



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

AGENDA*

**Actions may be taken on any item listed on the agenda*
The meeting will be via ZOOM Webinar

<https://us02web.zoom.us/j/84240998460?pwd=Z2xReEZNSWVVSXhKYXJEYmx5dFh4dz09>

**FRIDAY, FEBRUARY 5, 2021
9:00 AM**

In light of Governor Newsom's State of Emergency declaration regarding the COVID-19 outbreak and in accordance with Executive Order N-29-20 and the Guidance for Gatherings issued by the California Department of Public Health commissioners will participate in the meeting from individual remote locations, which is in accordance with the Governor's Executive Order. Members of the public are encouraged to attend the meeting remotely. Persons who wish to address the commission on an item to be considered at this meeting are asked to submit comments in writing to the commission at ribarra@goventura.org by 4:30PM, Thursday, FEBRUARY 5, 2021. Due to the current circumstances if you would like to participate in a verbal public comment on any item on the agenda during the meeting, please email your public comment to ribarra@goventura.org or via telephone at 805-642-1591 ext. 101. Any public comment received will be read into the record during the public comment portion of this meeting. In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in the Commission meeting, please contact VCTC staff (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 to the meeting.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. ELECTION OF CHAIR AND VICE CHAIR**

5. **PUBLIC COMMENTS** – *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.*
6. **CALTRANS REPORT** - *This item provides the opportunity for the Caltrans representative to give update and status reports on current projects.*
7. **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.*
8. **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.*
9. **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.*

9A. APPROVE MINUTES FROM JANUARY 8, 2021 VCTC MEETING- PG.5

Recommended Action:

- Approve the summary minutes of JANUARY 8, 2021.

Responsible Staff: Roxanna Ibarra

9B. MONTHLY BUDGET REPORT - PG.9

Recommended Action:

- Receive and file the monthly budget report

Responsible Staff: Sally DeGeorge

9C. LEGISLATIVE UPDATE- PG.17

Recommended Action:

- Receive and file update on legislation regarding federal and state transportation issues.

Responsible Staff: Darrin Peschka

9D. VENTURA COUNTY MEDICAL CENTER HELIPORT EXPANSION-PG.21

Recommended Action:

- The Airport Land Use Commission (ALUC) advise the California Division of Aeronautics that the ALUC has reviewed the plans for the Ventura County Medical Center (VCMC) helipad replacement on the roof of the Fainer building and makes no recommendation or assessment of the viability of the proposed plans.

Responsible Staff: Amanda Fagan

9E. EXTENSION OF COVID-19 FEDERAL LEAVE PROGRAMS -PG.23

Recommended Action:

- *Approve extension and continuation of the leave benefits that were initially provided by the Families First Coronavirus Response Act (FFCRA) from January 1, 2021 through March 31, 2021 and authorize the Executive Director to extend through June 30, 2021 should circumstances warrant.*

Responsible Staff: Darren Kettle

DISCUSSION CALENDAR:

10. COMMISSIONER APPOINTMENTS TO EXTERNAL ENTITIES -PG.25

Recommended Action:

- *Make Appointments as Follows:*
 1. *Single appointment to Southern California Association of Governments*
 2. *Appoint primary and alternate member to the Southern California Regional Rail Authority (Metrolink)*
 3. *Appoint primary and alternate member to the Los Angeles-San Diego-San Luis Obispo (LOSSAN) Rail Corridor agency (Amtrak Pacific Surfliner)*
 4. *Appoint primary and alternate member to the California Vanpool Authority (CalVans)*
 5. *Single appointment to the California Association of Councils of Governments*
 6. *Appoint primary and alternate member to the Coastal Rail Coordinating Council*

Responsible Staff: Darren Kettle

11. TRANSPORTATION DEVELOPMENT ACT (TDA) LOCAL TRANSPORTATION FUND (LTF) REVISED APPORTIONMENT FOR FISCAL YEAR 2021/2022 AND DRAFT APPORTIONMENT FOR FISCAL YEAR 2021/2022- PG.29

Recommended Action:

- *Approve the Revised Local Transportation Fund Apportionment for Fiscal Year 2020/2021, apportioning a total of \$35.73 million as shown in Attachment A.*
- *Approve the Local Transportation Fund Draft Apportionment for Fiscal Year 2021/2022, apportioning \$35.25 million as shown in Attachment B.*

Responsible Staff: Sally DeGeorge

12. FISCAL YEAR 2021/2022 TRANSPORTATION DEVELOPMENT ACT (TDA) UNMET TRANSIT NEEDS (UTN) PUBLIC HEARING – PG.39

Recommended Action:

- *Hold public hearing and receive testimony of Unmet Transit Needs.*

Responsible Staff: Claire Grasty & Jeni Eddington

13. APPROVE AGREEMENT WITH FEHR & PEERS FOR A TRANSIT INTEGRATION AND EFFICIENCY STUDY TO REVIEW TRANSIT OPERATIONS AND STRUCTURE IN VENTURA COUNTY- PG.47

Recommended Action:

- *Approve an Agreement with Fehr & Peers not to exceed \$300,000 for Development of a Transit Integration and Efficiency Study.*
- *Approve a Budget Amendment to the VCTC Fiscal Year 2020/2021 Regional Transit Planning budget by increasing the State Transit Assistance (STA) revenues and Consultant Services expense line items by \$300,000 each. The funding source is STA fund balance which requires a budget amendment to increase the transfer-out funds by \$300,000.*

Responsible Staff: Martin Erickson

14. PROGRAMMING OF FISCAL YEAR (FY) 2020/21 CONGESTION MITIGATION AND AIR QUALITY (CMAQ) FUNDS AND FY 2019/20 AND 2020/21 TRANSPORTATION DEVELOPMENT ACT (TDA) ARTICLE 3 BICYCLE AND PEDESTRIAN FUNDS - PG.49

Recommended Action:

- Approve \$12,907,214 in CMAQ funds and \$592,242 in TDA Article 3 Bicycle and Pedestrian funds for the projects listed in the Attachment A.

Responsible Staff: Peter De Haan

15. VENTURA COUNTY FREIGHT CORRIDORS STUDY UPDATE- PG.55

Recommended Action:

- Receive a presentation on the status of the Ventura County Freight Corridors Study.

Responsible Staff: Caitlin Brooks

16. MEMORANDUM OF AGREEMENT WITH THE VENTURA COUNCIL OF GOVERNMENTS FOR THE VEHICLE MILES TRAVELLED ADAPTIVE MITIGATION PROGRAM- PG.57

Recommended Action:

- Approve a Memorandum of Agreement between Ventura County Transportation Commission and the Ventura Council of Governments to jointly develop a Vehicle Miles Travelled Adaptive Mitigation Program.
- Approve a Budget Amendment to the Regional Transportation Planning budget to increase revenues by \$28,600 in new "REAP-SCAG/VCOG" funding, reduce the already budgeted LTF Fund Transfer revenue by \$23,600, and increase the Legal Services expense line item by \$2,000, and the Consultant Services expense line item by \$3,000.

Responsible Staff: Amanda Fagan

17. VCTC GENERAL COUNSEL'S REPORT

18. AGENCY REPORTS

19. CLOSED SESSION:

Conference with Real Property Negotiators Property (Pursuant to Government code Section 54956.8) Property:

- Santa Paula Branch Line Railroad Right of Way Negotiating Parties: VCTC and Potential Bidders Under negotiations: Price and terms for lease

20. ADJOURN to 9:00 a.m. Friday, March 5, 2021



Item #9A

**VENTURA COUNTY TRANSPORTATION COMMISSION
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**MEETING MINUTES OF JANUARY 8, 2021 VCTC COMMISSION MEETING
AT 9:00AM VIA ZOOM**

CALL TO ORDER:

Chair Bill-de la Peña called the regular meeting of the Ventura County Transportation Commission to order at 9:01 A.M. VIA-ZOOM.

ROLL CALL/MEMBERS PRESENT:

Claudia Bill-de la Peña, City of Thousand Oaks, Chair
Lynn Edmonds, City of Fillmore
Chris Enegren, City of Moorpark
Randy Haney, City of Ojai
Robert Huber- County of Ventura, Vice-Chair
Brian Humphrey, Citizen Rep., Cities
Mike Judge, City of Simi Valley
Matt LaVere, County of Ventura
Kelly Long, County of Ventura
Bryan MacDonald, City of Oxnard
Linda Parks, County of Ventura
Andy Sobel, City of Santa Paula
Tony Tavares, Caltrans Director District 7
Tony Trembley, City of Camarillo
Jim White, Citizen Rep., County

ABSENT:

Carmen Ramirez, County of Ventura

PLEDGE OF ALLEGIANCE was led by Chair Bill-de la Peña.

PUBLIC COMMENTS FOR THOSE ITEMS NOT LISTED ON THIS AGENDA: There were none.

5. CALTRANS REPORT- CALTRANS Director Tony Tavares gave the update report regarding Caltrans projects, the report was distributed via-email to the Commissioners.

6. COMMISSIONERS/EXECUTIVE DIRECTOR REPORT-

Commissioner Judge reported he attended the Transportation Committee-SCAG. During the meeting it was recommended the Regional Counsel adopt the 20/21 Regional Safety Targets and the Regional Policy resolution which will be presented to the commission at the February meeting. Commissioner Judge also stated the Regional Council adopted a resolution on climate change.

Commissioner White recognized CalVans and stated it's great to see this service is being utilized by the people in the County to get to and from work.

Executive Director Kettle welcomed new Commissioner County Supervisor Matt LaVere and Councilmember Andy Sobel with the City of Santa Paula. Mr. Kettle stated Commissioner Humphrey would be retiring from serving the VCTC Commission after more than 22 years. Mr. Kettle thanked Commissioner Humphrey for his dedicated service to VCTC. Commissioners Trembley, Long, MacDonald, and Chair Bill-de la Peña along with the entire Commission joined in with many thanks to Commissioner Humphrey for his dedication and leadership to Metrolink and the commission.

Mr. Kettle also reported VCTC usually passes the gavel from the current Chair to the Vice-Chair and agendizes in the February meeting a selection of a new Vice-Chair. During this time Vice-Chair Huber stated he would like to request Chair Bill-de la Peña also ask staff to agendize the selection of a Chair in addition to the selection of a Vice-Chair for the upcoming February meeting. Chair Bill-de la Peña gave direction to staff to agendize the Chair and Vice-Chair selection during the February meeting. Mr. Kettle noted that the next Chair must be a County Supervisor and the Vice-Chair must be a city representative. Mr. Kettle also reported VCTC has vacancies in other regional boards. A reappointment of Commissioners to available regional boards will also be part of February's commission meeting.

7. ADDITIONS/REVISIONS- None

8. CONSENT CALENDAR- Commissioner Long made a motion to approve items 8A thru 8D on the Consent Calendar as recommended. The motion was seconded by **Commissioner MacDonald** and passed unanimously.

8A. APPROVE MINUTES FROM DECEMBER 4, 2020 VCTC MEETING

- Approved the summary minutes of DECEMBER 4, 2020.

8B. MONTHLY BUDGET REPORT

- Received and filed the monthly budget report for NOVEMBER 2020

8C. COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)

- Approved the audited Comprehensive Annual Financial Report (CAFR) for Fiscal Year 2019/2020

8D. REQUEST FOR PROPOSALS COORDINATED PUBLIC TRANSIT-HUMAN SERVICES TRANSPORTATION PLAN

- Approved and issued the attached RFP for updating the Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan)

DISCUSSION CALENDAR:

9. SATICOY ACTIVE TRANSPORTATION PLAN

- Received and filed a presentation on the draft Saticoy Active Transportation Plan

A power point presentation was presented to the Commission by Samuel Zniemer, Senior Planner from the consulting team at Alta Planning & Design Inc. on the Saticoy Active Transportation Plan.

Executive Director read into the public record of the VCTC Zoom Commission Meeting public comment received on agenda item #9 by Joey Juhasz-Lukomski -Executive Director of Bike Ventura.

10. COMPREHENSIVE TRANSPORTATION PLAN UPDATE- REQUEST FOR PROPOSALS

- Approved release Request for Proposals (RFP) for consultant support services to update the Comprehensive Transportation Plan (CTP) for Ventura County.

