



**VICTOR VALLEY TRANSIT AUTHORITY
REGULAR MEETING OF
THE BOARD OF DIRECTORS
Monday, September 22, 2025, 9:30 A.M.**

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

Victor Valley Transit Authority Board of Directors

James Noble, Chair, City of Barstow
Liz Becerra, Vice-Chair, City of Victorville
Allison Lee, Director, City of Hesperia
Paul Cook, Director, County of San Bernardino
Dawn Rowe, Director, County of San Bernardino
Gabriel Reyes, Director, City of Adelanto
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 people 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 x102, (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 will be available and posted Tuesday, September 16, 2025.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS

PUBLIC COMMENTS

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

CONSENT CALENDAR

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

Pg. 9 ***Item #1: Minutes from Regular Meeting of The Board of Directors Conducted August 18, 2025.***

Recommendation: Move for approval.

Presented by: None.

Pg. 17 ***Item #2: Warrants, July 2025.***

Recommendation: Move for approval.

Presented by: None.

REPORTS

Pg. 23 ***Item #3: Management Reports – Verbal Report from Chief Executive Officer.***

Recommendation: Information item only.

Presented by: Nancie Goff, CEO.

Pg. 35 ***Item #4: Transit Operations Division, Victor Valley Detail Report.***

Recommendation: Information item only.

Presented by: VVTA Transit Operations Division Victor Valley Detail.

ACTION ITEMS

POSSIBLE CONFLICT OF INTEREST NOTICE

Note agenda item 5 contractors, subcontractors and agent, which may require member abstentions due to conflict of interest and financial interests. Board Member abstentions shall be stated under this item for recordation on the appropriate item.

- Pg. 43 ***Item #5: Award VVTA RFP 2025-08 Interim Hydrogen Fueling Station to Linde Services, Inc., The Woodlands, TX***
Recommendation: Approve the award of VVTA RFP 2025-08 Interim Hydrogen Fueling Solution to Linde Services, Inc., The Woodlands, TX, for a contract for 1 year with 1 option year to extend, not to exceed \$1,639,585.00.
Presented by: Christine Plasting, Procurement Manager.
- Pg. 47 ***Item #6: Update of the Public Transportation Agency Safety Plan (PTASP).***
Recommendation: Approve Update of the Public Transportation Agency Safety Plan (PTASP).
Presented by: Rod Goldman, Director of Operations.
- Pg. 81 ***Item #7: Destruction of Victor Valley Transit Authority Records.***
Recommendation: Adopt Resolution 25-03 Destruction of Victor Valley Transit Authority records.
Presented by: Christine Plasting, Procurement Manager.
- Pg. 87 ***Item #8: VVTA Procurement Policy Updates.***
Recommendation: Approve amendments to the VVTA Procurement Policy Manual.
Presented by: Christine Plasting, Procurement Manager.
- Pg. 91 ***Item #9: Release of RFP 2026-02 for NEPA Consulting Services for Potential Victorville Transportation Center (VVTC) Relocation.***
Recommendation: Approve the release of RFP 2026-02 NEPA Consulting Services for Potential VVTC Relocation.
Presented by: Christine Plasting, Procurement Manager.

BOARD OF DIRECTORS COMMENTS

CORRESPONDENCE AND PRESS CLIPS

DATE OF NEXT MEETING

Monday, October 28, 2025, 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 (Hydrogen)
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
SGIP	Self-Generation Incentive Program
SOV	Single-Occupant Vehicle
SRTP	Short Range Transit Plan
STAF	State Transit Assistance Funds
STIP	State Transportation Improvement Program
STP	Surface Transportation Program
TAC	Technical Advisory Committee
TAM	Transit Asset Management
TCM	Transportation Control Measure
TDA	Transportation Development Act
TEA	Transportation Enhancement Activities
TEAM	Transportation Electronic Award and Management
TNC	Transportation Network Company
TOCP	Transit Operating and Capital Plan
TrAMS	Transit Award and Management System
TREP	Transportation Reimbursement Escort Program
TRIP	Transportation Reimbursement Incentive Program
TSP	Transit Signal Priority
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.

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**AGENDA ITEM
ONE**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

**Minutes from the Public Hearing and Regular Meeting of the Board of Directors
Conducted on August 18, 2025.**

SUMMARY STATEMENT

The following are copies of the minutes from the Public Hearing and the Regular Meeting of the Board of Directors conducted on August 18, 2025.

RECOMMENDED ACTION

Move for approval.

PRESENTED BY
Debi Albin,
Clerk of the Board

FISCAL IMPACT

N/A

MEETING DATE

September 22, 2025

ITEM NUMBER

1

**VICTOR VALLEY TRANSIT
PUBLIC HEARING AND REGULAR MEETING OF THE
BOARD OF DIRECTORS**

**August 18, 2025
MINUTES**

CALL TO ORDER

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

ROLL CALL

Board Members Present: Chair James Noble
Vice-Chair Liz Becerra
Director Gabriel Reyes
Director Allison Lee
Director Curt Emick
Alternate Director CJ Porter
Alternate Director Sam Shoup

Staff Members Present:

Nancie Goff, VVTA	Andrea McDonald, VVTA
John Tubbs, County Counsel	Dustin Strandberg, VVTA
Debi Albin, VVTA	Maged Azer, VVTA
Michelle Morris, VVTA	Brandon Johnson, VVTA
Christine Plasting, VVTA	Richard Montgomery, VVTA
Nija Enos, VVTA	Chris Ackerman, VVTA
Megan Christian, VVTA	Marie Downing, VVTA
vanessa Estrada, Keolis	Rebecca Caldwell, Keolis
Lisa Arellano, Keolis	Angelina Calderon, Keolis
Willie Perez, Keolis	Eduwiges Fuentes, Keolis
Jonathan McDowell, Keolis	Cresencio Ortega, Keolis
Sgt. Simon DeMuri, SBCOSD	Lt. Mike New, SBCOSD
Corp. Devin Steuerwald, SBCOSD	

PLEDGE OF ALLEGIANCE

Vice-Chair Becerra led the audience in the pledge of allegiance.

PUBLIC COMMENTS

None.

CONSENT CALENDAR

1. **Minutes from the Regular Meeting of the Board of Directors Conducted July 21, 2025.**
Recommendation: Move for approval.
Presented by: None.

2. **Warrants, June 2025.**
Recommendation: Move for approval.
Presented by: None.

A MOTION WAS MADE BY Director Reyes to approve the Consent Calendar and Seconded by Director Emick. The motion passed unanimously

ANNOUNCEMENTS

Ms. Goff said that Item #7 is being pulled from the agenda.

VVTA has the pleasure of announcing the Employee of the Month, Ms. Eduwiges Fuentes. Ms. Goff shared that Ms. Fuentes started as a fixed route driver and quickly worked her way up to dispatcher. Ms. Fuentes now plays a critical role in ensuring proper operations of the buses all over the VVTA service area.

REPORTS

3. **Management Reports for Hesperia and Barstow Divisions – Verbal Report from Chief Executive Officer.**
Recommendation: Information item only.
Presented by: Nancie Goff, CEO.

Ms. Goff shared that key VVTA staff met with Senator Suzette Valladares to discuss VVTA's growth and future projects.

Regarding the K-12 student program, Ms. Goff stated, for 2024-2025 initial reporting, VVTA provided almost 200K rides for students.

Ms. Goff addressed the month-over-month ridership reports. Additionally, the on-time performance for fixed route has shown a large improvement for the month, and the efforts are being geared toward demand response.

4. **Victor Valley Transit Authority Sheriff's Division Unit Verbal Report.**
Recommendation: Information item only.
Presented by: VVTA, Sheriff Division Unit.

Sgt. DeMuri shared that the Transit Division made 850 public contacts, 15 criminal reports, 6 arrests and 13 uniformed bus rides. Sgt. DeMuri mentioned the Sheriff Departments involvement with Barstow Community College free ride kick-off, National Night Out and Stuff the Bus event at a local non-profit.

Two incidents to note, Sgt. DeMuri stated, one, an assault on a bus and the perpetrator was in custody by the end of the day; and, on August 6th a runaway in crisis was found and returned home safely.

Lastly, Sgt. DeMuri introduced a new addition to the team, Corp. Devin Steuerwald and stated that another new Deputy will be assigned to the team as well.

5. **FTA Triennial Performance Review for Fiscal Years 2021-2022 Through Fiscal Year 2023-2024.**

Recommendation: Move for approval.

Presented by: Nancie Goff, CEO

Ms. Goff briefly explained that the FTA does these reviews every three years, and this review was for the period of FY21-FY24. Additionally, Ms. Goff shared some of the adjustments that VVTA was requested to make, one of which was presented at last months Board Meeting; the reassignment of the DBELO.

There was a brief question and answer period with the Board.

ACTION ITEMS

6. **Public Hearing for Initial Study Mitigated Negative Declaration (IS/MND) and the Hydrogen Fueling Station and Hesperia Transfer Hub Projects.**

Recommendation: Adoption of the Initial Study Mitigated Negative Declaration (IS/MND) and Approval of the Hydrogen Fueling Station and Hesperia Transfer Hub.

Presented by: Dustin Strandberg, Chief Maintenance Officer.

Mr. Strandberg shared a PowerPoint presentation with the Board that explained the CEQA (California Environmental Quality Act) requirements for the area next to the current facility. Mr. Strandberg also stated that there was a notice of Public Hearing posted in the local newspaper and there were two (2) comments submitted. One from the California Department of Fish and Wildlife (CDFW) and the second from the Yuhaaviatam of San Manuel Nation focused on Mitigation Measures Nesting Birds, Burrowing Owl, Western Joshua Trees, Cultural measures and Tribal Cultural Resources. The comments received did not result in new information that would change the IS/MND analysis or require recirculation, pursuant to CEQA Guidelines.

10:02 am **Open Public Hearing: Initial Study Mitigated Negative Declaration (IS/MND) and the Hydrogen Fueling Station and Hesperia Transfer Hub Projects.**

- Hear Public Testimony – No Testimony.

10:03 am **Close Public Hearing: Initial Study Mitigated Negative Declaration (IS/MND) and the Hydrogen Fueling Station and Hesperia Transfer Hub Projects.**

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

Item #7 was pulled from the agenda for August 18, 2025.

BOARD OF DIRECTORS COMMENTS

Several Board members expressed their thanks to all staff and the Sheriff Transit Division for all their hard work.

DATE OF NEXT MEETING

The next Board meeting will be on Monday, September 22, 2025, at 9:30 am at Victor Valley Transit Authority, 17150 Smoke Tree Street, Hesperia, Ca 92345.

ADJOURNMENT

The meeting was adjourned at 10:10 am.

APPROVED: _____
James Noble, Chair

ATTEST: _____
Debi Albin, Clerk of the Board

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**AGENDA ITEM
TWO**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Payrolls and Warrants for July 2025.

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>
7/11/2025	\$145,764.38	07/25-PR100
7/22/2025	\$152,080.79	07/25-PR093
Total Payroll	\$297,845.17	

Agency's Register of Warrants

<u>Register Date</u>	<u>Amount</u>	<u>Check /ACH#</u>	<u>Register #</u>
7/16/2025	\$458,899.05	2210/215	AP-07-2025
7/24/2025	\$3,543,533.94	2141/218	AP-07-2025
7/31/2025	\$117,733.94	219/2190	AP-07-2025
	\$4,120,166.93		

RECOMMENDED ACTION

Approve VVTA's expenditures for July 2025.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Maged Azer, CFO	\$4,418,012.10	September 22, 2025	2

Victor Valley Transit Authority
Parent Company
Check Register
July 1, 2025 July 31, 2025

