payment (Check)	14201	Nicole Carranza	--	-\$142.34
	Total for 1166						-\$284.68
	1168						
10105 Cash - Checking BMO	1168	05/28/2024	Bill Payment (Check)	14202	Erika Jacquez	--	-\$55.10
10105 Cash - Checking BMO	1168	05/28/2024	Bill Payment (Check)	14202	Erika Jacquez	--	-\$55.10
	Total for 1168						-\$110.20
	1170						
10105 Cash - Checking BMO	1170	05/28/2024	Bill Payment (Check)	14203	Erika Jacquez	--	-\$110.23
10105 Cash - Checking BMO	1170	05/28/2024	Bill Payment (Check)	14203	Erika Jacquez	--	-\$110.23
	Total for 1170						-\$220.46
	1174						
10105 Cash - Checking BMO	1174	05/28/2024	Bill Payment (Check)	14204	Erika Jacquez	--	-\$323.24
10105 Cash - Checking BMO	1174	05/28/2024	Bill Payment (Check)	14204	Erika Jacquez	--	-\$323.24
	Total for 1174						-\$646.48
	1179						
10105 Cash - Checking BMO	1179	05/29/2024	Bill Payment (Check)	14208	Erika Jacquez	--	-\$63.66
10105 Cash - Checking BMO	1179	05/29/2024	Bill Payment (Check)	14208	Erika Jacquez	--	-\$63.66
	Total for 1179						-\$127.32
	1180						
10105 Cash - Checking BMO	1180	05/29/2024	Bill Payment (Check)	14209	FIRST TRANSIT, INC.	--	-\$929.18
10105 Cash - Checking BMO	1180	05/29/2024	Bill Payment (Check)	14209	FIRST TRANSIT, INC.	--	-\$929.18
	Total for 1180						-\$1,858.36
Total for 10105 Cash - Checking BMO							-\$3,036,875.40



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

June 5th, 2024

**AGENDA
ITEM #3**

MEMORANDUM

To: Pomona Valley Transportation Authority

From: Erika Jacquez, Senior Program Manager

Subject: Operations Report April FY 2024

Service Overview

The overall ridership for all services has increased in FY24 compared to FY23. With Transdev taking over most of the Get About rides, there has been a decrease in the use of Get About Cab. Previously, Get About Cab was used as a supplementary service when Transdev couldn't perform a Get About Van service. It continues to function as a supplemental service, with some trips being allocated to Uber as needed. Since the transition, Transdev has managed a significant number of Get About Van trips.

Total for Get About Services

❖ **Ridership**

- Get About's overall ridership as of April FY24 YTD was 18% higher than the same period in FY23.

❖ **On Time Performance**

- Get About's overall on time was 95%, meeting the standard of 90%.

❖ **Complaints**

- Three complaints were received in April.

Van Service

❖ **Ridership**

- Van service ridership in April FY24 YTD was 56% higher than the same time in FY23.

❖ **Service Quality**

- One complaint was received.

❖ **On Time Performance**

- On time was 94%, meeting the standard of 90%.

Get About Regular Cab Services

❖ **Ridership**

- As mentioned in the summary above, Get About Cab ridership shows a decrease due to the fact that Transdev has been able to perform a majority of the rides with the dedicated service. Regular Get About cab ridership in April was 70% lower compared to YTD FY23.

❖ **Service Quality**

- There were zero Get About cab complaints received.

❖ **On time performance**

- On-time performance was 93%, meeting the standard of 90%.

One Step Over the Line

❖ **Ridership**

- Ridership for One Step Over the Line is 41% higher in April YTD compared to last year.

❖ **Service Quality**

- One complaint was received in April.

❖ **On Time Performance**

- OTP was 93%, meeting our standard of 92%.

Ready Now

❖ **Ridership**

- Ridership in April YTD FY24 is 6% higher than last year.

➤ **Service Quality**

- One complaint was received.

❖ **On Time Performance**

- On time performance was 99% meeting our standard of 90%.

Claremont Dial-a-Ride

❖ **Ridership**

- Claremont Dial-a-Ride total ridership in April FY24 YTD was 31% higher than FY23.

❖ **Service Quality**

- Zero complaints were received for Claremont Dial-a-Ride.

❖ **On Time Performance**

- OTP for the cab was 96%, meeting our standard of 92%.

San Dimas Dial-a-Cab

❖ **Ridership**

- San Dimas ridership was 38% higher YTD compared to last year.

❖ **Service Quality**

- Zero complaints were received in April.

❖ **On Time Performance**

- On time performance was 98%.

Pomona Group Service

❖ **Ridership**

- Pomona Group ridership was 234% higher YTD than last year. This increase is due to youth programs having multiple large group trips to local hiking trails.

❖ **Service Quality**

- Zero complaints were received in April.

❖ **On Time Performance**

- On time performance was 94% in April.

Uber Update

Since the launch of the Uber Pilot program, PVRTA has welcomed 45 new participants to the program. Travel Trainer Susan Dominguez has held one-on-one training sessions with participants that wanted additional assistance navigating the service. As part of the outreach effort a schedule has been created in each city. Claremont has two nutrition sites and PVRTA is scheduled to be there on the last Monday and Tuesday of each month. La Verne is scheduled for the 3rd Wednesday of each month. The City of Pomona will have PVRTA on the 2nd Tuesday and Thursday of each month for presentations. San Dimas is scheduled for the 2nd Friday of each month. The Mobility Manager is working on scheduling presentation/workshops at local assisted living facilities, youth centers, and any other local community locations in the next few months.

