



# Ventura County Transportation Commission

December 15, 2022

Ms. Christy Ramirez  
Finance Director  
City of Santa Paula  
P.O. Box 569  
Santa Paula, CA 93061

Dear Ms. Ramirez,

Thank you for your letter dated December 15, 2022, requesting another time extension for the completion of the Transportation Development Act (TDA) Article 3, Article 8a and Article 8c audits for the City of Santa Paula. As Ventura County's Regional Transportation Planning Agency, the Ventura County Transportation Commission hereby approves your request and grants an extension until March 1, 2023, to complete the audit as allowed by TDA Section 99245.

Sincerely,

A handwritten signature in blue ink, appearing to read "Martin Erickson". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Martin Erickson  
Executive Director

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Cc: Dan Singer, City Manager Santa Paula  
Sally DeGeorge, VCTC  
Thao Lee, VCTC  
Andrea Jayasekara, Conrad, LLP



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**City of Santa Paula**

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December 15, 2022

Ventura County Transportation Commission  
Attn: Martin Erickson, Executive Director  
950 County Square Dr., Suite 207  
Ventura, CA 93003

Dear Mr. Erickson,

Please accept this letter as a formal request for an extension on the filing of Financial Statements for the City of Santa Paula for the fiscal year ended June 30, 2022. The City would like to request a 60-day extension for Articles 8a, 8c and 3 Financial Statements for fiscal year ending June 30, 2022.

Unfortunately, the City continues to face staff shortages causing delays to our year-end close. We have begun contracting outside help to assist us with the closing process and expect our year-end financials to be completed in January 2023, with the TDA audit to be completed the following month.

We appreciate your consideration of this extension request and assure you that we will prepare contingency plans for the FY ending June 30, 2023 to ensure we are not requesting an additional extension next year. If you need any additional information, please contact me at (805) 933-4204.

Respectfully,

Christy Ramirez  
Finance Director/City Treasurer

Cc: Ms. Sally DeGeorge, Finance Director, VCTC  
Dan Singer, City Manager, City of Santa Paula