



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

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

**IN-PERSON**

**CAMARILLO CITY HALL  
COUNCIL CHAMBERS  
601 CARMEN DRIVE  
CAMARILLO, CA  
FRIDAY, JUNE 2, 2023  
9:00 A.M.**

**This meeting will also include a teleconference location. \*  
Teleconference location: 500 Airport Way, Camarillo, CA**

*\*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](mailto: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 speaking to 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 Commission. 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 the 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 REPORTS** - 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 MAY 12, 2023, MEETING -PG.7](#)  
**Recommended Action:**
    - Approve the summary minutes of May 12, 2023.**Responsible Staff: Roxanna Ibarra**
  - 8B. [MONTHLY BUDGET REPORT-PG.13](#)  
**Recommended Action:**
    - Receive and file the monthly budget report for April 2023.**Responsible Staff: Sally DeGeorge**
  - 8C. [REGIONAL TRANSIT PLANNING BUDGET AMENDMENT-YOUTH RIDE FREE PILOT PROGRAM -PG.21](#)  
**Recommended Action:**
    - Amend the FY 2022-2023 VCTC Regional Transit Planning budget by increasing the Low Carbon Transit Operations Program (LCTOP) revenues by \$775,000 and increasing the Youth Ride Free expense line item by the same amount.**Responsible Staff: Aubrey Smith**
  - 8D. [AMENDMENT TO AGREEMENT WITH CITY OF SIMI VALLEY FOR PROPOSITION 1B PUBLIC TRANSPORTATION MODERNIZATION, IMPROVEMENT AND SERVICE ENHANCEMENT ACCOUNT \(PTMISEA\) FUNDS -PG.23](#)  
**Recommended Action:**
    - Approve Amendment #3 to Cooperative Agreement with City of Simi Valley included in Attachment of PTMISEA funds.**Responsible Staff: Heather Miller**

**8E. [SECTION 13\(C\) LABOR AGREEMENT-PG.29](#)**

**Recommended Action:**

- *Approve the attached Agreement with the Service Employees International Union (SEIU), Local 721, as required for VCTC's Fiscal Year 2022/2023 federal transit grant applications with the Federal Transit Administration.*

**Responsible Staff: Geiska Velasquez**

**8F. [U.S. 101 CONEJO PASS WILDLIFE TRACKING STUDY COOPERATIVE AGREEMENT WITH THE NATIONAL PARK SERVICE- PG.31](#)**

**Recommended Action:**

- *Authorize the Executive Director to execute a Cooperative Agreement with the Santa Monica Mountains National Recreation Area of the National Park Service to complete the U.S. 101 Conejo Pass Wildlife Tracking Study.*

**Responsible Staff: Amanda Fagan**

**8G. [MOTORIST AID PROGRAM BUDGET AMENDMENT-PG.33](#)**

**Recommended Action:**

- *Amend the Fiscal Year 2022/2023 Motorist Aid Services budget by increasing the SAFE revenues by \$44,800.*
- *Amend the Fiscal Year 2022/2023 Motorist Aid Services budget by increasing the Communications line item by \$14,800, Salaries line item by \$13,200, Fringe Benefits by \$4,800, and Indirect Costs by \$12,000 for a total of \$44,800.*
- *Amend the Fiscal Year 2022/2023 Service Authority for Freeway Emergencies (SAFE) Revenue Fund transfer-out budget to the General Fund by an increase of \$30,000 for the salary costs.*

**Responsible Staff: Amanda Fagan**

**8H. [FREEWAY SERVICE PATROL BEAT 4 \(101-3\) UPDATE -PG.35](#)**

**Recommended Action:**

- *Receive and file an update on effort to initiate Beat 4 of the Freeway Service Patrol (FSP).*
- *Cancel the FSP Beat 4 Request for Proposals issued November 4, 2022 and re-issued on February 3, 2023 and direct staff to return to Commission with an alternative approach to providing FSP coverage on U.S. 101 from Rice Avenue to California Street.*

**Responsible Staff: Amanda Fagan**

**8I. [FY 2024-FY2032 SHORT RANGE TRANSIT PLAN UPDATE REQUEST FOR PROPOSALS-PG.37](#)**

**Recommended Action:**

- *Authorize the Executive Director to finalize and issue Request for Proposals for the development of VCTC's FY 2024-FY2032 Short Range Transit Plan Update (SRTP).*

**Responsible Staff: Aubrey Smith**

**8J. [BUS AND RAIL RIDERSHIP AND PERFORMANCE MEASURES REPORT -PG.39](#)**

**Recommended Action:**

- *Receive and File.*

**Responsible Staff: Aubrey Smith and Dolores Lopez**

**8K. [LEGISLATIVE UPDATE-PG.45](#)**

**Recommended Action:**

- *Receive and File.*

**Responsible Staff: Darrin Peschka**

8L. [TRANSPORTATION DEVELOPMENT ACT \(TDA\), LOCAL TRANSPORTATION FUND \(LTF\) FINAL APPORTIONMENT FOR FISCAL YEAR 2023/2024-PG.69](#)

**Recommended Action:**

- Approve the Local Transportation Fund Final Apportionment for Fiscal Year 2023/2024, apportioning \$53.55 million as shown in Attachment A.

**Responsible Staff: Sally DeGeorge**

8M. [RESOLUTION NO. 2023-06 TO CLAIM FISCAL YEAR 2023/2024 TRANSPORTATION DEVELOPMENT ACT LOCAL TRANSPORTATION FUNDS, STATE TRANSIT ASSISTANCE FUNDS AND STATE OF GOOD REPAIR-PG.75](#)

**Recommended Action:**

- Approve Resolution No. 2023-6 authorizing VCTC's claims for Fiscal Year 2023/2024 Transportation Development Act Local Transportation Funds, State Transit Assistance funds and State of Good Repair funds for transit, planning, and administration.

**Responsible Staff: Sally DeGeorge**

8N. [HERITAGE VALLEY TRANSIT SERVICE COOPERATIVE AGREEMENT-PG.79](#)

**Recommended Action:**

- Authorize Executive Director to execute the Heritage Valley Transit Service Cooperative Agreement (HVTSCA) pending approval by the Heritage Valley Policy Advisory Committee (HVPAC)

**Responsible Staff: Matt Miller**

**DISCUSSION CALENDAR:**

9. [FISCAL YEAR 2023-2024 PROPOSED BUDGET-PG.93](#)

**Recommended Action:**

- Conduct Public Hearing to receive testimony on the Fiscal Year 2023/2024 Budget.
- Adopt the Fiscal Year 2023/2024 Salary Schedule (Attachment 1 of this item and Appendix C in the Fiscal Year 2023/2024 Budget) effective July 1, 2023.
- Adopt, by Resolution No. 2023-05, the proposed Fiscal Year 2023/2024 Budget.

**Responsible Staff: Sally DeGeorge**

10. [METROLINK UPDATE- PG.101](#)

**Recommended Action:**

- Receive and file Metrolink presentation.

**Responsible Staff: Claire Grasty**

11. [SANTA PAULA BRANCH LINE UPDATE, BUDGET AMENDMENT, AND CONTRACT AWARD FOR DESIGN AND ENVIRONMENTAL COMPLIANCE –PG.103](#)

**Recommended Action:**

- Receive An update on Santa Paula Branch Line (SPBL) railroad operations and damage sustained during winter storms in January 2023.
- Approve an Amendment to the Santa Paula Branch Line Program Budget to increase expenditures by \$492,000 in the Consultant Services category, increase salaries by 13,200, Fringe Benefits by \$4,800, and Indirect Costs by \$12,000, increase revenues by \$522,000 in the State Transit Assistance (STA) category, increase the STA transfer-in by \$522,000, and increase the STA transfer-out to the General Fund by \$30,000.
- Approve a contract with RailPros for Design, Engineering, and Project Management Support Services to Reconstruct a Portion of the Sespe Creek Overflow Railroad Bridge in an amount not to exceed \$791,998.

**Responsible Staff: Amanda Fagan**

12. [ZERO EMISSION BUS ROLLOUT PLAN -PG.107](#)

**Recommended Action:**

- *Approve the Zero-Emission Bus (ZEB) Rollout Plan.*

**Responsible Staff: Claire Grasty**

13. [APPROVAL OF TRANSPORTATION DEVELOPMENT ACT \(TDA\) TRIENNIAL PERFORMANCE AUDITS FOR VENTURA COUNTY TDA RECIPIENTS -PG.111](#)

**Recommended Action:**

- *Receive and file the Transportation Development Act (TDA) triennial performance audits of TDA recipients in Ventura County.*
- *Approve submittal of triennial performance audits to Caltrans.*

**Responsible Staff: Dolores Lopez and Aubrey Smith**

14. [GENERAL COUNSEL REPORTS-](#)

15. [AGENCY REPORTS:](#)

**Southern California Association of Governments (SCAG)**

Primary: Commissioner Mike Judge

**Southern California Regional Rail Authority (Metrolink-SCRRRA)**

Primary: Commissioner Tony Trembley

Alternate: Commissioner Daniel Chavez

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

Primary: Chair Bryan MacDonald

Alternate: Commissioner Jim White

**Coastal Rail Coordinating Council-CRCC**

Primary: Chair Bryan MacDonald

Alternate: Commissioner Jeff Gorell

**California Association of Councils of Governments**

Primary: Commissioner Mike Johnson

**California Vanpool Authority (CalVans)**

Primary: Commissioner Jim White

Alternate: Commissioner Mike Johnson

16. **ADJOURN to 9:00 a.m. Friday, July 7, 2023.**



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**Item 8A**

**June 2, 2023**

**MEETING MINUTES OF MAY 12, 2023, VCTC COMMISSION MEETING  
AT 9:00 A.M.**

**CALL TO ORDER:**

Chair MacDonald called the regular meeting of the Ventura County Transportation Commission to order at 9:01 a.m. at the City of Camarillo, City Hall Chambers, 601 Carmen Drive, Camarillo, CA 93010. And via teleconference 500 Airport Way, Camarillo, CA.

**PLEDGE OF ALLEGIANCE** was led by Chair MacDonald.

**ROLL CALL/MEMBERS PRESENT:**

Bryan MacDonald, City of Oxnard  
Matt LaVere, County of Ventura  
Daniel Chavez, Citizen Rep., (Via Teleconference)  
Jenny Crosswhite, City of Santa Paula  
Chris Enegren, City of Moorpark  
Suza Francina, City of Ojai  
Jeff Gorell, County of Ventura  
Mike Johnson, City of Ventura  
Mike Judge, City of Simi Valley  
Janice Parvin, County of Ventura  
Tony Trembley, City of Camarillo  
Martha McQueen-Legohn, City of Port Hueneme  
Jim White, Citizen Rep., County  
Gloria Roberts, Acting Caltrans District 7 Director

**ABSENT:**

Carrie, Broggie, City of Fillmore  
Jenny Crosswhite, City of Santa Paula  
Bob Engler, City of Thousand Oaks  
Matt LaVere, County of Ventura

**4. PUBLIC COMMENTS** – There were none.

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

**6. COMMISSIONERS/EXECUTIVE DIRECTOR REPORT** –

Commissioner Trembley stated he attended the Caltrans District 7 Workers Memorial Event. He encouraged everyone to always drive safely on highways and freeways and slow down to ensure reduction of accidents and the

safety of the Caltrans family at work.

Commissioner Long acknowledged and thanked Martin Erickson and Amanda Fagan for working with her office, the cities of Fillmore and Santa Paula regarding the Santa Paula Branch Line and Sierra Northern Railway issues regarding storage of the rail cars and graffiti to resolve those issues and concerns.

Mr. Erickson gave his executive director report to the commission as follows:

Santa Paula Branch Line update:

During the January 2023 winter storms, the **Santa Paula Branch Line (SPBL)** sustained damage and required debris removal actions by VCTC's lessee and operator, Sierra Northern Railway. In addition to the damaged Sespe Creek Overflow bridge, several areas on the railroad were identified where landslides had occurred and/or debris collected beneath bridges or in culverts. At this time, Sierra Northern has largely completed debris removal and continues to repair tracks and supporting infrastructure, while also continuing to conduct freight and tourist rail operations and maintain the right-of-way. On May 8, Sierra Northern assisted in the structural inspection for the Sespe Creek Overflow Bridge, conducted by VCTC's contract rail engineering firm, Wilson & Co. VCTC staff also meet on a weekly basis with representatives of the Federal Emergency Management Agency (FEMA) to assess damage and maximize FEMA reimbursement for the cost of repairs.

VCTC continues to receive questions and comments from concerned citizens regarding Rail Car Storage and the new operations of railbikes on the Santa Paula Branch Line. To address many of the common questions and comments, VCTC staff developed a new web page that includes background information, contains parcel maps, and links to additional resources. The new web page is available at <https://www.goventura.org/getting-around/spbl/>. VCTC staff will continue working with Sierra Northern staff to better communicate issues to all stakeholders on the SPBL.

On April 7, VCTC issued a request for proposals for Design, Engineering, and Project Management Support Services to Reconstruct a Portion of the **Sespe Creek Overflow Railroad Bridge**. On April 21, VCTC hosted a remote Pre-Proposal Conference with approximately 25 participants. On May 5, VCTC posted the Response to Questions. Proposals are due to VCTC on May 12 no later than 4:00p.m. For more information, visit <https://www.goventura.org/work-with-vctc/contracts>.

During the month of April and May VCTC participated in the following events:

- In April, staff members participated in **Earth Day events in Fillmore, Ventura and Thousand Oaks**.
- On May 5, VCTC participated in Take 5 and **Read to Kids Day**, an annual event organized by First 5 Ventura County. Four VCTC staff members spent a fun morning reading bilingual books to children at Dos Caminos and Las Posas preschools in Camarillo.
- May 11, VCTC staff shared a presentation on the **Ventura County Comprehensive Transportation Plan update** with the Ventura County Chapter of the American Public Works Association.
- May 8, VCTC staff participated in a **wildfire conversation hosted by the Ventura County Community Foundation** with the Dr. Lucy Jones Center for Science and Society about future wildfires, how to create greater resilience, and what Ventura has learned over the past few years.

VCTC will be participating in the following upcoming events:

- **May, VCTC is celebrating Bike Month**. During Bike Month, residents are encouraged to leave their vehicles at home and instead use bicycles to travel to their destinations. Bike to Work Week is May 15-21 and **Bike to Work Day is May 19**. Information about biking is on VCTC's website at <https://www.goventura.org/getting-around/bike/>.
- VCTC staff from the Transit, Planning and Outreach departments are participating in planning for **the X Games, which will be held at the Ventura County Fairgrounds July 21-23**. VCTC was invited to join the Local Organizing Committee led by the Ventura Visitors and Convention Bureau. VCTC will be working with regional transit partners, including LOSSAN, Metrolink and Gold Coast Transit District, and potentially could boost Intercity service during the X Games. VCTC plans to extend the Freeway Service Patrol during the X Games, similar to extended service provided during the Ventura County Fair in 2022



and Point Mugu Air Show in March 2023. Staff will also conduct public outreach to encourage visitors to use public transit to travel to the X Games.

**7. ADDITIONS/REVISIONS –None.**

**8. CONSENT CALENDAR –**

Martin Erickson read into the record a public comment which was sent into Vice-Chair LaVere's office and forwarded to VCTC. The comment was from Ms. Dani Anderson, Disability Access Manager for Ventura County, regarding her support for item 8G. 2023 Access for All Program Selection of Access Providers.

**Commissioner Trembley** pulled item 8D for further discussion.

**Commissioner Judge** moved to approve consent calendar items 8A through 8C and 8E through 8K. The motion was seconded by **Commissioner Trembley** and passed unanimously.

**Commissioner Chavez** and **Commissioner Lopez** abstained from item 8A. Minutes of the April 7, 2023 meeting as they were not present at the April 7, 2023 VCTC meeting.

**8A. APPROVE MINUTES OF APRIL 7, 2023, MEETING**

**Recommendation:**

- Approve the summary minutes of APRIL 7, 2023.

**8B. MONTHLY BUDGET REPORT-**

**Recommendation:**

- Receive and file the monthly budget report for March 2023.

**8C. SUBRECIPIENT AGREEMENT WITH CAREGIVERS-**

**Recommendation:**

- Authorize the Chair to execute the attached agreement with Caregivers Volunteers Assisting the Elderly for administration of Federal Transit Administration (FTA) funds by VCTC.

**8D. REDISTRIBUTION OF CONGESTION MITIGATION AND AIR QUALITY (CMAQ) AND CARBON REDUCTION PROGRAM (CRP) FUNDS**

**Recommendation:**

- Approve redistribution of previously programmed CMAQ and CRP funds as shown in the Attachment, along with inclusion of \$80,400 of Surface Transportation Program (STP) funds, with the caveat that staff remains authorized to administratively make further adjustments as the situation warrants.

**Commissioner Trembley** pulled item 8D for further discussion of the redistribution of the Congestion Mitigation and Air Quality (CMAQ) and Carbon Reduction Program (CRP) Funds. **Commissioner Trembley** moved to approve item 8D Redistribution of Congestion Mitigation and Air Quality (CMAQ) and Carbon Reduction Program (CRP) Funds. The motion was seconded by **Commissioner Parvin** and passed unanimously.

**8E. EXTENSION OF SURFACE TRANSPORTATION PROGRAM (STP) LOAN TO SAN BERNARDINO COUNTY TRANSPORTATION AUTHORITY**

**Recommendation:**

- Ratify the Executive Director's action to extend by one year, to Fiscal Year 2023/2024, the repayment of \$14.3 million of STP apportionment funds loaned to the San Bernardino County Transportation Authority (SBCTA).

**8F. REVISION TO THE CITY OF SANTA PAULA CORONAVIRUS RESPONSE AND RELIEF SUPPLEMENTAL APPROPRIATIONS ACT (CRRSAA) PROGRAM**

**Recommendation:**

- Approve reprogramming \$380,000 in CRRSAA funds from Santa Paula Street and Roads Program to the Santa Paula Community Bike Trail Connectivity Project.

**8G. 2023 ACCESS FOR ALL PROGRAM SELECTION OF ACCESS PROVIDERS**

**Recommendation:**

- Approve Gold Coast Transit District (GCTD) as a FY 2022/23 Access Provider and award of Access Funds totaling \$131,246 toward the purchase of two (2) wheelchair accessible vans for the Go Now South Oxnard Microtransit pilot project.
- Approve Ventura Transit System, Incorporated (VTS) as a FY 2022/23 Access Provider and award of funds totaling \$118,467 for a countywide on-demand WAV service fare subsidy pilot program.
- Authorize the Executive Director to execute grant agreements with selected Access Providers.

**8H. SCAG REGIONAL EARLY ACTION PLANNING COUNTY TRANSPORTATION COMMISSION PARTNERSHIP PROGRAM PROJECT APPLICATION**

**Recommendation:**

- Approve submittal of grant applications and project prioritizing to the Southern California Association of Governments (SCAG) for the Regional Early Action Planning (REAP) County Transportation Commissions (CTC) Partnership Program.

**8I. CONTRACT AMENDMENT #2 FOR PROFESSIONAL SERVICES WITH EIDE BAILLY, LLP FOR GOVERNMENTAL ACCOUNTING STANDARDS BOARD (GASB) STANDARD 87, LEASES AND GASB 96, SUBSCRIPTION-BASED INFORMATION TECHNOLOGY**

**Recommendation:**

- Approve Contract Amendment #2 (Attachment A) for Professional Consulting Services with Eide Bailly, LLP., to expand the contract scope to include GASB 96 and extend the contract end date to December 31, 2023.
- Amend the Fiscal Year 2022/2023 operations budget to increase the operations audits and actuary line item by \$23,000 and associated indirect revenues by the same amount.

**8J. FISCAL YEAR (FY) 2022/2023 BUDGET AMENDMENT FOR TRANSPORTATION PROGRAMMING AND TRANSIT GRANT ADMINISTRATION PROGRAMS**

**Recommendation:**

- Amend the FY 2022/23 budget to increase by \$43,700 the Transportation Programming and Reporting expenditures for Salaries/Fringe and Indirect Cost Allocation, and also increase revenues by \$43,700 with 80% funded from Federal Transit Administration (FTA) Section 5307 funds and 20% funded from Local Transportation Funds (LTF) as broken down in this agenda item.
- Amend the FY 2022/23 budget to increase by \$25,800 the Transit Grant Administration expenditures for Salaries/Fringe and Indirect Cost Allocation, and also increase revenues by \$25,800 with 80% funded from Federal Transit Administration (FTA) Section 5307 funds and 20% funded from Local Transportation Funds (LTF) as broken down in this agenda item.

**8K. FIRST AMENDMENT TO EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT WITH MARTIN ERICKSON**

**Recommendation:**

- It is recommended that the Ventura County Transportation Commission ("Commission") adopt a resolution approving the First Amendment to the Employment Agreement ("First Amended Agreement") between the Commission and Martin Erickson to serve as Executive Director of VCTC and its related agencies and authorizing Chairperson MacDonald to execute the First Amended Agreement.

**DISCUSSION CALENDAR:**

**9. FREEWAY SERVICE PATROL TWO YEAR ANNIVERSARY REPORT AND 2022 DRIVER OF THE YEAR RECOGNITION**

**Recommendation:**

- Receive and file a report on the second year of Ventura County Freeway Service patrol (FSP) operations.
- Recognize Richard Henderson as the Ventura County FSP Driver of the Year for providing outstanding service to the motorist public.

Andrew Kent gave a PowerPoint presentation and update of the Freeway Service Patrol Two Year Anniversary. Mr. Kent also presented the FSP Driver of the Year Mr. Richards Henderson with a certificate and thanked him for his excellent customer service. Chair MacDonald and commissioners thanked FSP Driver of the Year Mr. Richard Henderson for his hard work and dedication in serving Ventura County motorists.

**10. FISCAL YEAR (FY) 2023/2024 TRANSPORTATION DEVELOPMENT ACT (TDA) UNMET TRANSIT NEEDS (UTN) FINDINGS**

**Recommendation:**

- Review and Approve the Fiscal Year 2023/2024 Unmet Transit Needs Findings and determination that there are no Unmet Transit Needs that are reasonable to meet.
- Adopt Resolution No. 2023-03

**Commissioner Long** moved to approve item 10 Fiscal Year (FY) 2023/2024 Transportation Development Act (TDA) Unmet Transit Needs (UTN) Findings. The motion was seconded by **Commissioner White** and passed unanimously.

**11. UPDATE ON US 101 HIGH OCCUPANCY VEHICLE (HOV) EXPRESS BUS WIDENING PROJECT APPROVAL/ENVIRONMENTAL DOCUMENT (PAED) IMPROVEMENT PROJECT PRESENTATION**

**Recommendation:**

- Receive and file.

Peter De Haan and Steven Yoshizumi, Project Manager for WSP gave a Power Point presentation on the Update on US 101 High Occupancy Vehicle (HOV) Express Bus Widening Project Approval/Environmental Document (PAED) Improvement Project Presentation. The commission received and filed the presentation.

**12. FISCAL YEAR 2022/2023 LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) ALLOCATION-**

**Recommendation:**

- Approve the Ventura County Transportation Commission (VCTC) FY 2022/23 Low Carbon Transit Operations Program (LCTOP) Total Allocation Request of \$2,090,915 to fund the following two projects:
  - o Free Fare Programs (\$1,200,000 includes Cities of Camarillo, Moorpark, Simi Valley, and Thousand Oaks Local Shares).
  - o Battery Electric Charging Infrastructure (\$890,915).
- Adopt Resolution 2023-04 (Attachment A) authorizing the Executive Director to execute all required documents including the Certifications and Assurances and Authorized Agent Form to receive VCTC's FY 2022/23 LCTOP funds.
- Approve programming Southern California Regional Rail Authority's (SCRRA) LCTOP revenue formula amount for the portion of the rail service within Ventura County totaling \$214,375 to fund Metrolink's free college/youth pass pilot program.

**Commissioner Trembley** moved to approve item 12 Fiscal Year 2022/2023 Low Carbon Transit Operations (LCTOP) Allocation. The motion was seconded by **Commissioner McQueen-Legohn** and passed unanimously.

**13. LEGISLATIVE UPDATE**

**Recommended Action:**

- Receive and file.

Darrin Peschka gave the legislative update to the Commission and introduced Delaney Hunter, Managing Partner with California Advisors, LLC and VCTC's lobbyist. Ms. Hunter gave a brief recap to the commission of the stated budget to the Commission.

**14. VEHICLE MILES TRAVELED ADAPTIVE MITIGATION PROGRAM FINAL REPORT**

**Recommendation:**

- Approve the Vehicle Miles Traveled (VMT) Adaptive Mitigation Program (AMP) Final Report.

There was one public comment by Mr. Hugh Riley with the Ventura County Council of Governments expressing

appreciation to VCTC for the opportunity to partner on the Vehicle Miles Travelled Adaptive Mitigation Program project and stated that he looks forward to the continued partnership with VCTC on future projects.

Amanda Fagan and Sean Daly, Iteris Senior Transportation Planner gave a PowerPoint presentation to the Commission.

**Commissioner Parvin** moved to approve item 14 Vehicle Miles Travelled Adaptive Mitigation Program Final Report. The motion was seconded by **Commissioner Trembley** and passed unanimously.

**15. VCTC GENERAL COUNSEL'S REPORT: There were none.**

**16. AGENCY REPORTS:**

**Southern California Association of Governments (SCAG Regional Council)**

Primary: Commissioner Mike Judge

None.

**Southern California Regional Rail Authority (Metrolink-SCRRA)**

Primary: Commissioner Tony Trembley

Alternate: Commissioner Daniel Chavez

None.

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

Primary: Chair Bryan MacDonald

Alternate: Commissioner Jim White

The San Clemente railroad tracks opened up briefly, but an incident occurred a few weeks ago in which LOSSAN and Metrolink stopped passenger rail service on the San the San Clemente railroad tracks as a safety and precaution purposes. The San Clemente railroad tracks are open for freight operations, and they are working aggressively to fix those issues on the San Clemente railroad tracks and bring back passenger service.

**Coastal Rail Coordinating Council**

Primary: Chair Bryan MacDonald

Alternate: Commissioner Jeff Gorell

None.

**California Association of Councils of Governments**

Primary: Commissioner Mike Johnson

Commissioner Johnson reported about legislation regarding the sustainable community strategies and RHNA Allocations.

**California Vanpool Authority (CalVans)**

Primary: Commissioner Jim White

Alternate: Commissioner Mike Johnson

Next meeting will be June 10<sup>th</sup> and Strawberry festival is coming up. Commissioner White encouraged everyone to take the train.

**17. ADJOURNED** to the next Ventura County Transportation Commission meeting of JUNE 2, 2023, at 9:00 a.m.



Item 8B

June 2, 2023

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

**FROM: SALLY DEGEORGE, FINANCE DIRECTOR**

**SUBJECT: MONTHLY BUDGET REPORT**

**RECOMMENDATION:**

- Receive and file the monthly budget report for April 2023.

**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 April 30, 2023, budget report indicates that the revenues were approximately 64.38% of the adopted budget while expenditures were approximately 55.26% of the adopted budget. The revenues and expenditures are as expected at this time. Although the percentage of the budget year completed is shown, be advised that neither the revenues nor the expenditures occur on an even percentage or monthly basis. Furthermore, revenues are often billed and reimbursed in arrears.