Mobility Manager & Travel Trainer Update

Mobility Manager and Travel Trainer handled a total of 5,003 calls. The high volume is due to the popularity of the Uber Pilot program. A total of 100 registrations were completed in the month of May. PVRTA offices received and resolved 2 complaint calls. The Transit Store had a busy month with 53 Access, 6 Omni and 3 TAP sales.



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

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June 5th, 2024

AGENDA

ITEM #4

MEMORANDUM

To: Pomona Valley Transportation Authority

From: Nicole Carranza, PVTa CEO

Subject: FY 2025 Proposed Budget

Recommended Action: Adopt Proposed FY 2025 Budget

A. Overview

Attached is the proposed FY 2025 budget for Board review and approval. This budget includes updated expenses and revenues. The changes in expenses primarily relate to increased wages for contractor employees, particularly drivers and dispatchers. To ensure competitive wages for staff retention, the contract's fixed and hourly rate costs have risen by 27.17%. However, the introduction of TNC services is projected to reduce subcontractor costs by 24% compared to last year. Consequently, the total contract expense is now \$3.9 million, reflecting an 11% increase over FY24. PVTa has managed to reduce the city's local return contribution by \$150,000 through increased sub-regional funding. The total city local return contribution is now \$3,525,001, representing a 27% increase, which is approximately \$735,001 more than FY24.

B. Budget Highlights

Revenues

- The proposed budget includes a 12.5% increase in subregional funding compared to the preliminary budget. This helps decrease the city contribution.
- Interest revenue continues to trend positive with a 12.5% increase.
- The total city contribution of local return will need to increase by 27% to cover the increase in operating contract cost.

Expenses

- **Contract Costs-** FY 25 continues to reflect higher contract expenses to address contract wage increases and inflation.
- **Service Levels** - FY 25 Service levels are increasing at a slower rate, saving us from a spike in cost due to service levels. We are estimating FY 25 to be at 80% of pre-pandemic service levels.
- **Capital Contribution** - The preliminary budget programs \$100,000 in capital contributions in the coming year. Capital contributions were suspended from FY 2021

through FY2023 instead PVRTA used savings from operating reductions to continue fund the capital program as we are projecting large increases to the cost of vehicles in the future.

Since FY 2020, PVRTA has seen its costs rise considerably due to wage increases and higher fuel costs, among other factors we are considering this will be the same for FY25.

C. Organization of the Budget Packet

The budget packet is divided into seven segments:

1. Estimate of Local Return Contributions by City
2. Overall Summary of Revenue & Expenditures
3. PVRTA Administration
4. Get About Budget
5. Claremont Dial-a-Ride Budget
6. San Dimas Dial-a-Cab Budget
7. Pomona Group Service Budget

For the purposes of comparison, we are showing the FY 2022 and FY 2023 budget figures alongside the preliminary FY2025 budget amounts.

D. Projected Service Levels and Expenditures

The proposed budget projects the total operating costs to increase by \$390,000 this is about a 10% increase. Although the fixed contract rates are increasing, the implementation of TNC services such as Uber has helped lower the cost of the subcontracted services. Currently, Get About is operating at about 75% of normal capacity. The FY 2025 budget projects service returning to about 80% of capacity.

The service levels for FY 2022 and FY 2023, along with the projections for FY 2024 and the FY 2025 budget estimates are shown below:

<u>Get About Annual Service Levels</u>				
Program	FY2022	FY2023	FY2024(projected)	FY2025(budget)
GA VAN				
Riders	34,379	50,026	72,500	73,000
Rev hrs.	11,310	15,162	22,500	24,000
Ops Cost	\$1,822,139	\$2,131,909	\$2,475,000	\$2,863,816
GA CAB Total				
Riders	29,463	\$29,294	18,000	23,000

Ops Cost	\$833,993	\$921,128	650,000	850,000
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E. Get About Revenues

We have budgeted an increase of \$360,000 in revenues from outside sources in FY 2025. We have increased our budgeted subregional incentive funds to \$900,000 this is \$100,000 more than last year.

City Get About Shares

Get About contributions are based on a three-year rolling average. A preliminary calculation of the FY 2024 shares is shown below:

	PROJECTED FY 2025 CITY SHARES			
	<u>CL</u>	<u>LV</u>	<u>PO</u>	<u>SD</u>
FY 2022	9.2%	13.1%	67.4%	10.3%
FY 2023	10.1%	12.2%	69.3%	8.3%
FY 2024 est	<u>9.9%</u>	<u>13.3%</u>	<u>68.8%</u>	<u>8.0%</u>
FY 2025 Share	9.7%	12.9%	68.5%	8.8%

*Estimated

FY 2024 estimated city ridership trends show the Pomona share decreasing compared to the spike in FY 2023. Although the share is estimated to go down for FY 2024 the three year rolling average has Pomona ridership increase in FY 2025 68.5% compared to 67% which was the three year rolling average used in FY 2024. La Verne has seen the largest share decrease.

E. City Get About Contributions

The proposed budget projects an increase in city contributions to Get About of \$735,000 this is \$264,000 more than what was projected in the preliminary budget. Our cost estimates assume service increasing to about 80% of historic levels. Our initial projections are that operating costs will remain within the FY 2024 budget amounts. The preliminary budget recommends contributions of \$100,000 to the capital fund which is used primarily to replace fleet vehicles.

San Dimas and Pomona see the largest percentage increases due to changes in each city's share of Get About ridership. Below is a summary of city contributions to Get About operations from FY 2022 through FY 2024. To provide some context regarding the historic contribution levels we have included the data from FY 2020 as well.