Commissioner Long made a motion to approve items 10 as recommended. The motion was seconded by **Vice-Chair Huber** and passed unanimously.

11. 2021-2022 LEGISLATIVE PROGRAM

- Adopted the 2021-2022 Legislative Program (Attached)

Delaney Hunter and Ross Buckley Sacramento Lobbyists with the California Advisors group provided to the Commission a legislative discussion.

Vice-Chair Huber made a motion to approve item 11 as recommended. The motion was seconded by **Commissioner Judge** and passed unanimously.

12. TRANSIT RESPONSE TO THE COVID-19 PANDEMIC

- Received a presentation on the Response of Public Transit in Ventura County the COVID-19 pandemic.

13. VCTC GENERAL COUNSEL'S REPORT- None

14. AGENCY REPORTS- None

15. ADJOURNED to 9:00 a.m. Friday, February 5, 2021



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Item #9B

February 5, 2021

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: MONTHLY BUDGET REPORT

RECOMMENDATION:

- Receive and file the monthly budget report for December 2020.

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 eight 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 December 31, 2020 budget report indicates that the revenues were approximately 30.77% of the adopted budget while expenditures were approximately 22.54% 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.

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 DECEMBER 31, 2020**

Assets and Deferred Outflows

Cash and Investments	\$ 42,199,462
Receivables/Due from other funds	2,847,555
Prepays and Deposits	105,267
Capital Assets, undepreciated	25,971,001
Capital Assets, depreciated, net	35,191,932
Deferred Outflows	879,100
Total Assets and Deferred Outflows	<u>\$ 107,194,317</u>

LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE

Liabilities and Deferred Inflows:

Accrued Expenses and Due to Other	\$ 1,694,506
Deferred Revenue	4,003,171
Deposits	67,059
Accrued Vacation	183,710
Pension Liability	2,143,432
OPEB Liability	352,734
Deferred Inflows	291,147
Total Liabilities and Deferred Inflows:	<u>\$ 8,735,759</u>

Net Position:

Invested in Capital Assets	\$ 60,892,975
Fund Balance	37,565,583
Total Net Position	<u>\$ 98,458,558</u>

For Management Reporting Purposes Only

VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE SIX MONTHS ENDED DECEMBER 31, 2020

	General	LTF	STA	SAFE	SGR	SPBL	VCTC	Valley	Fund	Budgeted	Variance	% Year
	Fund Actual	Actual	Actual	Actual	Actual	Actual	Intercity Actual	Express Actual	Totals	Actual	Actual	
Revenues												
Federal Revenues	\$ 5,336,844	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	2,779,467	\$ 648,933	\$ 8,765,244	\$ 37,915,206	(29,149,962)	23.12
State Revenues	417,677	12,684,627	1,797,102	280,868	462,882	0	344,834	0	15,987,990	43,455,245	(27,467,255)	36.79
Local Revenues	88,941	0	0	0	0	291,551	411,819	100,000	892,311	1,978,096	(1,085,785)	45.11
Other Revenues	397	0	0	0	0	0	102,098	0	102,495	315,812	(213,317)	32.45
Interest	6,191	14,961	24,761	11,158	9,530	54	212	629	67,496	235,000	(167,504)	28.72
Total Revenues	5,850,050	12,699,588	1,821,863	292,026	472,412	291,605	3,638,430	749,562	25,815,536	83,899,359	(58,083,823)	30.77
Expenditures												
Administration												
Personnel Expenditures	1,432,761	0	0	0	0	0	88,212	12,778	1,533,751	3,648,200	(2,114,449)	42.04
Legal Services	7,588	0	0	0	0	0	0	0	7,588	40,000	(32,412)	18.97
Professional Services	68,815	0	0	0	0	0	0	0	68,815	139,500	(70,685)	49.33
Office Leases	53,601	0	0	0	0	0	0	0	53,601	134,800	(81,199)	39.76
Office Expenditures	95,145	0	0	0	0	0	48,411	7,013	150,569	479,000	(328,431)	31.43
Total Administration	1,657,910	0	0	0	0	0	136,623	19,791	1,814,324	4,441,500	(2,627,176)	40.85
Programs and Projects												
Transit and Transportation Program												
Regional Transit Technology	83,084	0	0	0	0	0	0	0	83,084	3,428,477	(3,345,393)	2.42
Senior-Disabled Transportation	125,342	0	0	0	0	0	0	0	125,342	393,100	(267,758)	31.89
VCTC Intercity Bus Services	0	0	0	0	0	0	2,991,609	0	2,991,609	11,663,790	(8,672,181)	25.65
Valley Express Bus Services	0	0	0	0	0	0	0	629,146	629,146	1,906,800	(1,277,654)	32.99
Transit Grant Administration	3,013,161	0	0	0	0	0	0	0	3,013,161	14,323,900	(11,310,739)	21.04
Total Transit and Transportation	3,221,587	0	0	0	0	0	2,991,609	629,146	6,842,342	31,716,067	(24,873,725)	21.57
Highway Program												
Motorist Aid Services	0	0	0	166,375	0	0	0	0	166,375	1,424,500	(1,258,125)	11.68
Highway Program Management	1,337,469	0	0	0	0	0	0	0	1,337,469	9,639,030	(8,301,561)	13.88
Total Highway	1,337,469	0	0	166,375	0	0	0	0	1,503,844	11,063,530	(9,559,686)	13.59

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE SIX MONTHS ENDED DECEMBER 31, 2020**

	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
Rail Program												
MetroLink and Commuter Rail	2,080,569	0	0	0	0	0	0	0	2,080,569	13,214,916	(11,134,347)	15.74
LOSSAN and Coastal Rail	2,535	0	0	0	0	0	0	0	2,535	12,300	(9,765)	20.61
Santa Paula Branch Line	0	0	0	0	0	272,137	0	0	272,137	945,443	(673,306)	28.78
Total Rail	2,083,104	0	0	0	0	272,137	0	0	2,355,241	14,172,659	(11,817,418)	16.62
Commuter Assistance Program												
Reg Transit Information Center	588	0	0	0	0	0	0	0	588	43,800	(43,212)	1.34
Rideshare Programs	99,053	0	0	0	0	0	0	0	99,053	356,654	(257,601)	27.77
Total Commuter Assistance	99,641	0	0	0	0	0	0	0	99,641	400,454	(300,813)	24.88
Planning and Programming												
TDA Administration	82,500	6,565,459	181,403	0	35,844	0	0	0	6,865,206	24,118,886	(17,253,680)	28.46
Transportation Programming	369	0	0	0	0	0	0	0	369	21,300	(20,931)	1.73
Regional Transportation Planning	64,362	0	0	0	0	0	0	0	64,362	763,600	(699,238)	8.43
Airport Land Use Commission	0	0	0	0	0	0	0	0	0	18,500	(18,500)	0.00
Regional Transit Planning	63,683	0	0	0	0	0	0	0	63,683	1,787,764	(1,724,081)	3.56
Total Planning and Programming	210,914	6,565,459	181,403	0	35,844	0	0	0	6,993,620	26,710,050	(19,716,430)	26.18
General Government												
Community Outreach	65,477	0	0	0	0	0	0	0	65,477	253,500	(188,023)	25.83
State and Federal Relations	51,685	0	0	0	0	0	0	0	51,685	114,200	(62,515)	45.26
Management and Administration	453,244	0	0	0	0	0	0	0	453,244	669,241	(215,997)	67.73
Total General Government	570,406	0	0	0	0	0	0	0	570,406	1,036,941	(466,535)	55.01
Total Expenditures	9,181,031	6,565,459	181,403	166,375	35,844	272,137	3,128,232	648,937	20,179,418	89,541,201	(69,361,783)	22.54

For Management Reporting Purposes Only

VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE SIX MONTHS ENDED DECEMBER 31, 2020

	General	LTF	STA	SAFE	SGR	SPBL	VCTC	Valley	Fund	Budgeted	Variance	% Year
	Fund Actual	Actual	Actual	Actual	Actual	Actual Intercity	Actual Express	Actual	Totals	Actual	Actual	
Revenues over (under) expenditures	(3,330,981)	6,134,129	1,640,460	125,651	436,568	19,468	510,198	100,625	5,636,118	(5,641,842)	11,277,960	(99.90)
Other Financing Sources												
Transfers Into GF From LTF	2,529,809	0	0	0	0	0	0	0	2,529,809	5,054,303	(2,524,494)	50.05
Transfers Into GF From STA	1,166,051	0	0	0	0	0	0	0	1,166,051	8,726,550	(7,560,499)	13.36
Transfers Into GF From SAFE	32,761	0	0	0	0	0	0	0	32,761	49,100	(16,339)	66.72
Transfers Into GF From SPBL	62,433	0	0	0	0	0	0	0	62,433	127,300	(64,867)	49.04
Transfers Into SPBL From LTF	0	0	0	0	0	60,992	0	0	60,992	127,300	(66,308)	47.91
Transfers Into SPBL From STA	0	0	0	0	0	0	0	0	0	606,443	(606,443)	0.00
Transfers Into VI From STA	0	0	0	0	0	0	1,000,000	0	1,000,000	1,795,158	(795,158)	55.71
Transfers Out of LTF Into GF	0	(2,529,809)	0	0	0	0	0	0	(2,529,809)	(5,054,303)	2,524,494	50.05
Transfers Out of LTF Into SPBL	0	(60,992)	0	0	0	0	0	0	(60,992)	(127,300)	66,308	47.91
Transfers Out of STA Into GF	0	0	(1,166,051)	0	0	0	0	0	(1,166,051)	(3,415,666)	2,249,615	34.14
Transfers Out of STA Into SPBL	0	0	0	0	0	0	0	0	0	(606,443)	606,443	0.00
Transfers Out of STA Into VI	0	0	(1,000,000)	0	0	0	0	0	(1,000,000)	(1,795,158)	795,158	55.71
Transfers Out of SAFE Into GF	0	0	0	(32,761)	0	0	0	0	(32,761)	(49,100)	16,339	66.72
Transfers Out of SPBL Into GF	0	0	0	0	0	(62,433)	0	0	(62,433)	(127,300)	64,867	49.04
Transfers Out of SGR into GF	0	0	0	0	0	0	0	0	0	(4,872,148)	4,872,148	0.00
Total Other Financing Sources	3,791,054	(2,590,801)	(2,166,051)	(32,761)	0	(1,441)	1,000,000	0	0	438,736	(438,736)	0.00
Net Change in Fund Balances	460,073	3,543,328	(525,591)	92,890	436,568	18,027	1,510,198	100,625	5,636,118	(5,203,106)	10,839,224	(108.32)
Beginning Fund Balance w/o capi	2,598,747	9,649,449	13,224,224	4,625,197	3,898,381	25,370	19	0	34,021,387	33,572,663	448,724	101.34
Long-term Pension/OPEB/Vacatic	(1,925,453)	0	0	0	0	0	(166,469)	0	(2,091,922)	0	(2,091,922)	0.00
Ending Fund Balance	\$ 1,133,367	\$ 13,192,777	\$ 12,698,633	\$ 4,718,087	\$ 4,334,949	\$ 43,397	\$ 1,343,748	\$ 100,625	\$ 37,565,583	\$ 28,369,557	\$ 9,196,026	132.42

*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 DECEMBER 31, 2020**

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 comply with the Commission's investment policy and bond documents, as applicable.

Institution	Investment Type	Maturity Date	Interest to Date	Rate	Balance
Wells Fargo	Government Checking	N/A	\$ 0.00	EAC only	\$ 1,914,202.14
LAIF	State Pool	N/A	8,099.05	0.84%	6,889,280.68
County of Ventura	Treasury Pool	N/A	59,395.36	1.01%	33,285,279.77
Total			\$67,494.41		\$42,088,762.59

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.

The Commission's pooled checking account is not earning interest, instead earns "earnings credits" against fees because of the low interest rate environment. Cash balances will vary depending on reimbursements and disbursements. 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. A small portion of interest earned in the LAIF account is for unearned revenues and the interest is not recognized until the corresponding expenses are recognized.

Amounts shown above are not adjusted for fair market value. Wells Fargo Bank, County of Ventura and LAIF statements are the source for provided information.



