



VENTURA COUNTY TRANSPORTATION COMMISSION

LOCAL TRANSPORTATION AUTHORITY

AIRPORT LAND USE COMMISSION

SERVICE AUTHORITY FOR FREEWAY EMERGENCIES

CONSOLIDATED TRANSPORTATION SERVICE AGENCY

CONGESTION MANAGEMENT AGENCY

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AGENDA*

**Actions may be taken on any item listed on the agenda*

CAMARILLO CITY HALL

COUNCIL CHAMBERS

601 CARMEN DRIVE

CAMARILLO, CA

FRIDAY, JUNE 7, 2019

9:00 AM

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Commission meeting, please contact the Clerk of the Board at (805) 642-1591 ext 101. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

- 4. PUBLIC COMMENTS** – *Each individual speaker is limited to speak three (3) continuous minutes or less. The Commission may, either at the direction of the Chair or by majority vote of the Commission, waive this three minute time limitation. Depending on the number of items on the Agenda and the number of speakers, the Chair may, at his/her discretion, reduce the time of each speaker to two (2) continuous minutes. In addition, the maximum time for public comment for any individual item or topic is thirty (30) minutes. Also, the Commission may terminate public comments if such comments become repetitious. Speakers may not yield their time to others without the consent of the Chair. Any written documents to be distributed or presented to the Commission shall be submitted to the Clerk of the Board. This policy applies to Public Comments and comments on Agenda Items.*

Under the Brown Act, the Board should not take action on or discuss matters raised during Public Comment portion of the agenda which are not listed on the agenda. Board members may refer such matters to staff for factual information or to be placed on the subsequent agenda for consideration.

5. **CALTRANS REPORT** - *This item provides the opportunity for the Caltrans representative to give update and status reports on current projects.*
6. **COMMISSIONERS / EXECUTIVE DIRECTOR REPORT** - *This item provides the opportunity for the commissioners and the Executive Director to report on attended meetings/conferences and any other items related to Commission activities.*
7. **ADDITIONS/REVISIONS** – *The Commission may add an item to the Agenda after making a finding that there is a need to take immediate action on the item and that the item came to the attention of the Commission subsequent to the posting of the agenda. An action adding an item to the agenda requires 2/3 vote of the Commission. If there are less than 2/3 of the Commission members present, adding an item to the agenda requires a unanimous vote. Added items will be placed for discussion at the end of the agenda.*
8. **CONSENT CALENDAR** - *All matters listed under the Consent Calendar are considered to be routine and will be enacted by one vote. There will be no discussion of these items unless members of the Commission request specific items to be removed from the Consent Calendar for separate action.*

8A. [APPROVE SUMMARY FROM APRIL 5, 2019 VCTC MEETING](#) – PG. 7

Recommended Action:

Approve

Responsible Staff: Donna Zimmermann

8B. [APPROVE SUMMARY FROM MAY 10, 2019 VCTC WORKSHOP](#) – PG. 13

Recommended Action:

Approve

Responsible Staff: Donna Zimmermann

8C. [MONTHLY BUDGET REPORT](#) – PG. 21

Recommended Action:

Receive and file the monthly budget report for March 2019

Responsible Staff: Sally DeGeorge

8D. [MONTHLY BUDGET REPORT](#) – PG. 29

Recommended Action:

Receive and file the monthly budget report for April 2019

Responsible Staff: Sally DeGeorge

8E. [TRANSPORTATION DEVELOPMENT ACT \(TDA\) AUDITS FOR FISCAL YEAR 2017/2018](#) – PG. 37

Recommended Action:

Receive and file the Transportation Development Act (TDA) Audits for Fiscal Year 2017/2018

Responsible Staff: Sally DeGeorge

8F. [TRANSPORTATION DEVELOPMENT ACT CLAIMS MANUAL](#) – PG. 39

Recommended Action:

Approve the Transportation Development Act Claims manual.

Responsible Staff: Sally DeGeorge

8G. EXTENSION OF VCTC PUBLIC OUTREACH CONTRACT - PG. 41

Recommended Action:

Approve a One Year extension of the current Public Outreach contract with Celtis Ventures at a cost not to exceed \$575,000.

Responsible Staff: Donna Zimmermann

8H. HERITAGE VALLEY TRANSIT SERVICES AGREEMENT-PG. 45

Recommended Action:

Approve the Heritage Valley Transit Services Agreement Extension Amendment (Amendment No. 2) between the Ventura County Transportation Commission and MV Transportation Inc. in an amount not-to-exceed \$6,264,000 for the three-year term, and, authorize the Executive Director to execute the Amendment

Responsible Staff: Aaron Bonfilio

8I. OXNARD CONGESTION MITIGATION AND AIR QUALITY (CMAQ) PROJECT FUNDING INCREASE -PG. 51

Recommended Action:

Approve an additional \$77,003 in CMAQ funds for the Oxnard Pedestrian Crossing Beacons project, increasing the total CMAQ for the project to \$442,493.

Responsible Staff: Peter De Haan

8J. RESOLUTION FOR VCTC TO CLAIM FISCAL YEAR 2019/2020 TRANSPORTATION DEVELOPMENT ACT LOCAL TRANSPORTATION FUNDS AND STATE TRANSIT ASSISTANCE FUNDS– PG. 53

Recommended Action:

Approve the attached Resolution #2019-04 authorizing VCTC's claims for Fiscal Year 2019/2020 Transportation Development Act Local Transportation Funds and State Transit Assistance funds for transit, planning, and administration.

Responsible Staff: Sally DeGeorge

8K. QUARTERLY VCTC BUS AND RAIL TRANSIT RIDERSHIP AND PERFORMANCE MEASURES REPORT– PG. 57

Recommended Action:

Receive and File

Responsible Staff: Heather Miller

8L. AGREEMENT WITH INNOVATIVE TDM SOLUTIONS (ITS) FOR RIDESHARE DATABASE SERVICES (REQUIRES 2/3 VOTE)– PG. 71

Recommended Action:

Approve a sixteen (16) month, sole source, contract with Innovative TDM Solutions (ITS) not to exceed \$94,843 for rideshare database management services.

Responsible Staff: Steve DeGeorge

8M. CSUCI COOPERATIVE AGREEMENT FISCAL YEAR 2019-2020 EXTENSION - PG. 73

Recommended Action:

Approve the FY2019-2020 Cooperative Funding Agreement for bus service to California State Channel Islands (CSUCI) and CSUCI providing \$578,000 for the services in FY 2019-2020.

Responsible Staff: Aaron Bonfilio

8N. VCTC INTERCITY TRANSIT SERVICE FISCAL YEAR 2018/2019 BUDGET AMENDMENT – PG. 85

Recommended Action:

Approve Amendment to the Fiscal Year 2018/2019 VCTC Intercity Transit Service budget task by: adding the Revenues Line-item of Other – Insurance Proceeds in the amount of \$20,174; and by increasing the Bus Purchase Equipment expenditures line-item by an equal amount of \$20,174

Responsible Staff: Aaron Bonfilio

8O. EDUCATIONAL REIMBURSEMENT POLICY CHANGES – PG. 87

Recommended Action:

Approve changes to the Personnel Policies and Procedures Manual's Education Reimbursement Policy.

Responsible Staff: Darren Kettle

9. TRANSPORTATION DEVELOPMENT ACT/LOCAL TRANSPORTATION FUND APPORTIONMENT FOR FISCAL YEAR 2019/2020 – PG. 89

Recommended Action:

Approve the Local Transportation Fund Apportionment for Fiscal Year 2019/2020 apportioning \$38.55 million as shown in Attachment 1.

Responsible Staff: Sally DeGeorge

10. FISCAL YEAR 2019/2020 BUDGET – PUBLIC HEARING - PG. 97

Recommended Action:

- Conduct Public Hearing to receive testimony on the Fiscal Year 2019/2020 Budget.
- Adopt the Fiscal Year 2019/2020 salary schedule (Attachment 1 of this item and Appendix C in the Fiscal Year 2019/2020 Budget) effective July 1, 2019.
- Adopt, by resolution 2019-04, the proposed Fiscal Year 2019/2020 Budget.

Responsible Staff: Sally DeGeorge

11. FISCAL YEAR 2019/2020 TRANSPORTATION DEVELOPMENT ACT (TDA) UNMET TRANSIT NEEDS FINDINGS -PG. 103

Recommended Action:

- Review and Approve the Fiscal Year (FY) 2019/2020 Unmet Transit Needs Findings
- Adopt Resolution No. 2019-02 (Attachment A)

Responsible Staff: Claire Grasty

12. INCIDENT RESPONDER GRANT PROGRAM - PG. 109

Recommended Action:

Approve an Incident Responder Grant Program to provide funds to agencies that respond to highway incidents within Ventura County.

Responsible Staff: Steve DeGeorge

13. TRANSPORTATION EMERGENCY PREPAREDNESS PLAN CONTRACT -PG. 119

Recommended Action:

Approve contract for the Transportation Emergency Preparedness Plan with Claris Strategy for \$202,135.68

Responsible Staff: Clair Grasty

14. LEGISLATIVE UPDATE AND POSITION ON BILLS -PG. 121

Recommended Action:

- Adopt "Support" position on ACA 1 (Aguiar-Curry) to submit to the voters a Constitutional Amendment lowering to 55% the supermajority requirement for local infrastructure funding measures.
- Adopt "Support" position on AB 1413 (Gloria) to authorize county transportation commissions to place before the voters in a portion of a county a transportation funding measure applying to that portion only.
- Adopt "Oppose" position on SB 498 (Hurtado) whereby the remaining unexpended balances from the Proposition 1B Trade Corridor program would be reprogrammed for short line freight railroad projects.

Responsible Staff: Peter DeHaan

15. ROUTE 118 ENVIRONMENTAL DOCUMENT COST INCREASE- PG.149

Recommended Action:

Authorize the Executive Director to approve Amendment #1 to Caltrans Agreement #07-5058 regarding the Route 118 Widening preliminary analysis and environmental document, increasing the maximum funding by \$130,000, from \$3,000,000 to \$3,130,000 in Surface Transportation Program (STP) funds

Responsible Staff: Peter De Haan

16. VCTC GENERAL COUNSEL'S REPORT

17. AGENCY REPORTS

18. CLOSED SESSION –

19. ADJOURN to 9:00 a.m. Friday, July 12, 2019

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Item #8A

VENTURA COUNTY TRANSPORTATION COMMISSION

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Meeting Summary

CAMARILLO CITY HALL

COUNCIL CHAMBERS

601 CARMEN DRIVE

CAMARILLO, CA

FRIDAY, APRIL 5, 2019

9:00 AM

MEMBERS PRESENT:

Manuel Minjares, City of Fillmore, Chair
Charlotte Craven, City of Camarillo, Vice Chair
Linda Parks, County of Ventura
Ken Simons, City of Moorpark
Randy Haney, City of Ojai
Bryan MacDonald, City of Oxnard
Will Berg, City of Port Hueneme
Cheryl Heitmann, City of San Buenaventura
Mike Judge, City of Simi Valley
Claudia Bill-de la Peña, City of Thousand Oaks
Robert Huber, County of Ventura
Kelly Long, County of Ventura
Brian Humphrey, Citizen Rep. Cities
Jim White, Citizen Rep., County
Shirley Choate, Caltrans District 7

ABSENT:

Jenny Crosswhite, City of Santa Paula
Steve Bennett, County of Ventura
John Zaragoza, County of Ventura

CALL TO ORDER

PLEDGE OF ALLGIANCE

ROLL CALL

PUBLIC COMMENTS FOR THOSE ITEMS NOT LISTED ON THIS AGENDA - None

CALTRANS REPORT

- *Currently in Ventura County there are projects worth \$474 million in design and \$202 million under construction.*
- *In April there will be bids opened for the 101 project from Camarillo to Thousand Oaks and also for a project involving 18 structures on Routes 23, 33 and 101.*
- *Eight of the 297 bridges in Caltrans District 7 were identified as being in poor condition. To date 3 have been repaired or addressed, work will begin on 3 this month, and 2 are under design for 2024-25.*
- *The Balcom Canyon Road signal project has been awarded and is expected to be complete in March 2020.*
- *Caltrans is looking for students for their summer program as junior engineering technicians. Information is available on the Caltrans website.*

COMMISSIONERS REPORTS

Commissioner Judge reported that SCAG has selected it's new Executive Director, Kome Ajise. He also gave a reminder of the SCAG General Assembly May 1-3.

Commissioner White reported that the Amgen Bicycle Race will be in Ventura County May 16 from 9-3.

EXECUTIVE DIRECTOR REPORT -

Next month's meeting will be an all day workshop at Soule Park in Ojai. The meeting will be held Friday May 10th due to the SCAG General Assembly on May 3rd.

ADDITIONS/REVISIONS – None

CONSENT CALENDAR –

Commissioner Craven made a motion to approve all items on the Consent Calendar as recommended.

8A. APPROVE SUMMARY FROM MARCH 1, 2019 VCTC MEETING *Approve*

8B. MONTHLY BUDGET REPORT – *Receive and File*

8C. CONGESTION MITIGATION AND AIR QUALITY (CMAQ) LOAN TO ORANGE COUNTY TRANSPORTATION AUTHORITY – *Approve a loan of \$2,762,000 in CMAQ apportionment to the Orange County Transportation Authority, with repayment no later than Fiscal Year (FY) 2020/21.*

8D. SECTION 13(c) LABOR AGREEMENT - *Approve the attached agreement with the Service Employees International Union (SEIU), Local 721, as required for VCTC's Fiscal Year 2018/19 federal transit grant applications with the Federal Transit Administration*

8E. AUTHORIZATION FOR DESTRUCTION OF RECORDS - *Approve the destruction of itemized records.*

8F. FY 2017/18 LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) COLLEGE RIDE PILOT PROGRAM EXTENSION - Approve extending the FY17/18 College Ride Transit Fare Promotion Project to provide reduced Transit fares for students for the 2019 Summer Term.

The motion was seconded by Commissioner Judge and approved unanimously, with Commissioner MacDonald, Long and Haney abstaining on Item #8A, March 1, 2019 VCTC Meeting Summary.

9. NATURAL GAS PRESENTATION- Receive and File

10. FISCAL YEAR 2019/2020 DRAFT BUDGET – PUBLIC HEARING – Public Comments

Patty Blair, Ventura County Community College District Board of Trustees

Thanks for the partnership for the College Ride Program. Ms. Blair is responsible for marketing communications and outreach and created a plan to reach all college student. It was promoted extensively for fall and spring and now it's being promoted for summer and fall. Over 750,000 emails were sent. Oxnard College experienced a 154% increase in the purchase of activity cards, and Ventura College saw a 99% increase. The District will continue this partnership to increase use of this program.

Peter Garcia, Oxnard Student

Education is our great equalizer. It provides all citizens an opportunity to contribute to our culture. A free bus pass provides security of knowing your ride is paid for and ensures you have a way to get to school. Human capital is an investment in students futures.

Bernadro Perez, Ventura County Community College District Board of Trustees

Supports the college Ride Program on behalf of their students. It's one small piece in a larger picture of the local economy, providing human capital. The District looks forward to continuing collaborative efforts.

Commissioner Long made a motion to

- Conduct a Public Hearing to receive testimony on the Draft Fiscal Year 2019/2020 Budget.
- Receive the Fiscal Year 2019/2020 Draft Budget

The motion was seconded by Commissioner Craven and passed unanimously.

11. FY 2018/19 LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) ALLOCATION – Commissioner MacDonald made a motion to

- Approve the Ventura County Transportation Commission (VCTC) FY2018/19 Low Carbon Transit Operations Program (LCTOP) Allocation Request of \$1,621,013 for the following projects:
 - \$640,000 for the East-West County Connector Service Project,
 - \$831,013 for the College Ride Transit Fare Promotion Project (includes a total of \$34,470 of LCTOP funds contributed by the cities of Thousand Oaks, Moorpark, Camarillo and Simi Valley), and
 - \$150,000 for Seasonal Metrolink Saturday Service.
- Adopt Resolution 2019-02 in Attachment 1, authorizing the Executive Director to execute all required documents including the Authorized Agent Form and Certifications and Assurances (Exhibits A and B) to receive VCTC's FY 2018/19 Low Carbon Transit Operations Program funds.
- Approve programming Southern California Regional Rail Authority's (SCRRA) LCTOP revenue formula amount for the portion of the service within Ventura County which totals \$161,248, for railroad maintenance and construction equipment.

The motion was seconded by Commissioner Huber and passed unanimously.

12. RANGE ADJUSTMENTS FOR DIRECTOR AND MANAGER CLASSIFICATIONS –

Commissioner Humphrey made a motion to adjust Director and Manager salary ranges to bring the classifications up to market standards, effective July 1, 2019.

The motion was seconded by Commissioner White and passed unanimously.

13. 2019 COMBINED CALL-FOR-PROJECTS FOR FTA SECTION 5310 LARGE URBAN AREA (SENIORS AND DISABLED) FUNDS AND SECTION 5307 JOBS ACCESS/REVERSE COMMUTE (JARC) FUNDS -

Commissioner Craven made a motion to

- Approve the proposed schedule and Guidelines (Attached) for the 2019 Call-for-Projects to program FY18/19 and FY19/20 FTA Section 5310 Large Urbanized Area (Seniors and Disabled) funds and Section 5307 Jobs Access/Reverse Commute (JARC) funds.*
- Approve reserving \$437,000 of FY18/19 and FY19/20 FTA Section 5310 Funds for the operation of a One-Call/One-Click program.*

The motion was seconded by Commissioner Long and passed unanimously.

14. COASTAL EXPRESS INTERCOUNTY TRANSIT SERVICE FUNDING AGREEMENT-

Commissioner Humphrey made a motion to approve the Intercounty Transit Service Funding Agreement between the Ventura County Transportation Commission and the Santa Barbara County Association of Governments and authorize the Commission Chair to execute the Agreement.

The motion was seconded by Commissioner MacDonald and passed unanimously

Commissioner Craven left the meeting at 10:50 am.

15. LETTER OF AGREEMENT BETWEEN VCTC AND GOLD COAST TRANSIT DISTRICT (GCTD) FOR 5307 FUNDS AND REVISED FISCAL YEAR (FY) 2018/19 PROGRAM OF PROJECTS (POP)– PUBLIC HEARING - *There Were No Speakers for The Public Hearing*

Commissioner MacDonald made a motion to

- Authorize the Executive Director to sign a Letter of Agreement (LOA) between VCTC and Gold Coast Transit District (GCTD) to increase by \$1,161,246 the federal Section 5307 funding for GCTD.*
- Approve the attached revised FY 2018/19 POP shifting \$1,161,246 from Metrolink to GCTD*

The motion was seconded by Commissioner Long and passed unanimously.

16. ORIGIN/DESTINATION, TRANSFER AND CUSTOMER SATISFACTION SURVEYS CONTRACT AWARD –

Commissioner Long made a motion to approve contract for Origin/Destination, Transfer and Customer Satisfaction Surveys with Moore and Associates for \$148,583.62.

The motion was seconded by Commissioner White and passed unanimously.

Commissioner Huber left the meeting at 11:00 am

17. LEGISLATIVE UPDATE AND POSITION ON BILL-

Commissioner Long made a motion to adopt “Oppose” position on AB 1568 (McCarty), to withhold Senate Bill (SB) 1 local streets and roads funds from a local agency that does not meet its housing goals.

Commissioner Bill-de la Peña seconded the motion which passed unanimously

Commissioner Long left the meeting at 11:10

**18. CITIZENS TRANSPORTATION ADVISORY COMMITTEE/SOCIAL SERVICES
TRANSPORTATION ADVISORY COUNCIL (CTAC/SSTAC) –**

Commissioner MacDonald made a motion to amend the CTAC/SSTAC Operating Rules to:

- *Reduce the number of members required for a quorum (Section X of the Operating Rules)
“A quorum is a majority of the members actually appointed to the Committee, but not more than one person per city, one person for the County, and not more than one person for each of the social service agencies on the SSTAC as currently appointed by VCTC.
In the event that a majority of the above actually appointed members are not present at a meeting, a quorum is a majority of those actually appointed members who are in attendance of the meeting”*
- *Reduce the minimum number of meetings to four (4), to be set respectively in January, April, June, and September of each year, with the ability to add meetings as necessary. (Section XII of the Operating Rules)*

Commissioner Simons seconded the motion which passed unanimously.

19. VCTC GENERAL COUNSEL’S REPORT

20. AGENCY REPORTS

21. CLOSED SESSION – *Postponed to a future meeting*

Public Employee Performance Evaluation

(Pursuant to Government Code Section 54957)

**Title: Executive Director
General Counsel**

22. ADJOURN

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Item #8B

**VENTURA COUNTY TRANSPORTATION COMMISSION
LOCAL TRANSPORTATION AUTHORITY
AIRPORT LAND USE COMMISSION
SERVICE AUTHORITY FOR FREEWAY EMERGENCIES
CONSOLIDATED TRANSPORTATION SERVICE AGENCY
CONGESTION MANAGEMENT AGENCY**

MEETING SUMMARY

**FRIDAY, MAY 10, 2019
9:00 AM**

**SOULE PARK GOLF COURSE
1033 E. OJAI AVENUE, OJAI**

**CALL TO ORDER
PLEDGE OF ALLEGIANCE**

ROLL CALL

MEMBERS PRESENT:

Manuel Minjares, City of Fillmore, Chair
Tony Trembley, City of Camarillo
Linda Parks, County of Ventura
Ken Simons, City of Moorpark
Randy Haney, City of Ojai
Bryan MacDonald, City of Oxnard
Will Berg, City of Port Hueneme
Cheryl Heitmann, City of San Buenaventura
Jenny Crosswhite, City of Santa Paula
Mike Judge, City of Simi Valley
Claudia Bill-de la Peña, City of Thousand Oaks
Kelly Long, County of Ventura
Steve Bennett, County of Ventura
John Zaragoza, County of Ventura
Brian Humphrey, Citizen Rep. Cities
Jim White, Citizen Rep., County
Paul Marquez, Caltrans District 7

ABSENT: Robert Huber, County of Ventura

CLOSED SESSION – *No Announcement Resulted from Closed Session*
Public Employee Performance Evaluation
(Pursuant to Government Code Section 54957)
Title: Executive Director
General Counsel

9:30 - RECONVENE

PUBLIC COMMENTS –

Teena Broumand - We need help with Creek Road. There is a big problem now that Ojai has turned into a tourist mecca over the past 5-10 years. There is extreme congestion downtown, and people are using other roads, which is causing too much traffic. She suggested using trolley shuttles from Camp Comfort to downtown. There are a lot of people involved in this effort but nobody is looking at it at a higher level. Residents want to be engaged.

James Verkuil - Lived on Creek Road since 1976. It is no longer a quiet road, nor is it safe now for kids. There is just too much traffic. CHP had a presence on Creek Road for a week and traffic slowed down, However, after CHP left, traffic speed increased again. Ojai has always been a bedroom community. We need to facilitate traffic flow down 33. There are a lot of bicycles on Creek Rd. Someone will get hit. To date, 3 cars have crashed into his property from excess speed. The County and Caltrans need to figure out how to facilitate traffic flow on 33 rather than restrict it.

Vic Kamhi - Please post power point presentations on the website after meetings.

Steve Carr – Ten years ago he moved to Ojai to be in a quieter place with less traffic. Now too many people are using Creek Road and its causing a lot of traffic. It's a scenic drive for tourists and a faster route to get down town. He used to ride Creek Road on his bike but he won't now due to excessive speeds.

Rachelle Giuliani – Having been born there, she is passionate about Creek Road. As a child she rode her horse in the creek and had a great childhood loving the country life. She continues to live on Creek Road, but now she has 3 young kids who can't have those experiences that she had because it is too dangerous. She is scared to pull out of her driveway with a car full of kids in the morning for fear of being hit by someone in a hurry. How many accidents have to happen before something is done? We need to get cars off this road.

ELECTION OF VICE CHAIR

Chair Minjares nominated Commissioner Bill de la Peña. The nomination was seconded by Commissioner Bennett and passed unanimously.

COMMENCE COMMISSION WORKSHOP – 9:30 AM – 4:00 PM

Peter De Haan discussed **VCTC's Legislative History** and **State and Federal Government Relations**. Key issues from the Legislation Program adopted in January are

- Protecting SB1
- Possible state TDA Reform
- Federal Trust Fund Shortfall, Reauthorization and other Infrastructure initiatives.

Sally DeGeorge discussed VCTC's **Financial** situation, including our Comprehensive Budget, Cash Management, Grant Support, Investments, Capital Assets and Risk Management and Audits. VCTC has earned Certificates of Achievement for Excellence in Financial Reporting for the past 10 consecutive years and we continue to have "Clean Audits" year after year.

Donna Zimmermann talked about our **Community Outreach** Program and strategies to

- Educate the public about VCTC's work and mission
- Grow Transit Ridership
- Encourage ridesharing and active transportation
- Foster Productive relationships with partners
- Inspire the next generation to get involved in transportation

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Item #8B
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Martin Erickson provided information on the **Regional Transit Information Center**, which provides bi-lingual countywide transit customer service, passenger assistance and mobility management information for the residents and travelers in the greater Ventura County Region, serving over 3,000 customers a month,

Sally DeGeorge discussed the **Transportation Development Act (TDA), Local Transportation Fund (LTF) and State Transit Assistance (STA)** and major changes to the TDA in Ventura County. She also addressed State of Good Repair (SGR) which are not TDA funds but are administered and apportioned similar to STA.

Claire Grasty, Martin Erickson and Darren Kettle teamed up to talk about **Regional Transit Planning**. VCTC aims to coordinate the activities of the county's nine public transit operators through leadership of key initiatives, transit planning and improvement of transit and paratransit services throughout Ventura County and support the providers of those services.

SB 716 sought to reshape Ventura County's transit in 2010 by mandating that VCTC develop a plan for transit, subject to approval by the State Legislature. VCTC took the lead, working with a consultant in crafting the community response. Concurrently the county's transit operators worked to craft a separate proposal which ultimately became the basis for VCTC adopting the Countywide Transit Plan in 2012. This plan was meant to be a starting point, however the final report indicated "further consolidation would be pursued at a future, undetermined date".

Aaron Bonfilio gave an overview of **VCTC Intercity Transit**. With 2,600 passenger trips provided each weekday, VCTC serves 13 cities across Ventura, Los Angeles and Santa Barbara Counties. Information was provided regarding Fares and Service Area, Service Performance, Innovative Partnerships, Challenges and Opportunities and the Valley Express Bus Service.

Peter DeHaan talked about the **Senior and Disabled Transportation Services**, stating the process has been streamlined to cut the average processing time for an application from 50 days to 9.

Aaron Bonfilio addressed **Regional Transit Technology** and the efforts to update a countywide real-time bus information program, which will track any bus anywhere in Ventura County.

Peter De Haan talked about **Transit Grant Administration**. In FY 2017/18 \$14.14 million was programmed in FTA grants for VCTC and subrecipients.

Judy Johnduff and Peter De Haan discussed **Transportation Programming** and Reporting, Funding Priorities, Process, Participation in the development of funding guidelines and Project Support.

In the area of **Highway Program Management** **Steve DeGeorge** said VCTC is an active leader in the development of Ventura County highway projects and prioritized federal Surface Transportation Program funds for US 101 for purposes of having projects shovel ready.

He also discussed **Regional Transportation Planning**, which covers a wide array of activities that inform and support the Commission's initiatives through the development of studies and plans, participation in regional planning efforts, and outreach activities. Current studies underway include a Multi-Modal Corridor Study and a Freight Corridor Study.

Peter De Haan discussed **Freight Movement**. VCTC's priority is Rice Bridge in Oxnard, which received \$69 million Trade Corridor Enhancement Program (TCEP) funds in 2018.

Steve DeGeorge said, in it's capacity as the **Airport Land Use Commission**, VCTC works with the local jurisdictions surrounding the County's airports to ensure the continued viability of the airports and the safety of the surrounding community. VCTC was the project sponsor of the Joint Land Use Study (JLUS) with Naval Base Ventura County to identify land use compatibility issues surrounding naval facilities.

A Short Break was taken for Lunch.

Martin Erickson discussed VCTC's membership in **Southern California Regional Rail Authority (SCRRA)**, or Metrolink. VCTC member Brian Humphrey is currently the Board Chair. Current challenges for Metrolink include a drop in ridership, a rise in operating costs, rehabilitation issues, and the fact that a single track limits expanded service.

Steve DeGeorge talked about the **Santa Paula Branch Line's** long history, dating back to 1887, when the line was constructed by the Southern Pacific Transportation Company, which carried passengers up to 1934 and freight service declined in the years following. In 1995 VCTC purchased the 32 mile long corridor for \$8.5 million. The purchase was a joint effort between VCTC, Ventura, Santa Paula, Fillmore, and the County of Ventura with each of the jurisdictions receiving certain rights to use the rail line and/or receive revenue from existing lease. The line was purchased for the dual purpose of preserving the line for future commuter rail and establishing a recreation trail.

In June, 2021, agreement with the current rail operator expires. VCTC must determine the future of the Santa Paula Branch Line: Continue with the current operator, Find a new operator, or discontinue the use of the line.

Claire Grasty discussed the **Los Angeles – San Diego – San Luis Obispo Rail Corridor (LOSSAN)**, which travels 351 miles through a six county coastal region in Southern California, and the Coast Rail Coordinating Council (CRCC), whose single purpose is expansion of Amtrak passenger services on the Central Coast.

Steve DeGeorge said the goal of VCTC **Rideshare Programs** is to reduce congestion and greenhouse gas emissions, increase mobility, and improve air quality by encouraging residents to reduce single occupant vehicle trips and use alternative modes of transportation. This is done through a Regional Ridematch Database, a partnership with Air Pollution Control District, the California VanPool Authority, and events such as the upcoming Bike to Work Week.

Steve also discussed the **Service Authority for Freeway Emergencies (SAFE)**, which was established to provide a callbox system on freeways and select highways. SAFE operates 428 callboxes throughout the county. Originally the system handled 17,000 calls per year, however calls have declined to just over 2,000 per year. Regular maintenance is required, as well as removals and replacement for construction and knockdowns. Another Motorist Aid is **SpeedInfo**, roadside, real time speed sensors that provide incident detection and travel time data to Caltrans District 7 traffic management center.

The remainder of the afternoon was devoted to the future of VCTC. **Darren Kettle** lead the discussion beginning with the **Comprehensive Transportation Plan (CTP)**, VCTC's first effort in developing long term policies to guide the Commission's investments in transportation. It was adopted in 2013 after two years of extensive research and contains

- "State of the System" to evaluate needs
- Focus on Preserving the Quality of Life in Ventura County
- Recommended Financial Strategies
- Implementation Plan Outcomes

In 2016 Measure AA addressed needs identified in the CTP: Worsening Traffic, Crumbling Infrastructure, Aging Population, and a Decline in State and Federal Funding. A 30 year investment plan was included.

SB1, The Road Repair and Accountability Act has remaining unsolved financial issues regarding Road Congestion, Rail Line Repair, Rail Operations, Bus Replacement, Local Streets, Gas Tax Dependence and Federal Reauthorization. There is not enough funding.

Because Ventura does not have a sales tax measure, VCTC is at a disadvantage in competing for funds due to limited match.

The following slide was presented for discussion:

Food for thought

SB1 pays to repair and maintain transportation infrastructure. SB1 does not fund our transportation future! What about fixing bumper-to-bumper traffic on our freeways, expanding public transit services and options, and safer and accessible bicycle and pedestrian facilities? VCTC does receive Federal and State formula funds that pays for a share of these projects and services. However, those two funding areas are insufficient long term. Ventura County remains in the unenviable and competitive disadvantage position by lacking the "third leg" of the transportation-funding stool.

Ventura County's land use rules are different than any place in the state and maybe the country. How does that shape our long range comprehensive transportation planning and public transit operations and expansion?

Housing issues. Affordability and quantity. By voting to approve open space and ag land preservation the de facto alternative to address the regions housing needs is density acceptance? Is Sacramento going to turn a blind eye to Ventura County?

Commissioner White asked if it would it make a difference to go for a sales tax measure during a presidential election vs a non-presidential election.

Darren Kettle replied that experts believe you need to have the highest election turn out. We did some research that shows if we were to be on the March 2020 ballot for the presidential primary, the nature of that election, with so many candidates could be very favorable. Absent that, November 2020 would be the best time.

Commissioner Zaragoza asked how we continue to convey this information to our constituents, especially when travel times are increasing throughout the County.

Darren Kettle said the level of work we did for the last measure was a massively intensive effort. We take every opportunity to have a similar conversation. Many people don't know how our transportation system is funded. At a 101scoping meeting in Camarillo that had about 90 people present, many of these questions came up. The fact is we can't build the 101 in the foreseeable future other than bits and pieces, and it will take years. We continue to deliver that message.

The scoping meetings are natural opportunities for us to say we're doing the upfront work, and, there is a lot more to do, and then we're going to have to figure out a way to fund it. Every community in Ventura County passed the measure by more than 50%. We did get the majority of every city in 2016. However, it requires a 2/3 vote.

Steve DeGeorge provided a Snapshot of Ventura County's demographics, daily vehicle miles traveled, mode splits for work transportation, and the 2060 population forecast. A chart of 10 Southern California Counties shows that transit ridership in Ventura County at 1.3%, is not out of alignment with other Counties.

Of those who drive, nearly 65% of work trips are less than 30 minutes, with 72.3% of all work trips occurring between 5 am and 9 am. Those trips were illustrated on several maps for the entire county and for each individual city. The final graphic showed daily trips in Ventura county with the following statistics:

- Licensed Drivers 620,054
- Registered autos, trucks, and motorcycles 762,069
- Daily Trips 3,374,478
- Daily Vehicle Miles Traveled 18,513,517

There has been significant growth in Average Daily Traffic. A graph illustrated a substantial increase in Hours of Delay on Freeways and Highways in Ventura County comparing 2012 to projected numbers for 2040.

The final slide of the workshop asks

Are we ready for comprehensive regional transportation planning and the public policy debates associated with the intersection of transportation, public transit, air quality, housing (quantity and affordability), jobs, and the economy?

It's going to happen.....somewhere.....should it be here?

Discussion

Commissioner Simons asked "When is our next discussion?" and said whether we're going to try for a sales tax measure or not we need to be conscious of legislative deadlines.

Commissioner Trembley suggested it should be in a workshop setting with specific goals and objectives laid out. He added that the second part of today's presentation should be taken by VCTC staff to each city and Board of Supervisors because it is a stand-alone presentation that shows what VCTC is looking at right now and these are issues that directly impact our constituents.

Commissioner Bennett cautioned that it sounds like a good idea, but he is hesitant to go down the road to a ballot measure when we don't have a sense of who is on board. One of the things that happens is a regional body meets and we all represent a city, and we go to take action, but the rest of the council members aren't necessarily on board. It would be more efficient to have VCTC schedule this in the next 3-4 months with all city councils. Then, when we have a follow up conversation, each one of us have information from our colleagues and how they are reacting to this information.

Commissioner Simons said we have good ideas which need to be shared with our councils regardless of if we decide to go for a sales tax or not.

Commissioner Trembley commented that his take away from the recent scoping meeting is we need to have CEQA and NEPA clearances and the scoping process complete before going forward with anything. This can't possibly happen before 2022-24.

Commissioner Long said a conversation regarding the state of our traffic needs to come to all board members because constituents are asking what are we doing about traffic. There needs to be education supporting elected officials so we can better address the needs of the constituents.

Commissioner Zaragoza agrees with taking this to all cities and the Board Of Supervisors.

Commissioner Simons added we need to know what kind of traction we have in each city in a group setting to see what we want to do. We have an issue and we need to educate everybody, and we need to have those discussions before we come back for a group discussion

Commissioner Parks commented that we got some really information from the surveys. People want free or low fares for students, disabled and vets. They want pot holes filled. We're now going out to the public on a freeway expansion that will get a lot of push back. We need to look at everything that is occurring right now at this time and see what steps we want to take. We need to fold the scoping meetings into those discussions and explain why VCTC supports this expansion.

Darren Kettle commented, to be clear, the idea of a 2020 election cycle is virtually impossible. We need a longer horizon. We can start by figuring out how we repackage this information to take to the city councils. The more informed our boards and colleagues are, the better our work will be and the better whatever we do next will be.

Commissioner MacDonald would like to see this come to his council. There are 2 members who have never heard any of this, and it will give them the information they need. Also, it wouldn't hurt for the others to have a refresher course.

Commissioner Parks added that she would like to revisit the intent to combine VCOG and VCTC together. The more coordinated and collaborative we are the more likely we are to succeed.

Darren Kettle said we will put the VCTC/VCOG merger item on a future agenda.

Commissioner Huber was unable to attend the meeting but he submitted this list of items he would like prioritized.

Transportation Priorities for Supervisor Bob Huber

Bus - Focused

- ✓ Continue no/low fare for Community College, CSUCI and CLU Students
- ✓ Improve total transit times and route connectivity amongst East County Cities (Moorpark, Simi Valley, Thousand Oaks).
- ✓ Improve transit times and route connectivity from East County to Ventura
- ✓ Continue to research grants for "purchasing assistance" to improve the air quality of our fleet.
- ✓ Would like to see one "master" pass that would work with all transit providers in the County to improve ridership.

