VENTURA COUNTY TRANSPORTATION COMMISSION

AIRPORT LAND USE COMMISSION
SERVICE AUTHORITY FOR FREEWAY EMERGENCIES
CONSOLIDATED TRANSPORTATION SERVICE AGENCY
CONGESTION MANAGEMENT AGENCY

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AGENDA*

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

CAMARILLO CITY HALL
601 CARMEN DRIVE
CAMARILLO, CA
FRIDAY, APRIL 6, 2018
9:00 AM

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 Board at (805) 642-1591 ext 101. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.

1. **CALL TO ORDER**

2. **PLEDGE OF ALLEGIANCE**

3. **ROLL CALL**

4. **PUBLIC COMMENTS** – *Each individual speaker is limited to speak three (3) continuous minutes or less. The Commission may, either at the direction of the Chair or by majority vote of the Commission, waive this three minute time limitation. Depending on the number of items on the Agenda and the number of speakers, the Chair may, at his/her discretion, reduce the time of each speaker to two (2) continuous minutes. In addition, the maximum time for public comment for any individual item or topic is thirty (30) minutes. Also, the Commission may terminate public comments if such comments become repetitious. Speakers may not yield their time to others without the consent of the Chair. Any written documents to be distributed or presented to the Commission shall be submitted to the Clerk of the Board. This policy applies to Public Comments and comments on Agenda Items.*

   Under the Brown Act, the Board should not take action on or discuss matters raised during Public Comment portion of the agenda which are not listed on the agenda. Board members may refer such matters to staff for factual information or to be placed on the subsequent agenda for consideration.

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

6. **COMMISSIONERS / EXECUTIVE DIRECTOR REPORT -** *This item provides the opportunity for the commissioners and the Executive Director to report on attended meetings/conferences and any other items related to Commission activities.*

7. **ADDITIONS/REVISIONS** – *The Commission may add an item to the Agenda after making a finding that there is a need to take immediate action on the item and that the item came to the attention of the Commission subsequent to the posting of the agenda. An action adding an item to the agenda requires 2/3 vote of the Commission. If there are less than 2/3 of the Commission members present, adding an item to the agenda requires a unanimous vote. Added items will be placed for discussion at the end of the agenda.*

8. **CONSENT CALENDAR -** *All matters listed under the Consent Calendar are considered to be routine and will be enacted by one vote. There will be no discussion of these items unless members of the Commission request specific items to be removed from the Consent Calendar for separate action.*

8A. APPROVE SUMMARY FROM MARCH 2, 2018 VCTC MEETING – PG.5
Recommended Action:
Approve
Responsible Staff: Donna Cole

8B. MONTHLY BUDGET REPORT – PG. 9
Recommended Action:
Receive and File
Responsible Staff: Sally DeGeorge

8C. PASSENGER RAIL UPDATE – PG.15
Recommended Action:
Receive and File
Responsible Staff: Claire Grasty

8D. COOPERATIVE FUNDING AFREEMENT FOR AUTOMATIC VEHICLE LOCATION AND PASSENGER INFORMATION SYSTEM -PG.19
Recommended Action:

- *Approve the Cooperative Funding Agreement between VCTC and the City of Simi Valley for the Automatic Vehicle Location and Passenger Information System project and authorize the Executive Director to execute the agreement.*
- *Approve amendment to the Transit Stop Enhancements program budget by: adding revenue line-item, Local Contribution–Simi Valley, in the amount of $66,500; and by increasing the expenditures line-item of Professional Services by a commensurate total amount of $66,500.*

Responsible Staff: Aaron Bonfilio

8E. SECTION 5310 FUNDED VAN PURCHASE FOR THE ARC OF VENTURA COUNTY - PG. 41
Recommended Action:

- *Approve agreement with the Arc of Ventura County to provide a paratransit van using $36,000 of Federal Transit Administration (FTA) Section 5310 funds with match provided by the Arc*

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(Item #8E Continued)

- *Authorize Executive Director to place order with A-Z Bus Sales to purchase, on behalf of the Arc, a D Braun Entervan low-floor paratransit vehicle through the California Association for Community Transportation (CalACT) purchasing schedule, at a total cost of $48,509.27, contingent the receipt of $10,509.27 in match from the Arc.*

- *Amend Transit Grant Administration Budget to add $10,600 in Private Revenues; to reduce Pass Through Expenditures* by $36,000; and to add Equipment Expenditures of $48,600.

Responsible Staff: Peter De Haan

8F. TRANSPORTATION DEVELOPMENT ACT (TDA) AUDITS FOR FISCAL YEAR 2016/2017 -PG. 53

Recommended Action:
Receive and file the Transportation Development Act (TDA) Audits for Fiscal Year 2016/2017.
Responsible Staff: Sally DeGeorge

9 FISCAL YEAR 2018/2019 DRAFT BUDGET – PUBLIC HEARING- PG.55

Recommended Action:
- *Conduct Public Hearing to receive testimony on the Draft Fiscal Year 2018/2019 Budget.*
- *Receive the Fiscal Year 2018/2019 Draft Budget.*

Responsible Staff: Sally DeGeorge

10. LEGISLATIVE UPDATE & POSITIONS ON BILLS - PG.59

Recommended Action:
- *Adopt "Support" position on Proposition 69, to constitutionally ensure that any funds collected under SB 1 can only be spent on transportation.*
- *Adopt "Support" position on AB 1905 (Grayson), to streamline the California Environmental Quality Act (CEQA) as it applies to transportation projects that are in a regionally-adopted Sustainable Communities Strategy (SCS).*
- *Adopt "Support" position on SB 1119 (Newman), to clarify the requirements under the Low Carbon Transit Operations Program (LCTOP) for service to disadvantaged communities.*

Responsible Staff: Peter De Haan

11. DRAFT VCTC 2018 TITLE VI PROGRAM UPDATE- PUBLIC HEARING – PG. 79

Recommended Action:
- *Hold a public hearing for the VCTC 2018 Title VI Program Update*
- *Adopt Resolution 2018-05 approving the 2018 Title VI Program Update, including the Public Participation Plan and Language Assistance Plan.*

Responsible Staff: Martin Erickson

12. FY 2017/18 LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) ALLOCATION- PG.83

Recommended Action:
- *Program Ventura County Transportation Commission's (VCTC) FY 2017/18 Low Carbon Transit Operations Program (LCTOP) apportionment as follows:*
  - *$550,000 for the Oxnard/Camarillo Employment Connector Service Project*
  - *$501,875 for the College Easy Ride Transit Fare Pilot Promotion*
- *Adopt Resolution 2018-04 in Attachment A, Authorizing the Executive Director to execute all required documents including the Certifications and Assurances (Exhibit's 1 and 2 Attached) to receive VCTC's FY 2017/18 Low Carbon Transit Operations Program funds.*

- *Approve programming $108,562, Southern California Regional Rail Authority's (SCRRA) LCTOP revenue formula amount for the portion of the service within Ventura County, for the SCRRA's Free Fare Media Program.*

Responsible Staff: Judith Johnduff, Aaron Bonfilio

13. VENTURA COUNTY TRAFFIC MODEL (VCTM) UPDATE- PG.91
Recommended Action:
Receive and file presentation on Ventura County Traffic Model (VCTM).
Responsible Staff: Steve DeGeorge

14. REVISION TO PROPOSITION 1B TRANSIT SECURITY CAPITAL PROGRAM - PG.93
Recommended Action:

- *Approve reprogramming $280,000 from the Ventura County Transportation Commission (VCTC) Office Building Security Project to the following projects:*
  - *$195,000 to provide safety and security improvements at the new Gold Coast Transit Operations Center and,*
  - *$85,000 to install new security cameras at the Camarillo Moorpark Metrolink Stations.*
- *Amend the FY 17/18 VCTC budget to transfer $280,000 of Proposition 1B revenue and expenditures from the VCTC Office Building line item to the Transit Grant Administration Pass through line item.*
- *Authorize the Executive Director to execute all grant documents and cooperative agreements to implement the projects.*

Responsible Staff: Peter De Haan

15 RESCIND PRIOR CONTINGENT APPROVAL OF THE FIRST AMENDMENT TO TRANSIT SERVICES AGREEMENT BETWEEN VCTC AND ROADRUNNER MANAGEMENT SERVICES, INC. AND AUTHORIZE RE-ISSUANCE OF THE REQUEST FOR PROPOSALS FOR VCTC INTERCITY TRANSIT SERVICES (RFP#18-90164-FR- PG. 95
Recommended Action:

- *Rescind Prior Contingent Approval of the First Amendment to Transit Services Agreement between VCTC and Roadrunner Management Services, Inc.*
- *Authorize the Executive Director to re-issue the Request for Proposals for VCTC Intercity Transit Services (RFP #18-90164-FR).*

Responsible Staff: Darren Kettle, Martin Erickson, Aaron Bonfilio, Steve Mattas

16. VCTC GENERAL COUNSEL'S REPORT

17. AGENCY REPORTS

18. CLOSED SESSION –

Conference with Labor Negotiator
(Pursuant to Government Code Section 54759.6)
Agency Designated Representative: Darren Kettle
Unrepresented Employees: All positions other than Executive Director

19. ADJOURN to 9:00 a.m. Friday, May 11, 2018

Item #8A

VENTURA COUNTY TRANSPORTATION COMMISSION

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MEETING SUMMARY

CAMARILLO CITY HALL
601 CARMEN DRIVE
CAMARILLO, CA

FRIDAY, MARCH 2, 2018
9:00 AM

MEMBERS PRESENT:
Linda Parks, County of Ventura, Chair
Manuel Minjares, City of Fillmore, Vice Chair
Jan McDonald, City of Camarillo
Ken Simons, City of Moorpark
Bryan MacDonald, City of Oxnard
Will Berg, City of Port Hueneme
Neal Andrews, City of San Buenaventura
Ginger Gherardi, City of Santa Paula
Mike Judge, City of Simi Valley
Claudia Bill-de la Peña, City of Thousand Oaks
John Zaragoza, County of Ventura
Brian Humphrey, Citizen Rep., Cities
Jim White, Citizen Rep., County
Carrie Bowen, Caltrans District 7

MEMBERS ABSENT:
Randy Haney, City of Ojai
Steve Bennett, County of Ventura
Peter Foy, County of Ventura
Kelly Long, County of Ventura

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PUBLIC COMMENTS – ***None***

CALTRANS REPORT -
Carrie Bowen reminded everyone to be safe in the rain and be mindful of road workers. Currently the 101 is open. Any closures at this time would be due to accidents.

There is a closure above Ojai on Rt. 33 for 24 miles from Fairview to Lockwood Valley. It is expected to open around 6 pm. The road is not damaged . Crews are working to clear mud and debris.

Ventura County Projects in Design total $303 Million and Projects in Construction $143 Million. Five contracts were approved in the past month, including 4 emergency contracts totaling $15.4 Million in Ventura County resulting from the Thomas Fire

COMMISSIONERS REPORTS
Commissioner Parks mentioned that the bike map on the VCTC website shows bike repair stations.

Commissioner MacDonald reported that LOSSAN approved an increase in Amtrak service between Ventura and Santa Barbara. They are working to make seamless transfers to MTD and local buses.

EXECUTIVE DIRECTOR REPORT -
GUBERNATORIAL TRANSPORTATION APPOINTMENTS – Last month this report announced that Undersecretary Brian Annis had become Acting Secretary for the Transportation Agency due to Secretary Brian Kelly having been selected as the High Speed Rail Authority Chief Executive Officer. The Governor has now announced the permanent appointment of Mr. Annis as Secretary. Christine Inouye of the Agency has been appointed Undersecretary. Meanwhile, at Caltrans, Director Malcolm Dougherty is leaving for the private sector, and the new Director will be Laurie Berman who had been Director of District 11 in San Diego. Ryan Chamberlain, who was Director of District 12 in Orange County, will become the Caltrans Chief Deputy Director, replacing Kome Ajise who has become Director of Planning and Programs for the Southern California Association of Governments. Also, the Governor has reappointed Fran Inman and Robert Alvarado to the California Transportation Commission.

ADDITIONS/REVISIONS – ***None***

8. CONSENT CALENDAR – *Commissioner Zaragoza made a motion to approve all items on the Consent Calendar as recommended:*

8A. APPROVE SUMMARY FROM FEBRUARY 2, 2018 VCTC MEETING – *Approve*

8B. MONTHLY BUDGET REPORT – *Receive and File*

8C. PASSENGER RAIL UPDATE – *Receive and File*

8D. LEGISLATION - *Receive and File*

8E. SECTION 13(c) LABOR AGREEMENT - *Approve the attached agreement with the Service Employees International Union (SEIU), Local 721, as required for VCTC's Fiscal Year 2017/18 federal transit grant applications with the Federal Transit Administration.*

The motion was seconded by Commissioner Minjares and passed by a unanimous roll call vote.

9. **<u>FEDERAL TRANSIT ADMINISTRATION (FTA) SECTION 5310 LARGE URBANIZED AREA (SENIORS AND DISABLED) FUNDS AND SECTION 5307 JOBS ACCESS/REVERSE COMMUTE (JARC) FUNDS - FY16/17 AND 17/18 PROJECT SELECTION AND PUBLIC HEARING</u>-**
Commissioner Humphrey made a motion to
- *Open the Public Hearing to receive Comment,*
- *Program $903,600 in Federal Transit Administration (FTA) Section 5310 Large Urbanized Area funds (Seniors and Disabled) and $210,000 in Jobs Access/Reverse Commute (JARC) funds for a total of $1,113,600 for projects listed in Attachment A, and*
- *Adopt the JARC/5310 Fiscal Year 2017/18 Program of Projects in Attachment B.*

The motion was seconded by Commissioner Gherardi and passed by a unanimous roll call vote.

10. **<u>U.S. 101 HOV WIDENENING, PROJECT APPROVAL/ENVIRONMENTAL DOCUMENT (PA&ED) FUNDING</u>-**
Commissioner MacDonald made a motion to
- *Authorize the Executive Director to enter into an agreement with WSP to conduct the U.S. 101 HOV Lane Project, Project Approval and Environmental Document Phase (PA&ED) for an amount not to exceed $15.2 million funded with Surface Transportation Program (STP) funds.*
- *Authorize the Executive Director to amend the Cooperative Agreement with Caltrans providing $2.2 million of Surface Transportation Program (STP) funds for Caltrans' project engineering responsibilities*.

The motion was seconded by Commissioner McDonald and passed by a unanimous roll call vote.

Commissioner Gherardi requested an overview of the work timeline after the contract begins.

11. **<u>CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT PROGRAM</u>-**
Commissioner Gherardi made a motion to ratify Caltrans grant applications and authorize the use of up to $32,542.50 in State Transit Assistance Funds (STA) and up to $50,000 in Local Transportation Funds (LTF) as matching funds should grants be awarded by Caltrans. The motion was seconded by Commissioner Minjares and passed by the following roll call vote:

Yes: *Commissioners McDonald, Andrews, Judge, Minjares, Gherardi, Zaragoza, Berg, MacDonald, White, Simons, Bill de la Peña and Humphrey*
No: *Commissioner Parks***
Abstain: *None*
Absent*:* *Commissioners Haney, Bennett, Foy and Long*

*****Chair Parks requested the record reflect that she will not support any funding for a study that would consider Lewis Road and Somis as a potential freight corridor.***

12. **VCTC GENERAL COUNSEL'S REPORT - *No Report***

13. **AGENCY REPORTS**

14. **CLOSED SESSION – *No Report***
Public Employee Performance Evaluation
(Pursuant to Government Code Section 54957)
Title: Executive Director

15. **ADJOURN to 9:00 a.m. Friday, April 6, 2018**

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Item # 8B

April 6, 2018

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: MONTHLY BUDGET REPORT

RECOMMENDATION:

- Receive and file the monthly budget report for February 2018

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 six funds presented consisting of the General Fund, the Local Transportation Fund (LTF), the State Transit Assistance Fund (STA), the Service Authority for Freeway Emergencies (SAFE) fund, the VCTC Intercity fund and the Valley Express fund. The Statement of Revenues, Expenditures and Changes in Fund Balance also includes the annual budgeted numbers that are updated as the Commission approves budget amendments or administrative budget amendments are approved by the Executive Director. Staff monitors the revenues and expenditures of the Commission on an on-going basis.

The February 28, 2018 budget reports indicate that revenues were approximately 48.27% of the adopted budget while expenditures were approximately 44.75% of the adopted budget. The revenues and expenditures are as expected. Although the percentage of the budget year completed is shown, be advised that neither the revenues nor the expenditures occur on a 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 expenses and then submits for reimbursement from federal, state and local agencies which may also cause a slight lag in reporting revenues. Furthermore, the State Transit Assistance (STA), Local Transportation Fund (LTF) and Service Authority for Freeway Emergencies (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 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 receipts are often not received until October or November and the July LTF receipts are not received until September. The Department of Motor Vehicles 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 call box equipment and office furniture. Capital assets and depreciation are adjusted annually at year-end.

The Commission’s deferred outflows, deferred inflows and pension liability are presented on the Balance Sheet. These accounts represent the accrual information for pension accruals with the implementation of the Government Accounting Standards Board (GASB) Statement 68. 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 year-end.

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

VENTURA COUNTY TRANSPORTATION COMMISSION

BALANCE SHEET

AS OF FEBRUARY 28, 2018

Assets and Deferred Outflows	
Cash and Investments - Wells Fargo Bank	$ 7,859,910
Cash and Investments - County Treasury	18,380,052
Petty Cash	130
Receivables/Due from other funds	1,236,973
Prepaid Expenditures	31,691
Deposits	17,134
Capital Assets, undepreciated	26,236,268
Capital Assets, depreciated, net	32,286,943
Deferred Outflows for pension	488,680
Total Assets and Deferred Outflows	**$ 86,537,781**

LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE

Liabilities and Deferred Inflows:	
Accrued Expenses/Due to other funds	$ 1,153,494
Deferred Revenue	4,119,548
Deposits	400
Accrued Vacation	159,661
Pension Liability	1,716,672
Deferred Inflows	351,041
Total Liabilities and Deferred Inflows:	**$ 7,500,816**
Net Position:	
Invested in Capital Assets	$ 58,523,211
Fund Balance	20,513,754
Total Net Position	**$ 79,036,965**

For Management Reporting Purposes Only

VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE EIGHT MONTHS ENDING FEBRUARY 28, 2018

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	VCTC Intercity Actual	Valley Express Actual	Fund Totals Actual	Budgeted Actual	Variance Actual	% Year Actual
Revenues										
Federal Revenues	$ 2,630,584	$ 0	$ 0	$ 0	$ 2,472,271	$ 398,691	$ 5,501,546	$ 16,464,104	(10,962,558)	33.42
State Revenues	283,988	18,392,259	2,449,444	388,297	452,070	186,691	22,152,749	42,568,061	(20,415,312)	52.04
Local Revenues	526,602	0	0	2,907	1,403,901	1,182,540	3,115,950	4,780,223	(1,664,273)	65.18
Other Revenues	1,265	0	0	0	0	0	1,265	0	1,265	0.00
Interest	2,101	21,924	36,692	21,977	792	262	83,748	105,000	(21,252)	79.76
Total Revenues	**3,444,540**	**18,414,183**	**2,486,136**	**413,181**	**4,329,034**	**1,768,184**	**30,855,258**	**63,917,388**	**(33,062,130)**	**48.27**
Expenditures										
Administration										
Personnel Expenditures	1,549,662	0	0	0	130,730	42,794	1,723,186	3,055,950	(1,332,764)	56.39
Legal Services	8,668	0	0	0	0	0	8,668	25,000	(16,332)	34.67
Professional Services	74,717	0	0	0	0	0	74,717	121,200	(46,483)	61.65
Office Leases	102,896	0	0	0	0	0	102,896	158,000	(55,104)	65.12
Office Expenditures	173,615	0	0	0	82,909	27,140	283,664	614,350	(330,686)	46.17
Total Administration	**1,909,558**	**0**	**0**	**0**	**213,639**	**69,934**	**2,193,131**	**3,974,500**	**(1,781,369)**	**55.18**
Programs and Projects										
Transit & Transportation Program										
Senior-Disabled Transportation	142,494	0	0	0	0	0	142,494	263,500	(121,006)	54.08
Fare Collection APC Systems	13,579	0	0	0	0	0	13,579	511,600	(498,021)	2.65
VCTC Intercity Bus Services	0	0	0	0	5,645,569	0	5,645,569	8,587,800	(2,942,231)	65.74
Valley Express Bus Services	0	0	0	0	0	1,150,831	1,150,831	2,027,500	(876,669)	56.76
Transit Stop Enhancement	483,043	0	0	0	0	0	483,043	2,458,650	(1,975,607)	19.65
Transit Grant Administration	1,147,111	0	0	0	0	0	1,147,111	7,105,300	(5,958,189)	16.14
Total Transit & Transportation	**1,786,227**	**0**	**0**	**0**	**5,645,569**	**1,150,831**	**8,582,627**	**20,954,350**	**(12,371,723)**	**40.96**
Highway Program										
Motorist Aid Call Box System	0	0	0	143,379	0	0	143,379	695,000	(551,621)	20.63
Highway Project Management	4,352	0	0	0	0	0	4,352	697,800	(693,448)	0.62
SpeedInfo Highway Speed Sensor	0	0	0	41,600	0	0	41,600	144,000	(102,400)	28.89
Total Highway	**4,352**	**0**	**0**	**184,979**	**0**	**0**	**189,331**	**1,536,800**	**(1,347,469)**	**12.32**
Rail Program										
Metrolink & Commuter Rail	2,579,968	0	0	0	0	0	2,579,968	5,040,032	(2,460,064)	51.19
LOSSAN & Coastal Rail	691	0	0	0	0	0	691	4,700	(4,009)	14.70
Santa Paula Branch Line	409,860	0	0	0	0	0	409,860	966,652	(556,792)	42.40
Total Rail	**2,990,519**	**0**	**0**	**0**	**0**	**0**	**2,990,519**	**6,011,384**	**(3,020,865)**	**49.75**

