



**VICTOR VALLEY TRANSIT AUTHORITY
REGULAR MEETING OF
THE BOARD OF DIRECTORS
May 16, 2022, 9:30 A.M.**

**Barstow City Council Chambers
220 East Mountain View Street
Barstow, CA 92301**

THIS MEETING WILL BE CONDUCTED IN PERSON

Victor Valley Transit Authority Board of Directors

Joy Jeannette, Chair, City of Adelanto
James Noble, Vice-Chair, City of Barstow
Larry Bird, Director, City of City of Hesperia
Paul Cook, Director, County of San Bernardino
Dawn Rowe, Director, County of San Bernardino
Liz Becerra, Director, City of Victorville
Curt Emick, Director, Town of Apple Valley

MISSION STATEMENT

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

AGENDA

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: Monday, May 9, 2022.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS

PUBLIC COMMENTS

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 the Regular Meeting of The Board of Directors Conducted April 18, 2022.***

Recommendation: Move for approval.

Presented by: None.

Pg. 17 ***Item #2: Warrants, March 2022.***

Recommendation: Move for approval.

Presented by: None.

REPORTS

Pg. 23 ***Item #3: Meeting Notes from The Technical Advisory Committee Meeting Conducted on May 4, 2022.***

Recommendation: Information item only.

Presented by: None.

Pg. 29 ***Item #4: 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. 39 ***Item #5: Designation of Barstow Division routes 1, 2, 3, 6, 28, 29 and Direct Access to operate on a limited schedule and free to the public for Community Celebration Day on July 4, 2022.***

Recommendation: Approve Designation of Barstow Division routes 1, 2, 3, 6, 28, 29 and Direct Access to operate on a limited schedule and free to the public for Community Celebration Day on July 4, 2022.

Presented by: Simon Herrera, Operations Manager.

- Pg. 43 ***Item #6: Amend VVTA Procurement Policies.***
Recommendation: Approve amendments to VVTA Procurement Policies: 1000, 1010, 1020, 1040, 1070, 2000, 2010, 3000, 4000, 6000, and 7000.
Presented by: Christine Plasting, Procurement Manager.
- Pg. 49 ***Item #7: San Bernardino County Sheriff's Department Proposal for Law Enforcement Services.***
Recommendation: Authorize the CEO to execute a three-year agreement with the San Bernardino County Sheriff's Office to provide law enforcement services for a total authorized amount not to exceed \$5,407,958.
Presented by: Simon Herrera, Operations Manager.
- Pg. 53 ***Item #8: Allocation of State and Federal Funds in the Victor Valley and North Desert Subareas.***
Recommendation: Information Item Only.
Presented by: Andrea Zureich, SBCTA.
- Pg. 63 ***Item #9: Presentation of the Fiscal Year 2022-23 Draft Annual Operating and Capital Budget.***
Recommendation: 1) Approve Publishing the Federally Funded Program of Projects for the Draft FY 2022-23 Capital Budget for 30 days of public review and comment. 2) Receive any input and public testimony.
Presented by: Maged Azer, CFO.
- Pg. 95 ***Item #10: Approve the Technical Advisory Committee Meeting to be Conducted on June 1, 2022, and The Board of Directors meeting to be held on June 20, 2022, conducted virtually under AB 361, and adopt the required findings. Discussion on future virtual Board meetings under AB 361.***
Recommendation: Adopt findings and approve June 1, 2022, TAC Meeting and June 20, 2022, Board virtual meeting under AB 361 during Proclaimed State of Emergency with findings as follows:
1) There exists a "proclaimed state of emergency", pursuant to the Governor's State of Emergency Declaration, issued on March 4, 2020.
2) State and/or local officials have imposed or recommended measures to promote social distancing.
3) The action and the findings contained herein shall apply to all the Standing Committees of the VVTA.
Presented by: Kevin Kane, Executive Director.

BOARD OF DIRECTORS COMMENTS

DATE OF NEXT MEETING

**Monday, June 20, 2022, at 9:30 AM
Victor Valley Transit Authority
17150 Smoke Tree Street
Hesperia, CA 92345**

ADJOURNMENT

Victor Valley Transit Acronym List

Page 1 of 2

ADA	Americans with Disabilities Act
APTA	American Public Transit Association
AQMP	Air Quality Management Plan
BABA	Build America, Buy America
BAFO	Best and Final Offer
BEB	Battery Electric Bus
BOE	Board of Equalization
CALTRANS	California Department of Transportation
CARB	California Air Resources Board
CEQA	California Environmental Quality Act
CFP	Call for Projects
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
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
IJA	Infrastructure Investment and Jobs Act
ITS	Intelligent Transportation Systems
JPA	Joint Powers 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
LEP	Limited English Proficiency

Victor Valley Transit Acronym List
Page 2 of 2

LTF	Local Transportation Fund
MaaS	Mobility-as-a-Service
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
NOFO	Notice of Funding Opportunity
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 Account.
POP	Program of Projects
RCTC	Riverside County Transportation Commission
RDA	Redevelopment Agency
RTAP	Rural Technical Assistance Program
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
RTPA	Regional Transportation Planning Agencies
SaaS	Software as a Service
SBCTA	San Bernardino County Transportation Authority (formerly SANBAG)
SCAG	Southern California Association of Governments
SOV	Single-Occupant Vehicle
S RTP	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
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, ending 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 April 18, 2022.

SUMMARY STATEMENT

Following are copies of the minutes from the Board of Directors conducted on April 18, 2022.

RECOMMENDED ACTION

Move for approval.

PRESENTED BY
Debi Lorrach,
Clerk of the Board

FISCAL IMPACT

N/A

MEETING DATE

May 16, 2022

ITEM NUMBER

1

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

**April 18, 2022
MINUTES**

CALL TO ORDER

The Regular Meeting of the Board of Directors of the Victor Valley Transit Authority was called to order at 9:30 a.m. by Chair Jeannette.

ROLL CALL

Board Members Present: Chair Joy Jeannette
Vice-Chair James Noble
Director Liz Becerra (via phone)
Director Curt Emick
Director Larry Bird
Alternate-Director Kim Mesen
Alternate-Director Elaine Villareal

Staff Members Present:

Kevin Kane, VVTA	Debi Albin, VVTA
Barbara Miller, VVTA	Juan Robinson, City of Victorville
Nancy Strickert, SBCTA	Maged Azer, VVTA
Nancie Goff, VVTA	Christine Ortega, Keolis
Christine Plasting, VVTA	Dustin Strandberg, VVTA
Nathan Dowd, VVTA	Marie Downing, VVTA
Chris Ackerman, VVTA	Nick Redwine, VVTA
Denise Madrid, VVTA	Doug Mathews, City of Victorville
Rene Alvarez, Keolis	

PLEDGE OF ALLEGIANCE

Director Bird led the audience in the pledge of allegiance.

ANNOUNCEMENTS

Rene Alvarez, Assistant General Manager with Keolis, introduced himself and stated he is happy to be working with Keolis and VVTA. Mr. Kane also congratulated VVTA staff for their hard work and excellent results from the FTA Triennial Review.

PUBLIC COMMENTS

None.

CONSENT CALENDAR

1. **Minutes from the Regular Meeting of the Board of Directors Conducted on March 21, 2022.**
Recommendation: Move for approval.
Presented by: None.
2. **Warrants, February 2022.**
Recommendation: Move for approval.
Presented by: None.
3. **Approve Updates to Step and Level Chart.**
Recommendation: Move for approval.
Presented by: None.

A MOTION WAS MADE BY Director Bird to approve the Consent Calendar. Seconded by Vice-Chair Noble. The motion passed unanimously.

REPORTS

4. **Meeting Notes from the Technical Advisory Committee Meeting Conducted on April 6, 2022.**
Recommendation: Information item only.
Presented by: None.
5. **Management Reports for Hesperia and Barstow Divisions – Verbal Report from Executive Director.**
Recommendation: Information item only.

Mr. Kane shared that ridership is still feeling the impact of the pandemic but starting to rise a small amount every month. Additionally, while the operations contract is under budget, Mr. Kane stated, the passenger miles are 100,000 lower and road calls are higher. Some work needs to be done in the maintenance department to rectify this issue.

Director Bird inquired if VVTA has plans for any advertising or marketing events. Mr. Kane said that Mr. Ackerman is in the process of several marketing campaigns for the agency.

ACTION/DISCUSSION ITEMS

6. **Consider Personnel Staffing Changes in The Grants Department for Budget Year 2022-23.**

Recommendation: Add Grants Manager and a Grants Assistant position to the FY 2023 draft Budget.

Presented by: Nancie Goff, COO.

Ms. Goff shared that in the last few years, there has been an increase in the growth and diversity in federal and state funding opportunities, and the pre- and post-award grant activities are more complex and demanding. There have been added requirements over the past few years for Disadvantaged Communities (DAC) criteria, the Justice 40 initiative, Low Carbon, Zero Emissions, CARB, and a Fleet Transition plan for competitive grants. This increases the time spent on the front end with additional research, justifications, and back up documentation. After a grant is awarded, the periodic reporting continues this theme with additional research and narrative for report the results, benefits, and outcomes.

Moreover, Ms. Goff said, many of VVTA projects have experienced significant delays usually due to COVID related issues such as supply chain shortages, shipping, and vendor staffing problems. When projects cannot be closed out, post-award activities such as the periodic reporting, research, and monitoring of projects also increases. General oversight of all these activities has increased as well. A second set of eyes to review and monitor the pre- and post-award activities is very important.

Lastly, Ms. Goff stated, that this recommended change to the staffing levels is fundamental to the efficacy and productivity of the Grants Department.

Director Emick commented that he realizes the importance of a fully staffed and functioning grants department, as the Town is having the same issues.

Director Becerra asked if there was a possibility of VVTA offering assistance to the City of Victorville in the area of grants; Ms. Goff stated the VVTA often assists non-profits and agency jurisdictions with their grant applications.

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

7. **Notice of Completion for the Barstow CNG Station Upgrade.**

Recommendation: Approve the Notice of Completion for the Barstow CNG Station upgrade project, Contract 2020-06, for \$1,200,000.00.

Presented by: Christine Plasting, Procurement Manager.

Ms. Plasting said that this item was moved from the March Board meeting to April due to an inspection date change. The final inspection was completed on March 31, 2022, and once it is recorded, VVTA will release the final retention monies held for the project.

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

8. **VVTA RFP 2022-02 Construction Project Manager – Hesperia Transfer Hub, to MARRS Services, Inc., Fullerton, CA.**

Recommendation: Award contract to MARRS Services, Inc., Fullerton, CA for an amount not to exceed \$299,528.00 and delegate authority for executing and overseeing the contract to the Executive Director.

Presented by: Christine Plasting, Procurement Manager.

This item is for the Construction Project Manager for the Hesperia Hub, Ms. Plasting shared. VVTA received two (2) proposals and MARRS garnered the higher number of points during the evaluation. Ms. Plasting also mentioned the evaluation committee was well rounded and included some TAC members.

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

9. **Consider Updates to the Compensation Policy per Conditions of Extended Retirement.**

Recommendation: Approve update to the Compensation Policy.

Presented by: Kevin Kane, Executive Director/CEO.

Mr. Kane wished to correct the word “Conditions” to “Requests”. There was no further discussion.

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

10. **Approve the Technical Advisory Committee Meeting to be Conducted on May 4, 2022, and The Board of Directors meeting to be held on May 16, 2022, conducted virtually under AB 361, and adopt the required findings. Discussion on future virtual Board meetings under AB 361.**

Recommendation: Adopt findings and approve May 4, 2022, TAC Meeting and May 16, 2022, Board virtual meeting under AB 361 during Proclaimed State of Emergency with findings as follows:

- 1) There exists a “proclaimed state of emergency”, pursuant to the Governor’s State of Emergency Declaration, issued on March 4, 2020.
- 2) State and/or local officials have imposed or recommended measures to promote social distancing.
- 3) The action and the findings contained herein shall apply to all the Standing Committees of the VVTA.

Presented by: Kevin Kane, Executive Director.

Ms. Albin stated that this will be a standing item until such time that virtual meetings are no longer needed.

Director Bird asked if there is an option to attend the meetings virtually. Ms. Albin explained that it is possible, however, the location of the virtual attendee's location must be posted with the Agenda and made available for public to attend that location.

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

11. Amend VVTA Procurement Policy 1070.

Recommendation: Approve amendment to VVTA Procurement Policy: 1070.

Presented by: Christine Plasting, Procurement Manager.

Ms. Plasting said that this item is to satisfy the one (1) possible finding/requirement from the FTA Triennial review.

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

BOARD COMMENTS

Director Emick shared that last years American Idol winner, Chayce Beckham will be performing at the Boots in the Desert event on June 4, 2022, at 4:00 pm. Tickets range for \$25-\$50.

Alternate-Director Villareal announced that the Barstow Kiwanis Club is having a dinner and auction on April 30, 2022, at the Cora Harper Community Center from 4:30 to 9:00 pm. You may contact Alternate-Director Villareal to purchase tickets.

Chair Jeannette also wished to share the City of Adelanto event, Motown Memories, taking place on August 20, 2022, at the Adelanto Stadium. Tickets may be purchased through eventbright.com.

DATE OF NEXT MEETING

The next scheduled Board meeting will be on Monday, May 16, 2022, Barstow City Council Chambers, 220 East Mountain View Street, Barstow, CA 92301

ADJOURNMENT

The meeting was adjourned at 9:56 am.

