



## VALLEY TRANSPORTATION SERVICES

**BOARD OF DIRECTORS MEETING AGENDA**  
10:00 A.M., WEDNESDAY, SEPTEMBER 21, 2016

**OMNITRANS' METRO FACILITY**  
**1700 WEST 5<sup>TH</sup> STREET**  
**SAN BERNARDINO, CA 92411**

---

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
  - Public Comment of Items Not on the Agenda\*
4. Comments by Board Members
5. Consent Calendar
  - a. Approve Minutes of June 15, 2016, Board Meeting - Page 2
  - b. Receive and file Financial Statements through June 30, 2016 - Page 5
6. CEO Report
  - a. Receive update
7. Discussion Items
  - a. Revise 2016 Meeting Calendar – Page 25
  - b. Approve Assignment of Maintenance Facility Lease to Omnitrans - Page 26
8. Adjourn

\*Pursuant to the Brown Act, the public has an opportunity to speak on any matter on the agenda, or to any matter not on the agenda within the subject matter jurisdiction of the agency. Comments are limited to no more than 3 minutes per speaker, unless modified by the Board Chair. By law, no action may be taken on any item raised during public comment on items not on the agenda, although informational answers to questions may be given and matters may be referred to staff for placement on a future agenda of the agency. Note: The Board may take action on any matter, however listed on this Agenda, and whether or not listed on this Agenda, to the extent permitted by applicable law.

The Board of Directors meeting facility is accessible to persons with disabilities. If assistive listening devices or other auxiliary aids or Limited English Proficiency services are needed in order to participate in the public meeting, requests should be made through the Board Secretary at least three (3) business days prior to the Board Meeting. The Board Secretary's telephone number is 909-379-7110 (voice) or 909-384-9351 (TTY). If you have comments about items on the agenda or other general concerns and are not able to attend the meeting, please mail them to Omnitrans at 1700 West Fifth Street, San Bernardino, California, Attention Board Secretary. Comments may also be submitted by email to [BoardSecretary@omnitrans.org](mailto:BoardSecretary@omnitrans.org).

**DATE: June 15, 2016**  
**TO: Valley Transportation Services Board of Directors**  
**FROM: P. Scott Graham, CEO**  
**RE: Minutes of the June 15, 2016 Board Meeting**

---

## MINUTES

1. Call to Order and Pledge of Allegiance– meeting called to order at 10:00 a.m. by Board Chairman Sam Spagnolo.
2. Pledge of Allegiance
3. Roll Call

### Directors Present

Jacquelin Amsler  
John Roberts  
Sam Spagnolo

### Directors Teleconferencing

Ed Graham  
Alan Wapner

### Directors Absent

Penny Lilburn

### Legal Counsel

Jennifer Gore, via Teleconference

### Others Present

P. Scott Graham – Omnitrans  
Marge Ewing – Omnitrans  
Don Walker -- Omnitrans  
Vicki Dennett – Omnitrans  
Kimberly Perez – Omnitrans  
Cindy Alvarado - Omnitrans

4. Public Comment for Items not on the Agenda

None.

5. Comments by Board Members

Member Dennis Hansberger resigned from the Board, effective 5/18/16. A copy of his letter of resignation will be distributed to all Board members.

6. Consent Calendar

- a. Approve Minutes\*\*Page 3

Motion by Director Roberts, seconded by Director Amsler, that approved the May 18, 2016 minutes. Unanimously approved.

- b. Receive and file Financial Statements through May 31, 2016\*\*Page 6

This item was received and filed.

- c. Approve Transfer of Title – Three Accessible Vehicles from VTrans to Omnitrans\*\*Page 20

Motion by Director Roberts, seconded by Director Amsler, that authorized the CEO to take the necessary actions to transfer title for the three vehicles to Omnitrans. Unanimously approved.

## 7. CEO Report

- a. Receive update

- Scott Graham reviewed the update report to Board members. He plans to meet with all VTrans partner agencies--nine active, plus seven sponsored, total.
- There are five or six potential candidates for the position of Omnitrans Deputy CEO/General Manager, all of whom will be granted preliminary interviews within the next two to three weeks. The preliminary screening interview panel is comprised of Omnitrans senior staff. Member Graham suggested that someone from another CTSA be included in the interview panel; CEO/GM Graham will follow up and make it so.

## 8. Manager Report

- a. Receive Update by Programs Administrator

- Programs Administrator Kimberly Perez provided updated programs information. VTrans will reimburse Omnitrans out of grant funds for travel training. Various statistics will continue to be tracked and reported on a month-to-month basis.

## 9. Discussion Items

- a. Approve Contract for Legal Services with Renne Sloan Holtzman Sakai LLP\*\*Page 21

Motion by Director Graham, seconded by Director Roberts, that approved the contract for legal services with Renne Sloan Holtzman Sakai LLP. Unanimously approved.

- b. Approve Termination – Vtrans' 403(b) Retirement Plan\*\*Page 45

Motion by Director Graham, seconded by Director Roberts, that approved the following actions:

- 1) Adopt the attached resolution terminating the plan effective May 18, 2016.
- 2) Approve the attached "minutes" and authorize the Board Secretary to sign them.
- 3) Designate Scott Graham as the new authorized signor/Trustee and authorize him to sign any necessary paperwork to terminate the 403(b) Plan.
- 4) Approve the notice to participants and authorize the CEO to sign and distribute. Unanimously approved.

10. Closed Session convened at 10:27 a.m.

- Conference with Real Property Negotiator

Property: 299 W. Foothill Blvd., Suite 202, Upland

Negotiator: Jennifer Gore

Under Negotiation: Termination of Existing Lease

11. Report Out Action from Closed Sessions

Open Session reconvened at 10:35 a.m. with no reportable action.

12. Adjourn – Meeting adjourned at 10:35 a.m.

Approved on June 15, 2016

---

Sam Spagnolo, Chair

---

Jacquelin Amsler, Secretary of the Board

Valley Transportation Services  
**Balance Sheet**  
As of June 30, 2016

	<u>Jun 30, 2016</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
101001 · Checking-Bank of the West	\$209,589.65
101002 · Bank of the West Money Market	210,981.42
101006 · Citizens Bank	252,019.27
101007 · Chase Investment Account	1,146,208.76
101008 · Chase ACH Debit Checking	1,456,660.97
Total Checking/Savings	<u>3,275,460.07</u>
Accounts Receivable	
102001 · Accounts Receivable	93,493.47
Total Accounts Receivable	<u>93,493.47</u>
Other Current Assets	
103000 · Inventory	
103001 · Inventory-Parts/Fluids	7,511.47
103005 · Inventory-Cores	160.23
Total 103000 · Inventory	<u>7,671.70</u>
Total Other Current Assets	<u>7,671.70</u>
Total Current Assets	3,376,625.24
Fixed Assets	
111002 · Non-Grant Fixed Assets	
1110021 · NG - Computer Equipment	24,436.93
1110022 · NG-Furniture & Shop Equip	154,828.34
1110025 · NG-Vehicles	35,140.77
1110028 · NG-Leashold Improvements	231,255.26
Total 111002 · Non-Grant Fixed Assets	<u>445,661.30</u>
111004 · Acc Depr Non-Grant Equipment	-82,250.00
Total Fixed Assets	<u>363,411.30</u>
Other Assets	
152001 · Security Deposits	8,605.43
161001 · 457 Deferred Compensation Trust	76,422.58
Total Other Assets	<u>85,028.01</u>
<b>TOTAL ASSETS</b>	<b><u><u>\$3,825,064.55</u></u></b>