Bike Lane - Focused

- ✓ Increase in bike lanes connecting Thousand Oaks to Moorpark and Simi Valley on major roadways.

Car – Focused

- ✓ More electric vehicle charging stations in Moorpark and Simi Valley.
- ✓ More charging stations at businesses and schools when feasible.

Train – Focused

- ✓ Encourage Metrolink availability on weekends; more trains and reduced or free fare when possible.

ADJOURN to 9:00 a.m. Friday, June 7, 2019

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Item #8C

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: MONTHLY BUDGET REPORT

RECOMMENDATION:

- Receive and file the monthly budget report for March 2019

DISCUSSION:

The monthly budget report is presented in a comprehensive, agency-wide format on a modified accrual basis. The reports include a combined Balance Sheet, a Statement of Revenues, Expenditures and Changes in Fund Balance detailed by fund and an Investment Report by institution. There are seven funds presented consisting of the General Fund, the Local Transportation Fund (LTF), the State Transit Assistance (STA) fund, the Service Authority for Freeway Emergencies (SAFE) fund, the Santa Paula Branch Line (SPBL) fund, the VCTC Intercity fund and the Valley Express fund. The Statement of Revenues, Expenditures and Changes in Fund Balance also includes the annual budgeted numbers that are updated as the Commission approves budget amendments or administrative budget amendments are approved by the Executive Director. Staff monitors the revenues and expenditures of the Commission on an on-going basis.

The March 31, 2019 budget report indicates that the revenues were approximately 51.68% of the adopted budget while expenditures were approximately 49.28% of the adopted budget. The revenues and expenditures are as expected unless otherwise noted. Although the percentage of the budget year completed is shown, be advised that neither the revenues nor the expenditures occur on a percentage or monthly basis. Furthermore, revenues are often billed and reimbursed in arrears.

Some revenues are received at the beginning of the year while other revenues are received after grants are approved. In many instances, the Ventura County Transportation Commission (VCTC) incurs expenditures and then submits for reimbursement from federal, state, and local agencies which may also cause a slight lag in reporting revenues. Furthermore, the STA, LTF and SAFE revenues are received in arrears. The State Board of Equalization collects the taxes and remits them to the Commission after the reporting period for the business. STA revenues are paid quarterly with a two to three month additional lag and LTF receipts are paid monthly with a two month lag. For example, the July through September STA receipts are often not received until October or November and the July LTF receipts are not received until September. The Department of Motor Vehicle collects the SAFE funds and remits them monthly with a two-month lag.

The Commission's capital assets are presented on the Balance Sheet. Capital assets that are "undepreciated" consist of land and rail lines owned by the Commission. Capital assets that are depreciated consist of buildings, rail stations, transit equipment, highway callbox equipment and office furniture and equipment. Capital assets and depreciation are adjusted annually at the end of the fiscal year.

The Commission's deferred outflows, deferred inflows and pension liability are presented on the Balance Sheet. These accounts represent the accrual information for pension accruals with the implementation of the Government Accounting Standards Board (GASB) Statement 68 (pensions) and Statement 75 (other postemployment benefits). This information is based on actuarial information that is provided once a year. The deferred outflows, deferred inflows and pension liability are adjusted annually at the end of the fiscal year.

The Commission's liability for employee vacation accrual is presented on the Balance Sheet. The vacation accrual is adjusted annually at the end of the fiscal year.

**VENTURA COUNTY TRANSPORTATION COMMISSION
BALANCE SHEET
AS OF MARH 31, 2019**

Assets and Deferred Outflows

Cash and Investments	\$ 31,710,100
Petty Cash	130
Receivables/Due from other funds	1,645,394
Prepays and Deposits	121,281
Capital Assets, undepreciated	26,339,301
Capital Assets, depreciated, net	30,726,626
Deferred Outflows	857,586
Total Assets and Deferred Outflows	<u>\$ 91,400,418</u>

LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE

Liabilities and Deferred Inflows:

Accrued Expenses and Due to Other	\$ 1,032,747
Deferred Revenue	3,404,748
Deposits	67,059
Accrued Vacation	164,628
Pension Liability	2,045,090
OPEB Liability	367,865
Deferred Inflows	282,840
Total Liabilities and Deferred Inflows:	<u>\$ 7,364,977</u>

Net Position:

Invested in Capital Assets	\$ 56,929,562
Fund Balance	27,105,879
Total Net Position	<u>\$ 84,035,441</u>

For Management Reporting Purposes Only

VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE NINE MONTHS ENDED MARCH 31, 2019

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	SPBL Actual	VCTC Intercity Actual	Valley Express Actual	Fund Totals	Budgeted Actual	Variance Actual	% Year
Revenues											
Federal Revenues	\$ 3,560,232	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,473,145	\$ 427,777	\$ 6,461,154	\$ 23,013,316	(16,552,162)	28.08
State Revenues	927,817	22,724,164	4,704,979	468,016	0	781,609	0	29,606,585	49,247,829	(19,641,244)	60.12
Local Revenues	141,560	0	0	0	359,490	1,724,296	1,232,902	3,458,248	4,640,096	(1,181,848)	74.53
Other Revenues	888	0	0	0	0	0	0	888	0	888	0.00
Interest	34,744	49,126	118,989	51,106	1,302	12,173	3,272	270,712	113,400	157,312	238.72
Total Revenues	4,665,241	22,773,290	4,823,968	519,122	360,792	4,991,223	1,663,951	39,797,587	77,014,641	(37,217,054)	51.68
Expenditures											
Administration											
Personnel Expenditures	1,844,754	0	0	0	0	188,193	43,162	2,076,109	3,066,900	(990,791)	67.69
Legal Services	14,582	0	0	0	0	0	0	14,582	25,000	(10,418)	58.33
Professional Services	68,352	0	0	0	0	0	0	68,352	110,700	(42,348)	61.75
Office Leases	110,194	0	0	0	0	0	0	110,194	145,100	(34,906)	75.94
Office Expenditures	188,697	0	0	0	0	110,168	25,267	324,132	534,812	(210,680)	60.61
Total Administration	2,226,579	0	0	0	0	298,361	68,429	2,593,369	3,882,512	(1,289,143)	66.80
Programs and Projects											
Transit and Transportation Program											
Regional Transit Technology	395,192	0	0	0	0	0	0	395,192	2,655,516	(2,260,324)	14.88
Senior-Disabled Transportation	163,717	0	0	0	0	0	0	163,717	263,500	(99,783)	62.13
VCTC Intercity Bus Services	0	0	0	0	0	6,321,180	0	6,321,180	11,735,026	(5,413,846)	53.87
Valley Express Bus Services	0	0	0	0	0	0	1,032,494	1,032,494	1,843,400	(810,906)	56.01
Transit Grant Administration	1,047,727	0	0	0	0	0	0	1,047,727	8,384,403	(7,336,676)	12.50
Total Transit and Transportation	1,606,636	0	0	0	0	6,321,180	1,032,494	8,960,310	24,881,845	(15,921,535)	36.01
Highway Program											
Motorist Aid Call Box System	0	0	0	465,452	0	0	0	465,452	880,000	(414,548)	52.89
Highway Project Management	1,217,908	0	0	0	0	0	0	1,217,908	5,255,120	(4,037,212)	23.18
SpeedInfo Highway Speed Sensor	0	0	0	81,500	0	0	0	81,500	144,000	(62,500)	56.60
Total Highway	1,217,908	0	0	546,952	0	0	0	1,764,860	6,279,120	(4,514,260)	28.11

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE NINE MONTHS ENDED MARCH 31, 2019**

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	SPBL Actual	VCTC Intercity Actual	Valley Express Actual	Fund Totals	Budgeted Actual	Variance Actual	% Year
Rail Program											
Metrolink and Commuter Rail	3,104,740	0	0	0	0	0	0	3,104,740	9,460,451	(6,355,711)	32.82
LOSSAN and Coastal Rail	3,756	0	0	0	0	0	0	3,756	5,800	(2,044)	64.76
Santa Paula Branch Line	0	0	0	0	405,455	0	0	405,455	721,000	(315,545)	56.24
Total Rail	3,108,496	0	0	0	405,455	0	0	3,513,951	10,187,251	(6,673,300)	34.49
Commuter Assistance Program											
Transit Information Center	639	0	0	0	0	0	0	639	28,800	(28,161)	2.22
Rideshare Programs	166,195	0	0	0	0	0	0	166,195	257,000	(90,805)	64.67
Total Commuter Assistance	166,834	0	0	0	0	0	0	166,834	285,800	(118,966)	58.37
Planning and Programming											
Transportation Development Act	456,438	21,315,776	49,005	0	0	0	0	21,821,219	31,920,244	(10,099,025)	68.36
Transportation Improvement Program	3,909	0	0	0	0	0	0	3,909	45,600	(41,691)	8.57
Regional Transportation Planning	16,860	0	0	0	0	0	0	16,860	621,000	(604,140)	2.71
Airport Land Use Commission	0	0	0	0	0	0	0	0	9,000	(9,000)	0.00
Regional Transit Planning	344,905	0	0	0	0	0	0	344,905	1,520,174	(1,175,269)	22.69
Freight Movement	2,421	0	0	0	0	0	0	2,421	11,800	(9,379)	20.52
Total Planning and Programming	824,533	21,315,776	49,005	0	0	0	0	22,189,314	34,127,818	(11,938,504)	65.02
General Government											
Community Outreach and Marketing	184,287	0	0	0	0	0	0	184,287	262,800	(78,513)	70.12
State and Federal Relations	82,033	0	0	0	0	0	0	82,033	111,100	(29,067)	73.84
Management and Administration	39,040	0	0	0	0	0	0	39,040	126,000	(86,960)	30.98
Total General Government	305,360	0	0	0	0	0	0	305,360	499,900	(194,540)	61.08
Total Expenditures	9,456,346	21,315,776	49,005	546,952	405,455	6,619,541	1,100,923	39,493,998	80,144,246	(40,650,248)	49.28

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE NINE MONTHS ENDED MARCH 31, 2019**

	General				VCTC	Valley				
	Fund	LTF	STA	SAFE	SPBL	Intercity	Express	Fund	Budgeted	Variance
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Totals	Actual	Actual
										Year
Revenues over (under) expenditures	(4,791,105)	1,457,514	4,774,963	(27,830)	(44,663)	(1,628,318)	563,028	303,589	(3,129,605)	3,433,194 (9.70)
Other Financing Sources										
Transfers Into GF From LTF	4,707,721	0	0	0	0	0	0	4,707,721	4,596,630	111,091 102.42
Transfers Into GF From STA	429,709	0	0	0	0	0	0	429,709	5,008,986	(4,579,277) 8.58
Transfers Into GF From SAFE	14,175	0	0	0	0	0	0	14,175	30,000	(15,825) 47.25
Transfers Into GF From SPBL	50,545	0	0	0	0	0	0	50,545	120,000	(69,455) 42.12
Transfers Into SPBL From LTF	0	0	0	0	50,545	0	0	50,545	120,000	(69,455) 42.12
Transfers Into SPBL From STA	0	0	0	0	101,200	0	0	101,200	434,200	(333,000) 23.31
Transfers Into VI From LTF	0	0	0	0	0	31,343	0	31,343	72,980	(41,637) 42.95
Transfers Into VI From STA	0	0	0	0	0	2,500,000	0	2,500,000	4,210,842	(1,710,842) 59.37
Transfers Out of LTF Into GF	0	(4,707,721)	0	0	0	0	0	(4,707,721)	(4,596,630)	(111,091) 102.42
Transfers Out of LTF Into SPBL	0	(50,545)	0	0	0	0	0	(50,545)	(120,000)	69,455 42.12
Transfers Out of LTF Into VI	0	(31,343)	0	0	0	0	0	(31,343)	(72,980)	41,637 42.95
Transfers Out of STA Into GF	0	0	(429,709)	0	0	0	0	(429,709)	(5,008,986)	4,579,277 8.58
Transfers Out of STA Into SPBL	0	0	(101,200)	0	0	0	0	(101,200)	(434,200)	333,000 23.31
Transfers Out of STA Into VI	0	0	(2,500,000)	0	0	0	0	(2,500,000)	(4,210,842)	1,710,842 59.37
Transfers Out of SAFE Into GF	0	0	0	(14,175)	0	0	0	(14,175)	(30,000)	15,825 47.25
Transfers Out SPBL Into GF	0	0	0	0	(50,545)	0	0	(50,545)	(120,000)	69,455 42.12
Total Other Financing Sources	5,202,150	(4,789,609)	(3,030,909)	(14,175)	101,200	2,531,343	0	0	0	0 0.00
Net Change in Fund Balances	411,045	(3,332,095)	1,744,054	(42,005)	56,537	903,025	563,028	303,589	(3,129,605)	3,433,194 (9.70)
Beginning Fund Balance w/o capital assets	2,124,655	9,043,014	12,742,549	4,894,909	0	0	0	28,805,127	33,572,663	(4,767,536) 85.80
Long-term Pension/OPEB/Vacation Adjustment*	(1,869,458)	0	0	0	0	(133,379)	0	(2,002,837)	0	(2,002,837) 0.00
Ending Fund Balance	\$ 666,242	\$ 5,710,919	\$ 14,486,603	\$ 4,852,904	\$ 56,537	\$ 769,646	\$ 563,028	\$ 27,105,879	\$ 30,443,058	\$ (3,337,179) 89.04

*Government Accounting Standards Board Statement 68 and GASB 75 require the full pension liability, inflows and outflows be accrued on financial statements.

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
INVESTMENT REPORT
AS OF MARCH 31, 2019**

As stated in the Commission's investment policy, the Commission's investment objectives are safety, liquidity, diversification, return on investment, prudence and public trust with the foremost objective being safety. VCTC has the ability to meet its expenditure requirements, at a minimum, for the next six months. Below is a summary of the Commission's investments that are in compliance with the Commission's investment policy and bond documents, as applicable.

Institution	Investment Type	Maturity Date	Interest to Date	Rate	Balance
Wells Fargo	Government Checking	N/A	\$7,172.91	0.18%	\$ 1,207,644.17
County of Ventura	Treasury Pool	N/A	217,257.51	2.27%	24,213,275.40
LAIF	State Pool	N/A	\$46,318.05	2.40%	6,256,711.91
Total			\$270,748.47		\$31,677,631.48

Because VCTC receives a large portion of their state and federal funding on a reimbursement basis, the Commission must keep sufficient funds liquid to meet changing cash flow requirements. For this reason, VCTC maintains checking accounts at Wells Fargo Bank. Small portion of interest earned in the Wells Fargo accounts is for unearned revenues and the interest is not recognized until the revenues are recognized.

The Commission's pooled checking account is swept daily into a money market account. The interest earnings are deposited the following day. The first \$250,000 of the combined balance is federally insured and the remaining balance is collateralized by Wells Fargo bank.

The Commission's LTF, STA and a portion of the SAFE funds received from the State are invested in the Ventura County investment pool. Interest is apportioned quarterly, in arrears, based on the average daily balance. The investment earnings are generally deposited into the accounts in two payments within the next quarter. Amounts shown above are not adjusted for fair market value.

The Commission's funds not needed for immediate use are invested in the California Local Agency Investment Fund (LAIF). Interest is apportioned quarterly, in arrears, based on the average daily balance. The investment earnings are generally deposited into the account the month following the quarter end. Amounts shown above are not adjusted for fair market value.

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Item #8D

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: MONTHLY BUDGET REPORT

RECOMMENDATION:

- Receive and file the monthly budget report for April 2019

DISCUSSION:

The monthly budget report is presented in a comprehensive, agency-wide format on a modified accrual basis. The reports include a combined Balance Sheet, a Statement of Revenues, Expenditures and Changes in Fund Balance detailed by fund and an Investment Report by institution. There are seven funds presented consisting of the General Fund, the Local Transportation Fund (LTF), the State Transit Assistance (STA) fund, the Service Authority for Freeway Emergencies (SAFE) fund, the Santa Paula Branch Line (SPBL) fund, the VCTC Intercity fund and the Valley Express fund. The Statement of Revenues, Expenditures and Changes in Fund Balance also includes the annual budgeted numbers that are updated as the Commission approves budget amendments or administrative budget amendments are approved by the Executive Director. Staff monitors the revenues and expenditures of the Commission on an on-going basis.

The April 30, 2019 budget report indicates that the revenues were approximately 57.51% of the adopted budget while expenditures were approximately 55.28% of the adopted budget. The revenues and expenditures are as expected unless otherwise noted. Although the percentage of the budget year completed is shown, be advised that neither the revenues nor the expenditures occur on a percentage or monthly basis. Furthermore, revenues are often billed and reimbursed in arrears.

Some revenues are received at the beginning of the year while other revenues are received after grants are approved. In many instances, the Ventura County Transportation Commission (VCTC) incurs expenditures and then submits for reimbursement from federal, state, and local agencies which may also cause a slight lag in reporting revenues. Furthermore, the STA, LTF and SAFE revenues are received in arrears. The State Board of Equalization collects the taxes and remits them to the Commission after the reporting period for the business. STA revenues are paid quarterly with a two to three month additional lag and LTF receipts are paid monthly with a two month lag. For example, the July through September STA receipts are often not received until October or November and the July LTF receipts are not received until September. The Department of Motor Vehicle collects the SAFE funds and remits them monthly with a two-month lag.

The Commission's capital assets are presented on the Balance Sheet. Capital assets that are "undepreciated" consist of land and rail lines owned by the Commission. Capital assets that are depreciated consist of buildings, rail stations, transit equipment, highway callbox equipment and office furniture and equipment. Capital assets and depreciation are adjusted annually at the end of the fiscal year.

The Commission's deferred outflows, deferred inflows and pension liability are presented on the Balance Sheet. These accounts represent the accrual information for pension accruals with the implementation of the Government Accounting Standards Board (GASB) Statement 68 (pensions) and Statement 75 (other postemployment benefits). This information is based on actuarial information that is provided once a year. The deferred outflows, deferred inflows and pension liability are adjusted annually at the end of the fiscal year.

The Commission's liability for employee vacation accrual is presented on the Balance Sheet. The vacation accrual is adjusted annually at the end of the fiscal year.

**VENTURA COUNTY TRANSPORTATION COMMISSION
BALANCE SHEET
AS OF APRIL 30, 2019**

Assets and Deferred Outflows

Cash and Investments	\$ 31,521,052
Petty Cash	130
Receivables/Due from other funds	2,043,596
Prepays and Deposits	113,769
Capital Assets, undepreciated	26,339,301
Capital Assets, depreciated, net	30,726,626
Deferred Outflows	857,586
Total Assets and Deferred Outflows	<u>\$ 91,602,060</u>

LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE

Liabilities and Deferred Inflows:

Accrued Expenses and Due to Other	\$ 1,848,826
Deferred Revenue	3,108,766
Deposits	67,059
Accrued Vacation	164,628
Pension Liability	2,045,090
OPEB Liability	367,865
Deferred Inflows	282,840
Total Liabilities and Deferred Inflows:	<u>\$ 7,885,074</u>

Net Position:

Invested in Capital Assets	\$ 56,929,562
Fund Balance	26,787,424
Total Net Position	<u>\$ 83,716,986</u>

For Management Reporting Purposes Only

VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE TEN MONTHS ENDED APRIL 30, 2019

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	SPBL Actual	VCTC Intercity Actual	Valley Express Actual	Fund Totals	Budgeted Actual	Variance Actual	% Year
Revenues											
Federal Revenues	\$ 3,769,842	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,538,336	\$ 489,147	\$ 6,797,325	\$ 23,013,316	(16,215,991)	29.54
State Revenues	1,230,206	25,810,740	4,704,979	531,371	0	835,257	0	33,112,553	49,247,829	(16,135,276)	67.24
Local Revenues	142,992	0	0	0	368,771	2,156,438	1,258,487	3,926,688	4,640,096	(713,408)	84.63
Other Revenues	943	0	0	0	0	0	0	943	0	943	0.00
Interest	54,919	85,242	206,334	81,461	1,660	17,269	7,403	454,288	113,400	340,888	400.61
Total Revenues	5,198,902	25,895,982	4,911,313	612,832	370,431	5,547,300	1,755,037	44,291,797	77,014,641	(32,722,844)	57.51
Expenditures											
Administration											
Personnel Expenditures	2,071,118	0	0	0	0	204,299	47,106	2,322,523	3,066,900	(744,377)	75.73
Legal Services	16,954	0	0	0	0	0	0	16,954	25,000	(8,046)	67.82
Professional Services	68,763	0	0	0	0	0	0	68,763	110,700	(41,937)	62.12
Office Leases	121,669	0	0	0	0	0	0	121,669	145,100	(23,431)	83.85
Office Expenditures	180,983	0	0	0	0	119,597	27,576	328,156	534,812	(206,656)	61.36
Total Administration	2,459,487	0	0	0	0	323,896	74,682	2,858,065	3,882,512	(1,024,447)	73.61
Programs and Projects											
Transit and Transportation Program											
Regional Transit Technology	416,804	0	0	0	0	0	0	416,804	2,655,516	(2,238,712)	15.70
Senior-Disabled Transportation	182,020	0	0	0	0	0	0	182,020	263,500	(81,480)	69.08
VCTC Intercity Bus Services	0	0	0	0	0	7,126,891	0	7,126,891	11,735,026	(4,608,135)	60.73
Valley Express Bus Services	0	0	0	0	0	0	1,168,231	1,168,231	1,843,400	(675,169)	63.37
Transit Grant Administration	1,067,760	0	0	0	0	0	0	1,067,760	8,384,403	(7,316,643)	12.74
Total Transit and Transportation	1,666,584	0	0	0	0	7,126,891	1,168,231	9,961,706	24,881,845	(14,920,139)	40.04
Highway Program											
Motorist Aid Call Box System	0	0	0	484,534	0	0	0	484,534	880,000	(395,466)	55.06
Highway Project Management	1,217,908	0	0	0	0	0	0	1,217,908	5,255,120	(4,037,212)	23.18
SpeedInfo Highway Speed Sensor	0	0	0	91,900	0	0	0	91,900	144,000	(52,100)	63.82
Total Highway	1,217,908	0	0	576,434	0	0	0	1,794,342	6,279,120	(4,484,778)	28.58

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE TEN MONTHS ENDED APRIL 30, 2019**

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	SPBL Actual	VCTC Intercity Actual	Valley Express Actual	Fund Totals	Budgeted Actual	Variance Actual	% Year
Rail Program											
Metrolink and Commuter Rail	3,317,014	0	0	0	0	0	0	3,317,014	9,460,451	(6,143,437)	35.06
LOSSAN and Coastal Rail	3,782	0	0	0	0	0	0	3,782	5,800	(2,018)	65.21
Santa Paula Branch Line	0	0	0	0	466,563	0	0	466,563	721,000	(254,437)	64.71
Total Rail	3,320,796	0	0	0	466,563	0	0	3,787,359	10,187,251	(6,399,892)	37.18
Commuter Assistance Program											
Transit Information Center	639	0	0	0	0	0	0	639	28,800	(28,161)	2.22
Rideshare Programs	179,912	0	0	0	0	0	0	179,912	257,000	(77,088)	70.00
Total Commuter Assistance	180,551	0	0	0	0	0	0	180,551	285,800	(105,249)	63.17
Planning and Programming											
Transportation Development Act	456,489	24,430,185	49,005	0	0	0	0	24,935,679	31,920,244	(6,984,565)	78.12
Transportation Improvement Program	4,124	0	0	0	0	0	0	4,124	45,600	(41,476)	9.04
Regional Transportation Planning	16,996	0	0	0	0	0	0	16,996	621,000	(604,004)	2.74
Airport Land Use Commission	0	0	0	0	0	0	0	0	9,000	(9,000)	0.00
Regional Transit Planning	450,408	0	0	0	0	0	0	450,408	1,520,174	(1,069,766)	29.63
Freight Movement	2,433	0	0	0	0	0	0	2,433	11,800	(9,367)	20.62
Total Planning and Programming	930,450	24,430,185	49,005	0	0	0	0	25,409,640	34,127,818	(8,718,178)	74.45
General Government											
Community Outreach and Marketing	184,287	0	0	0	0	0	0	184,287	262,800	(78,513)	70.12
State and Federal Relations	88,127	0	0	0	0	0	0	88,127	111,100	(22,973)	79.32
Management and Administration	42,586	0	0	0	0	0	0	42,586	126,000	(83,414)	33.80
Total General Government	315,000	0	0	0	0	0	0	315,000	499,900	(184,900)	63.01
Total Expenditures	10,090,776	24,430,185	49,005	576,434	466,563	7,450,787	1,242,913	44,306,663	80,144,246	(35,837,583)	55.28

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE TEN MONTHS ENDED APRIL 30, 2019**

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	SPBL Actual	VCTC Intercity Actual	Valley Express Actual	Fund Totals	Budgeted Actual	Variance Actual	% Year
Revenues over (under) expenditures	(4,891,874)	1,465,797	4,862,308	36,398	(96,132)	(1,903,487)	512,124	(14,866)	(3,129,605)	3,114,739	0.48
Other Financing Sources											
Transfers Into GF From LTF	4,696,514	0	0	0	0	0	0	4,696,514	4,596,630	99,884	102.17
Transfers Into GF From STA	431,642	0	0	0	0	0	0	431,642	5,008,986	(4,577,344)	8.62
Transfers Into GF From SAFE	14,265	0	0	0	0	0	0	14,265	30,000	(15,735)	47.55
Transfers Into GF From SPBL	56,038	0	0	0	0	0	0	56,038	120,000	(63,962)	46.70
Transfers Into SPBL From LTF	0	0	0	0	56,038	0	0	56,038	120,000	(63,962)	46.70
Transfers Into SPBL From STA	0	0	0	0	138,700	0	0	138,700	434,200	(295,500)	31.94
Transfers Into VI From LTF	0	0	0	0	0	37,058	0	37,058	72,980	(35,922)	50.78
Transfers Into VI From STA	0	0	0	0	0	2,500,000	0	2,500,000	4,210,842	(1,710,842)	59.37
Transfers Out of LTF Into GF	0	(4,696,514)	0	0	0	0	0	(4,696,514)	(4,596,630)	(99,884)	102.17
Transfers Out of LTF Into SPBL	0	(56,038)	0	0	0	0	0	(56,038)	(120,000)	63,962	46.70
Transfers Out of LTF Into VI	0	(37,058)	0	0	0	0	0	(37,058)	(72,980)	35,922	50.78
Transfers Out of STA Into GF	0	0	(431,642)	0	0	0	0	(431,642)	(5,008,986)	4,577,344	8.62
Transfers Out of STA Into SPBL	0	0	(138,700)	0	0	0	0	(138,700)	(434,200)	295,500	31.94
Transfers Out of STA Into VI	0	0	(2,500,000)	0	0	0	0	(2,500,000)	(4,210,842)	1,710,842	59.37
Transfers Out of SAFE Into GF	0	0	0	(14,265)	0	0	0	(14,265)	(30,000)	15,735	47.55
Transfers Out SPBL Into GF	0	0	0	0	(56,038)	0	0	(56,038)	(120,000)	63,962	46.70
Total Other Financing Sources	5,198,459	(4,789,610)	(3,070,342)	(14,265)	138,700	2,537,058	0	0	0	0	0.00
Net Change in Fund Balances	306,585	(3,323,813)	1,791,966	22,133	42,568	633,571	512,124	(14,866)	(3,129,605)	3,114,739	0.48
Beginning Fund Balance w/o capital assets	2,124,655	9,043,014	12,742,549	4,894,909	0	0	0	28,805,127	33,572,663	(4,767,536)	85.80
Long-term Pension/OPEB/Vacation Adjustment*	(1,869,458)	0	0	0	0	(133,379)	0	(2,002,837)	0	(2,002,837)	0.00
Ending Fund Balance	\$ 561,782	\$ 5,719,201	\$ 14,534,515	\$ 4,917,042	\$ 42,568	\$ 500,192	\$ 512,124	\$ 26,787,424	\$ 30,443,058	\$ (3,655,634)	87.99

*Government Accounting Standards Board (GASB) Statements 68 and GASB 75 require full accrual of pension and OPEB liabilities, deferred inflows and deferred outflows on financial statements. These calculations are updated annually.

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
INVESTMENT REPORT
AS OF APRIL 30, 2019**

As stated in the Commission's investment policy, the Commission's investment objectives are safety, liquidity, diversification, return on investment, prudence and public trust with the foremost objective being safety. VCTC has the ability to meet its expenditure requirements, at a minimum, for the next six months. Below is a summary of the Commission's investments that are in compliance with the Commission's investment policy and bond documents, as applicable.

Institution	Investment Type	Maturity Date	Interest to Date	Rate	Balance
Wells Fargo	Government Checking	N/A	\$7,344.01	0.18%	\$ 1,002,199.79
County of Ventura	Treasury Pool	N/A	369,471.29	2.52%	24,180,970.58
LAIF	State Pool	N/A	\$77,472.91	2.39%	6,305,413.27
Total			\$454,288.21		\$31,488,583.64

Because VCTC receives a large portion of their state and federal funding on a reimbursement basis, the Commission must keep sufficient funds liquid to meet changing cash flow requirements. For this reason, VCTC maintains checking accounts at Wells Fargo Bank. Small portion of interest earned in the Wells Fargo accounts is for unearned revenues and the interest is not recognized until the revenues are recognized.

The Commission's pooled checking account is swept daily into a money market account. The interest earnings are deposited the following day. The first \$250,000 of the combined balance is federally insured and the remaining balance is collateralized by Wells Fargo bank.

The Commission's LTF, STA and a portion of the SAFE funds received from the State are invested in the Ventura County investment pool. Interest is apportioned quarterly, in arrears, based on the average daily balance. The investment earnings are generally deposited into the accounts in two payments within the next quarter. Amounts shown above are not adjusted for fair market value.

The Commission's funds not needed for immediate use are invested in the California Local Agency Investment Fund (LAIF). Interest is apportioned quarterly, in arrears, based on the average daily balance. The investment earnings are generally deposited into the account the month following the quarter end. Amounts shown above are not adjusted for fair market value.

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Item #8E

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: SALLY DEGEORGE, FINANCE DIRECTOR
SUBJECT: TRANSPORTATION DEVELOPMENT ACT (TDA) AUDITS FOR FISCAL YEAR 2017/2018

RECOMMENDATION:

- Receive and file the Transportation Development Act (TDA) Audits for Fiscal Year 2017/2018.

BACKGROUND:

The Ventura County Transportation Commission (VCTC) is the Regional Transportation Planning Agency (RTPA) for Ventura County. As the RTPA, the Commission is responsible for authorizing Transportation Development Act (TDA) funding to local agencies. The Commission is also responsible for ensuring that an annual financial and compliance audits are conducted for all TDA claimants including Local Transportation Fund (LTF), State Transit Assistance (STA) and State of Good Repair (SGR) and Proposition 1B Public Transportation, Modernization, Improvement, and Service Enhancement Account (PTMISEA) and Low Carbon Transit Operation Program (LCTOP) recipients to ensure program compliance. State law requires that the TDA and Proposition 1B PTMISEA and LCTOP fiscal audits be submitted to the State Controller's Office and the Regional Transportation Planning Agency within six months of the close of each fiscal year (unless an extension is granted not to exceed 90-days).

DISCUSSION:

In July 2014, the Commission contracted with Conrad, LLP to perform the TDA, Proposition 1B and LCTOP audits for all TDA claimants except the Gold Coast Transit District (GCTD) who has its TDA audit performed in conjunction with its CAFR by the Pun Group. Conrad performed 35 audits for Fiscal Year 2017/2018, the County of Ventura performed one audit and Gold Coast Transit District chose to have their auditors, Brown Armstrong, perform their six audits, for a total of 42 audits.

All audits received a "clean" audit opinion and "the financial statements were presented fairly in all material respects." However, the City of Simi Valley was non-compliant with respect to its farebox recovery ratio requirement for a second fiscal year in a row (the first being Fiscal Year 2016/2017) and,

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as required by TDA, the penalty process (California Code of Regulations Section 6633.9) was implemented. VCTC staff has had several discussions with Simi Valley staff regarding the non-compliant farebox recovery ratio, Simi Valley's plan to return to compliance and the penalty process. The LTF Final Apportionment agenda item will discuss the penalty process and adjustment to the Fiscal Year 2019/2020 apportionment.

The audits were completed and filed on-time with the State Controller's Office. Extensions were granted to several agencies: City of Simi Valley (Article 4), City of Oxnard (Articles 3, 8a and 8c), City of Thousand Oaks (Article 4 and ECTA) and Gold Coast Transit District (Article 4 sub recipient audits). The audits that received extensions were filed within the granted extension. In May 2019, the City of Simi Valley requested that its Article 4 audit be revised as the City did not utilize the exclusion of complementary paratransit service adjustment and wished to correct the omission. VCTC refiled the revised audit.

The following TDA, Proposition 1B and LCTOP audits are separate attachments to the agenda:

City of Camarillo – Article 3 and Article 8a
City of Fillmore - Article 3, Article 8a and Article 8c
City of Moorpark - Article 3, Article 8a, Article 8c, and Proposition 1B
City of Ojai - Article 3 and Proposition 1B
City of Oxnard - Article 3, Article 8a and Article 8c
City of Port Hueneme - Article 3
City of San Buenaventura - Article 3
City of Santa Paula - Article 3, Article 8a and Article 8c
City of Simi Valley - Article 3, Article 4 and Proposition 1B
City of Thousand Oaks - Article 3, Article 4, ECTA, and Proposition 1B
County of Ventura – Article 3
VCTC - Article 3, Article 6.5, Proposition 1B, LCTOP, Valley Express, VCTC Intercity, and VCTC STA Transfer. The LTF audit from the County of Ventura
Gold Coast Transit District – Article 4/Proposition 1B and five-member agency (Ojai, Oxnard, Port Hueneme, San Buenaventura and Ventura County) audits

These reports are available upon request from VCTC, the local agency or can be found on the Commission's website at www.goventura.org as agenda attachments.



Item #8F

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: TRANSPORTATION DEVELOPMENT ACT CLAIMS MANUAL

RECOMMENDATION:

- Approve the Transportation Development Act Claims manual.

BACKGROUND:

The Mills-Alquist-Deddeh Act (SB 325), also known as the Transportation Development Act (TDA), was enacted in 1971 by the California Legislature to fund and improve public transportation services and encourage regional transportation coordination. This law provides funding to be allocated for a wide variety of transit and some non-transit related purposes including community transit services, public transportation, bus and rail projects, pedestrian and bicycle facilities and planning and program activities.

Per the Public Utilities Code, the Ventura County Transportation Commission is the Transportation Planning Agency (TPA) for Ventura County. As the TPA, VCTC is responsible for apportioning, allocating and monitoring compliance of TDA funds including both the Local Transportation Funds (LTF) and the State Transit Assistance (STA) funds as well as the new State of Good Repair (SGR) funds. The TPA is tasked with ensuring compliance with the TDA regulations set forth in the TDA guidebook and adopts policy in areas where the TPA has discretionary authority.

DISCUSSION:

VCTC staff is often called upon to assist with and answer questions about TDA regulations as well as the claims process. In order to facilitate the claims process, uses and auditing of TDA, staff has developed a VCTC Transportation Development Act (TDA) Claims Manual (see separate attachment).

The manual provides an overview of the TDA process and funding types (including the new State of Good Repair funds) as well as summaries of the various articles including uses and requirements. The claim forms have been updated and converted to excel for easy use by the TDA claimants. The manual provides examples of the claim forms and includes line by line instructions on how to complete the claim forms. The manual also includes important due dates, a glossary and an acronym list for additional assistance.

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The manual is intended to be a primer for those new to the TDA process and a refresher for those who periodically utilize TDA funds and/or complete the claim forms. The manual is not intended to replace the TDA statutes. In fact, the manual provides the TDA code sections throughout the manual so that the user may more fully research the regulations when questions arise. As stated in the manual, the Transportation Development Act Statutes and California Code of Regulations are available on the California Department of Transportation (Caltrans), Division of Mass Transportation website at http://www.dot.ca.gov/dmrt/docs/tda/TDA_07-2018.pdf.

The VCTC TDA Claims Manual was reviewed and analyzed by the TDA auditors for compliance with the TDA Statutes and Regulations as well as VCTC policies and suggested best practices. The manual was also presented to TRANSCOM. Staff appreciates the comments and feedback provided and the support from TRANSCOM. The manual was updated and clarified with suggestions received from both the auditor and TRANSCOM reviews.

Staff's recommendation is to approve the Transportation Development Act Claims Manual as presented in the Attachment. This manual is intended to be a "living" document and will be updated as needed. If approved, the claims manual will be forward to local agencies with electronic excel forms for use in Fiscal Year 2019/2020.



Item #8G

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: DONNA ZIMMERMANN, PUBLIC INFORMATION OFFICER
SUBJECT: EXTENSION OF VCTC PUBLIC OUTREACH CONTRACT

RECOMMENDATION:

- Approve a One Year extension of the current Public Outreach contract with Celtis Ventures at a cost not to exceed \$575,000.

