



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

AGENDA*

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

IN-PERSON

**THE CITY OF CAMARILLO LIBRARY
4101 LAS POSAS ROAD
CAMARILLO, CA 93010
FRIDAY, FEBRUARY 7, 2025
9:00 A.M.**

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

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. ELECTION OF CHAIR AND VICE-CHAIR FOR CALENDAR YEAR 2025

5. 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.*

6. CALTRANS REPORT - *This item provides the opportunity for Caltrans representative to give updates and status reports on current projects.*

7. **COMMISSIONER REPORTS** - *This item provides the opportunity for the commissioners to report on meetings/conferences attended and any other items related to Commission activities.*
8. **EXECUTIVE DIRECTOR REPORT**- *This item provides the opportunity for the Executive Director to report on meetings/conferences attended and any other items related to Commission activities.*
9. **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.*
10. **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.*
- 10A. [APPROVE MINUTES OF JANUARY 10, 2025, MEETING PG.5](#)
Recommended Action:
 - *Approve the summary minutes of January 10, 2025.***Responsible Staff: Roxanna Ibarra, Clerk of the Board**
- 10B. [MONTHLY BUDGET REPORT PG.11](#)
Recommended Action:
 - *Receive and file the monthly budget report for December 2024.***Responsible Staff: Thao Le, Program Manager, Accounting**
- 10C. [TRANSPORTATION DEVELOPMENT ACT \(TDA\) LOCAL TRANSPORTATION FUND \(LTF\) DRAFT APPORTIONMENT FOR FISCAL YEAR 2025/2026 PG.19](#)
Recommended Action:
 - *Approve the Local Transportation Fund Draft Apportionment for Fiscal Year 2025/2026, apportioning \$51.78 million as shown in Attachment A.***Responsible Staff: Thao Le, Program Manager Accounting**
- 10D. [SANTA PAULA BRANCH LINE MONTHLY UPDATES FOR JANUARY 2025 PG.25](#)
Recommended Action:
 - *Receive and file a report on Santa Paula Branch Line updates for the month of January 2025.***Responsible Staff: Amanda Fagan, Planning and Sustainability Director**
- 10E. [SANTA PAULA BRANCH LINE PROGRAM BUDGET AMENDMENT-DISASTER RECOVERY CONSULTANT SERVICES CONTRACT PG.27](#)
Recommended Action:
 - *Approve transfer of \$192,000 out of State Transit Assistance (STA) fund and into the Santa Paula Branch Line (SPBL) fund.***Responsible Staff: Amanda Fagan, Planning and Sustainability Director**
- 10F. [AUTHORIZATION TO AMEND VCTC INTERCITY BUDGET PG.29](#)
Recommended Action:
 - *Approve budget amendment for the FY 24-25 VCTC Intercity budget to increase revenues in the amount of \$10,000 in Local Contribution funds and increase the Contract Services line item by the same amount.***Responsible Staff: Matt Miller, Program Manager, Transit Services**

10G. [AUTHORIZE PURCHASE OF CAMERA SYSTEM FOR INTERCITY BUSES PG.31](#)

Recommended Action:

- Authorize the Executive Director to approve the purchase of an internal camera system for five Intercity buses from Luminator Technology Group in the amount of \$55,449.

Responsible Staff: Matt Miller, Program Manager, Transit Services

10H. [ADDITION OF HOLIDAYS FOR VCTC PG.33](#)

Recommended Action:

- Approve the addition of two federal and state recognized holidays: Juneteenth and Veterans Day to take effect in calendar year 2025.
- Incorporate Juneteenth and Veterans Day into the VCTC annual budget and update the VCTC Personnel Policies and Procedures manual to reflect their inclusion.

Responsible Staff: Martin Erickson, Executive Director

10I. [LEGISLATIVE UPDATE PG.35](#)

Recommended Action:

- Receive and file.

Responsible Staff: Darrin Peschka, Program Manager, Government and Community Relations

10J. [AMENDMENT NO.1 TO AGREEMENT WITH ITERIS, INC. TO COMPLETE VENTURA COUNTY COMPREHENSIVE TRANSPORTATION PLAN AMENDMENT PG.45](#)

Recommended Action:

- Approve Amendment No. 1 to Contract No. 2425 CTP-1 with Iteris, Inc. to extend the term of services five (5) additional months to June 30, 2025 and increase the Not to Exceed compensation amount by \$10,000 to \$59,980 for consultant services to complete an amendment for the Comprehensive Transportation Plan.

Responsible Staff: Caitlin Brooks, Program Manager, Transportation Planning

DISCUSSION CALENDAR:

11. [FISCAL YEAR 2025/2026 TRANSPORTATION DEVELOPMENT ACT \(TDA\) UNMET TRANSIT NEEDS \(UTN\) PUBLIC HEARING PG.47](#)

Recommended Action:

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

Responsible Staff: Dolores Lopez, Transit Planner and Aubrey Smith, Program Manager, Regional Transit Planning

12. [COMMISSIONER APPOINTMENTS TO EXTERNAL ENTITIES PG.53](#)

Recommended Action:

- Make Appointments as Follows:
 1. Appoint a primary member to the Los Angeles-San Diego-San Luis Obispo Rail Corridor Agency (LOSSAN) aka Amtrak Pacific Surfliner
 2. Appoint a primary member to the Coast Rail Coordinating Council-(CRCC)
 3. Single appointment to the California Association of Councils of Governments (CalCOG)
 4. Appoint an alternate member to the California Vanpool Authority (CalVans)

Responsible Staff: Martin Erickson, Executive Director

13. [UPDATE ON US 101 HIGH OCCUPANCY VEHICLE \(HOV\) EXPRESS BUS WIDENING PROJECT APPROVAL/ENVIRONMENTAL DOCUMENT \(PAED\) PHASE PG.57](#)

Recommended Action:

- Receive and file presentation.

Responsible Staff: Peter De Haan

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 Bob Engler

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

Primary: Chair Vacant

Alternate: Commissioner Jim White

Coastal Rail Coordinating Council-CRCC

Primary: Vacant

Alternate: Commissioner Jeff Gorell

California Association of Councils of Governments

Primary: Vacant

California Vanpool Authority (CalVans)

Primary: Commissioner Jim White

Alternate: Vacant

16. ADJOURN to 9:00 a.m. Friday, MARCH 7, 2025, at the City of Camarillo Council Chambers 601 Carmen Drive, Camarillo, Ca 93010.

POTENTIAL FOR LOCATION CHANGE NOTIFICATION: It is anticipated the Council Chambers construction project will be finished prior to this commission meeting date. In the event the completion of construction is delayed, the commission meeting will be conducted at the Camarillo library, 4101 Las Posas Rd, Camarillo. All parties are advised to check the location on the posted agenda for the March 7, 2025, meeting at www.goventura.org.



Item 10A

February 7, 2025

MEETING MINUTES OF JANUARY 10, 2025, REGULAR VCTC COMMISSION MEETING AT 9:00 A.M.

CALL TO ORDER:

Chair LaVere called the regular meeting of the Ventura County Transportation Commission to order at 9:04 a.m. at the City of Camarillo Library, 4101 Las Posas Road, Camarillo, CA 93010.

PLEDGE OF ALLEGIANCE was led by Vice-Chair Judge.

ROLL CALL/MEMBERS PRESENT:

- Matt LaVere, County of Ventura
- Mike Judge, City of Simi Valley
- Daniel Chavez, Citizen Rep., Cities
- Jenny Crosswhite, City of Santa Paula
- Bob Engler, City of Thousand Oaks
- Luis McArthur, City of Oxnard
- Janice Parvin, County of Ventura
- Tony Trembley, City of Camarillo
- Jim White, Citizen Rep., County of Ventura

ABSENT:

- Carrie Broggie, City of Fillmore
- Jeff Gorell, County of Ventura
- Chris Enegren, City of Moorpark
- Kelly Long, County of Ventura
- Vianey Lopez, County of Ventura
- Martha McQueen-Legohn, City of Port Hueneme
- Gloria Roberts, District 7 Caltrans Director

4. PUBLIC COMMENTS – There was no public comment.

5. CALTRANS REPORT – Martin Erickson, Executive Director, read into the record a written Caltrans report update for the month of December that Ms. Roberts, District 7 Caltrans Director sent via email.

6. COMMISSIONER REPORTS –

Commissioner Chavez spoke to the commission and stated he would not be seeking reappointment by the City Selection Committee to be VCTC's Cities Representative. Commissioner Chavez's term expires at the end of January 2025. He thanked the commission and VCTC staff and stated it was an honor to serve on the commission. Executive Director Martin Erickson, Chair LaVere and Commissioners Trembley and White thanked Commissioner Chavez for his service and dedication to VCTC these past four years.

Commissioner Parvin stated that since the most recent power outage which has been going on a few days, she has noticed a number of traffic lights, whether in the city or in the county, that are not visible at night and drivers aren't stopping at the intersection. Commissioner Parvin suggested some coordination to place reflective tape at signal

lights that would reflect at night when people are driving through the county. Commissioner Parvin stated that coordination between cities and the county can probably save a life if we prepare and do this ahead of time. Anitha Balan, County of Ventura Roads and Transportation Director, who was present at the meeting, stated the county is currently working with Caltrans to support traffic signals with generators and ensuring they put proper protocols for safety at signal lights.

7. EXECUTIVE DIRECTOR REPORT-

Executive Director Martin Erickson reported on the following items:

- In honor of **Transit Equity Day and the birthday of civil rights leader Rosa Parks**, the Ventura County Transportation Commission (VCTC) and the county's transit operators will provide free bus rides on Tuesday, Feb. 4. Transit Equity Day is an opportunity for VCTC to put our values into action by honoring those who have worked to ensure equity in transportation. On this day, we are reminded that VCTC must continue to fulfill our core mission, which is to create a more connected, resilient, equitable and user-friendly transportation system for Ventura County. Our Free Fare Days are just one of our many initiatives that focus on ensuring fair and equitable access to high-quality transit service for all residents and visitors that travel within Ventura County and beyond.
- For the sixth straight year, artwork created by members of **Boys & Girls Clubs of Ventura County are decorating the sides of Ventura County Transportation Commission (VCTC) Intercity buses**. Five of the county's clubs participated. The theme of the contest was "Journeying Through Our Community: Exploring Ventura County by Bus." Club leaders selected the winning pieces, which were turned into decals for the buses. The artwork will be in place for the next several months. In addition, VCTC staff visited the Santa Paula and Oxnard/Port Hueneme clubs to present the Youth Roadshow, a PowerPoint presentation focused on ways to travel without driving alone in a vehicle.
- Our thoughts and prayers go out to all those affected by the ongoing fires. Transit Director Claire Grasty and the transit team have been coordinating with the EOC on needed transit assistance for potential evacuation needs. Both our transit operators RAPT-Dev and MV Transit have been providing assistance where necessary also.
- **Sally DeGeorge will be retiring from VCTC on February 4, 2025, after nearly 30 years with the agency**. This will be her last Commission meeting. To put that in perspective, VCTC is 35 years old -- to say that Sally has had a tremendous positive impact on VCTC would be an understatement. Sally and her finance team have led VCTC to a remarkable and award-winning financial management journey receiving 15 consecutive Certificates of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) and receiving for four consecutive years the GFOA's Distinguished Budget Presentation Award for our annual budget. I have noted before that I was a great admirer of the VCTC budget before I worked at VCTC! But accomplishments aside, Sally is a wonderful person who freely shares her knowledge with the whole VCTC staff and our partner agencies. I recall working at the City of Oxnard twenty years ago and Sally assisting us with TDA issues, or when I was VCTC Transit Director Sally helping Metrolink staff with their budget. I am grateful she was my Finance Director as I begin my fourth year as Executive Director and she leaves a great legacy which we can carry forward. She will be deeply missed by the organization and by me.

