



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, FEBRUARY 6, 2015
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 JANUARY 9, 2015 VCTC MEETING – PG.5

Recommended Action:

Approve

Responsible Staff: Donna Cole

8B. DECEMBER 2014 MONTHLY BUDGET REPORT – PG. 11

Recommended Action:

Receive and File

Responsible Staff: Sally DeGeorge

8C. PASSENGER RAIL UPDATE – PG. 17

Recommended Action:

Receive and File

Responsible Staff: Ellen Talbo

8D. LEGISLATIVE UPDATE– PG.23

Recommended Action:

Receive and File

Responsible Staff: Peter De Haan

8E. REVISION TO SIMI VALLEY SURFACE TRANSPORTATION PROGRAM FUNDS– PG.29

Recommended Action:

Approve programming \$221,817 of Surface Transportation Program (STP) cost savings from Erringer Road to Simi Valley Street Rehabilitation.

Responsible Staff: Stephanie Young

8F. TRANSPORTATION DEVELOPMENT ACT (TDA) AUDITS FOR FY 2013/2014- PG.31

Recommended Action:

Receive and file the Transportation Development Act (TDA) Audits for Fiscal Year 2013/2014

Responsible Staff: Sally DeGeorge

8G. APPROVE EVALUATION CRITERIA FOR TRANSPORTATION DEVELOPMENT ACT (TDA) ARTICLE 3 BICYCLE/PEDESTRIAN FUND APPLICATIONS FOR FY 15/16- PG.33

Recommended Action:

Approve the evaluation criteria for the applications from cities/County for FY 15/16 TDA Article 3 bicycle/pedestrian funds.

Responsible Staff: Ellen Talbo

8H. FEDERAL TRANSIT ADMINISTRATION SECTION 5310 APPLICATION – PG.35

Recommended Action:

Adopt Resolution #2015-01 (attached) authorizing the Executive Director to certify the application and forward the application to the California Department of Transportation (Caltrans).

Responsible Staff: Stephanie Young

8I. REVISED CONGESTION MITIGATION AND AIR QUALITY MINI CALL FOR PROJECTS SCHEDULE– PG. 37

Recommended Action:

Approve the revised Congestion Mitigation and Air Quality (CMAQ) Call for Projects schedule to allow applicants to submit revised local match fund commitments.

Responsible Staff: Stephanie Young

9. TRANSPORTATION DEVELOPMENT ACT (TDA), LOCAL TRANSPORTATION FUND (LTF),\ REVISED APPORTIONMENT FOR FISCAL YEAR 2014/2015– PG.39

Recommended Action:

- Approve the Revised Local Transportation Fund Apportionment for Fiscal Year 2014/2015 apportioning \$37.2 million as shown in Attachment 1.
- Amend the Fiscal Year 2014/2015 Transportation Development Act (TDA) Budget by increasing the Local Transportation Fund revenues and pass-through expenditures by \$4,356,080.
- Amend the Fiscal Year 2014/2015 Regional Transportation Planning budget by increasing the revenues and consultant expenditures by \$124,000.

Responsible Staff: Sally DeGeorge

10. TRANSPORTATION DEVELOPMENT ACT (TDA), LOCAL TRANSPORTATION FUND (LTF), DRAFT APPORTIONMENT FOR FISCAL YEAR 2015/2016 – PG.45

Recommended Action:

Approve the Local Transportation Fund Draft Apportionment for Fiscal Year 2015/2016 apportioning \$34.6 million as shown in Attachment 1.

Responsible Staff: Sally DeGeorge

11. FARE MEDIA - PG. 51

Recommended Action:

Approve Proposed Pass Fare Media for GFI Farebox Implementation

Responsible Staff: Vic Kamhi

12. HERITAGE VALLEY TRANSIT SERVICE FISCAL YEAR 14/15 BUDGET AMENDMENT–PG.53

Recommended Action:

Approve the Heritage Valley Policy Advisory Committee's recommendation to:

- *Amend the Heritage Valley Transit Service budget by increasing the FTA 5307 funding line-item by \$198,375, from \$543,895 to \$742,270, and by increasing the Local Contribution (TDA) funding line-item by \$275,655, from \$1,277,905 to \$1,553,560; and by reducing the Local Fee-Farebox funding line-item by \$41,200, from \$175,000 to \$133,800; resulting in a net increase in revenues of \$432,830; increasing the total revenues from \$3,851,00 to \$4,284,630; and,*
- *Amend the Heritage Valley Transit Service budget by increasing the Contractor expenditure line-item by \$415,830, from \$1,875,900 to \$2,291,730; and by adding the new Marketing line-item in an amount of \$17,000; increasing the total expenditures by \$432,830, from \$3,851,800 to \$4,284,630.*

Responsible Staff: Aaron Bonfilio

13. VCTC GENERAL COUNSEL'S REPORT

14. AGENCY REPORTS

15. CLOSED SESSION

16. ADJOURN to 9:00 a.m. Friday, March 6, 2015



Item #8A

Meeting Summary

VENTURA COUNTY TRANSPORTATION COMMISSION

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

CAMARILLO CITY HALL
601 CARMEN DRIVE
CAMARILLO, CA
FRIDAY, JANUARY 9, 2015
9:00 AM

MEMBERS PRESENT: Peter Foy, County of Ventura, Chair
Claudia Bill-de-la Peña, City of Thousand Oaks
Betsy Clapp, City of Ojai
Ginger Gherardi, City of Santa Paula
Brian Humphrey, Citizen Rep., Cities
Bill Little, City of Camarillo
Kathy Long, County of Ventura
Bryan MacDonald, City of Oxnard
Carl Morehouse, City of San Buenaventura
Linda Parks, County of Ventura
Jon Sharkey, City of Port Hueneme
Steve Sojka, City of Simi Valley
Jim White, Citizen Rep., County
John Zaragoza, County of Ventura
Carrie Bowen, Caltrans District 7

ABSENT: Keith Millhouse, City of Moorpark (*attending Metrolink Board Meeting*)
Manuel Minjares, City of Fillmore
Steve Bennett, County of Ventura

CALL TO ORDER

PLEDGE OF ALLGIANCE

ROLL CALL

PUBLIC COMMENTS FOR THOSE ITEMS NOT LISTED ON THIS AGENDA - None

5. CALTRANS REPORT -

Carrie Bowen reported contractors have been brought in to clean up the rock slide which has closed PCH since December 17th. One lane is expected to reopen late next week. Caltrans has been working with school systems to get busses through.

Caltrans has been exploring and implementing 101/23 Interchange Accident Reduction Options and will be monitoring and evaluating the effectiveness of these countermeasures as the project progresses.

6. EXECUTIVE DIRECTOR REPORT

Unmet Transit Needs Training Session and Hearing Process - Later this month we start our annual unmet transit needs process. The Commission approved the schedule last month, and the Chair is appointing a hearing board for the February 9th public meeting here at the Camarillo City Hall. In addition, Commission staff, working with the local transit providers and the Gold Coast Transit District staff, will be holding a series of outreach meetings, both to assist VCTC in meeting its unmet transit needs requirements under the state Transportation Development Act, and also to help both the Commission and the other transit providers in obtaining input for their short range transit planning. The outreach meeting will be at Moorpark City Hall on January 26th from 6:30 to 7:30 pm, The Oxnard Transportation Center on January 27th from 6:30 to 7:30 pm, and at the Santa Paula Community Center on January 28th from 6:30 to 7:30 pm. Commissioners are encouraged to attend these outreach meetings should your schedules permit. ***(Commissioners White, MacDonald and Humphrey will sit on the Unmet Needs Hearing Board)***

GoVentura Smartcard System Report - The following is a brief status update, on the implementation of the new fareboxes and fare collection system. As the Commission will recall this project was previously managed by Gloria Sotelo, who also managed VCTC's legacy GoVentura Smartcard Program, which is scheduled for decommission at the end of the fiscal year.

Since Ms. Sotelo's retirement at the end of 2014, VCTC staff continues to work on the implementation of the new farebox and fare collection system. The new system transitions the VCTC intercity fleet to the same fare collection technology that Simi Valley, Thousand Oaks and Gold Coast Transit recently transitioned to. This farebox upgrade couldn't come at a more critical time. The GoVentura Smartcard system, which the intercity service relies on for monthly passes, is truly on its last legs. For some time staff has reported on its status. Recently the system lost an additional point of sale location, as the system's antiquated equipment continues to fail. The hardware which is discontinued cannot be replaced and parts are unavailable for repair. As outlet equipment stops working the sales location is taken offline and the location closed. When the project started, almost 15 years ago, we had 18 sales outlet locations. Today there are only 6 locations left.

The new farebox system which is scheduled to come online, 5/1/2015, will accept all forms of fare payment, including pass media. The timing is such that the new system will be made available for intercity riders in advance of the GoVentura smartcard's scheduled decommission, slated for the end of the fiscal year, this will give riders time to transition. Staff and the other County operators are meeting to discuss alternatives to the GoVentura regional pass including exploration of new potential solutions, such as mobile based technology. As implementation of the new system continues, and the takedown of smartcard gets closer, staff will continue to provide updates to the Commission, including reporting on potential solutions to replacement of the aged regional card system, that are agreeable to all parties.

Will Kempton Appointed Executive Director of the California Transportation Commission - The California Transportation Commission (CTC) has announced the appointment of Will Kempton as its new Executive Director, replacing the retiring Andre Boutros. As a transportation leader, Will is well known in the state and in the region, having previously served as the Orange County Transportation Authority Chief Executive Officer and before that as the Caltrans State Director. We look forward to working with Will in his new role at the CTC. The CTC Press Release with additional information is attached to the printed report.

Countywide Bicycle Wayfinding Project - On Wednesday January 7th, VCTC had the kick-off meeting for the Countywide Bicycle Wayfinding project. The Wayfinding project will identify intercity and cross county bicycle routes, develop and install common signage, as well as identify and prioritize gaps in the regional network. Directional signage will facilitate intercity bicycle travel as an alternative to the automobile and assist the region in meeting the goals of the 2012 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS). Carlos, Hernandez of COH and Associates, VCTC's project management consultant, met with the TTAC subcommittee overseeing the project. Work began on the scope and schedule for the project Request for Proposal (RFP) and bicycle advocate outreach. It is anticipated that the RFP will be brought to the Commission for approval at the March meeting.

VCTC Intercity Bus Stop at the Oxnard Riverpark Collection – With the redevelopment of the Esplanade/Target shopping center, VCTC lost its established Park-and-Ride lot in the Esplanade. Knowing that the redevelopment would be occurring, VCTC, working together with the City of Oxnard and Shea Properties (the developer at The Collection) created a new VCTC Intercity Bus Stop and Park-and-Ride in Riverpark. The new site opened on January 2nd and provides parking for up to 50 vehicles. The stop is served during peak commute hours by VCTC's inter-county bus routes, the Coastal Express and Conejo Connection, which carry riders to employment destinations in Santa Barbara and Los Angeles counties. The change was posted on our website, bilingual notices were posted at the old stop, and bilingual seat drops were distributed in December. In addition, our contractor, RoadRunner Management staffed the site on Friday, January 2nd and Monday, January 5th, to ensure that no passengers missed their bus due to the shift. A copy of the informational flyer is being distributed to the Commission. VCTC appreciates all the hard work of City of Oxnard staff in coordinating the new Park-and-Ride. Thanks can also be given to Shea Properties (the developer at The Collection), as well RoadRunner Management for providing a smooth implementation.