APPROVED: _____
Joy Jeannette, Chair

ATTEST: _____
Debi Albin, Clerk of the Board

**AGENDA ITEM
TWO**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Payrolls and Warrants for March 2022.

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>
3-11-2022	\$79,656.55	PR315-03-22
3-25-2022	\$83,035.83	PR316-03-22
Total Payroll	\$ 162,692.38	

Agency's Register of Warrants

<u>Register Date</u>	<u>Amount</u>	<u>Check #</u>	<u>Register #</u>
03-02-2022	\$ 102,412.44	13233- 13252	AP03811AAAFQZ
03-08-2022	\$1,918,765.13	13253- 13274	AP03822AAAFPK
03-15-2022	\$136,283.17	13275- 13286	AP03827AAAFPP
03-22-2022	\$238,013.12	13287- 13307	AP03842AAAFQE
03-30-2022	\$145,909.47	13308- 13344	AP03854AAAFQQ
	\$ 2,541,383.33		

RECOMMENDED ACTION

Approve VVTA's expenditures for March 2022.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Maged Azer CFO	\$ 2,704,075.71	May 16, 2022	2

Bank Register Report
Victor Valley Transit Authority
MARCH 2022

Check Number	Date	Payee Name	Amount
13233	03/02/2022	Allied Universal Security Services	\$1,849.82
13234	03/02/2022	AMAZON	\$1,140.27
13235	03/02/2022	Elizabeth Becerra	\$200.00
13236	03/02/2022	Lawrence Bird	\$200.00
13237	03/02/2022	Charter Communications	\$696.04
13238	03/02/2022	Charter Communications	\$196.91
13239	03/02/2022	Charter Communications	\$269.98
13240	03/02/2022	Clean Energy	\$7,759.30
13241	03/02/2022	Costco	\$130.20
13242	03/02/2022	Enterprise Ride Share	\$83,895.16
13243	03/02/2022	FRONTIER-OFFICE LINES	\$59.69
13244	03/02/2022	HI-Desert Communications	\$1,308.00
13245	03/02/2022	Joy Jeannette	\$200.00
13246	03/02/2022	Labor Finders	\$847.90
13247	03/02/2022	Kimberly Mesen	\$200.00
13248	03/02/2022	James Noble	\$200.00
13249	03/02/2022	Orkin	\$125.00
13250	03/02/2022	Principal Life Insurance Company	\$2,114.17
13251	03/02/2022	Spectrum	\$820.00
13252	03/02/2022	Rose Elaine Villareal	\$200.00
13253	03/08/2022	ADArde.com	\$2,533.50
13254	03/08/2022	VOID	\$0.00
13255	03/08/2022	VOID	\$0.00
13256	03/08/2022	VOID	\$0.00
13257	03/08/2022	American Express	\$13,902.91
13258	03/08/2022	AMTEK Construction	\$12,494.00
13259	03/08/2022	AVCOM Services, Inc.	\$178.50
13260	03/08/2022	Beck Oil	\$1,385.40
13261	03/08/2022	Southern California Edison	\$3,734.08
13262	03/08/2022	Federal Express Corp.	\$191.17
13263	03/08/2022	FRONTIER-OFFICE LINES	\$115.43
13264	03/08/2022	City Of Hesperia Water District	\$3,536.24
13265	03/08/2022	Labor Finders	\$736.70
13266	03/08/2022	SONIC SYSTEMS Inc	\$6,053.32
13267	03/08/2022	Southwest Gas	\$632.62
13268	03/08/2022	State Compensation Insurance Fund	\$933.08
13269	03/08/2022	Syncromatics Corporation	\$276.80
13270	03/08/2022	US BANK	\$0.00
13271	03/08/2022	US BANK	\$3,815.54
13272	03/08/2022	Verizon-Security Phones	\$8,454.01
13273	03/08/2022	Verizon	\$5,870.82
13274	03/08/2022	Southern California Edison	\$3,996.32
EFT038120001	03/08/2022	Curt Emick	\$200.00
EFT038160001	03/08/2022	Keolis Transit Services, LLC	\$425,241.85
EFT038170001	03/08/2022	Keolis Transit Services, LLC	\$1,376,437.03
EFT038180001	03/08/2022	Keolis Transit Services, LLC	\$48,045.81
13275	03/15/2022	AECOM	\$637.76
13276	03/15/2022	Beck Oil	\$9,400.73
13277	03/15/2022	Charter Communications	\$1,075.00
13278	03/15/2022	Clean Energy	\$7,533.27
13279	03/15/2022	Southern California Edison-CNG	\$8,625.53
13280	03/15/2022	Southern California Edison	\$1,715.93
13281	03/15/2022	High Desert Lock & Safe	\$47.91
13282	03/15/2022	Loomis	\$627.07
13283	03/15/2022	Special District Risk Management	\$398.58
13284	03/15/2022	SONIC SYSTEMS Inc	\$2,198.60
13285	03/15/2022	Southwest Gas Corporation	\$103,690.00
13286	03/15/2022	Marlin Software, LLC	\$332.79
13287	03/22/2022	Abundant Living Family Church HD	\$2,261.00
13288	03/22/2022	CDW Government Inc	\$7,809.00
13289	03/22/2022	Charter Communications	\$166.55
13290	03/22/2022	Spectrum Business-Sec	\$319.98
13291	03/22/2022	UTILITY BILLING	\$774.72
13292	03/22/2022	City Of Victorville - Utility Bill	\$1,239.23
13293	03/22/2022	EDM Technology, Inc.	\$3,180.00
13294	03/22/2022	Federal Express Corp.	\$99.56
13295	03/22/2022	FIBA Technologies, Inc.	\$83,608.75
13296	03/22/2022	High Desert Lock & Safe	\$19.40
13297	03/22/2022	Inter-Con Security Systems, Inc.	\$29,863.14
13298	03/22/2022	Labor Finders	\$973.00
13299	03/22/2022	San Bernardino County	\$2,817.50
13300	03/22/2022	Sehi Computer Products Inc	\$2,563.53
13301	03/22/2022	Shred Your Docs	\$78.00
13302	03/22/2022	Southwest Gas Corporation - CNG	\$77,771.30
13303	03/22/2022	Southwest Gas Corporation	\$1,308.69
13304	03/22/2022	Southwest Gas Corporation	\$5,577.57
13305	03/22/2022	Southwest Gas Corporation	\$1,532.58

13306	03/22/2022	Syncromatics Corporation	\$267.90
13307	03/22/2022	Xebec Adsorption USA	\$15,781.72
13308	03/30/2022	Abundant Living Family Church HD	\$82.00
13309	03/30/2022	AMAZON	\$1,115.47
13310	03/30/2022	VOID	\$0.00
13311	03/30/2022	VOID	\$0.00
13312	03/30/2022	VOID	\$0.00
13313	03/30/2022	VOID	\$0.00
13314	03/30/2022	VOID	\$0.00
13315	03/30/2022	VOID	\$0.00
13316	03/30/2022	American Express	\$27,823.29
13317	03/30/2022	AVR Vanpool	\$3,000.00
13318	03/30/2022	Elizabeth Becerra	\$400.00
13319	03/30/2022	Lawrence Bird	\$200.00
13320	03/30/2022	Bonnie Baker Senior Center	\$1,101.68
13321	03/30/2022	Jazmin Castro	\$136.77
13322	03/30/2022	Charter Communications	\$196.91
13323	03/30/2022	Clean Energy	\$6,800.84
13324	03/30/2022	EDM Technology, Inc.	\$3,220.00
13325	03/30/2022	Enterprise Ride Share	\$83,742.50
13326	03/30/2022	Foothill AIDS Project	\$2,729.00
13327	03/30/2022	FRONTIER-OFFICE LINES	\$59.69
13328	03/30/2022	Frontier	\$115.43
13329	03/30/2022	G&M Automotive Center	\$1,916.01
13330	03/30/2022	Golden State Water Company	\$1,605.70
13331	03/30/2022	Joy Jeannette	\$400.00
13332	03/30/2022	Labor Finders	\$806.20
13333	03/30/2022	Kimberly Mesen	\$400.00
13334	03/30/2022	James Noble	\$400.00
13335	03/30/2022	Orkin	\$125.00
13336	03/30/2022	Sehi Computer Products Inc	\$725.55
13337	03/30/2022	SOUTHWEST GAS CORPORATION	\$3,352.01
13338	03/30/2022	Trillium Solutions	\$157.50
13339	03/30/2022	Trona Community Senior Center	\$179.71
13340	03/30/2022	VOID	\$0.00
13341	03/30/2022	VOID	\$0.00
13342	03/30/2022	US BANK	\$3,600.02
13343	03/30/2022	Rose Elaine Villareal	\$400.00
13344	03/30/2022	Lincoln Financial Group	\$1,118.19
TOTAL			\$2,541,383.33

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**AGENDA ITEM
THREE**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Meeting Notes from The Technical Advisory Committee Meeting Conducted on May 4, 2022.

SUMMARY STATEMENT

Meeting Notes from the Technical Advisory Committee meeting conducted on May 4, 2022.

RECOMMENDED ACTION

Information item only.

PRESENTED BY
Debi Lorrach,
Clerk of the Board

FISCAL IMPACT

N/A

MEETING DATE

May 16, 2022

ITEM NUMBER

3

**VICTOR VALLEY TRANSIT AUTHORITY
TECHNICAL ADVISORY COMMITTEE**

**May 4, 2022
VIA ZOOM**

MEETING NOTES

The meeting of the Technical Advisory Committee (TAC) of Victor Valley Transit Authority was opened at 3:08 p.m. VIA Zoom.

TAC Members

Present: Jeremy McDonald, City of Hesp.
Christopher Porter, Co. SB
Kim Mesen, Co of SB
Jeremy McDonald, City of Hesperia

Staff Present: Kevin Kane, VVTA Chase Williams, VVTA Maged Azer, VVTA Christine Plasting, VVTA Barbara Miller, VVTA Denise Madrid, VVTA Sylvia Harris, VVTA	Debi Albin, VVTA Nancy Strickert, SBCTA Nancie Goff, VVTA Dustin Strandberg, VVTA Chris Ackerman, VVTA Simon Herrera, VVTA
--	---

1. Public Comment.
None.

2.

a. Discussion of the Allocation of State and Federal Funds.

Mr. Kane gave a brief recap of what Ms. Zureick shared at the last TAC meeting, reiterating that both Mountain Desert Committee and SBCTA Board supported the principal of maximizing LTF being used for transit. Ms. Zureick will be presenting this item to the Board at the May 16, 2022, meeting.

b. FY23 Operating and Capital Draft Budget Presentation.

Mr. Azer shared a summary presentation of the FY 23 Operating and Capital Draft Budget. Mr. Azer stated that this budget is based on the assumption that all service will return to pre-COVID levels as VVTA heads into the new fiscal year.

Mr. Azer stated, the Operating and Capital Expenses are budgeted at 17% higher than the prior fiscal year, mainly due to the substantial increase in fuel market prices, goods, and services.

Mr. Azer said that some of the added expenses for FY23 is Sunday service for Route 15, which services the San Bernardino area, the demonstration project for Micro Transit and the ZEB transition to Hydrogen Fuel Cell buses. Mr. Azer

touched on the competitive Sect. 5339 funds and the SGIP related to the ZEB transition plan.

While the vanpool program was negatively impacted by COVID last year, VVTA expects to see an increase in the number of vanpools due to the burgeoning price of fuel.

Mr. Azer also commented that the Administration budget is still one of the lowest in the State at 6% of the total FY23 budget, including the addition of two new staff positions:

c. Amend VVTA Procurement Policies.

Ms. Plasting stated that due to an increase in VVTA's annual budget, staff is recommending the Executive Director's signing authority be increased to \$250,000; this amount is more in line with an agency of this size. Additionally, Ms. Plasting shared that VVTA received a notice from FTA that Buy America wording has now been changed to Build America, Buy America (BABA) and must be referenced as such in the Procurement Policies.

3. Bus stop shelters/benches/lighting.

Mr. Herrera shared that a Mobi-Mat has been ordered for the stop at Highway 18 and Kiowa, however an additional piece needs to be added to be ADA compliant.

4. SBCTA Update.

Ms. Strickert said that the unmet needs findings for 2021 will be available in June; if VVTA's draft budget passes, there will no longer be a need for unmet needs hearings in the future. Ms. Strickert informed TAC that the City of Victorville and the Town of Apple Valley's Article 3 claims for their projects are uploaded and ready to go. Lastly, she announced that Carrie Schindler has been promoted to Deputy Executive Director at SBCTA. She added that she will keep us informed of any further organizational changes.

5. Other Business.

Mr. Kane explained that when the TAC Agenda was released, these two items were not ready to be presented as draft Board items and have since been completed. These two (2) items will appear on the Board agenda for the May 16, 2022, meeting.

a. San Bernardino County Sheriff's Department Proposal for Law Enforcement Services.

Mr. Herrera shared that since July 2021, there has been a significant increase in the number of incidents that have resulted in a call to the Sheriff's department for assistance. Several of these incidents were beyond the scope and ability of VVTA's current security firm.

This new contract would result in a highly visible SB Deputy presence at all transfer points/hubs that would allow passengers and parents of students a much higher sense of safety.

b. Designation of Barstow Division routes 1, 2, 3, 6, 28, 29 and Direct Access to operate on a limited schedule and free to the public for Community Celebration Day on July 4, 2022.

This is an annual event, Mr. Herrera explained, that allows VVTA to assist public in celebrating the July 4th event in Barstow.

6. Adjournment. 3:55 pm

**AGENDA ITEM
FOUR**

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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.

- Keolis invoice for March.
- Monthly Performance Statistics Systemwide Summary.
- Monthly Ridership Report.
- Monthly ADA Denial Report.
- Monthly Road Call Report.
- Keolis On Time Performance Report FY 2022.

RECOMMENDED ACTION

Information items only.

PRESENTED BY
Kevin Kane,
Executive Director

FISCAL IMPACT

N/A

MEETING DATE

May 16, 2022

ITEM NUMBER

4

**Keolis Transit Services**17150 Smoke Tree St.
Hesperia Calif. 92345

INVOICE NO. 0060163-IN

BILL TO

Victor Valley Transit Authority
17150 Smoke Tree St.
Hesperia, CA 92345Attention: Mr. Kevin Kane
Executive Director

DATE

4/4/2022

CONTRACT NAME:
Victor Valley Transit

MONTH

March 2022

BILLING PERIOD 03/01/2022 - 03/31/2022

	Budgeted Revenue hours	Actual Revenue hours	Variance in Missed Service	Budgeted Expense	Actual Expense	Variance (+ or -)	Budgeted Expense Year-to-date	Actual Expense Year-to-date	Variance (+ or -) Year-to-date
ADA ParaTransit	3,233.00	2,228.10		\$304,968.89	\$210,176.67	(\$94,792.22)	\$2,808,539.43	\$1,601,546.43	(\$1,206,993.00)
Subscription	1,172.00	935.05		\$110,554.76	\$88,203.27	(\$22,351.49)	\$1,018,128.12	\$930,448.61	(\$87,679.51)
Regional Fixed Rt	11,998.39	11,960.03	(38.36)	\$1,084,414.49	\$1,080,947.51	(\$3,466.98)	\$8,962,594.84	\$8,942,123.30	(\$20,471.54)
B.V. Link/Lifeline	756.41	753.54	(2.87)	\$68,364.34	\$68,104.95	(\$259.39)	\$564,484.82	\$562,607.76	(\$1,877.06)
Fort Irwin	519.11	518.61	(0.50)	\$50,078.54	\$50,030.31	(\$48.24)	\$412,489.30	\$410,272.44	(\$2,216.86)
SUBTOTALS	17,678.91	16,395.33	(41.73)	\$1,618,381.02	\$1,497,462.70	-\$120,918.31	\$13,766,236.52	\$12,446,998.55	-\$1,319,237.97

TOTAL INVOICE INCLUDING VARIANCE

\$1,497,462.70

Please REMIT TO:

Keolis Transit Services, LLC
470 Atlantic Avenue, 5th Floor
Boston, MA 02210

Manager's Signature and Business Phone



INVOICE NO. 0060164-IN

Keolis Transit Services17150 Smoke Tree St.
Hesperia Calif. 92345BILL TO Victor Valley Transit Authority
17150 Smoke Tree St.
Hesperia, CA 92345

DATE 4/4/2022

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

MONTH March 2022

BILLING PERIOD 3/1/2022 - 3/31/2022

	Budgeted Revenue hours	Actual Revenue hours	Variance in Missed Service	Budgeted Expense	Actual Expense	Variance (+ or -)	Budgeted Expense Year-to-date	Actual Expense Year-to-date	Variance (+ or -) Year-to-date
County	1,870.05	1,864.40	(5.65)	\$169,015.12	\$168,504.47	(\$510.65)	\$1,440,040.91	\$1,436,544.04	(\$3,496.87)
Barstow-Fixed Route	1,951.71	1,949.01	(2.70)	\$176,395.55	\$176,151.52	(\$244.03)	\$1,496,214.24	\$1,494,822.49	(\$1,391.75)
Barstow-County	803.31	802.53	(0.78)	\$72,603.16	\$72,532.66	(\$70.50)	\$614,668.81	\$614,245.30	(\$423.51)
Barstow-DAR	454.00	326.79		\$42,825.82	\$30,826.10	(\$11,999.72)	\$394,394.34	\$256,339.55	(\$138,054.79)
SUBTOTALS	5,079.07	4,942.73	(9.13)	\$460,839.65	\$448,014.76	-\$12,824.89	\$3,945,318.30	\$3,801,951.38	-\$143,366.92

TOTAL INVOICE INCLUDING VARIANCE

\$448,014.76

Please REMIT TO:Keolis Transit Services, LLC
470 Atlantic Avenue, 5th Floor
Boston, MA 02210

