



**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

**ADMINISTRATIVE AND FINANCE COMMITTEE SPECIAL MEETING
AGENDA**

**751 E DAILY DRIVE, SUITE 420
CAMARILLO, CA 93010
WEDNESDAY, MAY 27, 2026
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 VCTC Committee or 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 at the meeting

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENTS-** *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.*
- 4. FISCAL YEAR 2026/2027 PROPOSED BUDGET-PG.3**
Recommended Action:
 - *Receive the Fiscal Year 2026/2027 Proposed Budget and Salary Schedule (See Attachment 1 of this item and Appendix C of the Fiscal Year 2026/2027 Budget) effective July 1, 2026 and approve forwarding the Proposed Budget and Salary Schedule to the full Commission for review and adoption.*

- *Conduct a public hearing to receive testimony on the Fiscal Year 2026/2027 Budget.*
- *Approve forwarding to the full Commission Resolution 2026-05 adopting the proposed Fiscal Year 2026/2027 Budget.*

Responsible Staff: Martin Erickson, Executive Director and Lupe Acero, Finance Director

5. ADJOURN



May 27, 2026

Item #4

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION FINANCE COMMITTEE

**FROM: MARTIN ERICKSON, EXECUTIVE DIRECTOR
LUPE ACERO, FINANCE DIRECTOR**

SUBJECT: FISCAL YEAR 2026/2027 PROPOSED BUDGET

RECOMMENDATION:

- Receive the Fiscal Year 2026/2027 Proposed Budget and Salary Schedule (See Attachment 1 of this item and Appendix C of the Fiscal Year 2026/2027 Budget) effective July 1, 2026 and approve forwarding the Proposed Budget and Salary Schedule to the full Commission for review and adoption.
- Conduct a public hearing to receive testimony on the Fiscal Year 2026/2027 Budget.
- Approve forwarding to the full Commission Resolution 2026-05 adopting the proposed Fiscal Year 2026/2027 Budget.

DISCUSSION:

The proposed Fiscal Year (FY) 2026/2027 Budget is a balanced budget. The budget allocates resources, aligns with the Commission's goals and priorities, and continues to provide high level of services to the residents of Ventura County. The Proposed Fiscal Year 2026/2027 Budget is divided into two main sections: the Main Budget and the Program Task Budgets. The Main Budget contains program overviews and projections and is intended to provide a general understanding of VCTC's budgeted activities and programs for the coming fiscal year. The Program Task Budgets contain task level detail of the projects including objectives and accomplishments. This task driven budget is designed to provide fiscal transparency and clarity of VCTC's programs and services to the region.

The following chart provides a summary of the Total Revenue and Program Expenditures for Fiscal Year 2025/2026 and Fiscal Year 2026/2027.

	Fiscal Year	Fiscal Year	Variance	%
	2025/2026	2026/2027		
	Budget*	Proposed Budget		
Revenues:				
Federal	\$ 21,289,319	\$ 23,275,856	\$ 1,986,537	9.3%
LTF Sales Tax	49,200,000	52,300,000	3,100,000	6.3%
STA Sales Tax	9,743,429	8,770,949	(972,480)	-10.0%
Other State	24,997,061	50,983,425	25,986,364	104.0%
Local and Other	8,281,997	6,289,107	(1,992,890)	-24.1%
Total New Revenues	113,511,806	141,619,337	28,107,531	24.8%
Transfers In/(Out)	33,963,626	24,242,257		
Total Revenues	\$147,475,432	\$ 165,861,594		
Expenditures:				
Transit and Transportation	46,084,377	69,562,200	23,477,823	50.9%
Highway	4,022,900	4,391,400	368,500	9.2%
Rail	33,065,646	35,584,700	2,519,054	7.6%
Commuter Assistance	919,600	938,200	18,600	2.0%
Planning and Programming	51,131,503	51,854,694	723,191	1.4%
General Government	1,730,900	3,530,400	1,799,500	104.0%
Total Program Expenditures	\$136,954,926	\$ 165,861,594	\$ 28,906,668	21.1%

* Some budget tasks were amended after the Commission approved the budget in June 2025 (see budget tasks section for details).