Sally DeGeorge, Finance Director, was able to share a few words regarding her journey at VCTC through the years. She thanked her staff and the commission for the many years of support during her time at VCTC.

Chair LaVere and Commissioner Trembley thanked and congratulated Ms. DeGeorge for her upcoming retirement and her 30 years of service and excellent work as the VCTC Finance Director.

8. ADDITIONS/REVISIONS – There were none.

9. CONSENT CALENDAR

Commissioner Trembley moved to approve consent calendar items 9A through 9J. The motion was seconded by Commissioner Chavez and passed unanimously.

9A. APPROVE MINUTES OF DECEMBER 6, 2024, MEETING PG.5

Recommendation:

- Approve the summary minutes of December 6, 2024.

9B. MONTHLY BUDGET REPORT PG.11

Recommendation:

- Receive and file the monthly budget report for November 2024.

9C. CONTRACT AMENDMENT FOR FINANCIAL, AUDITS EIDE BAILLY, LLP PG.19

Recommendation:

- Approve a contract amendment (Attachment 1) with Eide Bailly, LLP, to extend the financial audit contract by one year.

9D. AMENDMENT TO CONTRACT WITH RIDEKO US, INC. PG.25

Recommendation:

- Approve amendment number two to the contract with RideCo US, Inc for demand response scheduling and dispatching software to add additional project features and functionality and increase the five-year contract not to exceed (NTE) amount from \$1,109,618.76 to \$1,952,407 as outlined in Attachment 1.
- Approve budget amendment for the FY24-25 VCTC Regional Transit Technology budget to add a new "Local" revenue line item in the amount of \$173 and add a "Local Pass-Through" expense line item and increase it by the same amount to facilitate distribution of fare revenue to local jurisdiction made by in-app trip payments.
- Approve budget amendment for FY24-25 VCTC Regional Transit Technology budget to add a new "local contribution" revenue line item in the amount of \$9,600 and increase the Professional Services line item by the same amount.

9E. AUTHORIZE REQUEST FOR PROPOSALS (RFP) FOR AMERICANS WITH DISABILITIES ACT (ADA) CERTIFICATION SERVICES PG.29

Recommendation:

- Authorize staff to release RFP for ADA Certification Services pending comments from Ventura County transit operators.

9F. REBUILDING AMERICAN INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY (RAISE) GRANT APPLICATION PROGRAM PG.31

Recommendation:

- Approve submission of a grant application requesting \$20 million from the RAISE Program for final design for the U.S. 101 Auxiliary Lanes project.

9G. ACCESS FOR ALL PROGRAM GRANT AGREEMENT PG.33

Recommendation:

- Approve the Agreement for Services (Attachment "A") with Ventura Transit System to provide on-demand wheelchair accessible transportation in Ventura County using Access for All grant funding totaling \$257,392 for a period of performance beginning upon execution of the Agreement through June 30, 2028.
- Approve and authorize the Executive Director to make immaterial amendments in accordance with the provisions set forth in the Agreement for Services.

9H. ACTIVE TRANSPORTATION PROGRAM (ATP) CYCLE 7 METROPOLITAN PLANNING ORGANIZATION (MPO) REGIONAL COMPONENT- PRIORITIZED LIST OF PROJECTS PG.35

Recommendation:

- Approve the Prioritized List of Projects in Attachment A, allowing VCTC to advance projects for funding in the Regional Component of the Cycle 7 Active Transportation Program (ATP).
- Authorize the Executive Director to submit the Prioritized List of Projects to the Southern California Association of Governments (SCAG) and approve any future technical changes or substitutions if funds are made available in the future (subject to CTC approval).

9I. SANTA PAULA BRANCH LINE MONTHLY UPDATES FOR DECEMBER 2024 PG.39

Recommendation:

- Receive and file a report on Santa Paula Branch Line updates for the month of December 2024.

9J. CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT APPLICATION FOR CLEAN FUELS ASSESSMENT AND STRATEGIC PLAN PG.43

Recommendation:

- Authorize the Executive Director to prepare and submit an application for the Fiscal Year 2025/2026 Caltrans Sustainable Transportation Planning Grant to prepare a transportation clean fuels assessment and strategic plan.

DISCUSSION CALENDAR:

10. VENTURA COUNTY TRANSPORTATION COMMISSION 2025-2026 LEGISLATIVE PROGRAM AND LEGISLATIVE ADVOCACY POLICY PG.47

Recommendation:

- Adopt the Ventura County Transportation Commission 2025-2026 Legislative Program (Attached).

Darrin Peschka, Program Manager Government and Community Relations gave a PowerPoint presentation on the Ventura County Transportation Commission 2025-2026 Legislative Program and Legislative Advocacy Policy.

Commissioner Chavez moved to approve item 10 Ventura County Transportation Commission 2025-2026 Legislative Program and Legislative Advocacy Policy. The motion was seconded by Commissioner Parvin and passed unanimously.

11. VENTURA COUNTY TRANSPORTATION MODEL (VCTM) UPDATE PG.53

Recommendation:

- Approve a Contract with Iteris Inc. to Provide Consultant Services to Update the Ventura County Transportation Model.

Andrew Kent, Program Manager, Transportation Data and Services gave a PowerPoint presentation on the Ventura County Transportation Model (VCTM) Update.

Commissioner Crosswhite moved to approve item 11 Ventura County Transportation Model (VCTM) Update. The motion was seconded by Commissioner Trembley and passed unanimously.

12. START UP COSTS AGREEMENT FOR RAIL SERVICES BETWEEN VENTURA AND SANTA BARBARA COUNTIES- PG.55

Recommendation:

- Approve and authorize the Executive Director to execute an Agreement with the Southern California Regional Rail Authority (SCRRA) and Santa Barbara County Association of Governments (SBCAG) to provide startup costs to SCRRA for the initial Ventura Santa Barbara intercounty commuter train service to be negotiated comparable to the attached to include an amount of \$449,890, with VCTC contributing an amount not to exceed \$224,945 with a term ending June 30, 2026, upon review and approval by legal counsel.

Claire Grasty, Transit Director, gave a PowerPoint presentation on the Start Up Cost Agreement for Rail Services Between Ventura and Santa Barbara Counties.

There was one public speaker, Aaron Bonfilio Director of Multimodal Programs at SBCAG. Mr. Bonfilio thanked the commission and VCTC staff for taking this item to the commission and reiterated SBCAG's strong support for this service.

Commissioner Trembley moved to approve item 12 Start Up Costs Agreement for Rail Services Between Ventura and Santa Barbara Counties. The motion was seconded by Commissioner Chavez and passed unanimously.

13. GENERAL COUNSEL REPORTS- There were none.

14. AGENCY REPORTS:

Southern California Association of Governments (SCAG)

Primary: Commissioner Mike Judge

Vice-Chair Judge stated SCAG's Transportation Committee will have a special meeting on January 30th to discuss approval of the CMAQ and STBG funding.

Southern California Regional Rail Authority (Metrolink-SCRRRA)

Primary: Commissioner Tony Trembley

Alternate: Commissioner Bob Engler

No formal report. There will be a one-day workshop at the end of January.

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

Primary: Vacant

Alternate: Commissioner Jim White

There was no report.

Coastal Rail Coordinating Council-CRCC

Primary: Vacant

Alternate: Commissioner Jeff Gorell

There was no report.

California Association of Councils of Governments

Primary: Vacant

There was no report.

California Vanpool Authority (CalVans)

Primary: Commissioner Jim White

Alternate: Vacant

Commissioner White stated CalVans met January 9th. He stated the monthly average of passenger trips that CalVan operates is over 38,000 trips. The electric vehicles CalVans was considering to purchase, might not have to be purchased due to the cost, which is three to four times more expensive than the cost of what CalVans currently operates.

Martin Erickson acknowledged and thanked Dolores Lopez, Transit Planner who provides staff support to CalVans and is part of the VCTC transit team. Mr. Erickson stated the commission will provide a more detailed presentation later this year on CalVans activities especially more recent grants that have come up.

15. ADJOURN to 9:00 a.m. Friday, FEBRUARY 7, 2025, at the City of Camarillo Library, located at 4101 Las Posas Road. Camarillo, CA 93010.



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Item 10B

February 7, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

**FROM: THAO LE, FINANCE MANAGER
MARTIN ERICKSON, EXECUTIVE DIRECTOR**

SUBJECT: MONTHLY BUDGET REPORT

RECOMMENDATION:

- Receive and file the monthly budget report for December 2024.

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 that are approved by the Executive Director. Staff monitors the revenues and expenditures of the Commission on an on-going basis.

The December 31, 2024, budget report indicates that the revenues were approximately 30.73% of the adopted budget while expenditures were approximately 28.85% 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 Governmental 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 and subscription-based IT arrangement (SBITA) liability and associated interest are 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 and 96. 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 and the only SBITA that qualifies is for the pass card readers.

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

**VENTURA COUNTY TRANSPORTATION COMMISSION
BALANCE SHEET
AS OF DECEMBER 31, 2024**

Assets and Deferred Outflows

Cash and Investments	\$ 96,834,897
Receivables/Due from other funds	5,217,532
Prepays and Deposits	863,477
Capital Assets, undepreciated	26,357,123
Capital Assets, depreciated, net	24,630,370
Deferred Outflows	<u>2,227,653</u>
Total Assets and Deferred Outflows	<u><u>\$ 156,131,052</u></u>

LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE

Liabilities and Deferred Inflows:

Accrued Expenses and Due to Other	\$ 4,026,022
Deferred Revenue	36,819,162
Deposits	67,059
Accrued Vacation	208,606
Accrued Lease-SBITA liability and interest	431,035
Deferred Inflows	1,056,673
Pension Liability	1,123,467
OPEB Liability	<u>2,737</u>
Total Liabilities and Deferred Inflows:	<u><u>\$ 43,734,761</u></u>

Net Position:

Invested in Capital Assets	\$ 50,987,493
Fund Balance	<u>61,408,798</u>
Total Net Position	<u><u>\$ 112,396,291</u></u>

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE SIX MONTHS ENDED DECEMBER 31, 2024**