Summary of City Contributions to Get About Operations **FY22 to FY25**

	FY2022	FY2023	FY2024	FY2025 Prelim	FY2025 Proposed	Change FY24-25
Claremont	\$224,910	\$287,385	\$309,690	\$317,452	\$343,100	3%

La Verne	\$249,000	\$318,780	\$376,750	\$420,732	\$454,725	12%
Pomona	\$1,203,147	\$1,649,060	\$2,061,100	\$2,234,121	\$2,414,626	8%
San Dimas	\$345,768	\$402,275	\$483,460	\$289,186	\$312,550	-40%
Total	\$2,022,825	\$2,657,500	\$3,231,000	\$3,261,491	\$3,525,001	

Claremont Dial-a-Ride

The budget projects Claremont Dial-a-Ride costs considerably lower than the FY 2024 budget while allowing for growth beyond current ridership levels. The budget also provides the capacity for the city to initiate pilot programs to address changing needs created by the impact of the pandemic.

San Dimas Dial-a-Cab

The San Dimas proposed budget projects ridership to slowly grow from current levels. However, we expect costs to remain well below the FY 2024 budgeted amounts. Ridership trends may increase with the introduction of the Uber voucher program.

Pomona Group

Pomona Group service currently represents a modest cost in the city's overall transit program. Based on group activity in the first months of FY 2024 and conversations with Pomona staff, we are budgeting for an increased service level in FY 2025. Costs are expected to remain within the budgeted levels of the past several years.

**PROPOSED FY2025 BUDGET
POMONA VALLEY TRANSPORTATION AUTHORITY**

SUMMARY OF REVENUE AND EXPENDITURE

<u>Get About</u>		<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>
Fares		\$92,758	\$105,000	\$115,000
Subregional Incentive Funds		\$803,438	\$800,000	\$900,000
Interest		\$91,350	\$80,000	\$90,000
Carryover - Reduction in Reserves		\$0	\$480,000	\$0
FTA Operations Revenue		\$90,197	\$95,000	\$95,000
CRRSAA/ARPA		<u>\$843,280</u>	<u>\$0</u>	<u>\$0</u>
Total Fares & Other Revenue		<u>\$1,921,023</u>	<u>\$1,560,000</u>	<u>\$1,200,000</u>
Local Funds Prop A		<u>FY 24</u>		
Claremont	9.7333%	\$287,385	\$320,790	\$343,100
La Verne	12.9000%	\$318,780	\$361,250	\$454,725
Pomona	68.5000%	\$1,603,560	\$1,936,300	\$2,414,626
San Dimas	8.8667%	<u>\$205,275</u>	<u>\$271,660</u>	<u>\$312,550</u>
Total Local Funds 100%		<u>\$2,415,000</u>	<u>\$2,890,000</u>	<u>\$3,525,001</u>
Total Get About Revenue		<u>\$4,336,023</u>	<u>\$4,450,000</u>	<u>\$4,725,001</u>
<u>Claremont & San Dimas Cab, Pomona Group</u>				
Fares		\$57,000	\$57,000	\$36,000
Subregional Incentive Funds (SD & PG)		\$74,500	\$74,500	\$39,000
Regional Funds (Claremont)		\$354,772	\$216,000	\$170,000
CRRSSA/ARPA		<u>\$162,500</u>	<u>\$304,000</u>	<u>\$0</u>
Total Fares & Other Revenue		<u>\$648,772</u>	<u>\$651,500</u>	<u>\$245,000</u>
Local Funds (Prop A)				
Claremont		\$0	\$60,000	\$52,828
San Dimas		\$204,753	\$197,000	\$104,500
Pomona		<u>\$33,972</u>	<u>\$45,500</u>	<u>\$33,000</u>
Total Local Funds		<u>\$238,725</u>	<u>\$302,500</u>	<u>\$190,328</u>
Total Cab & Group Revenue		<u>\$887,497</u>	<u>\$954,000</u>	<u>\$435,328</u>
Total Operating Revenue		<u>\$5,223,520</u>	<u>\$5,404,000</u>	<u>\$5,160,329</u>
<u>Capital & Technology Revenue</u>				
		<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>
La Verne	14.06%	\$0	\$28,000	\$14,060
Pomona	76.08%	\$0	\$150,000	\$76,080
San Dimas	9.86%	\$0	\$21,200	\$9,860
Capital and Technology Reserve	100.00%	\$700,000	\$700,000	\$0
FTA 5310/5317		<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Total Capital & Technology Revenue		<u>\$700,000</u>	<u>\$200,000</u>	<u>\$100,000</u>
Total Revenue		<u>\$5,923,520</u>	<u>\$5,604,000</u>	<u>\$5,260,329</u>

PROPOSED FY2025 BUDGET
POMONA VALLEY TRANSPORTATION AUTHORITY

EXPENDITURES

PVTA ADMINISTRATION

<u>Salaries & Benefits</u>	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>
Administrator	\$135,000	\$119,000	\$122,000
Senior Program Manager	\$100,000	\$100,000	\$88,000
Administrative Manager	\$73,000	\$73,000	\$87,000
Benefits	\$200,000	\$200,000	\$141,000
Total Salaries & Benefits	\$508,000	\$492,000	\$438,000

Other Expenditures

Audit	\$23,000	\$25,000	\$26,000
Legal	\$3,000	\$2,500	\$2,500
Telephone	\$9,000	\$9,500	\$10,000
Supplies	\$10,000	\$11,000	\$12,000
Insurance	\$20,000	\$20,000	\$20,000
Travel & Training	\$10,000	\$9,000	\$9,000
Rent & Utilities	\$53,000	\$50,000	\$56,000
Equipment Rent & Maintenance	\$4,000	\$10,000	\$10,000
Miscellaneous	\$1,000	\$30,000	\$50,000
Total Other Expense	\$133,000	\$167,000	\$195,500