The California Bike Coalition has named the Hwy 101 La Conchita Bike Path the #1 new bike path in California.

7. ADDITIONS/REVISIONS

8. CONSENT CALENDAR – Commissioner Sojka made a motion to approve all items as recommended on the consent calendar. The motion was seconded by Commissioner Sharkey and passed by a unanimous roll call vote.

- 8A. APPROVE SUMMARY FROM DECEMBER 5, 2014 VCTC MEETING** - *Approve*
- 8B. NOVEMBER 2014 MONTHLY BUDGET REPORT** - *Receive and File*
- 8C. PASSENGER RAIL UPDATE** - *Receive and File*
- 8D. COMMUTER SERVICES QUARTERLY REPORT** - *Receive and File*
- 8E. COASTAL EXPRESS TEN-YEAR TRANSIT SERVICE PLAN** - *Accept the Coastal Express Ten-Year Transit Service Plan as guidance for the Coastal Service*

9. VCTC OFFICE BUILDING PROJECT MANAGEMENT

Commissioner MacDonald made a motion to approve a Cooperative Agreement and authorize the Executive Director to execute Project Charter with County of Ventura Public Works Agency Engineering Services Department to provide Project Management professional services to serve as VCTC Project Manager/representative for building renovation/reconstruction. The not to exceed cost for services provided under this cooperative agreement over what is expected to be a twenty-four (24) month period is \$400,000. The motion was seconded by Commissioner Morehouse and passed by the following roll call vote:

Yes: Commissioner Bill-de la Peña, Sojka, MacDonald, Little, Morehouse, Gherardi, Humphrey, White, Clapp, Sharkey

No: None

Abstain: Commissioner Parks, Zaragoza, Long and Foy

Absent: Commissioner Bennett, Millhouse, Minjares

10. 2015 LEGISLATIVE PROGRAM AND LEGISLATION STATUS UPDATE

Commissioner Parks made a motion to adopt the 2015 Legislative Program with the removal of, "Support placing on the statewide ballot a constitutional amendment to lower the voter threshold to pass local transportation finance measures to 55% supermajority vote." The motion was seconded by Commissioner Sojka and passed by a unanimous roll call vote.

Commissioner Gherardi made a motion to support placing on the statewide ballot a constitutional amendment to lower the voter threshold to pass local transportation finance measures to 55% supermajority vote. The motion was seconded by Commissioner Morehouse and failed by the following 8-6 vote:

Yes: Commissioner, Sojka, Morehouse, Gherardi, Zaragoza, Long, Humphrey, White, Sharkey

No: Parks, Bill-de la Peña, MacDonald, Little, Clapp, Foy

Abstain: None

Absent: Commissioner Bennett, Millhouse, Minjares

11. AUTHORIZATION FOR PURCHASE OF FAREBOX EQUIPMENT

Commissioner Parks made a motion to authorize the Executive Director to procure remaining proprietary GFI Odyssey farebox equipment and materials from Genfare/SPX, recognizing that the goal is to have all county transit fare collection systems work together, for an amount not to exceed \$200,000, and to approve finding of need for sole source justification. The motion was seconded by Commissioner MacDonald and passed by the following roll call vote:

Yes: Commissioner Parks, Bill-de la Peña, Sojka, MacDonald, Little, Morehouse, Gherardi, Zaragoza, Long, Humphrey, White, Clapp, Sharkey, Foy

No: None

Abstain: None

Absent: Commissioner Bennett, Millhouse, Minjares

12. PROGRAM OF PROJECTS FOR FTA SECTION 5307 (JOBS ACCESS AND REVERSE COMMUTE) AND SECTION 5310 – PUBLIC HEARING

There were no speakers at the Public Hearing

Commissioner Gherardi made a motion to adopt the list of Jobs Access and Reverse Commute (JARC) and Section 5310 projects and Fiscal Year (FY) 2014/15 Program of Projects. The motion was seconded by Commissioner Sojka and passed by a unanimous roll call vote.

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13. VCTC GENERAL COUNSEL'S REPORT

14. AGENCY REPORTS

15. CLOSED SESSION

16. ADJOURN to 9:00 a.m. Friday, February 6, 2015

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Item # 8B

February 6, 2015

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: MONTHLY BUDGET REPORT

RECOMMENDATION:

- Receive and file the monthly budget report for December 2014

BACKGROUND:

The monthly budget report is presented in a comprehensive agency-wide format with the investment report presented at the end. The Annual Budget numbers 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 December 31, 2014 budget reports indicate that revenues were approximately 43.17% of the adopted budget while expenditures were approximately 44.42% 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, 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 booked annually at yearend.

The deferred revenue item is larger than normal due to Proposition 1B funds received in earlier fiscal Years for buses for the VCTC Intercity Services and Heritage Valley Transit as well as Metrolink Capital projects. These funds will be realized as the projects move forward in Fiscal Year 2014/2015.

**VENTURA COUNTY TRANSPORTATION COMMISSION
BALANCE SHEET
AS OF DECEMBER 31, 2014**

ASSETS

Assets:

Cash and Investments - Wells Fargo Bank	\$ 7,900,340
Cash and Investments - County Treasury	22,229,460
Petty Cash	50
Receivables/Due from other funds	987,208
Prepaid Expenditures	359,401
Deposits	15,686
Capital Assets, undepreciated	25,885,133
Capital Assets, depreciated, net	24,533,736

Total Assets: **\$81,911,014**

LIABILITIES AND FUND BALANCE

Liabilities:

Accrued Expenses/Due to other funds	\$ 1,067,219
Deferred Revenue	3,620,429
Deposits	400

Total Liabilities: **\$ 4,688,048**

Net Position:

Invested in Capital Assets	\$50,418,869
Fund Balance	26,804,097

Total Net Position **\$77,222,966**

Total Liabilities and Fund Balance: **\$81,911,014**

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE FIVE MONTHS ENDING DECEMBER 310, 2014**

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	Fund Totals Actual	Annual Budget	Variance Over (Under)	% Year to Date
Revenues								
Federal Revenues	\$ 4,881,094	\$ 0	\$ 0	\$ 0	\$ 4,881,094	\$ 12,835,091	(7,953,997)	38.03
State Revenues	6,154,410	11,820,179	1,039,899	254,124	19,268,612	44,829,553	(25,560,941)	42.98
Local Revenues	2,751,960	0	0	1,852	2,753,812	4,599,129	(1,845,317)	59.88
Other Revenues	13	0	0	0	13	0	13	0.00
Interest	1,370	5,462	9,588	2,725	19,145	105,000	(85,855)	18.23
Total Revenues	13,788,847	11,825,641	1,049,487	258,701	26,922,676	62,368,773	(35,446,097)	43.17
Expenditures								
Administration								
Personnel Expenditures	1,155,350	0	0	0	1,155,350	2,663,500	(1,508,150)	43.38
Legal Services	8,264	0	0	0	8,264	25,900	(17,636)	31.91
Professional Services	52,176	0	0	0	52,176	107,600	(55,424)	48.49
Office Leases	74,963	0	0	0	74,963	149,200	(74,237)	50.24
Office Expenditures	259,120	0	0	0	259,120	320,800	(61,680)	80.77
Total Administration	1,549,873	0	0	0	1,549,873	3,267,000	(1,717,127)	47.44
Programs and Projects								
Transit & Transportation Program								
Senior-Disabled Transportation	61,800	0	0	0	61,800	140,925	(79,125)	43.85
Go Ventura Smartcard	78,817	0	0	0	78,817	248,500	(169,683)	31.72
Fare Collection APC Systems	34	0	0	0	34	571,753	(571,719)	0.01
VCTC Intercity Bus Service	12,428,153	0	0	0	12,428,153	16,956,072	(4,527,919)	73.30
HVT Bus Contract Services	1,305,648	0	0	0	1,305,648	3,821,500	(2,515,852)	34.17
Nextbus	162,128	0	0	0	162,128	520,906	(358,778)	31.12
Transit Grant Administration	1,298,008	0	0	0	1,298,008	6,157,731	(4,859,723)	21.08
Total Transit & Transportation	15,334,588	0	0	0	15,334,588	28,417,387	(13,082,799)	53.96

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	Fund Totals Actual	Annual Budget	Variance Over (Under)	% Year to Date
Highway Program								
Congestion Management Program	0	0	0	0	0	35,000	(35,000)	0.00
Motorist Aid Call Box System	0	0	0	136,701	136,701	440,500	(303,799)	31.03
SpeedInfo Highway Speed Sensor	0	0	0	35,000	35,000	144,000	(109,000)	24.31
Total Highway	0	0	0	171,701	171,701	619,500	(447,799)	27.72
Rail Program								
Metrolink & Commuter Rail	1,754,520	0	0	0	1,754,520	3,537,922	(1,783,402)	49.59
LOSSAN & Coastal Rail	31,712	0	0	0	31,712	35,300	(3,588)	89.84
Santa Paula Branch Line	84,016	0	0	0	84,016	769,356	(685,340)	10.92
Total Rail	1,870,248	0	0	0	1,870,248	4,342,578	(2,472,330)	43.07
Commuter Assistance Program								
Transit Information Center	14,680	0	0	0	14,680	45,500	(30,820)	32.26
Rideshare Programs	11,789	0	0	0	11,789	70,400	(58,611)	16.75
Total Commuter Assistance	26,469	0	0	0	26,469	115,900	(89,431)	22.84
Planning & Programming								
Transportation Development Act	39,197	10,759,395	0	0	10,798,592	28,554,937	(17,756,345)	37.82
Transportation Improvement Program	7,701	0	0	0	7,701	292,520	(284,819)	2.63
Regional Transportation Planning	34,257	0	0	0	34,257	342,000	(307,743)	10.02
Airport Land Use Commission	362	0	0	0	362	113,967	(113,605)	0.32
Regional Transit Planning	39,653	0	0	0	39,653	132,848	(93,195)	29.85
Freight Movement	45	0	0	0	45	12,500	(12,455)	0.36
Total Planning & Programming	121,215	10,759,395	0	0	10,880,610	29,448,772	(18,568,162)	36.95
General Government								
Community Outreach & Marketing	308,470	0	0	0	308,470	898,900	(590,430)	34.32
State & Federal Relations	37,815	0	0	0	37,815	86,200	(48,385)	43.87
Management & Administration	21,917	0	0	0	21,917	77,100	(55,183)	28.43
Office Building Purchase	0	0	0	0	0	722,001	(722,001)	0.00
Total General Government	368,202	0	0	0	368,202	1,784,201	(1,415,999)	20.64
Total Expenditures	19,270,595	10,759,395	0	171,701	30,201,691	67,995,338	(37,793,647)	44.42