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	SGR Actual	SPBL Actual	VCTC Intercity Actual	Valley Express Actual	Fund Totals	Budgeted Actual	Variance Actual	% Year
Revenues												
Federal Revenues	\$ 3,738,839	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	2,442,279	\$ 387,356	\$ 6,568,474	\$ 25,177,982	(18,609,508)	26.09
State Revenues	14,993,553	16,911,267	2,489,668	707,367	555,242	2,496	230,013	0	35,889,606	118,741,527	(82,851,921)	30.22
Local Revenues	98,860	0	0	0	0	346,247	890,795	1,658,789	2,994,691	5,217,077	(2,222,386)	57.40
Other Revenues	1,762	0	0	0	0	0	169,400	0	171,162	26,000	145,162	658.32
Interest	76,990	87,976	313,219	39,148	94,084	4,114	12,922	3,023	631,476	1,370,000	(738,524)	46.09
Total Revenues	18,910,004	16,999,243	2,802,887	746,515	649,326	352,857	3,745,409	2,049,168	46,255,409	150,532,586	(104,277,177)	30.73
Expenditures												
Administration												
Personnel Expenditures	1,893,817	0	0	0	0	0	68,970	38,615	2,001,402	4,579,500	(2,578,098)	43.70
Legal Services	4,237	0	0	0	0	0	0	0	4,237	46,200	(41,963)	9.17
Professional Services	89,055	0	0	0	0	0	0	0	89,055	201,200	(112,145)	44.26
Office Leases	105,772	0	0	0	0	0	0	0	105,772	223,400	(117,628)	47.35
Office Expenditures	767,587	0	0	0	0	0	53,693	30,061	851,341	1,057,000	(205,659)	80.54
Total Administration	2,860,468	0	0	0	0	0	122,663	68,676	3,051,807	6,107,300	(3,055,493)	49.97
Programs and Projects												
Transit and Transportation Program												
Regional Transit Technology	692,273	0	0	0	0	0	0	0	692,273	8,653,638	(7,961,365)	8.00
SD-Accessible Mobility Service	147,530	0	0	0	0	0	0	0	147,530	772,000	(624,470)	19.11
VCTC Intercity Bus Services	0	0	0	0	0	0	4,599,297	0	4,599,297	22,556,338	(17,957,041)	20.39
Valley Express Bus Services	0	0	0	0	0	0	0	694,262	694,262	6,289,700	(5,595,438)	11.04
Transit Grant Administration	15,947,855	0	0	0	0	0	0	0	15,947,855	37,453,933	(21,506,078)	42.58
Total Transit and Transportation	16,787,658	0	0	0	0	0	4,599,297	694,262	22,081,217	75,725,609	(53,644,392)	29.16
Highway Program												
Motorist Aid Services	0	0	0	685,246	0	0	0	0	685,246	1,980,900	(1,295,654)	34.59
Highway Program Management	171,141	0	0	0	0	0	0	0	171,141	4,459,846	(4,288,705)	3.84
Total Highway	171,141	0	0	685,246	0	0	0	0	856,387	6,440,746	(5,584,359)	13.30

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE SIX MONTHS ENDED DECEMBER 31, 2024**

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	SGR Actual	SPBL Actual	VCTC Intercity Actual	Valley Express Actual	Fund Totals	Budgeted Actual	Variance Actual	% Year
Rail Program												
Metrolink and Commuter Rail	6,001,249	0	0	0	0	0	0	0	6,001,249	23,829,540	(17,828,291)	25.18
LOSSAN and Coastal Rail	5,115	0	0	0	0	0	0	0	5,115	11,400	(6,285)	44.87
Santa Paula Branch Line	0	0	0	0	0	1,472,777	0	0	1,472,777	14,133,430	(12,660,653)	10.42
Total Rail	6,006,364	0	0	0	0	1,472,777	0	0	7,479,141	37,974,370	(30,495,229)	19.70
Commuter Assistance Program												
Reg Transit Information Center	11,149	0	0	0	0	0	0	0	11,149	55,183	(44,034)	20.20
Rideshare Programs	94,138	0	0	0	0	0	0	0	94,138	314,300	(220,162)	29.95
Total Commuter Assistance	105,287	0	0	0	0	0	0	0	105,287	369,483	(264,196)	28.50
Planning and Programming												
TDA Administration	192,400	16,901,111	141,172	0	28,827	0	0	0	17,263,510	42,807,939	(25,544,429)	40.33
Transportation Programming	16,011	0	0	0	0	0	0	0	16,011	83,900	(67,889)	19.08
Regional Transportation Planning	315,356	0	0	0	0	0	0	0	315,356	1,420,962	(1,105,606)	22.19
Airport Land Use Commission	0	0	0	0	0	0	0	0	0	13,635	(13,635)	0.00
Regional Transit Planning	171,828	0	0	0	0	0	0	0	171,828	7,157,000	(6,985,172)	2.40
Total Planning and Programming	695,595	16,901,111	141,172	0	28,827	0	0	0	17,766,705	51,483,436	(33,716,731)	34.51
General Government												
Community Outreach	101,312	0	0	0	0	0	0	0	101,312	226,600	(125,288)	44.71
State and Federal Relations	71,510	0	0	0	0	0	0	0	71,510	155,500	(83,990)	45.99
Management and Administration	65,551	0	0	0	0	0	0	0	65,551	282,600	(217,049)	23.20
Total General Government	238,373	0	0	0	0	0	0	0	238,373	664,700	(426,327)	35.86
Total Expenditures	26,864,886	16,901,111	141,172	685,246	28,827	1,472,777	4,721,960	762,938	51,578,917	178,765,644	(127,186,727)	28.85

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE SIX MONTHS ENDED DECEMBER 31, 2024**

	General	LTF	STA	SAFE	SGR	SPBL	VCTC	Valley	Fund	Budgeted	Variance	
	Fund Actual	Actual	Actual	Actual	Actual	Actual	Intercity Actual	Express Actual	Totals	Actual	Actual	% Year
Revenues over (under) expenditures	(7,954,882)	98,132	2,661,715	61,269	620,499	(1,119,920)	(976,551)	1,286,230	(5,323,508)	(28,233,058)	22,909,550	18.86
Other Financing Sources												
Transfers Into GF From LTF	5,680,853	0	0	0	0	0	0	0	5,680,853	11,348,870	(5,668,017)	50.06
Transfers Into GF From STA	1,521,743	0	0	0	0	0	0	0	1,521,743	5,761,799	(4,240,056)	26.41
Transfers In GF From SGR	157,347	0	0	0	0	0	0	0	157,347	5,931,543	(5,774,196)	2.65
Transfers Into GF From SAFE	22,914	0	0	0	0	0	0	0	22,914	442,000	(419,086)	5.18
Transfers Into GF From SPBL	97,722	0	0	0	0	0	0	0	97,722	190,200	(92,478)	51.38
Transfers Into SPBL From STA	0	0	0	0	0	1,568,004	0	0	1,568,004	12,216,630	(10,648,626)	12.83
Transfers Into VI From STA	0	0	0	0	0	0	2,000,000	0	2,000,000	6,008,453	(4,008,453)	33.29
Transfers Into VE	0	0	0	0	0	0	0	2,304	2,304	1,307,500	(1,305,196)	0.18
Transfers Out of LTF Into GF	0	(5,680,853)	0	0	0	0	0	0	(5,680,853)	(11,348,870)	5,668,017	50.06
Transfers Out of STA Into GF	0	0	(1,521,743)	0	0	0	0	0	(1,521,743)	(5,761,799)	4,240,056	26.41
Transfers Out of STA Into SPBL	0	0	(1,568,004)	0	0	0	0	0	(1,568,004)	(12,024,630)	10,456,626	13.04
Transfers Out of STA Into VI	0	0	(2,000,000)	0	0	0	0	0	(2,000,000)	(6,008,453)	4,008,453	33.29
Transfers Out of STA into VE	0	0	(2,304)	0	0	0	0	0	(2,304)	(7,500)	5,196	30.72
Transfers Out of SAFE Into GF	0	0	0	(22,914)	0	0	0	0	(22,914)	(442,000)	419,086	5.18
Transfers Out of SPBL Into GF	0	0	0	0	0	(97,722)	0	0	(97,722)	(190,200)	92,478	51.38
Transfers Out of SGR Into GF	0	0	0	0	(157,347)	0	0	0	(157,347)	(5,931,543)	5,774,196	2.65
Transfers Out of SGR Into VE	0	0	0	0	0	0	0	0	0	(1,300,000)	1,300,000	0.00
Total Other Financing Sources	7,480,579	(5,680,853)	(5,092,051)	(22,914)	(157,347)	1,470,282	2,000,000	2,304	0	192,000	(192,000)	0.00
Net Change in Fund Balances	(474,303)	(5,582,721)	(2,430,336)	38,355	463,152	350,362	1,023,449	1,288,534	(5,323,508)	(28,041,058)	22,717,550	18.98
Beginning Fund Balance w/o capital assets	5,830,033	18,194,081	31,497,588	3,975,722	7,794,251	25,367	43,271	0	67,360,313	33,572,663	33,787,650	200.64
Long-term Pension/OPEB/Vacation/Lease/SBITA Net Adjustment*	(583,698)	0	0	0	0	0	(44,309)	0	(628,007)	0	(628,007)	0.00
Ending Fund Balance	\$ 4,772,032	\$ 12,611,360	\$ 29,067,252	\$ 4,014,077	\$ 8,257,403	\$ 375,729	\$ 1,022,411	\$ 1,288,534	\$ 61,408,798	\$ 5,531,605	\$ 55,877,193	1,110.14

*Government Accounting Standards Board (GASB) Statements 68, GASB 75, GASB 87 and GASB 96 require full accrual of pension, OPEB, Lease, and Subscription-based IT agreements (SBITA) liabilities/interest, deferred inflows, and deferred outflows on financial statements. These calculations are updated annually.

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
INVESTMENT REPORT
AS OF DECEMBER 31, 2024**

As stated in the Commission’s investment policy, the Commission’s investment objectives are safety, liquidity, return on investment, prudence, diversification, and public trust with the foremost objective being safety. VCTC has the ability to meet its expenditure requirements, at a minimum, for the next six months. Below is a summary of the Commission’s investments that comply with the Commission’s investment policy and bond documents, as applicable.

Institution	Investment Type	Maturity Date	Interest to Date	Rate	Balance
Wells Fargo	Government Checking	N/A	\$11,939.33	EAC & 1.08%	\$ 1,967,935.00
LAIF	State Pool	N/A	82,420.83	4.71%	10,209,335.61
County of Ventura	Treasury Pool	N/A	530,408.70	4.57%	84,523,072.02
State of California	Deposit on Mediation	N/a	6,706.79		0
VCCF Bike Fund	Investment	N/A	Annually	annually	19,306.92
Total			\$631,475.65		\$96,719,649.55

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 now earning a combination of interest and earns “earnings credits” applied against fees. 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. The 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.

In May 2024, VCTC sent \$579,000 to the State of California Condemnation division for the acquisition of certain and specific property interest in an eminent domain action. These funds are not liquid and therefore are not shown as cash on the Balance Sheet. However, these funds earn interest from the State and are included in the Income Statement and will be used for Metrolink purposes.

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 the yearend.



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Item 10C

February 7, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

**FROM: THAO LE, ACCOUNTING PROGRAM MANAGER
MARTIN ERICKSON, EXECUTIVE DIRECTOR**

**SUBJECT: TRANSPORTATION DEVELOPMENT ACT (TDA)
LOCAL TRANSPORTATION FUND (LTF)
DRAFT APPORTIONMENT FOR FISCAL YEAR 2025/2026**

RECOMMENDATION:

- Approve the Local Transportation Fund Draft Apportionment for Fiscal Year 2025/2026, apportioning \$51.78 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 are exceeding the initial projections. The County is now projecting that the current fiscal year's LTF revenue will increase by \$0.9 million to \$49.2 million. The County Auditor-Controller also estimates that Fiscal Year 2025/2026 Local Transportation Fund sales tax receipts will be at \$49.2 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 2024/2025 is estimated to be \$6.5 million comprised of \$0.9 million estimated additional receipts and \$0.4 interest for the current fiscal year (2024/2025), an additional \$1.2 million in actual receipts from Fiscal Year 2023/2024, and the unused budgeted contingency reserve of \$4 million in the current fiscal year's apportionment.

The LTF revenues projection for Fiscal Year 2025/2026 of \$49.2 million, plus the \$6.5 million beginning fund balance less the \$3.92 million contingency reserve results in a LTF apportionment for Fiscal Year 2025/2026 at \$51.78 million, \$0.62 million lower than the previous apportionment for Fiscal Year 2024/2025 due to a lower carry-in balance. The Fiscal Year 2025/2026 apportionment shown in Attachment A follows LTF guidelines and past practices and includes the following:

- Article 3 funds in the amount of \$11,649,276 for VCTC activities as follows:
 - Metrolink commuter rail funds in the amount of \$9,113,676 which is \$299,970 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 \$1,035,600 which is \$12,400 lower 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 \$1,500,000 which is a placeholder until the VCTC budget is finalized and the LTF revenues needed are known. 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 \$18,700 which is higher than 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 \$984,514 which is \$12,236 lower than last fiscal year. These funds are for local agency's bicycle and pedestrian projects.