Manager's Signature and Business Phone

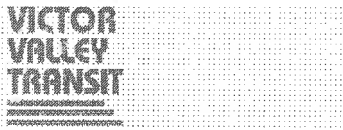
APTA Marketing & Communi



FY 2022 -- Monthly Performance Statistics by Mode
Systemwide Summary
All Routes

Performance Statistics for March

Mode	Passengers	Revenue Hours	Operating Costs	Passenger Revenue	Passengers Per Rev. Hour	Operating Cost Per Passenger	Operating Cost Per Rev. Hour	Passenger Revenue Per Passenger	Passenger Revenue Per Rev. Hour	Farebox Recovery Ratio
Bus (Motorbus)	43,676	11,820.7	\$1,909,173	\$118,437	3.7	\$43.71	\$161.51	\$2.71	\$10.02	6.20%
Commuter Bus	3,294	518.2	\$73,254	\$37,795	6.4	\$22.24	\$141.36	\$11.47	\$72.93	51.59%
Demand Response	8,273	3,709.6	\$446,684	\$22,859	2.2	\$53.99	\$120.41	\$2.76	\$6.16	5.12%
System Total	55,243	16,048.6	\$2,429,111	\$179,091	3.4	\$43.97	\$151.36	\$3.24	\$11.16	7.37%



Monthly Ridership Report

March, FY 2022

Bus (Motorbus), Commuter Bus, Demand Response Only

Total (All Day Types)

Mode	Passengers		Passengers Per Revenue Hour		Farebox Recovery Ratio	
	Prior Year	Current Year	Prior Year	Current Year	Prior Year	Current Year
Bus (Motorbus)	46,617	43,676	2.7	3.6	5.90%	6.20%
Commuter Bus	2,932	3,294	5.6	6.3	47.90%	51.59%
Demand Response	5,484	8,273	1.6	2.2	4.80%	5.12%
System Total	55,033	55,243	2.6	3.4	6.94%	7.37%

ADA Dispatch Denial Report For the Month of March 2022

[illegible]

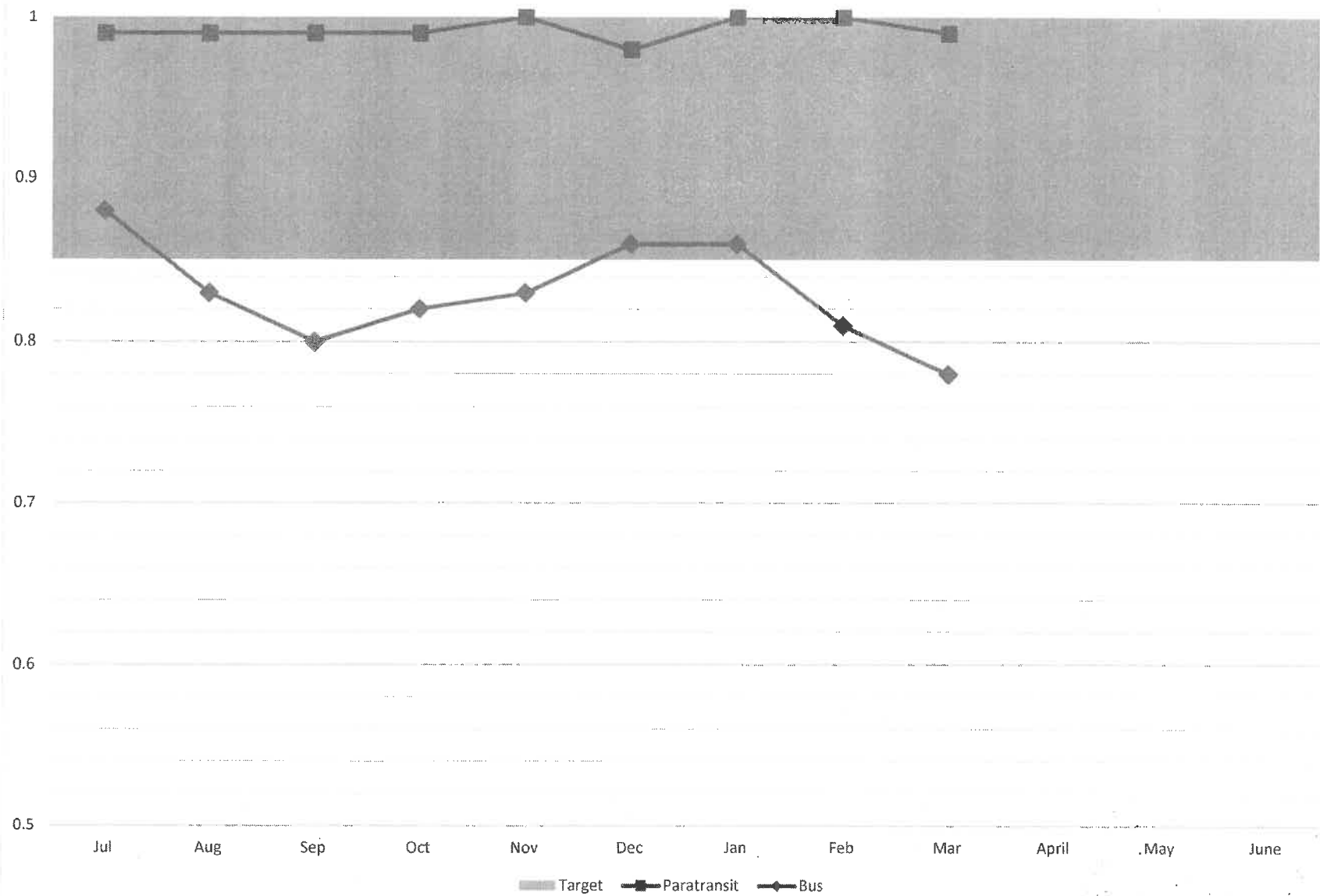
MARCH
Major and Non-Major
Miles Between Road Calls

Total Miles	2019 - PRE COVID	2022
Demand Response	85,195	54,157
Commuter Bus	20,680	20,540
Motor Bus	285,923	206,648
Total Miles	391,798	281,345

Total Road Calls	2019 - PRE COVID	2022
Demand Response	2	4
Commuter Bus	1	2
Motor Bus	36	33
Total Road Calls	39	39

Miles Between Road Calls	2019 - PRE COVID	2022
Demand Response	42,598	13,539
Commuter Bus	20,680	10,270
Motor Bus	7,942	6,262
Total System	71,220	30,071

FY 22 System Wide Schedule Adherence



**AGENDA ITEM
FIVE**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Designation of Barstow Division routes 1, 2, 3, 6, 28, 29 and Direct Access to operate on a limited schedule and free to the public for Community Celebration Day on July 4, 2022.

SUMMARY STATEMENT

Since 1997, the July 4th Community Celebration Day has been a part of Barstow's history.

The event begins with the 5K run at the Robert A. Sessions Sports Park. Following the run; food, entertainment, and evening fireworks will be open to the public. Gates open at 5:00 p.m. and the Fireworks start at 9:00 p.m.

The Barstow Division Fixed Routes 1, 2, 3 and 6 going to the event will begin departing at 5:00 p.m. and operate through 7:00 p.m. making two trips. Barstow County Routes 28 and 29 will make one trip starting at 3:00 p.m.

Direct Access will also be provided directly to the Sports Park starting at 5:00 p.m. ending at 7:30 p.m.

At approximately 9:30 p.m., after the fireworks show, routes 1, 2, 3, 6, 28 and 29 will begin return trips from the sports park making two trips. Direct Access will also begin return trips to return passengers directly to their original pickup location.

The cost of the event is consistent with the FY 22-23 Budget.

RECOMMENDED ACTION

Approve Designation of Barstow Division routes 1, 2, 3, 6, 28, 29 and Direct Access to operate on a limited schedule and free to the public for Community Celebration Day on July 4, 2022.

PRESENTED BY
Simon Herrera
Operations

FISCAL IMPACT
Purchased
Transportation
\$2,350

MEETING DATE
May 16, 2022

ITEM NUMBER
5

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**AGENDA ITEM
SIX**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Amend VVTA Procurement Policies.

SUMMARY STATEMENT

On May 16, 2022, the Board of Directors will be reviewing the proposed FY 22-23 Capital and Operating Budget for a total of \$62.7 million. This is a significant increase of almost 34% since the FY 2021-2022 Capital and Operating Budget. Contributing factors include the increase in Operating Expenses plus the general increase of goods and services due to high inflation. In consideration of these changes, the Finance Department has initiated a review of VVTA's procurement policies.

Staff has a few recommendations to update the procurement policies to better address current conditions. One recommendation is to increase the approval threshold limit for the Executive Director from \$100,000 to \$250,000. The recommended increase would be considered appropriate for the size of VVTA and the current budget. The threshold increase will also allow for more flexibility in the operating of day-to-day work. It will help expedite essential projects without having to delay by waiting for a Board meeting and approval. Further, VVTA payments and expenses (over and under the Executive Director's Authority) are under the supervision of the Board as the Board agenda includes the Monthly Bank Register Report which shows every payment from the previous month.

Additionally, on April 21, 2022, the Federal Office of Management and Budget issued Buy America Guidance to federal agencies (including recipients) regarding implementing the Build America, Buy America (BABA) title of the Infrastructure Investment and Jobs Act (IIJA) (P.L. 117-58). BABA requires that no later than May 14, 2022, "...all the iron, steel, and manufactured products and construction materials used in the project are produced in the United States."

Summary of changes regarding VVTA Procurement Policies:

- Policies 1020, 1040, 2000, 2010, 4000, 6000, and 7000 – increases Executive Director approval threshold to \$250,000;
- Policy 1070 to include the new guidance for Build America, Buy America;
- Update titles.

RECOMMENDED ACTION

Approve amendments to VVTA Procurement Policies: 1000, 1010, 1020, 1040, 1070, 2000, 2010, 3000, 4000, 6000, and 7000.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Christine Plasting, Procurement Manager	N/A	May 16, 2022	6

Changes were made to:

1000 – Change Director of Finance to Chief Financial Officer (CFO)

1010 – Director of Finance to CFO

1020 – Responsibilities

1.1.1 - Grammar correction

1.1.2 – Director of Finance to CFO

1.1.3 – Director of Finance to CFO

2.1.3 – Changed from \$100,000 to \$250,000

2.1.4 – Changed from \$100,000 to \$250,000

2.2.1 – Changed from \$100,000 to \$250,000

2.2.3 – Changed from \$100,000 to \$250,000

1040 – Diversity and Economic Opportunity – DBE Program

1.3 changed from 100,000.01 to \$250,000.01

1050 – Conflict of Interest – No changes

1060 – Contractor Relationships – No changes

1070 – Special Federal Grantee Requirements and Applicable Laws

1.1 – include “Build America” to Buy America reference

2.1.16 – Add OMB M-22-11: Application of Buy America Preference n Federal Financial Assistance Programs for Infrastructure.

2000 – Purchasing Thresholds

1.5.3 – Remove Mini-Procurement Procedure – now becomes the Small Procurement Procedure.

Change \$100,000.00 to \$10,000.00

1.5.3.1 – 1.5.3.1 – change \$100,000.01 to \$10,000.01

Add 1.5.3.6 – All Construction procurements of \$2,000.00 or more must be reviewed by the Procurement Department

2010 – Emergency & Non-Competitive Procurements

1.4 from \$100,000.01 to \$250,000.01

3000 – Procurement Cards

4.1.2 – Change Finance Director to CFO

4000 – Formal Procurement Policy

1.3 – Removed clause – no longer applicable

5.1.1 from \$100,000 to \$250,000.00

5.1.2 from \$100,000.01 to \$250,000.00

5000 – Solicitation Protest Policy – No changes

6000 – Contract Administration

2.1 Change Director of Finance to CFO

3.1 Change Director of Finance to CFO

3.1.5 Change Director of Finance to CFO

3.1.6 Change Director of Finance to CFO
3.1.10 Change Director of Finance to CFO
4.1 from \$100,000.00 to \$250,000.00
5.3 from \$100,000.00 to \$250,000.00
5.4 from \$100,000.01 to \$250,000.01

7000 – Fixed Asset Management
5.2 from \$100,000.00 to \$250,000.00
5.3 from \$100,000.01 to \$250,000.01

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**AGENDA ITEM
SEVEN**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

San Bernardino County Sheriff's Department Proposal for Law Enforcement Services.

SUMMARY STATEMENT

Since July 2021, there has been a significant increase in passenger and non-passenger incidents leading to 129 calls being made to the San Bernardino Sheriff's Department to assist with various situations. Of these, 25 were due to disruptive behavior, including assault, and property damage. Due to the increase of VVTA calls to the Sheriff's Department, VVTA's wait time for non-emergency calls has increased up to two and a half hours or more.

Additionally, VVTA's current private security is not equipped to handle the many situations which require professional law enforcement. Therefore, staff recommends that the Board consider an agreement with the San Bernardino County Sheriff's Department to provide law enforcement services for VVTA.

These services would include two patrol deputies 11 hours per day, Monday through Friday, 10 a.m. to 9:00 p.m., two patrol deputies 10 hours per day, Saturday 10 a.m. to 8:00 p.m., and two patrol deputies 8 hours per day Sunday, 10 a.m. to 6:00 p.m. This also includes a relief factor that provides backfill for the patrol areas when the primary deputy is out.

Continued

RECOMMENDED ACTION

Authorize the CEO to execute a three-year agreement with the San Bernardino County Sheriff's Office to provide law enforcement services for a total authorized amount not to exceed \$5,407,958.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Simon Herrera, Operations Manager	\$1,715,451/annually	May 16, 2022	7

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

San Bernardino County Sheriff's Department Proposal for Law Enforcement Services.

SUMMARY STATEMENT

The San Bernardino Sheriff's Department will enforce security concerns/incidents beyond the scope of unarmed security guards that will operate under a separate contract. The County deputies will provide a proactive, highly visible patrol presence. They will enforce transit laws (including fare evasion) and safety regulations. They will respond to nuisance complaints as well as assaults, theft, robbery, and destruction of property. Additionally, they can investigate other reported incidents.

The much-needed support is built into the cost of the contract and allows officers to respond immediately to critical incidents giving riders, student riders and their parent's the peace of mind needed since student safety is a significant concern.

Since 1962, San Bernardino County Sheriff's Department has provided contracted law enforcement services to more than thirteen cities, including many school districts.

**AGENDA ITEM
EIGHT**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Allocation of State and Federal Funds in the Victor Valley and North Desert Subareas.

SUMMARY STATEMENT

On April 6, 2022, San Bernardino County Transportation Authority (SBCTA) Board of Directors approved the principle that allocations of State and Federal funds in Victor Valley and North Desert Subareas for transit purposes should only supplement, not supplant, funds available for transit purposes. Additionally staff was directed to incorporate this recommendation into existing funding policies.

The issue was whether allocations of State and Federal funds to Victor Valley Transit Authority (VVTa) should continue to supplant, not just supplement, the funds that are available for transit when there are known near-term needs for transit. Because of the formulas used to allocate State and Federal funds to each of the Subareas within the County, any amount of Local Transportation Funds (LTF) returned to jurisdictions for local streets and roads and removed from availability for transit needs can have a direct impact on the ability to deliver future regional/interregional priority projects.

Attachment A is the approved agenda item which details these changes and will be presented by Andrea Zureick, Director of Fund Administration for SBCTA.

RECOMMENDED ACTION

Informational Item Only.