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Item #9C

FEBRUARY 5, 2021

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: DARRIN PESCHKA, PROGRAM MANAGER, GOVERNMENT AND COMMUNITY RELATIONS

SUBJECT: LEGISLATIVE UPDATE

RECOMMENDATION:

- Receive and file.

DISCUSSION:

Federal Issues

On January 21, a Senate committee held a confirmation hearing for Secretary of Transportation – Designate Pete Buttigieg. Mr. Buttigieg spoke of the new administration’s plan to focus on investment in infrastructure, action on climate change, safety across all transportation sectors, and his support for a “Smart Streets” initiative in South Bend, Indiana, where he served as mayor.

State Issues

Gov. Gavin Newsom released his proposed FY 2020/21 budget on January 8. While much of the proposed budget focuses on immediate assistance to support economic recovery from the COVID-19 pandemic, the proposal includes \$1.5 billion for infrastructure and incentives to implement the state’s zero-emission vehicle goals.

Attachment A is the monthly report of Delaney Hunter, the Commission’s state lobbyist.



CALIFORNIA ADVISORS, LLC

VENTURA COUNTY TRANSPORTATION COMMISSION MONTHLY STATE ADVOCACY REPORT JANUARY 2021

Legislative Update

After the November election and the December swearing-in ceremonies, the Legislature reconvened for the new 2021-22 session on January 11th. Their return to Sacramento was delayed by a week out of precaution due to the surge in COVID-19 cases in December. While a handful of bills were introduced in December, most of the bills will be introduced over the next month and the legislative priorities will begin to take shape. The bill introduction deadline is February 19th, so the Legislature will continue to introduce bills up until that day. We expect to see thousands of more bills introduced before that deadline, and California Advisors will continue to track and advocate on behalf of VCTC as the flurry of new legislation comes across the desk. The Governor also introduced his initial budget proposal on January 8th – a \$227.2 billion fiscal blueprint that provides funding for immediate COVID-19 response and relief efforts where Californians need it most while making investments for an equitable, inclusive, and broad-based economic recovery. Although this version of the budget provides an initial framework to begin the discussions with the Legislature, many of the proposed items in the Governor's budget will continue to be reviewed and negotiated by both Houses of the Legislature. We expect this year to be slightly different than in years past because several items need immediate action and some items that the Governor has called for “early action” will need to be done before the June 15th deadline. As always, California Advisors will continue to represent VCTC as the budget evolves over the next few months and will keep VCTC apprised of any new relevant legislation that is introduced.

Governor's Proposed Budget

On January 8th, Governor Newsom unveiled the 2021-22 proposed state budget with a total of \$227.2 billion (\$164.5 billion General Fund) in state spending. The budget includes \$34 billion in budget resiliency actions, consisting of various budgetary reserves and discretionary surpluses. Specifically, the Governor's budget reflects \$15.6 billion in the state's Rainy Day Fund for fiscal emergencies, \$450 million in the state's Safety Net Reserve, \$2.9 billion in the state's operating reserve, and \$3 billion in the Public School System Stabilization Account. The Governor's budget also continues progress in paying down state retirement liabilities, investing \$3 billion in additional payments required by Proposition 2 in 2021-22 and nearly \$6.5 billion over the next three years. Despite the state's projected budgetary surplus, expenditures are projected to grow faster than revenues over future years. A structural deficit of \$7.6 billion is projected in 2022-23 which is expected to grow to over \$11 billion by 2024-25. The budget includes significant new strategies to reduce the impacts of climate change, with focused investments to support the state's zero-emission vehicle goals and an additional \$1 billion to address a comprehensive wildfire and forest resilience strategy.

Relative to transportation, the Governor's budget includes \$2.4 billion for the State Transportation Improvement Program, which provides funding for future multimodal transportation improvements. \$1.5 billion for infrastructure and incentives to support the implementation of the state's zero-emission targets, with \$1 billion in future revenues for electric vehicle charging and hydrogen fueling stations, and \$465 million in Cap-and-Trade funding to improve access to new and used zero-emission vehicles. The fuel excise tax revenues used to fund transportation projects, while still growing moderately, are expected to be lower than pre-pandemic forecasts by a total of \$1.5 billion through 2024-25. \$1.3 billion to support transit and rail, including \$667 million in State Transit Assistance, \$1 billion to address traffic congestion, \$900 million to provide projects that support walking and biking and \$800 million for partnerships with local transportation agencies. \$487 million for Transit and Intercity Rail Capital Program, and \$107 million for the Low Carbon Transit Operations

Program. \$353.9 million over the next five years for broadband infrastructure improvements and systemwide technology investments. \$52 billion in state infrastructure investments.

Committee Membership

With the commencement of the new legislative session, the Senate and Assembly leadership positions were reconfirmed. Senator Toni Atkins remains the President Pro Tempore of the Senate and Assemblymember Anthony Rendon was reconfirmed as the Speaker of the Assembly. In terms of Republican leaders, Assemblymember Marie Waldron remains the minority leader in the Assembly and Senator Scott Wilk was just elected to serve as the minority leader in the Senate replacing Senator Shannon Grove.

The Assembly Transportation Committee will now be chaired by Assemblymember Laura Friedman and Assemblymember Vince Fong will continue to serve as Vice Chair. The membership also includes Assemblymembers Berman, Cunningham, Daly, Davies, Gipson, Kalra, Lee, Medina, Nazarian, Nguyen, O'Donnell, Ward, and Wicks. In the Senate, the Transportation Committee will be chaired by Senator Lena Gonzalez and Senator Patricia Bates will serve as Vice Chair. The membership also includes Senators Allen, Archuleta, Becker, Cortese, Dahle, Dodd, McGuire, Melendez, Min, Newman, Rubio, Skinner, Umberg, Wiecekowski, and Wilk.

Upcoming Bill Deadlines and Newly Introduced Legislation

February 19 – Deadline for bill introductions

March 25 – **April 5** – Spring Recess

April 30 – Policy Committee Deadline

Below is a list of VCTC tracked newly introduced bills:

AB 5 (Fong R) Greenhouse Gas Reduction Fund: High Speed Rail Authority: K–12 education: transfer and loan.
Introduced: 12/7/2020

Status: 1/11/2021-Referred to Committees on Transportation and Natural Resources.

Summary: The California Global Warming Solutions Act of 2006 designates the State Air Resources Board as the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. The act authorizes the state board to include in its regulation of those emissions the use of market-based compliance mechanisms. Current law requires all moneys, except for fines and penalties, collected by the state board from the auction or sale of allowances as part of a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund. Existing law continuously appropriates 25% of the annual proceeds of the fund to the High-Speed Rail Authority for certain purposes. This bill would suspend the appropriation to the High-Speed Rail Authority for the 2021–22 and 2022–23 fiscal years and would require the transfer of those amounts from moneys collected by the state board to the General Fund.

AB 43 (Friedman D) Traffic Safety.

Introduced: 12/7/2020

Status: 1/11/2021-Referred to Committee on Transportation.

Summary: Would require, beginning June 1, 2022, and every 6 months thereafter, Caltrans to convene a committee of external design experts to advise on revisions to the Highway Design Manual.

SB 44 (Allen D) California Environmental Quality Act: streamlined judicial review: environmental leadership transit projects.

Introduced: 12/7/2020

Status: 12/8/2020-From printer. May be acted upon on or after January 7.

Summary: Would require the Judicial Council, on or before April 1, 2022, to adopt rules of court establishing procedures requiring actions or proceedings seeking judicial review pursuant to CEQA or the granting of project approvals, including any appeals to the court of appeal or the Supreme Court, to be resolved, to the extent feasible, within 270 days of the filing of the certified record of proceedings with the court to an action or proceeding seeking judicial review of the lead agency's action related to an environmental leadership transit project. The bill would require the environmental leadership transit project to meet certain labor requirements.

SB 66 (Allen D) California Council on the Future of Transportation: advisory committee: autonomous vehicle technology.

Introduced: 12/7/2020

Status: 12/8/2020-From printer. May be acted upon on or after January 7.

Summary: Would require the Secretary of Transportation to establish an advisory committee, the California Council on the Future of Transportation, to provide the Governor and the Legislature with recommendations for changes in state policy to ensure that as autonomous vehicles are deployed, they enhance the state's efforts to increase road safety, promote equity, and meet public health and environmental objectives. The bill would require the council to be chaired by the secretary and consist of at least 22 additional members, selected by the chair or designated, as specified, who represent, among others, transportation workers, various state and local agencies, and a disability rights organization.



Item #9D

February 5, 2021

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: AMANDA FAGAN, DIRECTOR OF PLANNING AND POLICY

SUBJECT: VENTURA COUNTY MEDICAL CENTER (VCMC) FAINER HELIPAD REPLACEMENT

RECOMMENDATION:

- The Airport Land Use Commission (ALUC) advise the California Division of Aeronautics that the ALUC has reviewed the plans for the Ventura County Medical Center (VCMC) helipad replacement on the roof of the Fainer building and makes no recommendation or assessment of the viability of the proposed plans.

BACKGROUND:

VCTC serves as the Airport Land Use Commission (ALUC) for Ventura County. The State Aeronautics Act requires special-use heliports, such as those at hospitals, to obtain a Heliport Permit from the Caltrans Division of Aeronautics. According to the Caltrans *Airport Compatibility Planning Handbook*, the ALUC is not required to adopt an Airport Land Use Compatibility Plan (ALUCP) for special-use heliports. However, the ALUC is required to review all applications for airports in Ventura County, including heliports.

In 1990, the Ventura County ALUC, on the recommendation of legal counsel, established a policy for review of heliports, which has been applied to all heliport reviews since that time. Legal counsel found that the Aeronautics Act requires the ALUC to review all applications for airports in Ventura County, and heliports are defined as an airport within the Act. While the ALUC is required to review heliports, no criteria govern private heliports upon which to base a finding, and the ALUC is not required to approve or deny them. Application authority rests with the State Division of Aeronautics.

On the advice of legal counsel, the Commission (in its capacity as the ALUC) established a policy to place heliport permit applications on the consent agenda for review by the ALUC with no formal action taken other than to inform the State Division of Aeronautics that the proposal has been reviewed.

Ventura County Aviation Unit is a joint venture between the Ventura County Sheriff's Office and Ventura County Fire District. Aviation Unit missions include law enforcement, search and rescue, emergency medical services, and fire suppression. The Ventura County Aviation Unit has been flying Bell UH-1 "Huey" rescue helicopters for the last several decades. The Aviation Unit selected the Sikorsky Blackhawk as a replacement helicopter suitable for both rescue and fire suppression.

DISCUSSION:

As the Lead Agency for the project, the County of Ventura Public Works Agency proposes to demolish and replace the existing helipad on the roof of the Fainer building at VCMC. The current helipad was built in 1982, is 41 ft x 41 ft in dimension, and was designed to carry a 16,000-pound helicopter. The proposed new helipad will be capable of supporting a 22,000-pound helicopter, and the dimensions will be increased to 65 ft x 65 ft. The existing helipad will be demolished, and the new helipad will be built in its place. The Applicant has stated that the new helipad will be designed to meet current Office of Statewide Health Planning and Development (OSHPD) and Caltrans Division of Aeronautics code requirements.



VCMC Helipad Replacement Location Maps (Source: Project Drawing Sheet T-1.00)

The proposed project replaces an existing helipad structure on top of the existing Fainer building to accommodate the larger Sikorski Blackhawk helicopter. No modifications to the existing flight paths are proposed. No changes to current operational levels are proposed. The County Public Works Agency prepared a Notice of Exemption for the project. The Applicant states, "The project is categorically exempt from CEQA under State CEQA Guidelines, Section 15301 Class 1. Notice of Exemption (NOE) has been filed through the County Clerk's office and a 30-day public review period ended on January 17, 2021."

While no modifications to the existing flight paths or operational levels are proposed, the aircraft mix that will utilize the helipad will change, which may result in changing community noise impacts. The Applicant did not provide a Noise Study to accompany the ALUC consistency review application. However, the County has indicated that Public Works will proceed to conduct a Noise Study for the project to accompany the Heliport Permit application to the Caltrans Division of Aeronautics.

In addition to this review by the ALUC, it is anticipated that the proposed heliport expansion will undergo review by the Federal Aviation Administration and the Caltrans Division of Aeronautics.

