



# 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, OCTOBER 4, 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 SEPTEMBER 6, 2019 VCTC MEETING – PG. 5**

**Recommended Action:**

*Approve*

**Responsible Staff: Donna Zimmermann**

**8B. JULY MONTHLY BUDGET REPORT – PG. 9**

**Recommended Action:**

*Receive and file the monthly budget report*

**Responsible Staff: Sally DeGeorge**

**8C. AUGUST MONTHLY BUDGET REPORT – PG. 17**

**Recommended Action:**

*Receive and file the monthly budget report*

**Responsible Staff: Sally DeGeorge**

**8D. FISCAL YEAR 2019/2020 CARRY-OVER BUDGET AMENDMENTS – PG. 25**

**Recommended Action:**

*Amend the VCTC Fiscal Year 2019/2020 budget revenues and expenditures as stated in Attachment - Carry-over Budget Amendments from Fiscal Year 2018/2019 to 2019/2020.*

**Responsible Staff: Sally DeGeorge**

**8E. HARVEST AT LIMONEIRA EASEMENT ASSIGNMENT– PG.29**

**Recommended Action:**

*Approve Rail Crossing and Utility easement assignments from Limoneira Lewis Community Builders, LLC to the City of Santa Paula.*

**Responsible Staff: Steve DeGeorge**

**8F. LEGISLATIVE UPDATE – PG. 39**

**Recommended Action:**

*Receive and File.*

**Responsible Staff: Peter De Haan**

**8G. 2020 VCTC REGULAR MEETING SCHEDULE - PG. 63**

**Recommended Action:**

*Adopt the schedule of regular monthly VCTC meeting dates for 2020*

**Responsible Staff: Donna Zimmermann**

**8H. APPROVAL OF METROLINK BUDGET AMENDMENT FOR TICKET VENDING DEVICES-  
PG. 65**

**Recommended Action:**

*Approve a budget amendment to increase the Metrolink Budget capital rehabilitation line item by %\$282,000 for the Ticket Vending Devices (TVD); and correspondingly increase the State Transportation Assistance (STA) revenues by \$282,000 from the STA balance in the general fund.*

**Responsible Staff: Martin Erickson**

**8I. APPROVAL OF REQUEST FOR PROPOSALS FOR STATE REQUIRED  
TRANSPORTATION DEVELOPMENT ACT (TDA) TRIENNIAL PERFORMANCE AUDITS  
FOR VENTURA COUNTY TDA CLAIMANTS – PG. 67**

**Recommended Action:**

*Approve the Request for Proposals (RFP) for State required Transportation Development Act (TDA) triennial performance audits for distribution to appropriate consulting firms.*

**Responsible Staff: Martin Erickson**

**8J. CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT PROGRAM – PG.69**

**Recommended Action:**

*Approve submission of a Grant application to the Caltrans Sustainable Transportation Grant Program and authorize the use of up to \$51,615 in Local Transportation Funds (LTF) as matching funds should a grant be awarded to VCTC by Caltrans.*

**Responsible Staff: Caitlin Brooks**

**8K. AUTHORIZATION FOR DESTRUCTION OF RECORDS – PG. 71**

**Recommended Action:**

*Approve the destruction of itemized records.*

**Responsible Staff: Donna Zimmermann**

**8L. RATIFICATION OF TITLE VI PROGRAM EDITS – PG. 73**

**Recommended Action:**

*Ratify revised Title VI Program..*

**Responsible Staff: Peter De Haan**

**9. INCIDENT RESPONDER GRANT PROGRAM -PG. 75**

**Recommended Action:**

- *Approve Incident Responder Grant Program allocations as detailed in Table 2 to provide funds to agencies that respond to highway incidents within Ventura County.*
- *Increase the total amount of grant funding available by \$256,348 for a total grant amount of \$756,348.*
- *Approve a Budget Amendment to the Motorist Aid Services budget increasing revenues by \$256,348 from the SAFE Fund Balance and correspondingly increase the expense line item, Incident Responder Grant Program by \$256,348.*

**Responsible Staff: Steve DeGeorge**

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10. **SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS' CONNECTSOCAL, 2020**  
**REGIONAL TRANSPORTATION PLAN/SUSTAINABLE COMMUNITIES STRATEGY – PG. 87**  
*Recommended Action:*  
*Receive ConnectSoCal presentation from the Southern California Association of Governments*  
**Responsible Staff: Steve DeGeorge**
  
11. **U.S. 101 HOV WIDENING, PROJECT APPROVAL / ENVIRONMENTAL DOCUMENT (PAED)**  
**PHASE, PROJECT UPDATE - PG. 89**  
*Recommended Action:*  
*Receive and file presentation*  
**Responsible Staff: Steve DeGeorge**
  
12. **VCTC GENERAL COUNSEL'S REPORT**
  
13. **AGENCY REPORTS**
  
14. **CLOSED SESSION –**
  
15. **ADJOURN to 9:00 a.m. Friday, November 1, 2019**



Item #8A

# Meeting Summary

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

**CAMARILLO CITY HALL**  
**601 CARMEN DRIVE**  
**CAMARILLO, CA**  
**FRIDAY, SEPTEMBER 6, 2019**  
**9:00 AM**

**MEMBERS PRESENT:**

Manuel Minjares, City of Fillmore, Chair  
Claudia Bil-de la Peña, City of Thousand Oaks, Vice Chair  
Linda Parks, County of Ventura  
Tony Trembley, City of Camarillo  
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  
Steve Bennett, County of Ventura  
Kelly Long, County of Ventura  
John Zaragoza, County of Ventura  
Jim white, Citizen Rep., County  
Mark Archuletta, Caltrans District 7

**ABSENT:**

Robert Huber, County of Ventura  
Brian Humphrey, Citizen Rep., Cities

**CALL TO ORDER**

**PLEDGE OF ALLGIANCE**

**ROLL CALL**

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

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**PUBLIC COMMENTS –**

**CALTRANS REPORT -**

Mark Archuletta announced that Caltrans has appointed both a New Director and Chief Deputy Director.

There are currently 26 projects in design worth \$496 Million and \$148 Million in projects currently under construction.

Projects for SR 101 in Ventura, 126 in Santa Paula, and 118 Safety Project in Simi Valley have been advertised.

**COMMISSIONERS REPORTS**

***Commissioner MacDonald reported Gold Coast Transit has transitioned into their new state of the art facility.***

***Commissioner Judge said that SCAG has begun the RHNA process.***

**ADDITIONS/REVISIONS – None**

**8. CONSENT CALENDAR –**

***Commissioner Heitmann requested to pull Item #8G, Increase of VCTC Public Outreach Contract for discussion. She would like to have an update at a future meeting regarding how Outreach funds are being spent.***

***Commissioner Long made a motion to approve all items as recommended:***

**8A. APPROVE SUMMARY FROM JULY 12, 2019 VCTC MEETING - Approve**

**8B. MONTHLY BUDGET REPORT – Receive and file the monthly budget report**

**8C.SUBRECIPIENT AGREEMENT WITH INTERFACE CHILDREN AND FAMILY SERVICES –**

***Authorize the Chair to execute the attached agreement with Interface Children and Family Services for administration of Federal Transit Administration funds by VCTC.***

**8D. BUDGET AMENDMENT – SENIOR AND DISABLED TRANSPORTATION SERVICES –**

***Amend the Fiscal Year (FY) 2019/20 program budget for Senior and Disabled Services as follows: increase Consultant Services Expenditure by \$40,000; and, Increase Federal Transit Administration (FTA) Section 5307 revenue by \$32,000 and Local Transportation Fund (LTF) General Fund, Fund Balance revenue by \$8,000.***

**8E. RESOLUTION 2019-05 APPROVING VENTURA COUNTY'S FY2019-20 STATE OF GOOD REPAIR PROGRAM PROJECT LIST**

***Adopt Resolution 2019-05 (Attachment 1) approving the project list for the FY2019/20 State of Good Repair funds for a total of \$1,371,792 and authorizing the Executive Director to submit all.***

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**8F. RESOLUTION SUPPORTING “CALIFORNIA CLEAN AIR DAY”, OCTOBER 2, 2019** - Approve a Resolution 2019-06 supporting “California Clean Air Day” on October 2, 2019

**8G. INCREASE OF VCTC PUBLIC OUTREACH CONTRACT** – Increase contract with Celtis Ventures by \$70,000 to include LCTOP grant fund at a cost not to exceed \$645,000.

**8H. QUARTERLY VCTC BUS AND RAIL TRANSIT RIDERSHIP AND PERFORMANCE MEASURES REPORT** - Receive and File

**8I. APPOINTMENT OF B. SCOTT FARRENKOPF TO CTAC/SSTAC-**

Appoint Scott Farrenkopf as a VCTC At-Large representative to the Citizens’ Transportation Advisory Committee/Social Services Advisory

*The motion was seconded by Commissioner Judge, and passed unanimously, with Chair Minjares recusing himself on Item #8C.*

**9. FISCAL YEAR (FY) 2019/20 TRANSIT PROGRAM OF PROJECTS (POP) – PUBLIC HEARING –**

*There were no speakers for the public hearing. Commissioner MacDonald made a motion to*

- *Open public hearing and receive testimony.*
- *Adopt the attached final Program of Projects (POP) approving the projects to receive Federal Transit Administration funds for all areas of Ventura County in FY 2019/20.*

*The motion was seconded by Commissioner Simons and passed unanimously.*

**10. 2020 STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) SUBMITTAL–**

*Commissioner Long made a motion to approve 2020 STIP submittal to the California Transportation Commission. The motion was seconded by Commissioner Judge and passed unanimously.*

**11. VCTC INTERCITY FARE CHANGE REPORT – Commissioner Simons made a motion to**

*Receive and file the report. The motion was seconded by Commissioner Long, and passed unanimously.*

**12. ORIGIN/DESTINATION, TRANSFER AND CUSTOMER SATISFACTION SURVEYS UPDATE -**

*Commissioner Long made a motion to receive a presentation on the recently completed Origin/Destination, Transfer and Customer Satisfaction Surveys conducted by Moore and Associates. The motion was seconded by Commissioner Zaragoza and passed unanimously.*

**13. LEGISLATIVE UPDATE - Continued to October 4, 2019**

**14. VCTC GENERAL COUNSEL’S REPORT - None**

**15. AGENCY REPORTS - None**

**16. CLOSED SESSION – None**

**17. ADJOURN to 9:00 a.m. Friday, October 4, 2019**

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Item #8B

October 4, 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 August 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 State of Good Repair (SGR) 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 August 31, 2019 budget report indicates that the revenues were approximately 2.27% of the adopted budget while expenditures were approximately 13.12% of the adopted budget. The revenues and expenditures are as expected at this time. Although the percentage of the budget year completed is shown, be advised that neither the revenues nor the expenditures occur on an even percentage or monthly basis. Furthermore, revenues are often billed and reimbursed in arrears.

It should be noted that the Fiscal Year 2018/2019 is in the process of being finalized and has not yet been audited. The fund balances and accruals are considered estimates until Fiscal Year 2018/2019 is closed and the audit is final. Because of the lengthy and time consuming year-end closing process, the invoicing for August reimbursements have not been processed. These revenues will be reflected in the September financials.

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, SGR, 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 and SGR 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 and SGR 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 AUGUST 31, 2019**

**Assets and Deferred Outflows**

Cash and Investments	\$ 31,282,845
Petty Cash	130
Receivables/Due from other funds	4,695,669
Prepays and Deposits	126,283
Capital Assets, undepreciated	26,496,812
Capital Assets, depreciated, net	31,324,877
Deferred Outflows	724,799
<b>Total Assets and Deferred Outflows</b>	<b><u><u>\$ 94,651,415</u></u></b>

**LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE**

**Liabilities and Deferred Inflows:**

Accrued Expenses and Due to Other	\$ 4,835,687
Deferred Revenue	4,634,720
Deposits	67,059
Accrued Vacation	168,123
Pension Liability	1,933,376
OPEB Liability	319,425
Deferred Inflows	146,000
<b>Total Liabilities and Deferred Inflows:</b>	<b><u><u>\$ 12,104,390</u></u></b>

**Net Position:**

Invested in Capital Assets	\$ 57,428,081
Fund Balance	25,118,944
<b>Total Net Position</b>	<b><u><u>\$ 82,547,025</u></u></b>