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	Fund Totals Actual	Annual Budget	Variance Over (Under)
Revenues over (under) expenditures	(5,481,748)	1,066,246	1,049,487	87,000	(3,279,015)	(5,626,565)	2,347,550
Other Financing Sources							
Transfers Into GF from LTF	2,817,017	0	0	0	2,817,017	3,116,035	(299,018)
Transfers Into GF from STA	5,615,448	0	0	0	5,615,448	8,470,911	(2,855,463)
Transfers Into GF from SAFE	10,961	0	0	0	10,961	42,600	(31,639)
Transfers Out of LTF into GF	0	(2,817,017)	0	0	(2,817,017)	(2,817,017)	0
Transfers Out of STA into GF	0	0	(5,615,448)	0	(5,615,448)	(8,470,911)	2,855,463
Transfers Out of SAFE into GF	0	0	0	(10,961)	(10,961)	(42,600)	31,639
Total Other Financing Sources	8,443,426	(2,817,017)	(5,615,448)	(10,961)	0	299,018	(299,018)
Net Change in Fund Balances	2,961,678	(1,750,771)	(4,565,961)	76,039	(3,279,015)	(5,327,547)	2,048,532
Beginning Fund Balance	1,493,411	11,255,387	13,535,597	3,798,717	30,083,112	20,859,960	9,223,152
Ending Fund Balance	<u>\$ 4,455,089</u>	<u>\$9,504,616</u>	<u>\$8,969,636</u>	<u>\$3,874,756</u>	<u>\$26,804,097</u>	<u>\$15,532,413</u>	<u>\$11,271,684</u>

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
INVESTMENT REPORT
AS OF DECEMBER 31, 2014**

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 applicable bond documents.

Institution	Investment Type	Maturity Date	Interest to Date	Rate	Balance
Wells Fargo – Checking	Government Checking	N/A	\$1,402.60	0.02%	\$ 7,900,340.46
County of Ventura	Treasury Pool	N/A	\$17,743.89	0.31%	\$22,274,472.44
Total			\$19,146.49		\$30,174,812.90

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

The Commission's 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

February 6, 2015

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: ELLEN TALBO, PROGRAM ANALYST

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:

Ridership & On-Time Performance (OTP)

During the month of December, ridership on the Ventura County Line averaged 3,598 total boardings per weekday (inbound and outbound) indicating a 5.3% decrease from the previous month of November 2014, and a 12.1% increase from the same month last year. Systemwide ridership experienced a 5.6% decrease from the previous month. Monthly ridership statistics for the month of December 2014 are provided in the attachment for reference. Decreases in ridership are suspected to be related to a decline in gas prices that occurred in December and continued into January.

During the quarter of October-December 2014, ridership at the Ventura County stations averaged roughly 44% of the Ventura County Line indicating a decrease of approximately 2% from the previous quarter in 2014, and a decrease of approximately 4% from the previous quarter last year.

On-time performance data (which denotes trains arriving within five minutes of scheduled time) for the month of December was 96.1% indicating no change from the previous month.

Amtrak ridership at the Ventura County stations experienced a 6.8% decrease in average daily boardings (on and off) from December to November 2014, potentially related to declines in gas prices during the 2014 winter months. The decline may also be related to the expired Rail2Rail agreement between Metrolink and Amtrak, where Amtrak trains may have begun to discontinue accepting Metrolink fare on the Amtrak trains. VCTC and Metrolink staff continue to track this issue. Average daily boardings include weekends and holidays.

Board & TAC Updates

Metrolink

Since the management changes that occurred in December 2014, the TAC agreed to a set of principles for the cost-sharing of operations, capital, and rehabilitation to improve coordination among member agencies for cost allocation upon implementation of capital projects. However, formal board adoption has not occurred yet. In the meantime, an ad-hoc committee has been set up to recruit a new Chief Executive Officer. At the December TAC meeting it was discussed that all member agencies agreed replacing the aging ticket vending machine (TVM) fleet is a top priority. The current fleet of 130 TVMs and 4 ticket office machines exceed their useful lifespan and components are failing resulting in impacts to revenue collection. During the January Board meeting, the Board approved a procurement process and evaluation criteria to purchase a new fleet for a total cost not to exceed \$24 million. In addition, approximate costs of \$2.4 million per year are needed for ongoing maintenance. Should Metrolink not be able to share LA Metro's back office, it would need to establish a stand-alone back office which could cost up to an additional \$5 million.

At the July 2014 Board workshop, member agencies expressed a desire to receive the Authority's budget early in order to give it proper consideration for preparation of their own budget, and also expressed a preference of viewing more than an one year budget in order to have longer view of Metrolink's commitments. For FY 2015-2016 the Board and member agencies will approve the budget for one fiscal year with the other two years to be used for informational purposes only. Therefore in January, Metrolink staff presented a three year preliminary budget to the TAC and Executive Committee covering fiscal years 2015-2018. The preliminary budget, thus far, conservatively assumes zero ridership growth and a reduction in revenue for FY '16 and no increase in the "Big Four" contracts. New service elements considered in the FY '16 budget include the following, of which Ventura's share is minimal:

- Increasing train service on the Riverside IEOC line, Antelope Valley line, and Perris Valley extensions (with zero cost share for Ventura)
- Rollout of systemwide mobile ticketing
- Additional quarter of the Eastern Maintenance Facility
- Two Board approved fare collection positions

In January, Metrolink selected its new annual board leadership, represented by Shawn Nelson as Chair (Orange County), Daryl Busch as Vice-Chair (Riverside County), and Keith Millhouse as 2nd Vice-Chair (Ventura County).

LOSSAN

The LOSSAN Board received a presentation of its annual audit at their January Board meeting, for which the agency was found to be in compliance with audit requirements. The LOSSAN Board also selected new board leadership, represented by David Golanski as Chair (Los Angeles), Tony Kranz as Vice-Chair (San Diego), and Fred Strong as 2nd Vice-Chair (San Luis Obispo).

A full draft of the LOSSAN Business Plan was presented to the Board for review. Over the past nine months, LOSSAN staff has been working with Caltrans Division of Rail and Mass Transportation and the California State Transportation Agency to negotiate a draft interagency agreement. Since the interagency agreement is inclusive of the Amtrak Capitol and San Joaquin corridors, the draft interagency agreement was not available for the LOSSAN Board's review in January 2015 as previously anticipated by the TAC and staff. In the meantime LOSSAN staff is collecting Board comments on the draft business plan and will present a revised draft with the draft interagency agreement in mid-2015 for Board review and approval.

Discussed in further detail in Item #14, VCTC staff met with Santa Barbara officials to discuss commute-friendly service along the LOSSAN corridor specifically between the two counties.

December 2014 Metrolink Ridership

AVERAGE WEEKDAY PASSENGER TRIPS (INBOUND and OUTBOUND)
DECEMBER 2014 v. NOVEMBER 2014 (MONTH OVER MONTH)

MO/YR	Ventura County Line	System Grand Total	Metrolink Rail 2 Rail on Amtrak North of LA (weekday)
Dec-14	3,598	39,420	168
Nov-14	3,787	41,778	233
Change	-5.3%	-5.6%	-23.6%

AVERAGE WEEKDAY PASSENGER TRIPS (INBOUND and OUTBOUND)
NOVEMBER 2014 v. NOVEMBER 2013 (YEAR OVER YEAR)

MO/YR	Ventura County Line	System Grand Total	Metrolink Rail 2 Rail on Amtrak North of LA (weekday)
Dec-14	3,598	39,420	168
Dec-13	3,207	38,138	140
Change	12.1%	3.36%	20.0%

5 YEAR SNAPSHOT OF AVERAGE DAILY TOTAL BOARDINGS (INBOUND and OUTBOUND)

MO/YR	Ventura County Line	VC County Portion	System Grand Total	Average Daily Metrolink Monthly Passholders on Amtrak (weekday)
Dec-14	3,598	1,833	39,420	168
Dec-13	3,207	1,528	38,138	140
Dec-12	3,533	1,838	39,109	192
Dec-11	3,580	1,741	39,035	254
Dec-10	3,215	1,967	35,669	255
Dec-09	3,598	1,833	39,420	168

VENTURA COUNTY LINE STATION QUARTERLY COMPARISON OF AVERAGE MONTHLY BOARDINGS (ON and OFF) – OCT – DEC 2014 (FY 15 Q2)

	FY 15 Q2				FY 14 Q2				Year Over Year Performance			
STATION	Oct-14	Nov-14	Dec-14	Q2 AVG	Oct-13	Nov-13	Dec-13	Q2 AVG	Oct	Nov	Dec	Q2 AVG
BURBANK	850	869	812	844	965	918	833	905	-12.0%	-5.4%	-2.4%	-6.6%
BURBANK AIRPORT	216	221	200	212	232	228	203	221	-6.8%	-2.9%	-1.7%	-3.8%
CAMARILLO	129	124	109	121	125	113	99	112	3.1%	10.3%	10.2%	7.9%
CHATSWORTH	356	340	322	339	334	340	323	332	6.6%	0.2%	-0.2%	2.2%
EAST VENTURA	44	43	38	42	48	49	40	46	-8.9%	-12.4%	-4.3%	-8.5%
GLENDALE	627	609	566	601	653	641	608	634	-4.0%	-5.0%	-6.9%	-5.3%
MOORPARK	225	231	212	223	242	246	219	235	-6.9%	-6.3%	-2.9%	-5.4%
NORTHRIDGE	415	398	339	384	427	386	327	380	-3.0%	3.1%	3.9%	1.3%
OXNARD	102	101	90	98	97	93	69	86	5.7%	8.4%	31.1%	15.1%
SIMI VALLEY	385	386	354	375	413	400	369	394	-6.8%	-3.4%	-4.1%	-4.7%
VAN NUYS	191	180	177	183	184	168	163	172	3.9%	7.2%	8.5%	6.6%