RECOMMENDATION:

Staff recommends that the ALUC advise the Caltrans Division of Aeronautics that the ALUC has reviewed the plans for Ventura County Medical Center (VCMC) Fainer Helipad Replacement Project and makes no recommendation or assessment of the viability of the proposed plans.



Item #9E

February 5, 2021

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: DARREN KETTLE, EXECUTIVE DIRECTOR
SUBJECT: EXTENSION OF COVID-19 FEDERAL LEAVE PROGRAMS

RECOMMENDATION:

- Approve extension and continuation of the leave benefits that were initially provided by the Families First Coronavirus Response Act (FFCRA) from January 1, 2021 through March 31, 2021 and authorize the Executive Director to extend through June 30, 2021 should circumstances warrant.

BACKGROUND:

As we begin 2021, the COVID-19 pandemic and the impacts continue. Distanced learning is anticipated for at least the next several months, childcare is still challenging to find, and the number of COVID-19 cases is increasing the need to quarantine and/or isolate. The economic stimulus bill signed by the President on Sunday, December 27th did not clearly extend the leave protections for public employers that were part of the Families First Coronavirus Response Act (FFCRA) beyond December 31, 2020. Additionally, as the Act and these benefits have been in effect since March 2020, some employees have exhausted the leave protections provided by the Act. It is recommended that the Commission extend to VCTC employees the leave benefits provided by the Families First Coronavirus Response Act (FFCRA) through March 31, 2021 and authorize the Executive Director to extend through June 30, 2021 should circumstances warrant. The extension is simply allowing continued use of the benefits previously provided for an extended period of time. These leave programs provide paid time off for employees who are sick with COVID-19 or who are required to quarantine due to exposure to the COVID-19 virus, and also provide leave time for employees to respond to the needs of their families due to the pandemic's impacts such as schools and senior/adult care facility closures.

FFCRA as originally enacted in March 2020 expired on December 31, 2020. There were two significant employer/employee leave benefits in the Act. FFCRA included the Emergency Paid Sick Leave Act (EPSL), which provided 80 hours of paid sick leave for employees illness, quarantine, or to care for dependents affected by the virus. It also included the Emergency Family and Medical Leave Expansion Act (EFMLEA), which provides 2/3 of an employee's wages for up to 12 weeks for the care of children due to school closures. These two Acts provided forms of wage continuation when there were COVID specific impacts that affected one's ability to work. Congress and President Trump just enacted another COVID relief bill. Although the FFCRA was addressed in the overall relief plan, the way it was addressed presents an issue for public

employers. Congress extended the tax credits through March 31, 2021 for any covered employer who voluntarily provides paid leave under the FFCRA, and the leave itself is no longer mandated. However, public employers were never eligible for the tax credits. Public employers may decide to voluntarily continue these benefits and must take formal action to do so. It is recommended to extend the deadline to use the accrued, but unused, leaves provided under FFCRA of EPSL and EFLMEA to March 31, 2021 and authorize the Executive Director to extend through June 30, 2021 should circumstances warrant. The recommendation does not include adding additional leave time if employees have already exhausted the benefit. Should the Federal or State government extend FFCRA or provide a similar leave benefit before March 31, 2021, VCTC's extension of these leaves would follow those timelines. Other Counties and jurisdictions in California are taking similar actions. In relation to the December 31, 2020 expiration of the Act, action today will allow for continuous and retroactive coverage to January 1, 2021 as to not result in any gap in benefits for the employees.

As background, VCTC employees are not unionized and, as such, VCTC does not have employee negotiations or multi-year contracts. Any adjustments to salary ranges or benefits are brought to the full Commission by the Executive Director for consideration. The extension of the FFCRA leave benefits of EPSL and EFMLEA will be provided with existing budgeted funds under the CARES Act.



ITEM #10

February 5, 2021

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: DARREN M. KETTLE, EXECUTIVE DIRECTOR
SUBJECT: COMMISSIONER APPOINTMENTS TO EXTERNAL ENTITIES

RECOMMENDATION:

- Make Appointments as Follows:
 1. Single appointment to Southern California Association of Governments
 2. Appoint primary and alternate member to the Southern California Regional Rail Authority (Metrolink)
 3. Appoint primary and alternate member to the Los Angeles-San Diego-San Luis Obispo (LOSSAN) Rail Corridor agency (Amtrak Pacific Surfliner)
 4. Appoint primary and alternate member to the California Vanpool Authority (CalVans)
 5. Single appointment to the California Association of Councils of Governments
 6. Appoint primary and alternate member to the Coastal Rail Coordinating Council

BACKGROUND:

At the Commission's January meeting staff announced that at the February meeting the Commission would be making a number of appointments to represent VCTC on various boards to which VCTC is a member. What follows is information about each of the entities to which appointments need to be made, the positions that are available, the time commitment involved, and if a meeting stipend is provided. Historically, VCTC has not set a term length for these appointments but rather appointees serve at the pleasure of the Commission.

Southern California Association of Governments (SCAG)

SCAG is the Metropolitan Planning Organization for the six county Southern California region. Primary responsibilities involve regional planning efforts including the every four year adoption of the Regional Transportation Plan/Sustainable Communities Strategy and the Regional Housing Needs Assessment.

As a dues paying member of SCAG, VCTC makes an appointment to serve on the SCAG Regional Council and by extension on the SCAG Transportation Committee. The SCAG Regional Council and Committees meet the first Thursday of the month at their offices in Downtown Los Angeles. Once a year, usually in the month of May, SCAG convenes its General Assembly which is a 2 ½ day meeting/conference held in the Palm Desert/La Quinta area. SCAG pays a meeting stipend of \$120 per meeting day with a monthly meeting maximum of six meeting days.

The appointment is a single appointment and there are no alternates. VCTC's current appointee is Commissioner Mike Judge.

Southern California Regional Rail Authority (SCRRA) aka Metrolink

The SCRRA is a Joint Powers Authority with membership of the county transportation agencies for Los Angeles, Orange, Riverside, San Bernardino and Ventura counties. SCRRA operates the commuter rail system known as Metrolink serving those five counties as well as northern San Diego County. Utilizing federal and state public transit funds, VCTC provides funding to SCRRA to operate Metrolink service in Ventura County.

VCTC appoints a primary member and an alternate to the SCRRA Board. The SCRRA meeting structure includes a one board meeting a month held on the fourth Friday of the month starting at 9 AM and participation in one committee meeting a month held on the second Friday of the month in the morning. Board and Committee meetings are held in downtown Los Angeles.

SCRRA pays a meeting stipend of \$150 per meeting day with a stipend cap of \$500 per month. Stipends are paid to both the primary member and alternate member for meeting attendance. SCRRA encourages participation from both primary and alternate members at both Board and Committee meetings although the alternate member only votes in the absence of the primary member.

The primary member for the last several years had been Commissioner Brian Humphrey whose term on the VCTC concludes January 31, 2021, thus the primary member seat is vacant. The current alternate appointment is Commissioner Tony Trembley who has been a regular attendee of SCRRA Board and Committee meetings since his alternate appointment nearly three years ago.

Los Angeles-San Diego-San Luis Obispo Rail Corridor Agency (LOSSAN) aka Amtrak Pacific Surfliner

The LOSSAN Rail Corridor Agency is a joint powers authority formed in 1989 that works to increase ridership, revenue, capacity, reliability, coordination and safety in the coastal rail line between San Diego, Los Angeles and San Luis Obispo. It is governed by an 11-member Board of Directors composed of elected officials representing rail owners, operators, and planning agencies along the rail corridor. Since 2013, the Orange County Transportation Authority (OCTA) has acted as the managing agency for LOSSAN.

As a member agency of LOSSAN, VCTC makes two appointments (a primary and alternate) to serve on the LOSSAN Board of Directors. The LOSSAN Board of Directors meet monthly, generally on the third Monday of each month at their offices in the City of Orange.

LOSSAN does not provide a stipend however as the appointee represents VCTC the appointee is eligible for the \$100 daily meeting stipend provided by VCTC so long as the Commissioner has not exceeded the monthly two meeting maximum.

The appointment is for a primary board member and an alternate. VCTC's current primary board member appointment is Commissioner Bryan MacDonald. The alternate member is Commissioner Jim White.

California Vanpool Authority or CalVans

CalVans is a Joint Powers Authority which operates vanpools within the jurisdictions of its member agencies, primarily for agricultural workers. Ventura County is one of the fifteen California counties that comprise CalVans.

As a member agency of CalVans, VCTC appoints a member to represent the area by serving on the thirteen-member Board of Directors. The CalVans Board meets the second Thursday of the month via teleconference.

CalVans does not provide a stipend however as the appointee represents VCTC the appointee is eligible for the \$100 daily meeting stipend provided by VCTC so long as the Commissioner has not exceeded the monthly two meeting maximum.

The appointment is for a primary board member and an alternate. VCTC's current primary board member appointment is Commissioner Jim White. The alternate member is currently vacant.

California Association of Councils of Governments (CalCOG)

VCTC is a dues paying member of CalCOG. Much like the League of California Cities or CSAC, the California Association of Councils of Governments (or CALCOG) is a state association serving its member governmental agencies. CalCOG members include transportation commissions, regional transportation planning agencies, metropolitan planning organizations, and general-purpose councils of government.

Prior to the Pandemic, the CalCOG Board met in person about three times a year with one of those meetings held during the annual conference. Looking ahead to 2021, the board is more likely to meet five times, but in a virtual format. Meetings typically last two hours, although a meeting to discuss strategic priorities (once a year) may take longer. Board members who want more involvement can get involved in committees as they arise.

Membership on the CALCOG Board will provide the board member with greater understanding of the issues facing regions across the state, the chance to network with other local officials, and the opportunity to assure that the policies of the state association reflect the needs of your region. As a dues paying member VCTC has one appointment to the CalCOG board of directors. Former Commissioner Will Berg had been VCTC's appointee to the CalCOG board. The seat is now vacant so an appointment should be made.

CalCOG does not provide a stipend however as the appointee represents VCTC the appointee is eligible for the \$100 daily meeting stipend provided by VCTC so long as the Commissioner has not exceeded the monthly two meeting maximum.

Coast Rail Coordinating Council (CRCC)

CRCC is coalition formed through a Memorandum of Understanding to improve the frequency, speed, reliability, and ease of use of passenger trains on the coastal route between San Francisco and Los Angeles. The CRCC membership is comprised of the Santa Cruz County Regional Transportation Commission (SCCRTC), Transportation Agency for Monterey County (TAMC), San Luis Obispo Council of Governments (SLOCOG), Santa Barbara County Association of Governments (SBCAG), and Ventura County Transportation Commission (VCTC). SLOCOG serves as the administrative agency for the CRCC.

The CRCC Policy Committee meets quarterly with the meeting location rotating among member agencies.

CRCC does not provide a stipend however as the appointee represents VCTC the appointee is eligible for the \$100 daily meeting stipend provided by VCTC so long as the Commissioner has not exceeded the monthly two meeting maximum.

The appointment is for a primary Policy Committee member and an alternate. VCTC's current primary Policy Committee member appointment is Commissioner Bryan MacDonald. The alternate member is currently vacant.



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Item #11

February 5, 2021

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: SALLY DEGEORGE, FINANCE DIRECTOR
SUBJECT: TRANSPORTATION DEVELOPMENT ACT (TDA)
LOCAL TRANSPORTATION FUND (LTF)
REVISED APPORTIONMENT FOR FISCAL YEAR 2020/2021 and
DRAFT APPORTIONMENT FOR FISCAL YEAR 2021/2022

RECOMMENDATION:

- Approve the Revised Local Transportation Fund Apportionment for Fiscal Year 2020/2021, apportioning a total of \$35.73 million as shown in Attachment A.
- Approve the Local Transportation Fund Draft Apportionment for Fiscal Year 2021/2022, apportioning \$35.25 million as shown in Attachment B.