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

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

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

The Commission's 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 APRIL 30, 2023**

<b>Assets and Deferred Outflows</b>	
Cash and Investments	\$ 58,763,493
Receivables/Due from other funds	2,757,368
Prepays and Deposits	224,610
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
<b>Total Assets and Deferred Outflows</b>	<b><u>\$ 119,767,669</u></b>

**LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE**

<b>Liabilities and Deferred Inflows:</b>	
Accrued Expenses and Due to Other	\$ 2,166,723
Deferred Revenue	4,114,977
Deposits	67,059
Accrued Vacation	180,339
Accrued Lease liability and interest	646,310
Deferred Inflows	958,345
<b>Total Liabilities and Deferred Inflows:</b>	<b><u>\$ 8,133,753</u></b>
 <b>Net Position:</b>	
Invested in Capital Assets	\$ 56,237,387
Fund Balance	55,396,529
<b>Total Net Position</b>	<b><u>\$ 111,633,916</u></b>

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
FOR THE TEN MONTHS ENDED APRIL 30, 2023**

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	SGR Actual	SPBL Actual	VCTC Intercity Actual	Valley Express Actual	Fund Totals	Budgeted Actual	Variance Actual	% Year
<b>Revenues</b>												
Federal Revenues	\$ 4,869,459	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	3,579,020	\$ 696,456	\$ 9,144,935	\$ 22,084,961	(12,950,026)	41.39
State Revenues	1,318,896	31,041,051	6,095,411	1,141,511	853,771	0	0	0	40,450,640	57,937,300	(17,486,660)	69.82
Local Revenues	79,217	0	0	0	0	353,108	1,677,308	960,032	3,069,665	3,321,345	(251,680)	92.42
Other Revenues	1,936	0	0	0	0	0	94,780	9,202	105,918	0	105,918	0.00
Interest	82,673	341,700	339,973	65,114	112,342	2,467	1,787	2,940	948,996	90,000	858,996	1,054.44
<b>Total Revenues</b>	<b>6,352,181</b>	<b>31,382,751</b>	<b>6,435,384</b>	<b>1,206,625</b>	<b>966,113</b>	<b>355,575</b>	<b>5,352,895</b>	<b>1,668,630</b>	<b>53,720,154</b>	<b>83,443,606</b>	<b>(29,723,452)</b>	<b>64.38</b>
<b>Expenditures</b>												
<b>Administration</b>												
Personnel Expenditures	2,529,524	0	0	0	0	0	153,538	43,726	2,726,788	3,899,100	(1,172,312)	69.93
Legal Services	13,567	0	0	0	0	0	0	0	13,567	42,000	(28,433)	32.30
Professional Services	103,938	0	0	0	0	0	0	0	103,938	182,500	(78,562)	56.95
Office Leases	174,105	0	0	0	0	0	0	0	174,105	206,000	(31,895)	84.52
Office Expenditures	459,170	0	0	0	0	0	102,179	29,100	590,449	702,500	(112,051)	84.05
<b>Total Administration</b>	<b>3,280,304</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>255,717</b>	<b>72,826</b>	<b>3,608,847</b>	<b>5,032,100</b>	<b>(1,423,253)</b>	<b>71.72</b>
<b>Programs and Projects</b>												
<b>Transit and Transportation Program</b>												
Regional Transit Technology	419,197	0	0	0	0	0	0	0	419,197	580,800	(161,603)	72.18
SD-Accessible Mobility Service	214,014	0	0	0	0	0	0	0	214,014	446,600	(232,586)	47.92
VCTC Intercity Bus Services	0	0	0	0	0	0	6,876,488	0	6,876,488	12,582,200	(5,705,712)	54.65
Valley Express Bus Services	0	0	0	0	0	0	0	1,199,341	1,199,341	2,194,400	(995,059)	54.65
Transit Grant Administration	2,790,391	0	0	0	0	0	0	0	2,790,391	8,594,874	(5,804,483)	32.47
<b>Total Transit and Transportation</b>	<b>3,423,602</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,876,488</b>	<b>1,199,341</b>	<b>11,499,431</b>	<b>24,398,874</b>	<b>(12,899,443)</b>	<b>47.13</b>
<b>Highway Program</b>												
Motorist Aid Services	0	0	0	984,323	0	0	0	0	984,323	2,099,500	(1,115,177)	46.88
Highway Program Management	212,612	0	0	0	0	0	0	0	212,612	5,409,705	(5,197,093)	3.93
<b>Total Highway</b>	<b>212,612</b>	<b>0</b>	<b>0</b>	<b>984,323</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,196,935</b>	<b>7,509,205</b>	<b>(6,312,270)</b>	<b>15.94</b>

For Management Reporting Purposes Only



**VENTURA COUNTY TRANSPORTATION COMMISSION  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
FOR THE TEN MONTHS ENDED APRIL 30, 2023**

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	SGR Actual	SPBL Actual	VCTC Intercity Actual	Valley Express Actual	Fund Totals	Budgeted Actual	Variance Actual	% Year
<b>Rail Program</b>												
Metrolink and Commuter Rail	6,692,449	0	0	0	0	0	0	0	6,692,449	21,207,378	(14,514,929)	31.56
LOSSAN and Coastal Rail	3,780	0	0	0	0	0	0	0	3,780	8,800	(5,020)	42.95
Santa Paula Branch Line	0	0	0	0	0	17,163	0	0	17,163	501,500	(484,337)	3.42
<b>Total Rail</b>	<b>6,696,229</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17,163</b>	<b>0</b>	<b>0</b>	<b>6,713,392</b>	<b>21,717,678</b>	<b>(15,004,286)</b>	<b>30.91</b>
<b>Commuter Assistance Program</b>												
Reg Transit Information Center	20,789	0	0	0	0	0	0	0	20,789	52,300	(31,511)	39.75
Rideshare Programs	171,675	0	0	0	0	0	0	0	171,675	292,900	(121,225)	58.61
<b>Total Commuter Assistance</b>	<b>192,464</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>192,464</b>	<b>345,200</b>	<b>(152,736)</b>	<b>55.75</b>
<b>Planning and Programming</b>												
TDA Administration	110,000	32,638,283	324,134	0	35,689	0	0	0	33,108,106	43,223,428	(10,115,322)	76.60
Transportation Programming	29,160	0	0	0	0	0	0	0	29,160	33,185	(4,025)	87.87
Regional Transportation Planning	182,951	0	0	0	0	0	0	0	182,951	1,055,316	(872,365)	17.34
Airport Land Use Commission	1,513	0	0	0	0	0	0	0	1,513	18,000	(16,487)	8.41
Regional Transit Planning	954,105	0	0	0	0	0	0	0	954,105	1,663,500	(709,395)	57.36
<b>Total Planning and Programming</b>	<b>1,277,729</b>	<b>32,638,283</b>	<b>324,134</b>	<b>0</b>	<b>35,689</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>34,275,835</b>	<b>45,993,429</b>	<b>(11,717,594)</b>	<b>74.52</b>
<b>General Government</b>												
Community Outreach	149,321	0	0	0	0	0	0	0	149,321	215,000	(65,679)	69.45
State and Federal Relations	88,949	0	0	0	0	0	0	0	88,949	112,900	(23,951)	78.79
Management and Administration	1,134,364	0	0	0	0	0	0	0	1,134,364	1,186,000	(51,636)	95.65
<b>Total General Government</b>	<b>1,372,634</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,372,634</b>	<b>1,513,900</b>	<b>(141,266)</b>	<b>90.67</b>
<b>Total Expenditures</b>	<b>16,455,574</b>	<b>32,638,283</b>	<b>324,134</b>	<b>984,323</b>	<b>35,689</b>	<b>17,163</b>	<b>7,132,205</b>	<b>1,272,167</b>	<b>58,859,538</b>	<b>106,510,386</b>	<b>(47,650,848)</b>	<b>55.26</b>

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
FOR THE TEN MONTHS ENDED APRIL 30, 2023**

	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 over (under) expenditures	(10,103,393)	(1,255,532)	6,111,250	222,302	930,424	338,412	(1,779,310)	396,463	(5,139,384)	(23,066,780)	17,927,396	22.28
<b>Other Financing Sources</b>												
Transfers Into GF From LTF	10,853,700	0	0	0	0	0	0	0	10,853,700	10,826,840	26,860	100.25
Transfers Into GF From STA	1,439,297	0	0	0	0	0	0	0	1,439,297	4,957,009	(3,517,712)	29.04
Transfers In GF From SGR	443,293	0	0	0	0	0	0	0	443,293	7,786,197	(7,342,904)	5.69
Transfers Into GF From SAFE	38,074	0	0	0	0	0	0	0	38,074	53,400	(15,326)	71.30
Transfers Into GF From SPBL	69,872	0	0	0	0	0	0	0	69,872	86,800	(16,928)	80.50
Transfers Into SPBL From LTF	0	0	0	0	0	59,940	0	0	59,940	86,800	(26,860)	69.06
Transfers Into SPBL From STA	0	0	0	0	0	26,684	0	0	26,684	116,500	(89,816)	22.90
Transfers Into VI From STA	0	0	0	0	0	0	2,500,000	0	2,500,000	5,330,794	(2,830,794)	46.90
Transfers Out of LTF Into GF	0	(10,853,700)	0	0	0	0	0	0	(10,853,700)	(10,826,840)	(26,860)	100.25
Transfers Out of LTF Into SPBL	0	(59,940)	0	0	0	0	0	0	(59,940)	(86,800)	26,860	69.06
Transfers Out of STA Into GF	0	0	(1,439,297)	0	0	0	0	0	(1,439,297)	(4,968,173)	3,528,876	28.97
Transfers Out of STA Into SPBL	0	0	(26,684)	0	0	0	0	0	(26,684)	(116,500)	89,816	22.90
Transfers Out of STA Into VI	0	0	(2,500,000)	0	0	0	0	0	(2,500,000)	(5,330,794)	2,830,794	46.90
Transfers Out of SAFE Into GF	0	0	0	(38,074)	0	0	0	0	(38,074)	(53,400)	15,326	71.30
Transfers Out of SPBL Into GF	0	0	0	0	0	(69,872)	0	0	(69,872)	(86,800)	16,928	80.50
Transfers Out of SGR Into GF	0	0	0	0	(443,293)	0	0	0	(443,293)	(7,775,033)	7,331,740	5.70
<b>Total Other Financing Sources</b>	<b>12,844,236</b>	<b>(10,913,640)</b>	<b>(3,965,981)</b>	<b>(38,074)</b>	<b>(443,293)</b>	<b>16,752</b>	<b>2,500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
<b>Net Change in Fund Balances</b>	<b>2,740,843</b>	<b>(12,169,172)</b>	<b>2,145,269</b>	<b>184,228</b>	<b>487,131</b>	<b>355,164</b>	<b>720,690</b>	<b>396,463</b>	<b>(5,139,384)</b>	<b>(23,066,780)</b>	<b>17,927,396</b>	<b>22.28</b>
<b>Beginning Fund Balance w/o capital assets</b>	<b>2,905,670</b>	<b>25,839,173</b>	<b>21,378,455</b>	<b>4,030,185</b>	<b>6,359,701</b>	<b>25,367</b>	<b>(2,456)</b>	<b>0</b>	<b>60,536,095</b>	<b>33,572,663</b>	<b>26,963,432</b>	<b>180.31</b>
<b>Long-term Pension/OPEB/Vacation/Lease Adjustment*</b>	<b>(25,892)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>25,710</b>	<b>0</b>	<b>(182)</b>	<b>0</b>	<b>(182)</b>	<b>0.00</b>
<b>Ending Fund Balance</b>	<b>\$ 5,620,621</b>	<b>\$ 13,670,001</b>	<b>\$ 23,523,724</b>	<b>\$ 4,214,413</b>	<b>\$ 6,846,832</b>	<b>\$ 380,531</b>	<b>\$ 743,944</b>	<b>\$ 396,463</b>	<b>\$ 55,396,529</b>	<b>\$ 10,505,883</b>	<b>\$ 44,890,646</b>	<b>527.29</b>

\*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 APRIL 30, 2023**

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.

<b>Institution</b>	<b>Investment Type</b>	<b>Maturity Date</b>	<b>Interest to Date</b>	<b>Rate</b>	<b>Balance</b>
Wells Fargo	Government Checking	N/A	EAC only	EAC only	\$ 1,152,894.05
LAIF	State Pool	N/A	\$96,930.29	1.35%	11,468,482.81
County of Ventura	Treasury Pool	N/A	852,065.50	1.47%	46,935,704.81
VCCF Bike Fund	Investment	N/A	Annually	annually	15,933.66
<b>Total</b>			<b>\$948,995.79</b>		<b>\$59,573,015.33</b>

Because VCTC receives a large portion of their state and federal funding on a reimbursement basis, the Commission must keep sufficient funds liquid to meet changing cash flow requirements. For this reason, VCTC maintains checking accounts at Wells Fargo Bank.

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.

The amounts shown above are not adjusted for fair value. Wells Fargo Bank, County of Ventura and LAIF statements are the sources 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.



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Item 8C

June 2, 2023

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

**FROM: AUBREY SMITH, PROGRAM MANAGER**

**SUBJECT: REGIONAL TRANSIT PLANNING BUDGET AMENDMENT – YOUTH RIDE FREE PILOT PROGRAM**

**RECOMMENDATION:**

- Amend the FY 2022-2023 VCTC Regional Transit Planning budget by increasing the Low Carbon Transit Operations Program (LCTOP) revenues by \$775,000 and increasing the Youth Ride Free expense line item by the same amount.
- Approve a Corrective Action Plan (CAP) to transfer \$240,000 of LCTOP funds from the FY2019-2020 College Ride Program and to the FY2021-2022 Youth Ride Free Program.

**BACKGROUND:**

The Low Carbon Transit Operations Program (LCTOP) is a cap-and-trade program established by the California Legislature in 2014 that provides funds to public transportation agencies for investments in capital projects and service that reduce greenhouse gas (GHG) emissions and improve mobility with a priority on serving Disadvantaged Communities.

The Youth Ride Free Pilot Project was intended to provide free fares for all youth aged 18 and under (and enrolled high school students that may be older) on Ventura County's fixed-route and general public dial-a-ride services. Funds are used to support a fare buy-down or reimbursement of fares to locally participating transit operators VCTC, Gold Coast Transit District, Thousand Oaks Transit, Moorpark City Transit, Simi Valley Transit, Camarillo Area Transit, Ojai Trolley, and Valley Express. By providing free fares to and from such locations, the project aims to increase ridership and reduce greenhouse gas emissions within these communities which is the primary purpose of the LCTOP program. Additionally, the goal of the project is to increase ridership overall for the County of Ventura as the region transitions from pandemic to post-pandemic travel patterns.

**DISCUSSION:**

The Youth Ride Free Pilot Project began on September 1, 2022, and has become increasingly popular across all operators within Ventura County. The Project was deployed as a two-year pilot program and is scheduled to last through June 2024. Ridership for this program has significantly exceeded staff's expectations and is expected to spend at least the entire program allocation that was expected to last two years before the end of FY 2022/23. To continue operating the successful program, staff is requesting the balance of the Youth Ride Free allocation of funds be amended into the FY 2022/23 Regional Transit Planning budget. Additionally, staff is requesting the approval of the

CAP to transfer \$240,000 of FY2019-2020 College Ride Program funds to the FY2021-2022 Youth Ride Free Program.

The College Ride Program currently has sufficient funds to fund it for three years, even with this transfer. Transferring the funds will allow the College Ride Program to continue to run while sustaining the very popular Youth Ride Free program.



Item 8D

June 2, 2023

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: HEATHER MILLER, PROGRAM MANAGER**  
**SUBJECT: AMENDMENT TO AGREEMENT WITH CITY OF SIMI VALLEY FOR PROPOSITION 1B PUBLIC TRANSPORTATION MODERNIZATION, IMPROVEMENT AND SERVICE ENHANCEMENT ACCOUNT (PTMISEA) FUNDS**

**RECOMMENDATION:**

- Approve Amendment #3 to Cooperative Agreement with City of Simi Valley included in Attachment A for the administration of PTMISEA funds.

**BACKGROUND:**

The Public Transportation Modernization, Improvement, and Service Enhancement Account Program (PTMISEA) was created in 2006 by Proposition 1B to fund transit rehabilitation and safety or modernization improvements.

On March 5, 2010, the VCTC approved Prop 1B PTMISEA funds totaling \$1,267,149 for rehabilitation and modernization of Simi Valley's compressed natural gas (CNG) fueling facility to expand capacity and improve reliability. A cooperative agreement was entered between VCTC and the City of Simi Valley regarding the administration of funds which was subsequently amended to extend the initial project completion date and to include additional CMAQ funds for the project.

**DISCUSSION:**

PTMISEA funds must be liquidated by June 30, 2023. The Prop 1B PTMISEA program is sunsetting and Caltrans has notified agencies that further time extensions to expend funds are not available. The City of Simi Valley notified VCTC that the CNG fueling facility project would not be able to use the full amount of programmed funds by this deadline and anticipated a remaining balance of \$120,127.

VCTC staff therefore recommended that Simi Valley transfer the anticipated remaining PTMISEA funds in the amount of \$120,127 to an existing eligible PTMISEA project, the Southern California Regional Rail Authority's (SCRRA) Structures Rehabilitation project. The Structures and Rehabilitation project is an ongoing Metrolink project that has been approved for both PTMISEA and State of Good Repair (SGR) funds by the VCTC in prior years. SCRRA assured VCTC that additional funds could be expended by the June 30, 2023 deadline.

Caltrans approved a Corrective Action Plan (Attachment B) to transfer the PTMISEA funds on April 20, 2023. Since time was of the essence to ensure that the funds were transferred to SCRRA and

expended by the July 30<sup>th</sup> deadline, thus preventing the loss of these funds to the region, the VCTC Executive Director authorized Simi Valley to implement the transfer of funds to SCRRA in advance of the Commission's approval of this Cooperative Agreement Amendment, and the funds have already been transferred.



**AMENDMENT #3 TO  
COOPERATIVE AGREEMENT  
BETWEEN  
VENTURA COUNTY TRANSPORTATION COMMISSION  
AND  
THE CITY OF SIMI VALLEY**

**THIS AMENDMENT #3** to the Cooperative Agreement between the Ventura County Transportation Commission and the City of Simi Valley regarding the administration of funds from the Proposition 1B Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA) is entered into between Ventura County Transportation Commission (VCTC) and the City of Simi Valley, this 2<sup>nd</sup> day of June, 2023.

**WHEREAS**, California voters in November, 2006, approved the Highway Safety<sup>1</sup> Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 (Proposition 1B), which authorizes state general obligation bonds for transportation infrastructure, including grants for transit system safety, security, and disaster response projects; and

**WHEREAS**, Senate Bill 88 of the 2007 Statutes appropriate funds from Proposition 1B to the PTMISEA program, administered by the Department of Transportation (Caltrans); and

**WHEREAS**, at its March 5, 2010 meeting the VCTC programmed \$1,267,149 in PTMISEA grant funds for rehabilitation and modernization of Simi Valley compressed natural gas (CNG) fueling facility to expand capacity to serve regional needs and increase reliability (Project); and,

**WHEREAS**, on or about June 2010 VCTC entered into a Cooperative Agreement (the PTMISEA Agreement) with the City regarding the administration of funds from the Proposition 1B Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA) for the programmed amount of \$1,267,149; and,

**WHEREAS**, on June 17, 2017 the Parties entered into a First Amendment to the PTMISEA Agreement extending the date of completion of the CNG fueling facility and grant performance date from July 30, 2013 to June 30, 2018; and

**WHEREAS**, on May 14, 2018 the Parties entered into a Second Amendment to the PTMISEA Agreement which revised the grant performance date to June 30, 2022; and which modified the fund amount previously provided to City under the PTMISEA Agreement; and

**WHEREAS**, at its November 2, 2018 meeting the VCTC approved transferring \$801,877 in Proposition 1B Transit Capital funds (Prop. 1B Funds) from the Project to the Moorpark Metrolink Station Parking project, contingent upon approval of the transfer by Caltrans; and,

**WHEREAS**, at its November 2, 2018 meeting the VCTC approved programming \$1,400,000 of CMAQ funds, for which the Project is eligible, for the rehabilitation and modernization of the Simi Valley CNG Fueling Facility project; and,

ATTACHMENT A  
**WHEREAS**, on December 21, 2018, Caltrans approved a Corrective Action Plan to transfer the \$801,877 in Proposition 1B Transit Capital Funds from the Simi Valley CNG project to the Moorpark Metrolink Station Parking project: and,

**WHEREAS**, on April 20, 2023, Caltrans approved a Corrective Action Plan to transfer the remaining balance of \$120,127 in Proposition 1B Transit Capital Funds from the Simi Valley CNG project to the Southern California Regional Rail Authority (Metrolink) Structures Rehabilitation in Ventura County project.

**NOW THEREFORE THE PARTIES DO AGREE TO AMEND THE AGREEMENT AS FOLLOWS:**

1. FUNDING/PROGRAM MANAGEMENT:

Transfer of Funds: The City of Simi Valley shall transfer \$120,127 in Proposition 1B Transit Capital Funds to the Southern California Regional Rail Authority (Metrolink) for Structures Rehabilitation project and notify VCTC when the transfer has been completed.

2. No Other Changes: There are no other changes to the agreement made by this amendment.

**CITY OF SIMI VALLEY**

**Brian Paul Gabler** Digitally signed by  
Brian Paul Gabler  
Date: 2023.05.16  
14:46:56 -07'00'

Brian Paul Gabler  
City Manager

Approved as to Form

David L. Caceres  
City Attorney

5360288.1

5-16-23

**VENTURA COUNTY  
TRANSPORTATION COMMISSION**

Martin R. Erickson  
Executive Director

Approved as to Form

Steven T. Mattas  
General Counsel



Effective(09/08)

**Public Transportation Modernization, Improvement & Service Enhancement Program (PTMISEA)  
Project Description and Allocation Request  
Corrective Action Plan**

Fiscal Year :  
 PTMISEA Cycle :  
 Project Sponsor : Ventura County Transportation Commission  
 Contributing PTMISEA Sponsor : Ventura County Transportation Commission  
 Project Name : Structures Rehabilitation in Ventura County

	Original	Revised
Project Description	Structures Rehabilitation in Ventura County	Structures Rehabilitation in Ventura County
<b>Funding</b>		
99313 :		
99314 :	\$102,318	\$102,318
PTMISEA Interest :		\$120,127
<b>Other Funds :</b>		
Federal	\$777,160	\$777,160
State :	\$1,265,718	\$1,265,718
Local :	\$364,467	\$364,467
<b>Total :</b>	<b>\$2,509,663</b>	<b>\$2,629,790</b>
<b>Schedule Date</b>		
Begin Environmental :		
End Environmental :		
Begin Design :		
End Design :		
Begin Right of Way :		
End Right of Way :		
Begin Construction :	11/1/21	11/1/21
End Construction :	12/1/22	12/1/22
Begin Vehicle/Equipment Order :		
End Vehicle/Equipment Order :		
Begin Closeout Phase :	1/1/23	1/1/23
End Closeout Phase :	3/1/23	3/1/23
Justification for Change :	Cost savings/interest remaining from City of Simi Valley CNG project transferred to SCRRA/Metrolink Structures Rehabilitation project.	

Signature(s)

Sponsor Recipient

4/20/23

Date

Contributing PTMISEA Sponsor

Date

Note: The same authority that signed the Allocation Request must sign here.



Effective(09/08)

**Public Transportation Modernization, Improvement & Service Enhancement Program (PTMISEA)  
Project Description and Allocation Request  
Corrective Action Plan**

Fiscal Year :  
 PTMISEA Cycle :  
 Project Sponsor : Ventura County Transportation Commission  
 Contributing PTMISEA Sponsor : Ventura County Transportation Commission  
 Project Name : Simi Valley Transit CNG Fueling Facility Upgrade

		Original	Revised
Project Description	Major system upgrades to CNG fueling facility and ancillary equipment.		Major system upgrades to CNG fueling facility and ancillary equipment.
<b>Funding</b>			
99313 :	\$261,764	\$261,764	\$261,764
99314 :	\$285,000	\$285,000	\$285,000
PTMISEA Interest :	\$148,792	\$28,665	\$28,665
<b>Other Funds :</b>			
Federal	\$1,400,000	\$1,400,000	\$1,400,000
State :			
Local :			
<b>Total :</b>	<b>\$2,095,556</b>	<b>\$1,975,429</b>	<b>\$1,975,429</b>
<b>Schedule Date</b>			
Begin Environmental :			
End Environmental :			
Begin Design :			11/1/10
End Design :			11/1/22
Begin Right of Way :			
End Right of Way :			
Begin Construction :			1/12/11
End Construction :			4/15/23
Begin Vehicle/Equipment Order :			
End Vehicle/Equipment Order :			
Begin Closeout Phase :			4/15/23
End Closeout Phase :			5/15/23
Justification for Change :	The project will be completed with cost savings and interest funds remaining to be transferred to SCRRRA/Metrolink Structures Rehabilitation in Ventura County project.		

**Signature(s)**

Sponsor Recipient

Date

4/20/23

Contributing PTMISEA Sponsor

Date

Note: The same authority that signed the Allocation Request must sign here.



Item 8E

June 2, 2023

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: GEISKA VELASQUEZ, PROGRAMMING ANALYST**  
**SUBJECT: SECTION 13(C) LABOR AGREEMENT**

**RECOMMENDATION:**

- Approve the attached Agreement with the Service Employees International Union (SEIU), Local 721, as required for VCTC's Fiscal Year 2022/23 federal transit grant applications with the Federal Transit Administration.

**BACKGROUND:**

VCTC staff will be filing grant applications with the Federal Transit Administration (FTA) to fund VCTC's FY 2022/23 federal transit projects and other local agency projects. As with all federal transit grant applications, we are required to enter into a U.S. Department of Labor certified agreement, commonly referred to as Section 13(C), with the SEIU which represents both Gold Coast Transit and Simi Valley Transit employees. Federal law requires that VCTC protect the jobs of union represented public transit workers and ensure that transit employees be compensated if jobs are lost as a direct result of proposed projects. Specifically, the federal government requires that the protective arrangements include:

- Preservation of rights, privileges, and benefits (including continuation of pension rights and benefits) under existing collective bargaining agreements;
- Continuation of collective bargaining rights;
- Protection of individual employees against worsening of their positions with respect to their employment;
- Assurances of employment and priority of re-employment;
- Paid training or re-training programs.

These protective arrangements are included in the proposed Agreement (attached). The Agreement is identical to the Agreement approved by the Commission for all previous grant applications over the past years.

VCTC staff's analysis indicates that none of the projects to be included in the grant application pose a risk to either Gold Coast Transit or Simi Valley Transit employees. All projects to be included in the grant applications are in VCTC's FY 2022/23 Program of Projects (POP), which was approved by the Commission on October 7, 2022.