BACKGROUND:

VCTC entered into a contract with Celtis Ventures for Public Outreach in July, 2015. Since that time the Celtis team has made great strides in raising the public profile of VCTC throughout the county. They have formed good relationships with agencies we frequently work with and have a great understanding of our needs. They are always prepared and ready to respond to unexpected events. At public events our booth has friendly, engaging, bi lingual, knowledgeable, energetic staff representing the agency. VCTC has been very satisfied with the performance of Celtis and would like to continue the relationship.

In Fiscal Year 2018/19 Public Outreach tasks were divided among Four Program Budgets as follows:

General VCTC Outreach \$265,000

- All printing and collateral materials promoting VCTC
- Participation in public forums, meetings, workshops and community events such as City Earth Day Events and Health Fairs, and the Ventura County Fair
- Local Event Sponsorships with Ventura County Civic Alliance, Local Colleges, Chambers of Commerce, Mobility 21
- Website Development and Support
- Student Transportation and Environment Summit

VCTC Intercity Transit \$100,000

- Printing and collateral materials to support all route schedules, bus stop signage, advertising, promotions, digital notification of service delays

Regional Transit Planning \$60,000

- Support for scheduled service changes and coordinated mobility services
- Unmet Transit Needs process
- Regional Transit Pass Program
- Mobile ticketing

Commuter Services \$150,000

- Digital outreach to promote VCTC Commuter Services program
- Provide information on commuter assistance programs to county employer worksites to assist in the development of and implementation of trip reduction programs
- Rideshare Week
- Bike to Work Week

The current contract provides for three one-year Outreach Programs between the period of July 1, 2015-June 30, 2018. With the agreement of both parties this contract may be extended for two additional one-year terms. This option was exercised for FY 2018/19 and staff recommends approving a final one-year contract extension from July 1, 2019 – June 30, 2020 at a cost not to exceed \$575,000.

CONTRACT AMENDMENT NO. 4

VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC)

PUBLIC OUTREACH PROGRAM

This Contract Amendment No. 4 ("Amendment") by and between the Ventura County Transportation Commission ("VCTC"), herein referred to as "VCTC" and Celtis Ventures, hereinafter referred to as "CONTRACTOR", is entered into as of this 7th day of June, 2019.

WHEREAS, on July 1, 2015, VCTC entered into a consulting contract ("Contract") for development of a Public Outreach Program.

NOW, THEREFORE, VCTC and CONTRACTOR agree as follows:

1. Section 4 of the Contract is hereby amended to increase the period of the contract to June 30, 2020 at a cost not to exceed \$575,000.
2. Except to the extent amended hereby, the Contract remains in full force and effect.

**VENTURA COUNTY
TRANSPORTATION COMMISSION**

By: _____
Manuel Minjares, Chair

APPROVED AS TO FORM:

By: _____
Steve Mattas, General Counsel

CONTRACTOR: CELTIS VENTURES

By: _____
Matt Raymond

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Item #8H

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: AARON B. BONFILIO, PROGRAM MANAGER

SUBJECT: HERITAGE VALLEY TRANSIT SERVICES AGREEMENT

RECOMMENDATION:

- Approve the Heritage Valley Transit Services Agreement Extension Amendment (Amendment No. 2) between the Ventura County Transportation Commission and MV Transportation Inc. in an amount not-to-exceed \$6,264,000 for the three-year term, and, authorize the Executive Director to execute the Amendment.

BACKGROUND:

At the March 1, 2019 Commission meeting, the Commission authorized the Executive Director to issue written notice to MV Transportation of the Commission's decision to exercise its option to extend the Heritage Valley Transit Services Agreement, which is set to expire March 1, 2020 but may be extended for a period of up to three years. In addition, the Commission authorized the Executive Director to negotiate rates for the three-year extension period. Those negotiations concluded early April and were presented to the Heritage Valley Transit Service Committee(s).

At its April 17, 2019 meeting, the proposed rates and terms were reviewed by the Heritage Valley Technical Committee (HVTAC). The HVTAC recommended approval of the negotiated rates and terms and to proceed to the Heritage Valley Policy Advisory Committee (HVPAC). The HVPAC met on May 8, 2019 and reviewed the HVTAC's recommendation regarding the extension with MV Transportation as well as the associated draft contract Amendment. The HVPAC approved the item and recommended that the item proceed to the Commission for final consideration.

Pursuant to the Heritage Valley Transit Service Cooperative Agreement entered into between the County of Ventura, the City of Fillmore, the City of Santa Paula and the Commission, matters related to the Transit Services agreement with MV Transportation are to be reviewed by the Heritage Valley Transit Service Committee(s) prior to the Commission taking action. This item presents the HVPAC's final recommendation. Provision of the Heritage Valley Transit Service, including during the extension term, is fully funded by the Cities of Fillmore and Santa Paula, and the County of Ventura, in combination with Federal Transit Administration funds. The Amendment to the Agreement with MV Transportation is attached to this report (see *Attachment A: Heritage Valley Transit Services Extension Amendment*).

The recommended rates and terms are summarized below.

1. Exercise 3-Year Term Extension, effective March 2, 2020 to March 1, 2023
2. Service Rates:

Per Revenue Hour	Year One (1)	Year Two (2)	Year Three (3)
Base Scenario: 20,000 - 25,000 Annual Revenue Hours	\$ 69.79 / hr	\$ 72.03 /hr	\$ 73.87 / hr

(The current rate is \$66.44 per hour.)

3. Rates for Service Increase or Decrease Scenarios:

Decrease Scenario: 15,000 - 19,999 Annual Revenue Hours	\$73.74 / hr	\$76.11 / hr	\$78.05 / hr
Increase Scenario: 25,001 - 30,000 Annual Revenue Hours	\$67.43 / hr	\$69.79 / hr	71.59 / hr

4. That due to low utilization, and to provide savings to the member-agencies (and the contractor), the MV-operated "pass sales office" located at 810 Railroad Ave. in Santa Paula be closed effective March 1, 2020.
 - a. Passes will continue to be sold at Santa Paula City Hall, Fillmore City Hall and the VCTC office.
 - b. In addition, in advance of the closure, **online pass sales** will be launched effective January 1, 2020. Staff and MV will conduct outreach with customers to ensure availability and minimize impacts.
5. Performance Bond Requirements will remain in place and be equal to the value required for the final 5th year stipulated in the current agreement.
6. All other terms and conditions will remain in place and unchanged; which include, but are not limited to staffing requirements, maintenance standards and schedules for service.

Timeline of Next Steps Following Commission Approval

- June 2019 – VCTC Commission review of proposed rates and contract amendment
- June 2019 – Amendment execution and VCTC Issues written Notice to Proceed to MV Transportation
- January 2020 – VCTC / Valley Express Online Sales Begin
- March 2020 – Amendment Effective / Extension Period begins and closure of MV sales office

Attachment(s):

A –Heritage Valley Transit Services Agreement Extension Amendment

CONTRACT AMENDMENT NO. 2

TRANSIT SERVICES AGREEMENT BETWEEN

**THE VENTURA COUNTY TRANSPORTATION COMMISSION (“VCTC”) AND
MV TRANSPORTATION**

This Amendment No. 2 (“Amendment”) by and between the Ventura County Transportation Commission (“VCTC”) and MV Transportation, Inc., herein referred to as “Contractor,” is entered into as of this ____ day of _____ 2019. VCTC and Contractor shall be referred to collectively herein as “parties.”

WHEREAS, VCTC is party to the Heritage Valley Transit Service Cooperative Agreement, entered into between the City of Santa Paula, City of Fillmore, the County of Ventura (“Member- agencies”), and the VCTC, and VCTC is responsible for administration of the transit service; and,

WHEREAS, VCTC desired to contract out daily management, operation and maintenance functions of the Heritage Valley Transit Service, which includes, Fixed-Route, Dial-a-ride and ADA Paratransit Services for the Heritage Valley; and,

WHEREAS, on December 5, 2014, VCTC entered into a transit services agreement (“Agreement”) with Contractor in an amount not to exceed \$12,000,000; and,

WHEREAS, on November 10, 2017, VCTC and Contractor entered into Contract Amendment No. 1 to implement rate adjustments for the Contractor’s fixed hourly rates for compensation; and

WHEREAS, VCTC desires to exercise its option pursuant to Section 5 of the Agreement to extend the term of the Agreement by a single three (3) year extension; and

WHEREAS, VCTC and Contractor now desires to amend the Agreement to (1) revise the term of the Agreement to reflect VCTC’s exercise of its option to extend, (2) increase the not-to-exceed amount for the Agreement to reflect the extended term, (3) adjust the rate schedule ranges to account for fluctuations in revenue hours, (4) revise the Performance Bond requirements for the extended term of the Agreement, and (5) revise the Scope of Work to remove the requirement that Contractor operate a bus pass and bus ticket sales office.

NOW, THEREFORE, VCTC and Contractor agrees as follows:

1. Section 5 of the Agreement “**Term**” is hereby amended to reflect that VCTC has exercised its option to extend the Agreement by a single three (3) year extension. For purposes of the Agreement and this Amendment No. 2, the “Extension Term” is defined as the additional three year term of the Agreement beginning on March 2, 2020

and continuing until March 1, 2023. Pursuant to VCTC's exercise of this option the new end date for the term of the Agreement is **March 1, 2023**.

2. Section 7 of the Agreement "**Maximum Compensation**" is hereby amended to reflect that in light of VCTC's exercise of its option to extend the Agreement by a single three (3) year extension, the total "not to exceed" amount for the Agreement is increased to \$18,264,000, which reflects the \$12,000,000 not-to-exceed amount for the Initial Term of the Agreement and a \$6,264,000, not-to-exceed amount for the Extension Term. Said amount is expressly intended to compensate Contractor for the additional costs of providing transit services during the Extension Term.
3. Section 8 of the Agreement "**Price Formula**", as amended by Contract Amendment No. 1, is hereby further amended to include the rate schedule for the Extension Term contained in Exhibit A to this Amendment No. 2, attached hereto and incorporated herein.
4. Section 21(a)(i) of the Agreement "**Performance Bond**" is hereby amended to include the following performance bond requirements for the Extension Term:

Extension Term

Contract Year	Bond Amount
<i>Extension Year 1: 2020-2021</i>	\$735,000
<i>Extension Year 2: 2021-2022</i>	\$735,000
<i>Extension Year 3: 2022-2023</i>	\$735,000

5. Section 7.4(E) "**Pass Sales and Lost and Found**" of Exhibit A "**Scope of Work**" to the Agreement is hereby amended to remove the requirement that Contractor provide a public service counter for the sale of bus passes and bus tickets.

Except to the extent amended hereby, the Agreement remains in full force and effect.

IN WITNESS THEREOF, the parties have executed this Agreement No. 2 on the ____ day of _____ 2019.

VENTURA COUNTY TRANSPORTATION COMMISSION

by: _____
Darren M. Kettle, Executive Director

Approved as to form

by: _____
Steven T. Mattas, General Counsel

CONTRACTOR: MV TRANSPORTATION

by: _____

Exhibit A

Rate Schedule for Extension Term March 2020 to March 2023

Valley Express Extension Period (March 2, 2020 to March 1, 2023)

<u>Hourly Rate Schedule, per Revenue Hour</u>	<u>Year One (1)</u>	<u>Year Two (2)</u>	<u>Year Three (3)</u>
Base Scenario: 20,000 – 25,000 Annual Revenue Hours	\$ 69.79 / hr	\$ 72.03 /hr	\$ 73.87 / hr
<i>Decrease Scenario: 15,000 – 19,999 Annual Revenue Hours</i>	\$73.74 / hr	\$76.11 / hr	\$78.05 / hr
<i>Increase Scenario: 25,001 – 30,000 Annual Revenue Hours</i>	\$67.43 / hr	\$69.79 / hr	71.59 / hr

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Item #81

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

**SUBJECT: OXNARD CONGESTION MITIGATION AND AIR QUALITY (CMAQ) PROJECT
FUNDING INCREASE**

RECOMMENDATION:

- Approve an additional \$77,003 in CMAQ funds for the Oxnard Pedestrian Crossing Beacons project, increasing the total CMAQ for the project to \$442,493.

BACKGROUND:

The federal transportation authorization act, Fixing America's Surface Transportation, or FAST, provides for a rescission based on the unobligated apportionment balance at the end of federal FY 2018/19. VCTC's CMAQ balance was a particular concern, as it stood at \$18.9 million at the start of the fiscal year. To address this pending rescission, the Commission earlier this year approved a series of actions to increase the CMAQ funding for various projects, and loan CMAQ funds to two other counties, to reduce the Ventura County unobligated CMAQ balance to \$0 and avoid any rescission impact on the county. These actions included an increase to \$365,490 for the Oxnard Pedestrian Crossing Beacons project.

DISCUSSION:

All CMAQ projects scheduled to be obligated this year have now been submitted to Caltrans for approval, with the Oxnard Pedestrian Crossing Beacons being the last project submitted. During the last few weeks, there were a few relatively small adjustments to the program that resulted in the projected end-of-year unobligated CMAQ balance increasing from \$0 to \$77,003, and under the FAST Act this relatively small residual amount would be subject to rescission. Meanwhile, due to the limited amount of federal transportation budget authority available to Caltrans for local projects, it appeared that there would be no further opportunity to submit obligation requests, even in situations where there was a remaining apportionment balance. There have been recent City of Oxnard bid results suggesting an increase in contract unit costs, indicating that the Pedestrian Crossing Beacons could fully use the remaining \$77,003 balance. Given the pending closing of the opportunity to request the remaining funds, staff gave permission for Oxnard to obligate the \$77,003 beyond the program amount, and is now requesting the Commission provide its retroactive approval to this project cost increase.

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Item #8J

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: SALLY DEGEORGE, FINANCE DIRECTOR
**SUBJECT: RESOLUTION FOR VCTC TO CLAIM FISCAL YEAR 2019/2020
TRANSPORTATION DEVELOPMENT ACT LOCAL TRANSPORTATION
FUNDS AND STATE TRANSIT ASSISTANCE FUNDS**

RECOMMENDATION:

- Approve the attached Resolution #2019-04 authorizing VCTC's claims for Fiscal Year 2019/2020 Transportation Development Act Local Transportation Funds and State Transit Assistance funds for transit, planning, and administration.

DISCUSSION:

The State Transportation Development Act (TDA) authorizes designated Transportation Planning Agencies (TPA) such as VCTC to claim money from the Local Transportation Fund (LTF) and State Transit Assistance (STA) accounts for a variety of specified purposes. These include VCTC planning, programming, administration and passenger rail expenditures as well as funding for transit project including Metrolink and Bus operations and other related expenditures.

In accordance with State regulations, the attached resolution authorizes staff to claim LTF Article 3 for passenger rail services for Metrolink commuter rail operations; the LTF authorized amounts for planning, programming and administration; and, the STA money for transit purposes as detailed in the Commission's Fiscal Year 2019/2020 budget.

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RESOLUTION #2019-04
RESOLUTION AUTHORIZING THE FILING OF A CLAIM FOR ALLOCATION OF TRANSPORTATION
DEVELOPMENT ACT LOCAL TRANSPORTATION FUNDS AND STATE TRANSIT ASSISTANCE
FUNDS FOR FISCAL YEAR 2019/2020

WHEREAS, the Transportation Development Act (TDA) as amended (Public Utilities Section 99200 et seq.) provides for the allocation of funds from the Local Transportation Fund (LTF) and State Transit Assistance (STA) fund for use by eligible claimants for transportation purposes and,

WHEREAS, pursuant to the provisions of the TDA as amended and pursuant to the applicable rules and regulations hereunder (California Code of Regulations, Title 21, Section 6600 et seq.) an authorizing resolution with its claim(s) with designated Transportation Planning Agency, the Ventura County Transportation Commission (VCTC); and,

WHEREAS, the Ventura County Transportation Commission is the claimant of LTF and STA funds for Metrolink commuter rail as well as other rail, transit, planning, programming and administration projects in Ventura County.

NOW, THEREFORE, THE VENTURA COUNTY TRANSPORTATION COMMISSION DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The Executive Director is authorized to execute and file the appropriate claims pursuant to applicable rules and regulations, together with all necessary supporting documents, with the Ventura County Transportation Commission for an allocation of LTF and STA funds in Fiscal Year 2019/2020.

Section 2. The authorized claims shall include LTF Article 3 funds and all necessary STA funds for Fiscal Year 2019/2020 expenditures for Metrolink commuter rail costs, other related local rail and transit costs and Santa Paula Branch Line expenditures.

Section 3. The authorized claims shall include the designated amounts for VCTC planning and administrative purposes.

Section 4. The Ventura County Transportation Commission finds all of the following pursuant to the California Code of Regulations, Title 21, Section 6754:

- The proposed expenditures are in conformity with the Regional Transportation Plan;
- The level of passenger fares and charges is sufficient to enable the operator (where applicable) to meet the fare revenue requirements;
- The claimant is making full use of federal funds available under Title 49, Chapter 523 of the United States Code;
- The proposed allocations from LTF and STA do not exceed the amount the claimant is eligible to receive during the fiscal year;
- Priority consideration has been given to claims to offset reductions in federal operating assistance and the unanticipated increases in the cost of fuel, to enhance public transportation services, and to meet high priority regional, Countywide, or area-wide public transportation needs;

- The operation(s) where applicable is(are) in compliance with the eligibility requirements of Public Utilities Code Section 99314.6;
- The operator(s) where applicable has(have) made a reasonable effort to implement any recommended operator productivity improvements;
- The operator(s) where applicable is(are) not precluded from employing part-time workers.

PASSED AND ADOPTED on this 7th day of June 2019 by VCTC action.

Manuel Minjares, Chair

ATTEST:

APPROVED TO FORM:

Donna Zimmermann, Clerk of the Board

Steve Mattas, General Counsel



Item #8K

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

**FROM: CLAIRE GRASTY, PROGRAM MANAGER – REGIONAL PLANNING
HEATHER MILLER, TRANSIT PLANNER**

**SUBJECT: QUARTERLY VCTC BUS AND RAIL TRANSIT RIDERSHIP AND PERFORMANCE
MEASURES REPORT**

RECOMMENDATION:

Receive and File

DISCUSSION:

In an effort to continue VCTC's objective to become a more data driven and transparent organization, VCTC provides quarterly reports that detail ridership, performance measures, and goals for the VCTC Intercity Bus transit and Metrolink/LOSSAN rail services. In March 2019 VCTC presented its first comprehensive bus and rail combined report (previously the rail report was submitted separately).

Overall, the VCTC Intercity bus report is positive, with year-over-year quarterly ridership increasing by 4% (this in spite of a fare increase implemented in January 2019 and a generally falling transit ridership environment). The successful "College Ride" program is also a significant factor in the ridership increase. The good ridership news is tempered with issues of concern to monitor: cost per passenger is higher (largely due to the increased costs of the new contract), some routes like the Oxnard CSUCI Connector are performing poorly and will need to be modified, and passengers per hour is lower (due in part to the days and week without service last year due to the fires and mudslide).

The intent of presenting this report is twofold: 1. To establish a quarterly reporting method of the bus and rail ridership and performance measures to the Commission; and 2. to memorialize what has been internal staff practice over the years in tracking transit performance measures and utilizing planning guidelines to develop new service, and improve existing service.

The data reports are built around the four following priorities of VCTC transit service provision:

1. Safety
2. Increasing Mobility and Transportation for as Many People as Possible
3. Providing Effective, Efficient and Reliable Service
4. Providing Outstanding Customer Service

The attached report includes Third Quarter (January-February-March) FY 2018-2019 Performance Metrics.

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VCTC Transit Key Performance Measures Quarterly Report

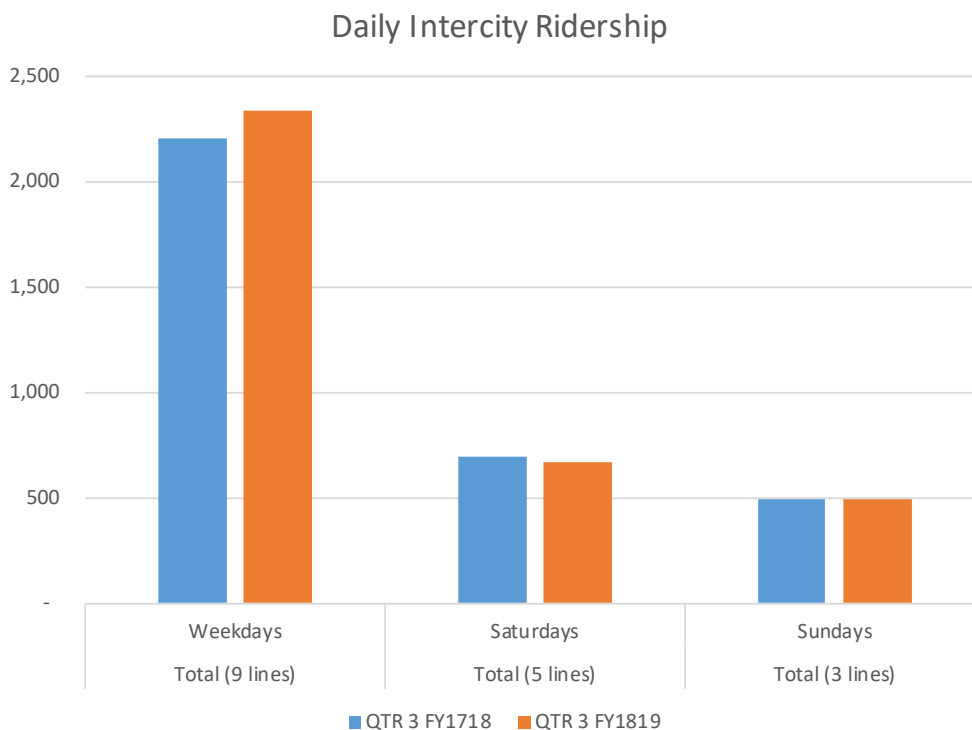
Quarter 3 Fiscal Year 2018-2019

Third Quarter FY 2018-2019 Intercity Bus Performance Measures and Goals

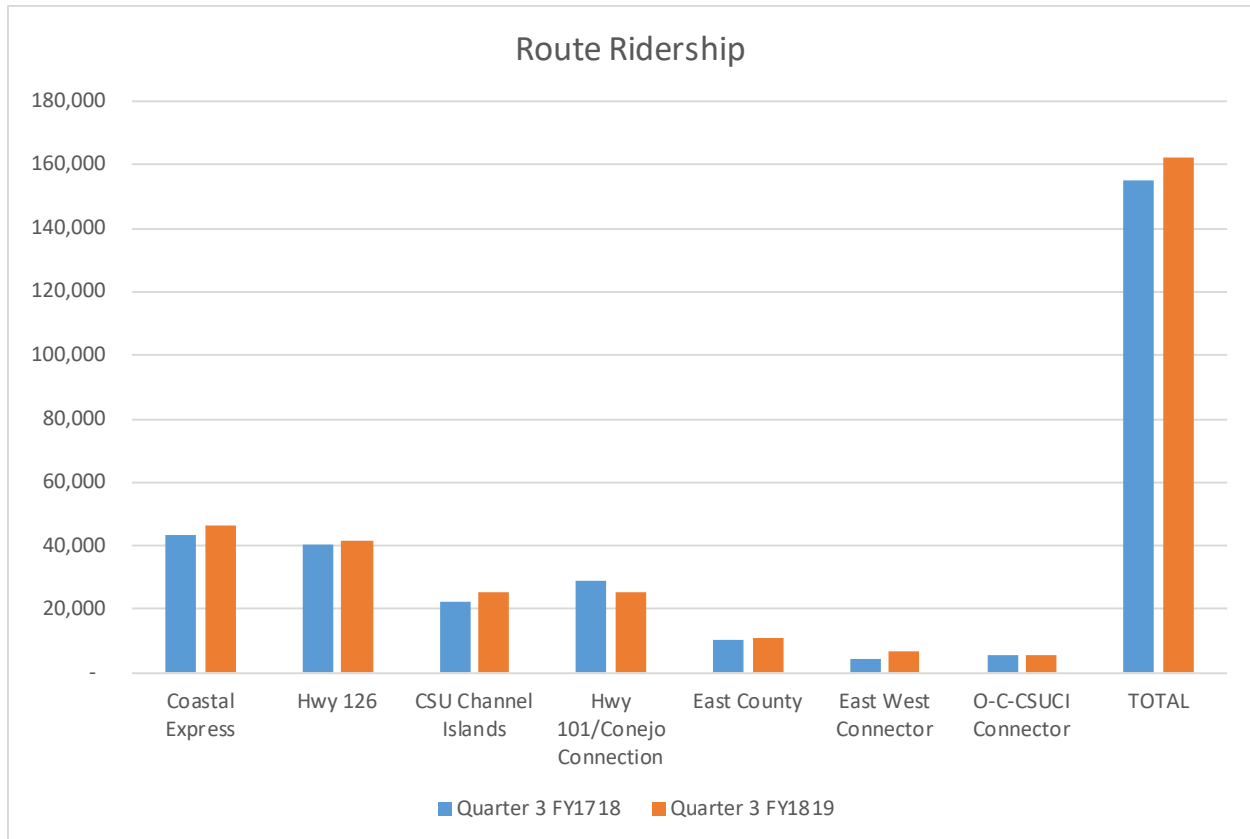
Daily Ridership

Performance goal: Increase in passengers quarter over quarter

The figure below provides 3rd quarter FY 2018-2019 Weekday, Saturday and Sunday system-wide daily ridership totals compared to the same quarter last year. The 3rd quarter saw a 4% increase in overall Intercity ridership. Weekday ridership increased by 6%, while Saturdays declined by 3% and Sunday ridership remained relatively unchanged.



The gains in ridership throughout the Intercity system can likely be attributed to the implementation of the College Ride Pilot Program, which allows students attending Ventura County colleges to ride the bus for free. Additionally, Coastal Express ridership rebounded from the impacts of the Montecito mudslides that suspended service for two weeks in January 2018, seeing gains of 7% this quarter. Highway 101/Conejo Connection was the only route to see a significant decrease in ridership; however, this may be associated with passenger migration to the East-West Connector, which saw a significant ridership increase, since the routes travel a similar corridor on the leg between Camarillo and Ventura. Notably, there does not appear to be ridership decline in response to the fare increase implemented on January 14, 2019.

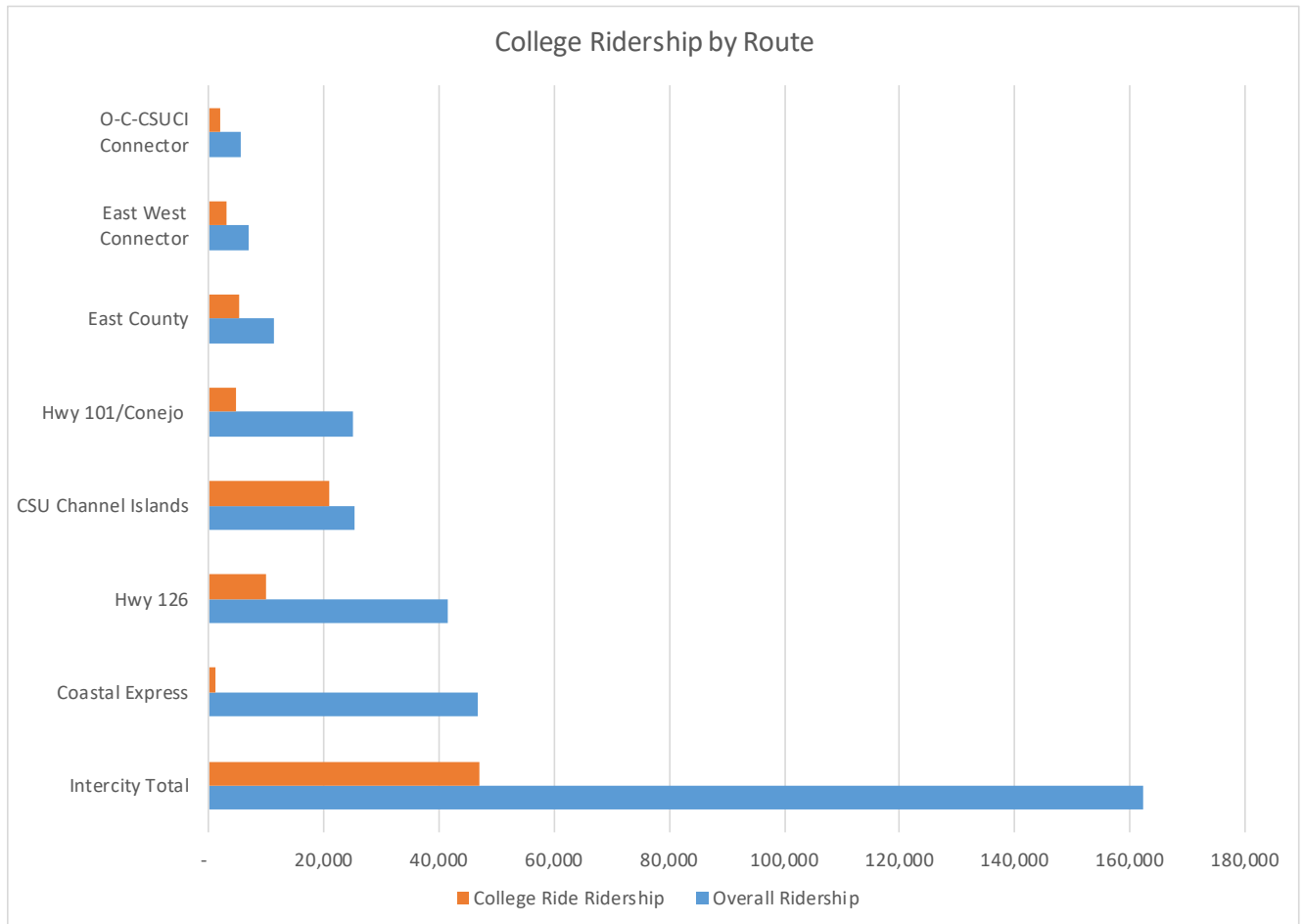


Route #	Line	Qtr 3 FY1718	Qtr 3 FY1819	Ridership	Trend
80-89	Coastal Express	43,455	46,621	7%	↑
60-62	Hwy 126	40,460	41,622	3%	↑
90,97	CSU Channel Islands	22,305	25,271	13%	↑
50-55	Hwy 101/Conejo Connection	28,937	25,153	-13%	↓
70-73	East County	10,382	11,182	8%	↑
77	East West Connector	4,147	6,795	64%	↑
96	O-C-CSUCI Connector	5,592	5,564	-1%	↓
System-wide TOTAL		155,278	162,208	4%	↑

Weekday, Saturday, and Sunday daily ridership for individual Intercity lines is provided in Table 1 of the Appendix.

College Ride Ridership

In the 3rd quarter of FY1819, College Ride ridership comprised 29% of Intercity ridership with over 47,000 riders using the program as shown in the table below. CSU Channel Islands led all routes with close to 21,000 riders for the quarter.



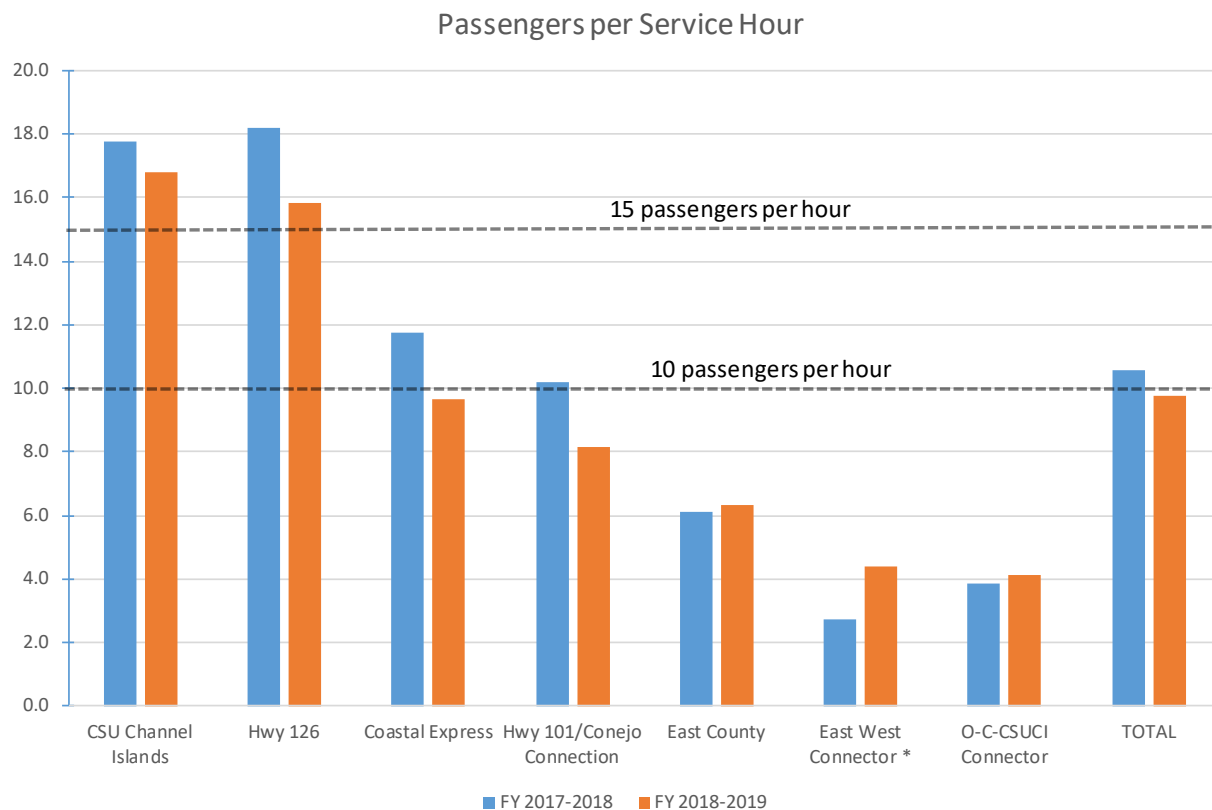
Route	Overall Ridership	College Ride Ridership	% College Ride
CSU Channel Islands	25,271	20,930	83%
East County	11,182	5,264	47%
East West Connector	6,795	3,079	45%
O-C-CSUCI Connector	5,564	1,959	35%
Hwy 126	41,622	9,912	24%
Hwy 101/Conejo	25,153	4,681	19%
Coastal Express	46,621	1,269	3%
Intercity Total	162,208	47,094	29%

Productivity & Efficiency of Service

Performance goal: “Trunk” routes (designed to connect cities via local freeway and arterial streets and with few stops) carry at least 10 passengers per hour and “commuter” routes (peak period routes to employment centers with fewer stops and longer distances) carry at least 15 passengers per hour.

CSU Channel Islands and Highway 126 routes exceeded standards while remaining routes fell short of the performance goal. The system-wide average for the quarter was 10 passengers per hour.

Note: Three Intercity service lines include both trunk and commuter routes; as such, the performance goal below includes a range between 10 and 15 passengers per hour for these lines.



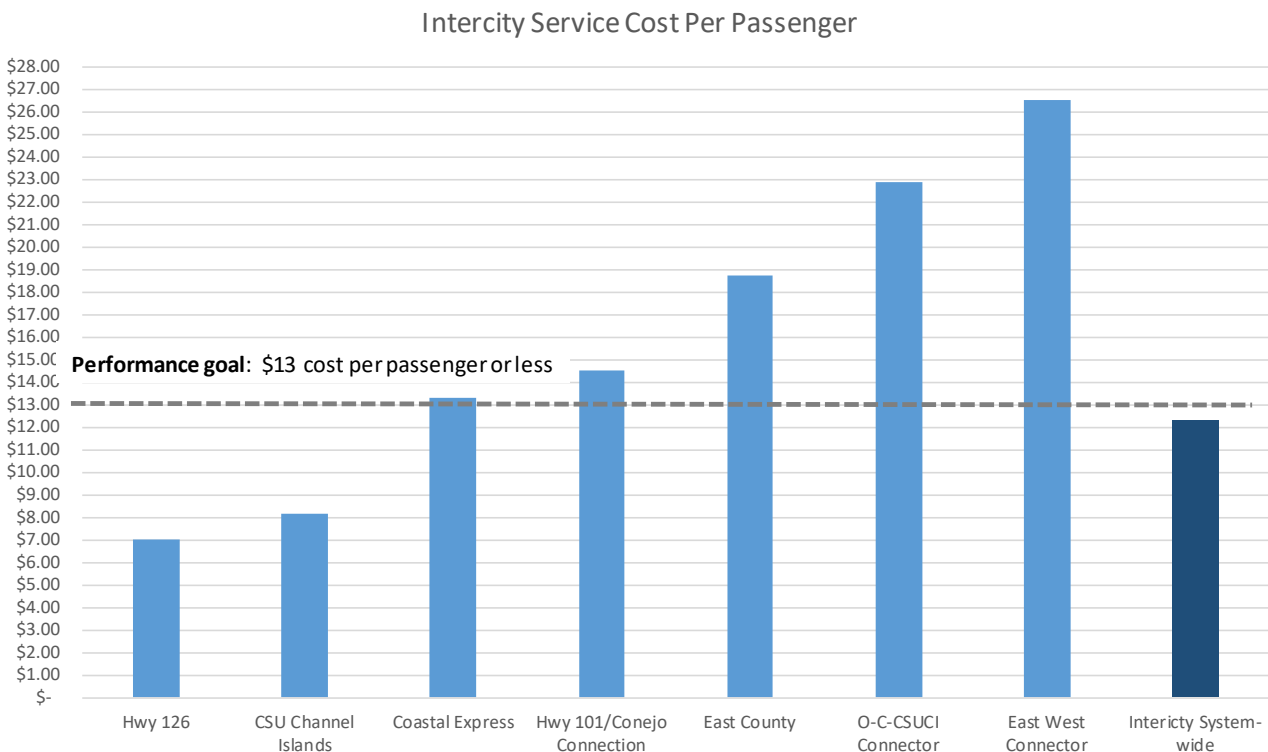
Service		FY1718	FY1819		
Routes #	Line	PAX per HR	PAX per HR	Change	Perf Goal
60-62	Hwy 126	18	17	-5%	10-15
90,97	CSU Channel Islands	18	16	-13%	15
80-89	Coastal Express	12	10	-18%	10-15
50-55	Hwy 101/Conejo Connection	10	8	-20%	10-15
70-73	East County	6	6	4%	10
77	East West Connector	3	4	61%	10
96	O-C-CSUCI Connector	4	4	7%	10
System-wide		11	10	-8%	10-15

Operating Costs and Revenue

Operating Costs

Performance goal: Less than \$13.00 cost per passenger (adjusted annually according to CPI)

Quarter 3 saw increases across the board compared to last year as passengers, farebox revenue, revenue hours/miles and operating costs all increased. A new operator contract with RATP Dev went into effect May 2018. Costs for the quarter increased by 12% compared to last year. Gains in ridership coupled with the recent fare increase improved revenue by 17% reducing the impact of the cost increases. Overall, cost per passenger increased by 7% from \$11 to \$12.