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	VCTC Intercity Actual	Valley Express Actual	Fund Totals Actual	Budgeted Actual	Variance Actual	% Year Actual
Commuter Assistance Program										
Transit Information Center	12,518	0	0	0	0	0	12,518	30,400	(17,882)	41.18
Rideshare Programs	68,632	0	0	0	0	0	68,632	179,200	(110,568)	38.30
Total Commuter Assistance	**81,150**	**0**	**0**	**0**	**0**	**0**	**81,150**	**209,600**	**(128,450)**	**38.72**
Planning & Programming										
Transportation Development Act	157,388	15,993,739	0	0	0	0	16,151,127	30,204,232	(14,053,105)	53.47
Transportation Improvement Program	12,704	0	0	0	0	0	12,704	58,900	(46,196)	21.57
Regional Transportation Planning	89,454	0	0	0	0	0	89,454	378,500	(289,046)	23.63
Airport Land Use Commission	26	0	0	0	0	0	26	9,000	(8,974)	0.29
Regional Transit Planning	80,522	0	0	0	0	0	80,522	531,100	(450,578)	15.16
Freight Movement	9,804	0	0	0	0	0	9,804	21,800	(11,996)	44.97
Total Planning & Programming	**349,898**	**15,993,739**	**0**	**0**	**0**	**0**	**16,343,637**	**31,203,532**	**(14,859,895)**	**52.38**
General Government										
Community Outreach & Marketing	127,591	0	0	0	0	0	127,591	229,400	(101,809)	55.62
State & Federal Relations	68,886	0	0	0	0	0	68,886	108,100	(39,214)	63.72
Management & Administration	32,479	0	0	0	0	0	32,479	74,900	(42,421)	43.36
Office Building Purchase	14,422	0	0	0	0	0	14,422	4,135,801	(4,121,379)	0.35
Total General Government	**243,378**	**0**	**0**	**0**	**0**	**0**	**243,378**	**4,548,201**	**(4,304,823)**	**5.35**
Total Expenditures	**7,365,082**	**15,993,739**	**0**	**184,979**	**5,859,208**	**1,220,765**	**30,623,773**	**68,438,367**	**(37,814,594)**	**44.75**
Revenues over (under) expenditures	**(3,920,542)**	**2,420,444**	**2,486,136**	**228,202**	**(1,530,174)**	**547,419**	**231,485**	**(4,520,979)**	**4,752,464**	**(5.12)**
Other Financing Sources										
Transfers Into GF from LTF	4,506,731	0	0	0	0	0	4,506,731	4,506,731	0	100.00
Transfers Into GF from STA	228,969	0	0	0	0	0	228,969	4,433,585	(4,204,616)	5.16
Transfers Into GF from SAFE	1,709	0	0	0	0	0	1,709	28,300	(26,591)	6.04
Transfers Into VI from STA	0	0	0	0	2,732,525	0	2,732,525	2,849,281	(116,756)	95.90
Transfers Out of LTF into GF	0	(4,506,731)	0	0	0	0	(4,506,731)	(4,506,731)	0	100.00
Transfers Out of STA into GF	0	0	(828,969)	0	0	0	(228,969)	(4,433,585)	4,204,616	5.16
Transfers Out of SAFE into GF	0	0	0	(1,709)	0	0	(1,709)	(28,300)	26,591	6.04
Transfers Out of STA into VI	0	0	(2,132,525)	0	0	0	(2,732,525)	(3,320,144)	587,619	82.30
Total Other Financing Sources	**4,737,409**	**(4,506,731)**	**(2,961,494)**	**(1,709)**	**2,732,525**	**0**	**0**	**(470,863)**	**470,863**	**0.00**
Net Change in Fund Balances	**816,867**	**(2,086,287)**	**(475,358)**	**226,493**	**1,202,351**	**547,419**	**231,485**	**(4,991,842)**	**5,223,327**	**(4.64)**
Beginning Fund Balance	**1,464,395**	**7,651,852**	**8,338,130**	**4,406,925**	**-**	**-**	**21,861,302**	**17,255,238**	**4,606,064**	**127**
Long-term Pension Liability adjustment*	**(1,491,286)**	**-**	**-**	**-**	**(87,747)**	**-**	**(1,579,033)**	**-**	**(1,579,033)**	**0**
Ending Fund Balance	**$ 789,976**	**$ 5,565,565**	**$ 7,862,772**	**$ 4,633,418**	**$ 1,114,604**	**$ 547,419**	**$ 20,513,754**	**$ 12,263,396**	**8,250,358**	**167**

*Government Accounting Standards Board (GASB), Statement 68, *Accounting Reporting and Financials for Pensions*, requires the full pension liability be accrued on financial statements. For Management Reporting Purposes Only

VENTURA COUNTY TRANSPORTATION COMMISSION

INVESTMENT REPORT

AS OF FEBRUARY 28, 2018

As stated in the Commission's investment policy, the Commission's investment objectives are safety, liquidity, diversification, return on investment, prudence 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 are in compliance with the Commission's investment policy and bond documents, if applicable.

Institution	Investment Type	Maturity Date	Interest to Date	Rate	Balance
Wells Fargo – Checking	Government Checking	N/A	$3,313.65	0.08%	$ 7,859,909.92
County of Ventura	Treasury Pool	N/A	80,434.89	1.15%	18,375,934.27
Total			**$83,748.54**		**$26,235,844.19**

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. A small portion of interest earned in the Wells Fargo accounts is for unearned revenues and the interest is not recognized until the revenues are recognized.

The Commission's checking accounts for the General Fund are swept daily into a money market account. The interest earnings are deposited the following day. The first $250,000 of the combined deposit balance is federally insured and the remaining balance is collateralized by Wells Fargo Bank. A portion of interest earned in the General Fund is for Proposition 1B funds and is reclassified and is not shown as General Fund interest in the Statement of Revenues, Expenditures and Changes in Fund Balance.

The Commission's Local Transportation Funds (LTF), State Transit Assistance (STA) funds and SAFE funds are invested in the Ventura County investment pool. Interest is apportioned quarterly, in arrears, based on the average daily balance. The investment earnings are generally deposited into the accounts in two payments within the next quarter. Amounts shown are not adjusted for fair market valuations.

For Management Reporting Purposes Only

Item #8C

April 6, 2018

MEMO TO: **VENTURA COUNTY TRANSPORTATION COMMISSION**

FROM: **CLAIRE GRASTY, PROGRAM MANAGER – REGIONAL PLANNING**
HEATHER MILLER, TRANSIT PLANNER

SUBJECT: **PASSENGER RAIL UPDATE**

RECOMMENDATION:

- Receive and file.

BACKGROUND:

This report provides a monthly update of regional passenger rail activities. The information in this update focuses on regional Commuter rail (Metrolink), Intercity rail (Amtrak), and other rail-related issues pertinent to Ventura County.

DISCUSSION:

Metrolink Commuter Rail

Ridership and On-Time Performance

Based on data provided by Metrolink, system-wide ridership on commuter rail declined slightly from last year's average in the same month, averaging 38,845 Daily Passengers for the month of February. This is, however, a 3% increase from last month's average. The Ventura County Line, which includes both Ventura County and Los Angeles County Stations, averaged 3,285 daily passenger trips for February, representing a 6% decline from the previous year's average during the same month and little change from January's average of 3,284. A "10-Year Snapshot" of ridership trends is provided in Attachment A.

Metrolink ridership originating from Ventura County Stations on the Ventura County Line for the month of February averaged 723 total boardings per weekday. This represents a decrease of 11% compared to the same month in the previous year but a slight increase from last month's boardings. Ventura County boardings represented approximately 22% of all boardings on the Ventura County Line. This proportion continues to shrink from the historical average of 25%. Staff will continue to work with Metrolink in exploring ways to promote the Ventura County Line in an effort to boost ridership in the area. Station boardings for the month of February are shown in Attachment B.

Metrolink on-time performance (OTP), which denotes trains arriving within five minutes of scheduled time, averaged 96% "On Time" arrival on the Ventura County Line for the month of February, no significant change in performance from the OTP recorded in January. "On Time" performance on the Ventura County Line performed above the system-wide average of 93% in February. Staff will continue to monitor the OTP of local trains to determine causes and trends moving forward. In an effort to improve safety and reduce potential delays along VCTC owned ROW, VCTC staff has actively partnered with local jurisdictions to remove homeless encampments along the rail line.

LOSSAN Intercity Rail Corridor (Amtrak Pacific Surfliner)

Early-morning Train Starting April 2nd

Peak-period train service for passengers commuting from Ventura County to Santa Barbara County begins April 2, 2018 on the Pacific Surfliner. Santa Barbara County Association of Governments (SBCAG) is offering complimentary 10-ride trial passes available for April. In addition, SBCAG will be offering a special pricing structure with an Unlimited Monthly Pass for $150 and Ten-Ride Pass for $50. Train passes will also be valid on VCTC's Coastal Express Bus Service. Provided below are the new morning service hours:

Train Station	Morning Service	Afternoon Return
Simi Valley	5:19 AM	6:41 PM
Moorpark	5:31 AM	6:25 PM
Camarillo	5:46 AM	5:56 PM
Oxnard	5:58 AM	5:40 PM
Ventura	6:12 AM	5:26 PM
Carpinteria	6:34 AM	4:55 PM
Santa Barbara	6:47 AM	4:40 PM
Goleta	7:16 AM	4:25 PM

Attachment A

METROLINK RIDERSHIP

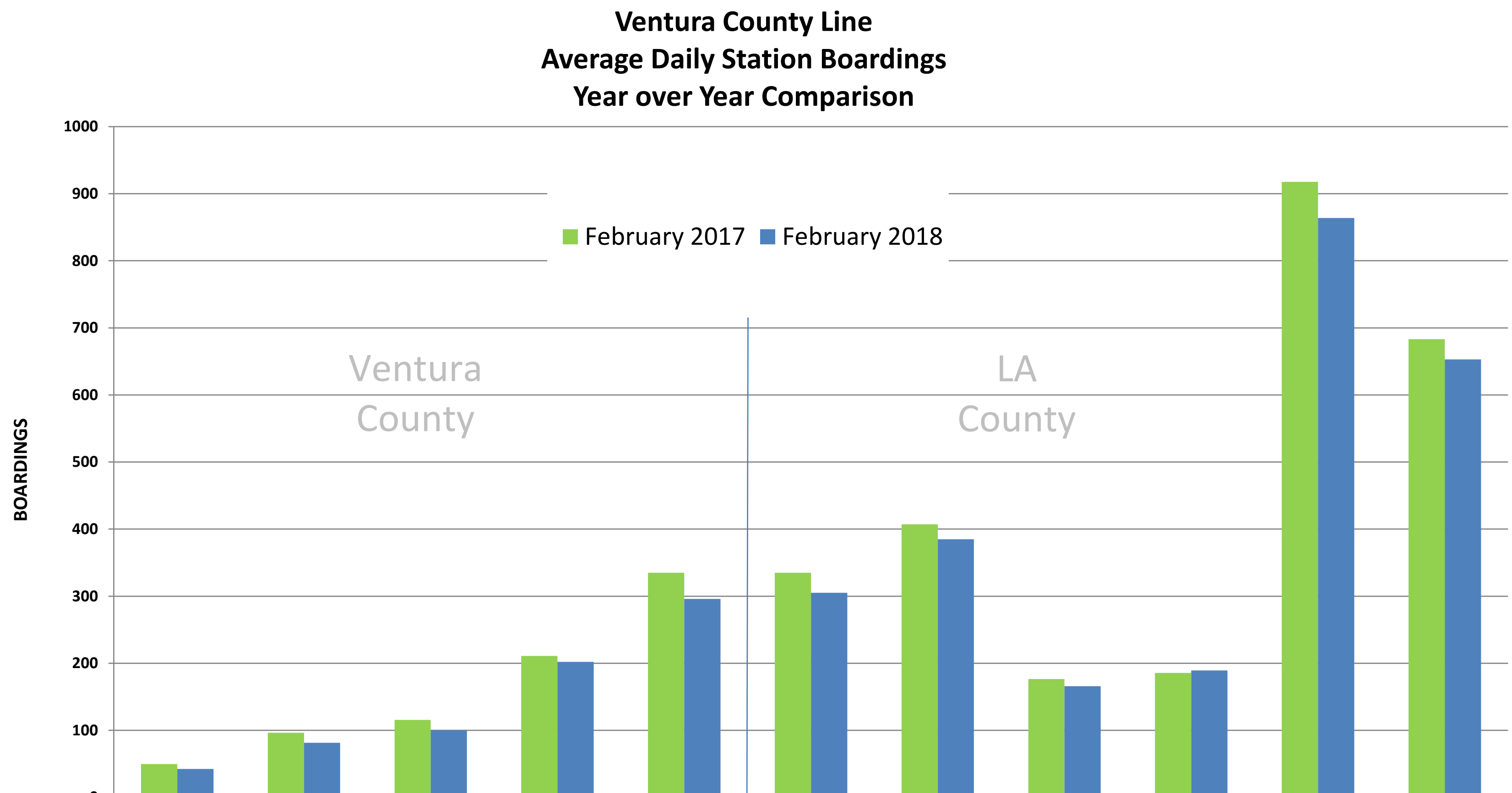
Month Year	Ventura County Station Boardings*	% Change Ventura County Station Boardings	Ventura County Line Passenger Trips	% Change Ventura County Line	Metrolink System Passengers Grand Total	% Change Metrolink System Grand Total	Metrolink Monthly Passholders on Amtrak (Rail-2-Rail program)
February 2018	723	-11%	3,285	-6%	38,845	-1%	186
February 2017	808	-3%	3,513	2%	39,123	-2%	170
February 2016	831	-8%	3,439	-6%	39,810	-3%	182
February 2015	900	-2%	3,647	-1%	41,248	-1%	187
February 2014	916	-3%	3,677	-4%	41,564	-3%	158
February 2013	942	-5%	3,816	-8%	42,842	-1%	226
February 2012	995	7%	4,165	12%	43,198	8%	209
February 2011	930	-2%	3,712	-1%	40,127	-1%	264
February 2010	950	-6%	3,757	-13%	40,596	-6%	376
February 2009	1,008	-4%	4,299	2%	43,313	0%	255

10 Year Snapshot of Monthly

Year over Year Change in Average Weekday Ridership

* East Ventura, Oxnard, Camarillo, Moorpark and Simi Valley.

Attachment B



	VENTURA (MONTALVO)	OXNARD	CAMARILLO	MOORPARK	SIMI VALLEY	CHATSWORTH	NORTHRIDGE	VAN NUYS	BURBANK AIRPORT	BURBANK	GLENDALE
February 2017	50	96	116	211	335	335	407	177	186	918	683
February 2018	43	82	100	202	296	305	385	166	189	864	653

Source: SCRRA TAC Reporting Portal.

Item # 8D

April 6, 2018

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: AARON BONFILIO, PROGRAM MANAGER – TRANSIT SERVICES

SUBJECT: COOPERATIVE FUNDING AGREEMENT FOR AUTOMATIC VEHICLE LOCATION AND PASSENGER INFORMATION SYSTEM

RECOMMENDATION:

- Approve the Cooperative Funding Agreement between VCTC and the City of Simi Valley for the Automatic Vehicle Location and Passenger Information System project and authorize the Executive Director to execute the agreement.

- Approve amendment to the Transit Stop Enhancements program budget by: adding revenue line-item, *Local Contribution–Simi Valley*, in the amount of $66,500; and by increasing the expenditures line-item of *Professional Services* by a commensurate total amount of $66,500.

BACKGROUND & DISCUSSION:

At its November 3, 2017 meeting, the Commission approved a contract with Syncromatics Corporation for an Automatic Vehicle Location and Passenger Information System (System) to replace the arrival information system provided by Nextbus.

The scope of work for the System replacement includes the induction and deployment of new technologies and includes a contract option for Automatic Voice Annunciators (or AVAS), which some, but not all, of the county transit operators previously included in their budgets. The AVAS technology, which assists passengers using automated verbal and visual announcements onboard the bus, equates to a significant additional cost per fleet. To the extent that any transit operator with available funding wishes to exercise this particular option, VCTC has drafted a Cooperative Funding Agreement which facilitates funding from the applicable agency for the AVAS technology. The operators which have indicated interest in exercising / funding the AVAS option include, Gold Coast Transit District (GCTD), Thousand Oaks Transit, Simi Valley Transit and Moorpark City Transit.

To-date, multiple Cooperative Funding Agreements have been approved between the Commission and the Transit Operators; including with Gold Coast Transit District, the City of Moorpark and the City of Thousand Oaks. At its January 29, 2018 city council meeting, the City of Simi Valley approved the same Cooperative Funding Agreement. Staff's recommendation is two-fold: first, to approve the Cooperative Funding Agreement with the City of Simi Valley, and second, to approve amendment of the Transit Stops Enhancement program budget, in order to incorporate this new funding.

As mentioned previously, the contract with Syncromatics envisioned this eventuality so no contract modification is required. Once the Cooperative Agreement is approved and budget amended, VCTC will move forward with issuing notice to proceed for the AVAS aspect of the project.

Attachment:
Cooperative Agreement between the City Simi Valley and VCTC

COOPERATIVE AGREEMENT

BETWEEN

VENTURA COUNTY TRANSPORTATION COMMISSION

AND

THE CITY OF SIMI VALLEY

THIS COOPERATIVE AGREEMENT (Agreement) is entered into between Ventura County Transportation Commission (VCTC) and the City of Simi Valley (SIMI VALLEY) regarding the administration of SIMI VALLEY's share of funds to support the Automatic Vehicle Location and Real-time Passenger Information System Project (Project).

WHEREAS, VCTC has historically provided, and is lead agency in the current procurement, for a county-wide Automatic Vehicle Location and Real-time Passenger Information System; and,

WHEREAS SIMI VALLEY in adopting its Fiscal Year 2017/18 budget, has budgeted and programmed $66,500 to purchase transit fleet technologies, including Automatic Voice Annunciator System (AVAS) option 9.1 (Exhibit "A") for the SIMI VALLEY fleet; and,

WHEREAS, VCTC intends to enter into an Agreement with Syncromatics Corporation which will include contract purchase options for integrated technologies, such as AVAS; and,

WHEREAS, VCTC intends to issue Project Task Orders which shall direct Syncromatics Corporation as to the options that each transit operator fleet will receive; and,

WHEREAS, it is the intention of VCTC to enter into this Agreement with the SIMI VALLEY regarding the provision of the funds to the Project.

NOW THEREFORE THE PARTIES DO AGREE AS FOLLOWS:

1. Funding Summary: SIMI VALLEY will provide up to $65,500 for the Project from federal and local sources as summarized in the Attachment to this agreement. SIMI VALLEY'S funding shall only be used for SIMI VALLEY approved Project expenses.

2. Invoices: VCTC shall provide invoices for Project expenses, including reasonably requested back-up documentation to SIMI VALLEY.

3. Method of Payment: SIMI VALLEY guarantees payment not to exceed $66,500 and, within thirty days of receipt of invoices for work completed, SIMI VALLEY shall pay VCTC the funds programmed for the project.

4. Project Scope: The scope of the Project funded under this agreement shall be to deploy the Syncromatics option for Automatic Voice Annunciator System, which shall be integrated into the Automatic Vehicle Location and Real-time Passenger Information System procured by VCTC. This includes system design, installation, and testing, staff training, and annual licensing and warranty support for years one and two. The Project specifications are set forth in more detail in Exhibit "A", attached hereto and incorporated herein by reference.

5. Project Acceptance: SIMI VALLEY shall have the right to inspect and approve the Project, and all Project deliverables, prior to acceptance, to ensure that the Project meets the Project

specifications as forth in Exhibit "A", and all other requirements of SIMI VALLEY. VCTC shall transfer or shall acquire on behalf of SIMI VALLEY all licensing, and warranty support rights as specified above without additional cost to SIMI VALLEY.

6. Project Records: VCTC shall maintain all books, papers, records, and accounting records, and all other material relating to the Project, for three (3) years of the date of the final Project payment by VCTC. VCTC shall, upon request, make all such materials available to SIMI VALLEY at any reasonable time for copying or inspection. VCTC shall ensure that any contract entered into for the Project shall contain all of the provisions of this paragraph.

7. Standard of Care. VCTC shall ensure that the Project activities are conducted in accordance with all applicable state, federal and local laws, rules and regulations, with all due diligence and in a skillful and competent manner.

8. Federal Grant Administration: VCTC shall ensure compliance with all Federal requirements.

9. Amendments to the Agreement: The provisions of this Agreement may be amended upon written acceptance and ratification of any such amendment by both VCTC and SIMI VALLEY.

10. Termination: This Agreement will terminate upon final reconciliation of expenses for the Project, but in any event no later than five (5) years after execution by both Parties.

11. Indemnification: VCTC shall protect, defend, indemnify, and hold harmless SIMI VALLEY, its officers, agents, servants, and employees, from any and all liability arising out of, caused by any act or omission of VCTC or its officers, agents, servants, and employees as a result of any act or omission by VCTC in its performance pursuant to this Agreement. To the extent applicable and to the extent consistent with any agreements entered into between VCTC and Syncromatics Corporation, VCTC shall extend any indemnity or warranty received from Syncromatics Corporation to SIMI VALLEY.

    SIMI VALLEY shall protect, defend, indemnify, and hold harmless VCTC, its officers, agents, servants, and employees, from any and all liability arising out of, caused by any act or omission of SIMI VALLEY or its officers, agents, servants, and employees as a result of any act or omission by SIMI VALLEY in its performance pursuant to this Agreement.

    The obligations of VCTC and SIMI VALLEY in these indemnity provisions survive the expiration or earlier termination of this Agreement.

12. Insurance: With respect to performance of work under this Cooperative Agreement and any Project Agreement entered into by VCTC as an element of Project Implementation, VCTC shall maintain and shall ensure that its contractors maintain insurance as described below:

    General Conditions - Without limiting VCTC's indemnification of City, VCTC and each contractor and subcontractor shall provide and maintain at its own expense the insurance listed below covering its operations, subject to the following conditions:

    a) The City of Simi Valley, its Boards, Officers, Agents, and Employees shall be included as additional insureds in all liability insurance policies and endorsements thereto except for Workers' Compensation and Professional Errors and Omissions.

    b) Such insurance shall be primary with respect to any insurance maintained by City and shall not call on City's insurance for contributions.

    c) With respect to the interests of the City, VCTC's and any contractor and/or subcontractor's insurance shall not be canceled nor reduced in coverage or limits until after thirty (30) days written notice shall have been sent to the City of Simi Valley, 2929 Tapo Canyon Road, Simi Valley, California 93063, and shall contain an unequivocal clause so stating.

d) A City approved endorsement or certified copy of insurance policy providing coverage shall be submitted to and approved by the City's Risk Manager prior to commencement of any work or tenancy.

Workers Compensation Insurance – VCTC's contractors shall maintain, during the life of the Project, Workers' Compensation Insurance for any contractor or subcontractor employees employed at the sites of the Project. In case any class of employees engaged in work under this Agreement at the site of the Project is not protected under any Workers' Compensation law, VCTC shall provide or shall cause each contractor and subcontractor to provide, adequate insurance for the protection of employees not otherwise protected. VCTC hereby agrees to indemnify SIMI VALLEY for any damage resulting to it from failure of any VCTC contractor or subcontractor to take out or maintain such insurance. VCTC's contractor and/or subcontractor hereby certifies that it is aware of the provisions of Section 3700 et seq., of the Labor Code which require every employer to be insured against liability for Workers' Compensation.

Waiver of Subrogation – VCTC and/or VCTC's contractor and subcontractor hereby grants to City a waiver of any right to subrogation which any insurer of VCTC and said contractor/subcontractor may acquire against the City by virtue of the payment of any loss under such insurance. VCTC and VCTC's contractor/subcontractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the City has received a waiver of subrogation endorsement from the insurer.

Modification of Coverage - The City reserves the right at any time during the term of any contract executed with the VCTC and/or VCTC's contractor pursuant to these specifications (Agreement) to change the amounts and types of insurance required hereunder by giving VCTC ninety (90) days written notice. If such change should result in a premium increase in excess of ten percent (10%) to VCTC's contractor, City agrees to negotiate additional compensation proportional to the increased benefit to the City.

