



**VICTOR VALLEY TRANSIT AUTHORITY
PUBLIC HEARING AND REGULAR MEETING OF
THE BOARD OF DIRECTORS
June 15, 2020, 9:30 A.M.**

Victor Valley Transit Authority
17150 Smoke Tree Street
Hesperia, CA 92345

Victor Valley Transit Authority Board of Directors

Curt Emick, Chair, Town of Apple Valley
Joy Jeannette, Vice-Chair, City of Adelanto
Larry Bird, Director, City of Hesperia
Robert Lovingood, Director, County of San Bernardino
Dawn Rowe, Director, County of San Bernardino
Gloria Garcia, Director, City of Victorville
James Noble, City of Barstow

MISSION STATEMENT

Our mission is to serve the community with excellent public transportation services in terms of quality, efficiency, and responsiveness.

AGENDA

Due to on-going COVID-19 restrictions, this Board Meeting will only be available for twelve (12) members of the public to attend. This limitation follows the County recommendations for social distancing. The Board of Directors meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or services are needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk's telephone number is 760-948-3262 x112, (voice) or for Telephone Device for the Deaf (TDD) service, begin by calling 711 and provide the VVTa phone number and the office is located at 17150 Smoke Tree Street, Hesperia, CA. This agenda available and posted: Friday, June 5, 2020.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS

This is the time the Board will hear public comments regarding items not on the agenda or the consent calendar. Individuals who wish to speak to the Board regarding agenda items or during public comments should fill out a comment card and submit it to the Clerk of the Board. Each speaker is allowed three (3) minutes to present their comments. The Board will not remark on public comments; however, each comment will be taken into consideration by VVTA.

CONSENT CALENDAR

Consent Calendar items shall be adopted by a single vote unless removed for discussion by Board member request.

- Pg. 9 ***Item #1: Minutes from Public Hearing and Regular Meeting of The Board of Directors Conducted on May 18, 2020.***
Recommendation: Move for approval.
Presented by: None.
- Pg. 19 ***Item #2: Warrants, April, 2020.***
Recommendation: Move for approval.
Presented by: None.
- Pg. 25 ***Item #3: Amendment to VVTA Conflict of Interest Code – Policy No. 2013-02.***
Recommendation: Move for approval.
Presented by: None.

REPORTS

- Pg. 43 ***Item #4: Meeting Notes from The Technical Advisory Committee Meeting Conducted on June 3, 2020.***
Recommendation: Information item only.
Presented by: None.
- Pg. 49 ***Item #5: Management Reports for Hesperia and Barstow Divisions – Verbal Report from Executive Director.***
Recommendation: Information item only.
Presented by: Kevin Kane, Executive Director.

ACTION ITEMS

- Pg. 57 ***Item #6: Amend the VVTA Fiscal Year 2019-20 Capital Budget, Short Range Transit Plan, and TDA Claim to Reallocate Funds to the Paratransit Bus purchase Project.***
Recommendation: 1) Amend the VVTA Fiscal Year 2019-20 Capital Budget, Short Range Transit Plan, and TDA Claim to Reallocate the Funds Identified to the Existing Paratransit Bus Purchase Project. 2) Approve PTMISEA Resolution #20-03.
Presented by: Nancie Goff, Deputy Executive Director.
- Pg. 63 ***Item #7: Award VVTA RFP 2020-16 Asphalt Stamping Repair.***
Recommendation: Award RFP 2020-16 Asphalt Stamping Reseal to Shariden Design Asphalt, Inc., Alpine, CA, not to exceed \$74,320.00.
Presented by: Christine Plasting, Procurement Manager.
- Pg. 69 ***Item #8: Claim for Completed Article 3 Pedestrian Access to Transit Facilities Projects.***
Recommendation: Authorize Staff to file an Article 3 reimbursement claim for up to \$87,000 to SBCTA for the completed Article 3 project as presented.
Presented by: Nancie Goff, Deputy Executive Director.
- Pg. 73 ***Item #9: Public Hearing and Presentation of the Fiscal Year 2020-21 Annual Operating and Capital Budget.***
Recommendation: 1) Receive any input and public testimony. 2) Adopt Resolution 20-02 and based on testimony approve or amend the FY 2020-21 Annual Operating and Capital Budget. 3) Ratify Publishing the Federally Funded Program of Projects for the FY 2020-21 Final Budget as Amended.
Presented by: Maged Azer, Director of Finance.

Open Public Hearing: FY 2020-21 Annual Operating and Capital Budget and FTA Funded Program of Projects.

- Hear public testimony and receive comments on the FY 2020-21 Annual Operating and Capital budget and the proposed use of Federal assistance for the program of projects.

Close Public Hearing: FY 2020-21 Annual Operating and Capital Budget and FTA Funded Program of Projects.

BOARD OF DIRECTORS COMMENTS

DATE OF NEXT MEETING

Monday, July 20, 2020 at 9:30 AM
Victor Valley Transit Authority
17150 Smoke Tree Street
Hesperia, CA 92345

ADJOURNMENT

Victor Valley Transit Acronym List

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ADA	Americans with Disabilities Act
APTA	American Public Transit Association
AQMP	Air Quality Management Plan
BAFO	Best and Final Offer
BEB	Battery Electric Bus
BOE	Board of Equalization
CALCOG	California Association of Councils of Governments
CALTRANS	California Department of Transportation
CARB	California Air Resources Board
CEQA	California Environmental Quality Act
CHP	California Highway Patrol
CIP	Capital Improvement Program
CMAQ	Congestion Mitigation and Air Quality
CMP	Congestion Management Program
CNG	Compressed Natural Gas
COG	Council of Governments
CSAC	California State Association of Counties
CTC	California Transportation Commission
CTC	County Transportation Commission
CTP	Comprehensive Transportation Plan
CTSA	Consolidated Transportation Services Agency
CTSGP-CTAF	California Transit Security Grant Program-California Transit Assistance Fund
DAC	Disadvantaged Communities
DBE	Disadvantaged Business Enterprise
DBELO	Disadvantaged Business Enterprise Liaison Officer
DOD	Department of Defense
DOT	Department of Transportation
E&H	Elderly and Handicapped
EEM	Environmental Enhancement and Mitigation
EIR	Environmental Impact Report
EIS	Environmental Impact Statement
EPA	United States Environmental Protection Agency
ETC	Employee Transportation Coordinator
FAST	Fixing America's Surface Transportation ACT
FCEB	Fuel Cell Electric Bus
FEIS	Final Environmental Impact Statements
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
GIMS	Geographic Information Mapping Systems
GIS	Geographic Information Systems
GPS	Global Positioning System
HOV	High-Occupancy Vehicle
HVIP	Hybrid and Zero-Emission Truck and Bus Voucher Incentive Program.
IAS-FFA	Independent Auditors Statement for Federal Funding Allocation
ITS	Intelligent Transportation Systems
JPA	Joint Powers Authority
LACMTA	Los Angeles County Metropolitan Transportation Authority
LAP	Language Assistance Plan
LCFS	Low Carbon Fuel Standard
LCTOP	Low Carbon Transit Operations Program
LD	Liquidated Damages
LEED	Leadership in Energy and Environmental Design

Victor Valley Transit Acronym List

Page 2 of 2

LEP	Limited English Proficiency
LTF	Local Transportation Fund
MAP-21	Moving Ahead for Progress in the 21 st Century
MBTA	Morongo Basin Transit Authority
MDAQMD	Mojave Desert Air Quality Management District
MDT	Mobile Display Terminal
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MTP	Metropolitan Transportation Planning
MTBP	Mass Transit Benefit Program
NEPA	National Environmental Policy Act of 1969
NTD	National Transit Database
OCTA	Orange County Transportation Authority
OWP	Overall Work Program
PASTACC	Public and Specialized Transportation Advisory and Coordinating Council
PCA	Personal Care Attendant
PTMISEA	Public Transportation Modernization Improvement and Service Enhancement
POP	Program of Projects
RCTC	Riverside County Transportation Commission
RDA	Redevelopment Agency
RTAC	Regional Transportation Agencies' Coalition
RTAP	Rural Technical Assistance Program
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
RTPA	Regional Transportation Planning Agencies
SBCTA	San Bernardino County Transportation Authority (formerly SANBAG)
SCAG	Southern California Association of Governments
SOV	Single-Occupant Vehicle
SRTP	Short Range Transit Plan
STAF	State Transit Assistance Funds
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
TAC	Technical Advisory Committee
TAM	Transit Asset Management
TCM	Transportation Control Measure
TDA	Transportation Development Act
TEA	Transportation Enhancement Activities
TEAM	Transportation Electronic Award and Management
TNC	Transportation Network Company
TOCP	Transit Operating and Capital Plan
TrAMS	Transit Award and Management System
TREP	Transportation Reimbursement Escort Program
TRIP	Transportation Reimbursement Incentive Program
TSSSDRA	Transit System Safety, Security and Disaster Response Account
TSM	Transportation Systems Management
ULEV	Ultra Low Emission Vehicle
UZAs	Urbanized Areas
VOMS	Vehicles Operated in Maximum Service
ZEB	Zero Emission Bus
ZEV	Zero Emission Vehicle

Victor Valley Transit Authority Meeting Procedures

The Ralph M. Brown Act is the state law which guarantees the public's right to attend and participate in meetings of local legislative bodies. These rules have been adopted by the Victor Valley Transit Authority (VVTA) Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the (VVTA) Board of Directors.

1. **Agendas** - All agendas are posted at the VVTA Administrative offices, and the Victorville, Hesperia, Barstow and Apple Valley city/town halls at least 72 hours in advance of the meeting. Staff reports related to agenda items may be reviewed at the VVTA Administrative offices located at 17150 Smoke Tree Street, Hesperia, CA 92345.
2. **Agenda Actions** - Items listed on both the "Consent Calendar" and "Action/Discussion Items" contain suggested actions. The Board of Directors will generally consider items in the order listed on the agenda. However items may be considered in any order. New agenda items can be added and action taken by two-thirds vote of the Board of Directors.
3. **Closed Session Agenda Items** - Consideration of closed session items exclude members of the public. These items include issues related to personnel, pending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the Chair will announce the subject matter of the closed session. If action is taken in closed session, the Chair may report the action to the public at the conclusion of the closed session.
4. **Public Testimony on an Item** - Members of the public are afforded an opportunity to comment on any listed item. Individuals wishing to address the Board of Directors should complete a "Request to Speak" form. A form must be completed for each item an individual wishes to speak on. When recognized by the Chair, speakers should be prepared to step forward and announce their name and address for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The Chair or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations. If there is a Consent Calendar, it is considered a single item; thus the three (3) minute rule applies. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda allowing further public comment on those items.
5. **Public Comment** - At the beginning of the agenda an opportunity is also provided for members of the public to speak on any subject within VVTA's authority. Matters raised under "Public Comment" may not be acted upon at that meeting. The time limits established in Rule #4 still apply.
6. **Disruptive Conduct** - If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the Chair may recess the meeting or order the person, group or groups of persons willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive conduct includes addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, or otherwise preventing the Board from conducting its meeting in an orderly manner.

Please be aware that a NO SMOKING policy has been established for VVTA meetings. Your cooperation is appreciated!

VICTOR VALLEY TRANSIT AUTHORITY

MISSION STATEMENT

**Our mission is to serve the
community with excellent
public transportation
services in terms of quality,
efficiency, and
responsiveness.**

Quality

To increase ridership and community support by exceeding expectations.

Efficiency

To maintain an efficient operation that represents a highly-valued service.

Responsiveness

To provide services and facilities which are responsive to the needs of the community.

**AGENDA ITEM
ONE**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Minutes from the Regular Meeting of the Board of Directors Conducted on May 18, 2020.

SUMMARY STATEMENT

Following are copies of the minutes from the regular meeting of the Board of Directors conducted on May 18, 2020.

RECOMMENDED ACTION

Move for approval.

PRESENTED BY
Debi Lorrach,
Clerk of the Board

FISCAL IMPACT

N/A

MEETING DATE

June 15, 2020

ITEM NUMBER

1

**VICTOR VALLEY TRANSIT
REGULAR MEETING OF THE
BOARD OF DIRECTORS**

**May 18, 2020
MINUTES**

CALL TO ORDER

The Regular Meeting of the Board of Directors of the Victor Valley Transit Authority was called to order at 9:36 a.m. by Chair Curt Emick via Zoom Meeting.

ROLL CALL

Board Members Present: Chair Curt Emick
Vice-Chair Joy Jeannette
Director Larry Bird
Director Gloria Garcia
Director Robert Lovingood
Alternate-Director James Noble

Staff Members Present:

Kevin Kane, VVTA	John Tubbs, County Counsel
Maged Azer, VVTA	Barbara Miller, VVTA
Debi Lorrach, VVTA	Ron Zirges, VVTA
Chris Ackerman, VVTA	Christine Plasting, VVTA
Christine Ortega, NEXT	Jonathan McDowell, NEXT
Simon Herrera, VVTA	Ashley Palmer, VVTA
Marie Downing, VVTA	Dustin Strandberg, VVTA
Nancie Goff, VVTA	Ron Zirges, VVTA
Jerry Perez, VVTA	Tina Souza, City of Hesperia
Ro Ratliff, City of Victorville	Nancy Strickert, SBCTA

PLEDGE OF ALLEGIANCE

Chair Emick led the audience in the pledge of allegiance.

ANNOUNCEMENTS

Mr. Kane mentioned that item #10 was not incorporated into the budget while waiting for direction from the Board. Additionally, Mr. Kane mentioned that hard copies of the agenda can be sent to those who wish to receive one if the June meeting is also virtual.

Ms. Lorrach reminded any public that may be attending this Zoom meeting that any inappropriate behavior will cause them to be disconnected and not allowed to return.

PUBLIC COMMENTS

None.

CONSENT CALENDAR

1. **Minutes from the Regular Meeting of The Board of Directors Conducted on March 16, 2020.**
Recommendation: Move for approval.
Presented by: None.
2. **Warrants, February and March 2020.**
Recommendation: Move for approval.
Presented by: None.

A MOTION WAS MADE BY Vice-Chair Jeannette to approve the Consent Calendar, with a change to the minutes that the Hesperia School District lunches are free and not reduced price. Seconded by Alternate-Director Noble. The updated motion passed unanimously.

REPORTS

3. **Meeting Notes from the Technical Advisory Committee Meeting Conducted on March 4, 2020.**
Recommendation: Information item only.
Presented by: None.
4. **Management Reports for Hesperia and Barstow Divisions – Verbal Report from Executive Director.**
Recommendation: Information item only.

Mr. Kane briefly explained that the operations contract is only \$123,000 over budget, a fairly small amount considering the size of the contract.

ACTION/DISCUSSION ITEMS

5. **Amend the VVTA Fiscal Year 2019-20 Annual Operating and Capital Budget, Short Range Transit Plan and TDA Claim to Include the Awarded Transit Stop Access Improvement Project and Funding.**
Recommendation: Amend the VVTA Fiscal Year 2019-20 Annual Operating and Capital Budget, Short Range Transit Plan and TDA Claim to include the Awarded Transit Stop Access Improvement Project and Funding
Presented by: Nancie Goff, Deputy Executive Director.

Ms. Goff stated that there was about 40% less funds available in this call for projects than the prior call, so the award is smaller than usual. However, the award did include all the requested projects submitted by the City of Victorville. No other jurisdictions submitted projects for this call.

Staff recommends programming recently sold LCFS credits for the match as this funding is more flexible for a mid-year budget amendment and will allow Victorville to begin the projects as soon as possible.

A MOTION WAS MADE BY Alternate-Director Noble to approve the recommended action. Seconded by Vice-Chair Jeannette. The motion passed unanimously.

6. **Amend the VVTA Fiscal Year 2019-20 Annual Operating Budget, Short Range Transit Plan and TDA Claim to Amend the Capital Projects to Include Paratransit Replacement Buses (2).**

Recommendation: Approve amendment to the VVTA Fiscal Year 2019-20 Annual Operating Budget, Short Range Transit Plan and TDA Claim to Amend the Capital Projects to Include Paratransit Replacement Buses (2).

Presented by: Nancie Goff, Deputy Executive Director.