Valley Transportation Services  
**Balance Sheet**  
As of June 30, 2016

Jun 30, 2016

**LIABILITIES & EQUITY**

Liabilities

Current Liabilities

Accounts Payable

201001 · Trade Accounts Payable \$55,638.95

Total Accounts Payable 55,638.95

Credit Cards

206000 · Credit Cards

206005 · Chase Credit Card 5,193.32

Total 206000 · Credit Cards 5,193.32

Total Credit Cards 5,193.32

Other Current Liabilities

202002 · Accrued Vacation 2,129.09

203000 · Sales & Use Tax Payable

203001 · Sales Tax Payable 4,747.74

203002 · Use Tax Payable 170.52

Total 203000 · Sales & Use Tax Payable 4,918.26

203003 · New Tire Usage Tax Payable 55.08

Total Other Current Liabilities 7,102.43

Total Current Liabilities 67,934.70

Long Term Liabilities

221001 · Long-Term Lease/Notes Payable

2210011 · Capital Lease - Kyocera Copier 839.47

Total 221001 · Long-Term Lease/Notes Payable 839.47

230001 · 457 Deferred Comp Trust Payable 76,422.58

Total Long Term Liabilities 77,262.05

**Total Liabilities \$145,196.75**

Equity

320000 · Unrestricted Reserves 4,278,777.45

320010 · Committed Reserves 1,635,578.00

320011 · Operating Reserve 750,000.00

Net Income -2,984,487.65

Total Equity 3,679,867.80

**TOTAL LIABILITIES & EQUITY \$3,825,064.55**

## Valley Transportation Services A/P Aging Summary

As of June 30, 2016

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
Cameron Brown	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
Central City Lutheran Mission	2,203.85	2,845.58	2,562.35	0.00	0.00	7,611.78
City of Grand Terrace	5,841.75	2,154.00	0.00	0.00	0.00	7,995.75
Citycom	0.00	-3,726.50	0.00	0.00	0.00	-3,726.50
Community Senior Services	2,486.69	2,682.15	2,362.86	0.00	0.00	7,531.70
Cynthia Alvarado	7.67	0.00	0.00	0.00	0.00	7.67
Elizabeth White	137.16	0.00	0.00	0.00	0.00	137.16
Frontier Communications	447.68	0.00	0.00	0.00	0.00	447.68
Gloria Catalan	43.26	0.00	0.00	0.00	0.00	43.26
H&S Properties, Inc.	0.00	-3,368.57	0.00	0.00	0.00	-3,368.57
Kimberly Perez	123.66	0.00	0.00	0.00	0.00	123.66
Marcus Garcia	10.91	0.00	0.00	0.00	0.00	10.91
Miller Consulting	2,318.75	0.00	0.00	0.00	0.00	2,318.75
OmniTrans	11,189.65	0.00	0.00	0.00	0.00	11,189.65
Ontario-Montclair YMCA	1,942.28	0.00	0.00	0.00	0.00	1,942.28
OPARC	4,272.56	6,815.26	0.00	0.00	0.00	11,087.82
PVW	4,598.11	4,207.52	0.00	0.00	0.00	8,805.63
Renne Sloan Holtzman Sakai	1,999.50	0.00	0.00	0.00	0.00	1,999.50
Ruby Sulca	130.68	0.00	0.00	0.00	0.00	130.68
Rudy Avila	328.21	0.00	0.00	0.00	0.00	328.21
Yesenia De Anda	21.93	0.00	0.00	0.00	0.00	21.93
<b>TOTAL</b>	<b><u>\$39,104.30</u></b>	<b><u>\$11,609.44</u></b>	<b><u>\$4,925.21</u></b>	<b><u>\$0.00</u></b>	<b><u>\$0.00</u></b>	<b><u>\$55,638.95</u></b>

**Valley Transportation Services**  
**A/R Aging Summary**  
As of June 30, 2016

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
<b>IRC</b>	4,020.00	3,600.00	0.00	0.00	0.00	7,620.00
<b>ISS</b>	202.23	31.86	0.00	0.00	35.91	270.00
<b>LSS Community Care Ctrs.</b>	0.00	340.98	0.00	0.00	0.00	340.98
<b>Omni Trans</b>	0.00	0.00	6,176.23	12,029.89	57,515.66	75,721.78
<b>ONTARIO POMONA ARC</b>	7,091.14	-0.70	0.00	0.00	0.00	7,090.44
<b>Ontario/Montclair YMCA</b>	309.87	819.72	45.00	0.00	52.56	1,227.15
<b>Salem Christian Homes</b>	792.03	145.27	0.00	0.00	0.00	937.30
<b>Victor Valley Transit Auth.</b>	0.00	0.00	0.00	0.00	285.82	285.82
<b>TOTAL</b>	<u>12,415.27</u>	<u>4,937.13</u>	<u>6,221.23</u>	<u>12,029.89</u>	<u>57,889.95</u>	<u>93,493.47</u>



**Valley Transportation Services**  
**Profit & Loss Budget Performance - Operating Fund**  
June 2016

	<u>Jun 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jul '15 - Jun 16</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
<b>Income</b>							
407007 · Other Income	0.00			671.48	0.00	671.48	0.00
409001 · Measure I							
409002 · Measure I OP Revenue	0.00	59,574.00	-59,574.00	594,397.57	714,800.00	-120,402.43	714,800.00
<b>Total 409001 · Measure I</b>	<b>0.00</b>	<b>59,574.00</b>	<b>-59,574.00</b>	<b>594,397.57</b>	<b>714,800.00</b>	<b>-120,402.43</b>	<b>714,800.00</b>
414001 · Interest Income	116.72	512.00	-395.28	4,557.36	6,100.00	-1,542.64	6,100.00
<b>Total Income</b>	<b>116.72</b>	<b>60,086.00</b>	<b>-59,969.28</b>	<b>599,626.41</b>	<b>720,900.00</b>	<b>-121,273.59</b>	<b>720,900.00</b>
<b>Expense</b>							
514050 · Measure I Refund	0.00			3,034,817.00			
501001 · Payroll	0.00	17,574.00	-17,574.00	285,703.31	210,800.00	74,903.31	210,800.00
502001 · Payroll Taxes - Employer	0.00	1,387.00	-1,387.00	21,154.00	16,600.00	4,554.00	16,600.00
502002 · Workers Comp	0.00	249.00	-249.00	2,838.99	2,900.00	-61.01	2,900.00
502003 · Medical Expense	0.00	2,100.00	-2,100.00	10,152.86	25,200.00	-15,047.14	25,200.00
502005 · Employer Pension Costs	2,735.00	2,000.00	735.00	13,930.76	24,000.00	-10,069.24	24,000.00
502007 · Employee Benefit- Insurance	0.00	537.00	-537.00	3,241.48	6,400.00	-3,158.52	6,400.00
503001 · Professional Services							
5030016 · Administrative Services	93,317.97			93,317.97			
503013 · Accounting Services	2,318.75	4,299.00	-1,980.25	44,596.43	51,500.00	-6,903.57	51,500.00
5030012 · Consulting Services	0.00	2,087.00	-2,087.00	124,774.83	25,000.00	99,774.83	25,000.00
5030013 · Legal Services	1,999.50	4,299.00	-2,299.50	45,585.04	51,500.00	-5,914.96	51,500.00
5030015 · Marketing Services	0.00	837.00	-837.00	0.00	10,000.00	-10,000.00	10,000.00
<b>Total 503001 · Professional Services</b>	<b>97,636.22</b>	<b>11,522.00</b>	<b>86,114.22</b>	<b>308,274.27</b>	<b>138,000.00</b>	<b>170,274.27</b>	<b>138,000.00</b>
503002 · Payroll Processing Services	0.00	587.00	-587.00	6,167.47	7,000.00	-832.53	7,000.00
503003 · Bank Fees	0.00			35.00			
503005 · Facility							
5030051 · Facility Rent	7,618.65	3,687.00	3,931.65	40,300.89	44,200.00	-3,899.11	44,200.00
5030052 · Facility Repair	0.00	174.00	-174.00	0.00	2,000.00	-2,000.00	2,000.00
5030053 · Facility - Alarm/Security	0.00	49.00	-49.00	285.40	500.00	-214.60	500.00
<b>Total 503005 · Facility</b>	<b>7,618.65</b>	<b>3,910.00</b>	<b>3,708.65</b>	<b>40,586.29</b>	<b>46,700.00</b>	<b>-6,113.71</b>	<b>46,700.00</b>
503006 · Community Service							
5030621 · Scholarships	0.00	2,087.00	-2,087.00	1,084.31	25,000.00	-23,915.69	25,000.00
<b>Total 503006 · Community Service</b>	<b>0.00</b>	<b>2,087.00</b>	<b>-2,087.00</b>	<b>1,084.31</b>	<b>25,000.00</b>	<b>-23,915.69</b>	<b>25,000.00</b>