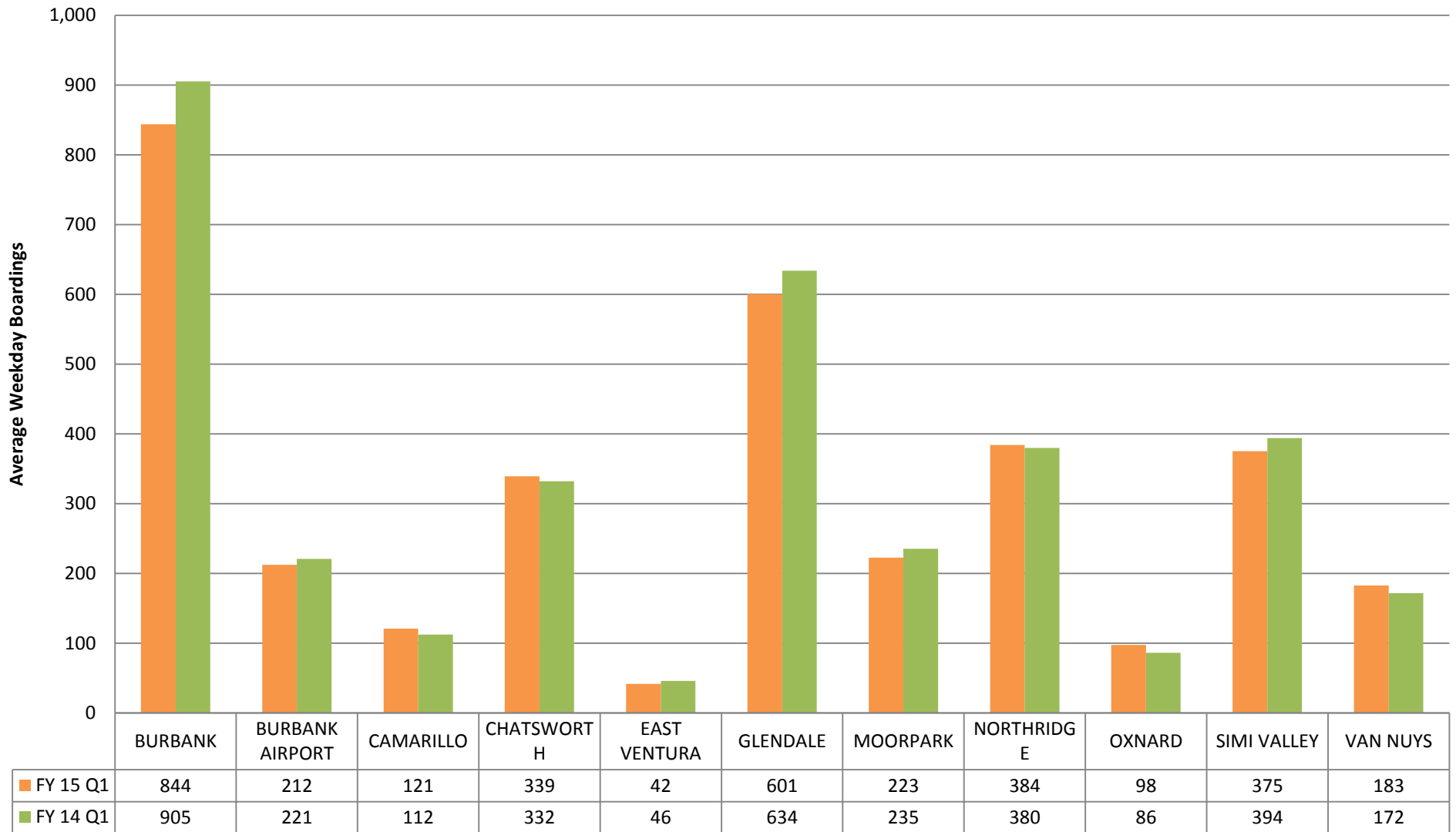
Notes:

Ridership estimates are based on ticket sales by origin station and do not reflect returns from corporate consignment sales.

Station boardings do not sum to total system ridership because:

- Ridership estimates do not reflect transfers.

Quarterly Station Boarding Comparison - Year Over Year Performance (Oct-Dec)



- Ridership from tickets and passes without a defined destination station is counted at the origin station only.

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Item #8D

February 6, 2015

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: LEGISLATION STATUS UPDATE

RECOMMENDATION:

- Receive and file.

BACKGROUND:

Federal Issues

As the Commission is undoubtedly aware, Senator Barbara Boxer, past Chair and current Ranking Member of Senate Environment and Public Works Committee, has announced that she will not seek reelection in 2016. Another news item with significance for Ventura County is the appointment of Congresswoman Julia Brownley to the House Transportation and Infrastructure Committee.

State Issues

Attachment A provides the monthly status report from Delaney Hunter, the Commission's Sacramento lobbyist. The report includes information on the transportation portion of the proposed state budget released by the Brown Administration, bills introduced thus far, and other items of interest.

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GONZALEZ, QUINTANA & HUNTER, LLC

VENTURA COUNTY TRANSPORTATION COMMISSION MONTHLY STATE ADVOCACY REPORT JANUARY 2015

General Legislative Updates

The 2015-16 Legislative Session reconvened January 5, 2015 and committee chairs and memberships have now been finalized. Of particular note:

The **Assembly Transportation Committee** will be chaired by Assemblymember Jim Frazier (D – Oakley) and Assemblymember Katcho Achadjian (R – San Luis Obispo) will serve as Vice Chair. The membership also includes Assemblymembers Banker, Bloom, Campos, Chu, Daly, Dodd, Eduardo Garcia, Gomez, Kim, Linder, Melendez, Nazarian and O'Donnell.

Assembly Budget Subcommittee #3 will continue to be chaired by Assemblymember Richard Bloom (D – Santa Monica) and Assemblymembers Gordon, Obernolte, Patterson and Williams will serve as members.

The **Senate Transportation Committee** will be chaired by Senator Jim Beall (D – San Jose) and Senator Anthony Cannella (R – Ceres) will serve as Vice Chair. The membership also includes Senators Allen, Bates, Gaines, Galgiani, Leyva, McGuire, Mendoza, Roth and Wieckowski.

Senate Budget Subcommittee #2 will be chaired by Senator Lois Wolk (D – Davis) and Senators Pavley and Nielsen will serve as members.

Bills of Interest

Bills are now being actively introduced though a much slower pace than will occur as we near the deadline in late February. We expect committees to begin hearing bills in March.

AB 4 (Linder) – Vehicle Weight Fees: Transportation bond debt service

Summary: Would, until January 1, 2020, prohibit weight fee revenues from being transferred from the State Highway Account to the Transportation Deb Service Fund, the Transportation Bond Direct Payment Account, or any other fund or account for the purpose of payment of the debt service on transportation general obligation bonds, and would also prohibit loans of weight fee revenues to the General Fund.

AB 6 (Wilk) – High Speed Rail Bonds: school facilities

Summary: This bill 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. The bill, subject to the above exception, would also require the net proceeds of other bonds subsequently issued and sold under the high-speed rail portion of the bond act to be made available, upon appropriation, to fund construction of school facilities for K-12 and higher education. The bill would make no changes to the authorization under the bond act for issuance of \$950 million for rail purposes other than high-speed rail. These provisions would become effective only upon approval by the voters at the next statewide election.

AB 21 (Perea) – California Global Warming Solutions Act: Emissions Limits: Scoping Plan

Summary: Requires the State Air Resources Board, no later than January 1, 2018, to recommend to the Governor and the Legislature a specific target of statewide emissions reductions for 2030 to be accomplished in a cost-effective manner.

AB 23 (Patterson), SB 1 (Gaines) and SB 5 (Vidak) – California Global Warming Solutions Act: Market-Based Compliance Mechanisms: Exemption

Summary (substantially similar bills): Exempt transportation fuels and natural gas from the California Air Resource Board's cap-and-trade program.

AB 33 (Quirk) – California Global Warming Solutions Act: Scoping Plan

Summary: Requires the State Air Resources Board to develop specified information by July 1, 2016 for purposes of updating the next scoping plan and to report to the appropriate committees of the Legislature on the specified information on or before January 1, 2017.

SB 9 (Beall) – Cap and Trade Funding: Transit Capital Program

Summary: Modifies the purpose of the program to delete references to operational investments and instead provides for the funding of large, transformative capital improvements with a total cost exceeding \$100,000,000. The bill would require the Transportation Agency, in prioritizing and selecting projects for funding, to consider the extent to which a project reduces GHGs and would add additional factors to be considered in evaluating applications for funding.

SB 16 (Beall) – Department of Transportation

Summary: This bill would state the intent of the Legislature that the department identify savings from implementing efficiencies in its current programs and direct those resources into expanded activities for road repair and litter clean up.

SB 32 (Pavley) – Global Warming Solutions Act: Emissions Limit

Summary: Requires the State Air Resources Board to approve a statewide greenhouse gas emission limit that is equivalent to 80% below the 1990 level to be achieved by 2050, as specified. Also authorizes the state board to adopt interim greenhouse gas emissions level targets to be achieved by 2030 and 2040 and states the intent of the Legislature for the Legislature and appropriate agencies to adopt complementary policies that ensure long-term emissions reductions.

State of the State

Governor Jerry Brown was sworn in on Monday January 5th for his fourth and final term. He combined his Inaugural Speech and the annual State of the State into one address. Of particular note, Governor Brown highlighted the need to address our crumbling infrastructure – reporting what we already know, that our state has accumulated \$59 billion in needed maintenance. He called for Republicans and Democrats alike to come together and “tackle” this challenge. He sighted the collaborative work on the Water Bond and the Rainy Day Fund and stated that “we can do it again”. We are still waiting to see what form this will take – additional taxes, bonds, etc. and will report as further information becomes available.

State Budget

Governor Brown released his budget on January 9, 2015. The Governor stated the Budget is carefully balanced and prioritizes saving money, paying down debt, and investing back in the state. To summarize, the Budget proposes spending money on water, flood protection, and climate change. Aside from that, money will be set aside for the Rainy Day Fund and paying back debt.

Specific to transportation, Caltrans is continuing to move forward on mobility, sustainability and meeting the state’s objectives. The overall transportation budget is \$15.8 billion, similar to last year.

Cap and Trade

Investment has begun under the state’s Cap and Trade Program. This year the budget estimates revenue at \$1 billion. The CA Resources Board will hold auctions in February and May, the results of which will educate this \$1 billion estimate number, which could mean more money. The Department is moving forward on developing guidelines based on legislation from last year.

Deferred Maintenance

The Governor made a call to action in addressing the state’s deferred maintenance in both his State of the State and in the Budget, particularly in the transportation sector. California will be considering new and existing funding options for sustainability options and solutions to address the significant deferred maintenance issue in the state. The working process with CTIP continues, continuing with the “Fix it First” approach. The Governor calls on the Agency to identify a more sustainable and stable source of maintenance funding. As much as 45 % of highways in the state are in need. The Department has called for a CTIP meeting at the end of the month to start the dialogue and to form a coalition to engage with legislators and finance.

Trailer Bills

As part of the Budget announcement, Caltrans announced the Administration will seek legislative changes in the form of Trailer Bills. These include:

- The Road User Charge Advisory Committee was formed based on the passage of SB 1077 last year. This pilot committee will look into the prospects of developing a new fee for miles traveled. This is included in the Budget, and there will be a trailer bill formed to ensure that the Committee can continue to move forward.

- The Department is also looking to streamline the process of state road and highway relinquishment. Currently, an individual piece of legislation is required for each proposed relinquishment. The Department would like to find a streamlined way to deal with the process directly through the CTC rather than through a legislative process each time.
- There will also be a trailer bill coming to addresses the approval process of developing HOT lanes, and the pricing process. They will be working with the Legislature to come up with guidelines for how toll lane revenue will be used. It is presumed that the basics of the bill will be similar to the content of Senate Bill 983 (Hernandez) from last session.