Intercity 3rd Quarter Cost Comparison:

System-wide *	Qtr 3 FY2017/2018	Qtr 3 FY2018/2019	% Change
Revenue Miles	374,901	392,645	5%
Revenue Hours	15,280	16,646	9%
Operating Cost	\$ 1,903,972	\$ 2,136,568	12%
Passenger Revenue	\$ 225,386	\$ 263,148	17%
Operating Cost less Revenue	\$ 1,678,586	\$ 1,873,420	12%
Cost per Hour	\$ 110	\$ 113	2%
Cost per Mile	\$ 4.48	\$ 4.77	7%
Passengers	155,278	162,208	4%
Cost per Passenger	\$ 11	\$ 12	7%

* includes demo routes

Revenue

Performance goal: 25% farebox recovery ratio

Farebox recovery ratio (FRR) is a ratio of passenger fares and other locally generated revenues divided by operating costs. Revenue typically includes passenger fares but may also include revenue generated by local sales tax, assessment fees, bond proceeds, and other sources. The FRR calculation excludes demonstration routes (Ox-Cam-CSUCI Connector and East-West Connector).

The system-wide Intercity fare increase that went into effect on January 14, 2019 included between 20-25% increases to single trip cash fares and 18% increases to 10-ride ticket prices. 31-day pass prices remained unchanged for in-county routes but increased 6-9% for inter-county routes. A new 5-day pass was also introduced. A second phase fare increase is anticipated for January 2020.

Farebox revenue increased by 16% for the quarter compared to last year, operating costs also increased by 16% and ridership climbed. The combination of increases to cost, revenue and ridership produced a net neutral overall effect with respect to the farebox recovery ratio, that is, the ratio between quarters remained unchanged at 14%. The FRR with route guarantees, which remained fixed over quarters, decreased from 36% to 33%.

Passenger Revenue, Operating Cost and Farebox Recovery Ratio:

System-wide *	Qtr 3 FY2017/2018	Qtr 3 FY2018/2019	% Change
Operating Cost	\$ 1,580,265	\$ 1,825,942	16%
Passenger Revenue	\$ 215,218	\$ 249,222	16%
Farebox Recovery Ratio	14%	14%	
Passengers	145,539	148,494	2%
Revenue per Passenger	\$ 1.48	\$ 1.68	13%
Cost per Passenger	\$ 11	\$ 12	13%
Subsidy per Passenger	\$ 9	\$ 11	13%
Passenger Revenue including Route Guarantees	\$ 565,968	\$ 599,972	6%
Farebox Recovery Ratio including Route Guarantees	36%	33%	

* excludes Ox-Cam-CSUCI and East West demo routes.

Customer Satisfaction

Performance goal: Valid complaints are not to exceed ten (10) per 100,000 boarded passengers

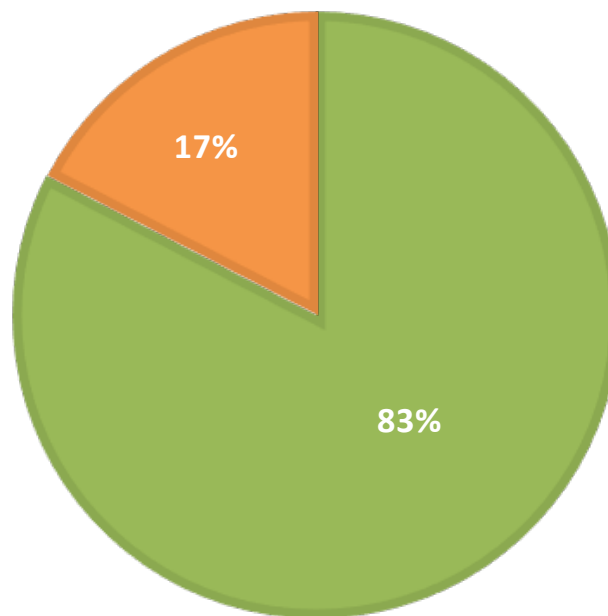
Customer complaints are documented by VCTC when a rider reports dissatisfaction with the service. The complaint is then investigated for validity. VCTC's expectation is to respond to or resolve the complaint within five (5) days of the reported incident.

FY 2018-19 Quarter 3 totaled twenty-three (23) valid complaints for 162,208 passenger trips, equal to fourteen (14) complaints per 100,000 passengers.

The distribution of valid complaints is shown below. 83% of the complaints recorded, or nineteen (19) total, related to a "Driver Complaint. Of these driver complaints, four referred to unsafe driving, four referred to a missed stop or bus off route or late, with the remainder related to customer service issues. Additionally, four (4) or 17% of Intercity complaints were attributed to "scheduling and routing" which includes late buses (outside of the control of a driver, e.g. traffic congestion, loading passengers).

INTERCITY CUSTOMER SERVICE COMPLAINTS QTR 3 FY1819

■ Accident ■ Agency Complaint ■ Driver Complaint ■ Equipment
■ Incident ■ Scheduling & Routing ■ Supervisor Complaint ■ Vehicle Complaint



Maintenance Reliability & Safety

Road Calls

Performance goal: Less than ten (10) road calls per 200,000 revenue miles

In the 3rd Quarter of FY 2018-19, a total of twenty-three (23) road calls were reported to VCTC for a range of issues (flat tires, A/C belt, airbag, etc.) over 392,645 revenue miles. The amount of road calls averaged twelve (12) per 200,000 revenue miles, an increase from last quarter's average of six (6).

Accidents/Injuries

Performance goal: One (1) or less injury/preventable accident per 100,000 revenue miles

For the 3rd quarter of FY 2018/2019, Intercity operator, RATP, reported a total of nine (9) preventable accidents but no injuries over 392,645 revenue miles. The 3rd quarter's rate was 2.3 accidents per 100,000 revenue miles, slightly more than the 1.8 recorded last quarter. The accidents reported this quarter were minor in nature (e.g. did not exceed \$10,000 in damages or cause personal injury) and included incidents involving the contact of a bus mirror, bike rack, corner panel or rear bumper with a traffic/street sign, fire hydrant, electrical pole, tree or other vehicle. VCTC continues to work with our operator, RATP Dev to track and improve upon these metrics to continue to offer our riders the best transit experience possible.

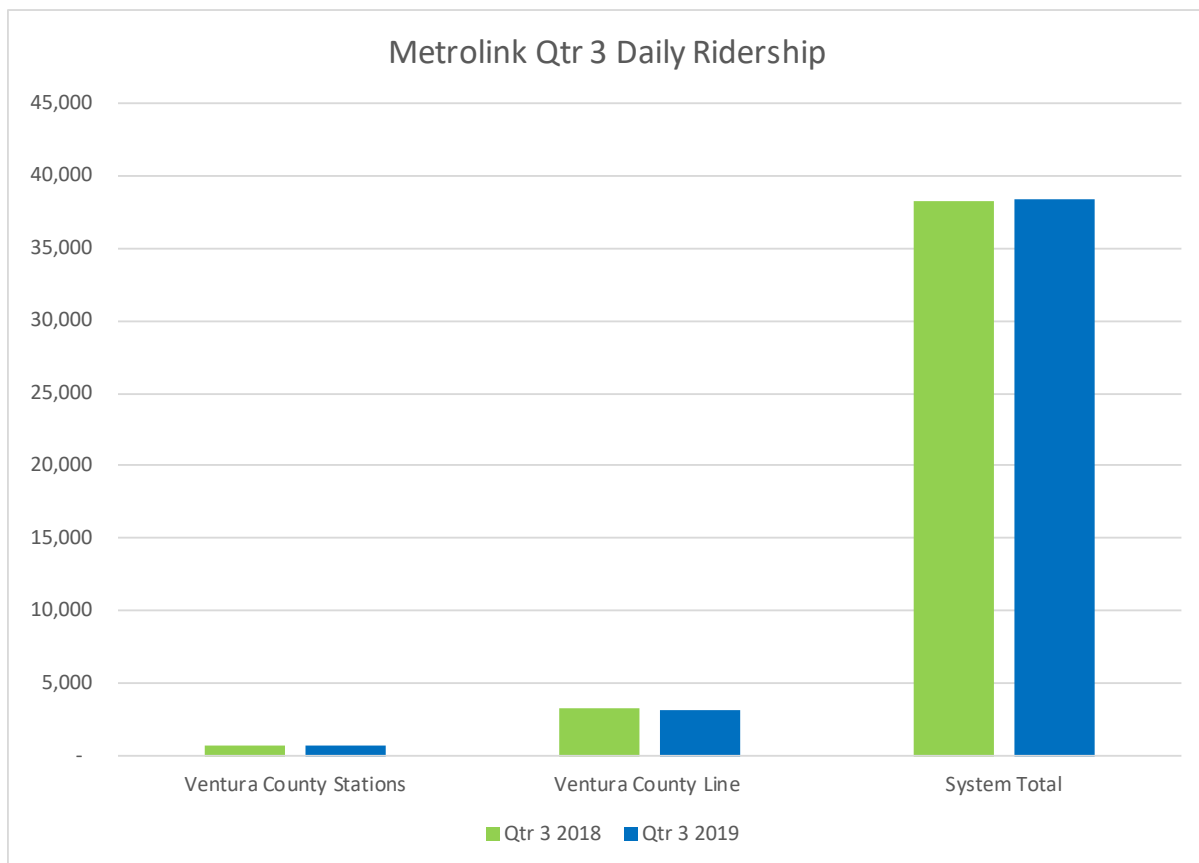
Third Quarter FY 2018-2019 Rail (Metrolink/Amtrak) Performance Measures

Metrolink Quarter over Quarter Ridership

Metrolink system-wide ridership in the third quarter of FY18/19 increased 0.5% compared to the same quarter last year. The Ventura County Line, which includes both Ventura County and LA County stations, decreased approximately 2% while stations within Ventura County saw decreases averaging 4.5%.

Ventura County Line weekday ridership totaled 275,827 passengers for the 3rd quarter. Ventura County stations* averaged 21.5% of the VC Line ridership. The average cost per passenger trip for those passengers boarding from Ventura County stations was approximately \$43 in the 3rd quarter of FY18/19.

Metrolink on-time performance (OTP), which denotes trains arriving within five minutes of the scheduled time, averaged 94% for the quarter, above the system-wide average of 92%.



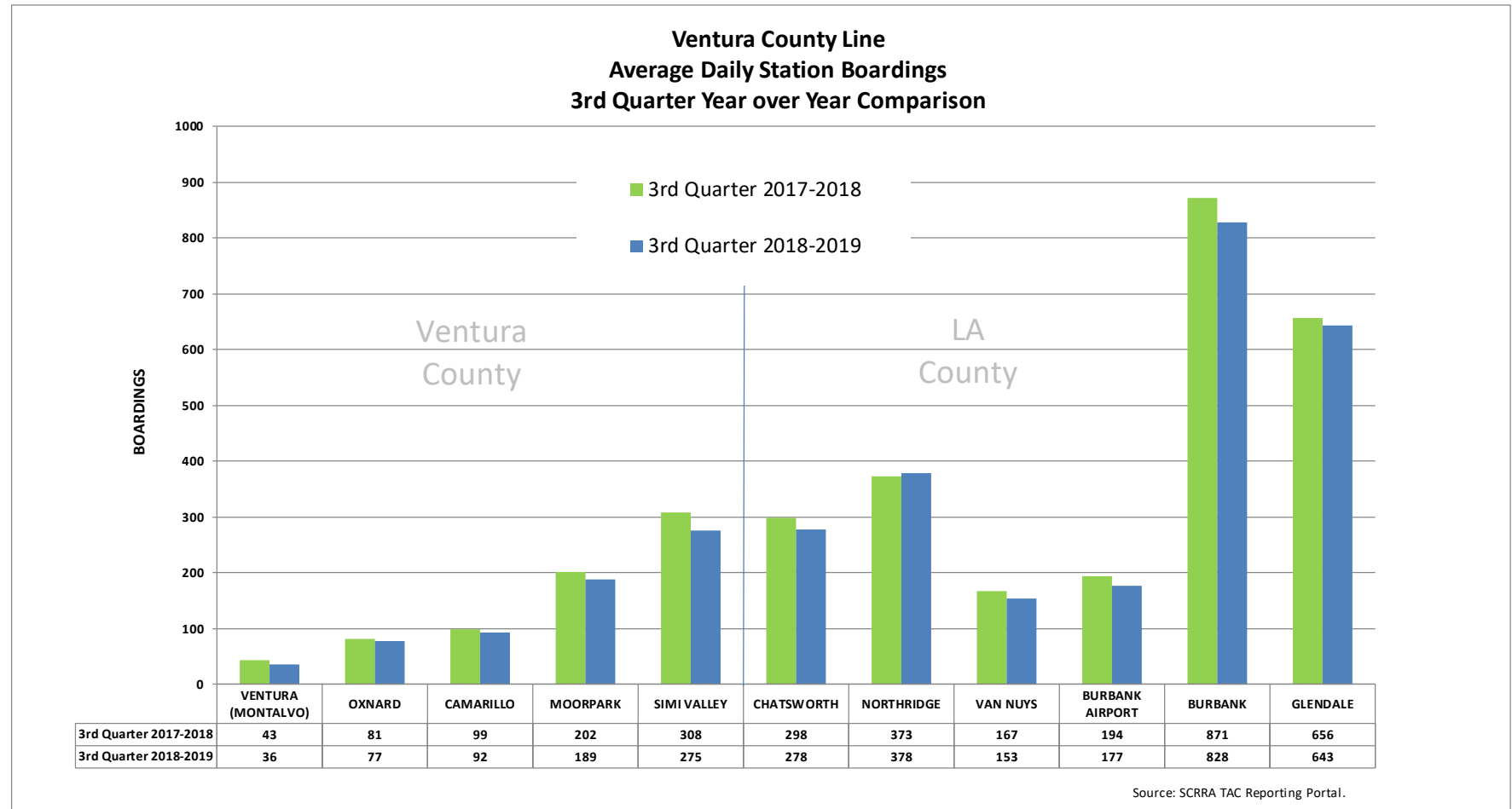
* East Ventura, Oxnard, Camarillo, Moorpark and Simi Valley.

Daily Passenger Trips

Qtr FY	Ventura County Stations	Ventura County Line	System Total
Qtr 3 2018	720	3,258	38,280
Qtr 3 2019	688	3,197	38,436
Change	-4.51%	-1.86%	0.41%

Metrolink Ventura County Station 3rd Qtr Daily Boardings

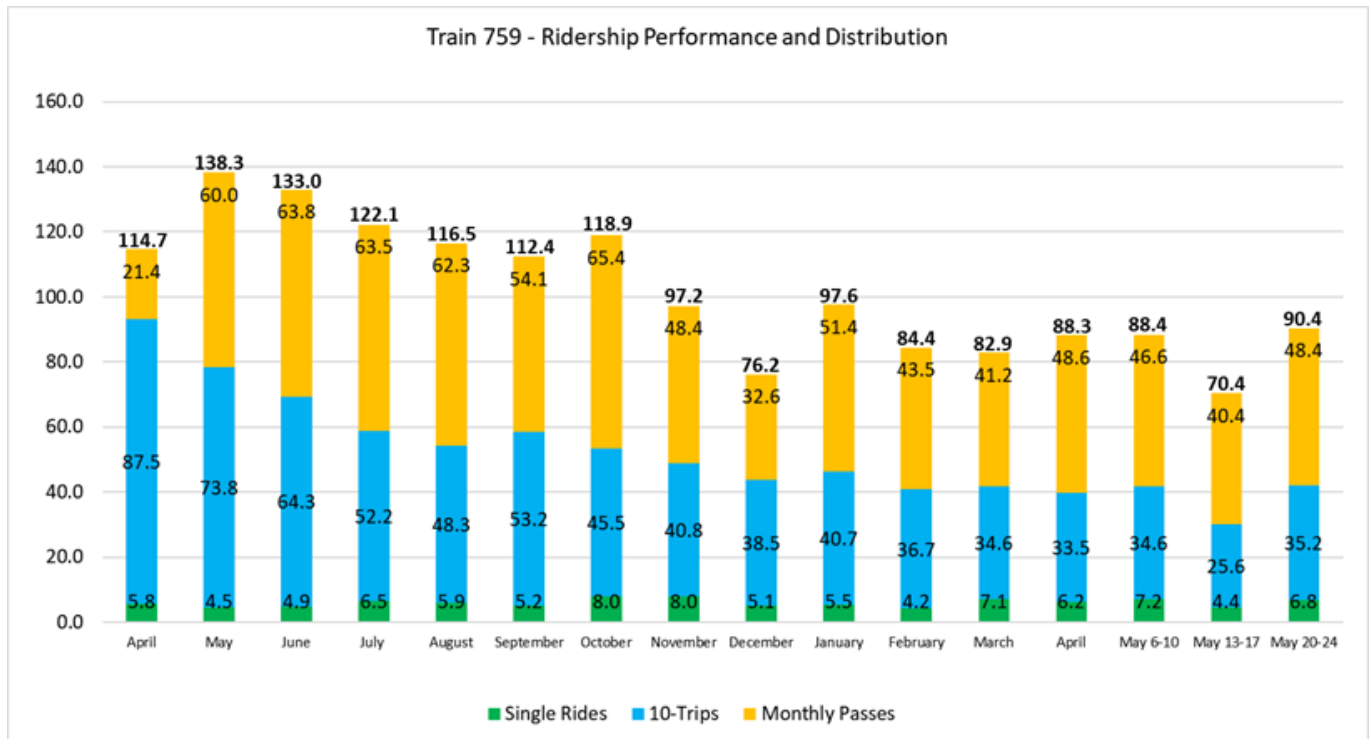
Ventura County Stations comprise roughly 21.5% of overall boardings on the Ventura County Line with an average decrease in ridership of 4.5% this quarter compared to the same quarter last year.



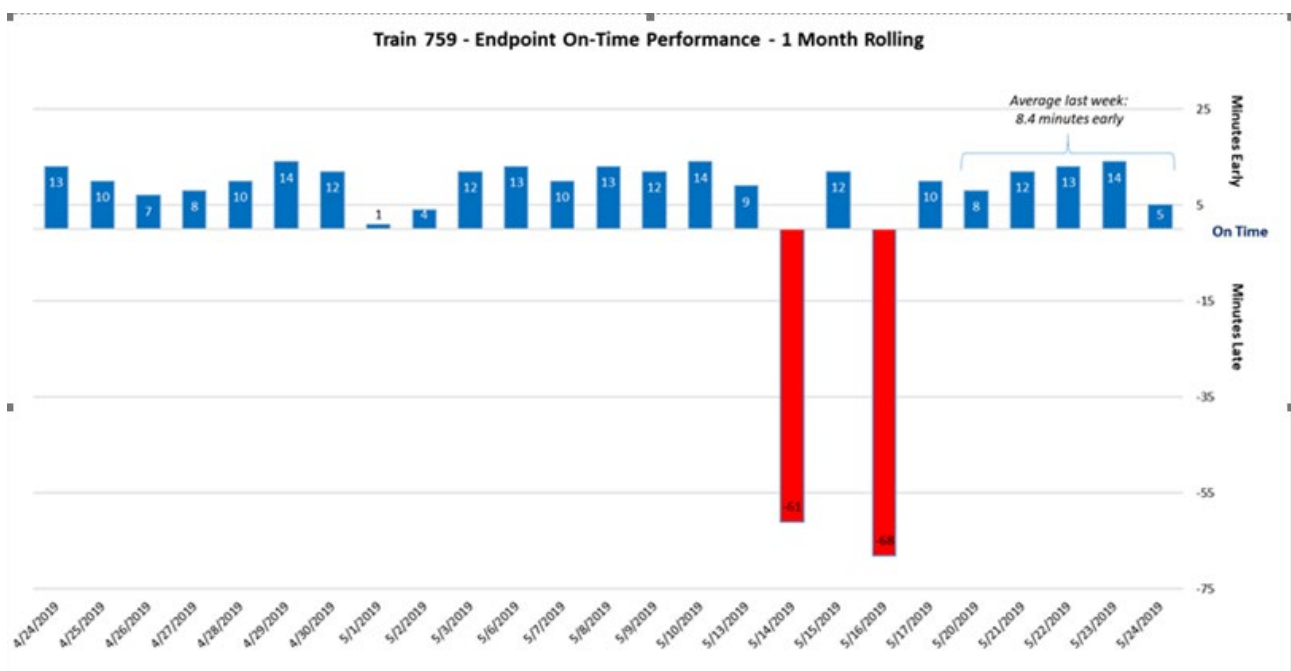
* East Ventura, Oxnard, Camarillo, Moorpark and Simi Valley.

Amtrak Peak Period Train

The following table provides Amtrak peak period train ridership to Santa Barbara County from Ventura County stations since the new service launched in April 2018.



The chart below provides endpoint on-time performance for the month to date (May 2019). Arrival to the endpoint Goleta station averaged 8 minutes early for the last week.



APPENDIX A

Table 1. Weekday, Saturday, Sunday Ridership by Service

Service	Day	Jan-18	Feb-18	Mar-18	QTR 3 FY1718	Jan-19	Feb-19	Mar-19	QTR 3 FY1819	% Change	Proportion of Overall Service
Highway 101	Weekdays	296	319	280	298	253	254	241	249	-16%	11%
Highway 101	Saturdays	143	149	141	144	133	128	131	131	-9%	19%
Conejo	Weekdays	124	133	119	125	119	129	122	123	-2%	5%
Highway 126	Weekdays	523	553	498	525	547	557	535	546	4%	23%
Highway 126	Saturdays	251	312	261	275	233	249	246	242	-12%	36%
Highway 126	Sundays	300	287	256	281	289	253	379	307	9%	62%
East County	Weekdays	160	164	144	156	174	178	166	172	10%	7%
East County	Saturdays	35	33	26	31	27	24	24	25	-20%	4%
CSUCI Channel Islands	Weekdays	130	531	401	354	247	563	414	408	15%	17%
Coastal Express	Weekdays	464	767	668	633	685	686	702	691	9%	30%
Coastal Express	Saturdays	84	166	156	135	165	126	147	146	8%	22%
Coastal Express	Sundays	58	168	137	121	88	96	91	92	-24%	18%
East West Connector	Weekdays	60	68	67	65	107	115	102	108	66%	5%
O-C-CSUCI Connector	Weekdays	75	36	30	47	56	33	34	41	-13%	2%
O-C-CSUCI Connector	Saturdays	96	121	110	109	112	125	141	126	16%	19%
O-C-CSUCI Connector	Sundays	77	88	121	95	86	101	110	99	4%	20%
Systemwide											
Total (9 lines)	Weekdays	1,832	2,570	2,208	2203	2,188	2,515	2,315	2339	6%	100%
Total (5 lines)	Saturdays	608	781	694	694	670	652	688	670	-3%	100%
Total (3 lines)	Sundays	435	543	514	497	463	450	580	498	0%	100%



Item #8L

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: STEVE DEGEORGE, PLANNING AND TECHNOLOGY DIRECTOR
SUBJECT: AGREEMENT WITH INNOVATIVE TDM SOLUTIONS (ITS) FOR RIDESHARE DATABASE SERVICES

RECOMMENDATION:

- Approve a sixteen (16) month, sole source, contract with Innovative TDM Solutions (ITS) not to exceed \$94,843 for rideshare database management services.

DISCUSSION:

In fall of 2017 the Commission authorized the outsourcing of rideshare database management and issued a contract for services with Innovative TDM Solutions (ITS) through June 30, 2018, with an option for a one year extension. Upon evaluation of ITS' performance, VCTC approved an extension of the agreement for one additional year. This function, rideshare database management and data processing, was previously performed by VCTC staff. Outsourcing the rideshare database work to ITS has proven to be reliable and has freed up considerable staff time enabling staff to focus on core VCTC issues.

VCTC's rideshare program is part of a regional rideshare partnership with Los Angeles, Orange, San Bernardino, and Riverside Counties operating from a common database enabling ride matching over an extremely large and complex area. ITS is under contract with each of the rideshare partners to perform database management and other similar functions. In addition to working with VCTC's rideshare partners, ITS works directly with Employer Transportation Coordinator's (ETCs), the Ventura County Air Pollution Control District (APCD), and directly with rideshare patrons.

A sole source procurement, which requires a 2/3 Commission vote for approval, is justified for these services due to the common shared database work, a second contractor working on the single shared database, would be disruptive, require additional training, time, and cost to achieve to the same level of service. Additionally, ITS' primary agreement for database management with LA Metro, the database host, expires in sixteen (16) months. Aligning VCTC with LA Metro's schedule will allow for a full competitive procurement process by all partner agencies to be undertaken to secure technical assistance for these services.

June 7, 2019
Item #8L
Page #2

With ITS performing well in all areas of their services and this contract allowing VCTC to synchronize procurements with its rideshare partners, staff is recommending that the Commission approve a sixteen (16) month contract with Innovative TDM Solutions, not to exceed \$94,843, to continue management of the rideshare database. The agreement, provided under separate cover, was anticipated and is funded in the upcoming Fiscal Year 2019/2020 Rideshare Task Budget.



Item #8M

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: AARON B. BONFILIO, PROGRAM MANAGER

SUBJECT: CSUCI COOPERATIVE AGREEMENT FISCAL YEAR 2019-2020 EXTENSION

RECOMMENDATION:

- Approve the FY2019-2020 Cooperative Funding Agreement for bus service to California State Channel Islands (CSUCI) and CSUCI providing \$578,000 for the services in FY 2019-2020.

BACKGROUND:

For the past twenty years, VCTC has operated bus service to and from California State University Channel Islands (CSUCI). The service is governed by an agreement, which VCTC and CSUCI extend annually. This coming year will be the twenty-first year of the agreement.

The service initially qualified as a CMAQ (Congestion Management and Air Quality) Demonstration Project and received federal funding for 80% of the total cost. Beginning 2002-2003, the routes became a regular VISTA/VCTC service and, as such, generate FTA revenues. For Fiscal Year 2019-2020, FTA funds will amount to approximately \$333,000.

The attached annual extension of the Cooperative Agreement with CSUCI for FY 2019-2020 provides that CSUCI reimburse VCTC the remaining costs including a flat fee for administration, (less net credits) which total \$578,000. These revenues are included in the VCTC FY 2019-2020 budget.

*Attachments: Agreement No. 2903 - Rider A, Amendment #21
Agreement No. 7539 - Rider B, General Provisions*

**AMENDMENT TWENTY-ONE TO
COOPERATIVE AGREEMENT
BETWEEN
TRUSTEES OF THE CALIFORNIA STATE UNIVERSITY
ON BEHALF OF CALIFORNIA STATE UNIVERSITY
CHANNEL ISLANDS
AND
THE VENTURA COUNTY TRANSPORTATION COMMISSION
FOR THE REVISED TERM APRIL 1, 1999 - JUNE 30, 2020**

This Twenty-first Amendment to the COOPERATIVE AGREEMENT is entered into by and between the Trustees of the California State University, on behalf of California State University Channel Islands, hereinafter referred to as CAMPUS or CSUCI, and the Ventura County Transportation Commission, hereinafter referred to as VCTC, for fiscal year 2019/2020 and is based on the following facts which are material to its execution by the parties:

- i. As a part of its certification of the Environmental Impact Report for the development, the CAMPUS agreed to develop an alternative transportation system to move employees and students at CSUCI to and from the campus. This provision was designed to reduce the negative impacts of increased traffic from development of CSUCI and promote improved air quality;
- ii. As a central element in the development of a "Green Campus" university dedicated to the enhancement of the environment in Ventura County, shuttle bus service has been implemented at key transfer points to increase transportation alternatives available to students, staff members and visitors to and from the CAMPUS. The objectives are to reduce traffic congestion, protect air quality, mitigate noise and protect agriculture;
- iii. For the first three years (August 1999 through June 2002) VCTC provided a grant of federal Congestion Management and Air Quality (CMAQ) Funds to the CAMPUS for the development and operation of a shuttle bus system. The CMAQ Grant was managed by VCTC on behalf of the Trustees of the California State University.

- IV. The CMAQ program provided funds for a maximum of three years, which was considered a "demonstration period." The demonstration period ended in August 2002. Therefore, the CAMPUS shuttle bus service no longer qualifies for CMAQ funds but does qualify for partial funding from the Federal Transportation Administration (FTA). During the following years; FY 2002/2003 through 2019/2020, VCTC obtained FTA funds to pay for approximately 38% the total cost of operating CAMPUS shuttle bus service.
- V. It is expected that FTA funds, obtained by VCTC on behalf of the CAMPUS, will total approximately \$333,000 for FY 2019/2020.
- VI. VCTC and CSUCI agree to work together to develop a plan which will enhance revenue through increased ridership resulting in a self-sustaining shuttle bus service. CAMPUS recognizes that it may need to subsidize the shuttle bus pass for the students, faculty, and staff.
- VII. VCTC and CSUCI agree to work together in the development of emergency preparedness and disaster response transportation planning activities related to the VCTC transit bus system and potential evacuation scenarios.

NOW, THEREFORE, in consideration for the foregoing material facts and other consideration by and between the parties, CSUCI and VCTC agree as follows:

- A. During the period from July 1, 2019 through June 30, 2020, CSUCI shall provide \$578,000 to VCTC to maintain, operate, and manage the CAMPUS shuttle bus system. This amount consists of the Trustees of the California State University local matching cost, which, together with FTA payments and accrued CSUCI credit, will provide full funding for this bus service and VCTC administrative and other operating costs. The amount of \$578,000 shall be due and payable during FY 2019/2020 according to the following schedule:

Due Sept 30, 2019 (Includes \$35,000 Admin Fee)	\$ 170,750
Due Nov 30, 2019	\$ 135,750
Due Jan 31, 2020	\$ 135,750
Due April 30, 2020	\$ 135,750

- B. VCTC will continue to provide to CSUCI a variety of analytical, technical and management services designed to facilitate the operation of the system from designated points in Oxnard and Camarillo to the CAMPUS for use by students, employees and visitors. The specific services to be provided by VCTC to CSUCI are as follows:
 - 1. Management and coordination of all CAMPUS shuttle bus service and park and ride locations throughout FY 2019/2020.
 - 2. Continued identification of future CAMPUS shuttle bus service route expansions, service adjustments and/or additional park and ride locations with a focus toward promoting and advancing the CSUCI "Green Campus" concept.

3. Provide analytical and technical expertise in support of the CSUCI Transit Twenty Year Plan and the CSUCI Parking and Transportation Demand Management Study and participate as an ex-officio member of the CSUCI Transportation Subcommittee.
4. Provide input to CSUCI for its emergency preparedness planning activities related to transit services and disaster response, and coordinate applicable transit services during extreme weather events and exigent circumstances.
5. Maintain CAMPUS ridership data and trends.
6. Facilitate access to CAMPUS shuttle bus service during special events at the CAMPUS.
7. VCTC will provide a fiscal year financial statement listing actual cost and revenue for operating the CSUCI service and provide information on any adjustment necessary.

THIS TWENTY FIRST AMENDMENT TO THE AGREEMENT IS FULLY EXECUTED AS OF THE FINAL DATE AFFIXED BELOW.

ATTEST:

TRUSTEES OF THE CALIFORNIA STATE UNIVERSITY



ERIKA D. BECK, PRESIDENT
CSU CHANNEL ISLANDS

5/23/19

DATE

VENTURA COUNTY TRANSPORTATION COMMISSION

MANUEL MINAJARES, CHAIR, VCTC

DATE

APPROVED AS TO FORM

STEVEN T. MATTAS, GENERAL COUNSEL, VCTC

DATE

APPROVED AS TO CONTENT

DARREN M. KETTLE, EXECUTIVE DIRECTOR, VCTC

DATE

RIDER B - GENERAL PROVISIONS FOR SERVICES

1. Commencement of work

Work shall not commence under the Contract until 3 fully executed originals of the Contract has been received by the Contractor and the Contractor has been given approval to proceed. Any work performed by the Contractor prior to the date of approval shall be considered as having been performed at the Contractor's own risk and as a volunteer.

2. Invoices

- (a) Invoices shall be submitted, in arrears to the Address stipulated in the Contract. The Contract number must be included on the invoice. Final invoice shall be marked as such.
- (b) In the event that additional services are performed as authorized, the Contractor shall submit invoices for additional services in accordance with provisions herein.
- (c) For work of a continuing nature, the Contractor shall submit invoices in arrears, upon completion of each phase. Contractor shall be reimbursed for travel, subsistence and business expenses necessary for the performance of services pursuant to the Contract in accordance with CSU policy.
- (d) Unless otherwise specified, the CSU shall pay properly submitted invoices not more than 45 days after (i) the performance completion date of services; or (ii), receipt of an undisputed invoice; whichever is later. Late payment penalties shall not apply to this Contract.
- (e) The consideration to be paid Contractor, as described within the Contract, shall be in full compensation for all of Contractor's expenses incurred in the performance hereof including travel and per diem unless otherwise expressly so provided.

3. Appropriation of Funds

- (a) If the term of the Contract extends into fiscal years subsequent to that in which it is approved such continuation of the Contract is subject to the appropriation of funds for mat purpose by the Legislature. If funds to effect such continued payment are not appropriated, Contractor agrees to take back any commodities furnished under the Contract, terminate any services supplied to the CSU under the Contract, and relieve the CSU of any further Obligation therefore.
- (b) CSU agrees that if provision (a) above is involved, commodities shall be returned to the Contractor in substantially the same condition in which they were delivered subject to normal wear and tear. CSU; further agrees to pay for packing, crating, transportation to Contractors nearest facility and for reimbursement to Contractor for expenses incurred for its assistance in such packing and crating,

4. Cancellation

CSU reserves the right to cancel this Contract at any time upon thirty (30) days written notice to the Contractor.

5. Independent Status

The Contractor and the agents and employees of Contractor, in the performance of this Contract shall act in. an independent capacity and not as officers or employees, or agents of the State of California. While Contractor may (or may not) be required under the terms of this Contract to carry Worker's Compensation Insurance, Contractor is not entitled to unemployment or workers' compensation benefits from the CSU.

6. Conflict of Interest

- (a) Should the Contractor provide services for preparation or development of recommendations for the actions which are required, suggested or otherwise deemed appropriate and which include the provision, acquisition or delivery of products or service, then the Contractor must provide full disclosure of any financial interest including but not limited to service Agreements, OFM and/or marketing Agreement that may foreseeable allow the Contractor to materially benefit from the adoption of such recommendations.
- (b) CSU requires a Statement of Economic Interests (Form 700) to in be filed by any Consultant (or Contractor) who is involved in the making, or participation in the making, of decisions-which may foreseeable have a material effect on any CSU financial interest [reference G.C. 820191].

The CSU reserves the right to prohibit participation by the Contractor in bidding to or providing services goods or supplies or any other related action which is required, suggested or otherwise deemed appropriate in the end product of this Contract.

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7. Governing Law

To the extent not inconsistent with applicable federal law, this Contract will be construed in accordance with and governed by the laws of the State of California.

8. Assignments

Without written consent of the CSU, the Contract is not assignable by Contractor either in whole or in part.

9. Time

Time is of the essence of the Contract.

10. Contract Alterations & Integration

No alteration or variation of the terms of the Contract shall be valid unless made in writing and signed by the parties hereto and no oral understanding or Contract not incorporated here in shall be binding on any of the parties here to.