For Management Reporting Purposes Only

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

	General Fund	LTF	STA	SAFE	SGR	VCTC			Valley	Fund	Budgeted	Variance	% Year
	Actual	Actual	Actual	Actual	Actual	SPBL Actual	Intercity Actual	Express Actual	Totals	Actual	Actual	Actual	
<b>Revenues</b>													
Federal Revenues	\$ 5,778	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 5,778	\$ 20,424,580	(20,418,802)	0.03	
State Revenues	0	0	0	0	0	0	0	0	0	53,579,075	(53,579,075)	0.00	
Local Revenues	70,414	0	0	0	0	221,531	483,613	998,933	1,774,491	4,172,504	(2,398,013)	42.53	
Other Revenues	442	0	0	0	0	0	0	0	442	0	442	0.00	
Interest	1,045	0	0	176	0	114	458	57	1,850	344,000	(342,150)	0.54	
<b>Total Revenues</b>	<b>77,679</b>	<b>0</b>	<b>0</b>	<b>176</b>	<b>0</b>	<b>221,645</b>	<b>484,071</b>	<b>998,990</b>	<b>1,782,561</b>	<b>78,520,159</b>	<b>(76,737,598)</b>	<b>2.27</b>	
<b>Expenditures</b>													
<b>Administration</b>													
Personnel Expenditures	421,350	0	0	0	0	0	0	0	421,350	3,212,000	(2,790,650)	13.12	
Legal Services	377	0	0	0	0	0	0	0	377	26,000	(25,623)	1.45	
Professional Services	8,217	0	0	0	0	0	0	0	8,217	134,200	(125,983)	6.12	
Office Leases	24,285	0	0	0	0	0	0	0	24,285	151,900	(127,615)	15.99	
Office Expenditures	102,919	0	0	0	0	0	0	0	102,919	303,900	(200,981)	33.87	
<b>Total Administration</b>	<b>557,148</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>557,148</b>	<b>3,828,000</b>	<b>(3,270,852)</b>	<b>14.55</b>	
<b>Programs and Projects</b>													
<b>Transit and Transportation Program</b>													
Regional Transit Technology	3,959	0	0	0	0	0	0	0	3,959	624,665	(620,706)	0.63	
Senior-Disabled Transportation	37,594	0	0	0	0	0	0	0	37,594	263,500	(225,906)	14.27	
VCTC Intercity Bus Services	0	0	0	0	0	0	6,228,007	0	6,228,007	15,565,352	(9,337,345)	40.01	
Valley Express Bus Services	0	0	0	0	0	0	0	159,097	159,097	1,837,600	(1,678,503)	8.66	
Transit Grant Administration	24,005	0	0	0	0	0	0	0	24,005	6,891,900	(6,867,895)	0.35	
<b>Total Transit and Transportation</b>	<b>65,558</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,228,007</b>	<b>159,097</b>	<b>6,452,662</b>	<b>25,183,017</b>	<b>(18,730,355)</b>	<b>25.62</b>	
<b>Highway Program</b>													
Motorist Aid Call Box System	0	0	0	27,218	0	0	0	0	27,218	791,200	(763,982)	3.44	
Highway Project Management	0	0	0	0	0	0	0	0	0	8,004,500	(8,004,500)	0.00	
SpeedInfo Highway Speed Sensor	0	0	0	20,800	0	0	0	0	20,800	144,000	(123,200)	14.44	
<b>Total Highway</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>48,018</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>48,018</b>	<b>8,939,700</b>	<b>(8,891,682)</b>	<b>0.54</b>	

For Management Reporting Purposes Only

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

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	SGR Actual	SPBL Actual	VCTC Intercity Actual	Valley Express Actual	Fund Totals	Budgeted Actual	Variance Actual	% Year
<b>Rail Program</b>												
Metrolink and Commuter Rail	1,312,892	0	0	0	0	0	0	0	1,312,892	12,421,574	(11,108,682)	10.57
LOSSAN and Coastal Rail	61	0	0	0	0	0	0	0	61	9,400	(9,339)	0.65
Santa Paula Branch Line	0	0	0	0	0	77,802	0	0	77,802	771,000	(693,198)	10.09
<b>Total Rail</b>	<b>1,312,953</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>77,802</b>	<b>0</b>	<b>0</b>	<b>1,390,755</b>	<b>13,201,974</b>	<b>(11,811,219)</b>	<b>10.53</b>
<b>Commuter Assistance Program</b>												
Transit Information Center	442	0	0	0	0	0	0	0	442	30,500	(30,058)	1.45
Rideshare Programs	20,101	0	0	0	0	0	0	0	20,101	291,000	(270,899)	6.91
<b>Total Commuter Assistance</b>	<b>20,543</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,543</b>	<b>321,500</b>	<b>(300,957)</b>	<b>6.39</b>
<b>Planning and Programming</b>												
Transportation Development Act	0	2,786,364	0	0	0	0	0	0	2,786,364	32,854,404	(30,068,040)	8.48
Transportation Improvement Program	1,331	0	0	0	0	0	0	0	1,331	64,400	(63,069)	2.07
Regional Transportation Planning	38,667	0	0	0	0	0	0	0	38,667	512,300	(473,633)	7.55
Airport Land Use Commission	0	0	0	0	0	0	0	0	0	9,000	(9,000)	0.00
Regional Transit Planning	27,891	0	0	0	0	0	0	0	27,891	1,472,596	(1,444,705)	1.89
Freight Movement	0	0	0	0	0	0	0	0	0	12,200	(12,200)	0.00
<b>Total Planning and Programming</b>	<b>67,889</b>	<b>2,786,364</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,854,253</b>	<b>34,924,900</b>	<b>(32,070,647)</b>	<b>8.17</b>
<b>General Government</b>												
Community Outreach and Marketing	46,266	0	0	0	0	0	0	0	46,266	264,400	(218,134)	17.50
State and Federal Relations	28,112	0	0	0	0	0	0	0	28,112	105,200	(77,088)	26.72
Management and Administration	25,980	0	0	0	0	0	0	0	25,980	276,700	(250,720)	9.39
<b>Total General Government</b>	<b>100,358</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,358</b>	<b>646,300</b>	<b>(545,942)</b>	<b>15.53</b>
<b>Total Expenditures</b>	<b>2,124,449</b>	<b>2,786,364</b>	<b>0</b>	<b>48,018</b>	<b>0</b>	<b>77,802</b>	<b>6,228,007</b>	<b>159,097</b>	<b>11,423,737</b>	<b>87,045,391</b>	<b>(75,621,654)</b>	<b>13.12</b>

For Management Reporting Purposes Only

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

	General Fund	LTF	STA	SAFE	SGR	VCTC		Valley	Fund	Budgeted	Variance	% Year
	Actual	Actual	Actual	Actual	Actual	SPBL Actual	Intercity Actual	Express Actual	Totals	Actual	Actual	
<b>Revenues over (under) expenditures</b>	<b>(2,046,770)</b>	<b>(2,786,364)</b>	<b>0</b>	<b>(47,842)</b>	<b>0</b>	<b>143,843</b>	<b>(5,743,936)</b>	<b>839,893</b>	<b>(9,641,176)</b>	<b>(8,525,232)</b>	<b>(1,115,944)</b>	<b>113.09</b>
<b>Other Financing Sources</b>												
Transfers Into GF From LTF	2,918,346	0	0	0	0	0	0	0	2,918,346	5,701,343	(2,782,997)	51.19
Transfers Into GF From STA	0	0	0	0	0	0	0	0	0	1,651,293	(1,651,293)	0.00
Transfers Into GF From SAFE	0	0	0	0	0	0	0	0	0	34,200	(34,200)	0.00
Transfers Into GF From SPBL	0	0	0	0	0	0	0	0	0	128,100	(128,100)	0.00
Transfers Into SPBL From LTF	0	0	0	0	0	0	0	0	0	128,100	(128,100)	0.00
Transfers Into SPBL From STA	0	0	0	0	0	0	0	0	0	484,200	(484,200)	0.00
Transfers Into VI From STA	0	0	0	0	0	0	6,988,893	0	6,988,893	9,705,190	(2,716,297)	72.01
Transfers Out of LTF Into GF	0	(2,918,346)	0	0	0	0	0	0	(2,918,346)	(5,701,343)	2,782,997	51.19
Transfers Out of LTF Into SPBL	0	0	0	0	0	0	0	0	0	(128,100)	128,100	0.00
Transfers Out of STA Into GF	0	0	0	0	0	0	0	0	0	(1,651,293)	1,651,293	0.00
Transfers Out of STA Into SPBL	0	0	0	0	0	0	0	0	0	(484,200)	484,200	0.00
Transfers Out of STA Into VI	0	0	(6,988,893)	0	0	0	0	0	(6,988,893)	(9,705,190)	2,716,297	72.01
Transfers Out of SAFE Into GF	0	0	0	0	0	0	0	0	0	(34,200)	34,200	0.00
Transfers Out SPBL Into GF	0	0	0	0	0	0	0	0	0	(128,100)	128,100	0.00
<b>Total Other Financing Sources</b>	<b>2,918,346</b>	<b>(2,918,346)</b>	<b>(6,988,893)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,988,893</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
<b>Net Change in Fund Balances</b>	<b>871,576</b>	<b>(5,704,710)</b>	<b>(6,988,893)</b>	<b>(47,842)</b>	<b>0</b>	<b>143,843</b>	<b>1,244,957</b>	<b>839,893</b>	<b>(9,641,176)</b>	<b>(8,525,232)</b>	<b>(1,115,944)</b>	<b>113.09</b>
<b>Beginning Fund Balance w/o capital assets</b>	<b>2,297,167</b>	<b>11,311,532</b>	<b>15,217,900</b>	<b>5,141,310</b>	<b>25,362</b>	<b>0</b>	<b>2,608,974</b>	<b>36,602,245</b>	<b>33,572,663</b>	<b>3,029,582</b>	<b>109.02</b>	
<b>Long-term Pension/OPEB/Vacation Adjustment*</b>	<b>(1,723,355)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(118,770)</b>	<b>0</b>	<b>0</b>	<b>(1,842,125)</b>	<b>0</b>	<b>(1,842,125)</b>	<b>0.00</b>
<b>Ending Fund Balance</b>	<b>\$ 1,445,388</b>	<b>\$ 5,606,822</b>	<b>\$ 8,229,007</b>	<b>\$ 5,093,468</b>	<b>\$ 25,362</b>	<b>\$ 25,073</b>	<b>\$ 1,244,957</b>	<b>\$ 3,448,867</b>	<b>\$ 25,118,944</b>	<b>\$ 25,047,431</b>	<b>\$ 71,513</b>	<b>100.29</b>

\*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 AUGUST 31, 2019**

As stated in the Commission's investment policy, the Commission's investment objectives are safety, liquidity, return on investment, prudence, diversification 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.

<b>Institution</b>	<b>Investment Type</b>	<b>Maturity Date</b>	<b>Interest to Date</b>	<b>Rate</b>	<b>Balance</b>
Wells Fargo	Government Checking	N/A	\$1,849.29	0.18%	\$ 6,287,229.45
County of Ventura	Treasury Pool	N/A	0.00	2.52%	19,907,515.65
LAIF	State Pool	N/A	0.00	2.39%	4,943,162.27
<b>Total</b>			<b>\$1,849.29</b>		<b>\$31,137,907.37</b>

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, SGR 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 #8C

October 4, 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 August 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 State of Good Repair (SGR) 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 August 31, 2019 budget report indicates that the revenues were approximately 2.27% of the adopted budget while expenditures were approximately 13.12% of the adopted budget. The revenues and expenditures are as expected at this time. Although the percentage of the budget year completed is shown, be advised that neither the revenues nor the expenditures occur on an even percentage or monthly basis. Furthermore, revenues are often billed and reimbursed in arrears.

It should be noted that the Fiscal Year 2018/2019 is in the process of being finalized and has not yet been audited. The fund balances and accruals are considered estimates until Fiscal Year 2018/2019 is closed and the audit is final. Because of the lengthy and time consuming year-end closing process, the invoicing for August reimbursements have not been processed. These revenues will be reflected in the September financials.

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, SGR, 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 and SGR revenues are paid quarterly with a

**October 4, 2019**  
**Item #8C**  
**Page #2**

two to three month additional lag and LTF receipts are paid monthly with a two month lag. For example, the July through September STA and SGR 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 AUGUST 31, 2019**

**Assets and Deferred Outflows**

Cash and Investments	\$ 31,282,845
Petty Cash	130
Receivables/Due from other funds	4,695,669
Prepays and Deposits	126,283
Capital Assets, undepreciated	26,496,812
Capital Assets, depreciated, net	31,324,877
Deferred Outflows	724,799
<b>Total Assets and Deferred Outflows</b>	<b><u><u>\$ 94,651,415</u></u></b>

**LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE**

**Liabilities and Deferred Inflows:**

Accrued Expenses and Due to Other	\$ 4,835,687
Deferred Revenue	4,634,720
Deposits	67,059
Accrued Vacation	168,123
Pension Liability	1,933,376
OPEB Liability	319,425
Deferred Inflows	146,000
<b>Total Liabilities and Deferred Inflows:</b>	<b><u><u>\$ 12,104,390</u></u></b>

**Net Position:**

Invested in Capital Assets	\$ 57,428,081
Fund Balance	25,118,944
<b>Total Net Position</b>	<b><u><u>\$ 82,547,025</u></u></b>

