



**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*

IN-PERSON

**CAMARILLO CITY HALL
COUNCIL CHAMBERS
601 CARMEN DRIVE
CAMARILLO, CA
FRIDAY, OCTOBER 7, 2022
9:00 A.M.**

This meeting will be conducted pursuant to the teleconference procedure authorized in Government Code section 54953.

**Teleconference location:
980 Enchanted Way, Suite 203
Simi Valley, CA 93065**

****The public will have the opportunity to address the legislative body directly at the main meeting location and at this remote meeting location.***

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

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. PUBLIC COMMENTS – *Each individual speaker is limited to speak three (3) continuous minutes. The Commission may, either at the direction of the Chair or by majority vote of the Commission, waive this three-minute time limitation. Depending on the number of items on the agenda and the number of*

speakers, the Chair may, at his/her discretion, reduce the time of each speaker to two (2) continuous minutes. In addition, the maximum time for public comment for any individual item or topic is thirty (30) minutes. Also, the Commission may terminate public comments if such comments become repetitious. Speakers may not yield their time to others without the consent of the Chair. Any written documents to be distributed or presented to the Commission shall be submitted to the Clerk of the Board. This policy applies to Public Comments and comments on Agenda Items. Under the Brown Act, the Board should not take action on or discuss matters raised during Public Comment portion of the agenda which are not listed on the agenda. Board members may refer such matters to staff for factual information or to be placed on the subsequent agenda for consideration.

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

8A. APPROVE MINUTES OF THE SEPTEMBER 2, 2022, MEETING-PG.5

Recommended Action:

- Approve the summary minutes of September 2, 2022.

Responsible Staff: Roxanna Ibarra

8B. MONTHLY BUDGET REPORT- PG.13

Recommended Action:

- Receive and file the monthly budget report for July 2022.

Responsible Staff: Sally DeGeorge

8C. MONTHLY BUDGET REPORT-PG.21

Recommended Action:

- Receive and file the monthly budget report for August 2022.

Responsible Staff: Sally DeGeorge

8D. FISCAL YEAR 2022/2023 CARRY-OVER BUDGET AMENDMENTS-PG. 29

Recommended Action:

- Amend the VCTC Fiscal Year 2022/2023 budget revenues and expenditures as stated in Attachment-Carry-over Budget Amendments from Fiscal Year 2021/2022 to 2022/2023.

Responsible Staff: Sally DeGeorge

8E. MOTION TO RE-AUTHORIZE REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE VENTURA COUNTY TRANSPORTATION COMMISSION, INCLUDING ALL ASSOCIATED AGENCIES, AUTHORITIES, AND COMMITTEES, DUE TO THE IMMINENT RISKS TO THE HEALTH AND SAFETY OF ATTENDEES AND MAKING RELATED FINDINGS PURSUANT TO AB 361- PG.33

Recommended Action:

- *It is recommended that the Ventura County Transportation Commission ("Commission"), on behalf of itself and in the role as the Local Transportation Authority, ALUC, Service Authority for Freeway Emergencies, Consolidated Transportation Service Agency and CMA, make a motion, pursuant to the authority set forth in AB 361 (Government Code Section 54953[e][1], to reauthorize remote teleconference meetings of all legislative bodies of the Commission, including all associated agencies, authorities and committees, due to imminent risk to the health and safety of attendees if the meetings are held in person.*

Responsible Staff: Steve Mattas

8F. [EXTENSION OF STATE ADVOCACY SERVICES CONTRACT-PG.35](#)

Recommended Action:

- *Authorize the executive director to exercise an extension of the agreement with California Advisors, LLC, for state advocacy services for a two-year period, with the cost to be \$4,500 per month plus expenses.*

Responsible Staff: Darrin Peschka

8G. [RESULTS OF THE REQUEST FOR QUALIFICATIONS FOR GRANT WRITING AND TRANSIT MANAGEMENT SUPPORT SERVICES- PG.39](#)

Recommended Action:

- *Receive and file a report on the results of the Request for Qualifications (RFQ) for Grant Writing and Transit Management Support Services.*

Responsible Staff: Amanda Fagan

8H. [DESTRUCTION OF DOCUMENTS-PG.43](#)

Recommended Action:

- *Approve the destruction of itemized records.*

Responsible Staff: Roxanna Ibarra

8I. [AWARD OF CONTRACT TO CPS HUMAN RESOURCES CONSULTING SERVICES-PG.45](#)

Recommended Action:

- *Authorize the Executive Director to sign an Agreement for Human Resources Consulting Services with CPS HR Consulting.*
- *Amend the Fiscal Year 2022/2023 VCTC operating budget by increasing the Professional and Human Resources line item by \$25,000.*

Responsible Staff: Martin Erickson

8J. [ADOPT A RESOLUTION APPROVING THE 2022 LOCAL BIENNIAL NOTICE FOR THE VENTURA COUNTY TRANSPORTATION COMMISSION'S CONFLICT OF INTEREST CODE-PG.65](#)

Recommended Action:

- *Adopt a resolution approving and authorizing the Chair of the Ventura County Transportation Commission to execute the 2022 Local Agency Biennial Notice regarding the Ventura County Transportation Commission's Conflict of Interest Code.*

Responsible Staff: Roxanna Ibarra

8K. [TRANSIT ASSET MANAGEMENT \(TAM PLAN\)-PG.73](#)

Recommended Action:

- *Approve update to the Ventura County Group TAM Plan.*

Responsible Staff: Claire Grasty and Dolores Lopez

DISCUSSION CALENDAR:

9. LEGISLATIVE UPDATE- PG.75

Recommended Action:

- *Receive and file.*

Responsible Staff: Darrin Peschka

10. SELECTION OF SECTION 5310 /JOBS ACCESS REVERSE COMMUTE (JARC) PROJECTS- PG.95

Recommended Action:

- *Approve programming \$2,166,400 in Federal Transit Administration (FTA) Section 5310 Large Urbanized Area funds (Seniors and Disabled) and \$833,785 in FTA Section 5307 Jobs Access/Reverse Commute (JARC) funds for a total of \$3,000,185 for projects as listed in Attachment A.*

Responsible Staff: Geiska Velasquez

11. APPROVAL FISCAL YEAR 2022/23 PROGRAM OF PROJECTS AND PUBLIC HEARING- PG.99

Recommended Action:

- *Open public hearing and receive testimony*
- *Approve the Program of Projects (POP) for federal transit operating, planning and capital assistance for Fiscal Year (FY) 2022/2023 in Attachment A.*

Responsible Staff: Heather Miller

12. VCTC GENERAL COUNSEL'S REPORT:

13. AGENCY REPORTS:

Southern California Association of Governments (SCAG)

Primary: Commissioner Mike Judge

Southern California Regional Rail Authority (Metrolink-SCRRRA)

Primary: Vice-Chair Tony Trembley

Alternate: Daniel Chavez

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

Primary: Commissioner Bryan MacDonald

Alternate: Commissioner Jim White

Coastal Rail Coordinating Council

Primary: Commissioner Bryan MacDonald

Alternate: Commissioner Richard Rollins

California Association of Councils of Governments

Primary:

California Vanpool Authority (CalVans)

Primary: Commissioner Jim White

Alternate: Commissioner Lynn Edmonds

14. ADJOURN to 9:00 a.m. Friday, November 4, 2022.



Item #8A

October 7, 2022

**MEETING MINUTES OF SEPTEMBER 2, 2022, VCTC COMMISSION MEETING
AT 9:00 A.M.**

CALL TO ORDER:

Vice-Chair MacDonald called the regular meeting of the Ventura County Transportation Commission to order at 9:00 A.M. at the City of Camarillo, City Hall Chambers, 601 Carmen Drive, CA 93010. And via teleconference location 980 Enchanted Way, Suite 203, Simi Valley, CA 93065.

PLEDGE OF ALLEGIANCE was led by Vice-Chair MacDonald.

ROLL CALL/MEMBERS PRESENT:

Bryan MacDonald, City of Oxnard
Daniel Chavez, Citizen Rep., Cities
Claudia Bill-de la Peña, City of Thousand Oaks
Lynn Edmonds, City of Fillmore
Chris Enegren, City of Moorpark
Mike Judge, City of Simi Valley
Robert Huber, County of Ventura, (**Via Teleconference**)
Matt LaVere, County of Ventura
Kelly Long, County of Ventura
Richard Rollins, City of Port Hueneme
Andy Sobel, City of Santa Paula
William Weirick, City of Ojai
Jim White, Citizen Rep., County
Gloria Roberts, Acting Caltrans District 7 Director

ABSENT:

Mike Johnson, City of Ventura
Linda Parks, County of Ventura
Tony Trembley, City of Camarillo

4. PUBLIC COMMENTS – There were no public comments.

5. CALTRANS REPORT – Acting Caltrans District Director 7, Gloria Roberts, gave the September monthly project report updates to the commission.

6. COMMISSIONERS/EXECUTIVE DIRECTOR REPORT – Commissioner Long shared with the commission the passing of Supervisor Carmen Ramirez, a huge and tragic loss for Ventura County. Commissioner Long requested the Ventura County Transportation Commission meeting of September 2,

2022, be adjourned in honor and memory of Supervisor Carmen Ramirez who tragically passed away on Friday, August 12, 2022.

Mr. Erickson gave his executive director's report. He stated VCTC was excited to announce that the Youth Ride Free program began Sept. 1. The pilot program is being offered by VCTC and all of the county's public transit operators. Through the Youth Ride Free program, anyone 18 or younger is eligible to use fixed-route and general-purpose dial-a-ride services for free. Students older than 18 who are enrolled in high school are also eligible. Riders can travel to any destination at any time. More information about the program is available on the VCTC website. VCTC's successful College Ride Program is continuing with schools reopening to in-person instruction and has been expanded to include UCSB and Santa Barbara City College. Mr. Erickson and Chair Trembley participated in panel discussions on the future of transportation in California at the Mobility 21 Summit "Future Forward" on Aug. 19 at the Disneyland Resort in Anaheim. Commissioners Chavez and White, along with several VCTC staff members, also attended.

Mr. Erickson stated VCTC is preparing for the next round of community engagement for the Comprehensive Transportation Plan (CTP) Update. A third round of stakeholder advisory committee meetings is planned for the week of September 19th to discuss the preliminary needs assessment findings and the draft plan. Mr. Erickson also reported VCTC is providing opportunities for the public to give feedback online, or in person at pop-up events planned to take place September 24th at the Port Hueneme Banana Festival, October 14th at the Simi Valley Town Center Farmer's Market, and October 15th at Ojai Day.

Mr. Erickson was happy to report VCTC was able to participate in and sponsor the Ventura County Fair, VCTC hosted a booth at the fair on Aug. 5 and 7. Mr. Erickson stated VCTC staff had the opportunity to share information about public transit in Ventura County and answer questions from a steady stream of fairgoers. VCTC also extended the Freeway Service Patrol (FSP) to provide temporary coverage for U.S. 101 from Johnson Drive to S.R. 33 to assist motorists and relieve congestion during the fair. Mr. Erickson stated the FSP Temporary Fair beat provided 32 motorist assists, including 9 weekend assists, across the 12-day period.

Mr. Erickson also shared VCTC provided two letters of support this past month for cities that are submitting projects for the new Bridge Investment Program, which was established through the federal Infrastructure Investment and Jobs Act. He stated the letters supported Ventura's \$57 million request for the Main Street Bridge Replacement, and Camarillo's \$9 million request for the Las Posas Road Bridge Replacement. Mr. Erickson stated the program was authorized to provide \$2.5 billion per year for major bridge repair and replacement expenses. VCTC's Transportation Technical Advisory Committee discussed this program at two of its recent meetings.

Mr. Erickson also shared the loss of Commissioner and Supervisor Carmen Ramirez. He stated VCTC would be recognizing Commissioner and Supervisor Ramirez with a resolution (Item 9 on the agenda). Mr. Erickson noted the Administrative Committee would be meeting later this month to discuss ways in which VCTC can further honor Supervisor Ramirez. Mr. Erickson shared he had the honor of working with Supervisor Carmen Ramirez for many years, travelling to Washington, D.C. with her several times for National League of City trips when she was on the Oxnard City Council, and he worked for the City of Oxnard. Mr. Erickson said, "she was always a champion for sustainable transportation and someone who cared deeply about people, especially the underserved." In honor of Supervisor Ramirez, he also noted that at each commissioner seat was, a bright orange, reflective VCTC-emblazoned traffic safety "slap bracelet", which can be worn on your wrist, or ankle if you are cycling. Mr. Erickson stated VCTC staff wore the VCTC traffic safety "slap bracelet during the meeting in memory of Supervisor Ramirez.

7. **ADDITIONS/REVISIONS** – Mr. Erickson made a request to amend item 8O and revise the subject line of the report, which read "Budget Amendment to the VCTC Intercity Program", to be amended to correctly read "Budget Amendment to the Regional Transit Planning Program".

Commissioner White stated he appreciated staff's report on item 8C and conducting a thorough report. Commissioner Sobel made a request to have item 8E. Motorist Aid Speed Sensor Network Update be pulled for further discussion. Ms. Fagan stated there was a typo in the 3rd paragraph of the report. Ms. Fagan made a request to amend and correct the typo on the 3rd paragraph, which was removing and replacing the word "unusable" to "usable".

8. CONSENT CALENDAR –

Commissioner Judge moved to approve consent calendar item 8A thru 8O with amendments to item 8E- Motorist Aid Speed Sensor Network Update and item 8O. Regional Transit Budget Amendment as noted by Mr. Erickson and Ms. Fagan. The motion was seconded by **Commissioner Edmonds** and passed unanimously. **Commissioners Chavez, Sobel and Weirick** abstained from item 8A-Approval of Minutes of July 8, 2022, as they were not present during the July commission meeting.

8A. APPROVE MINUTES OF THE JULY 8, 2022, MEETING

Recommendation:

- Approve the summary minutes of July 8, 2022.

8B. MONTHLY BUDGET REPORTS

Recommendation:

- Receive and file.

8C. ALLOCATION OF TRANSPORTATION DEVELOPMENT ACT (TDA) FOR FISCAL YEAR (FY) 2022/2023 ARTICLE 3 BICYCLE PATH MAINTENANCE FUNDS

Recommendation:

- Approve the allocation of Fiscal Year 2022/2023 Transportation the Transportation Development Act (TDA) Article 3 Bike Path Maintenance Funds totaling \$240,279 as shown in the table in Attachment A.

8D. MOTION TO RE-AUTHORIZE REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE VENTURA COUNTY TRANSPORTATION COMMISSION, INCLUDING ALL ASSOCIATED AGENCIES, AUTHORITIES, AND COMMITTEES, DUE TO THE IMMINENT RISKS TO THE HEALTH AND SAFETY OF ATTENDEES AND MAKING RELATED FINDINGS PURSUANT TO AB 361

Recommended Action:

- It is recommended that the Ventura County Transportation Commission ("Commission"), on behalf of itself and in the role as the Local Transportation Authority, ALUC, Service Authority for Freeway Emergencies, Consolidated Transportation Service Agency and CMA, make a motion, pursuant to the authority set forth in AB 361 (Government Code Section 54953[e][1], to reauthorize remote teleconference meetings of all legislative bodies of the Commission, including all associated agencies, authorities and committees, due to imminent risk to the health and safety of attendees if the meetings are held in person.

8E. MOTORIST AID SPEED SENSOR AND DATA UPDATE

Recommendation:

- Receive an update on the Motorist Aid Program's SpeedInfo speed sensor network.

8F. ACTIVE TRANSPORTATION PROGRAM (ATP) CYCLE PRIORITIZATION METHODOLOGY

Recommendation:

- Approve a methodology to prioritize local projects for funding under the Metropolitan Planning Organization (MPO) Component of the ATP Cycle 6 Call for Projects (Attachment 1).

8G. RESOLUTION 2022-09 APPROVING VENTURA COUNTY'S FY 2022/2023 STATE OF GOOD REPAIR PROJECT LIST

Recommendation:

- Adopt Resolution 2022/2023 (Attachment 1) approving the project list for the FY 2022/2023 State of Good Repair funds for a total of \$1,484,378 and authorizing the executive director to submit all required documents to receive the funds.

8H. BUS AND RAIL RIDERSHIP AND PERFORMANCE MEASURES REPORT

Recommendation:

- Receive and file.

8I. CONGESTION MITIGATION AND AIR QUALITY (CMAQ) PROGRAM APPORTIONMENT LOAN TO SACRAMENTO AREA COUNCIL OF GOVERNMENTS (SACOG)

Recommendation:

- Ratify approval by the Executive Director of a \$4 million loan from the Ventura County Congestion Mitigation and Air Quality (CMAQ) Program apportionment to the Sacramento Area Council of Governments (SACOG), with repayment to occur in Fiscal Year (FY) 2022/2023.

8J. CALTRANS DIVISION OF RAIL AND MASS TRANSPORTATION DISADVANTAGED BUSINESS ENTERPRISE (DBE) AGREEMENT

Recommendation:

- Authorize Executive Director to sign the attached Memorandum of Understanding with Caltrans for the DBE Program applicable to federally funded transit projects.

8K. ACCESS FOR ALL BUDGET AMENDMENT

Recommendation:

- Approve a Budget Amendment to the Fiscal Year 2022/2023 Transit Grant Administration budget to increase revenues by \$293,790 in new California Public Utilities Commission Local Access Funds and Increase Pass-Through Grant expenditures by the same amount.

8L. LEGISLATIVE UPDATE

Recommendation:

- Receive and file.

8M. AGREEMENT WITH CALIFORNIA HIGHWAY PATROL FOR MOTORIST AID CALLBOX DISPATCH SERVICES

Recommendation

- Authorize the Executive Director to execute an Agreement with California Highway Patrol (CHP) for Answering and Dispatch Services for the Motorist Aid Emergency Roadside Assistance Callbox system in Ventura County contingent upon acceptance of any final edits from CHP.

8N. RESOLUTION SUPPORTING "CALIFORNIA CLEAN AIR DAY", OCTOBER 5, 2022

Recommendation:

- Approve Resolution 2022-10 supporting "California Clean Air Day" on October 5, 2022.

8O. REGIONAL TRANSIT BUDGET AMENDMENT-Title Correction Amendment

Recommendation:

- Approve a budget amendment for the Regional Transit Planning Program Budget by increasing the LCTOP funds by \$530,800 for the Youth Ride Free Program.
- Approve a budget amendment for the Regional Transit Planning Program Budget to increase the expenditures by \$560,800 adding a new line item, Youth Ride Free, in the amount of \$530,800 and increase the Consultant line item by \$30,000 for the Transit Integration and Efficiency Study. The additional revenues for the TIES study were approved at the July Commission meeting.

DISCUSSION CALENDAR:

9. RESOLUTION HONORING VENTURA COUNTY SUPERVISOR AND VCTC COMMISSIONER CARMEN RAMIREZ

Recommendation:

- It is recommended that the Ventura County Transportation Commission ("Commission") approve a resolution honoring the memory and contributions of Ventura County Board of Supervisors Chair and VCTC Commissioner Carmen Ramirez.

Vice-Chair MacDonald opened item 9 by reading a statement that was sent in by VCTC Chair Trembley regarding the tragic loss of Supervisor Carmen Ramirez, Chair Trembley was unable to attend the September 2, 2022, due to attending the annual League of Cities conference.

Vice-Chair MacDonald shared with the commission it was a pleasure to work with Supervisor Carmen Ramirez since 2008 and she was always very open and approachable. Vice-Chair MacDonald stated he truly appreciated her input on issues, whether you agreed or disagreed, it was always a civil conversation with her, he valued her opinion as another elected official. Vice-Chair MacDonald said, "She was always kind and supportive Carmen, we will miss you but we will never forget you."

Commissioner LaVere shared the last few weeks have been living in a surreal reality with the loss of Supervisor Ramirez. Commissioner LaVere stated he's seen many vigils and groups honoring Supervisor Ramirez over the past 3 weeks, and it has just been amazing to see the impact Supervisor Ramirez had in the community. He said that her conversations were always civil and kind and that things were never personal with her. Commissioner LaVere said that as leaders this is something all of us should strive for, and Supervisor Ramirez was a model for all.

Commissioner Edmonds shared Supervisor Ramirez was the first person to donate to Commissioner Edmonds campaign. She stated Supervisor Ramirez was always one to step up. Commissioner Edmonds said Supervisor Ramirez was always kind and understanding.

Commissioner Chavez shared he had much respect for Supervisor Ramirez and he looked up to her and always reached out for her guidance and assistance. He stated he admired her compassion for the Oxnard community and Ventura County as a whole. He said she didn't care your income or immigration status, she always looked at you as an individual and spoke to you as an individual. Commissioner Chavez said we have to continue her fight for ensuring that our communities are safe and that the future is healthy and strong for generations to come in our community, and she will be missed.

Commissioner Rollins also shared memories of Supervisor Ramirez and how he admired her passion for the environment. He stated she was one who always did her homework, was always very influential in change, she always took the time and respect to share her views and listen to others.

Commissioner Huber shared his true admiration, respect and good fortune to have worked with Supervisor Ramirez. He said she was a true professional and filled with enthusiasm and kindness towards all. Supervisor Huber said "We will miss her tremendously. Her legacy will never be forgotten."

Commissioner Enegren said he was able to work with Supervisor Ramirez at the animal shelter and was able to see the human behind the politician. Commissioner Enegren shared she was a lovely, easy going, down to earth person who did everything with kindness. She was able to do so many good things in the community.

Commissioner White shared he met Supervisor Ramirez 30 years ago and was always so impressed with her passion in helping people with disabilities and all people in general.

Commissioner Bill-de la Peña stated Supervisor Ramirez was a very special person. She was the voice for the silent underserved, she was for environmental justice and social justice. She wasn't a politician; she was a true public servant and a mentor to many people including Commissioner Bill-de la Peña. Supervisor Ramirez was one of the first to encourage Commissioner Bill-de la Peña to run for Supervisor District 2 and she was a humanitarian at heart, said Commissioner Bill-de la Peña.

Commissioner Long thanked all for sharing and celebrating Supervisor Ramirez's life. She stated Supervisor Ramirez was a trailblazer in law and public service. Commissioner Long shared that in 2020 Supervisor Ramirez became the first Latina woman to serve her district. She was also the first Latina to be Chair of the Board of Supervisors. Commissioner Long said Supervisor Ramirez was like a bird who kept people under her arm and take them along and together to build public service and help build people to serve our communities. Commissioner Long said that just like Supervisor Ramirez did, we must look out for one another and continue to serve our communities.

Commissioner Judge said Supervisor Ramirez was a strong advocate for her constituents and she will be missed.

Vice-Chair MacDonald moved to approved item 9-Resolution Honoring Ventura County Supervisor and VCTC Commissioner Carmen Ramirez. The motion was seconded by **Commissioner Chavez** and passed unanimously.

10. COORDINATED PUBLIC TRANSIT- HUMAN SERVICES TRANSPORTATION PLAN

Recommendation:

- Approve the Coordinated Public Transit- Human Services Transportation Plan.