Item # 8E

February 6, 2015

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: STEPHANIE YOUNG, PROGRAM ANALYST

SUBJECT: REVISION TO SIMI VALLEY SURFACE TRANSPORTATION PROGRAM FUNDS

RECOMMENDATION:

- Approve programming \$221,817 of Surface Transportation Program (STP) cost savings from Erringer Road to Simi Valley Street Rehabilitation.
-

BACKGROUND:

In the 2012 Mini Call for Projects, Simi Valley received \$575,445 of STP for the Erringer Road/Cochran Street Right Turn Lane and \$3,629,730 STP for the Street Rehabilitation Project. The Erringer Road project has been completed with cost savings of \$221,817. Since the City of Simi Valley was able to complete this project under budget, the City is requesting that the remaining STP funds be programmed to the Street Rehabilitation Project. Simi Valley has already expended \$3,340,550 of the \$3,629,730 STP funds currently programmed to the project and the additional \$221,817 will allow the City to do further pavement rehabilitation.

The TTAC approved this recommendation at the January 15, 2015 TTAC meeting.

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Item #8F

February 6, 2015

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: SALLY DEGEORGE, FINANCE DIRECTOR
SUBJECT: TRANSPORTATION DEVELOPMENT ACT (TDA) AUDITS FOR FISCAL YEAR 2013/2014

RECOMMENDATION:

- Receive and file the Transportation Development Act (TDA) Audits for Fiscal Year 2013/2014

BACKGROUND:

The Ventura County Transportation Commission (Commission) 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 claimants to ensure program compliance. State law requires that the TDA 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 a 90-day extension is granted).

DISCUSSION:

In July 2014, the Commission contracted with Conrad, LLP to perform the TDA and proposition 1B audits for the TDA claimants. An additional audit was performed by Charlex Z Fedak & Company for Gold Coast Transit. All audits received an audit opinion that "the financial statements were presented fairly in all material respects." The audits were completed and filed on-time with the State Controller's Office with the exception for the TDA Article 3 audit for the City of Simi Valley which was granted a 90-day extension. The Simi Valley Article 3 audit was completed and filed with the State Controller's office in late January.

The following TDA and Proposition 1B 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 8a, Article 8c, and Proposition 1B
City of Oxnard - Article 3, Article 8a and Article 8c

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City of Port Hueneme - Article 3, Article 4 and Article 8a

City of San Buenaventura - Article 3, Article 8a and Article 8c

City of Santa Paula - Article 3, Article 8a and Article 8c

City of Simi Valley - Article 3, Article 8a and Proposition 1B

City of Thousand Oaks - Article 3, Article 8a, Article 8c, and Proposition 1B

County of Ventura – Article 3, Article 8a and Article 8c

Ventura County Transportation Commission - Article 3, Article 8c, Article 6.5 and Proposition 1B

Gold Coast Transit – Article 4 and Proposition 1B

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



Item # 8G

February 6, 2015

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: ELLEN TALBO, PROGRAM ANALYST

SUBJECT: APPROVE EVALUATION CRITERIA FOR TRANSPORTATION DEVELOPMENT ACT (TDA) ARTICLE 3 BICYCLE/PEDESTRIAN FUND APPLICATIONS FOR FY 15/16

RECOMMENDATION:

Approve the evaluation criteria for the applications from cities/County for FY 15/16 TDA Article 3 bicycle/pedestrian funds.

DISCUSSION:

This agenda item was presented at the December CTAC meeting and due to lack of a chair and vice-chair, the item was moved to the January CTAC meeting when the evaluation criteria were approved by the CTAC.

Pursuant to California PUC Section 99233.3, each year a portion of the available Transportation Development Act (TDA) Local Transportation Funds each year must be used for planning, maintaining and constructing facilities for the exclusive use of pedestrians and bicyclists. For FY 15/16, it is estimated that approximately a range of \$657,000 to \$779,000 will be available for these purposes.

The annual allocation process is intended to be competitive and the Commission has assigned the responsibility to the Citizen's Transportation Advisory Committee/Social Services Transportation Advisory Council (CTAC/SSTAC) for reviewing the applications and making application ranking order recommendations to the Commission.

In discussing past allocations, CTAC/SSTAC and the Commission have felt the submittals were mostly for routine projects such as curb cuts. While this example is a worthwhile activity, it has been suggested that the Article 3 funds could be used for more innovative and exciting projects, and also, for bigger projects that might involve more than one city or just the County. Attached is the current evaluation criteria the Committee should review and offer recommendations on improvements to the evaluation process. At the January CTAC/SSTAC meeting, the criteria was distributed for review and the group discussed making changes to the criteria after the FY 15/16 cycle. At this time, staff recommends adopting the attached criteria, which has not changed from previous fiscal year cycles.

TDA ARTICLE 3 GRANT EVALUATION CRITERIA

1. Matching Funds (Yes or No)	2. Safety (30 points possible)	
This criterion evaluates local support for the proposed project in terms of financial partnership. It is highly recommended that there be a minimum 50/50 match of the request. Is the City/County willing to match its request at 50 % or greater? Yes or No?	This criterion evaluates how the proposed project will effect safety at existing facilities or improve safety by building new facilities. When describing the project conditions include any accident statistics and how the project will improve or correct the situation. Will the proposed project improve safety or correct an existing safety problem including providing secure parking for bicycles?	
3. Project Readiness (15 points possible)	4. Special Considerations (15 points possible)	
This criterion evaluates deliverability of a proposed project. Please note that, funds not used within two years must be returned for redistribution the following year or a City and/or County may request that the project readiness be reevaluated so that the City and/or County may retain their allocation. Is this a new or continuing project and is the proposed project ready for construction in the fiscal year of allocation? Have past allocations been fully spent; please report on past allocations.	This criterion is designed to add flexibility and allows cities and/or agencies to be creative and discuss any other ways in which the proposed project will benefit City/County residents, for example, improving air quality, reducing VMT, serving older areas without recent improvements, making major improvements to accessibility and/or to serve lower income residents. When discussing this criterion please be specific! Does the proposed project provide a benefit to City/County residents that has not been discussed elsewhere?	
5. Maintenance of Facility (10 points possible)	6. Connectivity (5 points possible)	
This criterion evaluates whether a proposed project will be maintained at an appropriate level after the project is completed. Please discuss whether the proposed project has a long range maintenance plan associated with it. How will the proposed project be maintained?	This criterion evaluates the proposed project's relationship to regional and/or local planned pathway systems. When discussing this criterion please include an 8 1/2 " x 11" map illustrating the existing plan and the proposed project. Will the proposed project close a missing link in an existing local or regional bike or pedestrian plan?	
7. Involvement of Other Agencies (10 points possible)	8. Traffic Generators (5 points possible)	
This criterion evaluates whether the proposed project has local and/or regional significance. When discussing this issue please list all other agencies and/or special districts involved and their roles. Are any other agencies outside the applicant's jurisdiction involved in planning or constructing any phase of this proposed project?	This criterion evaluates the proposed project's usefulness in serving major traffic generators. Will the proposed project serve major bicycle or pedestrian traffic generators such as schools, libraries, work sites, downtown areas, retail centers, transit nodes?	
9. Expected Utilization Rate (5 points possible)	10. Multi-Modal Interface (5 points possible)	
This criterion evaluates the proposed project's usage. The project should be discussed in terms of the usage as a percentage of the applicant's population or as a percentage of the population the project affects.	This criterion evaluates the proposed project's connectivity to transit modes and other forms of transportation. How will the project encourage multi-modal travel?	



Item #8H

February 6, 2015

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: STEPHANIE YOUNG, PROGRAM ANALYST

SUBJECT: FEDERAL TRANSIT ADMINISTRATION SECTION 5310 APPLICATION

RECOMMENDATION:

- Adopt Resolution #2015-01 (attached) authorizing the Executive Director to certify the application and forward the application to the California Department of Transportation (Caltrans).

DISCUSSION:

FTA Section 5310 provides capital grants for projects that meet the transportation needs of elderly persons and persons with disabilities. At the January 9, 2015 meeting, the Commission adopted the list of Section 5310 projects for Fiscal Year (FY) 2014/15. This list included the Conejo Valley Senior Concerns Simi Valley Senior Transportation project, which provides shuttle service to Simi Valley-based families to the Senior Concerns adult day program in Thousand Oaks. Since the project serves residents of Simi Valley, which is defined by the United States Census Bureau as a Small Urban area, the project must be forwarded to Caltrans to compete in the statewide small urban call for projects.

The attached Resolution #2015-01 will authorize the Executive Director to file and execute the application and any other required documents to Caltrans.

RESOLUTION NO. 2015-01

**RESOLUTION AUTHORIZING THE FEDERAL FUNDING UNDER
FTA SECTION 5310 (49. U.S.C SECTION 5310) WITH
CALIFORNIA DEPARTMENT OF TRANSPORTATION**

WHEREAS, the U.S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital projects for non-urbanized public transportation systems under Section 5310 of the Federal Transit Act (FTA C 9070.1F); and

WHEREAS, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5310 grants for transportation projects for the elderly and disabled; and

WHEREAS, the Ventura County Transportation Commission (VCTC) desires to apply for said financial assistance to permit operation of paratransit service in Ventura County; and

WHEREAS, the VCTC has, to the maximum extent feasible, coordinated with transportation providers and users in the region (including social service agencies).

**NOW, THEREFORE, THE VENTURA COUNTY TRANSPORTATION COMMISSION RESOLVES
AS FOLLOWS:**

Section 1. The VCTC hereby authorizes its Executive Director to file and execute applications on behalf of the VCTC with the Department to aid in the financing of capital projects pursuant to Section 5310 of the Federal Transit Act (FTA C 9070.1F), as amended.

Section 2. The Executive Director is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department with respect to the application for Section 5310 projects.

Section 3. The Executive Director is authorized to provide additional information as the Department may require in connection with the application for the Section 5310 projects.

Section 4. The Executive Director is authorized to approve and submit requests for reimbursement of funds from the Department for the Section 5310 project/s.

PASSED AND ADOPTED by the Ventura County Transportation Commission at its regular meeting this 6th day of February, 2015.

ATTEST:

Peter Foy, Chair

Donna Cole, Clerk

APPROVED AS TO FORM:

Steven T. Mattas, General Counsel



Item #81

February 6, 2015

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

**FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
STEPHANIE YOUNG, PROGRAM ANALYST**

SUBJECT: REVISED CONGESTION MITIGATION AND AIR QUALITY MINI CALL FOR PROJECTS SCHEDULE

RECOMMENDATION:

- Approve the revised Congestion Mitigation and Air Quality (CMAQ) Call for Projects schedule to allow applicants to submit revised local match fund commitments.

BACKGROUND:

At the November 2014 meeting, the Commission approved the CMAQ Call for Projects schedule and guidelines. VCTC received 38 applications totaling \$37,278,236 by the January 15th deadline. The amount of funding available in this Call for Projects is approximately \$13,370,000.