Public Liability and Property Damage Insurance – VCTC shall secure and maintain during the life of this Agreement such public liability and property damage insurance and shall name SIMI VALLEY, their elective and appointive boards, commissions, officers, agents, and employees as additional insureds in regard to any claims for damages for personal injury, including death, as well as for claims for property damage which may arise from VCTC's or any contractors or subcontractors operations hereunder, whether such operations be by VCTC or any contractor or subcontractor, or by anyone directly or indirectly employed by either VCTC or any contractor or subcontractor, and the amounts of such insurance shall be as follows:

(1) Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than $2,000,000 per occurrence. If a general aggregate limit applies, either the general aggregate limit shall apply separately to this project/location (ISO CG 25 03 or 25 04) or the general aggregate limit shall be twice the required occurrence limit.

13. Entire Agreement: This Agreement, including the attached exhibit, constitutes the entire agreement between the parties with respect to the subject matter contained herein.

14. Severability: In the event that any provision of this Agreement shall be declared invalid or unenforceable by valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining provisions, which shall be interpreted to carry out the intent of the parties hereto.

15. Third Party Beneficiaries: There are no third party beneficiaries, and this Agreement is not intended, and shall not be construed to be for the benefit of, or be enforceable by, any other person or entity whatsoever.

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VENTURA COUNTY TRANSPORTATION COMMISSION	**CITY OF SIMI VALLEY**
________________________	________________________
Darren M. Kettle Executive Director	Eric Levitt City Manager
Approved as to Form	Approved as to Form
________________________	________________________
Steven T. Mattas General Counsel	Lonnie Eldridge City Attorney

9.0 OPTIONAL TECHNOLOGIES REQUIREMENTS

Following are optional technologies the Commission wishes to consider. Most of the contents of these technologies share the base System requirements/components. These options are not in the base System cost because the Commission has not made a decision yet whether to proceed with any or all these optional items. For these items, the costs applicable to the optional systems shall be separately identified in the Proposer's Cost Proposal (Attachment form C-I). Such items shall be individually selectable. Implementation by the Commission or the Operators may be at time of contract award, a later date (or not at all), and authorized under individually negotiated Task Orders. **Purchase of desired optional technologies is not guaranteed.**

9.1 Automated Voice Annunciation (AVA) [Optional Technologies]

As an option, the Proposer may specify the use of an Automated Voice Annunciation (AVA) system in accordance with Americans with Disabilities Act (ADA) requirements. The AVA system shall integrate to the existing public announcement (PA) system on-board the vehicle.

The proposed system must provide accurate, clear, audible and visual announcements of routes, major intersections, destinations and transfer points and special messages. This system must fully comply with the Americans with Disabilities Act (ADA) requirements to ensure that passengers with physical and/or hearing impairments shall receive consistent and accurate information while riding in Commission / Operator buses.

In addition, a portion of the Operators have AVA systems. Proposers are encouraged to provide solutions that integrate with existing Operator AVA systems, such as by offering single log-on capability.

Proposers will provide separate pricing for AVA systems, and/or AVA system integration, by Operator fleet. For Operator-specific fleet compositions see the *Operators Fleet and Systems Composition Schedule (*Attachment M).

The following table represents the Commission's concepts of how the Proposer's Passenger Information System solution will meet our Objectives:

AVA Technology Capabilities to Meet the Commission Objectives

Commission Objectives	Technology Capability
Make public transit more attractive to the general population.	✓ By helping the Commission achieve compliance with the ADA, the AVA assists riders, who are blind, cognitively impaired, or hearing impaired, as well as commuters and tourists reach their destinations.

Maximize passenger movements.	✓ By helping riders with disabilities to use accessible fixed-route bus systems instead of relying on paratransit service.
Increase awareness of ITS benefits	✓ By providing clear announcements, AVA provides passengers with more information and improves the rider experience through ITS.

In summary, and when the complete ITS technologies have been deployed the Commission seeks to have a System that provides the following AVA capabilities for the riding public and for Operator operations:

✓ Provide stop and directional information along route.
✓ Inform Operator to stop at next location based on the "stop requested" option.
✓ Announce stop locations both visually and audibly.
✓ Provide Operator staff the ability to edit, access and modify route and stop information independently for schedule changes.
✓ Automatically manage destination signs.

The annunciation system shall include visual display systems to be installed on-board the vehicle such that the auditory announcement can be simultaneously displayed visually.

The following system functionality is desired of the AVA:

- ✓ Some Operators have interior (Destination Message Signs) DMS' installed on the fixed route fleet. The Proposer shall install new interior DMS. However, the Proposer may propose the use of any existing interior DMS if it can ensure that the proposed AVA system can integrate with the existing DMS to provide desired visual AVA features.
- ✓ The DMS shall display the "stop requested" message when stop requested or the wheelchair area stop request is activated by a customer.
- ✓ If stop request signal is received while another message is being displayed on the DMS, the AVA system shall show stop requested message after current message is completed.
- ✓ The AVA shall provide text announcements for configurable duration, which will be set using the central recording software.
- ✓ The AVA shall make an exterior announcement of the current route number and destination when doors open at a stop. At other locations (e.g., major intersections), the controller shall make preset location-based interior announcements.

- ✓ The Operator shall have the capability of overriding the automatic initiation of visual announcements and instead manually select from a menu of predefined messages for display to passengers. The override shall be reported as an event.
- ✓ Interior signs shall display stop requested, bus stop arrival, major intersections and landmarks, date / time information, and other preformatted messages.
- ✓ The interior sign system data files shall be updatable remotely..
- ✓ The AVA shall provide announcements to passengers on-board fixed-route revenue vehicles. This function shall support next stop announcements as well as annunciation of major intersections, key transfer points, promotional information, public service information, Vehicle Operator initiated messages and advertising.
- ✓ Next stop, major intersection and key transfer point announcement capacity shall be sufficient to support all of the routes in the service area and all of the trips made by each vehicle during a service day, plus a 50% spare capacity for other types of announcements.
- ✓ The AVA shall use the vehicle location information from the AVL system to trigger the appropriate announcements on-board the vehicle whenever the vehicle enters a "trigger zone." A trigger zone is a user-defined area that is located just prior to each stop location. For example, the trigger zone may begin 800 feet before a stop as well as at selected other announcement locations.
- ✓ Trigger zones shall be pre-defined by the software for AVA trigger management and downloaded to the controller.
- ✓ Trigger zones shall be configurable by stop to accommodate for differences in operations, including but not limited to, the direction of approach and size of stop.
- ✓ Time-based announcements / displays shall be programmed to be made on-board the vehicle at specific times of the day or at a set frequency within specified time periods, on specific days of the week.
- ✓ Location-based announcements / displays shall be programmed to be made on-board the vehicle when that vehicle passes any designated location(s).
- ✓ In the event that a vehicle is operating off-route, the automated announcements / displays shall not be made. Once the route is reacquired, the System shall automatically determine and announce the next valid bus stop or other designated location.
- ✓ The Operator shall have the ability to manually trigger the activation of any pre-recorded announcements if needed.
- ✓ The DMS shall display the current date / time when not displaying a triggered announcement.

- ✓ Dispatch shall have the ability to send a free form announcement message to one bus, a group of buses, to the AVA interior DMS.
- ✓ The AVA shall have the capability to create and schedule public service or advertising messages.
- ✓ Audio levels shall be controllable by the Operator within a usable audio range. The Operator shall have the capability of overriding the automatic initiation of audio announcements and instead manually select from a menu of predefined messages for announcements to passengers. The override shall be reported as an event.
- ✓ The volume of the internal announcements shall be automatically adjusted according to the noise level on the vehicle at the time, and the vehicle operator shall not be able to lower the announcement volume.
- ✓ The AVA shall provide the capability to adjust external speaker volume levels based on time and location settings.
- ✓ The AVA shall provide the capability to adjust the minimum and maximum volume levels separately for interior and exterior announcements.
- ✓ The AVA announcements and PA volume level controls shall also allow the Operator to separately adjust the volumes for the Operator and handset speakers.
- ✓ Operator-initiated announcements / displays (e.g., safety-related announcements) shall be programmed to be made at the Operator's discretion.
- ✓ Operator use of the on-board PA system shall override any automated announcements.
- ✓ Dispatchers shall be able to activate the announcements simultaneously on a group of buses.

9.2 Automatic Passenger Counters (APC) [Optional Technologies]

The following table represents the Commission's concepts of how the Proposer's APC solution will meet our Objectives:

APC Technology Capabilities to Meet the Commission Objectives

Commission Objectives	Technology Capability
Make public transit more attractive to the general population.	✓ By improving facility planning through the use of more comprehensive passenger counts at stops.
Maximize passenger movements.	✓ By optimizing service through the use of

We Will Get ALL Operators on GTFS and GTFS-RT

As part of our initial setup, Syncromatics and Trillium will create a clean GTFS feed for each operator, and we will assist in uploading this to Google Maps. We will also publish a GTFS Realtime feed so every operator can share real-time data with the public and software developers.

Comprehensive Software to Manage Electronic Signs and Messages

Our new SyncSIGN module provides easy to use control over the timing, content, and display of electronic signs to enable transit agencies to get the most out of their investment. This unique software was developed by Syncromatics to meet the needs of Los Angeles Metro during the deployment of 300 bus shelter LED signs across Los Angeles County. Now we can offer this powerful tool to all of our clients deploying digital signage to push out live service alerts, schedule public service announcements, organize signs by location, service provider, route, or other grouping. Syncromatics has experience deploying large fleets of electronic signs, and we have the software tools to help our clients operate and support these projects.

Mobile Data Terminal and Dock (No VLU Required)

The Syncromatics OpenMDT Plus is the cornerstone of our ITS system inside the bus. It handles all of the data processing, storage, transmission, and user interface. All these features are packaged in a single modular and swappable package. The touchscreen works in all weather conditions and is compatible with gloves.

The MDT is delivered with a fully integrated vehicle dock to enable rapid removal/replacement of the MDT. This can support walk-around pre-trip inspections of vehicle condition and safety features.

The dock also provides additional input/output (I/O) ports to support peripheral integrations like external antennae, automatic passenger counters, automatic voice annunciator, headsign, farebox, and other components. The MDT/dock will connect to the existing Cisco routers via an Ethernet cable.

The Syncromatics on board solution does not include a Vehicle Logic Unit. All functions normally provided by competitor's vehicle logic units are handled by the MDT and Dock. This approach reduces complexity and cost, and improves reliability by having fewer components to break and fewer elements to troubleshoot.

Automatic Voice Annunciator

Our Automatic Voice Announcement system is proprietary, and we have designed it to be fully integrated with our CAD/AVL software. It will automatically adjust to changes in routes, stops, and schedules, and it will never erroneously announce a stop on the wrong side of the street as some are prone to doing.

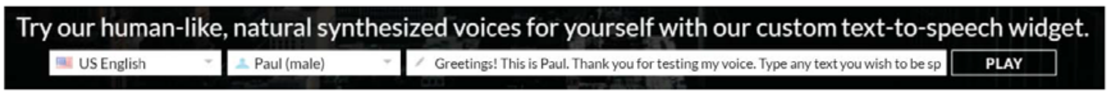
- The system uses a text-to-speech (TTS) engine to make announcements, which can be configured to suit hard to pronounce stop names **from any web browser.**
- No driver/operator interaction is necessary to operate the AVA system
- Syncromatics AVA announces **every stop**, not just major stops and transfer points
- The AVA system will integrate with the existing PA system, microphones and speakers
- The TTS system natively supports Spanish, French and other foreign languages with proper accent and inflection.
- The system supports interior PIDS to provide text based notification of upcoming stops
- The approach distance and time between announcements are configurable for each stop via an intuitive graphical user interface

- Changes to route/stop/announcement settings sync over-the-air with the fleet within 5 minutes

Severe weather issues impacting service? Push out an EMERGENCY notification to all buses advising riders of the change in normal service as soon as you decide on a contingency plan – that way no one gets stuck in the storm without a ride home.

- Text to speech: "Severe weather will result in suspended operations today at 4pm"
- Start Announcement: ASAP, push the update to all buses now.
- Expire Announcement: Today at 4:10pm
- Frequency: Every 5 minutes, on all buses

Take the Text-to-Speech quality for a test drive at www.neospeech.com -- a screenshot of the custom test widget is below.



Custom Mobile Apps with Your Branding

The most important thing about passenger facing technologies is that they are easy to use. The first step is making your app easy for riders to find and download. By branding the app for the client (and not the vendor's name) it will be easy for riders to visit the iOS or Android app store and install the app on their phones. This will help drive adoption among new student riders.

Once they have the app, they can select favorite stops, setup recurring weekly/daily notifications for bus arrival times, track buses in real time, and receive alerts from the mobile app about delays and service interruptions. The app includes an integrated trip planner as well.

Syncromatics offers a unique client branded mobile app solution that puts the university's name and logo front and center.

Paperless Pre-trip Inspection

Our customizable pre- and post-trip inspection software runs right on the MDT and instantly validates whether a bus is safe to operate and transmits issues to the maintenance team without any paperwork. You can build your inspection templates based on our samples and customize them to fit your needs. Inspection software also support periodic maintenance inspections, preventive maintenance schedules per vehicle type, and "incident reporting" in the event of a bus collision, passenger injury, or other complaint.

Data Based Decisions for Route Redesign

We've helped many clients do wholesale redesigns of their routes and schedules using AVL data as a factual basis for the modifications. Check out our case study about working with Merced County Transit (CA) in the references section for more details.

4. System Description – Optional Items

4-1. Next Stop Annunciator & Interior Bus Signage

SyncSPEAK ANNUNCIATOR

Syncromatics offers an ADA-compliant annunciator system that will automate the process of announcing arrival at each stop when a transit vehicle is in service. The AVA system is fully integrated with the on-board MDT and also with each bus's existing PA and/or speaker system.

Emergency Preparedness

Earthquake? Flood? Amber Alert? Syncromatics offers the industry's only AVA product that allows you to type a message at your computer and with a simple request, push that message out wirelessly and be playing in every single AVAS equipped vehicle within minutes.

Key Points: Annunciator System

- No driver/operator interaction is necessary to operate the AVA system
- The interior and exterior volume levels can be adjusted by the operator
- The AVAS system will integrate with the existing PA system, including microphones and speakers
- The AVAS system has a line-in feature that allows it to take and control an audio feed from an AM/FM radio
- The system uses a text-to-speech (TTS) engine to make announcements, which can be configured in tone, pitch and volume to suit hard to pronounce stops from your desk. The TTS system natively supports Spanish and other foreign languages by recognizing text in the foreign language and pronouncing with proper accent and inflection.
- The system has expansion capability (additional costs and survey apply) for internal LED signage to display the information visually
- The system uses several factors to determine when a bus is approaching a stop, including distance from the stop, corresponding previous progress from previous stops, speed, and directional GPS information.
- The distance and time prior to the stop at which the announcement can be made ("trigger zone") is configurable
- The system can be configured to announce the next 2 or 3 stops as needed.
  - Example: "Approaching 3rd/Figueroa, followed by 4th/Figueroa"
- The system will automatically manage on-route and off-route situations as they happen pausing the announcements when a vehicle departs from the designated route.

Unique AVAS Capabilities

While we always strive to use off-the-shelf hardware, our stop annunciator is the one exception. Syncromatics had been through and extensive period of research and we did not find a commercially available annunciator that we felt would give agencies the tools they need with the level of performance we require of our components. Our AVAS system is proprietary and we have designed it to be fully integrated with the CAD/AVL system – it will never make the stop announcements for a stop on the wrong side of the street as some are prone to doing. The SyncSPEAK Annunciator System is best in class and is a leading differentiator between us and many others in the industry.

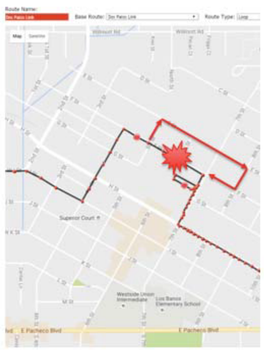
Since the Syncromatics AVAS system is tightly integrated with a full understanding of a transit agencies routes, stops, schedules, and other CAD/AVL functions, we can offer a superior Annunciator experience on the bus.

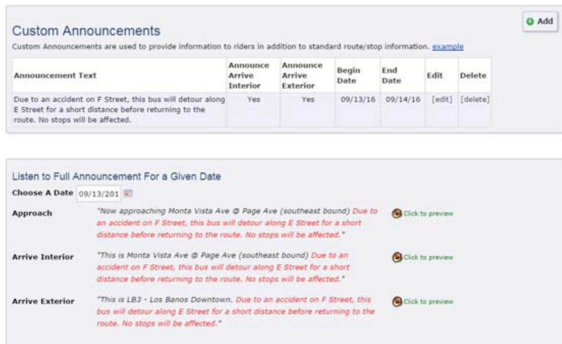
Capabilities that set Syncromatics AVAS apart:

- When a bus approaches an interlining point, such as a transit center, we know that the announcements for the inbound trip will correspond to Route A, but the outbound trip will correspond to Route B. Our system will make the correct announcement even when there are many routes serving the same stop, and even when a bus is changing routes.
- Simple GPS only based systems can make the mistake of announcing bus stops that are on the wrong side of the street because based on a raw GPS measurement, the bus IS within the designated trigger zone. Syncromatics knows which route the bus is on, what direction it is headed, and what the next stop is supposed to be, so we only announce the correct stop regardless of proximity to "other" trigger zones.
- Some Annunciators require buses to approach a stop from a certain angle to trigger the announcement, but this can be impractical at large transit centers with multiple entrances and exits. Syncromatics can define the entire transit center as a stop zone so the announcements will work regardless of which path a bus takes.
- Announcements can be programmed remotely and sent to buses in a matter of minutes, even if those buses are currently on route. There is never physical uploading or voice recording required.
- The SyncSPEAK Annunciator will continue to work correctly even in cellular dead zones. The text-to-speech engine runs on the MDT, so it does not need to have server connectivity to play each announcement. GPS satellite connectivity generally remains even when cellular service does not, and the MDT will continue to perform in an ADA-compliant manner even within those cellular dead zones.

Use cases for Syncromatics AVAS

- Got a short term detour on a route? Simple – just drag and drop the route path in the Syncromatics Route Editor, and the AVAS software module will automatically be updated with the new route path. Go ahead and add a Route Level announcement describing the detour so that riders know what's going on. That whole process takes 5 minutes, so it can be done consistently for minor detours to keep bus riders informed.
- Sample Settings:
  - Text to speech: "Due to construction, Route B will operate on Main Street, between First and Third"
  - Start Announcement: Today
  - Expire Announcement: In One Week
  - Frequency: Every 10 minutes, only on Route B buses





- Severe weather issues impacting service? Push out an EMERGENCY notification to all buses advising riders of the change in normal service as soon as you decide on a contingency plan – that way no one gets stuck in the storm without a ride home.
  - Text to speech: "Severe weather will result in suspended operations today at 4pm"
  - Start Announcement: ASAP, manually push the update to all buses now.
  - Expire Announcement: Today at 4:10pm
  - Frequency: Every 5 minutes, on all buses

- Got an upcoming change in the routes or schedules or fares? Need to inform your riders about public hearings so they can provide input? Don't waste money advertising in the newspaper – get your message directly to the population that cares the most, the people on the bus. Syncromatics can support free form messages to be sent at regular intervals on selected routes or system wide.
  - Text to speech: "Share your input on proposed route changes at the Public Meeting on April 8th at the Library Community Room"
  - Start Announcement: Today
  - Expire Announcement: April 9
  - Frequency: Once per hour on every bus

- Advise riders or a local landmark or public service served by transit…
  - Text to speech: "Now approaching 1st and Main, this stop serves the County Courthouse and General Hospital"
  - Start Announcement: Now, update during normal bus startup procedure (not urgent)
  - Expire Announcement: Ongoing
  - Frequency: Every time any bus approaches the stop at 1st and Main

  (on all routes)

Annunciator Hardware

Integrated Bus Announcer (IBA)
This is what handles the audio channels and interfaces to the PA system.

Driver Control Panel (DCP)
Volume preferences change alongside environmental concerns like air conditioning, neighborhood, time of day and passenger noise. The DCP allows the driver to make these changes or set a standard volume and leave it alone.

Interior LED Sign
Signs display route and stop info that matches announcements to meet ADA requirements. Signs also display date/time and customer service messages.

Additional hardware may include an external speaker to be installed on vehicles that are not equipped with an external speaker. The external speaker is a key element of compliance for the Americans with Disabilities Act. Syncromatics has designed a one-piece housing in which a speaker can be installed to minimize the potential for leaks in the exterior skin of the vehicle. If you prefer to have external speakers installed on buses that do not already have them, pricing can be provided.

Key Risks of Using Other, Unsophisticated Annunciators

Amplification Hardware: Does the system audio source support audio distortion control at varied volumes?

Benefits

- ✓ Syncromatics IBA has industrial amplification and audio processing chips that clean up audio distortion along the cabling and audio source paths, to ensure a clean sound at any volume.
- ✓ Syncromatics IBA does not leave the audio channel open when the announcements are not on

Risks

- Without audio processing hardware, your annunciators may not be compatible or have usable sound outputs on exterior and interior channels
- Imagine what the reaction from a rider with sensitive hearing might be to a distorted, high pitched onboard announcement played at a high volume

Interior/Exterior: Does the system appropriately channel, modulate, and independently adjust volume for each audio destination?

Benefits

- ✓ Syncromatics DCP controls the IBA output volume levels independently for interior and exterior
- ✓ The driver can adjust these volumes as needed, depending on time of day and on-board conditions

Risks

- Inside the bus, it may be appropriate to have the volume level lower for passenger comfort, but that may not be sufficient for exterior announcements which need to compete with street noise.
- If you share a common volume or don't have an amplification in between, you'll either be deafening riders inside the bus or not reaching riders on the curb.

Inputs, Outputs: Can the system support a line-in from an on-board radio or third party audio device, and can it how does it handle the existing PA system's microphone?

Benefits

- ✓ Syncromatics IBA has an input for an XLR microphone and will give the microphone priority over any automated announcements
- ✓ Syncromatics IBA has an input for a "line in" that can be playing in the background when the annunciator is not making announcements, allowing for background music as needed

Risks

- If your system can't support the vehicle's existing microphones, you may lose the ability to have a manual PA system that the driver can use as needed.
- If you have any sort of audio input that the bus provides that isn't supported by an annunciator, you may lose the ability to use that entirely or face contention between that and the annunciator for speaker priority.

Stop Requested: Does the system support an input from the Stop Requested cable without the need to replace the existing light-up sign, and can it appropriately pause and time audio messages to play "Stop Requested?"

Benefits

- Syncromatics IBA fully supports existing stop requested systems without the need to replace them
- Syncromatics IBA will play the appropriate "Stop Requested" sound only once, when the cable is pulled before a stop. It will reset its logic when it arrives at the stop to allow a new request, just like the existing onboard systems many buses have.

Risks

- Without stop requested integration, you may not be fully ADA compliant and vision impaired riders may not know when the system has registered their request to stop

Customizable Messages and Flexibilty: Can your system support an urgent need to modify a message? How do I adjust the annunciator message if I adjust the route? What if there is an emergency?