PRESENTED BY
Andrea Zureick
SBCTA

FISCAL IMPACT

N/A

MEETING DATE

May 16, 2022

ITEM NUMBER

8

Minute Action

AGENDA ITEM: 19

Date: April 6, 2022

Subject:

Allocation of State and Federal Funds in the Victor Valley and North Desert Subareas

Recommendation:

That the Board, acting as the San Bernardino County Transportation Authority:

A. Approve the principle that allocations of State and Federal funds in the Victor Valley and North Desert Subareas for transit purposes should only supplement, not supplant, funds available for transit purposes.

B. Direct staff to incorporate Recommendation A into existing funding policies.

Background:

The voter-approved Measure I 2010-2040 Expenditure Plan for the Mountain/Desert Subareas identifies many projects on regional/interregional, State, Interstate, and United States (US) highways throughout the Mountain/Desert region as projects to be funded from the Measure I Major Local Highways Program (MLHP) and State and Federal funding sources. In April 2019 the San Bernardino County Transportation Authority (SBCTA) Board of Directors (Board) directed SBCTA staff to work with the California Department of Transportation (Caltrans) and local jurisdictions on identifying needs and developing funding set-asides for regional/interregional highway improvements in the Mountain/Desert Subareas.

A series of meetings were held for each Subarea where jurisdictions identified regional transportation infrastructure needs and ultimately developed prioritized lists of regional/interregional projects on State, Interstate, and US highway routes that were approved by the Board for the Rural Subareas in April 2021 and for the Victor Valley Subarea in June 2021. A number of the highest priority projects were included in the 2021 Update to the 10-Year Delivery Plan that was approved by the Board in December 2021; however, the ability to deliver many more of these priority projects is limited because of the relatively low availability of funding in these Subareas.

In February 2015 the Board adopted a policy providing for equitable distribution of State and Federal funds between Subareas, and in January 2019 the Board adopted a revision to the Victor Valley Subarea MLHP policy to combine State and Federal funds with MLHP funds in the equitable distribution of funds between jurisdictions within the Victor Valley Subarea. Specifically, the policy states that Victor Valley MLHP funds shall be allocated to each jurisdiction over the 30-year life of the Measure, subject to the following qualifications:

- Each jurisdiction shall receive an approximately equivalent share over the life of the Measure of the Victor Valley Subarea Public Share funds, including Measure I MLHP funds and State and Federal funds allocated by SBCTA.
- Equitable shares of Public Share funds will be calculated from the beginning of Measure I 2010-2040 and recalculated during the development of updates to the 10-Year Delivery Plan.

Entity: San Bernardino County Transportation Authority

- Costs for Regional Projects that are submitted to the subarea project list by SBCTA or Caltrans, such as interstate, state highways, new major corridors, and contributions to Caltrans projects, would be deducted first before calculation of jurisdictional equitable shares. Regional Projects would be identified in the development of updates to the 10-Year Delivery Plan with concurrence of a majority of Victor Valley Subarea jurisdictions.

In the North Desert Subarea equitable distribution of State and Federal funds at the jurisdiction level is not required. While some State and Federal funds have been allocated to projects on the local network in both Subareas to ensure that they are able to be delivered on schedule, it is assumed that State and Federal funds will be largely responsible for funding the regional/interregional priority projects. The prioritized list of projects for the Victor Valley and North Desert Subareas are included as Attachment A and B, respectively. This item is focused specifically on the Victor Valley and North Desert Subareas because of the impact that funding for transit capital projects is having on the availability of these Subarea's shares of State and Federal funds for these projects.

The current estimate of State and Federal funds available to the Victor Valley Subarea over the life of the Measure, from 2010 through 2040, is \$492 million. To date \$171M of that has been obligated or expended and \$185 million has been committed to future projects and only \$134 million remains, which is small when compared to the list of regional needs in Attachment A. These commitments include both roadway, rideshare, and transit projects as shown in Table 1, with the recent mandate to transition to zero emission buses driving an increase in supplemental funding need for Victor Valley Transit Authority (VVTA).

Table 1. Victor Valley Subarea State and Federal Fund Commitments

Project Type	Obligated/Expended	Committed/Planned	Total
Roadway	\$149,414,353	\$80,907,560	\$230,321,913
Rideshare	\$3,444,274	\$6,500,000	\$9,944,274
Transit	\$18,164,933	\$98,346,576	\$116,511,509
Total	\$171,023,560	\$185,754,136	\$356,777,696

For the North Desert Subarea, the current estimate of State and Federal funds available over the life of the Measure, from 2010 through 2040, is \$121 million. To date \$14M of that has been obligated or expended and \$101 million has been committed to future projects and only \$6 million remains, with no future commitment of State or Federal funds to transit. The amount expended on transit since 2010 is only \$2.9 million; however staff is working with VVTA to determine the amount of their planned expenditures that should be attributed to the North Desert Subarea and is concerned that when those are factored in, there will no longer be \$6 million of State and Federal funds remaining. It is possible State and Federal commitments to future road projects will need to be reduced.

Over the period of 2010 through 2021, when \$18 million was allocated to VVTA for bus replacement from Federal Congestion Mitigation and Air Quality (CMAQ) funds, VVTA returned \$54.6 million of Local Transportation Funds (LTF), which are prioritized for transit purposes, to local jurisdictions within their service area for use on local streets and roads, which is allowed if all other transit needs are being met. It should be noted that for the Valley and Morongo Basin Subareas, the SBCTA (July 1993) and Morongo Basin Transit Authority (May 2019) Boards have voted to discontinue allocation of LTF to local jurisdictions as all funds

are required to meet the transit needs of the Subareas, and Needles and Mountain Transit historically make full use of their LTF allocations for transit.

The issue for consideration at this time is whether allocations of State and Federal funds to VVTA should continue to supplant, not just supplement, the funds that are available for transit at the cost of the ability to deliver future regional/interregional priority projects. This is especially critical as budgets are being developed for Fiscal Year (FY) 2022/2023 because the LTF available to VVTA is extraordinarily high from the infusion of several years of higher than expected LTF revenue into the FY 2022/2023 apportionment, which surpasses last year's apportionment by \$14 million - a 61% increase. Any of this amount returned for local streets and roads and removed from availability for transit needs, if VVTA did not choose to reserve those funds for upcoming bus replacements, would be a direct impact to the Federal funds available for regional priorities because it is a known need for transit. Of course, the other consideration is whether the jurisdictions prioritize local road needs over regional improvements to the highways and regional routes in these Subareas. However, it should also be acknowledged that 67.5% and 68% of Measure I in the Victor Valley and North Desert Subareas, respectively, is dedicated to local road needs while only 25% is available for highways and regional routes, and the State has deprioritized capacity improvements on highways, leaving this a local responsibility if congestion relief is desired.

To ensure that funds are being maximized for their intended use and to continue to make progress in the delivery of roadway improvements identified in the Measure I 2010-2040 Expenditure Plan, staff recommends that future allocations of State and Federal funds to transit projects in the Victor Valley and North Desert Subareas only be used to supplement, not supplant, funds available for transit. This would be accomplished through a comparison of the 10-year CMAQ allocation plan that is approved by the SBCTA Board with approval of the annual transit operator allocations to the cumulative amount of LTF returned to local jurisdictions, beginning in FY 2022/2023. For example, if VVTA were to return the full \$14 million referenced above, a corresponding \$14 million would be removed from the allocation plan as the return of funds for local streets and roads is an indication from the operator that those funds are not needed for current or near-term transit purposes.

Financial Impact:

This item has no financial impact on the Fiscal Year 2021/2022 Budget.

Reviewed By:

This item was reviewed and unanimously recommended for approval by the Mountain/Desert Policy Committee on March 18, 2022. Recommendation B was added by the Mountain/Desert Policy Committee as part of approval of the item.

Responsible Staff:

Andrea Zureick, Director of Fund Administration

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Ray Marquez, City of Chino Hills
SECONDER: John Dutrey, City of Montclair
AYES: Bishop, Ulloa, Marquez, Navarro, Warren,
McNaboe, Swanson, McCallon, Rigsby, Dutrey,
Michael, Barich, Robertson, Valdivia, Klink,
Jones, Avila, Denison, Cook, Rutherford, Rowe,
Hagman, Baca Jr.
ABSENT: Ramos, Courtney, Herrick, Paget, Wapner, Garcia

Approved
Board of Directors
Date: April 6, 2022
Witnessed By:


Marleana Roman, Clerk of the Board 4/6/2022

ATTACHMENT A - VICTOR VALLEY SUBAREA REGIONAL/INTERREGIONAL PROJECT PRIORITIZATION

RANK	REGIONAL/INTERREGIONAL PROJECT	COMMENTS	Estimated Cost (1,000s)
1	US 395 Phase 3 widen 2 to 4 lanes (I-15 to Palmdale Rd.)	Environmental completed. Possibility for near-term coordination with a CT SHOPP project; good candidate for TCEP.	\$73,600
2	I-15 @ Joshua Street Interchange Widening - Widen roadway and bridge from US 395 to Mariposa from 2 to 4 lanes to accommodate the proposed Brightline West High Speed Rail Station/parking structure in Hesperia.	Would be in conjunction with Brightline's plans to widen bridge for bus lane and likely implemented by Brightline. Therefore, contingent on need for rail station.	\$12,000
3	US 395 Phase 2 widen 2 to 4 lanes (Chamberlaine Way to Desert Flower)	Environmental complete.	\$83,000
4	I-15 Victor Valley Express Lanes Widening - Add 1 HOT lane each direction from US 395 to D Street.	No project work to date. Probably not feasible if Brightline is in the median. If Brightline built only to Apple Valley, consider extending lanes to Stoddard Wells.	\$195,000+
5	SR 138 Segment 4 widen 2 to 4 lanes (Lone Pine Canyon Rd to I-15)	Design is complete, just needs funding.	\$25,000
6	Rock Springs Road Bridge over Mojave River - widen 2 to 4 lanes	Bridge replacement is in Highway Bridge Program - funding would be for cost to widen bridge and approaches.	\$20,000
7	US 395 Phase Future widen 2 to 4 lanes (Desert Flower to North Desert Subarea)	CT was working on environmental but was deprioritized at HQ and no longer in progress.	\$0
8	SR 138 Segment 1 widen 2 to 4 lanes (SR 18 to Phelan)	Majority of this project is in LA County and not likely to be prioritized by them. Caltrans is planning a safety project to add a median lane in San Bernardino County.	\$26,000
9	SR 247/SR18 Intersection Realignment at SR 18 and Crystal Creek Rd (Lucerne Valley)	Problem first identified for truck traffic NB on Crystal Creek. Four-way stop has been installed at intersection. Additional roadway R/W (local road and highway) will be required to accommodate further improvements such as signalization and/or intersection realignment. A greater amount of R/W will be required to accommodate a single, realigned roadway at the existing intersection location. Less R/W will be required for an offset intersection; however, intersection spacing standards are applicable.	\$0
10	SR 138 Realignment from Summit Valley Road to SR 173	No project work to date.	TBD
11	SR 138 Widening from I-15 to Summit Valley Road	No project work to date.	TBD
N/A	SR 18 from LA County line to US 395 widen 2 to 4 lanes Feasibility Study (rank later)	High Desert Corridor alternative. Feasibility study underway with LA Metro with possible ranking later after scope is better defined.	N/A
N/A	SR 247 (Lucerne Valley-Yucca Valley) Feasibility Study (rank later)	Possible passing lanes, left and right turn pockets, intersection improvements through a portion of Victor Valley Subarea. Feasibility study is proposed now with possible ranking later after scope is defined.	N/A
N/A	High Desert Corridor - Roadway Victor Valley to Palmdale	Roadway was not included in NEPA environmental action but was included in CEQA NOD. Roadway was taken out of RTP/SCS - no longer a project. Rail portion is continuing with LA Metro as lead.	N/A

Note: Items marked as "N/A" were reviewed but not ranked by members of the Subarea at this time.

ATTACHMENT B - NORTH DESERT SUBAREA REGIONAL/INTERREGIONAL PROJECT PRIORITIZATION

RANK	REGIONAL/INTERREGIONAL PROJECT	PROJECT TYPE OF WORK
1	SR 247 (I-15 Bypass) from I-15 south to Victor Valley Subarea Boundary	Feasibility Study - possible passing lanes, left and right turn pockets, intersection improvements
1	National Trails Highway Bridges <20' Replacement from 4.43 miles west of Amboy Road to 17 miles east of Amboy Road (21.43 miles)	Replace bridges less than 20 feet
3	Fort Irwin Road	Reconstruction
4	I-15 widening from Main Street to Yermo	Widening from 2 to 3 lanes
5	US-395 Widening, Phase 4 from Shadow Mountain Road to SR 58	Widening from 2 to 4 lanes
6	I-15 @ Delores Interchange	Construct Interchange

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**AGENDA ITEM
NINE**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Fiscal Year 2022-23 Draft Annual Operating and Capital Budget.

SUMMARY STATEMENT

The Fiscal Year 2022-23 Annual Operating and Capital Budget proposes a spending level of \$37,251,203 for operations which represents a 17% increase as compared to FY 2021-22. It should be noted that the increase includes the required annual increase for the maintenance and operations contract, expected fuel market price increases, plus the high inflation that reached almost 10% which has impacted all goods and services prices.

Additionally, \$32,294,235 is programmed for capital projects which reflects an increase of \$9,878,241 when compared with FY 2021-22 Budget. VVTA built the budget estimates as FY 22-23 is coming out of the COVID-19 pandemic tunnel and going back to normal with growth and development. VVTA staff used the Federal American Rescue Plan (ARP) Funds as Operating Assistance to support the 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 2022-23 Budget includes a substantial \$32.3M in capital funds that includes \$15.8M for the Innovative Clean Transit mandate (ICT). This ZEB Transition is required to be completed by 2040 as statutorily required by the California Air Resources Board. As such, \$10.7M is identified for procurement of Zero Emission Buses, and \$3.9M towards Hydrogen fueling station infrastructure in Hesperia, Barstow, and D St. locations; the

Continued

RECOMMENDED ACTION

1) Approve Publishing the Federally Funded Program of Projects for the Draft FY 2022-23 Capital Budget for 30 days of public review and comment. 2) Receive any input and public testimony.

PRESENTED BY
Maged Azer,
CFO

FISCAL IMPACT
Operating \$32,483,325
Capital \$32,294,235

MEETING DATE
May 16, 2022

ITEM NUMBER
9

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Draft Fiscal Year 2022-2023 Annual Operating and Capital Budget.

SUMMARY STATEMENT

Capital Budget also includes \$616K for the demonstration project using Micro Transit Technology, \$303K to replace 2 Paratransit vehicles, and \$4.5M for the development of the new property in Hesperia that supports the growth and development of VVTA, and finally, \$533K for 8 service vehicles. The Capital Budget also includes various Garage and Shop equipment, Trans Lock system, Bus Window Film Interior Electronic Signage, IT systems and equipment upgrades and replacement, Accounting Enterprise System and Comprehensive Operational Study (COA) study.

ZEB Transition: In order to combat what CARB calls the growing climate crisis and, in an effort, to reduce greenhouse gas emissions (GHGs), in 2018 the California Air Resources Board (CARB) implemented the Innovative Clean Transit (ICT) regulation. As mentioned previously, the ICT mandates all California transit agencies to convert their fleets to 100% zero emission buses (ZEBs) by 2040. VVTA has an extensive history in reducing its carbon footprint and lowering emissions. In 1997 VVTA purchased its first 40' CNG bus and in 2012 retired its last diesel bus, successfully converting 100% of the fixed route fleet to CNG.