**Valley Transportation Services**  
**Profit & Loss Budget Performance - Operating Fund**  
June 2016

	<u>Jun 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jul '15 - Jun 16</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
504008 · Office Supplies	227.25	199.00	28.25	1,743.56	2,300.00	-556.44	2,300.00
504009 · Postage	4.16	44.00	-39.84	324.32	440.00	-115.68	440.00
505001 · Telephone	254.02	262.00	-7.98	4,344.46	3,100.00	1,244.46	3,100.00
506001 · Insurance Premiums	0.00	862.00	-862.00	10,450.00	10,300.00	150.00	10,300.00
506021 · Computer Supp. Serv. & Software	1,928.57	637.00	1,291.57	5,467.97	7,600.00	-2,132.03	7,600.00
506052 · Minor Equip & Office Furniture	0.00	85.00	-85.00	974.52	910.00	64.52	910.00
507001 · Tax/License/Dues/Permits	0.00	30.00	-30.00	160.00	250.00	-90.00	250.00
509001 · Travel							
5090011 · Board Travel	0.00	1,250.00	-1,250.00	1,762.78	15,000.00	-13,237.22	15,000.00
5090012 · Staff Travel	0.00	837.00	-837.00	0.00	10,000.00	-10,000.00	10,000.00
5090013 · Employee Mileage Reimburseme	7.67	224.00	-216.33	798.89	2,600.00	-1,801.11	2,600.00
<b>Total 509001 · Travel</b>	<b>7.67</b>	<b>2,311.00</b>	<b>-2,303.33</b>	<b>2,561.67</b>	<b>27,600.00</b>	<b>-25,038.33</b>	<b>27,600.00</b>
509002 · Professional Development	0.00	837.00	-837.00	1,764.55	10,000.00	-8,235.45	10,000.00
509005 · Dues & Memberships	0.00	424.00	-424.00	2,170.00	5,000.00	-2,830.00	5,000.00
511001 · Interest Expense	0.00	25.00	-25.00	52.00	300.00	-248.00	300.00
512002 · Equipment Rental	0.00	87.00	-87.00	0.00	1,000.00	-1,000.00	1,000.00
513002 · Depreciation-Non Grant Equip	1,864.25	626.00	1,238.25	7,457.00	7,457.00	0.00	7,457.00
514001 · Miscellaneous	40.00	837.00	-797.00	3,954.39	10,000.00	-6,045.61	10,000.00
60000 · Overhead Applied	0.00			-87,561.58			
<b>Total Expense</b>	<b>112,315.79</b>	<b>49,219.00</b>	<b>63,096.79</b>	<b>3,681,848.60</b>	<b>588,857.00</b>	<b>3,092,991.60</b>	<b>588,857.00</b>
<b>Net Income</b>	<b>-112,199.07</b>	<b>10,867.00</b>	<b>-123,066.07</b>	<b>-3,082,222.19</b>	<b>132,043.00</b>	<b>-3,214,265.19</b>	<b>132,043.00</b>

**Valley Transportation Services**  
**Profit & Loss Budget Performance-Travel Training**  
June 2016

	<u>Jun 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jul '15 - Jun 16</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
<b>Income</b>							
409001 · Measure I	0.00	7,068.00	-7,068.00	41,100.36	84,750.00	-43,649.64	84,750.00
409002 · Measure I OP Revenue	0.00	7,068.00	-7,068.00	41,100.36	84,750.00	-43,649.64	84,750.00
<b>Total 409001 · Measure I</b>							
409007 · JARC - Operating Revenue	0.00	17,674.00	-17,674.00	102,786.68	212,000.00	-109,213.32	212,000.00
409008 · New Freedom Operating Revenue	0.00	10,605.00	-10,605.00	61,671.98	127,150.00	-65,478.02	127,150.00
<b>Total Income</b>	<b>0.00</b>	<b>35,347.00</b>	<b>-35,347.00</b>	<b>205,559.02</b>	<b>423,900.00</b>	<b>-218,340.98</b>	<b>423,900.00</b>
<b>Expense</b>							
501001 · Payroll	0.00	21,520.00	-21,520.00	158,291.12	258,196.00	-99,904.88	258,196.00
502001 · Payroll Taxes - Employer	0.00	8,612.00	-8,612.00	13,983.87	103,278.00	-89,294.13	103,278.00
502002 · Workers Comp	0.00			1,866.10			
502003 · Medical Expense	0.00			17,931.05			
502005 · Employer Pension Costs	0.00			2,679.99			
502007 · Employee Benefit- Insurance	0.00			107.98			
503001 · Professional Services	0.00	424.00	-424.00	0.00	5,000.00	-5,000.00	5,000.00
503013 · Accounting Services	0.00	250.00	-250.00	0.00	3,000.00	-3,000.00	3,000.00
5030012 · Consulting Services	0.00			20.00			
5030015 · Marketing Services	0.00						
<b>Total 503001 · Professional Services</b>	<b>0.00</b>	<b>674.00</b>	<b>-674.00</b>	<b>20.00</b>	<b>8,000.00</b>	<b>-7,980.00</b>	<b>8,000.00</b>
504008 · Office Supplies	668.94	653.00	15.94	879.04	7,715.00	-6,835.96	7,715.00
504009 · Postage	4.16			87.05			
505001 · Telephone	512.83	1,468.00	-955.17	6,635.90	17,506.00	-10,870.10	17,506.00
506021 · Computer Supp, Serv. & Software	54.95	525.00	-470.05	656.68	6,300.00	-5,643.32	6,300.00
509001 · Travel							
5090012 · Staff Travel	0.00			270.75			
5090013 · Employee Mileage Reimburseme	445.67	1,210.00	-764.33	8,546.14	14,465.00	-5,918.86	14,465.00
<b>Total 509001 · Travel</b>	<b>445.67</b>	<b>1,210.00</b>	<b>-764.33</b>	<b>8,816.89</b>	<b>14,465.00</b>	<b>-5,648.11</b>	<b>14,465.00</b>
509002 · Professional Development	0.00	355.00	-355.00	2,885.72	4,260.00	-1,374.28	4,260.00
514001 · Miscellaneous	0.00	352.00	-352.00	508.23	4,180.00	-3,671.77	4,180.00
<b>Total Expense</b>	<b>1,686.55</b>	<b>35,369.00</b>	<b>-33,682.45</b>	<b>215,349.62</b>	<b>423,900.00</b>	<b>-208,550.38</b>	<b>423,900.00</b>
<b>Net Income</b>	<b>-1,686.55</b>	<b>-22.00</b>	<b>-1,664.55</b>	<b>-9,790.60</b>	<b>0.00</b>	<b>-9,790.60</b>	<b>0.00</b>