Marketing & Consultants	\$150,000	\$220,000	\$115,000
Total Consultants & Marketing	\$150,000	\$220,000	\$115,000

Total PVTA Administration & Marketing	\$791,000	\$879,000	\$748,500
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Mobility Manager

Wages	140,000	\$240,000	\$150,000
Benefits	37,000	\$55,000	\$57,000
Rent/Supplies/Start-up	<u>5,000</u>	<u>\$0</u>	\$0
	182,000	\$295,000	\$207,000

Total (Administration Expense)	1,061,000	\$1,112,000	\$955,500
(Less FTA 5310 Mobility Manager)	-162,000	-\$263,000	\$173,880
Net Administration Cost	\$899,000	\$849,000	\$781,620

**PROPOSED FY2025 BUDGET
POMONA VALLEY TRANSPORTATION AUTHORITY**

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>
<u>Get About Other</u>			
Consultant, Marketing	\$75,000	\$24,000	\$24,000
Total Get About Other	\$75,000	\$24,000	\$24,000
<u>Get About Operations</u>			
Van Service	\$2,433,000	\$2,475,000	\$3,147,543
Cab	<u>\$1,130,000</u>	<u>\$1,130,000</u>	<u>\$850,000</u>
Total Get About Operations	\$3,563,000	\$3,605,000	\$3,997,543
<u>Claremont Dial-a-Ride Operations</u>			
Cab Charges	\$235,000	\$206,000	\$78,000
Van Service	\$150,000	\$74,000	\$54,000
Marketing & Consultants	<u>\$80,000</u>	<u>\$100,000</u>	<u>\$70,000</u>
Total DAR Operations	\$465,000	\$380,000	\$202,000
<u>San Dimas Dial-a-Cab Operations</u>			
Cab Charges including dedicated	\$280,000	\$220,000	\$104,000
Marketing	<u>\$0</u>	<u>\$5,000</u>	<u>\$2,500</u>
	\$280,000	\$225,000	\$106,500
<u>Pomona Group Service</u>			
Contract Cost	\$63,000	\$46,000	\$40,000
Marketing	<u>\$0</u>	<u>\$0</u>	<u>\$1,000</u>
Total Pomona Group Service	\$63,000	\$46,000	\$41,000
<u>Total Operating Expense</u>	<u>\$5,345,000</u>	<u>\$5,129,000</u>	<u>\$5,152,663</u>
<u>Capital & Technology Fund</u>			
Vehicles	\$215,000	\$200,000	\$100,000
Software Update	\$85,000	\$0	\$0
In-Vehicle Camera System	\$0	\$0	\$0
Capital Reserves	\$400,000	\$0	\$0
Total Capital & Technology	\$700,000	\$200,000	\$100,000
Total Expenditures	<u>6,045,000</u>	<u>\$5,329,000</u>	<u>\$5,252,663</u>

**PROPOSED FY2025 BUDGET
POMONA VALLEY TRANSPORTATION AUTHORITY**

PROPOSITION A BY CITY

	<u>FY 2021</u>	<u>FY 2022</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
CLAREMONT					
Get About	\$228,595	\$224,910	\$287,385	\$309,690	\$343,100
Dial-a-Ride	<u>\$165,000</u>	<u>\$123,342</u>	<u>\$60,000</u>	<u>\$113,000</u>	<u>\$52,828</u>
	\$393,595	\$348,252	\$347,385	\$422,690	\$395,928
LA VERNE					
Get About	\$246,045	\$249,000	\$318,780	\$348,750	\$454,725
Capital Expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$28,000</u>	<u>\$14,060</u>
	\$246,045	\$249,000	\$318,780	\$376,750	\$468,785
POMONA					
Get About	\$1,130,760	\$1,169,175	\$1,603,560	\$1,869,300	\$2,414,626
Pomona Group	\$28,000	\$33,972	\$45,500	\$41,000	\$33,000
Capital Expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$150,800</u>	<u>\$76,080</u>
	\$1,158,760	\$1,203,147	\$1,649,060	\$2,061,100	\$2,523,706
SAN DIMAS					
Get About	\$139,600	\$141,015	\$205,275	\$262,260	\$312,550
Dial-a-Cab	\$190,000	\$204,753	\$197,000	\$200,000	\$104,500
Capital Expenditures	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$21,200</u>	<u>\$9,860</u>
	\$329,600	\$345,768	\$402,275	\$483,460	\$426,910
	<u>CLAREMONT</u>	<u>LA VERNE</u>	<u>POMONA</u>	<u>SAN DIMAS</u>	
Prop. A FY 24 MTA Est.		\$1,033,907	\$901,627	\$4,211,148	\$958,528
City Prop.A Contribution		<u>\$395,928</u>	<u>\$468,785</u>	<u>\$2,523,706</u>	<u>\$426,910</u>
Balance		\$637,979	\$432,842	\$1,687,442	\$531,618

**PROPOSED FY2025 BUDGET
POMONA VALLEY TRANSPORTATION AUTHORITY**

PVTA ADMINISTRATION

EXPENDITURES

<u>Salaries & Benefits</u>	<u>FY2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Chief Executive Officer	\$135,000	\$119,000	\$122,000
Senior Program Manager	\$100,000	\$87,000	\$88,000
Administrative Manager	\$73,000	\$87,000	\$87,000
Benefits (PERS, Health Ins, W/C)	\$200,000	\$137,000	\$141,000
Total Salaries & Benefits	\$508,000	\$430,000	\$438,000