Check Number		Date	Amount
2110	Principal Life Insurance Company	7/16/2025	\$3,386.73
2111	Charter Communications	7/16/2025	\$820.00
2112	Southern California Edison	7/16/2025	\$222.67
2113	Charter Communications	7/16/2025	\$176.17
2114	Gannett California LocaliQ	7/16/2025	\$429.21
2115	Charter Communications	7/16/2025	\$749.00
2116	State Compensation Insurance Fund	7/16/2025	\$2,423.50
2117	Source Graphics	7/16/2025	\$1,995.80
2118	Charter Communications	7/16/2025	\$1,649.00
2119	Geoffrey Solorio	7/16/2025	\$222.23
2120	Charter Communications	7/16/2025	\$269.99
2121	Ron Turley Associates, Inc	7/16/2025	\$11,142.44
2122	Charter Communications	7/16/2025	\$231.76
2123	Simon DeMuri	7/16/2025	\$228.39
2124	Charter Communications	7/16/2025	\$1,099.00
2125	Special District Risk Management	7/16/2025	\$3,870.81
2126	Southwest Gas Corporation	7/16/2025	\$129.50
2127	Beck Oil, Inc.	7/16/2025	\$6,768.28
2128	Southern California Edison	7/16/2025	\$3,256.00
2129	Ring Central, Inc.	7/16/2025	\$2,559.50
2130	Rotary Club Of Victorville	7/16/2025	\$221.67
2131	Digital Assurance Certification, LLC	7/16/2025	\$2,500.00
2132	Southwest Gas Corporation	7/16/2025	\$55.07
2133	California Transit Training Consortium	7/16/2025	\$2,400.00
2134	Charter Communications	7/16/2025	\$329.99
2135	CITY OF BARSTOW	7/16/2025	\$415.15
2136	Digi Vue Advertising	7/16/2025	\$885.00
2137	Southwest Gas Corporation	7/16/2025	\$64.58
2138	Charter Communications	7/16/2025	\$96.76
2139	HI-Desert Communications	7/16/2025	\$1,308.00
2140	Patterson Ink	7/1/2025	\$89.20
00000215/1	Abundant Living Family Church HD	7/18/2025	\$3,320.00
00000215/2	Darktrace Holdings Limited	7/18/2025	\$55,663.65
00000215/3	Diversified Window Coverings, Inc.	7/18/2025	\$470.00
00000215/4	Macro-Z-Technology	7/18/2025	\$346,560.00
00000215/5	San Bernardino County Sheriff's Department	7/18/2025	\$390.00
00000215/6	Transtrack Systems, Inc.	7/18/2025	\$2,500.00
2141	4AP Holdings Inc.	7/24/2025	\$7,049.29
2142	AECOM Technical Services, Inc.	7/24/2025	\$5,287.10
2143	Allied Universal Security Services	7/24/2025	\$7,558.02
2144	Amazon Business	7/24/2025	\$1,558.15

2146	AVR Vanpool	7/24/2025	\$3,563.00
2147	Bonnie Baker Senior Center	7/24/2025	\$734.30
2148	City Of Victorville	7/24/2025	\$47,414.27
2149	City Of Victorville	7/24/2025	\$721.64
2150	Commute With Enterprise	7/24/2025	\$130,200.00
2151	Southern California Edison	7/24/2025	\$4,881.39
2152	Southern California Edison	7/24/2025	\$9,078.01
2153	Southern California Edison	7/24/2025	\$14,302.83
2154	FRONTIER	7/24/2025	\$79.58
2155	Inter-Con Security Systems, Inc.	7/24/2025	\$32,498.57
2156	Nancie Goff	7/24/2025	\$423.56
2157	Nth Generation	7/24/2025	\$30,560.45
2158	PSOMAS	7/24/2025	\$14,255.35
2159	Southwest Gas Corporation	7/24/2025	\$83.52
2160	Southwest Gas	7/24/2025	\$79,497.40
2161	Southwest Gas	7/24/2025	\$28.61
2162	Southwest Gas	7/24/2025	\$36,890.11
2163	Think Graphic Design	7/24/2025	\$1,100.00
2164	TransitTalent.com	7/24/2025	\$125.00
2165	Ultrasonics Environmental, Inc.	7/24/2025	\$50,084.02
2166	Inter-Con Security Systems, Inc.	7/24/2025	\$8,905.60
00000217/1	Keolis Transit Services, LLC	7/29/2025	\$2,359,632.94
00000218/1	Keolis Transit Services, LLC	7/29/2025	\$697,021.23
00000219/1	4 Imprint, Inc.	7/30/2025	\$715.33
00000219/2	Oracle America, Inc.	7/30/2025	\$3,937.50
00000219/3	RideCo US, Inc	7/30/2025	\$8,172.66
00000219/4	RideCo US, Inc	7/30/2025	\$161.52
00000219/5	RideCo US, Inc	7/30/2025	\$3,250.00
00000219/6	GMV Syncromatics	7/30/2025	\$827.20
2167	Aramark Refreshment Services, LLC	7/31/2025	\$536.23
2168	AVCOM Services, Inc.	7/31/2025	\$495.00
2169	Clean Energy	7/31/2025	\$20,580.94
2170	Diamond Environmental Services, LP	7/31/2025	\$783.11
2171	Digi Vue Advertising	7/31/2025	\$1,504.80
2172	Frontier	7/31/2025	\$268.86
2173	Golden State Water Company	7/31/2025	\$479.63
2174	Golden State Water Company	7/31/2025	\$157.46
2175	Golden State Water Company	7/31/2025	\$54.74
2176	Golden State Water Company	7/31/2025	\$623.96
2177	Golden State Water Company	7/31/2025	\$518.49
2178	GRIMCO INC.	7/31/2025	\$8,971.20
2179	AIA Corporation	7/31/2025	\$2,158.78
2180	Konica Minolta Business Solutions	7/31/2025	\$495.90
2181	Mark Christopher Chevrolet Inc.	7/31/2025	\$44,188.93
2182	Patterson Ink	7/31/2025	\$575.00
2183	Principal Life Insurance Company	7/31/2025	\$3,331.02
2184	PrintMart	7/31/2025	\$2,009.27
2185	Special District Risk Management	7/31/2025	\$3,870.81

2186	Southwest Gas	7/31/2025	\$11.00
2187	TMD Transportation Management & Design	7/31/2025	\$3,564.62
2188	Trona Community Senior Center	7/31/2025	\$4,769.98
2190	Western AudioVisual	7/31/2025	\$720.00
TOTAL			\$ 4,120,166.93

**AGENDA ITEM
THREE**

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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 invoices for July 2025.
- Monthly Performance Statistics Systemwide Summary.
- Monthly Ridership Report.
- Monthly ADA Denial Report.
- Monthly Road Call Report.
- Keolis On Time Performance Report.

RECOMMENDED ACTION

Information items only.

PRESENTED BY
Nancie Goff,
CEO

FISCAL IMPACT

N/A

MEETING DATE

September 22, 2025

ITEM NUMBER

3

**Keolis Transit Services**

17150 Smoke Tree St.

Hesperia Calif. 92345

BILL TO
Victor Valley Transit Authority
17150 Smoke Tree St.
Hesperia, CA 92345Attention: Mrs. Nancie Goff
Chief Executive Officer**INVOICE NO. 0060280-IN****DATE** 8/5/2025**CONTRACT NAME:**
Victor Valley Transit**MONTH** July 2025**BILLING PERIOD 07/01/2025 - 07/31/2025**

	Budgeted Revenue hours	Actual Revenue hours	Variance in Missed Service	Budgeted Revenue Hour Expense	Actual Revenue Hour Expense	Allocated Fixed Cost	Variance (+ or -)	Budgeted Expense Year-to-date	Actual Expense Year-to-date	Variance (+ or -) Year-to-date
ADA ParaTransit	3,812.40	3,380.07		\$350,321.44	\$310,594.43	\$153,263.91	(\$39,727.00)	\$350,321.44	\$310,594.43	(\$39,727.01)
Subscription	1,217.40	1,555.22		\$111,866.89	\$142,908.91	\$70,518.90	\$31,042.02	\$111,866.89	\$142,908.91	\$31,042.02
Microlink	1,334.60	1,366.01		\$122,636.39	\$125,522.44	\$61,939.49	\$2,886.05	\$122,636.39	\$125,522.44	\$2,886.05
Regional Fixed Rt	11,682.70	11,612.48	(30.98)	\$1,074,341.09	\$1,067,883.66	\$526,950.94	(\$6,457.43)	\$1,074,341.09	\$1,067,883.66	(\$6,457.43)
Route 15	756.10	772.33	(9.25)	\$69,530.96	\$71,023.47	\$35,046.78	\$1,492.51	\$69,530.96	\$71,023.47	\$1,492.51
Fort Irwin	505.10	504.85	(3.35)	\$45,024.61	\$45,002.33	\$22,206.56	(\$22.28)	\$45,024.61	\$45,002.33	(\$22.28)
SUBTOTALS	\$19,308.30	\$19,190.95	-\$43.58	\$1,773,721.38	\$1,762,935.24	\$869,926.59	-\$10,786.13	\$1,773,721.38	\$1,762,935.24	-\$10,786.14

TOTAL INVOICE**\$2,632,861.83****Please REMIT TO:**

Keolis Transit Services, LLC

53 State Street, 11th Floor

Boston, MA 02109

ARDept@keolisna.com

Manager's Signature and Business Phone

INVOICE NO. 0060281-IN

keolis*Keolis Transit Services*

17150 Smoke Tree St.

Hesperia Calif. 92345

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

DATE 8/5/2025

CONTRACT NAME:
Victor Valley Transit

Attention: Mrs. Nancie Goff
Chief Executive Officer

MONTH July 2025

BILLING PERIOD 06/01/2025 - 06/30/2025

	Budgeted Revenue hours	Actual Revenue hours	Variance in Missed Service	Budgeted Revenue Hour Expense	Actual Revenue Hour Expense	Allocated Fixed Cost	Variance (+ or -)	Budgeted Expense Year-to-date	Actual Expense Year-to-date	Variance (+ or -) Year-to-date
County	1,596.60	1,666.18	(1.98)	\$146,823.34	\$153,221.91	75,607.89	\$6,398.58	\$146,823.34	\$153,221.91	\$6,398.57
Barstow-Fixed Route	2,080.10	2,084.02	-	\$191,286.00	\$191,646.48	94,568.63	\$360.48	\$191,286.00	\$191,589.46	\$303.46
Barstow-County	1,239.30	1,170.27	(0.85)	\$113,966.03	\$107,618.03	53,104.49	(\$6,348.00)	\$113,966.03	\$107,618.03	(\$6,348.00)
Barstow-DAR	448.30	607.90		\$41,194.29	\$55,860.18	27,564.40	\$14,665.89	\$41,194.29	\$55,860.18	\$14,665.89
SUBTOTALS	5,364.30	5,528.37	(2.83)	\$493,269.65	\$508,346.60	250,845.41	\$15,076.95	\$493,269.66	\$508,289.58	\$15,019.92

TOTAL INVOICE**\$759,192.02****Please REMIT TO:**

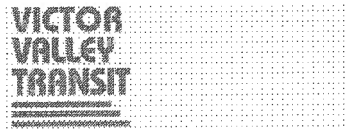
Keolis Transit Services, LLC

53 State Street, 11th Floor

Boston, MA 02109

ARDept@keolisna.com

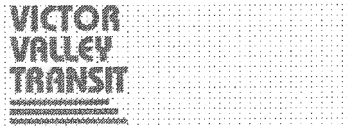
Manager's Signature and Business Phone



FY 2026 -- Monthly Performance Statistics by Mode
Systemwide Summary
All Routes

Performance Statistics for July

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)	75,432	17,296.5	\$3,053,486	\$52,306	4.4	\$40.48	\$176.54	\$0.69	\$3.02	1.71%
Commuter Bus	2,713	504.9	\$104,753	\$20,123	5.4	\$38.61	\$207.49	\$7.42	\$39.86	19.21%
Demand Response	11,174	7,107.1	\$1,153,372	\$21,844	1.6	\$103.22	\$162.28	\$1.95	\$3.07	1.89%
System Total	89,319	24,908.5	\$4,311,610	\$94,273	3.6	\$48.27	\$173.10	\$1.06	\$3.78	2.19%



Monthly Ridership Report

July, FY 2026

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)	76,985	75,432	4.8	4.3	3.52%	1.71%
Commuter Bus	2,881	2,713	5.7	5.3	28.02%	19.21%
Demand Response	10,409	11,174	2.1	1.5	4.36%	1.89%
System Total	90,275	89,319	4.2	3.5	4.34%	2.19%

ADA Dispatch Denial Report For the Month of July 2025

[illegible]