For Management Reporting Purposes Only

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

	General Fund	LTF	STA	SAFE	SGR	VCTC			Valley	Fund	Budgeted	Variance	% Year
	Actual	Actual	Actual	Actual	Actual	SPBL Actual	Intercity Actual	Express Actual	Totals	Actual	Actual	Actual	
<b>Revenues</b>													
Federal Revenues	\$ 5,778	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 5,778	\$ 20,424,580	(20,418,802)	0.03	
State Revenues	0	0	0	0	0	0	0	0	0	53,579,075	(53,579,075)	0.00	
Local Revenues	70,414	0	0	0	0	221,531	483,613	998,933	1,774,491	4,172,504	(2,398,013)	42.53	
Other Revenues	442	0	0	0	0	0	0	0	442	0	442	0.00	
Interest	1,045	0	0	176	0	114	458	57	1,850	344,000	(342,150)	0.54	
<b>Total Revenues</b>	<b>77,679</b>	<b>0</b>	<b>0</b>	<b>176</b>	<b>0</b>	<b>221,645</b>	<b>484,071</b>	<b>998,990</b>	<b>1,782,561</b>	<b>78,520,159</b>	<b>(76,737,598)</b>	<b>2.27</b>	
<b>Expenditures</b>													
<b>Administration</b>													
Personnel Expenditures	421,350	0	0	0	0	0	0	0	421,350	3,212,000	(2,790,650)	13.12	
Legal Services	377	0	0	0	0	0	0	0	377	26,000	(25,623)	1.45	
Professional Services	8,217	0	0	0	0	0	0	0	8,217	134,200	(125,983)	6.12	
Office Leases	24,285	0	0	0	0	0	0	0	24,285	151,900	(127,615)	15.99	
Office Expenditures	102,919	0	0	0	0	0	0	0	102,919	303,900	(200,981)	33.87	
<b>Total Administration</b>	<b>557,148</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>557,148</b>	<b>3,828,000</b>	<b>(3,270,852)</b>	<b>14.55</b>	
<b>Programs and Projects</b>													
<b>Transit and Transportation Program</b>													
Regional Transit Technology	3,959	0	0	0	0	0	0	0	3,959	624,665	(620,706)	0.63	
Senior-Disabled Transportation	37,594	0	0	0	0	0	0	0	37,594	263,500	(225,906)	14.27	
VCTC Intercity Bus Services	0	0	0	0	0	0	6,228,007	0	6,228,007	15,565,352	(9,337,345)	40.01	
Valley Express Bus Services	0	0	0	0	0	0	0	159,097	159,097	1,837,600	(1,678,503)	8.66	
Transit Grant Administration	24,005	0	0	0	0	0	0	0	24,005	6,891,900	(6,867,895)	0.35	
<b>Total Transit and Transportation</b>	<b>65,558</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,228,007</b>	<b>159,097</b>	<b>6,452,662</b>	<b>25,183,017</b>	<b>(18,730,355)</b>	<b>25.62</b>	
<b>Highway Program</b>													
Motorist Aid Call Box System	0	0	0	27,218	0	0	0	0	27,218	791,200	(763,982)	3.44	
Highway Project Management	0	0	0	0	0	0	0	0	0	8,004,500	(8,004,500)	0.00	
SpeedInfo Highway Speed Sensor	0	0	0	20,800	0	0	0	0	20,800	144,000	(123,200)	14.44	
<b>Total Highway</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>48,018</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>48,018</b>	<b>8,939,700</b>	<b>(8,891,682)</b>	<b>0.54</b>	

For Management Reporting Purposes Only

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

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	SGR Actual	SPBL Actual	VCTC Intercity Actual	Valley Express Actual	Fund Totals	Budgeted Actual	Variance Actual	% Year
<b>Rail Program</b>												
Metrolink and Commuter Rail	1,312,892	0	0	0	0	0	0	0	1,312,892	12,421,574	(11,108,682)	10.57
LOSSAN and Coastal Rail	61	0	0	0	0	0	0	0	61	9,400	(9,339)	0.65
Santa Paula Branch Line	0	0	0	0	0	77,802	0	0	77,802	771,000	(693,198)	10.09
<b>Total Rail</b>	<b>1,312,953</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>77,802</b>	<b>0</b>	<b>0</b>	<b>1,390,755</b>	<b>13,201,974</b>	<b>(11,811,219)</b>	<b>10.53</b>
<b>Commuter Assistance Program</b>												
Transit Information Center	442	0	0	0	0	0	0	0	442	30,500	(30,058)	1.45
Rideshare Programs	20,101	0	0	0	0	0	0	0	20,101	291,000	(270,899)	6.91
<b>Total Commuter Assistance</b>	<b>20,543</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20,543</b>	<b>321,500</b>	<b>(300,957)</b>	<b>6.39</b>
<b>Planning and Programming</b>												
Transportation Development Act	0	2,786,364	0	0	0	0	0	0	2,786,364	32,854,404	(30,068,040)	8.48
Transportation Improvement Program	1,331	0	0	0	0	0	0	0	1,331	64,400	(63,069)	2.07
Regional Transportation Planning	38,667	0	0	0	0	0	0	0	38,667	512,300	(473,633)	7.55
Airport Land Use Commission	0	0	0	0	0	0	0	0	0	9,000	(9,000)	0.00
Regional Transit Planning	27,891	0	0	0	0	0	0	0	27,891	1,472,596	(1,444,705)	1.89
Freight Movement	0	0	0	0	0	0	0	0	0	12,200	(12,200)	0.00
<b>Total Planning and Programming</b>	<b>67,889</b>	<b>2,786,364</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,854,253</b>	<b>34,924,900</b>	<b>(32,070,647)</b>	<b>8.17</b>
<b>General Government</b>												
Community Outreach and Marketing	46,266	0	0	0	0	0	0	0	46,266	264,400	(218,134)	17.50
State and Federal Relations	28,112	0	0	0	0	0	0	0	28,112	105,200	(77,088)	26.72
Management and Administration	25,980	0	0	0	0	0	0	0	25,980	276,700	(250,720)	9.39
<b>Total General Government</b>	<b>100,358</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,358</b>	<b>646,300</b>	<b>(545,942)</b>	<b>15.53</b>
<b>Total Expenditures</b>	<b>2,124,449</b>	<b>2,786,364</b>	<b>0</b>	<b>48,018</b>	<b>0</b>	<b>77,802</b>	<b>6,228,007</b>	<b>159,097</b>	<b>11,423,737</b>	<b>87,045,391</b>	<b>(75,621,654)</b>	<b>13.12</b>

For Management Reporting Purposes Only

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

	General Fund	LTF	STA	SAFE	SGR	VCTC		Valley	Fund	Budgeted	Variance	% Year
	Actual	Actual	Actual	Actual	Actual	SPBL Actual	Intercity Actual	Express Actual	Totals	Actual	Actual	
<b>Revenues over (under) expenditures</b>	<b>(2,046,770)</b>	<b>(2,786,364)</b>	<b>0</b>	<b>(47,842)</b>	<b>0</b>	<b>143,843</b>	<b>(5,743,936)</b>	<b>839,893</b>	<b>(9,641,176)</b>	<b>(8,525,232)</b>	<b>(1,115,944)</b>	<b>113.09</b>
<b>Other Financing Sources</b>												
Transfers Into GF From LTF	2,918,346	0	0	0	0	0	0	0	2,918,346	5,701,343	(2,782,997)	51.19
Transfers Into GF From STA	0	0	0	0	0	0	0	0	0	1,651,293	(1,651,293)	0.00
Transfers Into GF From SAFE	0	0	0	0	0	0	0	0	0	34,200	(34,200)	0.00
Transfers Into GF From SPBL	0	0	0	0	0	0	0	0	0	128,100	(128,100)	0.00
Transfers Into SPBL From LTF	0	0	0	0	0	0	0	0	0	128,100	(128,100)	0.00
Transfers Into SPBL From STA	0	0	0	0	0	0	0	0	0	484,200	(484,200)	0.00
Transfers Into VI From STA	0	0	0	0	0	0	6,988,893	0	6,988,893	9,705,190	(2,716,297)	72.01
Transfers Out of LTF Into GF	0	(2,918,346)	0	0	0	0	0	0	(2,918,346)	(5,701,343)	2,782,997	51.19
Transfers Out of LTF Into SPBL	0	0	0	0	0	0	0	0	0	(128,100)	128,100	0.00
Transfers Out of STA Into GF	0	0	0	0	0	0	0	0	0	(1,651,293)	1,651,293	0.00
Transfers Out of STA Into SPBL	0	0	0	0	0	0	0	0	0	(484,200)	484,200	0.00
Transfers Out of STA Into VI	0	0	(6,988,893)	0	0	0	0	0	(6,988,893)	(9,705,190)	2,716,297	72.01
Transfers Out of SAFE Into GF	0	0	0	0	0	0	0	0	0	(34,200)	34,200	0.00
Transfers Out SPBL Into GF	0	0	0	0	0	0	0	0	0	(128,100)	128,100	0.00
<b>Total Other Financing Sources</b>	<b>2,918,346</b>	<b>(2,918,346)</b>	<b>(6,988,893)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,988,893</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
<b>Net Change in Fund Balances</b>	<b>871,576</b>	<b>(5,704,710)</b>	<b>(6,988,893)</b>	<b>(47,842)</b>	<b>0</b>	<b>143,843</b>	<b>1,244,957</b>	<b>839,893</b>	<b>(9,641,176)</b>	<b>(8,525,232)</b>	<b>(1,115,944)</b>	<b>113.09</b>
<b>Beginning Fund Balance w/o capital assets</b>	<b>2,297,167</b>	<b>11,311,532</b>	<b>15,217,900</b>	<b>5,141,310</b>	<b>25,362</b>	<b>0</b>	<b>2,608,974</b>	<b>36,602,245</b>	<b>33,572,663</b>	<b>3,029,582</b>	<b>109.02</b>	
<b>Long-term Pension/OPEB/Vacation Adjustment*</b>	<b>(1,723,355)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(118,770)</b>	<b>0</b>	<b>0</b>	<b>(1,842,125)</b>	<b>0</b>	<b>(1,842,125)</b>	<b>0.00</b>
<b>Ending Fund Balance</b>	<b>\$ 1,445,388</b>	<b>\$ 5,606,822</b>	<b>\$ 8,229,007</b>	<b>\$ 5,093,468</b>	<b>\$ 25,362</b>	<b>\$ 25,073</b>	<b>\$ 1,244,957</b>	<b>\$ 3,448,867</b>	<b>\$ 25,118,944</b>	<b>\$ 25,047,431</b>	<b>\$ 71,513</b>	<b>100.29</b>

\*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 AUGUST 31, 2019**

As stated in the Commission’s investment policy, the Commission’s investment objectives are safety, liquidity, return on investment, prudence, diversification 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.

<b>Institution</b>	<b>Investment Type</b>	<b>Maturity Date</b>	<b>Interest to Date</b>	<b>Rate</b>	<b>Balance</b>
Wells Fargo	Government Checking	N/A	\$1,849.29	0.18%	\$ 6,287,229.45
County of Ventura	Treasury Pool	N/A	0.00	2.52%	19,907,515.65
LAIF	State Pool	N/A	0.00	2.39%	4,943,162.27
<b>Total</b>			<b>\$1,849.29</b>		<b>\$31,137,907.37</b>

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, SGR 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

October 4, 2019

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

**FROM: SALLY DEGEORGE, FINANCE DIRECTOR**

**SUBJECT: FISCAL YEAR 2019/2020 CARRY-OVER BUDGET AMENDMENTS**

**RECOMMENDATION:**

- Amend the VCTC Fiscal Year 2019/2020 budget revenues and expenditures as stated in Attachment - Carry-over Budget Amendments from Fiscal Year 2018/2019 to 2019/2020.

**DISCUSSION:**

The Fiscal Year 2019/2020 budget was in part prepared on estimates for projects that occurred in Fiscal Year 2018/2019. Some projects experienced delays, all funds weren't expended as anticipated and/or funds were expended and other funding sources need to be substituted. Therefore, staff is recommending the following budget amendments of revenues and expenditures from the prior year be adjusted to the Fiscal Year 2019/2020 budget as indicated in the "Carry-over Amendments from Fiscal Year 2018/2019 to 2019/2020" attachment which indicates the budget task, budget line item, funding source, expenditure and explanation.

**Attachment**  
**Carry-over Budget Amendments from Fiscal Year 2018/2019 to 2019/2020**

<b>Budget Task:</b>	<b>Regional Transit Technology</b>
<b>Funding Source</b>	<b>Adjustment To Revenues</b>
FTA	\$1,501,346
STA Fund Transfer	120,711
Local Contributions	498,995
<b>Total Funding Increase</b>	<b>\$2,121,052</b>

<b>Expenditure</b>	<b>Adjustment to Expenditures</b>
Professional Services	\$2,121,052
<b>Total Expenditures Increase</b>	<b>\$2,121,052</b>

The Equipment and Professional services funds for the AVL Real-time Information System were not expended in FY 18/19.

<b>Budget Task:</b>	<b>VCTC Intercity</b>
<b>Funding Source</b>	<b>Adjustment To Revenues</b>
FTA	\$18,833
STA Fund Transfer	2,440
Other - Insurance proceeds	20,174
<b>Total Funding Increase</b>	<b>\$41,447</b>

<b>Expenditure</b>	<b>Adjustment to Expenditures</b>
Bus Purchase	\$21,273
Equipment	20,174
<b>Total Expenditures Increase</b>	<b>\$41,447</b>

The replacement equipment to be purchased from insurance proceeds was not purchased in FY 18/19 and will be carried-over into FY 19/20.

<b>Budget Task:</b>	<b>Motorist Aid Services</b>
<b>Funding Source</b>	<b>Adjustment To Revenues</b>
SAFE Fund Transfer	\$327,500
<b>Total Funding Increase</b>	<b>\$327,500</b>

<b>Expenditure</b>	<b>Adjustment to Expenditures</b>
Consultant	\$327,500
<b>Total Expenditures Increase</b>	<b>\$327,500</b>

The consultant funds for the ADA upgrades of the callboxes were not fully expended in FY 18/19 and will be carried-over into FY 19/20.

<b>Budget Task:</b>	<b>Highway Project Management</b>
<b>Funding Source</b>	<b>Adjustment To Revenues</b>
STP	\$1,794,383
<b>Total Funding Increase</b>	<b>\$1,794,383</b>

<b>Expenditure</b>	<b>Adjustment to Expenditures</b>
Consultant	\$1,794,383
<b>Total Expenditures Increase</b>	<b>\$1,794,383</b>

The consultant funds for the 101 and 118 PSRs were not expended in FY 18/19 and are being carried-over into FY 19/20.