- Articles 4 and 8 funds in the amount of \$39,127,510 which is \$899,534 lower than last fiscal year due to a lower carry-in balance. These funds are for local agencies as allowed by TDA regulations. The funds are apportioned to local agencies based on population estimates for the cities and county from the Department of Finance. The Department of Finance issues population estimates in May of each year; therefore, the draft apportionment is based on the May 2024 population estimate (most current) of 823,863 population. The final LTF apportionment will be updated for the new population estimate published in May 2025.

Staff's recommendation is to approve the Draft Local Transportation Fund Apportionment for Fiscal Year 2025/2026, apportioning a total of \$51.78 million as shown in Attachment A.

ATTACHMENT A
VENTURA COUNTY TRANSPORTATION COMMISSION
TDA DRAFT LOCAL TRANSPORTATION FUND APPORTIONMENT FOR FISCAL YEAR 2025/2026

			DRAFT	Final FY	Change vs. FY	Final FY
			FY 2025/2026	2024/2025	2024/2025	2023/2024
Estimated Unapportioned Cash Balance			6,500,000	8,100,000	-1,600,000	11,700,000
Contingency Reserve			-3,920,000	-4,000,000	80,000	-4,150,000
Estimated Annual LTF Receipts			49,200,000	48,300,000	900,000	46,000,000
Total Funds Available			51,780,000	52,400,000	-620,000	53,550,000
Auditor's Administration			18,700	14,500	4,200	14,500
VCTC Administration			1,500,000	1,500,000	0	1,938,279
VCTC Planning and Programming			1,035,600	1,048,000	-12,400	1,071,000
Subtotal			49,225,700	49,837,500	-611,800	50,526,221
Article 3 Pedestrian and Bicycle Facilities			984,514	996,750	-12,236	1,010,524
Subtotal			48,241,186	48,840,750	-599,564	49,515,697
Article 3 Rail Passenger Service Operations/Capital			9,113,676	8,813,706	299,970	8,047,116
Total to be Apportioned			39,127,510	40,027,044	-899,534	41,468,581
			DRAFT	Final FY	Change vs. FY	Final FY
Article 4 and Article 8 by Agency	Population	Pop %	FY 2025/2026	2024/2025	2024/2025	2023/2024
Camarillo	69,014	8.38%	3,277,664	3,353,017	-75,353	3,481,058
Fillmore	17,061	2.07%	810,274	828,902	-18,628	848,756
Moorpark	35,114	4.26%	1,667,660	1,705,999	-38,339	1,765,466
Santa Paula	31,355	3.81%	1,489,135	1,523,370	-34,235	1,578,226
Simi Valley	124,029	15.05%	5,890,477	6,025,898	-135,421	6,236,663
Thousand Oaks	122,643	14.89%	5,824,652	5,958,559	-133,907	6,176,041
Gold Coast Transit District:						
<i>Ojai</i>	7,533	0.91%	357,763	365,988	-8,225	376,337
<i>Oxnard</i>	197,536	23.98%	9,381,525	9,597,205	-215,680	9,918,320
<i>Port Hueneme</i>	20,916	2.54%	993,358	1,016,195	-22,837	1,072,609
<i>San Buenaventura</i>	107,569	13.06%	5,108,746	5,226,195	-117,449	5,391,222
<i>Ventura County - Unincorporated</i>	91,093	11.06%	4,326,256	4,425,716	-99,460	4,623,883
Total	823,863	100.00%	39,127,510	40,027,044	-899,534	41,468,581

Attachment B

**JEFFERY S. BURGH
AUDITOR-CONTROLLER**

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



**ASSISTANT
AUDITOR-CONTROLLER
MICHELLE YAMAGUCHI**

**CHIEF DEPUTIES
BARBARA BEATTY
JASON McGUIRE
KATHLEEN O'KEEFE
RICHARD WHOBREY**

January 10, 2025

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

SUBJECT: LOCAL TRANSPORTATION FUND FY 2025-26 ESTIMATES AND FY 2024-25 REVISED ESTIMATES

Dear Mr. Erickson:

The Auditor-Controller's conservative estimate of the Local Transportation Fund (LTF) revenues for fiscal year 2025-26 is \$49.2 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 2024-25 we projected \$48.3 million in revenue. This estimate is currently revised to \$49.2 million. In addition, based on the allocation schedule provided by your office, we estimate that approximately \$425,260 in interest will be earned by the fund during fiscal year 2024-25, of which \$204,086 will be available for allocation in the subsequent fiscal year.

Based on revised fiscal 2024-25 revenue estimates stated above, we project a LTF fund balance at June 30, 2025 of approximately \$6,552,186 (see Attachment I).

The Auditor-Controller's estimated LTF administrative costs for fiscal year 2024-25 are \$18,700.

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,


JEFFERY S. BURGH
Auditor-Controller

ATTACHMENT 1

COUNTY OF VENTURA
AUDITOR-CONTROLLER
LOCAL TRANSPORTATION FUND
PROJECTED ACTIVITY AND FUND BALANCE
AS OF JUNE 30, 2025

Audited Fund Balance as of June 30, 2024	\$	9,370,843	
Reversal of FY24 Fair Value adjustment		<u>(28,284)</u>	
Subtotal:			9,342,559
ADD:			
FY 24-25 Actual LTF Receipts as of December 31, 2024	\$	25,734,506	
Projected LTF receipts for remainder of FY 24-25		<u>23,449,862</u>	
Subtotal: (A)			49,184,367
FY 24-25 interest earnings apportioned as of December 31,	\$	87,976	
Projected interest earnings for the remainder of FY 24-25		<u>337,283</u>	
Total Interest (B)			<u>425,260</u>
Funding Available	\$		58,952,186
LESS:			
FY 24-25 allocations as of December 31, 2024	\$	22,581,964	
Projected allocations for the remainder of FY 24-25(C)		<u>29,818,036</u>	
Subtotal:			<u>52,400,000</u>
Projected Fund Balance as of June 30, 2025	\$		<u>6,552,186</u>

(A) FY 24-25 projected LTF receipts are based on FY24-25 actual receipts through December 31, 2024.

(B) Based on actual first quarter earnings and projected second, third, and fourth quarter earnings.
Third and fourth quarter earnings are expected to be deposited into the fund in the subsequent year
\$ 204,086 Total projected to be deposited in subsequent year

(C) Based on VCTC FY 24-25 Transportation Development Act (TDA) allocations adopted on June 3, 2024.



Item 10D

February 7, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: AMANDA FAGAN, DIRECTOR OF PLANNING & SUSTAINABILITY

SUBJECT: SANTA PAULA BRANCH LINE MONTHLY UPDATES FOR JANUARY 2025

RECOMMENDATION:

- *Receive and file a report on Santa Paula Branch Line updates for the month of January 2025.*

BACKGROUND:

In December 2021, VCTC executed a Railroad Lease and Operations Agreement (Agreement) with Sierra Northern Railway (SNR) for a 35-year term. Under the Agreement, SNR is responsible to operate and maintain the full SPBL right-of-way as of January 1, 2022. The Agreement defines roles and responsibilities and grants Sierra Northern the exclusive rights to operate the SPBL for Railroad Purposes, including tourist and freight services, film and television production, and storage and transload services.

The adopted Ventura County Transportation Commission (VCTC) Strategic Plan for Fiscal Years 2022/2023 – 2027/2028 includes three objectives related to the Santa Paula Branch Line (SPBL):

- A8. Update the Santa Paula Branch Line (SPBL) trail master plan, validate trail alignment, connections, and amenities, and update existing conditions to facilitate trail completion, with stakeholder engagement.
- B21. Partner with Sierra Northern Railway, corridor cities and the County to operate, maintain, and improve the Santa Paula Branch Line railroad and right-of-way corridor as a countywide community asset, ensuring outreach to stakeholders in the process.
- B22. Continue to address encroachment into the Santa Paula Branch Line right-of-way through leasing activities to ensure safety of operations and protection of the asset and infrastructure.

At the request of the Commission, VCTC staff initiated regular updates on SPBL-related activities. Verbal presentations on SPBL operations were provided at the June 2, October 6, November 3, and December 1, 2023, and January 5, February 2, March 1, April 5, and May 10, June 6, and September 2024 meetings, with written staff reports provided to the Commission in July and September 2023 and October, November and December 2024. At the September 6, 2024 meeting, the Commission directed Staff to provide a written report on the Consent agenda for future meetings. As such, the following report includes updates for the month of January 2025.

DISCUSSION:

January 2025 updates and activities include:

- *Leasing, Licensing, and Rights-of-Entry*
 - Two lease reassignments (Loose Caboose/Barnyard, Lindgren/Underwood) remain pending completion. VCTC continues to follow up with new licensees (County of Ventura/Broadband, Fillmore RV storage facility) to ensure license terms are met. One new easement reassignment for the Trestle Way crossing from the developer to the City of

Fillmore was received in August and staff continues to work with the City to process the request.

- In alignment with the new Commission-approved right-of-entry (ROE) permitting process, staff continues to coordinate with Sierra Northern Railway on review of ROE applications. Application instructions, template and mapping resources are available at <https://www.goventura.org/spbl>.
- Staff coordinated with Counsel to address requested revisions by Southern California Edison (SCE) to the Commission-approved ROE template for installation of a temporary power pole to serve the Fillmore RV Park and provided feedback to SCE to facilitate ROE approval by Sierra Northern Railway.
- **SPBL Trail Planning**
 - Staff continued to support the City of Ventura's efforts to plan, design, and conduct community engagement for the 4-mile section of the SPBL Trail from East Ventura/Montalvo Metrolink Station to Saticoy Depot. More information on the City's *Rails with Trails* project is available at: <https://www.cityofventura.ca.gov/2584/Santa-Paula-Branch-Line>.
 - Staff continued to support the City of Santa Paula's efforts to plan, design, and conduct community engagement for an additional approximately 1.5-mile section of the SPBL Trail within the City of Santa Paula, participating in virtual meetings with the City's engineering and community engagement team during January to review potential trail alignments. Additional information is available at: <https://spcity.org/797/Santa-Paula-Trail-Connectivity-Project>.
 - On November 20, staff re-released the SPBL Trail Master Plan Request for Proposals after incorporating Federal provisions required by the Surface Transportation Block Grant funding source. Proposals were initially due by January 10, 2025 no later than 4:00PM Pacific Standard Time. However, due to the fast moving fires in the Los Angeles area beginning on January 8, VCTC extended the proposal due date for an additional week to January 17, notified prospective bidders and posted notice to the VCTC Contracts website at <https://www.goventura.org/work-with-vctc/contracts/>. VCTC received one proposal by the proposal deadline and is reaching out to the prospective bidders list to identify any barriers to proposal submittal and determining a path forward for consultant selection.
- **Storm Damage and Response**
 - Staff continued to coordinate with FEMA and CalOES regarding the Sespe Creek Overflow Railroad Bridge project. VCTC met a January 15, 2025 deadline issued by FEMA on December 30, 2024 to provide all remaining documentation required to move the emergency protective measures (Category B) and permanent repairs (Category C) projects to the next phase of FEMA review and obligation. Staff provided extensive financial, environmental, and other project information to FEMA to meet the deadline and continues to coordinate with FEMA to respond to requests for additional information and documentation.
 - With completion in October of emergency repairs to stabilize the Sespe Creek Overflow west embankment, the RailPros design team and VCTC staff shifted focus to validating bridge repair designs and cost estimates and securing permits to complete the permanent repair, projected for Summer 2025. On January 23, with support from the engineering and environmental consultant team, Staff met virtually with the State Water Quality Control Boards (LA Water Board) staff for a required pre-application meeting as part of the process to apply for a permit from the Water Board for permanent repairs. The team is working toward submittal of the permit application from the Water Board and other regulatory agencies in early February.
- **Coordination with Sierra Northern Railway**
 - VCTC staff and Sierra Northern Railway communicated on an as-needed basis. Staff coordinated with SNR's Ventura Division General Manager on issuance of ROEs, Site Visits, and Inspections, and other rail activities as needed.
 - Payment of annual Sierra Northern invoices remains pending resolution of several insurance policy documentation items from Sierra Northern Railway.
 - In late December 2024, Sierra Northern relocated its railroad maintenance and operations from the Santa Paula Hay & Grain facility to the former Fillmore Towing facility.