The Call for Projects guidelines included scoring criteria that provided up to 10 points to transit projects and 15 points to non-transit projects that provided matching funds. Due to the increase of TDA in the current fiscal year, it is possible that cities may wish to use their apportionment of TDA to increase their local matching funds for CMAQ projects. Staff is recommending that the review and approval of CMAQ projects be delayed so that applicants can increase their matching funds if they choose to do so. Adjustments to matching funds should be submitted to Stephanie Young, at syoung@goventura.org, by March 12, 2015. No other changes to the project applications should be made. The revised schedule will also allow staff and the CMAQ scoring committee to more thoroughly review the large number of applications.

The revised CMAQ Mini Call for Projects schedule is shown below with updates in bold:

Commission Approval of Call Process: November 7, 2014

Notification of Funding Availability: November 10, 2014

Applications Due to VCTC: January 15, 2015

New Matching Fund Submittals Due: March 12, 2015

Task Force Approval of Projects: ~~week of January 26th~~ **week of March 23, 2015**

TRANSCOM Approval of Transit List: ~~February 12th~~ **April 9, 2015**

TTAC Approval of Non-Transit List: ~~February 19th~~ **April 16, 2015**

VCTC Approval to Projects: ~~March 6th~~ **May 1, 2015**

Approval of Amendment to Federal Transportation Improvement Program: ~~May, 2015~~ **July 2015**

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Item #9

February 6, 2015

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: TRANSPORTATION DEVELOPMENT ACT (TDA), LOCAL TRANSPORTATION FUND (LTF), REVISED APPORTIONMENT FOR FISCAL YEAR 2014/2015

RECOMMENDATION:

- Approve the Revised Local Transportation Fund Apportionment for Fiscal Year 2014/2015 apportioning \$37.2 million as shown in Attachment 1.
- Amend the Fiscal Year 2014/2015 Transportation Development Act (TDA) Budget by increasing the Local Transportation Fund revenues and pass-through expenditures by \$4,356,080.
- Amend the Fiscal Year 2014/2015 Regional Transportation Planning budget by increasing the revenues and consultant expenditures by \$124,000.

BACKGROUND:

Each year the Ventura County Transportation Commission (Commission) is responsible for apportioning the quarter cent statewide sales tax funds that accrue to Ventura County under the State Transportation Development Act (TDA) Local Transportation Fund (LTF). Current eligible uses of LTF revenues include funds for Commission administration (amount determined by the Commission), County administration fees, Commission planning activities (capped at 2% of revenues), bicycle and pedestrian projects (capped at 2% after administrative and planning costs are deducted), rail passenger service operations/capital improvements with the remainder going to fund transit and if all transit needs are met, to street and road projects if eligible. Staff works with the County Auditor-Controller to determine the estimated fund balance for the upcoming fiscal year and the projected sales tax revenue. These funds are then apportioned by population and allocated throughout the fiscal year as receipts are received.

Changes to the TDA laws and regulations went into effect on July 1, 2014 per Senate Bill (SB) 716 and SB 203 as well as AB 664. Some of these changes apply to all TDA funds and some are specific to Ventura County and/or the new Gold Coast Transit District. Some of the highlights of the three bills are as follows:

1. A new transit district, Gold Coast Transit District, was created by AB 664 and its jurisdiction includes the Cities of Oxnard, San Buenaventura (Ventura), Port Hueneme, and Ojai and the unincorporated areas of the County of Ventura. Therefore, the local transportation funds that would have been apportioned to those jurisdictions will now go directly to the Gold Coast Transit District. Per AB 664, the apportionment area for the County of Ventura includes the unincorporated area of the county, regardless of whether that area is also within the boundaries of the District. The new legislation does allow that members may claim from Gold Coast Transit District (not VCTC) a portion of these funds for transit services purposes.
2. For jurisdictions with **populations under 100,000** and not in the Gold Coast Transit District (currently the Cities of Camarillo, Fillmore, Moorpark, and Santa Paula), local transportation funds are exempt from the new requirement (SB 716 and SB 203). Therefore, these jurisdictions can claim their local transportation funds first for public transit purposes (Article 4, *Public Transportation*, and 4.5, *Community Transit Service*) but would then be allowed to be claimed for Article 8 including Article 8(a), *Streets and Roads*, and Article 8(c), *Public Transportation*, as per the TDA regulations. If the population of a jurisdiction increases over 100,000, it would subsequently be required to follow the "over 100,000" regulations as mentioned in item 3.
3. For jurisdictions with **populations over 100,000** and not in the Gold Coast Transit District (currently the Cities of Simi Valley and Thousand Oaks), local transportation funds are to be allocated for public transit purposes and not for street and road purposes (SB 716 and SB 203). Therefore these cities can claim their local transportation funds for Article 4, *Public Transportation*, and 4.5, *Community Transit Service*.

In June 2014 the Commission approved the Local Transportation Fund apportionment for Fiscal Year 2014/2015. The Commission apportioned \$26.6 million in estimated sales tax receipts and \$1.4 million in fund balance for a total apportionment of \$31 million.

DISCUSSION:

The Ventura County Auditor-Controller provides LTF estimates to VCTC and is revising their Fiscal Year 2014/2015 estimate (see Attachment 2) for the Local Transportation Fund sales tax receipts from \$29.6 million to \$34.4 million – a \$4.8 million increase. The County has based their revision on the notification from the State Board of Equalization about projected growth factors (see Attachment 3). Furthermore, the beginning LTF fund balance at 7/1/14 was just over \$6 million – a \$1.8 million increase over the estimated \$4.2 million due to higher than projected sales tax receipts in Fiscal Year 2013/2014. Due to the increase in estimated receipts, staff is recommending that the Commission revise the Fiscal Year 2014/2015 apportionment.

In recognition of the volatility of sales tax revenue, the Commission at its March 2011 meeting adopted a policy to maintain a reserve of roughly 10% of funds to be apportioned for Articles 4 (public transportation) and 8 (other allocations, currently transit and local streets and roads). Should LTF revenues received be lower than estimated, VCTC would be able to draw from the reserves to keep local jurisdictions whole for the fiscal year thereby smoothing out sales tax fluctuations. Therefore, staff is recommending increasing the reserve by \$400,000 to \$3.2 million.

After accounting for the \$1.8 million increase to the beginning fund balance and the \$4.8 million increase in projected sales tax receipts less the \$400,000 additional reserve, there is an additional \$6.2 million to be apportioned bringing the total apportionment to \$37.2 million. The Fiscal Year 2014/2015 revised apportionment (see Attachment 1) includes the following allocations:

- Increase the Article 3 funds for Commission activities by \$1,722,400 for a total apportionment of \$4,539,417 as follows:
 - Increase the Metrolink commuter rail funds by \$1,598,400 for a total apportionment of \$2,830,900. The \$1,598,400 increase is one-third of the increased receipts. In Fiscal Year 2013/2014, the Commission made a decision to increase the allocation to Commuter Rail by one-third when there is an increase in revenue receipts to reduce the reliance on Metrolink's trading of LA Metro's local funds with VCTC's federal capital money to cover some of VCTC's operating costs for Metrolink. The additional funds will be budgeted with the Fiscal Year 2015/2016 budget.
 - Increase the Planning funds by \$124,000 for a total apportionment of \$744,000. These funds are used for planning activities which include Regional Transportation Planning, Regional Transit Planning, Transportation Improvement Program and Monitoring, Staff is recommending amending the Regional Transportation Planning budget by \$124,000 for consultant services.
 - There is no change to the administration funds which remain at \$964,517. These funds are used for Commission activities including ADA and Senior projects, Go Ventura Smartcard, Nextbus, Grant Administration, Transit Information Center, TDA Administration, Transportation Improvement Program and Monitoring as well as supporting the Commission's office administration and management.
- There is no change to the County Auditor-Controller's administrative costs which remain at \$14,000.
- Increase the Article 3 funds for Bicycle and Pedestrian projects by \$121,520 for a total apportionment of \$709,550. The additional \$121,520 Article 3 funding will be added to the Fiscal Year 2015/2016 budget.
- Increase the apportionment to Articles 4, 4.5, 8a and 8c as allowed by TDA by \$4,356,080 for a total apportionment of \$31,937,033. The Commission apportions these funds based on the California Department of Finance population estimate of 842,967 from May 2014. Staff is recommending amending the TDA Administration budget by \$4,346,080 to be passed-through to local agencies. The local agencies will need to file an amended claim to receive these funds.

ATTACHMENT 1
VENTURA COUNTY TRANSPORTATION COMMISSION
REVISED TDA LOCAL TRANSPORTATION FUND APPORTIONMENT FOR FISCAL YEAR 2014/2015

			REVISED FY 2014/2015	FINAL FY 2014/2015	Change vs. FINAL FY 2014/2015
Estimated Unapportioned Cash Balance			6,000,000	4,200,000	1,800,000
Contingency Reserve			-3,200,000	-2,800,000	-400,000
Estimated Annual LTF Receipts			34,400,000	29,600,000	4,800,000
Total Funds Available			37,200,000	31,000,000	6,200,000
Auditor's Administrative Costs			14,000	14,000	0
VCTC Administrative Costs			964,517	964,517	0
VCTC Planning Costs			744,000	620,000	124,000
Subtotal			35,477,483	29,401,483	6,076,000
Article 3 Bikeway/Pedestrian Fund			709,550	588,030	121,520
Subtotal			34,767,933	28,813,453	5,954,480
Article 3 Commuter Rail			2,830,900	1,232,500	1,598,400
Total to be Apportioned			31,937,033	27,580,953	4,356,080
Article 4 and Article 8 by Agency	Population	Pop %	REVISED FY 2014/2015	FINAL FY 2014/2015	Change vs. FINAL FY 2014/2015
Camarillo	66,752	7.92%	2,528,997	2,184,052	344,945
Fillmore	15,339	1.82%	581,140	501,875	79,265
Moorpark	35,172	4.17%	1,332,542	1,150,789	181,753
Santa Paula	30,448	3.61%	1,153,567	996,225	157,342
Simi Valley	126,305	14.98%	4,785,249	4,132,561	652,688
Thousand Oaks	129,039	15.31%	4,888,830	4,222,014	666,816
Gold Coast Transit District					
Ojai	7,594	0.90%	287,710	248,467	39,243
Oxnard	203,645	24.16%	7,715,388	6,663,040	1,052,348
Port Hueneme	22,399	2.66%	848,619	732,871	115,748
San Buenaventura	108,961	12.93%	4,128,146	3,565,084	563,062
Ventura County - Unincorporated	97,313	11.54%	3,686,845	3,183,975	502,870
Total	842,967	100.00%	31,937,033	27,580,953	4,356,080

ATTACHMENT 2

JEFFERY S. BURGH
AUDITOR-CONTROLLER

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



RECEIVED
JAN 12 2015

ASSISTANT
AUDITOR-CONTROLLER
JOANNE McDONALD

CHIEF DEPUTIES
VALERIE BARRAZA
BARBARA BEATTY
JILL WARD
MICHELLE YAMAGUCHI

January 10, 2015

Mr. Darren Kettle, Executive Director
Ventura County Transportation Commission
950 County Square Drive
Ventura, CA 93003

SUBJECT: LOCAL TRANSPORTATION FUND FY 2014-15 ESTIMATES

Dear Mr. Kettle:

The Auditor-Controller's conservative estimate of the Local Transportation Fund (LTF) revenues for fiscal year 2015-16 is \$34.4 million. Based on current year projected growth of 5.3 percent, the estimate could be up to \$36.1 million. As you are aware, projections are very uncertain given the current economic climate. It may be prudent to budget a contingency account to be allocated midyear if projections remain strong.