<b>Budget Task:</b>		<b>Metrolink</b>
<b>Funding Source</b>	<b>Adjustment To Revenues</b>	
LTF Fund Balance and Fund Transfer	(\$618,165)	
STA Fund Transfer	618,165	
<b>Total Funding Increase</b>	<b>\$618,165</b>	

<b>Expenditure</b>	<b>Adjustment to Expenditures</b>	
no change	\$0	
<b>Total Expenditures Increase</b>	<b>\$0</b>	

In Fiscal Year 18/19 \$618,165 of the LTF funds carried-over in the FY 19/20 budget were expended and unused STA funds

<b>Budget Task:</b>		<b>Santa Paula Branch Line</b>
<b>Funding Source</b>	<b>Adjustment To Revenues</b>	
STA Fund Transfer	\$40,000	
<b>Total Funding Increase</b>	<b>\$40,000</b>	

<b>Expenditure</b>	<b>Adjustment to Expenditures</b>	
Consultant	\$20,000	
Signal	20,000	
<b>Total Expenditures Increase</b>	<b>\$40,000</b>	

The unexpended consultant and signal funds from FY 18/19 are being carried-over into FY 19/20.

<b>Budget Task:</b>		<b>Regional Transit Information Center</b>
<b>Funding Source</b>	<b>Adjustment To Revenues</b>	
FTA	\$10,400	
LTF Fund Balance and Fund Transfer	2,600	
<b>Total Funding Increase</b>	<b>\$13,000</b>	

<b>Expenditure</b>	<b>Adjustment to Expenditures</b>	
Hardware/Software	\$13,000	
<b>Total Expenditures Increase</b>	<b>\$13,000</b>	

The staff software/equipment funds were not expended in FY 18/19 and are being carried-over into FY 19/20.

<b>Budget Task:</b>		<b>Airport Land Use Commission</b>
<b>Funding Source</b>	<b>Adjustment To Revenues</b>	
LTF Fund Balance and Fund Transfer	\$5,000	
<b>Total Funding Increase</b>	<b>\$5,000</b>	

<b>Expenditure</b>	<b>Adjustment to Expenditures</b>	
Consultant	\$5,000	
<b>Total Expenditures Increase</b>	<b>\$5,000</b>	

The Consultant funds were not expended in FY 18/19 and are being carried-over into FY 19/20.

<b>Budget Task:</b>		<b>Regional Transit Planning</b>
<b>Funding Source</b>	<b>Adjustment To Revenues</b>	
LCTOP	\$47,510	
<b>Total Funding Increase</b>	<b>\$47,510</b>	

<b>Expenditure</b>	<b>Adjustment to Expenditures</b>	
College Ride Program	\$47,510	
<b>Total Expenditures Increase</b>	<b>\$47,510</b>	

The LCTOP funding for the College Ride Pilot Program was not fully expended in FY 18/19 and is being carried-over into FY 19/20.

<b>Budget Task:</b>		<b>Regional Transportation Planning</b>
<b>Funding Source</b>		<b>Adjustment To Revenues</b>
LTF Fund Balance and Fund Transfer		(\$41,265)
PPM		41,265
PPM		58,000
<b>Total Funding Increase</b>		<b>\$58,000</b>

<b>Expenditure</b>		<b>Adjustment to Expenditures</b>
Consultant		\$58,000
<b>Total Expenditures Increase</b>		<b>\$58,000</b>

In Fiscal Year 18/19 \$41,265 of the LTF funds carried-over in the FY 19/20 budget were expended and unused PPM funds

<b>Budget Task:</b>		<b>Transportation Development Act</b>
<b>Funding Source</b>		<b>Adjustment To Revenues</b>
STA Fund Balance		\$425,843
SGR Fund Balance		63,819
<b>Total Funding Increase</b>		<b>\$489,662</b>

<b>Expenditure</b>		<b>Adjustment to Expenditures</b>
Pass-Through State Transit Assistance		\$425,843
Pass-Through State of Good Repair		63,819
<b>Total Expenditures Increase</b>		<b>\$489,662</b>

The pass-through STA and SGR funds were not claimed by local agencies in FY 18/19 and therefore, the funds are being carried-over for local agencies to claim.

<b>Budget Task:</b>		<b>Management and Administration</b>
<b>Funding Source</b>		<b>Adjustment To Revenues</b>
LTF Fund Balance and Fund Transfer		\$50,000
<b>Total Funding Increase</b>		<b>\$50,000</b>

<b>Expenditure</b>		<b>Adjustment to Expenditures</b>
Consultant Services		\$50,000
<b>Total Expenditures Increase</b>		<b>\$50,000</b>

The \$50,000 for consultant services to assist the County with the Census was not expended in FY 18/19 are being carried-over.

<b>Budget Task:</b>		<b>STA Fund</b>
<b>Expenditure</b>		<b>Adjustment to Expenditures</b>
STA Fund Transfer out		\$781,316
<b>Total Expenditures Increase</b>		<b>\$781,316</b>

Update the STA budget transfer-out line item for funds transferred to other VCTC funds.



Item #8E

October 4, 2019

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: STEVE DEGEORGE, PLANNING AND TECHNOLOGY DIRECTOR**  
**SUBJECT: HARVEST AT LIMONEIRA EASEMENT ASSIGNMENT**

**RECOMMENDATION:**

- Approve Rail Crossing and Utility easement assignments from Limoneira Lewis Community Builders, LLC to the City of Santa Paula.

**DISCUSSION:**

In September of 2017, the Commission approved a series of easements on the Santa Paula Branch Line (SPBL) with Limoneira Lewis Community Builders, LLC for access, utilities, and storm water drainage over and under portions of the SPBL in Santa Paula. The easements were intended to be assigned to other parties once the Limoneira Lewis Community Builders work had progressed to the point where the City of Santa Paula and/or the project's Home Owners Association (HOA) could assume responsibility for the easements.

Section 12 of the Easement, as shown below, details the specific elements which must be met prior to the developer assigning the easements to either the City or the HOA. Staff working with General Counsel has reviewed the documentation between the builder, and the City and has determined that the requirements of Section 12 for the crossing and utility easements have been met. Staff is therefore recommending that the Commission approve the attached Rail Crossing Easement Assignments between Limoneira Lewis Community Builders, LLC, the City of Santa Paula.

Upon completion of the stormwater drainage improvements, Limoneira Lewis Community Builders, LLC will request an additional easement assignment transferring responsibility for maintenance of the stormwater drainage improvements to the HOA.

**12. Assignment.**

Developer may assign its rights and obligations under this Agreement with regards to any of the Easements to the City or with regards to the Storm Drain Easement to the HOA subject to the City's or HOA's (as applicable) assumption of all duties and obligations under this Agreement with respect to the subject Easement(s) assigned and upon the prior written consent of VCTC after determination by VCTC that such potential assignee, in the sole determination of VCTC, has the financial capabilities to perform all such construction, maintenance, operation and indemnification obligations. Such assignments shall be memorialized through execution of an Assignment Agreement substantially in the form of the agreement attached hereto as Exhibit G. Developer must ensure that the HOA formation documents and related recorded covenants, conditions and restrictions for the HOA require the HOA to (i) accept this Agreement and the Storm Drain Easement with regards to the Drainage Structures if offered, and (ii) require the HOA to maintain a financial reserve sufficient to meet the annual maintenance, repair and insurance obligations of the Developer for the Storm Drain Easement under this Agreement, including reasonable reserves for capital repairs and replacement all in accordance with applicable California Bureau of Real Estate ("BRE") requirements. For purposes of this Section 12, a sufficient financial reserve shall be no less than \$20,000 for annual maintenance obligations and \$214.50 for capital reserves per Schedule 1 attached with such amount subject to a yearly increase in accordance with the annual change in the Engineering News-Record's Construction Cost Index and Building Cost Index for Los Angeles, California and/or applicable BRE requirements. Any applicable HOA formation documents and related HOA Declaration of Covenants, Conditions and Restrictions must include provisions dictating that the HOA must allocate funds, as often as necessary, to ensure that the financial reserve is maintained in the required amounts and shall provide VCTC annual written confirmation that the financial reserve is fully funded. Developer shall not otherwise assign this Agreement or any rights or obligations hereunder to any entity or person without VCTC's prior written consent as required above. Following the assignment to City or HOA as permitted above, Developer shall cease to have any further obligations or liabilities under this Agreement with regards to those Easements assigned and the assignee shall assume and be solely responsible and liable to VCTC for such obligations and liabilities.

**RECORDING REQUESTED BY  
AND WHEN RECORDED, RETURN TO:**

Ventura County Transportation Commission  
950 County Square Drive, Suite 207  
Ventura, CA 93003  
Attn: Executive Director

Exempt From Recording Fees Per  
Government Code § 6103

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**ASSIGNMENT OF NON-EXCLUSIVE EASEMENT AGREEMENT**  
(Rail Crossing Easement and Utility Easement)

This Assignment of Non-Exclusive Easement Agreement (the "*Assignment*") is made and entered to on \_\_\_\_\_, 2019 (the "*Assignment Date*"), between Limoneira Lewis Community Builders, LLC a Delaware limited liability company ("*Assignor*") and the City of Santa Paula, a municipal corporation ("*Assignee*").

**RECITALS**

A. Assignor is a party to that certain Non-Exclusive Easement Agreement with the Ventura County Transportation Commission, a California public agency ("*VCTC*") dated September 8, 2017 and recorded as Document No. 20170928-00125898 on September 28, 2017, as amended by that certain Amendment to Construction and Non-Exclusive Easement Agreement dated June 12, 2018 and recorded as Document No. 20180912-00104224-0 on September 12, 2018, all in the Ventura County Records (collectively the "*Easement Agreement*") which concerns, in part, the real property identified on *Exhibit 1* attached hereto (the "*Rail Crossing Easement*") and *Exhibit 2* attached hereto (the "*Utility Easement*"). All capitalized terms used herein shall have the same meanings given those terms in the Easement Agreement unless otherwise defined herein.

B. Assignor has, in accordance with Sections 2 and 4 of the Easement Agreement, completed construction of the Hallock Rail Crossing and the Utilities and now desires to assign, and Assignee desires to assume, in accordance with Section 12 of the Easement Agreement, the Rail Crossing Easement and Utility Easement for the Assignee's operation and maintenance (including any future repairs and replacement) of the Hallock Rail Crossing within the Rail Crossing Easement and the Utilities within the Utilities Easement, all in accordance with the terms of the Easement Agreement.

Therefore, the Parties agree, effective upon the Assignment Date, as follows:

1. **Assignment of Rights' and Obligations.** Assignor hereby transfers, assigns and delivers to Assignee all of Assignor's rights and obligations under the Easement Agreement with

regards to the operation and maintenance (including any future repairs and replacement) of the Hallock Rail Crossing within the Rail Crossing Easement and the Utilities within the Utilities Easement (the "Assigned Obligations"), including without limitation all obligations of Assignor under Section 10, Indemnification, and Section 11, Hazardous Material Indemnification, related to the Assigned Obligations, all in accordance with the terms of Section 12 of the Easement Agreement.

2. **Assumption of Obligations.** Assignee hereby assumes all of the Assigned Obligations including, without limitation, all obligations of Assignor under Section 10, Indemnification, and Section 11, Hazardous Material Indemnification, related to the Assigned Obligations, all in accordance with the terms of Section 12 of the Easement Agreement.

3. **Further Cooperation.** Assignor shall, at any time and from time to time, upon written request therefor, but at no cost or expense to Assignor, sign and deliver to Assignee, its nominees, successors and/or assigns, any new or confirming instruments and perform any other acts which Assignee, its nominees, successors, and/or assigns may reasonably request to transfer fully to Assignee, its nominees, successors, and/or assigns, all interests of Assignor intended to be transferred and assigned hereby. Assignor shall cooperate with Assignee, at no cost or expense to Assignor, to enforce the rights assigned hereby, including the pursuit of any claims under the Easement Agreement.

4. **Representations and Warranties.** Assignor represents and warrants to Assignee, to Assignors actual knowledge, as of the Assignment Date as follows:

4.1. The Easement Agreement has not been materially amended;

4.2. The Easement Agreement is in full force and effect and has not been terminated by VCTC.

4.3. VCTC is not in material default under the Easement Agreement.

The term "*actual knowledge*" as used in this Paragraph means the actual knowledge, without independent investigation or any duty to investigate, of Doug Mull, who is the employee of Lewis Management Corp. and has the most knowledge about the Rail Crossing Easement and Utility Easement as of the Assignment Date.

5. **Successors and Assigns.** This Assignment shall be binding upon and inure to the benefit of the successors and assigns of all the Parties.

6. **Effectiveness and Amendments.** This Assignment may not be amended except by an agreement in writing signed by the Parties or their respective successors in interest. This Assignment shall be effective on the Assignment Date.

7. **Severability.** Any provision of this Assignment which is proven to be invalid, void, or illegal shall not affect, impair, or invalidate any other provision hereof and such other provisions shall remain in full effect.



8. **Attorneys' Fees.** If any action or proceeding relating to this Assignment brought by any Party against another Party, inclusive of all appeals of any such actions or proceedings, the prevailing Party shall be entitled to recover, reasonable costs and expenses as determined by the Court, including, without limitation, attorneys' fees, expert witness fees, and court costs, incurred for prosecution, defense, consultation, or advice in such action or proceeding.