June 2, 2023

**MEMO TO: VENTURA COUNTY SERVICE AUTHORITY FOR FREEWAY EMERGENCIES**  
**FROM: AMANDA FAGAN, DIRECTOR OF PLANNING AND SUSTAINABILITY**  
**SUBJECT: U.S. 101 CONEJO PASS WILDLIFE TRACKING STUDY COOPERATIVE AGREEMENT WITH NATIONAL PARK SERVICE**

**RECOMMENDATION:**

- *Authorize the Executive Director to execute a Cooperative Agreement with the Santa Monica Mountains National Recreation Area of the National Park Service to complete the U.S. 101 Conejo Pass Wildlife Tracking Study.*

**BACKGROUND AND DISCUSSION:**

In October 2021, VCTC staff, in partnership with the National Park Service (NPS) applied to the Caltrans Sustainable Transportation Planning Grant Program to prepare a U.S. 101 Conejo Pass Area Wildlife Tracking Study. The project objective is to study wildlife movement throughout the Conejo Pass Area, commonly known as the Conejo Grade, to evaluate current wildlife connectivity and make recommendations for maintaining and improving connectivity throughout this critical region.

Caltrans announced a grant award to VCTC on April 4, 2022. In May 2022, the Commission authorized VCTC to enter a contract with Caltrans to accept the grant award to facilitate the preparation of the U.S. 101 Conejo Pass Area Wildlife Tracking Study. On November 17, 2022, Caltrans issued a Notice to Proceed and Restricted Grant Award with VCTC. The application requested, and Caltrans approved, \$326,890 in grant funds with \$179,918 of in-kind matching funds from the NPS, for a total project cost of \$506,808. The Fiscal Year 2022/2023 and 2023/2024 Regional Transportation Planning program budgets include the grant as pass-through funds to the NPS. Project work will be performed by NPS staff from the Santa Monica Mountains National Recreation Area (SMMNRA) as a subrecipient under VCTC, under the leadership of Dr. Seth Riley, Wildlife Ecologist and Branch Chief for Wildlife. Caltrans District 7 environmental staff will be closely involved in the project, using experience from the Liberty Canyon wildlife corridor.

To execute the project, VCTC and NPS must enter into a Cooperative Agreement that extends VCTC grant obligations to NPS as a Subrecipient. The Cooperative Agreement is based on an agreement used by Caltrans and NPS for a similar study of wildlife connectivity along State Route 118 in the Rocky Peak area and incorporates subrecipient provisions from the Caltrans Sustainable Transportation Planning Grant to VCTC.

The Cooperative Agreement is still being reviewed by the NPS. However, given project and Commission meeting schedule constraints and that significant changes are not anticipated, staff recommends approving the Agreement and authorizing the Executive Director to execute the Agreement provided NPS edits do not result in material or substantial changes to the document approved by the Commission.



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June 2, 2023

**MEMO TO: VENTURA COUNTY SERVICE AUTHORITY FOR FREEWAY EMERGENCIES**  
**FROM: AMANDA FAGAN, DIRECTOR OF PLANNING AND SUSTAINABILITY**  
**SUBJECT: MOTORIST AID PROGRAM BUDGET AMENDMENT**

**RECOMMENDATION:**

- Amend the Fiscal Year 2022/2023 Motorist Aid Services budget by increasing the SAFE revenues by \$44,800.
- Amend the Fiscal Year 2022/2023 Motorist Aid Services budget by increasing the Communications line item by \$14,800, Salaries line item by \$13,200, Fringe Benefits by \$4,800, and Indirect Costs by \$12,000, for a total of \$44,800.
- Amend the Fiscal Year 2022/2023 Service Authority for Freeway Emergencies (SAFE) Revenue Fund transfer-out budget to the General Fund by an increase of \$30,000 for the salary costs.

**BACKGROUND & DISCUSSION:**

The Fiscal Year 2022/2023 Motorist Aid Services budget includes \$60,000 for Callbox Communications. The Communications budget category funds cellular phone service for the callbox network and other related communications costs necessary to operate the emergency roadside callbox system in Ventura County. After sunset of 3G cellular service nationwide and upgrade of the callbox system to 4G/LTE service, a new cellular service contract was put in place. The final monthly cost of the services has stabilized at a monthly cost slightly higher than originally budgeted, and as the end of the fiscal year approaches, the line-item budget requires an amendment to accommodate the annual total costs. An additional \$14,800 is requested to cover the difference between the initial estimate and current projected costs. The resulting Callbox Communications expenditures line item will be \$74,800.

The Fiscal Year 2022/2023 Motorist Aid Services budget also includes a total of \$53,400 for salaries, fringe benefits, and indirect costs, which covers the costs to manage and monitor the Motorist Aid programs, including Freeway Service Patrol, Incident Responders Grant Program, emergency roadside callboxes, and speed data collection. Managing and monitoring these programs required more staff time than anticipated due to unforeseen circumstances, such as the need to reissue the FSP Beat 4 Request for Proposals and conduct additional vendor outreach. To cover the cost of this additional staff time, staff recommends an increase to the Expenditures line items for Salaries by \$13,200, Fringe Benefits by \$4,800, and Indirect Costs by \$12,000, for a total increase of \$30,000. The resulting total expenditures budget for salary and benefits costs is \$83,400 across the three categories.

Combined, the proposed increase to the Callbox Communications and Salaries, Benefits, and Indirect Costs line items totals \$38,600. The resulting total SAFE Revenues and Fund Transfer will be \$854,800, and the resulting total fiscal year Motorist Aid Services budget is \$2,144,300. Sufficient funds are available in the SAFE Fund balance to accommodate the additional revenues required.



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June 2, 2023

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

**FROM: AMANDA FAGAN, DIRECTOR OF PLANNING AND SUSTAINABILITY**

**SUBJECT: FREEWAY SERVICE PATROL BEAT 4 (101-3) UPDATE**

**RECOMMENDATION:**

- *Receive and file an update on efforts to initiate Beat 4 of the Freeway Service Patrol (FSP).*
- *Cancel the FSP Beat 4 Request for Proposals issued November 4, 2022 and re-issued on February 3, 2023 and direct staff to return to the Commission with an alternative approach to providing FSP coverage on U.S. 101 from Rice Avenue to California Street.*

**BACKGROUND:**

Freeway Service Patrol (FSP) provides roving tow trucks on portions of the highway system during peak traffic periods for rapid clearing of disabled vehicles and motorist assistance. FSP is implemented through a partnership between the Ventura County Service Authority for Freeway Emergencies (SAFE), the California Highway Patrol (CHP), and Caltrans. The goals of the program are to provide congestion relief, reduce the incidence of secondary collisions, mitigate delay related vehicle emissions, and assist motorists stranded in dangerous situations on busy highways. FSP assistance is free to motorists at the point of service and is funded through a \$1 annual vehicle registration fee and Caltrans funding allocations.

In September 2020, the Ventura County SAFE board awarded contracts for FSP Beats 101-1, 101-2 and 118 to Platinum Tow & Transport. The three (3) FSP Beats became operational in the summer of 2021. Since launching, two (2) Ventura County FSP tow trucks have been patrolling per Beat Monday through Friday from 6am to 9am and 3pm to 7pm, providing disabled motorists with services such as changing flat tires, jump starting dead batteries, refilling radiators, and providing a gallon of gas. If FSP cannot restart a vehicle within 10 minutes, the disabled vehicle is towed to a safe location off the highway.

Existing FSP Patrol Beats:

1. (101-1) HWY 101 from Los Angeles County Line to Camarillo Springs Rd
2. (101-2) HWY 101 from Camarillo Springs Rd to Rice Ave
3. (118) HWY 118 From Los Angeles County Line to SR 23

Staff identified available funds to expand the FSP program through initiation of a Beat 4 (101-3) to provide service from Rice Avenue to California Street on US-101. In November 2022, VCTC approved release of the RFP. Staff posted the RFP to <https://www.goventura.org/work-with-vctc/contracts/>. Staff conducted outreach to potential contractors, including preparing and distributing a postcard mailer to more than 50 local tow contractors, posting accompanying social media announcements, and emailing local tow companies directly to inform as many local tow contractors as possible about the RFP opportunity. With the initial release of the RFP on November 4, 2022, proposals were due by January 6, 2023, with service to commence on July 5, 2023. As of the proposal due date, VCTC received zero responses. To understand why no proposals were submitted, VCTC staff reached out to several contractors that had initially expressed interest in submitting a proposal. Factors cited by potential contractors primarily centered around the timeline for service deployment, with continued post-pandemic supply chain concerns, availability of drivers,

and insurance market constraints. Staff speculated that the timing of the initial release over the busy holiday season may have also affected submissions, along with possible limited familiarity of local tow companies with how to respond to a government request for proposals process.

On February 3, 2023, the Commission approved re-release of the RFP and an extended response period, providing approximately 60 additional days for potential contractors to submit a proposal, with proposals due on April 7, 2023. VCTC staff hosted a pre-proposal conference that included expanded information on how to prepare and submit a proposal and conducted additional outreach to prospective tow contractors, similar to an approach used by LA Metro for their FSP procurement efforts.

As of the extended submittal deadline on April 7th, VCTC received one proposal from a tow company not currently serving the Ventura County FSP program or with current operations within the county. Staff reviewed the proposal for responsiveness to the RFP and found the proposal overall to be responsive and the contractor capable of providing the services. However, the cost proposal was more than 3 ½ times the current hourly rate for the existing three FSP beats in Ventura County. At the current hourly rates for Beats 1 - 3, which are in the \$100 per hour range, the benefit-cost ratio for the program is 3:1. At the proposed rate for Beat 4, costs would exceed the calculated benefits of the program. Staff contacted the respondent and sought to negotiate a lower rate for service, including consideration of service and equipment changes to reduce costs. After two subsequent cost proposals, the proposed hourly rate was still more than 2 ½ times the current Ventura County FSP rates and would far exceed the rates for any of the FSP programs statewide. The annual cost to operate Beat 4 would approach the cost of operating Beats 1 – 3 combined and would cause the program to exceed available funding from State and local (SAFE) sources.

The RFP Selection Process (Section III) reserves to VCTC the right to reject all proposals and to re-issue (or not re-issue) a new RFP for the same or similar work, to cancel or withdraw the RFP at any time without prior notice and makes no representations that any contract will be awarded to any proposer. Given that agreement on an hourly rate by which benefits would exceed costs could not be reached, staff recommends that no contract award be made at this time to proceed with the Beat 4 FSP service as described in the RFP. Staff will continue to evaluate FSP service more broadly, to include possible changes to the existing Beats coverage and service, to meet the needs of Ventura County motorists and achieve the goals of the FSP program.



June 2, 2022

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: AUBREY SMITH, PROGRAM MANAGER – REGIONAL TRANSIT PLANNING**  
**SUBJECT: FY2024 – FY2032 SHORT RANGE TRANSIT PLAN UPDATE REQUEST FOR PROPOSALS**

**RECOMMENDATION:**

- Authorize the Executive Director to finalize and issue Request for Proposals for the development of VCTC's FY2024 – FY2032 Short Range Transit Plan Update (SRTP).

**BACKGROUND:**

Transit agencies regularly develop and update short-range plans to show operating and capital needs, service plans and budgets over a five-to-ten-year horizon. VCTC's last SRTP was developed in 2015 and provided strategies for improved regional coordination and connectivity, in an effort to establish a cohesive and consistent set of transit services. The SRTP also provided a framework for future transit ridership growth with the primary goal of enhancing customer experience and increasing the viability of transit within Ventura County. However, many significant events have occurred since the last update, such as the COVID-19 pandemic, which have altered the transit service landscape.

The COVID-19 pandemic has significantly impacted transit operations, ridership, and revenues. The decrease in ridership, changes in travel patterns and uncertainties in farebox revenues have created significant planning and operational challenges for transit operators. While federal relief funds provided temporary relief, these funds have or will soon be exhausted for most transit operators. Within this context, the SRTP Update is being reimagined and restructured to help plan for and navigate through the continued uncertainties.

**DISCUSSION:**

The purpose of the SRTP Update will serve as a management and policy document for VCTC and other transit operators within Ventura County and will help VCTC understand the status and outlook of transit service in the region, both by operator and regionally. The SRTP will also help VCTC understand the impacts of varying levels of transit service funding and to develop actionable information to support funding advocacy, including the ability to articulate service benefits and tradeoffs at different funding levels due to the impacts of the COVID-19 pandemic. The SRTP will feature focused analyses pertaining to customer markets, service needs, fare structures, capital investments, marketing efforts, cost/revenue projections, service plans, and stakeholder input.

Staff recommends the Board authorize the Executive Director to finalize and release the RFP for the development of VCTC's FY2024 – FY2032 SRTP Update. Staff will return to the Board for approval to award a contract following completion of the RFP and selection process. The selection process timeline is as follows and is subject to change:

	<b>2023</b>			
	<b>June</b>	<b>July</b>	<b>August</b>	<b>September</b>
RFP Issue	2-Jun			
Pre-Proposal Conference	12-Jun			
Questions Submittal Deadline	16-Jun			
VCTC Responses to Questions	23-Jun			
Proposal Due Date		7-Jul		
VCTC Board Approval and Contract Award				8-Sep
Notice to Proceed				8-Sep



Item 8J

June 2 ,2023

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

**FROM: AUBREY SMITH, REGIONAL PLANNING MANAGER  
DOLORES LOPEZ, TRANSIT PLANNER**

**SUBJECT: BUS AND RAIL RIDERSHIP AND PERFORMANCE MEASURES REPORT**

**RECOMMENDATION:**

- Receive and File

**BACKGROUND:**

As a data driven and transparent organization, VCTC staff provides quarterly reports that include ridership data, performance measures, and goals for VCTC Intercity Transit as well as Metrolink and Pacific Surfliner. This report looks at the third quarter of Fiscal Year (FY) 2023 January 1, 2023 – March 31, 2023.

**DISCUSSION:**

This reporting period covers the third quarter. VCTC's Intercity quarterly ridership has increased by 14.5% when compared to the same period in the previous year. Ridership continues to increase, but when compared to pre-pandemic numbers during the same period there is still a decrease of 45.3%. Ridership continues to slowly trend in an upward trajectory. It is worth noting that the service was suspended on January 9<sup>th</sup> and 10<sup>th</sup> due to a freeway closure, and several trips were cancelled on March 11<sup>th</sup> due to heavy rainfall.

Regarding rider composition, mobility devices have seen a slight increase, bicycles are about 2% lower than last year but saw a larger decline than in FY21 of about 4%. No change in train transfers were observed over the previous year. Customer service goals were not met as complaints received for the period exceeded 10/100,000 riders for the quarter.

Passenger revenue more than doubled, showing a significant increase of 106%. Even when accounting for budgeted route guarantees, passenger revenue still saw a substantial increase of 69%. The cost per

passenger has decreased by 11% over FY22 Q2. The farebox recovery ratio experienced a substantial increase from 4% to 8% without considering route guarantees. When including route guarantees, it increased from 15% to 25%, indicating improved financial performance.

The Metrolink Ventura County rail line ridership increased by 85% in FY23 when compared to the previous year and station boardings in Ventura County increased by 48%. However, overall Metrolink ridership on the Ventura Line is at 38% of pre-pandemic ridership with gradual improvement. The Pacific Surfliner service, which travels from San Diego to San Luis Obispo is at 60% of pre-pandemic levels and is seeing a strong return of recreational trips.



# VCTC INTERCITY

## Quarterly Ridership Report | FY 2023 Q3

January - March 2023

**88,837**

Boardings



January - March 2022

**77,591**

**14.5%**

### HIGHLIGHTS

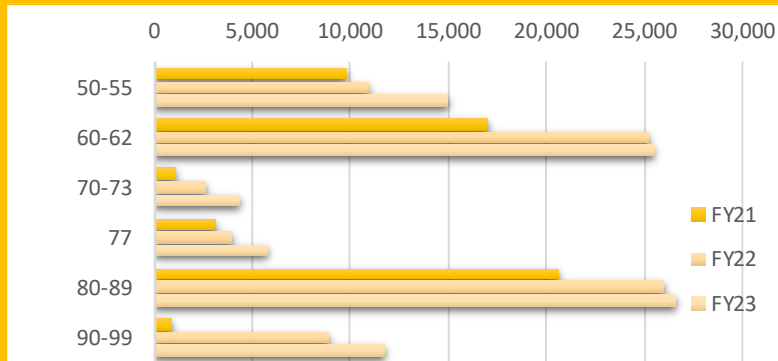
Ridership increased by 14.5% when compared to the same period a year ago. East County (70-73) has the highest increases of 66% when comparing the same period in the previous fiscal year.

**CUSTOMER SERVICE GOALS** (No more than 10/100,000 rider complaints each quarter) VCTC Intercity received eleven(11) valid complaints this quarter. In January (4), February (4), and March (3) related to safety and customer service. VCTC Intercity did not meet it's performance goal.

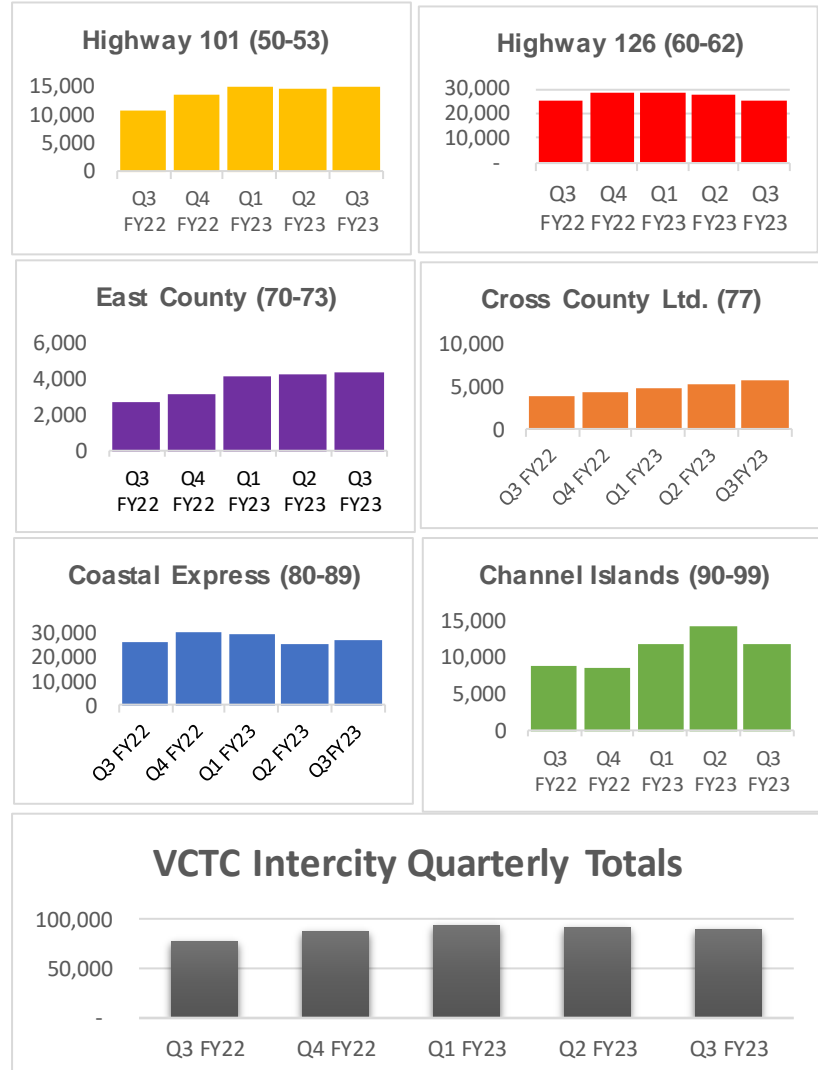
The following table provides VCTC Intercity Transit's commuter boardings (based on ridership) to better understand ridership composition; and to identify customer needs, factors to on-time performance, and other potential service improvements.

	FY 2021	FY 2022	FY 2023
<b>Mobility Devices</b>	0.27%	0.94%	1.27%
<b>Bicycles</b>	7.86%	5.39%	3.69%
<b>Train Transfers</b>	1.64%	0.19%	0.19%

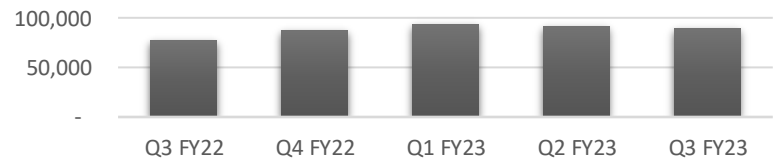
**Quarterly Ridership by Line**  
January - February - March



### RIDERSHIP CHANGE FROM PRIOR YEAR - LAST 15 MONTHS\*



### VCTC Intercity Quarterly Totals



\* The Systemwide (50-99) graph reflects Q1 ridership totals for the past three years rather than a 15-month review.

# VCTC INTERCITY

Quarterly Ridership Report | FY 23 Q3

January - March 2023	5.95	\$ 23.32	\$172,538
	Passengers/Hour	Cost/Passenger	Fare Revenue*
January - March 2022	5.20	\$ 26.17	\$83,824

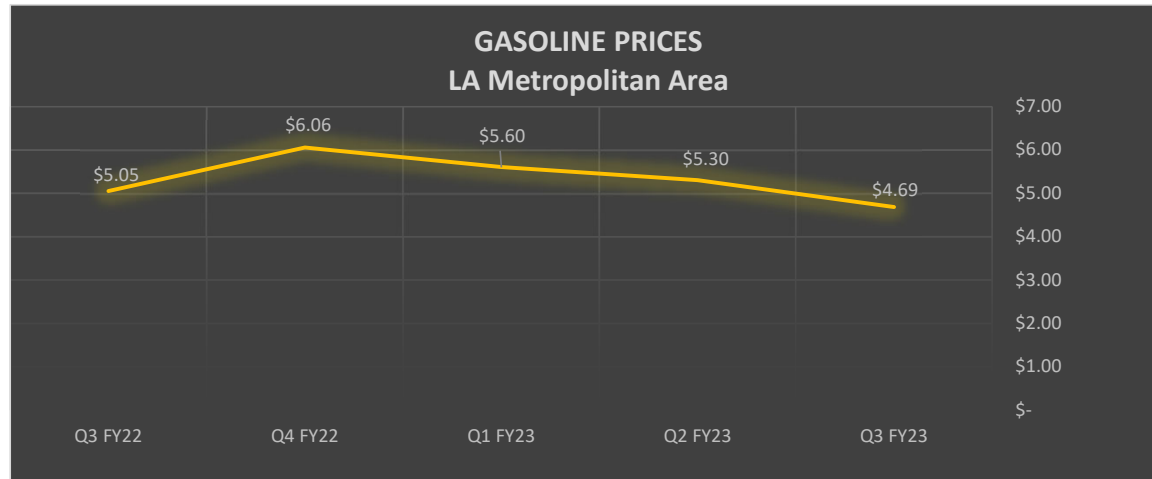
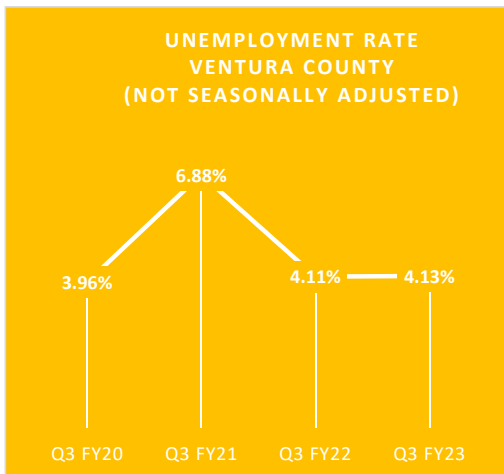
## HIGHLIGHTS

Cost per passenger decreased by 11% from the previous year when compared to the same quarter. The decrease in cost is correlated to the increasing ridership across the system. The farebox recovery ratio has increased by 102% when compared to the same quarter the previous year. Passenger revenue has doubled.

## COST AND REVENUE PER PASSENGER

	FY22 Q3	FY23 Q2	% Change
Operating Cost	\$ 2,030,252	\$ 2,071,378	2%
Passenger Revenue	\$ 83,824	\$ 172,538	106%
Passenger Revenue including budgeted route guarantees^	\$ 311,386	\$ 525,762	69%
<b>Passengers</b>	<b>77,591</b>	<b>88,837</b>	<b>14%</b>
<b>Cost per Passenger</b>	<b>\$ 26.17</b>	<b>\$ 23.32</b>	<b>-11%</b>
<b>Farebox Recovery Ratio not including route guarantees</b>	<b>4%</b>	<b>8%</b>	<b>102%</b>
<b>Farebox Recovery Ratio including route guarantees</b>	<b>15%</b>	<b>25%</b>	<b>65%</b>

## EXTERNAL RIDERSHIP FACTORS



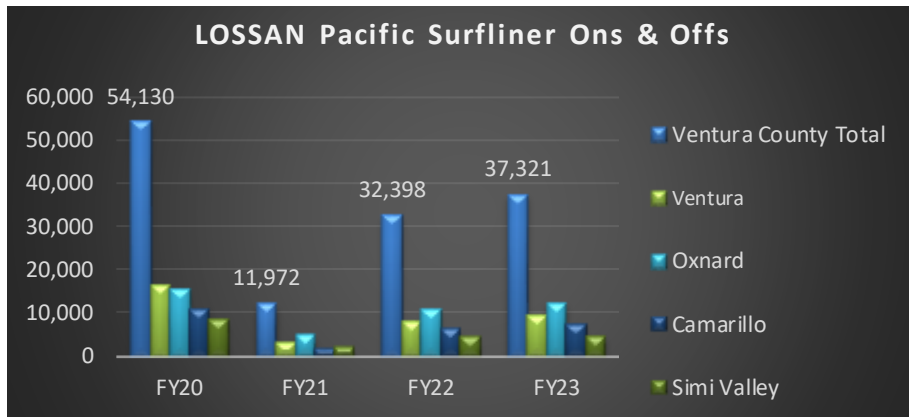
SOURCE: Employment Development Dept.