JULY

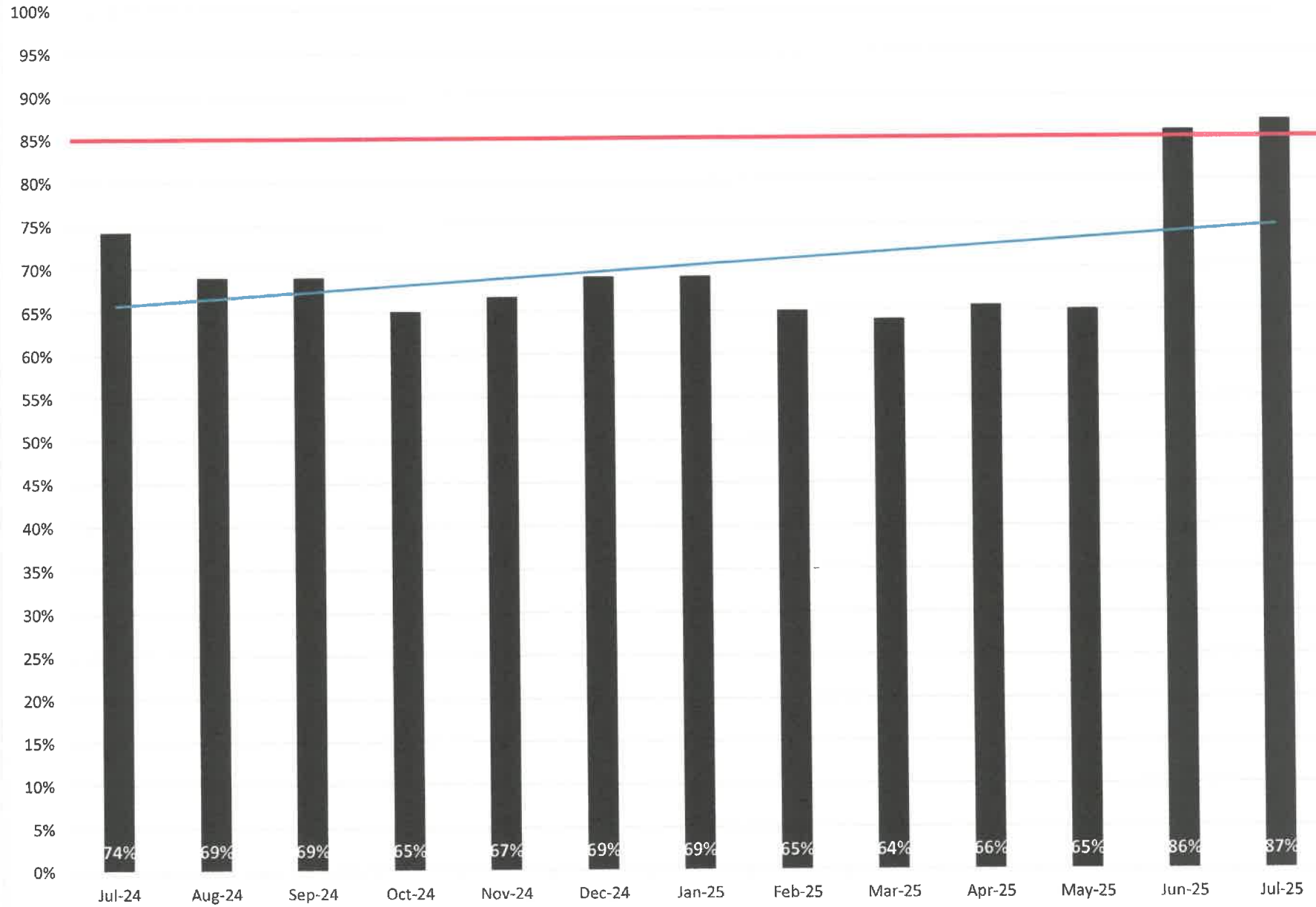
Major and Non-Major Miles Between Road Calls

Total Miles	2024	2025
Demand Response	67,546	69,746
Commuter Bus	19,687	19,484
Motor Bus	286,261	259,096
Total Miles	373,494	348,326

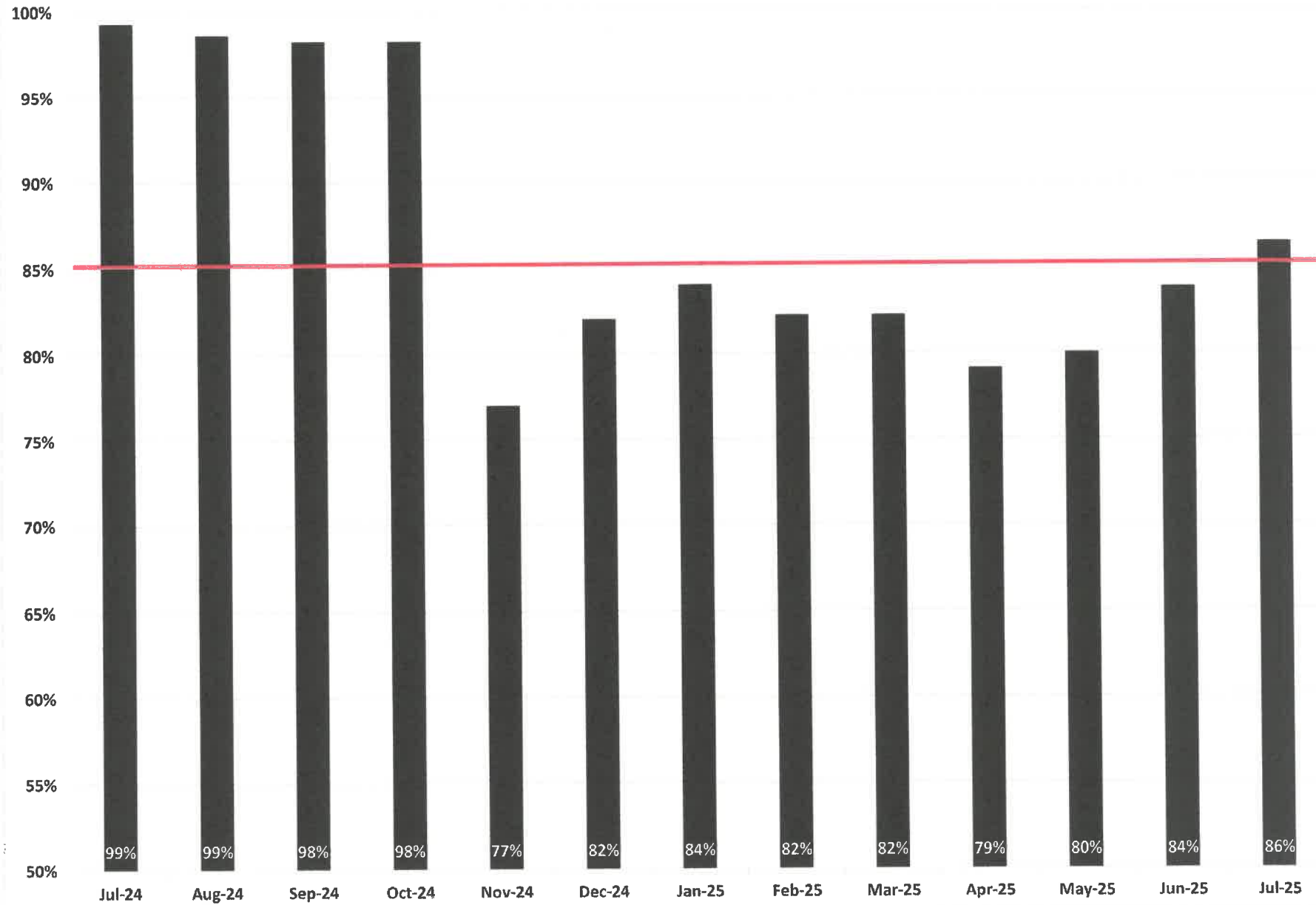
Total Road Calls	2024	2025
Demand Response	2	14
Commuter Bus	2	2
Motor Bus	26	37
Total Road Calls	30	53

Miles Between Road Calls	2023	2025
Demand Response	33,773	4,982
Commuter Bus	9,844	9,742
Motor Bus	11,010	7,003
Total System	54,627	21,726

OTP - Fixed Route



OTP - Direct Access



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**AGENDA ITEM
FOUR**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Transit Operations Division, Victor Valley Detail Report.

SUMMARY STATEMENT

At this time, a representative of the VVTA Transit Operations Division, Victor Valley Detail will present highlights and statistics from the last month.

RECOMMENDED ACTION

Information item only.

PRESENTED BY
VVTA

Transit Operations
Division Unit

FISCAL IMPACT

N/A

MEETING DATE

September 22, 2025

ITEM NUMBER

4

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**DISCLOSURE
POTENTIAL
CONFLICTS OF
INTEREST ISSUES**

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VICTOR VALLEY TRANSIT AUTHORITY

representing the communities of Apple Valley, Adelanto, Hesperia,
Victorville and San Bernardino County

Conflict of Interest Form

Purpose: This form is provided to assist members of the VVTA Board of Directors in meeting requirements of Government Code Section 84308 and 87100 in documenting conflict of interest as related to VVTA Board/Committee agenda items.

Instructions: Under certain circumstances, VVTA Board of Directors may be required to disclose and disqualify themselves from participating in, influencing, or voting on an agenda item due to personal income, real property interests, investments, business positions, or receipt of campaign contributions. If applicable, Board members must personally state the following information, for entry into the public record, prior to consideration of the involved agenda item(s) and turn in the completed form to the Clerk of the Board prior to leaving the meeting.

I. Board Member Information

Board Member Name	City/County Name	Meeting Date

II. Campaign Contributions

1. I have a disqualifying campaign of over \$250 From _____
(Name of Company and/or individual)
and therefore I am abstaining from participation on Agenda Item _____ Subject: _____
2. I have a disqualifying campaign of over \$250 from _____
(Name of Company and/or individual)
and therefore I am abstaining from participation on Agenda
item _____ Subject: _____
3. I have a disqualifying campaign of over \$250 from _____
(Name of Company and/or individual)
and therefore I am abstaining from participation on Agenda item _____ Subject: _____

III. Financial Interest

1. I have a financial interest of _____,
from/in _____
(State income, real property interest, or business position) (Identify company or property location)
and therefore I am abstaining from participation on Agenda Item _____ Subject: _____
2. I have a financial interest of _____,
from/in _____
(State income, real property interest, or business position) (Identify company or property location)
and therefore I am abstaining from participation on Agenda Item _____ Subject: _____

IV. Signature

Board Member Signature: _____
Date: _____

Please remember you must state the information into the public record prior to consideration of the involved agenda item(s) and turn in the complete form to the Recording Secretary prior to leaving the meeting.



VICTOR VALLEY TRANSIT AUTHORITY
*representing the communities of Apple Valley, Adelanto, Hesperia,
Victorville and San Bernardino County*

MEMORANDUM

Date: August 18, 2025
To: Victor Valley Transit Board of Directors
From: Victor Valley Transit Chief Executive Officer

Subject: Disclosure(s) regarding recommendations for action by the VVTa Board of Directors.

Staff hereby provides the Victor Valley Transit Board of Directors with a listing of principals and subcontractors associated with action items on the agenda for the Board's August 18, 2025, meeting.

Agenda Item No.	Contract No.	Principals and Agents	Subcontractors
7	2025-08	Gustavo Gonzalez BayoTech, Inc. 16225 Park Ten Place, Suite 200 Houston, TX 77084	Pilot Flying J, Knoxville, TN Greenfix / Greenmark Technical Solutions, Indio, CA
7	2025-08	Richart Minter Linde Services, Inc. 1585 Sawdust Road., Suite 100 The Woodlands, CA 77380	Total Hydrogen LLC, Evergreen, CO Fueling and Services Technologies, Inc. (DBA FASTECH), Fountain Valley, CA
7	2025-08	Mark DiMaggio Messer, LLC 200 Somerset Corporate Blvd Bridgewater NJ 08807	N/A
7	2025-08	Johanna Love WestAir Gasses & Equipment Inc. 2505 Congress Street San Diego, CA 92110	N/A
7	2025-08	John Motlow Zero Emission Industries 138 West Harris Ave E South San Francisco, CA 94080	First Element Fuels, Irvine, CA

The foregoing information has no financial impact on the Agency and is provided relative to potential conflicts of interest, which may precipitate member abstentions under California Government Code 84308.

**AGENDA ITEM
FIVE**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Award VVTA RFP 2025-08 Interim Hydrogen Fueling Station to Linde Services, Inc., The Woodlands, TX.

SUMMARY STATEMENT

At the April 21, 2025, VVTA Board of Directors meeting, the Board approved the release RFP 2025-08 Interim Hydrogen Fueling Solution.

VVTA released RFP 2025-08 by having the solicitation posted on the VVTA website, publicpurchase.com, and advertising in Newspapers of general circulation including Transit Talent. The proposals were due on June 25, 2025, and five proposals were received. On July 23, 2025, the evaluation committee met to assess the submissions and determine a recommendation for the contract award. The evaluation committee consisted of VVTA staff as well as evaluators from two other Transit Agencies. The scoring results, based on a maximum possible score of 130 points, were as follows:

- | | |
|---|--------|
| • Linde Services, Inc., The Woodlands, TX | 108.45 |
| • Zero Emission Industries, South San Francisco, CA | 104.23 |
| • Bayotech, Houston, TX | 90.87 |
| • Messer, LLC, Bridgewater, NJ | 71.31 |
| • Westair, San Diego, CA | 52.56 |

Following this evaluation, the committee elected to proceed with the Best and Final Offer (BAFO) process with the two highest-scored proposals. BAFO proposals were received from Linde and Zero Emission. The Final BAFO scores were:

- | | |
|---|--------|
| • Linde Services Inc., The Woodlands, TX | 111.27 |
| • Zero Emission Industries, South San Francisco, CA | 104.23 |

RECOMMENDED ACTION

Approve the award of VVTA RFP 2025-08 Interim Hydrogen Fueling Solution to Linde Services, Inc., The Woodlands, TX, for a contract for 1 year with 1 option year to extend, not to exceed \$1,639,585.00.