Item 10E

February 7, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: AMANDA FAGAN, DIRECTOR OF PLANNING & SUSTAINABILITY

SUBJECT: SANTA PAULA BRANCH LINE PROGRAM BUDGET AMENDMENT - DISASTER RECOVERY CONSULTANT SERVICES CONTRACT

RECOMMENDATION:

- *Approve transfer of \$192,000 out of the State Transit Assistance (STA) fund and into the Santa Paula Branch Line (SPBL) fund.*

BACKGROUND:

On December 6, 2024, the Commission approved a contract award to Thompson Consulting Services for Disaster Recovery Consultant Services in an amount not to exceed \$192,000 for a two-year period and a corresponding budget amendment to increase the Santa Paula Branch Line Program Budget Consultant Services expenditures line item by \$192,000 and to increase the State Transit Assistance (STA) revenues line item by a corresponding \$192,000.

DISCUSSION:

Upon further review of the Staff Report for Agenda Item #10K, it was determined that the required fund transfer authority language was not included in the Commission-approved recommendation to transfer the requested funds from the State Transit Account (STA) fund to the Santa Paula Branch Line fund. To correct this omission, Staff recommends approval to transfer \$192,000 out of the STA fund and into the SPBL fund.

Recommendation:

Staff recommend Commission approval to transfer \$192,000 out of the STA fund and into the SPBL fund.



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Item 10F

February 7, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: MATT MILLER, PROGRAM MANAGER
SUBJECT: AUTHORIZATION TO AMEND VCTC INTERCITY BUDGET

RECOMMENDATION:

- Approve budget amendment for the FY24-25 VCTC Intercity budget to increase revenues in the amount of \$10,000 in Local Contribution funds and increase the Contract Services line item by the same amount.

BACKGROUND

Every year dedicated revenues are provided by VCTC's regional partners, Santa Barbara County Association of Governments (SBCAG), California State University Channel Islands and Moorpark College.

DISCUSSION

As mentioned above, the Intercity budget includes funds provided by our regional partners to assist with providing regional transit service to areas across Ventura County and beyond. This amendment is to add Moorpark College's annual contribution to the VCTC Intercity Services FY24-25 budget.

Staff is requesting the Commission approve a budget amendment for the FY24-25 VCTC Intercity budget to increase revenues in the amount of \$10,000 in Local Contribution funds to assist in funding Intercity transit service to the College.



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Item 10G

February 7, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: MATT MILLER, PROGRAM MANAGER

SUBJECT: AUTHORIZE PURCHASE OF CAMERA SYSTEM FOR INTERCITY BUSES

RECOMMENDATION:

- Authorize the Executive Director to approve the purchase of an internal camera system for five Intercity buses from Luminator Technology Group in the amount of \$55,449.

BACKGROUND

SBCAG was awarded a TIRCP grant to purchase five battery electric over-the-road coaches to be put into service on the Coastal Express route and VCTC agreed to procure and install the technology equipment for each vehicle.

DISCUSSION

As mentioned above, VCTC is responsible for procuring and installing the technology equipment inside the five battery electric buses that will be operating on the Coastal Express between Ventura and Santa Barbara County. The technology equipment needed for these buses includes an eight-camera surveillance system, recording device and public WI-FI. Currently, all VCTC Intercity buses are equipped with this system provided by Luminator Technology Group. In addition to offering passengers free WI-FI, the system allows VCTC and RATP-Dev staff to view the live feeds of the camera system and record continuously for 30 days which helps manage operations in real time and respond to passenger issues quickly.

The procurement of the camera system is considered a sole source, micro-purchase procurement under FTA regulations and will be paid for using FTA Formula funds and STA as local match. The purchase is currently budgeted for in the FY24-25 VCTC Intercity Services budget. For reference, attachment 1 shows the total cost of the camera system with installation.



Quotation Number: A-0164812B

Date: 12/3/2024

Payment Terms: Net 30 w/ Signed PO

Shipping Terms: FOB Origin

End User: VCTC, Retrofit (5) MVS-AHD
(8)Cam w Cradlepoint IBR1900

Customer Account Number: M000284

Sales Manager: Martin Frazier

Sales Email: martin.frazier@luminator.com

Bill To: Ventura County Transportation Commission
 Matt Miller
 950 County Square Dr. Suite 207 Ventura, California 93003 United States

Tel: (805) 642-1591

Fax / Email: mmiller@goventura.com

Line	Qty	Model	Description	Unit Price	Ext. Price
Mobile Video Equipment					
Recorder					
1	5	RR-AHDRN08	RoadRunner Analog HD 8 Camera Mobile Recorder, RsM™ Software, Accelerometer, NDAA, (Removable Storage Drive Required, Sold Separately)	\$2,332.00	\$11,660.00
2	5	RR-AHDD4	RoadRunner AHDR Removable Hard Disk Drive, 4.0TB	\$338.00	\$1,690.00
3	5	RR-AHDR-INST	RoadRunner Analog HD Recorder Installation Kit	\$106.00	\$530.00
				Subtotal:	\$13,880.00
Cameras					
4	5	RR-CTF100-AHD	RoadRunner AHD Camera, Fixed Forward-Facing Dome	\$298.00	\$1,490.00
5	20	RR-CTMIRA25-C-AHD	RoadRunner AHD Camera, Color Vandal Resistant Interior High Resolution, Day/Night Mini Tapered Dome w/ IR Illumination & Audio Recording, 2.5mm Lens, Ceiling Mount	\$214.00	\$4,280.00
6	10	RR-CTMIRA36-C-AHD	RoadRunner AHD Camera, Color Vandal Resistant Interior High Resolution, Day/Night Mini Tapered Dome w/ IR Illumination & Audio Recording, 3.6mm Lens, Ceiling Mount	\$214.00	\$2,140.00
7	5	RR-CW1-SS-AHD	RoadRunner AHD Camera, Color Vandal Resistant High Resolution Exterior Wedge, Streetside Orientation	\$273.00	\$1,365.00
8	5	RR-CW1-CS-AHD	RoadRunner AHD Camera, Color Vandal Resistant High Resolution Exterior Wedge, Curbside Orientation	\$273.00	\$1,365.00
				Subtotal:	\$10,640.00
Camera Cables					
9	10	RR-ICC15	Camera Cable Assembly, Video & Power, 15'	\$29.00	\$290.00
10	5	RR-ICC20	Camera Cable Assembly, Video & Power, 20'	\$29.00	\$145.00
11	10	RR-ICC25	Camera Cable Assembly, Video & Power, 25'	\$29.00	\$290.00
12	5	RR-ICC30	Camera Cable Assembly, Video & Power, 30'	\$29.00	\$145.00
13	5	RR-ICCA15	Camera Cable Assembly, Video, Power & Audio, 15'	\$29.00	\$145.00
14	5	RR-ICCA25	Camera Cable Assembly, Video, Power & Audio, 25'	\$29.00	\$145.00
15	5	RR-ICCA40	Camera Cable Assembly, Video, Power & Audio, 40'	\$29.00	\$145.00
16	5	RR-ICCA45	Camera Cable Assembly, Video, Power & Audio, 45'	\$29.00	\$145.00
17	1	RR-MRHHDA	Hard Disk Adapter, for RoadRunner MRH/AHD Series DVR	\$334.00	\$334.00
				Subtotal:	\$1,784.00
Netcloud					
18	5	MBA5-19005GB-GA	5-yr NetCloud Mobile Performance Essentials Plan, Advanced Plan, and R1900 router with WIFI (5G modem), no AC power supply or antennas, Global	\$2,536.00	\$12,680.00
19	5	036-0124-001	ANTENNA, 7 in 1, 4G/5G, FR1, GNSS MULTIBAND	\$186.00	\$930.00
				Subtotal:	\$13,610.00
mSET Licenses					
20	5	mSET-SC-L	mSET Software, SmartClip Single-Vehicle License	\$502.00	\$2,510.00
21	5	mSET-H-L	mSET Software, Health Single-Vehicle License	\$334.00	\$1,670.00
22	5	mSET-L-L	mSET Software, Location Single-Vehicle License	\$334.00	\$1,670.00
				Subtotal:	\$5,850.00
Installation					
23	5	901058000	Installation	\$1,277.00	\$6,385.00
24	1	901058000	Travel & Hotel Fee	\$2,300.00	\$2,300.00
				Subtotal:	\$8,685.00
				Total:	\$ 54,449.00

Please submit orders to order.na@luminator.com, referencing the quotation number provided.

All prices are in US dollars; prices and terms are valid for 30 days. Freight charges, installation charges and taxes (if applicable) are additional and may not be included in this quotation.

All returns are subject to a 20% re-stocking fee.

Standard Terms and Conditions of Sale:

https://luminator.com/images/Supplier_Documents_-_North_America/GENERAL_T_C_SALE_V1.1_2021.pdf

Warranty and Repair Service Information:

https://luminator.com/images/Supplier_Documents_-_North_America/LUMINATOR_WARRANTY_V1.2_2021.pdf

Luminator Technology Group

Tel: 972-424-6511

www.luminator.com



Item 10H

February 7, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: MARTIN ERICKSON, EXECUTIVE DIRECTOR

SUBJECT: ADDITION OF HOLIDAYS FOR VCTC

RECOMMENDATION:

- Approve the addition of two federal and state recognized holidays: Juneteenth and Veterans Day to take effect in calendar year 2025.
- Incorporate Juneteenth and Veterans Day into the VCTC annual budget and update the VCTC Personnel Policies and Procedures manual to reflect their inclusion.

BACKGROUND:

It has been over fifteen years since VCTC added any holidays to its current program for employees. Currently, VCTC recognizes nine paid holidays:

New Years Day
Martin Luther King's Birthday
President's Day
Memorial Day
Independence Day
Labor Day
Thanksgiving Day
Friday After Thanksgiving
Christmas Day

Additionally, VCTC employees are entitled to three 8-hour floating holidays per service year. The floating holidays may be taken at the discretion of the employee, with prior approval of their supervisor before the end of each calendar year. In adding the federal and state recognized holidays of Juneteenth and Veterans Day, VCTC would more closely align with agencies which currently offer these holidays, and it may prove an inducement in recruitment of future employees. The approximate additional cost to VCTC for the addition of these two holidays is \$30,000.

Therefore, the staff's recommendation is to approve the addition of two holidays, Juneteenth and Veterans Day to take effect in the calendar year 2025. Revenue is not adjusted for this budget amendment as it will be netted with the carry forward year-end reconciliation of the indirect cost allocation plan.