SOURCE: US Bureau of Labor Statistics

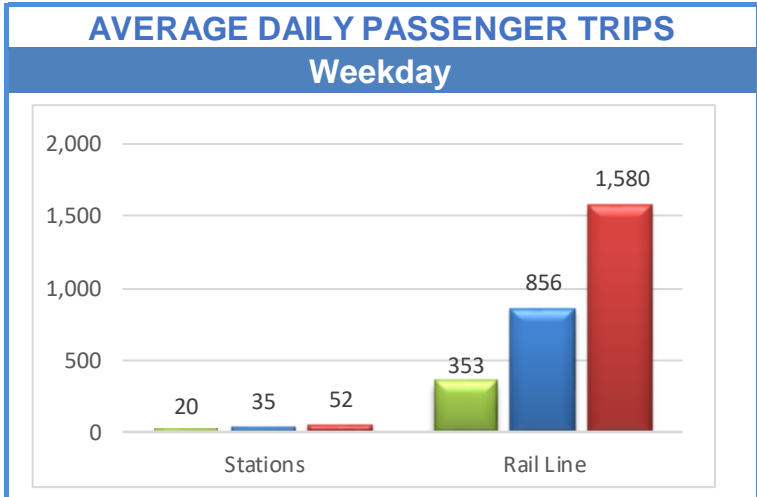
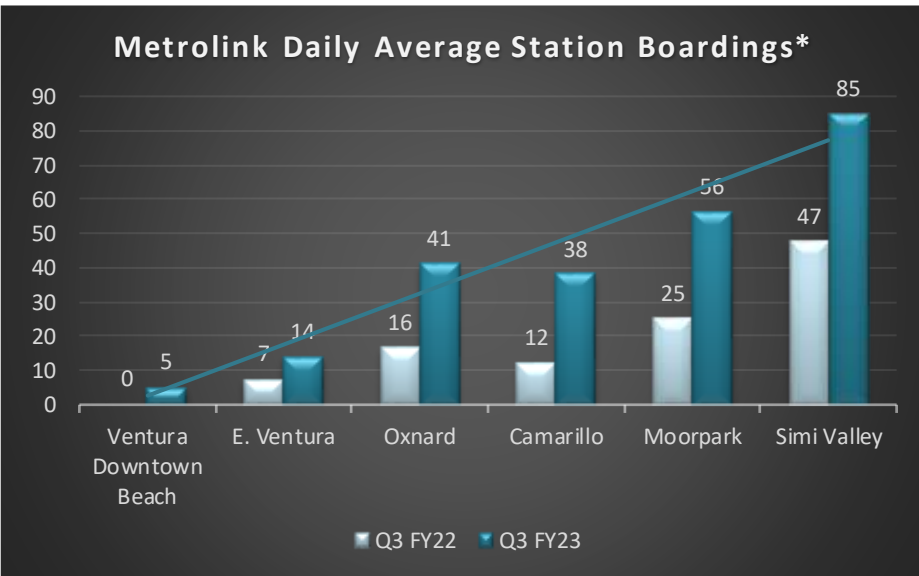
^ Based on service levels and adjusted at year-end. The FY23 annual total is \$1,462,895 (including budget amendments to date).

# METROLINK & LOSSAN Corridor | Ventura County Line

## Ridership, Productivity, and Efficiency of Service



**FIRST QUARTER 2023 HIGHLIGHTS**  
 Rail ridership has been slowly increasing over the last year. The Metrolink Ventura County Line ridership remains down by 62% over FY19. Pacific Surfliner service is also showing steady increase and is down by 40% over FY19.



Period	Stations	Rail Line	System Total
Q3 FY21	20	353	5,870
Q3 FY22	35	856	10,495
Q3 FY23	52	1,580	15,626
% change over FY22	48%	85%	49%
% change over FY21	162%	348%	166%

\*Based on Metrolink's Conductor Counts

\*Based on Ticket Sales



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Item 8K

June 2, 2023

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

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

**SUBJECT: LEGISLATIVE UPDATE**

**RECOMMENDATION:**

- Receive and file.

**DISCUSSION:**

**State Issues**

**Budget Update**

Discussions about the state's projected budget deficit continue to dominate discussions at the state level. On May 12, Gov. Gavin Newsom released his revised budget proposal based on updated revenue projections. At \$31.5 billion, the projected budget deficit in the May budget is higher than the \$22 billion projected in January, as was anticipated.

The governor's January budget proposal included significant adjustments to the \$15 billion transportation infrastructure package approved in 2022. The revised May budget maintains those reductions and shifts to other funding sources but does not propose any new reductions to transportation programs. The proposed adjustments are:

- A reduction in the Transit and Intercity Rail Capital Program (TIRCP), from \$2 billion to \$1 billion in 2023-24 and a reduction of \$500 million in each of 2024-25 and 2025-26. TIRCP provides grants from the state's Greenhouse Gas Reduction Fund (GGRF) for capital improvements on the state's intercity, commuter and urban rail systems. The TIRCP reductions are "trigger cuts," and the reductions can be restored if there is sufficient General Fund in January 2024.
- A reduction in the Active Transportation Program (ATP) of \$500 million General Fund, with \$300 million restored from the State Highway Account funds, for a net reduction of \$200 million. ATP encourages increased use of active modes of transportation, such as walking and biking. Under the budget proposal, the program would sustain all the programming capacity approved in the 2023 programming cycle.

- A shift of \$200 million General Fund to State Highway Account Funding for the Climate Adaptation Program, which supports climate resiliency and reduces infrastructure risk.
- A reduction of \$1.5 billion General Fund for Heavy Duty Zero-Emission Vehicles and Infrastructure programs, which includes funding for transit buses. This reduction is partially offset by an \$839 million shift to the Greenhouse Gas Reduction Fund.
- A delay of \$350 million of funding originally planned to be available for safety grade separations at rail crossings in 2023-24. That funding instead is planned to be available in 2025-26.

In his budget proposal, the governor also acknowledged that transit operators statewide are facing lingering effects of the pandemic, such as reduced ridership, and that federal relief provided during the pandemic will run out soon at many agencies. Although the governor did not propose any new funding for transit operations in his May budget, the budget states that the administration welcomes discussions with the Legislature on potential near- and long-term solutions to protect the viability of transit across the state.

In May, VCTC joined several Southern California transit operators on a coalition letter in support of a budget request by the California Transit Association (CTA). VCTC is a member of CTA, a nonprofit organization that represents more than 80 transit agencies statewide. In April, CTA, on behalf of its members, requested \$5.15 billion from various state funding sources to support transit operations over five years. Funding sources identified in the letter include revenue from the portion of sales tax on diesel fuel that normally goes to the state's general fund, utilizing unallocated Cap and Trade revenue, and converting transit capital to operations funding. CTA also requests that statutory relief provided to transit agencies since the beginning of the pandemic be extended through fiscal year 2024-25. Currently, that relief is scheduled to expire at the end of this fiscal year.

Budget committee hearings will continue over the next several weeks. The Legislature has until June 15 to pass a budget.

### **Legislation Update**

#### **Assembly Bill 6 and Assembly Bill 7**

VCTC is a member of the Board of Directors of Mobility 21, the Southern California Transportation Coalition. The Mobility 21 Board of Directors in May sent an "oppose" letter (attached) to Assembly Bill 6 (Friedman) and Assembly Bill 7 (Friedman). AB 6 would require the California Air Resources Board (CARB) to set new greenhouse-gas emissions targets for 2035 and 2045 and would require metropolitan planning organizations (MPOs) to seek approval from CARB for their technical methodologies. AB 7 would require that specified principles be incorporated into the project selection process for each transportation project funded by specified federal, state and local funding sources.

Attachment A is the monthly report from California Advisors. Attachment B is a matrix of bills that VCTC is tracking. Attachment C is the "oppose" letter from the Mobility 21 Board of Directors.



# CALIFORNIA ADVISORS, LLC

## VENTURA COUNTY TRANSPORTATION COMMISSION MONTHLY STATE ADVOCACY REPORT MAY 2023

### Legislative Update

As the month of May ends, we are nearing the halfway point of the legislative session. June 2nd marks the House of Origin deadline which means legislation needs to be out of the house in which it was introduced in. The week before the deadline will have several lengthy floor sessions in both houses to pass the hundreds of bills before each chamber. Once they have passed this first deadline the bills will swap houses and begin their policy hearings starting in early June.

May 18th was the Appropriations Suspense hearing in both the Senate and the Assembly. Most bills with a cost to the state are referred to the “suspense list” in each house. In total, both committees heard a combined 1,171 bills that day. However, when the dust settled 860 bills were passed and 311 of those bills were held in committee and will not advance this year.

Additionally, there have been several budget subcommittee hearings this month in preparation for the Governor’s May Revise, which was released on Friday, May 12th. The budget committees have been reviewing the Governor’s new proposal and are starting to shape their own budgets. The final budget must be passed by the Legislature by June 15th. There have been some transportation related issues covered in these budget subcommittee hearings, and California Advisors will continue to monitor, report, and advocate on behalf of VCTC in these hearings.

### Budget - May Revise

On May 12, 2023, the Governor released his May Revision for budget year 2023-24. The Governor now projects budget year General Fund expenditures of \$224.1 billion, available resources of \$233.2 billion (prior year balance, revenues and transfers), and \$3.8 billion in the Special Fund for Economic Uncertainties (SFEU), the state’s general budget reserve. The May Revision reflects \$37.2 billion in budgetary reserves. These reserves include: \$22.3 billion in the Proposition 2 Budget Stabilization Account (Rainy Day Fund) for fiscal emergencies; \$10.7 billion in the Public School System Stabilization Account; \$450 million in the Safety Net Reserve; and \$3.8 billion in the state’s operating reserve.

Across the prior year, current year, and budget year, the available General Fund resources have decreased by approximately \$8.4 billion as compared to the Governor’s January budget proposal. After

accounting for transfers and adjustments, the additional budget shortfall identified in the May Revision is \$9.3 billion and when combined with January estimates, the total shortfall is projected to be \$31.5 billion. This shortfall is driven by underperformance in revenue estimates from the 2022-23 Budget Act related to personal income tax and recent inflationary trends and dampened economic indicators.

Overall, the May Revision forecast for 2021-22 through 2023-24 General Fund revenues has decreased by \$6.2 billion over the budget window: \$1.4 billion in 2021-22, \$3.8 billion in 2022-23, and \$1.1 billion (after transfers and transfer solutions) in 2023-24.

Specifically on transportation side, the May Revision includes:

- **Transportation Infrastructure Package:** The May Revision maintains \$11.6 billion, which is the same level of funding that was proposed in January. Specifically, this includes \$5.65 billion for transit and rail infrastructure; \$4.2 billion for the High-Speed Rail Authority to continue building the 119-mile Central Valley Segment; \$1.4 billion for Active Transportation Program projects, the Highways to Boulevards Pilot, and bicycle and pedestrian safety projects; \$350 million for grade separation projects.
- **Supply Chain and Goods Movement Package:** The May Revision maintains \$1.2 billion for projects that improve goods movement on rail and roadways at port terminals but shifts \$150 million from General Fund to the State Highway Account.
- **Motor Vehicle Account:** The May Revision projects that the Motor Vehicle Account (MVA) will be insolvent at the end of 2024-25. The Administration is exploring potential revenue and expenditure solutions for the fund. The May Revision proposes to revert \$104.7 million of DMV's multi-year General Fund appropriation for REAL ID workload and other operational improvements, given the shift of the federal REAL ID enforcement date from May 2023 to May 2025.
- **Department of Transportation:** The May Revision includes \$39 million and 143 positions for the Capital Outlay Support Program project delivery workload.

### LAO's 2022-23 Budget: Initial Comments on the Governor's May Revision

On May 15th the Legislative Analyst's Office (LAO) released a report. The report provided a summary of and comments on the Governor's revised budget, focusing on the overall condition and structure of the state General Fund—the budget's main operating account. LAO state that while the January Governor's budget focused primarily on spending solutions, the May Revision solves much of the additional budget problem by shifting more costs and increasing revenues. That said, spending solutions still represent about half of the total proposals. Total budget solutions proposed in the May Revision (including those maintained from Governor's budget) are: \$15.1 billion in spending reductions and delays, \$9.1 billion in cost shifts, \$3.7 billion in revenue increases and shifts, and \$450 million in reserve withdrawals.

### Budget Subcommittee Hearings on Transportation Related Matters

Last month, the Senate Budget Subcommittee 5 held an information hearing on Transit Operations. Senator Durazo stated that transit, infrastructure, and operations are a vital piece of California's response to the climate crisis not to mention other needs and issues. This year, our investments in



reducing emissions can make a real impact in communities that are not dependent on cars, this is why she fought to double our investments in transportation last year. Hearing panelists included representatives from the Department of Finance, the LAO, the CTA, and CalSTA. Members of the committees were mostly concerned and asked questions about the funding, cleanliness, and safety on transit, ridership, assistance assessment, reforms to services, laws, and regulations, and zero-emission transit. A couple of questions were raised on which types of agencies are most affected by the budget problems.

On May 17th, the Senate Budget Subcommittee 5 held a hearing on overview of Governor's May Revise proposals in transportation. Hearing panelists included representatives from the Department of Finance, the LAO, California Transportation Commission, California Department of Transportation, and CalSTA. The May Revision includes the following proposals in transportation:

- **California State Transportation Agency**, the May Revision maintains \$1.2 billion for projects that improve goods movement on rail and roadways at port terminals but shift \$150 million from General Fund to the State Highway Account.
- **California Transportation Commission**, the Governor proposes \$200,000 (\$94,000 from the State Highway Account and \$106,000 from the Public Transportation Account) to secure a contract for legal services, including but not limited to the Commission's role as a Responsible Agency pursuant to the California Environmental Quality Act. A contract for legal services is needed because the Commission no longer has access to legal services provided by the Department of Justice due to staffing and resource constraints being experienced in that department.
- **Department of Transportation**, The Governor requests \$6,637,000, which includes \$3,750,000 in personnel services (PS) for twenty-seven (27) positions, and operating expenses of \$2,887,000 of which \$2,650,000 is for professional consulting services. These resources will support the increased workload for Caltrans on-boarding to the FI\$Cal system. The May Revision also includes \$39.1 million and 143 Full Time Equivalents (FTEs) for the Capital Outlay Support (COS) Program for 2023-24. The resources requested consider budget year needs within the context of a five-year workload projection. The COS Program budget is growing to meet the needs and deliver projects required to achieve program commitments of Senate Bill 1 (SB 1), Asset Management, Infrastructure Investment and Jobs Act (IIJA), and the Middle-Mile Broadband Network Program. As for the technical adjustments, Governor requests the following items: Reappropriate up to \$1.255 million to allow Caltrans to complete the upgrade of the financial management system while continuing FI\$Cal onboarding activities; up to \$23.769 million to extend the encumbrance liquidation period for Caltrans to continue to purchase replacement fleet equipment; and various items to extend liquidation period for active projects funded under SB 1; correct the allocation, encumbrance, and liquidation period of a budget item to align with Caltrans' standards as well as correct typographical and other mistakes; amend federal funding authority to reflect the full federal grant amount; fund increase in insurance costs for Caltrans mobile fleet equipment; change fund source for intercity rail projects; and an increase in reimbursement authority to address an increase in administrative cost recoveries for Caltrans to support locally funded projects and middle-mile broadband network projects.
-

## Upcoming Bill Deadlines

**May 30 – June 2** – Floor sessions only.

**June 2** – Last day for each house to pass bills introduced in that house.

**June 15** – Budget Bill must be passed by midnight.

**July 14** – Last day for policy committees to meet and report bills.

**July 14 – August 14** – Summer Recess.

*Below is a list of VCTC tracked newly introduced bills:*

### **AB 6 (Friedman D) Transportation planning.**

**Introduced:** 12/5/2022

**Status:** 5/11/2023-Read second time. Ordered to third reading.

**Summary:** Current law requires that each regional transportation plan also include a sustainable communities strategy prepared by each metropolitan planning organization in order to, among other things, achieve certain targets established by the State Air Resources Board for the reduction of greenhouse gas emissions from automobiles and light trucks in the region for 2020 and 2035, respectively. This bill would require the state board, after January 1, 2024, and not later than September 30, 2026, to establish additional targets for 2035 and 2045, respectively, as specified.

### **AB 7 (Friedman D) Transportation: funding: capacity projects.**

**Introduced:** 12/5/2022

**Status:** 5/18/2023-From committee: Do pass. (Ayes 12. Noes 3.) (May 18). Read second time. Ordered to third reading.

**Summary:** Would require, on and after January 1, 2025, the project selection process for each transportation project that would be funded, at least partially, from specified funding sources, including the State Highway Account, the Road Maintenance and Rehabilitation Account, and the Trade Corridor Enhancement Account, to incorporate specified principles. The bill would require the Transportation Agency, on or before January 1, 2026, and annually thereafter, to submit a report to the Legislature on how those transportation projects that were completed during the prior year incorporated those principles. This bill contains other existing laws.

### **AB 295 (Fong, Vince R) Department of Transportation: maintenance projects.**

**Introduced:** 1/25/2023

**Status:** 5/18/2023-From committee: Amend, and do pass as amended. (Ayes 15. Noes 0.) (May 18). Read second time and amended. Ordered returned to second reading.

**Summary:** Would require the Department of Transportation to establish a rapid response unit within the Division of Maintenance in order to expedite roadside maintenance for specified projects related to roadside maintenance and the removal and clearing of material, as provided. The bill would also authorize local governmental entities, fire protection districts, fire safe councils, and tribal entities to notify the department of those projects related to roadside maintenance and the removal and clearing of material that have not been completed in an efficient and timely manner if the continued failure to complete these projects poses a clear and imminent danger, as provided. The bill would require the rapid response unit to begin the maintenance project within 90 days of being notified.

### **AB 400 (Rubio, Blanca D) Local agency design-build projects: authorization.**

**Introduced:** 2/2/2023

**Status:** 5/18/2023-Read third time. Passed. Ordered to the Senate. In Senate. Read first time. To Com. on RLS. for assignment.

**Summary:** Current law authorizes local agencies, as defined, to use the design-build procurement process for specified types of projects, as prescribed. Current law, among other requirements for the design-build procurement process, requires specified information submitted by a design-build entity to be certified under penalty of perjury. These provisions authorizing the use of the design-build procurement process are repealed on January 1, 2025. This bill would extend the repeal date to January 1, 2031. By extending the design-build authorization, the bill would expand the crime of perjury, thereby imposing a state-mandated local program.

**AB 411 (Bennett D) Transportation: trails.**

**Introduced:** 2/2/2023

**Status:** 5/18/2023-In committee: Held under submission.

**Summary:** Would require the Department of Parks and Recreation to establish the California Recreational Trails and Greenways Program to, beginning in 2024, award competitive grants on a biennial basis for new, expanded, or improved public access opportunities through nonmotorized recreational trail creation, improvement, enhancement, and restoration projects. The bill would create the California Recreational Trails and Greenways Fund in the State Treasury, and would require that specified moneys, including, to the extent consistent with Proposition 68, unexpended Proposition 68 moneys that revert to the administering agency for allocation, upon appropriation by the Legislature, be deposited into the fund and, upon appropriation by the Legislature, be available for allocation by the department for purposes of the program, as specified. In order to reduce the financial burdens associated with frontloaded cost structures and match requirements, the bill would authorize the department to create a loan or grant process for advanced payment and match assistance to reduce barriers to participation in the program.

**AB 463 (Hart D) Electricity: prioritization of service: public transit vehicles.**

**Introduced:** 2/6/2023

**Status:** 5/18/2023-In committee: Held under submission.

**Summary:** Current law requires the Public Utilities Commission to establish priorities among the types or categories of customers of every electrical corporation and every gas corporation, and among the uses of electricity or gas by those customers, to determine which of those customers and uses provide the most important public benefits and serve the greatest public need, and to categorize all other customers and uses in order of descending priority based on these standards. Current law requires the commission, in establishing those priorities, to consider, among other things, the economic, social, and other effects of a temporary discontinuance in electrical or gas service to certain customers or for certain uses, as specified. If an electrical or gas corporation experiences a shortage of capacity or capability and is unable to meet all demands by its customers, existing law requires the commission to order that service be temporarily reduced by an amount that reflects the established priorities for the duration of the shortage. This bill would require the commission, in establishing those priorities, to also consider the economic, social equity, and mobility impacts of a temporary discontinuance in electrical service to the customers that rely on electrical service to operate public transit vehicles.

**AB 557 (Hart D) Open meetings: local agencies: teleconferences.**

**Introduced:** 2/8/2023

**Status:** 5/16/2023-In Senate. Read first time. To Com. on RLS. for assignment.

**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, as specified. If there is a continuing state of emergency, or if state or local officials have imposed or recommended measures to promote social distancing, current law requires a legislative body to make specified findings not later than 30 days after the first teleconferenced meeting, and to make those findings every 30 days thereafter, in order to continue to meet under these abbreviated teleconferencing procedures. Current law requires a legislative body that holds a teleconferenced meeting under these abbreviated teleconferencing procedures to give notice of the meeting and post agendas, as described, to allow members of the public to access the meeting and address the legislative body, to give notice of the means by which members of the public may access the meeting and offer public comment, including an opportunity for all persons to attend via a call-in option or an internet-based service option. Current law prohibits a legislative body that holds a teleconferenced meeting under these abbreviated teleconferencing procedures from requiring public comments to be submitted in advance of the meeting and would specify that the legislative body must provide an opportunity for the public to address the legislative body and offer comment in real time. This bill would extend the above-described abbreviated teleconferencing provisions when a declared state of emergency is in effect, or in other situations related to public health, as specified, indefinitely.

**AB 610 (Holden D) Youth Transit Pass Pilot Program: free youth transit passes.**

**Introduced:** 2/9/2023

**Status:** 5/18/2023-From committee: Amend, and do pass as amended. (Ayes 11. Noes 0.) (May 18). Read second time and amended. Ordered returned to second reading.

**Summary:** Current law declares that the fostering, continuance, and development of public transportation systems are a matter of state concern. Current law authorizes the Department of Transportation to administer various programs and allocates moneys for various public transportation purposes. Upon the appropriation of moneys by the Legislature, this bill would create the Youth Transit Pass Pilot Program, administered by the department, 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.

**AB 744 (Carrillo, Juan D) California Transportation Commission: data, modeling, and analytic software tools procurement.**

**Introduced:** 2/13/2023

**Status:** 5/18/2023-From committee: Amend, and do pass as amended. (Ayes 11. Noes 0.) (May 18). Read second time and amended. Ordered returned to second reading.

**Summary:** Current law establishes the California Transportation Commission in the Transportation Agency. Current law vests the California Transportation Commission with various powers and duties relative to the programming of transportation capital projects and allocation of funds to those projects pursuant to the state transportation improvement program and various other transportation funding programs. Upon the appropriation of funds by the Legislature, this bill would require the commission to acquire public domain or procure commercially available or open-source licensed solutions for data, modeling, and analytic software tools to support the state's sustainable transportation, congestion management, affordable housing, efficient land use, air quality, and climate change strategies and goals. The bill would require the commission to provide access to the data, modeling, and analytic software tools to state and local agencies, as specified.

**AB 756 (Papan D) Department of Transportation: contaminated stormwater runoff: salmon and steelhead trout bearing surface waters.**

**Introduced:** 2/13/2023

**Status:** 5/18/2023-Joint Rule 62(a), file notice suspended. In committee: Held under submission.

**Summary:** Would require the Department of Transportation, in consultation with the State Water Resources Control Board, the Department of Toxic Substances Control, and the Department of Fish and Wildlife, to develop a programmatic environmental review process to prevent 6PPD and 6PPD-quinone from entering salmon and steelhead trout bearing surface waters of the state. The bill would require the department's 6PPD and 6PPD-quinone programmatic environmental review process to include, among other specified components, a pilot project at a particular highway crossing over the San Mateo Creek to study the effectiveness and cost effectiveness of installing and maintaining bioretention and biofiltration comparatively along department rights-of-way to eliminate the discharge of 6PPD and 6PPD-quinone into surface waters of the state, as specified. The bill would require, no later than December 31, 2026, the Director of Transportation to submit a report to the Legislature describing the department's strategy to eliminate the discharge of 6PPD and 6PPD-quinone by the department to all salmon and steelhead trout bearing surface waters of the state.

**AB 761 (Friedman D) Transit Transformation Task Force.**

**Introduced:** 2/13/2023

**Status:** 5/18/2023-From committee: Do pass. (Ayes 15. Noes 0.) (May 18). Read second time. Ordered to third reading.

**Summary:** Under current law, the Transportation Agency is under the supervision of an executive officer known as the Secretary of Transportation, who is required to develop and report to the Governor on legislative, budgetary, and administrative programs to accomplish comprehensive, long-range, and coordinated planning and policy formulation in the matters of public interest related to the agency. Current law provides for the funding of public transit, including under the Transportation Development Act. This bill would require the secretary, on or before July 1, 2024, to establish and convene the Transit Transformation Task Force to include representatives from the department, the Controller's office, various local agencies, academic institutions, nongovernmental organizations, and other stakeholders. The bill would require the task force to develop a structured, coordinated process for early engagement of all parties to develop policies to grow transit ridership and improve the transit experience for all users of those services. The bill would require the secretary, in consultation with the task force, to prepare and submit a report of findings based on the task force's efforts to the

appropriate policy and fiscal committees of the Legislature on or before January 1, 2025. The bill would require the report to include a detailed analysis of specified issues and recommendations on specified topics.

**AB 817 (Pacheco D) Open meetings: teleconferencing: subsidiary body.**

**Introduced:** 2/13/2023

**Status:** 5/5/2023-Failed Deadline pursuant to Rule 61(a)(3). (Last location was L. GOV. on 3/16/2023)(May be acted upon Jan 2024)

**Summary:** Current law, until January 1, 2026, authorizes the legislative body of a local agency to use alternative teleconferencing in certain circumstances related to the particular member if at least a quorum of its members participate from a singular physical location that is open to the public and situated within the agency's jurisdiction and other requirements are met, including restrictions on remote participation by a member of the legislative body. This bill would authorize a subsidiary body, as defined, to use alternative teleconferencing provisions similar to the emergency provisions indefinitely and without regard to a state of emergency. In order to use teleconferencing pursuant to the Ralph M. Brown Act, the bill would require the legislative body that established the subsidiary body by charter, ordinance, resolution, or other formal action to make specified findings by majority vote, before the subsidiary body uses teleconferencing for the first time and every 12 months thereafter.

**AB 823 (Schiavo D) Clean Transportation Program: eligible projects.**

**Introduced:** 2/13/2023

**Status:** 5/18/2023-In committee: Held under submission.

**Summary:** Current law establishes the Clean Transportation Program, administered by the State Energy Resources Conservation and Development Commission, to provide funding, upon appropriation by the Legislature, to certain entities to develop and deploy innovative technologies that transform California's fuel and vehicle types to help attain the state's climate change policies. Current law requires the commission to give preference to those projects that maximize the goals of the program based on specified criteria and to fund specified eligible projects, including, among others, alternative and renewable fuel infrastructure, fueling stations, and equipment. This bill would expand the list of eligible projects to include, among other things, roadway integrated fueling and parking surface integrated fueling projects.

**AB 930 (Friedman D) Local government: Reinvestment in Infrastructure for a Sustainable and Equitable California (RISE) districts.**

**Introduced:** 2/14/2023

**Status:** 4/27/2023-Re-referred to Com. on APPR.

**Summary:** Current law authorizes certain local agencies to form a community revitalization authority within a community revitalization and investment area, as defined, and authorizes an authority to, among other things, provide for low- and moderate-income housing and issue bonds, as provided. Current law authorizes a community revitalization and investment plan to provide for the division of taxes within the plan area. This bill would authorize the legislative bodies of 2 or more cities or counties to jointly form a Reinvestment in Infrastructure for a Sustainable and Equitable California district (RISE district) in accordance with specified procedures. The bill would authorize a special district to join a RISE district, by resolution, as specified.

**AB 980 (Friedman D) Active Transportation Program: report.**

**Introduced:** 2/15/2023

**Status:** 5/18/2023-In committee: Held under submission.

**Summary:** Current law establishes the Active Transportation Program in the Department of Transportation for the purpose of encouraging increased use of active modes of transportation, such as biking and walking. Current law requires the California Transportation Commission to develop guidelines and project selection criteria for the program and authorizes the commission to amend the adopted guidelines after conducting at least one public hearing. This bill would require an applicant that receives funding under the program for a project to, within one year of completing the project, submit a report to the commission describing how the project met active transportation goals.