Other Expenditures

Audit	\$23,000	\$25,000	\$26,000
Legal	\$3,000	\$2,500	\$2,500
Telephone	\$9,000	\$9,500	\$10,000
Supplies/ADP	\$10,000	\$11,000	\$12,000
Insurance	\$20,000	\$20,000	\$20,000
Travel & Training	\$10,000	\$10,000	\$9,000
Rent & Utilities	\$55,000	\$55,000	\$56,000
Services & Equipment Rental	\$4,000	\$4,000	\$10,000
Accounting Services	\$1,000	\$1,000	\$50,000
Total Other Expenditures	\$135,000	\$138,000	\$195,500

Marketing & Consultants	\$150,000	\$220,000	\$115,000
Total Marketing and Consultants	\$150,000	\$220,000	\$115,000

Total Admin & Marketing	<u>793,000</u>	<u>788,000</u>	<u>748,500</u>
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	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
<u>Mobility Manager /Travel Trainer</u>			
Wages	\$140,000	\$240,000	\$150,000
Benefits	\$37,000	\$55,000	\$57,000
Supplies etc.	\$5,000	\$0	\$0
MM/TT Total	\$182,000	\$295,000	\$207,000

Total Administrative Expense	\$975,000	\$1,112,000	\$955,500
(Less FTA 5310 Mobility Manager)	<u>-\$162,000</u>	<u>-\$263,000</u>	<u>\$173,880</u>
	\$813,000	\$849,000	\$781,620

Allocation of Administrative Costs				
Get About	90%	\$667,000	\$721,000	\$703,458
Claremont DAR	4.20%	\$65,000	\$68,000	\$32,828
San Dimas DAC	5.30%	\$73,000	\$55,000	\$41,426
Pomona Group	0.50%	\$8,000	\$5,000	\$3,908
Total	100.0%	\$813,000	\$849,000	\$781,620

**PROPOSED FY2025 BUDGET
POMONA VALLEY TRANSPORTATION AUTHORITY**

GET ABOUT

<u>REVENUES</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Fares	\$95,000	\$105,000	\$115,000
Subregional Incentive Funds	\$800,000	\$800,000	\$900,000
Interest	\$25,000	\$80,000	\$90,000
Carryover - Reduction in Reserves	\$0	\$480,000	\$0
FTA Operations Revenue 5310 5317	\$130,000	\$95,000	\$95,000
CRRSAA/ARPA	\$840,000	\$0	\$0
Total Fares & Other Revenue	\$1,890,000	\$1,560,000	\$1,200,000
Local Funds FY 2025			
Claremont 9.73%	\$287,385	\$309,690	\$343,100
La Verne 12.90%	\$318,780	\$348,750	\$454,725
Pomona 68.50%	\$1,603,560	\$1,869,300	\$2,414,626
<u>San Dimas 8.87%</u>	<u>\$205,276</u>	<u>\$262,260</u>	<u>\$312,550</u>
	100.00%		
Total Local Revenue (Prop. A)	\$2,415,001	\$2,790,000	\$3,525,001
Total Revenue	<u>\$4,305,001</u>	<u>\$4,350,000</u>	<u>\$4,725,001</u>
<u>EXPENDITURES</u>			
<u>Administration & Marketing</u>			
Consultant & Marketing	\$75,000	\$24,000	\$24,000
PVTA Services Cost	\$667,000	\$721,000	\$703,458
Total Administration & Marketing	\$742,000	\$745,000	\$727,458
<u>Contractor Expense</u>			
Fixed Rate	\$1,270,000	\$1,280,000	\$1,447,355
Hourly & Other 24,000hrs x49.96	\$1,013,000	\$1,075,000	\$1,500,188
Gas (80,000 gallons x \$6.00)	\$150,000	\$120,000	\$200,000.0
Van Service Total	\$2,433,000	\$2,475,000	\$3,147,543
Cab Charges 23,000 Rides FY 25	\$1,130,000	\$1,130,000	\$850,000
Total Contractor Expense	<u>\$3,563,000</u>	<u>\$3,605,000</u>	<u>\$3,997,543</u>
Get About Total Expense	<u>\$4,305,000</u>	<u>\$4,350,000</u>	<u>\$4,725,001</u>

**PROPOSED FY2025 BUDGET
POMONA VALLEY TRANSPORTATION AUTHORITY**

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

Revenue

	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Fares	\$30,000	\$15,000	\$12,000
Regional Funds bos fund marks	\$216,000	\$320,000	\$170,000
Proposition A	\$60,000	\$113,000	\$52,828
FTA 5307	\$224,000	\$0	\$0
Total Revenue	<u>\$530,000</u>	<u>\$448,000</u>	<u>\$234,828</u>

Expenditures

	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Cab Charges	\$235,000	\$206,000	\$78,000
Van Service (Group)	\$150,000	\$74,000	\$54,000
PVTA Services	\$65,000	\$68,000	\$32,828
Marketing & Consulting	\$80,000	\$100,000	\$70,000
Total Expenditures	<u>\$530,000</u>	<u>\$448,000</u>	<u>\$234,828</u>

* The total does not include an estimated \$80,000 in Claremont administrative costs. Projected Claremont revenues and expenditures for FY 2024 including Claremont administrative costs & are detailed below.