To continue reducing tailpipe emissions, in 2018 VVTA purchased its first 7 Battery Electric 40' buses and 5 more in 2020. After operating more than 400,000 miles VVTA analyzed the data on the 12 BEBs and concluded that BEBs will not meet the full needs of the agency. So, VVTA will need to start procuring hydrogen fuel cell electric buses (FCEBs). FCEBs have a significantly greater range than BEBs (FCEBs have a range of around 300 miles) and can accommodate the majority of VVTA's longer routes with the ability to fuel in a matter of minutes, in stark contrast to BEBs which have a limited range averaging 140-150 miles and take upwards of 8 hours to fully charge.

Micro Transit Project: In contrast to our Fixed Route/County Services, VVTA's micro-transit means real-time dynamic routing that can change at a moment's notice, allowing riders to go anywhere in the geo-coded service zone. Passengers usually walk a block or two and catch the bus at a bus stop - boarding at a common corner avoids unnecessary detours and makes the service much more efficient.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Draft Fiscal Year 2022-2023 Annual Operating and Capital Budget.

SUMMARY STATEMENT

Along the passenger's route, sophisticated dynamic routing algorithms use real-time, on-the-ground information to add other people traveling in the same direction into the same vehicle. Riders are picked up and dropped off in an endless stream. This translates into a highly efficient, environmentally friendly, and financially smart ride.

Rounding out the FY 22-23 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; a reduced Veteran's fare, and the Commuter Service to NTC Fort Irwin, which supports our troops.

FY 2022-23 OPERATIONAL EXPENSES - \$37.3M

The FY 2022-23 budget for VVTA to support operations is as follows:

<u>FY22-23</u>	<u>Prior Year</u>	<u>Incr</u>	<u>%</u>
\$37.25M	\$31.80	5.4M	17%

Operational cost increase is due to:

1. Annual increase of the purchase transportation contractor rate
2. Adding Sunday services for Route 15
3. High inflation of almost 10% which impacted all goods and services prices
4. Sheriff Department to replace the security company to provide increased safety for riders; and
5. Increase of the Fuel market prices across the country.

As a subset of Operational costs, Administrative costs are normally considered to be a measurement of efficient management of a transit system. The FY 2022-23 budget maintained the 6% of its total Budget on Administration. This funding level represents one of the lowest administrative funding percentages of any transit agency in San Bernardino County. The FY 23 Administrative Budget includes needed capital upgrades of IT servers and computers required to meet VVTA's growing needs, and on boarding two staff members in support of the Grants department (approved by the Board at the April 2022 Board meeting).

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Draft Fiscal Year 2022-2023 Annual Operating and Capital Budget.

SUMMARY STATEMENT

The FY 2022-23 Administrative expenses for VVTA:

<u>FY 2022-23</u>	<u>Prior Year</u>	<u>Incr/(Decr)</u>
\$ 3.8 M	\$ 3.1M	\$0.70M

FY 2022-23 CAPITAL PLAN - \$32.3M

Within the FY 22-23 Budget, VVTA has created a capital spending plan that looks beyond the crippling effects of COVID-19. The FY 22-23 Capital Budget provides for development and advancements throughout the system. This forward planning ensures VVTA will provide high quality, responsive, responsible, and secure service to its riders. At the same time, VVTA will maintain operational efficiency and regulatory compliance by implementing leading edge technologies and assuring its fleet vehicles and support facilities are always in a state of good repair. In FY 22-23 the capital expenditure plan provides \$32.3M to fund the following projects:

10 ZEB Regional Buses Replacement	\$12.0M
Federal Operating Assistance/ARP	\$4.8M
2 Paratransit Vehicles	\$0.3M
4 Micro Transit Vehicles	\$0.5M
Facilities Capital Investment	\$2.0M
New Property Development	\$4.5M
Hydrogen FCEB Infrastructure	\$3.9M
8 Service Vehicles	\$0.5M
COA Study and Accounting Enterprise System	\$1.5M
Misc. projects	\$2.3M
Total	\$32.3M

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Draft Fiscal Year 2021-2022 Annual Operating and Capital Budget.

SUMMARY STATEMENT

FY 2022-23 REVENUES

The FY 22-23 budget is fully funded with a combination of passenger fares, Federal FTA American Rescue Plan (ARP) funding, State funding, and miscellaneous income sources. VVTA will continue to use the "State of Good Repair" (SGR) funding from the SB1 gasoline tax plus LCFS Credits and CNG credits. LTF subsidies will play a big part in capital funding, to replace CMAQ funds and play a major role in the ZEB Transition.

ADDITIONAL HIGHLIGHTS:

General:

Operating Expenses FY 22-23; VVTA plans to use the Federal FTA ARP funds for Operating Assistance. This offsets the need for FTA 5307 funds which can now be used for capital projects. It is important to note that the FTA ARP Funds are only available for this one year.

FIXED ROUTE:

VVTA used \$3.8M from the Federal Funding/ARP as support for operational assistance for the Fixed Route division. Fixed Routes Operating Expenses Budget increased by \$2M compared to COVID impacted FY21-22.

COUNTY ROUTES:

Operating Expenses increased 19% compared to FY21-22 Budget, for the same reasons as mentioned above.

INTERCITY ROUTES:

In this year's Budget, VVTA increased the use of FTA operating assistance using ARP funds for Intercity Operating Assistance from \$500,000 to \$750,000.

Continued

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Presentation of the Draft Fiscal Year 2022-2023 Annual Operating and Capital Budget.

SUMMARY STATEMENT

COMMUTER ROUTES (NTC-Ft Irwin):

NTC serves active military and DOD personnel in our communities. This service is 40% funded by passenger fares. In FY 22-23, service hours remain the same as FY 2021-22. Operating Expenses estimated to increase by 28% due to the increase of fuel market prices and the purchase transportation contractor rate.

ADA:

ADA service in FY 2022-23 Budget slightly increased the operating expenses by only by 5% compared to other departments due to the full implementation of the VVTA Brokerage program developed by VVTA's CTSA department, FY 22-23 Budget includes purchase two (2) replacement paratransit vehicles.

CTSA:

VVTA's mobility management programs provide alternative ride services to clients who are normally dependent on higher cost ADA ride services or do not have access to traditional type services. In the FY 22-23 Budget VVTA will continue to support the TRIP program which provides mileage reimbursements to ADA clients 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 decrease of (9.9%) is estimated due to the separation of the Brokerage Program from CTSA to Operation.

VANPOOLS:

VVTA's Vanpool service was launched in October 2012 and has seen steady demand ever since. VVTA's vanpool program is still the 17th 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. The Vanpool program was negatively impacted by COVID-19 last year. FY 23 Vanpool Budget is expected to be higher by 22%, due to the high increase in fuel market prices which should increase the number of vanpool riders who wish to save gas expenses, plus the marketing budget to increase vanpool participation.



ANNUAL OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2022-2023

(SUMMARY)

Draft

BUDGET NOTES & ASSUMPTIONS :

Listed below are some notes and assumptions that were used to build the FY22-23 Budget. They are designed to supplement the numerical presentation in the "Summary" and "Detailed" Budget pages.

Line no.	Department	Note/Assumption
1	General	<u>Operating Expenses</u> increased 17% compared to FY 2021-22. It should be noted that the increase is due to the required annual increase for the maintenance and operations contract, the current and expected fuel market price increases, plus the high inflation that reached almost 10% which impacted all goods and services prices, plus adding Sunday service for Route 15, and the Sheriff Dept. to replace the security company for more safety and security to the riders, plus the new Micro Transit Demonstration project. <u>Capital Expenses</u> includes \$15.8 M for Innovative Clean Transit mandate (ICT), this ZEB Transition is required to be completed by year 2040, \$10M of which is competitive Sect. 5339, FY23 budget for the ICT include 10 Hydrogen 40" Buses and the infrastructure for the Hydrogen stations in Hesperia, Barstow and D street in Victorville.
2	Fixed Rte	VVTA used \$3.8M from the Federal Funding/ARP as support for operational assistance for the Fixed Route division. Fixed Routes Operating Expenses Budget increased by \$2M compared to COVID impacted FY-22. Operations are programmed to return back to full service after the reduced capacity operated during the pandemic last two years. Capital Budget for Fixed Routes includes 8 service vehicles, Shelters and amenities, Translock, Bus window film, Bus Wraps and interior electronic signage.
3	Direct Access	ADA service in FY 2022-23 Budget slightly increased the operating expenses only by 5% compared to other departments due to the full implementation of the VVTA Brokerage program developed by VVTA's CTSA department, Capital Budget includes purchase two (2) replacement paratransit vehicles
4	County	Operating Expenses increased 19% compared to FY22 Budget, for the same reasons as mentioned above. Capital Budget includes the Translock, Bus window film and interior electronic signage.
5	Barstow Division	VVTA used the Federal Funding 5311 \$457,723 and \$195,444 from the FTA/ARP plus the local funds Measure I \$257,800 to support the operating assistance, Barstow Capital Budget Replace 2 service vehicles and Back-up generator for the LCNG station, plus the Translock, Bus widow film and interior electronic signage.
6	Commuter (NTC)	VVTA maintaining FT. Irwin Commuter Bus Service Hours same as FY22 Budget, Operating Expenses increased 28% compared to FY22 Budget, for the same reasons as mentioned above. Capital Budget includes the Translock, Bus window film and interior electronic signage.
7	Intercity (BV link)	Adding Sundays service to Route 15, VVTA increased the use of the Federal FTA for Intercity Operating Assistance from \$500,000 to \$750,000, using the FTA/ American Rescue Plan ARP, Capital Budget includes the Translock, Bus window film and interior electronic signage.
8	CTSA	A slight budget decrease of (9%) is estimated due to the separation of the Brokerage Program from CTSA to ADA Operation.
9	Micro Transit Demonstration Project	Micro Transit Budget includes \$973K estimated Operating Expenses and the Capital Budget includes \$540K 4 Micro Transit Vehicles and \$76K Micro Transit Software.
10	Facilities	Budget FY23 includes \$4.5M for the New Property Development, the new property closed escrow on April 2022 adjacent to VVTA Hesperia Facility. The new property will include extra parking, Solar and additional operating space. Capital Budget also includes Garage and Shop Equipment plus Parking lot security fencing.
11	ZEB Transition ICT (mandates)	Capital Budget for the Zero Emission Bus ZEB Transition includes 10 Regional Hydrogen ZEB class H buses replacement, plus the Hesperia Hydrogen Fuel station Infrastructure and the Barstow Hydrogen fuel station infrastructure.
12	Administration	Administration Expenses for FY 23 are first impacted by the extreme increase for insurance rates and the on boarding two staff members in support of the Grants dept. (approved by the Board in April 22 Board meeting). Even so, the increase in Admin expenses represents only 6% of the total FY23 Budget. Still one of the lowest admin percentages in the state. Additionally, the FY23 Budget includes the upgrade and replacement of IT computers and servers along with other IT equipment requirements, the video conference system in Board room, the Annual CPI adjustment, the Accounting Enterprise System, and the Comprehensive Operational Analysis (COA).
13	Vanpools	The Vanpool program was negatively impacted by COVID-19 last year. FY 23 Vanpool Budget is estimated to be higher by 22%, due to the high increase in fuel market prices which should increase the number of vanpool riders who wish to save gas expenses, plus the increase in the marketing budget needed to increase vanpool participation.



Victor Valley Transit Authority
ANNUAL OPERATING AND CAPITAL BUDGET
FISCAL YEAR 2022-2023
(SUMMARY)

<u>Expense Plan</u>	<u>FY22-23</u>	<u>FY21-22</u>	<u>\$ Change</u>	<u>% Inc/Dec</u>
Operating	\$ 37,251,203	\$ 31,800,513	\$ 5,450,690	17.1%
FTA/ARP Capital Assistance for Operating	\$ (4,767,878)	\$ (7,465,302)		
Capital	\$ 32,294,235	\$ 22,415,995	\$ 9,878,240	44.1%
Total Expense	\$ 64,777,560	\$ 46,751,206	\$ 18,026,354	38.6%

Expense Summary

OPERATING EXPENSE SUMMARY

<u>Program</u>	<u>FY 2022/23</u>	<u>FY 2021/22</u>	<u>\$ Change</u>	<u>% Inc/Dec</u>	<u>Notes</u>
Fixed Route	\$ 15,578,441	\$ 13,534,914	\$ 2,043,527		
Complementary Paratransit	\$ 5,659,530	\$ 5,390,711	\$ 268,819		
County Routes	\$ 2,536,137	\$ 2,131,507	\$ 404,629		
Intercity Routes	\$ 1,078,139	\$ 1,098,003	\$ (19,864)		Budget estimated based on current actuals, actuals is less than last year budget
Barstow Division	\$ 3,853,831	\$ 3,562,510	\$ 291,321		
Commuter Routes	\$ 874,863	\$ 681,250	\$ 193,613		
Van Pools	\$ 1,640,940	\$ 1,343,454	\$ 297,485		Estimated increase of vanpool riders to avoid high gas prices
CTSA	\$ 725,367	\$ 804,706	\$ (79,339)		Brokerage Program moved to be under ADA program
Micro Transit	\$ 973,186	\$ -	\$ 973,186		New Program
VVTA Yard/Facilities	\$ 462,606	\$ 198,023	\$ 264,583		
Administration	\$ 3,868,165	\$ 3,055,436	\$ 812,729		Significant increase in Insurance rates, 2 new positions in grants dept. annual CPI
TOTAL EXPENSES:	\$ 37,251,203	\$ 31,800,513	\$ 5,450,690	17%	
FTA Operating Assistance/CARES ACT	\$ (4,767,878)	\$ (7,465,302)	\$ 2,697,424		
NET Expenses	\$ 32,483,325	\$ 24,335,211	\$ 8,148,114		