**AB 981 (Friedman D) State highways: pilot highway maintenance and rehabilitation demonstration projects.**

**Introduced:** 2/15/2023

**Status:** 5/18/2023-In committee: Held under submission.

**Summary:** Would require the Department of Transportation, beginning in 2025 and ending in 2032, to use cold in-place recycling or partial depth recycling, as defined, on at least 12 projects each year. The bill would require the department, beginning in 2027 and ending in 2032, to use full depth recycling, as defined, on at least 5 projects each year. The bill would require the department to submit an annual report to the Legislature regarding these projects. The bill would repeal its provisions on January 1, 2034.

**AB 1052 (McCarty D) Sacramento Regional Transit District: taxes.**

**Introduced:** 2/15/2023

**Status:** 5/8/2023-Read second time. Ordered to third reading.

**Summary:** Current law authorizes the Sacramento Regional Transit District to levy or collect a property tax within any city or the unincorporated area, or any part thereof, in the district, upon the approval by a 2/3 vote of the electorate, as provided. Current law authorizes the board of directors of the district to adopt a retail transactions and use tax ordinance, subject to the approval of 2/3 of the electors at a special election. This bill would revise and recast those provisions related to the imposition of property taxes and retail transactions and use taxes by the district, by, among other things, explicitly authorizing the district to impose a property tax or retail transactions and use tax in the entirety of, or a portion of, the incorporated and unincorporated territory. If the tax only applies to a portion of an area of the district, the bill would require the incorporated area of each city and of contiguous cities within the district to be either wholly included within or wholly excluded from that portion that is taxed and would require the entire unincorporated area of the district to be either wholly included within or wholly excluded from that portion that is taxed.

**AB 1333 (Ward D) Residential real property: bundled sales.**

**Introduced:** 2/16/2023

**Status:** 5/5/2023-Failed Deadline pursuant to Rule 61(a)(3). (Last location was JUD. on 3/23/2023)(May be acted upon Jan 2024)

**Summary:** Current law prescribes various requirements to be satisfied before the exercise of a power of sale under a mortgage or deed of trust and prescribes a procedure for the exercise of that power. Current law, until January 1, 2031, for purposes of the exercise of a power of sale, prohibits a trustee from bundling properties for the purpose of sale, instead requiring each property to be bid on separately, unless the deed of trust or mortgage provides otherwise. Current law also prohibits specified institutions that, during their immediately preceding annual reporting period, as established with their primary regulator, foreclosed on 175 or more residential real properties, containing no more

than 4 dwelling units, from conducting a sale of 2 or more parcels of real property containing one to 4 residential dwelling units, inclusive, at least 2 of which have been acquired through foreclosure under a mortgage or deed of trust. This bill would prohibit a developer of residential one to 4 dwelling units, inclusive, from conducting a sale of 2 or more parcels of real property containing one to 4 residential dwelling units, inclusive, if the occupancy permit was issued on or after January 1, 2024.

**AB 1335 (Zbur D) Local government: transportation planning and land use: sustainable communities strategy.**

**Introduced:** 2/16/2023

**Status:** 5/18/2023-Read third time. Passed. Ordered to the Senate. (Ayes 60. Noes 10.) In Senate. Read first time. To Com. on RLS. for assignment.

**Summary:** Current law requires specified designated transportation planning agencies to prepare and adopt a regional transportation plan directed at achieving a coordinated and balanced regional transportation system, as described. Current law requires the plan to include specified information, including a sustainable communities strategy prepared by each metropolitan planning organization, and requires each transportation planning agency to adopt and submit, every 4 years, an updated plan to the California Transportation Commission and the Department of Transportation. Current law requires the sustainable communities strategy to include specified information, including an identification of areas within the region sufficient to house all the population of the region over the course of the planning period of the regional transportation plan, as specified, and an identification of areas within the region sufficient to house an 8-year projection of the regional housing need for the region, as specified. This bill would additionally require each metropolitan planning organization to include in the sustainable communities strategy the total number of new housing units necessary to house all the population of the region over the course of the planning period of the regional transportation plan, calculated as specified and except as provided, and the total number of new housing units necessary to house the above-described 8-year projection, as specified.

**AB 1348 (Grayson D) State government: Controller: claims audits.**

**Introduced:** 2/16/2023

**Status:** 5/18/2023-From committee: Amend, and do pass as amended. (Ayes 15. Noes 0.) (May 18). Read second time and amended. Ordered returned to second reading.

**Summary:** The Government Claims Act generally requires the presentation of all claims for money or damages against local public entities and the state. Current law provides for the presentation of a claim for which appropriations have been made, or for which state funds are available, under that act to the Controller, in the form and manner prescribed by the general rules and regulations adopted by the Department of General Services. Current law, with specified exceptions, prohibits the Controller from drawing a warrant for any claim until it has been audited in conformity with law and the general rules and regulations adopted by the Department of General Services governing the presentation and audit of claims. This bill would require the Controller to conduct, unless prohibited by the provisions of a state ballot proposition passed by the electorate, financial and compliance audits as the Controller's office deems as necessary for purposes of ensuring that any expenditures, regardless of the source or fund from which the warrants for claims are drawn, are expended in a manner consistent with the law and the voters' intent. The bill would also require the Controller to conduct any audits necessary to carry out their constitutional and statutory duties and responsibilities under the law.

**AB 1385 (Garcia D) Riverside County Transportation Commission: transaction and use tax.**

**Introduced:** 2/17/2023



**Status:** 5/18/2023-Read third time. Passed. Ordered to the Senate. (Ayes 54. Noes 10.) In Senate. Read first time. To Com. on RLS. for assignment.

**Summary:** Current law authorizes the Riverside County Transportation Commission to impose a transactions and use tax for transportation purposes subject to approval of the voters, which, pursuant to the California Constitution, requires approval of 2/3 of the voters. Current law limits the commission to a 1% maximum tax rate, and requires the commission's tax or taxes to be levied at a rate divisible by 1/4%, unless a different rate is specifically authorized by statute. This bill would raise the maximum tax rate the commission may impose from 1% to 1.5%. This bill would make legislative findings and declarations as to the necessity of a special statute for the County of Riverside.

**AB 1525 (Bonta D) Transportation Agency: allocations for projects in priority populations.**

**Introduced:** 2/17/2023

**Status:** 5/18/2023-Joint Rule 62(a), file notice suspended. In committee: Held under submission.

**Summary:** Would require the Transportation agency, on and after July 1, 2024, to ensure that at least 60% of the moneys allocated for agency, Department of Transportation, or California Transportation Commission projects, as defined, are allocated for projects that are located in priority populations, as defined, address an important need of priority populations, and provide at least 5 direct, meaningful, and assured benefits, or additional cobenefits, to priority populations, as specified. The bill would require the agency to evaluate each agency, Department of Transportation, or California Transportation Commission project to determine if the project would be located in a priority population, address an important need of a priority population, and provide a direct, meaningful, and assured benefit to a priority population, and to, on or before July 1, 2024, develop and adopt criteria and an evaluation process for that purpose. The bill would require the agency to select a third-party governmental entity to audit and review that criteria, the agency's evaluation of those projects, and the allocations made for purposes of meeting the requirement that 60% of those moneys benefit priority populations, as specified.

**AB 1637 (Irwin D) Local government: internet websites and email addresses.**

**Introduced:** 2/17/2023

**Status:** 5/18/2023-Joint Rule 62(a), file notice suspended. From committee: Amend, and do pass as amended. (Ayes 12. Noes 2.) (May 18). Read second time and amended. Ordered returned to second reading.

**Summary:** Would, no later than January 1, 2026, require a local agency, as defined, that maintains an internet website for use by the public to ensure that the internet website utilizes a ".gov" top-level domain or a ".ca.gov" second-level domain and would require a local agency that maintains an internet website that is noncompliant with that requirement to redirect that internet website to a domain name that does utilize a ".gov" or ".ca.gov" domain. This bill, no later than January 1, 2026, would also require a local agency that maintains public email addresses to ensure that each email address provided to its employees utilizes a ".gov" domain name or a ".ca.gov" domain name. By adding to the duties of local officials, the bill would impose a state-mandated local program.

**AB 1654 (Addis D) City streets and highways.**

**Introduced:** 2/17/2023

**Status:** 5/5/2023-Failed Deadline pursuant to Rule 61(a)(3). (Last location was PRINT on 2/17/2023)(May be acted upon Jan 2024)

**Summary:** Existing law authorizes the legislative body of a city to do any and all things necessary to lay out, acquire, and construct a section or portion of a street or highway within its jurisdiction as a

freeway and to make an existing street or highway a freeway. This bill would make nonsubstantive changes to this provision.

**AB 1702 (Hart D) Active Transportation Program.**

**Introduced:** 2/17/2023

**Status:** 5/5/2023-Failed Deadline pursuant to Rule 61(a)(3). (Last location was PRINT on 2/17/2023)(May be acted upon Jan 2024)

**Summary:** Current law establishes the Active Transportation Program in the Department of Transportation for purposes of encouraging increased use of active modes of transportation, such as biking and walking. This bill would make nonsubstantive changes to that provision.

**SB 312 (Wiener D) State highways: true warm mix asphalt.**

**Introduced:** 2/6/2023

**Status:** 4/28/2023-Failed Deadline pursuant to Rule 61(a)(2). (Last location was TRANS. on 2/15/2023)(May be acted upon Jan 2024)

**Summary:** Current law authorizes the Department of Transportation to construct, improve, and maintain state highways. Current law authorizes the department to provide for the payment of extra compensation to a contractor on a road project, as a bonus for completion prior to the specified time. Until January 1, 2029, this bill would require the department to also provide for the payment of extra compensation, as specified, to a contractor on a road project, as a bonus for using true warm mix asphalt, as defined by this bill. The bill would require the department to submit specified reports to the Legislature on certain findings related to true warm mix asphalt.

**SB 411 (Portantino D) Open meetings: teleconferences: bodies with appointed membership.**

**Introduced:** 2/9/2023

**Status:** 5/15/2023-Read third time. Urgency clause adopted. Passed. (Ayes 30. Noes 5.) Ordered to the Assembly. In Assembly. Read first time. Held at Desk.

**Summary:** The Ralph M. Brown Act requires, with specified exceptions, that all meetings of a legislative body, as defined, of a local agency be open and public and that all persons be permitted to attend and participate. The act generally requires for teleconferencing that the legislative body of a local agency that elects to use teleconferencing post agendas at all teleconference locations, identify each teleconference location in the notice and agenda of the meeting or proceeding, and have each teleconference location be accessible to the public. Current law also requires that, during the teleconference, at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined. This bill, until January 1, 2028, would authorize an eligible legislative body to use alternate teleconferencing provisions related to notice, agenda, and public participation, as prescribed, if the city council has adopted an authorizing resolution and 2/3 of an eligible legislative body votes to use the alternate teleconferencing provisions. The bill would define "eligible legislative body" for this purpose to mean a neighborhood council that is an advisory body with the purpose to promote more citizen participation in government and make government more responsive to local needs that is established pursuant to the charter of a city with a population of more than 3,000,000 people that is subject to the act.

**SB 517 (Gonzalez D) Economic development: movement of freight.**

**Introduced:** 2/14/2023

**Status:** 5/18/2023-From committee: Do pass. (Ayes 7. Noes 0.) (May 18). Read second time. Ordered to third reading.

**Summary:** Current law authorizes GO-Biz to undertake various activities relating to economic development, including the provision of prescribed information. Current law requires the Transportation Agency to prepare a state freight plan that provides a comprehensive plan to govern the immediate and long-range planning activities and capital investments of the state with respect to the movement of freight. This bill would authorize GO-Biz to serve as the coordinating entity to steer the growth, competitiveness, and sustainability for freight and the supply chain across the state and to promote and assess the continued economic vitality, economic competitiveness, and sustainability of the freight sector. The bill would also authorize GO-Biz to provide freight and supply chain economic competitiveness information.

### **SB 523 (Laird D) Santa Cruz Metropolitan Transit District.**

**Introduced:** 2/14/2023

**Status:** 5/5/2023-Failed Deadline pursuant to Rule 61(a)(3). (Last location was TRANS. on 3/29/2023)(May be acted upon Jan 2024)

**Summary:** Current law authorizes the formation of the Santa Cruz Metropolitan Transit District, with specified powers and duties related to the operation of public transit services serving the County of Santa Cruz. Current law authorizes the board of directors of the district to establish a retirement system for the officers and employees of the district. Current law authorizes the board of directors of the district to create a retirement board, to administer the retirement system, of not more than 5 members, as specified. This bill would authorize the retirement board to instead have not more than 7 members.

### **SB 537 (Becker D) Open meetings: local agencies: teleconferences.**

**Introduced:** 2/14/2023

**Status:** 5/4/2023-Read second time. Ordered to third reading.

**Summary:** Current law, under the Ralph M. Brown Act, requires that, during a teleconference, at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction. The act provides an exemption to the jurisdictional requirement for health authorities, as defined. Current law, until January 1, 2024, authorizes the legislative body of a local agency to use alternate teleconferencing provisions during a proclaimed state of emergency or in other situations related to public health that exempt a legislative body from the general requirements (emergency provisions) and impose different requirements for notice, agenda, and public participation, as prescribed. The emergency provisions specify that they do not require a legislative body to provide a physical location from which the public may attend or comment. Current law, until January 1, 2026, authorizes the legislative body of a local agency to use alternative teleconferencing in certain circumstances related to the particular member if at least a quorum of its members participate from a singular physical location that is open to the public and situated within the agency's jurisdiction and other requirements are met, including restrictions on remote participation by a member of the legislative body. These circumstances include if a member shows "just cause," including for a childcare or caregiving need of a relative that requires the member to participate remotely. This bill would expand the circumstances of "just cause" to apply to the situation in which an immunocompromised child, parent, grandparent, or other specified relative requires the member to participate remotely.

### **SB 538 (Portantino D) Department of Transportation: Bicycle Czar.**

**Introduced:** 2/14/2023

**Status:** 5/9/2023-Read second time. Ordered to third reading.

**Summary:** Current law establishes the Department of Transportation and provides that the Director of Transportation shall perform all duties, exercise all powers and jurisdiction, assume and discharge all responsibilities, and carry out and effect all purposes vested by law in the department, except as otherwise provided by law. This bill would require the director to appoint a Chief Advisor on Bicycling and Active Transportation, to serve as the department's primary advisor on all issues related to bicycle transportation, safety, and infrastructure, as specified.

**SB 614 (Blakespear D) Transportation Development Act.**

**Introduced:** 2/15/2023

**Status:** 2/22/2023-Referred to Com. on RLS.

**Summary:** The Mills-Alquist-Deddeh Act, also known as the Transportation Development Act, provides for funding of local public transit systems throughout the state, as provided. The act makes legislative findings and declarations in that regard. This bill would make nonsubstantive changes to the legislative findings and declarations of the act.

**SB 617 (Newman D) Public contracts: regional transportation agencies: design-build procurement.**

**Introduced:** 2/15/2023

**Status:** 5/11/2023-Referred to Com. on L. GOV.

**Summary:** Current law, until January 1, 2029, authorizes local agencies, defined as any city, county, city and county, or special district authorized by law to provide for the production, storage, supply, treatment, or distribution of any water from any source, to use the progressive design-build process for up to 15 public works projects in excess of \$5,000,000 for each project. Current law defines "progressive design-build" as a project delivery process in which both the design and construction of a project are procured from a single entity that is selected through a qualifications-based selection at the earliest feasible stage of the project. Current law requires the selected entity and its general partners or joint venture members to verify specified information under penalty of perjury. This bill would additionally authorize a transit district, municipal operator, consolidated agency, joint powers authority, regional transportation agency, or local or regional agency, as described, to use the progressive design-build process.

**SB 649 (Hurtado D) California Endangered Species Act: incidental take permits.**

**Introduced:** 2/16/2023

**Status:** 4/28/2023-Failed Deadline pursuant to Rule 61(a)(2). (Last location was N.R. & W. on 3/1/2023)(May be acted upon Jan 2024)

**Summary:** The California Endangered Species Act requires the Department of Fish and Wildlife to adopt regulations for issuance of incidental take permits. Existing law prohibits the department from issuing an incidental take permit if issuance of the permit would jeopardize the continued existence of the species. Existing law requires the department to make this determination based on the best scientific and other information that is reasonably available, and to include consideration of the species' capability to survive and reproduce, and any adverse impacts of the taking on those abilities in light of (1) known population trends; (2) known threats to the species; and (3) reasonably foreseeable impacts on the species from other related projects and activities. This bill would require the department to make that decision based on a real-time monitoring system, rather than a calendar-based schedule, and to additionally consider the proximity of the species relative to the operation of a facility subject to the permit conditions and the known location of the population relative to the facility subject to the permit.

**SB 670 (Allen D) State Air Resources Board: vehicle miles traveled: maps.**

**Introduced:** 2/16/2023

**Status:** 5/18/2023-May 18 hearing: Held in committee and under submission.

**Summary:** Current law designates the State Air Resources Board as the state agency with the primary responsibility for the control of vehicular air pollution and the state agency charged with monitoring and regulating sources of emissions of greenhouse gases. Current law imposes various requirements related to transportation planning, including a requirement that certain transportation planning agencies prepare and adopt regional transportation plans directed at achieving a coordinated and balanced regional transportation system. Current law requires each regional transportation plan to include, among other things, a sustainable communities strategy prepared by each metropolitan planning organization, as specified, which is designed to achieve certain targets for 2020 and 2035 established by the state board for the reduction of greenhouse gas emissions from automobiles and light trucks in the region. This bill would require the state board, in consultation with the Office of Planning and Research and the Department of Transportation, to develop a methodology for assessing and spatially representing light-duty vehicle miles traveled and to develop maps accordingly to display average light-duty vehicle miles traveled per capita in the state at the local, regional, and statewide level, as provided. The bill would require the state board to adopt the methodology no later than January 1, 2025, and to publish the maps no later than 6 months after the methodology is adopted. The bill would require the state board to update the methodology and maps at least once every 4 years.

**SB 672 (McGuire D) State highways: parklets.**

**Introduced:** 2/16/2023

**Status:** 5/18/2023-From committee: Do pass. (Ayes 7. Noes 0.) (May 18). Read second time. Ordered to third reading.

**Summary:** Would require the Department of Transportation to establish a standard fee structure for the application and placement of a parklet on a state highway, as specified. The bill would require the department to establish certain standards for the design, installation, and inspection of a parklet on a state highway. The bill would prohibit the department from charging an encroachment permit fee for a parklet. The bill would require the department to comply with federal law in establishing the standard fee structure, authorize the department to adjust the fee schedule to comply with federal law, and require the department to report to the Legislature if it adjusts the fee schedule to comply with federal law, as provided.

**SB 677 (Blakespear D) Intercity rail: LOSSAN Rail Corridor.**

**Introduced:** 2/16/2023

**Status:** 5/11/2023-5/18/2023-Referred to Com. on TRANS.

**Summary:** Current law authorizes the Department of Transportation, subject to approval of the Secretary of Transportation, to enter into an interagency transfer agreement under which a joint powers board assumes responsibility for administering the state-funded intercity rail service in a particular corridor, including the LOSSAN Rail Corridor. Current law provides for the allocation of state funds by the secretary to a joint powers board under an interagency transfer agreement based on an annual business plan for the intercity rail corridor and subsequent appropriation of state funds. Existing law requires the joint powers board to submit the annual business plan to the secretary for review and recommendation by April 1 of each year. Current law requires the business plan to include, among other things, a report on the performance of the corridor service, an overall operating plan, short-term and long-term capital improvement programs, funding requirements for the upcoming fiscal year, and

an action plan with specific performance goals and objectives. This bill would require the LOSSAN Rail Corridor Agency, as part of the annual business plan submitted to the secretary, to include a description of the effects of climate change on the LOSSAN corridor, to identify projects planned to increase climate resiliency on the corridor, and to discuss possible funding options for those identified projects, as specified. To the extent the bill would add to the duties of the LOSSAN Rail Corridor Agency, the bill would impose a state-mandated local program.

**SB 695 (Gonzalez D) Department of Transportation: state highway system: public data portal.**

**Introduced:** 2/16/2023

**Status:** 5/18/2023-From committee: Do pass as amended. (Ayes 7. Noes 0.) (May 18). Read second time and amended. Ordered to second reading. (Amended Text Released 5/19/2023)

**Summary:** Would require the Department, beginning November 1, 2024, to annually prepare and make available information and data about activities on the state highway system on a public data portal from the prior fiscal year. The bill would also require the department to prepare and make available, no later than June 30, 2024, data and information about activities on the state highway system on a public data portal covering the period from July 1, 2012, to July 1, 2023. The bill would require the California Transportation Commission to include this data and information in its annual report to the Legislature. The bill would require the department to prepare and make available data and information on a public data portal on planned, pending projects on the state highway system.

**SB 706 (Caballero D) Public contracts: progressive design-build: local agencies.**

**Introduced:** 2/16/2023

**Status:** 5/4/2023-Referred to Com. on L. GOV.

**Summary:** Current law, until January 1, 2029, authorizes local agencies, defined as any city, county, city and county, or special district authorized by law to provide for the production, storage, supply, treatment, or distribution of any water from any source, to use the progressive design-build process for up to 15 public works projects in excess of \$5,000,000 for each project, similar to the progressive design-build process authorized for use by the Director of General Services. Current law requires a local agency that uses the progressive design-build process to submit, no later than January 1, 2028, to the appropriate policy and fiscal committees of the Legislature a report on the use of the progressive design-build process containing specified information, including a description of the projects awarded using the progressive design-build process. Current law requires the design-build entity and its general partners or joint venture members to verify specified information under penalty of perjury. This bill would authorize all cities, counties, city and counties, or special districts to use the progressive design-build process for other projects in addition to water-related projects. The bill would change the required reporting date to no later than December 31, 2028.

**SB 710 (Durazo D) Sale of excess state highway property: State Highway Route 710 Terminus.**

**Introduced:** 2/16/2023

**Status:** 5/18/2023-From committee: Do pass as amended. (Ayes 5. Noes 1.) (May 18). Read second time and amended. Ordered to second reading. (Amended Text Released 5/19/2023)

**Summary:** Current law authorizes the California Transportation Commission to relinquish a portion of State Highway Route 710. This bill would require the department to establish and administer a Terminus Regional Planning Committee, as provided, to meet quarterly and complete and submit a report to the Legislature on the issues of traffic and potential land use related to this portion of Route 710.

**SB 747 (Caballero D) Land use: economic development: surplus land.**

**Introduced:** 2/17/2023

**Status:** 5/18/2023-From committee: Do pass as amended. (Ayes 7. Noes 0.) (May 18). Read second time and amended. Ordered to second reading. (Amended Text Released 5/19/2023)

**Summary:** Current law authorizes a city, county, or city and county, with the approval of its legislative body by resolution after a public hearing, to acquire, sell, or lease property in furtherance of the creation of an economic opportunity, as defined. Existing law specifies the Legislature's intent regarding those provisions. This bill would authorize a city, county, or city and county, in addition to a sale or lease, to otherwise transfer property to create an economic opportunity. The bill would make related, conforming changes.

**SB 768 (Caballero D) California Environmental Quality Act: vehicle miles traveled: statement of overriding consideration.**

**Introduced:** 2/17/2023

**Status:** 4/28/2023-Failed Deadline pursuant to Rule 61(a)(2). (Last location was E.Q. on 3/29/2023)(May be acted upon Jan 2024)

**Summary:** The California Environmental Quality Act (CEQA) requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA prohibits a public agency from approving or carrying out a project for which a certified EIR has identified one or more significant effects on the environment that would occur if the project is approved or carried out unless the public agency finds either (1) changes or alterations have been required in, or incorporated into, the project that mitigate or avoid the significant effects on the environment, (2) those changes or alterations are within the jurisdiction of another public agency and have been, or can and should be, adopted by the other agency, or (3) specific economic, legal, social, technological, or other considerations make infeasible the mitigation measures or alternatives identified in the EIR and the public agency finds that those specific considerations outweigh the significant effects on the environment, commonly known as a statement of overriding consideration. This bill would provide that a public agency, in approving or carrying out a housing development project, as defined, a commercial project, or an industrial project, is not required to issue a statement of overriding consideration for significant effects on the environment identified by a project's vehicle miles traveled or similar metrics if the lead agency has imposed all feasible mitigation measures on the project and it finds no feasible alternatives to the project.

**SB 790 (Padilla D) Public records: contracts for goods and services.**

**Introduced:** 2/17/2023

**Status:** 5/11/2023-Referred to Com. on JUD.

**Summary:** The California Public Records Act requires public records to be open to inspection at all times during the office hours of the state or local agency that retains those records, and provides that every person has a right to inspect any public record, except as provided. The act requires state and local agencies to make public records available upon receipt of a request for a copy that reasonably describes an identifiable record not otherwise exempt from disclosure, and upon payment of fees to cover costs. This bill would provide that any executed contract for the purchase of goods or services by a state or local agency, including the price and terms of payment, is a public record subject to disclosure under the act.

**SB 825 (Limon D) Local government: public broadband services.**

**Introduced:** 2/17/2023

**Status:** 5/4/2023-Referred to Com. on L. GOV.

**Summary:** Would add metropolitan planning organizations and regional transportation planning authorities to that list of local government agencies included in the definition of "local agency."



<b>VENTURA COUNTY TRANSPORTATION COMMISSION STATE LEGISLATIVE MATRIX BILL SUMMARY June 2, 2023</b>			
<b>BILL/AUTHOR</b>	<b>SUBJECT</b>	<b>POSITION</b>	<b>STATUS</b>
AB 6 Friedman	Transportation planning: Regional Transportation Plans: Solutions for Congested Corridors Program: Reduction of Greenhouse Gas Emissions	Monitor	Passed Assembly Appropriations Committee. Ordered to third reading on Assembly floor.
AB 7 Friedman	Transportation: Project Selection Process	Monitor	Passed Assembly Appropriations Committee. Ordered to third reading on Assembly floor.
AB 96 Kalra	Public employment: local public transit agencies: autonomous transit vehicle technology	Monitor	Passed Assembly. Ordered to Senate Rules Committee for assignment.
AB 411 Bennett	California Recreational Trails and Greenways Act	Monitor	At Assembly Appropriations Committee. Referred to Suspense File.
AB 463 Hart	Electricity: prioritization of service: public transit vehicles	Monitor	Passed Assembly Utilities and Energy Committee. Referred to Appropriations Committee Suspense File.
AB 557 Hart	Open meetings: local agencies: teleconferences	Monitor	Passed Assembly. Ordered to Senate.
AB 610 Holden	Youth transit pass pilot program: free youth transit passes	Monitor	Passed Assembly Appropriations Committee. Ordered to third reading.
AB 761 Friedman	Transit Transformation Task Force	Monitor	Passed Assembly Appropriations Committee. Ordered to third reading.
AB 817 Pacheco, Wilson	Open meetings: teleconferencing: subsidiary bodies	Monitor	Referred to Committee on Local Government
SB 411 Portantino	Open meetings: teleconferences: neighborhood councils	Monitor	Amended. Passed Senate. Referred to Assembly

SB 768 Caballero	CEQA: vehicle miles traveled: statement of overriding considerations	Monitor	Referred to Senate Environmental Quality Committee
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The Honorable Laura Friedman  
 Chair  
 California State Assembly Transportation Committee  
 1020 N Street Room 112  
 Sacramento, California 95814

**RE: OPPOSE - AB 6 as Amended on 3/16/2023 (Friedman)**  
**OPPOSE - AB 7 as Amended on 3/16/2023 (Friedman)**

#### COALITION PARTNERS

Automobile Club of  
 Southern California

Chambers of Commerce  
 Alliance of Ventura &  
 Santa Barbara Counties

Inland Empire  
 Economic Partnership

Los Angeles Area  
 Chamber of Commerce

Metrolink

Orange County  
 Business Council

Orange County  
 Transportation Authority

Rebuild SoCal Partnership

Riverside County  
 Transportation Commission

San Bernardino County  
 Transportation Authority

Southern California  
 Association of Governments

Ventura County  
 Transportation Commission

Dear Chair Friedman:

Mobility 21 is strongly opposed to both AB 6 and AB 7 as currently amended. While Mobility 21 is supportive of practical efforts to reduce greenhouse gas (GHG) emissions as well as improve transportation infrastructure and safety, both measures are redundant and will establish a top-down approach to our state's worsening transportation needs. AB 6 and AB 7, as currently written, removes local transportation control and adds a burdensome and unclear state mandated layer of bureaucracy to crucial transportation funding and local projects while jeopardizing local sales tax funds.