In addition to the two (2) paratransit vehicles that were awarded, Ms. Goff noted, VVTA also submitted a grant application for Mobility Management to support some of the CTSA programs such as TRIP. While VVTA has been awarded funds for TRIP on several prior cycles, this year the application was not approved. This item instead will be funded by 5310 grant funding and toll credits.

A MOTION WAS MADE BY Director Lovingood to approve the recommended action. Seconded by Alternate-Director Noble. The motion passed unanimously.

7. **Ratify the Termination for Convenience of Contract 2018-14 and Ratify Release of RFP 2020-05 Operations and Maintenance Services.**

Recommendation: Ratify the Termination of contract 2018-14 effective September 30, 2020 and Ratify Release of RFP 2020-05 Operations and Maintenance Services.

Presented by: Kevin Kane, Executive Director.

Mr. Kane briefly reminded the Board of some of the issues with the current contractor that have not improved, even with numerous warnings, including a Notice to Cure. Staff felt it was in VVTA's best interest to exercise the cancellation for convenience clause and sent a letter of cancellation; the RFP for Operations and Maintenance Services was released on April 24, 2020.

A MOTION WAS MADE BY Alternate-Director Noble to approve the recommended action. Seconded by Vice-Chair Jeannette. The motion passed unanimously.

8. **Ratify Release of IFB 2020-04 Bus Stop Shelters and Amenities.**

Recommendation: Ratify the April 27, 2020 Release of IFB 2020-04 Bus Stop Shelters and Amenities.

Presented by: Christine Plasting, Procurement Manager.

In the past, VVTA has released RFP's for Bus Stop Shelters and Amenities, Ms. Plasting explained. Due to lack of response, VVTA has awarded the sole-source

contracts to Tolar Manufacturing for over ten (10) years; therefore, no IFB had been released since 2008. As the FTA tries to encourage transit agencies to move away from sole-source contracts, VVTA released an IFB for Bus Stop Shelters and Amenities on April 27, 2020.

A MOTION WAS MADE BY Director Lovingood to approve the recommended action. Seconded by Director Bird. The motion passed unanimously.

9. **Ratify Release of RFP # 2020-12 ADA Complementary Paratransit Eligibility Certification Services.**

Recommendation: Ratify the April 10, 2020 Release of RFP # 2020-12 ADA Complementary Paratransit Eligibility Certification Services.

Presented by: Christine Plasting, Procurement Manager.

Ms. Plasting explained that the current and final option year on the contract with ADARide expires on June 30, 2020. In the interest of being timely and with the current pandemic on-going, VVTA released the RFP for Complementary Paratransit Certification Services on April 10, 2020.

A MOTION WAS MADE BY Vice-Chair Jeannette to approve the recommended action. Seconded by Alternate-Director Noble. The motion passed unanimously.

10. **Approve Cost of Living Adjustment for VVTA Staff.**

Recommendation: Approve Cost of Living Adjustment for VVTA staff.

Presented by: Kevin Kane, Executive Director.

Mr. Kane reminded the Board that at the November 19, 2018 Board of Directors meeting, the Board approved the Personnel Policies to include an annual Cost of Living Adjustment (COLA) for VVTA staff. Additionally, Mr. Kane reminded the Board that draft budget presented today does not include this COLA. The Bureau of Labor Statistics now track the Consumer Price Index (CPI) for the Riverside-San Bernardino-Ontario region; however, it is only recorded every other month. Mr. Kane stated that the two (2) numbers in the Board item are 1) an average of the past three recorded months at 2.96% (November, January and March) and 2) March CPI individually at 2.3%.

Director Bird mentioned that while staff deserves to receive a COLA, things are at an unknown level right now. Director Lovingood stated that the County expects an unemployment rate of 24.5%.

Mr. Kane pointed out that through the CARES Act, VVTA will receive \$24.5 million that does not expire. Additionally, considering the agency, VVTA's financial situation is very different from other entities and should be looked at apart from other entities due to the fact that VVTA is in such strong financial condition. Mr. Kane recalled a time when he sat on the Board for two (2) different agencies with situations similar to VVTA; both agencies were JPA's, were in strong financial condition, and the staff deserved a wage adjustment.

Those Board members chose not to extend their individual jurisdictions position(s) to that present situation and wage adjustments were ultimately approved. Unfortunately, similar efforts were not successful with VVTA.

Chair Emick mentioned that some of the TAC members had said that it was hard to justify a staff COLA when there are lay-offs and adverse financial situations elsewhere.

A MOTION WAS MADE BY Director Lovingood to postpone this item and any recommendation for sixty (60) days. Seconded by Vice-Chair Jeannette. The amended motion passed unanimously.

11. **Exercise Option year for Contract 2016-28, Syncromatics, for VVTA's Intelligent Transportation System for One Twelve (12) Month Period.**

Recommendation: Exercise Option year for Contract 2016-28 Syncromatics for One Twelve (12) Month Period.

Presented by: Christine Plasting, Procurement Manager.

On June 19, 2017, Ms. Plasting stated, the VVTA Board approved Contract 2016-28 to be awarded to Syncromatics, for the replacement, upgrade, purchase, and implementation of an improved Intelligent Transportation System. The current contract with Syncromatics is for 2 years with three one-year options to extend. The original two-year contract expired on July 16, 2019, and VVTA exercised the first one-year option on May 20, 2019, thus extending the contract to July 16, 2020. VVTA Staff is requesting that the Board approve the second one-year option to extend the contract.

A MOTION WAS MADE BY Vice-Chair Jeannette to approve the recommended action. Seconded by Alternate-Director Noble. The motion passed unanimously.

12. **Personnel Reassignment and Realignment.**

Recommendation: Approve the Recommended Replacement of open positions to the open positions as presented and include in the FY20-21 budget year.

Presented by: Kevin Kane, Executive Director.

Chair Emick shared some of the discussion during the Personnel Committee meeting such as a cap on health insurance cost sharing and a lower salary range for the five (5) requested positions. It is recommended to the Board for a vote by the Personnel Committee.

A MOTION WAS MADE BY Director Lovingood to approve the recommended action. Seconded by Alternate-Director Noble. The motion passed unanimously.

13. **Presentation of the Fiscal Year 2020-21 Draft Annual Operating and Capital Budget.**

Recommendation: 1) Ratify Publishing the Federally Funded Program of Projects for the Draft FY 2020-21 Capital Budget for 30 days of public review and comment. 2) Add approved CPI to the draft budget. 3) Receive any input and public testimony.

Presented by: Maged Azer, Director of Finance.

Mr. Azer presented the FY 2020-21 Draft Budget. He stated that the first part of the year VVTA was in good shape. VVTA is now faced with the consequences of the COVID-19 pandemic. With the on-going uncertainty, VVTA has worked diligently to project the closest budget figures possible, including projected dates of ridership returning to normal levels.

Mr. Azer went on to share a Power Point presentation of the FY 2020-21 budget, reviewing each division in detail.

A MOTION WAS MADE BY Director Lovingood to approve the recommended action number one (1); Postpone number two (2). Seconded by Director Bird. The amended motion passed unanimously.

14. **Consider Two Letters of Opposition Regarding Considering Western Joshua Trees Threatened and the Planned Closure of the Barstow Veterans Home.**

Recommendation: Follow the Direction of the Board.

Presented by: Kevin Kane, Executive Director.

Mr. Kane shared that the subject of both matters were brought to his attention during a conference call; the letters were based on other letters of opposition as well as a press release from Assemblyman Jay Obernolte's office.

A MOTION WAS MADE BY Director Lovingood to approve the recommended action. Seconded by Alternate Director Noble. The motion passed unanimously.

PRESS CLIPS/CORRESPONDENCE

BOARD OF DIRECTORS COMMENTS

Chair Emick offered a thank you to all VVTA and stated that when he sees VVTA buses on the road, he is proud of the organization.

DATE OF NEXT MEETING

The next scheduled Board meeting will be on Monday, June 15, 2020 at Victor Valley Transit Authority, 17150 Smoke Tree Street, Hesperia, CA 92345

ADJOURNMENT

The meeting was adjourned at 10:57 am.

APPROVED: _____
Curt Emick, Chair

ATTEST: _____
Debi Lorrach, Clerk of the Board

**AGENDA ITEM
TWO**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Payrolls and Warrants for April 2020.

SUMMARY STATEMENT

The following registers of Payrolls and Warrants have been audited as required By Section 37202 and 37208 of the Government code, and said documents are accurate and correct.

Agency's Gross Payroll for Administrative Employees

<u>Payroll Date</u>	<u>Amount</u>	<u>Register#</u>
04/10/2020	\$63,049.23	PR0263-04-20
04/24/2020	\$63,049.22	PR0264-04-20
Total Payroll	\$126,098.45	

Agency's Register of Warrants

<u>Register Date</u>	<u>Amount</u>	<u>Check #</u>	<u>Register #</u>
04/02/2020	\$1,482,957.08	11171- 11194	AP0287AAAEU
04/13/2020	\$1,774,535.69	11195- 11212	AP0288AAAEFB
04/21/2020	\$350,289.20	11213- 11237	AP0289AAAEFR
04/24/2020	\$220,922.23	11238- 11258	AP0290AAAEFY
04/30/2020	\$46,315.80	11259- 11282	AP0291AAAEGB
	\$3,875,020.00		

RECOMMENDED ACTION

Approve VVTA's expenditures for April 2020.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Maged Azer Finance Director	\$4,001,118.45	June 15, 2020	2

Bank Register Report
Victor Valley Transit Authority
Apr-20

Check Number	Date	Payee Name	Amount
11171	04/02/2020	AMERICAN NEWS	\$751.47
11172	04/02/2020	SPECTRUM	\$945.34
11173	04/02/2020	Clean Energy	\$7,064.31
11174	04/02/2020	Foothill AIDS Project	\$1,824.00
11175	04/02/2020	Frontier	\$107.41
11176	04/02/2020	Golden State Water Company	\$879.18
11177	04/02/2020	Motivators Promotional Products	\$895.04
11178	04/02/2020	Principal Life Insurance Company	\$1,087.52
11179	04/02/2020	Southern California Fleet Services Inc	\$452.39
11180	04/02/2020	SOUTHWEST GAS CORPORATION	\$42.37
11181	04/02/2020	VOID	\$0.00
11182	04/02/2020	VOID	\$0.00
11183	04/02/2020	VOID	\$0.00
11184	04/02/2020	VOID	\$0.00
11185	04/02/2020	VOID	\$0.00
11186	04/02/2020	VOID	\$0.00
11187	04/02/2020	VOID	\$0.00
11188	04/02/2020	VOID	\$0.00
11189	04/02/2020	VOID	\$0.00
11190	04/02/2020	VOID	\$0.00
11191	04/02/2020	US BANK	\$13,088.67
11192	04/02/2020	Verizon-Security Phones	\$6,166.16
11193	04/02/2020	Verizon	\$2,268.39
11194	04/02/2020	Golden State Water Company	\$96,027.00
EFT028680002	04/02/2020	Macro-Z-Technology	\$1,351,357.83
11195	04/13/2020	Allied Universal Security Services	\$5,238.00
11196	04/13/2020	AVCOM Services, Inc.	\$2,588.29
11197	04/13/2020	Beck Oil	\$94.66
11198	04/13/2020	SPECTRUM	\$1,075.00
11199	04/13/2020	Clean Energy	\$10,935.38
11200	04/13/2020	Diamond	\$315.42
11201	04/13/2020	Southern California Edison	\$2,301.06
11202	04/13/2020	Frontier	\$440.85
11203	04/13/2020	Loomis	\$604.87
11204	04/13/2020	National Express Transit Corp	\$317.61
11205	04/13/2020	Packet Fusion, Inc	\$431.92
11206	04/13/2020	SONIC SYSTEMS IT	\$4,262.50
11207	04/13/2020	State Compensation Insurance Fund	\$1,232.75
11208	04/13/2020	Syncromatics Corporation	\$7,475.00
11209	04/13/2020	Marlin Software, LLC	\$355.59
11210	04/13/2020	Unified Dispatch LLC	\$41,194.00
11211	04/13/2020	Western Graphix	\$416.03
11212	04/13/2020	Wirz And Co Printing Inc	\$1,461.42
EFT028760001	04/13/2020	Global Healthcare Product Solutions, LI	\$188,433.20
EFT028720002	04/17/2020	National Express Transit Corp	\$1,505,362.14
11213	04/21/2020	Abundant Living Family Church HD	\$3,400.00
11214	04/21/2020	ADAride.com	\$6,352.30
11215	04/21/2020	AECOM	\$27,036.82
11216	04/21/2020	Apple Valley Communications, Inc.	\$880.00
11217	04/21/2020	Arrowhead Credit Union	\$40.00
11218	04/21/2020	AVCOM Services, Inc.	\$16,783.79

11219	04/21/2020	Charles Meier	\$4,679.90
11220	04/21/2020	Beck Oil	\$8,116.24
11221	04/21/2020	Southern California Edison-CNG	\$10,648.12
11222	04/21/2020	Southern California Edison	\$525.29
11223	04/21/2020	Foothill AIDS Project	\$1,987.00
11224	04/21/2020	Golden State Water Company	\$1,089.85
11225	04/21/2020	HI-Desert Communications	\$1,308.00
11226	04/21/2020	M.D. Laboratory Supplies Inc	\$1,300.00
11227	04/21/2020	San Bernardino County	\$1,725.00
11228	04/21/2020	Southern California Fleet Services Inc	\$553.67
11229	04/21/2020	Shred Your Docs	\$76.05
11230	04/21/2020	Southwest Gas Corporation	\$44,786.77
11231	04/21/2020	Southwest Gas Corporation	\$355.15
11232	04/21/2020	Southwest Gas Corporation	\$3,685.50
11233	04/21/2020	Southwest Gas Corporation	\$719.39
11234	04/21/2020	Syncromatics Corporation	\$105,358.00
11235	04/21/2020	Type-Set-Go	\$1,206.80
11236	04/21/2020	Unified Dispatch LLC	\$107,379.25
11237	04/21/2020	Wirz And Co Printing Inc	\$296.31
11238	04/24/2020	American Guard Services INC	\$13,364.39
11239	04/24/2020	AVR Vanpool	\$2,000.00
11240	04/24/2020	Bonnie Baker Senior Center	\$1,029.28
11241	04/24/2020	SPECTRUM	\$149.67
11242	04/24/2020	Spectrum Business-Sec	\$104.97
11243	04/24/2020	Clean Energy	\$7,176.46
11244	04/24/2020	C-Me Promotions & Embroidery	\$15.00
11245	04/24/2020	Civic Resource Group International, Inc	\$927.00
11246	04/24/2020	Daily Press	\$1,521.88
11247	04/24/2020	Southern California Edison	\$675.37
11248	04/24/2020	Enterprise Ride Share	\$105,242.82
11249	04/24/2020	ENTERPRISE CAR SHARE	\$946.59
11250	04/24/2020	Federal Express Corp.	\$89.40
11251	04/24/2020	Frontier	\$186.96
11252	04/24/2020	Green Commuter. Inc	\$1,000.00
11253	04/24/2020	Marrs Services, Inc	\$31,091.00
11254	04/24/2020	Special District Risk Management	\$27,480.58
11255	04/24/2020	TransitTalent.com	\$345.00
11256	04/24/2020	Trona Community Senior Center	\$1,813.09
11257	04/24/2020	VerizonBAT	\$959.32
11258	04/24/2020	City Of Victorville	\$1,953.31
EFT028960001	04/24/2020	BP Energy Company	\$22,850.14
11259	04/30/2020	AMERICAN NEWS	\$157.02
11260	04/30/2020	American Guard Services INC	\$7,274.58
11261	04/30/2020	American Express	\$125.65
11262	04/30/2020	AVCOM Services, Inc.	\$195.00
11263	04/30/2020	SPECTRUM	\$1,109.01
11264	04/30/2020	Clean Energy	\$3,680.16
11265	04/30/2020	Electronic Data Magnetix Inc	\$1,704.61
11266	04/30/2020	Federal Express Corp.	\$11.93
11267	04/30/2020	FRONTIER-OFFICE LINES	\$58.55
11268	04/30/2020	Frontier	\$106.71
11269	04/30/2020	City Of Hesperia Water District	\$3,038.61
11270	04/30/2020	Inland Empire Community Newspapers	\$108.00
11271	04/30/2020	Packet Fusion, Inc	\$1,340.40
11272	04/30/2020	Pinnacle Petroleum, Inc.	\$14,038.04
11273	04/30/2020	Southern California Fleet Services Inc	\$697.49
11274	04/30/2020	SOUTHWEST GAS CORPORATION	\$24.02
11275	04/30/2020	Marlin Software, LLC	\$355.59
11276	04/30/2020	TransitTalent.com	\$115.00
11277	04/30/2020	Verizon-Security Phones	\$6,499.54

11278	04/30/2020	Verizon	\$1,824.48
11279	04/30/2020	VIP Restrooms	\$790.00
11280	04/30/2020	Wirz And Co Printing Inc	\$324.52
11281	04/30/2020	Principal Life Insurance Company	\$1,850.84
11282	04/30/2020	Lincoln Financial Group	\$886.05
TOTALS			\$3,875,020.00

**AGENDA ITEM
THREE**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Amendment to VVTA Conflict of Interest Code – Policy No. 2013-02.