Claire Grasty gave a PowerPoint presentation regarding the Coordinated Public Transit Human Services Transportation Plan to the commission.

Commissioner Chavez moved to approve item 10-Coordinated Public Transit Human Services Transportation Plan. The motion was seconded by **Commissioner White** and passed unanimously.

11. SANTA PAULA BRANCH LINE UPDATE -

Recommendation:

- Receive and file a report on the status of the Santa Paula Branch Line (SPBL) Railroad Lease and Operations Agreement with Sierra Northern Railway and efforts to advance completion of the SPBL Trail.

Amanda Fagan gave a PowerPoint presentation. Ms. Fagan and Ken Beard, President and CEO of Sierra Northern Railway gave an update on the Santa Paula Branch Line and Sierra Northern Railway efforts.

There was one public comment by Ms. Lisa Nikfarjam, President for Santa Paula Promenade Inc., regarding formulating an agreement of ingress and egress to her property.

Mr. Robert Pinoli, Vice-President of Mendocino Railway, announced and shared the news with VCTC staff and the commission of the rebranding of the Santa Paula Branch Line and its new operations, unveiling its new name as "The Sunburst".

12. VCTC GENERAL COUNSEL'S REPORT: None.

13. AGENCY REPORTS:

Southern California Association of Governments (SCAG)

Primary: Commissioner Mike Judge

Commissioner Judge stated SCAG paid tribute to Supervisor Carmen Ramirez at its Regional Council Meeting. He stated the Federal Transportation Improvement Program (FTIP) and Connect SoCal 2022 have been pushed forward to the Regional Council for approval at its next meeting. Commissioner Judge reported the Regional Council approved the Digital Equity Call to Increase Access to Affordable Broadband to cities and counties and is going into effect soon. He also stated Regional Early Action Planning has also been approved.

Southern California Regional Rail Authority (Metrolink-SCRRA)

Primary: Vice-Chair Tony Trembley

Alternate: Daniel Chavez

Commissioner Chavez stated the Federal Railroad Administration visited Metrolink and toured a few Metrolink facilities in August. He reported Metrolink also participated at the Mobility 21 Summit this past month. Commissioner Chavez announced Metrolink launched its "Back to School Campaign" for all college/universities along the Metrolink service area. Commissioner Chavez also announced September is Rail Safety Month and Metrolink will be hosting a "Trespassing and Suicide Prevention Summit" in Burbank on September 21st.

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

Primary: Commissioner Bryan MacDonald

Alternate: Commissioner Jim White

Vice-Chair MacDonald reported LOSSAN reported an increase in ridership at their monthly meeting.

Coastal Rail Coordinating Council

Primary: Commissioner Bryan MacDonald

Alternate: Commissioner Richard Rollins

None.

California Association of Councils of Governments

Primary:

None.

California Vanpool Authority (CalVans)

Primary: Commissioner Jim White

Alternate: Commissioner Lynn Edmonds

Commissioner White reported CalVans met in person at its annual board of directors meeting in Sacramento on August 11, 2022. During the in-person meeting, they reviewed the budget and CalVans history and discussed affordable housing and how CalVans ties into the affordable housing discussion.

14. The meeting of September 2, 2022 was adjourned in honor and memory of Supervisor Carmen Ramirez. "Carmen, you will be missed."

The next regular Ventura County Transportation Commission meeting will be held at **9:00 a.m. Friday, OCTOBER 7, 2022.**



[This page intentionally left blank.]



Item #8B

October 7, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: MONTHLY BUDGET REPORT

RECOMMENDATION:

- Receive and file the monthly budget report for July 2022.

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 July 31, 2022, budget report indicates that the revenues were approximately 1.39% of the adopted budget while expenditures were approximately 1.89% of the adopted budget. The revenues and expenditures are as expected at this time. Although the percentage of the budget year completed is shown, be advised that neither the revenues nor the expenditures occur on an even percentage or monthly basis. Furthermore, revenues are often billed and reimbursed in arrears.

It should be noted that the Fiscal Year 2021/2022 is in the process of being finalized and has not yet been audited. The fund balances and accruals are considered estimates until Fiscal Year 2021/2022 is closed, and the audit is final. Because of the lengthy and time-consuming year-end closing process, the invoicing for July reimbursements have not been processed. These revenues will be reflected in the September financials.

Some revenues are received at the beginning of the year while other revenues are received after grants are approved. In many instances, the Ventura County Transportation Commission (VCTC) incurs expenditures and then submits for reimbursement from federal, state, and local agencies which may also cause a slight lag in reporting revenues. Furthermore, the STA, SGR, LTF and SAFE revenues are received in arrears. The State Board of Equalization collects the taxes and remits them to the Commission after the reporting period for the business. STA and SGR revenues are paid quarterly with a

two to three-month additional lag and LTF receipts are paid monthly with a two-month lag. For example, the July through September STA and SGR receipts are often not received until October or November and the July LTF receipts are not received until September. The Department of Motor Vehicle collects the SAFE funds and remits them monthly with a two-month lag.

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

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

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

**VENTURA COUNTY TRANSPORTATION COMMISSION
BALANCE SHEET
AS OF JULY 31, 2022**

Assets and Deferred Outflows

Cash and Investments	\$ 54,375,626
Receivables/Due from other funds	13,044,652
Prepays and Deposits	332,328
Capital Assets, undepreciated	25,885,133
Capital Assets, depreciated, net	30,352,253
Deferred Outflows	1,439,047
Net Pension asset	224,441
Net OPEB asset	121,324
Total Assets and Deferred Outflows	<u>\$ 125,774,804</u>

LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE

Liabilities and Deferred Inflows:

Accrued Expenses and Due to Other	\$ 5,301,131
Deferred Revenue	2,660,907
Deposits	67,059
Accrued Vacation	180,339
Accrued Lease liability and interest	646,310
Deferred Inflows	958,345
Total Liabilities and Deferred Inflows:	<u>\$ 9,814,091</u>

Net Position:

Invested in Capital Assets	\$ 56,237,387
Fund Balance	59,723,326
Total Net Position	<u>\$ 115,960,713</u>

For Management Reporting Purposes Only

VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE ONE MONTH ENDED JULY 31, 2022

	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
Revenues												
Federal Revenues	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	21,572,041	(21,572,041)	0.00
State Revenues	0	0	0	0	0	0	0	0	0	57,052,294	(57,052,294)	0.00
Local Revenues	50,751	0	0	0	0	261,626	43,457	784,440	1,140,274	3,307,391	(2,167,117)	34.48
Other Revenues	0	0	0	0	0	0	0	0	0	0	0	0.00
Interest	0	0	0	0	0	0	0	0	0	90,000	(90,000)	0.00
Total Revenues	50,751	0	0	0	0	261,626	43,457	784,440	1,140,274	82,021,726	(80,881,452)	1.39
Expenditures												
Administration												
Personnel Expenditures	162,903	0	0	0	0	0	0	0	162,903	3,899,100	(3,736,197)	4.18
Legal Services	1,570	0	0	0	0	0	0	0	1,570	42,000	(40,430)	3.74
Professional Services	4,880	0	0	0	0	0	0	0	4,880	144,500	(139,620)	3.38
Office Leases	16,607	0	0	0	0	0	0	0	16,607	206,000	(189,393)	8.06
Office Expenditures	541,338	0	0	0	0	0	0	0	541,338	702,500	(161,162)	77.06
Total Administration	727,298	0	0	0	0	0	0	0	727,298	4,994,100	(4,266,802)	14.56
Programs and Projects												
Transit & Transportation Program												
Regional Transit Technology	28,501	0	0	0	0	0	0	0	28,501	580,800	(552,299)	4.91
SD-Accessible Mobility Service	26,848	0	0	0	0	0	0	0	26,848	446,600	(419,752)	6.01
VCTC Intercity Bus Services	0	0	0	0	0	0	731,565	0	731,565	12,533,200	(11,801,635)	5.84
Valley Express Bus Services	0	0	0	0	0	0	0	179,374	179,374	2,194,400	(2,015,026)	8.17
Transit Grant Administration	0	0	0	0	0	0	0	0	0	8,245,000	(8,245,000)	0.00
Total Transit & Transportation	55,349	0	0	0	0	0	731,565	179,374	966,288	24,000,000	(23,033,712)	4.03
Highway Program												
Motorist Aid Services	0	0	0	106,428	0	0	0	0	106,428	1,840,500	(1,734,072)	5.78
Highway Program Management	0	0	0	0	0	0	0	0	0	4,950,700	(4,950,700)	0.00
Total Highway	0	0	0	106,428	0	0	0	0	106,428	6,791,200	(6,684,772)	1.57

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE ONE MONTH ENDED JULY 31, 2022**

	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 & Commuter Rail	12,346	0	0	0	0	0	0	0	12,346	20,493,989	(20,481,643)	0.06
LOSSAN & Coastal Rail	0	0	0	0	0	0	0	0	0	8,800	(8,800)	0.00
Santa Paula Branch Line	0	0	0	0	0	1,822	0	0	1,822	501,500	(499,678)	0.36
Total Rail	12,346	0	0	0	0	1,822	0	0	14,168	21,004,289	(20,990,121)	0.07
Commuter Assistance Program												
Reg Transit Information Center	7,699	0	0	0	0	0	0	0	7,699	37,300	(29,601)	20.64
Rideshare Programs	9,924	0	0	0	0	0	0	0	9,924	292,900	(282,976)	3.39
Total Commuter Assistance	17,623	0	0	0	0	0	0	0	17,623	330,200	(312,577)	5.34
Planning & Programming												
TDA Administration	0	14,500	0	0	0	0	0	0	14,500	43,026,111	(43,011,611)	0.03
Transportation Programming	449	0	0	0	0	0	0	0	449	23,400	(22,951)	1.92
Regional Transportation Planni	43,516	0	0	0	0	0	0	0	43,516	1,094,900	(1,051,384)	3.97
Airport Land Use Commission	0	0	0	0	0	0	0	0	0	18,000	(18,000)	0.00
Regional Transit Planning	18,089	0	0	0	0	0	0	0	18,089	952,700	(934,611)	1.90
Total Planning & Programming	62,054	14,500	0	0	0	0	0	0	76,554	45,115,111	(45,038,557)	0.17
General Government												
Community Outreach	33,975	0	0	0	0	0	0	0	33,975	215,000	(181,025)	15.80
State & Federal Relations	369	0	0	0	0	0	0	0	369	112,900	(112,531)	0.33
Management & Administration	14,917	0	0	0	0	0	0	0	14,917	1,166,000	(1,151,083)	1.28
Total General Government	49,261	0	0	0	0	0	0	0	49,261	1,493,900	(1,444,639)	3.30
Total Expenditures	923,931	14,500	0	106,428	0	1,822	731,565	179,374	1,957,620	103,728,800	(101,771,180)	1.89

For Management Reporting Purposes Only

VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE ONE MONTH ENDED JULY 31, 2022

	General	LTF	STA	SAFE	SGR	SPBL	VCTC	Valley	Fund	Budgeted	Variance	
	Fund Actual	Actual	Actual	Actual	Actual	Actual	Intercity Actual	Express Actual	Totals	Actual	Actual	% Year
Revenues over (under) expenditures	(873,180)	(14,500)	0	(106,428)	0	259,804	(688,108)	605,066	(817,346)	(21,707,074)	20,889,728	3.77
Other Financing Sources												
Transfers Into GF From LTF	5,956,820	0	0	0	0	0	0	0	5,956,820	10,826,840	(4,870,020)	55.02
Transfers Into GF From STA	0	0	0	0	0	0	0	0	0	4,203,651	(4,203,651)	0.00
Transfers In GF From SGR	0	0	0	0	0	0	0	0	0	7,944,132	(7,944,132)	0.00
Transfers Into GF From SAFE	0	0	0	0	0	0	0	0	0	53,400	(53,400)	0.00
Transfers Into GF From SPBL	0	0	0	0	0	0	0	0	0	86,800	(86,800)	0.00
Transfers Into SPBL From LTF	0	0	0	0	0	0	0	0	0	86,800	(86,800)	0.00
Transfers Into SPBL From STA	0	0	0	0	0	0	0	0	0	116,500	(116,500)	0.00
Transfers Into VI From STA	0	0	0	0	0	0	2,500,000	0	2,500,000	5,281,794	(2,781,794)	47.33
Transfers Out of LTF Into GF	0	(5,956,820)	0	0	0	0	0	0	(5,956,820)	(10,913,640)	4,956,820	54.58
Transfers Out of LTF Into SPBL	0	0	0	0	0	0	0	0	0	(86,800)	86,800	0.00
Transfers Out of STA Into GF	0	0	0	0	0	0	0	0	0	(4,203,651)	4,203,651	0.00
Transfers Out of STA Into SPBL	0	0	0	0	0	0	0	0	0	(116,500)	116,500	0.00
Transfers Out of STA Into VI	0	0	(2,500,000)	0	0	0	0	0	(2,500,000)	(5,281,794)	2,781,794	47.33
Transfers Out of SAFE Into GF	0	0	0	0	0	0	0	0	0	(53,400)	53,400	0.00
Transfers Out of SGR Into GF	0	0	0	0	0	0	0	0	0	(7,944,132)	7,944,132	0.00
Total Other Financing Sources	5,956,820	(5,956,820)	(2,500,000)	0	0	0	2,500,000	0	0	0	0	0.00
Net Change in Fund Balances	5,083,640	(5,971,320)	(2,500,000)	(106,428)	0	259,804	1,811,892	605,066	(817,346)	(21,707,074)	20,889,728	3.77
Beginning Fund Balance w/o capital assets	2,905,670	25,839,173	21,383,214	4,030,185	6,359,701	25,367	(2,456)	0	60,540,854	33,572,663	26,968,191	180.33
Long-term Pension/OPEB/Vacation/Lease Adjustment*	(25,892)	0	0	0	0	0	25,710	0	(182)	0	(182)	0.00
Ending Fund Balance	\$ 7,963,418	\$ 19,867,853	\$ 18,883,214	\$ 3,923,757	\$ 6,359,701	\$ 285,171	\$ 1,835,146	\$ 605,066	\$ 59,723,326	\$ 11,865,589	\$ 47,857,737	503.33

*Government Accounting Standards Board (GASB) Statements 68, GASB 75 and GASB 87 require full accrual of pension, OPEB and Lease 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 JULY 31, 2022**

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	EAC only	EAC only	\$ 2,642,218.84
LAIF	State Pool	N/A	\$0.00	0.00%	10,110,525.94
County of Ventura	Treasury Pool	N/A	0.00	0.00%	42,416,469.88
VCCF Bike Fund	Investment	N/A	Annually	annually	15,933.66
Total			\$ 0.00		\$55,185,148.32

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" applied 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 value. Wells Fargo Bank, County of Ventura and LAIF statements are the source for provided information.

VCTC receives an annual disbursement from a permanent fund from the Ventura County Community Foundation (VCCF). The funds are invested in a money market account at VCCF and can only be used for bike purposes. Information is posted once a year at yearend.



[This page intentionally left blank.]



Item #8C

October 7, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: MONTHLY BUDGET REPORT

RECOMMENDATION:

- Receive and file the monthly budget report for August 2022.

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 August 31, 2022, budget report indicates that the revenues were approximately 2.38% of the adopted budget while expenditures were approximately 2.4% of the adopted budget. The revenues and expenditures are as expected at this time. Although the percentage of the budget year completed is shown, be advised that neither the revenues nor the expenditures occur on an even percentage or monthly basis. Furthermore, revenues are often billed and reimbursed in arrears.

It should be noted that the Fiscal Year 2021/2022 is in the process of being finalized and has not yet been audited. The fund balances and accruals are considered estimates until Fiscal Year 2021/2022 is closed, and the audit is final. Because of the lengthy and time-consuming year-end closing process, the invoicing for July reimbursements have not been processed. These revenues will be reflected in the September financials.

Some revenues are received at the beginning of the year while other revenues are received after grants are approved. In many instances, the Ventura County Transportation Commission (VCTC) incurs expenditures and then submits for reimbursement from federal, state, and local agencies which may also cause a slight lag in reporting revenues. Furthermore, the STA, SGR, LTF and SAFE revenues are received in arrears. The State Board of Equalization collects the taxes and remits them to the Commission after the reporting period for the business. STA and SGR revenues are paid quarterly with a

two to three-month additional lag and LTF receipts are paid monthly with a two-month lag. For example, the July through September STA and SGR receipts are often not received until October or November and the July LTF receipts are not received until September. The Department of Motor Vehicle collects the SAFE funds and remits them monthly with a two-month lag.

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

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

The Commission's accrued lease liability and associated interest presented on the Balance Sheet. These accounts represent the accrual information for leases that qualify with the implementation of the Government Accounting Standards Board (GASB) Statement 87. This information is based on an amortization schedule and is adjusted annually at the end of the fiscal year. Currently the only lease that qualifies is the office lease.

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

**VENTURA COUNTY TRANSPORTATION COMMISSION
BALANCE SHEET
AS OF AUGUST 31, 2022**

Assets and Deferred Outflows

Cash and Investments	\$ 64,760,009
Receivables/Due from other funds	2,194,078
Prepays and Deposits	320,360
Capital Assets, undepreciated	25,885,133
Capital Assets, depreciated, net	30,352,253
Deferred Outflows	1,439,047
Net Pension asset	224,441
Net OPEB asset	121,324
Total Assets and Deferred Outflows	<u>\$ 125,296,645</u>

LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE

Liabilities and Deferred Inflows:

Accrued Expenses and Due to Other	\$ 2,426,714
Deferred Revenue	4,783,702
Deposits	67,059
Accrued Vacation	180,339
Accrued Lease liability and interest	646,310
Deferred Inflows	958,345
Total Liabilities and Deferred Inflows:	<u>\$ 9,062,469</u>

Net Position:

Invested in Capital Assets	\$ 56,237,387
Fund Balance	59,996,789
Total Net Position	<u>\$ 116,234,176</u>

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE TWO MONTHS ENDED AUGUST 31, 2022**

	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
Revenues												
Federal Revenues	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	21,572,041	(21,572,041)	0.00
State Revenues	293,789	0	0	0	0	0	0	0	293,789	57,052,294	(56,758,505)	0.51
Local Revenues	56,764	0	0	0	0	266,540	530,769	801,325	1,655,398	3,307,391	(1,651,993)	50.05
Other Revenues	110	0	0	0	0	0	0	0	110	0	110	0.00
Interest	0	0	0	0	0	0	0	0	0	90,000	(90,000)	0.00
Total Revenues	350,663	0	0	0	0	266,540	530,769	801,325	1,949,297	82,021,726	(80,072,429)	2.38
Expenditures												
Administration												
Personnel Expenditures	423,190	0	0	0	0	0	0	0	423,190	3,899,100	(3,475,910)	10.85
Legal Services	1,570	0	0	0	0	0	0	0	1,570	42,000	(40,430)	3.74
Professional Services	10,511	0	0	0	0	0	0	0	10,511	144,500	(133,989)	7.27
Office Leases	33,273	0	0	0	0	0	0	0	33,273	206,000	(172,727)	16.15
Office Expenditures	547,543	0	0	0	0	0	0	0	547,543	702,500	(154,957)	77.94
Total Administration	1,016,087	0	0	0	0	0	0	0	1,016,087	4,994,100	(3,978,013)	20.35
Programs and Projects												
Transit and Transportation Program												
Regional Transit Technology	58,171	0	0	0	0	0	0	0	58,171	580,800	(522,629)	10.02
SD-Accessible Mobility Service	53,369	0	0	0	0	0	0	0	53,369	446,600	(393,231)	11.95
VCTC Intercity Bus Services	0	0	0	0	0	0	734,612	0	734,612	12,533,200	(11,798,588)	5.86
Valley Express Bus Services	0	0	0	0	0	0	0	181,649	181,649	2,194,400	(2,012,751)	8.28
Transit Grant Administration	665	0	0	0	0	0	0	0	665	8,245,000	(8,244,335)	0.01
Total Transit and Transportation	112,205	0	0	0	0	0	734,612	181,649	1,028,466	24,000,000	(22,971,534)	4.29
Highway Program												
Motorist Aid Services	0	0	0	233,084	0	0	0	0	233,084	2,099,500	(1,866,416)	11.10
Highway Program Management	0	0	0	0	0	0	0	0	0	4,950,700	(4,950,700)	0.00
Total Highway	0	0	0	233,084	0	0	0	0	233,084	7,050,200	(6,817,116)	3.31

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE TWO MONTHS ENDED AUGUST 31, 2022**

	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	12,726	0	0	0	0	0	0	0	12,726	20,493,989	(20,481,263)	0.06
LOSSAN and Coastal Rail	0	0	0	0	0	0	0	0	0	8,800	(8,800)	0.00
Santa Paula Branch Line	0	0	0	0	0	1,822	0	0	1,822	501,500	(499,678)	0.36
Total Rail	12,726	0	0	0	0	1,822	0	0	14,548	21,004,289	(20,989,741)	0.07
Commuter Assistance Program												
Reg Transit Information Center	10,716	0	0	0	0	0	0	0	10,716	37,300	(26,584)	28.73
Rideshare Programs	16,948	0	0	0	0	0	0	0	16,948	292,900	(275,952)	5.79
Total Commuter Assistance	27,664	0	0	0	0	0	0	0	27,664	330,200	(302,536)	8.38
Planning and Programming												
TDA Administration	0	14,500	0	0	0	0	0	0	14,500	43,026,111	(43,011,611)	0.03
Transportation Programming	608	0	0	0	0	0	0	0	608	23,400	(22,792)	2.60
Regional Transportation Planning	43,628	0	0	0	0	0	0	0	43,628	1,094,900	(1,051,272)	3.98
Airport Land Use Commission	0	0	0	0	0	0	0	0	0	18,000	(18,000)	0.00
Regional Transit Planning	25,870	0	0	0	0	0	0	0	25,870	952,700	(926,830)	2.72
Total Planning and Programming	70,106	14,500	0	0	0	0	0	0	84,606	45,115,111	(45,030,505)	0.19
General Government												
Community Outreach	56,933	0	0	0	0	0	0	0	56,933	215,000	(158,067)	26.48
State and Federal Relations	9,412	0	0	0	0	0	0	0	9,412	112,900	(103,488)	8.34
Management and Administration	22,380	0	0	0	0	0	0	0	22,380	1,166,000	(1,143,620)	1.92
Total General Government	88,725	0	0	0	0	0	0	0	88,725	1,493,900	(1,405,175)	5.94
Total Expenditures	1,327,513	14,500	0	233,084	0	1,822	734,612	181,649	2,493,180	103,987,800	(101,494,620)	2.40

For Management Reporting Purposes Only

VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE TWO MONTHS ENDED AUGUST 31, 2022

	General	LTF	STA	SAFE	SGR	SPBL	VCTC	Valley	Fund	Budgeted	Variance	
	Fund Actual	Actual	Actual	Actual	Actual	Actual	Intercity Actual	Express Actual	Totals	Actual	Actual	% Year
Revenues over (under) expenditures	(976,850)	(14,500)	0	(233,084)	0	264,718	(203,843)	619,676	(543,883)	(21,966,074)	21,422,191	2.48
Other Financing Sources												
Transfers Into GF From LTF	5,956,820	0	0	0	0	0	0	0	5,956,820	10,826,840	(4,870,020)	55.02
Transfers Into GF From STA	0	0	0	0	0	0	0	0	0	4,233,651	(4,233,651)	0.00
Transfers In GF From SGR	0	0	0	0	0	0	0	0	0	7,944,132	(7,944,132)	0.00
Transfers Into GF From SAFE	0	0	0	0	0	0	0	0	0	53,400	(53,400)	0.00
Transfers Into GF From SPBL	0	0	0	0	0	0	0	0	0	86,800	(86,800)	0.00
Transfers Into SPBL From LTF	0	0	0	0	0	0	0	0	0	86,800	(86,800)	0.00
Transfers Into SPBL From STA	0	0	0	0	0	0	0	0	0	116,500	(116,500)	0.00
Transfers Into VI From STA	0	0	0	0	0	0	2,500,000	0	2,500,000	5,281,794	(2,781,794)	47.33
Transfers Out of LTF Into GF	0	(5,956,820)	0	0	0	0	0	0	(5,956,820)	(10,913,640)	4,956,820	54.58
Transfers Out of LTF Into SPBL	0	0	0	0	0	0	0	0	0	(86,800)	86,800	0.00
Transfers Out of STA Into GF	0	0	0	0	0	0	0	0	0	(4,233,651)	4,233,651	0.00
Transfers Out of STA Into SPBL	0	0	0	0	0	0	0	0	0	(116,500)	116,500	0.00
Transfers Out of STA Into VI	0	0	(2,500,000)	0	0	0	0	0	(2,500,000)	(5,281,794)	2,781,794	47.33
Transfers Out of SAFE Into GF	0	0	0	0	0	0	0	0	0	(53,400)	53,400	0.00
Transfers Out of SGR Into GF	0	0	0	0	0	0	0	0	0	(7,944,132)	7,944,132	0.00
Total Other Financing Sources	5,956,820	(5,956,820)	(2,500,000)	0	0	0	2,500,000	0	0	0	0	0.00
Net Change in Fund Balances	4,979,970	(5,971,320)	(2,500,000)	(233,084)	0	264,718	2,296,157	619,676	(543,883)	(21,966,074)	21,422,191	2.48
Beginning Fund Balance w/o capital assets	2,905,670	25,839,173	21,383,214	4,030,185	6,359,701	25,367	(2,456)	0	60,540,854	33,572,663	26,968,191	180.33
Long-term Pension/OPEB/Vacation/Lease Adjustment*	(25,892)	0	0	0	0	0	25,710	0	(182)	0	(182)	0.00
Ending Fund Balance	\$ 7,859,748	\$ 19,867,853	\$ 18,883,214	\$ 3,797,101	\$ 6,359,701	\$ 290,085	\$ 2,319,411	\$ 619,676	\$ 59,996,789	\$ 11,606,589	\$ 48,390,200	516.92

*Government Accounting Standards Board (GASB) Statements 68, GASB 75 and GASB 87 require full accrual of pension, OPEB and Lease liabilities, deferred inflows, and deferred outflows on financial statements. These calculations are updated annually.