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

Revenue

	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Fares	\$30,000	\$15,000	\$12,000
Regional Funds	\$296,000	\$320,000	\$170,000
Proposition A	\$60,000	\$193,000	\$132,828
FTA 5307	\$224,000	\$0	\$0
Total Revenue	<u>\$610,000</u>	<u>\$528,000</u>	<u>\$314,828</u>

Expenditures

	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Cab Charges	\$235,000	\$206,000	\$78,000
Van Service	\$150,000	\$74,000	\$54,000
PVTA Cost	\$145,000	\$168,000	\$102,828
Claremont Admin	\$80,000	\$80,000	\$80,000
Total Expenditures	<u>\$610,000</u>	<u>\$528,000</u>	<u>\$314,828</u>

**PROPOSED FY2025 BUDGET
POMONA VALLEY TRANSPORTATION AUTHORITY**

SAN DIMAS DIAL-A-CAB

<u>Revenue</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Fares	\$25,000	\$20,000	\$16,000
Subregional Incentive Funds	\$65,000	\$60,000	\$27,000
CRRSAA/.ARPA	\$66,000	\$0	\$0
Proposition A Funds	<u>\$197,000</u>	<u>\$200,000</u>	<u>\$104,500</u>
Total Revenue	<u>\$353,000</u>	<u>\$280,000</u>	<u>\$147,500</u>
<u>Expense</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Cab Charges	\$280,000	\$220,000	\$104,000
PVTA Services	\$73,000	\$55,000	\$41,000
Marketing	<u>\$0</u>	<u>\$5,000</u>	<u>\$2,500</u>
TOTAL EXPENSE	<u>\$353,000</u>	<u>\$280,000</u>	<u>\$147,500</u>

**PROPOSED FY2025 BUDGET
POMONA VALLEY TRANSPORTATION AUTHORITY**

POMONA GROUP

<u>Revenue</u>	<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Fares	\$2,000	\$2,000	\$1,000
Subregional Incentive Funds	\$9,500	\$9,500	\$12,000
CRRSAA/.ARPA	\$14,000	\$14,000	\$0
Proposition A Funds	<u>\$45,500</u>	<u>\$45,500</u>	<u>\$33,000</u>
Total Revenue	<u>\$71,000</u>	<u>\$71,000</u>	<u>\$46,000</u>
<u>Expense</u>	<u>Fy 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
Contractor Cost	\$63,000	\$46,000	\$40,000
PVTA Services	\$8,000	\$5,000	\$5,000
Marketing	<u>\$0</u>	<u>\$0</u>	<u>\$1,000</u>
Total Expense	<u>\$71,000</u>	<u>\$51,000</u>	<u>\$46,000</u>

ZERO-EMISSION BUS (ZEB) IMPLEMENTATION PLAN - EXECUTIVE SUMMARY

POMONA VALLEY TRANSPORTATION AUTHORITY (PVTA)

June 2024



Get About and Claremont Dial-a-Ride vehicles and riders. Image source: PVTA



EXECUTIVE SUMMARY

Introduction

To meet state regulations on the use of zero-emission transit fleets, Pomona Valley Transportation Authority (PVTa) and the City of Claremont are beginning a complex planning and implementation process to introduce zero-emission vehicles (ZEVs) and associated infrastructure into their fleet. To start, this Implementation Plan provides an overview of programs offered by the agencies (Section 2) and its current and future fleet, introducing different ZEV technology options that could comprise the future fleet (Section 3). Section 4 identifies when PVTa and the City of Claremont should begin to transition to a new facility due to space and electrical capacity constraints. This section includes a cost analysis of three potential leasing and ownership structures for the future transit yard property and equipment. Agencies are facing challenges with regards to cost as they transition to ZEV due to the higher upfront cost of ZEV vehicles and charging infrastructure. Section 5 includes a roadmap identifying when key decisions should be made to transition operations to a new facility as well as a recommended funding strategy. Lastly, Section 6 includes recommendations for the agencies' next service operator contract model.

Future Transit Vehicle Fleet

To react to changing needs for public transit that have come out of the pandemic, PVTa and the City of Claremont have decided to reduce their fleet of vehicles from 37 today to 30 as they transition to ZEV. At the time of this writing, the agencies have decided to transition to battery-electric vehicles (BEV), however, the agencies are interested in

keeping their options open and may consider fuel cell vehicles when there are compatible vehicle models on the market.

To maintain a fleet of 11 cutaways, the agencies will need to purchase an estimated 9 gasoline powered and 13 BEB cutaways between 2025 and 2039. The selected vehicle to replace the existing cutaway vehicle type is an Endera B4 which costs approximately \$245,000 and has an advertised range of 150 miles. The agency has not yet selected a vehicle model to replace the large van and minivan vehicle typologies, but a total of 54 large vans and minivans should be purchased between 2026 and 2039 to maintain the active fleet of 19 vehicles. With the current fleet progression plan detailed in the agencies' Rollout Plan and this Implementation Plan (Appendix B), their fleet of cutaways will be zero-emission by 2039 and the fleet of large vans and minivans will be zero-emission by 2041.

Transitioning to a New Facility

The current transit facility will not meet the agencies' long-term needs due space and electrical capacity constraints. It is estimated it is only feasible to use the current leased facility through 2032, at the latest, to avoid installing chargers that need to be relocated a couple years later. Regardless of whether the agencies or the contractor lease/own the future transit yard facility, it should have the power capacity to support a full ZEV transition over the long-term or it should be able to accommodate the appropriate electrical upgrades (a minimum of 400 kW and up to 550 kW to support different types of chargers), as well as have the square footage to meet their needs.

Due to the monetary and non-monetary long-term potential savings of owning a transit yard, PVRTA has identified this scenario as the preferred scenario moving forward as compared to scenarios where the facility is leased. A planning-level cost estimate highlighted that all three modeled scenarios have similar total cost estimates over a ten-year modeled period (\$44.3M – 44.9M in capital and operations costs). Owning a transit yard facility could allow PVRTA to think more long-term about strategic investments because they know where their operations will be based. Eliminating the property and facility needs could also generate more competitive contractor operator pricing, potentially lowering the daily service operating costs in an ongoing way.