**Valley Transportation Services**  
**Profit & Loss Budget Performance-TREP**  
June 2016

	<u>Jun 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jul '15 - Jun 16</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
<b>Income</b>							
409008 · New Freedom Operating Revenue	0.00	18,750.00	-18,750.00	44,585.76	225,000.00	-180,414.24	225,000.00
<b>Total Income</b>	<u>0.00</u>	<u>18,750.00</u>	<u>-18,750.00</u>	<u>44,585.76</u>	<u>225,000.00</u>	<u>-180,414.24</u>	<u>225,000.00</u>
<b>Expense</b>							
501001 · Payroll	0.00	3,916.00	-3,916.00	13,634.48	46,992.00	-33,357.52	46,992.00
502001 · Payroll Taxes - Employer	0.00			1,060.59	0.00	1,060.59	0.00
502002 · Workers Comp	0.00			123.42	0.00	123.42	0.00
502003 · Medical Expense	0.00			1,012.05	0.00	1,012.05	0.00
502005 · Employer Pension Costs	0.00			530.26			
502007 · Employee Benefit- Insurance	0.00			16.12			
503001 · Professional Services	0.00	193.00	-193.00	252.71	2,250.00	-1,997.29	2,250.00
5030015 · Marketing Services	0.00	193.00	-193.00	252.71	2,250.00	-1,997.29	2,250.00
<b>Total 503001 · Professional Services</b>	<u>0.00</u>	<u>193.00</u>	<u>-193.00</u>	<u>252.71</u>	<u>2,250.00</u>	<u>-1,997.29</u>	<u>2,250.00</u>
503005 · Facility	0.00	150.00	-150.00	1,000.00	1,800.00	-800.00	1,800.00
5030051 · Facility Rent	0.00	150.00	-150.00	1,000.00	1,800.00	-800.00	1,800.00
<b>Total 503005 · Facility</b>	<u>0.00</u>	<u>150.00</u>	<u>-150.00</u>	<u>1,000.00</u>	<u>1,800.00</u>	<u>-800.00</u>	<u>1,800.00</u>
504008 · Office Supplies	107.68	118.00	-10.32	242.34	1,350.00	-1,107.66	1,350.00
504009 · Postage	4.17			249.77	0.00	249.77	0.00
504010 · Duplicating	0.00	125.00	-125.00	0.00	1,500.00	-1,500.00	1,500.00
505001 · Telephone	40.89	75.00	-34.11	479.29	900.00	-420.71	900.00
506021 · Computer Supp, Serv. & Software	0.00	102.00	-102.00	44.72	1,125.00	-1,080.28	1,125.00
509001 · Travel							
5090012 · Staff Travel	0.00	193.00	-193.00	6.00	2,250.00	-2,244.00	2,250.00
5090013 · Employee Mileage Reimburseme	0.00	159.00	-159.00	287.41	1,875.00	-1,587.59	1,875.00
<b>Total 509001 · Travel</b>	<u>0.00</u>	<u>352.00</u>	<u>-352.00</u>	<u>293.41</u>	<u>4,125.00</u>	<u>-3,831.59</u>	<u>4,125.00</u>
509008 · Mileage Reimbursement Stipend	0.00	13,634.00	-13,634.00	22,853.76	163,608.00	-140,754.24	163,608.00
514001 · Miscellaneous	0.00	118.00	-118.00	0.00	1,350.00	-1,350.00	1,350.00
<b>Total Expense</b>	<u>152.74</u>	<u>18,783.00</u>	<u>-18,630.26</u>	<u>41,792.92</u>	<u>225,000.00</u>	<u>-183,207.08</u>	<u>225,000.00</u>
<b>Net Income</b>	<u>-152.74</u>	<u>-33.00</u>	<u>-119.74</u>	<u>2,792.84</u>	<u>0.00</u>	<u>2,792.84</u>	<u>0.00</u>

## Valley Transportation Services Profit & Loss Budget Performance-TAXI June 2016

	<u>Jun 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jul '15 - Jun 16</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
<b>Income</b>							
409001 · Measure I	0.00	37,500.00	-37,500.00	34,150.16	450,000.00	-415,849.84	450,000.00
409002 · Measure I OP Revenue	0.00	37,500.00	-37,500.00	34,150.16	450,000.00	-415,849.84	450,000.00
<b>Total 409001 · Measure I</b>							
409007 · JARC - Operating Revenue	0.00			11,383.40	0.00	11,383.40	0.00
464005 · TAXI Participant User Fee	470.00			3,553.20			
<b>Total Income</b>	<b>470.00</b>	<b>37,500.00</b>	<b>-37,030.00</b>	<b>49,086.76</b>	<b>450,000.00</b>	<b>-400,913.24</b>	<b>450,000.00</b>
<b>Expense</b>							
501001 · Payroll	0.00	4,961.00	-4,961.00	32,448.43	59,532.00	-27,083.57	59,532.00
502001 · Payroll Taxes - Employer	0.00	2,427.00	-2,427.00	2,485.17	29,025.00	-26,539.83	29,025.00
502002 · Workers Comp	0.00			274.07			
502003 · Medical Expense	0.00			2,814.46			
502005 · Employer Pension Costs	0.00			718.95			
502007 · Employee Benefit-Insurance	0.00			39.60			
503001 · Professional Services							
5030015 · Marketing Services	0.00	862.00	-862.00	667.87	10,300.00	-9,632.13	10,300.00
<b>Total 503001 · Professional Services</b>	<b>0.00</b>	<b>862.00</b>	<b>-862.00</b>	<b>667.87</b>	<b>10,300.00</b>	<b>-9,632.13</b>	<b>10,300.00</b>
503003 · Bank Fees	0.00	862.00	-862.00	0.00	10,300.00	-10,300.00	10,300.00
503005 · Facility							
5030051 · Facility Rent	0.00	206.00	-206.00	1,800.00	2,472.00	-672.00	2,472.00
<b>Total 503005 · Facility</b>	<b>0.00</b>	<b>206.00</b>	<b>-206.00</b>	<b>1,800.00</b>	<b>2,472.00</b>	<b>-672.00</b>	<b>2,472.00</b>
504008 · Office Supplies	38.04			1,655.47			
504009 · Postage	4.17			321.52	0.00	321.52	0.00
505001 · Telephone	108.03	137.00	-28.97	1,260.69	1,545.00	-284.31	1,545.00
506021 · Computer Supp, Serv. & Software	10.99	424.00	-413.01	108.88	5,000.00	-4,891.12	5,000.00
506052 · Minor Equip & Office Furniture	0.00	337.00	-337.00	0.00	4,000.00	-4,000.00	4,000.00
508001 · Taxi Subsidy	0.00	27,149.00	-27,149.00	4,319.46	325,766.00	-321,446.54	325,766.00
509001 · Travel							
5090012 · Staff Travel	0.00			8.33			
5090013 · Employee Mileage Reimburseme	21.93	179.00	-157.07	1,125.12	2,060.00	-934.88	2,060.00
<b>Total 509001 · Travel</b>	<b>21.93</b>	<b>179.00</b>	<b>-157.07</b>	<b>1,133.45</b>	<b>2,060.00</b>	<b>-926.55</b>	<b>2,060.00</b>