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
INVESTMENT REPORT
AS OF AUGUST 31, 2022**

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	EAC only	EAC only	\$ 7,491,929.41
LAIF	State Pool	N/A	\$0.00	0.00%	10,110,525.94
County of Ventura	Treasury Pool	N/A	0.00	0.00%	47,951,141.82
VCCF Bike Fund	Investment	N/A	Annually	annually	15,933.66
Total			\$ 0.00		\$65,569,530.83

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" applied 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 value. Wells Fargo Bank, County of Ventura and LAIF statements are the source for provided information.

VCTC receives an annual disbursement from a permanent fund from the Ventura County Community Foundation (VCCF). The funds are invested in a money market account at VCCF and can only be used for bike purposes. Information is posted once a year at yearend.



[This page intentionally left blank.]



Item #8D

October 7, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: FISCAL YEAR 2022/2023 CARRY-OVER BUDGET AMENDMENTS

RECOMMENDATION:

- Amend the VCTC Fiscal Year 2022/2023 budget revenues and expenditures as stated in Attachment - Carry-over Budget Amendments from Fiscal Year 2021/2022 to 2022/2023.

DISCUSSION:

The Fiscal Year 2022/2023 budget was in part prepared on estimates for projects that occurred in Fiscal Year 2021/2022. Some projects experienced delays, all funds were not expended as anticipated and/or funds were expended, and other funding sources need to be substituted. Therefore, staff is recommending the following budget amendments of revenues and expenditures from the prior year be adjusted to the Fiscal Year 2022/2023 budget as indicated in the "Carry-over Amendments from Fiscal Year 2021/2022 to 2022/2023" attachment which indicates the budget task, budget line item, funding source, expenditure and explanation.

Attachment
Carry-over Budget Amendments from Fiscal Year 2021/2022 to 2022/2023

Budget Task:	VCTC Intercity
Funding Source	Adjustment To Revenues
STA Fund Transfer	\$49,000
Total Funding Increase	\$49,000

Expenditure	Adjustment to Expenditures
Consultant	\$39,000
Printing	\$10,000
Total Expenditures Increase	\$49,000

The consultant assistance with the zero emission bus plan was delayed and the funds were not spent in the prior fiscal year and will be carried-over into the new fiscal year. The printing line item was not fully expended for schedules and is being carried-over into the current fiscal year.

Budget Task:	Transit Grant Administration
Funding Source	Adjustment To Revenues
FTA	\$51,852
Local Revenue	\$12,467
Total Funding Increase	\$64,319

Expenditure	Adjustment to Expenditures
Consultant	\$64,319
Total Expenditures Increase	\$64,319

The purchase of the Help of Ojai van was delayed and therefore, is being carried-over into the current fiscal year.

Budget Task:	Highway Project Management
Funding Source	Adjustment To Revenues
STP	\$460,555
Total Funding Increase	\$460,555

Expenditure	Adjustment to Expenditures
Consultant	\$460,555
Total Expenditures Increase	\$460,555

The Consultant funds for the US101 PAED study were expended slower than anticipated in the prior year but will be required in FY 22/23 to cover the approved contract scope.

Budget Task:	Metrolink Commuter Rail
Funding Source	Adjustment To Revenues
LTF Fund Transfer	\$147,966
STA Fund Transfer	\$723,358
SGR Fund Transfer	-\$169,099
Total Funding Increase	\$702,225

Expenditure	Adjustment to Expenditures
Capital Rehabilitation	\$702,225
Total Expenditures Increase	\$702,225

Capital Rehabilitation and ADA improvements were expended slower in the prior year than anticipated and will be carried-over into the current year. The SGR funds were expended faster than anticipated and are the budgeted carry-over is being reduced accordingly.

Budget Task:	Regional Transit Information Center
Funding Source	Adjustment To Revenues
FTA	\$12,000
LTF Fund Transfer	\$3,000
Total Funding Increase	\$15,000

Expenditure	Adjustment to Expenditures
Software	\$15,000
Total Expenditures Increase	\$15,000

The Customer Relation Management (CRM) software purchase was delayed and the funds are being carried-over into the current year.

Budget Task:	Regional Transit Planning
Funding Source	Adjustment To Revenues
LTF Fund Transfer	\$50,000
LCTOP	\$100,000
Total Funding Increase	\$150,000

Expenditure	Adjustment to Expenditures
Consultant	\$50,000
College Ride	\$100,000
Total Expenditures Increase	\$150,000

The consultant funds were not fully expended in the prior year and will be carried over to assist with the TIES study and short range transit plan. The College ride free funds were not fully expended and will be carried-over into the current fiscal year to allow for additional free rides.

Budget Task:	Regional Transportation Planning
Funding Source	Adjustment To Revenues
REAP-SCAG/COG	\$17,050
Sustainable Communities	-\$56,634
Total Funding Increase	-\$39,584

Expenditure	Adjustment to Expenditures
Consultant	-\$39,584
Total Expenditures Increase	-\$39,584

The Vehicle Miles Traveled Advance Mitigation program funded by REAP was delayed and funding for staff time is carried over into FY 22/23. The Comprehensive Transportation Plan (CTP) funded by the Sustainable Communities grant proceeded ahead of schedule in FY 22/23, and therefore, the associated grant and consultant line item are reduced to reflect the current balances.

Budget Task:	Transportation Development Act
Funding Source	Adjustment To Revenues
STA Fund Balance	\$176,746
SGR Fund Balance	\$20,571
Total Funding Increase	\$197,317

Expenditure	Adjustment to Expenditures
Pass-Through State Transit Assistance	\$176,746
Pass-Through State of Good Repair	\$20,571
Total Expenditures Increase	\$197,317

The pass-through STA and SGR funds were not claimed by local agencies in the prior year, and therefore, the funds are being carried-over for local agencies to claim in the current year.

Budget Task:	Management and Administration
Funding Source	Adjustment To Revenues
LTF Fund Transfer	\$20,000
Total Funding Increase	\$20,000
Expenditure	Adjustment to Expenditures
Consultant	\$20,000
Total Expenditures Increase	\$20,000

The LTF funds for consultant services were not fully expended in the prior year and are being carried-over into the new fiscal year.

Budget Task:	General Operating/Indirect Cost
Funding Source	Adjustment To Revenues
Indirect	\$13,000
Total Funding Increase	\$13,000
Expenditure	Adjustment to Expenditures
Accounting and Audits	\$13,000
Total Expenditures Increase	\$13,000

The GASB 87 accounting project was not completed in Fiscal Year 2021/2022 and is being carried-over into the new fiscal year.

Budget Task:	STA Fund
Expenditure	Adjustment to Expenditures
STA Fund Transfer out	\$772,358
SGR Fund Transfer out	-\$169,099
Total Transfers	\$603,259

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



Item #8E

October 7, 2022

TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: STEVE MATTAS, GENERAL COUNSEL

SUBJECT: MOTION TO RE-AUTHORIZE REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE VENTURA COUNTY TRANSPORTATION COMMISSION, INCLUDING ALL ASSOCIATED AGENCIES, AUTHORITIES, AND COMMITTEES, DUE TO THE IMMINENT RISKS TO THE HEALTH AND SAFETY OF ATTENDEES AND MAKING RELATED FINDINGS PURSUANT TO AB 361

RECOMMENDATION:

It is recommended that the Ventura County Transportation Commission ("Commission"), on behalf of itself and in the role as the Local Transportation Authority, ALUC, Service Authority for Freeway Emergencies, Consolidated Transportation Service Agency and CMA, make a motion, pursuant to the authority set forth in AB 361 (Government Code Section 54953[e][1]), to re-authorize remote teleconference meetings of all legislative bodies of the Commission, including all associated agencies, authorities, and committees, due to imminent risks to the health and safety of attendees if the meetings are held in person.

BACKGROUND:

On September 24, 2021 the Commission approved a motion to continue conducting Commission meetings, and all associated agency, authority, and committee meetings, remotely due to imminent risks to the health or safety of attendees if the meetings are held in person. The Commission made findings that the requisite conditions exist for the legislative bodies of the Commission to conduct remote teleconference meetings without compliance with paragraph (3) of subdivision (b) of section 54953.

Pursuant to Government Code Section 54953(e)(3), in order for all legislative bodies to continue meeting remotely, the Board must declare every 30 days that:

1. The legislative body has reconsidered the circumstances of the state of emergency; and
2. Either the state of emergency continues to directly impact the ability of the members to meet safely in person, or State or local officials continue to impose or recommend measures to promote social distancing.

Emergency conditions persist in Ventura County and throughout the state. The Governor's State of Emergency, declared on March 4, 2020, is ongoing. The local proclamation of emergency, made by the Ventura County Board of Supervisors on March 17, 2020, ratifying the Ventura County Health Officer's declaration of a local health emergency due to COVID-19, continues to exist until its termination is proclaimed by the Ventura County Board of Supervisors.

Due to the continued threat of COVID-19, the Commission continues to implement multiple layers of protection against COVID-19, including physical distancing, for the safety of employees and members of the public. The ongoing state of emergency related to COVID-19, as declared by the Governor and the Ventura County Board of Supervisors, continues to directly impact the ability of members of the legislative bodies of the Commission to meet safely in person, due to imminent risks to the health and safety of attendees if the meetings are held in person.

RECOMMENDATION

It is recommended that the Commission, on behalf of itself and in the role as the Local Transportation Authority, ALUC, Service Authority for Freeway Emergencies, Consolidated Transportation Service Agency and CMA, make a motion, pursuant to the authority set forth in AB 361 (Government Code Section 54953[e][1]), to re-authorize remote teleconference meetings of all legislative bodies of the Commission, including all associated agencies, authorities, and committees, due to imminent risks to the health and safety of attendees if the meetings are held in person.



Item #8F

October 7, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

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

SUBJECT: EXTENSION OF STATE ADVOCACY SERVICES CONTRACT

RECOMMENDATION:

Authorize the executive director to exercise an extension of the agreement with California Advisors, LLC, for state advocacy services for a two-year period, with the cost to be \$4,500 per month plus expenses.

BACKGROUND:

In November 2018, the Ventura County Transportation Commission (VCTC) approved an agreement with California Advisors, LLC, for state advocacy services for a four-year period, with two optional two-year extensions, with the base period cost to be \$4,500 per month plus expenses.

DISCUSSION

VCTC staff remains pleased with the service provided by Delaney Hunter and California Advisors. Staff recommends approval of a two-year extension, ending Dec. 31, 2024, as provided in the 2018 agreement. California Advisors carries out various functions on behalf of the Commission, including communicating with members of the Legislature and their staff with regard to the Commission's legislative positions, providing verbal and written reports to VCTC; keeping VCTC informed of legislative developments in a timely manner; and assisting VCTC in developing strategy on legislation.

**AMENDMENT NO. 1
TO AGREEMENT BETWEEN VENTURA COUNTY TRANSPORTATION COMMISSION
AND CALIFORNIA ADVISORS, LLC, FOR PROFESSIONAL SERVICES**

THIS AMENDMENT NO. 1 is entered into this _____ day of _____ 2022 by and between Ventura County Transportation Commission (hereinafter referred to as VCTC) and California Advisors, LLC (hereinafter referred to as CONSULTANT), individually referred to herein as Party and collectively as Parties.

WHEREAS, the Parties entered into that certain Consultant Services Agreement dated November 1, 2018 pursuant to which CONSULTANT provides state legislative advocacy services ("Agreement"); and

WHEREAS, the Parties desire to enter into this Amendment in order to exercise the two-year extension option under the Agreement to extend the term to December 31, 2024.

NOW, THEREFORE, the parties hereto agree to amend the Agreement as follows:

1. **Section 2: TERM**: The term of the Agreement provided for in Section 2 shall be extended to December 31, 2024.
2. **Section 5: PROGRESS AND PAYMENT**: CONSULTANT shall continue to be paid \$4,500 for each calendar month during the extended term for work performed by CONSULTANT. In addition to the monthly fee, VCTC shall reimburse CONSULTANT during the extended term for extraordinary expenses incurred with prior VCTC staff approval, including special printing of brochures or other similar goods, and travel to meetings out of the greater Sacramento region.
3. **Amendment**: Except as hereby amended, the Agreement as originally approved remains in full force and effect.
4. **Signatures**: IN WITNESS WHEREOF, the parties hereto have caused this Amendment No. 1 to be executed by their duly authorized representatives. Each party represents to the other party that this amended Agreement has been executed by a duly authorized agent of the party so representing.

Dated: _____

VCTC: Ventura County Transportation Commission

BY: _____

Martin Erickson, Executive Director

Dated: _____

CONSULTANT: California Advisors, LLC

BY: _____

Delaney Hunter, Managing Partner

ATTEST:

Roxanna Ibarra

Clerk of the Ventura County Transportation Commission

APPROVED AS TO FORM:

Steven Mattas, General Counsel

Ventura County Transportation Commission

5196507.1



[This page intentionally left blank.]



Item #8G

October 7, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

**FROM: AMANDA FAGAN, DIRECTOR OF PLANNING & SUSTAINABILITY
PETER DEHAAN, DIRECTOR OF PROGRAMMING**

**SUBJECT: RESULTS OF THE REQUEST FOR QUALIFICATIONS FOR GRANT WRITING AND
TRANSIT MANAGEMENT SUPPORT SERVICES**

RECOMMENDATION:

- Receive and file a report on the results of the Request for Qualifications (RFQ) for Grant Writing and Transit Management Support Services.

BACKGROUND:

In June 2022, to enhance the VCTC staff capacity to apply for funding opportunities, the Ventura County Transportation Commission (VCTC / Commission) authorized release of a Request for Qualifications to seek to create a bench of qualified on-call grant writing consultants and firms who possess specific grant writing expertise across various areas (transportation, transit, and infrastructure, etc.) to provide tailored grant writing and specialized transit management support services from individuals or firms that have successfully written grants that secured state and federal funding for government agencies.

The Request for Qualifications sought proposals from skilled, qualified grant writing consultants and firms who have written grants that have resulted in the award of state, federal, and/or philanthropic funding for government/public agencies, and who possess specific grant writing expertise for planning, design, infrastructure, programmatic and operational across various areas including, but not limited to: Streets, Roads, Bridges, Public Right-of-Way Accessibility; Active Transportation, Mobility, Bike and Pedestrian Right-of-Way; Public Infrastructure; Sustainability, Stewardship, and Resiliency; Multi-benefit Projects; Transportation Planning and Design; Aviation, Airport Infrastructure; Transit; Racial Equity and Environmental Justice.

The Fiscal Year 2022/2023 Regional Transportation Planning and Transportation Programming and Reporting Program Budgets include tasks and funding to identify and secure funding for priority transportation projects and programs. At the April 13, 2022 Goal Setting Session, the Commission endorsed Goal #10 to “Aggressively seek out federal and state infrastructure funding (and assist cities and county in this endeavor).”

DISCUSSION:

The purpose of the Request for Qualifications was to establish an available team of grant-writing and transit management support consultants to assist VCTC staff to complete grant-related tasks and transit management and administration. Once the bench of grant-writing and transit management support consultants is established, as specific grant opportunities arise, VCTC will prepare scopes of work and execute contracts, as needed.

On June 3, 2022, VCTC released the Request for Qualifications, with proposals due by July 15, 2022. VCTC received nine (9) proposals by the due date. Proposers included (in alphabetical order):

- Attaché Partners, LLC
- California Consulting
- Carlos Hernandez & Associates
- DKS Associates, Inc., with Advocacy Chiefs
- Gladstein, Neandross & Associates, LLC. (GNA)
- Iteris, Inc.
- LIN Consulting Inc., with Pacific Coast Land Design
- Patti Post & Associates
- TRC Engineers, Inc.

VCTC convened a selection panel of three staff, one each from the Planning, Programming, and Transit Departments, to review and score all nine proposals. Proposals were scored based on the selection criteria identified in the RFQ, including Organizational Capacity & Experience, Method of Approach, Communications & Reporting, and Reasonableness of Cost. Reviewer scores were averaged for each proposer to determine final scores and were ranked according to the panel average scores. The selection panel recommends establishing a bench of Grant Writing and Transit Management Support Services consultants including the top seven (7) ranked proposers. Firms would then be available to support VCTC with grant writing and transit management services. The bench would include firms with diverse areas of expertise and experience that can be called upon for assistance according to project and program needs.

The recommended bench of on-call consultants would include (in rank order by average score, with areas of specialized expertise identified):

Proposer	Average Score	Rank	Areas of Expertise & Specialization
LIN Consulting	94.0	1 (Tie)	Active Transportation, Engineering & Design
COH & Associates	94.0	1 (Tie)	Federal & State Funding Programs
Iteris	90.7	2	Highway & Roadway Projects, Modeling & Data
GNA	89.3	3	Clean Energy & Freight
DKS	88.7	4	Planning & Mobility
TRC	84.0	5	Transportation Infrastructure (Rail, Bridge, Roadway)
Patti Post & Assoc.	42.7*	*	Transit Management Support Services * See explanation below. Score out of 50 possible points. Normalized score out of 100 is equivalent to 85.4.

The panel recommends including Patti Post & Associates (PPA) in the consultant bench based on a modified scoring scale (out of 50 points), as the Response to Qualifications includes Transit Management Support Services only. Two of the four selection criteria were focused on Grant Writing Services, which did

not account for a transit management-only proposal. The panel believes that PPA's experience and transit-management expertise warrants inclusion in the consultant bench.

Averaged scores for the remaining two Responses to Qualifications, Attaché and California Consulting (with scores of 71.3 and 63.3, respectively), reflected a substantial deviation from the scores of the recommended bench proposers and did not present specialized expertise that the selection panel determined would warrant inclusion. Attaché's submission reflected a limited scale and scope of projects and programs experience, and the California Consulting proposal neglected to provide a Cost Proposal as required by the RFQ, resulting in lower scores and ranking compared to recommended bench consultants.

Based on the above recommendations, VCTC staff will prepare and execute on-call consulting contracts with the bench consultants on an as-needed basis. Consistent with VCTC procurement policy, for contracts up to \$50,000, the VCTC Executive Director will execute the contracts. Any contracts over \$50,000 will return to the Commission for approval.



[This page intentionally left blank.]



Item #8H

October 7, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: ROXANNA IBARRA, CLERK OF THE BOARD
SUBJECT: AUTHORIZATION FOR DESTRUCTION OF RECORDS

RECOMMENDATION:

- Approve the destruction of itemized records.

BACKGROUND:

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

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

Staff Position Review	Advisory Recommendation	Comments
Executive Director	X	Reviewed and recommended
Director of Finance	X	Reviewed and recommended
Director of Programming	X	Reviewed and recommended

Attachment A

**REQUEST TO DESTROY
FINANCE DEPT. RECORDS
LOCATION: STORAGE**

FY 2010/2011	ACCOUNTING RECORDS -13 Boxes
FY 2011/2012	ACCOUNTING RECORDS -12 Boxes
2011	3 PERSONNEL FILES-(3) Files Only

**REQUEST TO DESTROY
PROGRAMMING DEPT. RECORDS
LOCATION: STORAGE**

2010	FTA TRIENNIAL REVIEW- 1 Box
2013	FTA TRIENNIAL REVIEW-1 Box
2016	FTA TRIENNIAL REVIEW-2 Boxes



Item #81

October 7, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: MARTIN ERICKSON, EXECUTIVE DIRECTOR
SUBJECT: APPROVE AGREEMENT FOR HUMAN RESOURCES CONSULTING SERVICES WITH CPS HR CONSULTING

RECOMMENDATION:

- Authorize the Executive Director to sign an Agreement for Human Resources Consulting Services with CPS HR Consulting.
- Amend the Fiscal Year 2022/2023 VCTC operating budget by increasing the Professional and Human Resources line item by \$25,000.