Funding

With zero-emission vehicles often costing more than double the price of traditional gasoline-powered vehicles, the transition to a zero-emission fleet is a costly one that could be challenging given transit agencies' constrained budgets. PVRTA and the City of Claremont should take advantage of the significant federal funding opportunities presently available through the Infrastructure Investment and Jobs Act (IIJA) (e.g., Low and No-Emission Vehicle Program and Bus and Bus Facilities Programs) to help secure zero-emission vehicles as well as funding for a PVRTA-owned transit facility. These large funding opportunities may not be available past 2026, so it is recommended that PVRTA begin to strategically apply for these federal funds as early as 2025 and 2026.

Before applying for state and federal funding opportunities, the agencies should remember that environmental review processes (CEQA and NEPA) must be underway and the agencies should have preliminary engineering studies

complete in order to have a competitive application. The agencies can also increase their competitiveness through partnerships with adjacent transportation providers such as school districts or other cities.

Future Contractual Requirements

With substantial changes to PVRTA and the City of Claremont's fleet composition and the potential of land ownership, the agencies will need to make adjustments to their service operator contractor model to best meet their needs. Specifically, the agencies should ensure the service operator contract can be timed for renewal when the agency-owned facility comes online (assuming funding is secured for a transit yard) and ensure maintenance and staff personnel are adequately trained for a zero-emission fleet.

Zero-Emission Vehicle Implementation Plan

Pomona Valley
Transportation Authority

June 12, 2024



Agenda

1. Vehicle Technology
 - Current Fleet
 - Future Fleet
2. Fleet Progression Plan & Vehicle Purchase Plan
3. Charging Technology & Utility Recommendations
4. Cost Analysis
5. Funding Strategy & Roadmap

Vehicle Technology | Overview

Battery Electric Vehicle (BEV)

Battery Electric Bus (BEB)



Fuel Cell Electric Vehicle (FCEV)

Fuel Cell Electric Bus (FCEB)



Vehicle Technology | Current Fleet

- 37 vehicles - All ICE
- Cutaways
 - 18 owned by PVTA
 - 8 owned by Claremont
- Large Vans
 - 1 owned by Claremont
- Minivans
 - 9 owned by PVTA
 - 1 owned by Claremont
- Fleet purchased between 2013 - 2019

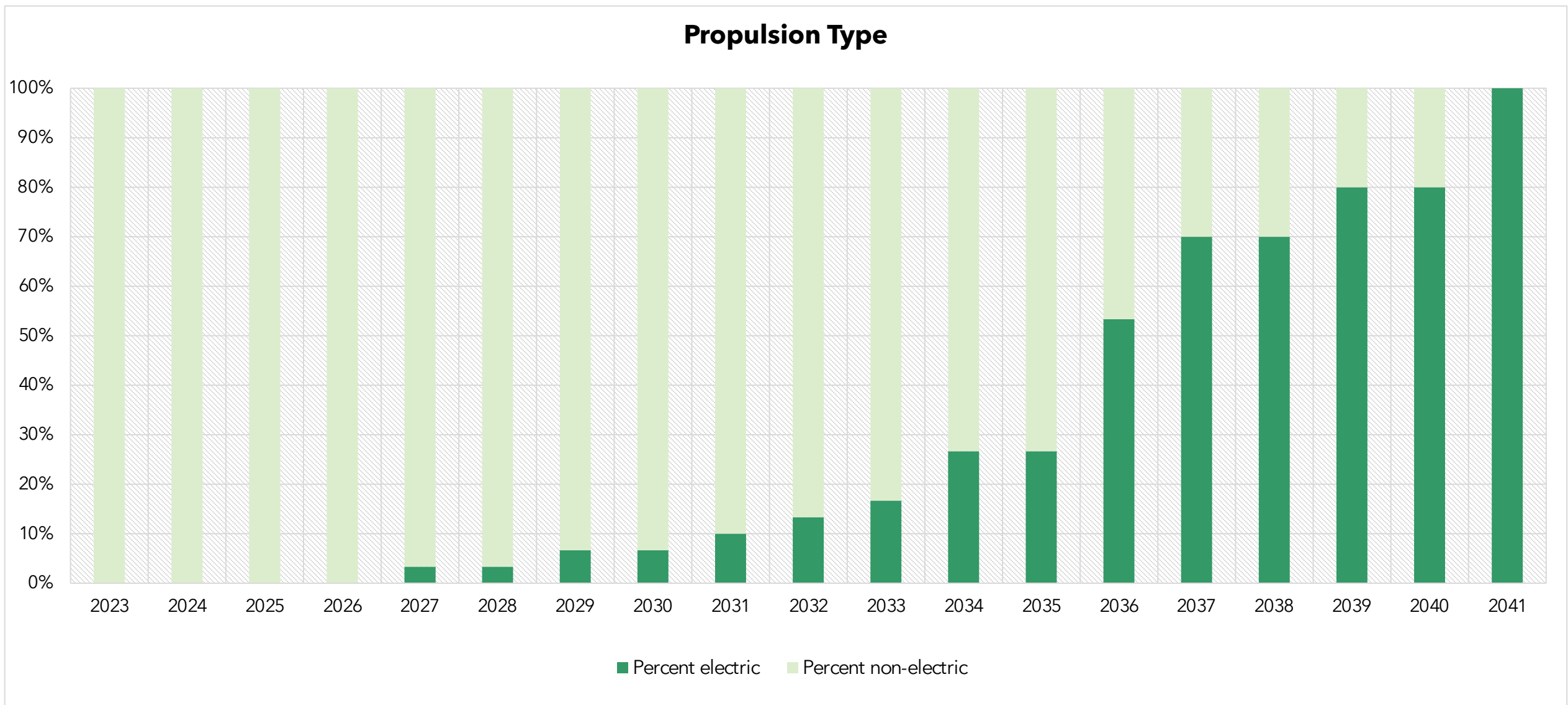


Vehicle Technology | Future Fleet

- 30 vehicles
 - Cutaway - 11 total
 - Large Van - 11 total
 - Minivan - 8 total
- Transition over time from gasoline to BEB/BEV
 - Need range of 110+ miles
- Option to transition to FCEB/FCEV as technology matures
- Transition begins in 2027
- Transition complete by 2041