9. **VCTC Consent.** In accordance with, and as required by, Section 12 of the Easement Agreement, VCTC , by its signature below, consents to this Assignment.

*[All Signatures On Following Page]*

IN WITNESS WHEREOF the parties hereto have executed this Agreement the day and year first hereinabove written.

**“Assignor”**

LIMONEIRA LEWIS COMMUNITY BUILDERS, LLC,  
a Delaware limited liability company

By: Lewis Santa Paula Member, LLC,  
a Delaware limited liability company  
Its Manager

By: Lewis Management Corp.  
a Delaware corporation  
Its Manager

By: \_\_\_\_\_  
Name: John M. Goodman  
Title: Exec VP/CEO/CFO

**“Assignee:”**

CITY OF SANTA PAULA,  
a municipal corporation

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: City Manager

ATTEST  
By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: City Clerk

**REVIEWED AND APPROVED:**

VENTURA COUNTY TRANSPORTATION  
COMMISSION

By: \_\_\_\_\_  
\_\_\_\_\_, Chair

*[Notarial Acknowledgements on Following Pages]*

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA            )  
  )ss:  
COUNTY OF \_\_\_\_\_)

On \_\_\_\_\_, 20\_\_\_\_, before me, \_\_\_\_\_ a Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

[SEAL] \_\_\_\_\_

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA            )  
  )ss:  
COUNTY OF \_\_\_\_\_)

On \_\_\_\_\_, 20\_\_\_\_, before me, \_\_\_\_\_ a Notary Public, personally appeared \_\_\_\_\_, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

[SEAL] \_\_\_\_\_

**Exhibit 1  
Rail Crossing Easement**

-----  
**(PUBLIC ACCESS AND UTILITIES EASEMENT)**

Those portions of Sections 11 and 12, Township 3 North, Range 21 West, San Bernardino Meridian, in the City of Santa Paula, County of Ventura, State of California, according to the Official Plat thereof, lying within the 100 foot wide right-of-way conveyed to the Ventura County Transportation Commission (VCTC) from the Southern Pacific Transportation Company in Grant Deed recorded on October 31, 1995 as Document No. 95-131252 of Official Records in the Office of the County Recorder of said County, and being more particularly described as follows:

**Beginning** at the southwest corner of Parcel A as shown on Parcel Map filed on November 19, 1969 in Book 6, at Page 80 of Parcel Maps, in said Office, said corner being at the intersection of the northerly line of said VCTC right-of-way with the easterly line of said Section 11 and being marked by a 1.5-inch iron pipe tagged "LS 3891" as shown on Record of Survey filed on December 13, 1993 in Book 48, at Page 72 of Records of Survey, in said Office; thence along said northerly line,

- 1<sup>st</sup> North 69°34'49" East a distance of 74.80 feet; thence leaving said northerly line,
- 2<sup>nd</sup> South 32°16'42" East a distance of 24.17 feet; thence,
- 3<sup>rd</sup> South 56°46'32" East a distance of 9.04 feet; thence,
- 4<sup>th</sup> South 32°16'42" East a distance of 41.84 feet; thence,
- 5<sup>th</sup> South 18°14'32" East a distance of 15.46 feet; thence,
- 6<sup>th</sup> South 32°16'42" East a distance of 12.94 feet to a point on the southerly line of said VCTC right-of-way; thence along said southerly line,
- 7<sup>th</sup> South 69°34'49" West a distance of 120.57 feet; thence leaving said southerly line,
- 8<sup>th</sup> North 32°16'42" West a distance of 23.53 feet; thence,
- 9<sup>th</sup> North 56°40'24" West a distance of 9.08 feet; thence,
- 10<sup>th</sup> North 32°16'42" West a distance of 38.43 feet; thence,
- 11<sup>th</sup> North 18°14'32" West a distance of 15.46 feet; thence,
- 12<sup>th</sup> North 32°16'42" West a distance of 16.95 feet to a point on said northerly line of the VCTC right-of-way; thence along said northerly line,
- 13<sup>th</sup> North 69°34'49" East a distance of 45.77 feet to the **Point of Beginning**.

Contains: 12,446 Square Feet, 0.29 Acres, more or less.

**Exhibit 2**  
**Utility Easement**

**(Public Utility Easement)**

That portion of Section 12, Township 3 North, Range 21 West, San Bernardino Meridian, in the City of Santa Paula, County of Ventura, State of California, according to the Official Plat thereof, lying within the 100 foot wide right-of-way conveyed to the Ventura County Transportation Commission (VCTC) by Grant Deed from the Southern Pacific Transportation Company recorded on October 31, 1995 as Document No. 95-131252 of Official Records in the Office of the County Recorder of said County, and being more particularly described as follows:

A strip of land 33.00 feet wide lying northeasterly and adjoining the following described line:

Commencing at the southwest corner of Parcel A as shown on Parcel Map filed on November 19, 1969 in Book 6, at Page 80 of Parcel Maps, in said Office, said corner being at the intersection of the northerly line of said VCTC right-of-way with the westerly line of said Section 12 and being marked by a 1.5-inch iron pipe tagged "LS 3891" as shown on Record of Survey filed on December 13, 1993 in Book 48, at Page 72 of Records of Survey, in said Office; thence along said northerly line North 69°34'49" East a distance of 601.74 feet to the Point of Beginning, at a distance of 599.08 feet, the southeasterly corner of said Parcel A, being marked by a 1.5-inch iron pipe tagged "LS 3891" per said Record of Survey; thence leaving said northerly line,

1st South 29°54'44" East a distance of 101.39 feet to the southerly line of said VCTC right-of-way.

The northeasterly sideline of said 33.00 foot wide strip of land shall be prolonged or shortened so as to begin at the northerly line of said VCTC right-of-way and to end at the southerly line of said VCTC right-of-way.

Contains: 3346 Square Feet, 0.08 Acres, more or less.

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Item #8F

October 4, 2019

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

**FROM: PETER DE HAAN, PROGRAMMING DIRECTOR**

**SUBJECT: LEGISLATIVE UPDATE**

**RECOMMENDATION:**

- Receive and file.

**DISCUSSION:**

**State Issues**

Attachment A is the monthly report of Delaney Hunter, the Commission's state lobbyist. The report describes the status of state legislation as the first year of the legislative session is coming to an end.

Attachment B provides the status of active bills for which VCTC currently has a position.



## CALIFORNIA ADVISORS, LLC

### VENTURA COUNTY TRANSPORTATION COMMISSION MONTHLY STATE ADVOCACY REPORT SEPTEMBER 2019

#### Legislative Update

The 2019 legislative session concluded in the early morning hours of Saturday, September 14. The Senate alone was in session for almost 17 hours on the last day. The marathon night was partly required due to a protest in the Senate chamber that forced them to take nearly a 3-hour delay and finish their session in a separate committee room. The 72-hour in print rule has brought a level of predictability to the last night of session by requiring that all bills be in final form by Tuesday evening. This means no last-minute amendments could be struck, somewhat limiting the Legislature's ability to make big deals in the closing days. By all counts it was a very productive year, with more than 1,000 bills passing through the legislative process and many of those measures are now sitting on the Governor's desk. The Governor has until October 13<sup>th</sup> to sign or veto those bills. Legislators have returned to their districts and will now shift their focus on local events and efforts. Although the Legislature is on recess, the California Advisors team is continuing to keep close contact with the Capitol and will keep VCTC updated on any developments. Lastly, the Legislature will reconvene on January 6, 2020 to begin the new legislative session.

#### VCTC Supported Bills

There were three bills that California Advisors monitored on behalf of VCTC.

**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. AB 252 was signed by the Governor on July 31, 2019 – Chapter 160.

**AB 1413** by Assembly Member Gloria authorizes specified local transportation authorities 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. This bill was amended late in the session to narrow the scope to San Diego, Placer, and Solano County. The bill passed legislature and is currently pending Governor's signature.

**ACA 1** by Assembly Member Aguiar- Curry which creates 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. This bill was unable to secure the necessary votes on the Assembly Floor and will now be a two-year bill.

### Other Items of Interest

David Kim, the Secretary of the California State Transportation Agency, was confirmed by the Senate Rules Committee and the full Senate earlier this month. California Advisors conveyed VCTC's support for Secretary Kim during the Senate Rules Committee hearing. Secretary Kim is well known to most in the Southern California transportation arena and he enjoyed strong support from the community. The vote in Committee and on the Floor were unanimous.

Governor Newsom also announced two new appointments to the California Transportation Commission – Tamika Butler and Hilary Norton both from Los Angeles. Per the Governor's press release Butler is 34 and has been California director of planning and director of equity and inclusion at Toole Design Group since 2017. She has been principal and owner of Tamika L. Butler Consulting since 2017. She was executive director of the Los Angeles Neighborhood Land Trust from 2017 to 2018, executive director of the Los Angeles County Bicycle Coalition from 2014 to 2017, and director of social change strategies at the Liberty Hill Foundation in 2014. Butler was western regional director at Young Invincibles from 2012 to 2014 and an attorney for Legal Aid at Work from 2008 to 2012. She earned a Juris Doctor degree from Stanford Law School. This position requires Senate confirmation and the compensation is \$100 per diem. Butler is a Democrat.

Per the Governor's press release Norton is 51 and has been executive director of Fixing Angelenos Stuck in Traffic (FAST) since 2008, and operates the FASTLinkDTLA Transportation Management Organization. She was vice president of legislative affairs at the Central City Association of Los Angeles from 2000 to 2008. Norton served as housing and transportation deputy for California State Assemblymember Gilbert Cedillo from 1999 to 2000, chief of staff to Los Angeles City Council member Richard Alatorre from 1995 to 1999, lead legislative deputy for Los Angeles City Council member Richard Alarcon from 1993 to 1995 and legislative deputy for Los Angeles City Council member Mark Ridley-Thomas from 1992 to 1993. Norton earned a Master of Public Policy degree from the Harvard University John F. Kennedy School of Government. This position requires Senate confirmation and the compensation is \$100 per diem. Norton is a Democrat.

Both Butler and Norton will be up for confirmation before the Senate Rules Committee in 2020.

### Upcoming Bill Deadlines and Newly Introduced Legislation

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

**January 6, 2020** – Legislature reconvenes

*Below is a list of VCTC tracked newly introduced 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:** 7/31/2019-Approved by the Governor. Chaptered by Secretary of State - Chapter 160, Statutes of 2019.

**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:** 9/12/2019-Enrolled and presented to the Governor at 3:30 p.m.

**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:** 5/29/2019-Referred to Committee on Rules.

**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: county patients' rights advocates.**

**Introduced:** 1/31/2019

**Status:** 9/18/2019-Enrolled and presented to the Governor at 3:30 p.m.

**Summary:** Current law relating to mental health advocacy requires each local mental health director to appoint, or contract for the services of, one or more county patients' rights advocates to perform prescribed duties. Current law prohibits the knowing obstruction of a county patients' rights advocate in the performance of the advocate's duties. This bill would establish similar whistleblower protections specifically for county patients' rights specifically for county patients' rights advocates.

**AB 352 (Garcia, Eduardo D) Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2020.**

**Introduced:** 2/4/2019

**Status:** 8/14/2019-From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Committee on Environmental Quality.

**Summary:** Would enact the Wildfire Prevention, Safe Drinking Water, Drought Preparation, and Flood Protection Bond Act of 2020, which, if approved by the voters, would authorize the issuance of bonds in the amount of \$3,920,000,000 pursuant to the State General Obligation Bond Law to finance a wildfire prevention, safe drinking water, drought preparation, and flood protection program. The bill would provide for the submission of these provisions to the voters at the November 3, 2020, statewide general election. The bill would provide that its provisions are severable.

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

**Introduced:** 2/4/2019

**Status:** 9/11/2019-Enrolled and presented to the Governor at 3:30 p.m.

**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:** 7/10/2019-Failed Deadline – 2-year bill

**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:** 9/11/2019-Enrolled and presented to the Governor at 3:30 p.m.

**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:** 9/12/2019-Enrolled and presented to the Governor at 3:30 p.m.

**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:** 9/18/2019-Enrolled and presented to the Governor at 3:30 p.m.

**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:** 9/18/2019-Enrolled and presented to the Governor at 3:30 p.m.

**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:** 8/30/2019-Failed Deadline 2-year bill

**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:** 9/13/2019-Enrolled and presented to the Governor at 3:30 p.m.

**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:** 9/11/2019-Enrolled and presented to the Governor at 3:30 p.m.

**Summary:** Current law establishes certain wellness, injury prevention, and other programs within the California Department Of Aging to serve both older individuals and persons with a disability, as defined. This bill would make grant awards available under the State Air Resources Board's Clean Mobility Options program for disadvantaged communities and low-income communities to eligible applicants, including, but not limited to, area agencies on aging and public transit operators. The grant awards would be used to fund transportation to and from nonemergency medical services for older individuals and persons with a disabilities, for the purpose of reducing greenhouse gas emissions.

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

**Introduced:** 2/21/2019

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

**Summary:** The Ralph M. Brown Act generally requires that the meetings of legislative bodies of local agencies be conducted openly. That act defines “meeting” for purposes of the act and prohibits a majority of the members of a legislative body, outside a meeting authorized by the act, from using a series of communications of any kind to discuss, deliberate, or take action on any item of business that is within the subject matter jurisdiction of the legislative body. This bill would provide that the prohibition described above does not apply to the participation, as defined, in an internet-based social media platform, as defined, by a majority of the members of a legislative body, provided that a majority of the members do not discuss among themselves, as defined, 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:** 9/5/2019-Approved by the Governor. Chaptered by Secretary of State - Chapter 233, Statutes of 2019.