SUMMARY STATEMENT

The Political Reform Act requires every local government agency to review its conflict of interest code biennially. A conflict of interest code tells public officials, governmental employees, and consultants what financial interests they must disclose on the Statement of Economic Interests (Form 700).

This amendment consists of title changes; deletion of CTSA Director and addition of Operations Director (page 13). No other changes, additions or deletions have been made.

RECOMMENDED ACTION

Approve amendment to VVTA's Conflict of Interest code.

PRESENTED BY
Kevin Kane,
Executive Director

FISCAL IMPACT

N/A

MEETING DATE

June 15, 2020

ITEM NUMBER

3

CONFLICT OF INTEREST CODE

ADOPTED BY THE

BOARD OF DIRECTORS
VICTOR VALLEY TRANSIT AUTHORITY
17150 SMOKETREE STREET
HESPERIA, CA 92345

Policy Number 2013-02

Revised: June 15, 2020

CONFLICT OF INTEREST CODE
VICTOR VALLEY TRANSIT AUTHORITY
VVTA

The Political Reform Act, Government Code Sections 81000, et seq., requires state and local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation, 2 California Administrative Code Section 18730, which contains the terms of a standard Conflict of Interest Code. It can be incorporated by reference and may be amended by the Fair Political Practices Commission after public notice and hearings to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Administrative Code Section 18730 and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, along with the attached Appendix in which members and employees are designated and disclosure categories are set forth, constitutes the Conflict of Interest Code of VVTA.

**CONFLICT OF INTEREST CODE
VICTOR VALLEY TRANSIT AGENCY**

18730. Provisions of Conflict of Interest Codes

- (a) Incorporation by reference of the terms of this regulation along with the

designation of employees and the formulation of disclosure categories in the Appendix referred to below constitute the adoption and promulgation of a conflict of interest code within the meaning of Government Code Section 87300 or the amendment of a conflict of interest code within the meaning of Government Code Section 87306 if the terms of this regulation are substituted for terms of a conflict of interest code already in effect. A code so amended or adopted and promulgated requires the reporting of reportable items in a manner substantially equivalent to the requirements of Article 2 of Chapter 7 of the Political Reform Act, Government Code Sections 81000, et seq. The requirements of a conflict of interest code are in addition to other requirements of the Political Reform Act such as the general prohibition against conflicts of interest contained in Government Code Section 87100, and to other state or local laws pertaining to conflicts of interest.

- (b) The terms of a conflict of interest code amended or adopted and promulgated pursuant to this regulation are as follows:

(1) **Section 1. Definitions.** The definitions contained in the Political Reform Act of 1974, regulations of the Fair Political Practices Commission (2 Cal. Code of Regs. Sections 18110, et seq.), and any amendments to the Act or regulations, are incorporated by reference into this conflict of interest code.

(2) **Section 2. Designated Employees.** The persons holding positions listed in the Appendix are designated employees. It has been determined that these persons make or participate in the making of decisions which may foreseeably have a material effect on economic interests.

(3) **Section 3. Disclosure Categories.** This code does not establish any disclosure obligation for those designated employees who are also specified in Government Code Section 87200 if they are designated in this code in that same capacity or if the geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction in which those persons must report their economic interests pursuant to Article 2 of Chapter 7 of the Political Reform Act, Government Code Sections 87200 et seq.

In addition, this code does not establish any disclosure obligation for any designated employees who are designated in a conflict of interest code for another agency, if all of the

following apply:

(A) The geographical jurisdiction of this agency is the same as or is wholly included within the jurisdiction of the other agency;

(B) The disclosure assigned in the code of the other agency is the same as that required under Article 2 of Chapter 7 of the Political Reform Act, Government Code Section 87200; and

(C) The filing officer is the same for both agencies.¹

Such persons are covered by this code for disqualification purposes only. With respect to all other designated employees, the disclosure categories set forth in the Appendix specify which kinds of economic interests are reportable. Such a designated employee shall disclose in his or her statement of economic interests those economic interests he or she has which are of the kind described in the disclosure categories to which he or she is assigned in the Appendix. It has been determined that the economic interests set forth in a designated employee's disclosure categories are the kinds of economic interests which he or she foreseeably can affect materially through the conduct of his or her office.

(4) Section 4. Statements of Economic Interests: Place of Filing. Statements of Economic Interests shall be filed with the Chief Executive Officer of VVTA.²

(5) Section 5. Statements of Economic Interests: Time of Filing.

(A) **Initial Statements.** All designated employees employed by the agency on the effective date of this code, as originally adopted, promulgated and approved by the code reviewing body, shall file statements within 30 days after the effective date of this code. Thereafter, each person already in a position when it is designated by an amendment to this code shall file an initial statement within 30 days after the effective date of the amendment.

(B) **Assuming Office Statements.** All persons assuming designated positions after the effective date of this code shall file statements within 30 days after assuming the designated positions, or if subject to State Senate confirmation, 30 days after being nominated or appointed.

(C) **Annual Statements.** All designated employees shall file statements no later than April 1.

(D) **Leaving Office Statements.** All persons who leave designated positions shall file statements within 30 days after leaving office.

(5.5) Section 5.5. Statements for Persons Who Resign Prior to Assuming Office. Any person who resigns within 12 months of initial appointment, or within 30 days of the date of notice provided by the filing officer to file an assuming office statement, is not deemed to have assumed office or left office, provided he or she did not make or participate in the making of, or use his or her position to influence any decision and did not receive or become entitled to receive any form of payment as a result of his or her appointment. Such persons shall not file either an assuming or leaving office statement.

(A) Any person who resigns a position within 30 days of the date of a notice from the filing officer shall do both of the following:

(1) File a written resignation with the appointing power; and

(2) File a written statement with the filing officer declaring under penalty of perjury that during the period between appointment and resignation he or she did not make, participate in the making, or use the position to influence any decision of the agency or receive, or become entitled to receive, any form of payment by virtue of being appointed to the position.

(6) Section 6. Contents of and Period Covered by Statements of Economic Interests.

(A) **Contents of Initial Statements.** Initial statements shall disclose any reportable investments, interests in real property and business positions held on the effective date of the code and income received during the 12 months prior to the effective date of the code.

(B) **Contents of Assuming Office Statements.** Assuming office statements shall disclose any reportable investments, interests in real property and business positions held on the date of assuming office or, if subject to State Senate confirmation or appointment, on the date of nomination, and income received during the 12 months prior to the date of assuming office or the date of being appointed or nominated, respectively.

(C) **Contents of Annual Statements.** Annual statements shall disclose any reportable investments, interests in real property, income and business positions held or received during the previous calendar year provided, however, that the period covered by an employee's first annual statement shall begin on the effective date of the code or the date of assuming office whichever is later, or for a board or commission member subject to Government Code section 87302.6, the day after the closing date of the most recent statement filed by the member pursuant to 2 Cal. Code Regs., section 18754.

(D) **Contents of Leaving Office Statements.** Leaving office statements shall disclose reportable investments, interests in real property, income and business positions held or received during the period between the closing date of the last statement filed and the date of leaving office.

(7) **Section 7. Manner of Reporting.** Statements of economic interests shall be made on forms prescribed by the Fair Political Practices Commission and supplied by the agency, and shall contain the following information:

(A) **Investments and Real Property Disclosure.** When an investment or an interest in real property is required to be reported,⁴ the statement shall contain the following:

1. A statement of the nature of the investment or interest;
2. The name of the business entity in which each investment is held, and a general description of the business activity in which the business entity is engaged;
3. The address or other precise location of the real property;
4. A statement whether the fair market value of the investment or interest in real property equals or exceeds two thousand dollars (\$2,000), exceeds ten thousand dollars (\$10,000), exceeds one hundred thousand dollars (\$100,000), or exceeds one million dollars (\$1,000,000).

(B) **Personal Income Disclosure.** When personal income is required to be reported,⁵ the statement shall contain:

1. The name and address of each source of income aggregating five hundred dollars (\$500) or more in value or fifty dollars (\$50) or more in value if the income was a gift, and a general description of the business activity, if any, of each source;
2. A statement whether the aggregate value of income from each source, or in the case of a loan, the highest amount owed to each source, was one thousand dollars (\$1,000) or less, greater than one thousand dollars (\$1,000), greater than ten thousand dollars (\$10,000), or greater than one hundred thousand dollars (\$100,000).
3. A description of the consideration, if any, for which the income was received;
4. In the case of a gift, the name, address and business activity of the donor and any intermediary through which the gift was made; a description of the gift; the amount or value of the gift; and the date on which the gift was received.
5. In the case of a loan, the annual interest rate and the security, if any, given for the loan and for the term of the loan.

(C) **Business Entity Income Disclosure.** When income of a business entity, including income of a sole proprietorship, is required to be reported,⁶ the statement shall contain:

1. The name, address, and a general description of the business activity of the business entity;
2. The name of every person from whom the business entity received payments if the filer's pro rata share of gross receipts from such person was equal to or greater than ten thousand dollars (\$10,000).

(D) **Business Position Disclosure.** When business positions are required to be reported, a designated employee shall list the name and address of each business entity in which he or she is a director, officer, partner, trustee, employee, or in which he or she holds any position of management, a description of the business activity in which the business entity is engaged, and the designated employee's position with the business entity.

(E) **Acquisition or Disposal During Reporting Period.** In the case of an annual or leaving office statement, if an investment or an interest in real property was partially or wholly acquired or disposed of during the period covered by the statement, the statement shall contain the date of acquisition or disposal.

(8) Section 8. Prohibition on Receipt of Honoraria.

(A) No member of a state board or commission, and no designated employee of a state agency or local government agency, shall accept any honorarium from any source, if the member or employee would be required to report the receipt of income or gifts from that source on his or her statement of economic interests. This section shall not apply to any part-time member of the governing board of any public institution of higher education, unless the member is also an elected official.

Subdivisions (a), (b), and (c) of Government Code Section 89501 shall apply to the prohibitions in this section.

This section shall not limit or prohibit payments, advances, or reimbursements for travel and related lodging and subsistence authorized by Government Code Section 89506.

(8.1) Section 8.1. Prohibition on Receipt of Gifts in Excess of \$420.

(A) No member of a state board or commission, and no designated employee of a state or local government agency, shall accept gifts with a total value of more than \$420 in a calendar year from any single source, if the member or employee would be required to report the receipt of income or gifts from that source on his or her statement of economic

interests. This section shall not apply to any part-time member of the governing board of any public institution of higher education, unless the member is also an elected official.

Subdivisions (e), (f), and (g) of Government Code Section 89503 shall apply to the prohibitions in this section.

(8.2) Section 8.2. Loans to Public Officials.

(A) No elected officer of a state or local government agency shall, from the date of his or her election to office through the date that he or she vacates office, receive a personal loan from any officer, employee, member, or consultant of the state or local government agency in which the elected officer holds office or over which the elected officer's agency has direction and control.

(B) No public official who is exempt from the state civil service system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any officer, employee, member, or consultant of the state or local government agency in which the public official holds office or over which the public official's agency has direction and control. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

(C) No elected officer of a state or local government agency shall, from the date of his or her election to office through the date that he or she vacates office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status.

(D) No public official who is exempt from the state civil services system pursuant to subdivisions (c), (d), (e), (f), and (g) of Section 4 of Article VII of the Constitution shall, while he or she holds office, receive a personal loan from any person who has a contract with the state or local government agency to which that elected officer has been elected or over which that elected officer's agency has direction and control. This subdivision shall not apply to loans made by banks or other financial institutions or to any indebtedness created as part of a retail installment or credit card transaction, if the loan is made or the

indebtedness created in the lender's regular course of business on terms available to members of the public without regard to the elected officer's official status. This subdivision shall not apply to loans made to a public official whose duties are solely secretarial, clerical, or manual.

(E) This section shall not apply to the following:

1. Loans made to the campaign committee of an elected officer or candidate for elective office.

2. Loans made by a public official's spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such persons, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.

3. Loans from a person which, in the aggregate, do not exceed five hundred dollars (\$500) at any given time.

4. Loans made, or offered in writing, before January 1, 1998.

8.3 Section 8.3. Loan Terms.

(A) Except as set forth in subdivision (B), no elected officer of a state or local government agency shall, from the date of his or her election to office through the date he or she vacates office, receive a personal loan of five hundred (\$500) or more, except when the loan is in writing and clearly states the terms of the loan, including the parties to the loan agreement, date of the loan, amount of the loan, term of the loan, date or dates when payments shall be due on the loan and the amount of the payments, and the rate of interest paid on the loan.

(B) This section shall not apply to the following types of loans:

1. Loans made to the campaign committee of the elected officer.

2. Loans made to the elected officer by his or her spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, aunt, uncle, or first cousin, or the spouse of any such person, provided that the person making the loan is not acting as an agent or intermediary for any person not otherwise exempted under this section.

3. Loans made, or offered in writing, before January 1, 1998.

(C) Nothing in this section shall exempt any person from any other provision of Title 9 of the Government Code.

8.4 Section 8.4. Personal Loans.

(A) Except as set forth in subdivision (B), a personal loan received by any designated employee shall become a gift to the designated employee for the purposes of this section in the following circumstances.

1. If the loan has a defined date or dates for repayment, when the statute of limitations for filing an action for default has expired.

2. If the loan has no defined date or dates for repayment, when one year has elapsed from the later of the following:

a. The date the loan was made.

b. The date the last payment of one hundred dollars (\$100) or more was made on the loan.

c. The date upon which the debtor has made payments on the loan aggregating to less than two hundred fifty dollars (\$250) during the previous 12 months.

(B) This section shall not apply to the following types of loans:

1. A loan made to the campaign committee of an elected officer or a candidate for elective office.

2. A loan that would otherwise not be a gift as defined in this title.

3. A loan that would otherwise be a gift as set forth under subdivision (A), but to which the creditor has taken reasonable action to collect the balance due.

4. A loan that would otherwise be a gift as set forth under subdivision (A), but on which the creditor, based on reasonable business considerations, has not undertaken collection action. Except in a criminal action, a creditor who claims that a loan is not a gift on the basis of this paragraph has the burden of providing that the decision for not taking collection action was based on reasonable business considerations.

5. A loan made to a debtor who has filed for bankruptcy and the loan is ultimately discharged in bankruptcy.

(C) Nothing in this section shall exempt any person from any other provisions of Title 9 of the Government Code.

(9) Section 9. Disqualification. No designated employee shall make, participate in making, or in any way attempt to use his or her official position to influence the making of any governmental decision which he or she knows or has reason to know will have a reasonably foreseeable material financial effect, distinguishable from its effect on the public generally, on the official or a member of his or her immediate family or on:

(A) Any business entity in which the designated employee has a direct or indirect investment worth two thousand dollars (\$2,000) or more;

(B) Any real property in which the designated employee has a direct or indirect interest worth two thousand dollars (\$2,000) or more;

(C) Any source of income, other than gifts and other than loans by a commercial lending institution in the regular course of business on terms available to the public without regard to official status, aggregating five hundred dollars (\$500) or more in value provided to, received by or promised to the designated employee within 12 months prior to the time when the decision is made;

(D) Any business entity in which the designated employee is a director, officer, partner, trustee, employee, or holds any position of management; or

(E) Any donor of, or any intermediary or agent for a donor of, a gift or gifts aggregating \$420 or more provided to; received by, or promised to the designated employee within 12 months prior to the time when the decision is made.