For FY 2014-15 we had projected \$29.6 million. This estimate is currently revised to \$34.4 million. In addition, based on the allocation schedule provided by your office, we estimate that approximately \$25,891 in interest will be earned by the fund during fiscal year 2014-15 and be available for allocation in the subsequent fiscal year.

Based on revised revenue estimates of \$34.4 million, budgeted allocations of \$31 million and interest of \$25,891 we project a LTF fund balance at June 30, 2015, of approximately \$9,476,000. (see Attachment I).

The Auditor-Controller's estimated LTF administrative costs for fiscal year 2015-16 are \$14,000.

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

If you have any questions, please contact Jill Ward at (805) 654-3153.

Sincerely,

JEFFERY S. BURGH
Auditor-Controller

Enclosure

ATTACHMENT 3

STATE OF CALIFORNIA

STATE BOARD OF EQUALIZATION

LOCAL REVENUE ALLOCATION UNIT
450 N STREET, MIC 27, SACRAMENTO, CALIFORNIA
PO BOX 942879, SACRAMENTO, CALIFORNIA 94279-0027
TELEPHONE 916 324-3000 FAX 916 324-3001
www.boe.ca.gov



BETTY T. YEE
First District, San Francisco
SEN. GEORGE RUNNER (RET.)
Second District, Lancaster
MICHELLE STEEL
Third District, Orange County
JEROME E. HORTON
Fourth District, Los Angeles
JOHN CHIANG
State Controller
CYNTHIA BRIDGES
Executive Director

September 4, 2014

County Of Ventura
Auditor-Controller
800 S Victoria Ave
Ventura, CA 93009 1540

Dear Auditor-Controller:

Projected Growth Factor for 3Q14

This letter is to inform you that we will apply a 5.5% growth factor to the Third Quarter 2014 (3Q14) advance payments. As you are aware, the Department of Finance (DOF) projected a growth factor of 8.0% in their notice that was issued to all jurisdictions on May 27, 2014. The following will set forth the reasons why we have decided to apply a 5.5% growth factor to the 3Q14 advance payments.

- A. A comparison of 1Q14 Bradley Burns Net Local Tax to 1Q13 Bradley Burns Net Local Tax disclosed that revenues were up approximately 3.7% statewide.
- B. Review of the Statewide Cash Receipts for the Second Quarter 2014 period (May, June prepayments and July 2014 final payment) were up approximately 4.49% when compared to 2Q13 period.

Based on the above, the Board of Equalization will apply a 5.5% growth factor to the 3Q14 advance estimates. If you have any questions concerning any of the information provided you can contact us via e-mail at FWGroup@boe.ca.gov or call Sonia Calistro at (916) 324-3000.

Sincerely,

L.D. Micheli
Supervisor
Local Revenue Allocation Unit

LDM:sc

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E file



Item #10

February 6, 2015

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: TRANSPORTATION DEVELOPMENT ACT (TDA), LOCAL TRANSPORTATION FUND (LTF), DRAFT APPORTIONMENT FOR FISCAL YEAR 2015/2016

RECOMMENDATION:

- Approve the Local Transportation Fund Draft Apportionment for Fiscal Year 2015/2016 apportioning \$34.6 million as shown in Attachment 1.

BACKGROUND:

Each year the Ventura County Transportation Commission (Commission) is responsible for apportioning the quarter cent statewide sales tax funds that accrue to Ventura County under the State Transportation Development Act (TDA) Local Transportation Fund (LTF). Current eligible uses of LTF revenues include funds for Commission administration (amount determined by the Commission), County administration fees, Commission planning activities (capped at 2% of revenues), bicycle and pedestrian projects (capped at 2% after administrative and planning costs are deducted), rail passenger service operations/capital improvements with the remainder going to fund transit and if all transit needs are met, to street and road projects if eligible. Staff works with the County Auditor-Controller to determine the estimated fund balance for the upcoming fiscal year and the projected sales tax revenue. These funds are then apportioned by population and allocated throughout the fiscal year as receipts are received.

Changes to the TDA laws and regulations went into effect on July 1, 2014 per Senate Bill (SB) 716 and SB 203 as well as AB 664. Some of these changes apply to all TDA funds and some are specific to Ventura County and/or the new Gold Coast Transit District. Some of the highlights of the three bills are as follows:

1. A new transit district, Gold Coast Transit District, was created by AB 664 and its jurisdiction includes the Cities of Oxnard, San Buenaventura (Ventura), Port Hueneme, and Ojai and the unincorporated areas of the County of Ventura. Therefore, the local transportation funds that would have been apportioned to those jurisdictions will now go directly to the Gold Coast Transit District. Per AB 664, the apportionment area for the County of Ventura includes the unincorporated area of the county, regardless of whether that area is also within the boundaries of the District. The new legislation does allow that members may claim from Gold Coast Transit District (not VCTC) a portion of these funds for transit services purposes.

2. For jurisdictions with **populations under 100,000** and not in the Gold Coast Transit District (currently the Cities of Camarillo, Fillmore, Moorpark, and Santa Paula), local transportation funds are exempt from the new requirement (SB 716 and SB 203). Therefore, these jurisdictions can claim their local transportation funds first for public transit purposes (Article 4, *Public Transportation*, and 4.5, *Community Transit Service*) but would then be allowed to be claimed for Article 8 including Article 8(a), *Streets and Roads*, and Article 8(c), *Public Transportation*, as per the TDA regulations. If the population of a jurisdiction increases over 100,000, it would subsequently be required to follow the “over 100,000” regulations as mentioned in item 3.
3. For jurisdictions with **populations over 100,000** and not in the Gold Coast Transit District (currently the Cities of Simi Valley and Thousand Oaks), local transportation funds are to be allocated for public transit purposes and not for street and road purposes (SB 716 and SB 203). Therefore these cities can claim their local transportation funds for Article 4, *Public Transportation*, and 4.5, *Community Transit Service*.

DISCUSSION:

The Ventura County Auditor-Controller provides LTF estimates to VCTC and is projecting that Fiscal Year 2015/2016 Local Transportation Fund sales tax receipts will be \$34.4 million (see Attachment 2). It is estimated that the beginning fund balance will be the reserve from Fiscal Year 2014/2015 due to the revised Fiscal Year 2014/2015 apportionment adjusting for the previous year's extra tax receipts.

In recognition of the volatility of sales tax revenue, the Commission at its March 2011 meeting adopted a policy to maintain a reserve of roughly 10% of funds to be apportioned for Articles 4 (public transportation) and 8 (other allocations, currently transit and local streets and roads). Should LTF revenues received be lower than estimated, VCTC would be able to draw from the reserves to keep local jurisdictions whole for the fiscal year thereby smoothing out sales tax fluctuations. Therefore, staff is recommending a reserve of \$3 million

After accounting for the estimated \$3.2 beginning fund balance, \$34.4 projected tax receipts and \$3 million reserve, it is estimated that there will be \$34.6 million to apportion in Fiscal Year 2015/2016. This amount is \$2.6 million less than the previous year because of the lower beginning fund balance. The Fiscal Year 2015/2016 apportionment (see Attachment 1) includes the following:

- \$4,522,900 Article 3 funds for Commission activities including:
 - \$2,830,900 for Metrolink commuter rail purposes.
 - \$692,000 for planning activities which include Regional Transportation Planning, Regional Transit Planning, Transportation Improvement Program and Monitoring,
 - \$1,000,000 placeholder for administration of Commission activities including ADA and Senior projects, Fare Collection and APC Systems, Nextbus, Grant Administration, Transit Information Center, TDA Administration, Transportation Improvement Program and Monitoring as well as supporting the Commission's office administration and management.

- \$14,000 Article 3 funds for the County Auditor-Controller's administrative costs.
- \$657,880 Article 3 funds for Bicycle and Pedestrian projects.
- \$29,405,220 for apportionment to Articles 4, 4.5, 8a and 8c as allowed by TDA. The Commission apportions these funds based on the California Department of Finance population estimates. The Department of Finance issues the updated population estimates for the cities and counties in May of each year. The Fiscal Year 2015/2016 draft apportionment is based on the May 2014 population estimate of 842,967. The final LTF apportionment will be adjusted for the new population estimate published in May 2015.

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ATTACHMENT 1
VENTURA COUNTY TRANSPORTATION COMMISSION
TDA LOCAL TRANSPORTATION FUND DRAFT APPORTIONMENT FOR FISCAL YEAR 2015/2016

			DRAFT	FINAL	Change vs.	FINAL
			FY 2015/2016	FY 2014/2015	FY 2014/2015	FY 2013/2014
Estimated Unapportioned Cash Balance			3,200,000	6,000,000	-2,800,000	5,400,000
Contingency Reserve			-3,000,000	-3,200,000	200,000	-3,400,000
One Time Revenue			0	0	0	5,700,000
Estimated Annual LTF Receipts			34,400,000	34,400,000	0	29,100,000
Total Funds Available			34,600,000	37,200,000	-2,600,000	36,800,000
Auditor's Administrative Costs			14,000	14,000	0	14,000
VCTC Administrative Costs			1,000,000	964,517	-35,483	865,190
VCTC Planning Costs			692,000	744,000	52,000	736,000
Subtotal			32,894,000	35,477,483	-2,583,483	35,184,810
Article 3 Bikeway/Pedestrian Fund			657,880	709,550	51,670	703,696
Subtotal			32,236,120	34,767,933	-2,531,813	34,481,114
Article 3 Commuter Rail			2,830,900	2,830,900	0	1,066,000
Total to be Apportioned			29,405,220	31,937,033	-2,531,813	33,415,114
Article 4 and Article 8 by Agency	Population	Pop %	DRAFT	FINAL	Change vs.	FINAL
			FY 2015/2016	FY 2014/2015	FY 2014/2015	FY 2013/2014
Camarillo	66,752	7.92%	2,328,510	2,528,997	-200,487	2,656,935
Fillmore	15,339	1.82%	535,070	581,140	-46,070	606,958
Moorpark	35,172	4.17%	1,226,905	1,332,542	-105,637	1,396,063
Santa Paula	30,448	3.61%	1,062,118	1,153,567	-91,449	1,198,037
Simi Valley	126,305	14.98%	4,405,898	4,785,249	-379,351	5,021,970
Thousand Oaks	129,039	15.31%	4,501,268	4,888,830	-387,562	5,125,363
Gold Coast Transit District:						
Ojai	7,594	0.90%	264,901	287,710	-22,809	301,899
Oxnard	203,645	24.16%	7,103,749	7,715,388	-611,639	8,033,641
Port Hueneme	22,399	2.66%	781,344	848,619	-67,275	880,899
San Buenaventura	108,961	12.93%	3,800,887	4,128,146	-327,259	4,331,458
Ventura County - Unincorporated	97,313	11.54%	3,394,570	3,686,845	-292,275	3,861,891
Total	842,967	100.00%	29,405,220	31,937,033	-2,531,813	33,415,114

ATTACHMENT 2

JEFFERY S. BURGH
AUDITOR-CONTROLLER

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



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JAN 12 2015

ASSISTANT
AUDITOR-CONTROLLER
JOANNE McDONALD

CHIEF DEPUTIES
VALERIE BARRAZA
BARBARA BEATTY
JILL WARD
MICHELLE YAMAGUCHI

January 10, 2015

Mr. Darren Kettle, Executive Director
Ventura County Transportation Commission
950 County Square Drive
Ventura, CA 93003

SUBJECT: LOCAL TRANSPORTATION FUND FY 2014-15 ESTIMATES

Dear Mr. Kettle:

The Auditor-Controller's conservative estimate of the Local Transportation Fund (LTF) revenues for fiscal year 2015-16 is \$34.4 million. Based on current year projected growth of 5.3 percent, the estimate could be up to \$36.1 million. As you are aware, projections are very uncertain given the current economic climate. It may be prudent to budget a contingency account to be allocated midyear if projections remain strong.

