VENTURA COUNTY TRANSPORTATION COMMISSION

LOCAL TRANSPORTATION AUTHORITY
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, JUNE 3, 2016
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 MAY 13, 2016 VCTC MEETING – PG. 5**
Recommended Action:
Approve
Responsible Staff: Donna Cole

8B. **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. **GOLD COAST TRANSIT PROPOSITION 1B TRANSIT CAPITAL PROJECT APPROVAL– PG. 21**
Recommended Action:
Adopt a resolution taking the following actions:
- *Approving the programming of $475,000 of Proposition 1B Transit Capital Funds to purchase Replacement Paratransit Vehicles for Gold Coast Transit;*
- *Approving the PTMISEA Certification and Assurances and agreeing to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statues, regulations, and guidelines for all PTMISEA funded transit projects; and*
- *Authorizing the Executive Director to execute all required PTMISEA documents to receive the Transit Capital funds for the approved project.*

Responsible Staff: Judith Johnduff

8E. ACTIVE TRANSPORTATION PROGRAM CYCLE 3 10-POINT CRITERIA - PG.27
Recommended Action:
Approve a methodology to award up to 10 additional points to Ventura County projects allowing VCTC to advance competitive applications for grant funds in the Cycle 3 Active Transportation Program (ATP).
Responsible Staff: Judith Johnduff

8F. RESOLUTION FOR VCTC TO CLAIM FISCAL YEAR 2016/2017 TRANSPORTATION DEVELOPMENT ACT (TDA) LOCAL TRANSPORTATION FUNDS (LTF) AND STATE TRANSIT ASSISTANCE (STA) FUNDS – PG. 29
Recommended Action:
Approve the attached Resolution #2016-08 authorizing VCTC's claim for Fiscal Year 2016/2017 Transportation Development Act (TDA) Local Transportation Funds (LTF) and State Transit Assistance (STA) funds for transit, planning and administrative expenditures
Responsible Staff: Sally DeGeorge

8G. CSUCI COOPERATIVE AGREEMENT FISCAL YEAR 2016/2017 EXTENSION - PG.33
Recommended Action:
Approve the FY 2016-2017 Cooperative Agreement for bus service to California State University Channel Islands (CSUCI) and CSUCI providing $527,000 for the service in FY 2016-2017
Responsible Staff: Aaron Bonfilio

8H. VALLEY EXPRESS MARKETING AND COMMUNITY OUTREACH AGREEMENT- PG.35
Recommended Action:
Approve the draft one-year Marketing and Community Outreach Consulting Services Agreement between VCTC and Moore & Associates, Inc., for a total amount not to exceed $59,000.
Responsible Staff: Aaron Bonfilio

8I. UPDATED RIDER CODE OF CONDUCT AND SUSPENSION POLICY -PG.37
Recommended Action:
Approve an authorize distribution of updated Bus Passenger Code of Conduct and Suspension Policy.
Responsible Staff: Aaron Bonfilio

8J. LEGISLATIVE UPDATE - PG. 39
Recommended Action:
Receive and File
Responsible Staff: Peter De Haan

8K. REGIONAL RIDEMATCH SERVICES AMENDMENT - PG.65
Recommended Action:
Approve an amendment to the agreement with Los Angeles County Metropolitan Transportation Authority (LACMTA) for enhancements to the regional ridematching database software for a revised total not to exceed $33,872 for Fiscal Year 2015/2016 and $11,954 for Fiscal Year 2016/2017. This item does not require a budget adjustment
Responsible Staff: Alan Holmes

9. FISCAL YEAR (FY) 2016/17 TRANSIT PROGRAM OF PROJECTS (PUBLIC HEARING)- PG.73

Recommended Action:

- *Approve the attached Program of Projects (POP) for federal transit operating, planning and capital assistance for FY 2016/17.*
- *Open public hearing and receive testimony.*

Responsible Staff: Peter De Haan

10 ALLOCATIONS FOR TRANSPORTATION DEVELOPMENT ACT (TDA) FISCAL YEAR (FY) 2016/17 ARTICLE 3 BICYCLE/PEDESTRIAN FUNDS – PG. 77

Recommended Action:

Approve the attached list of allocations for FY 2016/2017 Transportation Development Act (TDA) Article 3 bicycle/pedestrian funds.