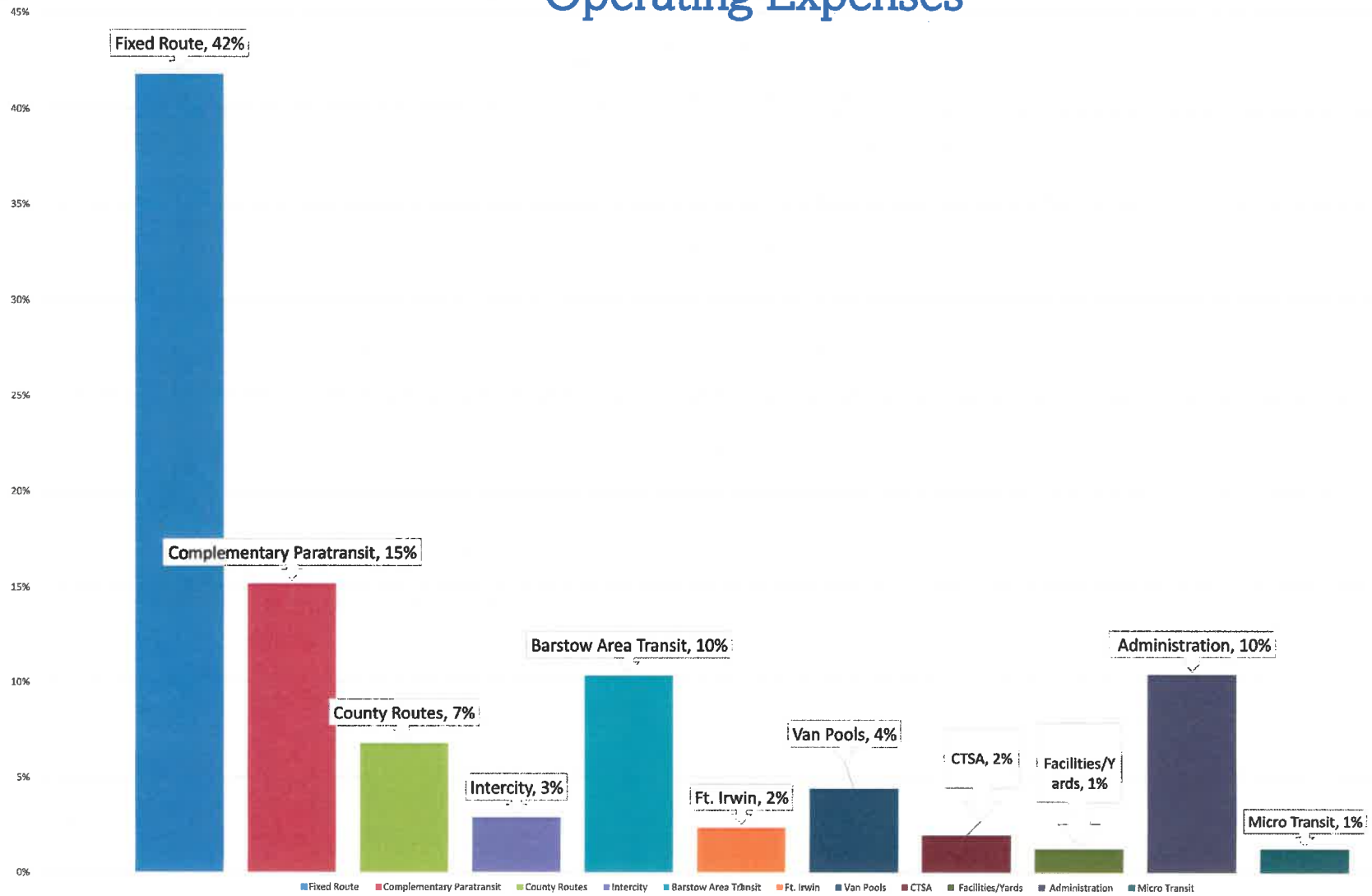
CAPITAL EXPENSE SUMMARY

Fixed Route	\$ 5,026,767	\$ 14,058,996	\$ (9,032,229)		Capital Varies from year to year based on the Capital Assets required
Complementary Paratransit	\$ 469,600	\$ 405,000	\$ 64,600		
County Routes	\$ 12,870	\$ -	\$ 12,870		
Intercity Routes	\$ 758,580	\$ 500,000	\$ 258,580		
Barstow Division	\$ 1,422,539	\$ 1,722,698	\$ (300,159)		
Commuter Routes	\$ 35,920	\$ -	\$ -		
Micro Transit	\$ 616,000	\$ -	\$ -		
Facilities	\$ 6,503,232	\$ 5,684,300	\$ 818,932		
VVTA Administration	\$ 1,590,000	\$ 45,000	\$ 1,545,000		
ZEB Transition	\$ 15,858,726	\$ -	\$ 15,858,726		
TOTAL Capital Expense:	\$ 32,294,234	\$ 22,415,994	\$ 9,878,240	44.07%	

COMBINED EXPENSE SUMMARY

			<u>\$ Change</u>	<u>% Inc/Dec</u>	
Operating Expense	\$ 32,483,325	\$ 24,335,211	\$ 8,148,114		
Capital Expense	\$ 32,294,234	\$ 22,415,994	\$ 9,878,240		
TOTAL:	\$ 64,777,559	\$ 46,751,205	\$ 18,026,354	38.6%	

Operating Expenses



VICTOR VALLEY TRANSIT AUTHORITY

Fiscal Year Budget 2022-2023
CAPITAL PROJECT DETAILS CHART

Program	Project Description	Section 5307	Section 5339	LTF	STA	SB1/SGR	LCTOP	FTA Operating Assistance	SGIP	Project Cost
Direct Access	Paratransit vehicle rplc (2)		\$240,000			\$60,000				\$300,000
	Trans Lock			\$23,600						\$23,600
	Bus Window Film (exterior)				\$18,000					\$18,000
	Interior Electronic Signage			\$128,000						\$128,000
Fixed Routes	FTA operating assistance / ARP							\$3,822,434		\$3,822,434
	Shelter amenities, solar lights & signage				\$158,616					\$158,616
	Trans Lock			\$27,140						\$27,140
	Bus Window Film (exterior)				\$23,000					\$23,000
	Interior Electronic Signage			\$147,200						\$147,200
	Service Vehicles (8)					\$533,377				\$533,377
	Bus Wraps (existing fleet)			\$250,000						\$250,000
	ITS4US				\$65,000					\$65,000
County	Trans Lock			\$1,770						\$1,770
	Bus Window Film (exterior)				\$1,500					\$1,500
	Interior Electronic Signage			\$9,600						\$9,600
Barstow	FTA operating assistance CRRSA/ARP							\$195,444		\$195,444
	Bus facility capital lease (Barstow)			\$653,650						\$653,650
	Trans Lock			\$11,800						\$11,800
	Bus Window Film (exterior)				\$9,300					\$9,300
	Interior Electronic Signage			\$64,000						\$64,000
	Service Vehicles (2)					\$133,345				\$133,345
	Back-up generator for LCNG Fueling Station			\$355,000						\$355,000
NTC Commuter	Trans Lock			\$4,720						\$4,720
	Bus Window Film (exterior)				\$5,600					\$5,600
	Interior Electronic Signage			\$25,600						\$25,600
Intercity	FTA operating assistance / ARP							\$750,000		\$750,000
	Trans Lock			\$1,180						\$1,180
	Bus Window Film (exterior)				\$1,000					\$1,000
	Interior Electronic Signage			\$6,400						\$6,400
MicroTransit	MicroTransit Vehciles & charging Infrastructure			\$540,000						\$540,000
	MicroTransit software			\$76,000						\$76,000
Facilities & Yard	Bus facility capital lease (Hsp)	\$1,230,040		\$307,510						\$1,537,550
	Parking Lot Fencing (Hsp)	\$180,000		\$45,000						\$225,000
	Garage and Shop Equipment	\$100,000		\$25,000						\$125,000
	Security Camera Trailers (2)			\$80,500						\$80,500
	Level 2 chargers (6)					\$ 60,000				\$60,000
	New Property Development (Multi-year)		\$2,079,782	\$1,100,000					\$1,295,400	\$4,475,182
ZEB Transition (ICT mandates)	Regional buses rplc Class H ZEB		\$7,600,000	\$3,152,000						\$10,752,000
	Regional buses rplc Class H FCEB (2) '40 Roll over funding						\$1,188,597			\$1,188,597
	Barstow & D Street Hydrogen Fueling Infrastructure			\$886,949						\$886,949
	Hesperia Hydrogen Fueling Infrastructure (Multi-year)		\$2,424,944	\$606,236						\$3,031,180
Administration	IT upgrades & replacements of Computers & servers	\$40,000		\$10,000						\$50,000
	Board room Video Conferencing System				\$40,000					\$40,000
	Accounty Enterprise System			\$750,000						\$750,000
	COA Study			\$750,000						\$750,000
Total		\$1,550,040	\$12,344,726	\$10,038,855	\$322,016	\$786,722	\$1,188,597	\$4,767,878	\$1,295,400	\$32,294,234

VICTOR VALLEY TRANSIT AUTHORITY

CAPITAL FUNDING SOURCE SUMMARY CHART

Program	Section 5307	Section 5339	LTF	STA	SB1/SGR	LCTOP	FTA Operating Assistance	SGIP	Project Cost
Direct Access		\$240,000	\$151,600	\$18,000	\$60,000				\$469,600
Fixed Route			\$424,340	\$246,616	\$533,377		\$3,822,434		\$5,026,767
County			\$11,370	\$ 1,500					\$12,870
BAT			\$1,084,450	\$ 9,300	\$133,345		\$195,444		\$1,422,539
NTC Commuter			\$30,320	\$ 5,600					\$35,920
Intercity			\$7,580	\$ 1,000			\$750,000		\$758,580
Micro Transit			\$616,000						\$616,000
Facilities & Yard	\$1,510,040	\$2,079,782	\$1,558,010		\$60,000			\$1,295,400	\$6,503,232
ZEB Transition		\$10,024,944	\$4,645,185			\$ 1,188,597			\$15,858,726
Administration	\$40,000		\$1,510,000	\$40,000					\$1,590,000
Total	\$1,550,040	\$12,344,726	\$10,038,855	\$322,016	\$786,722	\$1,188,597	\$4,767,878	\$1,295,400	\$32,294,234

Revenue Summary

OPERATING REVENUE SUMMARY

Source	FY 2022/23	FY 2021/22	\$ Change	% Inc/Dec	Notes
Section 5311	\$ 958,494	\$ 802,863	\$ 155,632		
CMAQ demonstration	\$ -	\$ -	\$ -		No CMAQ this year
LTF	\$ 27,474,707	\$ 18,981,054	\$ 8,493,652		
Measure I	\$ 1,853,400	\$ 1,476,700	\$ 376,700		
AB 2766	\$ 250,000	\$ 250,000	\$ -		
LCTOP	\$ 20,000	\$ 270,000	\$ (250,000)		
Passenger Fares	\$ 1,366,725	\$ 2,073,245	\$ (706,520)		
Other (Interest/Misc.)	\$ 560,000	\$ 423,000	\$ 137,000		
TOTAL:	\$ 32,483,326	\$ 24,276,862	\$ 8,206,464	34%	

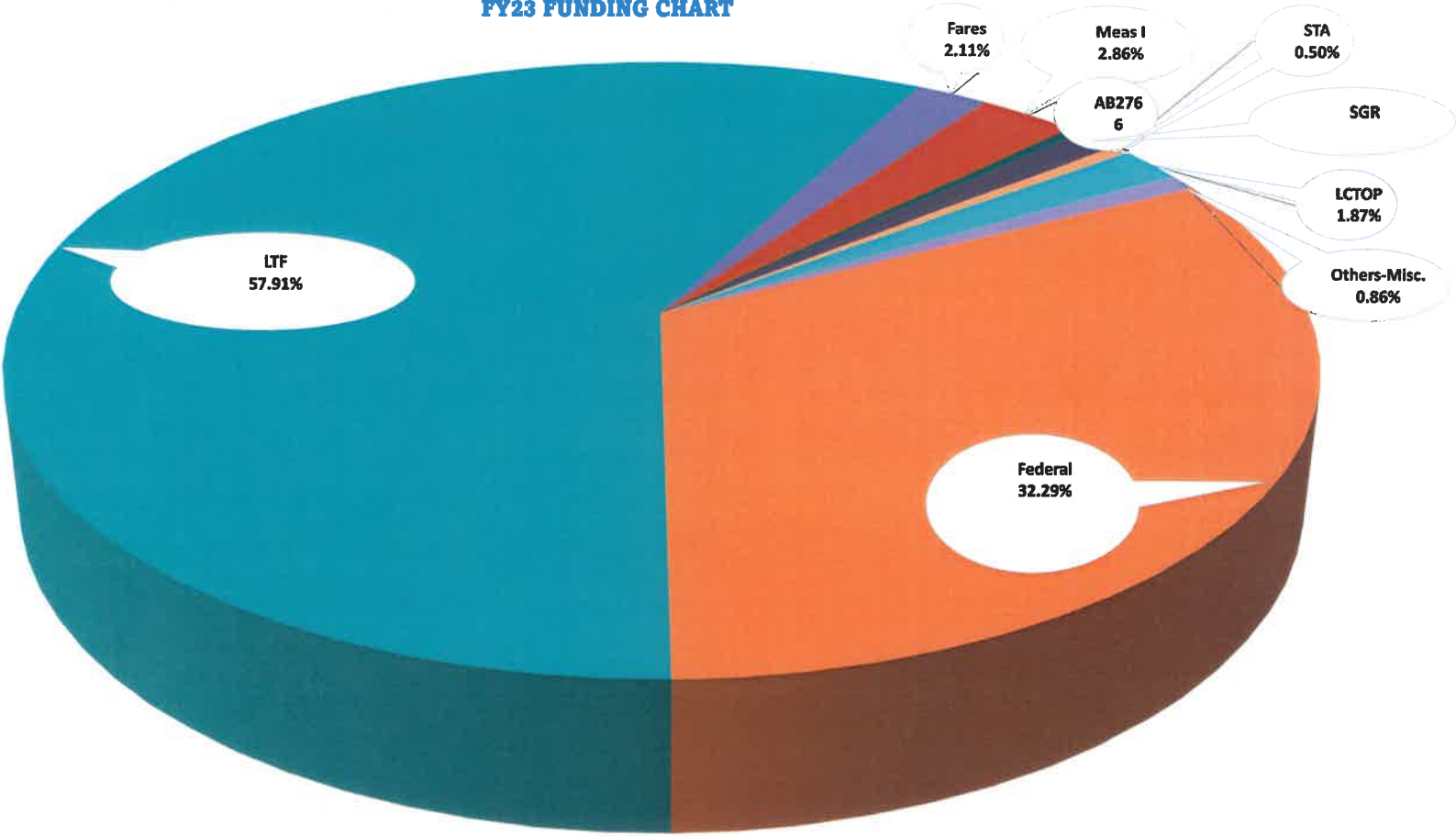
CAPITAL REVENUE SUMMARY

Source	FY 2022/23	FY 2021/22	\$ Change	% Inc/Dec	
Section 5307	\$ 1,550,040	\$ 7,747,790	\$ (6,197,750)		
Section 5339	\$ 12,344,726	\$ 688,000	\$ 11,656,726		
SGIP	\$ 1,295,400	\$ 3,690,000	\$ (2,394,600)		
LTF	\$ 10,038,855	\$ 1,436,854	\$ 8,602,001		
STAF	\$ 322,016	\$ 184,580	\$ 137,436		
Operating Assistance ARP	\$ 4,767,878	\$ 7,465,302	\$ (2,697,424)		
SGR	\$ 786,722	\$ 753,180	\$ 33,542		
LCTOP	\$ 1,188,597	\$ 241,762	\$ 946,835		
Other - LCFS Credits	\$ -	\$ 208,526	\$ (208,526)		Capital varies from year to year based on the Capital Assets required
TOTAL:	\$ 32,294,234	\$ 22,415,994	\$ 9,878,240	44%	

COMBINED REVENUE SUMMARY

	FY 2022/23	FY 2021/22	\$ Change	% Inc/Dec
Operating Revenue	\$ 32,483,326	\$ 24,276,862	\$ 8,206,464	
Capital Revenue	\$ 32,294,234	\$ 22,415,994	\$ 9,878,240	
TOTAL:	\$ 64,777,561	\$ 46,692,856	\$ 18,084,705	38.7%

FY23 FUNDING CHART



LTF History Last Five Years

	ADELANTO	APPLE VALLEY	COUNTY	HESPERIA	VICTORVILLE	BARSTOW	ANNUAL TOTAL
FY 2017-18							
Annual Apportionment	\$ 1,706,377	\$ 3,803,065	\$ 5,617,742	\$ 4,749,042	\$ 6,291,745	\$ 1,240,927	\$ 23,408,898
LTF For Transit	\$ 1,256,447	\$ 3,140,647	\$ 3,953,811	\$ 2,467,629	\$ 4,872,780	\$ 1,134,014	\$ 16,825,328
Balance (for Streets)	\$ 449,930	\$ 662,418	\$ 1,663,931	\$ 2,281,413	\$ 1,418,965	\$ 106,913	\$ 6,583,570