PRESENTED BY
Christine Plasting,
Procurement Manager

FISCAL IMPACT
\$438,000 capital
\$1,201,585.00 fuel

MEETING DATE
September 22, 2025

ITEM NUMBER
5

VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Award VVTA RFP 2025-08 Interim Hydrogen Fueling Station to Linde Services, Inc., The Woodlands, TX.

SUMMARY STATEMENT

Based on the evaluation results, staff recommend awarding the contract for the Interim Hydrogen Fueling Solution to Linde Service, Inc. The one-year contract with one option year to extend of \$1,639,585.00. If VVTA and Linde Services, Inc. are unable to come to a contract agreement, VVTA reserves the right to move to the next highest scored proposal from Zero Emission Industries.

Funding for the capital project is included in the approved FY 2026 budget. The capital costs for installation and equipment (\$438,000.00) will be funded through State Transit Assistance (STA) funds, while the fuel component (\$1,201,585.00) will be covered through Local Transportation Funds (LTF) and other operating funding sources.

**AGENDA ITEM
SIX**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Update of the Public Transportation Agency Safety Plan (PTASP).

SUMMARY STATEMENT

In 2018, The Federal Transportation Administration required Public Transportation Agencies to adopt a Public Transportation Agency Safety Plan (PTASP) and have their governing Board approve the plan by December 31, 2019, which the VVTA Board did approve prior to the deadline.

In accordance with FTA requirements, each transit agency must establish a process and timeline for conducting an annual review and update of the PTASP. In the 2025 updated plan, Safety Performance Targets for Fatalities, Injuries, Safety Events, and System Reliability have been modified to reflect a rolling 2-year average of VVTA safety performance instead of solely comparing to the prior year's performance. Using a 2-year average provides targets that more accurately reflect safety performance trends.

The PTASP was reviewed by the VVTA Safety Committee, which is comprised of VVTA and Keolis management and represented employees. The Safety Committee approved the updated plan on September 3, 2025.

The PTASP is included in the Board Agenda Packet.

RECOMMENDED ACTION

Approve Update of the Public Transportation Agency Safety Plan (PTASP).

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Rod Goldman, Director of Operations	None	September 22, 2025	6

VICTOR VALLEY TRANSIT

VICTOR VALLEY TRANSIT



PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP)

SEPTEMBER **20242025**

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Chapter 1 – Transit Agency Information

Transit Agency Name:	Victor Valley Transit Authority (VVTA)			
Transit Agency Address:	17150 Smoke Tree Street, Hesperia, CA 92345			
Accountable Executive:	Chief Executive Officer			
Chief Safety Officer:	Director of Operations			
Modes of Service Covered by This Plan:	Fixed-Route, Paratransit, Commuter	FTA Funding Types:	5307, 5310, 5311, 5339	
Modes of Service Provided by VVTA:	Fixed-Route, Paratransit, Commuter			
Does the agency provide transit services on behalf of another transit agency or entity?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	Description of Arrangement(s):	N/A
Name and Address of Transit Agency(ies) or Entity(ies) for Which Service Is Provided:	N/A			

Chapter 2 – Plan Development, Approval, and Updates

This plan was developed by VVTA and has been reviewed by the VVTA Safety Committee.

Victor Valley Transit Authority Accountable Executive (Name)	
Nancie Goff	
Signature of Accountable Executive	Date of Signature
VVTA Safety Committee, Chair (Name)	
Roderick Goldman	
Signature of VVTA Safety Committee, Chair	Date of Certification

Version Number and Updates

Version Number	Section/Pages Affected	Reason for Change	Date Issued
1		New Document	11/16/2020
2	Exhibit A	Addition of Safety Committee Approval	1/17/2023
3	Pages 6, 8, 18	Addition of language re: Mitigation to Infectious Disease Exposure; Change Chief Safety Officer designation; Mitigation of Transit Worker Assaults.	9/16/2024
<u>4</u>	<u>Pages 4, 5, Appendix B</u>	<u>Update of Safety Performance Targets; Safety Committee Approval of PTASP</u>	<u>9/22/2025</u>

Annual Review and Update of the Public Transportation Safety Plan (PTASP)

VVTA's plan addresses all applicable requirements and standards as set forth in Federal Transit Administration's (FTA) Public Transportation Safety Program and the National Public Transportation Safety Plan. At VVTA, the review of safety practices is an ongoing process, not one limited to scheduled reviews. The Chief Safety Officer will review and update this plan as needed, or at a minimum, by September 1 of each year. The VVTA Safety Committee will be the first to review and certify changes. Once certified by the safety committee, the accountable executive will review and approve any changes, sign the new plan, and forward it to the Board of Directors for final review and approval.

Chapter 3: Safety Performance Targets by Mode of Service

Goals and targets listed below are based on the previous ~~1-2 year-years~~ of VVTA's safety performance based on data provided through TransTrack. This data is collected and analyzed to ensure VVTA is progressing towards set goals. In the event it is found that VVTA is deviating from identified goals, VVTA will comply with the processes outlined in this document.

MODE OF SERVICE: FIXED-ROUTE

Fatalities:

- Total number of fatalities reported: 0
- Rate of fatalities per 100,000 vehicle revenue miles (VRM): 0

Injuries:

- Total number of injuries reported: 1236
- Rate of injuries per 100K VRM: 0.360.53

Safety Events:

- Total number of safety events reported: 8-15
- Rate of safety events per 100K VRM: 0.240.22

System Reliability:

- Mean distance between major mechanical failures by mode: 1 per 12,829.310,619.3 VRM

MODE OF SERVICE: DEMAND-RESPONSE

Fatalities:

- Total number of fatalities reported: 0
- Rate of fatalities per 100,000 vehicle revenue miles (VRM): 0

Injuries:

- Total number of injuries reported: 4-10
- Rate of injuries per 100K VRM: 0.570.61

Safety Events:

- Total number of safety events reported: 0-2
- Rate of safety events per 100K VRM: 0.00.12

System Reliability:

- Mean distance between major mechanical failures by mode: 1 per 22,674.217,492.7 VRM

MODE OF SERVICE: COMMUTER

Fatalities:

- Total number of fatalities reported: 0
- Rate of fatalities per 100,000 vehicle revenue miles (VRM): 0

Injuries:

- Total number of injuries reported: 0
- Rate of injuries per 100K VRM: 0.0

Safety Events:

- Total number of safety events reported: 0
- Rate of safety events per 100K VRM: 0.0

System Reliability:

- Mean distance between major mechanical failures by mode: 1 per ~~22,845~~516,102.5 VRM

SAFETY PERFORMANCE TARGET COORDINATION

VVTA's Accountable Executive provides a copy of our Agency Safety Plan, including safety performance targets, with the San Bernardino County Transportation Authority (MPO) in our service area each year after its formal adoption by the VVTA Board of Directors. VVTA personnel are available to coordinate with the San Bernardino County Transportation Authority regarding safety performance targets upon request. VVTA's Accountable Executive reviews goals monthly and will review yearly to establish new goals if needed for improvement.

Target Transmittal Dates:

- San Bernardino County Transportation Authority: September ~~2326~~, 2024-2025

Chapter 4: Safety Management Policy

VVTA establishes and implements a Safety Management System (SMS) compliant with Part 673. The VVTA SMS is appropriately scaled to the size, scope, and complexity of VVTA, and includes four components as required by 49 CFR 673: Safety Management Policy, Safety Risk Management, Safety Assurance, and Safety Promotion.

Safety Management Policy Statement

The management of safety is one of VVTA's core business functions. VVTA is committed to developing, implementing, maintaining, and constantly improving processes to ensure all transit service delivery activities take place under a balanced allocation of organizational resources aimed at achieving the highest level of safety performance to ensure the safety of our customers, employees, and the public.

All levels of management and all employees are accountable for the delivery of this level of safety performance, starting with the Chief Executive Officer.

VVTA's commitment is to ensure that agency staff and transit contractors:

- Support the management of safety through the provision of appropriate resources that will result in an organizational culture that:
 - fosters safe practices
 - encourages effective employee and contractor safety reporting and communication
 - actively manages safety with the same attention to results of the other management systems of the organization
- Integrate the management of safety among the primary responsibilities of all managers, employees, and contractors
- Clearly define for all staff, managers, employees, and contractors alike, their accountabilities and responsibilities for the delivery of the organization's safety performance and the performance of our safety management system
- Establish and operate hazard identification and analysis (including exposure to infectious diseases) and safety risk evaluation activities, including an employee and contractor safety reporting program as a fundamental source for safety concerns and hazard identification in order to eliminate or mitigate the safety risks of the consequences of hazards resulting from our operations or activities to a point which is consistent with our acceptable level of safety performance; this would include utilizing guidelines from the Centers for Disease Control and Prevention (CDC)
- Ensure no action will be taken against any employee or contractor who discloses a safety concern through the safety reporting program unless disclosure indicates, beyond any reasonable doubt, an illegal act, gross negligence, or a deliberate or willful disregard of regulations or procedures

- Comply with, and wherever possible exceed, legislative and regulatory requirements and standards
- Ensure sufficient skilled and trained human resources are available to implement safety management processes
- Ensure all staff and contractors are provided with adequate and appropriate safety-related information and training, are competent in safety management matters, and are allocated only tasks commensurate with their skills
- Establish and measure safety performance against realistic and data-driven safety performance indicators and safety performance targets
- Continually improve safety performance through management processes that ensure appropriate safety management action is taken and is effective
- Ensure externally supplied systems and services to support operations are delivered meeting safety performance standards

Safety Management Policy Communication

VVTA's commitment to the safety of their employees and contractors began with the roll out of the PTASP. The Chief Safety Officer distributed the Safety Management Policy Statement to all VVTA employees and contractors in an All-staff Meeting on October 1, 2020. Each VVTA employee and contractor received a copy of the statement. Following dissemination of the policy, a signed acknowledgement was collected. New VVTA employees and contractor employees are given a copy of the PTASP, and a signed acknowledgement is collected.

Each revision of the PTASP will continue to be provided to VVTA employees and contractors once final approval has been received. Anytime changes are made to the PTASP, a signed acknowledgment by VVTA employees and contractors will be required.

The PTASP Policy Statement is posted on bulletin boards at VVTA Headquarters and in the operations and maintenance break areas of the operating divisions. The PTASP Policy Statement will also be distributed to all new hires during orientation for VVTA employees. Contractors that VVTA does not provide new hire orientation for are required to distribute the PTASP Policy Statement during new hire orientation.

Authorities, Accountabilities, and Responsibilities

Accountable Executive

Chief Executive Officer

The Chief Executive Officer is ultimately responsible for carrying out the PTASP, Transit Asset Management (TAM) Plan, and the allocation of resources needed to develop and maintain both plans. The Accountable Executive is responsible for ensuring the Safety Plan and all Safety Management System (SMS) components are effectively implemented and for ensuring action is taken, as necessary, to address substandard performance in the agency's SMS.

Chief Safety Officer (CSO)

Director of Operations

The Chief Executive Officer has designated the Director of Operations as the Chief Safety Officer. In addition to their other duties, the Director of Operations has the authority and responsibility for day-to-day implementation and operation of safety and reports directly to the Chief Executive Officer. At minimum, the Director of Operations is trained in the training outlined in Section 7 under “Requirements for Chief Safety Officer Training.”

Agency Leadership and Executive Management

The Chief Safety Officer has designated the VVTA Operations Manager as the Agency Lead. The Agency Lead is a single identifiable person who will manage the day-to-day operation of the PTASP, including the following key tasks:

- Establish goals and targets
- Ensure the plan is being followed by all employees
- Report to key management progress of the plan
- Make recommendations to improve the plan after implementation
- Report to any government agency any reporting requirements associated with PTASP

The VVTA Safety Management team have the following authorities, accountabilities, and responsibilities:

- Meet monthly to review safety suggestions to determine next step to resolve
- Participate in the VVTA Safety Committee
- Oversee day-to-day operations in their department
- Modify department policies and procedures to be consistent with PTASP as needed
- Provide subject matter expertise to support implementation of the PTASP as requested by the Accountable Executive or the Chief Safety Officer, including investigation of safety events, development of safety risk mitigations, and monitoring of mitigation effectiveness
- Assess the financial and budgetary impacts of safety mitigation recommendations and allocate resources to accomplish safety goals

The VVTA Safety Management team includes:

- VVTA Director of Operations
- VVTA Chief Maintenance Officer
- VVTA Chief Financial Officer
- VVTA Operations Manager
- VVTA Procurement Manager
- VVTA Systems Administrators
- VVTA Contractor Management Team

VVTA Safety Committee

The VVTA Safety Committee purpose is: (I) identifying and recommending risk-based mitigations or strategies necessary to reduce the likelihood and severity of consequences identified through the agency's safety risk assessment; (II) identifying mitigations or strategies that may be ineffective, inappropriate, or were not implemented as intended; and (III) identifying safety deficiencies for purposes of continuous improvement. The committee will be comprised of an equal number of management staff comprised of staff from VVTA and its contractors and frontline employees chosen by the union. The Chief Safety Officer will act as chair for the committee and will prepare agendas for the meetings. Each entity may name alternates for the committee as needed.