BACKGROUND:

Since 2009, VCTC has maintained a human resources service contract with Regional Government Services (RGS) ranging from \$50,000 to \$76,000 per year to provide on-site staff, benefit administration, labor relations advice, policy and procedure development and implementation, and all recruitment functions. Following best practices, VCTC undertook a solicitation of proposals for human resources service and issued a Request for Proposals (RFP) for human resources consulting services at the June 2022 Commission meeting.

DISCUSSION:

VCTC received two proposals for human resources consulting services, one from CPS HR Consulting and one from Ralph Andersen and Associates. A committee consisting of the Executive, Finance and Planning Departments reviewed and discussed the proposals and, after interviewing, determined that CPS HR Consulting offered a broader array of services that would meet the needs of VCTC staff. CPS HR Consulting is a well-known national firm and a governmental Joint Powers Authority of the State of California. Recently CPS assisted the County of Ventura with Human Resources projects.

In anticipation of entering into an updated HR services contract, VCTC had budgeted \$70,000 for consultant services and \$10,000 to cover additional HR/Professional services for a total line-item budget of \$80,000 for the fiscal year. However, VCTC has already committed \$15,000 to RGS for the provided HR services from July to September 2022. The proposal from CPS HR Consulting is for \$80,000 per year for a three-year agreement, with two one-year extension options.

The Professional and Human Resources expenses are part of the indirect costs and are allocated over all budgets. At yearend, actual indirect costs are reconciled to the budgeted costs and a “true-up” occurs. Any under or over collection of costs are accounted for and adjusted in the carryforward adjustment schedule that is used to prepare the indirect cost allocation plan in future years. If the Commission approves the budget amendment, the additional costs will be accounted for in the yearend reconciliation and adjusted as required.

Therefore, staff's recommendation is for the Commission to authorize the Executive Director to sign an agreement for Human Resources Consulting Services with CPS HR Consulting for an initial three-year agreement, with two one-year extension options not to exceed \$80,000 per year and to amend the Fiscal Year 2022/2023 VCTC operating budget by increasing the Professional and Human Resources line item by \$25,000.

**CONSULTING SERVICES AGREEMENT BETWEEN
THE VENTURA COUNTY TRANSPORTATION COMMISSION AND
CPS HR CONSULTING.**

THIS AGREEMENT for consulting services is made by and between the Ventura County Transportation Commission ("VCTC") and CPS HR Consulting ("Consultant") (together sometimes referred to as the "Parties") as of October 7, 2022 (the "Effective Date").

Section 1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Consultant shall provide to VCTC the services described in the Scope of Work attached hereto and incorporated herein as Exhibit A, at the time and place and in the manner specified therein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibit A, the Agreement shall prevail.

- 1.1 **Term of Services.** The term of this Agreement shall begin on the Effective Date and shall end on June 30, 2025. There shall be two (2) optional one-year extensions, to June 30, 2027.
- 1.2 **Standard of Performance.** Consultant shall perform all work required by this Agreement in a substantial, first-class manner and shall conform to the standards of quality normally observed by a person practicing in Consultant's profession.
- 1.3 **Assignment of Personnel.** Consultant shall assign only competent personnel to perform services pursuant to this Agreement. In the event that VCTC, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Consultant shall, immediately upon receiving notice from VCTC of such desire of VCTC, reassign such person or persons.
- 1.4 **Time.** Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Sections 1.1 and 1.2 above and to satisfy Consultant's obligations hereunder.

Section 2. COMPENSATION. VCTC hereby agrees to pay Consultant a sum not to exceed \$80,000 per year notwithstanding any contrary indications that may be contained in Consultant's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Consultant's proposal, attached as Exhibit A, regarding the amount of compensation, the Agreement shall prevail. VCTC shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from VCTC to Consultant for services rendered pursuant to this Agreement. Consultant shall submit all invoices to VCTC in the manner specified herein. Except as specifically authorized by VCTC in writing, Consultant shall not bill VCTC for duplicate services performed by more than one person.

Consultant and VCTC acknowledge and agree that compensation paid by VCTC to Consultant under this Agreement is based upon Consultant's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Consultant. Consequently, the Parties

further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which Consultant and its employees, agents, and subcontractors may be eligible. VCTC therefore has no responsibility for such contributions beyond compensation required under this Agreement.

- 2.1 Invoices.** Consultant shall submit invoices, not more often than once per month during the term of this Agreement, based on the cost for all services performed and reimbursable costs incurred prior to the invoice date. Invoices shall contain all the following information:
- The beginning and ending dates of the billing period;
 - At VCTC's option, for each work item in each task, a copy of the applicable time entries or time sheets shall be submitted showing the name of the person doing the work, the hours spent by each person, a brief description of the work, and each reimbursable expense; and,
 - The amount and purpose of actual expenditures for which reimbursement is sought.
- 2.2 Monthly Payment.** VCTC shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. VCTC shall have thirty (30) days from the receipt of an invoice that complies with all of the requirements above to pay Consultant. Each invoice shall include all expenses and actives performed during the invoice period for which Consultant expects to receive payment.
- 2.3 Total Payment.** VCTC shall pay for the services to be rendered by Consultant pursuant to this Agreement. VCTC shall not pay any additional sum for any expense or cost whatsoever incurred by Consultant in rendering services pursuant to this Agreement. VCTC shall make no payment for any extra, further, or additional service pursuant to this Agreement. In no event shall Consultant submit any invoice for an amount in excess of the maximum amount of compensation provided above either for a task or for the entire Agreement, unless the Agreement is modified prior to the submission of such an invoice by a properly executed change order or amendment.
- 2.4 Hourly Fees.** Fees for work performed by Consultant on an hourly basis shall not exceed the amounts shown on the compensation schedule attached hereto and incorporated herein as Exhibit B.
- 2.5 Payment of Taxes.** Consultant is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes. Contractor represents and warrants that Contractor is a resident of the State of California in accordance with California Revenue & Taxation Code Section 18662, as it may be amended, and is exempt from withholding. Contractor accepts sole responsibility for verifying the residency status of any subcontractors and withhold taxes from non-California subcontractors.
- 2.6 Payment upon Termination.** In the event that VCTC or Consultant terminates this Agreement pursuant to Section 8, VCTC shall compensate the Consultant for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as

of the date of written notice of termination. Consultant shall maintain adequate logs and timesheets to verify costs incurred to that date.

2.7 Authorization to Perform Services. The Consultant is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

2.8 False Claims Act. Presenting a false or fraudulent claim for payment, including a change order, is a violation of the California False Claims Act and may result in treble damages and a fine of five thousand (\$5,000) to ten thousand dollars (\$10,000) per violation.

Section 3. INSURANCE REQUIREMENTS. Before beginning any work under this Agreement, Consultant, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Consultant and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Consultant shall provide proof satisfactory to VCTC of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to beginning work to VCTC. Consultant shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Consultant's bid. Consultant shall not allow any subcontractor to commence work on any subcontract until Consultant has obtained all insurance required herein for the subcontractor(s). Consultant shall maintain all required insurance listed herein for the duration of this Agreement.

3.1 Workers' Compensation. Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Consultant. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than **\$1,000,000** per accident. In the alternative, Consultant may rely on a self-insurance program to meet those requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the Labor Code shall be solely in the discretion of the Contract Administrator, as defined in Section 10.9. The insurer, if insurance is provided, or the Consultant, if a program of self-insurance is provided, shall waive all rights of subrogation against VCTC and its officers, officials, employees, and volunteers for loss arising from work performed under this Agreement.

3.2 Commercial General and Automobile Liability Insurance.

3.2.1 General requirements. Consultant, at its own cost and expense, shall maintain commercial general and automobile liability insurance for the term of this Agreement in an amount not less than \$1,000,000 per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. If a Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required

occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including the use of owned and non-owned automobiles.

3.2.2 Minimum scope of coverage. Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 or GL 0002 (most recent editions) covering comprehensive General Liability Insurance and Services Office form number GL 0404 covering Broad Form Comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001 (most recent edition). No endorsement shall be attached limiting the coverage.

3.2.3 Additional requirements. Each of the following shall be included in the insurance coverage or added as a certified endorsement to the policy:

- a. The Insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.
- b. Any failure of Consultant to comply with reporting provisions of the policy shall not affect coverage provided to VCTC and its officers, employees, agents, and volunteers.
- c. Consultant will also provide Professional Liability coverage detailed in Exhibit C.

3.3 All Policies Requirements.

3.3.1 Acceptability of insurers. All insurance required by this section is to be placed with insurers with a Bests' rating of no less than A:VII.

3.3.2 Verification of coverage. Prior to beginning any work under this Agreement, Consultant shall furnish VCTC with complete copies of all policies delivered to Consultant by the insurer, including complete copies of all endorsements attached to those policies. All copies of policies and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf. If VCTC does not receive the required insurance documents prior to the Consultant beginning work, this shall not waive the Consultant's obligation to provide them. VCTC reserves the right to require complete copies of all required insurance policies at any time.

3.3.3 Notice of Reduction in or Cancellation of Coverage. A certified endorsement shall be attached to all insurance obtained pursuant to this Agreement stating that coverage shall not be suspended, voided, canceled by either party, or reduced in coverage or in limits, except after thirty (30) days' prior written notice by certified

mail, return receipt requested, has been given to VCTC. In the event that any coverage required by this section is reduced, limited, cancelled, or materially affected in any other manner, Consultant shall provide written notice to VCTC at Consultant's earliest possible opportunity and in no case later than ten (10) working days after Consultant is notified of the change in coverage.

- 3.3.4 Additional insured; primary insurance.** VCTC and its officers, employees, agents, and volunteers shall be covered as additional insureds with respect to each of the following: liability arising out of activities performed by or on behalf of Consultant, including VCTC's general supervision of Consultant; products and completed operations of Consultant, as applicable; premises owned, occupied, or used by Consultant. The coverage shall contain no special limitations on the scope of protection afforded to VCTC or its officers, employees, agents, or volunteers.

A certified endorsement must be attached to the commercial liability policy stating that coverage is primary insurance with respect to VCTC and its officers, officials, employees and volunteers, and that no insurance or self-insurance maintained by VCTC shall be called upon to contribute to a loss under the coverage.

- 3.3.5 Deductibles and Self-Insured Retentions.** Consultant shall disclose to and obtain the approval of City for the self-insured retentions and deductibles before beginning any of the services or work called for by any term of this Agreement. Further, if the Consultant's insurance policy includes a self-insured retention that must be paid by a named insured as a precondition of the insurer's liability, or which has the effect of providing that payments of the self-insured retention by others, including additional insureds or insurers do not serve to satisfy the self-insured retention, such provisions must be modified by special endorsement so as to not apply to the additional insured coverage required by this agreement so as to not prevent any of the parties to this agreement from satisfying or paying the self-insured retention required to be paid as a precondition to the insurer's liability. Additionally, the certificates of insurance must note whether the policy does or does not include any self-insured retention and also must disclose the deductible.

During the period covered by this Agreement, only upon the prior express written authorization of Contract Administrator, Consultant may increase such deductibles or self-insured retentions with respect to VCTC, its officers, employees, agents, and volunteers. The Contract Administrator may condition approval of an increase in deductible or self-insured retention levels with a requirement that Consultant procure a bond, guaranteeing payment of losses and related investigations, claim administration, and defense expenses that is satisfactory in all respects to each of them.

- 3.3.6 Subcontractors.** Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

3.3.7 Wasting Policy. No insurance policy required by Section 3 shall include a “wasting” policy limit.

3.3.8 Variation. VCTC may approve a variation in the foregoing insurance requirements, upon a determination that the coverage, scope, limits, and forms of such insurance are either not commercially available, or that VCTC’s interests are otherwise fully protected.

3.4 Remedies. In addition to any other remedies VCTC may have if Consultant fails to provide or maintain any insurance policies or policy endorsements to the extent and within the time herein required, VCTC may, at its sole option exercise any of the following remedies, which are alternatives to other remedies VCTC may have and are not the exclusive remedy for Consultant’s breach:

- a. Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;
- b. Order Consultant to stop work under this Agreement or withhold any payment that becomes due to Consultant hereunder, or both stop work and withhold any payment, until Consultant demonstrates compliance with the requirements hereof; and/or
- c. Terminate this Agreement.

Section 4. INDEMNIFICATION AND CONSULTANT’S RESPONSIBILITIES. Consultant shall, to the fullest extent allowed by law, with respect to all Services performed in connection with this Agreement, indemnify, defend with counsel selected by VCTC, and hold harmless VCTC and its officials, officers, employees, agents, and volunteers from and against any and all losses, liability, claims, suits, actions, damages, and causes of action arising out of any personal injury, bodily injury, loss of life, or damage to property, or any violation of any federal, state, or municipal law or ordinance (“Claims”), to the extent caused, directly or indirectly, in whole or in part, by the willful misconduct or negligent acts or omissions of Consultant or its employees, subcontractors, or agents. The foregoing obligation of Consultant shall not apply when (1) the injury, loss of life, damage to property, or violation of law arises wholly from the gross negligence or willful misconduct of VCTC or its officers, employees, agents, or volunteers and (2) the actions of Consultant or its employees, subcontractor, or agents have contributed in no part to the injury, loss of life, damage to property, or violation of law.

4.1 Insurance Not in Place of Indemnity. Acceptance by VCTC of insurance certificates and endorsements required under this Agreement does not relieve Consultant from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to any damages or claims for damages whether or not such insurance policies shall have been determined to apply. By execution of this Agreement, Consultant acknowledges and agrees to the provisions of this Section and that it is a material element of consideration.

4.2 PERS Liability. In the event that Consultant or any employee, agent, or subcontractor of Consultant providing services under this Agreement is determined by a court of competent jurisdiction or the California Public Employees Retirement System (PERS) to

be eligible for enrollment in PERS as an employee of VCTC, Consultant shall indemnify, defend, and hold harmless VCTC for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its employees, agents, or subcontractors, as well as for the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of VCTC.

- 4.3 **Third Party Claims.** With respect to third party claims against the Consultant, the Consultant waives any and all rights of any type of express or implied indemnity against the Indemnitees.

Section 5. STATUS OF CONSULTANT.

- 5.1 **Independent Contractor.** At all times during the term of this Agreement, Consultant shall be an independent contractor and shall not be an employee of VCTC. VCTC shall have the right to control Consultant only insofar as the results of Consultant's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subparagraph 1.3; however, otherwise VCTC shall not have the right to control the means by which Consultant accomplishes services rendered pursuant to this Agreement. Notwithstanding any other VCTC, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by VCTC, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of VCTC and entitlement to any contribution to be paid by VCTC for employer contributions and/or employee contributions for PERS benefits.
- 5.2 **Consultant Not an Agent.** Except as VCTC may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of VCTC in any capacity whatsoever as an agent to bind VCTC to any obligation whatsoever.

Section 6. LEGAL REQUIREMENTS.

- 6.1 **Governing Law.** The laws of the State of California shall govern this Agreement.
- 6.2 **Compliance with Applicable Laws.** Consultant and any subcontractors shall comply with all federal, state and local laws and regulations applicable to the performance of the work hereunder. Consultant's failure to comply with such law(s) or regulation(s) shall constitute a breach of contract.
- 6.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Consultant and any subcontractors shall comply with all applicable rules and regulations to which VCTC is bound by the terms of such fiscal assistance program.
- 6.4 **Licenses and Permits.** Consultant represents and warrants to VCTC that Consultant and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals, including from VCTC, of whatsoever nature that are legally required to

practice their respective professions. Consultant represents and warrants to VCTC that Consultant and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from VCTC.

- 6.5 Nondiscrimination and Equal Opportunity.** Consultant shall not discriminate, on the basis of a person's race, religion, color, national origin, age, physical or mental handicap or disability, medical condition, marital status, sex, or sexual orientation, against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Consultant under this Agreement. Consultant shall comply with all applicable federal, state, and local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in employment, contracting, and the provision of any services that are the subject of this Agreement, including but not limited to the satisfaction of any positive obligations required of Consultant thereby.

Consultant shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

Section 7. TERMINATION AND MODIFICATION.

- 7.1 Termination.** VCTC may cancel this Agreement at any time and without cause upon written notification to Consultant.

Consultant may cancel this Agreement for cause upon thirty (30) days' written notice to VCTC and shall include in such notice the reasons for cancellation.

In the event of termination, Consultant shall be entitled to compensation for services performed to the effective date of notice of termination; VCTC, however, may condition payment of such compensation upon Consultant delivering to VCTC all materials described in Section 8.1.

- 7.2 Extension.** VCTC may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require Contractor to execute a written amendment to this Agreement, as provided for herein. Consultant understands and agrees that, if VCTC grants such an extension, VCTC shall have no obligation to provide Consultant with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, VCTC shall have no obligation to reimburse Consultant for any otherwise reimbursable expenses incurred during the extension period.

- 7.3 Amendments.** The Parties may amend this Agreement only by a writing signed by all the Parties.

- 7.4 Assignment and Subcontracting.** VCTC and Consultant recognize and agree that this Agreement contemplates personal performance by Consultant and is based upon a determination of Consultant's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to VCTC for entering into this Agreement was and is the professional reputation and competence of Consultant. Consultant may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Consultant shall not assign or subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.
- 7.5 Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between VCTC and Consultant shall survive the termination of this Agreement.
- 7.6 Options upon Breach by Consultant.** If Consultant materially breaches any of the terms of this Agreement, VCTC's remedies shall include, but not be limited to, the following:
- 7.6.1** Immediately terminate the Agreement;
 - 7.6.2** Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;
 - 7.6.3** Retain a different consultant to complete the work described in Exhibit A not finished by Consultant; or
 - 7.6.4** Charge Consultant the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that VCTC would have paid Consultant pursuant to Section 2 if Consultant had completed the work.

Section 8. KEEPING AND STATUS OF RECORDS.

- 8.1 Records Created as Part of Consultant's Performance.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of VCTC. Consultant hereby agrees to deliver those documents to VCTC upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for VCTC and are not necessarily suitable for any future or other use. VCTC and Consultant agree that, until final approval by VCTC, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both Parties except as required by law.

- 8.2 Consultant's Books and Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to VCTC under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement.
- 8.3 Inspection and Audit of Records.** Any records or documents that Section 8.2 of this Agreement requires Consultant to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of VCTC. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds ten thousand (\$10,000.00), the Agreement shall be subject to the examination and audit of the State Auditor, at the request of VCTC or as part of any audit of VCTC, for a period of three (3) years after final payment under the Agreement.
- 8.4 Records Submitted in Response to an Invitation to Bid or Request for Proposals.** All responses to a Request for Proposals (RFP) or invitation to bid issued by VCTC become the exclusive property of VCTC. At such time as VCTC selects a bid, all proposals received become a matter of public record, and shall be regarded as public records, with the exception of those elements in each proposal that are defined by Consultant and plainly marked as "Confidential," "Business Secret" or "Trade Secret."

VCTC shall not be liable or in any way responsible for the disclosure of any such proposal or portions thereof, if Consultant has not plainly marked it as a "Trade Secret" or "Business Secret," or if disclosure is required under the Public Records Act.

Although the California Public Records Act recognizes that certain confidential trade secret information may be protected from disclosure, VCTC may not be in a position to establish that the information that a prospective bidder submits is a trade secret. If a request is made for information marked "Trade Secret" or "Business Secret," and the requester takes legal action seeking release of the materials it believes does not constitute trade secret information, by submitting a proposal, Consultant agrees to indemnify, defend and hold harmless VCTC, its agents and employees, from any judgment, fines, penalties, and award of attorney's fees awarded against VCTC in favor of the party requesting the information, and any and all costs connected with that defense. This obligation to indemnify survives VCTC's award of the contract. Consultant agrees that this indemnification survives as long as the trade secret information is in VCTC's possession, which includes a minimum retention period for such documents.

Section 9 MISCELLANEOUS PROVISIONS.

- 9.1 Attorneys' Fees.** If a Party to this Agreement brings any action, including arbitration or an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing Party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that Party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.

- 9.2 **Venue.** In the event that either Party brings any action against the other under this Agreement, the Parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Ventura or in the United States District Court for the Central District of California.
- 9.3 **Severability.** If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.
- 9.4 **No Implied Waiver of Breach.** The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.
- 9.5 **Successors and Assigns.** The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the Parties.
- 9.6 **Use of Recycled Products.** Consultant shall prepare and submit all reports, written studies and other printed material on recycled paper to the extent it is available at equal or less cost than virgin paper.
- 9.7 **Conflict of Interest.** Consultant may serve other clients, but none whose activities within the corporate limits of VCTC or whose business, regardless of location, would place Consultant in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000, *et seq.*

Consultant shall not employ any VCTC official in the work performed pursuant to this Agreement. No officer or employee of VCTC shall have any financial interest in this Agreement that would violate California Government Code Sections 1090, *et seq.*

Consultant hereby warrants that it is not now, nor has it been in the previous twelve (12) months, an employee, agent, appointee, or official of VCTC. If Consultant was an employee, agent, appointee, or official of VCTC in the previous twelve (12) months, Consultant warrants that it did not participate in any manner in the forming of this Agreement. Consultant understands that, if this Agreement is made in violation of Government Code §1090, *et seq.*, the entire Agreement is void and Consultant will not be entitled to any compensation for services performed pursuant to this Agreement, including reimbursement of expenses, and Consultant will be required to reimburse VCTC for any sums paid to the Consultant. Consultant understands that, in addition to the foregoing, it may be subject to criminal prosecution for a violation of Government Code § 1090 and, if applicable, will be disqualified from holding public office in the State of California.

- 9.8 **Solicitation.** Consultant agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.

- 9.9 Contract Administration.** This Agreement shall be administered by Martin R. Erickson, Executive Director ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.
- 9.10 Notices.** All notices and other communications which are required or may be given under this Agreement shall be in writing and shall be deemed to have been duly given (i) when received if personally delivered; (ii) when received if transmitted by telecopy, if received during normal business hours on a business day (or if not, the next business day after delivery) provided that such facsimile is legible and that at the time such facsimile is sent the sending Party receives written confirmation of receipt; (iii) if sent for next day delivery to a domestic address by recognized overnight delivery service (e.g., Federal Express); and (iv) upon receipt, if sent by certified or registered mail, return receipt requested. In each case notice shall be sent to the respective Parties as follows:
- Consultant
Vicki Quintero Brashear, Director of Products and Services
CPS HR Consulting
2450 Del Paso Road, Suite 220
Sacramento, CA 95834
- VCTC
Martin R. Erickson
Executive Director
Ventura County Transportation Commission
751 E. Daily Drive, Suite 420
Camarillo, CA 93010
- 9.12 Integration.** This Agreement, including the scope of work attached hereto and incorporated herein as Exhibits A and B represents the entire and integrated agreement between VCTC and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral pertaining to the matters herein.
- | | |
|------------------|--|
| <u>Exhibit A</u> | Scope of Services |
| <u>Exhibit B</u> | Compensation Schedule |
| <u>Exhibit C</u> | Professional Services Liability Coverage |
- 9.13 Counterparts.** This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.
- 9.14 Construction.** The headings in this Agreement are for the purpose of reference only and shall not limit or otherwise affect any of the terms of this Agreement. The parties have had an equal opportunity to participate in the drafting of this Agreement; therefore any construction as against the drafting party shall not apply to this Agreement.
- 9.15 No Third Party Beneficiaries.** This Agreement is made solely for the benefit of the Parties hereto with no intent to benefit any non-signatory third parties.