**Valley Transportation Services**  
**Profit & Loss Budget Performance-TAXI**  
June 2016

	<u>Jun 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jul '15 - Jun 16</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
509002 · Professional Development	0.00			324.16			
514001 · Miscellaneous	0.00			-67.50	0.00	-67.50	0.00
<b>Total Expense</b>	<u>183.16</u>	<u>37,544.00</u>	<u>-37,360.84</u>	<u>50,304.68</u>	<u>450,000.00</u>	<u>-399,695.32</u>	<u>450,000.00</u>
<b>Net Income</b>	<u>286.84</u>	<u>-44.00</u>	<u>330.84</u>	<u>-1,217.92</u>	<u>0.00</u>	<u>-1,217.92</u>	<u>0.00</u>

**Valley Transportation Services**  
**Profit & Loss Budget Performance-VTREP**  
June 2016

	<u>Jun 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jul '15 - Jun 16</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
<b>Income</b>							
409001 · Measure I	0.00	13,549.00	-13,549.00	43,623.27	162,500.00	-118,876.73	162,500.00
409002 · Measure I OP Revenue	0.00	13,549.00	-13,549.00	43,623.27	162,500.00	-118,876.73	162,500.00
<b>Total 409001 · Measure I</b>							
409007 · JARC - Operating Revenue	0.00	2,712.00	-2,712.00	8,724.66	32,500.00	-23,775.34	32,500.00
409008 · New Freedom Operating Revenue	0.00	10,837.00	-10,837.00	34,898.60	130,000.00	-95,101.40	130,000.00
<b>Total Income</b>	<b>0.00</b>	<b>27,098.00</b>	<b>-27,098.00</b>	<b>87,246.53</b>	<b>325,000.00</b>	<b>-237,753.47</b>	<b>325,000.00</b>
<b>Expense</b>							
501001 · Payroll	0.00	6,500.00	-6,500.00	32,581.19	78,000.00	-45,418.81	78,000.00
502001 · Payroll Taxes - Employer	0.00	3,789.00	-3,789.00	2,631.48	45,468.00	-42,836.52	45,468.00
502002 · Workers Comp	0.00			285.67			
502003 · Medical Expense	0.00			2,800.06			
502005 · Employer Pension Costs	0.00			817.53			
502007 · Employee Benefit- Insurance	0.00			39.59			
503001 · Professional Services	0.00	200.00	-200.00	295.22	2,400.00	-2,104.78	2,400.00
5030015 · Marketing Services	0.00	200.00	-200.00	295.22	2,400.00	-2,104.78	2,400.00
<b>Total 503001 · Professional Services</b>							
503003 · Bank Fees	0.00	179.00	-179.00	0.00	2,060.00	-2,060.00	2,060.00
503005 · Facility	0.00	206.00	-206.00	1,800.00	2,472.00	-672.00	2,472.00
5030051 · Facility Rent	0.00	206.00	-206.00	1,800.00	2,472.00	-672.00	2,472.00
<b>Total 503005 · Facility</b>	<b>0.00</b>	<b>206.00</b>	<b>-206.00</b>	<b>1,800.00</b>	<b>2,472.00</b>	<b>-672.00</b>	<b>2,472.00</b>
504008 · Office Supplies	113.97			369.75			
504009 · Postage	4.17	206.00	-201.83	590.06	2,472.00	-1,881.94	2,472.00
505001 · Telephone	108.04	103.00	5.04	1,260.72	1,236.00	24.72	1,236.00
506021 · Computer Supp, Serv. & Software	10.99			108.88			
506052 · Minor Equip & Office Furniture	0.00	250.00	-250.00	0.00	3,000.00	-3,000.00	3,000.00
509001 · Travel							
5090012 · Staff Travel	0.00			8.33			
5090013 · Employee Mileage Reimburseme	0.00			656.62	0.00	656.62	0.00
509001 · Travel - Other	0.00	221.00	-221.00	0.00	2,575.00	-2,575.00	2,575.00
<b>Total 509001 · Travel</b>	<b>0.00</b>	<b>221.00</b>	<b>-221.00</b>	<b>664.95</b>	<b>2,575.00</b>	<b>-1,910.05</b>	<b>2,575.00</b>

**Valley Transportation Services**  
**Profit & Loss Budget Performance-VTREP**  
June 2016

	<u>Jun 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jul '15 - Jun 16</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
509002 - Professional Development	0.00			324.16			
509008 - Mileage Reimbursement Stipend	13,018.24	15,444.00	-2,425.76	64,128.40	185,317.00	-121,188.60	185,317.00
514001 - Miscellaneous	0.00			-17.01	0.00	-17.01	0.00
<b>Total Expense</b>	<u>13,255.41</u>	<u>27,098.00</u>	<u>-13,842.59</u>	<u>108,680.65</u>	<u>325,000.00</u>	<u>-216,319.35</u>	<u>325,000.00</u>
<b>Net Income</b>	<u>-13,255.41</u>	<u>0.00</u>	<u>-13,255.41</u>	<u>-21,434.12</u>	<u>0.00</u>	<u>-21,434.12</u>	<u>0.00</u>