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Item 10I

February 7, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

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

SUBJECT: LEGISLATIVE UPDATE

RECOMMENDATION:

- Receive and file.

DISCUSSION:

Federal Issues

Former Wisconsin Congressman Sean Duffy on Jan. 28 was sworn in as the new Department of Transportation secretary. Mr. Duffy's nomination was unanimously approved by the Senate Commerce, Science and Transportation Committee and approved 77-22 in the full Senate.

Ventura County Reps. Julia Brownley and Salud Carbajal will serve on the House Transportation & Infrastructure Committee during the 119th Congress. Rep. Carbajal is the ranking member of the Coast Guard and Maritime Transportation Subcommittee and serves on the Subcommittee on Highways and Transit and the Subcommittee on Aviation. Rep. Brownley serves on the Subcommittee on Aviation and the Subcommittee on Highways and Transit.

State Issues

The Newsom Administration in early January unveiled its 2025-26 budget proposal, kicking off a monthslong process to create a spending plan for the state. The governor's proposal is a \$322.2 billion plan, with \$228.9 billion of general fund and \$16.9 billion in total reserves. The proposal projects a \$16 billion surplus, although the Legislative Analyst's Office has forecast a \$2 billion deficit.

State budgets from the previous few years, including the Budget Act of 2023, provided funding for transportation, and the proposed 2025-26 budget maintains the entirety of that transportation package. That includes:

- \$7.7 billion of Senate Bill 125 funding provided through the Transit and Intercity Rail Capital Program, which also can be used to fund operations;
- \$4.2 billion in Proposition 1A funding for the High-Speed Rail Authority to continue building the Central Valley Segment;
- \$1.2 billion for projects that improve goods movement on rail and roadways at port terminals;
- \$1.1 billion for Active Transportation Program projects and the Reconnecting Communities Highways to Boulevards pilot program;
- \$1.1 billion for the Zero Emission Transit Capital Program;
- \$150 million for grade separation projects.

The proposed budget also includes \$25 million of General Fund for the Clean California Program for a Community Cleanup and Employment Pathways Grant Program. The Clean California Program provides matching grants to communities and focuses both on litter cleanup and jobs creation. The first two cycles of the Clean California program have helped fund projects in the cities of Oxnard, Simi Valley and Ventura.

With the start of the new legislative session, Senate and Assembly leaders have announced committee membership for the 2025-26 session. Sen. Monique Limon, among other positions, will serve on the Senate Transportation Committee and the Joint Legislative Committee on Climate Change Policies. Sen. Henry Stern, among other positions, will serve as vice chair of the Joint Legislative Committee on Climate Change Policies. Assembly Member Jacqui Irwin, among other positions, will chair the Joint Legislative Committee on Climate Change Policies. Assembly Member Steve Bennett, among other positions, will serve on the Assembly Budget Committee and Joint Legislative Budget Committee, and will chair Budget Subcommittee No. 4 on Climate Crisis, Resources, Energy and Transportation.

Advocacy Services

In November 2018, the Ventura County Transportation Commission (VCTC) approved an agreement with California Advisors, LLC, for state advocacy services for a four-year period, with two optional two-year extensions, with the base period cost to be \$4,500 per month plus expenses. The Commission approved the first of the two-year extensions in 2022 and the second in 2024. At the end of December 2024, California Advisors LLC dissolved its operations, and VCTC's longtime representative Delaney Hunter, a partner at California Advisors, changed the firm name to Seaside Advocacy LLC. Ms. Hunter, with her many years of transportation experience, has been an effective advocate for VCTC and for key issues such as funding for public transit, and VCTC will retain her services through the remainder of the contract. The terms of the contract are unchanged.

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



VENTURA COUNTY TRANSPORTATION COMMISSION
MONTHLY STATE ADVOCACY REPORT
JANUARY 2025

Legislative Update

After the November election and the December swearing-in ceremonies, the Legislature reconvened for the new 2025-26 session. The Legislator's first day back in Sacramento was January 6th. While a handful of bills were introduced in December, the majority of new legislation will begin to take shape in the next few weeks. The bill introduction deadline is February 21st, so the Legislature will continue to introduce bills up until that day.

On January 7th, the Governor announced the release of the State Rail Plan, a long-range vision of statewide investments that will create up to 900,000 jobs and a zero-emission, fully interconnected rail and transit network by 2050. The release of the plan comes after the Governor joined local leaders and workers to mark the beginning of the track-laying phase for California high-speed rail. The plan calls for providing mobility to every region of the state by creating a world-class, fully integrated, zero-emission rail network that connects seamlessly with other transportation modes. The network includes intercity, regional, and local transit systems to make traveling by train a more attractive option compared to car or air travel.

The Governor also submitted his initial budget proposal to the Legislature on January 10th. This proposal provides the first glimpse of what the Governor's priorities will be for the coming year. This framework will also serve as the starting point for negotiations to occur with the Legislature over the next five months. The final budget must be passed and signed by the Governor by June 15th.

The Legislative Analyst's Office (LAO) also released its initial overview response to the Governor's January 10th budget proposal on January 13th. In that report, they provided a brief summary of the proposed budget based on LAO's initial review. In the coming weeks, they will analyze the plan in more detail and release several additional budget analyses.

As always, Seaside Advocacy will continue to represent VCTC as the budget evolves over the next few months and will keep VCTC apprised of any new relevant legislation that is introduced

Governor's Proposed Budget

On January 10, the Governor proposed a budget for the 2025-26 fiscal year that includes General Fund resources—carry-forward balance, revenues, and transfers—of \$251.4 billion and expenditures of \$228.9 billion (total expenditures from all funds proposed to be \$322.3 billion). Based on the budget proposal, which includes the use of reserves, the General Fund would end the 2025-26 fiscal year with a Special Fund for Economic Uncertainties (SFEU) balance of \$4.5 billion. The proposed budget includes a General Fund revenue estimate that is \$16.5 billion higher than assumed at the 2024 Budget Act over a three-year budget window. The proposed 2025-26 budget's adjusted base after withdrawals, incorporates a general reserve (SFEU), Safety Net Reserve, Public School System Stabilization Account (PSSSA) and BSA of approximately a combined \$17 billion (with another \$18 billion reserved for encumbrances). The revised General Fund expenditure level for the current year (2024-25) is approximately \$232.1 billion. Overall, General Fund spending in 2025- 26 is expected to decrease by approximately \$3.2 billion from the revised 2024-25 level.

Department of Motor Vehicles:

- Transfers \$166 million from various climate special funds to the Department of Motor Vehicles to backfill the Motor Vehicle Account. This includes:
 - o \$81 million transfer from the Greenhouse Gas Reduction Fund.
 - o \$85 million transfer from the Air Pollution Control Fund.
- Allocates \$173.2 million (\$44.3 million General Fund, \$2 million Motor Vehicle Account, and \$126.9 million Public Buildings Construction Fund) over the next five years for one continuing office replacement project, three new office replacement projects, and Statewide Planning and Site Identification funding.

California Highway Patrol:

- Proposes \$548.6 million (\$83 million General Fund, \$5 million Motor Vehicle Account, and \$460.6 million Public Buildings Construction Fund) for a 5 year spending plan for various facility replacement projects, including 5 continuing office replacements and 12 future office replacements.
- Proposes \$1 million Motor Vehicle Account for Statewide Planning and Site Identification funding.
- Appropriates \$5 million ongoing General Fund to expand the Computer Crimes Investigation Unit focused on Child Sexual Abuse Material throughout California.

Department of Transportation (CalTrans):

- Appropriates \$25 million General Fund to the Clean California Program for Community Cleanup and Employment Pathways Grant Program to reduce litter.

Committee Membership

With the commencement of the new legislative session, the Senate and Assembly leadership positions were reconfirmed. Senator Mike McGuire remains the President Pro Tempore of the Senate and Assemblymember Robert Rivas was reconfirmed as the Speaker of the Assembly. In terms of Republican leaders, Assemblymember James Gallagher is the minority leader in the Assembly and Senator Brian Jones will continue to serve as the minority leader in the Senate.

The Assembly Transportation Committee will now be chaired by Assemblymember Lori Wilson and Assemblymember Laurie Davies will continue to serve as Vice Chair. The membership also includes Assemblymembers Aguiar-Curry, Ahrens, Carrillo, Harabedian, Hart, Hoover, Jackson, Lackey, Lowenthal, Macedo, Papan, Ransom, Rogers, and Ward. In the Senate, the Transportation Committee will be chaired by Senator Dave Cortese with the Vice Chair seat being vacant at this moment. The membership also includes Senators Archuleta, Arreguin, Blakespear, Cervantes, Dahle, Gonzalez, Grayson, Limon, Menjivar, Richardson, Seyarto, Umberg, and Valladares.

CalSTA and Caltrans 2024 California State Rail Plan

On January 7th, The California State Transportation Agency (CalSTA) and the California Department of Transportation (Caltrans) released the 2024 California State Rail Plan, a long-range vision of statewide investments to create a zero-emission, fully interconnected rail and transit network as part of California's ambitious climate change goals.

The plan calls for creating a statewide rail network that connects seamlessly with other transportation modes, including intercity, regional, and local transit systems, to make traveling by train a more attractive option compared to car or air travel.

Key benefits of the plan include:

- Shifting nearly 200 million daily passenger miles from state highways to the statewide rail network, reducing road congestion and emissions.
- Increasing access for all Californians to lower-cost, low and zero-emission transportation options with more frequent service to connect passengers to a broader range of destinations.
- Enhancing safety through grade-crossing improvements and Positive Train Control (PTC) to reduce collision risks and improve safety across the network.
- Investing in California's economy to create well-paying jobs and improved opportunities to move people and goods more efficiently throughout the state.

Regional plans will build on the Rail Plan by paving the way for improved regional rail service and transit networks, and as they set land use recommendations that leverage enhanced connectivity. The Rail Plan presents California's goals for providing and connecting services in different regions and identifies service improvements and projects in the short-term (by 2028), mid-term (by 2034), and long-term (by 2050).

The plan envisions a direct capital investment of \$307 billion, with an estimated economic return of over \$537 billion by 2050. This investment is also expected to create 900,000 full-time jobs for construction, maintenance, and operation industries, representing a significant boost to California's economy. A fully integrated statewide rail network will also improve access to opportunity for virtually all Californians without the costs of car ownership.