The Parties have executed this Agreement as of the Effective Date.

VCTC

CPS HR Consulting

Martin R. Erickson, Executive Director

Vicki Quintero Brashear, Director of Products &
Services

Approved as to Form:

Steven T. Mattas, General Counsel

EXHIBIT A
SCOPE OF SERVICES

A. WORK PRODUCTS/ CONTRACTOR RESPONSIBILITIES

Consultant will assist VCTC with various human resources consulting and support services, in the following areas:

- Classification and Compensation Studies
- Recruitment, Examination and Selection
- Benefit Administration
- Organizational Studies
- Employee Relations (investigations, mediation, etc.)
- Labor Relations
- Coaching (executive, leadership development, career, onboarding, enhancing performance/behavior, supervisor/manager, succession planning, team building, etc.)
- Conflict Resolution
- HR Administrative Services (policy development and review, compliance audits, etc.)

EXHIBIT B
COMPENSATION SCHEDULE

Consultants shall be compensated at the following hourly rates.

Service and Staff	Consulting Price	Travel Time Cost
HR Consulting or DEI Consulting	\$145 - \$175 per hour	\$72.50 - \$87.50 per hour
Principal HR Consultant/Project Manager	\$140 per hour	\$70.00 per hour
Senior HR Consultant	\$135 per hour	\$68.50 per hour
HR Consultant	\$125 per hour	\$62.50 per hour
HR Technician	\$95 per hour	N/A

Reimbursable Expenses

Consultant travel time will be billed at 50% of the hourly rate and travel expenses will be billed at the appropriate IRS travel rate for mileage as well as other direct costs such as tolls and parking.

Actual out-of-pocket reimbursable expenses for such items as advertising, printing/copying, postage/delivery charges, and related fees, if paid by CPS HR, will be billed directly to VCTC for actual expenses incurred.

EXHIBIT C

INSURANCE REQUIREMENTS FOR PROFESSIONAL SERVICES

Consultant shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

MINIMUM SCOPE AND LIMIT OF INSURANCE

Coverage shall be at least as broad as:

1. **Commercial General Liability (CGL):** Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than **\$1,000,000** per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.
2. **Automobile Liability:** Insurance Services Office Form Number CA 0001 covering, Code 1 (any auto), or if Consultant has no owned autos, Code 8 (hired) and 9 (non-owned), with limit no less than **\$1,000,000** per accident for bodily injury and property damage.
3. **Workers' Compensation** insurance as required by the State of California, with Statutory Limits, and Employer's Liability Insurance with limit of no less than **\$1,000,000** per accident for bodily injury or disease.

(Not required if consultant provides written verification it has no employees)

1. **Professional Liability** (Errors and Omissions) Insurance appropriate to the Consultant's profession, with limit no less than **\$2,000,000** per occurrence or claim, **\$2,000,000** aggregate.

If the Consultant maintains broader coverage and/or higher limits than the minimums shown above, the Entity requires and shall be entitled to the broader coverage and/or the higher limits maintained by the contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the Entity.

Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions:

Additional Insured Status

The Entity, its officers, officials, employees, and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of **both** CG 20 10, CG 20 26, CG 20 33, or CG 20 38; **and** CG 20 37 if a later edition is used).

Primary Coverage

For any claims related to this contract, the **Contractor's insurance coverage shall be primary and non-contributory** and at least as broad as ISO CG 20 01 04 13 as respects the Entity, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by the Entity, its officers, officials,

employees, or volunteers shall be excess of the Contractor's insurance and shall not contribute with it. This requirement shall also apply to any Excess or Umbrella liability policies.

Umbrella or Excess Policy

The Contractor may use Umbrella or Excess Policies to provide the liability limits as required in this agreement. This form of insurance will be acceptable provided that all of the Primary and Umbrella or Excess Policies shall provide all of the insurance coverages herein required, including, but not limited to, primary and non-contributory, additional insured, Self-Insured Retentions (SIRs), indemnity, and defense requirements. The Umbrella or Excess policies shall be provided on a true "following form" or broader coverage basis, with coverage at least as broad as provided on the underlying Commercial General Liability insurance. No insurance policies maintained by the Additional Insureds, whether primary or excess, and which also apply to a loss covered hereunder, shall be called upon to contribute to a loss until the Contractor's primary and excess liability policies are exhausted.

NOTE to Agencies: Please see the section on The Myth of "Following Form" Excess Limits Insurance Policies for additional explanatory information on this very common Excess policy problem that needs to be verified and corrected.

Notice of Cancellation

Each insurance policy required above shall provide that coverage shall not be canceled, except with notice to the Entity.

Waiver of Subrogation

Contractor hereby grants to Entity a waiver of any right to subrogation which any insurer of said Contractor may acquire against the Entity by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the Entity has received a waiver of subrogation endorsement from the insurer.

Self-Insured Retentions

Self-insured retentions must be declared to and approved by the Entity. The Entity may require the Contractor to purchase coverage with a lower retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insured or Entity. The CGL and any policies, including Excess liability policies, may not be subject to a self-insured retention (SIR) or deductible that exceeds \$25,000 [fill in the amount for your comfort level for the specific Contractor and job – it could be much higher, or in the case of a very small Contractor, you might want it lower] unless approved in writing by Entity. Any and all deductibles and SIRs shall be the sole responsibility of Contractor or subcontractor who procured such insurance and shall not apply to the Indemnified Additional Insured Parties. Entity may deduct from any amounts otherwise due Contractor to fund the SIR/deductible. Policies shall NOT contain any self-insured retention (SIR) provision that limits the satisfaction of the SIR to the Named. The policy must also provide that Defense costs, including the Allocated Loss Adjustment Expenses, will satisfy the SIR or deductible. Entity reserves the right to obtain a copy of any policies and endorsements for verification.

NOTE to Agencies: If the SIR is not paid, there is NO COVERAGE for the Insured or you as the Additional Insured or Indemnified Party. Since there is usually a requirement in the SIR provisions on the Contractor's policy that the Named Insured Contractor (not the Agency as an Additional Insured) is the only party allowed to make the payment of the SIR in order to trigger coverage, it is necessary to include the Contract provision requirement above

Acceptability of Insurers

Insurance is to be placed with insurers authorized to conduct business in the state with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the Entity.

Claims Made Policies (note – should be applicable only to professional liability, see below)

If any of the required policies provide claims-made coverage:

1. The Retroactive Date must be shown, and must be before the date of the contract or the beginning of contract work.
2. Insurance must be maintained and evidence of insurance must be provided ***for at least five (5) years after completion of the contract of work.***
3. If coverage is canceled or non-renewed, and not replaced ***with another claims-made policy form with a Retroactive Date prior to*** the contract effective date, the Contractor must purchase "extended reporting" coverage for a minimum of ***five (5) years*** after completion of work.

Verification of Coverage

Contractor shall furnish the Entity with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this clause **and a copy of the Declarations and Endorsements Pages of the CGL and any Excess policies listing all policy endorsements.** All certificates and endorsements and copies of the Declarations & Endorsements pages are to be received and approved by the Entity before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The Entity reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by these specifications, at any time. Entity reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

Subcontractors

Consultant shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein, and Contractor shall ensure that Entity is an additional insured on insurance required from subcontractors.

Duration of Coverage

CGL & Excess liability policies **for any construction related work, including, but not limited to, maintenance, service, or repair work**, shall continue coverage for a minimum of 5 years for Completed Operations liability coverage. Such Insurance must be maintained and evidence of insurance must be provided ***for at least five (5) years after completion of the contract of work.***

Special Risks or Circumstances

Entity reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.



Item #8J

October 7, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: ROXANNA IBARRA, CLERK OF THE BOARD

SUBJECT: ADOPT A RESOLUTION APPROVING THE 2022 LOCAL BIENNIAL NOTICE FOR THE VENTURA COUNTY TRANSPORTATION COMMISSION'S CONFLICT OF INTEREST CODE

RECOMMENDATION:

- Adopt a resolution approving and authorizing the Chair of the Ventura County Transportation Commission to execute the 2022 Local Agency Biennial Notice regarding the Ventura County Transportation Commission's Conflict of Interest Code.

DISCUSSION:

The Political Reform Act requires local government agencies to adopt and promulgate conflict of interest codes. Pursuant to that Act, the California Fair Political Practices Commission (FPPC) has adopted regulations containing the terms of a standard conflict of interest code, including the requirement that all conflict of interest codes must be reviewed, amended as needed, and adopted (even if unchanged) in each even-numbered year.

The FPPC prepared a 2022 Local Agency Biennial Notice (Notice) form for agencies to complete before submitting to their respective code reviewing body. The biennial review process is intended to ensure conflict of interest codes remain current and accurate, and include disclosure by those agency officials who make or participate in making governmental decisions.

Staff review of the Conflict of Interest Code adopted by the Commission at its initial meeting on November 6, 2020 finds that no amendment to the code is required at this time. The approved 2022 Local Agency Biennial Notice will be submitted to the Ventura County Board of Supervisors for its review and approval as the code reviewing board for the Ventura County Transportation Commission.

ATTACHMENT A- *Resolution Approving and Authorizing Execution of the 2022 Local Biennial Notice for Ventura County Transportation Commission's Conflict of Interest Code*

ATTACHMENT B- *2022 Local Agency Biennial Notice*

EXHIBIT A & B- *Ventura County Transportation Commission – Conflict of Interest Code and Disclosure Categories*

ATTACHMENT A

RESOLUTION NO. 2022-12

A JOINT RESOLUTION OF THE VENTURA COUNTY TRANSPORTATION COMMISSION, THE VENTURA COUNTY LOCAL TRANSPORTATION AUTHORITY, THE VENTURA COUNTY AIRPORT LAND USE COMMISSION, THE VENTURA COUNTY SERVICE AUTHORITY FOR FREEWAY EMERGENCIES, THE CONSOLIDATED TRANSPORTATION SERVICES AGENCY FOR VENTURA COUNTY, AND THE VENTURA COUNTY CONGESTION MANAGEMENT AGENCY APPROVING AND AUTHORIZING THE EXECUTION OF THE 2022 LOCAL AGENCY BIENNIAL NOTICE REGARDING THE VENTURA COUNTY TRANSPORTATION COMMISSION'S CONFLICT-OF-INTEREST CODE FOR SAID ORGANIZATIONS

WHEREAS, pursuant to the Political Reform Act, all local government agencies are required to adopt and promulgate conflict of interest codes, and to conduct a review of the codes in each even-numbered year to determine its accuracy or amend as needed; and

WHEREAS, the Fair Political Practices Commission adopted regulation (Cal. Code Regs., tit.2, § 18730) which contains the terms of a standard Conflict of Interest Code; and

WHEREAS, the Ventura County Board of Supervisors is the reviewing body with regard to local conflict of interest codes that must be adopted by various agencies within Ventura County; and

WHEREAS, the VCTC Conflict of Interest Code (Code) was adopted at the initial meeting of the VCTC on November 6, 2020; and

WHEREAS, biennial review is intended to ensure conflict of interest codes remain current and accurate, and include disclosure by those agency officials who make or participate in making governmental decisions; and

WHEREAS, staff's review finds the Code to be accurate and no amendment is required at this time.

NOW THEREFORE, BE IT RESOLVED BY THE VENTURA COUNTY TRANSPORTATION COMMISSION("VCTC") as follows:

1. The above recitations are true and correct.
2. VCTC hereby approves and authorizes the VCTC Chair to execute the FPPC's 2022 Local Biennial Notice (Notice) regarding the Code.
3. The Executive Director of the VCTC Agencies shall certify the adoption of this Resolution and shall be the designated person to receive and file statements of economic interests for VCTC. Upon receipt of such statements, the Executive Director is directed to retain a copy for a period of not less than 10 years and forward the originals to the County Clerk.
4. The Secretary of the VCTC Agencies is authorized to forward a copy of the adopted 2022 Local Agency Biennial Notice and Conflict of Interest Code to the Board of Supervisors for its review and approval.

PASSED APPROVED AND ADOPTED this 7th day of October 2022.

TONY TREMBLEY, Chair, VCTC

ATTEST:

ROXANNA IBARRA, Clerk of the Commission

APPROVED AS TO FORM:

STEVE MATTAS, General Counsel

2022 Local Agency Biennial Notice

Name of Agency: VENTURA COUNTY TRANSPORTATION COMMISSION
Mailing Address: 751 E. DAILY DRIVE, SUITE 420 CAMARILLO, CA 93010
Contact Person: ROXANNA IBARRA Phone No. 805-642-1591 EXT. 101
Email: ribarra@goventura.org Alternate Email: merickson@goventura.org

Accurate disclosure is essential to monitor whether officials have conflicts of interest and to help ensure public trust in government. The biennial review examines current programs to ensure that the agency's code includes disclosure by those agency officials who make or participate in making governmental decisions.

This agency has reviewed its conflict of interest code and has determined that (*check one BOX*):

☐ **An amendment is required. The following amendments are necessary:**

(*Check all that apply.*)

- ☐ Include new positions
- ☐ Revise disclosure categories
- ☐ Revise the titles of existing positions
- ☐ Delete titles of positions that have been abolished and/or positions that no longer make or participate in making governmental decisions
- ☐ Other (*describe*) _____

☐ **The code is currently under review by the code reviewing body.**

☒ **No amendment is required.** (If your code is over five years old, amendments may be necessary.)

Verification (to be completed if no amendment is required)

This agency's code accurately designates all positions that make or participate in the making of governmental decisions. The disclosure assigned to those positions accurately requires that all investments, business positions, interests in real property, and sources of income that may foreseeably be affected materially by the decisions made by those holding designated positions are reported. The code includes all other provisions required by Government Code Section 87302.

Signature of Chief Executive Officer

Date

All agencies must complete and return this notice regardless of how recently your code was approved or amended. Please return this notice no later than **October 3, 2022**, or by the date specified by your agency, if earlier, to: **E-Mail to: form700clerk@ventura.org**

or
Mail to: Clerk of the Board of Supervisors
800 S. Victoria Avenue, L# 1920
Ventura, CA 93009-1920

PLEASE DO NOT RETURN THIS FORM TO THE FPPC.

www.fppc.ca.gov
FPPC Advice: advice@fppc.ca.gov (866.275.3772)
Page 1 of 1

**2020 CONFLICT OF INTEREST CODE FOR
VENTURA COUNTY TRANSPORTATION COMMISSION
VENTURA COUNTY LOCAL TRANSPORTATION AUTHORITY
VENTURA COUNTY AIRPORT LAND USE COMMISSION
VENTURA COUNTY SERVICE AUTHORITY FOR FREEWAY EMERGENCIES
CONGESTION MANAGEMENT AGENCY FOR VENTURA COUNTY AND VENTURA COUNTY
CONGESTION MANAGEMENT AGENCY
(hereafter collectively referred to as, "VCTC AGENCIES")**

The Political Reform Act, Government Code section 81000 et seq., requires local government agencies to adopt and promulgate Conflict of Interest Codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code Regs., § 18730) which contains the terms of a standard Conflict of Interest Code, which may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act after public notice and hearings.

The terms of California Code of Regulations, Title 2, Section 18730, and any amendment to it duly adopted by the Fair Political Practices Commission, are hereby incorporated by reference as the Conflict of Interest Code for the **VCTC AGENCIES**, and along with the attached Exhibit A, which designates positions requiring disclosure and Exhibit B, which sets forth disclosure categories for each designated position, constitute the Conflict of Interest Code of the **VCTC AGENCIES**.

Persons holding positions designated in Exhibit A shall file Form 700 Statements of Economic Interests with the Clerk of the Ventura County Board of Supervisors' Office which shall be the Filing Officer.

IN PREPARING THE FORM 700, DESIGNATED FILERS NEED ONLY DISCLOSE THOSE FINANCIAL INTERESTS FALLING WITHIN THE DISCLOSURE CATEGORIES DESIGNATED FOR THAT FILER'S POSITION AS STATED IN EXHIBITS A AND B.

APPROVED AND ADOPTED this 6th day of November 2020:


By: 
Print Name: Claudia Bill-de la Peña
Title: VCTC Chair

EXHIBIT A – DESIGNATED POSITIONS AND FILING OFFICERS

# of POSITIONS	POSITION TITLE	DISCLOSURE CATEGORIES (From Exhibit B)	FILING OFFICER (Designate County Clerk of Board (COB) or Local Agency's Clerk (AC))
17	Commissioners	1	COB
1	Clerk of the Board	1	COB
1	Executive Director	1	COB
1	Finance Director	1	COB
1	Director of Planning & Policy	1	COB
1	Director of Programming	1	COB
1	Director of Transit	1	COB
1	Program Manager, Government & Community Relations	1	COB
1	Program Manager, Programming	1	COB
1	Program Manager, Regional Transit Planning	1	COB
1	Program Manager, Transit Contracts	1	COB
1	Program Manager, Transportation Planning	1	COB
1 (Consultant)¹	General Counsel	1	COB

¹ The disclosure, if any, required of a consultant will be determined on a case-by-case basis by the head of the agency or designee. The determination of whether a consultant has disclosure requirements should be made in writing on a Fair Political Practices Commission Form 805. The determination should include a description of the consultant's duties and based upon that description, a statement of the extent, if any, of the disclosure requirements. Each Form 805 is a public record and should be retained for public inspection either in the same manner and location as the Conflict of Interest Code, or with appropriate documentation at the location where the Conflict of Interest Code is maintained, cross-referencing to the Form 805.

EXHIBIT B – DISCLOSURE CATEGORIES

The terms *italicized* below have specific meaning under the Political Reform Act. In addition, the financial interests of a spouse, domestic partner and dependent children of the public official holding the designated position may require reporting. Consult the instructions and reference pamphlet of the Form 700 for explanation.

Category 1 – BROADEST DISCLOSURE

[SEE FORM 700 SCHEDULES A-1, A-2, B, C, D and E]

- (1) All sources of *income, gifts, loans and travel payments*;
- (2) All *interests in real property*; and
- (3) All *investments and business positions in business entities*.

Category 2 – REAL PROPERTY

[SEE FORM 700 SCHEDULE B]

All *interests in real property*, including *interests in real property* held by *business entities* and trusts in which the public official holds a business position or has an *investment* or other financial interest.

Category 3 – LAND DEVELOPMENT, CONSTRUCTION AND TRANSACTION

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which engage in land development, construction, or real property acquisition or sale.

Category 4 – PROCUREMENT

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which provide services, supplies, materials, machinery or equipment which the designated position procures or assists in procuring on behalf of their agency or department.

Category 5 – REGULATION AND PERMITTING

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which are subject to the regulatory, permitting or licensing authority of, or have an application or license pending before, the designated position's agency or department.

Category 6 – FUNDING

[SEE FORM 700 SCHEDULES A-1, A-2, C, D and E]

All *investments, business positions* and sources of *income, gifts, loans and travel payments*, from sources which receive grants or other funding from or through the designated position's agency or department.



[This page intentionally left blank.]



Item #8K

October 7, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

**FROM: CLAIRE GRASTY, DIRECTOR OF PUBLIC TRANSIT
DOLORES LOPEZ, TRANSIT PLANNER**

SUBJECT: VENTURA COUNTY GROUP TRANSIT ASSET MANAGEMENT (TAM) PLAN UPDATE

RECOMMENDATION:

- Approve update to the Ventura County Group TAM Plan

BACKGROUND:

In 2012, Moving Ahead for Progress in the 21st Century Act (MAP-21) mandated the Federal Transit Administration (FTA) develop a rule establishing a strategic and systematic process of operating, maintaining, and improving public capital assets effectively through their entire life cycle. The resulting FTA Transit Asset Management (TAM) Final Rule 49 USC 625 became effective in 2016 and set forth federal regulations establishing minimum asset management practices for transit providers. The final rule requires transit agencies to maintain and document minimum TAM standards, which will prioritize funding based on the condition of transit assets in order to achieve or maintain transit networks in a State of Good Repair (SGR).

The purpose of the FTA rulemaking is to help achieve and maintain SGR for the nation's public transportation assets. Currently, there is an estimated \$105.1 billion transit SGR backlog. The TAM rule aims to address the backlog by requiring transit providers create TAM plans that will help them systematically address their maintenance needs and develop prioritized asset investment plans. Well-developed asset management systems have been shown to have lower long-term maintenance costs and increased efficiency and service reliability. Additionally, the TAM Plan will have important non-quantifiable benefits, such as improved transparency and accountability. Implementing a TAM system requires transit providers to collect and use asset condition data, set targets, and develop strategies to prioritize investments to meet their goals. The rule develops a framework for transit agencies to monitor and manage public transportation assets, improve safety, increase reliability and performance, and establish performance measures and targets.

DISCUSSION:

As the designated recipient of funds, which passes along funds to subrecipients that own or operate capital assets used in providing public transportation, VCTC must sponsor a group TAM plan on behalf of its subrecipients. Accordingly, VCTC is the sponsoring agency of the Ventura County Group TAM Plan, which was adopted by the commission in 2018. The Group TAM Plan includes VCTC Intercity service, Valley Express, Camarillo Area Transit, Moorpark City Transit, Simi Valley Transit, Thousand Oaks Transit and the small operators of, Help of Ojai and Pathpoint. All of these operators are subrecipients with the exception of Simi Valley Transit which has elected to be part of the group plan.

TAM Plans for Tier II operators (operators with 100 or less peak vehicles) require the following:

- Inventory of Capital Assets
- Condition Assessment
- Decision Support Tools
- Investment Prioritization

The TAM Plan includes inventory of all assets used by the operators in the group plan as well as a condition assessment, decision support tools and investment prioritization for all assets owned by the operators. Also included is an inventory and condition assessment of the rail station platforms utilized by the Metrolink system, four of which are owned by VCTC. The TAM plan also includes targets for each asset type and a list of capital investments through 2027.

At the September 14th meeting, Transcom approved the TAM Plan, pending any comments received and additional data, which have been incorporated into the Plan.

The Ventura County Group TAM Plan update is included as an attachment.



Item #9

October 7, 2022

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

The new federal fiscal year begins Oct. 1. At the time this report was prepared, Congress had yet to pass budget legislation that would keep the government funded through the coming fiscal year. Without an approved budget in place, the federal government would shut down and federal funding to agencies such as the Ventura County Transportation Commission (VCTC) would lapse. Congress does have the option of passing a continuing resolution that would extend the current spending levels through a predetermined date while members continue work on a new budget bill. On Sept. 27, Senate Democrats proposed a continuing resolution that would keep the government funded through Dec. 16, 2022. The bill was under consideration by Senate members.