**Valley Transportation Services**  
**Profit & Loss Budget Performance-OTHER TREP**  
June 2016

	<u>Jun 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jul '15 - Jun 16</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
<b>Income</b>							
407004 · MBTA TAG Grant	0.00			5,000.00			
409010 · TREP Pass-Thru-Measure I Funds							
409011 · MBTA - TREP	0.00	625.00	-625.00	9,998.12	7,500.00	2,498.12	7,500.00
409012 · MARTA - TREP	0.00	1,250.00	-1,250.00	14,084.68	15,000.00	-915.32	15,000.00
409014 · VVTA - VV TREP	0.00	424.00	-424.00	0.00	5,000.00	-5,000.00	5,000.00
<b>Total 409010 · TREP Pass-Thru-Measure I Funds</b>	<b>0.00</b>	<b>2,299.00</b>	<b>-2,299.00</b>	<b>24,082.80</b>	<b>27,500.00</b>	<b>-3,417.20</b>	<b>27,500.00</b>
<b>Total Income</b>	<b>0.00</b>	<b>2,299.00</b>	<b>-2,299.00</b>	<b>29,082.80</b>	<b>27,500.00</b>	<b>1,582.80</b>	<b>27,500.00</b>
<b>Expense</b>							
509010 · TREP Pass-Thru Mileage Reimb.							
509011 · MBTA Mileage Reimb.	0.00	625.00	-625.00	9,998.12	7,500.00	2,498.12	7,500.00
509012 · MARTA Mileage Reimb.	3,193.56	1,250.00	1,943.56	18,576.80	15,000.00	3,576.80	15,000.00
509014 · VVTA-VV Mileage Reimb.	0.00	424.00	-424.00	0.00	5,000.00	-5,000.00	5,000.00
509010 · TREP Pass-Thru Mileage Reimb. - Oth	1,472.16			1,472.16			
<b>Total 509010 · TREP Pass-Thru Mileage Reimb.</b>	<b>4,665.72</b>	<b>2,299.00</b>	<b>2,366.72</b>	<b>30,047.08</b>	<b>27,500.00</b>	<b>2,547.08</b>	<b>27,500.00</b>
<b>Total Expense</b>	<b>4,665.72</b>	<b>2,299.00</b>	<b>2,366.72</b>	<b>30,047.08</b>	<b>27,500.00</b>	<b>2,547.08</b>	<b>27,500.00</b>
<b>Net Income</b>	<b>-4,665.72</b>	<b>0.00</b>	<b>-4,665.72</b>	<b>-964.28</b>	<b>0.00</b>	<b>-964.28</b>	<b>0.00</b>

**Valley Transportation Services**  
**Profit & Loss Budget Performance - Maintenance Dept.**  
June 2016

	<u>Jun 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jul '15 - Jun 16</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
<b>Income</b>							
407002 · Maintenance Service Revenue							
4070023 · Inspection Revenue - Comm Prtnr	4,020.00			20,600.00			
4070021 · Community Partner Serv. Revenue	4,675.50			51,286.50			
4070022 · Other Maintenance Serv. Revenue	0.00			1,053.00			
407002 · Maintenance Service Revenue - Oth	0.00	7,774.00	-7,774.00	0.00	93,200.00	-93,200.00	93,200.00
<b>Total 407002 · Maintenance Service Revenue</b>	<b>8,695.50</b>	<b>7,774.00</b>	<b>921.50</b>	<b>72,939.50</b>	<b>93,200.00</b>	<b>-20,260.50</b>	<b>93,200.00</b>
407003 · Maintenance Parts Revenue							
4070031 · Maint. Parts Revenue-Comm Prtnr	3,459.12			47,828.14			
4070032 · Maint. Parts Revenue-Other	0.00			341.47			
407003 · Maintenance Parts Revenue - Other	0.00	1,562.00	-1,562.00	0.00	18,700.00	-18,700.00	18,700.00
<b>Total 407003 · Maintenance Parts Revenue</b>	<b>3,459.12</b>	<b>1,562.00</b>	<b>1,897.12</b>	<b>48,169.61</b>	<b>18,700.00</b>	<b>29,469.61</b>	<b>18,700.00</b>
4070034 · Maint Revenue-Outside Services	0.00	25.00	-25.00	290.00	300.00	-10.00	300.00
407007 · Other Income	0.00			25.75			
409001 · Measure I							
409002 · Measure I OP Revenue	0.00	11,062.00	-11,062.00	128,896.07	132,700.00	-3,803.93	132,700.00
409003 · Measure I Capital	0.00			13,619.06			
<b>Total 409001 · Measure I</b>	<b>0.00</b>	<b>11,062.00</b>	<b>-11,062.00</b>	<b>142,515.13</b>	<b>132,700.00</b>	<b>9,815.13</b>	<b>132,700.00</b>
<b>Total Income</b>	<b>12,154.62</b>	<b>20,423.00</b>	<b>-8,268.38</b>	<b>263,939.99</b>	<b>244,900.00</b>	<b>19,039.99</b>	<b>244,900.00</b>
<b>Expense</b>							
501001 · Payroll	0.00	8,025.00	-8,025.00	93,801.77	96,300.00	-2,498.23	96,300.00
502001 · Payroll Taxes - Employer	0.00	650.00	-650.00	8,072.21	7,800.00	272.21	7,800.00
502002 · Workers Comp	0.00	800.00	-800.00	10,936.16	9,600.00	1,336.16	9,600.00
502003 · Medical Expense	0.00	1,400.00	-1,400.00	7,581.41	16,800.00	-9,218.59	16,800.00
502005 · Employer Pension Costs	0.00	174.00	-174.00	440.00	2,000.00	-1,560.00	2,000.00
502007 · Employee Benefit- Insurance	0.00	17.50	-17.50	98.56	210.00	-111.44	210.00
503001 · Professional Services							
503013 · Accounting Services	0.00	179.00	-179.00	0.00	2,060.00	-2,060.00	2,060.00
5030013 · Legal Services	0.00	179.00	-179.00	0.00	2,060.00	-2,060.00	2,060.00
5030015 · Marketing Services	0.00	49.00	-49.00	0.00	500.00	-500.00	500.00
<b>Total 503001 · Professional Services</b>	<b>0.00</b>	<b>407.00</b>	<b>-407.00</b>	<b>0.00</b>	<b>4,620.00</b>	<b>-4,620.00</b>	<b>4,620.00</b>

**Valley Transportation Services**  
**Profit & Loss Budget Performance - Maintenance Dept.**  
June 2016

	<u>Jun 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jul '15 - Jun 16</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
503003 · Bank Fees	35.34			992.93			
503005 · Facility							
5030051 · Facility Rent	3,368.57	3,350.00	18.57	40,128.51	40,200.00	-71.49	40,200.00
5030052 · Facility Repair	0.00	30.00	-30.00	0.00	250.00	-250.00	250.00
5030053 · Facility - Alarm/Security	0.00	49.00	-49.00	456.00	500.00	-44.00	500.00
<b>Total 503005 · Facility</b>	<b>3,368.57</b>	<b>3,429.00</b>	<b>-60.43</b>	<b>40,584.51</b>	<b>40,950.00</b>	<b>-365.49</b>	<b>40,950.00</b>
503062 · Time for Change Foundation							
503062d · Time for Change Contract Serv	0.00			1,120.81			
<b>Total 503062 · Time for Change Foundation</b>	<b>0.00</b>			<b>1,120.81</b>			
504001 · Trans-Fuel Cost	0.00			4.99			
504005 · Cost of Goods Sublet	0.00	24.00	-24.00	983.98	200.00	783.98	200.00
504006 · Cost of Goods Parts/Fluids/Tire	0.00	1,250.00	-1,250.00	32,785.46	15,000.00	17,785.46	15,000.00
504008 · Office Supplies	12.14	150.00	-137.86	107.74	1,800.00	-1,692.26	1,800.00
504009 · Postage	4.16	12.50	-8.34	88.54	150.00	-61.46	150.00
505001 · Telephone	311.73	349.00	-37.27	3,792.15	4,100.00	-307.85	4,100.00
505002 · Utilities	393.56	500.00	-106.44	3,966.39	6,000.00	-2,033.61	6,000.00
506001 · Insurance Premiums	0.00	1,037.00	-1,037.00	4,311.29	12,400.00	-8,088.71	12,400.00
506021 · Computer Supp. Serv. & Software	0.00	549.00	-549.00	4,212.18	6,500.00	-2,287.82	6,500.00
506052 · Minor Equip & Office Furniture	21.98	87.00	-65.02	1,067.63	1,000.00	67.63	1,000.00
506060 · Shop Supplies	195.92	200.00	-4.08	1,277.39	2,400.00	-1,122.61	2,400.00
506070 · Shop Tools	0.00	300.00	-300.00	959.11	3,600.00	-2,640.89	3,600.00
506080 · Repairs and Maintenance	1,307.05			1,627.59			
506085 · Facility Maint. & Supplies	179.52	200.00	-20.48	1,688.62	2,400.00	-711.38	2,400.00
507001 · Tax/License/Dues/Permits	924.00	49.00	875.00	6,876.25	500.00	6,376.25	500.00
509001 · Travel							
5090012 · Staff Travel	0.00	174.00	-174.00	235.97	2,000.00	-1,764.03	2,000.00
5090013 · Employee Mileage Reimbursement	328.21	100.00	228.21	721.50	1,200.00	-478.50	1,200.00
<b>Total 509001 · Travel</b>	<b>328.21</b>	<b>274.00</b>	<b>54.21</b>	<b>957.47</b>	<b>3,200.00</b>	<b>-2,242.53</b>	<b>3,200.00</b>
509002 · Professional Development	0.00	87.00	-87.00	0.00	1,000.00	-1,000.00	1,000.00
509003 · Uniforms & Laundry	1,103.15	260.00	843.15	4,148.01	3,120.00	1,028.01	3,120.00
509005 · Dues & Memberships	0.00	49.00	-49.00	0.00	500.00	-500.00	500.00
512002 · Equipment Rental	0.00	30.00	-30.00	0.00	250.00	-250.00	250.00
513002 · Depreciation-Non Grant Equip	8,346.75	2,795.00	5,551.75	29,206.00	33,441.00	-4,235.00	33,441.00