Total appropriations for the Commission for Fiscal Year 2026/2027 are \$165,861,594. The total revenue sources are \$141,619,337 and transfers in from Fund balances are \$24,242,257.

The proposed budget is \$28,906,668 or 21.1% higher than the revised Fiscal Year 2025/2026. This is mostly due to reductions to the Fiscal Year 2025/2026 budget expenditures. Since the Fiscal Year 2025/2026 budget was adopted in June 2025, staff updated revenues and allocations based on revised projections. The most recent budget adjustments were approved by the Commission on May 1, 2026. The total budget adjustments reducing appropriations to the Fiscal Year 2025/2026 budget are \$21,758,300. Seventy-five percent of the budget increase is due to expenditures that shifted to Fiscal Year 2026/2027 due to timing of completion for projects.

It is important to note this is the first year VCTC made budget adjustments to the current budget. Budget adjustments are essential as the initial budgets may contain under or overestimated expenses. Regular reviews and adjustments to correct these expenses and keep the budget plan more realistic are necessary.

Below are some of the notable changes in the proposed Fiscal Year 2026/2027 budget as compared to the Draft Budget presented that was approved in April 2026. Additional

details of these major changes, as well as smaller changes to all task budgets, can be found within the individual budget tasks. The major changes that occurred compared to the Draft Budget include:

Budget Task	Draft Budget FY 2026/2027	Final Proposed Budget FY 2026/2027	Difference between Draft and Final Proposed FY 2026/2027	Comment
<i>Regional Transit Technology</i>	4,186,200	4,479,700	293,500	Shift in expenses from FY 2025/2026 to FY 2026/2027.
Transit Grant Administration	\$ 15,575,200	\$ 28,687,000	\$ 13,111,800	Funding was not included in the Draft Budget. These are SB125 Funds for pass thru grants to subrecipients.
<i>Valley Express</i>	\$ 3,611,700	\$ 3,605,300	\$ (6,400)	
VCTC Intercity Services	\$ 22,247,400	\$ 32,151,000	\$ 9,903,600	Due to \$7.7M for the procurement of buses that shifted from prior fiscal year, \$2.1M for anticipated increases in operations including hourly rates, fixed fees and fuel costs and \$36k for a part time temporary annuitant to assist staff in the development and release of a request for bids for operations of Intercity service and maintenance of the VCTC bus fleet.
LOSSAN - Coast Rail Coordinating Council	\$ 1,665,700	\$ 887,500	\$ (778,200)	Decrease due to lower projected expenses for the pilot program.
<i>Metrolink Commuter Rail</i>	\$ 23,606,600	\$ 23,379,000	\$ (227,600)	Decrease due to lower projected Capital Rehabilitation costs.
<i>Santa Paula Branch Line</i>	\$ 11,466,300	\$ 11,318,200	\$ (148,100)	Due to lower anticipated consultant services.
<i>Regional Transit Planning</i>	\$ 5,699,500	\$ 5,808,500	\$ 109,000	Increase in capital expenses due to a shift from FY 2025/2026.
Transportation Development Act	\$ 43,124,494	\$ 42,640,794	\$ (483,700)	Decrease due to funds committed to City of Oxnard but not yet claimed.

The estimated fund balance (net of reserves and capital) at the end of Fiscal Year 2026/2027 is \$17.2 million. The chart below illustrates the estimated budget summary by fund:

FISCAL YEAR 2026/2027									
	GENERAL						VCTC	VALLEY	
	FUND	LTF	STA	SAFE	SGR	SPBL	INTERCITY	EXPRESS	TOTAL
Total Revenues	\$ 47,635,014	\$ 52,620,668	\$ 9,804,427	\$ 1,970,434	\$ 1,991,664	\$ 5,157,620	\$ 18,994,410	\$ 3,445,100	\$ 141,619,337
Total Expenditures	74,741,800	41,722,612	435,701	2,091,500	85,381	11,028,300	32,151,000	3,605,300	165,861,594
Revenues Over (Under) Expenditures	(27,106,786)	10,898,056	9,368,726	(121,066)	1,906,283	(5,870,680)	(13,156,590)	(160,200)	(24,242,257)
Other Financing Sources (Uses)									
Transfers In (Out)	23,810,367	(14,198,201)	(21,540,473)	(90,800)	(5,043,363)	5,870,680	11,191,790	-	-
Fund Balance Beginning of Year	3,374,342	7,983,875	25,802,015	3,658,098	4,029,406	25,367	8,846,766	1,783,753	55,503,622
Less Contingency Reserve	(50,000)	(4,000,000)	-	(1,515,000)	-	-	-	-	(5,565,000)
Less Capital and Accrual Adjustments	-	-	-	-	-	-	(6,881,966)	(1,623,553)	(8,505,519)
Unassigned Fund Balance End of Year	\$ 27,923	\$ 683,730	\$ 13,630,268	\$ 1,931,232	\$ 892,326	\$ 25,367	\$ -	\$ -	\$ 17,190,846

In today’s evolving workplace, it is important to remain competitive to retain and attract top talent. VCTC continues to focus on fair employee compensation to retain existing staff and hire talented staff for future vacancies.

The proposed budget includes 26.1 Full Time Equivalent staff as noted below:

Program	Fiscal Year	Fiscal Year	Fiscal Year
	2024/2025	2025/2026	2026/2027
	Actual	Budget	Budget
Transit and Transportation	4.4	4.4	4.9
Highway	0.4	0.4	0.4
Rail	1.4	1.5	1.7
Commuter Assistance	2.8	3.1	3.0
Planning and Programming	6.7	7.2	6.8
General Government	<u>8.3</u>	<u>8.3</u>	<u>9.3</u>
TOTAL	<u>24.0</u>	<u>24.9</u>	<u>26.1</u>

The chart shows 26.1 due to a proposed part-time annuitant estimated at 250 hours. This one-time assistance is needed to assist staff in the development and release of a request for bids for operations of Intercity service and maintenance of the VCTC bus fleet.

Total personnel costs for Fiscal Year 2026/2027 are \$5,507,700 or 3.3% of the budget, which is an increase of \$605,300 from the previous fiscal year.

VCTC is requesting approval for a new Accounting Technician position in the Finance Department. A support position is needed for VCTC to comply with growing regulatory

requirements and workload. The regulatory requirements of government accounting and finance are continuously increasing to enhance financial reporting and accountability for grants. The proposed position is a non-exempt, hourly full-time position at an hourly rate range of \$26.34 - \$38.32 per hour. It is important to note the salaries and benefits for the new position and the Finance Department are part of the Indirect Cost Allocation Rate.

The wages are estimated at \$3,717,300 or 2.2% of the budget and include:

- \$61,500 pool for performance-based merit increases for employees not at the top of their range.
- \$99,600 for a proposed 3.0% cost of living adjustment (COLA).
- \$94,720 for a proposed contribution of up to 3.0% to employees 457 deferred compensation retirement plan. The 3.0% match is a common benefit in the public sector. The estimated costs assume all employees participate and contribute at the full matching level of 3.0%. If an employee contributes less than 3.0%, VCTC will match the lower contribution.
- \$73,000 estimated annual wages for accounting technician position.

Total Benefits are estimated at \$1,790,400 or 1.1% of the Budget. Further information about personnel can be found within the Personnel Section of the budget (Budget pages 60-70).

The Draft Budget was reviewed by the Finance Committee in March 2026 and by the full Commission at the April 2026 meeting with a public hearing.

As required by the VCTC Administrative Code, the proposed Fiscal Year 2026/2027 budget is being submitted to the Finance Committee (Chair McQueen-Legohn, Vice-Chair Parvin, and Past-Chair Judge) for review at the May 27, 2026, Finance Committee Meeting. The proposed Budget will be discussed, reviewed and a public hearing will be held, and recommendation from the Finance Committee will be requested.

As required by the VCTC Administrative Code, a public hearing will be held at the June Commission meeting. The final budget is scheduled for adoption at the Commission's June meeting, at which time a second public hearing will be held pursuant to the VCTC Administrative Code.