State Issues

Members of the Legislature wrapped up the 2021-22 session on Aug. 31, sending hundreds of bills to Gov. Gavin Newsom for consideration. The governor had until Sept. 30 to either sign or veto bills. The Legislature began its final recess Aug. 31, and the 2023-24 regular session is scheduled to begin Dec. 5.

Throughout the legislative session, VCTC staff has been monitoring several transportation-related bills and has reported the progress of each through the legislative matrix provided to the Commission each month. At the time this report was prepared, the governor had signed the following bills

- **Assembly Bill (AB) 1909 (Friedman):** Existing law prohibits the operation of a motorized bicycle or a class 3 electric bicycle on a bicycle path or trail, bikeway, bicycle lane, equestrian trail, or hiking or recreational trail, as specified. Existing law authorizes a local authority to

additionally prohibit the operation of class 1 and class 2 electric bicycles on these facilities. This bill would remove the prohibition of class 3 electric bicycles on these facilities and would instead authorize a local authority to prohibit the operation of any electric bicycle or any class of electric bicycle on an equestrian trail, or hiking or recreational trail.

- **AB 2453 (Bennett):** This bill would authorize the Ventura County Transportation Commission to impose a transactions and use tax for the support of countywide transportation programs at a rate of no more than 0.5% that would, in combination with other transactions and use taxes, exceed the above-described combined rate limit of 2%, if the ordinance proposing the tax is approved by the voters, subject to applicable voter approval requirements, as specified. The bill would provide that a transactions and use tax rate imposed pursuant to the bill will not be considered for purposes of that combined rate limit described above.

The governor vetoed the following bill:

- **AB 1919 (Holden):** This bill would have created a five-year Youth Transit Pass Pilot program to provide grants to transit agencies to create or expand free fare transit programs for college and K-12 students. In a message explaining the veto, the governor wrote that while he supports the intent of the bill, the adopted budget does not include funding for the program and future funding would need to come from a source that is not identified in the bill. The governor also cited revenues that have been lower than expected over the first months of this fiscal year.

Staff will continue to monitor bills that are still outstanding and provide an updated report to the Commission.

Climate package

Gov. Newsom signed a package of climate-focused bills intended to reduce pollution and speed the state's transition to clean energy. Among the roughly 40 bills included in the package are some focused on transit and transportation, including:

- **AB 2622 (Mullin):** Extends AB 784, passed in 2019, that creates a sales and use tax exemption for zero-emission buses purchased by California transit agencies. The exemption will be extended from Jan. 1, 2024, to Jan. 1, 2026. This bill was sponsored by the California Transit Association, of which VCTC is a member. This bill is intended to help transit agencies comply with a state regulation requiring transit agency fleets to be fully zero emission by 2040.
- **AB 1279 (Muratsuchi):** Codifies California's policy to achieve net zero greenhouse gas emissions as soon as possible but not later than 2045.

Attachment A is the monthly report of Delaney Hunter, the Commission's state lobbyist. Attachment B is the matrix of bills that VCTC has been tracking.



CALIFORNIA ADVISORS, LLC

VENTURA COUNTY TRANSPORTATION COMMISSION MONTHLY STATE ADVOCACY REPORT SEPTEMBER 2022

Legislative Update

August 31st marked the end of the 2021-22 legislative session, where all legislative and budget items had to be closed out and finalized. As a result, the weeks leading up to the deadline consisted of lengthy floor sessions that often lasted into the late evening hours. The month of September has been a little quieter on the legislative front with both houses going on their interim recess. Legislators have returned to their districts and will now shift their focus on local issues. They will not be required to return to Sacramento until December 5th when the Legislature reconvenes for one-day to swear in the new members after the election results are certified.

The focus for September is squarely on Governor Gavin Newsom who has until September 30th to sign or veto all the legislation sent to him. The Governor has made several announcements about bill signings, but with only a few days left before the deadline he still has hundreds of bills to act on. On several occasions where the Governor has vetoed a bill, he has referenced the state's declining revenues. The Legislature sent him over \$20 billion in one time spending commitments and \$10 billion in ongoing commitments created through legislation.

The Department of Finance has released their monthly finance bulletin for August revenues. The state continues to receive less than their estimates projected and in August missed their target by \$816 million or by 6%. The cash receipts for the first two months of the 2022-23 fiscal year were \$2 billion or 8.4% below estimates. If this trend continues through the next couple of months the Legislature could be faced with making budgetary cuts in 2023.

Although the Legislature is on recess, the California Advisors team is continuing to keep close contact with the Capitol and will keep VCTC updated on any developments.

Upcoming Bill Deadlines and 2 Year Bills

September 30 – Last day for Governor to sign or veto bills

November 8 – General Election

December 5 – 2023-24 Regular Session convenes

Below is a list of VCTC tracked bills:

AB 1154 (Patterson R) California Environmental Quality Act: exemption: egress route projects: fire safety.

Introduced: 2/18/2021

Status: 8/12/2022-Failed Deadline pursuant to Rule 61(b)(15). (Last location was APPR. SUSPENSE FILE on 8/2/2022)

Summary: Would, until January 1, 2029, exempt from CEQA egress route projects undertaken by a public agency to improve emergency access to and evacuation from a subdivision without a secondary egress if the State Board of Forestry and Fire Protection has recommended the creation of a secondary access to the subdivision and certain conditions are met. The bill would require the lead agency to hold a noticed public meeting to hear and respond to public comments before determining that a project is exempt. The bill would require the lead agency, if it determines that a project is not subject to CEQA and approves or carries out that project, to file a notice of exemption with the Office of Planning and Research and with the clerk of the county in which the project will be located.

AB 1626 (Nguyen R) Motor Vehicle Fuel Tax Law: limitation on adjustment.

Introduced: 1/10/2022

Status: 8/31/2022-Failed Deadline pursuant to Rule 61(b)(18). (Last location was PRINT on 1/10/2022)

Summary: Existing law, the Motor Vehicle Fuel Tax Law, administered by the California Department of Tax and Fee Administration, imposes a tax upon each gallon of motor vehicle fuel removed from a refinery or terminal rack in this state, entered into this state, or sold in this state, at a specified rate per gallon. Existing law requires the department to annually adjust the tax imposed by increasing the rates based on the California Consumer Price Index, as specified. This bill would limit the above-described annual adjustment to a maximum of 2% for rate adjustments made on or after July 1, 2023. This bill contains other related provisions.

AB 1638 (Kiley R) Motor Vehicle Fuel Tax Law: suspension of tax.

Introduced: 1/12/2022

Status: 8/31/2022-Failed Deadline pursuant to Rule 61(b)(18). (Last location was APPR. on 4/4/2022)

Summary: Would suspend the imposition of the tax on motor vehicle fuels for 6 months. The bill would direct the Controller to transfer a specified amount from the General Fund to the Motor Vehicle Fuel Account in the Transportation Tax Fund. By transferring General Fund moneys to a continuously appropriated account, this bill would make an appropriation.

AB 1680 (Lee D) Transit operators: ticket machines: access for visually impaired persons.

Introduced: 1/24/2022

Status: 9/6/2022-Approved by the Governor. Chaptered by Secretary of State - Chapter 252, Statutes of 2022.

Summary: Current law authorizes the Sacramento Regional Transit District, the Los Angeles County Metropolitan Transportation Authority, the Fresno Area Express, and the San Francisco Bay Area Rapid Transit District (BART) to issue a prohibition order to any person who is cited 3 times within a period of 90 days for specified infractions committed in or on a vehicle, bus stop, or train or light rail station of a transit district or a property, facility, or vehicle upon which BART owes policing responsibilities, or to any person who is arrested or convicted for a misdemeanor or felony committed in or on a vehicle, bus stop, or light rail station of the transit district for acts involving violence, threats of violence, lewd or lascivious behavior, or possession for sale or sale of a controlled substance. Current law makes those prohibition orders subject to an automatic stay and prohibits a prohibition order from taking effect until the latest of 11 calendar days after delivery of the prohibition order, 11 calendar days after delivery of the results of a timely requested initial review of the prohibition order, or the date a hearing officer's decision is delivered if an administrative hearing was timely requested, as specified. This bill would instead prohibit a prohibition order from taking effect until the latest of 12, rather than 11, calendar days after delivery of the prohibition order, 12, rather than 11, calendar days after delivery of the results of a timely requested initial review of the prohibition order, or the date a hearing officer's decision is delivered if an administrative hearing was timely requested.

AB 1778 (Garcia, Cristina D) State transportation funding: freeway widening: poverty and pollution: Department of Transportation.

Introduced: 2/3/2022

Status: 7/5/2022-Failed Deadline pursuant to Rule 61(b)(14). (Last location was S. TRANS. on 6/1/2022)

Summary: Current law authorizes the Department of Transportation to do any act necessary, convenient, or proper for the construction, improvement, maintenance, or use of all highways that are under its jurisdiction, possession, or control. Current law requires the department to prepare and submit to the Governor a proposed budget, as provided. This bill would require the department to consult the California Healthy Places Index, as defined, as a condition of using state funds or personnel time to fund or permit freeway projects, as provided. The bill would require the department to analyze housing and environmental variables through the index, as provided, and would prohibit any state funds or personnel time from being used to fund or permit freeway projects in areas that fall within the zero to 50th percentile on the housing and environmental variables analyzed through the index, as provided.

AB 1833 (Ward D) San Diego Metropolitan Transit Development Board: North County Transit District: consolidated agency: public contracting.

Introduced: 2/7/2022

Status: 7/19/2022-Approved by the Governor. Chaptered by Secretary of State - Chapter 110, Statutes of 2022.

Summary: The San Diego Regional Transportation Consolidation Act creates the consolidated agency, commonly known as the San Diego Association of Governments (SANDAG), through the consolidation of certain regional transportation planning, programming, and related functions in the County of San Diego from various agencies.

Current law requires the San Diego Metropolitan Transit Development Board, North County Transit District, and consolidated agency to follow specified procedures when contracting for certain services, the acquisition or lease of materials, supplies, or equipment, architectural, landscape architectural, engineering, environmental, land surveying, or construction project management services. Current law requires those entities to follow different procedures when the amount of the contract exceeds specified thresholds. This bill would increase those thresholds from \$100,000, or \$50,000 in certain instances, to \$150,000, and would make other clarifying changes, as specified.

AB 1919 (Holden D) Transportation: free student transit passes.

Introduced: 2/9/2022

Status: 9/13/2022-Vetoed by Governor.

Summary: Would, upon the appropriation of moneys by the Legislature, create the Youth Transit Pass Pilot Program, administered by the Department of Transportation, for purposes of awarding grants to transit agencies for the costs of creating, designing, developing, advertising, distributing, and implementing free youth transit passes to persons attending certain educational institutions, providing free transit service to holders of those passes, and administering and participating in the program, as specified. The bill would authorize a transit agency to submit a grant application in partnership with one or more educational institutions and would also authorize grant funds to be used to maintain, subsidize, or expand an existing fare free program, as provided. The bill would authorize a transit agency with an existing fare free program that enables a person 18 years of age or younger to use a transit agency's bus and rail services without paying any additional fare or charge to submit an application without an educational institution partner, as provided. The bill would require the department to submit a report to specified committees of the Legislature on or before January 1, 2027, on, among other things, the outcomes of the program and the funding conditions associated with offering free youth transit passes, the status of transit pass programs statewide, and whether these provisions led to reductions in the emissions of greenhouse gases and vehicle miles traveled, as provided. The bill would repeal its provisions as of January 1, 2028.

AB 1938 (Friedman D) Local transportation funds.

Introduced: 2/10/2022

Status: 9/18/2022-Approved by the Governor. Chaptered by Secretary of State - Chapter 406, Statutes of 2022.

Summary: Current law establishes various default speed limits for vehicles upon highways, as specified. Current law requires the Department of Transportation (Caltrans), by regulation, to require Caltrans or a local authority to round speed limits up or down to the nearest 5 miles per hour of the 85th percentile of free-flowing traffic. This bill would, if the speed limit needs to be rounded down to the nearest 5 miles per hour increment of the 85th-percentile speed, authorize Caltrans or a local authority to lower the speed limit by 5 miles per hour from the nearest 5 miles per hour of the 85th percentile, as specified. The bill would prohibit the total reduction in the speed limit from exceeding 12.4 miles per hour from the 85th-percentile speed and would authorize a local authority to retain the currently adopted speed limit without further reduction or restore the immediately prior adopted speed limit without further reduction. The bill would make conforming changes.

AB 1944 (Lee D) Local government: open and public meetings.

Introduced: 2/10/2022

Status: 7/5/2022-Failed Deadline pursuant to Rule 61(b)(14). (Last location was S. GOV. & F. on 6/8/2022)

Summary: The Ralph M. Brown Act allows for meetings to occur via teleconferencing subject to certain requirements, particularly that the legislative body notice each teleconference location of each member that will be participating in the public meeting, that each teleconference location be accessible to the public, that members of the public be allowed to address the legislative body at each teleconference location, that the legislative body post an agenda at each teleconference location, and that at least a quorum of the legislative body participate from locations within the boundaries of the local agency's jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined. Current law, until January 1, 2024, authorizes a local agency to use teleconferencing without complying with those specified teleconferencing requirements in specified circumstances when a declared state of emergency is in effect, or in other situations related to public health. This bill would require the agenda to identify any member of the legislative body that will participate in the meeting remotely.

AB 2039 (Rivas, Luz D) Los Angeles Metropolitan Transportation Authority: contracting.

Introduced: 2/14/2022

Status: 7/5/2022-Failed Deadline pursuant to Rule 61(b)(14). (Last location was S. TRANS. on 5/25/2022)

Summary: Would establish a pilot program to authorize the Los Angeles County Metropolitan Transportation Authority to use job order contracting as a procurement method. The bill would impose a \$5,000,000 cap on awards under a single job order contract and a \$1,000,000 cap on any single job order. The bill would limit the term of an initial contract to a maximum of 12 months, with extensions as prescribed. The bill would establish various additional procedures and requirements for the use of job order contracting under this authorization. The bill would require the authority, on or before January 1, 2027, to submit to the appropriate policy and fiscal committees of the Legislature a report on the use of job order contracting under the bill. These provisions would be repealed on January 1, 2028.

AB 2120 (Ward D) Transportation finance: federal funding: bridges.

Introduced: 2/14/2022

Status: 5/20/2022-Failed Deadline pursuant to Rule 61(b)(8). (Last location was A. APPR. SUSPENSE FILE on 4/27/2022)

Summary: Under current law, the purpose of the Bridge Reconstruction and Replacement Act is to implement the federal Special Bridge Replacement Program in California. The act authorizes boards of supervisors, city councils, and the Department of Transportation to do all things necessary and proper to secure federal aid under that federal program. The act authorizes the department to allocate to counties and cities federal funds received for approved bridge reconstruction or replacement projects in accordance with procedures promulgated by the Director of Transportation, as specified. Current law requires the California Transportation Commission, in allocating funds, and the department, in expending

funds, for bridge replacement projects, to follow federal design standards, except as specified. This bill would instead provide that the purpose of the act is to implement the federal Highway Infrastructure Program. The bill would authorize the above-described entities to do all things necessary and proper to secure federal funds instead under the federal Highway Infrastructure Program.

AB 2237 (Friedman D) Regional transportation plan: Active Transportation Program.

Introduced: 2/16/2022

Status: 7/5/2022-Failed Deadline pursuant to Rule 61(b)(14). (Last location was S. TRANS. on 6/16/2022)

Summary: Current law requires each regional transportation planning agency or county transportation commission to biennially adopt and submit to the California Transportation Commission and the Department of Transportation a 5-year regional transportation improvement program that includes, among other things, regional transportation improvement projects and programs proposed to be funded, in whole or in part, in the state transportation improvement program. This bill would require that those projects and programs included in each regional transportation improvement program also be consistent with the most recently prepared sustainable communities strategy of the regional transportation planning agency or county transportation commission, or, if applicable, the alternative planning strategy, and state and federal air quality standards. The bill would prohibit funds collected from any local transportation tax measure passed on or after January 1, 2023, from being spent until the transportation projects or programs to be funded by the tax measure are included in the most recently adopted sustainable communities strategy of the applicable regional transportation planning agency or county transportation commission or, if applicable, the alternative planning strategy.

AB 2254 (Muratsuchi D) State highways: permits.

Introduced: 2/16/2022

Status: 9/13/2022-Approved by the Governor. Chaptered by Secretary of State - Chapter 281, Statutes of 2022.

Summary: Current law requires the California Transportation Commission to relinquish to local agencies state highway portions that have been deleted from the state highway system by legislative enactment, and authorizes relinquishment in certain other cases. This bill would authorize the commission to relinquish to the City of Redondo Beach the portion of State Route 107 within the city limits and prescribe conditions that apply upon relinquishment.

AB 2344 (Friedman D) Wildlife connectivity: transportation projects.

Introduced: 2/16/2022

Status: 9/9/2022-Enrolled and presented to the Governor at 4 p.m.

Summary: Current law authorizes the Department of Fish and Wildlife (DFW) to approve compensatory mitigation credits for wildlife connectivity actions taken under specified programs. Current law vests the Department of Transportation (Caltrans) with full possession and control of the state highway system. Current law requires Caltrans to complete assessments of potential barriers to anadromous fish prior to commencing any project using state or federal transportation funds and requires projects to be constructed without presenting barriers to fish passage. This bill would require DFW, in coordination with

Caltrans, to establish a wildlife connectivity action plan on or before January 1, 2024, and to update the plan at least once every 5 years thereafter. The bill would require the plan to include, among other things, maps that identify the locations of certain areas, including connectivity areas and natural landscape areas, as defined.

AB 2419 (Bryan D) Environmental justice: federal Infrastructure Investment and Jobs Act: Justice40 Oversight Committee.

Introduced: 2/17/2022

Status: 8/12/2022-Failed Deadline pursuant to Rule 61(b)(15). (Last location was APPR. SUSPENSE FILE on 8/2/2022)

Summary: Current law establishes the Strategic Growth Council consisting of specified state agency members and members of the public. Current law requires the council, among other things, to recommend policies and investment strategies and priorities to the Governor, the Legislature, and to appropriate state agencies to encourage the development of sustainable communities, such as those communities that promote equity, strengthen the economy, protect the environment, and promote public health and safety. The federal Infrastructure Investment and Jobs Act (IIJA) provides additional federal funds to rebuild the nation's infrastructures. Executive orders issued by President Biden established the federal Justice40 Initiative with the goal that 40% of the overall federal benefits flow to disadvantaged communities and stating that the implementation of the IIJA should prioritize investing public dollars equitably, including through the Justice40 Initiative. This bill would require a minimum of 40% of funds received by the state under the IIJA and certain other federal funds to be allocated to projects that provide direct benefits to disadvantaged communities and, except as specified, a minimum of an additional 10% be allocated for projects that provide direct benefits to low-income households and low-income communities, as provided.

AB 2438 (Friedman D) Transportation projects: alignment with state plans.

Introduced: 2/17/2022

Status: 9/9/2022-Enrolled and presented to the Governor at 4 p.m.

Summary: Current law provides for the funding of projects on the state highway system and other transportation improvements, including under the interregional transportation improvement program, the state highway operation and protection program, the Solutions for Congested Corridors Program, the Trade Corridor Enhancement Program, and the program within the Road Maintenance and Rehabilitation Program commonly known as the Local Partnership Program. This bill would require, no later than January 1, 2024, the guidelines or plans applicable to those programs to include the strategies established in the Climate Action Plan for Transportation Infrastructure adopted by the Transportation Agency, as provided. The bill would also require the Transportation Agency, the California Transportation Commission, and the Department of Transportation, no later than January 1, 2024, to each establish guidelines to ensure transparency and accountability for specified transportation funding programs that they respectively administer and for the project selection processes applicable to those programs.

AB 2441 (Kalra D) Public employment: local public transit agencies: new technologies.

Introduced: 2/17/2022

Status: 9/6/2022-Enrolled and presented to the Governor at 4 p.m.

Summary: Would require a public transit employer to provide written notice to the exclusive employee representative of the workforce affected by autonomous transit vehicle technology of its determination to begin, or its substantive progress toward initiating, any procurement process or a plan to acquire or deploy any autonomous transit vehicle technology for public transit services that would eliminate job functions or jobs of the workforce to which the autonomous transit vehicle technology applies not less than 12 months before commencing the process, plan, or deployment. The bill would require a public transit employer, upon a written request of the exclusive employee representative, to provide specified information to the exclusive employee representative, including the potential gaps in skills that may result from the new service. The bill would require the public transit employer, following the written request for information by the exclusive employee representative, and within 30 days of receiving the specified information, to commence collective bargaining on specified subjects, including creating plans to train and prepare the affected workforce to fill new positions created by the autonomous transit vehicle technology.

AB 2449 (Rubio, Blanca D) Open meetings: local agencies: teleconferences.

Introduced: 2/17/2022

Status: 9/13/2022-Approved by the Governor. Chaptered by Secretary of State - Chapter 285, Statutes of 2022.

Summary: The Ralph M. Brown Act requires, with specified exceptions, that all meetings of a legislative body of a local agency, as those terms are defined, be open and public and that all persons be permitted to attend and participate. The act generally requires posting an agenda at least 72 hours before a regular meeting that contains a brief general description of each item of business to be transacted or discussed at the meeting, and prohibits any action or discussion from being undertaken on any item not appearing on the posted agenda. The act authorizes a legislative body to take action on items of business not appearing on the posted agenda under specified conditions. The act contains specified provisions regarding providing for the ability of the public to observe and provide comment. The act allows for meetings to occur via teleconferencing subject to certain requirements, particularly that the legislative body notice each teleconference location of each member that will be participating in the public meeting, that each teleconference location be accessible to the public, that members of the public be allowed to address the legislative body at each teleconference location, that the legislative body post an agenda at each teleconference location, and that at least a quorum of the legislative body participate from locations within the boundaries of the local agency's jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined. This bill would revise and recast those teleconferencing provisions and, until January 1, 2026, would authorize a local agency to use teleconferencing without complying with the teleconferencing requirements that each teleconference location be identified in the notice and agenda and that each teleconference location be accessible to the public if at least a quorum of the members of the legislative body participates in person from a singular physical location clearly identified on the agenda that is open to the public and situated within the local agency's jurisdiction. Under this exception, the bill would authorize a member to participate remotely under specified circumstances, including participating remotely for just cause or due to emergency circumstances.

AB 2453 (Bennett D) Transactions and use taxes: County of Ventura.

Introduced: 2/17/2022

Status: 9/13/2022-Approved by the Governor. Chaptered by Secretary of State - Chapter 286, Statutes of 2022.

Summary: Current law authorizes various local governmental entities, subject to certain limitations and approval requirements, to levy a transactions and use tax for general purposes, in accordance with the procedures and requirements set forth in the Transactions and Use Tax Law, including a requirement that the combined rate of all taxes that may be imposed in accordance with that law in the county not exceed 2%. This bill would authorize the Ventura County Transportation Commission to impose a transactions and use tax for the support of countywide transportation programs at a rate of no more than 0.5% that would, in combination other transactions and use taxes, exceed the above-described combined rate limit of 2%, if the ordinance proposing the tax is approved by the voters, subject to applicable voter approval requirements, as specified. The bill would provide that a transactions and use tax rate imposed pursuant to the bill will not be considered for purposes of that combined rate limit described above.

