

MOUPAIWECO26000

**PROPOSITION A DISCRETIONARY INCENTIVE GRANT PROGRAM
MEMORANDUM OF UNDERSTANDING
FOR COLLECTING AND REPORTING DATA FOR THE
NATIONAL TRANSIT DATABASE
FOR REPORT YEAR 2024**

This Memorandum of Understanding (MOU) is entered into as of June 1, 2026 by and between Los Angeles County Metropolitan Transportation Authority (“LACMTA”) and the City of West Covina (the “City”).

WHEREAS, on November 14, 1980, the voters of the County of Los Angeles approved by majority vote Proposition A, an ordinance establishing a one-half percent sales tax for public transit purposes; and

WHEREAS, at its September 26, 2001 meeting, the LACMTA authorized payment of Proposition A Discretionary Incentive funds to each participating agency in an amount equal to the Federal funds generated for the region by each agency’s reported data; and

WHEREAS, at its June 26, 2025 meeting, LACMTA approved the Fiscal Year FY 2025-26 transit fund allocations, which included funds to make payments to all cities that voluntarily reported NTD data for FY 2023-24; and

WHEREAS, the City has voluntarily submitted their FY2023-24 data to the National Transit Database (NTD) and have successfully met all NTD and Federal Transit Administration (FTA) requirements in order to generate Federal 5307 funds for the Los Angeles County region; and

WHEREAS, the City has requested funds under the Proposition A Discretionary Incentive Program for collecting and reporting data for the NTD from the FY 2023-24 Report Year (the “Project”); and

WHEREAS, on March 31, 2026, the Federal Transit Administration (FTA) published in the Federal Register the FY 2025-26 Apportionments, Allocations, and Program Information including unit values for the data reported to the NTD; and

WHEREAS, the parties desire to agree on the terms and conditions for payment for the Project.

NOW, THEREFORE, LACMTA and the City hereby agree to the following terms and procedures:

ARTICLE 1. TERM

- 1.0 This Memorandum of Understanding (“MOU”) will be in effect from **June 1, 2026**, through **June 30, 2029** at which time all unused funds shall lapse.

ARTICLE 2. STANDARDS

- 2.0 To receive payment for the submittal of the FY 2023-24 NTD statistics, the City warrants that it:
- A. Adhered to the Federal Guidelines for collecting and Reporting NTD statistics including all audit requirements;
 - B. Prepared and submitted the FY 2023-24 ANNUAL NTD REPORT of the City’s fixed-route and/or demand response transit service to the NTD on or before **October 31, 2024**;
 - C. Prepared and submitted the FY 2023-24 ANNUAL NTD REPORT of the City’s fixed-route and/or demand response transit service to the LACMTA on or before **February 15, 2025**;

ARTICLE 3. PAYMENT OF FUNDS TO CITY

- 3.0 LACMTA shall pay the City for collecting and reporting FY 2023-24 NTD statistics. LACMTA shall pay the City for submitting the FY 2023-24 **ANNUAL NTD REPORT** for the applicable transit services as follows:

MOTOR BUS SERVICE

For City’s motor bus service, LACMTA shall pay an amount equal to the 136,879 revenue vehicle miles reported by the City multiplied by the FTA unit value of 0.67530381923223126 per revenue vehicle mile. See Attachment A for detail.

DIAL-A-RIDE SERVICE

For City’s dial-a-ride service, LACMTA shall pay an amount equal to the 51,139 revenue vehicle miles reported by the City multiplied by the FTA unit value of 0.67530381923223126 per revenue vehicle mile. See Attachment A for detail.

- 3.1 The City shall submit one invoice to LACMTA prior to **June 30, 2029**, in the amount of **\$126,969** to receive its payment described above.
- 3.2 INVOICE BY CITY:

Send invoice with supporting documentation to:

Los Angeles County Metropolitan Transportation Authority
Accounts Payable
P. O. Box 512296
Los Angeles, CA 90051-0296
accountspayable@metro.net

Re: LACMTA MOU# MOUPAIWECO26000 M.S. Chelsea Meister (99-4-3)

ARTICLE 4. CONDITIONS

- 4.0 The City agrees to comply with all requirements specified by the FTA guidelines for reporting NTD statistics.
- 4.1 The City understands and agrees that LACMTA shall have no liability in connection with the City's use of the funds. The City shall indemnify, defend, and hold harmless LACMTA and its officers, agents, and employees from and against any and all liability and expenses including defense costs and legal fees and claims for damages of any nature whatsoever, arising out of any act or omission of the City, its officers, agents, employees, and subcontractors in performing the services under this MOU.
- 4.2 The City is not a contractor, agent or employee of LACMTA. The City shall not represent itself as a contractor, agent or employee of LACMTA and shall have no power to bind LACMTA in contract or otherwise.
- 4.3 The City agrees that expenditure of the Proposition A Discretionary Incentive funds will be used for projects that meet the eligibility, administrative, audit and lapsing requirements of the Proposition A and Proposition C Local Return guidelines most recently adopted by the LACMTA Board.
- 4.4 These expenditures will be subject to **AUDIT** as part of LACMTA's annual Consolidated Audit.

ARTICLE 5. REMEDIES

- 5.0 LACMTA reserves the right to terminate this MOU and withhold or recoup funds if it determines that the City has not met the requirements specified by the FTA for collecting and submitting NTD statistics through LACMTA.