(9.3) Section 9.3. Legally Required Participation. No designated employee shall be prevented from making or participating in the making of any decision to the extent his or her participation is legally required for the decision to be made. The fact that the vote of a designated employee who is on a voting body is needed to break a tie does not make his or her participation legally required for purposes of this section.

(9.5) Section 9.5. Disqualification of State Officers and Employees. In addition to the general disqualification provisions of Section 9, no state administrative official shall make, participate in making, or use his or her official position to influence any governmental decision directly relating to any contract where the state administrative official knows or has reason to know that any party to the contract is a person with whom the state administrative official, or any member of his or her immediate family has, within 12 months prior to the time when the official action is to be taken:

(A) Engaged in a business transaction or transactions on terms not available to members of the public, regarding any investment or interest in real property; or

(B) Engaged in a business transaction or transactions on terms not available to members of the public regarding the rendering of goods or services totaling in value one thousand dollars (\$1,000) or more.

(10) Section 10. Disclosure of Disqualifying Interest. When a designated employee determines that he or she should not make a governmental decision because he

or she has a disqualifying interest in it, the determination not to act must be accompanied by disclosure of the disqualifying interest.

(11) Section 11. Assistance of the Commission and Counsel. Any designated employee who is unsure of his or her duties under this code may request assistance from the Fair Political Practices Commission pursuant to Government Code Section 83114 and 2 Cal. Code Regs. sections 18329 and 18329.5 or from the attorney for his or her agency, provided that nothing in this section requires the attorney for the agency to issue any formal or informal opinion.

(12) Section 12. Violations. This code has the force and effect of law. Designated employees violating any provision of this code are subject to the administrative, criminal and civil sanctions provided in the Political Reform Act, Government Code Sections 81000-91014. In addition, a decision in relation to which violation of the disqualification provisions of this code or of Government Code Section 87100 or 87450 has occurred may be set aside as void pursuant to Government Code Section 91003.

AUTHORITY: Section 83112, Gov. Code

REFERENCE: Sections 87300-87302, 89503, and 89504, Gov. Code

(Adopted by the Fair Political Practices Commission 8/6/91 and as amended through December 15, 2010)

¹Designated employees who are required to file statements of economic interests under any other agency's conflict of interest code, or under Article 2 for a different jurisdiction, may expand their statement of economic interests to cover reportable interests in both jurisdictions, and file copies of this expanded statement with both entities in lieu of filing separate and distinct statements, provided that each copy of such expanded statement filed in place of an original is signed and verified by the designated employee as if it were an original. See Government Code Section 81004.

²See Government Code Section 81010 and 2 Cal. Code of Regs. Section 18115 for the duties of filing officers and persons in agencies who make and retain copies of statements and forward the originals to the filing officer.

³For the purpose of disclosure only (not disqualification), an interest in real property does not include the principal residence of the filer.

⁴Investments *and* interests in real property which have a fair market value of less than \$1,000 are not investments and interests in real property within the meaning of the Political Reform Act. However, investments or interests in real property of an individual include those held by the individual's spouse and dependent children as well as a pro rata share of any investment or interest in real property of any business entity or trust in which the individual, spouse and dependent children own, *in the aggregate*, a direct, indirect or beneficial interest of 10 percent or greater.

⁵A designated employee's income includes his or her community property interest in the income of his or her spouse but does not include salary or reimbursement for expenses received from a state, local or federal government agency.

⁶Income of a business entity is reportable if the direct, indirect or beneficial interest of the filer and the filer's spouse in the business entity aggregates a 10 percent or greater interest. In addition, the disclosure of persons who are clients or customers of a business entity is required only if the clients or customers are within one of the disclosure categories of the filer.

EXHIBIT"A"

DESIGNATED POSITIONS

DISCLOSURE CATEGORY

Deputy Executive Director	1
Clerk of the Board	1
General Counsel	1
Director of Maintenance / Facilities	1
Operations Director	1
Consultant*	1

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS:

It has been determined that the positions listed below manage public investments and will file a Statement of Economic Interests pursuant to Government Code Section 87200:

Members of Board of Directors
Alternates to Members of Board of Directors
Executive Director
Finance Director

*The chief executive officer may determine in writing that a particular consultant, although a "designated position" is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements in this section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The chief executive officer's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict of interest code.

EXHIBIT "B" DISCLOSURE

CATEGORIES

Financial interests of employees holding positions designated in Exhibit "A" are to be reported in statements of economic interest as follows:

Designated Employees in Category 1 Must Report:

- A. Interests in real property within the jurisdiction.
- B. Investments in any business entity which, within the previous two years, has contracted, or in the future foreseeably may contract with the VVTA to provide services, supplies, materials or equipment to VVTA.
- C. Income from any source which, within the last two years, have contracted with the VVTA to provide services, supplies, materials or equipment to the VVTA.

Designated Employees in Category 2 Must Report:

- A. Investments in any business entity which, within the previous two years, has contracted, or in the future foreseeably may contract with the VVTA to provide services, supplies, materials or equipment to the VVTA.
- B. Income from any source which, within the last two years, has contracted with the VVTA to provide services, supplies, materials or equipment to the VVTA.

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**AGENDA ITEM
FOUR**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Meeting Notes from The Technical Advisory Committee Meeting Conducted on June 3, 2020.

SUMMARY STATEMENT

Meeting Notes from the Technical Advisory Committee meeting conducted on June 3, 2020.

RECOMMENDED ACTION

Information item only.

PRESENTED BY
Debi Lorrach,
Clerk of the Board

FISCAL IMPACT

N/A

MEETING DATE

June 15, 2020

ITEM NUMBER

4

**VICTOR VALLEY TRANSIT AUTHORITY
TECHNICAL ADVISORY COMMITTEE**

June 3, 2020

MEETING NOTES

The meeting of the Technical Advisory Committee (TAC) of Victor Valley Transit Authority was opened at 3:03 p.m. at Victor Valley Transit Authority, Conference room, via Zoom, 17150 Smoke Tree Street, Hesperia, CA.

ROLL CALL

TAC Members

Present: Tina Souza, City of Hesperia Julie Ryan, Town of AV
Ro Ratliff, City of Victorville

Staff Present: Kevin Kane, VVTA Nancie Goff, VVTA
Craig Barnes, VVTA Maged Azer, VVTA
Debi Lorrach, VVTA Christine Plasting, VVTA
Ron Zirges, VVTA Chris Ackerman, VVTA
Simon Herrera, VVTA Marie Downing, VVTA
Nancy Strickert, SBCTA

1. Public Comment.

None.

2. Review Draft Board Agenda.

a. Amendment to VVTA Conflict of Interest Code (Consent calendar).
No discussion.

b. Budget Amendment for Five (5) BEB Buses.

Ms. Goff explained that these five (5) battery electric buses are included in the FY20 Budget with competitive Bus and Bus Facilities (5339) funds. Unfortunately, these funds were not awarded to VVTA. Taking the advice of the FTA program manager, staff applied for these same funds again the following call for project; VVTA was not awarded the funds in this call either. However, there are also VW funds for which staff has applied. Again, VVTA is waiting to hear if the project will be funded.

c. Amend the VVTA Fiscal Year 2019-20 Capital Budget, Short Range Transit Plan, and TDA Claim to Reallocate Funds to the Paratransit Bus purchase Project.

There is a total of four (4) paratransit bus purchase projects with various amounts of surplus funds, Ms. Goff explained. Staff recommends expending these similar project surplus funds to facilitate closing out the four (4) projects. Additionally, staff would like to apply funding from two (2) other sources in order to have the funds to round up to purchase three (3) buses rather than just (2). The balance of

PTMISEA surplus funds from a separate project has funds that are aging and needs to be reallocated to another project that can be expedited before the funds lapse.

d. Award Contract for Asphalt Stamping to Sheriden Design.

Mr. Zirges stated that VVTA release an RFP for resealing and repair of the asphalt stamping in the Hesperia Facility parking lot. VVTA received only one bid. However, that bid was found to be reasonable and responsible. This project will use Maintenance and Facility funds.

e. Claim for Completed Article 3 Pedestrian Access to Transit Facilities Project – City of Hesperia. (pending documentation from Hesperia).

Ms. Goff stated that the construction project is finished, and the buses are using the stop; VVTA is just awaiting paperwork from the City of Hesperia. Ms. Souza said that the project was approved at the May 26th Council meeting and the City can now submit the necessary paperwork.

f. Presentation of FY20-21 Budget.

Mr. Azer shared that there was a minor change to the Capital Plan the net impact of which totaled a minimal \$10,312.

3. Bus stop shelters/benches/lighting.

Mr. Herrera informed TAC that VVTA has received a list of amenity needs from the City of Victorville, Town of Apple Valley, the City of Barstow and the City of Adelanto. Additionally, Mr. Herrera stated that Ms. Cable is working with the City of Hesperia for placement of Simmi-Seats at two (2) bus stops.

4. SBCTA Update.

Ms. Strickert stated that she is waiting for VVTA to submit their final copy of the unmet needs so SBCTA can take it to their PASTACC meeting in August. As the schedule for unmet needs have been pushed out, the VVTA unmet needs hearing for FY21-22 will be held in October, instead of the usual September. Ms. Strickert also announced that elections were held and Frank Navarro, City of Colton was elected to be the new SBCTA President and Julie McIntyre, Mayor of the City of Barstow was elected the Vice President.

5. Other Business.

SRTP Update: Mr. Kane said that the previous update from Stuart Geltman, VVTA's consultant with AECOM, was at the March Board meeting immediately preceding the COVID-19 restrictions. During this period, Mr. Geltman and VVTA have worked diligently over the phone, via Zoom and email. Mr. Kane stated that he hopes to have an update for the Board at the June 15, 2020 meeting.

6. Adjournment: 3:17 pm

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**AGENDA ITEM
FIVE**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Management reports.

SUMMARY STATEMENT

The attached Performance Reports are presented to the Board of Directors to provide an overview of the transit system's costs and performance.

- "Next" invoice for April.
- Monthly ADA Denial Report.
- Monthly Road Call Report.
- "Next" On Time Performance Report FY 2020.

RECOMMENDED ACTION

Information items only.

PRESENTED BY
Kevin Kane,
Executive Director

FISCAL IMPACT

N/A

MEETING DATE

June 15, 2020

ITEM NUMBER

5

National Express Transit17150 Smoke Tree St.
Hesperia Calif. 92345

INVOICE NO.

91814989

BILL TO Victor Valley Transit Authority
17150 Smoke Tree St.
Hesperia, Calif 92345

DATE

5/5/2020

CONTRACT NAME:
Victor Valley TransitAttention: Mr. Kevin Kane
Executive Director

MONTH

April

BILLING PERIOD 04/01/20 to 04/30/20

	Budgeted Revenue hours	Actual Revenue hours	Budgeted Expense	Actual Expense	Variance (+ or -)	Budgeted Expense Year-to-date	Actual Expense Year-to-date	Variance (+ or -) Year-to-date
ADA ParaTransit	3,272.00	1,222.37	\$240,917.36	\$90,003.10	(\$150,914.26)	\$2,377,664.24	\$2,356,154.79	(\$21,509.45)
Subscription	1,133.00	13.34	\$83,422.79	\$982.22	(\$82,440.57)	\$823,317.11	\$811,348.23	(\$11,968.88)
Regional Fixed Rt	6,321.60	6,304.54	\$444,661.34	\$443,461.34	(\$1,200.00)	\$7,389,647.25	\$7,147,838.14	(\$241,809.11)
County	1,226.10	1,223.51	\$86,243.87	\$86,061.69	(\$182.18)	\$1,206,132.58	\$1,155,483.84	(\$50,648.74)
Rte. 200			\$0.00	\$0.00	\$0.00	\$27,034.80	\$25,628.00	(\$1,406.80)
B.V. Link/Lifeline	563.42	563.42	\$39,630.96	\$39,630.96	\$0.00	\$430,482.91	\$415,576.20	(\$14,906.71)
Fort Irwin	497.20	495.00	\$39,224.11	\$39,050.55	(\$173.56)	\$376,567.98	\$374,737.09	(\$1,830.89)
Barstow-Fixed Route	1,332.30	1,331.07	\$93,713.98	\$93,627.46	(\$86.52)	\$1,216,762.83	\$1,216,762.83	\$0.00
Barstow-County	510.30	509.52	\$35,894.50	\$35,839.64	(\$54.87)	\$496,476.46	\$496,476.46	\$0.00
Barstow-DAR	454.00	184.34	\$33,428.02	\$13,572.95	(\$19,855.07)	\$207,712.88	\$207,712.88	\$0.00
SUBTOTALS	15,309.92	11,847.11	\$1,097,136.94	\$842,229.93	-\$254,907.01	\$14,551,799.04	\$14,207,718.46	-\$344,080.58

* County routes include 20,21,22,23 and 24

TOTAL INVOICE INCLUDING VARIANCE

\$842,229.93

Please REMIT TO:

National Express Transit Corp.
62807 Collections Center Dr
CHICAGO, IL 60693

Manager's Signature and Business Phone

Hesperia

[illegible]

For the Month of April 2020

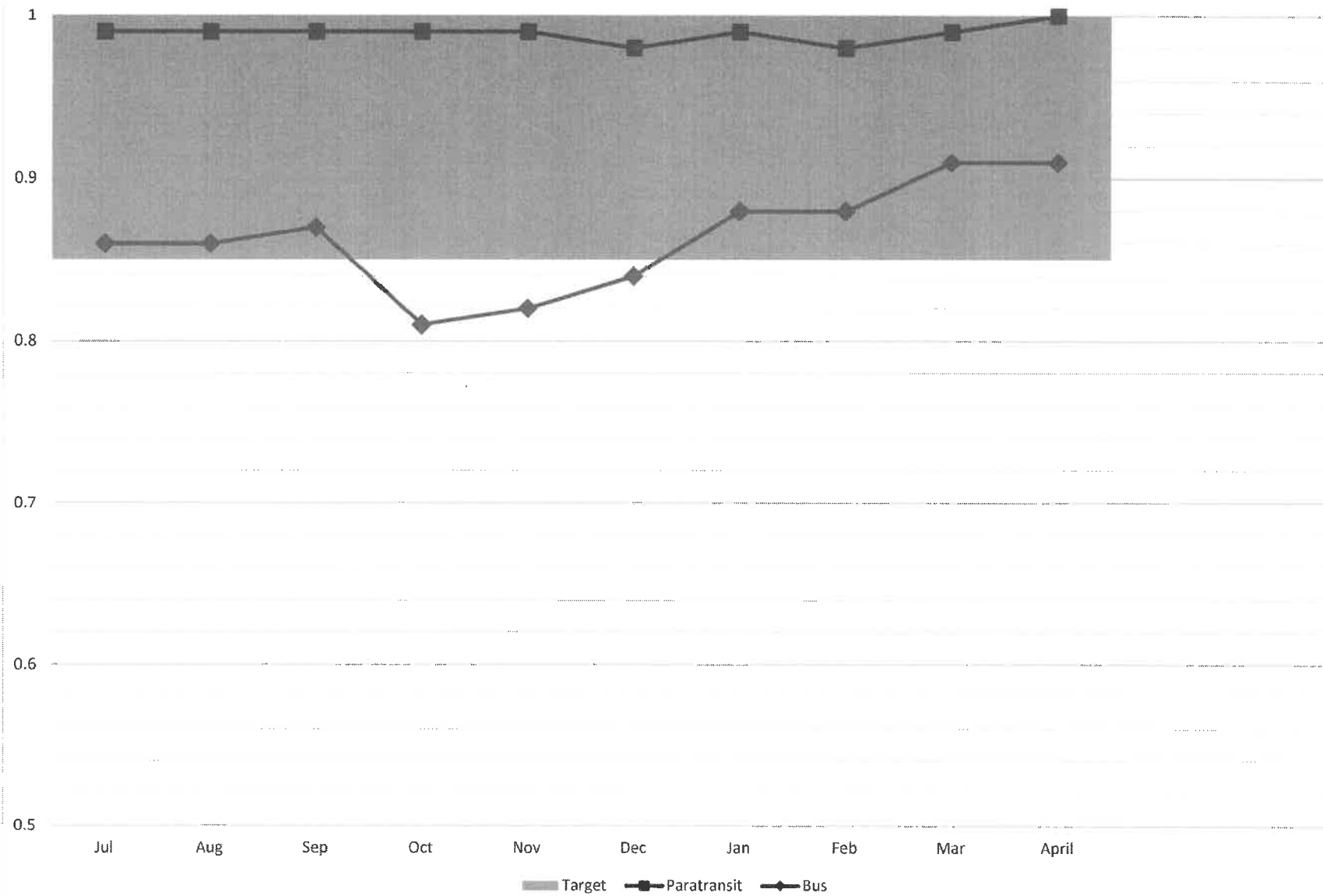
Barstow

[illegible]

April 2020
Major and Non-Major
Miles between road calls - VVTA and Barstow

	Total Miles	Road Calls	Miles Between Road Calls
Demand Response	290,496	5	58,099
Commuter Bus	19,348	2	9,674
Motor Bus	175,145	104	1,684
Total System	484,989	111	4,369

FY 20 System Wide Schedule Adherence



**AGENDA ITEM
SIX**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Amend the VVTA Fiscal Year 2019-20 Capital Budget, Short Range Transit Plan, and TDA Claim to Reallocate Funds to the Paratransit Bus purchase Project.