Responsible Staff: Judith Johnduff

11. CALIFORNIA TRANSPORTATION COMMISSION ACTION TO ADOPT THE 2016 STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP) -PG. 79

Recommended Action:

Receive and file.

Responsible Staff: Peter De Haan

12. TRANSPORTATION DEVELOPMENT ACT (TDA), LOCAL TRANSPORTATION FUND (LTF), FINAL APPORTIONMENT FOR FISCAL YEAR 2016/2017 – PG. 81

Recommended Action:

Approve the Local Transportation Fund Final Apportionment for Fiscal Year 2016/2017 apportioning $34.1 million as shown in Attachment 1

Responsible Staff: Sally DeGeorge

13. FISCAL YEAR 2016/2017 BUDGET – PUBLIC HEARING – PG. 87

Recommended Action:

- *Conduct Public Hearing to receive testimony on the Fiscal Year 2016/2017 Budget.*
- *Adopt, by resolution 2016-6, the proposed Fiscal Year 2016/2017 Budget.*
- *Adopt the Fiscal Year 2016/2017 salary schedule as presented in the Fiscal Year 2016/12017 Budget - Appendix C.*

Responsible Staff: Sally DeGeorge

14. VCTC GENERAL COUNSEL'S REPORT

15. AGENCY REPORTS

16. CLOSED SESSION

Public Employee Performance Evaluation
(Pursuant to Government Code Section 54957)
Title: General Counsel

17. ADJOURN to 9:00 a.m. Friday, July 8, 2016

Item #8A

Meeting Summary

VENTURA COUNTY TRANSPORTATION COMMISSION

LOCAL TRANSPORTATION AGENCY
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, MAY 13, 2016
9:00 AM

MEMBERS PRESENT: Keith Millhouse, City of Moorpark, Chair
Bryan MacDonald, City of Oxnard, Vice Chair
Steve Bennett, County of Ventura
Claudia Bill-de la Peña, City of Thousand Oaks
Douglas Breeze, City of Port Hueneme
Peter Foy, County of Ventura
Ginger Gherardi, City of Santa Paula
Severo Lara, City of Ojai
Kathy Long, County of Ventura
Manuel Minjares, City of Fillmore
Carl Morehouse, City of San Buenaventura
Linda Parks, County of Ventura
Steve Sojka, City of Simi Valley
Jim White, Citizen Rep., County of Ventura
Gary Slater, Caltrans District 7

ABSENT: Brian Humphrey, Citizen Rep, Cities (representing VCTC at SCRRA Mtg)
Bill Little, City of Camarillo

CALL TO ORDER

PLEDGE OF ALLGIANCE

ROLL CALL

PUBLIC COMMENTS FOR THOSE ITEMS NOT LISTED ON THIS AGENDA
Rachel Morris commented that the proposed expenditure plan has been something that the community has been waiting for a long time but feels there are adjustments that should be made. Average, everyday people ride bikes and need to be safe. The plan should include dedicated funding for bike safety. Bicycles and Pedestrians should not be grouped together. Bicycles are traffic and do not benefit from pedestrian improvements. At least 50% of funds in the plan should go to bikes.

Darren Kettle responded that the Plan does call out Active Transportation. Programs for Bicycles and Pedestrians are always recognized as Active Transportation at the state and federal level. It the two are separated it may hinder our ability to get funding. The Plan includes safe routes to school and local money in the plan is conditional to meeting safe streets requirements. If the initiative passes, funds can dedicated at that time, however at this time we can't get too specific at this level. We need to stay flexible.

Commissioner Millhouse suggested discussing this issue on a future agenda.

CALTRANS REPORT -
Gary Slater reported the Active Transportation Program Cycle 3 call for projects is now open. Applications are due by June 15.

The Cycle 8 Highway Safety Improvement Program call for projects was announced on May 9th. The deadline to submit an application is August 12th.

Phase 2 Call for applications for the Systemic Safety Analysis Report Program was announced on April 21st. The application due date is May 27th. If an agency has submitted an application during Phase 1 they should not submit a new application. Of the $10M set aside for this program $4M will be released for Phase 1 and successful agencies will be notified within the next few weeks. Unselected applications from Phase 1 will be combined with applications received during Phase 2 and the remaining $6M will be released at that time.

COMMISSIONERS REPORTS

Commissioner Long extended her congratulations to Aaron Bonfillio, who graduated from the Ventura County Leadership Academy, a United Way program that offers a 9 month program related to issues and challenges with public policy in the county. Enrollment is now open for next year's program.