**Summary:** Would require the 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 before 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:** 9/11/2019-Enrolled and presented to the Governor at 3:30 p.m.

**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:** 7/12/2019 – Approved by the Governor. Chaptered by Secretary of State – Chapter 107, Statutes of 2019.

**Summary:** Would require the Santa Cruz Metropolitan Transit District's purchase of supplies, equipment, and materials exceeding \$50,000, instead of \$25,000, 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:** 7/12/2019 – Failed Deadline – 2-year bill.

**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:** 8/30/2019-Failed Deadline 2-year bill

**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:** 9/5/2019-Enrolled and presented to the Governor at 3 p.m.

**Summary:** Current law requires the Department of Finance to annually submit a report to the appropriate committees of the Legislature on the status of the projects funded with moneys from the Greenhouse Gas Reduction Fund. This bill, no later than January 1, 2021, would require an agency that receives an appropriation from the Greenhouse Gas Reduction Fund to post on the internet website of the agency's program from which moneys from the fund are being allocated the guidelines, as specified, for how moneys from the fund are allocated for competitive financing programs, as specified.

**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 (Oberholte 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:** Would create the Youth Transit Pass Pilot Program upon the appropriation of moneys from the Greenhouse Gas Reduction Fund by the Legislature, and would require the Department of Transportation to administer the program. The bill would require the department to award available moneys to eligible participants, as defined, to provide free transit passes to persons under the age of 25 through new or existing transit pass programs, as specified.

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

**Introduced:** 2/22/2019

**Status:** 9/11/2019-Assembly Rule 77 suspended. Senate amendments concurred in. To Engrossing and Enrolling.

**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:** 9/12/2019-Senate amendments concurred in. To Engrossing and Enrolling.

**Summary:** Current law creates the Placer County Transportation Planning Agency as a local area planning agency to provide regional transportation planning for the area of the County of Placer, exclusive of the Tahoe Basin. This bill would authorize the agency to impose a transactions and use tax applicable to the entirety of, or a portion of, the County of Placer, excluding the Tahoe Basin, in conformity with the Transactions and Use Tax Law at a rate of no more than 1% if certain requirements are met, including a requirement that the ordinance proposing the transactions and use tax be submitted to, and approved by, the voters. The bill would require that any revenues derived from the tax be spent within, or for the benefit of, the portion of the county to which the tax would apply and be spent only on transportation and transit infrastructure and services.

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

**Introduced:** 2/22/2019

**Status:** 8/30/2019-Failed Deadline pursuant to Rule 61(a)(12). (Last location was APPR. SUSPENSE FILE on 8/19/2019)(May be acted upon Jan 2020)

**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:** 8/30/2019-In committee: Held under submission.

**Summary:** The Personal Income Tax Law and the Corporation Tax Law allow a motion picture credit for taxable years beginning on or after January 1, 2020, to be allocated by the California Film Commission on or after July 1, 2020, and before July 1 2025. This bill, for taxable years beginning on or after January 1, 2020, would allow an additional tax credit, for qualified motion pictures in the same manner as described

above, with modifications including revising the definition of “qualified motion picture” to mean a qualified motion picture 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 8 weeks from the beginning of the pregnancy or earlier and would limit on the aggregate amount of these new credits to be allocated in each fiscal year to \$50,000,000 plus additional specified amounts.

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

**Introduced:** 2/22/2019

**Status:** 9/12/2019-Approved by the Governor. Chaptered by Secretary of State - Chapter 289, Statutes of 2019.

**Summary:** Current law authorizes the Department of Transportation to engage in a Construction Manager/General Contractor project delivery method (CM/GC method), as specified, for projects for the construction of a highway, bridge, or tunnel that has construction costs greater than \$10,000,000. Current law defines “construction manager” for that purpose to mean a partnership, corporation, or other legal entity that is able to provide appropriately licensed contracting and engineering services as needed pursuant to a CM/GC method contract. This bill would revise that definition to mean such an entity that is a licensed contractor pursuant to the Contractors’ State License Law and that is able to provide, or that contracts with entities that are able to provide, appropriately licensed contracting or engineering services, or both appropriately licensed contracting and engineering services, as needed pursuant to a CM/GC method contract.

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

**Introduced:** 2/22/2019

**Status:** 9/6/2019-Approved by the Governor. Chaptered by Secretary of State - Chapter 269, Statutes of 2019.

**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:** 9/17/2019-Enrolled and presented to the Governor at 3:30 p.m.

**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:** 8/30/2019- Failed Deadline 2-year bill

**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:** 9/11/2019-Enrolled and presented to the Governor at 3:30 p.m.

**Summary:** Current law designates the Metropolitan Transportation Commission (MTC) as the regional transportation planning agency for the 9-county San Francisco Bay area, with various powers and duties relative to transportation planning, programming, and funding. This bill would authorize a city located within the jurisdiction of MTC to develop and implement a traffic signal optimization plan intended to reduce travel times, the number of stops, and fuel use. The bill would also require the Department of Transportation and a city that develops a traffic signal optimization plan pursuant to these provisions to coordinate on any adjustments to traffic signals owned or operated by the department.

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

**Introduced:** 2/22/2019

**Status:** 9/20/2019-Signed by the Governor

**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:** 9/12/2019-Senate amendments concurred in. To Engrossing and Enrolling.

**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:** 9/10/2019-Assembly Rule 77 suspended. Senate amendments concurred in. To Engrossing and Enrolling.

**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 (Aguiar-Curry D) Local government financing: affordable housing and public infrastructure: voter approval.**

**Introduced:** 12/3/2018

**Status:** 8/19/2019-Read third time. Refused adoption. Motion to reconsider made by Assembly Member Aguiar-Curry.

**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:** 7/11/2019-Chaptered by Secretary of State- Chapter 120, Statutes of 2019

**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:** 9/18/2019-Enrolled and presented to the Governor at 4 p.m.

**Summary:** Current law requires the Department of Transportation, in consultation with the California Transportation Commission, to prepare an asset management plan to guide selection of projects for the State Highway Operation and Protection Program consistent with any applicable state and federal requirements. Current law requires the commission, in connection with the asset management plan, to adopt targets and performance measures reflecting state transportation goals and objectives. This bill would require the asset management plan to prescribe a process for community input and complete streets implementation to prioritize the implementation of safe and connected facilities for pedestrians, bicyclists, and transit users on all State Highway Operation and Protection Program projects, as specified.

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

**Introduced:** 1/15/2019

**Status:** 9/17/2019-Enrolled and presented to the Governor at 2 p.m.

**Summary:** Current law requires that all moneys in the State Highway Account in the State Transportation Fund derived from federal sources or from appropriations to other state agencies, or deposited in the account by local agencies or by others, to be continuously appropriated to, and available for expenditure by, the Department of Transportation for the purposes for which the money was made available, including, among other purposes, transportation improvements. 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 nonfederal State Highway Account funds appropriated to the department on a dollar-for-dollar basis for federal local assistance funds received by a city, county, or city and county, as specified. The bill would require, among other things, the total amount of federal funds exchanged to not exceed \$100,000,000 during each federal fiscal year.

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

**Introduced:** 1/18/2019

**Status:** 7/12/2019 – Failed Deadline – 2-year bill.

**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:** Current law establishes the Active Transportation Program in the Department of Transportation for the purpose of encouraging increased use of active modes of transportation, such as biking and walking. Existing law requires specified funds for the program to be appropriated to the department in the annual Budget Act and allocated to eligible projects by the California Transportation Commission. This bill would require that 60% of available funds be awarded to projects selected by metropolitan planning organizations (MPO) 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 25% to projects competitively awarded by the commission on a statewide basis.

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

**Introduced:** 1/28/2019

**Status:** 8/30/2019-Failed Deadline pursuant to Rule 61(a)(12). (Last location was APPR. SUSPENSE FILE on 8/21/2019)(May be acted upon Jan 2020)

**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:** 9/12/2019-Enrolled and presented to the Governor at 9 a.m.

**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:** 9/18/2019-Enrolled and presented to the Governor at 4 p.m.

**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:** 9/18/2019-Enrolled and presented to the Governor at 4 p.m.

**Summary:** Current law continuously appropriates \$200,000,000 annually from the Road Maintenance and Rehabilitation Account for allocation by the commission for a program commonly known as the Local Partnership Program 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 for road maintenance and rehabilitation and other transportation improvement projects. Current 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. This bill would require the commission to annually deposit 85% of these funds into the Local Partnership Formula Subaccount, which the bill would create, and 15% of these funds into the Small Counties and Uniform Developer Fees Competitive Subaccount, which the bill would create.

**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:** 7/12/2019 – Failed Deadline – 2-year bill.

**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:** 9/17/2019-Enrolled and presented to the Governor at 2 p.m.

**Summary:** Before receiving an apportionment of funds under the Road Maintenance and Rehabilitation Program from the Controller in a fiscal year, current law requires a city or county to submit to the California Transportation Commission a list of projects proposed to be funded with these funds. In order to receive an allocation or apportionment of these funds, existing law requires the city or county to annually expend a certain minimum amount from its general fund for street, road, and highway purposes. Current law authorizes the Controller to perform audits to ensure compliance with this expenditure requirement and requires a city or county that has not complied with this expenditure requirement to reimburse the state the funds it received during the fiscal year it was not in compliance. This bill would require, for an eligible city or county that has not met its minimum expenditure requirement, as described above, the Controller to withhold from its apportionment for a fiscal year following an audit an amount up to the amount of funds that the city or county received during the fiscal year that was audited.

**SB 397 (Glazer D) Public transit operators: passengers with pets: evacuation orders.****Introduced:** 2/20/2019**Status:** 9/17/2019-Enrolled and presented to the Governor at 2 p.m.

**Summary:** Would require the Office of Emergency Services and the Department of Food and Agriculture, in consultation with public transit operators and county emergency management officials, 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. By creating new duties for public transit operators, the bill would impose a state-mandated local program.

**SB 498 (Hurtado D) Trade Corridors Improvement Fund: grant program: short-line railroads.****Introduced:** 2/21/2019**Status:** 7/10/2019 – Failed Deadline – 2-year bill.

**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) California Environmental Quality Act: attorney's fees: infill housing.**

**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:** 9/19/2019-Enrolled and presented to the Governor at 3 p.m.

**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:** 8/30/2019-Failed Deadline pursuant to Rule 61(a)(12). (Last location was APPR. SUSPENSE FILE on 8/21/2019)(May be acted upon Jan 2020)

**Summary:** Would, until January 1, 2031, establish the Creative Economy Incentive Act, which would be administered by GO-Biz, for the purpose of providing financial support to any nonprofit organization, city, county, special district, or any political subdivision of state or local government, including a department, agency, commission, district, joint powers authority, or a combination thereof for the purpose of assisting in financing a creative economy event, as defined.

<b>VENTURA COUNTY TRANSPORTATION COMMISSION            STATE LEGISLATIVE MATRIX BILL SUMMARY            September 23, 2019</b>			
<b>BILL/AUTHOR</b>	<b>SUBJECT</b>	<b>POSITION</b>	<b>STATUS</b>
AB 1413 Gloria	Enables county transportation commissions to submit to the voters a sales tax measure for a portion of the county. Amended to apply only to San Diego, Placer, and Solano Counties.	Support	Passed Senate 28-10. To Governor.
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	Voted down in Assembly, 44-20.



Item #8G

October 4, 2019

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: DONNA COLE ZIMMERMANN, CLERK OF THE BOARD**  
**SUBJECT: 2020 VCTC REGULAR MEETING SCHEDULE**

**RECOMMENDATION:**

- Adopt the following schedule of regular monthly VCTC meeting dates for 2020

**BACKGROUND:**

It is recommended the following meeting date schedule be adopted for 2020. The January, July and September meetings will be held on the second Friday of the month as the first Friday falls on or near a holiday weekend and, as we have done in the past, the May meeting will be moved to the second Friday so that members may attend the SCAG General Assembly.

**VCTC REGULAR MEETING SCHEDULE 2020**

January 10\*\*\* (Moved to second Friday due to Holiday)  
February 7  
March 6  
April 3  
May 8\*\* – (Moved Due to SCAG General Assembly)  
June 5  
July 10\*\*\* (Moved due to July 4<sup>th</sup> holiday)  
August – dark  
September 11\*\* (Moved to second week due to Labor Day)  
October 2  
November 6  
December 4

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Item #8H

October 4, 2019

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: MARTIN R. ERICKSON, PUBLIC TRANSIT DIRECTOR**  
**SUBJECT: APPROVAL OF METROLINK BUDGET AMENDMENT FOR TICKET VENDING DEVICES**

**RECOMMENDATION:**

- Approve a budget amendment to increase the Metrolink Budget capital rehabilitation line item by \$282,000 for the Ticket Vending Devices (TVD); and correspondingly increase the State Transportation Assistance (STA) revenues by \$282,000 from the STA balance in the general fund.

**BACKGROUND:**

In October 2016, Metrolink released a Request for Proposals (RFP) for new Ticket Vending Devices (TVD) to replace the old ones at the stations throughout the system, as the old system has reached the end of its useful life and become costly to maintain. In March 2018, Metrolink awarded a contract for \$12,650,000 initially, and up to \$19,600,000 for future years, to replace the old TVDs with new ones. With the new TVDs, the goal is that the system will support all known fare collection system types that exist today, and will include open architecture and open Application Programming Interfaces (APIs). There are eight different TVDs at the five Ventura County stations.