The committee will meet quarterly to review and discuss incidents and issues reported and will annually review the plan and recommend updates. The Safety Committee certifies the plan when edits or updates are made before it can be approved by the VVTA Board of Directors. For the plan to be certified, a majority of the committee members must agree on the edits or updates. Updates will be made to the plan as needed, but at a minimum, it will be reviewed annually. If no updates are made, the plan will not need to be recertified.

At each quarterly safety meeting, the safety committee will make recommendations to improve safety and evaluate any safety hazard reported. Each quarterly safety committee meeting will also include discussion of the following:

- Review of safety related incidents to review causation
- Identify the causes associated with each event
- Develop mitigation measures to reduce the risk of events occurring in the future
- Review of policy and procedures
- Training
- Safety awareness

Driver Safety Meetings

The VVTA Contractor is required to hold monthly safety meetings. Each meeting will include a permanent agenda item dedicated to safety, where safety issues are discussed and documented.

Employee Safety Reporting Program

VVTA is committed to conducting business with honesty and integrity. Employees and contractors are encouraged to speak up and raise questions and concerns promptly about any situation that may violate safety protocols, policies, procedures, the laws, rules, and regulations that govern business operations.

Employees and contractors are expected to tell others if witnessing unsafe work practices or conditions. In instances when employees and/or contractors are not comfortable discussing

these unsafe conditions with fellow employees, they are encouraged to discuss the situation with management or report it in writing anonymously.

There are many ways employees can report safety conditions. They may report conditions directly to the Dispatcher, who will add them to the daily Operations Log. They may also report conditions using their name or anonymously to Safety@vvta.org.

However, where matters are more serious or the employee or contractor feels management has not addressed the concern or they are not comfortable reporting to their immediate manager, employees can report the concern to the next level manager, any member of the safety committee, Chief Safety Officer or VVTA Operations Manager.

Retaliation against anyone who, in good faith, reports observations of unsafe or illegal activities, or against anyone who cooperates in any investigation of such report, is strictly prohibited, and is not tolerated, regardless of the outcome of the complaint. In other words, employees and contractors are protected for speaking up in good faith under this policy. Any manager, or coworker who retaliates against a complaining employee, contractor, or anyone involved in an investigation of a complaint is subject to discipline and/or termination.

Managers are charged with assuring that they, their staff, and contractors comply with whistleblower protections and that no retaliation occurs because of a reported safety-related issue. However, VVTA may take disciplinary action if the report involves any of the following:

- Willful participation in illegal activity
- Gross negligence, such as knowingly utilizing heavy equipment for purposes other than intended such that people or property are put at risk
- Deliberate or willful disregard of regulations or procedures, such as reporting to work under the influence of controlled substances

Examples of Information Typically Reported:

If an employee or contractor is involved in a near miss, or determines something to be a hazard, the event should be reported so all may learn from the event and prevent a collision or injury from occurring in the future. If the safety hazard requires immediate attention, a supervisor must be notified immediately. If immediate attention is not required, the employee or contractor is encouraged to submit the information to management by the end of their workday. VVTA management or contractor's management then initiates conversations with employees about their observations of both safe and unsafe behaviors. If an incident has occurred, the vehicle operator must stop the vehicle immediately as it is safe to do so.

VVTA encourages anyone who sees, hears, or learns of any conduct or statement that seems threatening or suspicious, and/or any weapons on company premises or in company vehicles, to immediately report such conduct or statement. If there is an immediate risk or

imminent threat of violence, serious harm, or life-threatening conduct, employees should immediately call 911, local police, or other law enforcement.

Once the safety issue is submitted, it is reviewed by the VVTA Operations Manager or the Chief Safety Officer. Following the review, a report is to be sent via email to the department responsible for addressing the reported issue.

The safety issues are also reviewed to determine if they should be presented to the Safety Committee for discussion. Types of safety issues reported that would be presented for discussion to the Safety Committee, including issues that a solution would benefit the employees or contractors, are within the scope of the operations for VVTA or that require action by VVTA to complete.

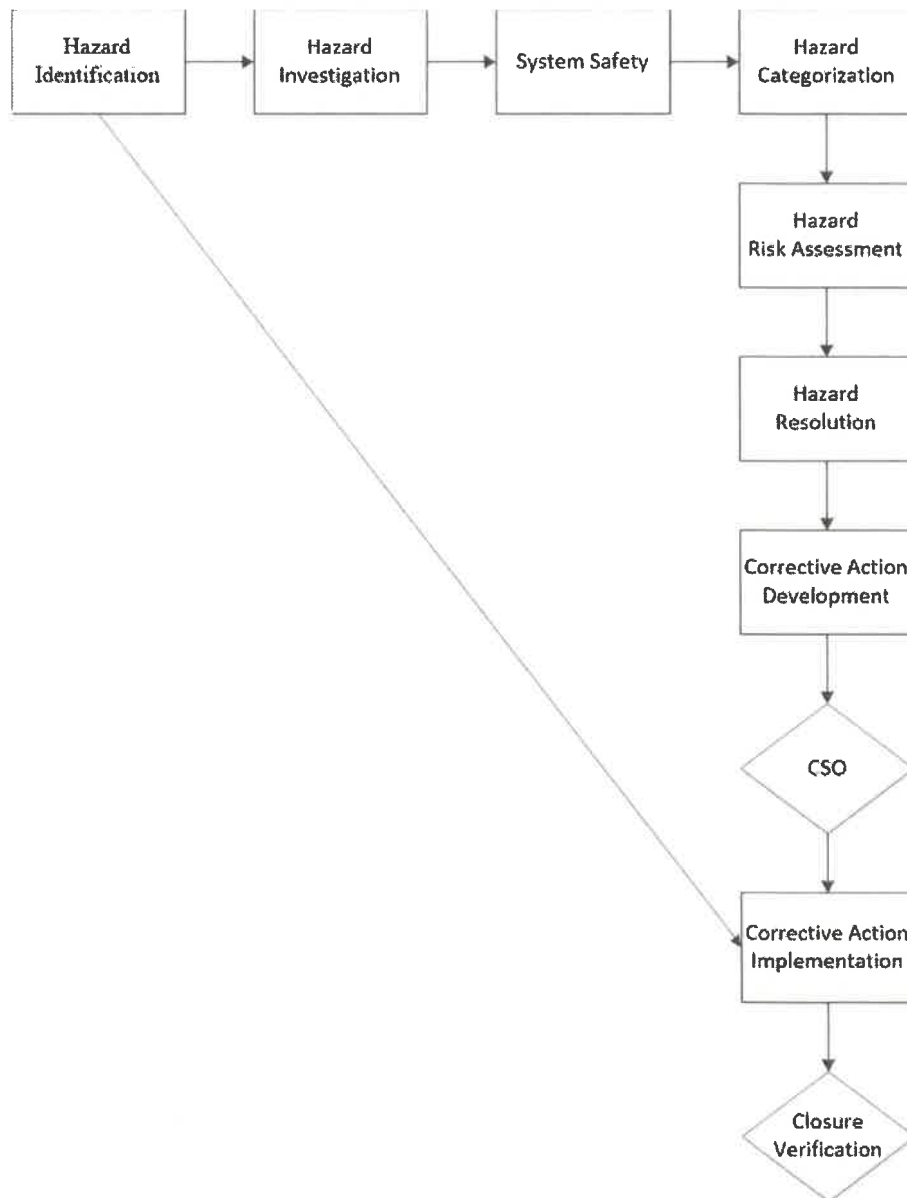
The Chief Safety Officer or designee, supported by the Safety Committee, will review and address reported safety issues at each quarterly Safety Committee meeting. Each safety issue will be reviewed to ensure hazards and their consequences are appropriately identified and resolved through the Safety Risk Management process. All reported deficiencies and non-compliance with rules or procedures are managed through the Safety Assurance process.

The Chief Safety Officer or designee will also notify contractors of all actions taken to address reported safety issues annually. The contractors will be responsible for disseminating the information to their employees. Additionally, if the reporting employee provided his or her name during the reporting process, the Chief Safety Officer or designee will follow up directly with the employee when VVTA determines if action should be taken and after any mitigations are implemented.

Chapter 5: Safety Risk Management

Safety Risk Management Process

Safety management is at the core of everything done at VVTA. All employees and contractors are responsible for performing their jobs in a safe manner, which includes identifying safety risks and participating in developing and implementing effective mitigation techniques. The process for managing hazards, from identification through corrective action and closure, is illustrated by the following chart.



As described earlier, a structure exists to address all safety concerns. To ensure safety, the VVTA Safety Committee is responsible for reviewing safety related incidents to review culpability, to identify the causes associated with each event, and develop mitigation measures to reduce the risk of events occurring in the future. Having this committee provides a way for employees and contractors to report safety risks in a timely manner and for teams that understand the conditions associated with each area. Additionally, the opportunity exists for more timely, appropriate, and effective mitigation measures.

Safety Hazard Identification

The safety hazard identification process offers VVTA the ability to identify hazards and potential consequences in the operation and maintenance of our system. Hazards can be identified through a variety of sources, including:

- Employee Safety Reporting
- Review of contractor monthly performance data and safety performance targets
- Comments from customers, passengers, and third parties, including VVTA's insurance provider and vendors
- Safety Committee, drivers, and staff meetings
- Audits and inspections of vehicles and facilities
- Training assessments
- Investigations into safety events, incidents, and occurrences
- Federal Transit Administration (FTA) and other oversight authorities (mandatory information sources)
- Road conditions
- Safety and performance data targets
- Camera footage
- Supervisor or employee observations
- Maintenance reports

When a safety concern is observed, whatever the source, it is reported to VVTA's Chief Safety Officer or designee. Procedures for reporting hazards are reviewed during new hire orientation and at the quarterly Safety Committee meetings. The Chief Safety Officer or designee may also identify hazards based on review of results of audits and observations, and information received from FTA and other oversight authorities, as well as the National Transportation Safety Board.

The Chief Safety Officer or designee may conduct further analyses of identified hazards and consequences to collect information and identify additional consequences and to inform which hazards should be prioritized for safety risk assessment. In following up on identified hazards, the Chief Safety Officer or designee may:

- Reach out to the reporting party, if available, to gather all known information about the reported hazard
- Conduct a walkthrough of the affected area, assessing the possible hazardous condition, generating visual documentation (photographs and/or video), and taking any measurements deemed necessary
- Conduct interviews with employees in the area to gather potentially relevant information on the reported hazard
- Review any documentation associated with the hazard (records, reports, procedures, inspections, technical documents, etc.)
- Contact other departments that may have association with or technical knowledge relevant to the reported hazard
- Review any past reported hazards of a similar nature
- Evaluate tasks and/or processes associated with the reported hazard

The Chief Safety Officer or designee will prepare an agenda to discuss identified hazards and consequences with the VVTA Safety Committee during quarterly meetings. This agenda may include additional background on the hazards and consequences, such as the results of trend analyses, vehicle camera footage, vendor documentation, reports and observations, or information supplied by FTA or other oversight authorities.

Any identified hazard that poses a real and immediate threat to life, property, or the environment must immediately be brought to the attention of the Accountable Executive and addressed through the Safety Risk Management process (with or without the full VVTA Safety Committee) for safety risk assessment and mitigation. This means the Chief Safety Officer believes immediate intervention is necessary to preserve life, prevent major property destruction, or avoid harm to the environment that would constitute a violation of Environmental Protection Agency or any state environmental protection standards. Otherwise, the VVTA Safety Committee will prioritize hazards for further Safety Risk Management activity.

Safety Risk Assessment:

VVTA assesses safety risk associated with identified safety hazards using its safety risk assessment process. This includes an assessment of the likelihood and severity of the consequences of hazards, including existing mitigations and prioritizing hazards based on safety risk. Pursuant to 49 C.F.R. Part 673.5, “Risk” is defined as the composite of predicted severity and likelihood of the potential effect of a hazard.

Once a hazard has been identified, the Chief Safety Officer or designee and VVTA Safety Committee will categorize the hazard into the following severity levels. The categorization of hazards is consistent with risk-based criteria for severity, reflecting the principle that not all hazards pose an equal amount of risk to personal safety.

Category 1: Catastrophic

Operating conditions are such that human error, design deficiencies, element, subsystem or component failure, or procedural deficiencies may cause death or major system loss and require immediate termination of the unsafe activity or operation.