Representing the Southern California region, Mobility 21 includes 10,000 members at-large and actively works to develop solutions to the transportation issues facing Imperial, Los Angeles, Orange, Riverside, San Bernardino, San Diego and Ventura counties. Mobility 21 brings together elected officials, transportation providers, businesses, local municipalities and community leaders.

Assemblymember Laura Friedman introduced Assembly Bills 6 and 7 in December 2022 as the "next generation" of AB 2237 and AB 2438, which failed to become law in the 2021-2022 session. AB 2237 passed the Assembly with the minimum number of votes but did not move in the Senate Transportation Committee. AB 2438 reached the Governor's desk but was vetoed by the Governor who as part of his veto message stated: "While I share the goal of addressing the impacts of the transportation sector on climate change, this bill is unnecessary. Work is well under way at the California State Transportation Agency (CalSTA), the California Department of Transportation (Caltrans) and the California Transportation Commission to align funding programs in the bill with CAPTI, with several actions already completed."

Although a working group was established for these bills, there has been a concerning lack of inclusion and outreach to the many affected stakeholders of various sectors of business and local agencies. The feedback that was received by the existing working group is also not represented in the current language of the bills. Yet these bills have moved forward through Assembly policy and fiscal committees without the consensus language from the working group.

#### **AB 6 (OPPOSE)**

AB 6's requirement for metropolitan planning organizations (MPOs) to seek approval from the California Air Resources Board (CARB) for their technical methodology is burdensome and increases the likelihood of major delays and bureaucratic challenges. The current system, which encourages collaboration and partnership with CARB, has proven effective in making progress toward the states' emissions reduction goals. Imposing additional layers of approval and prolonging the review process prevents the timely implementation of Sustainable Communities Strategies (SCS).

This bill's emphasis of SB 375 on specific targets also detracts from the broader issues with implementation of SCS and ultimately establishes more goals without providing the tools and

guidelines to achieve these new targets set by CARB. While the intention to address greenhouse gas emissions is commendable, this approach heavily impedes necessary infrastructure improvements and limits the flexibility of local transportation planning agencies. By excessively focusing on these state mandated goals and targets, other crucial aspects of local transportation planning, such as traffic congestion relief and improved accessibility and mobility options will be harmed. *One size does not fit all the diverse regions and communities of California.*

Furthermore, the financial implications of AB 6 cannot be overlooked. The bill's expanded review timeline and the added requirements on MPOs results in increased administrative costs for both the state and local agencies. As taxpayers, we should be cautious before imposing additional financial burdens on already stretched resources, especially when there is no clear path to improved outcomes through this bill.

**AB 7 (OPPOSE)** introduces a new layer of project selection criteria that must be incorporated into the selection process for transportation projects funded by specified local, state and federal sources. These provisions create a new and overly complex burden on the project selection process. While it is important for California to maximize its share of federal funding, it is unclear that this bill would assist in that objective and the bill in its current form randomly chooses federal goals in statute that do not make sense for each project under these funding programs. Funding sources covered by this bill cover transit, street and road maintenance and SB 1 programs that may not have a federal nexus and could complicate our local transportation commissions' ability to put those critical funds to use. We believe that this bill imposes unnecessary restrictions and mandates that hinder the efficient allocation of resources and decision-making processes.

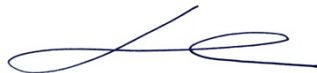
#### **CONCLUSION**

The resulting outcome of these bills will exacerbate our congested transportation systems and will result in far-reaching, negative economic impacts. AB 6 and AB 7 add state mandated layers to local issues and propose a very narrow approach to transportation funding guidelines leaving many regions and communities behind and local sales tax dollars unmatched, thereby halting and canceling many voter-approved local transportation projects.

The consequences and implications of these bills are too great and unknown and will have significant impacts on transportation and mobility for businesses, workforce, supply chain, goods movement and more. After six months of this working group taking place, the amendments to both AB 6 and AB 7 are at the last minute and extensive. They do not include acceptable, consensus-based language from all stakeholders, and we have strong concern that the due process to achieve consensus has been circumvented.

Mobility 21 is strongly opposed to both AB 6 and AB 7.

Respectfully submitted,



Jenny Galaviz  
Executive Director

CC: Members of the California State Assembly  
CalSTA Secretary Toks Omishakin  
Caltrans Director Tony Tavares  
CTC Acting Executive Director Tanisha Taylor  
Ronda Paschal, Deputy Legislative Secretary, Office of the Governor



Item #8L

June 2, 2023

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: SALLY DEGEORGE, FINANCE DIRECTOR**  
**THAO LE, ACCOUNTING PROGRAM MANAGER**  
**SUBJECT: TRANSPORTATION DEVELOPMENT ACT (TDA)**  
**LOCAL TRANSPORTATION FUND (LTF)**  
**FINAL APPORTIONMENT FOR FISCAL YEAR 2023/2024**

**RECOMMENDATION:**

- Approve the Local Transportation Fund Final Apportionment for Fiscal Year 2023/2024, apportioning \$53.55 million as shown in Attachment A.

**BACKGROUND:**

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

The County Auditor-Controller works with staff to determine the projected LTF sales tax revenue for the upcoming fiscal year. In developing the LTF apportionment, the current year is also evaluated to determine if the LTF revenue projection needs to be adjusted, and if so, either up or down depending on the direction of sales tax receipts. VCTC staff reviews the information to decide whether to revise the current apportionment or whether to incorporate the adjustment into the upcoming fiscal year. The beginning fund balance is estimated at this time based on projections. Then the apportionment is prepared according to LTF regulations and submitted to the Commission for approval. A draft apportionment is submitted to the Commission in February and a final apportionment is submitted in June for the upcoming fiscal year. The apportionment is allocated throughout the fiscal year after the local agency files a claim and sales tax receipts are received.

In recognition of the volatility of sales tax revenue, the VCTC adopted two policies to help smooth out the year-to-year flow of funds to LTF recipients. In 2011, the VCTC adopted a policy to maintain a reserve of approximately 10% of funds apportioned for Articles 4 (public

transportation) and 8 (other allocations, currently transit and local streets and roads). Should LTF revenues received be lower than estimated, VCTC would be able to draw from the contingency reserve to keep local jurisdictions whole for the fiscal year and to smooth out sales tax fluctuations. The second policy, adopted by VCTC in 2013, established a funding policy to support Rail Passenger Service/Commuter Rail (Metrolink). The policy requires that each time there is an increase in estimated LTF sales tax receipts, the increase will be allocated one-third to Rail Passenger Service/Commuter Rail and two-thirds to bus transit.

## **DISCUSSION:**

This year while working through the LTF projection process with the County Auditor-Controller, it was found that the revenues for the current fiscal year were exceeding the initial projections. The County is now projecting that the current fiscal year's LTF revenue will increase by \$3.7 million to \$46.0 million. The County Auditor-Controller also estimates that Fiscal Year 2023/2024 Local Transportation Fund sales tax receipts will remain flat at \$46.0 million (see attachment B). In the County Auditor-Controller's projection, the Auditor-Controller cautioned that "Projections are very uncertain given the current economic climate.

The beginning balance for Fiscal Year 2023/2024 is estimated to be \$11.7 million comprised of \$3.7 million estimated additional receipts and \$0.4 interest for the current fiscal year (2022/2023), an additional \$3.6 million in actual receipts from Fiscal Year 2021/2022, and the unused budgeted contingency reserve of \$4.0 million in the current fiscal year's apportionment. The LTF revenues projection for Fiscal Year 2023/2024 of \$46.0 million, plus the \$11.7 million beginning fund balance less the \$4.15 million contingency reserve results in a LTF apportionment for Fiscal Year 2023/2024 at \$53.55 million, \$1.38 million higher than the previous apportionment for Fiscal Year 2022/2023. The Fiscal Year 2023/2024 apportionment shown in Attachment A follows LTF guidelines and past practices and includes the following:

- Article 3 funds in the amount of \$11,056,395 for VCTC activities as follows:
  - Metrolink commuter rail funds in the amount of \$8,047,116 which is \$1,233,210 higher than last fiscal year. The increase follows the Commission's policy which designates that one-third of the change in estimated LTF sales tax receipts is allocated to passenger rail.
  - Planning funds (2% formula) in the amount of \$1,071,000 which is \$27,600 higher than last fiscal year. These funds are for planning activities which include Regional Transportation Planning, Regional Transit Planning, and Transportation Programming.
  - Administrative funds in the amount of \$1,938,279 which is \$118,055 lower than last fiscal year. These activities include ADA and Senior projects, Regional Transit Technology, Grant Administration, Regional Transit Information Center, TDA Administration, Transportation Programming as well as supporting the VCTC's administrative and management functions.
- Article 3 Administrative funds in the amount of \$14,500 which is the same as last fiscal year. These funds pay for the County Auditor-Controller's administrative costs.
- Article 3 Bicycle and Pedestrian funds (2% formula) in the amount of \$1,010,524 which is \$49,400 higher than last fiscal year. These funds are for local agency's bicycle and pedestrian projects.
- Articles 4 and 8 funds in the amount of \$41,467,581 which is \$1,186,836 higher than last fiscal year. These funds are for local agencies as allowed by TDA regulations. The funds

are apportioned to each local agency based on population estimates for the cities and county from the Department of Finance that were released in May 2023.

Staff's recommendation is to approve the Final Local Transportation Fund Apportionment for Fiscal Year 2023/2024, apportioning a total of \$53.55 million as shown in Attachment A.

**Attachment 1**  
**VENTURA COUNTY TRANSPORTATION COMMISSION**  
**TDA FINAL LOCAL TRANSPORTATION FUND APPORTIONMENT FOR FISCAL YEAR 2023/2024**

			Final FY 2023/2024	Final FY 2022/2023	Change vs. FY FY 2022/2023	Draft FY 2023/2024
Estimated Unapportioned Cash Balance			11,700,000	13,900,000	-2,200,000	11,700,000
Contingency Reserve			-4,150,000	-4,030,000	-120,000	-4,100,000
Estimated Annual LTF Receipts			46,000,000	42,300,000	3,700,000	46,000,000
Total Funds Available			<b>53,550,000</b>	52,170,000	1,380,000	53,600,000
Auditor's Administration			14,500	14,500	0	14,500
VCTC Administration			1,938,279	2,056,334	-118,055	2,100,000
VCTC Administration one-time			0	1,000,000	-1,000,000	0
VCTC Planning and Programming			1,071,000	1,043,400	27,600	1,072,000
Subtotal			<b>50,526,221</b>	48,055,766	2,470,455	50,413,500
Article 3 Pedestrian and Bicycle Facilities			1,010,524	961,115	49,409	1,008,270
Subtotal			<b>49,515,697</b>	47,094,651	2,421,046	49,405,230
Article 3 Rail Passenger Service Operations/Capital			8,047,116	6,813,906	1,233,210	8,047,116
Total to be Apportioned			<b>41,468,581</b>	40,280,745	1,187,836	41,358,114
<b>Article 4 and Article 8 by Agency</b>	<b>Population</b>	<b>Pop %</b>				
Camarillo	69,309	8.39%	3,481,058	3,390,552	90,506	3,481,237
Fillmore	16,899	2.05%	848,756	795,756	53,000	817,040
Moorpark	35,151	4.26%	1,765,466	1,710,424	55,042	1,756,171
Santa Paula	31,423	3.81%	1,578,226	1,492,653	85,573	1,532,576
Simi Valley	124,174	15.04%	6,236,663	6,039,077	197,586	6,200,601
Thousand Oaks	122,967	14.89%	6,176,041	6,020,088	155,953	6,181,104
<b>Gold Coast Transit District:</b>						
Ojai	7,493	0.91%	376,337	360,745	15,592	370,394
Oxnard	197,477	23.92%	9,918,320	9,666,099	252,221	9,924,634
Port Hueneme	21,356	2.59%	1,072,609	1,043,629	28,980	1,071,543
San Buenaventura	107,341	13.00%	5,391,222	5,229,551	161,671	5,369,423
Ventura County - Unincorporated	92,063	11.15%	4,623,883	4,532,171	91,712	4,653,391
Total	825,653	100.00%	<b>41,468,581</b>	40,280,745	1,187,836	41,358,114



**Attachment B**

**JEFFERY S. BURGH**  
**AUDITOR-CONTROLLER**

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



**ASSISTANT**  
**AUDITOR-CONTROLLER**  
JOANNE McDONALD

**CHIEF DEPUTIES**  
BARBARA BEATTY  
MICHELLE YAMAGUCHI

January 18, 2023

Mr. Martin Erickson, Executive Director  
Ventura County Transportation Commission  
751 E. Daily Drive, Suite 420  
Camarillo, CA 93010

**SUBJECT: LOCAL TRANSPORTATION FUND FY 2023-24 ESTIMATES AND FY 2022-23 REVISED ESTIMATES**

Dear Mr. Erickson:

The Auditor-Controller's conservative estimate of the Local Transportation Fund (LTF) revenues for fiscal year 2023-24 is \$46.0 million. Based on the current year projected growth of 1%, the estimate could be \$46.2 million. As you are aware, projections are very uncertain given the current economic climate. As always, it would be prudent to budget a contingency account to be allocated midyear if projections remain strong.

For fiscal year 2022-23 we projected \$42.3 million. This estimate is currently revised to \$46.0 million. In addition, based on the allocation schedule provided by your office, we estimate that approximately \$390,466 in interest will be earned by the fund during fiscal year 2022-23 and be available for allocation in the subsequent fiscal year.

Based on revised fiscal 2022-23 revenue estimates of \$46.0 million, and interest of \$390,466, we project a LTF fund balance at June 30, 2023 of approximately \$11,751,297 (see Attachment I).

The Auditor-Controller's estimated LTF administrative costs for fiscal year 2022-23 are \$14,500.

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

If you have any questions, please contact Erica Nakamura at (805) 654-3193.

Sincerely,

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

JEFFERY S. BURGH  
Auditor-Controller

Enclosure

ATTACHMENT 1

COUNTY OF VENTURA  
 AUDITOR-CONTROLLER  
 LOCAL TRANSPORTATION FUND  
 PROJECTED ACTIVITY AND FUND BALANCE  
 AS OF JUNE 30, 2023

Audited Fund Balance as of June 30, 2022	\$	17,466,290	
Reversal of FY22 Fair Value adjustment		<u>10,602</u>	
<b>Subtotal:</b>			<b>17,476,892</b>
<b>ADD:</b>			
FY 22-23 Actual LTF Receipts as of December 31, 2022	\$	23,714,674	
Projected LTF receipts for remainder of FY 22-23		<u>22,339,264</u>	
<b>Subtotal: (A)</b>			<b>46,053,938</b>
FY 22-23 interest earnings apportioned as of December 31, 2022	\$	62,298	
Projected interest earnings for the remainder of FY 22-23		<u>328,168</u>	
Total Interest (B)			<u>390,466</u>
Funding Available	\$		<u>63,921,296</u>
<b>LESS:</b>			
FY 22-23 allocations as of December 31, 2022	\$	18,813,343	
Projected allocations for the remainder of FY 22-23(C)		<u>33,356,656</u>	
<b>Subtotal:</b>			<u><b>52,169,999</b></u>
<b>Projected Fund Balance as of June 30, 2023</b>	<b>\$</b>		<b><u><u>11,751,297</u></u></b>

(A) FY 22-23 projected LTF receipts are based on FY22-23 actual receipts through December 31, 2022.

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

(C) Based on VCTC FY 22-23 Transportation Development Act (TDA) allocations adopted on June 3, 2022.



Item 8M

June 2, 2023

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

**FROM: SALLY DEGEORGE, FINANCE DIRECTOR**

**SUBJECT: RESOLUTION NO. 2023-6 TO CLAIM FISCAL YEAR 2023/2024  
TRANSPORTATION DEVELOPMENT ACT LOCAL TRANSPORTATION  
FUNDS, STATE TRANSIT ASSISTANCE FUNDS AND STATE OF GOOD REPAIR  
FUNDS**

**RECOMMENDATION:**

- Approve Resolution No. 2023-6 authorizing VCTC's claims for Fiscal Year 2023/2024 Transportation Development Act Local Transportation Funds, State Transit Assistance funds and State of Good Repair funds for transit, planning, and administration.

**DISCUSSION:**

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

In accordance with State regulations, the attached resolution authorizes staff to claim LTF Article 3 for passenger rail services for Metrolink commuter rail operations; the LTF authorized amounts for planning, programming and administration, the STA and the SGR money for transit and rail purposes as detailed in the Commission's Fiscal Year 2023/2024 budget.

**RESOLUTION NO. 2023-6**  
**RESOLUTION AUTHORIZING THE FILING OF A CLAIM FOR ALLOCATION OF TRANSPORTATION DEVELOPMENT ACT LOCAL TRANSPORTATION FUNDS, STATE TRANSIT ASSISTANCE FUNDS AND STATE OF GOOD REPAIR FUNDS FOR FISCAL YEAR 2023/2024**

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

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

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

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

Section 1. The Executive Director is authorized to execute and file the appropriate claims pursuant to applicable rules and regulations, together with all necessary supporting documents, with the Ventura County Transportation Commission for an allocation of LTF, STA, SGR funds in Fiscal Year 2023/2024.

Section 2. The authorized claims shall include LTF Article 3 funds and all necessary STA and SGR funds for Fiscal Year 2023/2024 expenditures for Metrolink commuter rail costs, other related local rail and transit costs and Santa Paula Branch Line expenditures.

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

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

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

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

PASSED AND ADOPTED on this 2<sup>nd</sup> day of June 2023 by VCTC action.

\_\_\_\_\_  
Bryan MacDonald, Chair

ATTEST:

APPROVED TO FORM:

\_\_\_\_\_  
Roxanna Ibarra, Clerk of the Board

\_\_\_\_\_  
Steve Mattas, General Counsel



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Item 8N

June 2, 2022

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

**FROM: CLAIRE GRASTY, DIRECTOR OF PUBLIC TRANSIT  
MATT MILLER, PROGRAM MANAGER**

**SUBJECT: HERITAGE VALLEY TRANSIT SERVICE COOPERATIVE AGREEMENT**

**RECOMMENDATION:**

- Authorize Executive Director to execute the Heritage Valley Transit Service Cooperative Agreement (HVTSCA) pending approval by the Heritage Valley Policy Advisory Committee (HVPAC)

**BACKGROUND:**

VCTC has been managing the Valley Express transit services on behalf of the Cities of Santa Paula and Fillmore and the County of Ventura since 2015 and in support of that, entered into the HVTSCA in May 2014. The previous agreement expired with the expiration of the previous operations contract on March 1, 2023.

**DISCUSSION:**

On behalf of the member agencies, VCTC issued a request for proposals (RFP) in July 2022, ultimately selecting MV Transportation to operate the transit services for the Valley Express, approved by both the HVPAC and the Commission. The new contract began on March 2, 2023.

VCTC staff and legal counsel have been working with the member agencies' staff and legal counsel to update the HVTSCA since the beginning of the year. The member agencies are in agreement with the updated HVTSCA and will take it to their respective councils/boards. It will be on the HVPAC June 7 agenda for approval as well. VCTC's Executive Director will sign the HVTSCA after approval by the HVPAC.

**FIRST AMENDED AND RESTATED COOPERATIVE AGREEMENT  
VALLEY EXPRESS TRANSIT SERVICE**

This First Amended and Restated Cooperative Agreement (“Agreement”) is effective as of the 2nd day of March, 2023 (“Effective Date”) by and between the City of Fillmore (“Fillmore”), a municipal corporation and general law city, the City of Santa Paula (“Santa Paula”), a municipal corporation and general law city, the County of Ventura (“County”), a subdivision of the state of California, and the Ventura County Transportation Commission (“VCTC”), a county transportation commission organized pursuant to Public Utilities Code § 130000, *et seq.*, each of which is a Party and collectively Parties. Fillmore, Santa Paula, and the County are collectively referred to herein from time to time as the “Agencies” or singularly as an “Agency.”

**RECITALS**

**WHEREAS**, on or about May 20, 2014, the Parties entered into a Cooperative Agreement pursuant to which VCTC agreed to administer transit service on behalf of the Agencies through a third-party contractor (“Cooperative Agreement”); and

**WHEREAS**, in furtherance of the Cooperative Agreement, after a competitive process, VCTC entered into a transit services agreement with MV Transportation, Inc. (“MV Transportation”) to act as the Transit Operator which was to expire on March 1, 2023; and

**WHEREAS**, pursuant to Section 7 of the Cooperative Agreement, the Cooperative Agreement was to terminate upon the expiration of the prior transit services agreement with MV Transportation, on March 1, 2023; and

**WHEREAS**, VCTC issued a Request for Proposals (“RFP”), in coordination with the Agencies and in accordance with procedures set forth in Section 6 of the Cooperative Agreement, for a new Transit Operator on July 25, 2022 and pursuant to that RFP, again selected MV Transportation, and entered into a new contract with MV Transportation on the first day of January 2023, which expires on June 30, 2027, unless otherwise extended pursuant to three 1-year options to extend; and

**WHEREAS**, the Parties wish to continue cooperatively providing transit service administered by VCTC through a third-party contractor and desire to enter into this new Agreement to update the terms and conditions of the Parties’ relationship to facilitate the continued provision of transit service as described herein; and.

**WHEREAS**, capitalized terms in this Agreement shall have the same meanings ascribed to them in the Cooperative Agreement unless otherwise defined herein.

**NOW THEREFORE**, the Parties agree that the foregoing Recitals are true and correct and the Parties further agree as follows:

**Section 1: Purpose**

The purpose of this Agreement is for the Agencies to continue cooperatively providing transit service within the service area outlined in Attachment A, attached hereto and incorporated herein, and for VCTC to continue administering such service.



## **Section 2: Name**

The name of the service provided pursuant to this Agreement is the Valley Express Transit Service (VETS). VCTC will oversee and cause the services and operation set forth in Attachment A (the "Services") to be performed by a third-party contractor ("Transit Operator").

## **Section 3: Heritage Valley Policy Advisory Committee (HVPAC)**

HVPAC will continue to be responsible for overseeing the operations of the VETS. Each Party will select one (1) person to act as a regular member of HVPAC ("Member"). VCTC's Member must be its Executive Director or his or her designee. Each Agency's Member must be a VCTC Commissioner and a member of that Agency's governing body. Each Party will also designate an alternate, who will serve as Member with full voting privileges in the absence of the regular Member. VCTC's alternate may be designated by its Executive Director. Santa Paula's and Fillmore's alternates must be their respective city managers. The County's alternate must be another Supervisor or its Public Works Agency Director. For all Agencies, if the primary and alternate Members are not available, the Agency's governing body must appoint a person to serve as Member. Except as otherwise provided in this Agreement, each Agency's Member will have one vote. VCTC's Member will have no vote. Except as otherwise provided, votes taken by the HVPAC will be advisory only; the Agencies are not bound by HVPAC decisions.

HVPAC is charged with reviewing the Services (as defined above); reviewing the Services budget; determining if any capital expenditures are required to support the Service; reviewing the transit services agreement; discussing methods of expanding or adjusting the Service to respond to the transit needs of the regions identified by the Parties; deciding other miscellaneous Service-related matters as determined by the Parties; and meeting as needed, but not less than once every quarter. The Parties understand and agree that the HVPAC must comply with all statutory and regulatory requirements of the Ralph M. Brown Act (Gov. Code, § 54950 et seq.).

A quorum consists of two voting representatives, and the HVPAC may take no action without a quorum. The Chairperson of HVPAC must be a Member from one of the Agencies and will rotate every two years amongst the three Agency Members.

HVPAC makes recommendations involving, without limitation, the following issues regarding the Service:

- Selection of the Transit Operator;
- Fare adjustments;
- Schedule revisions resulting in a change of more than 20% in daily service hours;
- Amendments or revisions to this Agreement;
- Annual budget; and
- Updates to the Services.

HVPAC must meet each year before April 1 to review and recommend to VCTC the Annual Budget and route plan for the following year, and each year before November 1 to receive the annual report and input from the HVTAC (as defined below) with respect to meeting targets for goals, objectives, and performance measurements. HVPAC sets policy for the Service to the maximum extent possible allowed by law or regulation. When formal action by the Agencies is required, HVPAC must make a recommendation to the Agencies. When formal action of VCTC is required, HVPAC must make a recommendation to VCTC.

In the event VCTC is required to take action as the public agency directly responsible for providing the Service and VCTC does not approve the recommendation of HVPAC, then HVPAC and the VCTC

Administrative Committee, consisting of the VCTC Chair, Vice-Chair, and Immediate Past Chair, must meet and confer in an effort to resolve differences in the recommended action. In the event that a member of the Administrative Committee is also a member of HVPAC, VCTC must designate a substitute member to participate in the meet-and-confer process on behalf of VCTC.

**Section 4: Heritage Valley Technical Advisory Committee (HVTAC)**

HVTAC consists of staff representatives from VCTC, the cities of Fillmore and Santa Paula, and the County. A member of the staff of the Transit Operator providing the Services must serve as ex-officio member of the HVTAC.

HVTAC advises VCTC on operational elements of the Service, including routes, schedules, and adjustments to the performance standards in the March 2013 Valley Express Transit Study Final Report (or any subsequent studies and/or reports), the annual budget, the annual report, and other service details, and make recommendations to the HVPAC. Minor modifications to Services plans, routes, and schedules are delegated to HVTAC.

**Section 5: Funding**

The Service is to be funded to the maximum extent practicable with federal transit funds, as approved by the VCTC and the Federal Transit Administration (FTA) with a local match as required by Federal Law. The required local match will be paid by the Agencies at least annually, not later than September 1, based on funding shares per jurisdiction as follows:

Agency	Funding
County	33.4%
Santa Paula	33.3%
Fillmore	33.3%
Total	100%

Future year local contribution shares must be recommended by HVTAC and set as part of the annual budget process by VCTC. In no event may an Agency be required to contribute funds in excess of its annual Transportation Development Act Local Transportation Funds apportionment.