11. General Indemnity

The Contractor agrees to indemnify, defend and save harmless the CSU, its officers, agents and employees from any and all claims and losses accruing or resulting to any other person, firm or corporation furnishing or supplying work, service, materials or supplies in connection with the performance of this Contract and from any and all claims and losses accruing or resulting to any person, firm or corporation which may be injured or damaged by the Contractor in the performance of this Contract.

12. Use of Data

The Contractor shall not utilize any information not a matter of public record which is received by reason of this Contract, for pecuniary gain not contemplated by the terms of this Contract regardless of whether the Contractor is or is not under contract at the time such gain is realized. The report, survey, or other product developed by the Contractor pursuant to this Contract is the property of the CSU, and shall not be used in any manner by the Contractor unless authorized by the CSU.

13. Termination for Default

CSU may terminate the Contract and be relieved of the payment of any consideration to Contractor should Contractor fail to perform the covenants herein contained at the time and in the manner herein provided. In the event of such termination, the CSU may proceed with the work in any manner deemed proper by the CSU. The cost to the CSU shall be deducted from any sum due the Contractor under the Contract and the balance if any, shall be paid the Contractor upon demand.

14. Personnel

The Contractor shall make every effort consistent with sound business practices to honor the specific requests of the CSU with regard to assignment of its employees, however, the Contractor reserves the right to determine the assignment of its employees. If a Contractor employee is unable to perform due to illness, resignation, or other factors beyond the Contractor's control, the Contractor shall make every reasonable effort to provide suitable substitute personnel.

15. Nondiscrimination

- (a) During the performance of this Contract, Contractor and its subcontractors shall not deny the Contractor's benefits to any person on the basis religion, ethnic group identification sex age physical or mental disability, nor shall they discriminate unlawfully against any employee or applicant for employment because of race, religion color national origin, ancestry, physical handicap, mental medical condition, marital status, age (over 40), or sex. Contractor shall insure that the evaluation and treatment of employees and applicants for employment are free of such discrimination.
- (b) Contractor shall comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12900 et seq.), the regulations promulgated hereunder (California Code of Regulations Title 1 Sections 7285.0 et seq.) and the provisions of Article 9.5, Chapter 1, Part 1 Division 3, Title 2 of the Government Code (Government Code Section 111354-11139) and the regulations or standards adopted by the awarding state agency to implement such article.
- (c) Contractor shall permit access by representatives of the Department of Fair Employment and Housing and the Trustees upon reasonable notice at any time during the normal business hours, but in no case less than 24 hour notice, to such of its books, records accounts, other sources of information and its facilities as said Department or Trustees shall require to ascertain compliance with this clause.
- (d) The provisions of Executive Order 11246, as amended (Equal Employment Opportunity/Affirmative Action, Section 402 of the

Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended (38 USC 4212 or VERAA) and Section 505 of the Rehabilitation Act of 1973, as amended (29 USC 793) and the implementing regulations found at 41 CFR 60-18.2, 41 CFR 60-250, and 41 CFR 60-741, respectively, are hereby incorporated by reference.

- (e) Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining, or other agreement.
- (f) Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the contract (Gov. Code Section 12590 11135 et seq. Title 2 California Code of Regulations, Section 8107).

16 Drug Free Workplace Certification

By accepting a contract or purchase order, the Contractor certifies under penalty of perjury under the laws of the State of California that the Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code, Section 8355 et seq.) and will provide a drug-free workplace by doing all of that which Section 8355 et seq. require.

17. Severability

It is expressly agreed and understood by the parties hereto that if any provision of this Contract is held to be unconscionable or invalid under any applicable statute or law it is deemed to that extent to be omitted. However the balance of the Contract shall remain in full force and effect.

18. Dispute

Any dispute arising under the terms of this Contract which is not resolved within a reasonable period of time by authorized representatives of the Contractor and the CSU shall be brought to the attention of the Chief Executive Officer (or designated representative) of the Contractor and the Chief Business Officer (or designated representative) of The CSU for joint resolution. At the request of either party, The CSU shall provide a forum for discussion of the disputed term(s), at which time the Vice Chancellor, Business and Finance (or designated representative) of The CSU shall be available to assist in the resolution by providing advice to both parties regarding The CSU contracting policies and procedures. If resolution of the dispute through these means is pursued without success either party may seek resolution employing whatever remedies exist in law or equity beyond this Contract. The Contractor shall keep accurate records of its services in order to adequately document the extent of its services under this Contract.

19. Privacy of Personal Information

Contractor acknowledges the privacy rights of individuals to their personal information that are expressed in the States Information Practices Act (California Civil Code Section 1798 et seq.) and in California Constitution Article I, Section 1. Contractor shall not release personal information contained in CSU records without full compliance with applicable state and federal privacy laws. Contractor further acknowledges Federal privacy laws such as Gramm-Leach-Bliley Act (Title 15, United States Code, Sections 6801(b) and 6805(b)(2) applicable to financial transactions and Family Educational Rights and Privacy Act (Title 20, United States Code Section 1212g) applicable to student records and information from student records. Contractor shall maintain the privacy of protected personal information.

20. Waiver of Rights

Any action or inaction by the CSU or the failure of the Contractor to enforce any right or provision of the Contract shall not be construed to be a waiver by the CSU of its rights hereunder and shall not prevent the CSU from enforcing such provision or right on any future occasion. The rights and remedies of the CSU provided herein shall not be exclusive and are in addition to any other rights and remedies provided by law.

21 Endorsement

Nothing contained in this Contract shall be construed as conferring on any party hereto, any right to use the other parties name as an endorsement of product/service or to advertise, promote or otherwise market any product or service without the prior written consent of the other parties. Furthermore nothing in this Contract shall be construed as endorsement of any commercial product or service by the CSU, its officers or employees.

21 Patent, Copyright, and Trade Secret Indemnity

A contractor may be required to furnish a bond to the CSU against any and all loss damage, costs, expenses, claims and liability for patent, copy-right and trade secret infringement. In addition:

- (a) The Contractor, at its own expense, shall defend any action brought against CSU to the extent that such action is based upon a claim that the products supplied by the Contractor or the operation of such product infringes a United States patent copyright or

violates a trade secret. The Contractor shall pay those costs and damages finally awarded against the CSU in any such action. Such defense and payment shall be conditioned on the following:

- (i) That the Contractor shall be notified within a reasonable time in writing by the CSU of any notice of such claim; and,
 - (ii) That the Contractor shall have the sole control of the defense of any action on such claim and all negotiations for its settlement or compromise, provided, however, that when principles of government or public law are involved the CSU has the option to participate in such action at its own expense.
- (b) Should the product or the operation thereof, become, or in the Contractor's opinion is likely to become, the subject of a claim of infringement of a United State or foreign patent or copyright or a trade secret, the CSU shall permit the Contractor at its option and expense either to procure for the CSU the right to continue using the product, or to replace or modify the same so that they become non-infringing provided such replacement or modified product satisfies the performance requirement specified in the Contract. If none of these options can reasonably be taken, or if the use of such product by the CSU shall be prevented by injunction, the Contractor agrees to take back such product and make every reasonable effort to assist the CSU in procuring a substitute product. If, in the sole opinion of the CSU, the return of such infringing product makes the retention of other products acquired from the Contractor under this contract impractical the CSU shall then have the option of terminating the contract or applicable portions thereof without penalty or termination charge. The Contractor agrees to take back such product and refund any sums the CSU has paid Contractor less any reasonable amount for use or damage.

23. Compliance with NLRB Orders

Contractor declares under penalty of perjury that no more than one final, unappealable finding of contempt of court by a federal court has been issued against the Contractor within the immediately preceding two-year period because of the Contractor's failure to comply with an order of a federal court which orders the Contractor to comply with an order of the National Labor Relations Board. This provision is required by, and shall be construed in accordance with Public Contract Code Section 10296.

24. Examination and Audit

For contracts in excess of \$10,000 the Contractor shall be subject to the examination and audit of (a) the Office of the University Auditor and of the State Auditor for a period of three (3) years if the final payment under the contract in accordance with Government Code Section 8546.7 and with Education Code Section 89045(c & d), respectively. The examination and audit shall be confined to those matters connected with the performance of the contract including, but not limited to the costs of administering the Contract.

25. DVBE and Small Business Participation

The State of California supports statewide participation goals of 3% for disabled business enterprises (DVBE Program) and requires agencies to provide a 5% preference when awarding contracts to small businesses. Only small businesses certified by the Office of Small and Minority Businesses (OSMB) are eligible to receive the preference. The CSU encourages all contractors to use the services of DVBE and OSMB certified small business enterprises whenever possible and to report their use to the CSU.

26. Citizenship and Public Benefit

If Contractor is a natural person, Contractor certifies in accepting this Contract that s/he is a citizen or national of the United States or otherwise qualified to receive public benefits under the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (P.L. 104-193; STAT 2105, 226869)

27. Americans with Disabilities Act

Contractor warrants that it complies with California and federal disabilities laws and regulations.

211 Child Support Compliance Act

For any contract in excess of \$100,000, the contractor acknowledges in accordance with Public Contract Code Section 7110, that:

- (a) The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including but not limited to disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with Section 5200) of Part 5 of Division 9 of the Family Code; and
- (b) The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all its-employees to the New Hire Registry maintained by the California Employment Development

Department.

29. Document Referencing

All correspondence, invoices, bills of lading, shipping memos, packages, etc., must show the Contract number. If factory shipment, the factory must be advised to comply. Invoices not properly identified with the contract number and contractor identification number may be returned to contractor and may cause delay in payment.

30. Forced, Convict, Indentured and Child Labor

By accepting a contract or purchase order the Contractor certifies that no apparel, garments or corresponding accessories, equipment, materials or supplies furnished to the State pursuant to this Contract have been laundered or produced in whole or in part by sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor indentured labor under penal sanction or abusive forms of child labor or exploitation of children in sweatshop labor. Contractor shall cooperate fully in providing reasonable access to the Contractor records, documents, agents or employees, or premises if reasonably required by authorized officials of the CSU, the Department of Industrial Relations, or the Department of Justice determine the Contractor's compliance with the requirements above. (Public Contract Code Section 6108).

31. Covenant Against Gratuities

The Contractor shall warrant that no gratuities (in the form of entertainment, gifts, or otherwise) were offered or given by the Contractor, or any agent or representative of the Contractor, to any officer or employee of the CSU; with a view toward securing the Contract or securing favorable treatment with respect to any determinations concerning the performance of the Contract. For breach or violation of this warranty the CSU shall have the right to terminate the Contract, either in whole or in part, and any loss or damage sustained by the CSU in procuring on the open market any items which the Contractor agreed to supply, shall be borne and paid for by the Contractor. The rights and remedies of the CSU provided in this clause shall not be exclusive and are in addition to any other right and remedies provided by law or under the Contract.

32. Rights and Remedies of CSU for Default

(a) In the event any deliverables furnished or services provided by the Contractor in the performance of the Contract should fail to conform to the requirements herein, or to the sample submitted by the Contractor, the CSU may reject the same and it will thereupon become the duty of the Contractor to reclaim and remove the same forthwith or to correct the performance of the service without expense to the CSU, and immediately to replace all such rejected items with others conforming to such specifications or samples, provided that should the Contractor fail, neglect, or refuse to do so, the CSU shall there upon have the right to purchase in the open market in lieu thereof, a corresponding quantity of any such items and to deduct from any monies due to the Contractor the difference between the price named in the Contract and the actual cost thereof to the CSU.

(b) In the event the Contractor shall fail to make prompt delivery as specified of any item, the same conditions as to the right of the CSU to purchase in the open market and to reimbursement set forth above shall apply, except for force majeure. Except for defaults of subcontractors, neither party shall be responsible for delays or failures in performance resulting from acts beyond the control of the offending party. Such acts (known as "force majeure") shall include but shall not be limited to fire, strike, freight embargo or acts of God and of the Government. If a delay or failure of performance by the Contractor arises out of a default of its subcontractor, and if such default arises out of cause beyond the control of the Contractor and the subcontractor, and without the fault or negligence of either of them, the Contractor shall not be liable for damages of such delay or failure, unless the supplies or services to be furnished by the subcontractor obtainable from other sources in sufficient time to permit the Contractor to meet the required performance schedule.

(c) In the event the termination, either in whole or in part by reason of the default or breach thereof by the Contractor, any loss or damage sustained by the CSU in procuring any items which the Contractor therein agreed to supply shall be borne and paid for by the Contractor.

(d) The rights and remedies of the CSU provided above shall not be exclusive and are in addition to any other rights and remedies provided by law under the Contract.

33. Contractor's Power and Authority

The Contractor warrants that it has full power and authority to grant the rights herein granted and will hold the CSU harmless from and against any loss, liability, and expenses (including reasonable attorney fees) arising out of breach of this warranty. Further, Contractor asserts that it will not enter into an arrangement with a third party which might abridge any rights of the CSU under this Contract.

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34. Recycled Content Certification

Contractor agrees to certify in writing and under penalty of perjury, the minimum, if not the exact percentage of recycled content materials as defined in Section 12161 and 122200 of the Public Contract Code, in materials, goods or supplies used in the performance of this Contract.

35. Entire Contract

This Contract sets forth the timeline between the parties with respect to the subject matter hereof and shall govern the respective duties and obligations of the parties.

36 Safety and Accident Prevention

In performing work under this Contract on CSU premises, Contractor shall conform to any specific safety requirements contained in the Contract or as require law or regulation. Contractor shall take any additional precautions as the CSU may reasonably require for safety and accident prevention purposes. Any violation of such rules and requirements unless promptly corrected, shall be grounds for termination of this Contract in accordance with default provisions thereof.

37. Follow-On Contracts

a) If the Contractor or its affiliates provide Consulting and Direction (as defined below) the Contractor and its affiliates:

(i) will not be awarded subsequent Contract to supply the service of system or any significant component thereof that is used for or in connection with any subject of such Consulting and Direction; and

(ii) will not act as a consultant to any person or entity that does not receive a Contract as described in sub-section (i). This prohibition will continue for one (1) year after termination of this Contract of completion of the Consulting and Direction, whichever comes later.

b) "Consulting and Direction" means services for which the Contractor received compensation from the CSU and includes:

(i) development of or assistance in the development of work statement specifications, solicitations or feasibility studies;

(ii) development or design of test requirements;

(iii) evaluation of test data.

(iv) direction of or evaluation of another Contractor.

(v) provision of formal recommendations regarding the acquisition of products or services; or

(vi) provisions of formal recommendations regarding any of the above. For purposes of this Section "affiliates" are employees, directors, partners, joint venture participants, parent corporations, subsidiaries, or any other entity controlled by, controlling or under common control with the Contractor Control exists when an entity owns or directs more than fifty (50%) percent of the outstanding stocks or securities representing the right to vote for the election of directors or other managing authority.

c) Except as prohibited by law the restrictions of this section will not apply.

(i) to follow-on advice given by vendors of commercial off-the-shelf products including Software and Hardware, on the operation, integration, repair or maintenance of such products after sale; or

(ii) where the CSU has entered into a Contract for Software or services and the scope of work at the time of Contract execution expressly calls for future recommendations among the Contractor's own products.

d) The restrictions set forth in this Section are in addition to conflict of interest restrictions imposed on Public Contractors by California law ("Conflict Law"). In the event of any, inconsistency, such Conflict Laws overrule the provisions of this Section, even if enacted after execution of this Contract.

38. Expatriate Corporations

By accepting a Contract or purchase order, the Contractor declares under penalty of perjury under the laws of the State of California that the Contractor is eligible to contract with the CSU pursuant to The California Taxpayer and Shareholder Protection Act of 2003, Public Contract Code Section 10286 et. Sec.

39. Insurance Requirements

Contractor shall furnish to the CSU prior to the commencement of work a underwriter's endorsement with a certificate of insurance stating that these are General Liability insurance presently in effect for the contractor with combined single limit of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate; and in that vehicle insurance (where applicable) is in effect with a minimum coverage of \$1,000,000 per occurrence.

(a) The certificate of insurance shall provide:

- (i) That the insurer will not cancel the insured's coverage without thirty (30) days prior notice to the CSU;
- (ii) That the State of California, the Trustees of the California State University, the CSU, and the employees, officers and agents of each of them are included as additional insureds but only insofar as the operations under this contract are concerned;
- (iii) That the State, the Trustees, and the CSU and the employees, officers, and agents of each of them will not be responsible for any premium or assessments on the policy.
- (b) Contactor agrees that the bodily injure liability insurance herein provided shall be in effect it all times during the term of this contract. In the event said instance coverage expires at any time or times during the term of this contract contractor agrees to provide at least thirty (30) days prior to said expiration date, a new certificate of insurance evidencing insurance as provided herein for not less than the remainder of the term of the contract or for a period of not less than one (1) year. New certificates of insurance of insurance are subject to the approval of the CSU, and the contractor agrees that no work or service shall be performed prior to the giving of such approval .In the event contractor fails to keep in effect at all times insurance coverage as herein provided the CSU may in addition to any other remedies it may have terminate this contract upon termination of this contract upon the occurrence of such event.
- (c) Workers' Comprehensive Insurance coverage as required by the Star of California

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Item #8N

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: AARON B. BONFILIO, PROGRAM MANAGER

**SUBJECT: VCTC INTERCITY TRANSIT SERVICE FISCAL YEAR 2018/2019 BUDGET
AMENDMENT**

RECOMMENDATION:

- Approve Amendment to the Fiscal Year 2018/2019 VCTC Intercity Transit Service budget task by: adding the Revenues Line-item of *Other – Insurance Proceeds* in the amount of \$20,174; and by increasing the *Bus Purchase Equipment* expenditures line-item by an equal amount of \$20,174.

BACKGROUND:

As the Commission will recall, in late October 2017, the VCTC Intercity bus service experienced a bus fire, which resulted in the total loss of a Roadrunner-owned transit vehicle, bus #989. Fortunately, the vehicle was evacuated and no one was injured. However, Roadrunner's bus was deemed a "total loss" and the equipment onboard the bus was destroyed, including equipment purchased by VCTC for the provision of service.

Following the incident, mid-way through Fiscal Year 2018/2019, Roadrunner received insurance proceeds for the loss of the equipment and reimbursed VCTC for the depreciated value of the destroyed equipment, which included the farebox and the onboard surveillance systems. The replacement bus was recently procured and delivered to Roadrunner and the provision of equipping the bus has begun/will begin, presently. This item is to amend in to the current fiscal year budget the funds associated with the insurance proceeds such that VCTC may re-procure the necessary items and services.

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Item #80

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: DARREN KETTLE, EXECUTIVE DIRECTOR

SUBJECT: EDUCATIONAL REIMBURSEMENT POLICY CHANGES

RECOMMENDATION:

- Approve changes to the Personnel Policies and Procedures Manual's Education Reimbursement Policy.

BACKGROUND:

VCTC's Personnel Policies and Procedures Manual contains a section 8.7 Educational Reimbursement Policy that was originally drafted in 2011. It provides employees with the incentive and opportunity to advance their education and training which, in turn, enhances their contributions to VCTC's work program. The maximum reimbursement amount per fiscal year was originally set at \$1,000 per employee. This amount was appropriate when the policy was originally approved but has not kept pace with the current expenses of attending schools in the region. The current fee schedule for a part-time student at the California State University Channel Islands (CSUCI) is \$2,195 per semester. This includes tuition and fees but not text books. Rather than setting a specific dollar maximum reimbursement per year, I am recommending that the policy language link the reimbursement amount to the actual cost for a part-time student at CSUCI. Indexing the VCTC policy to the CSUCI costs will help keep the program's benefit in pace with the changing expenses in the region's educational facilities. While the reimbursement amount is linked to the fee schedule for a part-time CSUCI student an employee may seek reimbursement for courses taken at an accredited higher education institution in pursuit of an Associates, Bachelors, or Masters degree in a field related to transportation, planning, public policy, or public or business administration. I recommend the following changes to the policy:

- 8.7.4 **Approval:** Employees may be reimbursed for books, tuition, and fees to the maximum amount equal to a part-time student's books, tuition, and fees at the California State University Channel Islands (CSUCI). Reimbursement shall not exceed the Internal Revenue Code's section 127 maximum educational reimbursement amount in any calendar year nor exceed CSUCI's costs for any two semesters in a fiscal year. Reimbursement will be made upon successful completion of the course, provided that the employee submits the following to his/her department director within 30 days of course completion: evidence of earning a grade C or better for the course, or proof of attendance for classes that do not use a formal grading system or a verified statement including adequate receipts of tuition, fees and book expenses. An employee may seek reimbursement for courses taken at an accredited higher education institution in pursuit of an Associates, Bachelors, or Masters degree in a field related to transportation, planning, public policy, or public or business administration.

I recommend approval of the listed changes to the Personnel Policies and Procedures Manual. Funding for this program is included the draft FY 2019/20 budget.

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Item #9

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

**SUBJECT: TRANSPORTATION DEVELOPMENT ACT
LOCAL TRANSPORTATION FUND
APPORTIONMENT FOR FISCAL YEAR 2019/2020**

RECOMMENDATION:

- Approve the Local Transportation Fund Apportionment for Fiscal Year 2019/2020 apportioning \$38.55 million as shown in Attachment 1.

BACKGROUND:

Each year the Ventura County Transportation Commission (Commission or VCTC) is responsible for apportioning the quarter cent statewide sales tax funds that accrue to Ventura County under the State Transportation Development Act (TDA) Local Transportation Fund (LTF). Current eligible uses of LTF include funds for Commission administration (amount determined by the Commission), County administration fees, Commission planning activities (capped at 2% of revenues), bicycle and pedestrian projects (capped at 2% of revenues after administrative and planning costs are deducted), rail passenger service operations/capital improvements with the remainder going to fund transit and if all transit needs are met, to street and road projects in cities with populations under 100,000 and the City of Thousand Oaks with the exemption provided in SB 848. Staff works with the County Auditor-Controller to determine the estimated fund balance for the upcoming fiscal year and the projected sales tax revenue. These funds are then apportioned by population and allocated throughout the fiscal year as sales tax revenues are received.

In recognition of the volatility of sales tax revenue, in 2011, the Commission adopted a policy to maintain a reserve of roughly 10% of funds to be apportioned for Articles 4 (public transportation) and 8 (other allocations, currently transit and local streets and roads). Should LTF revenues received be lower than estimated, VCTC would be able to draw from the reserves to keep local jurisdictions whole for the fiscal year to smooth out sales tax fluctuations.

In order to operate commuter rail (Metrolink) services, VCTC used to “swap” its federal funds with Los Angeles County Metropolitan Authority’s local transportation sales tax funds. Although this practice worked in the past, this “swapping” of funds was unsustainable. In 2013, as the economy continued to recover and the LTF receipts rebounded, the Commission saw an opportunity to become more self-reliant in meeting its Metrolink operations costs obligations. The Commission decided that each time there was an increase in estimated LTF revenues, the increase would be split one-third to commuter rail and two-thirds to bus transit.

DISCUSSION:

Each year the Ventura County Auditor-Controller provides a Local Transportation Fund estimate to VCTC for the upcoming fiscal year and notifies VCTC if the previous projection for the current Fiscal Year needs revision (either up or down). The County is projecting that the current Fiscal Year should be increased by \$1,000,000 to \$36.4 million and then estimates that Fiscal Year 2019/2020 Local Transportation Fund sales tax receipts will increase to \$37.4 million (see Attachment 2). It is estimated that the beginning fund balance will be approximately \$4.35 million.

After accounting for the estimate \$4.35 million beginning fund balance, \$37.4 million projected tax receipts and \$3.2 million reserve, it is estimated that there will be \$38.55 million to apportion in Fiscal Year 2019/2020. This amount is \$3.3 million higher than the previous fiscal year. The Fiscal Year 2019/2020 apportionment as shown in Attachment 1 includes the following:

- \$5,841,443 Article 3 funds for Commission activities:
 - \$3,897,463 for Metrolink commuter rail purposes. This number is \$666,600 higher than last year as one-third of the increased estimated revenue is allocated to passenger rail in keeping with the Commission’s policy.
 - \$771,000 (or 2%) for planning activities which include Regional Transportation Planning, Regional Transit, and Transportation Programming.
 - \$1,172,980 for administration of Commission activities including ADA and Senior projects, Regional Transit Technology, Grant Administration, Regional Transit Information Center, TDA Administration, Transportation Programming as well as supporting the Commission’s administrative and management functions.
- \$14,500 Article 3 funds for the County Auditor-Controller’s administrative costs.
- \$731,830 Article 3 funds for Bicycle and Pedestrian projects.
- \$31,962,227 for apportionment to local jurisdictions as allowed by TDA. This is an increase of approximately \$2,189,872 over last year. The Commission apportions these funds based on the California Department of Finance (DoF) population estimates that were issued in May 2019.

TDA claimants are required to comply with the Transportation Development Act Statutes and California Code of Regulations (CCR) sections defined within the TDA guidelines. One of the requirements for Article 4 and 8(c) public transportation fund claimants is the claimant must maintain or exceed a specific farebox recovery ratio as defined in Public Utilities Code (PUC) § 99268.5 and CCR § 6633.2. The required ratio for non-urban areas and specialized senior/disabled transit is 10% and for urban areas is 20%. In other words, the “fare revenue” received during the fiscal year must provide 10 or 20 percent of the funds, as applicable, to operate the transit system after allowable exclusions. If this ratio is not met and the operator is out of compliance, a non-compliance penalty cycle will begin (CCR § 6633.9).

June 7, 2019

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In the penalty cycle, the first year the farebox recovery ratio is not met is usually considered a "grace year" and is meant to allow the operator time to make changes to bring the farebox revenue ratio back in to compliance. If in the next consecutive year, the transit operator meets or exceeds the required farebox ratio, the penalty cycle will stop. However, if in the next consecutive year, the farebox ratio is not met, the year will be deemed a "non-compliant year" and a penalty will be required in a future year. The penalty is calculated as the difference between the required farebox revenues and the actual farebox revenues from the "non-compliant year" and is permanently withheld from the claimant in the "penalty year" or two years after the "non-compliant year". Although there is only one penalty assessed, the cycle could continue as long as the operator does not meet the farebox requirement.

In Fiscal Year 2016/2017 and 2017/2018 one claimant, City of Simi Valley, did not meet the farebox recovery ratio requirements for regular nor specialized services triggering the TDA penalty cycle. Fiscal Year 2019/2020 is considered the "penalty year" for Simi Valley and the apportionment in Fiscal Year 2019/2020 includes a permanent withholding adjustment of \$691,004.

City of Simi Valley

Farebox Ratio - 3 Year Penalty Cycle (TDA Sections 99268.9 and 6633.9)

Fixed Route

	FY 16/17	FY 17/18	FY 18/19	FY 19/20
	Grace Year	Non-Compliance Year	Determination Year	Penalty Year (for 17/18)
A Net Operating Costs:	2,906,601	4,080,778		
B Actual Farebox % (C/A):	13.37%	8.59%		
C Actual Fares:	388,706	350,526		
D Required Fares (A*20%):	581,320	816,156	-	-
E Reduced Eligibility*:	0	0	0	(465,630)
F TDA Claimant's Eligibility (A-C-E):	2,517,895	3,730,252	-	(465,630)

* Eligibility is reduced regardless of farebox in years after "non-compliance" year.

If "Determination" year is also out of compliance penalty will be assessed in future year

City of Simi Valley

Farebox Ratio - 3 Year Penalty Cycle (TDA Sections 99268.9 and 6633.9)

Specialized Services

	FY 16/17	FY 17/18	FY 18/19	FY 19/20
	Grace Year	Non-Compliance Year	Determination Year	Penalty Year (for 17/18)
A Net Operating Costs:	3,034,786	3,437,510		
B Actual Farebox % (C/A):	5.04%	3.44%		
C Actual Fares:	152,892	118,377		
D Required Fares (A*10%):	303,479	343,751	-	-
E Reduced Eligibility*:	0	0	0	(225,374)
F TDA Claimant's Eligibility (A-C-E):	2,881,894	3,319,133	-	(225,374)

* Eligibility is reduced regardless of farebox in years after "non-compliance" year.

If "Determination" year is also out of compliance penalty will be assessed in future year

Total TDA Loss (691,004)

June 7, 2019
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TDA regulations only allow Simi Valley to claim LTF Article 4 funds. As these funds can only be used for Public Transportation, staff is recommending the funds be reapportioned to other Article 4, Public Transportation claimants. At this time, there is only one other claimant, Gold Coast Transit District (GCTD), in the County who can only claim Article 4; therefore, the full amount is reapportioned to GCTD. This reapportionment is a one-time apportionment because of the Fiscal Year 2017/2018 non-compliance. Staff is recommending apportioning \$38,550,000 as shown in Attachment 1.

Attachment 1

VENTURA COUNTY TRANSPORTATION COMMISSION TDA LOCAL TRANSPORTATION FUND APPORTIONMENT FOR FISCAL YEAR 2019/2020

			FY	CCR § 6633.9	FINAL	REVISED	Change vs. FY	DRAFT	Change vs. Draft
			2019/2020	Adjustment	FY 2019/2020	FY 2018/2019	2018/2019	FY 2019/2020	FY 2019/2020
Estimated Unapportioned Cash Balance			4,350,000	0	4,350,000	2,700,000	1,650,000	4,350,000	4,400,000
Contingency Reserve			-3,200,000	0	-3,200,000	-2,850,000	-350,000	-3,200,000	-3,200,000
Estimated Annual LTF Receipts			37,400,000	0	37,400,000	35,400,000	2,000,000	37,400,000	37,400,000
Total Funds Available			38,550,000	0	38,550,000	35,250,000	3,300,000	38,550,000	38,600,000
Auditor's Administration			14,500	0	14,500	14,500	0	14,500	14,500
VCTC Administration			1,172,980	0	1,172,980	854,747	318,233	1,250,000	1,250,000
VCTC Planning and Programming			771,000	0	771,000	704,000	67,000	771,000	772,000
Subtotal			36,591,520	0	36,591,520	33,676,753	2,914,767	36,514,500	36,563,500
Article 3 Pedestrian and Bicycle Facilities			731,830	0	731,830	673,535	58,295	730,290	731,270
Subtotal			35,859,690	0	35,859,690	33,003,218	2,856,472	35,784,210	35,832,230
Article 3 Rail Passenger Service Operations/Capital			3,897,463	0	3,897,463	3,230,863	666,600	3,897,463	3,897,463
Total to be Apportioned			31,962,227	0	31,962,227	29,772,355	2,189,872	31,886,747	31,934,767
			FY	CCR § 6633.9	FINAL	REVISED	Change vs. FY	DRAFT	Change vs. Draft
Article 4 and Article 8 by Agency			2019/2020	Adjustment	FY 2019/2020	FY 2018/2019	2018/2019	FY 2019/2020	FY 2019/2020
	Population	Pop %	2,607,431	0	2,607,431	2,382,314	225,117	2,551,502	55,929
Camarillo	69,880	8.16%	2,607,431	0	2,607,431	2,382,314	225,117	2,551,502	55,929
Fillmore	15,925	1.86%	594,209	0	594,209	552,873	41,336	592,137	2,072
Moorpark	37,020	4.32%	1,381,327	0	1,381,327	1,283,811	97,516	1,374,985	6,341
Santa Paula	30,779	3.59%	1,148,456	0	1,148,456	1,079,130	69,326	1,155,769	-7,312
Simi Valley	127,716	14.91%	4,765,465	-691,004	4,074,461	4,462,355	-387,894	4,779,265	-704,804
Thousand Oaks	129,557	15.12%	4,834,158	0	4,834,158	4,512,121	322,037	4,832,566	1,592
Gold Coast Transit District:				691,004	691,004		691,004	0	691,004
Ojai	7,769	0.91%	289,885	0	289,885	266,126	23,759	285,026	4,858
Oxnard	209,879	24.50%	7,831,212	0	7,831,212	7,156,507	674,705	7,664,752	166,460
Port Hueneme	23,526	2.75%	877,826	0	877,826	829,292	48,534	888,188	-10,361
San Buenaventura	108,170	12.63%	4,036,145	0	4,036,145	3,856,180	179,965	4,130,041	-93,895
Ventura County - Unincorporated	96,377	11.25%	3,596,113	0	3,596,113	3,391,646	204,467	3,632,516	-36,403
Total			856,598	100.00%	31,962,227	29,772,355	2,189,873	31,886,746	31,934,767

Attachment 2

JEFFERY S. BURGH
AUDITOR-CONTROLLER

COUNTY OF VENTURA
800 SOUTH VICTORIA AVE.
VENTURA, CA 93009-1540



ASSISTANT
AUDITOR-CONTROLLER
JOANNE McDONALD

CHIEF DEPUTIES
BARBARA BEATTY
AMY HERRON
JILL WARD
MICHELLE YAMAGUCHI

January 14, 2019

Mr. Darren Kettle, Executive Director
Ventura County Transportation Commission
950 County Square Drive
Ventura, CA 93003

SUBJECT: LOCAL TRANSPORTATION FUND FY 2019-20 ESTIMATES AND FY 2018-19 REVISED ESTIMATES

Dear Mr. Kettle:

The Auditor-Controller's conservative estimate of the Local Transportation Fund (LTF) revenues for fiscal year 2019-20 is \$37.4 million. Based on current year projected growth of 3.56 percent, the estimate could be \$37.9 million. As you are aware, projections are very uncertain given the current economic climate. It may be prudent to budget a contingency account to be allocated midyear if projections remain strong.

For fiscal year 2018-19 we had projected \$35.4 million. This estimate is currently revised to \$36.4 million. In addition, based on the allocation schedule provided by your office, we estimate that approximately \$94,469 in interest will be earned by the fund during fiscal year 2018-19 and be available for allocation in the subsequent fiscal year.

Based on revised revenue estimates of \$36.4 million, the City of Camarillo's allocation return of \$194 thousand, budgeted allocations of \$35.6 million, and interest of \$94,469, we project a LTF fund balance at June 30, 2019 of approximately \$4,404,527 (see Attachment I).

The Auditor-Controller's estimated LTF administrative costs for fiscal year 2019-20 are \$14,500.

We will continue to monitor growth trends and will notify you in the event of a significant change in projected revenues.

If you have any questions, please contact Jill Ward at (805) 654-3153.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeffery S. Burgh", written over a horizontal line.

JEFFERY S. BURGH
Auditor-Controller

Enclosure

ATTACHMENT 1

COUNTY OF VENTURA
AUDITOR-CONTROLLER
LOCAL TRANSPORTATION FUND
PROJECTED ACTIVITY AND FUND BALANCE
AS OF JUNE 30, 2019

Audited Fund Balance as of June 30, 2018	\$ 3,278,749	
Reversal of FY18 Fair Value adjustment	<u>(6,724)</u>	
Subtotal:		3,272,025
<u>ADD:</u>		
FY 18-19 Actual LTF Receipts as of December 31, 2018	\$ 18,809,733	
Return of Allocation - City of Camarillo	194,307	
Projected LTF receipts for remainder of FY 18-19	<u>17,626,900</u>	
Subtotal: (A)		36,630,940
FY 18-19 interest earnings apportioned as of December 31, 2018	\$ 22,208	
Projected interest earnings for the remainder of FY 18-19	<u>72,261</u>	
Total Interest (B)		<u>94,469</u>
Funding Available		\$ 39,997,434
<u>LESS:</u>		
FY 18-19 allocations as of December 31, 2018	\$ 16,906,466	
Projected allocations for the remainder of FY 18-19 (C)	<u>18,686,441</u>	
Subtotal:		<u>35,592,907</u>
Projected Fund Balance as of June 30, 2019		\$ <u>4,404,527</u>

(A) FY 18-19 projected LTF receipts are based on FY18-19 actual receipts through December 31, 2018.

(B) Based on actual first quarter earnings and projected second, third, and fourth quarter earnings.

(C) Based on VCTC FY 18-19 Transportation Development Act (TDA) allocations adopted on June 1, 2018.

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Item #10

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

**FROM: DARREN KETTLE, EXECUTIVE DIRECTOR
SALLY DEGEORGE, FINANCE DIRECTOR**

SUBJECT: FISCAL YEAR 2019/2020 BUDGET – PUBLIC HEARING

RECOMMENDATION:

- Conduct Public Hearing to receive testimony on the Fiscal Year 2019/2020 Budget.
- Adopt the Fiscal Year 2019/2020 salary schedule (Attachment 1 of this item and Appendix C in the Fiscal Year 2019/2020 Budget) effective July 1, 2019.
- Adopt, by resolution 2019-04, the proposed Fiscal Year 2019/2020 Budget.

DISCUSSION:

The proposed Fiscal Year 2019/2020 Budget is divided into two main sections: the Main Budget and the Program Task Budgets. The Main Budget contains the program overviews and projections and is intended to provide a general understanding of VCTC's budgeted activities and programs for the coming fiscal year. The Program Task Budgets contain task level detail of the projects including objectives and accomplishments. This task driven budget is designed to provide fiscal transparency and clarity of VCTC's programs and services to the region.

The proposed Budget is in many ways a "continuation" budget for the majority of VCTC programs and projects. However, after reviewing VCTC's accounting and financial reporting including its measurement focus and basis of accounting and researching industry practice, Government Accounting Standards Boards (GASB) 34, and other related pronouncements and regulations, the budget now includes an additional special revenue fund. VCTC management determined that VCTC should present the activities associated with the State of Good Repair (SGR) revenues as a special revenue fund based on the research and in an effort to provide more transparency of the activities.