Valley Transportation Services  
Profit & Loss Budget Performance - Maintenance Dept.

June 2016

	Jun 16	Budget	\$ Over Budget	Jul '15 - Jun 16	YTD Budget	\$ Over Budget	Annual Budget
514001 - Miscellaneous	172.95	49.00	123.95	3,201.25	510.00	2,691.25	510.00
69800 - Operating Contingency	0.00	174.00	-174.00	0.00	2,000.00	-2,000.00	2,000.00
<b>Total Expense</b>	<b>16,705.03</b>	<b>23,328.00</b>	<b>-6,622.97</b>	<b>264,890.40</b>	<b>278,351.00</b>	<b>-13,460.60</b>	<b>278,351.00</b>
<b>Net Income</b>	<b>-4,550.41</b>	<b>-2,905.00</b>	<b>-1,645.41</b>	<b>-950.41</b>	<b>-33,451.00</b>	<b>32,500.59</b>	<b>-33,451.00</b>

**Valley Transportation Services**  
**Profit & Loss Budget Performance-Community Service Partners**

June 2016

	<u>Jun 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jul '15 - Jun 16</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
<b>Income</b>							
409001 · Measure I	0.00	74,562.00	-74,562.00	390,650.27	894,700.00	-504,049.73	894,700.00
409002 · Measure I OP Revenue	0.00	74,562.00	-74,562.00	390,650.27	894,700.00	-504,049.73	894,700.00
<b>Total 409001 · Measure I</b>							
	0.00	74,562.00	-74,562.00	390,650.27	894,700.00	-504,049.73	894,700.00
<b>Total Income</b>							
	0.00	74,562.00	-74,562.00	390,650.27	894,700.00	-504,049.73	894,700.00
<b>Expense</b>							
503639 · Grand Terrace				7,995.75			
503639d · Grand Terrace - Contract Svs	5,841.75			7,995.75			
<b>Total 503639 · Grand Terrace</b>							
	5,841.75			7,995.75			
503061 · Loma Linda							
503061i · Loma Linda Indirect Alloc	0.00			56.00			
503061s · Loma Linda VTS Support	0.00			142.84			
503061 · Loma Linda - Other	0.00	4,500.00	-4,500.00	0.00	54,000.00	-54,000.00	54,000.00
<b>Total 503061 · Loma Linda</b>							
	0.00	4,500.00	-4,500.00	198.84	54,000.00	-53,801.16	54,000.00
503062 · Time for Change Foundation							
503062d · Time for Change Contract Serv	0.00			30,509.19			
<b>Total 503062 · Time for Change Foundation</b>							
	0.00			30,509.19			
503064 · Pomona Valley Workshop							
503064d · Pomona Valley Contract Services	4,438.11			84,520.92			
503064i · Pomona Valley Indirect Alloc	0.00			38.00			
503064s · Pomona Valley VTS Support	0.00			6,904.32			
503064 · Pomona Valley Workshop - Other	0.00	4,237.00	-4,237.00	0.00	50,800.00	-50,800.00	50,800.00
<b>Total 503064 · Pomona Valley Workshop</b>							
	4,438.11	4,237.00	201.11	91,463.24	50,800.00	40,663.24	50,800.00
503066 · Central City Lutheran							
503066d · Central City Luth Contract Serv	2,203.85			28,524.68			
503066i · Central City Luth Ind Alloc	0.00			11.00			
503066s · Central City Luth VTS Support	0.00			42.34			
503066 · Central City Lutheran - Other	0.00	2,162.00	-2,162.00	0.00	25,900.00	-25,900.00	25,900.00
<b>Total 503066 · Central City Lutheran</b>							
	2,203.85	2,162.00	41.85	28,578.02	25,900.00	2,678.02	25,900.00

**Valley Transportation Services**  
**Profit & Loss Budget Performance-Community Service Partners**  
June 2016

	<u>Jun 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jul '15 - Jun 16</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
503068 · Community Senior Services							
503068d · Comm. Sr Serv Contract Services	2,486.69			30,362.67			
503068i · Comm Sr Serv Indirect Alloc	0.00			5.00			
503068s · Comm Sr Serv VTS Support	0.00			15.30			
503068 · Community Senior Services - Other	0.00	4,174.00	-4,174.00	0.00	50,000.00	-50,000.00	50,000.00
<b>Total 503068 · Community Senior Services</b>	<b>2,486.69</b>	<b>4,174.00</b>	<b>-1,687.31</b>	<b>30,382.97</b>	<b>50,000.00</b>	<b>-19,617.03</b>	<b>50,000.00</b>
503618 · 211 One-Click							
503618d · 211 One-Click Contract Serv	0.00			13,778.80			
503618i · 211 One-Click Indirect Alloc	0.00			39.00			
503618s · 211 One-Click VTS Support	0.00			133.15			
<b>Total 503618 · 211 One-Click</b>	<b>0.00</b>			<b>13,950.95</b>			
503628 · OPARC							
503628d · OPARC Contract Services	4,272.56			67,151.25			
503628i · OPARC Indirect Alloc.	0.00			10.00			
503628s · OPARC VTS Support	0.00			38.52			
503628 · OPARC - Other	0.00	11,987.00	-11,987.00	0.00	143,800.00	-143,800.00	143,800.00
<b>Total 503628 · OPARC</b>	<b>4,272.56</b>	<b>11,987.00</b>	<b>-7,714.44</b>	<b>67,199.77</b>	<b>143,800.00</b>	<b>-76,600.23</b>	<b>143,800.00</b>
503630 · 211 Mobility Manager							
503630d · 211 MM Contract Services	0.00			4,167.64			
503630i · 211 MM Indirect Alloc	0.00			4.00			
503630s · 211 MM VTS Support	0.00			17.35			
503630 · 211 Mobility Manager - Other	0.00	4,699.00	-4,699.00	0.00	56,300.00	-56,300.00	56,300.00
<b>Total 503630 · 211 Mobility Manager</b>	<b>0.00</b>	<b>4,699.00</b>	<b>-4,699.00</b>	<b>4,188.99</b>	<b>56,300.00</b>	<b>-52,111.01</b>	<b>56,300.00</b>
503633 · Eligibility Projects							
503634 · Ontario/Montclair YMCA							
503634d · Ontario/Montclair Contract Serv	0.00	16,674.00	-16,674.00	0.00	200,000.00	-200,000.00	200,000.00
503634i · Ontario/Montclair YMCA Indirect	1,942.28			74,142.75			
503634s · Ontario/Montclair YMCA VTS Supp	0.00			69.00			
503634 · Ontario/Montclair YMCA - Other	0.00	6,000.00	-6,000.00	177.54	72,000.00	-72,000.00	72,000.00
<b>Total 503634 · Ontario/Montclair YMCA</b>	<b>1,942.28</b>	<b>6,000.00</b>	<b>-4,057.72</b>	<b>74,389.29</b>	<b>72,000.00</b>	<b>-2,389.29</b>	<b>72,000.00</b>