**Section 6: Administration**

VCTC will act as the administrator of the VETS. The Agencies must reimburse VCTC for administrative services in the amount \$130,000 of local funds for FY 2023-2024, escalating 3% each fiscal year, shared equally in thirds by each Agency (\$43,333 per Agency for FY 2023-2024). Payment must be made to VCTC not later than September 1 to cover the costs of administration for the prior 12-month period. The responsibilities of VCTC with respect to the administration of these services are as follows:

- **Grant Funding:** As Designated Recipient and Grantee, prepare, submit, and obtain approval for federal transit funding.
- **National Transit Database Data Collection:** The FTA requires that transit operators collect and report on ridership, operating data and other system characteristics. VCTC will collect this data either by the Automated Passenger Counters (APC) component of the automatic vehicle location system, or by VCTC conducting ride checks on the buses in the FTA-prescribed manner. VCTC will collect and process the data and submit the information to FTA for review.

- **FTA Quarterly Reports:** VCTC, as the Designated Recipient, is responsible for submitting quarterly financial reports to FTA. VCTC must also prepare quarterly project status reports describing the activities which occurred during the preceding quarter, all financial transactions which occurred, including fare box and other revenue (donations, advertising if desired), all expenditures and the type of funds used, staff hours expended on activities, and projected activities for the following quarter.
- **Operating Costs:** VCTC will use fare revenues, including monthly pass receipts and any passenger contributions collected from specific establishments being served, to defray operating costs. Fare revenues will be compared to actual ridership counts on vehicles to assure accurate ridership assessment.
- **Payments to the Contractor:** VCTC is responsible for processing monthly payments to the Transit Operator. This involves reviewing the Transit Operator's bills for accuracy and electronic draw down of federal funds and payment to the Transit Operator.
- **Fare Box/Local Share/Pass Sales/Deposits/Reporting:** VCTC is responsible for collecting the local shares from the Agencies, collecting fare box revenues from the Transit Operator and depositing the funds into a revenue account.
- **Bus Schedules:** VCTC is responsible for coordinating schedules for fixed route transit services. Schedules must be updated as route and fare changes occur. Schedules may also be changed for special conditions, events and holidays.
- **Community Outreach/Public Awareness:** VCTC is responsible for providing ongoing public outreach for VETS with community agencies, organizations and schools to communicate the Service available. VCTC, in cooperation with the Agencies, will develop and produce promotional materials and media buys for print, radio, and TV, within adopted budgetary constraints.
- **Contractor Relations:** VCTC will maintain an awareness of the Transit Operator's staff, equipment, maintenance practices and safety training to assess the service and route. VCTC will monitor Transit Operator performance to ensure the requirements of the contract such as hours of service, days of operation, etc., are met. VCTC will obtain certificates of insurance. VCTC will inform the Transit Operator of special programs VETS offers. VCTC will handle all Transit Operator complaints and claims.
- **Customer Relations:** VCTC will respond to customer comments and complaints in a timely manner.
- **On-Board Survey(s):** Biennially, VCTC will conduct an on-board passenger survey in a manner approved by the Agencies. VCTC will conduct one additional on-board survey, if so requested by the Agencies.
- **Accounting:** VCTC will monitor and reconcile funds in the bank accounts and prepare monthly financial statements. VCTC will reconcile receipts from the Transit Operator and pass sales. VCTC will electronically draw down federal funds to combine with the correct local match to pay bills.
- **Audits:** VCTC will have the VETS service accounting records audited by an independent Certified Public Accountancy firm as part of the VCTC annual fiscal audit.

- **RFP/Contract Preparation:** For any future RFP for transit service, VCTC will, with assistance from HVTAC, prepare an RFP to solicit the Transit Operator and negotiate the contract. Any RFP committee established by VCTC for this purpose must include at least one Member of HVPAC. VCTC may not approve the contract unless and until HVPAC has reviewed the selection of the Transit Operator and the final terms of the contract and made a recommendation to VCTC to act on the contract.
- **Meetings of the HVPAC and HVTAC:** VCTC is responsible for preparing and distributing agendas and agenda items for meetings of HVPAC and HVTAC as needed.

### **Section 7: Term**

The term of this Agreement begins on the Effective Date after the adoption of the Agreement by all four Parties and concludes at the later of: (1) the end of the term or (2) any extension of the term of the contract VCTC enters into with a Transit Operator to provide the Services as specified in Attachment A. VCTC's contract with the existing Transit Operator is set to expire on June 30, 2027; the contract also includes three 1-year options to extend. This Agreement may be extended by the written, mutual consent of all Parties.

### **Section 8: Withdrawal**

Any Agency may withdraw from this Agreement by providing written notice to all Parties no later than January 1st before the beginning of the next fiscal year. Withdrawal will be effective on July 1st of the new fiscal year.

Any Agency that withdraws from this Agreement will remain liable for that Agency's share of both the funding under Section 5 of this Agreement, and the costs of administration under Section 6 of this Agreement (together, "Annual Cost Share"). Notwithstanding the foregoing, the Agency will not be liable for its Annual Cost Share beyond June 30, 2027.

Upon any Agency's withdrawal, HVPAC must revise all cost-sharing formulas in place at the time of the withdrawal to equitably reduce or reapportion the withdrawing Agency's contribution, net of any cost savings for reductions in activities, administration, or services, among the remaining Agencies.

This Agreement will automatically terminate upon the withdrawal of any two Agencies.

### **Section 9: Evaluation of Service**

VCTC must provide the Agencies with quarterly reports about operations, as shown on Attachment B (incorporated here).

### **Section 10: Indemnification/ Required Contract**

VCTC, as the Designated Recipient, must sign and monitor the contract for Services, after approval thereof by the Agencies.

Except as otherwise provided, each Party releases every other Party from all liability to itself, its officials, officers, employees, agents, and certified volunteers, for any claims, damage, or demands for personal injury, death, or property damage, arising from or related to this Agreement. It is expressly understood and agreed that the foregoing provisions of this Section will survive termination of this Agreement.

Each Party shall indemnify, protect, defend, and hold harmless each of the other Parties and their respective officers, employees, and agents, from all liability, claims, or damages arising out of, caused by, or resulting from, the indemnifying Party's negligence, recklessness, or willful misconduct in the performance of its obligations under this Agreement. It is expressly understood and agreed that the foregoing provisions of this Section will survive termination of this Agreement.

*Any contract for the Services must include all of the following requirements:*

- *The Transit Operator must indemnify, protect, defend and hold harmless VCTC, its officers and employees from all liability, claims, or damages arising out of, caused by, or resulting from, the Transit Operator's performance of its obligations pursuant to this Agreement and such contract;*
- *The Transit Operator must indemnify, protect, defend and hold harmless each of the Agencies, its officers, agents and employees from all liability, costs, damages or expenses, including attorney's fees, arising out of or incurred in connection with the performance of the Services;*
- *The Transit Operator, at the Transit Operator's cost, expense, and risk, must defend any and all resulting actions, suits, or other legal proceedings brought or instituted against any or all of the Agencies arising out of the contract services;*
- *The Transit Operator must pay and satisfy any resulting judgments;*
- *The Transit Operator must provide to each of the Agencies insurance policies covering the Transit Operator's activities, including general liability and automobile liability with policy limits of not less than \$2 million combined single limit for general coverage and \$10 million combined single limit for automobile liability coverage.*
- *The Transit Operator must maintain worker's compensation insurance with limits as required by the State of California.*
- *Contractor's insurance must be with an insurer admitted by the State of California and rated :B+VII or better in Best's Insurance Guide.*
- *Each of Transit Operator's policies must be endorsed to include VCTC and each of the Agencies as additional insureds and must specify that where the primary insured does not satisfy the self-insured retention, any additional insured may satisfy the self-insured retention.*
- *Prior to commencement of the Services, upon request, VCTC may obtain endorsements from the Transit Operator naming VCTC and each Agency as an additional insured.*

### **Section 11: Beneficiaries of Agreement**

This Agreement is for the sole benefit of the Parties, and no individual, organization, group, firm, or other entity may have any claim for benefits under this Agreement.

### **Section 12: Changes to Agreement**

Any changes to this Agreement must be approved in writing by each Party's governing board or that governing board's designee.

### **Section 13: Counterparts**

This Agreement may be executed in one or more counterparts, each of which is deemed an original and will become effective and binding upon the Parties at such time as all the Parties have signed a counterpart of this Agreement. All counterparts so executed will constitute one Agreement binding all the Parties.

#### **Section 14: Notices or Notification**

Any notice required to be given in writing under this Agreement, or other notifications, must be given to the parties at the following addresses:

##### **FILLMORE**

City Manager  
City of Fillmore  
250 Central Ave  
Fillmore CA 93015

##### **SANTA PAULA**

City Manager  
City of Santa Paula  
970 Ventura Street  
P.O. Box 569  
Santa Paula CA 93060

##### **COUNTY OF VENTURA**

Deputy Director of Public Works  
Transportation Department  
County of Ventura  
800 S. Victoria Avenue  
Ventura, CA 93009-1620

##### **VENTURA COUNTY TRANSPORTATION COMMISSION**

Executive Director  
Ventura County Transportation Commission  
751 East Daily Drive  
Camarillo, CA 93010

#### **Section 15: Miscellaneous Provisions**

**Employees.** For purposes of this Agreement, all persons employed in the performance of services and functions for each Party are solely that Party's employees; such persons are not entitled to any other Party's pension, civil service, or other status.

**Entire Agreement.** This Agreement represents the entire understanding of the Parties with respect to the subject matter herein, and all prior written and oral agreements regarding the subject matter herein are superseded by this Agreement.

**Assignment.** No Party may assign this Agreement or any interest herein. Any such attempted assignment will be void.

**Governing Law.** This Agreement has been made in and will be construed in accordance with the laws of the State of California and exclusive venue for any action involving this Agreement will be in Ventura County.

**Partial Invalidity.** Should any provision of this Agreement be held by a court of competent jurisdiction to be either invalid or unenforceable, the remaining provisions will remain in effect, unimpaired by the holding.

**Construction.** The language of each part of this Agreement will be construed simply and according to its fair meaning, and this Agreement will never be construed either for or against any Party.

**Authority/Modification.** Each Party represents and warrants that it has taken all necessary action to authorize the undersigned to execute this Agreement on behalf of that Party and to engage in the actions described herein.

In witness whereof, the parties hereto have executed this Agreement on the dates stated below.

**CITY OF FILLMORE**

**APPROVED AS TO FORM**

By: \_\_\_\_\_  
Date \_\_\_\_\_ City Attorney \_\_\_\_\_ Date \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_

**CITY OF SANTA PAULA**

**APPROVED AS TO FORM**

By \_\_\_\_\_  
Date \_\_\_\_\_ City Attorney \_\_\_\_\_ Date \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_

**COUNTY OF VENTURA**

**APPROVED AS TO FORM**

By \_\_\_\_\_  
Date \_\_\_\_\_ County Counsel \_\_\_\_\_ Date \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_

**VENTURA COUNTY  
TRANSPORTATION COMMISSION**

**APPROVED AS TO FORM**

By \_\_\_\_\_  
Date \_\_\_\_\_ Counsel \_\_\_\_\_ Date \_\_\_\_\_

ATTEST:

By: \_\_\_\_\_



## Attachment A

### ROUTE AND SERVICE DESCRIPTION

The following is a general description of the Valley Express Transit Services city fixed route and area Dial-A-Ride Systems, and may be revised and/or adjusted during the fiscal year by agreement of the Agencies.

#### **Fillmore, Santa Paula, and Unincorporated Valley Express Dial-A Ride services**

General public dial-a-ride (DAR) service will be provided to the areas of the cities of Fillmore and Santa Paula and the unincorporated communities of Piru, Bardsdale, Rancho Sespe, and other unincorporated areas surrounding the cities.

#### Service times and intervals:

Weekdays, 5:45 AM to 7:45 PM, Saturdays & Sundays, 8:00 AM to 6:00 PM

Trip reservations can be made up to one week in advance and service is expected to occur within one hour of a call for service.

#### Service Boundaries

The general service boundaries for the DAR service, which may be adjusted from time to time, are as follows:

Fillmore DAR service: Fillmore city limits, Old Telegraph Road/Grand Avenue on the west, Grand Avenue/Bridge Street on the north; the communities of Piru and Rancho Sespe Housing Development to the east and the community of Bardsdale on the south.

Santa Paula DAR service: Santa Paula City limits and adjacent unincorporated areas including the Mupu and Briggs Schools to the west.

#### Existing Fares:

Regular Fares: \$2.00

Seniors, disabled, Medicare card holders: \$2.00

Passes: Daily ride and monthly passes will also be made available at a reduced proportional rate.

Fares include one transfer to regular fixed route service or VCTC Intercity 126 regional service.

#### Proposed Fares Following Implementation of Fixed Route Transit

Fares for the DAR service may be raised so people will be encouraged to ride the fixed route service: (Note: As proposed in the Valley Express Transit Study). In such a case, all Dial-A-Ride fares will be set at \$2.50.

#### **Fixed Route Transit Service**

#### Existing Fares:

Fares for the fixed route will be set lower than DAR service so people will be encouraged to ride the fixed route service: (Note: As proposed in the Valley Express Transit Study)

Regular Fares: \$1.25

Seniors, disabled, Medicare card holders: \$.60

Dial-A-Ride and ADA fare: General public \$2.00; ADA and Seniors (65 and older) \$2.00)

Phase-in of the increased fares from existing fares, or a specified term promotional discount will be evaluated and recommended by the HVPAC with input from the HVTAC.

Passes: Daily ride and monthly passes will also be made available at a reduced proportional rate.

Fares include one transfer VCTC Intercity 126 regional service.

### **Fillmore Fixed Route**

The Fillmore route will consist of a single vehicle on a 30-minute headway on a loop through Fillmore. Timed-transfers with VCTC Intercity 126 service will occur at the Fillmore Senior Center. The general service boundaries will be south on Santa Clara, west to "D" and "C" Streets, north to 4<sup>th</sup> and 5<sup>th</sup> street and east to Mountain View. Service will also include the High School and Middle School.

Comparable ADA service to the fixed route will also be provided.

With Congestion Mitigation Air Quality (CMAQ) funds secured by VCTC on behalf of VETS, service between Fillmore and Moorpark will be implemented in 2024. As a result, the Fillmore route may be modified in conjunction with this service.

Service hours will be Monday through Friday, 6:00 AM to 7:30 PM and on Saturday and Sunday from 7:00 AM to 6:00 PM.

### **Santa Paula Fixed Route**

A fixed route bus service will be initiated in Santa Paula. The Santa Paula route will consist of two vehicles running on 30-minute headways on a loop through Santa Paula. Service to Briggs Rd. (Elementary School) will be provided during morning and afternoon peaks (adjusted to account for early release times). On call service will also be available to the hospital. Timed transfers with the VCTC Intercity 126 service will occur at the Santa Paula Transportation Center at City Hall. The general service boundaries will be south on Harvard Blvd, west at Peck Rd., north on Santa Paula Street, and east on State Route 150 and North 12<sup>th</sup> Street.

Comparable ADA service to the fixed route will also be provided.

Long-term expansion will consider adding the area commercial and residential areas south of Highway 126 and the East Area 1 & 2 commercial and residential Gateway development.

Service hours will be Monday through Friday, 6:00 AM to 8:00 PM and on Saturday and Sunday from 8:00 AM to 5:30 PM.

### **Piru Fixed Route**

Fixed route transit service to Piru will be provided along Highway 126 between Fillmore and Piru including a stop at Rancho Sespe. Service will run on an hour frequency.

Service hours will be Monday through Friday, 6:00 AM to 8:00 PM and on Saturday and Sunday from 8:00 AM to 5:40 PM.

Comparable ADA service to the fixed route will also be provided.

## Attachment B

### **PERFORMANCE REPORTING**

On a quarterly basis, VCTC will calculate and provide operating statistics and performance indicators for Weekday service, Weekend service, and for All Periods combined, for monthly, quarterly, and total year-to-date periods, to include:

- Fare box Revenues
- Fare box Recovery Ratio\*
- Contractor Operating Costs
- Administration Costs
- Total Adjusted Operating Costs
- Total Ridership
- Total Operating Cost per Passenger
- Vehicle Service Hours
- Total Operating Cost per Vehicle Service Hour
- Passengers per Vehicle Service Hour
- Total Hours
- Vehicle Service Miles
- Passengers per Vehicle Service Mile
- Total Miles

\* Fare box Recovery Ratios shown will be the adjusted ratio so that all transit systems may be compared equally. For all VCTC Transit contract services, this means that operating costs equal the sum of operating and maintenance costs contained in each contract, or, conversely, contract costs minus all capital costs.



Item 9

June 2, 2023

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

**FROM: MARTIN ERICKSON, EXECUTIVE DIRECTOR  
SALLY DEGEORGE, FINANCE DIRECTOR**

**SUBJECT: FISCAL YEAR 2023/2024 PROPOSED BUDGET**

**RECOMMENDATION:**

- Conduct Public Hearing to receive testimony on the Fiscal Year 2023/2024 Budget.
- Adopt the Fiscal Year 2023/2024 Salary Schedule (Attachment 1 of this item and Appendix C in the Fiscal Year 2023/2024 Budget) effective July 1, 2023.
- Adopt, by Resolution No. 2023-05, the proposed Fiscal Year 2023/2024 Budget.

**DISCUSSION:**

The proposed Fiscal Year 2023/2024 Budget is divided into two main sections: the Main Budget and the Program Task Budgets. The Main Budget contains program overviews and projections and is intended to provide a general understanding of VCTC's budgeted activities and programs for the coming fiscal year. The Program Task Budgets contain task level detail of the projects including objectives and accomplishments. This task driven budget is designed to provide fiscal transparency and clarity of VCTC's programs and services to the region.

The proposed Budget continues to restore service levels as well as moving forward with planned and new activities. At \$109,282,838, the Fiscal Year 2023/2024 Budget is \$2,810,452 or 2.6% higher than Fiscal Year 2022/2023. The increase is a combination of increases and decreases in multiple budgets as detailed below and within the budget document. The largest increases occurred within the Regional Transit Technology budget (+\$1.1 million), the Transit Grant Administration budget (+1.7 million), the Metrolink budget (+\$0.7 million), and the Regional Transit Planning budget (\$0.5 million) while the largest reductions occurred within the Highway Project Management budget (-\$2.3 million) and the Management and Administration budget (-\$0.8 million). The Budget is a balanced budget with an estimated spendable ending fund balance of \$24,397,233. The Budget contains six programs starting on Budget Page 67:

- Transit and Transportation program at \$29,107,000 (Budget Pages 68, 96-105)
- Highway program at \$5,621,800 (Budget Pages 69, 108-111)
- Rail program at \$23,155,600 (Budget Pages 70, 114-119)
- Commuter Assistance program at \$948,000 (Budget Pages 71, 122-125)
- Planning and Programming program at \$48,890,438 (Budget Pages 72, 128-137)

- General Government program at \$1,560,000 (Budget Pages 73, 140-145)

Personnel costs for Fiscal Year 2023/2024 are budgeted at \$4,164,600 or 3.8% of the budget, which is an increase of \$265,500 from the previous fiscal year. The wage cost of \$2,787,200 includes a merit pool for employees not at the top of their range (approximately \$81,600) and a proposed four percent COLA for all employees (approximately \$102,600). The wage costs also include one additional position and two position reclassifications discussed below. Benefits are approximately \$1,377,400 or \$1.3% of the Budget. Further information about personnel costs can be found within the Personnel Section of the Budget pages 53-64.

The Fiscal Year 2023/2024 Budget contains one proposed additional Senior Accountant position which is fully burdened at \$164,300 with a salary range of \$50,107 to \$97,802. This position will provide additional support to the Finance Department for the increased State and Federal requirements. This additional position will also allow internal controls to be strengthened and provide increased support for other departments and VCTC projects. The budget also includes two position reclassifications to better align the level of responsibility and tasks with the positions. The two positions being realigned are Program Analyst in the Planning Department reclassified to Program Manager, Data Programming and Services (salary range \$70,132 - \$133,650) and a Transit Specialist position reclassified to Program Analyst in the Transit Department (Salary range \$50,107 - \$97,802). Estimated additional costs for the two reclassifications are \$8,500.

Below are some of the notable changes in the proposed Fiscal Year 2023/2024 budget compared to the Draft Budget presented in April 2023. Additional details of these changes, as well as smaller changes to all budgets, can be found within the individual budget tasks. The major changes that occurred compared to the Draft Budget include:

- The Transit Grant Administration budget is \$5.2 million higher than the draft budget for the addition of pass-through FTA funding to the local agencies (this is an increase of \$1.1 million from last fiscal year) (Budget Pages 100-101).
- The Motorist Aid Services budget is \$53,400 higher than the draft budget for additional communication costs for the callboxes (Budget Pages 110-111).
- The Metrolink budget is \$356,200 less than the draft budget (but still \$0.7 million higher than last fiscal year) due to receiving final estimates from SCRRA for the upcoming year as well as updated status of on-going capital projects. Accordingly, adjustments were made to the operating and capital line items within the budget (Budget Pages 116-117).
- The Rideshare budget is \$57,500 higher than the draft budget for additional consultant and staffing cost for the Mobility as a Service (MaaS) project (Budget Pages 124-125)
- The Regional Transit Planning budget is \$175,100 higher than the draft budget for expenses for additional Free Ride programs (Budget Pages 130-131).
- The TDA Administration budget is \$159,800 higher than the draft budget as less administrative funding was needed by VCTC and therefore, more funds are being passed through to local agencies (Budget Pages 134-135).

Below are the major changes that were presented with the Draft Fiscal Year 2023/2024 Budget as compared to Fiscal Year 2022/2023. Page numbers have been updated to reflect the Final Budget page numbers.

- The Accessibility Services budget decreased by \$46,700 largely due to lower consultant costs (Budget Pages 96-97).

- The Regional Transit Technology budget increased by \$1.1 million for anticipated bus equipment replacements, improved signage, scheduling software and associated consultant costs offset by reduced staffing costs shifted to the Regional Transit Information Center budget (Budget Pages 98-99).
- The Transit Grant Administration budget decreased by \$3.5 million for pass-through projects completed in the prior year (Budget Pages 100-101). This line item is expected to increase with the final budget when the new FTA pass-through projects to local agencies will be added.
- The Valley Express budget increased by \$377,100 for increased contract costs to operate the buses including the implementation of the Fillmore/Moorpark demonstration (Budget Pages 102-103).
- The VCTC Intercity Service budget had a net increase of \$328,200 due to increased bus contractor costs of \$480,000 and increased bus equipment costs of \$110,000 offset by reduced consultant costs of \$163,500 as well as outreach, printing, and staffing costs of approximately \$98,300 (Budget Pages 104-105). The staffing costs were shifted to the Regional Transit Information Center budget.
- The Highway Project Management budget decreased by \$2.3 million for the partial completion of consultant work on the U.S. 101 preliminary engineering and environmental documents. The project is delayed due to additional required Caltrans review. The EIR is expected to be completed in late 2024 (Budget Pages 108-109).
- The Motorist Aid Services budget increased by \$246,000 due to a third cycle of the Incident Responder Grant and a fourth beat for the Freeway Service Patrol program. These increased costs were offset by a reduction of consultant costs related to SpeedInfo services sunsetting (Budget Pages 110-111).
- The LOSSAN budget increased by \$20,400 for additional staffing costs associated with studies and capital projects (Budget Pages 114-115).
- The Metrolink Commuter Rail budget had a net increase of \$1.1 million for increased operational costs including weekend service of approximately \$3.7 million and Camarillo Station ADA improvements of \$1.5 million reduced by partial completion of capital projects of \$4.1 million. It is likely that the Metrolink budget will increase with VCTC's final budget as Metrolink had not provided its budget when VCTC's draft budget was prepared (Budget Pages 116-117).
- The Santa Paula Branch Line budget increased by \$340,500 due to additional consultant services related to right-of-way survey, storm damage response, and broadband deployment (Budget Pages 118-119).
- The Regional Transit Information Center budget increased by \$210,100 as all Regional Transit Information Center staff time is now shown under this budget and removed from the Regional Transit Technology and VCTC Intercity Services budgets for efficiency and better management (Budget Pages 122-123).
- The Rideshare budget increased by \$30,200 for increased consultant and staffing costs (Budget Pages 124-125).
- The Regional Transit Planning budget had a net increase of \$335,000 largely due to the increased ridership in the Youth Ride Free program of approximately \$469,000 as ridership continues to exceed expectations offset by the reduction in office support and consultant costs of approximately \$134,000 for the completion of the Transit Integration and Efficiency Study (TIES) and Coordinated Public Transit- Human Services Plan update studies. The Short-Range Transit Plan (SRTP) is carried over in the consultant line item (Budget Pages 130-131).
- The Transportation Development Act budget had a net decrease of approximately \$66,000 for a decrease of approximately \$70,000 in pass-through STA and SGR funds to local agencies, \$1

million decrease of pass-through pedestrian/bicycle projects offset by an increase in local transit pass-through of approximately \$1 million (Budget Pages 134-135).

- The Transportation Programming and Reporting budget increased by \$225,315 due to increased consultant and staffing costs associated with regional competitive grants (Budget Pages 136-137).
- The Community Outreach budget increased by \$30,900 for an increase to consultant and staff costs (Budget Pages 140-141).
- The Management and Administration budget had a net decrease of \$0.9 million for the reduction of \$1 million for the one-time pension liability payment made to CalPERS last fiscal year offset by increased by approximately \$50,000 in consultant costs for an all-staff salary survey of all staff since the last comprehensive survey was performed in 2009 as well as increased staffing costs (Budget Pages 142-143).
- The State and Federal budget increased by \$27,400 for an increase in staffing costs (Budget Pages 144-145).

The estimated ending Fiscal Year 2023/2024 fund balance (after contingency and accrual set aside) is expected to be \$24.4 million. The Commission's available General Fund balance (after reserves) is estimated at \$1,390. The other funds are restricted, and the estimated fund balances after reserve are \$354,142 for the Local Transportation Fund, \$22.3 million for the State Transit Assistance fund, \$1.6 million for the Service Authority for Freeway Emergencies fund, \$109,400 for the State of Good Repair Fund, \$25,367 for the Santa Paula Branch Line fund, and a zero balance for the VCTC Intercity Services and the Valley Express funds.

It is important to note a few reasons the STA fund balance is at \$22.3 million. First, the STA fund balance is used for on-going cash flow needs when State and Federal grants are delayed as well as cashflow for the Highway 101 study. Also, these funds although not currently budgeted, could be used for nonrecurring capital costs associated with Metrolink capital and rehabilitation expenditures, possible bus purchases for the VCTC Intercity Service or other transit projects benefiting the County.

The Draft Budget was reviewed by the Finance Committee in March 2023 and by the full Commission at its April 2023 meeting with a public hearing.