Benefits

- Syncromatics annunciator system is based on a text-to-speech engine. You type, it talks.
- There is no need to record a human voice reading canned messages.
- Text-to-speech message updates automatically get pushed out to buses via cellular data connections each night, and they can be pushed to vehicles immediately in case of emergency.

Risks

- System that rely on recorded human voices cannot nimbly adjust to changes in service.
- The workload associated with manually uploading new recordings via a USB or other cable connection in the bus depot is a distraction from core operations.
- Voice recorded systems can't support immediate deployment of emergency messages.

Installation: Who is installing your AVA system and what is their experience level?

Benefits

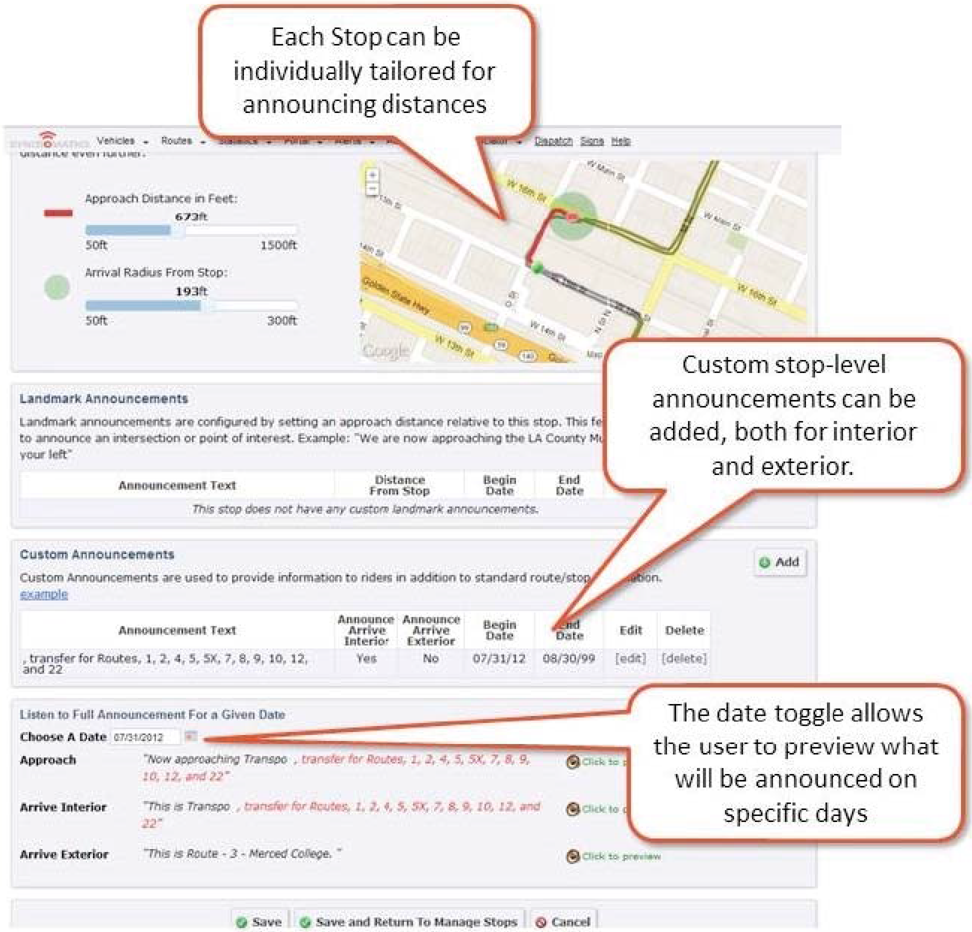
- AVA is the most complicated product to install among the components of the Syncromatics offering. Our on-staff field engineers have experience with OEMs, speaker systems, PA control units, gooseneck and handheld mics, audio cabling, etc. Experience matters the most here.

Risks

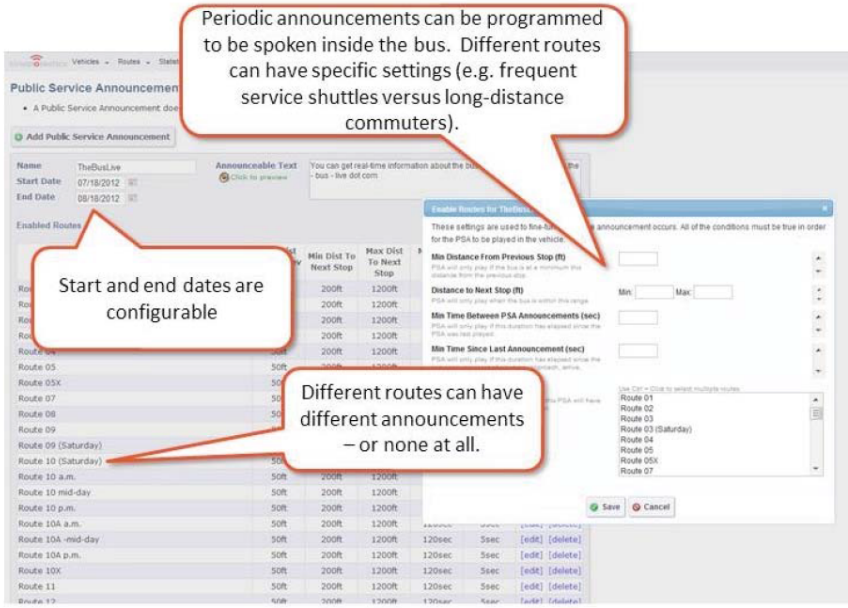
- If you have inexperienced personnel installing AVA, you may disable the bus's PA system inadvertently or permanently damage existing audio functionality, and this often won't be discovered until after the bus is back in service and installation technicians have left the site.

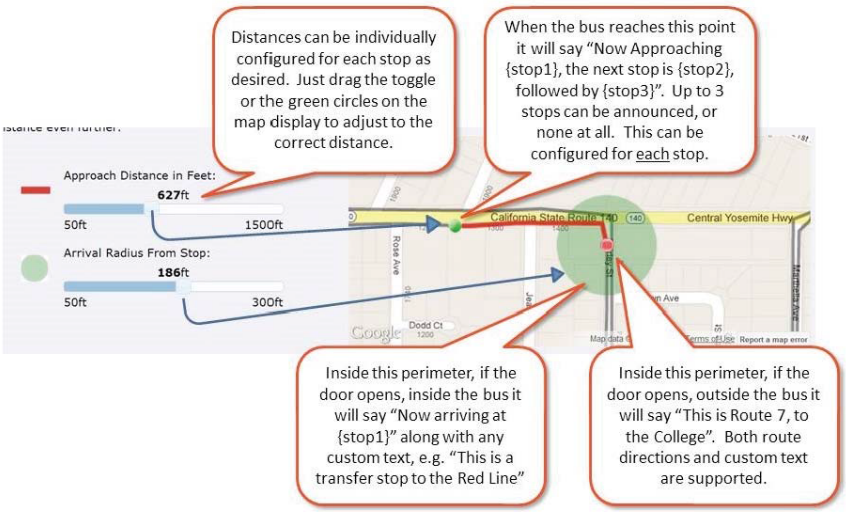
Web Based Annunciator Control Panel

Stop level announcements can be controlled in a variety of ways as described below. Modifications to settings made on the web will be automatically updated on the bus the next time it powers off and on again. Or, you can push out updates on an emergency basis immediately.



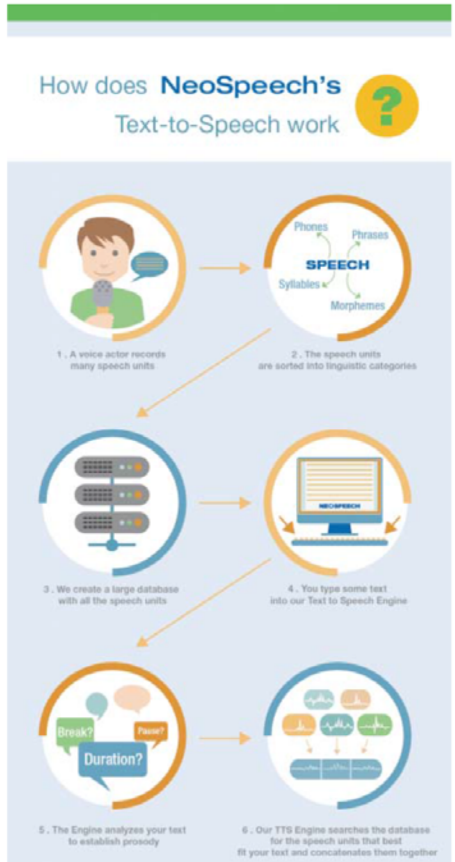
Route level announcements enable quick modification to all of the stops and buses along a given route. There is no need to modify each individual stop – a single change can be pushed out to the entire route at once.





Text to Speech Software Engine

Syncromatics AVAS product relies on industry leading text to speech technology to accurately and reliably render your text announcements into natural sounding speech on the bus. This underlying technology is provided via license by NeoSpeech, the industry leader in text to speech processing.



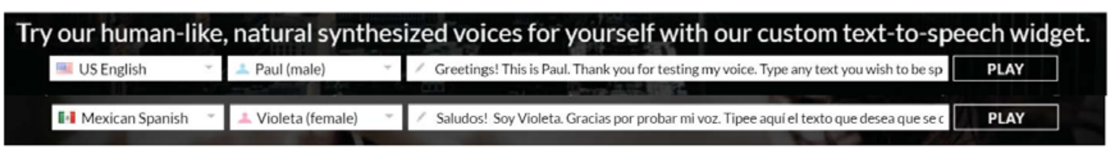
NeoSpeech was founded over a decade ago by two PhD speech engineers—one from Stanford University and the other from Carnegie Mellon University—who were dissatisfied with the poor quality in speech synthesizers. Seeing no other alternatives, they created NeoSpeech as the standard for natural sounding, articulate voices that rival human speech.

While many text-to-speech applications suffer from poor quality announcements that sound very robotic and disengaged, the NeoSpeech platform provides for highly naturalistic speech quality. NeoSpeech uses a process called Unit Selection Synthesis (USS). The process starts on both ends— voice database building language text processing —that meets in the middle to produce speech. But for purposes of understanding, we're going to break down into a simple 6 step process to show you how we create such high quality speech.

Today, NeoSpeech is a leading text-to-speech technology company based in Santa Clara, California with more than 1,000 enterprise customers spanning over a range of industries—telecommunications, education, announcement systems, etc.—and applications—desktop, server, and embedded.

NeoSpeech provides natural sounding voices in a variety of languages, including English and Spanish, both of which will be provided for this project.

Take the text to speech quality for a test drive at www.neospeech.com -- a screenshot of the custom test widget is below.



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Item #8E

April 6, 2018

MEMO TO: **VENTURA COUNTY TRANSPORTATION COMMISSION**

FROM: **PETER DE HAAN, PROGRAMMING DIRECTOR**

SUBJECT: **SECTION 5310 FUNDED VAN PURCHASE FOR THE ARC OF VENTURA COUNTY**

RECOMMENDATION:

- Approve agreement with the Arc of Ventura County to provide a paratransit van using $36,000 of Federal Transit Administration (FTA) Section 5310 funds with match provided by the Arc.
- Authorize Executive Director to place order with A-Z Bus Sales to purchase, on behalf of the Arc, a D Braun Entervan low-floor paratransit vehicle through the California Association for Community Transportation (CalACT) purchasing schedule, at a total cost of $48,509.27, contingent the receipt of $10,509.27 in match from the Arc.
- Amend Transit Grant Administration Budget to add $10,600 in Private Revenues; to reduce Pass Through Expenditures by $36,000; and to add Equipment Expenditures of $48,600.

BACKGROUND:

The FTA Section 5310 program funds eligible projects that provide transportation targeted to serve seniors and persons with disabilities. The Moving Ahead for Progress in the 21st Century (MAP-21) Act revised this program to provide for direct apportionments to large urbanized areas. In 2013, in its first action to select Section 5310 projects to fund from the newly-constituted Oxnard/Ventura and Thousand Oaks/Moorpark urbanized areas apportionments, VCTC approved a list of projects including $36,000 for a replacement van for the Arc of Ventura County, a non-profit organization which provides services to persons with developmental disabilities. Since VCTC is now the Designated Recipient for the Section 5310 apportionments, it has the option of administering the vehicle purchase on behalf of the applicant, through the bid schedule managed by the California Association for Commuter Transportation (CalACT), of which VCTC is a dues-paying member.

DISCUSSION:

The Arc has obtained quotes from A-Z Bus Sales and Creative Bus Sales, both for vehicles on the CalACT procurement schedule. Based on this information provided in the quotes, the Arc selected A-Z Bus Sales on the grounds that it had the lowest price for the features the Arc required. Under the terms of the agreement with VCTC, the Arc will pay VCTC the local match share and VCTC will then order the vehicle on the Arc's behalf, obtaining reimbursement of the federal share from FTA under through VCTC's Grant Administration Pass Through budget. The Arc will be the registered owner of the vehicle and VCTC will be the lienholder until the vehicle reaches the end of its useful life as defined by FTA.

ATTACHMENT

COOPERATIVE AGREEMENT

BETWEEN

VENTURA COUNTY TRANSPORTATION COMMISSION

AND

THE ARC OF VENTURA COUNTY

THIS AGREEMENT is entered into on this 6th day of April 2018 ("Effective Date") between Ventura County Transportation Commission (hereinafter referred to as VCTC) and the Arc of Ventura County (hereinafter referred to as RECIPIENT) regarding the provision of a vehicle funded in part by the Federal Transit Administration (FTA) for transportation service of the RECIPIENT.

WHEREAS Chapter 53 of Title 49, United States Code, as amended, authorizes the Secretary of Transportation to apportion funds for public transportation projects for planning, capital, and operating assistance purposes; and,

WHEREAS, VCTC serves as the administrator of federal funds apportioned by FTA to Ventura County; and,

WHEREAS, VCTC authorized VCTC staff to apply for FTA funds on behalf of transportation providers including RECIPIENT, with the provision that the local match funds be provided by RECIPIENT; and

WHEREAS, it is the intention of VCTC to enter into this Cooperative Agreement with the RECIPIENT for the purchase of a vehicle as described in the attached Scope of Work (VEHICLE).

NOW THEREFORE THE PARTIES DO AGREE AS FOLLOWS:

I. FUNDING/PROGRAM MANAGEMENT

1. Assignments of Participants: VCTC hereby agrees to purchase the VEHICLE on behalf of RECIPIENT, and provide $36,000 in FTA Section 5310 funds towards its cost. Prior to VCTC placing the order for the VEHICLE, RECIPIENT will pay VCTC $10,509.27, towards the purchase price, for a total cost of $46,509.27.

2. Scope of Services:

a. Grant Administration: VCTC agrees to carry out the administrative requirements necessary to reserve, apply for and receive FTA funds.

b. Use of VEHICLE: RECIPIENT shall operate the VEHICLE in its transportation service targeted towards persons with disabilities. Should the vehicle be removed from service, RECIPIENT shall return the VEHICLE to VCTC or another agency that VCTC shall designate, or shall reimburse VCTC for federal share of the depreciated value of the VEHICLE based on a straight-line depreciation from $36,000 of the useful life defined as 5 years in service or 150,000 miles whichever occurs first (hereinafter "useful life of the VEHICLE").

3. Duration of Agreement: The term of this Agreement shall commence upon the Effective Date, and shall continue until the VEHICLE purchased with the funds has reached the end of the useful life of the VEHICLE, except the language in Section III-1 regarding disposal of the VEHICLE with proceeds of over $5,000 shall remain in effect until the VEHICLE is sold.

4. Amendments to the Agreement: The provisions of this Agreement may be amended upon written acceptance and ratification of any such amendment by both VCTC and RECIPIENT.

5. Method of Payment: Subsequent to the Effective Date, RECIPIENT shall pay VCTC $10,509.27. Upon receipt of these funds, VCTC shall purchase the VEHICLE on behalf of RECIPIENT through the California Association for Commuter Transportation purchasing program, and shall arrange for the delivery of the VEHICLE to the RECIPIENT. VCTC shall receive the FTA funds directly from FTA and apply those funds to the cost of the VEHICLE.

II. FEDERAL REQUIREMENTS

RECIPIENT shall note that the following provisions apply to grants-in-aid from the United States Department of Transportation (US DOT), and RECIPIENT must take all necessary action to ensure their compliance as though they were the grantee directly.

1. Equal Employment Opportunity: During the performance of this Agreement the RECIPIENT agrees as follows: RECIPIENT shall not discriminate against any employee or applicant for employment on the basis of race, color, religion, political belief, marital status, age, national origin, sex, or handicap. RECIPIENT shall take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, marital status, religion, political belief, age, national origin, sex, or any handicap not limiting the ability of the person to perform the job contemplated. Such action shall include but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment, or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection of training, including apprenticeship. Such shall be in compliance with Executive Order 11246 amended by Executive Order 11375 and as supplemented in United States Department of Labor regulations (41 CFR, Part 60). RECIPIENT agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of the Equal Opportunity Clause.

2. Audit and Inspection: RECIPIENT shall permit, and shall require that its contractors permit, the authorized representatives of VCTC, the US DOT and the Controller General of the United States to inspect and audit all data and records of RECIPIENT relating to its performance under this Agreement, as required in FTA Circular 9030.1C, Chapter VI, Application Instruction, Section 9(d), Oversight.

   RECIPIENT also agrees, and shall require that its contractor(s) agree, to maintain all required records relating to this project for at least three (3) years after the VEHICLE purchased under this agreement has reached the end of the useful life of the VEHICLE.

3. Title VI of the Civil Rights Act of 1964

   During the performance of this Agreement, RECIPIENT, for itself its assignees and successors in interest agrees as follows:

   a. Compliance with Regulations: RECIPIENT shall comply with the Regulations relative to nondiscrimination in federally-assisted programs of the US DOT Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this Agreement.

   b. Nondiscrimination: RECIPIENT with regard to the use of the VEHICLE, shall not discriminate on the grounds of race, color or national origin in the selection and retention of contractors, including procurement of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by Section 21.56 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulation.

c. Solicitation for Subcontractors, Including Procurement of Materials and Equipment: In all solicitations related to the use of the VEHICLE either by competitive bidding or negotiation made by RECIPIENT for work to be performed under a contract, including procurement of materials or leases of equipment, each potential contractor or supplier shall be notified by RECIPIENT of the contractor's obligations under this contract and regulations relative to non-discrimination on the grounds of race, color or national origin.

d. Information and Reports: RECIPIENT shall require that subcontractor provide all information and reports required by the Regulations or directives issued pursuant thereto, and permit access to its books, record, accounts, other sources of information, and its facilities as may be determined by FTA to be pertinent to ascertain compliance with such regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information, the contractor shall so certify to VCTC or FTA as appropriate, and shall set forth what efforts it has made to obtain the information.

e. Sanctions for Noncompliance: In the event of the contractor's noncompliance with nondiscrimination provisions of this contract, VCTC shall impose contract sanctions as it or the FTA may determine to be appropriate, including, but not limited to cancellation, termination, or suspension of the contract, in whole or in part.

f. Incorporation of Provisions: RECIPIENT shall include the provisions of paragraphs "a" through "e" of this section 3 of Part II in every contract funded through this Agreement, including procurement of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto. RECIPIENT shall take such reasonable action with respect to any contract or procurement as VCTC or FTA may direct as a means of enforcing such provisions including sanctions for noncompliance; provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, RECIPIENT may request VCTC, and in addition, RECIPIENT may request the United States to enter into such litigation to protect the interest of the United States.

4. Rolling Stock Requirements: RECIPIENT shall maintain VEHICLE purchased with FTA funds in conformance with FTA rolling stock guidelines outlined in FTA Circular 9030 and further detailed in FTA Circular 5010, as incorporated herein by this reference, including the development and utilization of a vehicle maintenance plan, minimum insurance requirements, maintaining a written log of all maintenance work, as well as additional requirements. VCTC and FTA shall have the right to conduct periodic inspections for the purpose of confirming proper maintenance.

5. Quarterly Reporting: RECIPIENT shall submit a quarterly report of its use of the VEHICLE within thirty (30) calendar days after the close of each quarter. The report shall contain information requested by VCTC to indicate the extent to which RECIPIENT is utilizing the VEHICLE for service targeted to persons with disabilities.

III. MISCELLANEOUS PROVISIONS

1. Legal Title to VEHICLE, Inventory and Disposition

RECIPIENT shall become and remain the registered, legal owner of VEHICLE purchased with FTA funds. VCTC shall hold the title to the VEHICLE as the lienholder, and shall transfer title to RECIPIENT upon the VEHICLE reaching the end of the useful life of the VEHICLE. VCTC will have no liability or responsibility for the VEHICLE either for its use, operation or maintenance. RECIPIENT shall participate in VCTC's biennial inventory of equipment as required by FTA. Should a VEHICLE be lost or damaged by fire, casualty, or natural disaster, the fair market value shall be calculated based on the condition of the VEHICLE immediately before the fire, casualty, or natural disaster, irrespective of the extent of insurance coverage, and the amount resulting from the calculation shall be provided by RECIPIENT to the cost of replacing the lost or damaged VEHICLE. If a VEHICLE is sold for more than $5,000 subsequent to reaching end of the useful life of the VEHICLE, RECIPIENT shall remit to VCTC a proportional share of the VEHICLE's sale price based on the original FTA share of the VEHICLE's purchase price.

2. <u>Insurance</u>

A. LIABILITY INSURANCE

Before beginning any operation of the VEHICLE purchased pursuant to this Agreement, RECIPIENT, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the operation of the VEHICLE provided hereunder by the RECIPIENT and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, RECIPIENT shall provide proof satisfactory to VCTC of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects, and that such insurance is in effect prior to taking delivery of the VEHICLE. RECIPIENT shall maintain the insurance policies required by this section throughout the term of this Agreement. RECIPIENT shall not allow any subcontractor to commence work on any subcontract funded through this agreement until RECIPIENT has obtained all insurance required herein for the subcontractor(s). RECIPIENT shall maintain all required insurance listed herein for the duration of this Agreement.

B. **COMMERICAL GENERAL AND AUTOMOBILE LIABILITY INSURANCE**

<u>General requirements.</u> RECIPIENT, at its own cost and expense, shall maintain commercial general and automobile liability insurance for the term of this Agreement in an amount not less than two million dollars ($2,000,000) per occurrence, combined single limit coverage for risks associated with the activities contemplated by this Agreement. If a Commercial General Liability (CGL) Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the activities contemplated under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including the use of owned and non-owned automobiles.

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

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

a. The Insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.

b. Any failure of RECIPIENT to comply with reporting provisions of the policy shall not affect coverage provided to VCTC and its officers, employees, agents, and volunteers.

Additional Insured Status VCTC, its officers, officials, employees, and volunteers are to be covered as additional insureds on the auto policy with respect to liability arising out of VEHICLE purchased under this agreement; and on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of RECIPIENT including materials, parts, or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the RECIPIENT's insurance (at least as broad as ISO Form CG 20 10, 11 85 or both CG 20 10 and CG 23 37 forms if later revisions used).

C. AUTOMOBILE COLLISION INSURANCE

RECIPIENT will provide collision coverage for partial and total repair/replacement for the VEHICLE, as per FTA requirements set forth in FTA Circular 5010. This shall be noted by the equipment inventory/ management certification which must be filed with VCTC at least once every two years.