Category 2: Critical

Operating conditions are such that human error, subsystem or component failure, or procedural deficiencies may cause severe injury, severe occupational illness, or major system damage and require immediate corrective action.

Category 3: Marginal

Operating conditions are such that they may result in minor injury, occupational illness or system damage and are such that human error, subsystem, or component failures can be counteracted or controlled.

Category 4: Negligible

Operating conditions are such that human error, subsystem, or component failure or procedural deficiencies will result in less than minor injury, occupational illness, or system damage.

The next step in assessing the hazard is to determine the likelihood of an event occurring. Likelihood is determined based on the analysis of transit system operating experience, evaluation of VVTA safety data, the analysis of reliability and failure data, and/or from historical safety data from other passenger bus systems.

The following chart describes the likelihood categories:

Likelihood of Occurrence or Event

Description	Frequency for Specific Item	Selected Frequency for Fleet/Inventory
Frequent	Likely to occur frequently	Continuously experienced
Probable	Will occur several times in the life of the item	Will occur frequently in the system
Occasional	Likely to occur sometime in the life of the item	Will occur several times in the system
Remote	Unlikely but possible to occur in the life of an item	Unlikely but can be expected to occur
Improbable	So unlikely it can be assumed occurrence may not be experienced	Unlikely to occur but possible

Identified hazards are placed into the following Risk Assessment Matrix to enable the decision maker to understand the amount of risk involved in accepting the hazard in relation to the cost (schedule, cost, operations) to reduce the hazard to an acceptable level.

	Severity			
Frequency	Catastrophic	Critical	Marginal	Negligible
Frequent	High	High	High	Medium
Probable	High	High	Serious	Medium
Occasional	High	Serious	Serious	Low
Remote	Serious	Serious	Medium	Low
Improbable	Medium	Medium	Medium	Low

Based on the company policy and the analysis of historical data, VVTA has made the following determinations regarding risk acceptance.

Hazard Risk Index	Criteria by Index
High	Unacceptable
Serious	Undesirable (management decision)
Medium	Acceptable with management review
Low	Acceptable without management review

The Chief Safety Officer or designee schedules safety risk assessment activities on the VVTA Safety Committee agenda and prepares a Safety Risk Assessment Package. This package is distributed at least one week in advance of the VVTA Safety Committee meeting. During the meeting, the Chief Safety Officer or designee reviews the hazard and its consequence(s) and reviews available information distributed in the Safety Risk Assessment Package on severity and likelihood. The Chief Safety Officer or designee may request support from members of the VVTA Safety Committee in obtaining additional information to support the safety risk assessment.

Once sufficient information has been obtained, the Chief Safety Officer or designee will document the VVTA Safety Committee's safety risk assessment, including hazard rating and mitigation options for each assessed safety hazard. The Chief Safety Officer will maintain a file on VVTA Safety Committee agendas, Safety Risk Assessment Packages, and additional information collection for a period of three years from the date of generation.

Safety Risk Mitigation

The Accountable Executive and Chief Safety Officer review current methods of safety risk mitigation and establish methods or procedures to mitigate or eliminate safety risk associated with specific hazards based on recommendations from the VVTA Safety Committee. VVTA can reduce safety risks by reducing the likelihood and/or severity of potential consequences of hazards.

Prioritization of safety risk mitigations is based on the results of safety risk assessments. The Chief Safety Officer or designee tracks and updates safety risk mitigation information and makes the reports available to the VVTA Safety Committee during quarterly meetings and to VVTA staff upon request. The Chief Safety Officer or designee will also document any specific measures or activities, such as reviews, observations, or audits, which will be conducted to monitor the effectiveness of mitigations once implemented. The follow-up actions will be implemented as follows.

Unacceptable: The hazard must be mitigated in the most expedient manner possible before normal service may resume. Interim corrective action may be required to mitigate the hazard to an acceptable level while the permanent resolution is in development.

Undesirable: A hazard at this level of risk must be mitigated unless the Chief Executive Officer and Chief Safety Officer issue a documented decision to manage the hazard until resources are available for full mitigation.

Acceptable with Review: The Chief Executive Officer and Chief Safety Officer must determine if the hazard is adequately controlled or mitigated as is.

Acceptable without Review: The hazard does not need to be reviewed by the management team and does not require further mitigation or control.

Risk Reduction Program

- To prevent accidents, within VVTA facilities the vehicle speed limit is 5 mph. High visibility vests must be worn while in the bus yard on VVTA property.
- VVTA and its contractor are required to provide adequate training to reduce vehicular and pedestrian incidents involving buses and other vehicles. Training will include measures to reduce visibility impairments for bus operators that contribute to incidents and accidents. VVTA and its contractor will also continuously evaluate technologies that can reduce visibility impairments and assess the inclusion of new specifications for future procurements.

VICTOR VALLEY TRANSIT

- VVTA and its contractor will ensure assaults on transit workers are mitigated. This will include the deployment of assault mitigation infrastructure and technology on buses, and the deployment of San Bernardino County Sheriff Transit Unit deputies to monitor transit service and respond to incidents.

Chapter 6: Safety Assurance

Safety Performance Monitoring and Measurement

Through our Safety Assurance process, VVTA will:

- Evaluate VVTA's contractor compliance with operations and maintenance procedures to determine whether existing rules and procedures are sufficient to control safety risk
- Assess the effectiveness of safety risk mitigations of VVTA's contractor to make sure the mitigations are appropriate and are implemented as intended
- Require VVTA's contractor to investigate safety events to identify causal factors
- Ensure that VVTA's contractor analyze information from safety reporting, including data about safety failures, defects, or conditions

VVTA has many processes in place to monitor its entire transit system for compliance with the VVTA contractor's operations and maintenance procedures, including:

- Safety audits
- Informal inspections
- Regular review of onboard camera footage to assess specific incidents
- Safety surveys
- Employee Safety Reporting Program
- Investigation of safety occurrences
- Safety review prior to the launch or modification of service
- Data gathering and monitoring of data related to the delivery of service
- Regular vehicle inspections and preventative maintenance

Results from the above processes are compared against recent performance trends quarterly and annually by the Chief Safety Officer to determine where action needs to be taken. The Chief Safety Officer enters any identified non-compliant or ineffective activities, including mitigations, back into the Safety Risk Management process for reevaluation by the VVTA Safety Committee. This information is also utilized to impact operational and budget decisions.

Monitoring for Ineffective, Inappropriate, or Unimplemented Safety Risk Mitigations

VVTA monitors safety risk mitigations to determine if they have been implemented and are effective, appropriate, and working as intended. The Chief Safety Officer or designee maintains a list of safety risk mitigations. The mechanism for monitoring safety risk mitigations varies depending on the mitigation.

The Chief Safety Officer establishes one or more mechanisms for monitoring safety risk mitigations as part of the mitigation implementation process and assigns monitoring activities to the appropriate director, manager, or supervisor. These monitoring mechanisms may include tracking a specific metric on daily, weekly, or monthly logs or reports; conducting job performance observations; or other activities. The Chief Safety Officer will endeavor to make use of existing processes and activities before assigning new information collection activities.

The Chief Safety Officer or designee and VVTA Safety Committee review the performance of individual safety risk mitigations during quarterly meetings based on the reporting schedule determined for each mitigation and determine if a specific safety risk mitigation is not implemented or performing as intended. If the mitigation is not implemented or performing as intended, the VVTA Safety Committee will propose a course of action to modify the mitigation or take other action to manage the safety risk. The Chief Safety Officer or designee will approve or modify this proposed course of action and oversee its execution.

The Chief Safety Officer or designee and VVTA Safety Committee also monitor operations on a large scale to identify mitigations that may be ineffective, inappropriate, or not implemented as intended by:

- Reviewing results from incident, and occurrence investigations
- Monitoring employee safety reporting
- Reviewing results of internal safety audits and inspections
- Analyzing operational and safety data to identify emerging safety concerns

The Chief Safety Officer works with the VVTA Safety Committee and Accountable Executive to carry out and document all monitoring activities.

Safety Investigations

Any occurrence involving a passenger, while under the care, custody, and control of VVTA's contractor, is considered an incident. Any contact between a VVTA vehicle and another person, vehicle, or object while under the care, custody, and control of VVTA's contractor is considered an incident, whether or not there was damage or injury.

All incidents, regardless of severity, will be investigated by VVTA's contractor staff. The investigation will include law enforcement assistance, if needed, photos, accident/incident report, fault determination, incident tracking and retraining when necessary.

VVTA's contractor will maintain documented procedures for conducting safety investigations of events (incidents, and occurrences, as defined by FTA) to find causal and contributing factors and review the existing mitigations in place at the time of the event. VVTA's contractor maintains all documentation of the investigation policies, processes, forms,

checklists, activities, and results. VVTA's contractor is expected to document the following information for each incident:

- Whether the incident was preventable or non-preventable
- Personnel requiring discipline or retraining
- The causal factor(s) indicate(s) that a safety hazard contributed to or was present during the event
- The incident appears to involve underlying organizational causal factors beyond just individual employee behavior

VVTA has zero tolerance for preventable injuries and collisions. Elimination of preventable injuries and collisions is our number one goal. VVTA's contractor is expected to follow VVTA requirements for safety event investigations.

The Chief Safety Officer or designee maintains all documentation of VVTA audits of the VVTA contractor's investigation policies, processes, forms, checklists, activities, and results. As detailed in VVTA's procedures, an investigation report is prepared and sent to the VVTA Safety Committee for integration into their analysis of the event at each quarterly meeting.

VVTA's contractor will hold monthly staff meetings to discuss concerns and progress in the area of safety and safety related concerns. Recommendations are considered, and necessary changes implemented. All complaints are addressed immediately and reviewed monthly.

Internal Safety Reporting Program Monitoring

The VVTA Safety Management Team routinely review safety data captured in employee safety reports, safety meeting minutes, customer complaints, and other safety communication channels, including safety incident reporting software. When necessary, the Chief Safety Officer and VVTA Safety Committee ensure the concerns are investigated or analyzed through the Safety Risk Management process.

The Chief Safety Officer, VVTA Safety Management Team and VVTA Safety Committee also review internal and external reports, including audits and assessments, with findings concerning safety performance, compliance with operations and maintenance procedures, or the effectiveness of safety risk mitigations.

Continuous Improvement

VVTA will continuously assess the safety performance of the PTASP. If VVTA identifies safety deficiencies as part of its safety performance assessment, VVTA will develop and carry out, under the direction of the Accountable Executive, a plan to address the identified safety deficiencies.

Chapter 7: Safety Promotion

Competencies and Training

The education and training programs provided by VVTA and its contractor are to be a highly regimented and professionally developed program built around a curriculum featuring learning opportunities in knowledge and skills. This training applies to all employees directly responsible for safety, including, but not limited to:

- Vehicle operators
- Dispatchers
- Road Supervisors
- Maintenance personnel
- Managers, supervisors, and administrators
- Chief Safety Officer
- Accountable Executive

Upon hire, all new employees will receive an orientation to include review of policies and procedures. Continuing training for all employees will occur at regular intervals to promote a high degree of safety, skill, performance, and morale. Retraining may be required following a leave of absence or if the need is otherwise determined by an employee's supervisor.

Various delivery mechanisms for driver training, such as classroom, multimedia presentations, closed course observation, and behind-the-wheel skill building are used to support the learning process. Learning is evaluated through written quizzes, driving tests, observation, and customer service evaluations.

Basic training requirements, including refresher training, are to be documented in the VVTA Employee Handbook.

Safety related training will include:

- New hire training for vehicle operators and maintenance personnel
- Continued refresher training for vehicle operators and maintenance personnel
- Retraining for vehicle operators and maintenance personnel
- De-escalation training for vehicle operators and maintenance personnel
- Classroom and on the job training for dispatchers/road supervisors
- Ongoing skill training for maintenance personnel and supervisors
- Ongoing vehicle maintenance training for maintenance personnel
- OSHA standards for vehicle maintenance personnel and supervisors
- Accident investigation training for managers and supervisors
- Ongoing hazardous material training for vehicle maintenance personnel and supervisors

- Ongoing maintenance training provided by vendors
- Classroom and on the job training for operations supervisors and managers
- Reasonable suspicion determination and reporting training for supervisors and managers
- Accident investigation training for supervisors and managers

The education and training programs provided by VVTA are to be a highly regimented and professionally developed program built around a curriculum featuring learning opportunities in knowledge and skills. This training applies to all employees directly responsible for safety, including, but not limited to:

- Agency Leadership
- Chief Safety Officer
- Accountable Executive

Agency leadership safety related training includes:

- Classroom and on-the-job training
- SMS Awareness online training
- Accident investigation training

The Chief Safety Officer will be trained, at minimum, in

- Reasonable Suspicion Determination and Reporting
- OSHA requirements

Emergency drills and simulations are conducted in accordance with regulatory and contractual requirements. Additional drills and simulations may also be conducted during monthly safety meetings, or as risks are identified during internal audits, risk assessments, and facility inspections. VVTA's Accountable Executive, agency leadership, and Chief Safety Officer must complete FTA's SMS Awareness online training.