At \$82,452,074, the Fiscal Year 2019/2020 Budget is \$2,307,040 or 2.9% higher than the Fiscal Year 2018/2019 budget and \$5,095,979 or 6.6% higher than Draft Fiscal Year 2019/2020. The proposed budget is a balanced budget with an estimated ending fund balance of \$15,667,367. The proposed budget contains six programs:

- Transit and Transportation program at \$21,680,500
- Highway program at \$9,093,700
- Rail program at \$13,511,974
- Commuter Assistance program at \$608,400
- Planning and Programming program at \$36,250,100
- General Government program at \$1,307,400

Personnel costs for Fiscal Year 2019/2020 are budgeted at \$3,212,000 or 3.9% of the budget, which is an increase of \$145,100, or 4.7% increase, from the previous fiscal year. At the April 2019 Commission meeting, the Commission approved increasing the director and manager salary ranges to bring the classifications up to market standards effective July 1, 2019. The wage cost of \$2,142,600 includes approximately an \$80,000 pool for merit increases for employees not at the top of their range. Benefits account for 1.3% of the Budget. Further information about personnel can be found within the Personnel Section of the budget.

Below are some of the major changes in the proposed Fiscal Year 2019/2020 budget as compared to the Draft Fiscal Year 2019/2020 Budget. Additional details of these major changes, as well as smaller changes to all budgets, can be found within the individual budget tasks. The major changes were:

- The Transit Grant Administration budget increased by \$3.9 million with the inclusion of new pass-through projects to local agencies.
- The VCTC Intercity Services budget increased by \$92,900 for additional outreach for the demonstration route and contract services.
- The Motorist Aid Services budget increased by \$0.5 million for the addition of the new Incident Responder Grant Program.
- The Metrolink Commuter Rail budget increased by \$150,000 for the new Saturday service.
- The Santa Paula Branch Line budget increased by \$52,300 for consultant services to explore the options of dealing with the upcoming expiration of the operating lease.
- The Rideshare Programs budget increased by \$18,600 for additional consultant services with the database administration.
- The Regional Transit Planning budget increased \$232,313 for additional funds for the College Pass Pilot Program.
- The TDA Administration budget increased \$88,766 for additional pass-through to local agencies.
- The Management and Administration budget increased by \$23,100 largely due to the addition of the employee education reimbursement program offset by the adjustment to salaries.

The major changes presented with the Draft Budget from the previous fiscal year were:

- The Regional Transit Technology budget decreased by \$2,118,616 for the anticipated completion of the CAD/AVL equipment project.
- The Transit Grant Administration budget decreased by \$5,406,503 as pass-through projects were completed. It is expected to increase with the final budget when new pass-through funds to local agencies are included.
- The VCTC Intercity Services budget decreased by \$762,626 due to the completion of the bus purchase in Fiscal Year 2018/2019 offset by depreciation expense in the current year not previously budgeted.

- The Motorist Aid Services budget (previously the Callbox System budget) decreased by \$581,000 due to the completion of the ADA upgrades and compliance project.
- The Highway Project Management budget increased by \$2,740,080 for the continuation of the U.S. 101 preliminary engineering and environmental documents.
- The Metrolink Commuter Rail budget increased by \$2,841,323 largely due to carry-over of the capital rehabilitation projects funded by SB1/State of Good Repair funds.
- The Rideshare Program budget increased by \$32,800 due to increased database administration and staffing costs.
- The Regional Transit Planning budget decreased by \$346,691 largely due to the completion of consultant studies such as the Origin/Destination Customer Satisfaction Survey and the implementation portion of the College Pass Program.
- The Regional Transportation Planning budget decreased by \$161,500 for partial completion of the multi-modal corridor study of the U.S. 101 and Freight Corridor Extension Study.
- The Transportation Development Act budget increased \$836,894 due to increased pass-through funds to local agencies.
- The Management and Administration budget increased by \$137,800 for relocation and furniture and equipment for the new office area and an adjustment for the over collection of the ICAP in a previous fiscal year.

The estimated ending Fiscal Year 2019/2020 fund balance (after contingency set aside) is expected to be \$15.6 million. The Commission's available General Fund balance is estimated to be \$36,345. The other funds are restricted and the estimated fund balance are \$559,576 for the Local Transportation Fund (which includes unallocated Article 3 bicycle and pedestrian funds), \$11.9 million for the State Transit Assistance fund, \$3 million for the Service Authority for Freeway Emergencies fund and \$25,359 for the Santa Paula Branch Line, \$93,601 balance for the State of Good Repair fund (to be passed through to local agencies at a future date), and a zero balance for the VCTC Intercity Services and Valley Express funds.

It is important to note a few reasons the STA fund balance is at \$11.9 million. First, the STA fund balance is used for on-going cash flow needs when State and Federal grants are delayed. Also, these funds although not currently budgeted, could be used for nonrecurring capital costs associated with Metrolink capital and rehabilitation expenditures, possible bus purchases for the VCTC Intercity Service or other transit projects benefiting the County and potential office relocation costs including associated furniture and equipment costs.

As required by the VCTC Administrative Code, the proposed Draft Fiscal Year 2019/2020 budget went to the Finance Committee on March 28, 2019 in advance of the full Commission, which included a public hearing at the meeting on April 5, 2019. On May 29, 2019 the Finance Committee consisting of Chair Minjares and Vice-Chair Bill de-la-Pena (Past-Chair Parks was unable to attend but briefed by the Executive Director) met and discussed the details of the proposed Final Budget. The Finance Committee recommended forwarding the proposed Final Budget to the full Commission as presented for review and a public hearing at the June 2019 Commission meeting.

The proposed Fiscal Year 2019/2020 Budget is a balanced budget. Staff's recommendation is to adopt the Fiscal Year 2019/2020 budget by resolution 2019-04 as well as the associated salary schedule (Attachment 1 to this item and Appendix C in the budget) effective July 1, 2019.

The budget is a separate attachment to the agenda. When the Fiscal Year 2019/2020 Budget is approved by the Commission, the budget will be printed and made available to the public in addition to being available on the VCTC website at www.goventura.org

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**RESOLUTION NO. 2019-04
A RESOLUTION OF THE
VENTURA COUNTY TRANSPORTATION COMMISSION,
THE VENTURA COUNTY AIRPORT LAND USE COMMISSION,
VENTURA COUNTY SERVICE AUTHORITY FOR FREEWAY EMERGENCIES
VENTURA COUNTY CONSOLIDATED TRANSPORTATION SERVICE AGENCY
VENTURA COUNTY CONGESTION MANAGEMENT AGENCY AND THE
ADOPTING THE FISCAL YEAR 2019/2020 BUDGET**

The VENTURA COUNTY TRANSPORTATION COMMISSION, the VENTURA COUNTY AIRPORT LAND USE COMMISSION, the VENTURA COUNTY SERVICE AUTHORITY FOR FREEWAY EMERGENCIES, VENTURA COUNTY CONSOLIDATED TRANSPORTATION SERVICE AGENCY and the VENTURA INTERCITY SERVICE TRANSIT AUTHORITY, (hereinafter collectively referred to as "VCTC" or the "Commission") hereby finds and determines:

WHEREAS, the VCTC budget for Fiscal Year 2019/2020 has been presented to the Commission who has conferred with the Executive Director and appropriate staff in public meetings, and has deliberated and considered the proposed budget; and

WHEREAS, the budget was made available to the public and a public hearing was held by VCTC prior to this adoption as required by section 12, subsection f, of the VCTC Administrative Code;

NOW, THEREFORE, the Commission hereby resolves as follows:

Section 1. The Commission hereby approves the Fiscal Year 2019/2020 Budget and authorizes expenditures of \$82,452,074. Included in the budget adoption is the approval for all identified estimated revenues, expenditures and transfers between funds as well as the schedule of salary ranges for the fiscal year.

Section 2. The Executive Director and/or his designee is authorized to make payments as herein above set forth commencing on/or after July 1, 2019 in the manner and to the extent authorized by the VCTC Administrative Code.

Section 3. The Chair of VCTC is hereby authorized to execute this Resolution on behalf of VCTC and the Clerk of the Commission is hereby authorized to attest to the signature of the Chair and to certify the adoption of this resolution.

Section 4. This Resolution shall take effect immediately upon its adoption.

Adopted this 7th day of June 2019.

ATTEST:

Manuel Minjares, Chair
APPROVED AS TO FORM:

Donna Zimmermann, Clerk of the Commission

Steven T. Mattas, General Counsel

Attachment 1
Ventura County Transportation Commission
Salary Schedule
Fiscal Year 2019/2020
Effective July 1, 2019

Department/Position	FTE	Annual Range Bottom	Annual Range Top	Exempt vs. Non-Exempt
TRANSIT AND TRANSPORTATION				
Transit Director	1.0	109,108	158,482	E
Program Manager, Regional Transit Planning	1.0	70,132	115,364	E
Program Manager, Transit Contracts	1.0	70,132	115,364	E
Transit Planner	1.0	50,100	88,625	NE
Transit Specialist	1.0	43,827	63,545	NE
Lead Customer Service Representative	1.0	43,827	63,545	NE
Customer Service Representative	2.0	24,960	40,331	NE
Administrative Assistant	0.6	43,827	63,545	NE
Transit and Transportation Subtotal:	8.6			
PLANNING AND TECHNOLOGY				
Planning and Technology Director	1.0	109,108	158,482	E
Information Technology Systems Analyst	1.0	70,132	115,364	E
Program Manager, Transportation Planning	1.0	70,132	115,364	E
Program Analyst	1.0	50,100	88,625	NE
Planning and Technology Subtotal:	4.0			
PROGRAMMING				
Programming Director	1.0	109,108	158,482	E
Program Manager	1.0	70,132	115,364	E
Administrative Assistant	0.4	43,827	63,545	NE
Programming Subtotal:	2.4			
FINANCE				
Finance Director	1.0	109,108	158,482	E
Senior Accountant / Analyst	1.0	50,100	88,625	NE
Accounting Technician	1.0	43,827	63,545	NE
Finance Subtotal:	3.0			
ADMINISTRATION				
Executive Director	1.0	0	248,843	E
Clerk of the Board/Public Information Officer	1.0	70,132	115,364	E
Receptionist/Secretary	1.0	43,827	63,545	NE
Administration Subtotal:	3.0			
Total Budgeted Positions	21.0			
APPROVED POSITIONS NOT BUDGETED				
Intern	1.0	24,960	40,331	NE
Analyst	1.0	50,100	88,625	NE
Program Manager, Highway Capital	1.0	70,132	115,364	E



Item #11

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: CLAIRE GRASTY, PROGRAM MANAGER – REGIONAL TRANSIT

SUBJECT: FISCAL YEAR 2019/2020 TRANSPORTATION DEVELOPMENT ACT (TDA) UNMET TRANSIT NEEDS FINDINGS

RECOMMENDATION:

- Review and Approve the Fiscal Year (FY) 2019/2020 Unmet Transit Needs Findings
- Adopt Resolution No. 2019-02 (Attachment A)

DISCUSSION:

The Unmet Transit Needs process is conducted each year to collect requests for new or expanded transit service. Before allocating funds for non-transit purposes the Commission must make a finding that there are no unmet transit needs that are “reasonable to meet” as discussed in the attached FY 19-20 Transit Needs Assessment report.

Pursuant to Senate Bill 203, Ventura County cities with a population under 100,000 and not part of a transit district (Camarillo, Fillmore, Moorpark and Santa Paula), are subject to the Unmet Needs process. Additionally, on June 11, 2018, State legislation allowed the City of Thousand Oaks to spend TDA fund on streets and roads and they therefore now participate in the process as well. VCTC Intercity service does not utilize Article 8 funds for non-transit purposes; however, service requests for the regional service it provides are included in the process. The Gold Coast Transit District (GCTD), City of Ojai and City of Simi Valley do not utilize or claim TDA Article 8 funds for non-transit purposes and their service is not subject to the Unmet Transit Needs process.

As part of the annually required Unmet Transit Needs Findings, the Citizen’s Transportation Advisory Committee/Social Service Transportation Advisory Committee (CTAC/SSTAC) is required to review and comment on the recommendations which are proposed to be presented to the Commission. Adoption of staff’s and CTAC/SSTAC’s recommendation completes the 2019/20 Unmet Transit Needs process and authorizes distribution of Transportation Development Act (TDA) revenue for non-transit purposes. The Unmet Transit Needs Findings were taken to Transcom for their review and information as well.

Adopted Criteria

In order for a request to be considered an Unmet Transit Need, it must meet either of the two following definitions and must receive at least 15 requests for general public service or 10 requests for disabled service:

- Public transit services not currently provided to reach employment, medical assistance, shop for food or clothing, to obtain social services such as health care, county welfare programs and education programs. Service must be needed by and benefit the general public.
- Service expansions including new routes, significant modifications to existing routes, and major increases in service hours and frequency

If they fulfill the above criteria, the need must also be determined to be reasonable to meet.

Public Input Process

For FY 19-20, the public comment period for the annual process was held from December 17, 2018 – February 11, 2019, though any comments received throughout the year (before the public comment period) were included also.

VCTC collected public input online, over the phone and in person. VCTC hosted an online survey where over 100 surveys were collected. A social media campaign was conducted that reached nearly 25,000 people. A significant number of comments were received through Facebook, email/website, Instagram and over the phone. VCTC also conducted five community meetings (in Moorpark, Camarillo, Santa Paula, Thousand Oaks and Fillmore) and held a public hearing. Articles and/or public notices were printed in the VC Star, Acorn and Vida.

Analysis

Staff screened each comment received based on the criteria; one request met the 15-comment threshold: service to Santa Clarita. Most comments requested service from Fillmore to Santa Clarita, while some requested the service start in Ventura. However, since this is a regional service traveling a significant distance, this request is not reasonable to meet as the service cannot be provided with the existing fleet and would require additional buses. This service is a regional need and while Santa Paula and Fillmore may have LTF funds not being spent on transit, this route would serve more than those two cities and would require funding above what is allocated to them, potentially highlighting a structural issue with TDA law and the Unmet Needs process. VCTC will begin the process to plan for the future implementation of this route by working with partners such as Fillmore, Santa Paula, Santa Clarita and the Gold Coast Transit District to plan for the implementation of this route, including applying for grant funding for the additional buses required and for operations of the route.

VCTC and the operators value all comments and public input as they are essential to improving public transit in Ventura County. The transit providers receive comments about their service through this process and take all feedback received into consideration for future planning purposes.

Comments received spanned a range of service requests from increased frequency to better information. While not at a level to be defined as an Unmet Transit Need, the most frequent comments received were in the following areas:

- Connectivity between Fillmore – Moorpark
- Additional service on the East West Connector
- Weekend or additional Metrolink service
- Later or extended service on the Highway 126 route

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Demand expressed for some of these service expansions has been limited and in this case staff is recommending continued monitoring of the ridership demand before pursuing extensive analysis of cost-effectiveness.

The most frequent comments that are not applicable to the Unmet Transit Needs process but are nonetheless valuable for the operators are the following:

- More frequency and extended service on the Coastal Express
- More frequency on numerous routes and services
- Later service
- Improved service to LA county
- Bus stop improvements

The Unmet Transit Needs Assessment and all comments received through the process were reviewed and approved by the CTAC/SSTAC on April 9, 2019. They were also reviewed by Transcom on April 11, 2019.

RECOMMENDATION

At this time, the CTAC/SSTAC and staff is recommending that there are no Unmet Transit Needs that are reasonable to meet. Staff recommends approving the Fiscal Year (FY) 2019/2020 Unmet Transit Needs Findings and Resolution 2019-02. With this, the Transportation Development Act funds can be allocated for streets and roads purposes in cities fewer than 100,000 and Thousand Oaks.

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**RESOLUTION NO. 2019-02
A RESOLUTION OF THE VENTURA COUNTY
TRANSPORTATION COMMISSION APPROVING
UNMET TRANSIT NEEDS FINDINGS FOR FISCAL YEAR 2019/2020**

- I. THE VENTURA TRANSPORTATION COMMISSION DOES HEREBY FIND THE FOLLOWING FACTS AND DECLARE THAT SAID FACTS ARE MATERIAL TO ITS DETERMINATIONS MADE HEREIN:**
- A. The Ventura County Transportation Commission, hereinafter referred to as VCTC, has been designated as the Regional Transportation Planning Agency; and
 - B. VCTC shall allocate monies in the Local Transportation Fund and State Transit Assistance Fund in accordance with the rules and regulations which implement the Transportation Development Act of 1971 as amended; and
 - C. The Public Utilities Code, Section 99401.5, requires VCTC to hold a public hearing to determine whether there are any Unmet Public Transportation Needs prior to allocations for streets and roads; and
 - D. VCTC, on January 11, 2019 reaffirmed methodology and definitions for noticing and conducting the annual Unmet Needs Hearings; and
 - E. The said Public Hearing was duly noticed and advertised in conformance with these procedures by means of publication of public hearing notices in the major newspapers in the region; press releases, agency web posting; and written notices to interested organizations and individuals; and
 - F. VCTC has given specific consideration to the following factors in the planning process pursuant to Public Utilities Code 99401.5
 - a. Established a Social Services Transportation Advisory Committee by including social services and users' representatives as well as transit operators in conformance with Public Utility Code 99238;
 - b. In consultation with the Social Services Transportation Advisory Committee, conducted a transit needs assessment including an assessment of the size and location of identifiable groups likely to be transit dependent or transit disadvantaged and an analysis of the adequacy of existing an alternative public transportation services in meeting the demand; and
 - G. VCTC, after a review of these factors, considered public testimony at said advertised Public Hearing held on February 1, 2019; and
 - H. VCTC directed staff in conjunction with its advisory committees to evaluate and determine whether requests received by February 11, 2019 are "unmet transit needs" and are "reasonable to meet" based upon adopted definitions and criteria; and
 - I. Staff and input from the CTAC/SSTAC advise that there are no regional and community public transit needs within the Cities of Santa Paula, Fillmore, Moorpark, Camarillo and Thousand Oaks that are be reasonable to meet at this time, based upon adopted definitions.

II. NOW, THEREFORE, BE IT RESOLVED THAT: VCTC, acting as the Regional Transportation Planning Agency, makes the following determinations and findings that there are no “unmet transit needs,” which are “reasonable to meet” for FY 2019-20.

1. The Chair shall execute this Resolution on behalf of VCTC and the Clerk of the Board shall attest to her signature and the adoption of this resolution.
2. The Executive Director shall before August 15, 2019 forward to the Department of Transportation on behalf of VCTC all of the following:
 - a. A copy of the notice of hearing and proof of publication and a description of the actions taken to solicit citizen participation pursuant to Public Utilities Code Section 99238.5;
 - b. A copy of the Resolution or minutes documenting VCTC’s definitions of “unmet transit needs” and “reasonable to meet”, as determined pursuant to Public Utilities Code (use the symbol) 99401.5; and
 - c. A copy of this Resolution adopted as required by Public Utilities Code § 99401.5(d).

Executed this 7th day of June, 2019.

MANUEL MINJARES, CHAIR, VCTC

ATTEST:

Donna Zimmermann, Clerk of the Commission

APPROVED AS TO FORM:

Steven T. Mattas, General Counsel

Date



Item # 12

June 7, 2019

MEMO TO: SERVICE AUTHORITY FOR FREEWAY EMERGENCIES

FROM: STEVE DEGEORGE, PLANNING AND TECHNOLOGY DIRECTOR

SUBJECT: INCIDENT RESPONDER GRANT PROGRAM

RECOMMENDATION:

- Approve an Incident Responder Grant Program to provide funds to agencies that respond to highway incidents within Ventura County.

DISCUSSION:

In November the Commission approved the development of new programs funded through the Service Authority for Freeway Emergencies (SAFE) to provide expanded services to Ventura County motorists. Among the suggested programs was a grant program to provide financial assistance to agencies that respond to highway incidents. Entities responding to freeway and highway incidents play a significant role in providing assistance to motorists involved as well as those simply caught in the resultant congestion until the incident is cleared.

Entities responding to freeway and highway incidents use a wide variety of tools to assist motorists, from life saving devices to photographic equipment for incident analysis. These tools heighten the efficiency of incident responders allowing them to save lives as well as reduce congestion. To accommodate the purchase of the widest possible array of tools and/or equipment by agencies both large and small, a very wide grant range was established with \$5,000 being the minimum and the full \$500,000 being the maximum grant available.

VCTC engaged WPSS Legislative Advocacy and Government Consulting for the purposes of using the expertise of former Ventura County Sheriff Geoff Dean to assist with the development and implementation of, if approved, the first round of grants under this new program. While the full outline and schedule of the grant program can be found in Attachment 1 to this item, some of the highlights are:

- Minimum and maximum grant amounts to be \$5,000 and \$500,000 respectively;
- Open to government agencies either singularly or working in collaboration that respond to highway incidents;
- Must be on the roadway network as defined in SAFE statutes;
- Grants to be for capital expenditures only.
- Grant recommendations will be brought back to the Commission for final approval

Staff believes that it is beneficial to Ventura County motorists for incident responders to have the best tools available for their use. To that end, staff is recommending that Ventura County SAFE approve and establish the Incident Responder Grant Program to provide funds to incident responders in Ventura County. Funds for this grant program are included in the Fiscal Year 2019/2020 Motorist Aid Services Task Budget with funding provided through the Ventura County SAFE which receives a \$1 vehicle registration fee on all vehicles registered in Ventura County.

Attachment 1, SAFE Incident Responder Grant Program

Ventura County Service Authority for Freeway Emergencies (SAFE) Incident Responder Grant Program

Introduction

The California Legislature established Service Authorities for Freeway Emergencies (SAFE) in order to encourage the development of a motorist aid system comprised of multiple service elements and infrastructure along the California Freeway and Freeway System to enable motorists in need of assistance to obtain aid.

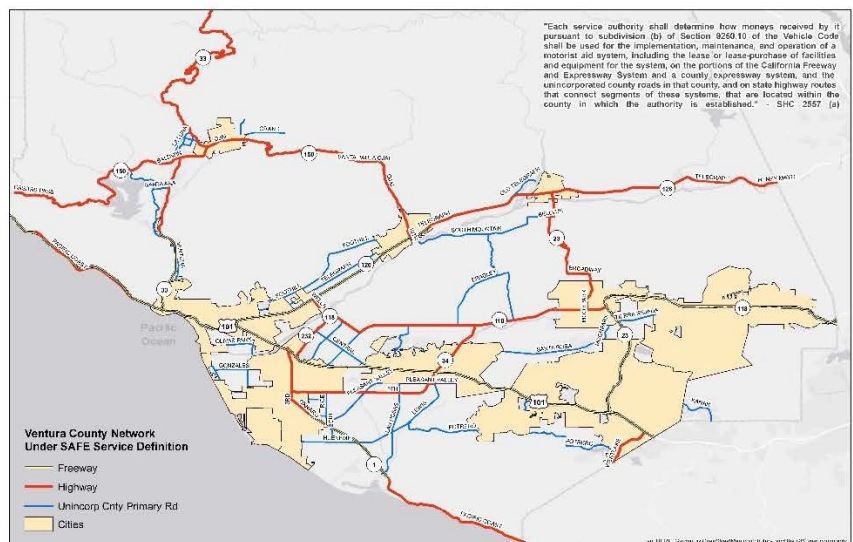
Entities responding to freeway and highway incidents play a significant role in providing assistance to motorists involved as well as those simply caught in the resultant congestion until the incident is cleared. Entities responding to freeway and highway incidents use a variety of tools to assist motorists from life saving devices to photographic equipment for incident analysis. These tools heighten the efficiency of incident responders allowing them to save lives as well as reduce congestion.

The Ventura County SAFE finds it is beneficial to Ventura County motorists for incident responders to have the best tools available for their use. To that end, Ventura County SAFE establishes the Incident Responder Grant Program to provide funds to incident responders in Ventura County. Funding is provided through the Ventura County SAFE, which receives a \$1 vehicle registration fee on all vehicles registered in Ventura County.

1. Grant Participant Eligibility

Eligible participants in this grant program consist of government agencies, either singularly or in collaboration, that provide roadway incident response on the segments of Ventura County's roadway network shown in Figure 1 below and that meet the following criteria:

“...money's received by [the Service Authority] pursuant to subdivision (b) of Section 9250.10 of the Vehicle Code shall be used for the implementation, maintenance, and operation of a motorist aid system on the portions of the California Freeway and Expressway System and, the unincorporated county roads that county, and on state highway routes that connect segments of these systems, which are located within the county in which the authority is established.”



2. Eligible Grant Expenditures

Eligible grant expenditure categories include capital assets including computer hardware and software, equipment used to clear, manage, analyze, and prevent roadway incidents on the roadways that conform with Section 1 above. Grant funds may not be used for personnel costs or ongoing operational costs. Capital assets must remain with the grant recipient for the reasonable life cycle of the asset; they may not be sold, transferred, or assigned to other agencies or entities.

3. Grant Amount and Frequency

The SAFE Board shall determine the total amount of and frequency of grant allocations based a review of the SAFE Fund Balance every two years. The review of the SAFE Fund Balance shall occur with the development of the draft SAFE budget with grant application process beginning July 1 of the fiscal year for which the budget is appropriated. Subject to available funding the SAFE Board will consider setting the minimum total grant allocation at not less than \$500,000 to ensure the greatest value to incident responders.

4. Grant Expenditure Lifecycle

Government agencies receiving Incident Responder Grant funds shall expend funds in accordance with the following criteria:

- a. Agencies must expend funds within two (2) years of receipt of funds, with a one (1) year extension possible upon submission of a request from the agency that received the grant showing the necessity of the extension and upon, approval by SAFE. If funds are not expended by the government agency that received the funds within the approved time period, the agency that received the funds shall return the funds to Ventura County SAFE.
- b. Any unused or excess grant funds related to the capital project funded by the grant shall be returned to Ventura County SAFE within sixty days of the determination that there are unused or excess grant funds.
- c. Grant funds may not be transferred or assigned to another government agency or sub recipient or to another project without prior approval by Ventura County SAFE.
- d. Each December, recipients of grant funds must provide an accounting of grant funds for the previous fiscal year to Ventura County SAFE providing the status of grant funds and when grant closeout is anticipated.
- e. If assets purchased through this grant program are damaged within their reasonable lifespan and the agency receives reimbursement funds through property insurance or other mechanisms, the reimbursed funds may be; 1) used to purchase replacement assets with the agency responsible for any balance above the reimbursement; 2) if the amount of reimbursement funds are \$5,000 or greater, the reimbursement funds shall be returned to Ventura County SAFE; 3) if the reimbursement funds are less than \$5,000 they may be retained by the agency that received the grant and the funds applied to the agency's ongoing efforts in roadway incident responses.
- f. When all or needed grant funds have been expended or at the end of three (3) years, the grant fund recipient shall submit a grant close out report to Ventura County SAFE. The close out report shall include copies of receipts and point of delivery for capital purchases.

5. Ownership

Grant recipients will hold ownership, title, maintenance responsibilities and all liability associated with the purchases made through this grant program. Ventura County SAFE is not responsible for the proper use or training associated with equipment purchased through this grant program.

6. Application Process

Qualifying government agencies shall follow the application process as detailed in Attachment 1 to this document. The Grant Application process may be amended by the Ventura County SAFE Board at any time and in the Board's sole discretion.

Grant applicants may receive partial grant funding if grant requests are in excess of total grant funds available or the Ventura County SAFE Board may choose to appropriate additional SAFE funds into the grant program to fully fund any one partially funded application.

7. Application Scoring

A Grant Scoring Committee comprised of one (1) Ventura County SAFE staff member and two (2) experts in incident response, and one (1) local jurisdiction representative selected by the SAFE Executive Director shall be convened and grant applications shall be scored and ranked according to the criteria below. Final grant allocations are subject to approval by the SAFE Board.

Incident Responder Grant Program Scoring Rubric				
Rating Factor	Point Range	Percent of Total Value	Maximum Points	Total
1 Qualifications	1-5	20%	20	
2 Project description, goals and objectives	1-5	25%	25	
3 Collaboration	1-5	20%	20	
4 Capability and Qualifications to provide services	1-5	15%	15	
5 Proposal Budget: Cost effectiveness and budget review.	1-5	20%	20	
Total		100%	100	

Attachment 1 Grant Application

Grant Submittals

Applicants shall submit four (4) hard copies, including one (1) original with wet signatures and three copies, plus one electronic copy of the application package below. All grant submittals must conform to the schedule detailed below and must be delivered no later than **4:00 PM** of the grant submittal deadline to:

**Ventura County SAFE Grant Program
950 County Square Drive #207
Ventura, CA 93003**

Grant submittals received after the application deadline **will not be considered**.

Grant Submittal Schedule

June, 10 – 14 2019 – Grant Informational packages distributed

July, 2 2019 – 10:00 AM informational meeting at VCTC offices at the address above

August 30, 2019 – Proposals due to Ventura County Safe no later than **4:00 PM**

September 5, 2019 – Proposals scored

October 4, 2019 – Ventura County SAFE Board Grant consideration and approval*

*Authorization to proceed and grant funds for approved grants will be distributed to grant recipients no later than thirty (30) after Board approval.



Ventura County Service Authority for Freeway Emergencies (SAFE)
Incident Responder Grant Program
Application Form

Page 1

Minimum Grant Amount: \$5,000 - Maximum Grant Amount: \$500,000

Date:

Amount of Request:

Willing to accept partial grant: Yes ☐

No ☐

Multi Agency Application (please fill out Page 1 for each partner agency): ☐

Agency Name:

Agency Contact:

Contact Title:

Agency Street Address:

City:

Zip Code:

Telephone:

Email:

Agency Type:

Law Enforcement ☐

Fire ☐

Municipal ☐

Other ☐

Explain:

Jurisdictional Boundaries (mark all that apply):

Camarillo ☐

Fillmore ☐

Moorpark ☐

Ojai ☐

Oxnard ☐

Port Hueneme ☐

Santa Paula ☐

Simi Valley ☐

Thousand Oaks ☐

Ventura ☐

County of Ventura ☐

Ventura County ☐
(countywide)

Other ☐

Explain:



**Ventura County Service Authority for Freeway Emergencies (SAFE)
Incident Responder Grant Program
Application Questionnaire**

Page 2

Please answer the questions below with as much specificity as needed to fully answer the questions. If additional space is required, it is allowable to attach additional sheets to this application.

1. What is your agency's role in responding to roadway incidents?

2. Please describe the problem that your agency has identified concerning roadway incident response within your jurisdiction that would be improved by grant funding for capital assets.

3. Please describe how grant funding would provide the solution that your agency is proposing to the problem identified above. Please include specific tasks, timelines, processes and possible collaboration with other agencies.

4. Please describe your agency's capability to carry out the proposed solution described above.



**Ventura County Service Authority for Freeway Emergencies (SAFE)
Incident Responder Grant Program
Application Questionnaire**

Page 3

Please answer the questions below with as much specificity as needed to fully answer the questions. If additional space is required it is allowable to attach additional sheets to this application.

5. Please describe how other agencies might benefit from your agency's proposal.

6. Please describe in detail how grant funds are proposed to be expended. Include a draft budget and timeline for expenditures.

7. How will your agency measure the outcomes and impacts of that result from the capital asset funded with the Ventura County SAFE grant funds? If available, please share any evidence or research that supports your agency's proposal and expected outcomes.

The representative below has read and agrees to the Ventura County SAFE guidelines and is authorized to submit grant applications and accept funds for the agency named above.

Agency Director (please Print)

Agency Director Signature

Agency Contact (if different)

Agency Contact Signature

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Item #13

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: CLAIRE GRASTY, PROGRAM MANAGER – REGIONAL TRANSIT

SUBJECT: TRANSPORTATION EMERGENCY PREPAREDNESS PLAN CONTRACT

RECOMMENDATION:

- Approve contract for the Transportation Emergency Preparedness Plan with Claris Strategy for \$202,135.68

DISCUSSION:

After the Thomas Fire in December of 2017 and the Montecito Mudslide in January of 2018, the need for a transportation related emergency preparedness document in Ventura County became clear. Though the response to these disasters was impactful, through bus bridge services, additional train capacity and ferry service, it was reactive and demonstrated the need for preparedness planning and training. Because of this, VCTC staff, in partnership with the Santa Barbara County Association of Governments (SBCAG) and in coordination with the Gold Coast Transit District (GCTD) and the Santa Barbara Metropolitan Transit District (MTD), applied for a grant through Caltrans' Adaptation Planning Grant (APG) Program to fund a Transportation Emergency Preparedness Plan (TEPP), which was awarded in May 2018.

The TEPP will:

- Outline roles and responsibilities of different agencies and specific personnel
- Work with existing plans so as to not duplicate efforts and to maximize the work that has already been done
- Outline communication procedures, including communication within organizations, with counterpart agencies (between SBCAG and VCTC, with transit operators, with emergency service offices) and external communications to the public and transit riders
- Cover different types of emergencies such as fires, mudslides, flooding, mass shootings, gas leaks, dam failure, tsunamis and sea level rise
- Develop an approach to training and drills for appropriate personnel
- Create a blueprint for evacuation of communities and transit assets
- Create procedures for the canceling, adding or modifying of transit service, as well as a plan for resumption of transit service and recovery
- Identify resources to support ongoing implementation

The RFP was released in January and was advertised in Transit Talent, Mass Transit and Passenger Transport as well as sent to a bid list. VCTC received eight proposals from the following firms, Claris Strategy, Cohn Reznik, Constant, First On Compliance, Hagerty, Navigating Preparedness, Nusura and

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SOS Security. The selection committee consisted of representatives from SBCAG, GCTD, MTD, the Ventura County Sheriff's Office of Emergency Services and Patti Post and Associates. Interviews were held for the top five firms. The panel narrowed it down to two top proposers and Claris Strategy was ultimately determined to be the winner.

The contract for the TEPP is included as an attachment. It is fully funded by the APG, with local match from VCTC and SBCAG.

RECOMMENDATION

At this time, VCTC is recommending approval a contract with Claris Strategy for \$202,135.68 to complete a Transportation Emergency Preparedness Plan on behalf of VCTC and SBCAG.



Item #14

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: LEGISLATIVE UPDATE AND POSITION ON BILLS

RECOMMENDATION:

- Adopt "Support" position on ACA 1 (Aguiar-Curry) to submit to the voters a Constitutional Amendment lowering to 55% the supermajority requirement for local infrastructure funding measures.
- Adopt "Support" position on AB 1413 (Gloria) to authorize county transportation commissions to place before the voters in a portion of a county a transportation funding measure applying to that portion only.
- Adopt "Oppose" position on SB 498 (Hurtado) whereby the remaining unexpended balances from the Proposition 1B Trade Corridor program would be reprogrammed for short line freight railroad projects.

DISCUSSION:

Federal Issues

On April 30, 2019, House Speaker Nancy Pelosi and Senate Democratic leader Chuck Schumer announced that they had reached agreement with President Trump on a funding level for an infrastructure bill: \$2 trillion. The parties agreed to meet in a few weeks to discuss how to finance it. However, this meeting was cancelled. A letter from the President to the two leaders stated, "Before we get to infrastructure, it is my strong view that Congress should first pass the important and popular USMCA trade deal." The letter also indicated a preference for the infrastructure issue to be addressed as part of the transportation reauthorization legislation.

State Issues

Attachment A is the monthly report of Delaney Hunter, the Commission's state lobbyist. The report describes various state issues including the Governor's May Budget Revise. A significant transportation-related issue in that document is the recommendation of a trailer bill to restrict eligibility for SB 1 funds in areas that fail to meet housing goals. The Commission will recall taking an Oppose position on a similar bill, AB 1568 (Newman), but that bill was gutted and amended, due to the refusal of Assembly Transportation Committee Chair Jim Frazier to schedule a vote on the original version.

Attachment B provides the consultant's analysis of ACA 1 (Cecilia Aguiar-Curry, D-Winters), a bill intended to help address the need for public infrastructure and affordable housing, by providing an opportunity for statewide voters to lower from 2/3rds to 55% the approval threshold for local measures that fund infrastructure or housing. Transportation is specifically included in the list of eligible uses for funds authorized under ACA 1. As the Commission will recall, VCTC's recent Measure AA, to provide a ½% sales tax for transportation in Ventura County, was supported by 58% of the voters, so if approved ACA 1 could make it easier to pass a revenue measure providing it funds only infrastructure and not ongoing operations. In 2017, the Commission supported SCA 6, which also would have lowered the transportation tax measure supermajority requirement. Staff recommends the Commission support ACA 1.

Attachment C is an analysis of AB 1413 (Todd Gloria, D-San Diego). This bill would allow county transportation commissions such as VCTC to place before the voters in a portion of its jurisdiction, a transportation sales tax for projects that are only within the tax district. Staff recommends the Commission adopt a Support position, since that would increase flexibility for VCTC.