SUMMARY STATEMENT

VVTA programmed Paratransit Bus Purchases (10) in the FY 19 budget. Due to the varying sizes and seating of the paratransit buses ordered as well as a change away from the initially planned low floor buses, there is a sizeable surplus of funds. The original budget was \$1,564,000 to purchase ten paratransit buses. There is almost \$298,000 in surplus funds from this project. VVTA could buy two more paratransit buses with this surplus, although this would still leave more surplus than usual. Further, this surplus is not enough to purchase three more buses.

Therefore, staff recommends combining a variety of small funding sources to support the purchase of 3 more paratransit buses. There are already surplus project funds available from these matching projects below:

FY 18 Paratransit replacement bus purchase (2) \$8,889 STA

FY 18 Paratransit replacement bus purchase (2) \$5,673 5307/LTF

FY 18 Paratransit replacement bus purchase (4) \$5,629 5307/LTF

Staff also recommends adding LCSF credits of \$30,714 and re-allocating surplus PTMISEA funds and interest from the completed ITS Mobile Ticketing project. The PTMISEA funds require a CAP and resolution as this Paratransit bus purchase project doesn't currently include any PTMISEA funds.

This would increase the total project funds to purchase an additional three paratransit replacement buses to \$382,042.

RECOMMENDED ACTION

1) Amend the VVTA Fiscal Year 2019-20 Capital Budget, Short Range Transit Plan, and TDA Claim to Reallocate the Funds Identified to the Existing Paratransit Bus Purchase Project. 2) Approve PTMISEA Resolution #20-03.

PRESENTED BY

Nancie Goff, Deputy
Executive Director

FISCAL IMPACT

Reallocate \$18,822 of
PTMISEA funds & interest
to date of \$13,718 & add
\$30,714 of LCSF Credits

MEETING DATE

June 15, 2020

ITEM NUMBER

6

RESOLUTION NO. 20-03**RESOLUTION OF THE BOARD OF DIRECTORS OF THE VICTOR VALLEY TRANSIT AUTHORITY TO APPROVE CAPITAL PROJECTS SUBMITTED FOR PUBLIC TRANSPORTATION MODERNIZATION, IMPROVEMENT, AND SERVICE ENHANCEMENT ACCOUNT BOND PROGRAM (PTMISEA) FUNDING**

WHEREAS, the governing body of the Victor Valley Transit Authority has approved the submittal of re-allocation request for the following capital project:

Project Description	Prop 1B FY 2016-17	Interest to date
FY 2018-2019 Budget		
ADA Paratransit buses (3)	\$18,822.00	\$13,718.00

WHEREAS, the governing body of the Victor Valley Transit Authority has the authority to apply for GC8879.55(a)(3) operator allocation PTMISEA funding; and;

WHEREAS, the Victor Valley Transit Authority has identified the requirements for this capital project;

NOW THEREFORE, BE IT RESOLVED by the Victor Valley Transit Authority Board of Directors authorizes and approved the capital project specified herein.

PASSED, APPROVED and ADOPTED this 15th day of June, 2020.

ATTEST:

Curt Emick, VVTA Board Chair

Debi Lorrah, Clerk of the Board

APPROVED AS TO FORM:

John Tubbs, VVTA Legal Counsel

I, DEBI RAYMOND, Clerk of the Board of the Victor Valley Transit Authority DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution 20-03 which was duly adopted at a meeting held on the 15th day of June, 2020, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Debi Lorrach, Clerk of the Board

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**AGENDA ITEM
SEVEN**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Award VVTA RFP 2020-16 Asphalt Stamping Repair.

SUMMARY STATEMENT

VVTA's new facility in Hesperia opened in November 2011 and included the asphalt stamping and coloring that is currently part of the parking lot for the facility. It has been Ten (10) years since the asphalt stamping and color sealing was completed. Asphalt cracking and normal wear and tear have deemed it necessary to reseal the stamping in the parking lot. The asphalt stamping and color sealing has lasted twice as long as the plain asphalt that is here in the VVTA facility as the blacktop asphalt has already been resealed once and is now due again. This is routine protection/maintenance of the parking lot.

On April 1, 2020, VVTA released RFP 2020-16. On April 28, 2020, VVTA conducted a job walk and had 5 interested parties participate. Addendum No. 1 was sent to all interested parties and posted on the VVTA website on May 21, 2020.

On May 28, 2020, Proposals were due. Only one (1) proposal was received from the company who originally completed the Asphalt Stamping project. Shariden Design Asphalt Inc., Alpine, CA, submitted a proposal for \$74,320.00. After considerable research, this is the only company that VVTA staff could find in southern California that performs this type of work.

Funds for this Project will be paid for by previously budgeted Facility Maintenance Funds.

RECOMMENDED ACTION

Award RFP 2020-16 Asphalt Stamping Reseal to Shariden Design Asphalt, Inc., Alpine, CA, not to exceed \$74,320.00.

PRESENTED BY
Christine Plasting,
Procurement Manager

FISCAL IMPACT
Not to Exceed
\$74,320.00

MEETING DATE
June 15, 2020

ITEM NUMBER
7

SHARIDEN DESIGN ASPHALT INC.

P.O. Box 285, Alpine, CA 91903

Phone: (619) 445-3611 Fax: (619) 445-3642

E Mail: steve@sharidendesignasphalt.com

Contractor's License Number: 760168

Estimate

Date	Estimate #
2/25/2020	1354

Name / Address

Customer Phone	Customer Fax

Customer E-mail

Item	Description	Qty	Rate	Total
Cleaning	Victorville Transit Authority Street Bond Re Coat Application Asphalt must be cleaned by others prior to Shariden's work. NO dirt, sand, hydraulic oil, diesel, gas etc. Recommmend Pressure wash prior to re coat application			
SB 150E	Apply three passes of SB120E a high performance premium coating material consisting of epoxy based acrylic polymers which provide a durable long lasting color and texture to the asphalt surface. Hunter Green 10,140sf Seafoam 4,107 sf Bedrock 3,808 sf Driftwood 2,000 sf	20,055		
Street Stain Sealer...	Apply Street Stain Sealer Concentrate to help eliminate tire tracking and stains plus adds a beautiful finish!	20,055		
Total	Total amount combined from items above	20,055	3.70581	74,320.00

Shariden Design Asphalt is a Certified
Level III StreetPrint Applicator

Total

Date: _____

Signature: _____

P.O. Box 285, Alpine, CA 91903
Phone: (619) 445-3611 Fax: (619) 445-3642
E Mail: steve@sharidendesignasphalt.com
Contractor's License Number: 760168

Date	Estimate #
2/25/2020	1354

Name / Address
Victorville Transit Authority

Customer Phone	Customer Fax

Customer E-mail

Item	Description	Qty	Rate	Total
Mobilization	Quote is based on one move 5 consecutive days Full access Additional moves \$ 6,500			
Traffic Control	Traffic Control by Others			
Exclusions	Excludes asphalt repair, crack fill, pressure washing & striping			

**Shariden Design Asphalt is a Certified
Level III StreetPrint Applicator**

Total	\$74,320.00
--------------	--------------------

Date: _____

Signature: _____

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**AGENDA ITEM
EIGHT**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Claim for Completed Article 3 Pedestrian Access to Transit Facilities Projects.

SUMMARY STATEMENT

In October of 2017, SBCTA awarded a Transit Stop Access Improvement Project within the City of Hesperia. Typically, path of travel projects are prioritized based on a combination of criteria including numbers of boardings and alightings, availability of right of way, feasibility, unmet needs testimony, and passenger and driver input. The local match of \$163,000 was provided by the City of Hesperia by using other eligible funding sources.

The City of Hesperia has completed their project located on Bear Valley Road at Hesperia Road and the buses began using the new stop in January of 2020. This bus stop serves the numerous commercial businesses at this intersection as well as several nearby multi-family residential apartments. This path of travel project has greatly improved bus stop accessibility by installing a bus turn out, shelter and additional sidewalk to connect with the nearest accessible driveway, corner or sidewalk.

RECOMMENDED ACTION

Authorize Staff to file an Article 3 reimbursement claim for up to \$87,000 to SBCTA for the completed Article 3 project as presented.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Nancie Goff, Deputy Executive Director	Article 3 up to \$87,000	June 15, 2020	8

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**AGENDA ITEM
NINE**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2020-21 Annual Operating and Capital Budget.

SUMMARY STATEMENT

The Fiscal Year 2020-21 Annual Operating and Capital Budget proposes a spending level of \$26,073,616 for operations which represents a 1.4% decrease as compared to FY 2019-20. It should be noted that the reduction includes the annual 5% increase in the maintenance and operations contract.

Additionally, \$14,184,396 is programmed for capital projects. It should be noted that since the draft budget was presented to the Board in May, there was a required model type change for 7 paratransit vehicles, an updated cost for BEB chargers was received, and a typo in the CMAQ was corrected. The total impact of these changes came to a small increase of \$10,312 with no increase in LTF costs. Capital budget still reflects a decrease of almost \$7.M, when compared to FY 2019-20 Budget. COVID-19 has had a significant impact on FY21 Budget numbers, VVTA Used \$7.3 M FTA/CARES ACT Funds as Operational Assistance to support the \$26M in Operating Expenses. With that, VVTA continues to provide a robust transit system that effectively meets the community needs of the entire 1,000-square mile service area while conservatively and efficiently utilizing resources to do so.

FY 2020-21 Budget includes a substantial \$14.2M in capital funds that includes \$2.5M for the purchase of four (4) replacement CNG Buses and \$210K to purchase 6 service/relief vehicles. Also included is \$900K to replace 7 Paratransit Vehicles, and \$152K to upgrade the BEB high capacity electric buses charger system.

Continued

RECOMMENDED ACTION

1) Receive any input and public testimony. 2) Adopt Resolution 20-02 and based on testimony approve or amend the FY 2020-21 Annual Operating and Capital Budget. 3) Ratify Publishing the Federally Funded Program of Projects for the FY 2020-21 Final Budget as Amended.

PRESENTED BY
Maged Azer,
Director of Finance

FISCAL IMPACT
Operating \$26,073,616
Capital \$14,184,396

MEETING DATE
June 15, 2020

ITEM NUMBER
9

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2020-21 Annual Operating and Capital Budget.

SUMMARY STATEMENT

In FY 2020-21, the budget provides \$766K in support for the Mobility Management programs administered by VVTA's Consolidated Transportation Services Agency (CTSA). In FY 2017-18 this program was recognized by the National Transit Institute as one of the most comprehensive and innovative programs in the United States and has been used as a model for development of new educational courses used to instruct agencies of all sizes across the country. In FY 2020-21 the CTSA Division will fully implement the innovative Brokerage program which encourages non-profit organizations to provide transportation services, this program will add measurable ADA savings by reducing dependency on higher cost ADA services while also expanding mobility options for those clients who are able to benefit from the alternative programs provided.

Rounding out the FY 2020-21 budget is ongoing support of several programs which continue to be well received and widely used by the communities we serve. These programs include the Vanpool program; Lifeline Services connecting Needles with the High Desert as well as Intercity service from Barstow to the San Bernardino Valley, a reduced Veteran's fare, and the Commuter Service to NTC Fort Irwin, which supports our troops.

FY 2020-21 OPERATIONAL EXPENSES - \$26.07M

The FY 2020-21 budget for VVTA to support operations is as follows:

<u>FY19-20</u>	<u>Prior Year</u>	<u>Incr/(Decr)</u>	<u>%</u>
\$26.07M	\$26.45	-\$373K	-1.4

Operational cost decrease is due to:

1. Reduction of Service Hours due to COVID-19 impact; and
2. Decrease in the Fuel market prices

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2020-21 Annual Operating and Capital Budget.

SUMMARY STATEMENT

As a subset of Operational costs, Administrative costs are normally considered to be a measurement of efficient management of a transit system. The FY 2020-21 budget spends only 10% of its total funding on Administration. This funding level represents one of the lowest administrative funding percentage of any transit agency in the region. The administrative FY 2020-21 Budget includes needed upgrades of IT services, software, and communications using the Cloud to meet COVID-19 telework / work from home requirements, without affecting the day to day work essential to services.

The FY 2020-21 Administrative expenses for VVTA:

<u>FY 2020-21</u>	<u>Prior Year</u>	<u>Incr/(Decr)</u>
\$ 2.7M	\$ 2.6M	\$0.1M

FY 2020-21 CAPITAL PLAN - \$14.18M

In FY 2020-21 Budget despite COVID-19 impact, VVTA has created a capital spending plan that will provide for enhancements throughout its system. These enhancements ensure that VVTA can provide the high quality, responsive, responsible, and secure service to its riders, while maintaining operational efficiency and regulatory compliance. This is accomplished by utilizing cutting edge technologies and keeping VVTA's fleet vehicles and support facilities in a state of good repair. In FY 2020-21 the capital expenditure plan provides \$21.5M to fund the following projects:

4 CNG Replacement Buses:	\$2.3M
Federal Operating Assistance/CARES ACT:	\$7.3M
7 Paratransit Vehicles:	\$0.9M
Facilities Capital Investment:	\$2.2M
BEB Chargers upgrades	\$0.2M
6 Service Vehicles:	\$0.2M
Misc. projects:	\$1.08M
Total	\$14.18M

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2020-21 Annual Operating and Capital Budget.

COVID-19 Impact

COVID-19 plays a significant role in calculating estimated Budget expenses and on the funding sources needed for support. Additionally, the impact on estimated passenger fare revenue looks to be significant. VVTA staff put together several scenarios anticipating what may happen in the coming few months. These are likely to affect ridership, and the required service hours to serve the community needs. VVTA management believes the presented budget numbers will be close to the actual numbers for FY2020-21, **considering the available funding sources and the reduction of the LTF allocation.**

VVTA Service hours in FY 2020-21 Budget will be slowly ramping up from running Sunday service hours 7 days a week to operating Saturday service hours every day in July. This will be followed by the resumption of the full schedule in August and going forward. This is in consideration that approximately 50% of VVTA's riders are students of some type.

Passenger Fare Revenue is reduced in FY 2020-21 Budget by approximately 43%, VVTA estimated the calculations based on the impact of Covid-19 on all businesses and schools, and suggests the ridership will come back gradually as follows

- * 1st quarter of the year calculated as 25% of the full riders with full service,
- * 2nd quarter of the year calculated as 50% of the full riders with full service,
- * 3rd quarter of the year calculated as 75% of the full riders with full service,
- * 4th quarter of the year calculated as 80% of the full riders with full service,

Operating Expenses for FY 2020-21 budget are reduced by \$262,421 or 1.4% compared to FY 2019-20 Budget. Capital Expense for FY 2020-21 Budget reduced by \$7.3M or 34% less than FY 2019-20 Budget. LTF allocation in FY2020-21 are reduced \$1,760,287 from the FY 2019-20 allocation, Total LTF programed Transit Funds are reduced by \$809,922. Overall, the Budget for FY 2020-21 is decreased by \$6.7M or 16.9% as compared to the current FY 2019-20 Budget.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2020-21 Annual Operating and Capital Budget.