Safety Communication

Establishing and maintaining a culture that demands safe behavior at all times is at the core of VVTA's safety plan. This is done, in part, by providing a regular flow of positive information and recognizing those who are performing safely.

Safety Awareness Communications

VVTA's Chief Safety Officer or designee, and VVTA's contractor will coordinate safety communication by:

- Communicating information on safety and safety performance in monthly staff reports
- Posting safety bulletins and flyers on the bulletin boards located on all administrative bulletin boards
- Providing safety policies and procedures as part of new-hire training to all VVTA and contractor staff
- Issuing memos or messages to employees that are reinforced by supervisors, for newly emerging issues or safety events
- Providing targeted communications to inform employees or contractors of safety actions, which include handouts, flyers, updates to bulletin boards, or one-on-one discussions between employees and supervisors
- Generating system-wide participation in safety issues through positive reinforcement
- Creating safety incentives for employees to encourage and reward safe practices
- Encouraging all employees to "take ownership" for safety results
- Communicating safety policies, procedures, and processes
- Engaging executives and managers at all levels, encouraging their active participation in safety management and communication
- Sharing safety results at the individual, departmental, and project levels by celebrating success stories
- Establishment of emergency "Communication Tree" between VVTA and Contractor staff with three priority levels to expedite response to emergency situations

Chapter 8: Additional Information

Supporting Documentation

Numerous standard operating procedures (SOPs), in addition to those mentioned in this plan, have been developed and incorporated into operational practices at VVTA. Documents are maintained for three years after they are created and are made available upon request by FTA or CalTrans.

The SOPs have been designed to create operational consistency, increase awareness of risks and hazards, and provide easily duplicated processes for identifying and mitigating the risks associated with providing transit services.

Definitions of Terms

VVTA incorporates all of FTA's definitions that are in 49 CFR § 673.5 of the Public Transportation Agency Safety Plan regulation.

Accident/Incident means an event that involves any of the following: a loss of life; a report of a serious injury to a person; a collision of public transportation vehicles; an evacuation for life safety reasons; a personal injury that is not a serious injury; one or more injuries requiring medical transport; or damage to facilities, equipment, rolling stock, or infrastructure that disrupts the operations of a transit agency.

Accountable Executive means a single, identifiable person who has ultimate responsibility for carrying out the PTASP of a public transportation agency. This individual is responsible for carrying out the agency's Transit Asset Management Plan, the control or direction over the human and capital resources needed to develop and maintain both the agency's PTASP, in accordance with 49 U.S.C. 5329(d), and the agency's Transit Asset Management Plan, in accordance with 49 U.S.C. 5326.

Contractor means one that contracts or is party to a contract, that performs work or provides supplies.

Equivalent Authority means an entity who carries out duties similar to that of a Board of Directors for a recipient or subrecipient of FTA funds under 49 U.S.C. Chapter 53, including sufficient authority to review and approve a recipient or subrecipient's PTASP.

Event means any Incident, or Occurrence.

Hazard means any real or potential condition that can cause injury, illness, or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.

Injury means any harm to persons as a result of an event that requires immediate medical attention away from the scene.

Investigation means the process of determining the causal and contributing factors of an incident, or hazard, for the purpose of preventing recurrence and mitigating risk.

National Public Transportation Safety Plan means the plan to improve the safety of all public transportation systems that receive Federal financial assistance under 49 U.S.C. Chapter 53.

Occurrence means an Event without any personal injury in which any damage to facilities, equipment, rolling stock, or infrastructure does not disrupt the operations of a transit agency.

Operator of a public transportation system means a provider of public transportation as defined under 49 U.S.C. 5302.

Performance Measure means an expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets.

Performance Target means a quantifiable level of performance or condition, expressed as a value for the measure, to be achieved within a time-period required by the FTA.

Public Transportation Agency Safety Plan (or Agency Safety Plan) means the documented comprehensive Agency Safety Plan for a transit agency that is required by 49 U.S.C. 5329 and Part 673.

Risk means the composite of predicted severity and likelihood of the potential effect of a hazard.

Risk Mitigation means a method or methods to eliminate or reduce the effects of hazards.

Safety Assurance means processes within a transit agency's Safety Management System that function to ensure the implementation and effectiveness of safety risk mitigation, and to ensure the transit agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.

Safety event means an unexpected outcome resulting in injury or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.

Safety Management Policy means a transit agency's documented commitment to safety, which defines the transit agency's safety objectives and the accountabilities and responsibilities of its employees regarding safety.

Safety Management System means the formal, top-down, organization-wide approach to managing safety risk and assuring the effectiveness of a transit agency's safety risk mitigation. SMS includes systematic procedures, practices, and policies for managing risks and hazards.

Safety Management System (SMS) Executive means a Chief Safety Officer or an equivalent.

Safety Performance Target means a performance target related to safety management activities.

Safety Promotion means a combination of training and communication of safety information to support SMS as applied to the transit agency's public transportation system.

Safety Risk Assessment means the formal activity whereby a transit agency determines Safety Risk Management priorities by establishing the significance or value of its safety risks.

Safety Risk Management means a process within a transit agency's Agency Safety Plan for identifying hazards and analyzing, assessing, and mitigating safety risk.

Serious Injury means any injury which:

- (1) Requires hospitalization for more than 48 hours, commencing within 7 days from the date when the injury was received.
- (2) Results in a fracture of any bone (except simple fractures of fingers, toes, or noses).
- (3) Causes severe hemorrhages, nerve, muscle, or tendon damage.
- (4) Involves any internal organ; or
- (5) Involves second- or third-degree burns, or any burns affecting more than 5 percent of the body surface.

Small Public Transportation Provider means a recipient or subrecipient of Federal financial assistance under 49 U.S.C. 5307 that has one hundred (100) or fewer vehicles in peak revenue service and does not operate a rail fixed guideway public transportation system.

State means a State of the United States, the District of Columbia, Puerto Rico, the Northern Mariana Islands, Guam, American Samoa, and the Virgin Islands.

State of Good Repair means the condition in which a capital asset is able to operate at a full level of performance.

Transit Agency means an operator of a public transportation system.

Transit Asset Management Plan means the strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost- effective, and reliable public transportation, as required by 49 U.S.C. 5326 and 49 CFR Part 625.

List of Acronyms

Acronym	Word or Phase
ADA	American's with Disabilities Act of 1990
CAP	Corrective Action Plan
CEO	Chief Executive Officer
DOT	Department of Transportation
IR	Incident Report
FOF	Field Observation and Feedback
FTA	Federal Transit Administration
MPO	Metropolitan Planning Organization
PTASP	Public Transportation Agency Safety Plan
SA	Safety Assurance
SMP	Safety Management Policy
SMS	Safety Management System
SOP	Standard Operating Procedure
SRM	Safety Risk Management
U.S.C.	United States Code

Appendix A: PTASP Acknowledgement Form

PUBLIC TRANSPORTATION AGENCY SAFETY PLAN ACKNOWLEDGEMENT FORM

I have received a copy and have reviewed the Public Transportation Agency Safety Plan.

Printed Name: _____

Signature: _____ Date: _____







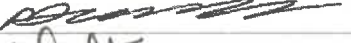




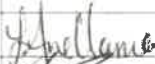

Employer: _____

Appendix B: Safety Committee Approval of PTASP

RE: PTASP Safety Committee Approval of VVTA PTASP

In accordance with the Bipartisan Infrastructure Law changes to the Public Transportation Agency Safety Plan (PTASP) requirements, transit agencies that receive Section 5307 funding and serve a large, urbanized area (population 200,000 or more) must have the agency's Safety Committee approve updates to the agency's PTASP.

On September 3, 2025 representatives of the VVTA Safety Committee met to review changes to the current PTASP. The members of the Safety Committee are listed in the table below and have reviewed and approved updates to the VVTA PTASP.

Name of Committee Member	Signature	Date
Rod Goldman, Co-Chair		9/3/25
David Moore, Co-Chair		
Willy Perez		9/3/25
Sylvia Harris		9-03-25
Shelly Cable		9/3/25
Jonathan McDowell		9/3/25
Cresencio Ortega		9-3-2025
Morgan Anderson		09/03/25
Dana Curtis		9/3/25
Lori Robinson		9/3/25
Mitch Paszkowski		
Amber Sainz		
Monica Vega		9-3-25
Tracy Gumke		
Monica Carillo		9-3-25
Delena Gonzalez		
Stephanie Mejia		
Lisa Arellano		9/3/25
Jennifer Rios		9/3/25

**AGENDA ITEM
SEVEN**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Destruction of Victor Valley Transit Authority Records.

SUMMARY STATEMENT

The purpose of this item is to obtain Board approval for the destruction of specific Victor Valley Transit Authority (VFTA) records that have exceeded their legally mandated retention periods.

Effective records management is essential to ensure the efficient, secure, and cost-effective administration of public records. In alignment with this objective, VFTA follows the "Local Government Records Management Guidelines" published by the California Secretary of State in February 2006. These guidelines provide a framework for local agencies to develop comprehensive records retention and destruction policies.

On September 21, 2015, VFTA Board of Directors formally adopted its Records Retention Policy 1.027.15, which outlines the agency's approach to managing the lifecycle of official documents in accordance with sections 8.0 and 9.0 of that policy.

Resolution 25-03 is now being presented to the Board of Directors for approval of the resolution to authorize the destruction of VFTA records that have exceeded their retention period. This Resolution is also in full compliance with FTA guidelines.

Furthermore, physical records have been digitally scanned and preserved in VFTA's secure electronic systems to ensure ongoing access to historical data while minimizing physical storage costs.

Board approval of Resolution 25-03 will allow staff to proceed with the secure and responsible destruction of eligible records.

RECOMMENDED ACTION

Adopt Resolution 25-03 Destruction of Victor Valley Transit Authority records.

PRESENTED BY	FISCAL IMPACT	MEETING DATE	ITEM NUMBER
Christine Plasting, Procurement Manager	None	September 22, 2025	7

APPENDIX "A"
LIST OF VVTA RECORDS TO BE DESTROYED
22-Sep-25

	Retention Period	YEARS TO BE DESTROYED	
<u>ALL DEPARTMENTS</u>			
Correspondence Files	3 years	FY 2022	& prior
Departmental Copies of Budgets	3 years	FY 2022	& prior
Departmental Copies of Accounts Payable Records	3 years	FY 2022	& prior
Departmental Copies of Accounts Receivable Records	3 years	FY 2022	& prior
Desk Calendars & Diaries	3 years	FY 2022	& prior
Telephone Message Books or Slips	3 years	FY 2022	& prior
Department Monthly Reports	3 years	FY 2022	& prior
<u>RISK MANAGEMENT</u>			
Claims - (Resolved for more than five years)		Closed prior to 06/30/2020	
Insurance Policies (if no open claims)		Permanent	
<u>PROCUREMENT</u>			
Completed Contracts	4+1 year	FY 2020	& prior
Formal Procurements Documents (other than resulting contracts)	4+1 year	FY 2020	& prior
Purchase Orders and Related Documentation	4+1 year	FY 2020	& prior
<u>FINANCE/Grants Admin</u>			
Accounts Payable Records	3 years	FY 2022	& prior
Accounts Receivable Records	3 years	FY 2022	& prior
Annual Budgets (work papers, reports, summaries)	3 years	FY 2022	& prior
Balance Sheets	3 years	FY 2022	& prior
Banking Records	3 years	FY 2022	& prior
Real Property Records (Real Estate)	3 years after final disposition of the property	TBD	& prior
Fixed Asset Record (capital)	7 years	FY 2018	& prior
Fixed Asset Records (not capital)	3 years	FY 2022	& prior
Buses	3 years after disposal of vehicle	TBD	& prior
External Audits	3 years	FY 2022	& prior
Financial Reports and Statements	3 years	FY 2022	& prior
FTA & TDA Grant Records (where grants are closed and audited for 3 years)	3 years	FY 2022	& prior
NTD Reporting Records	3 years	FY 2022	& prior
General Accounting Records	3 years	FY 2022	& prior
Payroll Records	7 years	FY 2018	& prior
Tax Returns & Reports	3 years	FY 2022	& prior
Grant Documents (per 5010.1F)	3 years after grant close out.	TBD	& prior
LCTOP	3 years after grant close out**	TBD	& prior
<u>HUMAN RESOURCES</u>			
Applications for Employment & Related Documents	7 years	CY 2018	& prior
Employee Accident/Incident Reports & Related Documents (Resolved for over five years)	5 years	CY 2020	& prior
Employees Personnel Files (Terminated)	7 years	CY 2018	& prior

**with the exception of vehicle purchase then it comes 3 years after final vehicle disposition.

CY = Calendar Year FY = Fiscal Year

Note: (All documents connected to an ongoing or active investigation, audit, or legal action are excluded)

Document Destruction policy is for paper documents still in storage. Prior to document destruction, all documents are scanned and electronically stored in VVTA's Secure Document Storage Software

RESOLUTION NO. 25-03

A RESOLUTION OF THE VICTOR VALLEY TRANSIT AUTHORITY BOARD OF DIRECTORS, SAN BERNARDINO COUNTY, CALIFORNIA, AUTHORIZING THE DESTRUCTION OF VICTOR VALLEY TRANSIT AUTHORITY RECORDS LISTED ON APPENDIX "A".