D. ALL POLICIES REQUIREMENTS

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

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

Notice of Reduction in or Cancellation of Coverage. A certified endorsement shall be attached to all insurance obtained pursuant to this Agreement stating that coverage shall not be suspended, voided, canceled by either party, or reduced in coverage or in limits, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to VCTC. In the event that any coverage required by this section is reduced, limited, cancelled, or materially affected in any other manner, RECIPIENT shall provide written notice to VCTC at RECIPIENT's earliest possible opportunity and in no case later than ten (10) working days after RECIPIENT is notified of the change in coverage.

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

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

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

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

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

Wasting Policy. No insurance policy required by Section 4 shall include a "wasting" policy limit.

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

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

Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;

Order RECIPIENT to stop work under this Agreement or withhold any payment that becomes due to RECIPIENT hereunder, or both stop work and withhold any payment, until RECIPIENT demonstrates compliance with the requirements hereof; and/or terminate this Agreement.

3. Indemnification

To the fullest extent permitted by law, RECIPIENT shall defend, indemnify and hold harmless the Ventura County Transportation Commission, from all liability costs, damages, or expenses, including attorneys' fees arising out of or incurred in connection with the RECIPIENT and its employees'/agents' and subcontractors' acts or omissions arising out of the acquisition and operation of the VEHICLE and/or the performance of the activities contemplated pursuant to this Agreement, and agrees at its own cost, expense and risk to defend any and all resulting actions, suits, or other legal proceedings brought or instituted against VCTC arising out of the RECIPIENT's acquisition and operation of the VEHICLE and/or performance of any of the activities contemplated under this Agreement, and to pay and satisfy any resulting judgments, claims, damages and costs.

THE ARC OF VENTURA COUNTY

____

VENTURA COUNTY TRANSPORTATION COMMISSION

____
Linda Parks
Chair

Approved as to Content:

____
Darren M. Kettle
Executive Director

APPROVED AS TO FORM:

____
Steven T. Mattas
General Counsel

MBTA CalACT Cooperative RFP 15-03

Revision 1.4 DMV, Date and Sales Tax

A-Z Bus Sales, Inc.

Customer:	ARC of Ventura County			Quote Date	12/15/2016
Address:	5103 Walker Street	County:	Ventura	Expires	4/28/2018
City	Ventura	Zip Code:	93003		
Contact:	Patty Schulz	Office Phone:	805-650-8611 x1050	DSI Account:	
Email Address:	Patty Schulz	Cell Phone:		Fax Number	
Sales Representative	Kelly Mills	Type	D Braun Entervan		

QTY	Option Description			Contract Price	
Braun Entervan, Type D, Gasoline					
1	Gas - Low Floor Minivan	Braun	Dodge Grand Caravan, 121" WB		
			Sub-Total Base Unit		42,379.00
PUBLISHED OPTIONS					
1	Freedman Rear Seat			975.00	975.00
1	Documentation Charge			80.00	80.00
1	DMV / State Fees			8.75	8.75
			Sub-Total Published Options		1,063.75
NON PUBLISHED OPTIONS					
			Sub-Total Non-Published Options		-

SUMMARY

SPECIFICATION SUMMARY

Model Year	2017	Make:	Braun	Wheelchair Ramp Model:	Braun
Type:	D Gasoline	Chassis:	Dodge Grand Caravan	Wheelchair Ramp Location	Curbside
Passenger Capacity:	5 / 3+1	Wheelbase:	121"	Number of Tie Downs:	1
Seat Fabric:	Level 4 Docket 90 Vinyl	Engine:	3.6L V6	Alternator:	OEM
Air Conditioning System:	OEM	GVWR:	6,050#	Tie Down Type	Q'Straint 360
Exterior Color/Graphics:	White only	Body Length:	17'	Estimated Delivery:	60 Days ARO

All the Best from A-Z BUS SALES, INC.

MBTA CalACT Cooperative RFP 15-03

Revision 1.4 DMV, Date and Sales Tax

Customer:	ARC of Ventura County			Quote Date	12/15/2016
Address:	5103 Walker Street	County:	Ventura	Expires	4/28/2018
City	Ventura	Zip Code:	93003		
Contact:	Patty Schulz	Office Phone:	805-650-8611 x1050	DSI Account:	
Email Address:	Patty Schulz	Cell Phone:		Fax Number	
Sales Representative	Kelly Mills	Type	D Braun Entervan		

QTY Option Description — Contract Price

SUMMARY STANDARD BID FEATURES & EQUIPMENT

- Dodge RT Grand Caravan Chassis
- ADA, FMVSS and CMVSS Compliant
- Meets Altoona testing requirements
- CARB Approved
- 7 passenger vehicle with optional 2 passenger foldaway
- Lowered floor from firewall to rear axle
- 61" floor to ceiling at center of van
- Manual swing ramp providing 30" usable width
- Multiple Wheelchair securement locations
- One belt system for Wheelchair securement
- Manual Driver and Passenger side sliding door (providing 56-1/4" vertical opening - ADA Compliant)
- Passenger door provides 31-1/2" width
- Step and Roll front seats
- Step and Roll front seats
- Roll and Tumble third row seating
- Front passenger floor tracks for wheelchair securement, w/ 60" floor to ceiling height
- Stylized lower body panels w/ integrated steps
- Vinyl flooring w/ 3/8" marine grade plywood underlayment
- ADA Compliant interlock
- ADA Compliant ramp and door entrance lighting
- Priorty seat decal
- Wheelchair securement location decals
- 3 passenger bench seat at rear w/ folding footrest (optional Freedman double seat)
- Auxiliary wiring harnesses include fused circuits
- Emergency rear hatch release
- Easy maintenance interior trim package
- 20 gallon OEM fuel tank

CONTRACT PRICING SUMMARY

Base Unit as Specified	42,379.00	
Published Options	1,063.75	
Non-Published Options	-	
Sub-total per Unit	43,442.75	
ADA Portion that is non taxable	17,354.00	
Taxable Amount (subtotal less non taxable)	26,088.75	
Sales Tax	2,021.88	7.750% Ventura
Estimated DMV Fees	393.00	
CalACT MBTA fee of 1.5% of subtotal	651.64	
Delivery (first 100 miles free)		
Grand Total, Each	46,509.27	
Qty	1	
Grand Total	$ 46,509.27	

Signature

Print Name

Signature — Date

Print Name

COMPANY/AGENCY

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Item #8F

April 6, 2018

MEMO TO: **VENTURA COUNTY TRANSPORTATION COMMISSION**

FROM: **SALLY DEGEORGE, FINANCE DIRECTOR**

SUBJECT: **TRANSPORTATION DEVELOPMENT ACT (TDA) AUDITS FOR FISCAL YEAR 2016/2017**

RECOMMENDATION:

- Receive and file the Transportation Development Act (TDA) Audits for Fiscal Year 2016/2017.

BACKGROUND:

The Ventura County Transportation Commission (VCTC) is the Regional Transportation Planning Agency (RTPA) for Ventura County. As the RTPA, the Commission is responsible for authorizing Transportation Development Act (TDA) funding to local agencies. The Commission is also responsible for ensuring that an annual fiscal audit is conducted for all TDA claimants and Proposition 1B Public Transportation, Modernization, Improvement, and Service Enhancement Account (PTMISEA) and Low Carbon Transit Operation Program (LCTOP) recipients to ensure program compliance. State law requires that the TDA and Proposition 1B PTMISEA and LCTOP fiscal audits be submitted to the State Controller's Office and the Regional Transportation Planning Agency within six months of the close of each fiscal year (unless an extension is granted not to exceed 90-days).

DISCUSSION:

In July 2014, the Commission contracted with Conrad, LLP to perform the TDA, Proposition 1B and LCTOP audits for all TDA claimants except the Gold Coast Transit District (GCTD) who has its TDA audit performed in conjunction with its CAFR by the Pun Group. Conrad performed 37 audits for Fiscal Year 2016/2017. Gold Coast Transit District had six audits.

All audits received a "clean" audit opinion and "the financial statements were presented fairly in all material respects." Three transit systems (Ojai, Valley Express and Simi Valley) were out of compliance with their farebox requirements and Fiscal Year 2016/2017 was deemed a grace year for all three agencies. If the transit systems do not meet farebox requirements in Fiscal Year 2017/2018, they will be subject to TDA penalties as required by TDA regulations.

The audits were completed and filed on-time with the State Controller's Office. Extensions were granted to several agencies: City of Simi Valley (All audits), City of Ojai (Articles 3), City of Thousand Oaks (Article 4 and ECTA) and Gold Coast Transit District (Article 4 sub recipient audits). The audits that received extensions were filed within the granted extension.

The following TDA, Proposition 1B and LCTOP audits are separate attachments to the agenda:

City of Camarillo – Article 3 and Article 8a
City of Fillmore - Article 3, Article 8a and Article 8c
City of Moorpark - Article 3, Article 8a, Article 8c, and Proposition 1B
City of Ojai - Article 3, Article 8c, and Proposition 1B
City of Oxnard - Article 3, Article 8a and Article 8c
City of Port Hueneme - Article 3
City of San Buenaventura - Article 3
City of Santa Paula - Article 3, Article 8a and Article 8c
City of Simi Valley - Article 3, Article 4 and Proposition 1B
City of Thousand Oaks - Article 3, Article 4, Article 8a, ECTA, and Proposition 1B
County of Ventura – Article 3
VCTC - Article 3, Article 6.5, Proposition 1B, LCTOP, Valley Express, VCTC Intercity and VCTC STA Transfer
Gold Coast Transit District – Article 4/Proposition 1B and five member agency (Ojai, Oxnard, Port Hueneme, San Buenaventura and Ventura County) audits

These reports are available upon request from VCTC, the local agency or can be found on the Commission's website at www.goventura.org as agenda attachments.

Item #9

APRIL 6, 2018

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: DARREN KETTLE, EXECUTIVE DIRECTOR
SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: FISCAL YEAR 2018/2019 DRAFT BUDGET – PUBLIC HEARING

RECOMMENDATION:

- Conduct Public Hearing to receive testimony on the Draft Fiscal Year 2018/2019 Budget.
- Receive the Fiscal Year 2018/2019 Draft Budget.

DISCUSSION

The Draft Fiscal Year 2018/2019 Budget is divided into two main sections: the Main Budget and the Program Task Budgets. The Main Budget contains the 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 Draft Budget is in many ways a "continuation" budget for the majority of VCTC programs and projects. However, after reviewing VCTC's accounting and financial reporting including its measurement focus and basis of accounting and researching industry practice, Governmental Accounting Standards Boards (GASB) 34, and other related pronouncements, the budget now includes an additional Special Revenue fund. VCTC management determined that VCTC should present the activities of the Santa Paula Branch Line as a Special Revenue fund based on the research and in an effort to provide more transparency of the activities on the branch line.

At $70,326,965, the Fiscal Year 2018/2019 Draft Budget is $1,888,598 or 2.8% higher than Fiscal Year 2017/2018. This budget, while balanced, invests little in the future due to funding restrictions. The proposed budget contains six programs consisting of the Transit and Transportation program at $20,089,400, the Highway program at $5,373,200, the Rail program at $10,023,683, the Commuter Assistance program at $539,800, the Planning and Programming program at $33,180,182 and the General Government program at $1,120,700. The Fiscal Year 2018/2019 Draft Budget is a balanced budget with an estimated ending fund balance of $10,744,489.

Personnel costs for Fiscal Year 2018/2019 are budgeted at $3,074,300 or 4.4% of the budget, which is an increase of $7,900 from the previous fiscal year. The increase is largely due to increases in wages and associated taxes. This budget currently contains one vacant position that is fully burdened until the actual costs are known. The wage cost of $2,086,200 includes approximately a $35,500 pool for merit increases for employees not at the top of their range and a $49,000 placeholder for other compensation considerations. Benefits account for 1.4% of the Draft Budget. Further information about personnel can be found within the Personnel Section of the budget.

Below are some of the major changes in the Draft Fiscal Year 2018/2019 budget as compared to last fiscal year. Additional details of these major changes, as well as smaller changes to all budgets, can be found within the individual budget tasks. The major changes that occurred from last fiscal year include:

- The Fare Collection/APC Systems and Transit Stop Enhancement budgets were combined into a new Regional Transit Technology budget. This combined budget decreased by $2,709,950 as most of the CAD/AVL equipment needs were purchased in Fiscal Year 2017/2018.
- The Transit Grant Administration budget decreased by $2,832,600 as pass-through projects were completed, but it is expected to increase with the final budget when new pass-through funds to local agencies are included.
- The Valley Express budget decreased by $184,100 due to changes in service and the completion of the purchase of the farebox equipment
- The VCTC Intercity Service budget increased by $3,716,000 due to the anticipated purchase of 3 buses and increased operator costs
- The Callbox System budget decreased by $228,600 for the partial completion of the ADA upgrades and lower contract costs.
- The Highway Project Management budget increased by $3,990,800 as the U.S. 101 PAED study begins.
- The Metrolink Commuter Rail budget increased by $3,985,651 largely due to the capital rehabilitation projects funded by SB1/State of Good Repair funds and increased operating costs.
- The Santa Paula Branch Line budget decreased by $271,752 largely due to a reduction in legal, staffing and unanticipated repairs.
- The Regional Transit Information budget increased by $17,400 for additional costs associated with staffing needs.
- The Rideshare Program budget decreased by $169,000 due to lower staff costs associated with outsourcing some of the ridesharing tasks.
- The Regional Transit Planning budget decreased by $43,800 largely due to the completion of consultant studies.
- The Regional Transportation Planning budget increased by $39,200 for new studies and an increase in staffing.
- The Transportation Development Act budget increased $612,550 due to increased pass-through funds to local agencies.
- The Community Outreach and Marketing budget increased by $64,500 due to additional events and increased consultant and staffing costs.
- The Management and Administration budget increased by $27,400 for staffing costs as well as additional hardware/software needs.
- The VCTC Office Building budget was removed from the budget as the Camarillo building is no longer being pursued.

The estimated ending Fiscal Year 2018/2019 fund balance (after contingency set aside) is expected to be $13.9 million. The Commission's available General Fund balance is estimated at $37,000. The other funds are restricted and the estimated fund balance are $36,000 for the Local Transportation Fund, $10.7 million for the State Transit Assistance fund, $3 million for the Service Authority for Freeway Emergencies fund and a zero balance for the Santa Paula Branch Line, VCTC Intercity Services and Valley Express funds.

It is important to note a few reasons the STA fund balance is at $10 million. First, the STA fund balance is used for on-going cash flow needs when State and Federal grants are delayed. Also, the STA fund balance includes the $3 million for the Camarillo office building that was not used and, thus, remains in the STA fund balance. Finally, $1.5 million of the new STA/SB 1 funds are placed in reserve pending the unknown outcome of a potential ballot measure to repeal SB 1. SB 1 allows VCTC to continue its current level of bus and Metroloink operations; however, if SB 1 is repealed, the reserve will allow VCTC the ability to smoothly transition to a lower level of service because of lack of funding.

The Draft Budget is a "work-in-progress" for VCTC as tasks are fine-tuned. Staff will update the final budget with input received from the Commission and new information as it becomes available from local partners such as Metrolink and funding information from the State and Federal governments.

As required by the VCTC Administrative Code, the proposed Draft Fiscal Year 2018/2019 budget was submitted to the Finance Committee for review. Chair Parks, Vice-Chair Minjares, and Past-Chair MacDonald discussed the details of the Draft Budget at the March 28th Finance Committee meeting and recommended forwarding the Draft Budget to the full Commission as presented for review and a public hearing.

As required by the Administrative Code, a public hearing will be held at the April meeting. The final budget is scheduled for adoption at the Commission's June 2018 meeting, at which time a second public hearing will be held pursuant to the VCTC Administrative Code.

The proposed Draft Fiscal Year 2018/2019 Budget is a balanced budget and is a separate attachment to the agenda. A copy of the Draft Fiscal Year 2018/2019 budget is available on the VCTC website at www.goventura.org.

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Item #10

April 6, 2018

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: LEGISLATIVE UPDATE & POSITIONS ON BILLS

RECOMMENDATION:

- Adopt "Support" position on Proposition 69, to constitutionally ensure that any funds collected under SB 1 can only be spent on transportation.
- Adopt "Support" position on AB 1905 (Grayson), to streamline the California Environmental Quality Act (CEQA) as it applies to transportation projects that are in a regionally-adopted Sustainable Communities Strategy (SCS).
- Adopt "Support" position on SB 1119 (Newman), to clarify the requirements under the Low Carbon Transit Operations Program (LCTOP) for service to disadvantaged communities.

DISCUSSION

Federal Issues

President Trump has nominated former Member of Congress Thelma Drake of Virginia as Administrator of the Federal Transit Administration. Ms. Drake has significant experience in transit management, having served as Director of the Virginia Department of Rail and Public Transportation, and has held other transit positions as well. The position required Senate confirmation.

Lawmakers in a recent meeting with President Trump to discuss the Administration's infrastructure plan reported that the President endorsed the idea of a 25 cent-per-gallon increase in the federal gas tax to pay for infrastructure. However, the Administration has not publically supported a fuel tax increase.

On March 23rd Congress passed and the President signed the full Fiscal Year 2017/18 budget through an omnibus appropriation bill. The bill adds General Fund resources to significantly increase transportation spending above both the 2016/17 amount and above the amount authorized in the Fixing America's Surface Transportation (FAST) authorizing act. These increases include a $1.2 billion increase over authorized amount for transit, a $2.5 billion increase over the authorized amount for highways, a $1 billion increase from last year for the Transforming Investment Generating Economic Recovery (TIGER) discretionary grant program, and a $0.45 billion increase from last year for Amtrak. Much of the increase will go through formula programs so staff expects to learn in the coming weeks to what degree VCTC's apportionments have increased above what had been previously assumed.

State Issues

Attachment A is the monthly report of Delaney Hunter, the Commission's state lobbyist. The report includes an update on transportation-related bills in currently in the Legislature.

Attachment B provides an analysis of Proposition 69, which was ACA 5 (Frazier), passed by the Legislature at the same time that is passed SB 1. This ballot measure provides constitutional protection to ensure that the new transportation funds can only be spent on transportation. A similar measure, Proposition 22, protects the existing transportation funds, and VCTC supported that measure when it was on the ballot in 2010. Staff recommends that the Commission support Proposition 69.

Attachment C is an analysis of AB 1905 (Grayson). This bill would limit the ability under CEQA for a project to be delayed if that project reduces greenhouse gas emissions and is included in a regionally-adopted Sustainable Communities Strategy. Staff recommends the Commission support this bill as it could help reduce project delivery delay for projects that are part of the SCAG Regional Transportation Program / SCS.

Attachment D analysis SB 1119 (Newman), which simplifies requirements for the LCTOP with regard to the set-aside for Disadvantaged Communities. Current law requires that half of a county's LCTOP apportionment be spent to benefit Disadvantaged Communities as defined by the California Environmental Protection Agency based on criteria considering income and environmental factors. The current Disadvantaged Communities identified by the state for Ventura County are shown in Attachment E, and include downtown, southern, eastern, and western Oxnard, and downtown and western Ventura. The related requirements have the effect of restricting the ability to use the funds for student pass users who do not reside in the designated zones, thus inhibiting establishment of such programs countywide. In fact, under existing law the free college pass program recommended for LCTOP funds in this agenda will require significant tracking to ensure that the required amount of expenditures are used for students who live in the designated areas. SB 1119 would provide for all students to have equal eligibility for the program, thus greatly simplifying the tracking of this program.

Attachment F is a matrix providing the status of the two bills to be tracked by VCTC.

ATTACHMENT A

CALIFORNIA ADVISORS, LLC

VENTURA COUNTY TRANSPORTATION COMMISSION

MONTHLY STATE ADVOCACY REPORT

MARCH 2018

General Sacramento Update

Senator Toni Atkins (D-San Diego) was sworn in as the new Senate President Pro Tempore on Wednesday, March 21st. As reported earlier, it is expected that various committee chairmanships will change though it appears that Senator Jim Beall (D-San Jose) will remain as Chair of the Senate Transportation and Housing Committee.

Policy committees will ramp up in the coming month with a committee deadline of April 27th.

Bills of Interest

Below is a list of VCTC tracked bills:

AB 1395 (Chu D) State highways: uniform financial plan.
Introduced: 2/17/2017
Status: 1/29/2018-Read third time. Passed. Ordered to the Senate. In Senate. Read first time. To Com. on RLS. for assignment.
Summary: Would require the Department of Transportation, on or before January 1, 2019, to develop a uniform financial plan to remediate debris to maintain and preserve the state highway and freeway systems. The bill would require the uniform financial plan to include recommendations that allow a municipality to carry out obligations specified in the plan with reimbursement provided by the state. By imposing new duties on local municipalities, the bill would impose a state-mandated local program.

AB 1756 (Brough R) Transportation funding.
Introduced: 1/4/2018
Status: 1/16/2018 – Referred to Committee on Transportation
Summary: Would repeal the Road Repair and Accountability Act of 2017. This bill contains other related provisions.

AB 1759 (McCarthy D) General plans: housing element: production report: withholding of transportation funds.
Introduced: 1/4/2018
Status: 2/12/2018-Referred to Committees on Transportation and Housing and Community Development
Summary: Would require the Department of Housing and Community Development, on or before June 30, 2022, and on or before June 30 every year thereafter and until June 30, 2051, to review each production report submitted by a city or county in accordance with the provisions as specified to determine whether that city or county has met the applicable minimum production goal for that reporting period. The bill would provide that, if the department determines that a city or county has met its

applicable minimum production goal for that reporting period, the department shall, no later than June 30 of that year, submit a certification of that result to the Controller.

AB 1866 (Fong R) Transportation funding.
Introduced: 1/12/2018
Status: 1/29/2018-Referred to Committee on Transportation
Summary: Would create the Traffic Relief and Road Improvement Program to address traffic congestion and deferred maintenance on the state highway system and the local street and road system. The bill would provide for the deposit of various existing sources of revenue in the Traffic Relief and Road Improvement Account, which the bill would create in the State Transportation Fund, including revenues attributable to the sales and use tax on motor vehicles, revenues attributable to automobile and motor vehicle insurance policies from the insurer gross premiums tax, revenues from certain diesel fuel sales and use taxes, revenues from certain vehicle registration fees, and certain miscellaneous State Highway Account revenues.

AB 1898 (Mathis R) State highways: property leases.
Introduced: 1/22/2018
Status: 3/20/2018-Referred to Committee on Transportation
Summary: Current law authorizes the Department of Transportation to lease certain property, including the area above or below a state highway, and certain property held for future highway purposes, to public agencies under specified terms and conditions, including specific provisions governing leases of airspace and other property in the City and County of San Francisco for purposes of an emergency shelter or feeding program. Current law also requires that a lease be offered on a right of first refusal by the department to the city and county or a political subdivision of the city and county and authorizes leases of property for park, recreational, or open-space purposes. This bill would similarly require the department to offer a lease on a right of first refusal basis of any airspace under a freeway, or real property acquired for highway purposes, located in a disadvantaged community, that is not excess property to the city or county in which the disadvantaged community is located for purposes of an emergency shelter or feeding program, or for park, recreational, or open-space purposes for a rental amount of $1 per month, subject to certain conditions.