BACKGROUND:

Each year the Ventura County Transportation Commission (Commission or VCTC) is responsible for apportioning the quarter cent statewide sales tax funds that accrue to Ventura County under the State Transportation Development Act (TDA) Local Transportation Fund (LTF). Current eligible uses of LTF revenues include funds for Commission administration (amount determined by the Commission), County administration fees, Commission planning activities (capped at 2% of revenues), bicycle and pedestrian projects (capped at 2% after administrative and planning costs are deducted), rail passenger service operations/capital improvements with the remainder going to fund transit and if all transit needs are met, to street and road projects in cities with populations under 100,000 if eligible. The City of Thousand Oaks is exempt from the 100,000-population rule and is eligible to spend funds on Article 8 or 4 per Senate Bill (SB) 848 June 2018. Staff works with the County Auditor-Controller to determine the estimated fund balance for the upcoming fiscal year and the projected sales tax revenue. These funds are then apportioned by population and allocated throughout the fiscal year as receipts are received.

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

In 2013, the Commission established a funding policy to support Rail Passenger Service/Commuter Rail (Metrolink). The Commission established a policy that each time there is an increase in estimated LTF sales tax receipts, the increase would be split one-third to Passenger Commuter Rail and two-thirds to bus transit.

DISCUSSION:

Each year the Ventura County Auditor-Controller provides a Local Transportation Fund estimate to VCTC for the upcoming fiscal year and notifies VCTC if the previous projection for the current Fiscal Year needs revision (either up or down). This year, while providing the revised estimate for Fiscal Year 2020/2021 and the new estimate for Fiscal Year 2021/2022, the County Auditor Controller stated:

“Projections even in normal times are uncertain given the unpredictable nature of sales tax. However, projections in the last year have been even more difficult because of the COVID-19 pandemic. When revised Fiscal Year 2020-21 projections were provided in April 2020, one month into the pandemic, it was expected that sales tax revenue would decline dramatically.

However, as time passed, the reality is that sales tax revenue has slightly increased. Analysts believe the primary reasons are that 1) there is an unequal spread of the wage losses between the lower-wage and higher-wage segments of the population and the higher-wage earners continue to have disposable income to make taxable purchases, 2) federal and state economic stimulus, including additional unemployment payments, helped buoy continued spending in 2020 despite high unemployment, and 3) the impact of the *Wayfair* decision which has allowed California to capture taxes on online sales which also dramatically increased during the pandemic.”

Fiscal Year 2020/2021 Revision:

In June 2020, the LTF projections for Fiscal Year 2020/2021 estimates were dramatically reduced from an estimated apportionment of \$39.45 million with the Draft LTF apportionment presented in February 2020 to \$27.61 million with the Final LTF apportionment presented in June 2020. The projected reduction of \$11.84 million consisted of \$8.7 million reduction in estimated sales tax receipt revenues and \$3.14 million reduction of estimated beginning cash balance.

In January of 2021, the County provided its updated projection for Fiscal Year 2020/2021 (see Attachment 1). The County is now estimating that the current Fiscal Year (2020/2021) LTF sales tax receipts will increase by \$5.8 million to \$35.6 million. Furthermore, the LTF sales tax receipt revenues for Fiscal Year 2019/2020 did not decrease as projected and the beginning cash balance went from \$0 to \$3 million.

Since the estimated financial impacts to the sales tax receipts did not transpire in Fiscal Year 2019/2020 and through the first part of Fiscal Year 2020/2021, staff is recommending revising the Fiscal 2020/2021 apportionment to reflect the County Auditor-Controller's revisions to pass-through LTF funds in the amount of \$8.12 million to transit operators and local agencies now.

Normally, the change in LTF sales tax receipts would be reflected in a one-third adjustment to Passenger Rail Services and two-thirds adjustment to transit operators and local agencies. However, since Metrolink received \$32 million of the \$71 million in Coronavirus Aid, Relief and Economic Securities (CARES) Act funding distributed to Ventura County for transit purposes, VCTC's obligation to Metrolink has been met this year. Therefore, instead of increasing the Rail Passenger Service by \$1.9 million (one-third of LTF sales tax receipts increase) in the current fiscal year, staff is proposing a one-time adjustment. It is proposed that \$1 million be apportioned to VCTC Administration to pay down VCTC's pension unfunded liability. This “pay down” will lower VCTC liabilities and reduce long-term costs. The remainder of the one-third adjustment, just over \$0.9 million, will flow to transit operators and local agencies.

After accounting for the \$3 million beginning cash balance, \$35.6 million estimated sales tax receipts less the \$2.87 contingency, there will be \$35.73 million to apportion for Fiscal Year 2020/2021 (see Attachment 1) as follows:

- \$6,344,003 Article 3 funds for Commission activities:
 - \$2,647,463 for Metrolink commuter rail purposes same as in the Final Fiscal Year 2020/2021 apportionment. Normally, the one-third of the change in estimated LTF sales tax receipts is allocated to passenger rail in keeping with the Commission's policy. With the revision of the Fiscal Year 2020/2021 apportionment due to higher sales tax receipts, an increase of approximately \$1.9 million would have gone to Metrolink. However, this year as previously mentioned, the adjustment for the year will not be realized by Metrolink because of prior CARES funding but instead, for this fiscal year only, will be split between VCTC Administration pension unfunded liability and local agencies.
 - \$714,600 (2% formula) for planning activities which include Regional Transportation Planning, Regional Transit Planning, and Transportation Programming. This number is \$162,400 higher than the June apportionment.
 - \$1,981,940 for administration of Commission activities including ADA and Senior projects, Regional Transit Technology, Grant Administration, Regional Transit Information Center, TDA Administration, Transportation Programming as well as supporting the Commission's administrative and management functions. This number is \$808,960 higher than last year for funding changes, staffing increases and new studies. First, the ADA certification process is no longer eligible for FTA funds and will now be funded with LTF funds while the previously used FTA funds will now be available to local agencies. Second, one new position, Manager of Government and Community Relations, is partially funded with LTF Funds. Finally, there are two new studies planned this fiscal year – the Congestion Management plan and the Comprehensive Transportation Plan. This number is the same as the June apportionment.
 - \$1,000,000 for a one-time use of administration funds to pay down the VCTC pension unfunded liability which will lower VCTC liabilities and reduce long-term costs.
- \$14,500 Article 3 funds for the County Auditor-Controller's administrative costs.
- \$640,379 Article 3 funds for Bicycle and Pedestrian projects. This number is \$139,152 higher than apportioned in June.
- \$28,731,118 for apportionment to local jurisdictions as allowed by TDA. This is an increase of approximately \$6.8 million from June. The Commission apportions these funds based on the California Department of Finance population estimates that were issued in May 2020. Local agency staff will need to submit an additional claim to VCTC before May 2021.

Fiscal Year 2021/2022 Draft:

The County Auditor-Controller estimates that the LTF sales tax receipts for Fiscal Year 2021/2022 will be \$35.2 million – a decline of approximately one percent based on the reductions in the Governor's Budget (-2.3%) and Legislative Analyst Office's budget (-0.79%) for Fiscal Year 2021/2022.

After accounting for the new estimated beginning cash balance of \$2.87 million (contingency for Fiscal Year 2020/2021), plus the \$35.2 million estimated sales tax receipts less the \$2.82

million contingency reserve, it is estimated that there will be \$35.25 million to apportion in Fiscal Year 2021/2022. This apportionment amount is approximately \$480,000 less than the previous fiscal year.

The Fiscal Year 2021/2022 apportionment as shown in Attachment B includes the following:

- \$6,402,476 Article 3 funds for Commission activities including:
 - \$4,447,476 for Metrolink commuter passenger rail purposes. In Fiscal Year 2020/2021 the Passenger Rail line did not include the one-third increase from sales tax receipts for that fiscal year only as Metrolink received a substantial amount of CARES funding. Since the one-third increase of \$1.9 million was for one year only, it is added back into the calculation less the one-third reduction for Fiscal Year 2021/2022 sales tax receipt of \$133,000 bringing this year's passenger rail total to approximately \$4.4 million in keeping with the policy discussed above.
 - \$705,000 (or 2%) for planning activities which include Regional Transportation Planning, Regional Transit Planning, Transportation Programming and Reporting. This is \$9,600 less than the previous fiscal year.
 - \$1,250,000 placeholder for administration of Commission activities including ADA and Senior projects, Regional Transit Technologies, Grant Administration, Transit Information Center, TDA Administration, Transportation Programming and Reporting as well as supporting the Commission's office administration and management. This is \$731,940 less than the previous fiscal year.
- \$14,500 Article 3 funds for the County Auditor-Controller's administrative costs.
- \$665,610 Article 3 funds for Bicycle and Pedestrian projects which is \$25,231 less than the previous fiscal year.
- \$28,167,414 for apportionment to local jurisdictions as allowed by TDA. This is a decrease of approximately \$0.5 million for all agencies. The Commission apportions these funds based on the California Department of Finance population estimates. The Department of Finance issues the updated population estimates for the cities and counties in May of each year. The Fiscal Year 2021/2022 draft apportionment is based on the May 2020 population estimate of 842,886. The final LTF apportionment will be adjusted for the new population estimate published in May 2021.

Staff's recommendation is to approve the Revised Local Transportation Fund Apportionment for Fiscal Year 2020/2021, apportioning a total of \$35.73 million as shown in Attachment A and approve the Local Transportation Fund Draft Apportionment for Fiscal Year 2021/2022, apportioning \$35.25 million as shown in Attachment B.

Attachment A
VENTURA COUNTY TRANSPORTATION COMMISSION
TDA REVISED LOCAL TRANSPORTATION FUND APPORTIONMENT FOR FISCAL YEAR 2020/2021

				Change of Rev FY 2020/2021 versus Final FY 2020/2021	Change of Rev FY 2020/2021 versus Rev FY 2019/2020
				JUN-20 REVISION FY 2020/2021	JUN-20 REVISION FY 2019/2020
				FEB-21 REVISION FY 2020/2021	JUN-20 FINAL FY 2020/2021
Estimated Unapportioned Cash Balance				3,000,000	0
Contingency Reserve				-2,870,000	-2,190,000
Estimated Annual LTF Receipts				35,600,000	29,800,000
Total Funds Available				35,730,000	27,610,000
Auditor's Administration				14,500	14,500
VCTC Administration				1,981,940	1,981,940
VCTC Administration One-Time				1,000,000	0
VCTC Planning and Programming				714,600	552,200
Subtotal				32,018,960	25,061,360
Article 3 Pedestrian and Bicycle Facilities				640,379	501,227
Subtotal				31,378,581	24,560,133
Article 3 Rail Passenger Service Operations/Capital				2,647,463	2,647,463
Total to be Apportioned				28,731,118	21,912,670

				Change of Rev FY 2020/2021 versus Final FY 2020/2021	Change of Rev FY 2020/2021 versus Rev FY 2019/2020
				JUN-20 REVISION FY 2020/2021	JUN-20 REVISION FY 2019/2020
				FEB-21 REVISION FY 2020/2021	JUN-20 FINAL FY 2020/2021
Article 4 and Article 8 by Agency	Population	Pop %			
Camarillo	70,261	8.34%		2,394,959	1,826,589
Fillmore	15,566	1.85%		530,592	404,672
Moorpark	36,278	4.30%		1,236,594	943,126
Santa Paula	30,389	3.61%		1,035,858	790,029
Simi Valley	125,115	14.84%		4,264,745	3,252,640
Thousand Oaks	126,484	15.01%		4,311,409	3,288,229
Gold Coast Transit District:					
Ojai	7,557	0.90%		257,592	196,461
Oxnard	206,352	24.48%		7,033,838	5,364,571
Port Hueneme	23,607	2.80%		804,682	613,716
San Buenaventura	106,276	12.61%		3,622,588	2,762,878
Ventura County - Unincorporated	95,001	11.27%		3,238,261	2,469,759
Total	842,886	100.00%		28,731,118	21,912,670

ATTACHMENT B
VENTURA COUNTY TRANSPORTATION COMMISSION
TDA DRAFT LOCAL TRANSPORTATION FUND APPORTIONMENT FOR FISCAL YEAR 2021/2022