Attachment D analyzes SB 498 (Melissa Hurtado, D-Sanger). This bill addresses the residual balances for projects in the Proposition 1B Trade Corridor Improvement Program, to reallocate those balances for railroad short line improvement projects. This program was originally established with the intent of addressing freight access to seaports such as the Port of Hueneme, and VCTC received \$30.5 million of these funds for the Rice/101 Interchange. Due to the Great Recession, there was a considerable drop in construction costs during the early years of Proposition 1B, and most projects including Rice/101 were delivered for significantly less than estimated. The CTC established a policy that surplus funds would be reallocated within the same regional freight corridor.

VCTC was able to use a portion of the Rice/101 surplus for the 101/23 interchange, but there was still an unexpended balance of \$3,094,000. At the September 9, 2016 meeting the Commission supported the reprogramming of the remaining balance to the Orange County Transportation Authority (OCTA), with the understanding that OCTA would internally swap funds to repay money it had loaned towards VCTC's initial share for design of the Positive Train Control project. OCTA along with several other Southern California agencies is still drawing down the remaining TCIF balance, and has projects identified for which it has planned to use those funds. SB 498 would result in these funds being taken from the projects for which they are currently programmed, and used instead for freight short line projects elsewhere in the state, contrary to the original TCIF intent, with the possible result that VCTC would again be considered to owe this money to OCTA. Staff therefore recommends VCTC oppose this bill. The other Southern California regional agencies have recently recorded opposition to this bill, but the Ventura County Railroad has taken a support position.

Attachment E provides the status of the bills for which VCTC currently has a position. Since AB 1568 (Newman) was amended to no longer specifically withhold transportation funds if housing goal are not met, the "Oppose" position taken by VCTC will no longer apply and the bill will be removed from the matrix as of next month. However, the Governor's May Revise has proposed that similar language be included in budget trailer language, so staff will continue to monitor the situation and assert VCTC's "Oppose" position as warranted for any proposal to withhold transportation funding if housing goals are not met.



CALIFORNIA ADVISORS, LLC

VENTURA COUNTY TRANSPORTATION COMMISSION MONTHLY STATE ADVOCACY REPORT APRIL/MAY 2019

Legislative Update

April and May have been busy months for legislative activity. Bills with a fiscal impact were required to be out of their respective policy committees by April 26th. Given this deadline, policy committee hearings started to wind-down at the end of April and the Legislature shifted its attention to the Senate and Assembly Appropriations Committees. During the month of May, there were several lengthy fiscal committee hearings, where hundreds of bills with significant state costs were referred to their respective "Suspense Files." Suspense File bills are then considered at one hearing which takes place prior to May 17th, which is the last day for fiscal committees to report bills to the floor. It should be noted that a large majority of bills are tagged with a fiscal impact. However, for the few non-fiscal bills the policy committee deadline is extended until May 3rd, so there were also hearings in late April to dispense with those measures. Looking ahead, May 31st is the last day for each house to pass bills introduced in their house of origin.

Amid a busy spring at the Capitol, Governor Gavin Newsom released his revised 2019-20 state budget proposal, known as the May Revise. His plan called for some additional spending, made possible by increased state revenue estimates. The May Revise marks the start of negotiations with legislators. Therefore, over the last month, the Legislature continued to hold their Budget Subcommittee hearings to finalize their fiscal plan on several important issues. As always, the California Advisors team will continue to advocate on behalf of VCTC as legislation and budget discussions advance through the process.

Budget May Revise

On May 9th, Governor Gavin Newsom presented his first May Revise – proposing spending of \$214 billion in total state funds, consisting of \$147 billion from the General Fund, \$61 billion from special funds, and \$6 billion from bonds. His updated plan represents a 2% increase over his January budget. The proposal deemed the "California for All" State Budget continues to pay down debt and build budgetary resiliency. It also prioritizes one-time strategic investments aimed at tackling the main issues driving California's affordability crisis.

The May Revision makes several modifications and refinements to spending proposals from the January budget proposal. The overall effect of these changes was an increase in spending by \$345 million. In addition to modifying some of the budget items from January, the Governor has also put forward several new general fund spending proposals. The total cost of these new proposals is nearly \$1 billion, with about two-thirds of that increase devoted to one-time or temporary spending.

Newsom continues to try and link housing production and transportation funding. More specifically, the Governor's proposal provided that local streets and roads funds from the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) (SB 1) be distributed upon compliance with housing element law and zoning and entitling to meet updated housing goals. However, both the Assembly and Senate Budget committees have already rejected this proposal.

The May Revision also reflects California's commitment to achieving a carbon-neutral economy and as part of this invests in low carbon transportation. Specifically, the plan allocates a one-time increase of \$130 million for programs that will reduce emissions from the transportation sector, with a focus on diesel pollution, including: (1) \$65 million to replace and upgrade diesel engines and equipment in the agricultural sector, and (2) \$50 million to provide incentives for zero-emission trucks, transit buses, and freight equipment. In addition, \$15 million is proposed to help individuals replace old, highly polluting vehicles with newer, more efficient cars and trucks.

Budget Subcommittee Hearings on Transportation Related Matters

This month, the Senate and Assembly Budget Subcommittees held hearings on the High-Speed Rail Project. The May Revision requests for the California High-Speed Rail Authority (HSRA) 35 permanent positions and \$4.5 million (Proposition 1A) to shift certain administrative and contract management responsibilities from its Rail Delivery Partner to state staffing resources. The request responds directly to recommendations of the State Audit released in 2018. More specifically, the recent report by the State Auditor identified areas where the HSRA's reliance on contractors for contract management and other administrative functions has contributed to problems with control of costs and performance of contractors. Without additional state positions, the HSRA has argued that they run the risk of not being equipped with the appropriate resources to effectively manage contracts.

On May 14th, the Senate Budget Subcommittee 2 on Resources, Environmental Protection, Energy and Transportation approved the request as budgeted. Shortly after, on May 20th, the Assembly Budget Subcommittee 3 on Resources and Transportation took the same action.

Additionally, it should be noted that the HSRA has indicated that this, combined with other recent budget requests, will cause HSRA to reach the administrative funding cap in Proposition 1A in 2020-21. As such, the Legislature should expect a request to raise the cap in the 2020-21 budget.

Transportation Oversight Hearings

The Assembly Transportation recently held an oversight hearing on the California High-Speed Rail Authority. The purpose of that hearing was to review the California High-Speed Rail Authority's (Authority's) recently released 2019 Project Update Report (PUR). The PUR is not as extensive as the Authority's Business Plans, which are completed during even-numbered years and detail funding, financing, and ridership estimates for the project. However, this year the PUR does take on new significance as it reflects Governor Newsom's new vision for the high-speed rail program.

The PUR includes work conducted by the Early Train Operator (ETO), a private sector rail operator from Germany, who was tasked with studying ridership and costs of interim service options for both the San Francisco Bay Area and Central Valley as described in the 2018 Business Plan. The report also reflects the Governor's plan to shift focus of the high-speed rail program from the northern oriented Initial Operating Segment (IOS) which was from the Silicon Valley to the Central Valley. To adopting a more "building blocks" approach of completing a high-speed rail line from Merced to Bakersfield.

The high-speed rail program is facing its biggest challenge to date. The Authority remains committed to the completion of a high-speed operating segment, as costs continue to increase, and schedules continue to slip. Additionally, as this committee heard in an oversight hearing in November 2018, the Authority continues to have internal management issues. However, the PUR does not provide the Legislature with alternative options for completion of segments or future service. There are several hard decisions on the horizon for Legislators to make surrounding the project. The purpose of the hearing was to provide an opportunity for Legislators and the public to gain a full understanding of the costs, funding sources, and associated risks in completing the proposed Central Valley Line, the situation with the Federal Rail Authority, and the ongoing investments in significant projects in bookends in the Bay Area and Southern California.

Important Legislation

California Advisors is continuing to advocate VCTC's positions on important bills that are continuing to move through the legislative process.

AB 252 by Assembly Member Daly repeals the January 1, 2017 sunset date and thereby extends indefinitely Caltrans' responsibility for the Federal Highway Administration's duties under the National Environmental Policy Act. Bill passed Assembly Appropriations Committee suspense file on 18 to 0 vote on May 16th. On May 22nd, with 78 to 0 vote it passed Assembly third reading. (Support)

Upcoming Bill Deadlines and Newly Introduced Legislation

June 15 – Budget Bill must be passed by midnight

July 10 – Last day for policy committees to hear and report fiscal bills to fiscal committees

July 12 – Last day for policy committees to meet and report bills. Summer recess begins upon adjournment of this day's session, provided Budget Bill has been passed.

July 12 – August 12 – Summer Recess

August 30 - Last day for fiscal committees to meet and report bills to Floor

September 3 – 13 – Floor sessions only

September 6 – Last day to amend bills on the floor

September 13 – Last day for each house to pass bills

October 13 – Last day for Governor to sign or veto bills

Below is a list of VCTC tracked bills:

AB 145 (Frazier D) High-Speed Rail Authority: Senate confirmation.

Introduced: 12/13/2018

Status: 5/3/2019-Failed Deadline – 2-year bill

Summary: Current law creates the High-Speed Rail Authority with specified powers and duties relative to development and implementation of a high-speed train system. The authority is composed of 11 members, including 5 voting members appointed by the Governor, 4 voting members appointed by the Legislature, and 2 nonvoting legislative members. This bill would provide that the members of the authority appointed by the Governor are subject to appointment with the advice and consent of the Senate.

AB 148 (Quirk-Silva D) Regional transportation plans: sustainable communities strategies.

Introduced: 12/14/2018

Status: 4/26/2019-Failed Deadline – 2-year bill

Summary: Current law requires certain transportation planning agencies to prepare and adopt a regional transportation plan directed at achieving a coordinated and balanced regional transportation system. Current law requires the regional transportation plan to include, if the transportation planning agency is also a metropolitan planning organization, a sustainable communities strategy. This bill would require each sustainable communities strategy to identify areas within the region sufficient to house an 8-year projection of the emergency shelter needs for the region, as specified.

AB 226 (Mathis R) Registration renewal fees: exemptions.

Introduced: 1/17/2019

Status: 4/26/2019-Failed Deadline – 2-year bill

Summary: Current law requires the Department of Motor Vehicles to notify the registered owner of each vehicle, except as specified, of the date that the registration renewal fees for the vehicle are due. Current law generally exempts vehicles that are owned by certain persons, including disabled veterans, former American prisoners of war, and recipients of the Congressional Medal of Honor, from fees imposed under the Vehicle Code, except as specified. This bill would also exempt those vehicles from any other fees that are assessed as part of the registration renewal fee, as stated in the registration renewal notice mailed by the department.

AB 246 (Mathis R) State highways: property leases.

Introduced: 1/22/2019

Status: 4/26/2019-Failed Deadline – 2-year bill

Summary: Would authorize the Department of Transportation to offer a lease on a right of first refusal basis of any airspace under a freeway, or real property acquired for highway purposes, located in a disadvantaged community, that is not excess property to the city or county in which the disadvantaged community is located for purposes of an emergency shelter or feeding program, or for park, recreational, or open-space purposes for a rental amount of \$1 per month, subject to certain conditions.

AB 252 (Daly D) Department of Transportation: environmental review process: federal program.

Introduced: 1/23/2019

Status: 5/22/2019-Read third time. Passed. Ordered to the Senate.

Summary: Current federal law requires the United States Secretary of Transportation to carry out a surface transportation project delivery program, under which the participating states may assume certain responsibilities for environmental review and clearance of transportation projects that would otherwise be the responsibility of the federal government. Current law, until January 1, 2020, provides that the State of California consents to the jurisdiction of the federal courts with regard to the compliance, discharge, or enforcement of the responsibilities it assumed as a participant in the program. This bill would extend the operation of these provisions indefinitely.

AB 285 (Friedman D) California Transportation Plan.

Introduced: 1/28/2019

Status: 5/23/2019-In Senate. Read first time. To Committee on Rules for assignment.

Summary: Would require the Department of Transportation to address in the California Transportation Plan how the state will achieve maximum feasible emissions reductions in order to attain a statewide reduction of greenhouse gas emissions of 40% below 1990 levels by the end of 2030 and carbon neutrality by 2045. Commencing with the 3rd update to the plan to be completed by December 31, 2025, the bill would require the department to include specified information in the plan, including, among other things, a review, conducted in consultation with the Strategic Growth Council, of the potential impacts and opportunities for coordination of specified grant programs and recommendations for the improvement of the grant programs to better align them to meet long-term common goals.

AB 287 (Voepel R) Public employees' retirement: annual audits.

Introduced: 1/28/2019

Status: 4/26/2019-Failed Deadline – 2-year bill

Summary: Current law requires each state and local public pension or retirement system, on and after the 90th day following the completion of the annual audit of the system, to provide a concise annual report on the investments and earnings of the system, as specified, to any member who makes a request and pays a fee, if required, for the costs incurred in preparation and dissemination of that report. This bill would also require each state and local pension or retirement system to post a concise annual audit of the information described above on that system's internet website no later than the 90th day following the audit's completion.

AB 313 (Frazier D) Road Maintenance and Rehabilitation Account: University of California: California State University: reports.

Introduced: 1/30/2019

Status: 5/23/2019-In Senate. Read first time. To Committee on Rule for assignment.

Summary: Would require the University of California and the California State University, on or before January 1 of each year, to each submit a report to the Transportation Agency and specified legislative committees detailing its expenditures of those moneys for the previous fiscal year, including, but not limited to, research activities and administration.

AB 322 (Gallagher R) Political Reform Act of 1974: online filing and disclosure system.

Introduced: 1/30/2019

Status: 5/16/2019-In committee: Hearing postponed by committee.

Summary: Would require a local government agency to post on its internet website a copy of any specified statement, report, or other document filed with that agency in paper format. This bill would require that the statement, report, or other document be made available for four years from the date of the election associated with the filing. By imposing a new duty on local government agencies, this bill would impose a state-mandated local program.

AB 333 (Eggman D) Whistleblower protection: state and local independent contractors.

Introduced: 1/31/2019

Status: 5/24/2019-In Senate. Read first time. To Committee on Rules for assignment.

Summary: Current law prohibits an employer, as defined, or any person acting on behalf of the employer, as defined, from, among other things, preventing an employee from, or retaliating against an employee for, providing information to, or testifying before, any public body conducting an investigation, hearing, or inquiry, if the employee has reasonable cause to believe that the information discloses a violation of a law, regardless of whether disclosing the information is part of the employee's job duties. A violation of these provisions is a crime. This bill would extend the protections afforded to employees under these provisions to independent contractors and contracted entities working for state and local government who are tasked with receiving and investigating complaints from facilities, services, and programs operated by state and local government.

AB 352 (Garcia, Eduardo D) California Global Warming Solutions Act of 2006: Greenhouse Gas Reduction Fund: investment plan: Transformative Climate Communities Program.

Introduced: 2/4/2019

Status: 5/21/2019-Read second time. Ordered to third reading.

Summary: Would, beginning July 1, 2020, require state agencies administering competitive grant programs that allocate moneys from the Greenhouse Gas Reduction Fund to give specified communities preferential points during grant application scoring for programs intended to improve air quality, to include a specified application timeline, to allow applicants from the Counties of Imperial and San Diego to include daytime population numbers in grant applications, and to require grant eligibility and scoring criteria to define disadvantaged community consistent with specified allocation requirements of the Greenhouse Gas Reduction Fund so as not to preclude low-income communities, as defined, from applying for or being awarded a grant.

AB 355 (Daly D) Public Employee Relations Board: Orange County Transportation Authority.

Introduced: 2/4/2019

Status: 5/8/2019-Referred to Committees on Labor, Public Employment and Retirement and Judiciary

Summary: Would require employers and employees of the Orange County Transportation Authority to adjudicate complaints of specified labor violations before PERB as an unfair practice and would authorize specified parties aggrieved by PERB's decision or order to petition for relief from that decision or order, as provided. By requiring the authority to adjudicate claims before PERB, this bill would impose a state-mandated local program.

AB 371 (Frazier D) Transportation: freight: statewide economic vitality assessment.

Introduced: 2/5/2019

Status: 5/17/2019-Failed Deadline – 2-year bill

Summary: Would require GO-Biz, in consultation with the State Air Resources Board, the California Transportation Commission, and the Transportation Agency, to prepare a statewide economic vitality assessment of the California freight industry on or before December 31, 2021, and to update the assessment at least once every five years. The bill would require the assessment to identify specified information, and would require the office, in developing the assessment, to consult with representatives from a cross section of public and private sector freight stakeholders.

AB 380 (Frazier D) Office of the Transportation Inspector General.

Introduced: 2/5/2019

Status: 5/17/2019-Failed Deadline – 2-year bill

Summary: Would eliminate the Independent Office of Audits and Investigations and would instead create the Independent Office of the Transportation Inspector General in state government, as an independent

office that would not be a subdivision of any other government entity, to ensure that specified state agencies and all external entities that receive state and federal transportation funds are operating efficiently, effectively, and in compliance with federal and state laws. The bill would require the Governor to appoint the Transportation Inspector General for a 6-year term, subject to confirmation by the Senate, and would prohibit the Transportation Inspector General from being removed from office during the term except for good cause.

AB 421 (Waldron R) Transportation finance: De Luz Community Services District

Introduced: 2/7/2019

Status: 4/26/2019-Failed Deadline – 2-year bill

Summary: With respect to the portion of revenues that is derived from increases in the motor vehicle fuel excise tax beginning in 2010, current law requires, after certain allocations are made, the Controller to allocate the remaining amount of this portion of revenues 44% to the state transportation improvement program, 12% to the State Highway Operation and Protection Program, and 44% to cities and counties for local street and road purposes. This bill would require the Controller to allocate a portion of these revenues available for counties to the De Luz Community Services District for local street and road purposes as though the De Luz Community Services District were a county. The bill would thereby make an appropriation.

AB 422 (Frazier D) High-speed rail: performance measurement dashboards.

Introduced: 2/7/2019

Status: 5/8/2019-Referred to Committee on Transportation

Summary: Current law requires the High-Speed Rail Authority to establish an independent peer review group for purposes of reviewing the planning, engineering, financing, and other elements of the authority's plans and issuing an analysis of the appropriateness and accuracy of the authority's assumptions and an analysis of the viability of the authority's funding plan, including the funding plan for each corridor. This bill would require the authority, in consultation with the peer review group, to develop and update quarterly a set of summary performance measurement dashboards that show ongoing performance of the project and post on its internet website full sets of the summary performance measurement dashboards.

AB 449 (Gallagher R) Local alternative transportation improvement program: Feather River crossing.

Introduced: 2/11/2019

Status: 5/24/2019-In Senate. Read first time. To Committee on Rules for assignment.

Summary: Would, with respect to planned state transportation facilities over the Feather River in the City of Yuba City and the Counties of Sutter and Yuba, which facilities are no longer planned to be constructed, would authorize the affected local agencies, acting jointly with the transportation planning agency having jurisdiction, to develop and file with the California Transportation Commission a local alternative transportation improvement program that addresses transportation problems and opportunities in the area that was to be served by the canceled state facilities.

AB 456 (Chiu D) Public contracts: claim resolution.

Introduced: 2/11/2019

Status: 5/17/2019-In committee: Set, first hearing. Hearing canceled at the request of author.

Summary: Current law prescribes various requirements regarding the formation, content, and enforcement of state and local public contracts. Current law establishes, until January 1, 2020, for contracts entered into on or after January 1, 2017, a claim resolution process applicable to any claim by a contractor in connection with a public works project against a public entity, as defined. Current law defines a claim for these purposes as a separate demand by the contractor for one or more of the following: a time extension for relief from damages or penalties for delay, payment of money or damages arising from work done pursuant to the contract for a public work, or payment of an amount disputed by the public entity, as specified. This bill would remove the January 1, 2020, repeal date on these provisions, thereby making this claim resolution process operative indefinitely.

AB 510 (Cooley D) Local government records: destruction of records.

Introduced: 2/13/2019

Status: 5/3/2019-Failed Deadline – 2-year bill

Summary: Current law authorizes the head of a department of a county or city, or the head of a special district to destroy recordings of telephone and radio communications maintained by that county, city, or special district after 100 days if that person receives approval from the legislative body and the written consent of the agency attorney. This bill would exempt the head of a department of a county or city, or the head of a special district from these recording retention requirements if the county, city, or special district adopts a records retention policy governing recordings of routine video monitoring and recordings of telephone and radio communications.

AB 553 (Melendez R) High-speed rail bonds: housing.

Introduced: 2/13/2019

Status: 4/1/2019-In committee: Set, first hearing. Failed passage. Reconsideration granted.

Summary: Would provide that no further bonds shall be sold for high-speed rail purposes pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, except as specifically provided with respect to an existing appropriation for high-speed rail purposes for early improvement projects in the Phase I blended system.

AB 554 (Chen R) Traffic control devices: flares.

Introduced: 2/13/2019

Status: 4/26/2019-Failed Deadline – 2-year bill

Summary: Would prohibit the Department of Transportation or persons contracting with the department for the construction, maintenance, or repair of a highway from using flares as a traffic control device, as defined. The bill would exclude the Department of the California Highway Patrol's use of flares from this prohibition when it cooperates with the Department of Transportation in the enforcement of the closing, or restriction of use, of any state highway.

AB 652 (Mayes R) Supplemental destination highway signs

Introduced: 2/15/2019

Status: 4/26/2019-Failed Deadline – 2-year bill

Summary: Would require the Department of Transportation to include a private stadium or sports arena as a facility that qualifies for supplemental destination signs in its regulations if the stadium otherwise meets the criteria for supplemental destination signs described in the California Manual on Uniform Traffic Control Devices.

AB 659 (Mullin D) Transportation: emerging transportation technologies: California Smart City Challenge Grant Program.

Introduced: 2/15/2019

Status: 5/17/2019-Failed Deadline 2-year bill

Summary: Would establish the California Smart City Challenge Grant Program to enable municipalities to compete for grant funding for emerging transportation technologies to serve their transportation system needs and would specify certain program goals. The bill would require the commission to form the California Smart City Challenge Workgroup on or before July 1, 2020, to guide the commission on program matters, as specified. The bill would require the commission, in consultation with the workgroup, to develop guidelines on or before March 1, 2021, for the program, which would not be subject to the Administrative Procedure Act and would authorize the commission to revise them as necessary.

AB 676 (Frazier D) California Transportation Commission: annual report.

Introduced: 2/15/2019

Status: 5/17/2019-Failed Deadline 2-year bill

Summary: Current law requires the California Transportation Commission to adopt and submit to the Legislature, by December 15 of each year, an annual report summarizing the commission's prior-year decisions in allocating transportation capital outlay appropriations and identifying timely and relevant transportation issues facing the state. This bill would instead require the commission to adopt and submit the annual report by December 31 of each year.

AB 752 (Gabriel D) Public transit: transit centers: lactation rooms.

Introduced: 2/19/2019

Status: 5/24/2019-In Senate. Read first time. To Committee on Rule for assignment.

Summary: Would require a multimodal transit station that meets certain criteria, including that it has an enclosed waiting room of no less than 4,000 square feet, or a transit station that is proposed to serve California's high-speed rail system, that commences operations or a renovation on or after January 1, 2021, to include a lactation room. To the extent the bill imposes additional duties on a local agency, the bill would impose a state-mandated local program.

AB 784 (Mullin D) Sales and use taxes: exemption: California Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project: transit bus vehicles.

Introduced: 2/19/2019

Status: 5/24/2019-In Senate. Read first time. To Committee on Rules for assignment.

Summary: Current state sales and use tax laws impose a tax on retailers measured by the gross receipts from the sale of tangible personal property sold at retail in this state, or on the storage, use, or other consumption in this state of tangible personal property purchased from a retailer for storage, use, or other consumption in this state. The Sales and Use Tax Law provides various exemptions from those taxes. This bill would, until January 1, 2024, provide an exemption from those taxes with respect to the sale of, and the storage and use of, or other consumption in this state of, specified zero-emission technology medium- and heavy-duty transit bus vehicles.

AB 802 (Stone, Mark D) Reports to the Legislature.

Introduced: 2/20/2019

Status: 5/22/2019-Referred to Committee on Rules

Summary: Would require state and local agencies to submit all reports to the Secretary of the Senate, the Chief Clerk of the Assembly, and the Legislative Counsel electronically, rather than submitting a printed copy, and would eliminate the requirement that state agencies separately submit the summary of the report directly to Members of the Legislature. For reports involving data collection or analysis, the bill would require a state agency to post all data used to generate the report on the agency's internet website at the time the report is posted.

AB 821 (O'Donnell D) Transportation: Trade Corridor Enhancement Account: project nomination: California Port Efficiency Program.

Introduced: 2/20/2019

Status: 4/26/2019-Failed Deadline - 2-year bill

Summary: Current law creates the Trade Corridor Enhancement Account to receive revenues attributable to 50% of a \$0.20 per gallon increase in the diesel fuel excise tax imposed by the Road Repair and Accountability Act of 2017 for corridor-based freight projects nominated by local agencies and the state. Current law makes these funds and certain federal funds apportioned to the state available upon appropriation for allocation by the California Transportation Commission for trade infrastructure improvement projects that meet specified requirements. This bill would require the commission to allocate not less than 10% of the funds that are required to be allocated to projects nominated by the department to projects nominated pursuant to the California Port Efficiency Program, which this bill would create.

AB 847 (Grayson D) Housing: transportation-related impact fees grant program.

Introduced: 2/20/2019

Status: 4/26/2019-Failed Deadline - 2-year bill

Summary: Would require the Department of Housing and Community Development, on or before June 30, 2020, and on or before June 30 every year thereafter, to review each production report submitted by a city or county in accordance with the provisions described above to determine if that city or county has met its very low, low-, and moderate-income housing goals, as defined, for that reporting period. The bill would require the department, if it determines that a city or county has met one of those housing goals, to submit a certification of that result to the Controller by no later than June 30 of that year.

AB 905 (Chen R) Department of Transportation: Highway Design Manual: fire prone areas.

Introduced: 2/20/2019

Status: 4/26/2019-Failed Deadline - 2-year bill

Summary: Current law provides that the Department of Transportation has full possession and control of the state highway system and associated property. Current law vests various powers in the department including, among others, the planning, designing, constructing, maintaining, and operating of transportation systems under its jurisdiction. This bill would require the department to update the Highway Design Manual to incorporate the use of k-rails, weed mats, or other fire proofing devices in fire prone areas.

AB 931 (Boerner Horvath D) Local boards and commissions: representation: appointments.

Introduced: 2/20/2019

Status: 5/24/2019-Read third time. Passed. Ordered to the Senate. In Senate. Read first time. To Committee on Rules for assignment.

Summary: Current law establishes the policy of the Legislature to ensure equal access to specific information about the many local regulating and advisory boards, commissions, and committees and to ensure equal opportunity to be informed of vacancies on those boards. Current law requires each legislative body of a local agency to prepare an appointments list of all regular and ongoing boards, commissions, and committees that are appointed by the legislative body of the local agency. This bill, on and after January 1, 2030, would require the composition of a local board and commission of a city with a population of 50,000 or greater with appointed members to have a specified minimum number of women board members or commissioners based on the total number of board members or commissioners on that board, thereby imposing a state-mandated local program.

AB 970 (Salas D) California Department of Aging: grants: transportation.

Introduced: 2/21/2019

Status: 5/23/2019-In Senate. Read first time. To Committee on Rules for assignment.

Summary: Would require the California Department of Aging to administer a grant program to receive applications from area agencies on aging to fund transportation to and from nonemergency medical services for older individuals and persons with a disability who reside in rural, desert, or mountain areas within a planning and service area, for the purpose of reducing greenhouse gas emissions. The bill would require that transportation be made available using the purchase, lease, or maintenance of zero-emission or near-zero-emission vehicles with a capacity for 7, 12, or 15 passengers.

AB 992 (Mullin D) Open meetings: local agencies: social media.

Introduced: 2/21/2019

Status: 5/3/2019-Failed Deadline – 2-year bill

Summary: Would provide that the Ralph M. Brown Act does not apply to the posting, commenting, liking, interaction with, or participation in, internet-based social media platforms that are ephemeral, live, or static, by a majority of the members of a legislative body, provided that a majority of the members do not discuss among themselves business of a specific nature that is within the subject matter jurisdiction of the legislative body of the local agency.

AB 1017 (Boerner Horvath D) New or modified railroad crossings: approval.

Introduced: 2/21/2019

Status: 5/22/2019-Referred to Committee on Energy, Utilities and Communications

Summary: Would require the Public Utilities Commission, if a city or county develops and adopts, by resolution upon a majority vote of the city council or the board of supervisors, a plan to improve mobility for multimodal access that calls for new or modified railroad crossings, to make an engineer available from the Rail Crossings and Engineering Branch to assist and advise that city or county on the safety of the planned railroad crossings prior to the filing of an application to the commission for the approval of the new or modified railroad crossings.

AB 1025 (Grayson D) Transportation: California Transportation Commission: San Ramon Branch Corridor: reimbursement.

Introduced: 2/21/2019

Status: 5/24/2019-In Senate. Read first time. To Committee on Rules for assignment.

Summary: Current law creates the California Transportation Commission, with various powers and duties relative to the programming of transportation capital projects and the allocation of funds to those projects, pursuant to the state transportation improvement program and various other transportation funding programs. Through certain commission resolutions, the commission allocated moneys appropriated to it in the 1980s from the Transportation Planning and Development Account to the County of Contra Costa for the acquisition of a specified right-of-way, and for associated projects, relating to the San Ramon Branch Corridor. Those resolutions require the county to reimburse the state if the county fails to meet specified conditions. This bill would relinquish the rights of the state to reimbursement pursuant to those resolutions.

AB 1056 (Garcia, Eduardo D) Speed laws: residence districts.

Introduced: 2/21/2019

Status: 5/3/2019-Failed Deadline – 2-year bill

Summary: Would authorize the County of Imperial to implement a demonstration project to expand the definition of a residence district for purposes of existing speed laws to include any portion of a highway and the property contiguous to that highway, with at least 13 separate dwelling houses or business structures located upon both sides of the property contiguous to the highway, collectively, within a distance of 1/4 mile.

AB 1089 (Stone, Mark D) Santa Cruz Metropolitan Transit District.

Introduced: 2/21/2019

Status: 5/23/2019-In Senate. Read first time. To Committee on Rules for assignment.

Summary: Would require the Santa Cruz Metropolitan Transit District's purchase of supplies, equipment, and materials exceeding \$50,000 to be by contract let to either the lowest responsible bidder or to the responsible bidder that submits a proposal that provides the best value to the district. The bill would require the district to obtain a minimum of 3 quotations, as specified, for a procurement exceeding \$5,000 and, in the case of the purchase of supplies, equipment, or materials, not exceeding \$50,000 or, in the case of the construction of facilities and works, not exceeding \$10,000.

AB 1112 (Friedman D) Shared mobility devices: local regulation.

Introduced: 2/21/2019

Status: 5/23/2019-In Senate. Read first time. To Committee on Rules for assignment.

Summary: Current law generally regulates the operation of bicycles, electric bicycles, motorized scooters, and electrically motorized boards. Current law allows local authorities to regulate the registration, parking, and operation of bicycles and motorized scooters in a manner that does not conflict with state law. This bill would define a "shared mobility device" as a bicycle, electric bicycle, motorized scooter, electrically motorized board, or other similar personal transportation device, that is made available to the public for shared use and transportation, as provided.

AB 1142 (Friedman D) Regional transportation plans.

Introduced: 2/21/2019

Status: 5/1/2019-Referred to Committee on Transportation

Summary: Current law requires a regional transportation plan to include a policy element, an action element, a financial element, and, if the transportation planning agency is also a metropolitan planning organization, a sustainable communities strategy. Under current law, the policy element describes the transportation issues in the region, identifies and quantifies regional needs, and describes the desired short-range and long-range transportation goals, as well as pragmatic objective and policy statements. Current law authorizes the policy element of transportation planning agencies with populations that exceed 200,000 persons to quantify a set of specified indicators. This bill would authorize the inclusion of an additional indicator regarding measures of policies to increase use of existing transit.

AB 1148 (Patterson R) High-speed rail: independent peer review group.

Introduced: 2/21/2019

Status: 4/26/2019-Failed Deadline – 2-year bill

Summary: Would require the independent peer review group to study and annually report to the Legislature on alternative uses for high-speed rail project infrastructure that is located in the project's Central Valley corridor and the construction of which the group anticipates will be completed by the end of the calendar year in which the report will be submitted to the Legislature.

AB 1167 (Mathis R) Greenhouse Gas Reduction Fund: high-speed rail: forestry and fire protection.

Introduced: 2/21/2019

Status: 4/1/2019-In committee: Set, first hearing. Failed passage. Reconsideration granted.

Summary: Would no longer continuously appropriate 25% of the annual proceeds of the Greenhouse Gas Reduction Fund for certain components of a specified high-speed rail project. The bill, beginning with the 2021–22 fiscal year, would continuously appropriate 25% of the annual proceeds of the Greenhouse Gas Reduction Fund to the Department of Forestry and Fire Protection to purchase new engines and equipment, hire new firefighters, and clear overgrowth or tree mortality and to the Firefighter Home Relief Trust Fund Program.

AB 1237 (Aguiar-Curry D) Greenhouse Gas Reduction Fund: guidelines.

Introduced: 2/21/2019

Status: 5/16/2019-Referred to Committee on Environmental Quality.

Summary: Would require an agency that receives an appropriation from the Greenhouse Gas Reduction Fund to post on its internet website the agency's guidelines, as specified, for how moneys from the fund are allocated.

AB 1243 (Fong R) Traffic Relief and Road Improvement Act.

Introduced: 2/21/2019

Status: 4/4/2019-Re-referred to Committee on Transportation

Summary: Would create the Traffic Relief and Road Improvement Program to address traffic congestion and deferred maintenance on the state highway system and the local street and road system. The bill would provide for the deposit of various existing sources of revenue in the Traffic Relief and Road Improvement Account, which the bill would create in the State Transportation Fund, including revenues attributable to the sales and use tax on motor vehicles, revenues attributable to automobile and motor vehicle insurance policies from the insurer gross premiums tax, and certain miscellaneous State Highway Account revenues.

AB 1277 (Obernolte R) Transportation projects: oversight committees.

Introduced: 2/21/2019

Status: 4/26/2019-Failed Deadline – 2-year bill

Summary: Would require a public agency administering a megaproject, which the bill would define as a transportation project with total estimated development and construction costs exceeding \$1,000,000,000, to take specified actions to manage the risks associated with the megaproject, including establishing a comprehensive risk management plan and regularly reassessing its reserves for potential claims and unknown risks. The bill would require a public agency administering a megaproject to establish a project oversight committee composed of specified individuals to review the megaproject and perform other specified duties.

AB 1350 (Gonzalez D) Youth Transit Pass Pilot Program.

Introduced: 2/22/2019

Status: 4/26/2019-Failed Deadline – 2-year bill

Summary: Current law declares that the fostering, continuance, and development of public transportation systems are a matter of state concern. Current law authorizes the Department of Transportation to administer various programs and allocates moneys for various public transportation purposes. This bill would state the intent of the Legislature to enact legislation that would create a Youth Transit Pass program for purposes of creating lifelong transit riders and reducing greenhouse gas emissions.

AB 1351 (Lackey R) Transit operators: paratransit and dial-a-ride services: assessment

Introduced: 2/22/2019

Status: 5/24/2019-In Senate. Read first time. To Committee on Rules for assignment.

Summary: Would require the Transportation Agency, in consultation with public transit operators, to conduct an assessment of the procedures public transit operators use to provide dial-a-ride and paratransit services to individuals with disabilities who are visiting their service territories and are certified to use another in-state public transit operator's similar dial-a-ride and paratransit services. The bill would require the agency to publish the assessment on its internet website on or before October 1, 2020.

AB 1374 (Fong R) Department of Transportation: state highways.

Introduced: 2/22/2019

Status: 5/3/2019-Failed Deadline – 2-year bill

Summary: Current law establishes the Department of Transportation and the California Transportation Commission and provides that the department has full possession and control of all state highways and all property and rights in property acquired for state highway purposes and authorizes and directs the department to lay out and construct all state highways between the termini designated by law and on the locations as determined by the commission. This bill would make nonsubstantive changes to these provisions.

AB 1402 (Petrie-Norris D) Active Transportation Program.

Introduced: 2/22/2019

Status: 4/26/2019-Failed Deadline – 2-year bill

Summary: Would require the Department of Transportation, instead of the California Transportation Commission, to award funds to projects in the statewide and small urban and rural region distribution categories and to adopt a program of projects for those distribution categories. The bill would require that 75% of available funds be awarded to MPO's in urban areas with populations greater than 200,000, in proportion to their relative share of the population, 15% to small urban and rural regions with populations of 200,000 or less, competitively awarded by the department to projects in those regions, and 10% to projects competitively awarded by the department, in consultation with the commission, on a statewide basis.

AB 1411 (Reyes D) Integrated action plan for sustainable freight.

Introduced: 2/22/2019

Status: 4/26/2019-Failed Deadline – 2-year bill

Summary: Would establish as a state goal the deployment of 100,000 zero-emission medium- and heavy-duty vehicles and off-road vehicles and equipment, and the corresponding infrastructure to support them, by 2030.

AB 1413 (Gloria D) Transportation: local transportation authorities: transactions and use taxes.