SUMMARY STATEMENT

FY 2020-21 REVENUES

The FY 2020-21 budget is fully funded with a combination of passenger fares, Federal and COVID-19 Federal CARES ACT, state funding, and miscellaneous income sources. In FY 2020-21 VVTA continues to use the State of Good Repair” (SGR) funding from SB1 gasoline tax. This funding source will provide \$0.7M in funding for VVTA’s capital investment program in FY 2020-21. LTF subsidies decreased \$899K as compared to FY2019-20 largely due to COVID-19 impact and the reduction of the LTF allocation. The current year budget, **despite of the LTF allocation reduction**, still provides \$307K in surplus LTF transit funds (subject to SBCTA final reconciliation). These funds should be available for jurisdictions’ FY 2021-22 budgeting and spending.

ADDITIONAL HIGHLIGHTS:

CONTRACTED OPERATIONS ANNUAL RATE INCREASE:

Per the contractor agreement, as previously mentioned there is a 5% annual operations and maintenance contractor increase included in the FY 2020-21 Budget. However, total operating expenses still decreased by 1%, which means, in essence, a decrease in operating expenses of approximately 6%.

FIXED ROUTE:

VVTA increased the Federal Funding/CARES ACT support for operational assistance by \$270,000. Operating expenses decreased \$123,397 in the Fixed Route Budget vs FY 2019-20 Budget, due to the Corona Virus impact on the service hours. Additionally, included in Fixed Route is the replacement of 4 Class H CNG Buses, and 4 service / relief vehicles, as well as Drivers Safety Shields.

COUNTY ROUTES:

Federal Funding for operational assistance is \$300k in FY 2020-21. Operating Expenses decreased 1% compared with FY20 Budget.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2020-21 Annual Operating and Capital Budget.

SUMMARY STATEMENT

INTERCITY ROUTES:

BV Link service has a long history of expansion to meet significant yearly ridership increases. In FY 2016-17 VVTA added one day per week lifeline service connecting Needles with the Barstow and Victorville. This provided valuable assistance to residents in that remote area. In FY 2017-18 VVTA combined these two services in the same program for "Intercity Routes". It should also be noted the CMAQ funds that supported these services over the last several years will not be available beginning with the FY 2020-21 budget. Fully, \$300,000 in FTA CARES Act funds will be used as operating assistance to replace CMAQ funds, Operating Expenses will decrease 2% compared with FY 2019-20 Budget.

COMMUTER ROUTES (NTC-Ft Irwin):

NTC serves active military and DOD personnel in our communities. This service is substantially funded by passenger fares. In FY 2020-21 service hours will remain the same as in FY 2019-20. However, operating Expenses will decrease 6% thanks to a decrease in fuel market prices.

ADA:

ADA service in the FY 2020-21 Budget includes a projected decrease in revenue hours due to the full implementation of the VVTA Brokerage program developed by VVTA's CTSA department. This program is expected to transfer a significant number of ADA riders to a lower cost brokerage service. The FY 2020-21 Budget includes purchase 5 paratransit vehicles, plus wheelchair type (2) & tie down platforms.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2020-21 Annual Operating and Capital Budget.

SUMMARY STATEMENT

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Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Public Hearing and Presentation of the Fiscal Year 2020-21 Annual Operating and Capital Budget.

SUMMARY STATEMENT

CTSA:

VVTA's mobility management programs provide alternative ride services to clients who are normally dependent on higher cost ADA ride services. In FY 2020-21 Budget these programs will include the full implementation of the Brokerage program partnerships with local non-profits, a car share program in Needles, and the continuation of the TRIP program which provides mileage reimbursements to ADA clients who prefer to use private vehicles instead of complementary paratransit or who live outside the VVTA core transit zones. In addition, by using these alternative ride programs VVTA has been able to provide much-needed transportation services in remote areas such as Trona and Big River. A slight budget increase of (1%) is estimated due to the implementation of full Brokerage program. It should be noted that the savings in the ADA Direct Access operating budget should more than offset the increased cost.

VANPOOLS:

VVTA's Vanpool service was launched in October 2012 and has seen steady demand ever since. VVTA's vanpool program is still the 18th largest vanpool program in the entire US. This, according to the American Public transportation Association (APTA). Vanpools play a significant role in reducing congestion and improving air quality. FY 2020-21 Budget decreased 4% due to the decrease of number of vans and COVID-19 impact.

RESOLUTION NO. 20-02

RESOLUTION OF THE BOARD OF DIRECTORS OF THE VICTOR VALLEY TRANSIT AUTHORITY AUTHORIZING THE FILING OF GRANT APPLICATIONS WITH THE FEDERAL TRANSIT ADMINISTRATION, AN OPERATING ADMINISTRATION OF THE UNITED STATES DEPARTMENT OF TRANSPORTATION FOR FEDERAL TRANSPORTATION ASSISTANCE AUTHORIZED BY 49 U.S.C. CHAPTER 53; TITLE 23 OF THE UNITED STATES CODE, OR OTHER FEDERAL STATUTES ADMINISTERED BY THE FEDERAL TRANSIT ADMINISTRATION FOR THE 2020-21 FISCAL YEAR, AND THE FILING OF AN ARTICLE 4, ARTICLE 3, MEASURE I, AND STAF CLAIM TO THE SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY.

WHEREAS, the Federal Transit Administrator has been delegated authority to award federal financial assistance for a transportation project;

WHEREAS, the grant contract for federal financial assistance will impose certain obligations upon the Victor Valley Transit Authority, including the provision of the local share of the project cost in the program;

WHEREAS, Victor Valley Transit Authority has or will provide all annual certifications and assurances to the Federal Transit Administration required with respect to the program of projects.

WHEREAS, a portion of these services are funded through Local Transit Funds ("LTF") and State Transit Assistance Funds ("STAF") monies, which are subsequently administered and distributed by the San Bernardino County Transportation Authority, not to exceed the amount approved by the Victor Valley Transit Authority Board of Directors, in the adopted or subsequently amended budget for the 2020-2021 fiscal year.

NOW THEREFORE, BE IT RESOLVED by the Victor Valley Transit Authority Board of Directors:

1. That the Executive Director is authorized to file and execute grant applications on behalf of the Victor Valley Transit Authority, a Designated Recipient as defined by 49 U.S.C §5307(a)(2), with the Federal Transit Administration, the State of California, and Caltrans for assistance in the financing of capital and operating needs of the program of projects pursuant to the provisions of Chapter 53 of Title 49 of the United States Code, Title 23 of the United States Code and any other applicable Federal law or regulation. These include but are not limited to Sections 5304, 5307, 5309, 5310, 5311, 5311(f), 5339, 5339(b), 5339(c), Congestion Mitigation and Air Quality Improvement (CMAQ), Homeland Security grant applications, as well as California Air Resources Board (CARB), and Low Carbon Transit Operations Program (LCTOP).

2. That said Executive Director is authorized to file and execute with such application the annual certifications and assurances and any other documents required by the Federal Transit Administration, the State of California, Caltrans, SBCTA, and/or other federal, state or local agency/entities in connection with the application for assistance with respect to the program of projects.

3. That the Executive Director is authorized to execute grant agreements on behalf of the Victor Valley Transit Authority with the Federal Transit Administration for assistance in the financing of the capital and operating needs of program of projects.

4. That the Executive Director is authorized to execute and file Article 4, Article 3, STAF and Measure I claims with the San Bernardino County Transportation Authority not to exceed the amount approved by the Victor Valley Transit Authority Board of Directors, in the adopted or subsequently amended budget for the 2020-21 fiscal year.

PASSED, APPROVED and ADOPTED this 15th day of June 2020.

Curt Emick, VVTA Board Chair

ATTEST:

Debi Lorrah, Clerk of the Board

APPROVED AS TO FORM:

John Tubbs, VVTA Legal Counsel

I, DEBI LORRAH, Clerk of the Board of the Victor Valley Transit Authority DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution 20-02 which was duly adopted at a legally convened meeting held on the 15th day of June 2020, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Debi Lorrah, Clerk of the Board



ANNUAL OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2020-2021

(SUMMARY)

Final

COVID-19 IMPACT ON FY2020-2021 BUDGET

- Overall budget FY21 decreased \$6.6M or 16.9% less than the current FY20 Budget.
- Service hours in FY21 budget will be ramping up to Saturday service in July followed by full schedule in August and going forward.
- Passenger fare revenue reduced in FY21 budget around 43%, VVTA estimated the calculations based on the impact of COVID-19 on all businesses and schools, the riders will come back gradually as follows:
 - 1st quarter of the year calculated as 25% of the full riders with full service;
 - 2nd quarter of the year calculated as 50% of the full riders with full service;
 - 3rd quarter of the year calculated as 75% of the full riders with full service; and
 - 4th quarter of the year calculated as 80% of the full riders with full service.
- Operating expenses for FY21 budget reduced by \$262,421 or 1% less than FY20 budget.
- Capital expense for FY21 budget reduced by \$7.3M or 35% less than FY20 budget
- LTF allocation in FY21 reduced \$1,760,287 than FY20 allocation, total LTF programmed transit funds reduced \$809,922
- Measure I and State Transit Assistance (STA) fund also decreased in FY21 by \$304,400 than FY20
- VVTA used \$3,214,240 of CARES Act funds in addition to FTA operating assistance, this despite the reduction of \$6.6M of the overall budget as mentioned.
- 5% annual operations and maintenance contractor increase rate applied to FY21 budget per the contractor agreement; however, total operating expenses decreased 1% which means that the actual decrease in operating expenses is around 6% and this due to COVID-19 impact.

BUDGET NOTES & ASSUMPTIONS :

Listed below are some notes and assumptions that were used to build the FY20-21 Budget. They are designed to supplement the numerical presentation in the "Summary" and "Detailed" Budget pages.

Line no.	Department	Note/Assumption
1	Direct Access	Purchase 5 Expansion Paratransit vehicles, Various Wheelchair types (2) & Tie Down Platforms
2	Fxd Rte	VVTA increased the Federal Funding/CARES ACT support for operational assistance by \$270,000, Operating expenses decreased \$123,397 in Fxd Rte Budget vs FY20 Budget, due to the Corona Virus impact on the service hours, Replace 4 Class H CNG Buses, Add 4 expansion Service Vehicles, plus Drivers Safety Shields.
3	County	Operating Expenses decreased 1% compared with FY20 Budget, Used \$300,000 Federal Funding support for operational assistance.
4	Barstow Division	Start to use the new facility on August 2020, which will reduce the facility cost by over than 10K annually, Replace 2 Paratransit vehicles and 2 Services Vehicles
5	Commuter (NTC)	Service Hours same as FY20 Budget, Operating Expenses decreased 6% due to the decrease of fuel market prices.
6	Intercity (BV link/ Needles)	Operating Expenses decreased 2% compared with FY20 Budget, Used \$300,000 FTA CARES Act funds for operating assistance.
7	CTSA	Slight increase in budget (1%) as compared to FY20, due to the implementation of full Brokerage program as compared to FY20.
8	Facilities-HESP	Upgrade of the BEB High Capacity Chargers.
9	Admin	Administration holds steady at only 10% of total operating expense. Admin expenses increased 4% mainly in the IT and Intranet expenses due to the upgrade of the software and telework communications required to meet work from home needs.
10	General	5% annual operations and maintenance contractor increase rate applied on FY21 Budget per the contractor agreement; however, total operating expenses decreased 1%, which means that the actual decrease in operating expenses is around 6%, and this due to COVID-19 impact.



Victor Valley Transit Authority
ANNUAL OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2020-2021
(SUMMARY)

<u>Expense Plan</u>	<u>FY20-21</u>	<u>FY19-20</u>	<u>\$ Change</u>	<u>% Change</u>
Operating	\$ 26,073,615	\$ 26,446,624	\$ (373,009)	-1.41%
Capital Assistance for Operating	\$ (7,314,240)	\$ (8,300,000)		
Capital	\$ 14,184,396	\$ 21,479,970	\$ (7,295,574)	-33.96%
Total Expense	\$ 32,943,771	\$ 39,626,594	\$ (6,682,823)	-16.86%



Victor Valley Transit Authority
ANNUAL OPERATING AND CAPITAL BUDGET
Operating Assistance

Capital Operating Assistance Fiscal Year Budget 2020-2021

Program	Project Description	Section 5307	LTF	CARES Act	Project Cost
Fixed Route	FTA operating assistance / CARES ACT	\$1,750,000	\$1,750,000	\$2,170,000	\$5,670,000
County	FTA operating assistance	\$300,000	\$300,000		\$600,000
BAT	FTA operating assistance (CARES ACT)			\$744,240	\$744,240
Intercity	FTA operating assistance (CARES ACT)			\$300,000	\$300,000
Total		\$2,050,000	\$2,050,000	\$3,214,240	\$7,314,240

Capital Operating Assistance Fiscal Year Budget 2019-2020

Program	Project Description	Section 5307	LTF	NO CARES ACT	Project Cost
Fixed Route	FTA operating assistance	\$3,650,000	\$3,650,000		\$7,300,000
County	FTA operating assistance	\$500,000	\$500,000		\$1,000,000
Total		\$4,150,000	\$4,150,000		\$8,300,000

In Current year 19-20 we spending CARES ACT on COVID-19 Expense

100% Local Match required when using FTA Operational Assistance, For CARES ACT no match is required

FTA Federal Operating Assistance in F21 total \$5,264,240 Vs last year was \$4,150,000

VICTOR VALLEY TRANSIT AUTHORITY

Fiscal Year Budget 2020-2021

CAPITAL PROJECT SUMMARY CHART

Program	Project Description	Section 5307	Section 5339	CMAQ	LTF	STA	SB1/SGR	LCTOP	CARES Act	Project Cost
Direct Access	Paratransit vehicle exp (5)		\$520,000				\$130,000			\$650,000
	Various Wheelchair types (2) & Tie Down Platform					\$10,089				\$10,089
Fixed Route	FTA operating assistance / CARES ACT	\$1,750,000			\$1,750,000				\$2,170,000	\$5,670,000
	Driver Safety Shields	\$400,000				\$100,000				\$500,000
	Regional buses rplc Class H CNG (1) '32			\$495,000			\$64,500			\$559,500
	Regional buses rplc Class H CNG (3) '40			\$1,514,000			\$198,500			\$1,710,500
	Service Vehicles (4) expansion						\$140,000			\$140,000
County	FTA operating assistance	\$300,000			\$300,000					\$600,000
BAT	FTA operating assistance (CARES ACT)								\$744,240	\$744,240
	Service Vehicles (2)					\$70,000				\$70,000
	Paratransit vehicle rpl (2)		\$208,000				\$52,000			\$260,000
	Reg. buses rplc Class H BEB (4) Match for 2020 buses							\$637,875		\$637,875
	Bus facility capital lease (Barstow)				\$641,450					\$641,450
Intercity	FTA operating assistance (CARES ACT)								\$300,000	\$300,000
Facilities	Bus facility capital lease (Hsp)	\$1,230,840			\$307,710					\$1,538,550
	Upgrade to BEB high capacity BEB chargers					\$37,812	\$114,379			\$152,191
Total		\$3,680,840	\$728,000	\$2,009,000	\$2,999,160	\$217,901	\$697,379	\$637,875	\$3,214,240	\$14,184,395

VICTOR VALLEY TRANSIT AUTHORITY

CAPITAL FUNDING SOURCE SUMMARY CHART

Program	Section 5307	Section 5339	CMAQ	LTF	STA	SB1/SGR	LCTOP	CARES Act	Project Cost
Direct Access		\$520,000			\$10,089	\$130,000			\$660,089
Fixed Route	\$2,150,000		\$2,009,000	\$1,750,000	\$100,000	\$401,000		\$2,170,000	\$8,580,000
County	\$300,000			\$300,000					\$600,000
BAT		\$208,000		\$641,450	\$70,000	\$52,000	\$637,875	\$744,240	\$2,353,565
Intercity								\$300,000	\$300,000
Facilities	\$1,230,840			\$307,710	\$37,812	\$114,379			\$1,690,741
Total	\$3,680,840	\$728,000	\$2,009,000	\$2,999,160	\$217,901	\$697,379	\$637,875	\$3,214,240	\$14,184,395