VCTC's portion of the funding is \$1,800,600. At the December 2016 meeting, VCTC approved a Memorandum of Understanding (MOU) which commits to providing \$900,300 in CMAQ funds (through the 2014 call for projects), \$643,289 in 5337 funds and \$257,011 of LTF funds.

Metrolink has already received the CMAQ and 5337 funds. The \$257,011 LTF funds were allocated in the FY 2016-17 budget with VCTC to pay in that year. However, VCTC was not invoiced for the funds and they were subsequently reallocated to the general Metrolink budget the following year. Now that the project has begun and funds are being spent, VCTC needs to remit payment for this project. As these funds are not budgeted in the FY 2019-20 budget, staff is requesting to transfer STA funds to the Metrolink budget.

Additionally, staff is requesting \$24,989 in STA funds to make the Metrolink budget whole as the anticipated carryover short of what was anticipated and budgeted. This brings the total amendment to \$282,000.

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Item #81

October 4, 2019

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: MARTIN R. ERICKSON, PUBLIC TRANSIT DIRECTOR**  
**SUBJECT: APPROVAL OF REQUEST FOR PROPOSALS FOR STATE REQUIRED TRANSPORTATION DEVELOPMENT ACT (TDA) TRIENNIAL PERFORMANCE AUDITS FOR VENTURA COUNTY TDA CLAIMANTS**

**RECOMMENDATION:**

- Approve the Request for Proposals (RFP) for State required Transportation Development Act (TDA) triennial performance audits for distribution to appropriate consulting firms.

**BACKGROUND:**

Every three years, the State requires that VCTC, in its role as the County Transportation Commission and Regional Transportation Planning Agency (RTPA), undergo a performance audit to certify that agencies claiming Local Transportation Funds (LTF) are fully complying with the TDA legislative intent and regulations.

The consultant will be required to perform the transit performance audit of all operators that are allocated funding under the TDA (this includes Article 4 claimants, as well as Article 8 claimants, and VCTC as the RTPA). There are municipal transit operators in the County that do not utilize Article 4 funds but do operate transit systems or contribute to a cooperative transit agreement using Article 8 or other funds. While these operators are not statutorily required to report TDA performance audit findings to the State, it is within VCTC's purview as the RTPA to observe or monitor the performance of all its TDA claimants operating transit service irrespective of the funding source.

Operators that receive funding under Article 4 of the TDA are required to have a performance audit.

Between fiscal years (FY) 2016-17 and 2018-19, this includes:

- Gold Coast Transit District (GCTD)
- Thousand Oaks Transit
- Simi Valley Transit

To enable a comprehensive and objective review that serves the benefit of both the RTPA and the transit provider, performance audits should be conducted of all operators that are allocated funding under the TDA<sup>1</sup>. This would include:

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<sup>1</sup> Performance Audit Guidebook for Transit Operators and Regional Transportation Planning Entities (Caltrans, 2008)

**October 4, 2019**  
**Item #8I**  
**Page #2**

- VCTC Intercity
- County of Ventura
- Camarillo Area Transit
- Moorpark City Transit
- Ojai Trolley
- City of Fillmore
- City of Santa Paula

The last performance audits were completed in June 2017 and covered FYs 2013-14 to 2015-16. The upcoming audit will look at FYs 2016-17 to 2018-19. A schedule for the audits is included in the RFP and it is expected the performance audits will be completed for Commission review at the May 2020 meeting. Public Utilities Code (PUC) Section 99246(d) states that the performance audit of an operator providing public transportation services shall include, but not be limited to, a verification of the performance indicators defined in PUC Section 99247. These performance indicators include:

- Operating cost per passenger
- Operating cost per vehicle service hour
- Passengers per vehicle service hour
- Passengers per vehicle service mile
- Vehicle service hours per employee

The cost for the performance audit is estimated within a range between \$100,000-\$175,000 and funding is included in the FY 2019-20 VCTC budget utilizing TDA Local Transportation Funds (LTF) to complete the performance audit.



Item #8J

October 4, 2019

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: CAITLIN BROOKS, PROGRAM MANAGER- TRANSPORTATION PLANNING**  
**SUBJECT: CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT PROGRAM**

**RECOMMENDATION:**

- Approve submission of a Grant application to the Caltrans Sustainable Transportation Grant Program and authorize the use of up to \$51,615 in Local Transportation Funds (LTF) as matching funds should a grant be awarded to VCTC by Caltrans.

**DISCUSSION:**

The Caltrans Sustainable Transportation Planning Grant Program—Sustainable Communities Competitive Grants provide an opportunity to fund local and regional multimodal transportation and land use-planning projects. The Program was created to advance the California Department of Transportation (Caltrans) Mission: Provide a safe, sustainable, integrated and efficient transportation system to enhance California's economy and livability.

The Grant Program offers VCTC an opportunity to update its Comprehensive Transportation Plan (CTP) that was originally adopted in 2013. The CTP is a long-range policy document that is primarily focused on developing a community-expressed transportation vision to inform Ventura County's long-range transportation decisions. The goal of the CTP will be to identify the transportation challenges that are associated with improving countywide connectivity of the transportation system and community members' overall mobility across all modes of travel, all while reducing greenhouse gases. The CTP also reviews potential funding strategies and ways to best utilize our limited resources.

Staff is seeking \$450,000 in grant funds through the Caltrans Sustainable Communities- Competitive Grant Program. The program requires an 11.47% match, equivalent to \$51,615, anticipated to be funded through the use of Local Transportation Funds (LTF). Grant applications are due to Caltrans by October 11, 2019 with awards being announced in the spring of 2020. Should VCTC's application be selected for funding, staff will return to the Commission with a budget amendment to place the grant award and match in the Regional Transportation Planning Budget at that time.

Staff is recommending that the Commission approve submission of a grant application and authorize the use of up to \$51,615 in Local Transportation Funds (LTF) should the grant be awarded by Caltrans.

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Item #8K

October 4, 2019

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: DONNA ZIMMERMANN, CLERK OF THE BOARD**  
**SUBJECT: AUTHORIZATION FOR DESTRUCTION OF RECORDS**

**RECOMMENDATION:**

- Approve the destruction of itemized records.

**BACKGROUND:**

This item presents for approval the destruction of records at Ventura County Transportation Commission, pursuant to Provisions of “Administrative Code of the Ventura County Transportation Commission, Ventura County Airport Land Use Commission, Ventura County Service Authority for Freeway Emergencies, the Consolidated Transportation Service Agency for Ventura County and the Ventura County Congestion Management Agency” (Article V, Section H).

Staff is requesting the destruction of records found within Attachment A.

Staff Position Review	Advisory Recommendation	Comments
Executive Director	X	Reviewed and recommended
Director of Finance	X	Reviewed and recommended
Director of Technology	X	Reviewed and recommended
Director of Programming	X	Reviewed and recommended
Director of Bus Transit Services	X	Reviewed and recommended

**Attachment A**

**REQUEST TO DESTROY  
FINANCE DEPT. RECORDS**

**LOCATION: STORAGE**

FY 2008/09 Financial Records	15 Boxes
Pre 2009 Personnel Files	2 Boxes

**REQUEST TO DESTROY  
PROGRAMMING DEPT. RECORDS**

**LOCATION: STORAGE**

FTA Grants-Closed	4 Boxes
Lobbyist Certifications/TEA 21 Documents	1 Box

**REQUEST TO DESTROY  
TRANSIT DEPT. RECORDS**

**LOCATION: STORAGE**

2000 Intercity Bus Service RFP and Proposals	1 Box
Bus Service Files: expired transfers, 7/2015 – 6/2017	13 Boxes
Bus Service files: MV Driver logs, 3/2015 - 6/2016	10 Boxes
Bus Service files: Roadrunner Driver logs, 7/2012 - 6/2015	17 Boxes
Bus Service files: FATCO Driver logs, 1/2009 - 2/2015	18 Boxes
Bus Service files: Coach Driver logs, 12/2000 - 6/2012	30 Boxes
ADA Certification files: ADA Applications years 2004, 2005, and 2006	3 Boxes
Vendor information: VISTA Service proposals 2013 Cancelled RFP	1 Box
Pass Sales files: Sales logs and purchase forms 6/2013 – 6/2017	10 Boxes
General chronological files, memoranda, and notes: SRTP project notes	1 Box
General chronological files, memoranda, and notes: Victor Kamhi files	5 Boxes
General chronological files, memoranda, and notes: Gloria Sotelo files	3 Boxes
General chronological files, memoranda, and notes: Ed Webster files	1 Box

**REQUEST TO DESTROY  
PLANNING DEPT. RECORDS**

**LOCATION: STORAGE**

Project Study Drafts	1 Box
126 Rail Crossing Plans	1 Box
CHP Invoicing, T-Cubed Monthly Progress Reports and Accident Claim files	1 Box
Fiber Optic Study Proposals	1 Box
118 Corridor Study	1 Box
Soundwall Studies	1 Box
118/23 Environmental Review and Fillmore Crash Cushions	1 Box
Smartcard Background Data	1 Box
Smartcard Files	6 Boxes

**REQUEST TO DESTROY  
ADMINISTRATIVE RECORDS**

**LOCATION: STORAGE**

Correspondence 1995-2009	14 Boxes
Agenda Archives (Not originals)	3 Boxes
1997 Transportation Policy and Planning Committee Files	1 Box
1990 J Moore Methods Transportation Tax Poll	1 Box





Item #8L

October 4, 2019

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

**FROM: PETER DE HAAN, PROGRAMMING DIRECTOR**

**SUBJECT: RATIFICATION OF TITLE VI PROGRAM EDITS**

**RECOMMENDATION:**

- Ratify revised Title VI Program (attached).

**BACKGROUND:**

The Federal Transit Administration (FTA) is currently completing its Triennial Review of VCTC and its subrecipients, and has tentatively informed staff that there will be findings in the areas of Technical Capacity, Maintenance, Procurement, Title VI, and Americans with Disabilities Act (ADA). There are no findings anticipated in the areas of Legal, Financial, Transit Asset Management, Satisfactory Continuing Control, Disadvantaged Business Enterprise (DBE), School Bus, Charter Bus, Drug-Free Workplace, Drug and Alcohol Program, Section 5307, and Section 5310.

As part of the requirement to address Title VI issues, FTA requested that staff make some edits to the Title VI Program that the Commission adopted in April 2018. These edits were made and submitted to FTA for approval, and FTA staff have informally indicated the changes appear acceptable. Written approval is expected to be provided shortly.

There are anticipated to be additional followup actions which VCTC staff will be required to complete by February 2020. Most of the items are not anticipated to require Commission action but can be addressed by staff. However, staff will need to provide to FTA by the February 2020 deadline an updated Subrecipient Agreement template, after which the Commission will need to approve new agreements following the revised template.

**DISCUSSION:**

Attached is the revised Title VI document; and staff recommends the Commission ratify the edits that were made at the direction of FTA. These changes are summarized as follows:

Pages 22/23, Subrecipient Monitoring - A paragraph was added to describe technical support VCTC provides to subrecipients.

Page 23, Facility Analysis - Wording was inserted to state that no new facilities are planned prior to the next scheduled Title VI Program update.

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Page 25, Service Standards - A statement was added that VCTC adopts the service standards through its adoption of the Title VI Program.

In addition to these changes requested by FTA, staff also updated the Title VI website address reference based on VCTC's revamped website.

A public notice of the revised Title VI program was published in English in the Ventura County Star on October 1<sup>st</sup>, and in Spanish in the Vida News on September 26<sup>th</sup>. Staff recommends the Commission ratify the edits made to the Title VI program.



Item #9

October 4, 2019

**MEMO TO: SERVICE AUTHORITY FOR FREEWAY EMERGENCIES**

**FROM: STEVE DEGEORGE, PLANNING AND TECHNOLOGY DIRECTOR**

**SUBJECT: INCIDENT RESPONDER GRANT PROGRAM**

**RECOMMENDATION:**

- Approve Incident Responder Grant Program allocations as detailed in Table 2 to provide funds to agencies that respond to highway incidents within Ventura County.
- Increase the total amount of grant funding available by \$256,348 for a total grant amount of \$756,348.
- Approve a Budget Amendment to the Motorist Aid Services budget increasing revenues by \$256,348 from the SAFE Fund Balance and correspondingly increase the expense line item, Incident Responder Grant Program by \$256,348.

**DISCUSSION:**

In June of 2019, the Commission approved moving the Service for Freeway Emergencies (SAFE) Incident Responder Grant Program forward. The grant program provides Incident responders with funds for capital expenditures to heighten response efficiency 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 the first round of grants under this new program. With the approval of the program last June, WPSS along with staff reached out directly to incident responders as well as advertised the grant opportunity on VCTC's website. SAFE received five (5) grant application packages by the application deadline of August 30, 2019. The total amount of funding requested, \$905,519.62, exceeded the total amount of funding approved for the program, \$500,000, by \$405,519.62. Table 1 below outlines the grant applications received, the capital purchases desired and amounts requested.