Upcoming Bill Deadlines and Newly Introduced Legislation

February 21 – Last day for bills to be introduced

April 10-21 – Spring Recess

AB 21 (DeMaio R) Taxpayer Protection Act of 2025**Introduced:** 12/2/2024**Status:** 12/3/2024-From printer. May be heard in committee January 2.**Summary:** Would declare the intent of the Legislature to enact a constitutional amendment to limit the ability of state and local governments to raise taxes, restore a 2/3 vote requirement on local special tax increases, impose voter approval requirements on specific categories of new taxes, and regulate the titles on state and local ballot measures relating to tax increases.**AB 23 (DeMaio R) The Cost of Living Reduction Act of 2025****Introduced:** 12/2/2024**Status:** 12/3/2024-From printer. May be heard in committee January 2.**Summary:** Current law establishes the Milton Marks "Little Hoover" Commission on California State Government Organization and Economy (Little Hoover Commission) to promote economy, efficiency, and improved service in the transaction of the public business in the various departments, agencies, and instrumentalities of the executive branch of state government. This bill, the Cost of Living Reduction Act of 2025, would declare the intent of the Legislature to enact subsequent legislation to reduce the cost of living in California by undertaking specified activities, including, among other things, by suspending all state taxes and fees on gasoline and electric and gas utilities and by requiring the Little Hoover Commission to provide a report on methods to reduce the cost of living in other areas, as provided.**AB 266 (Davies R) Freeway Service Patrol Act: sponsorship agreement.****Introduced:** 1/17/2025**Status:** 1/18/2025-From printer. May be heard in committee February 17.**Summary:** The Freeway Service Patrol Act requires each tow truck participating in a freeway service patrol to bear a specified logo that identifies the Department of the California Highway Patrol and the Department of Transportation, and, at the option of the entity, the participating regional or local entity. This bill would authorize a participating regional or local entity to generate additional revenue for its freeway service patrol by entering into exclusive sponsorship agreements that allow for the display of a sponsor's name and logo on participating tow trucks, as specified, that are in addition to the above-described required logo.**AB 267 (Macedo R) Greenhouse Gas Reduction Fund: high-speed rail: water infrastructure and wildfire prevention.****Introduced:** 1/17/2025**Status:** 1/18/2025-From printer. May be heard in committee February 17.**Summary:** Would suspend the appropriation to the High-Speed Rail Authority for the 2026–27 and 2027–28 fiscal years and would instead require those amounts from moneys collected by the State Air Resources Board to be transferred to the General Fund. The bill would specify that the transferred amounts shall be available, upon appropriation by the Legislature, to augment funding for water infrastructure and wildfire prevention.**AB 289 (Haney D) State highway work zone speed safety program****Introduced:** 1/22/2025**Status:** 1/22/2025-Read first time. To print.**Summary:** Current law authorizes, until January 1, 2032, the City of Malibu to establish a speed safety system pilot program for speed enforcement on the Pacific Coast Highway if the system meets

specified requirements. Current law requires the city to administer a public information campaign at least 30 days before implementation of the program, including information relating to when the systems would begin detecting violations. Current law requires the city to issue warning notices rather than notices of violations for violations detected within the first 60 calendar days of the program. Current law also requires the city to develop guidelines for, among other things, the processing and storage of confidential information. Current law requires photographic or administrative records made by a system to be confidential, except as specified, and would only authorize public agencies to use and allow access to these records for specified purposes. This bill would authorize, until January 1, 2032, the Department of Transportation to establish a similar program for speed enforcement that utilizes up to 125 speed safety systems on state highway construction or maintenance areas, as specified. The bill would require the department to adopt written guidelines for the use of speed safety systems before entering into an agreement regarding a speed safety system, purchasing or leasing equipment for a program, or implementing a program, and would require the department, in developing the guidelines, to consult with the Department of the California Highway Patrol and other relevant stakeholder organizations.

SB 71 (Wiener D) California Environmental Quality Act: exemptions: transit projects.

Introduced: 1/14/2025

Status: 1/15/2025-From printer. May be acted upon on or after February 14

Summary: The California Environmental Quality Act (CEQA) requires a lead agency, as defined, to prepare, or cause to be prepared, and certify the completion of an environmental impact report on a project that it proposes to carry out or approve that may have a significant effect on the environment or to adopt a negative declaration if it finds that the project will not have that effect. CEQA also 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, until January 1, 2030, exempts from its requirements active transportation plans, pedestrian plans, or bicycle transportation plans for the restriping of streets and highways, bicycle parking and storage, signal timing to improve street and highway intersection operations, and the related signage for bicycles, pedestrians, and vehicles. This bill would extend the operation of the above-mentioned exemption indefinitely. The bill would also exempt a transit comprehensive operational analysis, as defined, a transit route readjustment, or other transit agency route addition, elimination, or modification, from the requirements of CEQA.

SB 90 (Seyarto R) Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024: grants: improvements to public evacuation routes: mobile rigid water storage.

Introduced: 1/22/2025

Status: 1/22/2025-Introduced. Read first time. To Com. on RLS. for assignment. To print.

Summary: The Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024 makes \$135,000,000 available, upon appropriation by the Legislature, to the Office of Emergency Services for a wildfire mitigation grant program to provide, among other things, loans, direct assistance, and matching funds for projects that prevent wildfires, increase resilience, maintain existing wildfire risk reduction projects, reduce the risk of wildfires to communities, or increase home or community hardening. The act provides that eligible projects include, but are not limited to, grants to local agencies, state agencies, joint powers authorities, tribes, resource conservation districts, fire safe councils, and nonprofit organizations for structure hardening of critical community infrastructure, wildfire

smoke mitigation, evacuation centers, including community clean air centers, structure hardening projects that reduce the risk of wildfire for entire neighborhoods and communities, water delivery system improvements for fire suppression purposes for communities in very high or high fire hazard areas, wildfire buffers, and incentives to remove structures that significantly increase hazard risk. This bill would include in the list of eligible projects grants to the above-mentioned entities for improvements to public evacuation routes in very high and high fire hazard severity zones, mobile rigid dip tanks, as defined, to support firefighting efforts, prepositioned mobile rigid water storage, as defined, and improvements to the response and effectiveness of fire engines and helicopters.

VENTURA COUNTY TRANSPORTATION COMMISSION STATE LEGISLATIVE MATRIX BILL SUMMARY February 7, 2025			
BILL/AUTHOR	SUBJECT	POSITION	STATUS
AB 21 DeMaio	Taxpayer Protection Act of 2025	Monitor	In Assembly. Pending referral to committee.
AB 23 DeMaio	The Cost of Living Reduction Act of 2025	Monitor	In Assembly. Pending referral to committee.
AB 266 Davies	Freeway Service Patrol Act: sponsorship agreement	Monitor	In Assembly. Pending referral to committee.
AB 267 Macedo	Greenhouse Gas Reduction Fund: high-speed rail: water infrastructure and wildfire prevention	Monitor	In Assembly. Pending referral to committee.
AB 289 Haney	State Highway Work Zone Speed Safety Program	Monitor	In Assembly. Pending referral to committee.
SB 71 Wiener	California Environmental Quality Act: exemptions: transit projects	Monitor	In Senate. Pending referral to committee.
SB 90 Seyarto	Safe Drinking Water, Wildfire Prevention, Drought Preparedness, and Clean Air Bond Act of 2024: grants: Improvements to Public Evacuation Routes: mobile rigid water storage.	Monitor	In Senate. Pending referral to committee.



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Item 10J

February 7, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: CAITLIN BROOKS, PROGRAM MANAGER-TRANSPORTATION PLANNING

SUBJECT: AMENDMENT NO. 1 TO AGREEMENT WITH ITERIS, INC. TO COMPLETE VENTURA COUNTY COMPREHENSIVE TRANSPORTATION PLAN AMENDMENT

RECOMMENDATION:

- Approve Amendment No. 1 to Contract No. 2425 CTP-1 with Iteris, Inc. to extend the term of services five (5) additional months to June 30, 2025 and increase the Not to Exceed compensation amount by \$10,000 to \$59,980 for consultant services to complete an amendment for the Comprehensive Transportation Plan.

BACKGROUND:

The Ventura County Comprehensive Transportation Plan (CTP) is a long-range planning document originally adopted by the Ventura County Transportation Commission (VCTC) in 2013 to plan for the future of transportation in the County over the next 30 years. The 2023 CTP Update incorporated socioeconomic data, community priorities, and local transportation solutions, placing a special emphasis on inclusion of disadvantaged and underserved communities to create a more equitable transportation future for all.

In Fiscal Year 2021/2022, VCTC began work on the 2023 CTP Update. The CTP is a long-range planning document adopted by VCTC that plans for the future of transportation in the County over the next 30 years. The original CTP consultant did not have the resources or capacity to address the substantial technical comments received by local agencies and the public. Due to the CTP Update funding source (Caltrans Sustainable Transportation Planning Grant), the project was required to go to the VCTC Board by February 2023 for review. In February 2023, the Commission voted to accept the Comprehensive Transportation Plan and directed staff to amend the Plan to incorporate comments from the public and advisory committees for full adoption at a future date. A comprehensive review is needed to fully address public and agency comments on the December 2022 Draft CTP and to incorporate the significant local transportation plans completed since the February 2023 Plan completion. This review will require additional model runs and technical support, therefore, VCTC staff sought consultant assistance to prepare the CTP amendment.

Iteris, Inc was selected to complete the CTP Amendment under VCTC's Adopted Procurement Policies and Procedures Section III. Methods of Procurement, B. Small Purchase Procedures, which provides criteria for purchases that are "relatively simple and informal procurement methods for securing services, supplies

or other property that do not cost more than \$250,000 in the aggregate.” In accordance with the procurement policy, price quotes were obtained from three qualified sources to prepare an amendment to the CTP. The three proposals were reviewed by VCTC Planning Department staff and evaluated against five criteria, each with a maximum possible rating of 20 points for an overall total of 100 points.

Overall, the Iteris, Inc. proposal scored 95.33 and presented the best value to VCTC to prepare the CTP amendment. Reviewers noted an excellent understanding of the project, similar recent project experience (101 Communities Connected, Ventura County Freight Corridors Study, Ventura County Transportation Model, Vehicle Miles Traveled Adaptive Mitigation Program) and a focused project team to complete the work requested. In addition, Iteris has extensive recent experience with other local projects. This experience avoids a duplication of effort to familiarize a new project team with County/City plans and allows the effort to be primarily concentrated on the CTP Amendment project. The proposal included a well-qualified and appropriately sized team relative to the work requested.

DISCUSSION:

The original proposed budget from Iteris, Inc. (\$49,980) was within the allocated budget resources under the Regional Transportation Planning budget and proposed six (6) months to complete the project. The original contract term ended on February 1, 2025. Iteris, Inc. has completed a majority of the technical work to prepare the CTP Amendment, but requires a time extension and additional funds to complete the final public outreach portion of the project: CTP Amendment presentations to the CTP Advisory Committee, Transportation Technical Advisory Committee (TTAC), Transit Operators Advisory Committee (TRANSCOM), Citizen’s Transportation Advisory Committee (CTAC) / Social Services Transportation Advisory Council (SSTAC), and the VCTC Board.

Therefore, staff recommend approval of Amendment No. 1 to Contract No. 2425 CTP-1 with Iteris, Inc. to extend the term of services by five (5) additional months to June 30, 2025 and increase the Not to Exceed compensation amount by \$10,000 to \$59,980 for consultant services to complete an amendment for the Comprehensive Transportation Plan.



Item 11

February 7, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

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

**SUBJECT: FISCAL YEAR 2025/2026 TRANSPORTATION DEVELOPMENT ACT (TDA)
UNMET TRANSIT NEEDS (UTN) PUBLIC HEARING**

RECOMMENDATION:

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

BACKGROUND:

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

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

The purpose of the public hearing is to take testimony on local and/or regional transit needs and assure that all reasonable transit needs are satisfied. VCTC is required to make those findings and provide them to the State for review and concurrence prior to allocation of TDA funds to the cities/County for any street or road purpose. In the past, this process was applicable to the entire County and the format of the public hearing process occurred through a voluntary subcommittee of Commissioners. In 2014, TDA legislation changed and Counties with populations over 500,000 were required to use all TDA funds for transit. Ventura County received an exemption in the legislation so that cities with populations under 100,000 are eligible to use TDA funds for non-transit purposes. As of July 1, 2014, only the cities of Camarillo,

Fillmore, Moorpark and Santa Paula can claim TDA funds for local street purposes. Additionally, in June 2018, legislation allowed Thousand Oaks to spend TDA fund on streets and roads. While not required by the legislative change, the City of Thousand Oaks has agreed to follow the spirit of the Unmet Needs process before allocating LTF revenues to streets and roads.