Commissioner Morehouse reported on the SCAG General Assembly held last week. The keynote speaker talked about advances in technology and implications on the transit world. Regulatory agencies can't keep up as it is becoming difficult to get regulations on the books ahead of technology.

Commissioner MacDonald said that he received notification from Caltrans regarding deprogramming money for the coast rail signal project and asked for staff to check into the matter.

EXECUTIVE DIRECTOR REPORT
Take Your Bike To Work Week - “Take Your Bike to Work Week” will begin on Monday and run May 16-20. VCTC, along with co-sponsor the Ventura County Air Pollution Control District (VCAPCD), has planned several events, contests, and prize opportunities to raise awareness about cycling as a commute option. Marketing efforts include ‘bring a bike on board any VCTC bus and ride for free’ and random prize

drawings including a $500 gift certificate for a new bike. Pledges can be made online or at various worksites across the County. VCTC and VCAPCD will also host pit stops during Bike Week to support riders on their way to work in Ventura, Oxnard, and Thousand Oaks. Social media users are encouraged to post a photo of themselves and their bikes to Facebook or Instagram and tag VCTC by Friday, May 20, and be entered into a drawing to win a commuter-friendly folding bike.

JLUS Receives Award of Excellence - So often the Commission's good work goes without notice but in April, VCTC's work on The Naval Base Ventura County Joint Land Use Study (NBVC JLUS) received an Award of Excellence for Best Practices from Central Coast Section of the American Planning Association (APA). With that award comes the ability to submit the JLUS for consideration at the state APA and staff is hopeful that our work will be equally well received.

Sales Tax Update - Nine of the ten cities are scheduled to vote on supporting putting the expenditure plan on the ballot in the next 6 weeks and the Board of Supervisors will hear the item in June. We are still working with the City of Ventura to get on an agenda

ADDITIONS/REVISIONS
Commissioner Lara pulled Item #8E, *PROPOSED POLICY FOR TRANSPORTATION DEVELOPMENT ACT LOCAL TRANSPORTATION FUND USE* for discussion

8. CONSENT CALENDAR -
Commissioner Sojka made a motion to approve all items except #8E as recommended. The motion was seconded by Commissioner Lara and passed by the following roll call vote:

Yes: Commissioners Bennett, Sojka, MacDonald, Foy, Gherardi, Zaragoza, Long, White, Lara, Minjares, Breeze, Parks, Bill de la Peña, Millhouse
No: None
Abstain: Commissioner Morehouse on Item #8B
Absent: Commissioner Humphrey, Little, Bill-de la Peña

8A. APPROVE SUMMARY FROM APRIL 1, 2016 VCTC MEETING – *Approve*

8B. APPROVE SUMMARY FROM APRIL 22, 2016 SPECIAL VCTC MEETING – *Approve*

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

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

8F. COUNTY OF VENTURA CONGESTION MITIGATION AIR QUALITY (CMAQ) PROJECT FUND TRANSFER -*Approve the transfer of $160,000 in Congestion Mitigation Air Quality (CMAQ) funds from the Rio Real Elementary School Pedestrian Street Improvement Project to the Camarillo Heights and Somis Elementary School Pedestrian Improvement Project.*

8G. AMENDMENT TO THE VCTC INTERCITY TRANSIT SERVICES PROGRAM BUDGET TO ADDRESS FAREBOX SHORTFALL AND EXCESS HOURS OF SERVICE–

- *Approve the following amendment to the VCTC Intercity Transit Services Budget:*
- *Reduction of Farebox Revenues line-item by $80,000 from $1,310,000 to $1,230,000*
- *Increase of Contract Services line-item by $30,000 from $7,645,577 to $7,675,577;*
- *Correspondingly increase the STA Fund Transfer Revenues line-item by $110,000, from $4,222,764 to $4,332,764; and,*
- *Amend the VCTC STA budget, by increasing the STA Fund Transfer expenditures by $110,000.*

8H. LOSSAN AMTRAK PACIFIC SURFLINER PASSENGER TRANSFER AGREEMENT- *Approve Cooperative Agreement with LOSSAN for facilitating passenger transfers between Pacific Surfliner Intercity Rail Service and VCTC Intercity Transit service effective June 1, 2016 thru June 30, 2017.*