AB 1905 (Grayson D) Environmental quality: judicial review: transportation projects
Introduced: 1/22/2018
Status: Set for hearing in Assembly Natural Resources Committee – April 9th
Summary: The California Environmental Quality Act 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. The act establishes a procedure by which a person may seek judicial review of the decision of the lead agency made pursuant to the act. This bill would, in an action or proceeding seeking judicial review under the California Environmental Quality Act, prohibit a court from staying or enjoining a transportation project that would reduce total vehicle miles traveled, that is included in a sustainable communities strategy, and for which an environmental impact report has been certified, unless the court makes specified findings.

AB 1969 (Salas D) Transportation funds: transit operators: fare revenues.
Introduced: 1/31/2018
Status: 3/20/2018-Referred to Committee on Transportation
Summary: Current law provides various sources of funding to public transit operators. Under the Mills-Alquist-Deddeh Act, also known as the Transportation Development Act, certain revenues are available, among other things, for allocation by the transportation planning agency to transit operators, subject to certain financial requirements for an operator to meet in order to be eligible to receive the moneys. Current law sets forth alternative ways an operator may qualify for funding. This bill would provide that it is the intent of the Legislature to enact legislation relating to the ratio of fare revenues to operating costs under the Transportation Development Act.

AB 2017 (Chiu D) Public employers: employee organizations.
Introduced: 2/5/2018
Status: 3/22/2018-Referred to Committee on Public Employees, Retirement, and Social Security
Summary: Current law prohibits a public employer, as defined, from deterring or discouraging public employees from becoming or remaining members of an employee organization. Under current law, a public employer is defined, for these purposes, to include counties, cities, districts, the state, schools, transit districts, the University of California, and the California State University, among others. Existing law grants the Public Employment Relations Board jurisdiction over violations of these provisions. This bill would include in the definition of "public employer" under these provisions those employers of excluded supervisory employees and judicial council employees.

AB 2034 (Kalra D) Human trafficking: notice.
Introduced: 2/6/2018
Status: 3/20/2018-From committee: Do pass and re-refer to Committee on Appropriations with recommendation: To Consent Calendar. (Ayes 10. Noes 0.) (March 20). Re-referred to Committee on Appropriations
Summary: Would require a business or other establishment that operates an intercity passenger rail, light rail, or bus station, on or before January 1, 2020, to train its new and existing employees who are likely to interact with, or to come into contact with, a victim of human trafficking or who are likely to receive a report from another employee about suspected human trafficking, in recognizing the signs of human trafficking and how to report those signs to the appropriate law enforcement agency, as specified.

AB 2061 (Frazier D) Near-zero-emission and zero-emission vehicles.
Introduced: 2/7/2018
Status: 3/20/2018- From committee: Do pass and re-refer to Committee on Appropriations with recommendation: To Consent Calendar. (Ayes 12. Noes 0.) (March 19). Re-referred to Committee on Appropriations
Summary: Current law sets specified limits on the total gross weight imposed on the highway by a vehicle with any group of 2 or more consecutive axles. This bill would authorize a near-zero-emission vehicle or a zero-emission vehicle, as defined, to exceed axle, tandem, gross, or bridge formula weight limits, up to a 2,000 pound maximum, by an amount equal to the difference between the weight of the vehicle attributable to the fueling system carried by that vehicle and the weight of a comparable diesel tank and fueling system.

AB 2062 (Maienschein R) State highways: landscaping.
Introduced: 2/7/2018
Status: 3/20/2018- Coauthors revised. From committee: Do pass and re-refer to Committee on Appropriations with recommendation: To Consent Calendar. (Ayes 13. Noes 0.) (March 19). Re-referred to Committee on Appropriations
Summary: Would require highway planting projects undertaken or approved by the Department of Transportation to include, when appropriate, California native wildflowers as an integral and permanent part of the planting design, with priority given to those species of wildflower that will help rebuild pollinator populations.

AB 2065 (Ting D) Local agencies: surplus land.
Introduced: 2/7/2018
Status: 2/22/2018-Referred to Committee on Local Government
Summary: Current law prescribes requirements for the disposal of surplus land by a local agency. Current law defines "local agency" for these purposes as every city, county, city and county, and district, including school districts of any kind or class, empowered to acquire and hold real property. This bill would expand the definition of "local agency" to include sewer, water, utility, and local and regional park districts, joint powers authorities, successor agencies to former redevelopment agencies, housing authorities, and other political subdivisions of this state and any instrumentality thereof that is empowered to acquire and hold real property, thereby requiring these entities to comply with these requirements for the disposal of surplus land.

AB 2127 (Ting D) electric vehicle infrastructure: assessment and roadmap.
Introduced: 2/8/2018
Status: 3/1/2018- Referred to Committees on Communications & Conveyance and Transportation
Summary: Would require the Energy Commission, in consultation with the State Air Resources Board and the PUC, to create a statewide assessment of electric vehicle charging infrastructure needed to support the levels of electric vehicle adoption needed for the state to reduce emissions of greenhouse gases to 40% below 1990 levels by 2030.

AB 2249 (Cooley D) Public contracts: local agencies: alternative procedure.
Introduced: 2/13/2018
Status: 3/1/2018- Referred to Committee on Local Government
Summary: Would authorize public projects of $60,000 or less to be performed by the employees of a public agency, authorize public projects of $200,000 or less to be let to contract by informal procedures, and require public projects of more than $200,000 to be let to contract by formal bidding procedures.

AB 2304 (Holden D) Transit pass programs: status report.
Introduced: 2/13/2018
Status: 3/19/2018- In committee: Hearing postponed by committee.
Summary: Current law declares that the fostering, continuance, and development of public transportation systems are a matter of statewide concern. Current law authorizes the Department of Transportation to administer various programs and allocates moneys for various public transportation purposes. This bill would require the department to submit a report to specified committees of the Legislature on or before January 1, 2022, on the status of transit pass programs statewide, as specified.

AB 2307 (Frazier D) High-speed rail.
Introduced: 2/13/2018
Status: 3/19/2018- Re-referred to Committee on Transportation
Summary: The California High-Speed Rail Act creates the High-Speed Rail Authority to develop and implement a high-speed rail system in the state, with specified powers and duties. Current law requires the authority to establish an independent peer review group for the purpose of reviewing the planning, engineering, financing, and other elements of the authority's plans and issuing an analysis of the appropriateness and accuracy of the authority's assumptions and an analysis of the viability of the authority's funding plan for each corridor. This bill would correct an inaccurate cross-reference and make a nonsubstantive change in these provisions

AB 2317 (Eggman D) Whistleblower protection: state and local independent contractors.
Introduced: 2/13/2018
Status: 3/22/2018-Referred to Committee on Labor and Employment
Summary: Current law prohibits an employer, as defined, or any person acting on behalf of the employer, as defined, from, among other things, preventing an employee from, or retaliating against an employee for, providing information to, or testifying before, any public body conducting an investigation, hearing, or inquiry, if the employee has reasonable cause to believe that the information discloses a violation of a law, regardless of whether disclosing the information is part of the employee's job duties. This bill would extend the protections afforded to employees under these provisions to independent contractors working for state and local government who are tasked with monitoring, and receiving complaints from, facilities, services, and programs operated by state and local government.

AB 2353 (Frazier D) Construction defects: actions: statute of limitations.
Introduced: 2/13/2018
Status: 3/1/2018-Referred to Committee on Judiciary
Summary: Current law specifies the requirements for actions for construction defects. Current law includes a statute of limitations that, except as specified, prohibits an action from being brought to recover under these provisions more than 10 years after substantial completion of the improvement but no later than the date the notice of completion is recorded. This bill would shorten the 10-year period to 5 years.

AB 2418 (Mullin D) Transportation: emerging transportation technologies: California Smart Cities Challenge Grant Program.
Introduced: 2/14/2018
Status: 3/19/2018-Re-referred to Committee on Transportation
Summary: Would establish the California Smart City Challenge Grant Program to enable municipalities to compete for grant funding for emerging transportation technologies to serve their transportation system needs, and would specify certain program goals. The bill would require the California Transportation Commission to form the California Smart City Challenge Workgroup to provide the commission with guidance on program matters, as specified. The bill would authorize the commission, in consultation with the workgroup, to develop guidelines for the program, which would not be subject to the Administrative Procedure Act, and to revise them as necessary.

AB 2530 (Melendez R) Bonds: transportation.
Introduced: 2/14/2018
Status: 3/5/2018-Referred to Committee on Transportation
Summary: Would provide that no further bonds shall be sold for high-speed rail purposes pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, except as specifically provided with respect to an existing appropriation for high-speed rail purposes for early improvement projects in the Phase I blended system. The bill, subject to the above exception, would require redirection of the unspent proceeds received from outstanding bonds issued and sold for other high-speed rail purposes prior to the effective date of these provisions, upon appropriation, for use in retiring the debt incurred from the issuance and sale of those outstanding bonds.

AB 2543 (Eggman D) State agencies: infrastructure project budget and schedule: report.
Introduced: 2/15/2018
Status: 3/21/2018-From committee: Do pass and re-refer to Committee on Appropriations (Ayes 6. Noes 0.) (March 21). Re-referred to Committee on Appropriations.
Summary: Would require each state agency or department authorized to undertake large and complex infrastructure projects to develop and implement a policy for publicly reporting any significant change in the cost or schedule of a large and complex infrastructure project that would result in the project exceeding its projected budget by 10 percent or more or being delayed by 12 months or longer. The bill would require that the report include documentation and an explanation justifying a decision to proceed with the large and complex infrastructure project.

AB 2615 (Carrillo D) Department of Transportation: powers and duties: memoranda of understanding.
Introduced: 2/15/2018
Status: 3/22/2018-Re-referred to Committee on Transportation
Summary: Would require the Department of Transportation to enter into memoranda of understanding with all appropriate public agencies, including the Department of Parks and Recreation and any local public entity, for purposes of providing maximum and safe pedestrian access to state and local parks.

AB 2629 (Eggman D) Department of Transportation: state highways.
Introduced: 2/15/2018
Status: 3/20/2018-Re-referred to Committee on Transportation
Summary: Current law establishes the Department of Transportation and the California Transportation Commission and provides that the department has full possession and control of all state highways and all property and rights in property acquired for state highway purposes and authorizes and directs the department to lay out and construct all state highways between the termini designated by law and on the locations as determined by the commission. This bill would make nonsubstantive changes to these provisions.

AB 2650 (Lackey R) Public transit buses: illuminated signs.
Introduced: 2/15/2018
Status: 3/8/2018-Referred to Committee on Transportation
Summary: Current law requires the illuminated signs on buses operated by a publicly owned transit system to adhere to certain specifications, including, among others, being limited in size to a display of not greater than 720 square inches, and requiring the illuminated signs to display information directly related to public transit service, including, but not limited to, route number, destination description, run number, and public service announcements. This bill would revise those conditions, to increase the maximum display area of an illuminated sign to 4,320 inches and to allow paid advertising to be displayed on the illuminated sign.

AB 2712 (Allen, Travis R) Bonds: Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century.
Introduced: 2/15/2018
Status: 3/13/2018-Referred to Committee on Transportation
Summary: Would provide that no further bonds shall be sold for high-speed rail purposes pursuant to the Safe, Reliable High-Speed Passenger Train Bond Act for the 21st Century, except as specifically provided with respect to an existing appropriation for high-speed rail purposes for early improvement projects in the Phase 1 blended system. The bill, subject to the above exception, would require redirection of the unspent proceeds received from outstanding bonds issued and sold for other high-speed rail purposes prior to the effective date of these provisions, upon appropriation, for use in retiring the debt incurred from the issuance and sale of those outstanding bonds.

AB 2734 (Frazier D) California Transportation Commission.
Introduced: 2/15/2018
Status: 3/15/2018-Referred to Committees on Transportation and Accountability and Administrative Review
Summary: Would exclude the California Transportation Commission from the Transportation Agency, establish it as an entity in state government, and require it to act in an independent oversight role. The bill would also make conforming changes.

AB 2851 (Grayson D) Regional transportation plans: traffic signal optimization plans.
Introduced: 2/16/2018
Status: 3/20/2018-Re-referred to Committee on Transportation
Summary: Would require each city located within the jurisdiction of a metropolitan planning organization to develop and implement a traffic signal optimization plan, as prescribed, and would require each metropolitan planning organization to consider and incorporate those plans developed by cities located within its jurisdiction into its regional transportation plan. The bill would create the Traffic Signal Optimization Fund and would require the Department of Transportation, upon appropriation by the Legislature, to award grants from moneys deposited in the fund on a competitive basis to cities that can deliver the greatest per capita reduction in emissions of greenhouse gases through the implementation of their traffic signal optimization plans and that provide matching funds.

AB 2919 (Frazier D) Transportation: permits.
Introduced: 2/16/2018
Status: 3/20/2018-Re-Referred to Committee on Transportation
Summary: Would require the Department of Fish and Wildlife, the State Water Resources Control Board, and the California Coastal Commission, upon receipt of a completed request from the Department of Transportation for a permit for a project, to complete its review of the request no later than two years after receipt. If a resource agency does not complete the review of the request for a permit within this timeframe, the bill would provide that the permit is deemed approved for purposes of the project.

AB 3139 (Bonta D) State highways: property leases.
Introduced: 2/16/2018
Status: 3/20/2018-Re-Referred to Committee on Transportation

Summary: Current law authorizes the Department of Transportation to lease certain property, including the area above or below a state highway, and certain property held for future highway purposes, to public agencies under specified terms and conditions, including specific provisions governing leases of airspace and other property in the City and County of San Francisco for purposes of an emergency shelter or feeding program, and at a lease cost of $1 per month and payment of an administrative fee not to exceed $500 per year. This bill would make these provisions applicable to any airspace under a freeway or real property acquired for highway purposes located in the City of Oakland.

AB 3201 (Daly D) California Clean Truck, Bus, and Off-Road Vehicle and Equipment Technology Program.
Introduced: 2/16/2018
Status: 3/22/2018-Referred to Committees on Transportation and Natural Resources. From committee chair, with author's amendments: Amend, and re-refer to Committee on Transportation. Read second time and amended.
Summary: Current law, for the purposes of the California Clean Truck, Bus, and Off-Road Vehicle and Equipment Technology Program, defines zero- and near-zero-emission to mean vehicles, fuels, and related technologies that reduce greenhouse gas emissions and improve air quality when compared with conventional or fully commercialized alternatives, as defined by the state board in consultation with the commission. This bill would add large-scale deployments to the program's list of eligible projects, require the annual framework and plan for the program to instead be a 5-year framework and plan, and revise the definition of zero- and near-zero-emission to include infrastructure that reduces greenhouse gas emissions and improves air quality when compared with conventional or fully commercialized alternatives.

SB 760 (Wiener D) Transportation funding: active transportation: complete streets.
Introduced: 2/17/2017
Status: 1/30/2018-In Assembly. Read first time. Held at Desk.
Summary: Would establish a Division of Active Transportation within the Department of Transportation and require that an undersecretary of the Transportation Agency be assigned to give attention to active transportation program matters to guide progress toward meeting the department's active transportation program goals and objectives. The bill would require the California Transportation Commission to give high priority to increasing safety for pedestrians and bicyclists and to the implementation of bicycle and pedestrian facilities.

SB 957 (Lara D) Vehicles: high-occupancy vehicle lanes.
Introduced: 1/30/2018
Status: 2/8/2018-Referred to Committee on Transportation and Housing
Summary: Current law makes identifiers for ULEVs valid until January 1, 2019, and makes identifiers for SULEVs, enhanced AT PEZEVs, and TZEVs valid until January 1, 2019, January 1, 2022, or January 1 of the 4th year after the year in which they were issued, as specified. Current law, except as specified, prohibits a vehicle from being issued an identifier more than once. This bill would authorize an identifier to be issued to SULEVs, enhanced AT PEZEVs, and TZEVs for a vehicle that had previously been issued an identifier and would make that identifier valid until January 1 of the 4th year after the year in which the identifier was issued if the applicant for the identifier has a household income at or below 80% of the statewide median income, or at or below a specified threshold designated as low income.

SB 980 (Cannella R) High-occupancy vehicle lanes.
Introduced: 2/1/2018
Status: 2/14/2018-Referred to Committee on Rules
Summary: Under current law, the Department of Transportation and local authorities, with respect to highways under their respective jurisdictions, may authorize or permit exclusive or preferential use of highway lanes for high-occupancy vehicles, as specified, and are required to place and maintain signs and other traffic control devices to designate those exclusive or preferential lanes, the applicable vehicle occupancy levels, and the hours of high-occupancy vehicle use, as specified. This bill would make technical, nonsubstantive changes to those provisions.

SB 993 (Hertzberg D) Sales tax: services.
Introduced: 2/5/2018
Status: 2/14/2018-Referred to Committee on Governance and Finance
Summary: Would, on and after January 1, 2019, expand the Sales and Use Tax Law to impose a tax on the purchase of services by businesses in California at a specified percentage of the sales price of the service. The bill would require the tax to be collected and remitted by the seller of the purchased services. The bill would exempt certain types of services, including health care services, from the tax and would exempt from the tax a business with gross receipts of less than $100,000 in the previous 4 quarters.

SB 1000 (Lara D) Charging stations: zero-emission vehicles.
Introduced: 2/5/2018
Status: 3/21/2018-Re-referred to Committees on Energy, Utilities and Communications and Transportation and Housing
Summary: Current law provides that it is the policy of the state to promote and encourage the use of electric vehicle charging stations and to limit obstacles to their use. This bill would state the intent of the Legislature to enact legislation to promote neutrality and interoperability in charging stations and zero-emission vehicles.

SB 1037 (Cannella R) State government finance: Road Maintenance and Rehabilitation Program.
Introduced: 2/8/2018
Status: 2/22/2018-Referred to Committee on Rules
Summary: Prior to receiving an apportionment of funds under the Road Maintenance and Rehabilitation Program from the Controller in a fiscal year, current law requires a city or county to submit to the California Transportation Commission a list of projects proposed to be funded with these funds. Current law requires the commission to report to the Controller the cities and counties that have submitted a list of projects and requires the Controller, upon receipt of an initial or subsequent report, to apportion funds to cities and counties included in the report, as specified. This bill would make nonsubstantive changes to the provisions requiring the commission to submit the specified reports to the Controller.

SB 1049 (Moorlach R) Public contracts: local public entities: project labor agreements.
Introduced: 2/8/2018
Status: 2/22/2018-Referred to Committee on Governance and Finance
Summary: Current law sets forth the requirements for the solicitation and evaluation of bids and the awarding of contracts by public entities and requires a project labor agreement for a construction project used or entered into by a public entity, or required of contractors by the public entity, to include specified provisions. This bill would delete all of the specified prohibitions. This bill contains other current laws.

SB 1077 (Wilk R) Construction contracts: wrap-up insurance and indemnification.
Introduced: 2/12/2018
Status: 2/22/2018-Referred to Committee on Judiciary
Summary: Current law regulates the use of wrap-up insurance or other consolidated insurance programs in connection with specified construction projects. Current law distinguishes, in this regard, between residential construction projects, private residential works of improvement, as specified, and public works and other projects that are not residential, as specified. This bill would recast the wrap-up insurance or other consolidated insurance program requirements, as specified, into a single provision regulating all contracts for public and private works of improvement, entered into or amended on and after January 1, 2019, for which a wrap-up insurance policy or consolidated insurance program is applicable. The bill would provide that, notwithstanding any other law, any waiver of its provisions is contrary to public policy and void.

SB 1117 (Beall D) Department of Transportation: highway engineers.
Introduced: 2/13/2018
Status: 2/22/2018-Referred to Committee on Rules
Summary: Current law provides that the Department of Transportation has full possession and control of the state highway system. Current law specifies certain powers and duties of the department relative to the recruitment and retention of highway engineers, including participation by the department in student

loan repayment, offering of salaries above the lowest salary step, and various other provisions. This bill would make a nonsubstantive change to these provisions.

SB 1119 (Newman D) Low Carbon Transit Operations Program.
Introduced: 2/13/2018
Status: 2/22/2018-Referred to Committees on Transportation and Housing and Environmental Quality
Summary: Current law requires, for recipient transit agencies whose service areas include disadvantaged communities, as specified, that those recipient transit agencies expend at least 50% of the total moneys they received as part of the Low Carbon Transit Operations Program on projects or services that meet specified requirements and benefit those disadvantaged communities. This bill would authorize a recipient transit agency to satisfy the above-stated requirement by expending at least 50% of program funds received on transit fare subsidies, specified transit connections, or technology improvements that reduce emissions of greenhouse gases.

SB 1153 (Stern D) Local initiatives: review.
Introduced: 2/14/2018
Status: 3/20/2018-From committee with author's amendments. Read second time and amended. Re-referred to Committee on Elections and Constitutional Amendments
Summary: Would require the county counsel for county initiative measures and the city attorney for municipal initiative measures to initiate a public review process for a period of 30 days by (1) posting the text of the proposed initiative measure on its Internet Web site and (2) inviting, and providing for the submission of, written public comments on the proposed initiative measure. By imposing new duties on local county counsels and city attorneys, the bill would impose a state-mandated local program.

SB 1167 (Anderson R) Eminent domain: final offer of compensation.
Introduced: 2/14/2018
Status: 2/22/2018-Referred to Committee on Judiciary
Summary: Would provide that if a court finds, on motion of the defendant, that the offer of the plaintiff was lower than 85% of the compensation awarded in the proceeding, then the court would be required to include the defendant’s litigation costs in the costs allowed. If the court finds that the offer of the plaintiff was at least 85% and less than 100% of the compensation awarded in the proceeding, the court would be authorized to include the defendant’s litigation costs in the costs allowed.

SB 1172 (Beall D) High-Speed Rail Authority.
Introduced: 2/14/2018
Status: 3/22/2018-From consent calendar on motion of Senator Beall. Ordered to third reading.
Summary: Current law, the California High-Speed Rail Act, creates the High-Speed Rail Authority to develop and implement a high-speed train system in the state, with specified powers and duties. Current law authorizes the authority, among other things, to keep the public informed of its activities. This bill would revise that provision to instead authorize the authority to keep the public informed through activities, including, but not limited to, community outreach events, public information workshops, and newsletters posted on the authority’s Internet Web site.

SB 1262 (Newman D) Construction Manager/General Contractor project delivery method: Department of Transportation.
Introduced: 2/15/2018
Status: 3/20/2018-From committee with author's amendments. Read second time and amended. Re-referred to Committee on Transportation and Housing
Summary: Would remove the cap on the number of projects for which the Department of Transportation is authorized to use the CM/GC method, eliminate the minimum construction costs limitation, and make conforming changes to existing provisions. The bill would impose the requirement to use department employees or consultants to perform project design and engineering services on at least 2/3 of the projects delivered by the department utilizing the CM/GC method. The bill would delete the existing report requirements. This bill contains other related provisions and other existing laws.