ARTICLE 6. MISCELLANEOUS

- 6.0 This MOU constitutes the entire understanding between the parties, with respect to the subject matter herein.
- 6.1 The MOU shall not be amended, nor any provisions or breach hereof waived, except in writing signed by the parties who agreed to the original MOU or the same level of authority.

ARTICLE 7. CONTACT INFORMATION

- 7.0 LACMTA's Address:
Los Angeles County Metropolitan Transportation Authority
One Gateway Plaza
Los Angeles, CA 90012
Attention: Chelsea Meister (99-21-3)
meisterc@metro.net
- 7.1 City's Address:
West Covina
1444 W. Garvey Ave. South
West Covina, CA 91790
Attn: Kelly McDonald
KMcdonald@westcovina.org

IN WITNESS WHEREOF, the City and LACMTA have caused this MOU to be executed by their duly authorized representatives on the date noted below:

CITY:

City of West Covina

Los Angeles County Metropolitan
Transportation Authority

Mayor/City Manager

By: _____
STEPHANIE WIGGINS
Chief Executive Officer

Date: _____

Date: _____

APPROVED AS TO FORM:

APPROVED AS TO FORM:

By: _____
Legal Counsel

DAWYN R. HARRISON
County Counsel

By: 
Deputy

Date: _____

Date: 9/21/2026

Jurisdiction	MODE	Total Vehicle Revenue Miles	\$ from VRM	Tier II Operator Deduction	Total (\$)Due to Jurisdiction
Alhambra	MB	178,987	120,870.60		120,871
Alhambra	DR	103,708	70,034.41		70,034
Artesia	DR	28,014	18,917.96		18,918
Azusa	DR	93,865	63,387.39		63,387
Baldwin Park	MB	198,959	134,357.77		134,358
Baldwin Park	DR	23,197	15,665.02		15,665
Bell	TD	-	-		-
Bell	MB	33,352	22,522.73		22,523
Bell	DR	13,489	9,109.17		9,109
Bellflower	MB	68,623	46,341.37		46,341
Bellflower	DR	17,204	11,617.93		11,618
Bell Gardens	MB	99,031	66,876.01		66,876
Bell Gardens	DR	34,608	23,370.91		23,371
Burbank	MB	232,511	157,015.57	(20,867)	136,148
Burbank	DR	73,033	49,319.46		49,319
Calabasas	MB	85,335	57,627.05		57,627
Calabasas	DR	3,494	2,359.51		2,360
Carson	MB	27,569	18,617.45		18,617
Carson	DR	91,545	61,820.69		61,821
Cerritos	MB	96,604	65,237.05		65,237
Cerritos	DR	44,433	30,005.77		30,006
Compton	MB	181,041	122,257.68		122,258
Compton	DR	-	-		-
Covina	DR	50,185	33,890.12		33,890
Cudahy	MB	33,213	22,428.60		22,429
Cudahy	DR	13,602	9,185.33		9,185
Downey	MB	101,660	68,651.39		68,651
Downey	DR	43,349	29,273.75		29,274
El Monte	MB	236,303	159,576.32		159,576
El Monte	DR	41,777	28,212.17		28,212
Glendora	MB	44,792	30,248.21		30,248
Glendora	DR	48,286	32,607.72		32,608
Huntington Park	MB	123,747	83,566.82		83,567
Huntington Park	DR	42,663	28,810.49		28,810
LACDPWAvocado	MB	38,682	26,122.10		26,122
LACDPWELA	MB	217,273	146,725.29		146,725
LACDPWELA	DR	37,522	25,338.75		25,339
LACDPWEast Valinda	MB	43,961	29,687.03		29,687
LACDPWKing Medical	MB	33,907	22,897.53		22,898
LACDPWWillowbrook Shuttle	MB	73,978	49,957.63		49,958
LACDPWS.Whittier	MB	193,159	130,441.01		130,441
LACDPWAthens	MB	36,741	24,811.34		24,811
LACDPWLennox	MB	28,500	19,246.16		19,246
LACDPWFloranceFirestone	MB	58,491	39,499.20		39,499
Lakewood	DR	48,613	32,828.54		32,829
Lynwood	MB	141,788	95,749.98		95,750
Malibu	DT	5,085	3,433.92		3,434
ManhattanBeach	DR	22,044	14,886.40		14,886
Maywood	MB	33,101	22,353.23		22,353
Maywood	DR	17,698	11,951.53		11,952
MontereyPark	MB	271,277	183,194.39		183,194
MontereyPark	DR	24,343	16,438.92		16,439
Pico Rivera	DR	33,879	22,878.62		22,879
Rosemead	MB	111,720	75,444.94		75,445
Rosemead	DR	44,107	29,785.63		29,786
Santa Fe Springs	DR	16,980	11,466.66		11,467
South Gate	MB	118,005	79,689.23		79,689
South Gate	DT	119,353	80,599.78		80,600
SouthPasadena	DR	24,893	16,810.34		16,810
WestCovina	MB	136,879	92,434.91		92,435
WestCovina	DR	51,139	34,534.36		34,534
West Hollywood	MB	111,869	75,546		75,546
Total		4,491,297	3,032,990	(20,867)	3,012,123
FY26 Revenue Mile Rate	0.6753038				