FY 2018-19							
Annual Apportionment	\$ 1,351,901	\$ 2,946,587	\$ 4,337,972	\$ 3,713,084	\$ 4,874,031	\$ 956,464	\$ 18,180,039
LTF For Transit	\$ 1,246,720	\$ 2,867,493	\$ 4,297,257	\$ 2,905,219	\$ 3,801,258	\$ 914,269	\$ 16,032,216
Balance (for Streets)	\$ 105,181	\$ 79,094	\$ 40,715	\$ 807,865	\$ 1,072,773	\$ 42,195	\$ 2,147,823

FY 2019-20							
Annual Apportionment	\$ 1,452,246	\$ 3,044,315	\$ 4,590,666	\$ 3,902,051	\$ 5,090,084	\$ 1,004,471	\$ 19,083,833
LTF For Transit	\$ 1,440,999	\$ 2,975,001	\$ 4,551,782	\$ 3,360,470	\$ 4,585,831	\$ 988,795	\$ 17,902,878
Balance (for Streets)	\$ 11,247	\$ 69,314	\$ 38,884	\$ 541,581	\$ 504,253	\$ 15,676	\$ 1,180,955

FY 2020-21							
Annual Apportionment	\$ 1,318,389	\$ 2,756,550	\$ 3,978,506	\$ 3,615,739	\$ 4,748,204	\$ 906,167	\$ 17,323,555
LTF For Transit	\$ 1,294,612	\$ 2,726,015	\$ 3,906,946	\$ 3,533,273	\$ 4,706,882	\$ 848,141	\$ 17,015,869
Balance (for Streets)	\$ 23,777	\$ 30,535	\$ 71,560	\$ 82,466	\$ 41,322	\$ 58,026	\$ 307,686

FY 2021-22							
Annual Apportionment	\$ 1,779,766	\$ 3,712,640	\$ 5,422,739	\$ 4,810,503	\$ 6,309,602	\$ 1,211,097	\$ 23,246,347
LTF For Transit	\$ 1,718,433	\$ 3,280,384	\$ 5,159,189	\$ 3,937,947	\$ 5,174,500	\$ 1,147,456	\$ 20,417,909
Balance (for Streets)	\$ 61,333	\$ 432,256	\$ 263,550	\$ 872,556	\$ 1,135,102	\$ 63,641	\$ 2,828,438

Victor Valley Transit Authority

FY 2022 - 2023 Budget

LTF SUMMARY FY23				
	FY '22 LTF Allocations	Programmed Transit Funds	Percent Programmed	Unprogrammed Transit Funds
Total	\$ 37,513,562	\$ 37,513,562	100.00%	\$ 0

LTF SUMMARY FY22				
	FY '22 LTF Allocations	Programmed Transit Funds	Percent Programmed	Unprogrammed Transit Funds
Total	\$ 23,246,347	\$ 20,417,908	87.83%	\$ 2,828,439



ANNUAL OPERATING AND CAPITAL BUDGET

FISCAL YEAR 2022-2023

(DETAIL)

DRAFT

DEPT: COMPLEMENTARY PARATRANSIT

EXPENSES	FY23 HRS	FY22 HRS	Incr/(Decr)	%	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
Purchased Transportation (Direct Access)	41,132	37,000	4,132		\$ 3,893,514	\$ 3,551,260	\$ 342,254		
Purchased Transportation (Subscription)	12,294	14,060	(1,766)		\$ 1,163,750	\$ 1,349,503	\$ (185,753)		
Fuel					\$ 262,438	\$ 250,000	\$ 12,438		
Brokerage Program					\$ 140,000	\$ -	\$ 140,000		
Certification Contractor					\$ 40,000	\$ 50,000	\$ (10,000)		
IVR System					\$ 44,000	\$ 84,000	\$ (40,000)		
Misc					\$ 70,828	\$ 65,448	\$ 5,380		
Ecolane - Software					\$ 45,000	\$ 40,500	\$ 4,500		
TOTAL	53,426	51,060	2,366	4.4%	\$ 5,659,530	\$ 5,390,711	\$ 268,819	5%	
REVENUES					FY23\$	FY22\$	Incr/(Decr)	%	NOTES
ADA Fares					\$ 136,500	\$ 135,245	\$ 1,255		
Subscription Fares					\$ 75,000	\$ 100,000	\$ (25,000)		
Brokerage Program					\$ 1,100	\$ -	\$ 1,100		
Measure I					\$ 1,363,600	\$ 1,092,000	\$ 271,600		
TOTAL					\$ 1,576,200	\$ 1,327,245	\$ 248,955	19%	
NET EXPENSE					\$ 4,083,330	\$ 4,063,466	\$ 19,864	0%	
SUBSIDIES					FY23\$	FY22\$	Incr/(Decr)	%	NOTES
LTF OPERATING					\$ 4,083,330	\$ 4,063,466	\$ 19,864		
TOTAL					\$ 4,083,330	\$ 4,063,466	\$ 19,864	0.5%	

CAPITAL PROJECTS

Funding Sources										FY23
	Sect. 5307	Sect. 5310	Sect. 5339	CMAQ	LTF	STAF	LCTOP	SGR	Other	TOTAL
Paratransit vehicle exp (2)			\$ 240,000					\$ 60,000		\$ 300,000
Trans Lock					\$ 23,600					\$ 23,600
Bus Window Film (exterior)						\$ 18,000				\$ 18,000
Interior Signage/Infotainment					\$ 128,000					\$ 128,000
TOTAL	\$ -	\$ -	\$ 240,000	\$ -	\$ 151,600	\$ 18,000	\$ -	\$ 60,000	\$ -	\$ 469,600

DEPT: **FIXED ROUTE**

EXPENSES	FY23 HRS	FY22 HRS	Incr/(Decr)	%	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
Purchased Transportation (FR)	136,015	132,668	3,347		\$ 12,363,126	\$ 12,000,858	\$ 362,268		Increase in contracted rates.
Fuel					\$ 1,147,212	\$ 875,000	\$ 272,212		Increase in Fuel market prices
BEB Charge					\$ 95,000	\$ 83,600	\$ 11,400		Based on the actuals 2022
Mall/Costco Security					\$ -	\$ 322,857	\$ (322,857)		Replaced security company with Sheriff
Misc					\$ 1,973,103	\$ 252,599	\$ 1,720,504		Including the Sheriff plus other operating software
TOTAL	136,015	132,668	3,347	2.5%	\$ 15,578,441	\$ 13,534,914	\$ 2,043,527	15%	
REVENUES					FY23\$	FY22\$	Incr/(Decr)	%	NOTES
Fixed Route Fares					\$ 510,000	\$ 900,000	\$ (390,000)		Calculated per FY22 actuals
LCTOP Free Ride Promotion					\$ -	\$ -	\$ -		
TOTAL					\$ 510,000	\$ 900,000	\$ (390,000)	-43%	
NET EXPENSE					\$ 15,068,441	\$ 12,634,914	\$ 2,433,527	19%	
SUBSIDIES					FY23\$	FY22\$	Incr/(Decr)	%	NOTES
FTA /ARP 5307					\$ 3,822,434	\$ 6,286,254	\$ (2,463,820)		CARES Act funds used in FY22, ARP funds used in FY23
FTA 5311					\$ 375,578	\$ 92,751	\$ 282,827		
AB2766					\$ 233,000	\$ 233,000	\$ -		
LTF CAP MATCH					\$ -	\$ -	\$ -		
LTF OPERATING					\$ 10,637,429	\$ 6,022,909	\$ 4,614,520		CARES Act funds not available
TOTAL					\$ 15,068,441	\$ 12,634,914	\$ 2,433,527	19%	

CAPITAL PROJECTS

	Funding Sources								FY23
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	SB1/SGR	LCTOP	FTA - ARP	TOTAL
FTA operating assistance / ARP					\$ 158,616			\$ 3,822,434	\$ 3,822,434
Shelter amenities, solar lights and signage									\$ 158,616
Trans Lock				\$ 27,140					\$ 27,140
Bus Window Film (exterior)					\$ 23,000				\$ 23,000
Interior Signage/Infotainment				\$ 147,200					\$ 147,200
Service Vehicles (8)						\$ 533,377			\$ 533,377
Bus Wraps (existing fleet)				\$ 250,000					\$ 250,000
ITS4US					\$ 65,000				\$ 65,000
									\$ -
									\$ -
									\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 424,340	\$ 246,616	\$ 533,377	\$ -	\$ 3,822,434	\$ 5,026,767

DEPT: COUNTY

EXPENSES	FY23 HRS	FY22 HRS	Incr/(Decr)	%	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
Purchased Transportation (Tri-Community)	10,060	10,050	10		\$ 906,025	\$ 900,564	\$ 5,461		Annual increase in contractor rates
Purchased Transportation (Helendale)	4,760	4,780	(20)		\$ 428,743	\$ 428,317	\$ 426		
Purchased Transportation (Lucerne Valley)	5,234	5,228	6		\$ 471,390	\$ 468,524	\$ 2,866		
Purchased Transportation (Oak Hills)	3,022	1,467	1,555		\$ 272,158	\$ 131,491	\$ 140,667		Increase in fuel market prices Allocation of ITS/Sheriff/Radio/Fare Media and IT Software
Fuel					\$ 137,603	\$ 100,000	\$ 37,603		
Misc					\$ 320,217	\$ 102,611	\$ 217,606		
TOTAL	23,076	21,525	1,551	7.2%	\$ 2,536,136	\$ 2,131,507	\$ 404,629	19%	

REVENUES	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
County Route(s) Fares	\$ 37,500	\$ 180,000	\$ (142,500)		
TOTAL	\$ 37,500	\$ 180,000	\$ (142,500)	-79%	
NET EXPENSE	\$ 2,498,636	\$ 1,951,507	\$ 547,129	28%	

SUBSIDIES	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
FTA 5307	\$ -	\$ -	\$ -		
FTA 5311	\$ 125,193	\$ 371,002	\$ (245,809)		
LTF CAP MATCH	\$ -	\$ -	\$ -		
LTF OPERATING	\$ 2,373,444	\$ 1,580,505	\$ 792,939		
TOTAL	\$ 2,498,637	\$ 1,951,507	\$ 547,130	28%	

CAPITAL PROJECTS

Funding Sources									FY23
	Sect. 5307	Sect. 5310	Sect. 5339	CMAQ	LTF	STAF	LCTOP	Other	TOTAL
FTA operating assistance / ARP									\$ -
Trans Lock					\$ 1,770				\$ 1,770
Bus Window Film (exterior)						\$ 1,500			\$ 1,500
Interior Signage/infotainment					\$ 9,600				\$ 9,600
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ 11,370	\$ 1,500	\$ -	\$ -	\$ 12,870

DEPT:

BARSTOW DIVISION

EXPENSES	FY23 HRS	FY22 HRS	Incr/(Decr)	%	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
Purchased Transportation	36,034	34,233	1,801		\$ 3,265,798	\$ 3,231,046	\$ 34,752		Annual increase in contractor rates
Fuel					\$ 325,637	\$ 138,375	\$ 187,262		Increase in market fuel prices
BEB Charge					\$ 75,000	\$ 59,720	\$ 15,280		Increase based on FY 22 actuals
Facilities					\$ 153,650	\$ 90,333	\$ 63,317		Increase based on FY 22 actuals
Certification Contractor					\$ 10,000	\$ 8,000	\$ 2,000		
Misc Cost Allocations					\$ 2,000	\$ 14,000	\$ (12,000)		
Special Events 4th of July					\$ 2,350	\$ 1,640	\$ 710		
Ecolane Software					\$ 4,500	\$ 4,500	\$ -		
Verizon Services - Radio Tower					\$ 14,896	\$ 14,896	\$ -		Allocation of ITS/Radio/Fare Media expenses
TOTAL	36,034	34,233	1,801	5.0%	\$ 3,853,831	\$ 3,562,510	\$ 291,321	8%	

REVENUES	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
Passenger Fares (BAT)	\$ 75,375	\$ 125,000	\$ (49,625)		Based on Actuals of FY22
CNG/LNG Revenue	\$ 160,000	\$ 275,000	\$ (115,000)		Based on Actuals of FY22
TOTAL	\$ 235,375	\$ 400,000	\$ (164,625)	-41%	

NET EXPENSE	\$ 3,618,456	\$ 3,162,510	\$ 455,946	14%
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SUBSIDIES	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
FTA 5311	\$ 457,723	\$ 339,110	\$ 118,613		
Measure I	\$ 257,800	\$ 152,700	\$ 105,100		
LCTOP (New / Expanded Service)	\$ -	\$ 250,000	\$ (250,000)		
FTA Operating Assistance ARP	\$ 195,444	\$ 679,048	\$ (483,604)		ARP funds used in FY23
AB2766	\$ 17,000	\$ 17,000	\$ -		
LTF OPERATING	\$ 2,690,489	\$ 1,724,652	\$ 965,837		Due to increase in Operating Expenses
TOTAL	\$ 3,618,456	\$ 3,162,510	\$ 455,946	14%	

CAPITAL PROJECTS

NOTES

	Funding Sources							FY23
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	SB1/SGR	LCTOP	FTA - ARP
FTA Operating Assistance CARES ACT								\$ 195,444
Bus facility capital lease (Barstow)				\$ 653,650				\$ 653,650
Trans Lock				\$ 11,800				\$ 11,800
Bus Window Film (exterior)					\$ 9,300			\$ 9,300
Service Vehicles (2)				\$ 64,000		\$ 133,345		\$ 197,345
Back-up generator for LCNG Fueling Station				\$ 355,000				\$ 355,000
								\$ -
TOTAL	\$ -	\$ -	\$ -	\$ 1,084,450	\$ 9,300	\$ 133,345	\$ -	\$ 1,422,539

DEPT:

INTERCITY ROUTES

EXPENSES	FY23 HRS	FY22 HRS	Incr/(Decr)	%	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
Purchased Transportation	8,978	10,574	(1,596)		\$ 808,597	\$ 947,540	\$ (138,943)		Service hrs adjustments, Sunday service, contractor annual increase rate
Fuel					\$ 148,687	\$ 111,830	\$ 36,857		
Misc					\$ 120,856	\$ 38,633	\$ 82,223		Allocation of ITS/Security/Radio/Fare Media
TOTAL	8,978	10,574	(1,596)	-17.8%	\$ 1,078,140	\$ 1,098,003	\$ (19,863)	-2%	

REVENUES	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
Intercity Fares	\$ 101,250	\$ 160,000	\$ (58,750)		Based on FY22 actuals
	\$ -				
TOTAL	\$ 101,250	\$ 160,000	\$ (58,750)	-37%	
NET EXPENSE	\$ 976,890	\$ 938,003	\$ 38,887	4%	

SUBSIDIES	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
CMAQ Demonstration Grant	\$ -	\$ -	\$ -		
FTA 5307 Operating Assistance ARP	\$ 750,000	\$ 500,000	\$ 250,000		
LTF CAP MATCH	\$ -		\$ -		
LTF OPERATING	\$ 226,889	\$ 438,003	\$ (211,114)		
TOTAL	\$ 976,889	\$ 938,003	\$ 38,886	4%	

CAPITAL PROJECTS

Funding Sources								FY23
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	LCTOP	FTA - ARP	TOTAL
FTA Operating Assist. ARP							\$ 750,000	\$ 750,000
Trans Lock				\$ 1,180				\$ 1,180
Bus Window Film (exterior)					\$ 1,000			\$ 1,000
Interior Signage/infotainment				\$ 6,400				\$ 6,400
TOTAL	\$ -	\$ -	\$ -	\$ 7,580	\$ 1,000	\$ -	\$ 750,000	\$ 758,580

DEPT:

COMMUTER ROUTES

EXPENSES	FY23 HRS	FY22 HRS	Incr/(Decr)	%	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
Purchased Transportation (Ft. Irwin)	5,800	5,786	14		\$ 552,582	\$ 552,582	\$ -		
Fuel					\$ 189,281	\$ 102,525	\$ 86,756		Increase in Fuel market prices
Misc					\$ 26,143	\$ 26,143	\$ -		
TOTAL	5,800	5,786	14	0.2%	\$ 768,006	\$ 681,250	\$ 86,756	13%	
REVENUES					FY23\$	FY22\$	Incr/(Decr)	%	NOTES
Ft. Irwin Passenger Fares					\$ 425,000	\$ 425,000	\$ -		
Ft. Irwin On Base Shuttle Fee					\$ 48,000	\$ 48,000	\$ -		
TOTAL					\$ 473,000	\$ 473,000	\$ -	0%	
NET EXPENSE					\$ 295,006	\$ 208,250	\$ 86,756	42%	
SUBSIDIES					FY23\$	FY22\$	Incr/(Decr)	%	NOTES
LTF OPERATING					\$ 208,250	\$ 208,250	\$ -		
TOTAL					\$ 208,250	\$ 208,250	\$ -		

CAPITAL PROJECTS

Funding Sources										FY23
	Sect. 5307	Sect. 5316	Sect. 5317	Sect. 5339	CMAQ	LTF	STAF	Prop 1B	Other	TOTAL
Trans Lock						\$ 4,720				\$ 4,720
Bus Window Film (exterior)							\$ 5,600			\$ 5,600
Interior Signage/infotainment						\$ 25,600				\$ 25,600
										\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 30,320	\$ 5,600	\$ -	\$ -	\$ 35,920

DEPT: Micro Transit

EXPENSES	FY23 HRS	FY22 HRS	Incr/(Decr)	%	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
Trips	-	-	-		\$ 873,186	\$ -	\$ 873,186		New Program
Fuel					\$ 40,000	\$ -	\$ 40,000		
Misc./Start up costs					\$ 60,000	\$ -	\$ 60,000		
TOTAL	-	-	-	0.0%	\$ 973,186	\$ -	\$ 973,186		

REVENUES	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
Passenger Fares	\$ 2,000	\$ -	\$ 2,000		New Program
TOTAL	\$ 2,000	\$ -	\$ 2,000		
NET EXPENSE	\$ 971,186	\$ -	\$ 971,186		

SUBSIDIES	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
LTF OPERATING	\$ 971,186	\$ -	\$ 971,186		
TOTAL	\$ 971,186	\$ -	\$ 971,186		

CAPITAL PROJECTS

Funding Sources										FY23
	Sect. 5307	Sect. 5316	Sect. 5317	Sect. 5339	CMAQ	LTF	STAF	Prop 1B	Other	TOTAL
MicroTransit Vehciles & charging infrastructure						\$ 540,000				\$ 540,000
MicroTransit software						\$ 76,000				\$ 76,000
										\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 616,000	\$ -	\$ -	\$ -	\$ 616,000

DEPT: **VANPOOLS**

EXPENSES	FY22 Vans	FY22 Vans	Incr/(Decr)	%	FY22\$	FY22\$	Incr/(Decr)	%	NOTES
Lease Subsidies	210	180	30		\$ 1,300,000	\$ 1,080,000	\$ 220,000		Estimated increase due to fuel prices
Web Based Reporting System					\$ 30,000	\$ 29,000	\$ 1,000		New Software provider
Marketing					\$ 50,000	\$ 30,000	\$ 20,000		Market to increase Vanpool participation
Legal					\$ -	\$ 200	\$ (200)		
Development/Management					\$ 10,000	\$ 10,000	\$ -		
Administrative/Technical support					\$ 235,280	\$ 194,254	\$ 41,026		Increase in Marketing Manager and Admin staff support
Annual CPI					\$ 15,660				
TOTAL	210	180	17%		\$ 1,640,940	\$ 1,343,454	\$ 297,486	22.1%	

REVENUES	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
TOTAL	\$ -	\$ -	\$ -		
NET EXPENSE	\$ 1,640,940	\$ 1,343,454	\$ 297,486	22%	

SUBSIDIES	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
LTF OPERATING	\$ 1,640,940	\$ 1,343,454	\$ 297,486		
TOTAL	\$ 1,640,940	\$ 1,343,454	\$ 297,486	22%	

CAPITAL PROJECTS	Funding Sources								FY23 TOTAL	
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	LCTOP	Other			
									\$ -	
									\$ -	
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	No capital projects budgeted for FY22-23

Victor Valley Transit Authority

FY22-23 Budget

DEPT:

CTSA

EXPENSES	FY22\$	FY22\$	Incr/(Decr)	%	NOTES
Program Management	\$ 365,433	\$ 413,906	\$ (48,473)		Change in allocation of the admin support
Annual CPI	\$ 24,134	\$ 24,134	\$ -		
Advertising/Marketing	\$ 50,000	\$ 50,000	\$ -		
Training and Professional Development	\$ 20,000	\$ 10,000	\$ 10,000		Based on pre-COVID actuals
Legal Services	\$ 500	\$ 500	\$ -		
Transit Ambassador Program	\$ 600	\$ 600	\$ -		
Brokerage Planning/ Administration	\$ -	\$ -	\$ -		
Brokerage Trips	\$ -	\$ 75,000	\$ (75,000)		Moved to ADA department
TRIP Program (Urban)	\$ 61,000	\$ 61,000	\$ -		
TRIP Program (Non-Urban)	\$ 76,000	\$ 76,000	\$ -		
Travel Training Program	\$ -	\$ -	\$ -		
Car Share	\$ 25,000	\$ 25,000	\$ -		
Big River	\$ 35,600	\$ 10,000	\$ 25,600		Contract to operate ride services. Reduced cost.
Trona	\$ 36,000	\$ 36,000	\$ -		
Trona Carshare Program	\$ 11,100	\$ 26,700	\$ (15,600)		Ridership is low Post-pandemic
Nonprofit Agency Transit Fare Scholarship	\$ 20,000	\$ 20,000	\$ -		
Misc	\$ -	\$ -	\$ -		
TOTAL	\$ 725,367	\$ 804,706	\$ (79,339)	-10%	

REVENUES	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
			\$ -		
			\$ -		
			\$ -		
			\$ -		
TOTAL	\$ -	\$ -	\$ -		
NET EXPENSE	\$ 725,367	\$ 804,706	\$ (79,339)	-10%	

SUBSIDIES	FY23\$	FY21\$	Incr/(Decr)	%	NOTES
TRIP 5310/Toll Credits	\$ -	\$ -	\$ -		
Mt. Measure I	\$ 20,000	\$ 20,000	\$ -		
Measure I	\$ 212,000	\$ 212,000	\$ -		
LCTOP	\$ 20,000	\$ 20,000	\$ -		
LTF	\$ 473,367	\$ 552,706	\$ (79,339)		Decreased due to moving Brokerage to ADA
TOTAL	\$ 725,367	\$ 804,706	\$ (79,339)	-10%	

CAPITAL PROJECTS

Funding Sources							FY23
Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	LCTOP	LCFS / RINS Credits	TOTAL
							\$ -
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

DEPT: **FACILITIES**

EXPENSES		FY23\$	FY22\$	Incr/(Decr)	%	NOTES
FUEL YARD	Maintenance/Operation of CNG Station	\$ 30,000	\$ 30,000	\$ -		
		\$ -	\$ -	\$ -		
	Equipment, Material, & Supplies	\$ -	\$ 10,000	\$ (10,000)		Combined with facility maintenance & repairs below
FACILITIES	Property Insurance	\$ 88,000	\$ 40,000	\$ 48,000		Significant increase in insurance market prices
	Facility Misc. Maintenance & Repairs	\$ 50,000	\$ 30,000	\$ 20,000		Support maintenance and parts not covered by the contractor
	D Street Victorville Transit Center	\$ 126,606		\$ 126,606		First full year
	Electricity	\$ 96,000	\$ 32,000	\$ 64,000		Based on FY22 Actuals
	Water	\$ 24,000	\$ 21,800	\$ 2,200		Based on FY22 Actuals
	Waste	\$ 3,000	\$ 4,323	\$ (1,323)		
	Gas	\$ 45,000	\$ 29,900	\$ 15,100		Based on FY22 Actuals
	TOTAL	\$ 462,606	\$ 198,023	\$ 264,583	134%	

REVENUES		FY23\$	FY22\$	Incr/(Decr)	%	NOTES
	TOTAL	\$ -	\$ -	\$ -		
	NET EXPENSE	\$ 462,606	\$ 198,023	\$ 264,583	134%	

SUBSIDIES		FY23\$	FY22\$	Incr/(Decr)	%	NOTES
	LTF OPERATING	\$ 462,606	\$ 198,023	\$ 264,583		
	TOTAL	\$ 462,606	\$ 198,023	\$ 264,583	134%	

CAPITAL PROJECTS									
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	SGR	SGIP	FY23 TOTAL	
Bus facility capital lease (Hsp)	\$ 1,230,040			\$ 307,510				\$ 1,537,550	
Parking Lot Fencing (Hsp)	\$ 180,000			\$ 45,000				\$ 225,000	
Garage and Shop Equipment	\$ 100,000			\$ 25,000				\$ 125,000	
Security Camera Trailers (2)				\$ 80,500				\$ 80,500	
Level 2 chargers (6)						\$ 60,000		\$ 60,000	
New Property Development (Multi-year)		\$ 2,079,782		\$ 1,100,000			\$ 1,295,400	\$ 4,475,182	
TOTAL	\$ 1,510,040	\$ 2,079,782	\$ -	\$ 1,558,010	\$ -	\$ 60,000	\$ 1,295,400	\$ 6,503,232	

DEPT:

ADMINISTRATION

EXPENSES	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
Salaries	\$ 1,889,566	\$ 1,744,128	\$ 145,438		Includes 2 new staff for Grants dept. approved in April Board Mtg.
Annual CPI	\$ 186,327	\$ 58,349	\$ 127,978		
Benefits	\$ 948,767	\$ 742,655	\$ 206,112		Increase in Health Insurance cost plus the 2 new hires
Contract Services	\$ 43,480	\$ 38,480	\$ 5,000		
I.T. Services	\$ 283,758	\$ 146,681	\$ 137,077		High Inflation and increase the supplies prices
Phone/Internet	\$ 30,600	\$ 27,000	\$ 3,600		
Office Expense	\$ 52,800	\$ 49,200	\$ 3,600		Due to increase in all market supplies prices
Marketing	\$ 70,000	\$ 50,000	\$ 20,000		Increase in Marketing supplies prices
Public Liability Insurance	\$ 225,068	\$ 79,240	\$ 145,828		Significant increase in insurance market prices
Professional Development	\$ 82,679	\$ 66,518	\$ 16,161		Increase in staff education and training after 2 years limited conferences
Dues and Subscriptions	\$ 52,720	\$ 49,485	\$ 3,235		
Miscellaneous Expense	\$ 2,400	\$ 3,700	\$ (1,300)		
TOTAL	\$ 3,868,165	\$ 3,055,436	\$ 812,729	26.6%	

REVENUES	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
Interest Income/Others (RINS Credits)	\$ 400,000	\$ 70,000	\$ 330,000		Includes RINS Credits
TOTAL	\$ 400,000	\$ 70,000	\$ 330,000		
NET EXPENSE	\$ 3,468,165	\$ 2,985,436	\$ 482,729	16.2%	Net increase in Admin expenses

SUBSIDIES	FY23\$	FY22\$	Incr/(Decr)	%	NOTES
LTF OPERATING	\$ 3,468,165	\$ 2,985,436	\$ 482,729		
TOTAL	\$ 3,468,165	\$ 2,985,436	\$ 482,729	16.2%	

CAPITAL PROJECTS**NOTES**

	Funding Sources							FY23
	Sect. 5307	Sect. 5339	CMAQ	LTF	STAF	LCTOP	Other	TOTAL
IT upgrades/rplc computers & servers	\$ 40,000			\$ 10,000				\$ 50,000
Web-cam system in Board room					\$ 40,000			\$ 40,000
Accounty Enterprise System				\$ 750,000				\$ 750,000
COA Study				\$ 750,000				\$ 750,000
TOTAL	\$ 40,000	\$ -	\$ -	\$ 1,510,000	\$ 40,000	\$ -	\$ -	\$ 1,590,000

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**AGENDA ITEM
TEN**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Approve the Technical Advisory Committee Meeting to be Conducted on June 1, 2022, and The Board of Directors meeting to be held on June 20, 2022, conducted virtually under AB 361, and adopt the required findings. Discussion on future virtual Board meetings under AB 361.

SUMMARY STATEMENT

On March 4, 2020, the Governor proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19, and on March 17, 2020, the Governor issued Executive Order N-29-20, that, in part, suspended certain provisions of the Ralph M. Brown Act (Brown Act) related to participation in meetings via teleconference in order to provide legislative bodies with more flexibility to hold public meetings while maintaining social distancing due to COVID-19. On June 11, 2021, the Governor issued Executive Order N-08-21 which, in part, provides that the teleconferencing provisions set forth in Executive Order N-29-20 expired on September 30, 2021.

On September 16, 2021, the Governor signed Assembly Bill 361 into law, amending the Brown Act in order to continue some of the teleconferencing flexibility during a State of Emergency following the expiration of Executive Order N-29-20 on September 30, 2021. In order to utilize the teleconferencing provisions of Assembly Bill 361, there must be a proclaimed State of Emergency and a finding of either: (1) social distancing measures recommended by State or local officials, or (2) meeting in person would present an imminent risk to the health or safety of attendees.

RECOMMENDED ACTION

Adopt findings and approve June 1, 2022, TAC Meeting and June 20, 2022, Board virtual meeting under AB 361 during Proclaimed State of Emergency with findings as follows:

- 1)** There exists a "proclaimed state of emergency", pursuant to the Governor's State of Emergency Declaration, issued on March 4, 2020.
- 2)** State and/or local officials have imposed or recommended measures to promote social distancing.
- 3)** The action and the findings contained herein shall apply to all the Standing Committees of the VVTA.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Kevin Kane, Executive Director/CEO	N/A	April 18, 2022	10

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Approve the Technical Advisory Committee Meeting to be Conducted on June 1, 2022, and The Board of Directors meeting to be held on June 20, 2022, conducted virtually under AB 361, and adopt the required findings. Discussion on future virtual Board meetings under AB 361.

SUMMARY STATEMENT

To continue to utilize the teleconferencing provisions of Assembly Bill 361, within every 30 days of holding a meeting under the provisions enacted by Assembly Bill 361, the proclaimed state of emergency must remain active, or social distancing measures have been recommended by State or local officials, and such findings are made every 30 days thereafter.

AB 361 also includes requirements intended to ensure that the public is able to watch teleconference meetings and participate by making public comments during the meetings. These requirements are already being implemented by the VVTA, and include:

- Providing notice of the means by which members of the public may access teleconference meetings and offer public comment, including providing an opportunity for all persons to attend via a call-in option or an internet-based service option.
- The Legislative Body being prohibited from taking further action on agenda items when there is a disruption which prevents the public agency from broadcasting the meeting to members of the public, or in the event of a disruption within the local agency's control which prevents members of the public from offering public comments, prohibiting the legislative body from taking further action on agenda items until public access is restored.
- Prohibiting the legislative body from requiring public comments to be submitted in advance of the meeting and specifying that the legislative body must provide an opportunity for the public to address the legislative body and offer comment in real time.
- Prohibiting the legislative body from closing the public comment period until the public comment period has elapsed or until a reasonable amount of time has elapsed.