SB 1328 (Beall D) Mileage-based road usage fee.
Introduced: 2/16/2018
Status: 3/21/2018-Set for hearing April 3.
Summary: Current law requires the Chair of the California Transportation Commission to create a Road Usage Charge (RUC) Technical Advisory Committee in consultation with the Secretary of the Transportation Agency. Under current law, the purpose of the technical advisory committee is to guide the development and evaluation of a pilot program to assess the potential for mileage-based revenue collection as an alternative to the gas tax system. Current law requires the technical advisory committee to study RUC alternatives to the gas tax and to make recommendations to the Secretary of the Transportation Agency on the design of a pilot program, as specified. Current law repeals these provisions on January 1, 2019. This bill would extend the operation of these provisions until January 1, 2023.

SB 1427 (Leyva D) Transportation electrification: electricity rate design.
Introduced: 2/16/2018
Status: 3/8/2018-Referred to Committee on Riles
Summary: Current law provides that the Department of Transportation has full possession and control of the state highway system. Current law authorizes the department to construct exclusive or preferential lanes for high-occupancy vehicles. This bill would provide that it is the intent of the Legislature to enact legislation to improve the performance of HOV and HOT lanes by providing additional resources for, and authorizing new approaches to, the enforcement of lane occupancy requirements.

SB 1434 (Beall D) Mileage-based road usage fee.
Introduced: 2/16/2018
Status: 3/22/2018-From committee with author's amendments. Read second time and amended. Re-referred to Committee on Rules
Summary: Would require the PUC to direct electrical corporations with more than 100,000 service connections in California to file rate design applications, specific to transit agencies as commercial customers, that support and accelerate the deployment of zero-emission transit buses to reduce dependence on petroleum, meet air quality standards, and reduce emissions of greenhouse gases to 40% below 1990 levels by 2030 and to 80% below 1990 levels by 2050. The bill would authorize an electrical corporation with 100,000 or fewer service connections in California to file rate design applications for those purposes.

ATTACHMENT B

Proposition 69

Summary:
California Proposition 69, the Transportation Taxes and Fees Lockbox and Appropriations Limit Exemption Amendment require that revenue from the diesel sales tax and Transportation Improvement Fee (TIF) be dedicated for transportation-related purposes, and would make revenue from SB 1's tax increases and fee schedules exempt from the state appropriations limit.

Purpose:
This constitutional amendment proposes to amend the California Constitution to prohibit the Legislature from borrowing revenues from fees and taxes imposed on vehicles or their use or operation, and from using those revenues other than as specifically permitted in the Constitution.

- Requires diesel fuel sales tax revenues to be deposited into the PTA and prohibits the Legislature from diverting or appropriating those funds for purposes other than transportation planning and mass transportation.
- Requires revenues derived from a proposed Transportation Improvement Fee to be used solely for transportation purposes, prohibits those revenues from being used to pay for previously authorized transportation bond debt service, and prohibits the Legislature from borrowing or using those revenues for unauthorized purposes.
- Exempts appropriations of revenues generated as part of the proposed Road Repair and Accountability Act of 2017 (SB 1, Beall) from counting towards the state appropriation limit (Gann Limit).
- Requires the provisions specified in this measure are subject to voter approval in the 2018.

Existing Law:
California Constitution Articles XIX, XIX A, and XIX B, specify the following:

- Fuel excise tax revenues (from vehicles used on public streets and highways) and vehicle registration fee revenues are solely dedicated to specified transportation purposes.
- Fuel excise tax revenues may be used for payment of bonds to fund voter approved fixed-guideway mass transit projects, and a majority of voters in an election throughout a county or counties may approved the use of these revenues for fixed-guideway mass transit.
- The Legislature is prohibited from borrowing revenues from the Highway Users Tax Account (HUTA) or using those revenues for unauthorized purposes.
- The Legislature may use up to 25% of the state's share of fuel excise tax revenues for payment of state-issued, voter-approved bonds for transportation purposes issued after November 2010. A city or county may also use up to 25% of its share of revenues for those purposes.
- Restrictions on fuel excise tax and vehicle registration fee revenues do not apply to revenues derived from sales taxes or vehicle license fees.
- The PTA is a trust fund and revenues in the fund may only be used for specified transportation planning and mass transportation purposes. The Legislature is prohibited from borrowing revenues from the PTA, loaning or transferring them to the General Fund, or using the revenues for any purposes not specifically authorized.
- Motor vehicle fuel sales tax revenues must be deposited into the Transportation Investment Fund (TIF), a trust fund, and used solely for specified transportation purposes (40% for local streets and roads, 40% for the state highway system, and 20% for transit). The Legislature is prohibited from borrowing revenues from the TIF or using the revenues for any purpose not specifically authorized.

California Constitution Article XIII B, imposes an appropriation limit on the state and most local governments that limits the amount of spending to a base level, adjusted annually for inflation and population growth. State appropriations from the proceeds of taxes must be made within the state appropriation limit (SAL), otherwise known as the Gann limit. If state appropriations subject to those restrictions exceed the SAL, any revenue in excess of the SAL over two consecutive years must be appropriated for purposes exempt from the SAL (such as debt service) or used for a combination of Proposition 98 education spending and taxpayer rebates.

Related/Prior Legislation:
SB 1 (Beall) – Creates the Road Maintenance and Rehabilitation Program to address deferred maintenance on the state highway system and the local street and road system. It requires the California Transportation Commission to adopt performance criteria, consistent with a specified asset management plan, to ensure efficient use of certain funds available for the program.
SCA 2 (Newman) - Would add Article XIXD to the California Constitution to require revenues derived from vehicle fees imposed under a specified chapter of the Vehicle License Fee Law to be used solely for transportation purposes. The measure would prohibit these revenues from being used for the payment of principal and interest on state transportation general obligation bonds that were authorized by the voters on or before November 8, 2016.
Proposition 22 – Proposition 22, in 2010 prohibited the California State Legislature from allocating revenue from fuel taxes in specific funds to the state's general fund.

Support/Opposition:
Support: Alameda Corridor – East Construction Authority (ACE), American Council of Engineering Companies – CA, Associated General Contractors – California, Associated General Contractors – San Diego, CA Alliance for Jobs, CA Asphalt Pavement Association (CalAPA), CA Association of Councils of Governments (CALCOG), CA Nevada Cement Association, CA State Association of Counties (CSAC), CA State Conference NAAC, CA State Council of Laborers, CA Transit Association, CA Trucking Association, Chamber of Commerce of the Santa Barbara Region, Congress of CA Seniors, State Gateway Coalition, League of CA Cities, Los Angeles Area Chamber of Commerce, Los Angeles County Division, League of California Cities, Northern CA Chapter, National Electrical Contractors Association (NECA), Orange County Business Council, San Gabriel Valley Economic Partnership, Silicon Valley Leadership Group, Southern CA Partnership for Jobs, Transportation CA, United Contractors, Urban Counties of CA
Opposition: None

ATTACHMENT C

AB 1905 (Grayson)

Summary:

AB 1905 by Assembly Member Grayson will ensure that transportation projects that are part of a Sustainable Communities Strategy will be completed in a timely, cost effective manner by limiting the ability to challenge elements of the project that have already been subject to environmental review.

Purpose:

AB 1905 prohibits a court from stopping construction on a transportation project consistent with an MPOs Sustainable Communities Strategy unless it presents a clear threat to health and safety or significant tribal resources.

This provision will only be available to projects that have been evaluated for environmental impacts, both at the regional and project level, and have been certified by CARB to significantly reduce GHG emissions. Individual projects will still undergo environmental review, consider alternatives, and have a robust public input process.

By removing barriers to projects with established environmental benefits, AB 1905 will allow valuable transportation infrastructure to be built faster and at lower cost, bringing tangible benefits to our communities and helping California to achieve its climate goals.

Author's Statement:

This bill will allow stringently reviewed shovel-ready projects with real environmental benefits to proceed in a timely manner, both reducing climate impacts and improving our transportation infrastructure. CEQA review is a useful tool for ensuring that projects are not harmful to the environment and the health of surrounding communities, but duplicitous litigation is not. Once a project has undergone stringent review and is able to demonstrate significant future pollution reductions, it is counterproductive and harmful to the state's climate goals to allow additional lawsuits to impede its timely completion.

Existing Law:

The Sustainable Communities and Climate Protection Act of 2008 requires the California Air Resources Board to set regional targets for GHG emissions reductions from passenger vehicle use. Each of California's Metropolitan Planning Organizations must prepare a Sustainable Communities Strategy that, if implemented, would allow the region to meet its GHG emission reduction targets.

Both the Sustainable Communities Strategy and the individual projects contained in a Regional Transportation Plan are subject to environmental review under the CEQA, which requires an Environmental Impact Report, public input, and the consideration of alternatives.

Related Legislation:

SB 375 (Steinberg), from 2008, requires the commission to maintain guidelines, as specified, for travel demand models used in the development of regional transportation plans by metropolitan planning organizations. It requires the commission to consult with various agencies in this regard, and to form an advisory committee and to hold workshops before amending the guidelines.

SB 743 (Steinberg), from 2013, requires the Judicial Council, on or before July 1, 2014, to adopt a rule of court to establish procedures applicable to actions or proceedings seeking judicial review of a public agency's action in certifying the environmental impact report and in granting project approval that requires the actions or proceedings, including any appeals therefrom, be resolved, within 270 days of the certification of the record of proceedings. The bill extends the operation of the judicial review procedures unless the lead agency fails to certify an environmental impact report for an environmental leadership project on or before January 1, 2016.

Support/Opposition:

Support: Civil Justice Association of California
Opposition: None

ATTACHMENT D

SB 1119 (Newman)

Summary:
SB 1119 will revise the eligibility requirements for Low Carbon Transit Operation Program (LCTOP) funds to allow more student and other low-income residents to qualify for free or reduced transit fares. The resulting increase in ridership could reduce congestion and parking issues in the areas around community colleges and state universities.

Purpose:
SB 1119 would specifically revise the eligibility requirements for LCTOP funds, to allow for more student and other low-income residents to qualify for free or reduced transit fares. The resulting increase in ridership could reduce congestion and parking issues in the areas around community colleges and state universities while also aiding those in DACs who must transfers within the transit system in order to get to their final destination.

This bill will have the dual benefit of expanding use of mass transit while simultaneously reducing the chronic strain on the streets and parking lots around California's community colleges and public universities.

Author's Statement:
SB 1119 will support two important steps towards reducing traffic congestion and thereby reducing greenhouse gas emissions in Orange County and across the state. By revising the eligibility requirements for transit fare subsidies, many more college students will be able to use public transit at a reduced rate. SB 1119 will also ensure that a rider eligible for subsidized fares will be able to make the complete trip to work or school, even when that trip entails a transfer outside of the current eligibility zones. This will have the dual benefit of expanding use of mass transit while simultaneously reducing the chronic strain on the streets and parking lots around California's community colleges and public universities.

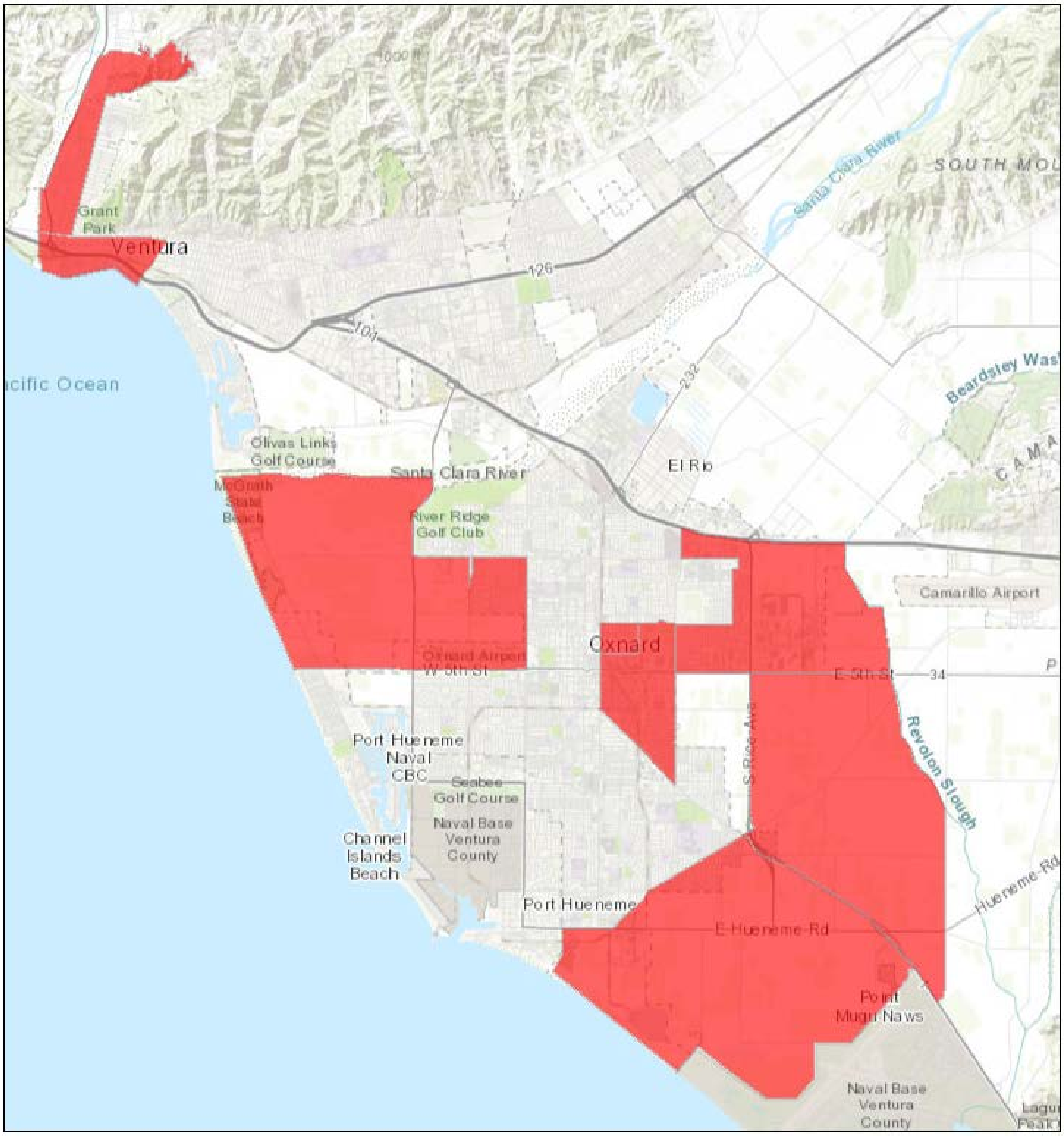
Existing Law:
Existing law requires all moneys collected by the State Air Resources Board (ARB), except for those generated by fines and penalties, to be deposited in California's Greenhouse Gas Reduction Fund (GGRF), and to be available upon appropriation by the legislature. The Low Carbon Transit Operations Program (LCTOP) is one of several programs funded by the GGRF, established by the state's Cap-and-Trade Program to provide operating and capital assistance for transit agencies to improve mobility while reducing greenhouse gas emissions. Approved projects in LCTOP generally support new or expanded bus or rail services; expand intermodal transit facilities; and, by statute, may also include funding for equipment acquisition, fueling, maintenance and other costs to operate those services or facilities.

Related Legislation:
SB 862 (Committee on Budget and Fiscal Review), from 2014, established LCTOP as a noncompetitive, formulaic program, with 5% of annual auction proceeds beginning in 2015. LCTOP funds are distributed based on prior use of State Transit Assistance (STA) funds where 50% of the funds are designated to regional entities and the other 50% for transit operators. LCTOP was created to provide operating and capital assistance to transit agencies with the goal of reducing greenhouse gas (GHG) emissions and improving mobility; with an emphasis on serving Disadvantaged Communities (DAC).
SB 824 (Beall), from 2016, requires a recipient transit agency to demonstrate that each expenditure of program moneys allocated to the agency does not supplant another source of funds. The bill authorizes a recipient transit agency that does not submit an expenditure for funding under the program in a particular fiscal year to retain its funding share for expenditure in a subsequent fiscal year for a maximum of 4 years. The bill allows a recipient transit agency to loan or transfer its funding share in any particular fiscal year to another recipient transit agency within the same region, or to apply to the department to reassign, to other eligible expenditures under the program, any savings of surplus moneys from an approved and completed expenditure under the program or from an approved expenditure that is no longer a priority, as specified.

SB 838 (Committee on Budget and Fiscal Review), from 2016, provides that after the amounts described have been fully paid to the transportation funds named, or in any year during which any portion of these amounts are repaid from the General Fund pursuant to specified provisions of the California Constitution in an amount greater than or equal to the amount of tribal gaming revenues remitted pursuant to the amended tribal compacts in that year, the revenues received by the state from the compact would be required to be remitted to the California Gambling Control Commission for deposit in the General Fund.

Support/Opposition:
Support: Orange County Transportation Authority, California Transit Association (They anticipate receiving the support of various transit and transportation agencies, universities, environmental justice groups, and bus technology groups)
Opposition: None

SB 535 Disadvantaged Communities (2017)



March 14, 2018

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SB 535 Disadvantaged Communities

ATTACHMENT F

VENTURA COUNTY TRANSPORTATION COMMISSION STATE LEGISLATIVE MATRIX BILL SUMMARY March 26, 2018			
BILL/AUTHOR	**SUBJECT**	**POSITION**	**STATUS**
AB 1905 Grayson	Prohibits a court from delaying a project under CEQA if the project reduces vehicle miles traveled and is in the Sustainable Communities Strategy.	**Support**	In Assembly Natural Resources Committee.
SB 1119 Newman	Simplifies the administration and tracking of the requirement to spend 50% of LCTOP apportionment to benefit disadvantaged communities.	**Support**	In Senate Transportation & Housing and Environmental Quality Committees.

Staff-recommended Commission position shown in **bold**.

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Item #11

April 6, 2018

MEMO TO: **VENTURA COUNTY TRANSPORTATION COMMISSION**

FROM: **MARTIN R. ERICKSON, PUBLIC TRANSIT DIRECTOR**

SUBJECT: **DRAFT VCTC 2018 TITLE VI PROGRAM UPDATE**

RECOMMENDATION:

- Hold a public hearing for the VCTC 2018 Title VI Program Update

- Adopt Resolution 2018-05 approving the 2018 Title VI Program Update, including the Public Participation Plan and Language Assistance Plan.

DISCUSSION:

The Federal Transit Administration (FTA) requires recipients of federal assistance to provide assessments of compliance with Title VI of the Civil Rights Act of 1964 as part of the grant approval process. An updated plan must be submitted by grantees every three years; VCTC will submit the attached report by July 31, 2018. Title VI regulations mandate that no person in the United States shall, on the ground of race, color and national origin, be excluded from participation in, or be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance from the FTA.

The Commission's commitment to ensuring that its services are delivered and implemented in accordance with Title VI is described in the Non-Discrimination notice and procedures that were adopted by the Commission on October 10, 2012. The existing practices conform to Caltrans' requirements for implementing Title VI and the Americans with Disabilities Act (ADA) regulations. However, as a recipient of FTA funds, requirements for implementing Title VI are more extensive and require the adoption of a Title VI program under the guidelines set forth in FTA Circular 4702.1B, *Title VI Requirements and Guidelines for Federal Transit Administration Recipients.*

The Circular has general requirements and guidelines for all recipients and additional requirements for fixed route transit providers. Below is a summary of the 2018 VCTC Title VI Program:

- **Title VI Notice to the Public** – Notice posted in public locations (website, buses, brochures, etc.)
- **Title VI Complaint Procedures**
- **Title VI Complaint Form**
- **List of transit-related Title VI investigations, complaints, or lawsuits** – FTA requires that a list of cases be held for five years.

- **Public Participation Plan** – VCTC's plan to promote inclusive public participation through the use of outreach events, bilingual material and the Unmet Needs process, etc.
- **Language Assistance Plan** – VCTC's strategy to ensure meaningful access for persons who are limited-English proficient (LEP) through use of bilingual materials, bilingual customer service staff, interpretation services, etc.
- **Membership of non-elected committees and councils**
- **Monitoring procedures for subrecipients** – Primary recipients are responsible for establishing monitoring procedures for its subrecipients who are extended federal funds, unless the subrecipient is also a direct recipient of FTA funds.
- **Title VI equity analysis for the site and location of facilities** – For this current report this requirement is not applicable to VCTC.
- **Documentation that the governing board has reviewed and approved the Title VI program** – A copy of meeting minutes or a resolution must be submitted with the Title VI Program Report.

TRANSCOM reviewed and approved the Title VI Program on February 8, 2018. Upon approval of the Title VI Program by the Commission, staff will submit the report to FTA via the Transit Award Management System (TrAMS) system. Concurrence and approval of the report by the FTA Regional Civil Rights Office is anticipated within 30 days. The Title VI Program will be updated every three years, or as necessary, when guidelines are revised or as compliance reviews require.

Separate Attachment: Draft VCTC 2018 Title VI Program Report

RESOLUTION NO. 2018-05

A RESOLUTION APPROVING A TITLE VI PLAN FOR THE VENTURA COUNTY TRANSPORTATION COMMISSION

WHEREAS, the Ventura County Transportation Commission (VCTC) is a recipient of Federal revenues and is required to meet Federal Regulatory requirements for Title VI of the Civil Rights Act of 1964, established by CFR part 21.7; and

WHEREAS, the VCTC has or will provide all annual certifications and assurances to the Federal Transit Administration (FTA) required for the Title VI program; and

WHEREAS, the VCTC assures that no person or group of persons will, on the basis of race, color, national origin or limited English proficiency be subjected to discrimination in the level and quality of transportation services, programs, or activities provided by the VCTC, whether federally funded or not; and

WHEREAS, the VCTC assures that all residents and visitors are afforded meaningful access to the VCTC's programs, activities and services; and

WHEREAS, the VCTC has updated the VCTC's Title VI Program Plan to meet current FTA guidelines;

NOW, THEREFORE, BE IT RESOLVED that the Ventura County Transportation Commission approves and adopts the updated Title VI Plan.

PASSED AND ADOPTED by the Ventura County Transportation Commission this sixth day of April, 2018.

____
Linda Parks, Chair

ATTEST:

____
Donna Cole, Clerk of the Commission

APPROVED AS TO FORM:

____
Steven T. Mattas, General Counsel

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Item # 12

April 6, 2018

MEMO TO: **VENTURA COUNTY TRANSPORTATION COMMISSION**

FROM: **AARON BONFILIO, PROGRAM MANAGER**
JUDITH JOHNDUFF, PROGRAM ANALYST

SUBJECT: **FY 2017/18 LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) ALLOCATION**

RECOMMENDATION:

- Program Ventura County Transportation Commission's (VCTC) FY 2017/18 Low Carbon Transit Operations Program (LCTOP) apportionment as follows:
  - $550,000 for the Oxnard/Camarillo Employment Connector Service Project
  - $501,875 for the College Easy Ride Transit Fare Pilot Promotion
- Adopt Resolution 2018-04 in Attachment A, Authorizing the Executive Director to execute all required documents including the Certifications and Assurances (Exhibit's 1 and 2 Attached) to receive VCTC's FY 2017/18 Low Carbon Transit Operations Program funds.
- Approve programming $108,562, Southern California Regional Rail Authority's (SCRRA) LCTOP revenue formula amount for the portion of the service within Ventura County, for the SCRRA's Free Fare Media Program.