Introduced: 2/22/2019

Status: 5/23/2019-In Senate. Read first time. To Committee on Rules for assignment.

Summary: Would authorize a local transportation authority to impose a tax applicable to only a portion of its county if 2/3 of the voters voting on the measure within the portion of the county to which the tax would apply vote to approve the tax, as specified, and other requirements are met, including that the revenues derived from the tax be spent within, or for the benefit of, the portion of the county to which the tax would apply.

AB 1424 (Berman D) Electric Vehicle Charging Stations Open Access Act.

Introduced: 2/22/2019

Status: 5/24/2019-In Senate. Read first time. To Committee on Rules for assignment.

Summary: Would require an electric vehicle charging station to provide to the general public a minimum of 2 out of a list of 4 specified options for payment, in addition to a toll-free telephone number for processing a credit card payment. The bill would prohibit a state agency from requiring a credit card payment, as defined, to be through a physical credit card or magstripe reader on electric vehicle service equipment.

AB 1430 (Garcia, Eduardo D) State government: public investment opportunities: cost-effective definition.

Introduced: 2/22/2019

Status: 5/17/2019-Failed Deadline – 2-year bill

Summary: Current law authorizes the Public Utilities Commission, the State Air Resources Board, the California Transportation Commission, and the Labor and Workforce Development Agency to invest public moneys on various project and programs. Current law requires some of those investments to be cost effective. This bill would require these agencies, by January 1, 2021, to provide a joint assessment of options for redefining the term “cost-effective” to the Legislature for the purposes of prioritizing public investment opportunities.

AB 1442 (Rivas, Luz D) Income taxes: credits: Share Our Values Tax Credit.

Introduced: 2/22/2019

Status: 5/22/2019-Withdrawn from committee. Re-referred to Committee on Rules

Summary: Would, for taxable years beginning on or after January 1, 2020, allow an additional tax credit, in an unspecified amount, to qualified taxpayers allocated the tax credits for qualified expenditures for the production of a qualified motion picture in this state, that either relocated to California from, or chose not to pay or incur qualified expenditures for a qualified motion picture in, a state that has pending legislation or existing law that prohibits access to, criminalizes the provision of, or otherwise restricts a woman's access to abortion services after 6 weeks from the beginning of the pregnancy or earlier.

AB 1475 (Bauer-Kahan D) Construction Manager/General Contractor method: transportation projects.

Introduced: 2/22/2019

Status: 5/22/2019-Referred to Committee on Transportation

Summary: Current law authorizes regional transportation agencies, as defined, including a local transportation authority created pursuant to the Local Transportation Authority and Improvement Act, to use the Construction Manager/General Contractor (CM/GC) project delivery method, as specified, to design and construct certain projects, if there is an evaluation of the traditional design-bid-build method of construction and of the CM/GC method and the board of the regional transportation agency adopts the procurement strategy in a public meeting. This bill would expand the authorization to use the CM/GC project delivery method under these provisions by expanding the definition of the term “project” to include any other transportation project that is not on the state highway system.

AB 1515 (Friedman D) Planning and zoning: community plans: review under the California Environmental Quality Act.

Introduced: 2/22/2019

Status: 5/16/2019-Referred to Committees on Governance and Finance and Judiciary

Summary: The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of, an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. This bill, notwithstanding a specified requirement for a court to enter an order under CEQA, would prohibit a court in an action or proceeding to attack, review, set aside, void, or annul the acts or decisions of the local agency, including a charter city, in adopting an update to a community plan on the grounds of noncompliance with CEQA from invalidating, reviewing, voiding, or setting aside the approval of a development project that meets certain requirements.

AB 1543 (Holden D) Transportation funds: transit operators: fare revenues.

Introduced: 2/22/2019

Status: 5/3/2019-Failed Deadline – 2-year bill

Summary: Would require a fare paid pursuant to a reduced fare transit program to be counted as a full adult fare for purposes of calculating any required ratios of fare revenues to operating costs specified in the Transportation Development Act, except for purposes of providing information in a specified annual report to the Controller or providing information to the entity conducting a fiscal or performance audit pursuant to specified provisions.

AB 1560 (Friedman D) California Environmental Quality Act: transportation: major transit stop.

Introduced: 2/22/2019

Status: 5/23/2019-In Senate. Read first time. To Committee on Rules for assignment.

Summary: CEQA requires the Office of Planning and Research to prepare and propose guidelines for the implementation of CEQA by public agencies and the Secretary of the Natural Resources Agency to certify and adopt the guidelines. CEQA requires the office to propose revisions to the guidelines establishing criteria for determining the significance of transportation impacts of projects within transit priority areas to meet certain objectives. CEQA defines "transit priority area" as an area within 1/2 mile of a major transit stop. This bill would revise the definition of "major transit stop" to include a bus rapid transit station, as defined, that is served by a local circulator or a local serving on-demand transit program.

AB 1568 (McCarty D) Housing law compliance: prohibition on applying for state grants.

Introduced: 2/22/2019

Status: 5/17/2019-Failed Deadline – 2-year bill

Summary: The Housing Element Law, prescribes requirements for the preparation of the housing element, including a requirement that a planning agency submit a draft of the element or draft amendment to the element to the Department of Housing and Community Development prior to the adoption of the element or amendment to the element. Current law requires the department to review the draft and report its written findings, as specified. Current law also requires the department, in its written findings, to determine whether the draft substantially complies with the Housing Element Law. This bill would authorize the city or county to submit evidence that the city or county is no longer in violation of state law to the department and to request the department to issue a finding that the city or county is no longer in violation of state law.

AB 1580 (Levine D) Major infrastructure construction projects: oversight committees.

Introduced: 2/22/2019

Status: 5/24/2019-In Senate. Read first time. To Committee on Rules for assignment.

Summary: Current law requires the Department of Transportation and the Bay Area Toll Authority to establish the Toll Bridge Program Oversight Committee, as provided, to review and provide program direction for seismic retrofit and replacement projects on toll bridges within the geographic jurisdiction of the committee. This bill, except as specified, would similarly require state agency undertaking a publicly funded major infrastructure construction project that is estimated to cost \$1,000,000,000 or more to form an oversight committee, as provided, and to develop and use risk management plans throughout the course of the project.

AB 1633 (Grayson D) Regional transportation plans: traffic signal optimization plans.

Introduced: 2/22/2019

Status: 5/8/2019-Referred to Committees on Transportation and Environmental Qualities

Summary: Would authorize each city located within the jurisdiction of MTC to develop and implement a traffic signal optimization plan intended to reduce greenhouse gases and particulate emissions and to reduce travel times, the number of stops, and fuel use. The bill would also require the Department of Transportation to coordinate with each city that develops a traffic signal optimization plan pursuant to these provisions to ensure that any traffic signals owned or operated by the department are adjusted and maintained in accordance with the plan.

AB 1671 (Berman D) Department of Transportation: motor vehicle technology testing.

Introduced: 2/22/2019

Status: 5/24/2019-In Senate. Read first time. To Committee on Rules for assignment.

Summary: Current law authorizes the Department of Transportation, in coordination with the Department of the California Highway Patrol, to conduct testing of technologies that enable drivers to safely operate motor vehicles with less than 100 feet between each vehicle or combination of vehicles, exempts motor vehicles participating in this testing from the above-described rule, and prohibits a person from operating a motor vehicle participating in this testing unless the person holds a valid driver's license of the appropriate class for the participating vehicle. Current law requires the department to report its findings from the testing to the Legislature on or before July 1, 2017, and to submit an updated report to the

Legislature on or before July 1, 2019. Current law repeals these provisions on January 1, 2020. This bill would extend the operation of these provisions until January 1, 2024 and would require the department to submit an additional updated report to the Legislature on or before April 1, 2023.

AB 1717 (Friedman D) Transit-Oriented Affordable Housing Funding Program Act.

Introduced: 2/22/2019

Status: 5/17/2019-Failed Deadline – 2-year bill

Summary: Would establish the Transit-Oriented Affordable Housing Funding Program, to be administered by the California Housing Finance Agency (CalHFA). The bill would authorize the city council of a city, or the board of supervisors of a city and county, to participate in the program by enactment of an ordinance establishing a transit-oriented affordable housing district, as provided.

AB 1730 (Gonzalez D) Regional transportation plans: San Diego Association of Governments: housing.

Introduced: 2/22/2019

Status: 5/22/2019-Referred to Committees on Housing and Environmental Quality

Summary: Current law requires each transportation planning agency to adopt and submit to the California Transportation Commission and the Department of Transportation an updated regional transportation plan every four or five years, as specified. This bill would require the updated regional transportation plan, sustainable communities strategy, and environmental impact report adopted by SANDAG on October 9, 2015, to remain in effect for all purposes until SANDAG adopts its next update to its regional transportation plan, which the bill would require it to adopt and submit on or before December 31, 2021.

AB 1736 (Daly D) Notification requirements.

Introduced: 2/22/2019

Status: 5/24/2019-In Senate. Read first time. To Committee on Rules for assignment.

Summary: The Local Agency Public Construction Act requires with certain exceptions that a responsible bidder who submitted the lowest bid, as determined in accordance with certain procedures, be awarded the contract. This bill would require a local agency to create and maintain policies for notifying successful and unsuccessful bidders of an awarded contract within a reasonable timeframe, as provided, and to include these policies in the local agency's request for proposals or bid solicitations.

ACA 1 (Aguilar-Curry D) Local government financing: affordable housing and public infrastructure: voter approval.

Introduced: 12/3/2018

Status: 5/20/2019-Read second time. Ordered to third reading.

Summary: The California Constitution prohibits the ad valorem tax rate on real property from exceeding 1% of the full cash value of the property, subject to certain exceptions. This measure would create an additional exception to the 1% limit that would authorize a city, county, city and county, or special district to levy an ad valorem tax to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure, affordable housing, or permanent supportive housing, or the acquisition or lease of real property for those purposes, if the proposition proposing that tax is approved by 55% of the voters of the city, county, or city and county, as applicable, and the proposition includes specified accountability requirements.

ACR 17 (Irwin D) Sergeant Ronald "Ron" Lee Helus Memorial Highway.

Introduced: 1/28/2019

Status: 4/29/2019-From committee chair, with author's amendments: Amend, and re-refer to committee. Amended and re-referred to Committee on Transportation

Summary: This measure would designate a specified portion of State Highway Route 101 in the County of Ventura as the Sergeant Ronald "Ron" Lee Helus Memorial Highway. The measure would request that the Department of Transportation determine the cost of appropriate signs showing this special designation and, upon receiving donations from nonstate sources covering that cost, erect those signs.

SB 127 (Weiner D) Transportation funding: active transportation: complete streets.

Introduced: 1/10/2019

Status: 5/24/2019-In Assembly. Read first time. Held at Desk.

Summary: Would establish an Active Transportation Asset Branch within the Transportation Asset Management Office of the department and require the Transportation Asset Management Plan program manager to develop and meaningfully integrate performance measures into the asset management plan as specified, and to establish interim goals, objectives, and actions to meet the department's transportation mode shift goals, as specified. The bill would require the California Transportation Commission to give high priority to increasing safety for pedestrians and bicyclists and to the implementation of bicycle and pedestrian facilities.

SB 137 (Dodd D) Federal transportation funds: state exchange programs.

Introduced: 1/15/2019

Status: 5/24/2019-In Assembly. Read first time. Held at Desk.

Summary: Current federal law apportions transportation funds to the states under various programs, including the Surface Transportation Program and the Highway Safety Improvement Program, subject to certain conditions on the use of those funds. Current law establishes the Road Maintenance and Rehabilitation Program to address deferred maintenance on the state highway system and the local street and road system, and funds that program from fuel taxes and an annual transportation improvement fee imposed on vehicles. This bill would authorize the Department of Transportation to allow the above-described federal transportation funds that are allocated as local assistance to be exchanged for Road Maintenance and Rehabilitation Program funds appropriated to the department.

SB 147 (Beall D) High-Speed Rail Authority.

Introduced: 1/18/2019

Status: 5/2/2019-Referred to Committee on Transportation

Summary: The California High-Speed Rail Act creates the High-Speed Rail Authority to develop and implement a high-speed train system in the state, with specified powers and duties. Current law authorizes the authority, among other things, to keep the public informed of its activities. This bill would revise that provision to instead authorize the authority to keep the public informed through activities, including, but not limited to, community outreach events, public information workshops, and newsletters posted on the authority's internet website.

SB 152 (Beall D) Active Transportation Program.

Introduced: 1/22/2019

Status: 5/17/2019-Failed Deadline – 2-year bill

Summary: Would require that 75% of available funds be awarded to projects selected by MPOs in urban areas with populations greater than 200,000, with the available funds distributed to each MPO based on its relative share of the population, 15% to fund projects in small urban and rural regions, and 10% to projects of a transformative nature competitively awarded by the commission on a statewide basis. The bill would require, rather than authorize, the commission to adopt separate guidelines for the MPOs to ensure that they have sufficient discretion to adopt regional guidelines.

SB 168 (Wieckowski D) Climate change: Chief Officer of Climate Adaptation and Resilience.

Introduced: 1/28/2019

Status: 5/24/2019-In Assembly. Read first time. Held at Desk.

Summary: Would establish the Chief Climate Resilience Officer, appointed by the Governor and subject to confirmation by the Senate, in the Office of Planning and Research to serve as the statewide lead for planning and coordination of climate adaptation policy and implementation in California, and would specify the duties of the chief officer. The bill would make the chief officer, or the chief officer's designee, a member of the advisory council and would designate the chief officer, or the chief officer's designee, as the chair of the advisory council.

SB 197 (Beall D) Department of Transportation: retention proceeds.

Introduced: 1/31/2019

Status: 5/6/2019-Referred to Committee on Transportation

Summary: Current law prohibits the Department of Transportation, until January 1, 2020, from withholding retention proceeds when making progress payments for work performed by a contractor. This bill would delete the repeal of this provision, thereby making the prohibition operative indefinitely.

SB 211 (Beall D) State highways: leases.

Introduced: 2/4/2019

Status: 5/24/2019-In Assembly. Read first time. Held at Desk.

Summary: Would authorize the Department of Transportation to lease on a right of first refusal basis any airspace under a freeway, or real property acquired for highway purposes, that is not excess property, to the city or county in which the airspace or real property is located, or to a political subdivision of the city or county, for purposes of an emergency shelter or feeding program for a lease amount, for up to 10 parcels in the city or county, or political subdivision of the city or county, of \$1 per month, and a payment of an administrative fee not to exceed \$500 per year, as specified.

SB 241 (Moorlach R) Personal Income Tax: California Voluntary Contribution Program.

Introduced: 2/11/2019

Status: 5/17/2019-Failed Deadline – 2-year bill

Summary: Current law contains administrative provisions generally applicable to a new or extended voluntary tax contribution. Current law provides for various voluntary contribution funds to be listed on the personal income tax return, including the California Firefighters' Memorial Fund and the California Peace Officer Memorial Foundation Fund, which are both repealed on January 1, 2021, except as otherwise provided. This bill would remove the repeal dates for the California Firefighters' Memorial Fund and the California Peace Officer Memorial Foundation Fund, thereby allowing those voluntary contribution funds to be listed on the personal income tax return indefinitely.

SB 277 (Beall D) Road Maintenance and Rehabilitation Program: guidelines.

Introduced: 2/13/2019

Status: 5/16/2019-Referred to Committee on Transportation

Summary: The Road Repair and Accountability Act of 2017 continuously appropriates \$200,000,000 annually from the Road Maintenance and Rehabilitation Account for allocation by the California Transportation Commission to local or regional transportation agencies that have sought and received voter approval of taxes or that have imposed certain fees, which taxes or fees are dedicated solely to transportation improvements. Existing law requires the commission, in cooperation with the Department of Transportation, transportation planning agencies, county transportation commissions, and other local agencies, to develop guidelines for the allocation of those moneys, and authorizes the commission to amend the adopted guidelines after conducting at least one public hearing. This bill would require the commission, in cooperation with those same entities, to biennially update the guidelines with final approval of the update occurring on or before January 1 of each even-numbered year.

SB 279 (Galgiani D) High-Speed Rail Authority: supplemental business plan.

Introduced: 2/13/2019

Status: 4/26/2019-Failed Deadline – 2-year bill

Summary: Would require the High-Speed Rail Authority to develop and adopt a supplemental business plan for the estimated cost of completing the section of the high-speed rail system located between the City of Merced and the northern end of the initial operating segment in the County of Madera on or before February 1, 2020, and submit the supplemental business plan to the Director of Finance, a specified peer review group, and certain legislative committees.

SB 336 (Dodd D) Transportation: fully-automated transit vehicles.

Introduced: 2/19/2019

Status: 5/24/2019-Referred to Committees on Transportation and Communications and Conveyance

Summary: Would require a transit operator, as defined, until January 1, 2025, to ensure each of its fully-automated transit vehicles, as defined, is staffed by at least one of its employees, who has had specified

training, while the vehicle is in service. The bill would require a transit operator that deploys a fully-automated transit vehicle to report the results of that deployment to the Legislature on or before March 31, 2025.

SB 340 (Stone R) High-speed rail bonds.

Introduced: 2/19/2019

Status: 4/26/2019-Failed Deadline – 2-year bill

Summary: Would provide that no further bonds shall be sold for high-speed rail purposes pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, except as specifically provided with respect to an existing appropriation for high-speed rail purposes for early improvement projects in the Phase 1 blended system. The bill, subject to the above exception, would require redirection of the unspent proceeds received from outstanding bonds issued and sold for other high-speed rail purposes before the effective date of these provisions, upon appropriation, for use in retiring the debt incurred from the issuance and sale of those outstanding bonds.

SB 358 (Committee on Transportation) Transportation.

Introduced: 2/20/2019

Status: 5/24/2019-Referred to Committee on Transportation

Summary: Article XIX of the California Constitution restricts the use of excise tax revenues imposed by the state on fuels used in motor vehicles on public highways to highway and certain mass transit purposes and provides for the deposit of these fuel excise tax revenues in the Highway Users Tax Account for apportionments to cities, among other things. Current law prohibits apportionments from the account to a city pursuant to specified provisions from being made unless the city has set up by ordinance a special gas tax street improvement fund and requires the apportionment of those moneys to be deposited into that fund. This bill would delete the reference to those specified provisions providing for apportionments from the account, thereby prohibiting any and all apportionments from the account to a city from being made unless the city has set up by ordinance a special gas tax street fund, and thereby requiring the apportionment of those moneys to be deposited into that fund.

SB 397 (Glazer D) Public transit operators: passengers with pets: evacuation orders.

Introduced: 2/20/2019

Status: 5/13/2019-Read third time. Passed. (Ayes 37. Noes 0.) Ordered to the Assembly. In Assembly. Read first time. Held at Desk.

Summary: Would require each public transit operator to develop best practices for allowing pets on public transit vehicles serving areas subject to an evacuation order. If an evacuation order is issued that covers all or a portion of a public transit operator's service area, the bill would require the operator to authorize passengers to board public transit vehicles with their pets in the area covered by the evacuation order, consistent with those best practices.

SB 498 (Hurtado D) Trade Corridors Improvement Fund: grant program: short-line railroads.

Introduced: 2/21/2019

Status: 5/21/2019-Read second time and amended. Ordered to third reading.

Summary: Would require the California Transportation Commission, upon appropriation by the Legislature of funds resulting from TCIF program savings, to establish a competitive grant program to provide grants from those funds in the 2020–21 and 2021–22 fiscal years to the Department of Transportation or regional transportation planning agencies, or both, for short-line railroad projects such as railroad reconstruction, maintenance, upgrade, or replacement. The bill would require the commission to adopt guidelines, in consultation with representatives from specified government and industry entities, by July 1, 2020, to be used by the commission to select grant recipients.

SB 526 (Allen D) Regional transportation plans: greenhouse gas emissions: State Mobility Action Plan for Healthy Communities.

Introduced: 2/21/2019

Status: 5/17/2019-Failed Deadline – 2-year bill

Summary: Would require the State Air Resources Board to adopt a regulation that requires a metropolitan planning organization to provide any data that the state board determines is necessary to

fulfill the requirements of the above-described report and to determine if the metropolitan planning organization is on track to meet its 2035 greenhouse gas emission reduction target. After completing each report, the bill would require the state board to determine if each metropolitan planning organization is on track to meet its 2035 target.

SB 659 (Borgeas R) Local agency design-build projects.

Introduced: 2/22/2019

Status: 5/17/2019-Failed Deadline – 2-year bill

Summary: Would, in an action or proceeding related to a project involving the development of housing at an infill site brought pursuant to CEQA, authorize the court, upon motion of a party, to award reasonable attorney's fees to a party if the court makes certain findings. The bill would require the Judicial Council to adopt a rule of court to implement this provision.

SB 676 (Bradford D) Transportation electrification: electric vehicles: grid integration

Introduced: 2/22/2019

Status: 5/20/2019-Read third time. Passed. (Ayes 38. Noes 0.) Ordered to the Assembly. In Assembly. Read first time. Held at Desk.

Summary: Would require the PUC, by December 31, 2020, in an existing proceeding, to establish strategies for electric vehicle grid integration, as defined, that would shift, by January 1, 2030, at least 25% of the estimated electrical demand by customers of electrical corporations, community choice aggregators, and electric service providers for electric vehicle charging from peak-demand periods to other periods. The bill would require the PUC to reference the electric vehicle grid integration strategies in all ongoing and subsequent proceedings that address issues of transportation electrification in any part, as applicable, and identify how programs and investments that the PUC may approve will advance the achievement of the strategies.

SB 736 (Umberg D) Creative Economy Task Force.

Introduced: 2/22/2019

Status: 5/24/2019-In Assembly. Read first time. Held at Desk.

Summary: Would establish the Creative Economy Task Force within GO-Biz, chaired by the Director of GO-Biz and comprised of various representatives from the Governor's Office, the Department of Finance, rural and urban tourism organizations, the California State Association of Counties, and the League of California Cities and representatives appointed by the Senate and the Assembly. The bill would require the task force to study and submit a report to the Legislature by June 30, 2020, regarding the creation of a state fund designated to assist local governments to compete with other states in the bidding processes for major events, which includes arts and cultural events, entertainment events, agricultural events, sporting events, and international conferences.

ACA 1 (Aguiar-Curry)**Summary:**

ACA 1 by Assembly Member Aguiar-Curry would lower the necessary voter threshold from a two-thirds supermajority to 55 percent to approve general obligation bonds and special taxes for affordable housing and public infrastructure projects. The measure also includes additional exception to the 1% limit that would authorize a city, county, city and county, or special district to levy an ad valorem tax to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure, affordable housing, or permanent supportive housing, or the acquisition or lease of real property for those purposes

The measure further defines what projects are eligible under the public infrastructure section. It should be noted that the funding of transportation operations is not included.

The full list of eligible projects is listed below:

Water or protect water quality.

Sanitary sewer.

Treatment of wastewater or reduction of pollution from stormwater runoff.

Protection of property from impacts of sea level rise.

Parks and recreation facilities.

Open space.

Improvements to transit and streets and highways.

Flood control.

Broadband internet access service expansion in underserved areas.

Local hospital construction.

Public safety buildings or facilities, equipment related to fire suppression, emergency response equipment, or interoperable communications equipment for direct and exclusive use by fire, emergency response, police or sheriff personnel.

Public library facilities.

Purpose:

This measure seeks to help local communities increase their supply of affordable housing and address other infrastructure challenges. By lowering the vote threshold to 55% for ballot measures this would increase the opportunities for local entities to fund important projects while still requiring significant support for approval.

Existing Law:

The California Constitution prohibits the ad valorem tax rate on real property from exceeding 1% of the full cash value of the property, subject to certain exceptions.

The California Constitution conditions the imposition of a special tax by a local government upon the approval of 2/3 of the voters of the local government voting on that tax and prohibits these entities from imposing an ad valorem tax on real property or a transactions or sales tax on the sale of real property.

The California Constitution prohibits specified local government agencies from incurring any indebtedness exceeding in any year the income and revenue provided in that year, without the assent of 2/3 of the voters and subject to other conditions.

Authors Statement:

"This legislative initiative simply asks the voters of California if they wish to consider a more attainable supermajority for local initiatives to fund local affordable housing and infrastructure projects. In practice, local officials propose a local bond or special tax, and then it is up to the voters in that community to decide whether they support the idea or not. Local governments and local voters know best what their communities need. In some neighborhoods this means a new library or fire station; in others this means an increase in the affordable housing stock. ACA 1 will empower local governments to address local

priorities without needing to wait for state and federal funding initiatives. A majority vote tax measure is much more likely to pass, while voters would still need to overwhelmingly support a bond or special tax in order for it to be approved with 55% of the vote. ACA 1 will level the playing field and create parity between school districts and cities, counties, and special districts, so that all local governments have a viable financing tool to address community needs.”

Support/Opposition:

Support: American Planning Association, California Chapter, Association of California Healthcare Districts, California Association of Councils of Government, California Association of Housing Authorities, California Association of Sanitation Agencies, California Coalition for Rural Housing, California Contract Cities Association, California Housing Consortium, California Housing Partnership, California Labor Federation, Afl-Cio, California Library Association, California Park & Recreation Society, California Professional Firefighters, California Special Districts Association, California State Association Of Counties, California State Association Of Electrical Workers, California State Council Of Laborers, California State Pipe Trades Council, California Transit Association, California Yimby, City of Camarillo, City Of Davis, City of Gustine, City Of Laguna Beach, City Of Lodi, City of Manteca, City Of Moorpark, City Of San Luis Obispo, County of Santa Clara, East Bay for Everyone, East Bay Municipal Utility District, East Bay Regional Parks District, Greater Merced Chamber of Commerce, Housing California, International Union Of Elevator Constructors, Local 18, International Union Of Elevator Constructors, Local 8, International Union Of Operating Engineers, Cal-Nevada Conference, League Of California Cities, Midpeninsula Regional Open Space District, Non-Profit Housing, Association Of Northern California, Professional Engineers In California Government, San Diego Housing Federation, San Mateo County-City/County Association Of Governments, Santa Clara Valley Water District, Silicon Valley At Home, Solano Transportation Authority, Southern California Association Of Nonprofit Housing, Spur, The Two Hundred, Urban Counties Of California, Ventura Council Of Governments, Western States Council Sheet Metal, Air, Rail And Transportation

Opposition: Howard Jarvis Taxpayers Association, Valley Industry and Commerce Association

AB 1413 (Gloria)**Summary:**

AB 1413 by Assemblymember Gloria would allow specified local transportation authorities, which have existing transaction and use tax authority, to levy a transaction and use tax in any portion of its jurisdiction with voter approval. The transportation authority would be responsible for determining the portion of the jurisdiction in which the tax would apply prior to bringing it to the voters.

Purpose:

Division 19 of the Public Utilities Code authorizes, among other things, the creation of, or designation of an authority to operate as, the local transportation authority. This division also authorizes those newly created or designated local transportation authorities to apply retail transactions and use tax ordinance, as prescribed (PUC § 180200 et seq.)

AB 1413 would enable local transportation authorities to propose funding measures by sub region instead of to the entire jurisdiction. AB 1413, known as the Subregional Tax Act for Reliable Transportation (START), would mean transportation agencies could choose specific areas to propose transportation funding measures thereby allowing them to address specific projects or needs of a community.

Existing Law:

Existing law also authorizes a county board of supervisors to levy, increase, or extend transactions and use tax throughout the entire county or within the unincorporated area of the county for general purposes (RTC § 7285). Any revenues derived from the imposition of a tax applied via this authority are required to be used only for general purposes within the area for which the tax was approved by the qualified voters. In 2016 and 2018, several transportation measures appeared on ballots across the state. In 2016, six passed and eight failed. In 2018, three passed and two failed. However, in those that failed, we saw evidence of corridors of constituencies that supported the measure.

Also, existing law authorizes a local transportation authority to impose transactions and use tax ordinance in the incorporated and unincorporated territory of a county in accordance with existing law which governs transactions and use taxes. The local transportation authority must adopt the tax ordinance by a two-thirds vote, request the county to call a special election, and adopt an expenditure plan, as specified. Current law requires the expenditure plan to be prepared for the expenditure of the transactions and use tax revenues, and federal, state, and local funds expected to be available for transportation improvements for the period during which the tax is imposed.

State law has been amended multiple times to authorize cities, counties, special districts and local transportation authorities, including the San Diego Association of Governments (SANDAG), Metropolitan Transit System (MTS), and North County Bus & Train Service (NCTD), to impose transactions and use tax. Transactions and use taxes are taxes imposed on the total retail price of any tangible personal property and the use or storage of such property when sales tax is not paid. As of April 1, 2018, 269 local agencies impose their own transactions and use taxes: four of 58 county-imposed taxes are general purpose taxes and 54 are special purpose taxes, with 35 dedicated for transportation purposes. Of the 211 city-imposed taxes, 174 are general purpose and 37 are special purpose.

Authors Statement:

"AB 1413 allows subregions within a local transportation authority's jurisdiction to find ways to address the specific transportation infrastructure needs of their communities. By enabling subregions to choose whether they want to tax themselves, voters will be assured that their taxes will go back into their community – improving roads, transit, highways, or other transportation infrastructure as they see fit."

Related Legislation:

AB 1324 (Gloria) of 2018 would have authorized a local transportation authority, which has existing transactions and use tax authority, to levy transactions and use tax in any portion of its jurisdiction, with voter approval. This bill was held on the Assembly Floor

AB 805 (Gonzalez Fletcher), Chapter 658, Statutes of 2017, made changes to the governance structure for SANDAG, Metropolitan Transportation System (MTS), and North County Transit District (NCTD), and authorized MTS and NCTD to impose transactions and use tax. Additionally, AB 805 required the MTS and NCTD Boards to contract with the California Department of Tax and Fee Administration (CDTFA) to administer a transactions and use tax, and provide CDTFA with a complete alphabetical list of all streets within the affected unincorporated area under the jurisdiction of the Board within 45 days from the date the ordinance is approved by the voters.

AB 2119 (Stone), Chapter 148, Statutes of 2014, authorized a county board of supervisors to levy, increase, or extend transactions and use tax, for general or specific purposes, within the unincorporated area of the county.

AB 431 (Mullin) of 2013 would have authorized a transportation planning agency that is designated as a Metropolitan Planning Organization to impose a transaction and use tax within all or a portion of its jurisdiction for the purpose of achieving the goals of the sustainable communities strategy, at a rate of no more than 0.5 %, subject to specified conditions. AB 431 was subsequently amended into a different subject matter.

Support/Opposition:

Support: American Federation of State, County, and Municipal Employees, AFL-CIO (AFSCME), California Association of Councils of Governments, City of Lincoln, City of Roseville, Contra Costa Transportation Authority, Environmental Health Coalition, Lincoln Area Chamber of Commerce, Placer County, Placer County Transportation Planning Agency, Rocklin Area Chamber of Commerce, Roseville Area Chamber of Commerce, San Diego 350, Solano Transportation Authority, Yolo County

Opposition: Howard Jarvis Taxpayers Association

SB 498 (Hurtado)**Summary:**

SB 498 by Senator Hurtado would require the California Transportation Commission, upon appropriation by the Legislature of funds resulting from TCIF program savings, to establish a competitive grant program to provide funds in the 2020–21 and 2021–22 fiscal years to the Department of Transportation or regional transportation planning agencies, or both, for short-line railroad projects such as railroad reconstruction, maintenance, upgrade, or replacement. The bill would require the commission to adopt guidelines, in consultation with representatives from specified government and industry entities, by July 1, 2020, to be used by the commission to select grant recipients.

Purpose:

The 2018 California State Rail Plan (CSRP) identifies trade corridor congestion as solvable short-term issue. Improvements to the existing infrastructure would greatly increase the reliability and efficiency of the entire statewide rail network. These improvements can be realized by the State supporting the reconstruction, maintenance, or replacement of short-line railroad infrastructure.

In 2006, voters approved the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act, also known as Proposition 1B. The bond act authorized the issuance of nearly \$20 billion for various specified purposes, including \$2 billion for Trade Corridors Improvement Fund (TCIF). Funds within TCIF can be accessed upon appropriation by the Legislature, whereby the California Transportation Commission (CTC) distributes funding for projects that address high volume freight corridors. The program has been successful and has unallocated programmatic savings. This measure would allocate these funds to short-line rail solutions that address freight traffic bottlenecks.

Existing Law:

- 1) Authorized, pursuant to Proposition 1B (2006), the issuance of \$19.925 billion of general obligation bonds for specified purposes, including \$2 billion to be transferred to the Trade Corridors Improvement Fund (TCIF), created by the bond act.
- 2) Provides the moneys in the TCIF available, upon appropriation in the annual Budget Act by the Legislature for allocation by CTC for infrastructure improvements along federally designated Trade Corridors of National Significance or along other corridors that have a high volume of freight movement, as determined by CTC.
- 3) Designates CTC as the administrative agency responsible for programming funds in the TCIF and authorizes CTC to adopt guidelines for the TCIF program.

Authors Statement:

"California voters approved of Proposition 1B in 2006, a \$20 billion bond act. That act included \$2 million to establish a Trade Corridors Improvement Fund (TCIF) to address high volume of freight movement. The 2018 California State Rail Plan (CSRP) identified that we could increase reliability and efficiency to the entire statewide railroad network if we directed funding for improvements to existing infrastructure. SB 498, the Short-Line Railroad Improvement Act of 2019, builds on CSRP's recommendation to invest in programs to support infrastructure and construction projects to upgrade the statewide short-line railroad network. By July 1st, 2020, SB 498 directs the California Transportation Commission to consult with relevant stakeholders and regional agencies to develop guidelines for awarding grants to short-line railroad projects and to allow for public input. This bill also caps state grants for these projects at 50% of the total project cost for projects until 2022."

Related Legislation:

AB 105 (Committee on Budget) from 2011 which required the Department of Finance to notify the Controller of the amount of debt service relating to expenditures for eligible mass transit guideway projects that may be paid from revenues restricted by Article XIX of the California Constitution.

Support/Opposition:

Support: Arizona & California Railroad, BMW Group, California Northern Railroad, Central Oregon & Pacific Railroad, Modesto & Empire Traction Co., Pacific Harbor Line, Pacific Sun Railroad, Richmond Pacific Railroad, Sacramento Valley Railroad, San Diego & Imperial Valley Railroad, San Francisco Bay Railroad, Sierra Northern Railway, Stockton Terminal & Eastern Railroad, Trona Railway, Ventura County Railroad

Opposition: San Gabriel Valley Council of Governments

VENTURA COUNTY TRANSPORTATION COMMISSION STATE LEGISLATIVE MATRIX BILL SUMMARY May 29, 2019			
BILL/AUTHOR	SUBJECT	POSITION	STATUS
AB 252 Daly	Makes permanent the delegation to Caltrans of project approvals under the National Environmental Policy Act.	Support	Passed Assembly Appropriations Committee 18-0. Passed Assembly 78-0.
AB 1413 Gloria	Enables county transportation commissions to submit to the voters a sales tax measure for a portion of the county.	Support	Passed Assembly Local Government 6-2. Passed Assembly 47-26.
AB 1568 Newman	Authorized the withholding and redistribution of SB 1 Local Streets and Roads funds to jurisdictions that do not meet regional housing goals. Amended version instead called for withholding eligibility for state grants. To be removed from matrix.	None	Referred with amendments from Transportation Committee Chair to Housing & Community Development Committee.
ACA 1 Aguiar-Curry	Places measure before voters to lower to 55% the supermajority requirement for new local taxes funding specified infrastructure including housing and transportation.	Support	Passed Assembly Local Government Committee 5-2. Passed Assembly Appropriations Committee 11-7. In full Assembly.
SB 498 Hurtado	Reallocates unexpended Proposition 1B Trade Corridor funds to short line freight railroad projects.	Oppose	Passed Senate Transportation Committee 10-1. Passed Senate Appropriations Committee 6-0. Passed Senate 40-0.

Staff-recommended Commission position shown in **bold**.



Item #15

June 7, 2019

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: ROUTE 118 ENVIRONMENTAL DOCUMENT COST INCREASE

RECOMMENDATION:

- Authorize the Executive Director to approve Amendment #1 to Caltrans Agreement #07-5058 regarding the Route 118 Widening preliminary analysis and environmental document, increasing the maximum funding by \$130,000, from \$3,000,000 to \$3,130,000 in Surface Transportation Program (STP) funds.

BACKGROUND:

In 2015 the Commission approved an agreement with Caltrans to provide \$3,000,000 for Caltrans to prepare the preliminary analysis and environmental document for the proposed project to widen Route 118 from Los Angeles Avenue in Moorpark to Tapo Canyon Road in Simi Valley. The environmental document with the Finding of No Significant Impact was approved by Caltrans in August, 2018.

VCTC's agreement with Caltrans committed to funding all costs of the environmental process, including any cost increases beyond the initial \$3 million contract ceiling. Caltrans has reviewed the actual costs of the effort and has determined that a maximum of \$130,000 in additional funds will be required to cover the total costs that were incurred. Therefore, staff recommends that the Executive Director be authorized to approve an amendment to the project Agreement, to increase the maximum funding from \$3,000,000 to \$3,130,000. As with the original funding, the additional funds will come from VCTC's apportionment of STP funds.