DISCUSSION:

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

Since the Commission's approval of the Unmet Transit Needs findings and recommendations in May 2024, VCTC has received public comments and service requests through VCTC's public comment form and rider comment email address. An online survey for the general public to provide feedback posted on VCTC's website available in English, Spanish and Mandarin have been available since mid-December and will continue to be until mid-February. Community Listening sessions for Unmet Transit Needs were held in the following locations:

Thursday, January 9 | 6 p.m.
Fillmore Library Innovative Lab
502 2nd St, Fillmore

Tuesday, January 28 | 6 p.m.
Camarillo Public Library
4101 Las Posas Rd., Camarillo

Tuesday, January 16 | 6 p.m.
Virtual Meeting
2331 Borchard Road, Newbury Park

Tuesday, February 4 | 6 p.m.
Fillmore Library Innovative Lab
502 2nd St., Fillmore

Legal notice for today's public hearing was published in Vida News on January 2, 2024 and the Ventura County Star on January 8, 2024. Thus far, VCTC has received over 60 comments through the survey, website, social media, and community events, with most of them coming through the online survey. Staff are recording all transportation comments even if they are not applicable to the Unmet Transit Needs process and responding where appropriate to better understand the needs of the community and improve transportation. Comments are wide ranging from on-time performance, extended service hours, additional bus stop installations and several other recommendations. An appendix with all comments in addition to a survey analysis will be included as part of the final report sent to the Commission.

After today's hearing, the online Unmet Transit Needs survey will remain on the www.goventura.org website through Wednesday, February 15, 2025 when the public comment period closes. Testimony received at today's public hearing will be reviewed by staff and the Citizen's Transportation Advisory Committee and Social Services Transit Advisory Committee (CTAC/SSTAC). Staff will consult and work with the CTAC/SSTAC to develop findings and appropriate recommendations, which will be presented to the Commission in May 2025 for approval action.

ATTACHMENT A

UNMET TRANSIT NEEDS PROCESS Definitions

Fiscal Year 2025-26

Unmet Transit Need

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

Includes:

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

Excludes:

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

ATTACHMENT A

“REASONABLE TO MEET”

Outcome	Definitions	Measures & Criteria
Equity	The proposed service will not cause reductions in existing transit services that have an equal or higher priority	Measures: Vehicle revenue service hours and revenue service miles. Criteria: Transit vehicle service hours and miles will not be reduced on existing routes to fund the proposed service
Timing	The proposed service is in response to an existing rather than future transit need	Criteria: Proposed service is in response to an existing rather than future transit need; based on public input
Feasibility	The proposed service can be provided with the existing fleet or under contract to a private provider	Measure: Vehicle spare ratio: Transit system must be able to maintain FTA’s spare ratio requirement of 20% (buses in peak service divided by the total bus fleet cannot fall below 20%). If less than 20%, can additional buses be obtained (purchased or leased) or can service be provided under contract to a private provider?
Feasibility	There are adequate roadways to safely accommodate transit vehicles	Measure & Criteria: Route inspection to determine adequacy of infrastructure to accommodate transit vehicles and passengers.
Cost Effectiveness	The proposed service will not unduly affect the operator’s ability to maintain the required passenger fare ratio for its system as a whole	Measure: Total estimate annual passenger fare revenue divided by total annual operating cost (the entire service including the proposed service) Criteria: Fare revenue/ operating cost cannot fall below the operator’s required passenger fare ratio.
Cost Effectiveness	The proposed service will meet the scheduled passenger fare ratio standards described in Attachment A	Measures and criteria described below.
Service Effectiveness	Estimated passengers per hour for the proposed service will not be less than the system-wide average after five years.	Measure: Passengers per hour. Criteria: Projected passengers per hour for the proposed service is not less than 70% of the system-wide average (without the proposed service) at the end of 12 month of service, 85% at the end of 24 months of service, and 100% at the end of 60 months of service.

**The fact that an identified transit need cannot be fully met based on available resources shall not be the sole reason for finding that a transit need is not reasonable to meet. Comparing unmet transit needs with the needs for streets and roads is not allowable in determining transit needs that are reasonable to meet.*

ATTACHMENT A

PASSENGER FARE RATIOS

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

Urban Service	Rural Service	Recommended Action
New Service Performance Criteria: End of Twelve Months		
Less than 6%	Less than 3%	Provider may discontinue service
6% or more	3% or more	Provider will continue service, with modifications if needed
New Service Performance Criteria: End of Twenty-four Months		
Less than 10%	Less than 5%	Provider may discontinue service
10% or more	5% or more	Provider will continue service, with modifications if needed
New Service Performance Criteria: End of Sixty Months **		
Less than 15%	Less than 7%	Provider may discontinue service
15% to 19%	7% to 9%	Provider may consider modifying and continue service
20% or more	10% or more	Provider will continue service, with modifications if needed

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

***A review will take place after 54 months to develop a preliminary determination regarding the discontinuation of proposed services*



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ITEM 12

February 7, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: MARTIN ERICKSON, EXECUTIVE DIRECTOR
SUBJECT: COMMISSIONER APPOINTMENTS TO FILL VACANCIES ON EXTERNAL ENTITIES

RECOMMENDATION:

- Make Appointments as Follows:
 1. Appoint a primary member to the Los Angeles-San Diego-San Luis Obispo Rail Corridor Agency (LOSSAN) aka Amtrak Pacific Surfliner
 2. Appoint a primary member to the Coast Rail Coordinating Council-(CRCC)
 3. Single appointment to the California Association of Councils of Governments (CalCOG)
 4. Appoint an alternate member to the California Vanpool Authority (CalVans)

BACKGROUND:

The Ventura County Transportation Commission is a member of several State and regional transportation boards. From time to time, the Commission needs to make appointments to fill vacancies on those boards. What follows is information about each of the entities to which appointments need to be made, the positions that are available, the time commitment involved, and if a meeting stipend is provided. Historically, VCTC has not set a term length for these appointments but rather appointees serve at the pleasure of the Commission.

Los Angeles – San Diego – San Luis Obispo Rail Corridor (LOSSAN) Agency – Pacific Surfliner

The Pacific Surfliner, managed by LOSSAN, travels through a 351-mile six-county coastal region in Southern California and is the second busiest intercity passenger rail corridor in the United States and the busiest state-supported Amtrak route. The LOSSAN Corridor service includes 41 stations and more than 150 daily passenger trains, with an annual ridership of nearly 3 million on Amtrak Pacific Surfliner intercity trains and 5 million on Metrolink and COASTER commuter trains.

The LOSSAN Board of Directors is composed of current and former elected officials representing rail owners, operators, and planning agencies along Amtrak's Pacific Surfliner corridor between San Diego, Los Angeles and San Luis Obispo. LOSSAN is staffed by the Orange County Transportation Authority (OCTA).

The LOSSAN Board of Directors meets monthly, generally the third Monday of the month at 10:30 am at the OCTA headquarters in Orange, CA. The meetings can also be joined remotely from the

VCTC office (or a public facility). In 2025, the meetings are held in February, March, May, June, July, September, October and November. The appointment is for a primary member. VCTC's current alternate Policy Committee member appointment is Commissioner Jim White. The primary member is currently vacant.

California Vanpool Authority or CalVans

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

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

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

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

California Association of Councils of Governments (CalCOG)

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

The CalCOG Board meets in person about three times a year with one of those meetings held during the annual conference. Meetings typically last two hours, although a meeting to discuss strategic priorities (once a year) may take longer. Board members who want more involvement can get involved in committees as they arise.

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

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

Coast Rail Coordinating Council (CRCC)

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

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

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

The appointment is for a primary member. VCTC's current alternate Policy Committee member appointment is Commissioner Jeff Gorell. The primary member is currently vacant.



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Februkary 7, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: UPDATE ON US 101 HIGH OCCUPANCY VEHICLE (HOV)/EXPRESS BUS WIDENING PROJECT APPROVAL / ENVIRONMENTAL DOCUMENT (PAED) PHASE

RECOMMENDATION:

- Receive and file presentation.

BACKGROUND:

In 2013, the Commission completed the first Ventura County Comprehensive Transportation Plan (CTP), which identified US 101 as a priority for improvement. The CTP included the need for capacity enhancements and/or operational improvements to US 101, and its importance to local commerce and freight movement. Additionally, through nearly every public participation activity during the development of the CTP, community members identified connectivity between cities, communities, and important destinations as being high priority.

Upon identification of the need for this project, efforts began on the US 101 Improvement Project, leading to the completion by Caltrans staff of the Project Study Report – Project Development Support (PSR-PDS) in December, 2013. The PSR-PDS determined the initial purpose and need for the project, including identifying corridor deficiencies, corridor and system coordination, conceptual cost estimates and the initial four alternatives that would meet the established purpose and need. In Spring 2018, the Commission entered into an agreement with WSP USA Inc. to perform the engineering and environmental work associated with the US 101 High Occupancy Vehicle (HOV) Lane Widening, Project Approval and Environmental Document (PAED) phase.

The PAED itself is a highly complex effort that has defined the scope of improvements to reduce congestion and provide environmental clearance for those improvements along approximately 27 miles of US 101 from State Route (SR) 23 in Thousand Oaks to SR 33 in Ventura. The PAED has looked at a range of alternatives that include High Occupancy Vehicle (HOV) lanes, auxiliary lanes, ramp improvements, and bridge widenings, as well as the environmental impacts and mitigations for that work.

The PAED is overseen by a Project Development Team (PDT) that has held meetings to review work completed and provide guidance to the WSP project team. During Summer 2019, the project conducted a series of four (4) public scoping meetings, one in each of the corridor cities, Thousand Oaks, Camarillo, Oxnard, and Ventura, to receive public comment. Subsequent to this scoping process, the project team moved into the Alternatives Analysis portion of the project. A wide variety of project alternatives were

studied in this process, applying both quantitative and qualitative criteria to the alternatives, with the objective of identifying the two alternatives that best fit the purpose and need of the project for an in-depth study and environmental review.

To facilitate public involvement in the development of this project, the project team created a website, www.OurFuture101.org, which provides information on the project, its current status, and opportunities for public involvement.

At the July 2020 meeting, the Commission received an update on project status. This update included a description of the alternatives selected by the PDT for the complete evaluation. These alternatives are:

- Alternative 1: No Build
- Alternative 2: HOV/Express Bus Lane Using Standard Section with Auxiliary Lanes
- Alternative 3: HOV/Express Bus Lane Using Standard Section with Design Variations and Auxiliary Lanes

The Commission received subsequent reports on the project status at the May 2022 and May 2023 meetings.

DISCUSSION:

The WSP team and PDT have continued to work on the more detailed environmental and technical analysis of the two alternatives that the PDT selected for complete evaluation. Work on the project has continued to take longer than originally scheduled, due to a lengthened alternative evaluation timeline, longer than anticipated work product review by Caltrans, and the time required for Caltrans and VCTC to resolve several unanticipated environmental issues. However, the project team is now wrapping up work on the Draft Environmental Impact Report / Environmental Analysis, with the expectation that the document will be available for public review and comment in mid- to late-2025. The team is also working with Caltrans to update cost estimates for the project.

Staff has invited Ms. Melissa Brady, Project Manager for WSP, to give a project status presentation. This presentation will briefly review the history of the project to date and will address plans for public outreach during the review period for the draft environmental document. The presentation will also include information on some of the significant issues to be presented in the draft environmental document. These issues include:

- Vehicle Miles Traveled (VMT) Analysis, with Caltrans and VCTC having worked jointly to develop a proposed plan to ensure that the project, combined with proposed mitigation measures, will not result in increasing VMT;
- US 101 Conejo Pass Wildlife Movement Study in partnership with the National Park Service;
- Possible Cultural and Historical Resources issues within Camarillo; and,
- New soundwalls being considered for inclusion in the project.