As required by the VCTC Administrative Code, the proposed Fiscal Year 2023/2024 budget was submitted to the Finance Committee (Chair MacDonald, Vice-Chair LaVere and Past-Chair Trembley) for review. On May 25, 2023, Commissioner's MacDonald and LaVere (Commissioner Trembley was absent) of the Finance Committee met to review and discuss the details of the Budget, and the Finance Committee recommended forwarding the Budget to the full Commission for review as presented and a public hearing.

The proposed Fiscal Year 2023/2024 Budget is a balanced budget and is a separate attachment to the agenda. Staff's recommendation is to:

- Conduct Public Hearing to receive testimony on the Fiscal Year 2023/2024 Budget.
- Adopt the Fiscal Year 2023/2024 Salary Schedule (Attachment 1 of this item and Appendix C in the Fiscal Year 2023/2024 Budget) effective July 1, 2023.
- Adopt, by Resolution No. 2023-05, the proposed Fiscal Year 2023/2024 Budget.



After the Fiscal Year 2023/2024 Budget and Salary Schedule are approved by the Commission, they will be available on the VCTC website at [www.goventura.org](http://www.goventura.org).

**RESOLUTION NO. 2023-05  
A RESOLUTION OF THE  
VENTURA COUNTY TRANSPORTATION COMMISSION,  
THE VENTURA COUNTY AIRPORT LAND USE COMMISSION,  
VENTURA COUNTY SERVICE AUTHORITY FOR FREEWAY EMERGENCIES  
VENTURA COUNTY CONSOLIDATED TRANSPORTATION SERVICE AGENCY  
VENTURA COUNTY CONGESTION MANAGEMENT AGENCY  
ADOPTING THE FISCAL YEAR 2023/2024 BUDGET**

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

WHEREAS, the VCTC budget for Fiscal Year 2023/2024 has been presented to the Commission who has conferred with the Executive Director and appropriate staff in public meetings, and has deliberated and considered the proposed budget; and

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

NOW, THEREFORE, the Commission hereby resolves as follows:

Section 1. The Commission hereby approves the Fiscal Year 2023/2024 Budget and authorizes expenditures of \$109,282,838. Included in the budget adoption is the approval for all identified estimated revenues, expenditures, and transfers between funds as well as all salaries and applicable cost-of-living-adjustments as presented in the schedule of salary ranges for the fiscal year.

Section 2. The Executive Director and/or his designee is authorized to make payments as herein above set forth commencing on/or after July 1, 2023 in the manner and to the extent authorized by the VCTC Administrative Code.

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

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

Adopted this 2<sup>nd</sup> day of June 2023.

**ATTEST:**

\_\_\_\_\_  
Bryan MacDonald, Chair  
**APPROVED AS TO FORM:**

\_\_\_\_\_  
Roxanna Ibarra, Clerk of the Commission

\_\_\_\_\_  
Steven T. Mattas, General Counsel

**Attachment 1**  
**Ventura County Transportation Commission**  
**Salary Schedule by Department**  
**Fiscal Year 2023/2024**  
**Effective July 1, 2023**

Department/Position	FTE	Annual Range Bottom*	Annual Range Top	Non-Exempt Hourly Rate		Exempt vs. Non-Exempt
				Bottom	Top	
<b>ADMINISTRATION</b>						
Executive Director	1.0	221,450	282,556			E
Program Manager, Government and Community Relations	1.0	70,132	133,650			E
Clerk of the Commission/Executive Assistant	1.0	70,132	133,650			E
Receptionist/Secretary	1.0	43,826	70,138	21.07	33.72	NE
<b>ADMINISTRATION SUBTOTAL:</b>	<b>4.0</b>					
<b>FINANCE</b>						
Finance Director	1.0	109,108	188,603			E
Program Manager, Information Technology	1.0	70,132	133,650			E
Program Manager, Accounting	1.0	70,132	133,650			E
Senior Accountant/Analyst	2.0	50,107	97,802	24.09	47.02	NE
<b>FINANCE SUBTOTAL:</b>	<b>5.0</b>					
<b>PLANNING</b>						
Planning and Sustainability Director	1.0	109,108	188,603			E
Program Manager, Transportation Planning	1.0	70,132	133,650			E
Program Manager, Transportation Data and Services	1.0	70,132	133,650			E
<b>PLANNING SUBTOTAL:</b>	<b>3.0</b>					
<b>PROGRAMMING</b>						
Programming Director	1.0	109,108	188,603			E
Program Manager, Programming	1.0	70,132	133,650			E
Program Analyst	1.0	50,107	97,802	24.09	47.02	NE
Administrative Assistant	0.4	43,826	70,138	21.07	33.72	NE
<b>PROGRAMMING SUBTOTAL:</b>	<b>3.4</b>					
<b>TRANSIT</b>						
Public Transit Director	1.0	109,108	188,603			E
Program Manager, Regional Transit Planning	1.0	70,132	133,650			E
Program Manager, Transit Contracts	1.0	70,132	133,650			E
Transit Planner	2.0	50,107	97,802	24.09	47.02	NE
Transit Information Center and Technology Specialist	1.0	43,826	70,138	21.07	33.72	NE
Administrative Assistant	0.6	43,826	70,138	21.07	33.72	NE
Customer Service Representative	2.0	32,240	44,491	15.50	21.39	NE
<b>TRANSIT SUBTOTAL:</b>	<b>8.6</b>					
<b>TOTAL BUDGETED POSITIONS:</b>	<b>24.0</b>					

\*VCTC will automatically adjust any wages that do not meet California's minimum wage or the local fair-market wage requirements. Hourly time is based on a 2080 hour year. If more billable hours in a year, than budget would be adjusted accordingly



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June 2, 2023

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

**FROM: CLAIRE GRASTY, DIRECTOR OF PUBLIC TRANSIT**

**SUBJECT: METROLINK UPDATE**

**RECOMMENDATION:**

- Receive and file presentation.

**BACKGROUND:**

The Southern California Regional Rail Authority (SCRRA), also known as “Metrolink”, is an independent joint powers agency. The member agencies consist of Los Angeles County Metropolitan Transportation Authority (LA Metro), Orange County Transportation Authority (OCTA), Riverside County Transportation Authority (RCTC), San Bernardino County Transportation Authority (SBCTA), and Ventura County Transportation Commission (VCTC). CEO Darren Kettle will be providing the Commission with an update of Metrolink activity. Commissioner Trembley serves as the primary member representing VCTC on the Metrolink Board of Directors and Commissioner Chavez serves as the alternate.

**DISCUSSION:**

**Operating Contribution**

The FY 23/24 Metrolink operations subsidy is \$16,373,000 for VCTC, a 12.5% increase over the final FY 22/23 budget, which was amended in October 2022 and increased VCTC’s subsidy by \$1,255,610 for a total of \$14,552,286 due to an error related to cost sharing on the Ventura County line with Metro. The subsidy has risen due to:

- General cost increases related to operations
- Fare projections lowered to better match actuals
- A full year of additional weekend service (which is grant funded)

Over the last five years, the subsidy for Metrolink service has increased over 50% due to the same reasons above. The support of this cost increase and decrease in fare subsidy has been made possible by Coronavirus Aid, Relief, and Economic Security (CARES) Act funding and an increase in LTF funds.

As VCTC still has CARES funds available, we are in good financial shape in the near term. However, without these CARES funds, VCTC would not be able to fund the current level of service. VCTC is the

only SCRRRA member agency that still has CARES funds available, which puts us in a better position than some of the other member agencies.

As has been typical throughout the years, VCTC has more capital funds than is needed but not enough operations funds. This situation has been exacerbated due to the increase in capital funds from the Infrastructure Investment and Jobs Act (IIJA) and the decrease in fare revenue. This imbalance creates a longer-term problem that will have to be addressed as CARES funds are depleted.

### **Capital Contribution**

Over time projects have taken longer to complete due to a few reasons, including the federal government taking longer to obligate funds and the impact of the pandemic on supply chains and labor. This year, Metrolink has asked for a Working Capital Loan to be used as a float to cover up-front costs of capital projects. VCTC has CARES funds that could be used for this purpose until the funds need to be used for operating costs once the rest of the funds are depleted. However, VCTC would like to see a formal policy on this, have Metrolink get current on capital invoicing of member agencies and receive quarterly reports on financial progress of capital projects before committing funds for this purpose. Additionally, once these CARES funds are needed for operations, VCTC will not be able to contribute to the Working Capital Loan as STA and LTF sources would not be allowable.

### **Weekend Train Service**

The additional weekend train service is expected to begin in July. Though the service was originally anticipated to begin Memorial Day Weekend, it was delayed due to negotiations with Union Pacific. When implemented, there will be two round trips on both Saturdays and Sundays between East Ventura and Union Station. This service should be in place in time for the X Games and service will be extended to the Downtown Ventura – Beach station for the event, giving attendees a comfortable and affordable alternative transportation option, especially as a weekend pass is \$10 and kids under 17 ride free on weekends.

Additionally, in conjunction with this service, we are hopeful that all Pacific Surfliner trains will be codeshare trains, allowing riders traveling between Ventura and Union Station to ride the Pacific Surfliner for the price of a Metrolink ticket. This would be done on a pilot basis and give Ventura and Los Angeles County residents and visitors more weekend train service for an affordable price.



June 2, 2023

**MEMO TO: SANTA PAULA BRANCH LINE ADVISORY COMMITTEE**  
**FROM: AMANDA FAGAN, DIRECTOR OF PLANNING & SUSTAINABILITY**  
**SUBJECT: SANTA PAULA BRANCH LINE UPDATE, BUDGET AMENDMENT, AND CONTRACT AWARD FOR DESIGN AND ENVIRONMENTAL COMPLIANCE**

**RECOMMENDATION:**

- *Receive an update on Santa Paula Branch Line (SPBL) railroad operations and damage sustained during winter storms in January 2023.*
- *Approve an Amendment to the Santa Paula Branch Line Program Budget to increase expenditures by \$492,000 in the Consultant Services category, increase Salaries by \$13,200, Fringe Benefits by \$4,800, and Indirect Costs by \$12,000, increase revenues by \$522,000 in the State Transit Assistance (STA) category, increase the STA transfer-in by \$522,000, and increase the STA transfer-out to the General Fund by \$30,000.*
- *Approve a contract with RailPros for Design, Engineering, and Project Management Support Services to Reconstruct a Portion of the Sespe Creek Overflow Railroad Bridge in an amount not to exceed \$791,998.*

**BACKGROUND:**

The Sespe Creek Overflow bridge is located at approximately Mile Post 423.44, west of Fillmore, California. The bridge was constructed in 1969 and has a total length of 450 feet, vertical clearance of 14 feet, and 15 spans of 29 feet-10 inches each. On the early morning of January 10, 2023, heavy rain, stream flow, and debris accumulated during a series of storms and washed out three spans, or approximately 90 feet, of the Sespe Creek Overflow railroad bridge. Three spans on the western end of the bridge were destroyed and require reconstruction to restore pre-disaster design, capacity, and function to restore rail service on the bridge. Bridge repair is necessary to reconnect the Fillmore-Piru segment of the SPBL railroad with the remainder of the SPBL and restore the connection to the mainline at East Ventura. In addition to the damaged Sespe Creek Overflow bridge, several areas on the SPBL were identified where landslides had occurred and/or debris collected beneath bridges or in culverts. In particular, the Hopper Canyon area received substantial debris flows, with an estimated 6' – 8' of mud and debris. A team from the SPBL railroad lessee and operator, Sierra Northern Railway (SNR), worked quickly to clear debris and restore rail operational capabilities.

On January 14, 2023, the President of the United States issued a disaster declaration for California Severe Winter Storms, Flooding, Landslides, and Mudslides (DR-4683-CA), including Ventura County. This declaration opens eligibility for Federal Emergency Management Agency (FEMA) and California Office of Emergency Services (CalOES) reimbursement of costs related to storm recovery, including restoration of the Sespe Creek Overflow bridge to pre-disaster condition, capacity, and function, and debris removal and repairs to SPBL infrastructure.

On January 9<sup>th</sup>, prior to the bridge wash-out, SNR relocated one locomotive from the rail yard in Fillmore to the SNR location in Santa Paula. As such, there is an operational locomotive on either side of the bridge,

enabling continued operations on both segments of the rail line on a temporary basis until the bridge can be repaired. However, the damaged bridge has affected railroad operations, including creating the need to temporarily store rail cars west of Fillmore near Old Telegraph Road, about which community members have expressed concerns related to graffiti and blight. Expeditious repair and restoration of the Sespe Creek Overflow bridge is a key component of addressing community concerns and restoring service to the full SPBL, which will facilitate expanded tourist and excursion service and movement of any remaining storage rail cars to a less visible area east of the bridge. Without reconstruction, the long-term potential for possible future passenger service through the Heritage Valley would be eliminated.

The Railroad Lease and Operations Agreement includes provisions covering responsibilities for repair or replacement of railroad facilities. In general, SNR is responsible for the cost of repair, replacement, or reconstruction of damaged railroad facilities for the railway to conduct its operations. However, in the case of “Damage Caused by Acts of God or Other Factors” (such as storm damage), the Agreement states that SNR may repair or replace the facilities needed for railway operations, but neither SNR nor VCTC is obligated to do so, and the Agreement includes a provision for SNR and VCTC to cooperate to seek funding for repair or replacement of damaged railroad facilities.

To date, VCTC staff assembled information from prior SPBL storm events, attended the FEMA financial assistance training (“Applicant Briefing”) hosted by the CalOES, submitted a Request for Public Assistance to FEMA to initiate the process to apply for reimbursement of costs to repair the Sespe Creek bridge and other damaged areas of the SPBL, developed a new web page to share information with the public on the SPBL ([goventura.org/work-with-vctc/spbl](http://goventura.org/work-with-vctc/spbl)), facilitated a comprehensive engineer inspection, and coordinated planning for reconstruction of the of the Sespe Creek Overflow Bridge. Staff meets on a weekly basis with FEMA to coordinate the public assistance request from VCTC. Based on FEMA guidelines, VCTC must complete the Damage Inventory by June 4, 2023. The Damage Inventory has been drafted and is being refined with assistance from FEMA and with support from SNR.

Preliminary estimates of repair and reconstruction costs for the Sespe Creek Overflow Bridge have ranged from \$1.4 million - \$2.3 million. VCTC staff considered several options to procure design, environmental, construction, and project management support in consultation with sister agencies, including Metrolink, Orange County Transportation Authority, and the County of Ventura Public Works Agency, and reviewed the FEMA Program Guidelines. Considering multiple factors and possible approaches, staff recommended a two-phased procurement approach. Phase 1 includes design, engineering, environmental compliance and permitting, and preparation of bid documents to restore the pre-disaster design, capacity, and function of the Sespe Creek Overflow railroad bridge. Phase 2 will focus on construction and project management.

## **DISCUSSION:**

On April 7, 2023, the Commission approved release of a Request for Proposals with a scope of services that includes compliance with all applicable State and Federal environmental laws and permitting requirements, structural design and engineering, development of specifications consistent with Federal Railroad Administration, California Public Utilities Commission, and Southern California Regional Rail Authority standards, evaluate the potential for cost effective design variations to mitigate future hazards, project management, coordination with the railroad operator, and preparation of construction bid documents. Staff posted the RFP to the [goventura.org/work-with-vctc/contracts](http://goventura.org/work-with-vctc/contracts) web page on April 7 and notified a list of railroad and bridge engineering firms of availability. On April 21, VCTC staff hosted a virtual pre-proposal conference, and posted a response to questions on May 5. Proposals were due on May 12, 2023. VCTC received proposals from the following three firms: Wilson & Company, RailPros, and Koppers.

VCTC assembled a multidisciplinary team to review the proposals, including two VCTC staff and two senior staff from partner agencies with rail engineering and environmental expertise (Ventura County Watershed Protection District and the Southern California Regional Rail Authority). The panel unanimously agreed upon a rank order of the proposals as follows: #1 RailPros, #2 Wilson & Company, and #3 Koppers. The RailPros proposal describes a clear and comprehensive approach including survey, mapping, geotechnical, hydrology, and foundations design. RailPros have recent experience on rail bridge wash-out projects very similar to the Sespe Creek Overflow Bridge in California and prior experience working for VCTC on the SPBL (Haun Creek Bridge). The RailPros project includes three subconsultants in focused areas:



Environmental (Jacobs), Geotechnical (Diaz-Yourman), and Survey (RSE), the latter two of which are certified Disadvantaged Business Enterprises (DBE). The RailPros proposal also includes design support during construction (DSDC) and support to work with FEMA, both of which are highly valuable to VCTC and necessary to reconstructing the bridge and restoring service to the SPBL in a timely manner.

After review and ranking of the proposals, VCTC staff then opened the cost proposal for the highest ranked proposal (RailPros) and began negotiations to reach agreement on a firm fixed price contract amount. Prior to release of the RFP, staff initially estimated a cost of approximately \$300,000 for the planning, design, and environmental compliance phase of the Sespe Creek Overflow Bridge reconstruction, funding for which was included in the April 7, 2023 agenda item approved by the Commission. The initial staff estimate of an approximate cost for Phase 1 activities underestimated the costs and requirements to properly plan, design, and permit the bridge reconstruction. After review of the highest ranked proposal and cost proposal, and discussion between VCTC staff and the RailPros, the final not-to-exceed cost proposal is \$791,998. Staff believes this cost is reasonable, given the urgent nature of the repair and limited availability of specialized equipment and expertise to complete the engineering, design, and permitting for the bridge reconstruction.

To accomplish the proposed Phase 1 reconstruction of the Sespe Creek Overflow bridge, an amendment is requested to the Santa Paula Branch Line Program Budget as follows: (1) Increase the Consultant Services expenditures line item by \$492,000; (2) Increase expenditures line items for Salaries by \$13,200, Fringe Benefits by \$4,800, and Indirect Costs by \$12,000, and (3) Increase the State Transit Assistance (STA) Revenues line item and STA transfer-in by a corresponding \$522,000, and (4) Increase the STA transfer-out to the General Fund by \$30,000. STA funds will be used to cover the costs of the first phase of design and environmental compliance. VCTC will seek reimbursement from FEMA and CalOES to backfill the STA funding. Staff recommends approval of the contract with RailPros at a not to exceed price of \$791,998. Resulting totals by category will be \$822,000 in Consultant Services, \$51,500 for Salaries, \$18,600 for Fringe Benefits, \$46,700 for Indirect Costs, and on the STA revenues side, \$968,500. An increase in staffing costs (Salaries, Benefits, and Indirect Costs) is included to account for a higher than anticipated VCTC workload associated with the storm damage and community relations efforts on the SPBL.

In addition to the above discussion and recommendation related to the Sespe Creek Overflow Bridge reconstruction, staff will provide a verbal update on the status of rail operations and SPBL right-of-way management.



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Item 12

June 2, 2023

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

**FROM: CLAIRE GRASTY, DIRECTOR OF PUBLIC TRANSIT**

**SUBJECT: ZERO EMISSION BUS ROLLOUT PLAN**

**RECOMMENDATION:**

- Approve the Zero-Emission Bus (ZEB) Rollout Plan.

**DISCUSSION:**

In 2019, the California Air Resources Board (CARB) Innovative Clean Transit (ICT) regulation went into effect, which requires all public transit agencies to gradually transition to a 100% zero-emission bus fleet by 2040. Under this regulation, a small transit agency (such as VCTC) is required to submit a board-approved Zero-Emission Bus Rollout Plan (Rollout Plan) to CARB by June 30, 2023. A Rollout Plan describes how a transit agency plans to achieve full transition to ZEB technologies. ZEB Rollout Plans include information on the types and technology of ZEBs to be purchased, their purchase schedule, timing of their operation in Disadvantaged Communities (as defined by CalEnviroScreen), a schedule for related infrastructure build-out, potential funding sources and training plans. A ZEB Rollout Plan allows a transit agency to plan ahead, familiarize itself with available ZEB technologies, and to learn about potential challenges and available solutions for a smooth transition. Information gathered from the Rollout Plans will also guide the State in developing incentive funding plans, inform utilities on potential electrical and infrastructure needs, and educate the general public on environmental benefits of ZEB technologies.

The CARB ICT regulation requires small agencies like VCTC to begin purchasing ZEBs in 2026 (25% of new purchases); starting in 2029, 100% of bus purchases must be ZEBs. Nonetheless, the CARB ICT rule exempts cutaways (operated by the Valley Express), motorcoaches (operated by VCTC Intercity) and articulated buses to at least 2026 (or later) if no Altoona emissions tested vehicles are available. At this time, there are no Altoona tested hydrogen cutaways or motorcoaches available. The ICT regulation also provides exemptions for agencies based on lack of feasible vehicle alternatives, challenging terrain, operating profiles that aren't feasible with zero emission alternatives, and other challenges.

In June 2022, VCTC entered into an agreement with Stantec Consulting Services Inc. (Stantec) to prepare the Zero Emission Bus Plan for both the Valley Express and VCTC Intercity bus services.

### **VCTC INTERCITY SERVICE:**

At the February Commission meeting, staff, in conjunction with Stantec, brought forward the modeling report and recommended hydrogen fuel cell as the preferred technology path for the reasons described below:

- Gold Coast Transit District is moving forward with hydrogen fuel cell as their technology path and plan to invest in hydrogen fueling at their Oxnard facility that VCTC can take advantage of.
- VCTC does not own a bus depot or maintenance facility, and it would not be prudent to invest in the current facility, which is also likely too small for battery electric infrastructure.
- The modeling results are significantly better for hydrogen fuel cell technology than battery-electric technology. 83-86% of service can be successfully completed with hydrogen fuel cell buses, whereas only 40-49% of service can be successfully completed with battery-electric buses.

VCTC will be receiving five battery-electric buses to be used on the Coastal Express service in the summer, purchased by the Santa Barbara County Association of Governments (SBCAG) as part of their Transit Intercity and Rail Capital Program (TIRCP) grant award. Charging infrastructure will initially be located in Goleta but VCTC is working with the City of Camarillo to develop charging infrastructure in Camarillo. These battery-electric motorcoaches also help offset VCTC's future ZEB purchase requirements.

Some issues with hydrogen fuel cell motorcoaches to be addressed over time:

- No hydrogen motorcoaches are available in the US and the model that does exist is only approved for operation in Europe and is 35 feet rather than 45 feet that VCTC uses.
- In order to apply for federal Low-No grant funds, vehicles need to be Altoona tested. As none are, VCTC is unable to apply for the current funding, making it hard to secure funding and meet the ICT deadlines.
- Hydrogen fuel cell buses are more expensive than battery electric buses.
- Due to the length of VCTC's routes, the modeling shows that only 86% of the service could be serviced with hydrogen vehicles without needing to purchase additional vehicles.

### **VALLEY EXPRESS:**

At the December 12, 2022 Heritage Valley Policy Advisory Committee (HVPAC) meeting, the committee voted to move forward with battery-electric as the preferred technology path for the reasons described below:

- No hydrogen cutaways are currently available on the market. The only hydrogen cutaway being tested by a transit agency is a gasoline retrofit.
- Hydrogen passenger vans are less mature than battery electric vehicles and not Altoona tested.
- The infrastructure needed to support hydrogen fueling is likely infeasible due to cost (generally over \$5 million), not owning the current Valley Express bus facility and distance from the Gold Coast Transit District facility in Oxnard, which plans to support hydrogen fueling).

As battery-electric cutaway vehicles are available on the market and being used by transit agencies across the state, HVPAC approved moving forward with planning to transition the fleet to battery-electric vehicles.

Some issues to be overcome in order to implement battery-electric cutaways and vans for the service are:

- Vehicles have small batteries, typically less than 100 kWh, limiting operating ranges.
- There is no fast on-route charging potential.
- Few agencies have actually deployed battery electric cutaways or vans – therefore there is limited amount of information.
- \$200,000+ for ZE cutaways (about double compared to fossil fuel).
- \$100,000+ for passenger vans (about double compared to fossil fuel).

- Only about 44% of Valley Express's service could be successfully electrified with battery-electric technology without needing to purchase additional vehicles.
- VCTC nor the Valley Express member agencies own the operating facility or have a place the vehicles could charge, especially as they would need to charge overnight.

Due to the limitations listed above, it is quite possible that the Valley Express will require an exemption from CARB to provide extra time to transition the fleet to ZEBs.



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June 2, 2023

Item 13

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

**FROM: DOLORES LOPEZ, TRANSIT PLANNER  
AUBREY SMITH, REGIONAL TRANSIT PLANNING PROGRAM MANAGER**

**SUBJECT: APPROVAL OF TRANSPORTATION DEVELOPMENT ACT (TDA)  
TRIENNIAL PERFORMANCE AUDITS FOR VENTURA COUNTY TDA RECIPIENTS**

**RECOMMENDATION:**

- Receive and file the Transportation Development Act (TDA) triennial performance audits of TDA recipients in Ventura County.
- Approve submittal of triennial performance audits to Caltrans.

**DISCUSSION:**

Every three years, the State requires that VCTC, in its role as the County Transportation Commission and Transportation Planning Agency (RPTA) for Ventura County, undergo a performance audit to certify that agencies claiming Local Transportation Funds (LTF) are fully complying with the TDA legislative intent and regulations. Operators that receive funding under Article 4 of the TDA are required to have a performance audit, which includes the County of Ventura, Gold Coast Transit District (GCTD), Ojai Trolley, Simi Valley Transit, Thousand Oaks Transit Valley Express (in the cities of Fillmore, and Santa Paula) and VCTC. The audit includes fiscal years (FY) 2020 through 2022.

While claimants that receive funding only under Article 4.5 and/or Article 8 are not statutorily required to have a performance audit, this cycle VCTC chose to continue conducting performance audits of all operators that are allocated funding under the TDA<sup>1</sup> to enable a comprehensive and objective review that serves the benefit of both the RPTA and the transit providers, as has been done for the last two cycles. This includes Camarillo Area Transit, Moorpark City Transit, and VCTC Intercity services. Doing so also contributes to and facilitates VCTC's preparation of its required annual SB 203 Report of transit operator's performance countywide.

In November 2022, VCTC released a Request for Proposal (RFP) for a consultant to perform the TDA audits for VCTC claimants (including non-Article 4 claimants). In January 2023 VCTC awarded the contract to Moore & Associates to complete the Triennial Performance audits.

Public Utilities Code (PUC) Section 99246(d) states that the performance audit of an operator providing public transportation services shall include, but is not limited to, a verification of the performance indicators defined in PUC Section 99247. These performance indicators include:

- Operating cost per passenger
- Operating cost per vehicle service hour
- Passengers per vehicle service hour

- Passengers per vehicle service mile
- Vehicle service hours per employee

At the April 12, 2023 TRANSCOM meeting, operators reviewed the draft findings and recommendations and were provided with the opportunity to ask questions of the auditor. The audits were subsequently finalized, and the final audits are reflective of operator and VCTC comments and revisions. The final audits and submission to Caltrans was approved by TRANSCOM at the May 10, 2023 meeting.

This item is to receive and file the TDA performance audits and approve the submission of the audits to Caltrans. The attached Summary of Findings and Recommendations from Moore & Associates provides an overview of the TDA performance audits completed, and recommendations going forward. Each individual performance audit is also posted on the VCTC website, <http://www.goventura.org/work-with-vctc/publications/>

**Attachment: Summary of Findings and Recommendations from Moore & Associates**