Expense Summery

OPERATING EXPENSE SUMMARY

<u>System</u>	<u>FY 2020/21</u>	<u>FY 2019/20</u>	<u>\$ Change</u>	<u>% Change</u>	<u>Notes</u>
Fixed Route	\$ 10,555,445	\$ 10,678,842	\$ (123,397)	-1%	Reduce Service hours, decrease in fuel cost.
Complementary Paratransit	\$ 4,464,776	\$ 4,594,184	\$ (129,408)	-3%	Decrease In expenses due to the Brokerage program
County Routes	\$ 1,711,353	\$ 1,734,044	\$ (22,690)	-1%	Reduce In service hours and fuel cost
Intercity Routes	\$ 724,095	\$ 742,587	\$ (18,492)	-2%	Reduce In service hours and fuel cost
Barstow Division	\$ 2,857,020	\$ 2,882,758	\$ (25,738)	-1%	Reduce in service hours and fuel cost
Commuter Routes	\$ 626,984	\$ 672,349	\$ (45,365)	-7%	Decrease in Fuel Market prices than last year
Van Pools	\$ 1,368,481	\$ 1,429,939	\$ (61,457)	-4%	reduce in number of Vans due to Covid-19
CTSA	\$ 766,608	\$ 756,794	\$ 9,814	1%	Increase due to the implement of the Brokerage program
VVTA Yard/Facilities	\$ 200,795	\$ 258,918	\$ (58,123)	-22%	Decrease in Electric Bill due to the Solar.
Administration	\$ 2,798,058	\$ 2,696,210	\$ 101,848	4%	Due to the increase in IT services and upgrade softwares and use clouds to meet COVID-19 Telework solutions
TOTAL EXPENSES:	\$ 26,073,616	\$ 26,446,624	\$ (373,008)	-1%	
FTA Operating Assistance/CAREs ACT	\$ (7,314,240)	\$ (8,300,000)			
NET Expenses	\$ 18,759,376	\$ 18,146,624	\$ 612,752		

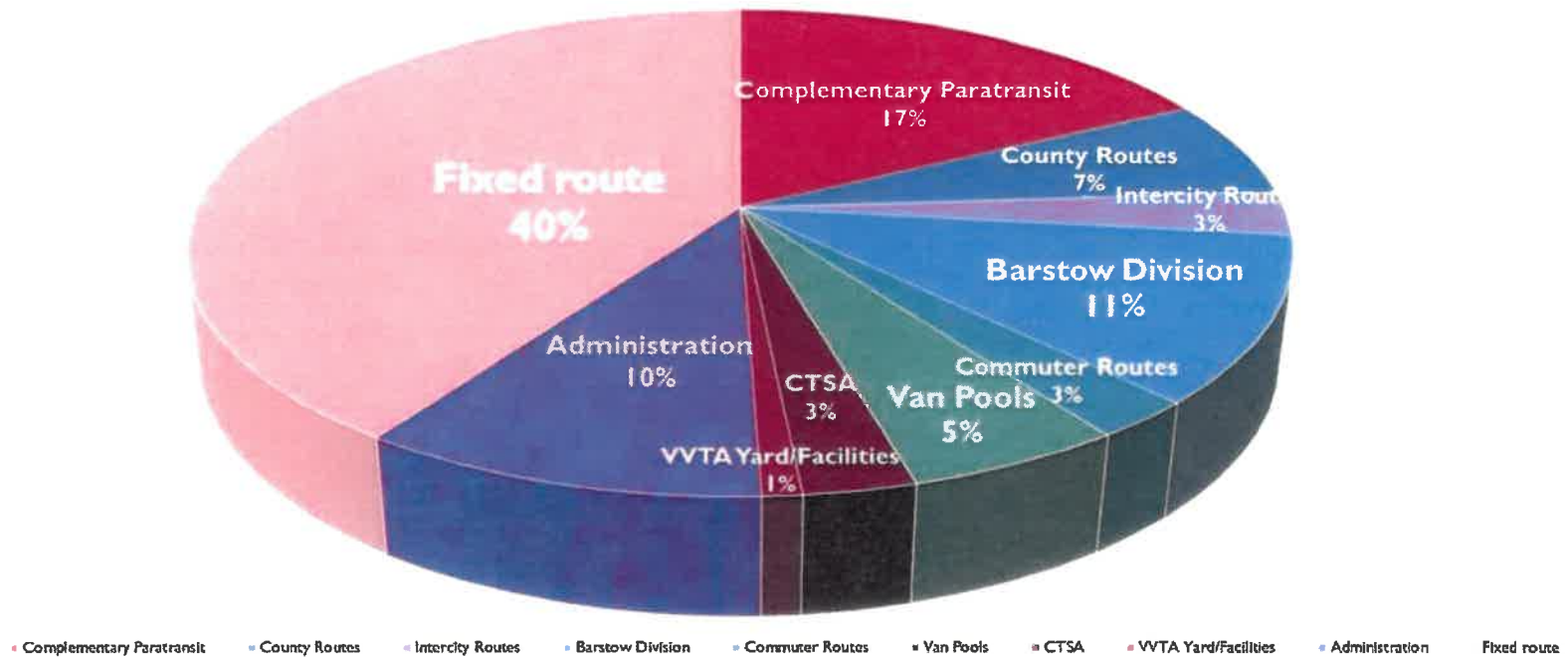
CAPITAL EXPENSE SUMMARY

<u>System</u>	<u>FY 2020/21</u>	<u>FY 2019/20</u>	<u>\$ Change</u>	<u>% Change</u>	
Fixed Route	\$ 8,580,000	\$ 11,099,754	\$ (2,519,754)		Capital Varies from year to year based on thje Capital Assets required
Complementary Paratransit	\$ 660,089	\$ 268,196	\$ 391,893		5 Paratransit Expansion vehicles
County Routes	\$ 600,000	\$ 1,000,000	\$ (400,000)		Reduce the FTA Operating Assistance which reduced the LTF Local Match
Intercity Routes	\$ 300,000	\$ -	\$ 300,000		Used \$300,000 from CAREs ACT Funds as operating Assistance.
Barstow Division	\$ 2,353,565	\$ 7,225,661	\$ (4,872,096)		Last Year Budget was including 5 BEB buses, not in FY21 Budget,
Commuter Routes	\$ -	\$ -	\$ -		
Van Pools	\$ -	\$ -	\$ -		
CTSA	\$ -	\$ -	\$ -		
Hesperia Facility	\$ 1,690,741	\$ 1,527,609	\$ 163,132		Upgrade of the BEB high capacity Chargers.
VVTA Administration	\$ -	\$ 358,750	\$ (358,750)		Last Year Budget was including Servers and computers upgrades, nothing in FY21 Budget
TOTAL Capital Expense:	\$ 14,184,395	\$ 21,479,970	\$ (7,295,575)	-33.96%	

COMBINED EXPENSE SUMMARY

	<u>FY 2020/21</u>	<u>FY 2019/20</u>	<u>\$ Change</u>	<u>% Change</u>
Operating Expense	\$ 18,759,376	\$ 18,146,624	\$ 612,752	
Capital Expense	\$ 14,184,395	\$ 21,479,970	\$ (7,295,575)	
TOTAL:	\$ 32,943,771	\$ 39,626,594	\$ (6,682,824)	-16.9%

Operating Expenses



Revenue Summary

OPERATING REVENUE SUMMARY

<u>Source</u>	<u>FY 2020/21</u>	<u>FY 2019/20</u>	<u>\$ Change</u>	<u>% Change</u>	<u>Notes</u>
Section 5311	\$ 710,112	\$ 671,949	\$ 38,163		
Section 5310	\$ -	\$ -	\$ -		
Section 5316 /5317	\$ -	\$ -	\$ -		
CMAQ demonstration	\$ -	\$ 230,000	\$ (230,000)		Last year for CMAQ support
LTF	\$ 14,016,708	\$ 12,175,175	\$ 1,841,534		Total LTF Operating and Capital decreased \$899,922
Measure I	\$ 1,058,800	\$ 1,146,200	\$ (87,400)		
AB 2766	\$ 250,000	\$ 250,000	\$ -		
LCTOP	\$ 270,000	\$ 270,000	\$ -		
Passenger Fares	\$ 2,173,755	\$ 3,156,300	\$ (982,545)		Due to COVID-19
Other (Interest/Misc.)	\$ 280,000	\$ 226,000	\$ 54,000		CNG Station Sales
TOTAL:	\$ 18,759,375	\$ 18,125,624	\$ 633,752	3%	

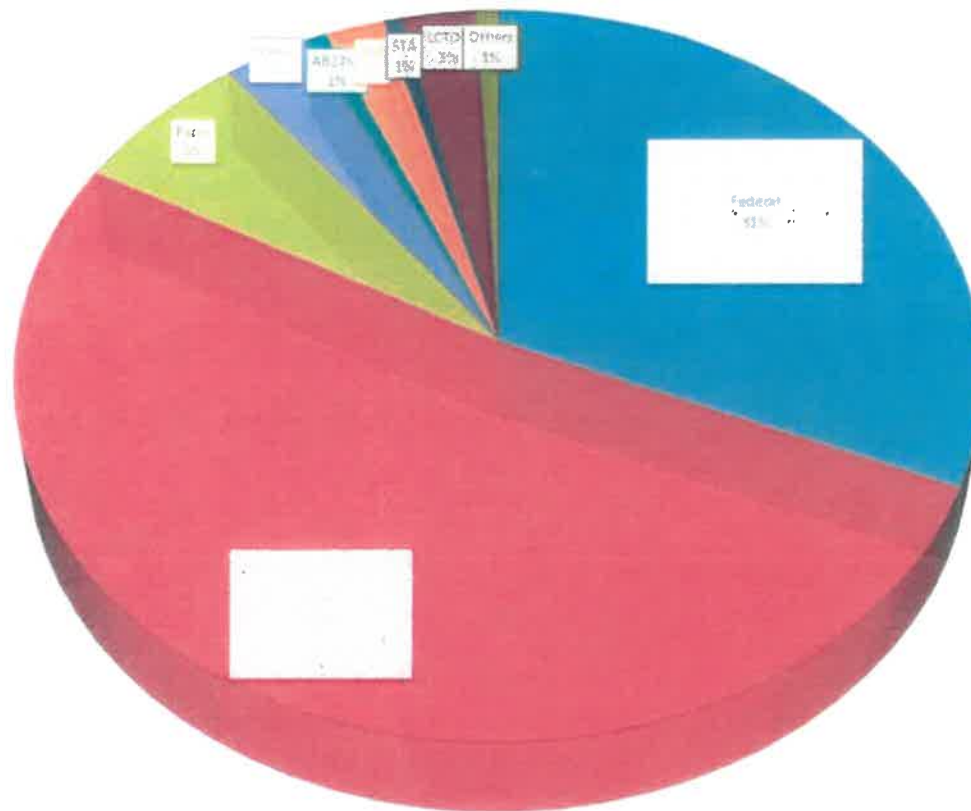
CAPITAL REVENUE SUMMARY

<u>Source</u>	<u>FY 2020/21</u>	<u>FY 2019/20</u>	<u>\$ Change</u>	<u>% Change</u>	
Section 5307	\$ 3,680,840	\$ 8,561,304	\$ (4,880,464)		
Section 5339	\$ 728,000	\$ 2,196,470	\$ (1,468,470)		
CMAQ	\$ 2,009,000	\$ 1,442,000	\$ 567,000		
LTF	\$ 2,999,160	\$ 5,740,203	\$ (2,741,043)		\$ (899,510)
STAF	\$ 217,901	\$ 734,901	\$ (517,000)		
CARES ACT	\$ 3,214,240	\$ -	\$ 3,214,240		
SGR	\$ 697,379	\$ 691,283	\$ 6,096		
LCTOP	\$ 637,875	\$ 669,282	\$ (31,407)		
Other	\$ -	\$ 1,444,527	\$ (1,444,527)		Capital varies from year to year based on the Capital Assets required
TOTAL:	\$ 14,184,394	\$ 21,479,971	\$ (7,295,576)	-34%	

COMBINED REVENUE SUMMARY

	<u>FY 2020/21</u>	<u>FY 2019/20</u>	<u>\$ Change</u>	<u>% Change</u>
Operating Revenue	\$ 18,759,375	\$ 18,125,624	\$ 633,752	
Capital Revenue	\$ 14,184,394	\$ 21,479,971	\$ (7,295,577)	
TOTAL:	\$ 32,943,770	\$ 39,605,594	\$ (6,662,824)	-16.9%

FY21 FUNDING CHART



Victor Valley Transit Authority

FY 2020 - 2021 Budget

LTF SUMMARY				
	FY '21 LTF Allocations	Programmed Transit Funds	Percent Programmed	*Unprogrammed Transit Funds
Adelanto	\$ 1,318,389	\$ 1,294,612	98.20%	\$ 23,777
Apple Valley	\$ 2,756,550	\$ 2,726,015	98.89%	\$ 30,535
Barstow	\$ 906,167	\$ 848,141	93.60%	\$ 58,026
County	\$ 3,978,506	\$ 3,906,946	98.20%	\$ 71,560
Hesperia	\$ 3,615,739	\$ 3,533,273	97.72%	\$ 82,466
Victorville	\$ 4,748,204	\$ 4,706,882	99.13%	\$ 41,322
Total	\$ 17,323,555	\$ 17,015,869	98.22%	\$ 307,686

	LTF Allocations	Programmed Transit Funds
FY20-21 LTF FUNDING	\$ 17,323,555	\$ 17,015,869
FY19-20 LTF FUNDING	\$ 19,083,833	\$ 17,915,378
Variance FY 21 vs FY 20	\$ (1,760,278)	\$ (899,509)



ANNUAL OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2020-2021

(DETAIL)

Final

DEPT:

COMPLEMENTARY PARATRANSIT

EXPENSES	FY21 HRS	FY20 HRS	Incr/Decr	%	FY21\$	FY20\$	Incr/Decr	%	NOTES
Purchased Transportation (Direct Access)	38,791	42,000	(3,209)	-7.6%	\$ 2,811,297	\$ 3,058,860	\$ (247,563)		5% Increase in contracted rates, and 7.6% decrease in service hours
Purchased Transportation (Subscription)	14,060	13,500	560		\$ 1,073,359	\$ 983,205	\$ 90,154		Annual Increase in contracted rates
Fuel					\$ 400,000	\$ 431,497	\$ (31,497)		decrease in fuel market price
Certification Contractor					\$ 65,000	\$ 65,500	\$ (500)		
IVR System					\$ 42,000	\$ -	\$ 42,000		First year to implement the IVR system
Misc					\$ 73,119	\$ 55,122	\$ 17,997		Allocation of ITS / Radio/ Security/Fare Media
TOTAL	52,851	55,500	2,649	-5.0%	\$ 4,484,775	\$ 4,594,184	\$ (129,409)	-3%	

REVENUES	FY21\$	FY20\$	Incr/Decr	%	NOTES
ADA Fares	\$ 190,104	\$ 320,000	\$ (129,896)		
Subscription Fares	\$ 118,968	\$ 212,000	\$ (93,032)		
Measure 1	\$ 656,200	\$ 926,300	\$ (270,100)		
TOTAL	\$ 965,272	\$ 1,458,300	\$ (493,028)	-34%	
NET EXPENSE	\$ 3,499,503	\$ 3,135,884	\$ 363,619	12%	

SUBSIDIES	FY21\$	FY20\$	Incr/Decr	%	NOTES
LTF OPERATING	\$ 3,499,504	\$ 3,135,884	\$ 363,620		
TOTAL	\$ 3,499,504	\$ 3,135,884	\$ 363,620	12%	

CAPITAL PROJECTS

	Funding Sources								FY21 TOTAL
	Sect. 5307	Sect. 5310	Sect. 5330	CMAQ	LTF	STAF	LCTOP	SGR	Other
Paratransit vehicle exp: (5)	\$ -		\$ 520,000					\$ 130,000	
Various Wheelchair types (2) & Tie Down Platform						\$ 10,089			
TOTAL	\$ -	\$ -	\$ 520,000	\$ -	\$ -	\$ 10,089	\$ -	\$ 130,000	\$ -