8I. COMMUTER SERVICES QUARTERLY REPORT – *Receive and file*

8J. CITY OF THOUSAND OAKS PROPOSITION 1B TRANSIT CAPITAL AGREEMENT AMENDMENT– *Approve the Amendment to the Sub-recipient Agreement with the City of Thousand Oaks for the administration of $2,111,601 of Proposition 1B Public Transportation Modernization,Improvement and Service Enhancement Account (PTMISEA) funds.*

8K. AMENDMENT TO AGREEMENT WITH WILSON & COMPANY FOR ADDITIONAL LOAD CALCULATION ANALYSIS- *Approve an amendment to the agreement with Wilson & Company not to exceed $25,000 for additional engineering services to perform in depth bridge load capacity calculations on the Santa Paula Branch Line (SPBL).*

8L. LEGISLATIVE UPDATE AND POSITION ON BILLS – *Receive and file*

8E. PROPOSED POLICY FOR TRANSPORTATION DEVELOPMENT ACT LOCAL TRANSPORTATION FUND USE –

Greg Grant, Public Works Director, City of Ojai, said the Trolley is critical to the Ojai Valley. They are proud to have been able to keep the service operating with limited staff and a shoestring budget, however, 20% is a big hit for their city. A few years ago the city was considering eliminating service but was able to modify the service to decrease expenses. They thought they were doing well by recovering more than 10% farebox. The latest census has changed the City of Ventura urbanized area by extending the area up the 33 to to Ojai, which locked Ojai into an urbanized area. Because of this, the City of Ojai will need an additional $75K in revenue if the farebox requirement is pushed to 20%. Fillmore and Santa Paula do not fall under the 20% rule as they are considered part of an urbanized cluster. The City of Lompoc is able to operate with 15% farebox return. If there is ability for VCTC to change the rule and modify the percentage it would be helpful to sustain operations. Even a delay in implementation until July 2017 would be a big help.

Commissioner Millhouse made a motion to Approve TDA Policy that TDA funds allocated to eligible claimants and passed-through to other entities retain TDA requirements for policy implementation effective July 1, 2016 and to convene the County, Gold Coast Transit, and Cities of Ojai, Santa Paula and Fillmore to discuss a method to meet mutual agreement and bring this issue back to VCTC if necessary. The motion was seconded by Commissioner Morehouse and passed unanimously.

9. FEDERAL EARMARK REPURPOSING -

Commissioner MacDonald made a motion to

- ***Authorize repurposing of a $496,750 VCTC earmark for the Highway Monitoring Camera project to the Route 101 Improvements.***
- ***Support repurposing of approximately $1 million in unexpended funds by the City of Oxnard from the Rice/101 Interchange Improvement earmark to another project to be selected by Oxnard***
- ***Support the repurposing of approximately $2 million in unexpended funds by the City of Simi Valley from the Ronald Reagan Freeway Landscaping project to another project to be selected by Simi Valley*.**

The motion was seconded by Commissioner Zaragoza and passed by the following roll call vote:

Yes: Commissioners Sojka, MacDonald, Foy, Zaragoza, Long, Morehouse, White, Lara, Minjares, Breeze, Parks, Bill-de la Peña, Millhouse
No: None
Abstain: None
Absent: Commissioners Bennett, Gherardi, Humphrey and Little

10. AMERICANS WITH DISABILITIES ACT ELIGIBILITY CERTIFICATION UPDATE-
Commissioner Long made a motion to

- ***Receive and file report on the Mobility Management Partners, Inc. for eligibility certification services for complementary paratransit under the Americans with Disabilities Act.***
- ***Approve contract amendment increasing the maximum number of determinations from 1,150 per year to 1,350 for Fiscal Year 2015/16 and to 1,550 per year for the following years; and increasing the corresponding contract ceiling for each year with the total not-to-exceed amount for the three-year base period being increased by $157,296, from $635,088 to $792,384.***
- ***Amend Fiscal Year 2015/16 Budget to increase the Senior and Disabled Transportation Services Consultant line item by $21,700; increase the Senior and Disabled Transportation Services revenue by $17,360 in FTA 5307 funds added to the budget and by $4,340 in Local Transportation Funds transferred from Transit Grant Administration revenue; and reduce Transit Grant Administration Consultant line item by $4,340.***

The motion was seconded by Commissioner Bennett and passed unanimously.