 **SAFE GRANT APPLICATIONS**

**Fillmore Fire Department**

Item Description	Units	Total Cost	Application Total
Battery Operated Jaws Components	1	\$ 30,000.00	
LED Lighting System	1	\$ 10,000.00	
Traffic Control Devices		\$ 5,000.00	
<b>Application Total</b>			<b>\$ 45,000.00</b>

**Oxnard Police Department**

Item Description	Units	Total Cost	Application Total
Mobile Changeable Message Signs	2	\$ 50,000.00	
<b>Application Total</b>			<b>\$ 50,000.00</b>

**Ventura Police Department**

Item Description	Units	Total Cost	Application Total
Major Incident Response Vehicle	1	\$ 288,348.00	
Faro Laser Scanner	1	\$ 57,842.55	
Wanco sign Board	1	\$ 56,159.61	
Globug lighting	2	\$ 7,998.00	
Rubberneck Scene Barriers	3	\$ 15,836.46	
Traffic Control Devices		\$ 2,540.00	
Vericom Accelerometer	1	\$ 5,095.00	
Master Tool Kit	1	\$ 3,700.00	
<b>Application Total</b>			<b>\$ 437,519.62</b>

**Ventura County Fire Protection District**

Item Description	Units	Total Cost	Application Total
Opticon Signal preemption Moorpark/Simi	1	\$ 55,000.00	
<b>Application Total</b>			<b>\$ 55,000.00</b>

**Ventura County Sheriff**

Item Description	Units	Total Cost	Application Total
Opticon Signal Preemption	1	\$ 60,000.00	
Mobile Changeable Message Signs	6	\$ 160,000.00	
LED Lighting System	2	\$ 68,000.00	
Drones for mapping and photographic recording	6	\$ 30,000.00	
<b>Application Total</b>			<b>\$ 318,000.00</b>

<b>Total</b>			<b>\$ 905,519.62</b>
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WPSS convened a Panel of Experts to review and rank the applications. The Panel was comprised of former Ventura County Sheriff, Geoff Dean, former Assistant Chief California Highway Patrol, Mark Lunn, former Officer-in-Charge Robbery and Homicide Units, Los Angeles Police Department, Joel Price and VCTC staff.

The Panel of Experts found that each of the applicants met the qualifications, goals and objectives, and capabilities to provide services as required by the grant program and each of the applicants was willing to accept partial grant funding. The Panel recommended that each of the smaller applications for capital purchases were reasonable and should be funded. With the total amount of funds requested exceeding amount of the total funding available the panel looked very closely at collaboration and cost effectiveness as variables separating the applicants. The two largest applications, in terms of funds requested, were the Ventura County Sheriff's Office at \$318,000 and the City of Ventura Police Department at \$437,519.62.

The Ventura County Sheriff serves five contract cities and the unincorporated County of Ventura. If fully funded, the equipment purchased would serve those six jurisdictions, (Camarillo, Fillmore, Moorpark, Ojai, Thousand Oaks, and the unincorporated areas) and the value would roughly average out to what other individual applicants requested, in the \$50 to \$60 thousand dollar range, making the Ventura County Sheriff's request in line with the others. The Ventura County Fire Protection District request will directly serve the cities of Simi Valley and Moorpark. The diversity in the requests will allow these funds to serve virtually every area of the County.

The City of Ventura Police Department had the single largest application request at \$437,519.62. The Application included a major incident response vehicle, a laser scanner, a signboard with camera, lighting, scene barriers and traffic control devices. Each of the components in the City of Ventura's request met the need and purpose of the grant program but, it was the major incident response vehicle that provided the best benefit to Ventura County motorists.

The incident response vehicle goes directly to the purpose and need of the grant program by responding to and clearing incidents more rapidly through increased efficiency. The vehicle would allow all incident response equipment to reside in one vehicle and remain charged and ready to deploy when needed. The City of Ventura Police Department estimates a 50% reduction in scene response time with the ability to deploy a single fully equipped vehicle with a single officer, rather than multiple vehicles with multiple officers to a scene. Additionally the City of Ventura Police Department cites strong examples of collaboration with other jurisdictions in Ventura County, providing training, equipment, and expertise in times of need, thereby meeting the collaboration criteria.

After their deliberation, the Panel recommended fully funding all applications except the City of Ventura Police Department's and to partially fund that application. The Panel recommended funding the purchase of the Incident Response Vehicle only. While this recommendation requires that an additional \$256,348 be added to the total grant award this year, Section 6 of the Incident Grant Program, as shown in Attachment 1 allows the SAFE Board to add additional funding to the program should they choose.


As of June 30, 2019 the SAFE Fund Balance contained \$4,894,909 and after accounting for the \$1.5 million reserve and Fiscal Year 19/20 revenues and expenditures, the SAFE Fund Balance contains \$3,290,509. Should the SAFE Board approve the additional \$256,348 in funding for the grant program, SAFE Grant Program

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\$3,034,161 would remain in the SAFE Fund Balance leaving sufficient funds for other activities currently being planned for Fiscal Year 19/20.

Based on the recommendations from the Panel of Experts and; that Section 6 of the Incident Responder Grant Program allows the SAFE Board to increase the total grant allocation and; that there are sufficient funds available to in the SAFE Fund Balance to accommodate the additional grant funding, staff recommends that the SAFE Board take the following three actions:

- Approve Incident Responder Grant Program allocations as detailed in Table 2 to provide funds to agencies that respond to highway incidents within Ventura County.
- Increase the total amount of grant funding available by \$256,348 for a total grant amount of \$756,348.
- Approve a Budget Amendment to the Motorist Aid Services budget increasing revenues by \$256,348 from the SAFE Fund Balance and correspondingly increase the expense line item, Incident Responder Grant Program by \$256,348.

 <b>SAFE GRANT RECOMMENDATIONS</b>			
<b>Fillmore Fire Department</b>			
Item Description	Units	Total Cost	Application Total
Battery Operated Jaws Components	1	\$ 30,000.00	
LED Lighting System	1	\$ 10,000.00	
Traffic Control Devices		\$ 5,000.00	
<b>Application Total</b>			<b>\$ 45,000.00</b>
<b>Oxnard Police Department</b>			
Item Description	Units	Total Cost	Application Total
Mobile Changeable Message Signs	2	\$ 50,000.00	
<b>Application Total</b>			<b>\$ 50,000.00</b>
<b>Ventura Police Department</b>			
Item Description	Units	Total Cost	Application Total
Major Incident Response Vehicle	1	\$ 288,348.00	
<b>Application Total</b>			<b>\$ 288,348.00</b>
<b>Ventura County Fire Protection District</b>			
Item Description	Units	Total Cost	Application Total
Opticon Signal preemption Moorpark/Simi	1	\$ 55,000.00	
<b>Application Total</b>			<b>\$ 55,000.00</b>
<b>Ventura County Sheriff</b>			
Item Description	Units	Total Cost	Application Total
Opticon Signal Preemption	1	\$ 60,000.00	
Mobile Changeable Message Signs	6	\$ 160,000.00	
LED Lighting System	2	\$ 68,000.00	
Drones for mapping and photographic recording	1	\$ 30,000.00	
<b>Application Total</b>			<b>\$ 318,000.00</b>
<b>Total</b>			<b>\$ 756,348.00</b>

**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 motorist 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.”

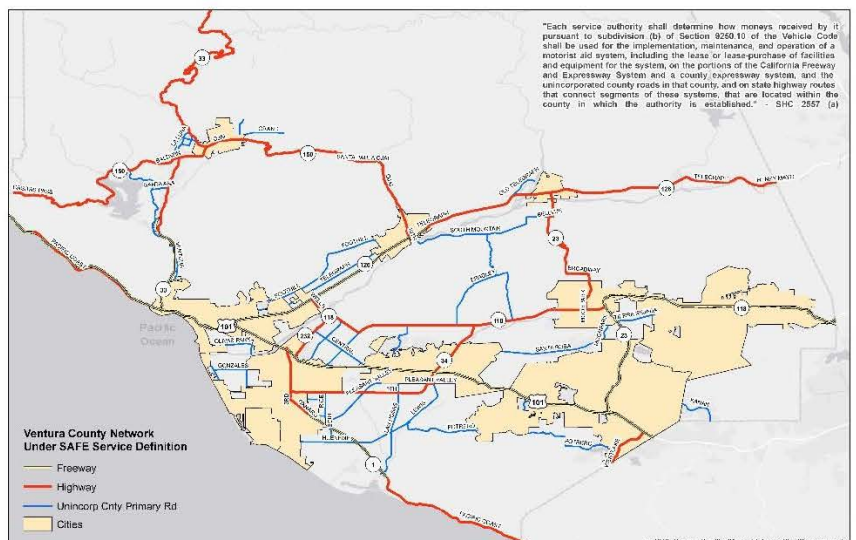


Figure 1

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## **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
<b>Total</b>		<b>100%</b>	<b>100</b>	

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## **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.

	<b>Ventura County Service Authority for Freeway Emergencies (SAFE)          Incident Responder Grant Program          Application Form</b>	Page 1
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Minimum Grant Amount: \$5,000 - Maximum Grant Amount: \$500,000

Date:	Amount of Request:
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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:
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Telephone:	Email:
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Agency Type:

Law Enforcement <input type="checkbox"/>	Fire <input type="checkbox"/>	Municipal <input type="checkbox"/>	Other <input type="checkbox"/>
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Explain:

Jurisdictional Boundaries (mark all that apply):

Camarillo <input type="checkbox"/>	Fillmore <input type="checkbox"/>	Moorpark <input type="checkbox"/>	Ojai <input type="checkbox"/>
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Oxnard <input type="checkbox"/>	Port Hueneme <input type="checkbox"/>	Santa Paula <input type="checkbox"/>	Simi Valley <input type="checkbox"/>
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Thousand Oaks <input type="checkbox"/>	Ventura <input type="checkbox"/>	County of Ventura <input type="checkbox"/>	Ventura County <input type="checkbox"/> (countywide)
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Other <input type="checkbox"/>	Explain:
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	<b>Ventura County Service Authority for Freeway Emergencies (SAFE) Incident Responder Grant Program Application Questionnaire</b>
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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 attached additional sheets to this application.

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

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**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.**

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**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.**

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

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 **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 attached additional sheets to this application.

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

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

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**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.**

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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.

<b>Agency Director (please Print)</b>	<b>Agency Director Signature</b>
<b>Agency Contact (if different)</b>	<b>Agency Contact Signature</b>

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Item #10

October 4, 2019

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: STEVE DEGEORGE, PLANNING AND TECHNOLOGY DIRECTOR**  
**SUBJECT: SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS' CONNECTSOCAL, 2020 REGIONAL TRANSPORTATION PLAN/SUSTAINABLE COMMUNITIES STRATEGY.**

**RECOMMENDATION:**

- Receive ConnectSoCal presentation from the Southern California Association of Governments.

**DISCUSSION:**

Every four years the Southern California Association of Governments (SCAG) as the Metropolitan Planning Organization (MPO) for the six county region, including Imperial Los Angeles, Orange, Riverside, San Bernardino and Ventura Counties, is required to prepare and adopt a Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS). The RTP/SCS attempts to balance mobility, housing, economic, and health needs throughout the region across a 20-year planning horizon.

SCAG's 2020 RTP/SCS, the ConnectSoCal Plan, was developed through a coordinated effort with all of SCAG's subregional partners addressing the diversities of needs and competing interests of the region. SCAG has used a variety of tools to conduct extensive public outreach throughout the region generating hundreds of attendees and thousands of comments.

SCAG's Executive Director, Mr. Kome Ajise will present an overview of the ConnectSoCal Plan.

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Item #11

October 4, 2019

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: STEVE DEGEORGE, PLANNING AND TECHNOLOGY DIRECTOR**  
**SUBJECT: U.S. 101 HOV WIDENING, PROJECT APPROVAL / ENVIRONMENTAL DOCUMENT (PAED) PHASE, PROJECT UPDATE**

**RECOMMENDATION:**

- Receive and file presentation

**BACKGROUND:**

In spring of 2018 the Commission entered into an agreement with WSP USA Inc. to perform the engineering and environmental work associated with the U.S. 101 HOV Widening, Project Approval and Environmental Document (PAED) phase. The PAED is based on the Project Study Report (PSR) completed by Caltrans in 2013 and a reflection of the Commission's prioritization of congestion relief on the U.S. 101.

The PAED itself is a highly complex project which will define the scope of improvements to relieve congestion and provide the environmental clearance for those improvements along approximately 27 miles of the U.S. 101 from State Route 23 in Thousand Oaks to State Route 33 in Ventura. Across its forty-two (42) schedule, the PAED will look at a range of alternatives that will include High Occupancy Vehicle (HOV) lanes, the addition of auxiliary lanes, ramp improvements, and bridge widenings as well as the environmental impacts and mitigations for that work.

The PAED is overseen by a Project Development Team (PDT) that has met monthly for the past fourteen (14) months to review work completed and provide guidance to the WSP project team. Since the last update to the Commission, the project has conducted a series of four (4) public scoping meetings, one in each of the corridor cities, Thousand Oaks, Camarillo, Oxnard, and Ventura to receive public comment.

**DISCUSSION:**

With the public project scoping process completed, the WSP team and the PDT entered the Alternative Analysis portion of the project. A wide variety of project alternatives are studied in this process, applying both quantitative qualitative criteria to the alternatives to find two alternatives that best fit the purpose and need of the project for in depth study and environmental review. To provide a more detailed project update on the PAED and the project alternatives selected, staff has invited WSP's Project Manager, Mr. Victor Martinez to provide an over view of the project to date and the upcoming work.