			DRAFT	FEB-21 REVISION	Change vs. FY	JUN-20 REVISION
			FY 2021/2022	of FY 2020/2021	2020/2021	of FY 2019/2020
Estimated Unapportioned Cash Balance			2,870,000	3,000,000	-130,000	5,000,000
Contingency Reserve			-2,820,000	-2,870,000	50,000	0
Estimated Annual LTF Receipts			35,200,000	35,600,000	-400,000	33,200,000
Total Funds Available			35,250,000	35,730,000	-480,000	38,200,000
Auditor's Administration			14,500	14,500	0	14,500
VCTC Administration			1,250,000	1,981,940	-731,940	1,172,980
VCTC Administration one-time			0	1,000,000	-1,000,000	0
VCTC Planning and Programming			705,000	714,600	-9,600	764,000
Subtotal			33,280,500	32,018,960	1,261,540	36,248,520
Article 3 Pedestrian and Bicycle Facilities			665,610	640,379	-25,231	724,970
Subtotal			32,614,890	31,378,581	1,236,309	35,523,550
Article 3 Rail Passenger Service Operations/Capital			4,447,476	2,647,463	1,800,013	3,780,796
Total to be Apportioned			28,167,414	28,731,118	-563,704	31,742,754

			DRAFT	FEB-21 REVISION	Change vs. FY	JUN-20 REVISION
			FY 2021/2022	of FY 2020/2021	2020/2021	of FY 2019/2020
Article 4 and Article 8 by Agency	Population	Pop %				
Camarillo	70,261	8.34%	2,347,970	2,394,959	-46,989	2,589,527
Fillmore	15,566	1.85%	520,182	530,592	-10,410	590,129
Moorpark	36,278	4.30%	1,212,332	1,236,594	-24,262	1,371,842
Santa Paula	30,389	3.61%	1,015,534	1,035,858	-20,324	1,140,570
Simi Valley	125,115	14.84%	4,181,071	4,264,745	-83,674	4,041,738
Thousand Oaks	126,484	15.01%	4,226,820	4,311,409	-84,589	4,800,964
Gold Coast Transit District:						691,004
Ojai	7,557	0.90%	252,538	257,592	-5,054	287,894
Oxnard	206,352	24.48%	6,895,834	7,033,838	-138,004	7,777,438
Port Hueneme	23,607	2.80%	788,895	804,682	-15,787	871,797
San Buenaventura	106,276	12.61%	3,551,512	3,622,588	-71,076	4,008,431
Ventura County - Unincorporated	95,001	11.27%	3,174,726	3,238,261	-63,535	3,571,420
Total	842,886	100.00%	28,167,414	28,731,118	-563,704	31,742,754

ATTACHMENT 1

JEFFERY S. BURGH
AUDITOR-CONTROLLER

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



ASSISTANT
AUDITOR-CONTROLLER
JOANNE McDONALD

CHIEF DEPUTIES
BARBARA BEATTY
AMY HERRON
JILL WARD
MICHELLE YAMAGUCHI

January 12, 2021

Mr. Darren Kettle, Executive Director
Ventura County Transportation Commission
950 County Square Drive, Suite 207
Ventura, CA 93003

**SUBJECT: LOCAL TRANSPORTATION FUND FY 2021-22 ESTIMATES AND FY 2020-21
REVISED ESTIMATES**

Dear Mr. Kettle:

The Auditor-Controller's conservative estimate of the Local Transportation Fund (LTF) revenues for fiscal year 2021-22 is \$35.2 million, which includes a decline of 0.98 percent compared to current year projections. If the last half of fiscal year 2020-21 declines less rapidly than the projected 3.00 percent, the fiscal year 2021-22 estimate could be \$35.6 million.

For fiscal year 2020-21 our original projection of \$38.5 million, provided in January 2020, was later revised in April 2020 to \$29.8 million based on the information at the time for the projected economic impact of the COVID-19 pandemic. This estimate is currently revised to \$35.6 million. In addition, based on the allocation schedule provided by your office, we estimate that approximately \$63,531 in interest will be earned by the fund during fiscal year 2020-21 and be available for allocation in the subsequent fiscal year.

Based on revised fiscal 2020-21 revenue estimates of \$35.6 million, and interest of \$63,531, we project a LTF fund balance at June 30, 2021 of approximately \$11,079,762 (see Attachment I).

The Auditor-Controller's estimated LTF administrative costs for fiscal year 2021-22 are \$14,500.

As you are aware, projections even in normal times are uncertain given the unpredictable nature of sales tax. However, projections in the last year have been even more difficult because of the COVID-19 pandemic. When revised fiscal year 2020-21 projections were provided in April 2020, one month into the pandemic, it was expected that sales tax revenue would decline dramatically.

However, as time passed the reality is that sales tax revenue has slightly increased. Analysts believe the primary reasons are that 1) there is an unequal spread of the wage losses between the lower-wage and higher-wage segments of the population and the higher-wage earners continue to

January 12, 2021
LTF Fiscal Year 2021-22 Estimate
Page 2

have disposable income to make taxable purchases, 2) federal and state economic stimulus, including additional unemployment payments, helped buoy continued spending in 2020 despite high unemployment and 3) the impact of the *Wayfair* decision which has allowed California to capture taxes on online sales which also dramatically increased during the pandemic.

As always, it would be prudent to budget a contingency account to be allocated midyear if projections remain strong.

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

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

Sincerely,

A handwritten signature in blue ink, appearing to read 'J. Burgh', with a large, sweeping loop at the end.

JEFFERY S. BURGH
Auditor-Controller

Enclosure

ATTACHMENT 1

COUNTY OF VENTURA
AUDITOR-CONTROLLER
LOCAL TRANSPORTATION FUND
PROJECTED ACTIVITY AND FUND BALANCE
AS OF JUNE 30, 2021

Audited Fund Balance as of June 30, 2020	\$	3,034,114	
Reversal of FY20 Fair Value adjustment		<u>(28,178)</u>	
Subtotal:			3,005,936
ADD:			
FY 20-21 Actual LTF Receipts as of December 31, 2020	\$	19,299,962	
Projected LTF receipts for remainder of FY 20-21		<u>16,320,333</u>	
Subtotal: (A)			35,620,295
FY 20-21 interest earnings apportioned as of December 31, 2020	\$	14,961	
Projected interest earnings for the remainder of FY 20-21		<u>48,570</u>	
Total Interest (B)			<u>63,531</u>
Funding Available	\$		<u>38,689,762</u>
LESS:			
FY 20-21 allocations as of December 31, 2020	\$	9,156,260	
Projected allocations for the remainder of FY 20-21(C)		<u>18,453,740</u>	
Subtotal:			<u>27,610,000</u>
Projected Fund Balance as of June 30, 2021	\$		<u>11,079,762</u>

(A) FY 20-21 projected LTF receipts are based on FY20-21 actual receipts through December 31, 2020.

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

(C) Based on VCTC FY 20-21 Transportation Development Act (TDA) allocations adopted on June 5, 2020.



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Item #12

February 5, 2020

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

**FROM: CLAIRE GRASTY, PROGRAM MANAGER
JENI EDDINGTON, TRANSIT PLANNER**

**SUBJECT: FISCAL YEAR 2021/2022 TRANSPORTATION DEVELOPMENT ACT (TDA)
UNMET TRANSIT NEEDS (UTN) PUBLIC HEARING**

RECOMMENDATION:

- Hold public hearing and receive testimony of Unmet Transit Needs.

BACKGROUND:

The California State Transportation Development Act (TDA), which was passed in 1971, provides a major source of funding for local transit, bicycle/pedestrian and street projects. The legislation, as amended, authorizes the Ventura County Transportation Commission (VCTC) to administer the local TDA process and oversee regulatory and fiscal compliance. The intent of the legislation is to expend available State funds for transit needs and to improve the movement of transit vehicles. To assure full consideration is given to meeting the intent of the law, a public hearing to discuss transit needs must be held every year.

Per TDA statute, VCTC is annually required to conduct an “Unmet Transit Needs” process prior to allocating TDA funds for non-transit purposes such as streets and roads. The Unmet Transit Needs process is conducted each year to collect requests for new or expanded transit service. Before allocating funds for non-transit purposes, staff determines if there are any unmet transit needs that are “reasonable to meet.” TDA statute allows VCTC to develop its own definitions of “unmet transit needs” and “reasonable to meet” the definitions are attached (see Attachment A).

The purpose of the public hearing is to take testimony on local and/or regional transit needs and assure that all reasonable transit needs are satisfied. VCTC is required to make those findings and provide them to the State for review and concurrence prior to allocation of TDA funds to the cities/County for any street or road purpose. In the past, this process was applicable to the entire County and the format of the public hearing process occurred through a voluntary subcommittee of Commissioners. In 2014, TDA legislation changed and Counties with populations over 500,000 were required to use all TDA funds for transit.

Ventura County received an exemption in the legislation so that cities with populations under 100,000 are eligible to use TDA funds for non-transit purposes. As of July 1, 2014, only the cities of Camarillo, Fillmore, Moorpark and Santa Paula can claim TDA funds for local street purposes. Additionally, on June 11, 2018, legislation allowed Thousand Oaks to spend TDA fund on streets and roads. While not required by the legislative change, the City of Thousand Oaks has agreed to follow the spirit of the Unmet Needs process before allocating LTF revenues to streets and roads.

DISCUSSION:

Under current law, with respect to any county with a population below 500,000 in 1970, transportation planning agencies, such as VCTC, are required to convene a Social Services Transportation Advisory Committee (SSTAC) to annually identify the transit needs of the county, review and recommend action by the transportation planning agency and conduct at least one public hearing a year. The hearing is required to target "transit dependent and transit disadvantaged populations" (seniors, disabled and low-income). State law included this requirement as a way to ensure these populations had an opportunity to provide comments about transit needs prior to counties using TDA funds for local streets and roads.

Since the Commission's approval of the Unmet Transit Needs findings and recommendations in May 2020, VCTC has received public comments and service requests through VCTC's public comment form and rider comment email address. An online survey for the general public to provide feedback posted on VCTC's website, one in English and one in Spanish, has been available since mid-December and will continue to be until mid-February. Additionally, VCTC has held two virtual community meetings:

- Wednesday, January 13th at 6:00 p.m.
- Thursday, January 21st at Noon

Legal notice for today's public hearing was published in the Ventura County Star on January 5, 2021 and Vida News on December 31, 2020. Thus far, VCTC has received about 100 comments through the survey, website, social media and community events, with most of them coming through the online survey. Staff is recording all transportation comments even if they are not applicable to the Unmet Transit Needs process and responding where appropriate to better understand the needs of the community and improve transportation. Comments are wide ranging from on-time performance, extended service hours, additional bus stop installations and several other recommendations. An appendix with all comments in addition to a survey analysis will be included as part of the final report sent to the Commission.

After today's hearing, the online Unmet Transit Needs survey will remain on the www.goventura.org website through Friday, February 12, 2021 when the public comment period closes. Testimony received at today's public hearing will be reviewed by staff and the Citizen's Transportation Advisory Committee and Social Services Transit Advisory Committee (CTAC/SSTAC). Staff will consult and work with the CTAC/SSTAC to develop findings and appropriate recommendations, which will be presented to the Commission in May 2021 for approval action.

UNMET TRANSIT NEEDS PROCESS
Definitions

Fiscal Year 2021-22

Unmet Transit Need

Public transportation services identified by the public with sufficient broad-based community support that have not been funded or implemented. Unmet transit needs identified in a government-approved plan must meet the definition of an unmet transit need. Sufficient broad-based community support means that persons who will likely use the service on a routine basis demonstrate support: at least 15 requests for general public service and 10 requests for disabled service.