For FY 2014-15 we had projected \$29.6 million. This estimate is currently revised to \$34.4 million. In addition, based on the allocation schedule provided by your office, we estimate that approximately \$25,891 in interest will be earned by the fund during fiscal year 2014-15 and be available for allocation in the subsequent fiscal year.

Based on revised revenue estimates of \$34.4 million, budgeted allocations of \$31 million and interest of \$25,891 we project a LTF fund balance at June 30, 2015, of approximately \$9,476,000. (see Attachment I).

The Auditor-Controller's estimated LTF administrative costs for fiscal year 2015-16 are \$14,000.

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

If you have any questions, please contact Jill Ward at (805) 654-3153.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeffery S. Burgh".

JEFFERY S. BURGH
Auditor-Controller

Enclosure



Item #11

February 6, 2015

MEMO TO: THE VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: AARON BONFILIO, PROGRAM MANAGER
SUBJECT: FARE MEDIA

RECOMMENDATION:

- Approve Proposed Pass Fare Media for GFI Farebox Implementation

BACKGROUND AND RECOMMENDATION:

At the January 2015 Commission meeting the Commission discussed the planned implementation of the new farebox system purchased through a joint-procurement with Gold Coast Transit and the City of Thousand Oaks. As part of the purchase, Gold Coast Transit purchased equipment for the use on the VCTC Intercity fleet. VCTC subsequently elected to continue operations of the Intercity service, and in January 2015 approved the order for remaining farebox equipment and media, for the implementation slated for May 2015.

Similar to new fare media developed by the Cities of Thousand Oaks, Simi Valley and the Gold Coast Transit District, VCTC staff have prepared a collection of passes that make full use of the new fare collection system. Each of the above mentioned systems has had their own fare media for some time, however the integration and upgrade to new fareboxes allows the agency to better track and record passenger utilization and control fraud. In addition to these operators, the Moorpark and the Heritage Valley systems have also employed their own pass/ticket structure for some time. The long-standing "free transfer" program will remain in place during the implementation of the new fare media.

The proposed VCTC-system passes afford the agency the flexibility to price fare media without impacting the riders that utilize multiple systems. One example is that VCTC will now be able to offer its passengers the ability to buy an unlimited ride pass at any point during the month, and have it be good for a 31-day period. Staff recognizes that those that do use multiple systems have historically used the regional Smartcard. While slated for decommission in the near future, VCTC will continue to sell and accept the Smartcard on its system until the program ends. Similarly Commission staff and the other transit operators are working on a solution to replace the aging system. One of the avenues being explored would be for the agencies utilizing the new farebox platform, to program the various farebox systems to electronically validate one another's passes. VCTC will present at future Commission meetings on the timeline for the Smartcard decommission and the various options available to continue regional pass interoperability. It is Staff's continued goal to replace the dying Smartcard system with a solution that meets the Commission's vision of a regional fare media product that can be used across the County and with all operators.

At this time, adoption of the proposed fare media ensures that there will not be any interruption to pass media availability for riders of the VCTC Intercity system.

Much like the current Smartcard passes, the proposed fare media are priced in two distinct categories – Ventura County region, and Inter-county Region.

The proposed pass fare media are:

Fare Product	Fare Category	Zone	Price	Trip Quantity	Media	Per Trip Value
UNLIMITED RIDE PASS 31-Day						
UNLIM 31-Day	Ventura Standard	Ventura	\$50.00	Unlim.	Mag. Card	N/A
UNLIM 31-Day	Ventura Discounted	Ventura	\$25.00	Unlim.	Mag. Card	N/A
UNLIM 31-Day	Intercounty Standard	Intcy	\$105.00	Unlim.	Mag. Card	N/A
UNLIM 31-Day	Intercounty Discounted	Intcy	\$52.00	Unlim.	Mag. Card	N/A
10-RIDE PASS						
10-RIDE PASS	Ventura Standard	Ventura	\$11.00	10	Mag. Card	\$1.10
10-RIDE PASS	Ventura Discounted	Ventura	\$5.50	10	Mag. Card	\$0.55
10-RIDE PASS	Intercounty Standard	Intcy	\$27.00	10	Mag. Card	\$2.70
10-RIDE PASS	Intercounty Discounted	Intcy	\$13.50	10	Mag. Card	\$1.35

Today's prices for the Smartcard are as follows:

Fare Product	Fare Category	Zone	Price
Unlimited Monthly Pass			
Unlimited Monthly Pass	Ventura Standard	Ventura	\$50.00
Unlimited Monthly Pass	Ventura Discounted	Ventura	\$25.00
Unlimited Monthly Pass	Intercounty Standard	Intcy	\$105.00
Unlimited Monthly Pass	Intercounty Discounted	Intcy	\$52.00

E-Purse*	Fare Category	Zone	Per Trip Value*
E-Purse	Ventura Standard	Ventura	\$1.13
E-Purse	Ventura Discounted	Ventura	\$0.56
E-Purse	Intercounty Standard	Intcy	\$2.70
E-Purse	Intercounty Discounted	Intcy	\$1.35

**Note the E-purse price is specific to the VCTC bus system.*



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February 6, 2015

MEMO TO: THE VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: AARON BONFILIO, PROGRAM MANAGER

SUBJECT: HERITAGE VALLEY TRANSIT SERVICE FISCAL YEAR 14/15 BUDGET AMENDMENT

RECOMMENDATION:

Approve the Heritage Valley Policy Advisory Committee's recommendation to:

- Amend the Heritage Valley Transit Service budget by increasing the FTA 5307 funding line-item by \$198,375, from \$543,895 to \$742,270, and by increasing the Local Contribution (TDA) funding line-item by \$275,655, from \$1,277,905 to \$1,553,560; and by reducing the Local Fee-Farebox funding line-item by \$41,200, from \$175,000 to \$133,800; resulting in a net increase in revenues of \$432,830; increasing the total revenues from \$3,851,00 to \$4,284,630; and,
- Amend the Heritage Valley Transit Service budget by increasing the Contractor expenditure line-item by \$415,830, from \$1,875,900 to \$2,291,730; and by adding the new Marketing line-item in an amount of \$17,000; increasing the total expenditures by \$432,830, from \$3,851,800 to \$4,284,630.

BACKGROUND AND RECOMMENDATION:

At the January 22, 2015, Heritage Valley Policy Advisory Committee meeting, the Committee approved a recommendation to the Commission to amend the Heritage Valley Transit Service budget. The amendment addresses the anticipated budgetary shortfall related to the additional expense in Contract Services and projected decrease in farebox revenues. The total revenues being sought with this amendment are \$432,830. The funds are provided by a combination of available FTA 5307 funds and Local Contribution (TDA funds from the member-agencies).

This amendment follows the prior budget amendment approved at the December 2014 Commission meeting, wherein the Commission increased the Local Contribution funding by \$183,000, which covered anticipated excess Contract Services costs associated with the extension of the FATCO contract, through March 1, 2015. Staff noted at that time, that while these funds would offset the immediate shortfall due to the extension, additional funding would be needed to cover the final year-end shortfall associated with projected increases to Contract Services expenditures, decreases in Farebox revenues, and the addition of a Marketing line-item. To address the year-end short fall staff's recommendation is as follows:

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- Increase the FTA 5307 funding line-item by \$198,375, from \$543,895 to \$742,270, and increase the Local Contribution (TDA) funding line-item by \$275,655, from \$1,277,905 to \$1,553,560; and reduce the Local Fee-Farebox funding line-item by \$41,200, from \$175,000 to \$133,800; resulting in a net increase in revenues of \$432,830; and,
- Increase the Contractor expenditure line-item by \$415,830, from \$1,875,900 to \$2,291,730; and add the new Marketing line-item in an amount of \$17,000; increasing the total expenditures by \$432,830, from \$3,851,800, for a total Heritage Valley Transit Service budget of \$4,284,630.

Pursuant with the Cooperative Agreement, the requested Local Contribution of \$275,655 is to be split three ways between the member agencies, the City of Fillmore, City of Santa Paula and the County of Ventura. This amount is equal to \$91,885 per agency. The remaining funds used to cover the projected shortfall will be provided by VCTC through available FTA 5307 funding.

The following tables reflect the recommended changes to the Heritage Valley Transit Service budget line-items, for both expenditures and revenues.

EXPENDITURES	Original*	Amended (Dec 14)	RECOMMENDED	Difference
Salaries	43,600	43,600	43,600	0
Fringe and Tax Allocation	22,900	22,900	22,900	0
Indirect Cost Allocation	33,800	33,800	33,800	0
Mileage	2,300	2,300	2,300	0
Postage	300	300	300	0
Printing	200	200	200	0
Marketing	0	0	17,000	+17,000
Bank Fees	1,300	1,300	1,300	0
Legal Services	13,000	13,000	13,000	0
Bus Purchase*	1,855,000	1,855,000	1,925,000	0
Communications-Airtime	3,500	3,500		
Contract Services	1,692,00	1,879,400	2,295,230	+415,830
Total Expenditures	\$3,738,800	\$3,851,800	\$4,354,630	

FUNDING	ORIGINAL*	Amended (Dec 14)	RECOMMENDED	Difference
FTA 5307	\$543,895	\$543,895	\$742,270	+ 198,375
Proposition 1B*	\$1,855,000	\$1,925,000	\$1,925,000	0
Local Contribution	\$1,094,905	\$1,277,905	\$1,553,560	+275,655
City of Fillmore	\$364,968.33	\$425,968.33	\$517,853.33	\$91,885
City of Santa Paula	\$364,968.33	\$425,968.33	\$517,853.33	\$91,885
County of Ventura	\$364,968.34	\$425,968.34	\$517,853.34	\$91,885
Local Fee - Farebox	\$175,000	\$175,000	\$133,800	-41,200
Total	\$3,738,800	\$3,851,800	\$4,354,630	

*Prop 1B funds amended following June adoption.