AB 2462 (Valladares R) Department of Transportation: state highways.

Introduced: 2/17/2022

Status: 7/5/2022-Failed Deadline pursuant to Rule 61(b)(14). (Last location was S. TRANS. on 5/18/2022)

Summary: Current law imposes certain restrictions on the use of low-speed vehicles on public streets and highways, and generally requires an operator of a low-speed vehicle to have a driver's license. A low-speed vehicle is also known as a neighborhood electric vehicle (NEV). A violation of the Vehicle Code is an infraction, unless otherwise specified. Current law authorizes certain local agencies to establish a NEV transportation plan subject to certain requirements. A person operating a NEV in a plan area in violation of certain provisions is guilty of an infraction punishable by a fine not exceeding \$100. This bill would authorize the County of Los Angeles to establish a similar NEV transportation plan for the Westside Planned Communities in that county, subject to the same penalties. The bill would require a report to the Legislature by August 31, 2028, containing certain information and recommendations related to the NEV transportation plan. The bill would repeal these provisions on January 1, 2040.

AB 2496 (Petrie-Norris D) Department of Transportation.

Introduced: 2/17/2022

Status: 9/9/2022-Enrolled and presented to the Governor at 4 p.m.

Summary: Current law authorizes a court to dismiss any action in which a person is prosecuted for operating a vehicle in violation of the noise limit requirements, as specified, if a certificate of compliance has been issued or if the defendant had reasonable grounds to believe that the exhaust system was in good working order and had reasonable grounds to believe that the vehicle was not operated in violation of those requirements. Current law also prohibits a person from modifying the exhaust system of a vehicle with a whistle-tip, operating a vehicle that has been so modified, or engaging in the business of installing a whistle-tip onto the vehicle's exhaust system. This bill would require a court to require a certificate of compliance for a violation of the noise limit requirements mentioned above for specified vehicles. The bill would require the court to utilize the notification procedures mentioned above and if a certificate of compliance is not provided to the court within 3 months of the violation date, the bill would require the court to treat this failure as

noncompliance and inform the Department of Motor Vehicles by following specified procedures. The bill would require the department, before renewing the registration of any vehicle, to check whether the court has issued a hold on the vehicle registration for a violation of the requirements mentioned above and to refuse to renew the registration until it has received a notification from the court that a certificate of compliance has been issued.

AB 2514 (Dahle, Megan R) Department of Transportation: highway safety.

Introduced: 2/17/2022

Status: 8/30/2022-Enrolled and presented to the Governor at 4 p.m.

Summary: Current law requires the Department of Transportation to prepare a State Highway System Management Plan that consists of both a 10-year state highway rehabilitation plan and a 5-year maintenance plan. Current law requires the department to make a draft of its proposed plan available to regional transportation agencies for review and comment, and requires the department to submit the draft plan to the California Transportation Commission for review and comment by February 15 of each odd-numbered year. Current law requires the department to transmit the final plan to the Governor and the Legislature by June 1 of each odd-numbered year. This bill would require the State Highway System Management Plan prepared by the department to also include a comprehensive evaluation of the current state of transportation in underserved rural communities and a transportation needs assessment of the cost to operate, maintain, and provide for the transportation system in underserved rural communities, as specified.

AB 2537 (Gipson D) California Transportation Commission.

Introduced: 2/17/2022

Status: 9/15/2022-Approved by the Governor. Chaptered by Secretary of State - Chapter 332, Statutes of 2022.

Summary: Would require the Department of Justice, in conjunction with the Department of Motor Vehicles and the Commission on Peace Officer Standards and Training, to develop and create a video demonstrating the proper conduct by a peace officer and an individual during a traffic stop and to post the video on its internet website.

AB 2622 (Mullin D) Sales and use taxes: exemptions: California Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project: transit buses.

Introduced: 2/18/2022

Status: 9/16/2022-Approved by the Governor. Chaptered by Secretary of State - Chapter 353, Statutes of 2022.

Summary: The Sales and Use Tax Law provides various exemptions from those taxes, including, until January 1, 2024, an exemption from those taxes with respect to the sale in this state of, and the storage, use, or other consumption in this state of, specified zero-emission technology transit buses sold to specified public agencies that are eligible for specified incentives from the State Air Resources Board. This bill would extend the exemption for specified zero-emission technology transit buses until January 1, 2026.

AB 2647 (Levine D) Local government: open meetings.

Introduced: 2/18/2022

Status: 8/29/2022-Enrolled and presented to the Governor at 3:30 p.m.

Summary: The Ralph M. Brown Act requires the meetings of the legislative body of a local agency to be conducted openly and publicly, with specified exceptions. Current law makes agendas of public meetings and other writings distributed to the members of the governing board disclosable public records, with certain exceptions. Current law requires a local agency to make those writings distributed to the members of the governing board less than 72 hours before a meeting available for public inspection, as specified, at a public office or location that the agency designates. Current law also requires the local agency to list the address of the office or location on the agenda for all meetings of the legislative body of the agency. Current law authorizes a local agency to post the writings on the local agency's internet website in a position and manner that makes it clear that the writing relates to an agenda item for an upcoming meeting. Current law requires a local agency to post the agenda for a special meeting at least 24 hours prior to the special meeting in a location that is freely accessible to members of the public. This bill would instead require a local agency to make those writings distributed to the members of the governing board available for public inspection at a public office or location that the agency designates and list the address of the office or location on the agenda for all meetings of the legislative body of the agency unless the local agency meets certain requirements, including the local agency immediately posts the writings on the local agency's internet website in a position and manner that makes it clear that the writing relates to an agenda item for an upcoming meeting.

AB 2731 (Ting D) Department of Transportation.

Introduced: 2/18/2022

Status: 8/12/2022-Failed Deadline pursuant to Rule 61(b)(15). (Last location was APPR. SUSPENSE FILE on 8/2/2022)

Summary: Would require, by January 1, 2035, 100% of all newly purchased, contracted, or operated school buses of a school district, county office of education, or charter school to be zero-emission vehicles. To the extent this requirement imposes additional duties on local educational agencies in connection with federally required pupil transportation services that go beyond the requirements in federal law, the bill would impose a state-mandated local program.

AB 2952 (Gabriel D) Department of Transportation.

Introduced: 2/18/2022

Status: 5/20/2022-Failed Deadline pursuant to Rule 61(b)(8). (Last location was A. APPR. SUSPENSE FILE on 5/11/2022)

Summary: Would allow an applicant for a driver's license or identification card, who served for another country in military operations that supported the United States during the Vietnam War and later became a naturalized citizen, to request a "NON-US VIETNAM VETERAN" designation on their driver's license or identification card, subject to certain requirements, including verification of military service for a foreign country during the Vietnam War and payment of a \$5 fee, which the department is authorized to increase by regulation, in an amount not to exceed \$15, as specified. This bill would authorize the Department of Motor Vehicles to consult with the Department of Veterans Affairs to determine the proof necessary to verify an applicant's veteran status.

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

Introduced: 12/7/2020

Status: 8/31/2022-Failed Deadline pursuant to Rule 61(b)(18). (Last location was L. GOV. on 4/22/2021)

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

ACA 5 (Voepel R) Motor vehicles: fuel taxes, sales and use taxes, and fees: expenditure restrictions.

Introduced: 2/19/2021

Status: 8/31/2022-Failed Deadline pursuant to Rule 61(b)(18). (Last location was TRANS. on 4/22/2021)

Summary: The California Constitution restricts the expenditure of revenues from taxes imposed by the state on fuels used in motor vehicles upon public streets and highways to street and highway and certain mass transit purposes. These restrictions do not apply to revenues from taxes or fees imposed under the Sales and Use Tax Law or the Vehicle License Fee Law. This measure would explicitly restrict the expenditure of all interest earned and other increment derived from the investment of those tax revenues and any proceeds from the lease or sale of real property acquired using those tax revenues only for the purposes described above.

SB 542 (Limon D) Sales and use taxes: exemption: medium- or heavy-duty zero-emission trucks.

Introduced: 2/18/2021

Status: 8/31/2022-Failed Deadline pursuant to Rule 61(b)(18). (Last location was APPR. SUSPENSE FILE on 8/3/2022)

Summary: Would provide an exemption from sales and use taxes with respect to the sale in this state of, and the storage, use, or other consumption in this state of, a qualified motor vehicle. The bill would define “qualified motor vehicle” as, among other things, a new zero-emission truck that is eligible for a project voucher. The bill would, however, disallow the exemption from a sales or use tax where the vehicle purchase was made using a voucher issued by the State Air Resources Board pursuant to the California Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project. The bill would provide that the tax exemption does not apply to specified state sales and use taxes from which the proceeds are deposited into the Local Revenue Fund, the Local Revenue Fund 2011, or the Local Public Safety Fund. The bill would provide that the exemption would apply to otherwise eligible sales and uses of a vehicle where the internet website of the State Air Resources Board indicates a vehicle is eligible for the voucher program at the time the purchase is made,

notwithstanding a contrary determination made by the State Air Resources Board. The bill would require the State Air Resources Board to indicate the date on which it updates its internet website to reflect changes in the eligibility of a vehicle under the voucher project. The bill would provide that the exemption is to become operative on April 1, 2023.

SB 922 (Wiener D) California Environmental Quality Act: exemptions: transportation-related projects.

Introduced: 2/3/2022

Status: 8/23/2022-Enrolled and presented to the Governor at 12:30 p.m.

Summary: The California Environmental Quality Act (CEQA) until January 1, 2030, exempts from its requirements bicycle transportation plans for an urbanized area for restriping of streets and highways, bicycle parking and storage, signal timing to improve street and highway intersection operations, and related signage for bicycles, pedestrians, and vehicles under certain conditions. This bill would delete the requirement that the bicycle transportation plan is for an urbanized area. The bill would extend the exemption to an active transportation plan or pedestrian plan. The bill would define “active transportation plan” and “pedestrian plan.” The bill would specify that individual projects that are a part of an active transportation plan or pedestrian plan remain subject to the requirements of CEQA unless those projects are exempt by another provision of law.

SB 942 (Newman D) Low Carbon Transit Operations Program: free or reduced fare transit program.

Introduced: 2/8/2022

Status: 8/30/2022-Enrolled and presented to the Governor at 3 p.m.

Summary: Would exempt a transit agency using program moneys for the continuation of a free or reduced fare transit program from the above-described requirement to demonstrate that reductions in the emissions of greenhouse gases can be realized through the continuation of its transit program, and authorize the transit agency to continue to use those moneys for that purpose without any restriction to length of time. The bill would require the transit agency to submit an initial allocation request to the department and, for the next three fiscal years, to provide documentation necessary to meet an annual reporting requirement and comply with the program’s requirements.

SB 1049 (Dodd D) Transportation Resilience Program.

Introduced: 2/15/2022

Status: 7/5/2022-Failed Deadline pursuant to Rule 61(b)(14). (Last location was A. TRANS. on 6/2/2022)

Summary: Would establish the Transportation Resilience Program in the Department of Transportation, to be funded in the annual Budget Act from 15% of the available federal National Highway Performance Program funds and 100% of the available federal Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation program funds. The bill would provide for funds to be allocated by the California Transportation Commission for climate adaptation planning and resilience improvements, as defined, that address or mitigate the risk of recurring damage to, or closures of, the state highway system, other federal-aid roads, public transit facilities, and other surface transportation assets from extreme weather events, sea level rise, or other climate change-fueled natural hazards. The

bill would establish specified eligibility criteria for projects to receive funding under the program and would require the commission to prioritize projects that meet certain criteria.

SB 1100 (Cortese D) Open meetings: orderly conduct.

Introduced: 2/15/2022

Status: 8/22/2022-Approved by the Governor. Chaptered by Secretary of State. Chapter 171, Statutes of 2022.

Summary: The Ralph M. Brown Act, requires, with specified exceptions, that all meetings of a legislative body of a local agency, as those terms are defined, be open and public and that all persons be permitted to attend and participate. Current law authorizes the legislative body to adopt reasonable regulations to ensure that the intent of the provisions relating to this public comment requirement is carried out, including, but not limited to, regulations limiting the total amount of time allocated for public testimony on particular issues and for each individual speaker. Current law authorizes the members of the legislative body conducting the meeting to order the meeting room cleared and continue in session, as prescribed, if a group or groups have willfully interrupted the orderly conduct of a meeting and order cannot be restored by the removal of individuals who are willfully interrupting the meeting. This bill would authorize the presiding member of the legislative body conducting a meeting or their designee to remove, or cause the removal of, an individual for disrupting the meeting. The bill, except as provided, would require removal to be preceded by a warning to the individual by the presiding member of the legislative body or their designee that the individual's behavior is disrupting the meeting and that the individual's failure to cease their behavior may result in their removal. The bill would authorize the presiding member or their designee to then remove the individual if the individual does not promptly cease their disruptive behavior. The bill would define "disrupting" for this purpose.

SB 1121 (Gonzalez D) Transportation funding: plan.

Introduced: 2/16/2022

Status: 9/6/2022-Enrolled and presented to the Governor at 3:30 p.m.

Summary: Would require the California Transportation Commission to prepare a needs assessment of the cost to operate, maintain, and provide for the necessary future growth of the state and local transportation system for the next 10 years, as provided. As part of the needs assessment, the bill would require the commission to forecast the expected revenue, including federal, state, and local revenues, to pay for the cost identified in the needs assessment, any shortfall in revenue to cover the cost, and recommendations on how any shortfall should be addressed. The bill would require the commission to submit the needs assessment to the Legislature on or before January 1, 2024, and biennially thereafter.

SB 1156 (Grove R) Motor Vehicle Fuel Tax: Diesel Fuel Tax: inflation adjustment.

Introduced: 2/17/2022

Status: 8/31/2022-Failed Deadline pursuant to Rule 61(b)(18). (Last location was GOV. & F. on 3/17/2022)

Summary: Current law, the Motor Vehicle Fuel Tax Law and Diesel Fuel Tax Law, impose a tax upon each gallon of motor vehicle fuel or diesel fuel removed from a refinery or terminal rack in this state, entered into this state, or sold in this state, at a specified rate per gallon. Current law annually adjusts the rates of the taxes imposed by those laws based on

inflation. This bill would remove the requirement for future inflation adjustments of those taxes. This bill contains other related provisions.

SB 1175 (McGuire D) Transportation.

Introduced: 2/17/2022

Status: 9/13/2022-Approved by the Governor. Chaptered by Secretary of State. Chapter 303, Statutes of 2022.

Summary: Current law authorizes the Department of Transportation to construct, acquire, or lease, and improve and operate, rail passenger terminals and related facilities that provide intermodal passenger services along specified corridors. This bill would expand that authorization to include the Sacramento-Larkspur-Novato-Cloverdale corridor.

SB 1410 (Caballero D) California Environmental Quality Act: transportation impacts.

Introduced: 2/18/2022

Status: 8/12/2022-Failed Deadline pursuant to Rule 61(b)(15). (Last location was APPR. SUSPENSE FILE on 6/29/2022)

Summary: The California Environmental Quality Act (CEQA) requires the Office of Planning and Research to prepare and develop proposed guidelines for the implementation of CEQA by public agencies and requires the Secretary of the Natural Resources Agency to certify and adopt those guidelines. CEQA requires the office to prepare, develop, and transmit to the secretary for certification and adoption proposed revisions to the guidelines establishing criteria for determining the significance of transportation impacts of projects within transit priority areas, as defined, that promote the reduction of greenhouse gas emissions, the development of multimodal transportation networks, and a diversity of land uses. Current law requires the office to recommend potential metrics to measure transportation impacts, as specified. CEQA authorizes the office to adopt guidelines establishing alternative metrics to the metrics used for traffic levels of service for transportation impacts outside transit priority areas. This bill would require the office, by January 1, 2025, to conduct and submit to the Legislature a study on the impacts and implementation of the guidelines described above relating to transportation impacts. The bill would require the office, upon appropriation, to establish a grant program to provide financial assistance to local jurisdictions for implementing those guidelines.

SCA 4 (Wilk R) Legislature: 2-year budget.

Introduced: 2/17/2021

Status: 8/31/2022-Failed Deadline pursuant to Rule 61(b)(18). (Last location was BUDGET & F.R. on 4/7/2021)

Summary: Would limit the Legislature, in the first year of the regular session, to considering or acting upon only the Budget Bill and related bills, and up to 5 bills introduced by each of the standing committees of the Legislature, as specified. The measure would require the Governor to submit to the Legislature a budget for the ensuing 2 fiscal years within the first 10 days of the first calendar year of the biennium of the legislative session, and would require the Legislature to adopt by June 15 of the first calendar year of the biennium of the legislative session a Budget Bill that appropriates funds to support state government for the next 2-year fiscal period commencing on July 1. The measure, in the second year of the regular session, would limit the Legislature to considering or acting upon only legislation

other than the Budget Bill and related bills. The Legislature, by a 2/3 vote of each house, would be authorized, however, to amend an enacted Budget Bill and related bills in both calendar years of the biennium.

VENTURA COUNTY TRANSPORTATION COMMISSION STATE LEGISLATIVE MATRIX BILL SUMMARY October 7, 2022			
BILL/AUTHOR	SUBJECT	POSITION	STATUS
AB 1778 Garcia	Prohibits state funds or personnel time from being used to fund or permit freeway widening projects in areas with high rates of poverty or pollution.	Monitor	Failed in Senate Transportation Committee. Did not advance.
AB 1909 Friedman	Bicycle omnibus bill. Use of Class 1, 2 and 3 electric bicycles on a bicycle path or trail, bicycle lane, equestrian trail, or hiking or recreational trail.	Monitor	Passed Legislature. Signed by Gov. Newsom Sept. 16.
AB 1919 Holden	Would create Youth Transit Pass Pilot Program.	Monitor	Passed Legislature. Vetoed by Gov. Newsom.
AB 1944 Lee, Garcia	Would relax rules on posting addresses of teleconference locations that are not public when an elected body allows its members to teleconference.	Monitor	Referred to Senate Governance and Finance Committee. Hearing scheduled for June 22 postponed.
AB 2453 Bennett	Authorizes VCTC to impose a transactions and use tax of no more than ½ cent for countywide transportation programs.	Monitor	Passed Legislature. Signed by Gov. Newsom Sept. 13.
SB 922 Weiner	Would exempt some transit and active-transportation projects from CEQA	Monitor	Passed the Senate and Assembly. Sent to Gov. Newsom for consideration.

SB 942 Newman	Would give transit agencies flexibility in using Low Carbon Transit Operations Program (LCTOP) for free or reduced-fare transit programs.	Support	Passed Assembly. Sent to Gov. Newsom for consideration Aug. 30.
------------------	---	---------	---



Item #10

DATE: October 7, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: GEISKA VELASQUEZ, PROGRAM ANALYST

SUBJECT: 2022 FEDERAL TRANSIT ADMINISTRATION (FTA) SECTION 5310 LARGE URBANIZED AREA (SENIORS AND DISABLED) FUNDS AND SECTION 5307 JOBS ACCESS/REVERSE COMMUTE (JARC) FUNDS CALL-FOR-PROJECTS PROJECT SELECTION

RECOMMENDATION:

- Approve programming \$2,166,400 in Federal Transit Administration (FTA) Section 5310 Large Urbanized Area funds (Seniors and Disabled) and \$833,785 in FTA Section 5307 Jobs Access/Reverse Commute (JARC) funds for a total of \$3,000,185 for projects as listed in Attachment A.

BACKGROUND:

The Ventura County Transportation Commission (VCTC) is the designated recipient of the FTA's annual apportionment of Section 5310 and 5307/JARC funds for the large urbanized areas in Ventura County including the Oxnard/Ventura and Thousand Oaks/Moorpark Urbanized Areas.

- FTA Section 5310: The goal of the 5310 program is to enhance mobility for seniors and persons with disabilities by providing funds that support the special needs of seniors beyond traditional public transportation services and for those with disabilities beyond that required by the Americans with Disabilities Act (ADA).
- FTA Section 5307 JARC: The goal of the JARC program is to improve access to employment and employment related activities for eligible low-income individuals and to transport residents of urbanized areas and non-urbanized areas to suburban employment opportunities.

Both the FTA Section 5310 funds and FTA 5307/JARC funds are the primary funding source to support projects and strategies identified in VCTC's Coordinated Public Transit-Human Services Plan, and funds are allocated by VCTC for these programs on a competitive basis through a Call-for-Projects.

DISCUSSION:

2022 Competitive Call-for-Projects: On June 3, 2022, VCTC approved the guidelines and schedule for the 2022 Competitive Call-for-Projects to allocate FY22/23 and FY23/24 FTA Section 5310 funds and 5307/JARC funds.

Table 2 shows the breakdown of Section 5310 and 5307/JARC funds available for the two large urbanized areas in Ventura County for FY22/23 and FY23/24 with available funding totaling \$3,081,444. This amount includes prior year carryover of 5310 funds. Section 5310 allows 10% of the apportionment to be used for administration and this amount has been subtracted from the Section 5310 amounts shown below. FTA rules indicated that not less than fifty-five percent (55%) of the 5310 funds are required to be available for Traditional Section 5310 projects, which mostly includes capital projects.

Table 2: Available Funding for Section 5310 and 5307/JARC Call for Projects 2022			
Urbanized Area (UZA)	FTA 5310 Traditional	FTA 5310 Expanded	FTA 5307 JARC
Oxnard/Ventura	\$ 876,923	\$ 577,892	\$ 658,360
Thousand Oaks/Moorpark	\$ 413,238	\$ 379,892	\$ 175,139
TOTAL	\$ 1,290,161	\$ 957,784	\$ 833,499

Applications Received: The 2022 FTA 5310 and 5307/JARC Call-for-Projects was issued on June 3, 2022, and fifteen (15) applications were received, requesting a total of \$5,626,113 in funding, exceeding available funding by \$2,544,669.

Screening and Prioritization: Staff first screened the project applications for FTA program eligibility with criteria including applicant eligibility, project eligibility, plan consistency and financial feasibility. All the project applications were determined to be eligible for funding except for one applicant, Ventura Transit System, Inc., which was determined to be ineligible for 5307/JARC funding according to FTA guidelines.

A subcommittee, appointed by TRANSCOM, including two members of TRANSCOM and a VCTC staff member then reviewed and scored the project applications utilizing the adopted criteria:

1. Goals and Objectives (20 points)
2. Project Implementation Plan (30 points)
3. Program Performance Indicators (20 points)
4. Communication and Outreach (20 points)
5. Emergency Planning and Preparedness (5 points)
6. Matching Funds (5 points) Note: private nonprofit organizations were awarded five (5) points
7. Bonus Points for Non-Transit Operator Applicants (5 points)

Each proposed project received a final average score, and the projects were then ranked by funding type (FTA 5307/JARC, FTA 5310 Traditional and FTA 5310 Non-Traditional) and each Urbanized Area's population share (Thousand Oaks/ Moorpark and Oxnard/Ventura) with the goal of funding as many of the highest-ranking projects as possible.