DEPT: **FIXED ROUTE**

EXPENSES	FY21 HRS	FY20 HRS	Incr/(Decr)	%	FY21\$	FY20\$	Incr/(Decr)	%	NOTES
Purchased Transportation (FR)	126,465	132,476	(6,011)	-4.5%	\$ 9,223,075	\$ 9,217,046	\$ 6,029		5% increase in contracted rates, and 4.5% decrease in service hours
Fuel					\$ 850,000	\$ 947,202	\$ (97,202)		Decrease in fuel market prices
BEB Charge					\$ 100,000	\$ 150,000	\$ (50,000)		Based on the actuals
Fuel Contingency					\$ -	\$ -	\$ -		
Mall/Costco Security					\$ 251,986	\$ 251,986	\$ -		
Misc					\$ 130,385	\$ 112,609	\$ 17,776		Allocation of ITS / Radio/ Fare Media/ Tap Cards/ Insurance
TOTAL	126,465	132,476	(6,011)	-4.8%	\$ 10,555,446	\$ 10,678,843	\$ (123,397)	-1%	
REVENUES					FY21\$	FY20\$	Incr/(Decr)	%	NOTES
Fixed Route Fares					\$ 801,771	\$ 1,500,000	\$ (598,229)		Reduced due to COVID-19 Impact
LCTOP Free Ride Promotion					\$ -	\$ -	\$ -		
TOTAL					\$ 801,771	\$ 1,500,000	\$ (598,229)	-40%	
NET EXPENSE					\$ 9,653,675	\$ 9,178,843	\$ 474,832	5%	
SUBSIDIES					FY21\$	FY20\$	Incr/(Decr)	%	NOTES
FTA /CARES ACT 5307					\$ 3,920,000	\$ 3,650,000	\$ 270,000		Increased CARES ACT Federal Funding for Operational Assistance
FTA 5311					\$ 92,751	\$ 225,530	\$ (132,779)		
AB2766					\$ 233,000	\$ 233,000	\$ -		
LTF CAP MATCH					\$ 1,750,000	\$ 3,650,000	\$ (1,900,000)		
LTF OPERATING					\$ 3,657,923	\$ 1,420,312	\$ 2,237,611		
TOTAL					\$ 9,653,674	\$ 9,178,842	\$ 474,832	5%	

CAPITAL PROJECTS

	Funding Sources								FY21
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	SGR	LCTOP	CARES ACT	TOTAL
FTA operating assistance / CARES ACT	\$ 1,750,000			\$ 1,750,000				\$ 2,170,000	\$ 5,670,000
Drivers Safety Shields	\$ 400,000				\$ 100,000			\$ -	\$ 500,000
Regional buses rplc Class H CNG (1) '32			\$ 495,000			\$ 84,500		\$ -	\$ 579,500
Regional buses rplc Class H CNG (3) '46			\$ 1,514,000			\$ 196,500		\$ -	\$ 1,710,500
Service Vehicles (4) expansion:						\$ 140,000		\$ -	\$ 140,000
								\$ -	\$ -
								\$ -	\$ -
								\$ -	\$ -
								\$ -	\$ -
								\$ -	\$ -
								\$ -	\$ -
TOTAL	\$ 2,150,000	\$ -	\$ 2,009,000	\$ 1,750,000	\$ 100,000	\$ 401,000	\$ -	\$ 2,170,000	\$ 8,580,000

Victor Valley Transit Authority
FY20-21 Budget

DEPT: COUNTY

EXPENSES	FY21 HRS	FY20 HRS	Incr/(Decr)	%	FY21\$	FY20\$	Incr/(Decr)	%	NOTES
Purchased Transportation (Tri-Community)	9,980	10,069	(89)		\$ 727,801	\$ 700,629	\$ 27,172		Increase in contracted rates 5% and decrease in service hours 2%(all routes)
Purchased Transportation (Helendale)	4,753	4,789	(36)		\$ 348,621	\$ 333,188	\$ 15,433		Increase in contracted rates 5% and decrease in service hours 2%(all routes)
Purchased Transportation (Lucerne Valley)	5,198	5,238	(40)		\$ 379,089	\$ 364,488	\$ 14,601		Increase in contracted rates 5% and decrease in service hours 2%(all routes)
Purchased Transportation (Oak Hills)	1,435	1,650	(215)		\$ 104,670	\$ 114,840	\$ (10,171)		Due to realignment in service
Fuel					\$ 85,000	\$ 154,971	\$ (69,971)		Decrease in fuel market prices
Misc					\$ 68,173	\$ 65,928	\$ 2,245		Allocation of ITS /Security/ Radio/ Fare Media
TOTAL	21,366	21,746	(380)	-1.7%	\$ 1,711,353	\$ 1,668,116	\$ 43,237	3%	

REVENUES	FY21\$	FY20\$	Incr/(Decr)	%	NOTES
County Route(s) Fares	\$ 181,924	\$ 270,000	\$ (88,076)		
TOTAL	\$ 181,924	\$ 270,000	\$ (88,076)	-33%	
NET EXPENSE	\$ 1,529,429	\$ 1,398,116	\$ 131,313	9%	

SUBSIDIES	FY21\$	FY20\$	Incr/(Decr)	%	NOTES
FTA 5307	\$ 300,000	\$ 500,000	\$ (200,000)		Decrease in 5307 Operating Assistance to reduce the LTF local match
FTA 5311	\$ 278,252	\$ 125,530	\$ 152,722		
LTF CAP MATCH	\$ 300,000	\$ 500,000	\$ (200,000)		Decrease in 5307 Operating Assistance to reduce the LTF local match
LTF OPERATING	\$ 651,178	\$ 338,514	\$ 312,664		
TOTAL	\$ 1,529,430	\$ 1,464,044	\$ 65,386	4%	

CAPITAL PROJECTS

Funding Sources								FY21
	Sect. 5307	Sect. 5310	Sect. 5339	CMAQ	LTF	STAF	LCTOP	Other
FTA operating asst. / CARES ACT	\$ 300,000				\$ 300,000			\$ 600,000
								\$ -
TOTAL	\$ 300,000	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 600,000

Victor Valley Transit Authority

FY20-21 Budget

DEPT:

BARSTOW DIVISION

<u>EXPENSES</u>	<u>FY21 HRS</u>	<u>FY20 HRS</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>FY21\$</u>	<u>FY20\$</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>NOTES</u>
Purchased Transportation	34,233	35,661	(1,428)	-4.0%	\$ 2,510,383	\$ 2,496,347	\$ 14,036		Increase in contracted rates 5% and decrease in service hrs
Fuel					\$ 229,770	\$ 250,560	\$ (20,790)		Decrease in Fuel Market price
Facilities					\$ 79,971	\$ 89,655	\$ (9,684)		Decrease due to moving to the new facility, no rent for 10
Certification Contractor					\$ 9,000	\$ 15,000	\$ (6,000)		Based on Actuals of 1st 6 months of FY20
Misc Cost Allocations (Including Moving Expenses)					\$ 13,000	\$ 15,500	\$ (2,500)		Moving expenses included
Verizon Services - Radio Tower					\$ 14,896	\$ 15,696	\$ (800)		Allocation of ITS / Radio/ Fare Media expenses
TOTAL	34,233	35,661	(1,428)	-4.2%	\$ 2,857,020	\$ 2,882,758	\$ (25,738)	-1%	

<u>REVENUES</u>	<u>FY21\$</u>	<u>FY20\$</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>NOTES</u>
Passenger Fares (BAT)	\$ 179,153	\$ 168,800	\$ 12,353		Actuals were higher than Budgeted in FY20
CNG/LNG Revenue	\$ 280,000	\$ 226,000	\$ 54,000		Based on Actuals of FY20
TOTAL	\$ 459,153	\$ 392,800	\$ 66,353	17%	
NET EXPENSE	\$ 2,397,867	\$ 2,489,958	\$ (92,091)	-4%	

<u>SUBSIDIES</u>	<u>FY21\$</u>	<u>FY20\$</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>NOTES</u>
FTA 5311	\$ 339,110	\$ 320,889	\$ 18,221		
Measure I	\$ 163,600	\$ 204,900	\$ (41,300)		
LCTOP (New / Expanded Service)	\$ 250,000	\$ 250,000	\$ -		
FTA 531 CARES ACT	\$ 744,240	\$ -	\$ 744,240		5311 CARES ACT support Operating Assistance
AB2766	\$ 17,000	\$ 17,000	\$ -		
LTF OPERATING	\$ 883,917	\$ 1,697,169	\$ (813,252)		Due to the decrease of FY21 LTF allocation
TOTAL	\$ 2,397,867	\$ 2,489,958	\$ (92,091)	-4%	

<u>CAPITAL PROJECTS</u>	<u>Funding Sources</u>								<u>FY21</u>	<u>NOTES</u>
	<u>Sect. 5307</u>	<u>Sect. 5339</u>	<u>CMAQ</u>	<u>LTF</u>	<u>STAF</u>	<u>SB1/SGR</u>	<u>LCTOP</u>	<u>CARES ACT</u>	<u>TOTAL</u>	
FTA Operating Assistance CARES ACT								\$ 744,240	\$ 744,240	
Service Vehicles (2)					\$ 70,000				\$ 70,000	
Paratransit Vehicle rplc (2)		\$ 208,000				\$ 52,000			\$ 260,000	
Bus facility capital lease (Barstow)				\$ 641,450					\$ 641,450	
Reg. buses rplc Class H BEB (4) Match for 2							\$ 637,875		\$ 637,875	
									\$ -	
TOTAL	\$ -	\$ 208,000	\$ -	\$ 641,450	\$ 70,000	\$ 52,000	\$ 637,875	\$ 744,240	\$ 2,353,565	

Victor Valley Transit Authority

FY20-21 Budget

DEPT:

INTERCITY ROUTES

<u>EXPENSES</u>	<u>FY21 HRS</u>	<u>FY20 HRS</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>FY21\$</u>	<u>FY20\$</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>NOTES</u>
Purchased Transportation	7,949	8,047	(98)		\$ 579,685	\$ 559,899	\$ 19,786		5% annual increase in contractor rates
Fuel					\$ 111,830	\$ 151,083	\$ (39,253)		Decrease in Fuel Market prices
Misc					\$ 32,580	\$ 31,605	\$ 975		Allocation of ITS /Security/ Radio/ Fare Media
TOTAL	7,949	8,047	(98)	-1.2%	\$ 724,095	\$ 742,587	\$ (18,492)	-2%	

<u>REVENUES</u>	<u>FY21\$</u>	<u>FY20\$</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>NOTES</u>
Intercity Fares	\$ 153,836	\$ 229,500	\$ (75,664)		Reduced fares due to COVID-19
TOTAL	\$ 153,836	\$ 229,500	\$ (75,664)	-33%	

NET EXPENSE	\$ 570,259	\$ 513,087	\$ 57,172	11%	
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<u>SUBSIDIES</u>	<u>FY21\$</u>	<u>FY20\$</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>NOTES</u>
CMAQ Demonstration Grant	\$ -	\$ 230,000	\$ (230,000)		Funds not available in FY21
FTA 5307 Operating Assistance CARES ACT	\$ 300,000	\$ -	\$ 300,000		
LTF CAP MATCH	\$ -	\$ -	\$ -		
LTF OPERATING	\$ 270,260	\$ 283,087	\$ (12,827)		
TOTAL	\$ 570,260	\$ 513,087	\$ 57,173	11%	

CAPITAL PROJECTS

Funding Sources								FY21
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	LCTOP	CARES ACT	TOTAL
FTA Operating Assist. CARES ACT							\$ 300,000	\$ 300,000
								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ 300,000

DEPT:

EXPENSES

REVENUES

SUBSIDIES

CAPITAL PROJECTS

No capital projects budgeted for FY20-21

Victor Valley Transit Authority

FY20-21 Budget

DEPT:

VANPOOLS

<u>EXPENSES</u>	<u>FY20 Vans</u>	<u>FY19 Vans</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>FY21\$</u>	<u>FY20\$</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>NOTES</u>
Lease Subsidies	230	250	(20)		\$ 1,162,500	\$ 1,320,000	\$ (157,500)		Decrease the estimated number of VP to be 220
Web Based Reporting System					\$ 11,000	\$ 20,000	\$ (9,000)		Based on the actual in FY20
Marketing					\$ 30,000	\$ 25,000	\$ 5,000		
Legal					\$ 200	\$ 200	\$ -		
Development/Management					\$ 8,000	\$ 5,000	\$ 3,000		Training for staff
Clerical/Technical support					\$ 156,781	\$ 58,837	\$ 97,944		
TOTAL	230	250	-8%		\$ 1,368,481	\$ 1,429,037	\$ (60,556)	-4.2%	

<u>REVENUES</u>	<u>FY21\$</u>	<u>FY20\$</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>NOTES</u>
					Vanpools generate on average more than \$3m per year in additional FTA 5307 formula grant funds for VVTA.
TOTAL	\$ -	\$ -	\$ -		
NET EXPENSE	\$ 1,368,481	\$ 1,429,037	\$ (60,556)	-4%	

<u>SUBSIDIES</u>	<u>FY21\$</u>	<u>FY20\$</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>NOTES</u>
LTF OPERATING	\$ 1,429,037	\$ 1,238,337	\$ 190,700		
TOTAL	\$ 1,429,037	\$ 1,238,337	\$ 190,700	15%	

<u>CAPITAL PROJECTS</u>	<u>Funding Sources</u>							<u>FY21 TOTAL</u>	<u>NOTES</u>
	<u>Sect. 5307</u>	<u>Sect. 5339</u>	<u>CMAQ</u>	<u>LTF</u>	<u>STAF</u>	<u>LCTOP</u>	<u>Other</u>		
								\$ -	
								\$ -	
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	No capital projects budgeted for FY20-21

DEPT: CTSA

CAPITAL PROJECTS

Funding Sources								FY21
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	LCTOP	Other	TOTAL
								\$ -
								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

No capital projects budgeted for FY20-21

Victor Valley Transit Authority

FY20-21 Budget

DEPT: FACILITIES

<u>EXPENSES</u>		<u>FY21\$</u>	<u>FY20\$</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>NOTES</u>
<u>FUEL YARD</u>	Maintenance/Operation of New Station	\$ 18,000	\$ 17,500	\$ 500		
	Equipment, Material, & Supplies	\$ 10,000	\$ 7,000	\$ 3,000		Incidentals not covered by Facility Maint Fund
<u>FACILITIES</u>	Property Insurance	\$ 34,143	\$ 22,820	\$ 11,323		Increase in renewal rates
	Facility Misc. Maintenance & Repairs	\$ 10,000	\$ 10,000	\$ -		
	Electricity	\$ 60,000	\$ 137,638	\$ (77,638)		Savings on electric bills due to solar usage.
	Water	\$ 19,200	\$ 20,176	\$ (976)		Based on Actuals
	Waste	\$ 2,652	\$ 2,660	\$ (8)		
	Gas	\$ 46,800	\$ 41,124	\$ 5,676		Based on actuals during FY20
	TOTAL	\$ 200,795	\$ 258,918	\$ (58,123)	-22%	

<u>REVENUES</u>		<u>FY21\$</u>	<u>FY20\$</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>NOTES</u>
	TOTAL	\$ -	\$ -	\$ -		
	NET EXPENSE	\$ 200,795	\$ 258,918	\$ (58,123)	-22%	

<u>SUBSIDIES</u>		<u>FY21\$</u>	<u>FY20\$</u>	<u>Incr/(Decr)</u>	<u>%</u>	<u>NOTES</u>
	LTF OPERATING	\$ 200,795	\$ 258,918	\$ (58,123)		
	TOTAL	\$ 200,795	\$ 258,918	\$ (58,123)	-22%	

<u>CAPITAL PROJECTS</u>									
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	SGR	Other	FY21 TOTAL	
Bus Facility Capital Lease	\$ 1,230,840			\$ 307,710	\$ -		\$ -	\$ 1,538,550	
Upgrade to BEB high capacity chargers					\$ 37,812	\$ 114,379		\$ 152,191	Reduce charging time and avoid peak time service charges
TOTAL	\$ 1,230,840	\$ -	\$ -	\$ 307,710	\$ 37,812	\$ 114,379	\$ -	\$ 1,690,741	

DEPT:

EXPENSES

REVENUES

SUBSIDIES

CAPITAL PROJECTS

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