Fleet Progression Plan | Key Takeaways



Vehicle Purchase Plan

Cutaways

Purchase Date	Claremont	PVTA	Total
2025	5	2	7
Electric	1	-	1
Non-Electric	4	2	6
2026	2	-	2
Non-Electric	2	-	2
2027	-	1	1
Electric	-	1	1
2028	-	1	1
Non-Electric	-	1	1
2034	4	2	6
Electric	4	2	6
2035	2	1	3
Electric	2	1	3
2037	-	2	2
Electric	-	2	2
Grand Total	13	9	22

Large Vans

Purchase Date	Claremont	PVTA	Total
2026	-	8	8
Non-Electric	-	8	8
2027	0	-	0
Non-Electric	0	-	0
2028	0	2	2
Non-Electric	0	2	2
2029	1	-	1
Electric	1	-	1
2032	-	2	2
Electric	-	2	2
2033	-	6	6
Non-Electric	-	6	6
2034	-	2	2
Electric	-	2	2
2036	1	-	1
Electric	1	-	1
2039	-	8	8
Electric	-	8	8
Grand Total	2	28	30

Minivans

Purchase Date	Claremont	PVTA	Total
2026	-	4	4
Non-Electric	-	4	4
2027	-	1	1
Non-Electric	-	1	1
2028	-	3	3
Non-Electric	-	3	3
2030	-	1	1
Electric	-	1	1
2031	-	4	4
Electric	-	1	1
Non-Electric	-	3	3
2032	-	1	1
Electric	-	1	1
2033	-	2	2
Non-Electric	-	2	2
2035	1	3	4
Electric	1	3	4
2036	-	1	1
Electric	-	1	1
2037	-	3	3
Electric	-	3	3
Grand Total	1	23	24

Near- and Long-Term Charging Technology & Utility Recommendations

Near-Term

- Pilot traditional ChargePoint charger
- Chargers with Integrated Batteries
 - Internal battery charges slowly over time (7-8 hr)
 - Charge vehicle at 150 kW
 - Higher upfront cost but fewer utility upgrade costs and movable

Long-Term

- Future yard should have electrical capacity of 400-550 kW



Charger Capacity Options

	Charger Type	Cabinets & Dispensers	Worst-Case Power Draw
1	25-30 kW	<ul style="list-style-type: none">• 16 charger cabinets• 18 total dispensers (1-2 ports/dispenser)	530 kW
2	50 kW	<ul style="list-style-type: none">• 7 charger cabinets• 18 total dispensers (2-3 ports/dispenser)	380 kW
3	75-80 kW	<ul style="list-style-type: none">• 5 charger cabinets• 18 total dispensers (3-4 ports/dispenser)	440 kW

Cost Analysis | Key Findings

		Year 1		10-Year Program (Year 1-10)		
Option	Description	Capital Costs	Hourly Operation Costs	Capital Costs	Operation Costs	Total Cost
1	Own Site, Own EV Equipment	\$15.85M	\$108	\$18.39M	\$25.92M	\$44.30M
2	Lease Site, Lease EV Equipment	\$4.00M	\$254	\$10.72M	\$33.90M	\$44.62M
3	Lease Site, Own EV Equipment	\$4.81M	\$218	\$13.07M	\$31.82M	\$44.89M

Capital Cost Estimate - Category Breakdown

		Year 1 Capital Costs				10 Year Program (Year 1-10) Capital Costs			
Option	Description	Vehicle	Charger	Operating	New Facility	Vehicle	Charger	Operating	New Facility
1	Own Site, Own EV Equipment	\$4.00M	\$0.81M	\$2.16M	\$11.04M	\$10.72M	\$2.36M	\$25.92M	\$5.32M
2	Lease Site, Lease EV Equipment	\$4.00M	\$0.73M	\$2.16M	\$2.19M	\$10.72M	\$2.08M	\$25.92M	\$5.90M
3	Lease Site, Own EV Equipment	\$4.00M	\$0.81M	\$2.16M	\$2.19M	\$10.72M	\$2.36M	\$25.92M	\$5.90M

Cost Analysis | Key Findings

- Preferred Scenario: Own Site, Own EV Equipment (Option 1)
- Funding Availability
 - Substantial upfront financial investment required. Grant funding opportunities are available.
- Operations costs
 - May be able to leverage land/facility ownership to achieve lower contractor monthly and hourly rates.
- Land Ownership Benefits
 - Benefits extend beyond 10-year model. Allows for more long-term strategic decision-making that could further improve cost efficiency and the customer experience. Provides security given that there is less and less available land.

Funding Strategy & Roadmap

Timeframe	Task
Winter – Spring 2024	Funding Discussion with Partners
Winter 2024	Identify Site Location(s)
Spring 2024 – Fall 2024	Detailed Cost Estimates
Spring 2024 – Fall 2025	Satisfy Grant Requirements (e.g., Preliminary engineering & Federal Zero-Emissions Transition Plan)
Spring 2026	Apply for TIRCP
Spring 2026	Apply for Low Carbon Transit Operations Program (LCTOP)
Spring 2026 – Summer 2026	Submit Federal Funding Applications
Summer 2026	Purchase Land
2026 – 2032	Detailed Design, Planning, and Construction
2032	Relocate to New Transit Yard

Appendix