Based on this eligibility and scoring criteria, VCTC staff is recommending funding \$3,000,185 of the funding request for the projects as identified in the table provided in Attachment A.

Next Steps: Funds approved through this call for projects will be available for reimbursement after FTA approves the grants, which will likely occur in Spring of 2023. Once the grants are approved, FTA regulations allow project sponsors to receive reimbursement of eligible costs dated back to the VCTC approval of the program. Although staff has made every effort to accurately evaluate project feasibility based on FTA's requirements, there can be no guarantee of FTA approval of these projects until FTA awards the grants.

Recommended Project Funding: Staff recommends the Commission approve the programming of \$2,166,400 in Federal Transit Administration (FTA) Section 5310 Large Urbanized Area funds (Seniors and Disabled) and \$833,785 in FTA Section 5307 Jobs Access/Reverse Commute (JARC) funds for a total of \$3,000,185 for the projects listed in Attachment A. Additionally, TRANSCOM approved the list of recommended projects at their September 14, 2022, meeting.

Attachment A

Project Recommendations for 2022 FTA 5310 and FTA 5307/JARC Call-for-Projects											
Project Information			Grant Recommendations			Project Cost & Match			Average Score	Grant Funding Year	
UZA	AGENCY	PROJECT NAME	5307 JARC	5310 Expanded	5310 Traditional	Match \$	Match %	Total Project Cost		FY 22/23	FY 23/24
Thousand Oaks/Moorpark	VENTURA COUNTY HUMAN SERVICES AGENCY	RAIN TLC WORK RELIABILITY TRANSPORT	\$ 148,000	\$ -	\$ -	\$ 36,000	20%	\$ 184,000	98	\$ 74,000	\$ 74,000
	EAST COUNTY TRANSIT ALLIANCE (T.O.)	SENIOR/ADA DAR VEHICLE LEASE	\$ -	\$ -	\$ 200,000	\$ 50,000	20%	\$ 250,000	91	\$ 100,000	\$ 100,000
	EAST COUNTY TRANSIT ALLIANCE (T.O.)	SATURDAY SENIOR/ADA SERVICE	\$ -	\$ 40,000	\$ -	\$ 10,000	20%	\$ 50,000	89	\$ 20,000	\$ 20,000
	CAMARILLO HEALTH CARE DISTRICT	CARE-A-VAN VEHICLE REPLACEMENT	\$ -	\$ -	\$ 168,000	\$ 42,000	20%	\$ 210,000	84	\$ -	\$ 168,000
	CITY OF THOUSAND OAKS	EMPLOYEE RIDESHARE OPERATIONS	\$ 50,000	\$ -	\$ -	\$ 50,000	50%	\$ 100,000	79	\$ 25,000	\$ 25,000
OXNARD/VENTURA	GOLD COAST TRANSIT DISTRICT	AGING ACCESSIBLE VEHICLE REPLACEMENT	\$ -	\$ -	\$ 640,000	\$ 160,000	20%	\$ 800,000	95	\$ 320,000	\$ 320,000
	GOLD COAST TRANSIT DISTRICT	LATE NIGHT & SUN RISE DEMO PROJECT	\$ 315,785	\$ -	\$ -	\$ 315,785	50%	\$ 631,570	93	\$ 147,785	\$ 168,000
	GOLD COAST TRANSIT DISTRICT	UNHOUSED EMPLOYMENT TRANSPORTATION (DEMO)	\$ 320,000	\$ -	\$ -	\$ 320,000	50%	\$ 640,000	92	\$ 140,000	\$ 180,000
	HELP OF OJAI	SENIOR & PARATRANSIT VEHICLE PURCHASE	\$ -	\$ -	\$ 54,400	\$ 13,600	20%	\$ 68,000	78	\$ 54,400	\$ -
Countywide	VENTURA COUNTY AREA AGENCY ON AGING	VCAAA'S ELDERHELPP TRANSPORTATION PROGRAM	\$ -	\$ 690,000	\$ -	\$ 168,000	20%	\$ 858,000	93	\$ 345,000	\$ 345,000
	CAREGIVERS	TRANSPORTATION FOR FRAIL, LOW-INCOME SENIORS	\$ -	\$ -	\$ 150,000	\$ 215,698	59%	\$ 365,698	90	\$ 75,000	\$ 75,000
	INTERFACE CHILDREN & FAMILY SERVICES	211 RIDE - ONE CALL/ONE CLICK	\$ -	\$ -	\$ 224,000	\$ -	0%	\$ 224,000	88	\$ -	\$ 224,000
Total Recommendation			\$ 833,785	\$ 730,000	\$ 1,436,400	\$ 1,381,083		\$ 4,381,268		\$ 1,301,185	\$ 1,699,000
Unfunded	CITY OF THOUSAND OAKS	REPLACEMENT EV POWERED EMPLOYEE RIDESHARE PROGRAM VEHICLES	\$ -	\$ -	\$ -	\$ 50,000	20%	\$ 250,000	77	\$ -	\$ -
	VENTURA TRANSIT SYSTEM, INC	DEMAND RESPONSE FOR THE SENIOR, DISABLED, & LOW INCOME POPULATION OF VENTURA COUNTY	not JARC eligible	\$ -		\$ -	0%	\$ 2,156,648	75	\$ -	\$ -
	VENTURA COUNTY TRANSPORTATION COMMISSION	MILAGE REIMBURSEMENT VENTURA COUNTY	\$ -	\$ -		\$ -	0%	\$ 321,600	withdrawn	\$ -	\$ -



Item #11

October 7, 2022

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: HEATHER MILLER, PROGRAM MANAGER

SUBJECT: APPROVAL OF FISCAL YEAR 2022/23 PROGRAM OF PROJECTS – PUBLIC HEARING

RECOMMENDATION:

- Open public hearing and receive testimony.
- Approve the Program of Projects (POP) for federal transit operating, planning and capital assistance for Fiscal Year (FY) 2022/23 in Attachment A.

BACKGROUND:

The Federal Transit Administration (FTA) requires that the public be provided an opportunity to review transit projects proposed to be funded with federal dollars. As the designated recipient of federal transit funds, the VCTC is required to hold a public hearing and adopt a yearly Program of Projects (POP) which lists projects to be funded with federal funds in each of the four urban areas in Ventura County including the Oxnard/Ventura, Thousand Oaks/Moorpark, Simi Valley, and Camarillo urbanized areas as defined by the U.S. Census Bureau (2010). The POP public notice was published in the Ventura County Star on October 4th.

DISCUSSION:

The attached FY 2023 Program of Projects table shows the recommended projects for each of the urbanized areas in Ventura County based on anticipated FY 2023 funds, prior year carry-over funds, and federal discretionary (competitive) funds. Although this year there is no more emergency COVID relief funding to program, the ongoing FTA funding is significantly increased due to the Infrastructure Investment and Jobs Act (IIJA).

The cities of Camarillo, Moorpark, Thousand Oaks, and Simi Valley, as well as Gold Coast Transit District, were asked to submit projects to use the formula funds available to them based on the revenues they generate. These projects were submitted to VCTC and then incorporated into the POP. Section 5307 funds are used for transit capital and operating assistance and for transportation related planning. Section 5339 funds provide the resources to replace, rehabilitate and purchase buses and related equipment, and to construct bus-related facilities including technological changes or innovations to modify low or no emission vehicles or facilities. Section 5337 Metrolink FTA revenue generated funds are used for Metrolink Preventive Maintenance and Capital Rehabilitation projects.

This year, as in the past, Countywide Planning costs are taken from the 5307 population-based revenue on a formula basis. Under VCTC's adopted policy, the estimated amount to be

generated under the FTA formula by each transit operator's service provides the target amount for that operator's program. For agencies providing local bus service, the programming target includes the amount generated under the formula for the jurisdiction's population, after subtracting out a share of costs for countywide planning activities. Countywide planning activities include VCTC Bus Planning, Fare Collection/APC Data Management, Transit Planning and Programming, and the operation of the Transit Information Center.

Discretionary funds in the POP include first year funding for projects selected in the most recent 5310 (Seniors and Disabled) and 5307/Jobs Access/Reverse Commute (JARC) Call for Projects; as well as Congestion Mitigation and Air Quality Improvement (CMAQ) funded projects approved in March 2022 by the VCTC to expedite programming of available funds provided by the Infrastructure Investment and Jobs Act (IIJA).

It should be noted that the POP is based on estimates for FY 2022/23 federal transit funding; should the adopted FY 2023 Federal transportation budget be lower than these estimates, it will be necessary to make changes to the Program of Projects.

The Transit Operators Committee (TRANSCOM) approved the FY 2023 Program of Projects on September 14, 2022. Subsequent to the Committee approval, staff revised the POP to modify the distribution of funds between the Metrolink Preventive Maintenance and Capital Rehabilitation line items, however the overall amount of funds for Metrolink remains the same.

Program of Projects

The Ventura County Transportation Commission (VCTC) will hold a public hearing on the Program of Projects (POP) for the Oxnard, Thousand Oaks, Camarillo and Simi Valley Urbanized Areas (UAs) for projects to be funded with Federal Transit Administration funds in the 2022/23 Fiscal Year (FY 2023). The funds available in FY 2023 are estimated to be \$1,054,127 in Section 5310 funds and \$32,506,000 in other funds for the Oxnard UA, \$519,856 in Section 5310 funds and \$15,731,000 in other funds for the Thousand Oaks UA, \$2,405,000 for the Camarillo UA, and \$6,495,000 for the Simi Valley UA, based on anticipated FY 2023 funds, prior year carry-over funds, and federal discretionary funds. The public hearing will be held at 9:00 a.m. on Friday, October 7, 2022 in the Camarillo City Council Chamber, 601 Carmen Drive, in Camarillo. The POP is available for public inspection at 751 E. Daily Drive, Suite 420, Camarillo CA 93010, and online at <https://www.goventura.org/work-with-vctc/grant-opportunities/>. Unless a subsequent list is published, this list will become the final Program of Projects for inclusion in the Southern California Association of Governments' Federal Transportation Improvement Program.

FY 2022/23 Federal Transit Program of Projects

	Total Cost	Federal Share	Local Share & Other
OXNARD/VENTURA URBANIZED AREA			
Gold Coast Transit			
<u>Operating Assistance</u>			
Operating Assistance (FY 23/24)	\$ 4,729,274	\$ 2,364,637	\$ 2,364,637
Late Night and Sunrise Demo Project (JARC)	\$ 295,570	\$ 147,785	\$ 147,785
Unhoused Employment Transportation (JARC)	\$ 280,000	\$ 140,000	\$ 140,000
	<u>\$ 5,304,844</u>	<u>\$ 2,652,422</u>	<u>\$ 2,652,422</u>
<u>Capital Assistance</u>			
Preventive Maintenance (FY 23/24)	\$ 3,375,000	\$ 2,700,000	\$ 675,000
Business System Upgrades	\$ 625,000	\$ 500,000	\$ 125,000
Replace 9 Buses (CMAQ)	\$ 6,413,645	\$ 5,678,000	\$ 735,645
Operations and Maintenance Facility Debt Service	\$ 773,076	\$ 618,461	\$ 154,615
Operations and Maintenance Facility Debt Service (FY 21/22) (5339 Funds)	\$ 13,451	\$ 13,451	\$ -
Operations and Maintenance Facility Debt Service (5339 Funds)	\$ 622,612	\$ 622,612	\$ -
ADA Paratransit Service (FY 23/24)	<u>\$ 1,561,893</u>	<u>\$ 1,249,514</u>	<u>\$ 312,379</u>
	<u>\$ 13,384,677</u>	<u>\$ 11,382,038</u>	<u>\$ 2,002,639</u>
Total Gold Coast	\$ 18,689,521	\$ 14,034,460	\$ 4,655,061
Ventura County Transportation Commission			
<u>Operating Assistance</u>			
VCTC Intercity Operating Assistance (FY 22/23)	\$ 1,000,000	\$ 500,000	\$ 500,000
VCTC Intercity Operating Assistance (FY 23/24)	\$ 3,098,094	\$ 1,549,047	\$ 1,549,047
Ventura County Human Services Agency RAIN TLC Work Reliability Transport (JARC)	\$ 14,196	\$ 11,357	\$ 2,839
	<u>\$ 3,112,290</u>	<u>\$ 2,060,404</u>	<u>\$ 1,551,886</u>
<u>Planning Assistance</u>			
Transit Planning and Prioritization (FY 22/23)	\$ 495,364	\$ 396,291	\$ 99,073
Regional Transit Information Center (FY 23/24)	\$ 51,875	\$ 41,500	\$ 10,375
Countywide Transit Outreach (FY 22/23) (CMAQ Funds)	\$ 636,000	\$ 636,000	\$ -
	<u>\$ 1,183,239</u>	<u>\$ 1,073,791</u>	<u>\$ 109,448</u>
<u>Capital Assistance</u>			
Fare Collection/APC Data Management (5307)	\$ 506,875	\$ 405,500	\$ 101,375
VCTC Intercity Rehab / Facility Lease (FY 23/24) (Sec 5339)	\$ 190,930	\$ 190,930	\$ -
Metrolink Preventive Maintenance (FY 23/24)	\$ 3,294,451	\$ 3,294,451	\$ -
Metrolink Capital Rehab (FY 23/24)(Sec 5337)	\$ 8,741,298	\$ 8,741,298	\$ -
Metrolink Prev Maintenance (FY 23/24)(Sec 5337)	<u>\$ 1,622,530</u>	<u>\$ 1,622,530</u>	<u>\$ -</u>
	<u>\$ 14,356,084</u>	<u>\$ 14,254,709</u>	<u>\$ 101,375</u>
Total VCTC	\$ 18,651,613	\$ 17,388,904	\$ 1,762,709
Valley Express			
<u>Operating Assistance</u>			
Operating Assistance (FY 23/24)	\$ 1,297,984	\$ 648,992	\$ 648,992
<u>Capital Assistance</u>			
Preventive Maintenance (FY 23/24)	<u>\$ 540,828</u>	<u>\$ 432,662</u>	<u>\$ 108,166</u>
Total Valley Express	<u>\$ 1,838,812</u>	<u>\$ 1,081,654</u>	<u>\$ 757,158</u>
TOTAL	\$ 39,179,945	\$ 32,505,018	\$ 7,174,927

THOUSAND OAKS/MOORPARK URBANIZED AREA**Ventura County Transportation Commission**Operating Assistance

Ventura County Human Services Agency RAIN TLC Work Reliability Transport (JARC)	\$ 64,108	\$ 51,286	\$ 12,822
	<u>\$ 64,108</u>	<u>\$ 51,286</u>	<u>\$ 12,822</u>

Planning Assistance

Transit Planning and Prioritization (FY 22/23)	\$ 440,626	\$ 352,501	\$ 88,125
Bus Service Planning (FY 22/23)	\$ 68,386	\$ 54,709	\$ 13,677
	<u>\$ 509,013</u>	<u>\$ 407,210</u>	<u>\$ 101,803</u>

Capital Assistance

VCTC Intercity Preventive Maintenance (FY 23/24)	\$ 634,088	\$ 507,270	\$ 126,818
VCTC Intercity Rehab / Facility Lease (FY 23/24) (Sec 5339)	\$ 118,418	\$ 94,734	\$ -
Metrolink Preventive Maintenance (FY 23/24)	\$ 1,172,111	\$ 1,172,111	\$ -
Metrolink Capital Rehab (FY 23/24)(Sec 5337)	\$ 5,353,084	\$ 5,353,084	\$ -
Metrolink Prev Maintenance (FY 23/24)(Sec 5337)	\$ 1,838,999	\$ 1,838,999	\$ -
	<u>\$ 9,116,699</u>	<u>\$ 8,966,198</u>	<u>\$ 126,818</u>
Total VCTC	<u>\$ 9,689,819</u>	<u>\$ 9,424,694</u>	<u>\$ 241,442</u>

City of Thousand OaksOperating Assistance

Operating Assistance (FY 22/23)	\$ 1,998,662	\$ 999,331	\$ 999,331
Employee Rideshare Operations (JARC)	\$ 50,000	\$ 25,000	\$ 25,000
	<u>\$ 2,048,662</u>	<u>\$ 1,024,331</u>	<u>\$ 1,024,331</u>

Capital Assistance

Van Purchase Employee Rideshare (JARC)	\$ 70,000	\$ 35,000	\$ 35,000
Replacement Bus Washer (Sec 5339)	\$ 625,000	\$ 500,000	\$ 125,000
Bus Shelter Enhance and Replace (Sec 5339)	\$ 318,815	\$ 255,052	\$ 63,763
Bus Shelter Enhance and Replace (Sec 5307)	\$ 306,185	\$ 244,948	\$ 61,237
Two (2) Replacement EV Buses Cost Increase (CMAQ)	\$ 677,736	\$ 600,000	\$ 77,736
EV Charging Infrastructure (CMAQ)	\$ 2,850,000	\$ 1,750,000	\$ 1,100,000
	<u>\$ 4,847,736</u>	<u>\$ 3,385,000</u>	<u>\$ 1,462,736</u>
Total Thousand Oaks	<u>\$ 6,896,398</u>	<u>\$ 4,409,331</u>	<u>\$ 2,487,067</u>

City of MoorparkOperating Assistance

Operating Assistance (FY 23/24)	\$ 500,000	\$ 250,000	\$ 250,000
Pilot On-Demand Rideshare Program (FY 22/23)	\$ 135,000	\$ 54,000	\$ 81,000
Pilot On-Demand Rideshare Program (FY 23/24)	\$ 200,000	\$ 80,000	\$ 120,000
	<u>\$ 835,000</u>	<u>\$ 384,000</u>	<u>\$ 451,000</u>

Capital Assistance

Two (2) Electric Buses (CMAQ)	\$ 1,500,000	\$ 1,327,950	\$ 172,050
Preventive Maintenance (FY 22/23)	\$ 150,000	\$ 120,000	\$ 30,000
Dial-a-Ride Capital Leases (FY 22/23)	\$ 160,483	\$ 64,193	\$ 96,290
	<u>\$ 1,810,483</u>	<u>\$ 1,512,143</u>	<u>\$ 298,340</u>
Total Moorpark	<u>\$ 2,645,483</u>	<u>\$ 1,896,143</u>	<u>\$ 749,340</u>

TOTAL		\$ 19,231,700	\$ 15,730,168	\$ 3,477,848
CAMARILLO URBANIZED AREA				
Ventura County Transportation Commission				
<u>Planning Assistance</u>				
Transit Planning and Prioritization (FY 22/23)	\$ 223,223	\$ 178,578	\$ 44,645	
Total VCTC	\$ 223,223	\$ 178,578	\$ 44,645	
City of Camarillo				
<u>Operating Assistance</u>				
Operating Assistance (FY 23/24)	\$ 1,086,150	\$ 543,075	\$ 543,075	
Metrolink Station Maintenance FY 23/24)	\$ 62,000	\$ 31,000	\$ 31,000	
Total Operating	\$ 1,148,150	\$ 574,075	\$ 574,075	
<u>Capital Assistance</u>				
One Electric Vehicle Replacement (Sec 5339)	\$ 320,000	\$ 256,000	\$ 64,000	
EV Charging Infrastructure (Sec 5339)	\$ 536,545	\$ 429,236	\$ 107,309	
EV Charging Infrastructure (Sec 5307)	\$ 151,404	\$ 121,123	\$ 30,281	
ADA Paratransit Service (FY 23/24)	\$ 616,500	\$ 184,292	\$ 432,208	
Bus Preventive Maintenance (FY 23/24)	\$ 826,000	\$ 660,800	\$ 165,200	
Total Capital	\$ 1,624,449	\$ 1,651,451	\$ 633,798	
Total Camarillo	\$ 2,772,599	\$ 2,225,526	\$ 1,207,873	
TOTAL	\$ 2,995,821	\$ 2,404,104	\$ 1,252,517	
SIMI VALLEY URBANIZED AREA				
Ventura County Transportation Commission				
<u>Planning Assistance</u>				
Transit Planning and Prioritization (FY 23/24)	\$ 397,401	\$ 317,921	\$ 79,480	
Total VCTC	\$ 397,401	\$ 317,921	\$ 79,480	
City of Simi Valley				
<u>Operating Assistance</u>				
Operating Assistance (FY 23/24)	\$ 7,499,448	\$ 3,749,724	\$ 3,749,724	
	\$ 7,499,448	\$ 3,749,724	\$ 3,749,724	
<u>Capital Assistance</u>				
Two Replacement Buses (CMAQ)	\$ 1,029,588	\$ 911,494	\$ 118,094	
Preventive Maintenance (FY 23/24)	\$ 357,300	\$ 285,840	\$ 71,460	
Bus and Bus Facilities Replacement & Rehab (Sec 5339)	\$ 983,804	\$ 787,043	\$ 196,761	
Non Fixed-Route ADA Paratransit Capital (5307)	\$ 461,776	\$ 369,421	\$ 92,355	
Dispatch Software (5307)	\$ 11,000	\$ 8,800	\$ 2,200	
Transit Mangement System (5307)	\$ 80,000	\$ 64,000	\$ 16,000	
	\$ 2,923,468	\$ 2,426,598	\$ 496,870	
Total Simi Valley	\$ 10,422,916	\$ 6,176,322	\$ 4,246,594	
TOTAL	\$ 10,820,317	\$ 6,494,243	\$ 4,326,074	
FY 22/23 SECTION 5310 PROGRAM OF PROJECTS				
	Total Cost	Federal Share	Local Share & Other	
OXNARD/VENTURA URBANIZED AREA				
<u>Planning Assistance</u>				
Program Administration	\$ 43,324	\$ 43,324	\$ -	
<u>Operating Assistance</u>				
Area Agency on Aging MediRide Program	\$ 431,250	\$ 345,000	\$ 86,250	
<u>Capital Assistance</u>				
Help of Ojai Senior and Paratransit Vehicle Purchase	\$ 68,000	\$ 54,400	\$ 13,600	
GCTD Aging Accessible Vehicle Replacement	\$ 400,000	\$ 320,000	\$ 80,000	
TOTAL	\$ 942,574	\$ 762,724	\$ 179,850	
THOUSAND OAKS/MOORPARK URBANIZED AREA				
<u>Planning Assistance</u>				
Program Administration	\$ 29,547	\$ 29,547	\$ -	
<u>Operating Assistance</u>				
Caregivers Transportation for Low Income Seniors	\$ 150,000	\$ 75,000	\$ 75,000	
ECTA Saturday Senior ADA Service	\$ 25,000	\$ 20,000	\$ 5,000	
<u>Capital Assistance</u>				
ECTA Intercity Senior ADA Service Vehicle Lease	\$ 125,000	\$ 100,000	\$ 25,000	
TOTAL	\$ 329,547	\$ 224,547	\$ 105,000	