Includes:

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

Excludes:

- Operational changes such as minor route changes, bus stop changes, or changes in schedule
- Requests for minor extended hours
- Service for groups or individuals that is not needed by or will not benefit the general public
- Comments about vehicles, facilities, driver performance and transit organizational structure
- Requests for better coordination
- Requests for reduced fares and changes to fare restrictions
- Improvements funded or scheduled for implementation in the following year
- Future transportation needs
- Duplication or replacement of existing service

“REASONABLE TO MEET”

Outcome	Definitions	Measures & Criteria
<i>Equity</i>	The proposed service will not cause reductions in existing transit services that have an equal or higher priority	Measures: Vehicle revenue service hours and revenue service miles. Criteria: Transit vehicle service hours and miles will not be reduced on existing routes to fund the proposed service
<i>Timing</i>	The proposed service is in response to an existing rather than future transit need	Criteria: Proposed service is in response to an existing rather than future transit need; based on public input
<i>Feasibility</i>	The proposed service can be provided with the existing fleet or under contract to a private provider	Measure: Vehicle spare ratio: Transit system must be able to maintain FTA's spare ratio requirement of 20% (buses in peak service divided by the total bus fleet cannot fall below 20%). If less than 20%, can additional buses be obtained (purchased or leased) or can service be provided under contract to a private provider?
<i>Feasibility</i>	There are adequate roadways to safely accommodate transit vehicles	Measure & Criteria: Route inspection to determine adequacy of infrastructure to accommodate transit vehicles and passengers.
<i>Cost Effectiveness</i>	The proposed service will not unduly affect the operator's ability to maintain the	Measure: Total estimate annual passenger fare revenue divided by total annual operating cost (the entire service including the proposed service)

	required passenger fare ratio for its system as a whole	Criteria: Fare revenue/operating cost cannot fall below the operator's required passenger fare ratio.
Cost Effectiveness	The proposed service will meet the scheduled passenger fare ratio standards described in Attachment A	Measures and criteria described below.
Service Effectiveness	Estimated passengers per hour for the proposed service will not be less than the system-wide average after three years.	Measure: Passengers per hour. Criteria: Projected passengers per hour for the proposed service is not less than 70% of the system-wide average (without the proposed service) at the end of 12 month of service, 85% at the end of 24 months of service, and 100% at the end of 36 months of service.

PASSENGER FARE RATIOS

It is desirable for all proposed transit services in urban areas to achieve a 20% passenger fare ratio by the end of the third year of operation. A passenger fare ratio of 10% is desired for special services (i.e., elderly and disabled) and rural area services*. More detailed passenger fare ratio standards, which will be used to evaluate services as they are proposed and implemented, are described below. Transit service both in urban and rural areas, per state law, may obtain an “intermediate” passenger fare ratio.

Urban Service	Rural Service	Recommended Action
New Service Performance Criteria: End of Twelve Months		
Less than 6%	Less than 3%	Provider may discontinue service
6% or more	3% or more	Provider will continue service, with modifications if needed
New Service Performance Criteria: End of Twenty-four Months		
Less than 10%	Less than 5%	Provider may discontinue service
10% or more	5% or more	Provider will continue service, with modifications if needed

New Service Performance Criteria: End of Thirty-Six Months **		
Less than 15%	Less than 7%	Provider may discontinue service
15% to 19%	7% to 9%	Provider may consider modifying and continue service
20% or more	10% or more	Provider will continue service, with modifications if needed

**Per statute the VCTC may establish a lower fare for community transit (dial-a-ride) services.*

***A review will take place after 30 months to develop a preliminary determination regarding the discontinuation of proposed services*



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Item #13

February 5, 2021

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: MARTIN R. ERICKSON, PUBLIC TRANSIT DIRECTOR

SUBJECT: APPROVE AGREEMENT WITH FEHR & PEERS FOR A TRANSIT INTEGRATION AND EFFICIENCY STUDY TO REVIEW TRANSIT OPERATIONS AND STRUCTURE IN VENTURA COUNTY

RECOMMENDATION:

- Approve an Agreement with Fehr & Peers not to exceed \$300,000 for Development of a Transit Integration and Efficiency Study.
- Approve a Budget Amendment to the VCTC Fiscal Year 2020/2021 Regional Transit Planning budget by increasing the State Transit Assistance (STA) revenues and Consultant Services expense line items by \$300,000 each. The funding source is STA fund balance which requires a budget amendment to increase the transfer-out funds by \$300,000.

BACKGROUND:

In September 2020 the Commission approved a comprehensive Request for Proposal (RFP) which incorporated the discussion points raised by the Commission in the July meeting (focusing on the need for better overall coordination and effective delivery of transit service). The RFP anticipated that the previous regional transit study, the *Ventura County Regional Transit Study*, as well as LAFCO's 2018 MSR recommendation on transit, would serve as effective points of departure and reference for the anticipated future study. This is relevant in that the 2012 Transit Study contained what was then termed the "Operators Proposal", which with a few differences, reflects essentially the transit system that has been in operation from 2013 to the present day. Similarly, LAFCO's regional transit review in the MSR presents a recent synopsis of transit in the County.

VCTC received responses to the RFP from these three consultant teams:

- Cambridge Systematics with Celtis Ventures, Inc. and Capitol GCS
- Fehr & Peers in association with Nelson/Nygaard
- Stantec with Kearns & West

Staff reviewed the submissions for completeness and compliance with the required elements listed in the RFP before sending the proposals to the evaluation team. The evaluation team included VCTC's Public

Transit Director and representatives from the County of Ventura, Gold Coast Transit District, City of Thousand Oaks and City of Moorpark. Interviews with the three teams were conducted over Zoom on December 16, 2020.

Evaluators scored the teams on a combination of their written proposals and oral interviews. As described in the RFP, proposers were evaluated on five equally weighted criteria:

- Qualifications and experience of key personnel
- Qualifications and experience of the lead firm
- Experience conducting similar projects
- Clarity of the approach
- Project understanding

The evaluators were unanimous in their rankings of the teams. While each of the teams could perform the work, the Fehr & Peers team garnered the best scores.

Taking the time to do a thorough, comprehensive analysis of how transit operations and structure are delivered in Ventura County is a timely and prudent exercise, particularly in light of the extraordinary economic and social impacts of the pandemic. The next twelve to eighteen months present a propitious time to undertake this examination as that timeframe coincides with the likely depletion of the federal transit CARES funding (particularly as future state or federal transit assistance is uncertain at the time of this writing). Some important questions the study will examine are the following:

- How has the impact of the pandemic affected the current and future delivery of transit?
- What other peer communities have effectively re-structured their transit operations, and how do they operate?
- What level of change, if any, should occur to transit operations and structure in Ventura County?

Staff is recommending the Commission approve the agreement with Fehr & Peers in an amount not to exceed \$300,000, and also approve a budget amendment to the VCTC Fiscal Year 2020/2021 Regional Transit Planning budget by increasing the State Transit Assistance (STA) revenues and Consultant Services expense line items by \$300,000 each and accordingly amend the STA budget to increase the transfer-out funds by \$300,000 for the Integration and Efficiency Study.

Attachment – Consultant Agreement with Fehr & Peers for the Transit Integration and Efficiency Study. (Attached under separate cover on website).



Item #14

February 5, 2021

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: PROGRAMMING OF FISCAL YEAR (FY) 2020/21 CONGESTION MITIGATION AND AIR QUALITY (CMAQ) FUNDS AND FY 2019/20 AND 2020/21 TRANSPORTATION DEVELOPMENT ACT (TDA) ARTICLE 3 BICYCLE AND PEDESTRIAN FUNDS

RECOMMENDATION:

- Approve \$12,907,214 in CMAQ funds and \$592,242 in TDA Article 3 Bicycle and Pedestrian funds for the projects listed in the Attachment A.

BACKGROUND:

The federal CMAQ program provides funds for transportation projects which address air quality and congestion, including transit infrastructure leading to improved air quality; bicycle and pedestrian facilities; alternate-fueled vehicles and infrastructure; and other transportation infrastructure projects to improve air quality. The TDA Article 3 Bicycle & Pedestrian program provides state sales tax funds equal to 2% of Ventura County's TDA apportionment for bicycle and pedestrian projects. In 2017 for the first time VCTC combined the calls for projects for these two programs, with the goal of better focusing the TDA funds on a limited number of more transformative projects that would also in some cases benefit from having state funds rather than federal. VCTC continued its general practice of allocating half of the CMAQ to transit projects and the other half to other CMAQ-eligible categories, primarily bicycle and pedestrian facilities.

Last October, as part of federal Continuing Resolution legislation to extend government operations, the five-year Fixing America's Surface Transportation (FAST) Act transportation funding authorization was extended by one fiscal year, through FY 2020/21. As a result, VCTC now has one year of authorized CMAQ funds which it has not programmed. With regard to TDA Article 3, VCTC has yet to program a significant portion of the FY 2019/20 and 2020/21 funds, as it was awaiting a decision on the extension of the CMAQ program before proceeding to allocate most of the TDA Article 3.

The total unprogrammed CMAQ balance, including prior-year carryover plus FY 2020/21 funds, is \$15,083,154. Available TDA Article 3 funds, including the prior-year carryover, is \$592,242. As a result, a total of \$15,675,396 is available to program to eligible projects.

VCTC staff discussed with TRANSCOM and TTAC at their November meetings the process for programming the available CMAQ and TDA Article 3 funds. Due the federal decision to only extend the CMAQ program by one year, rather than multiple years as is commonly the practice through multi-year transportation authorizations such as the FAST Act, staff recommended a simplified approach to programming the funds, to provide funds to transit vehicle replacement, bicycle/pedestrian project cost increases, and match for competitive grant projects. TTAC also recommended that VCTC collect basic information on possible new CMAQ projects, and staff supported this recommendation. Accordingly, staff queried transit operators and local jurisdictions regarding the following:

- For transit projects, staff requested operators to submit vehicle replacement requirements for the next two years, consistent with their asset management plans.
- For bicycle/pedestrian and other projects, staff requested local agencies to inform VCTC of the following: (1) Cost increases for previous competitively-selected bicycle/pedestrian projects; (2) Required match for competitive state or federal grants for bicycle/pedestrian projects; and (3) Eligible new projects that could potentially be considered for the available funds, without providing detailed information for project ranking.

In response to this request, VCTC received requests totaling \$38,582,180, broken down as follows:

- Replacement of transit vehicles and related infrastructure over two years: \$13,965,684
- Cost increases to bicycle/pedestrian projects: \$4,901,863
- Match to competitive bicycle/pedestrian grant: \$100,000
- New projects: \$19,614,633

It should be noted that one project was identified to provide match to a competitive grant. The City of Simi Valley has received a \$1 million Proposition 68 grant to build Phase 3 of the Arroyo Simi Bike Trail, and a \$100,000 match is required. Staff included this \$100,000 in the recommendation, with the funds coming from TDA Article 3 so that no federal funds will be needed for the project.

After funding the projects submitted for transit vehicle replacement, cost increases, and local match, there remained a relatively small balance. VCTC received information on three eligible meritorious new projects that provide emission reduction benefits, and staff recommends that these projects be funded at this time. These are as follows:

- Ventura Avenue Bike Lanes and Other Improvements between Mulberry and Los Cabos (Ventura County Public Works): \$847,000
- Yard Traction Idle Reduction System (Port or Hueneme): \$442,050
- Sheriff Vehicle Idle Management Pilot (Ventura County General Services): \$315,373

ANALYSIS:

Transit Projects

VCTC's request for project information specifically asked for vehicle replacements included in asset management plans as being due for replacement in the next two years. Since the requests were nearly double the amount of funds currently available for transit, staff is recommending moving forward in FY 2020/21 with the projects most urgently due for replacement this year, based on the FTA minimum useful life definitions. Assuming that CMAQ is again authorized for next year, it should be possible at that time to fund a significant share of the remaining requests. Although there appears to be a relatively small shortfall in 2021/22 assuming no change in

revenues, there is also the strong likelihood that in addition to the 2021/22 CMAQ funds some of the 2021/22 projects could also receive discretionary grants for zero-emission vehicle infrastructure. Staff has therefore limited the recommended FY 2020/21 funding to bus replacements that appear most necessary, to provide the maximum amount of future flexibility in the event the discretionary grants are not forthcoming.

As shown in the attachment, staff recommends \$7,108,609 for vehicle replacements. Based on the policy that half of the available CMAQ be provided for transit projects, the staff recommendation will leave a balance of \$432,969 for future transit projects. These funds will be carried over to the next year where they can be used to address the transit vehicle replacement priorities that remain after any potential discretionary grants are awarded.

TRANSCOM approved the staff recommendation for these transit projects at its January 13th meeting.

Bicycle / Pedestrian and Other Projects

As shown in the attachment, staff recommends approval of \$4,685,825 for cost increases and \$1,705,023 for new projects, for a total of \$6,390,848. Based on the policy that half of the available CMAQ funds be used for transit and half for other projects, the staff recommendation leaves an unprogrammed CMAQ balance of \$1,696,971 for non-transit projects, which will be carried over and can be combined with any future CMAQ authorization to facilitate a more robust call for projects.