WHEREAS, California Government Code Section 26202 provides for the destruction of records that are no longer required, with the approval of the legislative body by resolution and written consent to the Agency's Attorney; and

WHEREAS the records listed on Appendix "A" have been determined to no longer be required by the Victor Valley Transit Authority.

NOW THEREFORE, BE IT RESOLVED, that the Chief Executive Officer (CEO) is hereby authorized to destroy the records listed on Appendix "A".

PASSED, APPROVED and ADOPTED this 22nd day of September 2025.

James Noble, VVTA Board Chair

APPROVED AS TO FORM:

John Tubbs, VVTA Legal Counsel

Attest: _____
Debi Albin, Clerk of the Board

I, DEBI ALBIN, Clerk of the Board of the Victor Valley Transit Authority DO HEREBY CERTIFY that the foregoing is a true and correct copy of Resolution 25-03 which was duly adopted at a meeting held on the 22nd day of September 2025, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

ABSTAIN:

Debi Albin, Clerk of the Board

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**AGENDA ITEM
EIGHT**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

VVTA Procurement Policy Updates.

SUMMARY STATEMENT

In January 2025, the FTA finalized Circular 4220.1G – *Third Party Contracting Guidance*. In May 2025, the FTA also updated Master Agreement 33. In light of these changes, VVTA is required to update its Procurement Policies to ensure compliance with Federal Requirements.

Summary of changes regarding VVTA Procurement Policies:

Policies 1000, 1060, 4000, 6000 – Due to changes in regulations, references to regulations not already included.

1020– DBELO update from Procurement Manager

1040 – Change Policy Name from Diversity and Economic Opportunity to Civil Rights

1070 – removed “affirmative action for qualified handicapped individuals”

Procurement Procedures will be updated and approved by the CEO, once the Procurement Policy manual is approved by the Board of Directors. Attached is the full redline version for detailed review.

RECOMMENDED ACTION

Approve amendments to the VVTA Procurement Policy Manual.

PRESENTED BY
Christine Plasting,
Procurement Manager

FISCAL IMPACT

N/A

MEETING DATE

September 22, 2025

ITEM NUMBER

8

Changes were made to:

Policy 1000 – General Procurement Policies:

6.0 – Addition of laws to Federal Statute Regulations, Policies, and Agreements:

49.CFR 1.91 – Delegations to the Federal Transit Administrator

31 U.S.C. 3729 – Federal Anti-Discrimination

Policy 1020 – Responsibilities

2.4 Procurement Manager – removed 2.4.7 DBE

Policy 1040 – Changed DIVERSITY AND ECONOMIC OPPORTUNITY to CIVIL RIGHTS

2.5.2 Removed Procurement Manager

4.1 Changed Procurement Manager to Financial Analyst (Grants)

Policy 1050 – General Policies

2.2 added – “or his or her immediate family member, partner, organization that employs or is about to employ any of the forgoing individuals.

Policy 1070 – Special Federal ~~Grantee~~ Recipient Requirements and Applicable Laws:

1.1 Removed “affirmative action for qualified handicapped individuals.”

2.1.5 Added (or latest revision)

2.1.13 Changed to FTA MA 32 (most current revision)

2.1.14 Removed Master Agreement 4

Policy 4000 – Sealed Bids and RFP’s

4.5 Public Notice - Changed the language to match 4220.1G

8.5 Change Order - Updated the definition per 4220.1G

8.8 Constructive Change Order – Updated the definition per 4220.1G

8.11 Added Data Rights per 4220.1G

8.16 added FTA Definition

8.17 Added definition for Full and Open Competition

8.21 Added the definition for Modification

8.25 Changed “Property” to “Real Property Acquisition” and updated the definition

8.27 Added the definition of a Recipient

8.30 Added the definition of a Subrecipient

8.31 Updated the definition of a Third-Party Contract

8.35 Added Guidance and its definition

8.37 Lease vs Purchase – added definition and its updates regarding Rolling Stock

8.40 Payment Provisions – added “Prior FTA Approval”

(also fixed the numbering throughout)

Policy 6000 – Contract Administration

End of section – updated FTA’s interest in third-party contracts

**AGENDA ITEM
NINE**

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VICTOR VALLEY TRANSIT AUTHORITY

AGENDA MATTER

Release of RFP 2026-02 for NEPA Consulting Services for Potential Victorville Transportation Center (VVTC) Relocation.

SUMMARY STATEMENT

VVTA has determined that rehabilitating and expanding the current leased transfer point at the Victorville Transportation Center (VVTC) is not feasible for its current nor future needs.

Before VVTA can determine the exact location of a new Transfer Center or put in an offer for property, VVTA is required by the FTA to perform a National Environmental Protection Act (NEPA) process. The estimated cost of the NEPA is between \$50,000 to \$80,000.

In accordance with VVTA's procurement policy 1020.2.1.2 – Staff is required to request approval of the release of RFP's that are within the Formal Procurement Process.

Staff recommend that the Board of Directors approves the Release of RFP 2026-02 to procure professional services to conduct the NEPA review for a possible relocation site.

There are available approved LTF and LCFS Credits funding in prior budgets (FY17 & FY18) of \$1.5M. There are also funds allotted in next year's budget in the COA capital plan for expansion and rehabilitation of the Victorville Transit Center.

RECOMMENDED ACTION

Approve the release of RFP 2026-02 NEPA Consulting Services for Potential VVTC Relocation.

PRESENTED BY
Christine Plasting
Procurement Manager

FISCAL IMPACT
\$50,000-\$80,000

MEETING DATE
September 22, 2025

ITEM NUMBER
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SCOPE OF PROJECT

RFP 2026-02 NEPA Environmental Services for Potential Victorville Transportation Center Relocation

The Victor Valley Transit Authority is seeking the services of Consultants to provide NEPA Services for Its Victorville Transportation Center Project.

Scope of requested services may include, but is not limited to:

- Preparation of all NEPA documentation according to all applicable Federal requirements.
- Provide sufficient information for the Federal Transit Administration (FTA) to make a Categorical Exclusion (CE) determination, providing all information needed in the FTA Region 9 "Supporting Information for Probable Categorical Exclusion" document.
- Hiring, coordinating and supervising any needed sub-consultant specialists as required for any project, including but not limited to traffic studies/engineering, biological resources, cultural resources, hazard assessments, mapping, easements and other documents as may be required, including construction phase monitoring and reporting.
- Coordination of meetings, NEPA presentations, and consultation with the public in scoping meetings and public hearings as needed;
- Coordination and handling of radius mailing for recipients/addresses as needed for projects to comply with requirements for public comment, public notices, including, producing the radius mailing map if requested by VVTA;
- Collaboration and coordination with VVTA staff and various consultants, as well as federal, state, local agencies, and jurisdictions as required;
- Advise VVTA staff and consultants on NEPA procedures, compliance, requirements and substantive issues, including the public noticing process, filings with federal agencies.
- Ensure regulatory agency requirements are met in a timely fashion, including any necessary submittals to regulatory agencies;
- Consultant shall also provide copies of any written materials, recommendations, letters, draft reports and final reports as required;
- Attendance at various VVTA and public meetings, as required.

Specific scope of work tasks include, but are not limited to:

- A. Project Initiation: This task includes meeting with VVTA staff to discuss project location, project description, specific project issues, and NEPA schedule. Consultant will prepare the following:
 - a. Project Description
 - b. Purpose and Need
 - c. Prepare latest version of FTA CE Checklist
 - d. Prepare Biological Resources Study
 - e. Prepare Cultural Resources Study
 - f. Prepare any and all other Resources studies as required by NEPA
 - g. Submit CE Checklist and Studies for Review to VVTA

- h. Revise CE Checklist and Studies and provide to VVTA for submittal and review by FTA.
- i. Revise CE Checklist and Studies per FTA comments
- j. Finalize CE Checklist and Studies
- k. Coordinate and prepare any and all travel consultations as needed.

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**CORRESPONDENCE
/PRESS CLIPS**

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College Updates

Victor Valley Transit Launches Free Bus Program for Barstow Community College Students

As of July 1, Barstow Community College students can ride all [Victor Valley Transit Authority buses for free at no cost](#) with a valid Summer or Fall 2025 student ID. This new partnership removes a major transportation barrier, giving students fare-free access to VVTA's Fixed Routes, County Routes, helping them connect with classes, support services, job sites, and community resources across the region.



Pictured left to right: BCC Student Zariana Jackson, ; BCC Student Conrad Beezley; VVTA Bus Driver Michael Garcia ; BCC Student Noel Melendez

The [fare-free program](#) reflects a broader effort to promote educational equity and economic mobility throughout the Victor Valley. With routes serving both Barstow and neighboring communities like Hinkley, Lenwood, Newberry Springs, and Daggett, VVTA is strengthening vital access for students in outlying areas. "Welcoming Barstow Community College into our fare-free family expands that legacy and reaffirms our commitment to the success of every student we serve," said Nancie Goff, CEO of Victor Valley Transit.

[Learn More About the Free Bus Program](#)

LOCAL

Things will be 'difficult': Arrival of Measure I on 2026 ballot introduced at Apple Valley council meeting



McKenna Mobley

Victorville Daily Press

Updated Aug. 21, 2025, 11:50 a.m. PT

Key Points AI-assisted summary ⓘ

Apple Valley residents will vote in November 2026 on whether to remove the sunset clause on Measure I, a half-cent sales tax.

Measure I funds are used for transportation improvements, including road maintenance, bridge rehabilitation, and pedestrian/bike paths.

The sunset clause, if not removed, would end the sales tax in 2040.

San Bernardino County residents will have the choice to vote for Measure I on the November 2026 ballot.

Specifically, residents will vote to remove the Sunset Clause attached to Measure I, which ends the half-cent sales tax by 2040. The county-wide measure and its restrictions were introduced by Louis Vidaure, a representative from the San Bernardino County Transportation Authority (SBCTA), during the Aug. 12 Apple Valley council meeting.

Council Member Art Bishop said in the meeting that it's important residents realize that Measure I funds are money coming back to Apple Valley.

He says the sunset clause makes it "real difficult" for the town to move forward with some of its major projects like those along Highways 395, 18, 62 and 138.

By voting to remove the sunset clause, the Town of Apple Valley can continue to generate Measure I funds for road improvement and maintenance.

Luxury in the Desert: Take a look at Victor Valley's most expensive home on the market

What is a Sunset Clause?

A sunset clause is a measure that provides a law or set of laws to cease to be effective after a specified date, unless further legislative action is taken to extend it.

Unlike most laws that remain in force indefinitely unless they are amended or repealed, sunset provisions have a specified expiration date.

More: Food 4 Less Fuel Center under construction on Bear Valley Road in Apple Valley

What is Measure I?

Measure I is a half-cent sales tax countywide that was approved by voters in 2004.

Funds are restricted to transportation improvements and traffic management, and provide pedestrian, bicycle, and accessibility upgrades throughout Apple Valley.

Among the most notable uses for Measure I funding are the [Bear Valley Bridge Restoration Project](#), a \$58.2 million endeavor that's set to be completed in 2028, and millions of dollars in funding for paving upgrades around town.

Measure I funds are managed by the SBCTA, which requires submission of a Measure I five-year plan at the start of each fiscal year.

More: Sprouts Farmers Market sets opening date for Apple Valley store, now hiring 76 employees

Apple Valley projects funded by Measure I

Below is a list of "highlighted" projects as selected by the Apple Valley City Council to show the importance of Measure I funding.

Ongoing projects:

Paving- \$7.8 million over five years for street resurfacing

Bear Valley Bridge rehabilitation- \$2.12 million Measure I local match for \$58.2 million bridge project

Powhatan Road Complete Streets- \$759,000 for multimodal improvements

Central Road Widening- \$35,000 planning funds

New projects:

Bear Valley Road Pathway (Apple Valley High School to Singh Center)- \$700,000 for pedestrian/bike path

Captain Joseph McConnell Jr., USAF Park Access Improvements- \$364,000

Rancherias Plaza Frontage Road Conversion- \$250,000

Mojave Riverwalk North- \$100,000

McKenna is a reporter for the Daily Press. She can be reached at mmobley@gannett.com.

(This story was updated to add new information.)