BACKGROUND:

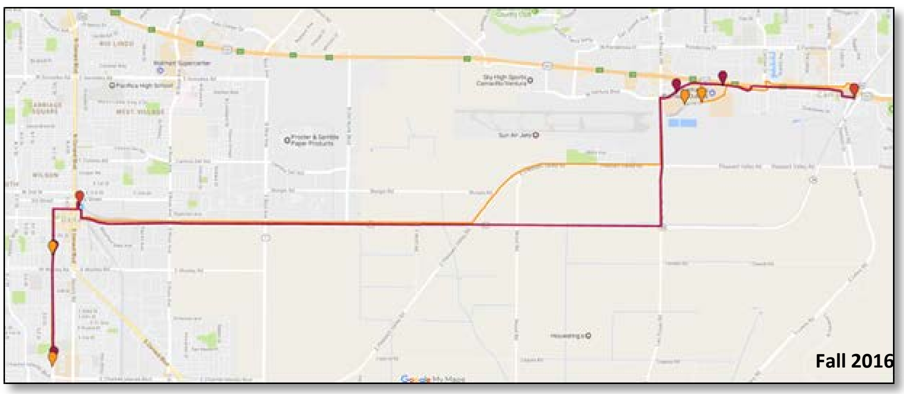
The Low Carbon Transit Operations Program (LCTOP) is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862 using funds from the Cap-and-Trade program. All of the programs are competitive grant programs with the exception of LCTOP which provides ongoing apportionments based on the State Transit Assistance formula. The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities.

Projects eligible for LCTOP funds include new or expanded bus or rail services, expansion of intermodal transit facilities, operational expenditures that increase transit mode share and expenditures related to the purchase of zero-emission buses. For agencies whose service area includes disadvantaged communities such as VCTC, at least 50 percent of the total funds received must be expended on projects that benefit designated disadvantaged communities. Additionally, five percent of the funds must be allocated to projects that benefit low-income households/communities and five percent of the funds must be allocated to projects that benefit low-income households/communities outside of but within one-half mile of the designated disadvantaged community.

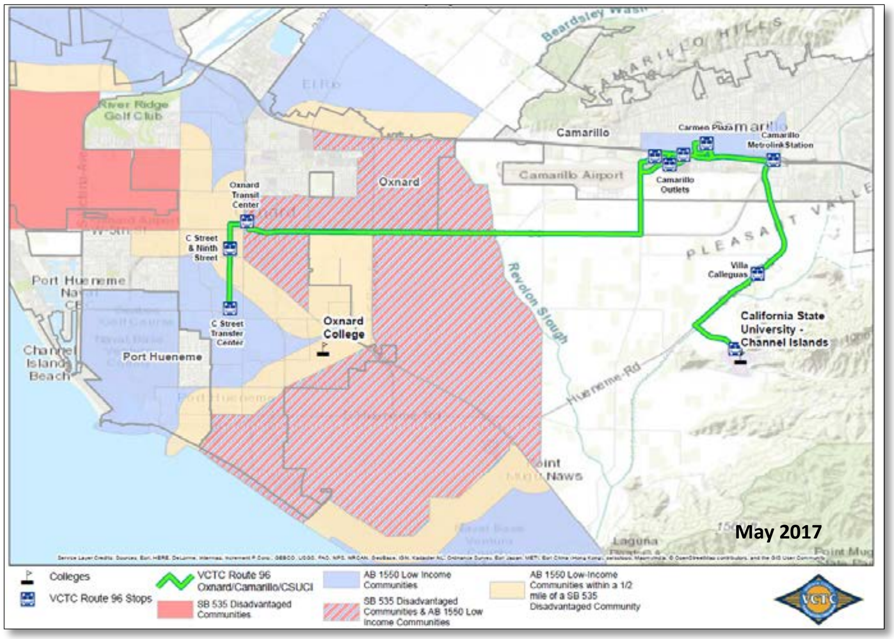
The amount of FY 17/18 LCTOP funds to be programmed at VCTC's discretion, not including the Southern California Regional Rail Authority (SCRRA) revenue formula amount, is $1,051,875. SCRRA's revenue formula amount for the portion of the service within Ventura County is $108,562.

<u>DISCUSSION:</u>

<u>Oxnard to Camarillo Employment Connector Service ($550,000):</u>
At prior VCTC Commission meetings, the Commission approved programing a total of $1,090,041, of VCTC's FY 14/15, 15/16 and 16/17 apportionments to purchase the bus for and initiate operation of the Oxnard/Camarillo Employment Connector Service. The service began operation in the fall of 2016. Initially this service provided 4 round trips a day, 7 days a week originating in South Oxnard (at the "C" Street Transfer Center), with a stop at "C" Street/Ninth Street and the Oxnard Transportation Center (OTC), and then to the Camarillo Outlet mall. From there the service continued to the Camarillo Metrolink Station.



Last spring, VCTC adjusted the route by increasing the frequency of the buses and added stops at Carmen Plaza (which is in a designated low-income community in accordance with AB1550) and California State University Channel Islands. The extension of the route from the Metrolink Station to the University is funded by Cal State Channel Islands (CSUCI). The service provides access from the designated disadvantaged and low-income communities in South and East Oxnard to employment opportunities in the Camarillo area. Growth on the route has been steady over the 17 months of service. Currently the Oxnard/Camarillo Employment Connector transports the second highest number of passengers on Saturdays, surpassing VCTC's Hwy101, Hwy126 and East County routes, and is one of only three VCTC routes to operate on Sundays.



<u>"College Easy Ride" Transit Fare Promotion Pilot Program ($501,875)</u>

In addition to new or expanded transit service, eligible LCTOP projects include promotional activities to increase transit utilization including free or reduced transit fare incentive programs. LCTOP funding can be counted towards fare revenue, i.e. a promotional fare "buy-down".

Over the years VCTC has received regular requests for free fares for college students. Such programs are common in many "college towns", including for the students at UCSB using MTD. However, no such program currently exists for college and university students in Ventura County.

The proposed "College Easy Ride" fare promotion pilot project would allocate the remaining balance of the FY 17-18 LCTOP apportionment of $501,875 to provide free transit fares to eligible (enrolled) college/university students at five local schools. The proposed term of the program would begin August 20, 2018 through May 31, 2019, the duration of the traditional (non-Summer) academic year, i.e. the Fall and Spring Semesters. The goal of the project is to increase the transit mode share of this growing, but financially impacted, demographic. Additionally, this project will provide trip information about these large traffic generators and this information will help inform planning transit services to and from campuses. It will also provide valuable information for future free and/or reduce fare ridership programs.

<u>The Schools</u>: Staff proposes that this pilot program be limited to the largest and most-attended colleges and universities within Ventura County including the entire Ventura Community College District, California State University at Channel Islands and California Lutheran University. Staff will work with each school to coordinate implementation of the program including outreach and marketing activities; student eligibility; and evaluation of the effectiveness of the program.

The following table reflects current weekday passenger boardings at the bus stops located on or adjacent to the five (5) campuses.

CURRENT TRANSIT RIDERSHIP		
School	**Enrollment**	**Transit Share**
Ventura College	13,711	1.8%
Oxnard College	7,961	2.2%
Moorpark College	15,479	0.8%
Cal-State Channel Islands (CSUCI)	6,611	6.1%
California Lutheran University	4,236	0.5%
Total	47,998	2.0%

Projected Ridership: While transit service to/from colleges in Ventura County has not changed dramatically over the years, recent service changes by Thousand Oaks Transit, Moorpark City Transit and VCTC provide more options for students to use transit. Current estimated daily ridership for the College Easy Ride program is approximately 1,330 passenger-trips per weekday. As with any fare promotion, it is anticipated that ridership will grow. Using the "best-practice" Simpson-Curtin rule, the potential ridership increases would be approximately 33% or 1,769 daily passenger trips (3.5% transit share). However, larger increases may be realized at locations with more robust transit operations, constrained parking, and/or other programs which incentivize alternative modes of transportation, such as active transportation promotion and car-sharing (such as Ventura College and CSUCI).

Collaboration with Transit Agencies: This program would include all of Ventura County's fixed route transit fleets and the two general-public dial-a-ride services. Students would simply show their Student I.D. to the driver and board free of charge and the driver would then record the boarding. The fare payment (buy-down) would be processed similarly to the current process for other regional fare media programs managed by VCTC. The proposed fare buy-down, i.e. reimbursement rate is based upon an average of individual operator fare schedules and would be $1.10 per eligible passenger boarding.

Project Costs: Project cost estimates are based upon ridership estimates, the total days of operation during the school year, and the $1.10 per passenger reimbursement rate. The requested project budget of $501,875 supports the estimated 33% to 55% growth in applicable transit ridership as well as $5,000 – $7,000 for outreach and promotion of the program. Pending quarterly review of fund balances, the program's length or reimbursement rate may be adjusted if necessary.

Metrolink Free Fare Media Program: SCRRA's revenue formula amount for the portion of the service within Ventura County is $108,562. SCRRA is proposing to use the LCTOP funds for a system wide free fare media program targeting high potential new rider segments such as millennials and seniors.

RECOMMENDATION:

LCTOP was created to provide operating and capital assistance to transit operators to improve mobility, increase mode share and reduce greenhouse gas (GHG) emissions with a priority on serving disadvantaged communities. The recommended projects are consistent with the goals of the program and are eligible for LCTOP funding. Further, the recommended projects meet VCTC's minimum expenditure requirements for disadvantaged and low-income communities as required by the LCTOP program. TRANSCOM reviewed and approved both the Oxnard/Camarillo Employment Connector Service project and the College Easy Ride Transit Fare Pilot Promotion project at their March 8, 2018 meeting.

Attachment A

RESOLUTION NO. 2018-04

A RESOLUTION AUTHORIZING THE SUBMITTAL OF ALLOCATION REQUESTS FOR THE VENTURA COUNTY TRANSPORTATION COMMISSION FY 17/18 LOW CARBON TRANSPORTATION OPERATIONS PROGRAM FUNDS FOR OXNARD-CAMARILLO EMPLOYMENT CONNECTOR SERVICE COLLEGE EASY RIDE FARE PROMOTION

WHEREAS, the Ventura County Transportation Commission ("VCTC") is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program ("LCTOP") now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation ("Department") as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, these guidelines include a Certification and Assurances document (Exhibit 1) that must be executed in order to receive funds.

NOW THEREFORE BE IT RESOLVED that, VCTC hereby authorizes the submittal allocation requests for FY 17/18 LCTOP funds for the following projects:

- $550,000 for the Oxnard-Camarillo Employment Connector Service
- $501,875 for the College Easy Ride Fare Promotion

BE IT FURTHER RESOLVED that VCTC approves of and agrees to comply with all conditions and requirements set forth in the Certification and Assurances attached hereto as Exhibit 1 and all applicable statutes, regulations and guidelines for all LCTOP funded transit projects, appoints the Executive Director as the Authorized Agent for purposes of the LCTOP program, and authorizes the Executive Director to execute the Certifications and Assurances and all required documents of the LCTOP program and any amendments thereto with the California Department of Transportation.

PASSED AND ADOPTED by the VCTC at its regular meeting this 6th day of April 2018.

____

Linda Parks, Chair

ATTEST: APPROVED AS TO FORM:

______________________________ ______________________________

Donna Cole, Clerk Steven Mattas, General Counsel

Caltrans

FY 2016-2017 LCTOP
Certifications Assurances

Lead Agency: 0

Project Name: 0

Prepared by: 0

The California Department of Transportation (Caltrans) has adopted the following Certifications and Assurances for the Low Carbon Transit Operations Program (LCTOP). As a condition of the receipt of LCTOP funds, project lead must comply with these terms and conditions.

A. General

1. The project lead agrees to abide by the current LCTOP Guidelines and applicable legal requirements.
2. The project lead must submit to Caltrans a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

B. Project Administration

1. The project lead certifies that required environmental documentation is complete before requesting an allocation of LCTOP funds. The project lead assures that projects approved for LCTOP funding comply with Public Resources Code § 21100 and § 21150.
2. The project lead certifies that a dedicated bank account for LCTOP funds only will be established within 30 days of receipt of LCTOP funds.
3. The project lead certifies that when LCTOP funds are used for a transit capital project, that the project will be completed and remain in operation for its useful life.
4. The project lead certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.
5. The project lead certifies that they will notify Caltrans of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
6. The project lead must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the
7. Any interest the project lead earns on LCTOP funds must be used only on approved LCTOP
8. The project lead must notify Caltrans of any changes to the approved project with a Corrective Action Plan (CAP).
9. Under extraordinary circumstances, a project lead may terminate a project prior to completion. In the event the project lead terminates a project prior to completion, the project lead must (1) contact Caltrans in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.
10. Funds must be encumbered and liquidated within the time allowed

C. Reporting

1. The project lead must submit the following LCTOP reports:

   a. Semi-Annual Progress Reports by May 15th and November 15th each year.

   b. A Final Report within six months of project completion.

   c. The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of LCTOP funds. A copy of the audit report must be submitted to Caltrans within six months of the close of the year (December 31) each year in which LCTOP funds have been received or expended.

2. Other Reporting Requirements: ARB is developing funding guidelines that will include reporting requirements for all State agencies that receive appropriations from the Greenhouse Gas Reduction Fund. Caltrans and project sponsors will need to submit reporting information in accordance with ARB's funding guidelines, including reporting on greenhouse gas reductions and benefits to disadvantaged communities.

D. Cost Principles

1. The project lead agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

2. The project lead agrees, and will assure that its contractors and subcontractors will be obligated to agree, that:

   a. Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allow ability of individual project cost items and

   b. Those parties shall comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving LCTOP funds as a contractor or sub-contractor shall comply with Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

3. Any project cost for which the project lead has received funds that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 2 CFR, Part 200, are subject to repayment by the project lead to the State of California (State). All projects must reduce greenhouse gas emissions, as required under Public Resources Code section 75230, and any project that fails to reduce greenhouse gases shall also have its project costs submit to repayment by the project lead to the State. Should the project lead fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the project lead from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

A. Record Retention

1. The project lead agrees, and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the project lead, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), and enable the determination of incurred costs at interim points of completion. All accounting records and other supporting papers of the project lead, its contractors and subcontractors connected with LCTOP funding shall be maintained for a minimum of three (3) years after the "Project Closeout" report or final Phase 2 report is submitted (per ARB Funding Guidelines, Vol. 3, page 3.A-16), and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the project lead, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the project lead pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the project lead's external and internal auditors may be relied upon and used by the State when planning and conducting additional
2. For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the project lead's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the project lead shall furnish copies thereof if requested.
3. The project lead, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

F. Special Situations

Caltrans may perform an audit and/or request detailed project information of the project sponsor's LCTOP funded projects at Caltrans' discretion at any time prior to the completion of the LCTOP.

I certify all of these conditions will be met.

0	0
(Print Authorized Agent)	*(Title)*
(Signature)	*(Date)*

Item #13

April 6, 2018

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: STEVE DEGEORGE, PLANNING & TECHNOLOGY DIRECTOR

SUBJECT: VENTURA COUNTY TRAFFIC MODEL (VCTM) UPDATE

RECOMMENDATION:

- Receive and file presentation on Ventura County Traffic Model (VCTM).

DISCUSSION:

The Ventura County Traffic Model (VCTM) is an analytical tool for studying traffic patterns and traffic forecasting. Historically, VCTC has developed or updated the VCTM every five to six years roughly following the Southern California Association of Governments' (SCAG) Regional Transportation Plan (RTP) updates. Staff working with Iteris Inc., VCTC's modeling consultant, recently completed the latest iteration of the VCTM.

The current VCTM is the most robust model that VCTC has ever built with modules that incorporate transit, heavy trucks, and active transportation. The model was derived from SCAG's regional model using the newly developed Sub-Regional Modeling Tool and customized by Iteris Inc. for VCTC's use. VCTC required that the VCTM be land use based, rather than socio-economic based, so that more subtle questions concerning land use patterns could be tested. The model contains a base year of 2012 and a forecast year of 2040. Iteris Inc. provided a tabular interface which allows land use categories to be updated and changed with relative ease. Most importantly, Iteris Inc. developed a standardized model output which includes a wide array of information including, Average Daily Traffic (ADT), Level of Service (LOS), Vehicle Miles Traveled (VMT) by time period, roadway classification, and jurisdiction.

The base year model is validated against known traffic counts and once the base year model reflects actual travel patterns the forecast year model is run to predict the impact of growth on the highway network. The VCTM has been validated in accordance with federal and state governing criteria and the forecast year has been checked for reasonableness and is ready to be used.

Staff and Iteris Inc. will provide a brief presentation of the model development and model results.

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Item # 14

April 6, 2018

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: JUDITH JOHNDUFF, PROGRAM ANALYST

SUBJECT: REVISION TO PROPOSITION 1B TRANSIT SECURITY CAPITAL PROGRAM

RECOMMENDATION:

- Approve reprogramming $280,000 from the Ventura County Transportation Commission (VCTC) Office Building Security Project to the following projects:
  - $195,000 to provide safety and security improvements at the new Gold Coast Transit Operations Center and,
  - $85,000 to install new security cameras at the Camarillo Moorpark Metrolink Stations.
- Amend the FY 17/18 VCTC budget to transfer $280,000 of Proposition 1B revenue and expenditures from the VCTC Office Building line item to the Transit Grant Administration Pass through line item.
- Authorize the Executive Director to execute all grant documents and cooperative agreements to implement the projects.

BACKGROUND:

The Proposition 1B California Transit Security Grant Program (CTSGP) has allocated $1 billion of bond funds statewide for security related transit capital projects since 2006. As with all bond measures the funds were authorized by the voters on a one-time basis. The final year of allocation of new funds was 2016 and local agencies are currently working on completing and closing out all projects.

DISCUSSION:

On December 2, 2016, VCTC approved programming $280,000 of Proposition 1B California Transit Security Grant Program (CTSGP) funds for safety and security improvements at the new VCTC Office Building. The purchase of the new VCTC headquarters building is no longer moving forward; therefore the security improvements are no longer needed for this building. Two projects have been identified for the CTSGP funds: 1) safety improvements at the new Gold Coast Transit Operations Center and 2) new security cameras at the Camarillo and Moorpark Metrolink Stations.

Gold Coast Transit Operations Center Improvements ($195,000): Gold Coast Transit District has notified staff that additional funds are needed for security improvements at the new Gold Coast Transit Operations Center. These improvements include security fencing, cameras, gates, lighting and monitoring equipment.

Camarillo and Moorpark Metrolink Station Security Cameras ($85,000): The County of Ventura Sheriff's Department has requested funds to upgrade the security cameras at the Camarillo and Moorpark Metrolink Rail Stations. The Sheriff's Department has jurisdiction over the parking lot cameras and has indicated the existing camera systems at these stations are obsolete. The proposed project would provide funds to replace the cameras and associated electrical systems. In addition, the $85,000 would be sufficient to provide security cameras for the expanded Moorpark Station parking area that will start construction shortly.

Since the Gold Coast Transit Operations Center is currently under construction and funds are needed as soon as possible to ensure prompt completion of the security improvements, to expedite the approval staff has bought this item directly to the Commission without being reviewed by TRANSCOM.

Item # 15

April 6, 2018

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: DARREN M. KETTLE, EXECUTIVE DIRECTOR
MARTIN R. ERICKSON, PUBLIC TRANSIT DIRECTOR
AARON B. BONFILIO, PROGRAM MANAGER
STEVE MATTAS, GENERAL COUNSEL

SUBJECT: RESCIND PRIOR CONTINGENT APPROVAL OF THE FIRST AMENDMENT TO TRANSIT SERVICES AGREEMENT BETWEEN VCTC AND ROADRUNNER MANAGEMENT SERVICES, INC. AND AUTHORIZE RE-ISSUANCE OF THE REQUEST FOR PROPOSALS FOR VCTC INTERCITY TRANSIT SERVICES (RFP#18-90164-FR)

RECOMMENDATION:

- Rescind Prior Contingent Approval of the First Amendment to Transit Services Agreement between VCTC and Roadrunner Management Services, Inc.
- Authorize the Executive Director to re-issue the Request for Proposals for VCTC Intercity Transit Services (RFP #18-90164-FR).

BACKGROUND:

At the February 2, 2018 Commission meeting, the Commission voted to approve RATP Dev USA, LLC ("RATP Dev") as an acceptable buyer of Roadrunner Management Services, Inc. ("Roadrunner"), and, to approve, subject to specified contingencies, the First Amendment to Transit Services Agreement ("First Amendment"). One contingency was the closing of an acquisition agreement between Roadrunner and RATP Dev wherein the closing was defined as "consummation of all actions required, pursuant to Proposed Acquisition Agreement, to complete a transaction under which RATP Dev acquires all, or substantially all, of [Roadrunner's] stock and owns and controls at least 51% of the voting stock of [Roadrunner] …" To date, VCTC has not delivered a signed copy of the First Amendment to Roadrunner.

On March 27, 2018, by written communication RATP Dev advised VCTC's Executive Director that Roadrunner and RATP Dev are unable to complete their purchase and sale transaction because of certain issues that arose during the parties' due diligence investigations, and that RATP Dev and Roadrunner do not intend to proceed further with their proposed transaction. Specifically, RATP Dev advised staff that it discovered during due diligence that there existed a pending class action lawsuit against Airport Connections, Inc. dba as Roadrunner Shuttle and the parties were unable to separate the potential liability from the acquisition of RMS. Staff understands that the parties attempted to separate Airport Connection from RMS whereby RATP Dev would only acquire RMS, however, no accord was ultimately reached as the debt of the two companies was "cross-collateralized". RATP Dev further advised that the parties "could not achieve a mutually agreeable solution allowing RATP Dev USA to buy

Roadrunner on commercially reasonable terms." As the completion of the acquisition of Roadrunner by RATP Dev was an express contingency of the First Amendment and as RATP Dev has advised that it does not intend to proceed further with the proposed acquisition of Roadrunner, staff recommends that the Commission rescind its prior action approving, with contingencies, the First Amendment.

Staff further requests authorization to re-issue the Request for Proposals for VCTC Intercity Transit Services (RFP #18-90164-FR) ("RFP"). Under Section 2.5 of the April 12, 2017 Settlement and Contract Termination Agreement between VCTC and Roadrunner, VCTC is authorized to set a termination date for the Agreement in the event that Roadrunner is unable to complete a sale to an Acceptable Buyer. Section 2.5 further authorizes VCTC to use "reasonable efforts to procure a replacement transit provider through an RFP process or other process as determined by the Commission within six months from October 1, 2017." However, Section 2.5 makes clear that the six month timeframe is a goal, and that the Commission "does not guarantee it will issue the [termination] notice on a date certain."

The Commission previously authorized Staff to issue the RFP at the October, 2017 Commission meeting and staff did issue the RFP. The Commission authorized Staff to cancel the RFP at the February 2, 2018 meeting in anticipation of what then appeared to be a nearly complete deal between RATP Dev and Roadrunner. As that transaction will not occur, Staff recommends re-issuing the RFP and implementation of the terms of the Settlement and Contract Termination Agreement.