The attachment also provides the proposed funding distribution between CMAQ and the annual TDA Article 3 apportionments. In addition to providing \$100,000 of TDA as match to the Arroyo Simi Bike Trail, staff recommends that the remaining balance of TDA Article 3 be used to cover a portion of Ojai's request for the Maricopa Highway / Ojai Avenue Bicycle and Pedestrian project cost increase, to facilitate flexibility in addressing elements of this complex project that might be significantly expedited through use of non-federal funds. The remainder of the recommended funding is proposed to come from the federal CMAQ funds.

TTAC approved the staff recommendation for these bicycle/pedestrian and other non-transit projects at its January 24th meeting.

RECOMMENDED CMAQ / ARTICLE 3 PROJECTS

TRANSIT VEHICLE REPLACEMENT

Project Name:	Agency:	CMAQ Funds:
Replace 3 Buses Cost Increase	Gold Coast Transit	77,000
Replace 9 Buses	Gold Coast Transit	4,587,076
Replace 12 Paratransit Vehicles	Simi Valley	2,444,542

Total: \$7,108,608

BIKE / PEDESTRIAN COST INCREASES

Project Name:	Agency:	TDA Article 3 Funds FY 19/20:	TDA Article 3 Funds: FY 20/21	CMAQ Funds:
Rancho Road Sidewalk and Bike Lanes	Thousand Oaks			348,846
Conejo School Road / Willow Road Sidewalk and Bike Lanes	Thousand Oaks			666,197
Route 126 Bike Path Gap Closure	Ventura			109,230
Sheridan Way Bike Path	Ventura			132,508
Ojai Avenue / Maricopa Highway Bike / Ped Improvements	Ojai	170,322	321,920	1,173,682
Pleasant Valley Road Bike Lanes	Camarillo			1,000,000
NE Community Bike / Ped Improvements	Oxnard			281,348
Fourth Street Mobility Improvement Design	Oxnard			481,771

Total: \$4,685,825

NEW BIKE / PEDESTRIAN / TRANSPORTATION INFRASTRUCTURE PROJECTS

Project Name:	Agency:	TDA Article 3 Funds: FY 20/21	CMAQ Funds:
Arroyo Simi Trail Phase 3 – Prop 68 Grant Match	Simi Valley	100,000	
Ventura Avenue Bike Lanes & Other Improvements	Ventura County Public Works		847,000
Yard Traction Idle-Reduction System	Port of Hueneme		442,050
Sheriff Vehicle Idle Management Pilot	Ventura County Gen Services		315,373

Total: \$1,705,023

Funding Total Summary

Total TDA: \$592,242

Total CMAQ: \$12,907,214



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Item #15

February 5, 2021

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: CAITLIN BROOKS, PROGRAM MANAGER-TRANSPORTATION PLANNING

SUBJECT: VENTURA COUNTY FREIGHT CORRIDORS STUDY UPDATE

RECOMMENDATION:

- Receive a presentation on the status of the Ventura County Freight Corridors Study.

BACKGROUND:

VCTC, the Port of Hueneme, and Caltrans have partnered with the Southern California Association of Governments to develop the Ventura County Freight Corridors Study, which will identify and prioritize the most significant freight corridors for safer, more efficient, and sustainable freight connections.

VCTC and the Port have long recognized the need for a more efficient, healthy and safe freight network as articulated in the Port Access Study completed in 2000. The Port Access Study identified the Port as an important economic asset to both Ventura County and Southern California, and projected that the volume of annual imported goods would grow significantly between 2000 and 2010. The Port Access Study concluded that roadway volumes precipitated a need for infrastructure improvements and additional future studies.

Many of the recommended capital improvements identified in the Port Access Study have been implemented or are currently underway, including the interchange at US 101 and Rice Avenue, the proposed conversion of Rice Avenue to State Route (SR) 1, and the future grade-separated overpass of Rice Avenue over East 5th Street (SR 34). The grade separation over the rail tracks will make Rice Avenue the main connection between US 101 and Pacific Coast Highway (SR 1). The 2000 Port Access Study focused on improving freight connections between the Port and US 101, but did not emphasize freight movement throughout the County and beyond. Due to the considerable freight interaction between the US 101, state highways and surface streets, this Freight Study will analyze countywide freight movement to promote ease of commercial travel, relieve congestion, and mitigate negative externalities.

The identification of critical freight corridors and mitigations through the Ventura County Freight Corridors Study is essential. Leading generators of freight movement in Ventura County include production through the manufacturing and agricultural sector, imports and exports passing through the Port of Hueneme, local household and business consumption, and interregional commerce between Los Angeles and Santa Barbara Counties. The 2015 Caltrans District 7 Transportation Concept Report for State Route 126 states

the number of vehicle miles traveled (VMT) from trucks on regional highways is projected to increase by 80 percent between 2008 and 2035, which would result in an increase from approximately 7 percent to over 10 percent of the total roadway VMT, including routes such as State Route 126 and State Route 118.

The purpose of this Study is to establish a better understanding of the freight corridors in Ventura County to inform future investment decisions by:

- Identifying opportunities to support cleaner freight movement, while promoting Ventura County's industries and agricultural economy, as well as regional and State economic growth;
- Assisting the Port of Hueneme and Ventura County to achieve State and regional emission reduction goals; and,
- Increase social equity by planning for an efficient transportation system not centralized around disadvantaged communities.

The project team is currently working with community and industry groups and the public to refine the project objectives, focus analysis efforts, and develop solutions with the greatest benefit to both the County's economic competitiveness and community and environmental health. The Ventura County Freight Corridors Study's Draft Existing Conditions Report, which is intended to summarize the existing use of the transportation system (including the regulatory environment and facilities) by freight in Ventura County, is currently posted on our website: www.goventura.org/vcfreight. Issues identified by the draft Existing Conditions Report will be combined with a literature review of current plans and policies and outreach to stakeholders to develop and assess solutions prioritized through objective performance measures for a strategic roadmap to support sustainable freight corridor investments. The Study will also position Ventura County to apply for future state and federal funding opportunities, including Senate Bill 1 Trade Corridor Enhancement Program funding.

In addition to the Existing Conditions Report, the project team has developed Fact Sheets with consolidated freight movement information to solicit targeted feedback from stakeholders and the public. The Fact Sheets present an overview of key freight movement challenges and prompt community members and stakeholders to provide their thoughts on Ventura County's freight network. Additional opportunities for public participation include virtual workshops, which will be held on February 18, March 18, and April 15, 2021. For anyone who cannot attend the virtual public workshops, recorded videos, the draft Existing Conditions Report, and project fact sheets will be available on the project website: www.goventura.org/vcfreight.

The Ventura County Freight Corridors Study project team plans to incorporate feedback from the public, stakeholders, and Transportation Technical Advisory Committee (TTAC) into the final draft study, and tentatively plans to return to the Board with the Final Comprehensive Draft Study in May 2021.

Item 15 Attachment: Ventura County Freight Corridors Study Fact Sheets



Item # 16

February 5, 2021

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: AMANDA FAGAN, DIRECTOR OF PLANNING AND POLICY

SUBJECT: MEMORANDUM OF AGREEMENT WITH THE VENTURA COUNCIL OF GOVERNMENTS FOR THE VEHICLE MILES TRAVELLED ADAPTIVE MITIGATION PROGRAM

RECOMMENDATION:

- Approve a Memorandum of Agreement between Ventura County Transportation Commission and the Ventura Council of Governments to jointly develop a Vehicle Miles Travelled Adaptive Mitigation Program.
- Approve a Budget Amendment to the Regional Transportation Planning budget to increase revenues by \$28,600 in new "REAP-SCAG/VCOG" funding, reduce the already budgeted LTF Fund Transfer revenue by \$23,600, and increase the Legal Services expense line item by \$2,000, and the Consultant Services expense line item by \$3,000.

BACKGROUND:

In 2013, the California State Legislature passed, and the Governor signed into law, Senate Bill (SB) 743. The intent of SB 743 is to balance the needs of congestion management with statewide goals related to infill development, promotion of public health through active transportation, and reduction of greenhouse gas emissions. As of the July 1, 2020 implementation deadline, traffic congestion and vehicle delay can no longer be considered a significant impact on the environment within California Environmental Quality Act (CEQA) transportation analysis. SB 743 shifts away from using Level of Service (LOS) to measure transportation impacts under CEQA, to using Vehicle Miles Travelled (VMT) as a measure of significance.

The County of Ventura, incorporated cities, and other CEQA lead agencies in the County will establish their own respective VMT Thresholds of Significance. Though SB 743 does not include a statutory role for regional transportation planning agencies such as VCTC, the Commission's efforts to coordinate transportation planning across the region, ownership of the Ventura County Transportation Model (VCTM), and multiple requests from local agency staff for VCTC assistance suggested a role for VCTC to support SB 743 implementation. This support has included an update to the VCTM to provide data to assist jurisdictions to establish baseline VMT and information sharing.

DISCUSSION:

In the latter half of 2020, the Ventura Council Of Governments (VCOG) proposed and received approval from the Southern California Association of Governments (SCAG) for a Regional Early Action Planning (REAP) Grant. The REAP Program is funded by the State of California Department of Housing and Community Development. Project 5 of the VCOG REAP grant seeks to develop a "Vehicle Miles Travelled Adaptive Mitigation Program". The intent of the VMT Adaptive Mitigation Program is to foster housing development, especially affordable housing, by streamlining the CEQA review process with regards to VMT impacts and would include a range of VMT mitigation measures from which a project's CEQA lead agency may choose. The Program will be available to jurisdictions on a voluntary basis.

Given VCTC's role in countywide transportation planning, VCOG proposed a partnership with VCTC to jointly develop the Program, which will support local agencies to implement SB 743. Once the program is developed, VCTC staff will return to the Commission for consideration of approval to administer the Program to be incorporated as a permanent VCTC program.

Under the proposed Memorandum of Agreement (MOA), VCOG serves as the SCAG-designated REAP partner and administers the grant until completed or mid-2023, whichever comes first. VCTC would invoice VCOG monthly for VCTC staff time and materials. VMT consultants would be under contract with VCOG, but jointly solicited and directed, with deference to VCTC's input. The VCOG Board approved the MOA at its January 14, 2021 meeting. The proposed MOA provides for up to \$60,000 of REAP grant funds for VCTC staff time and expenses, such as legal counsel and VCTM support, to develop the VMT Adaptive Mitigation Program.

The Fiscal Year 2020/2021 Regional Transportation Planning Program Budget includes the following task from which this effort emanates, "Participate in regional planning efforts by SCAG, VCOG and other entities." For VCTC participation, costs for Salaries, Fringe Benefits, and Indirect Costs for Fiscal Year 2020/2021 are anticipated to be \$23,600, Legal Services of \$2,000, and Consultant Services of \$3,000. Staff proposes to establish a new Funding Source category titled "REAP Grant – SCAG/VCOG" within the Regional Transportation Planning Budget, with \$28,600 budgeted for the current Fiscal Year. Staff also recommends a reduction of \$23,600 to the already approved LTF-Fund Transfer line item, as staff time has been reallocated to the REAP Project 5 (VMT Adaptive Mitigation Program) instead of regular Regional Transportation Planning time. Resulting LTF Fund Transfer Funding Source will be \$625,100.

Recommended Expenditures changes and resulting budgets for the three affected line items are as follows:

Budget Category	Current Budget	Proposed Change	Resulting Total
Salaries, Fringe Benefits, and Indirect Costs	\$661,500	\$0 – No Change	\$661,500
Legal Costs	\$2,000	+ \$2,000	\$4,000
Consultant Services	\$670,000	+ \$3,000	\$670,000

In addition, the Program will be incorporated into the Fiscal Year 2021/2022 Program Budget.

RECOMMENDATION:

Staff recommends approval of a Memorandum of Agreement between VCTC and VCOG to jointly develop a Vehicle Miles Travelled Adaptive Mitigation Program. Staff also recommends approval of a Budget Amendment to the Regional Transportation Planning to increase revenues by \$28,600 in new "REAP-SCAG/VCOG" funding, reduce the already budgeted LTF Fund Transfer revenue by \$23,600, and increase the Legal Services expense line item by \$2,000, and the Consultant Services expense line item by \$3,000.

ITEM 16 ATTACHMENT: VCOG-VCTC MOA



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