**Valley Transportation Services**  
**Profit & Loss Budget Performance-Community Service Partners**  
June 2016

	Jun 16	Budget	\$ Over Budget	Jul '15 - Jun 16	YTD Budget	\$ Over Budget	Annual Budget
503636 · YMCA Rancho/Fontana	0.00	2,749.00	-2,749.00	0.00	32,900.00	-32,900.00	32,900.00
503638 · City of Fontana	0.00	750.00	-750.00	0.00	9,000.00	-9,000.00	9,000.00
503699 · Developing Community Projects							
503699i · Dev Comm Proj - Indirect Alloc	0.00			2,447.00			
503699s · Dev Comm Proj - VTS Support	0.00			6,037.97			
503699 · Developing Community Projects - Otl	0.00	16,674.00	-16,674.00	0.00	200,000.00	-200,000.00	200,000.00
<b>Total 503699 · Developing Community Projects</b>	<b>0.00</b>	<b>16,674.00</b>	<b>-16,674.00</b>	<b>8,484.97</b>	<b>200,000.00</b>	<b>-191,515.03</b>	<b>200,000.00</b>
503614 · Taxi Voucher							
503614i · Taxi Voucher Indirect Alloc	0.00			6,174.00			
503614s · Taxi Voucher VTS Support	0.00			571.72			
<b>Total 503614 · Taxi Voucher</b>	<b>0.00</b>			<b>6,745.72</b>			
503616 · Travel Training							
503616i · Travel Training Indirect Alloc	0.00			36,906.00			
503616s · Travel Training VTS Support	0.00			1,198.30			
<b>Total 503616 · Travel Training</b>	<b>0.00</b>			<b>38,104.30</b>			
503620 · TREP Overhead							
503620i · TREP Indirect Alloc	0.00			7,020.00			
<b>Total 503620 · TREP Overhead</b>	<b>0.00</b>			<b>7,020.00</b>			
503624 · Rural Volunteer Driver Prog							
503624i · RTREP Indirect Alloc	0.00			207.00			
503624s · RTREP VTS Support	0.00			689.56			
<b>Total 503624 · Rural Volunteer Driver Prog</b>	<b>0.00</b>			<b>896.56</b>			
503626 · Valley Volunteer Driver Program							
503626i · VTREP Indirect Alloc	0.00			6,296.00			
503626s · VTREP VTS Support	0.00			697.98			
<b>Total 503626 · Valley Volunteer Driver Program</b>	<b>0.00</b>			<b>6,993.98</b>			
503635 · Maintenance Support							
503635i · Maintenance Indirect Alloc.	0.00			17,761.00			
503635s · Maintenance VTS Support	0.00			601.69			

**Valley Transportation Services**  
**Profit & Loss Budget Performance-Community Service Partners**  
June 2016

	<u>Jun 16</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jul '15 - Jun 16</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
<b>Total 503635 - Maintenance Support</b>	0.00			18,362.69			
<b>Total Expense</b>	21,185.24	74,606.00	-53,420.76	435,465.23	894,700.00	-459,234.77	894,700.00
<b>Net Income</b>	<u>-21,185.24</u>	<u>-44.00</u>	<u>-21,141.24</u>	<u>-44,814.96</u>	<u>0.00</u>	<u>-44,814.96</u>	<u>0.00</u>



**DATE:** September 21, 2016  
**TO:** Valley Transportation Services Board of Directors  
**FROM:** P. Scott Graham, CEO  
**RE:** Revise 2016 Meeting Calendar

---

***Discussion:***

In January 2016, the VTrans Board of Directors adopted a Meeting Calendar for 2016, which included monthly meetings of the Board of Directors, held the third Wednesday of each month, and meetings of the Finance Committee, held the third Wednesday every other month.

Omnitrans continues to handle various administrative issues to gradually close out VTrans business. As there will be fewer items that require action by the VTrans Board of Directors and Finance Committee, staff requests revising the 2016 Meeting Calendar by canceling the following meetings:

Finance Committee – November 16, 2016

Board of Directors Meetings – October 19, 2016, and November 16, 2016

The Board Meeting of December 21, 2016 will remain as scheduled. If an issue arises that requires Board action prior the December meeting, a special meeting will be scheduled.

***Recommendation:***

Revise the 2016 Meeting Calendar and cancel the Finance Committee meeting scheduled November 16, 2016, and the Board of Directors meetings scheduled October 19, 2016, and November 16, 2016.

***Fiscal Impact:***

None.

**DATE:** September 21, 2016  
**TO:** Valley Transportation Services Board of Directors  
**FROM:** Jennifer Gore, Legal Counsel  
**RE:** Approve Assignment of Maintenance Facility Lease to Omnitrans

---

***Discussion:***

Effective October 1, 2013, VTrans entered into a lease for a maintenance facility in Ontario. VTrans undertook extensive tenant improvements and purchased lifts and other equipment necessary for the maintenance of ADA compliant vehicles to provide a service to its non-profit partners in response to their expressed need for such services.

The lease is for a five-year term, expiring September 30, 2018. During the transition of VTrans' CTSA programs from VTrans to Omnitrans, staff has determined that there is an ongoing need for these services, at least through the lease term. Given this, staff would like to explore the opportunity to assign the maintenance facility lease to Omnitrans as the new CTSA.

Under the terms of the lease, VTrans cannot assign the lease or sublet the premises to Omnitrans without the lessor's prior written consent. Staff is preparing to contact the lessor to request that the lessor approve the assignment of the lease to Omnitrans.

In the event that the lessor is amenable to the assignment, staff is requesting authorization to execute an agreement to assign the lease to Omnitrans.

***Recommendations:***

Authorize the CEO, with the assistance of legal counsel, to execute an agreement to assign the lease to Omnitrans, if approved in writing by the lessor.

***Fiscal Impact:***

None.