The proposed Fiscal Year 2026/2027 Budget is a balanced budget and it's a separate attachment to the agenda. Staff's recommendation is to receive the Proposed Fiscal Year 2026/2027 Budget and Salary Schedule (Attachment 1 of this item and Appendix C in the Fiscal Year 2026/2027 Budget) effective July 1, 2026 and approve forwarding to the full Commission for review and adoption.

A copy of the Proposed Final Fiscal Year 2026/2027 Budget is available on the VCTC website at www.goventura.org.

STRATEGIC PLAN COMMITMENT:

This report aligns with the VCTC Strategic Plan organizational sustainability commitments of D1: "Ensure the continued operational excellence of VCTC's financial operations and grants administration and D3: "Conduct a review of VCTC policies and procedures and revise to meet current needs."

FISCAL IMPACT:

The proposed Fiscal Year 2026-2027 budget as presented for consideration outlines a structurally balanced spending plan that serves the residents of Ventura County and supports the Commission's strategic goals.

Approval of the proposed budget will appropriate total revenues and transfers-in of \$165,861,594, and expenditures and transfers-out of \$165,861,594.

Attachment 1
Ventura County Transportation Commission
Salary Schedule by Department
Fiscal Year 2026/2027
Effective July 1, 2026

Department/Position	FTE	Annual Range	Annual Range	Non-Exempt Bottom	Non-Exempt Top	Exempt vs. Non-
ADMINISTRATION						
Executive Director	1.0	257,696	299,764			E
Program Manager, Government and Community Relations	1.0	112,529	174,418			E
Program Manager, Information Technology	1.0	112,529	174,418			E
Clerk of the Commission/Executive Assistant	1.0	112,529	174,418			E
Receptionist/Secretary	1.0	54,772	79,694	26.34	38.32	NE
ADMINISTRATION SUBTOTAL:	5.0					
FINANCE						
Finance Director	1.0	158,338	245,424			E
Program Manager, Accounting	1.0	112,529	174,418			E
Senior Accountant/Analyst	2.0	84,970	123,631	40.85	59.44	NE
Accounting Technician	1.0	54,772	79,694	26.34	38.32	NE
FINANCE SUBTOTAL:	5.0					
PLANNING						
Planning and Sustainability Director	1.0	158,338	245,424			E
Program Manager, Transportation Planning	1.0	112,529	174,418			E
Program Manager, Transportation Data and Services	1.0	112,529	174,418			E
Administrative Assistant	0.1	54,772	79,694	26.34	38.32	NE
Intern (Part-time)	0.5			18.50	21.50	NE
PLANNING SUBTOTAL:	3.6					
PROGRAMMING						
Programming Director	1.0	158,338	245,424			E
Program Manager, Programming	2.0	112,529	174,418			E
Administrative Assistant	0.3	54,772	79,694	26.34	38.32	NE
PROGRAMMING SUBTOTAL:	3.3					
TRANSIT						
Public Transit Director	1.0	158,338	245,424			E
Program Manager, Regional Transit Planning	1.0	112,529	174,418			E
Program Manager, Transit Contracts	1.0	112,529	174,418			E
Transit Planner	2.0	84,970	123,631	40.85	59.44	NE
Transit Information Center and Technology Specialist	1.0	54,772	79,694	26.34	38.32	NE
Administrative Assistant	0.6	54,772	79,694	26.34	38.32	NE
Customer Service Representative	2.0	47,314	68,843	22.74	33.09	NE
Intern (Part-time)	0.5			18.50	21.50	NE
Retired Annuitant	0.1			54.10	83.85	NE
TRANSIT SUBTOTAL:	9.2					

TOTAL BUDGETED POSITIONS: 26.1

Intern positions are .46 FTE and were rounded up to .5 FTE

VCTC will automatically adjust any wage that does not meet California's minimum wage or local faire-market wage requirements.

Hourly time is based on a 2080 hour year. If more billable hours in a year, then budget would be adjusted accordingly