11. FISCAL YEAR 2016/2017 TRANSPORTATION DEVELOPMENT ACT (TDA) UNMET TRANSIT NEEDS FINDINGS

Commissioners Parks and White voted in favor of closing the Unmet Needs process and to approve the 2016/2017 Unmet Transit Needs Report and its findings that there are no unmet transit needs that are reasonable to meet.

Commissioner Sojka made a motion to approve the Fiscal Year 2016/2017 Unmet Transit Needs Report and its findings that there are no unmet transit needs that are reasonable to meet and to adopt Resolution No. 2016-05 The motion was seconded by Commissioner MacDonald and passed unanimously.

12. VENTURA COUNTY TRANSPORTATION INVESTMENT / EXPENDITURE PLAN - INFORMATION ON ALL REVENUES – *Receive and file*

13. VCTC GENERAL COUNSEL'S REPORT

14. AGENCY REPORTS

15. CLOSED SESSION - ***None***

16. ADJOURN to 9:00 a.m. Friday, June 3, 2016

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Item # 8B

June 3, 2016

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: MONTHLY BUDGET REPORT

RECOMMENDATION:

- Receive and file the monthly budget report for April 2016

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 April 30, 2016 budget reports indicate that revenues were approximately 60.28% of the adopted budget while expenditures were approximately 61.24% 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.

VENTURA COUNTY TRANSPORTATION COMMISSION
BALANCE SHEET
AS OF APRIL 30, 2016

ASSETS

Assets:	
Cash and Investments - Wells Fargo Bank	$ 5,599,573
Cash and Investments - County Treasury	18,762,546
Petty Cash	130
Receivables/Due from other funds	1,356,416
Prepaid Expenditures	296,556
Deposits	14,919
Capital Assets, undepreciated	25,938,653
Capital Assets, depreciated, net	33,505,489
Total Assets:	**$85,474,282**

LIABILITIES AND FUND BALANCE

Liabilities:	
Accrued Expenses/Due to other funds	$ 2,119,094
Deferred Revenue	1,832,910
Deposits	400
Total Liabilities:	**$ 3,952,404**
Net Position:	
Invested in Capital Assets	$59,444,142
Fund Balance	22,077,736
Total Net Position	**$81,521,878**
Total Liabilities and Fund Balance:	**$85,474,282**

For Management Reporting Purposes Only

VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE TEN MONTHS ENDING APRIL 30, 2016

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	Fund Totals Actual	Annual Budget	Variance Over (Under)	% Year to Date
Revenues								
Federal Revenues	$ 4,398,455	$ 0	$ 0	$ 0	$ 4,398,455	$ 12,508,158	(8,109,703)	35.16
State Revenues	3,948,527	23,073,687	1,933,305	501,721	29,457,240	45,726,584	(16,269,344)	64.42
Local Revenues	3,834,927	0	0	1,571	3,836,498	4,296,142	(459,644)	89.30
Other Revenues	4,016	0	0	0	4,016	0	4,016	0.00
Interest	364	13,199	22,257	8,405	44,225	82,000	(37,775)	53.93
Total Revenues	**12,186,289**	**23,086,886**	**1,955,562**	**511,697**	**37,740,434**	**62,612,884**	**(24,872,450)**	**60.28**
Expenditures								
Administration								
Personnel Expenditures	1,956,004	0	0	0	1,956,004	3,110,900	(1,154,896)	62.88
Legal Services	14,023	0	0	0	14,023	25,000	(10,977)	56.09
Professional Services	94,506	0	0	0	94,506	153,000	(58,494)	61.77
Office Leases	123,767	0	0	0	123,767	152,200	(28,433)	81.32
Office Expenditures	284,612	0	0	0	284,612	458,000	(173,388)	62.14
Total Administration	**2,472,912**	**0**	**0**	**0**	**2,472,912**	**3,899,100**	**(1,426,188)**	**63.42**
Programs and Projects								
Transit & Transportation Program								
Senior-Disabled Transportation	128,795	0	0	0	128,795	218,900	(90,105)	58.84
Fare Collection APC Systems	252,481	0	0	0	252,481	737,600	(485,119)	34.23
VCTC Interciy Bus Service	7,427,694	0	0	0	7,427,694	8,861,049	(1,433,355)	83.82
HVT Bus Contract Services	1,660,925	0	0	0	1,660,925	2,285,112	(624,187)	72.68
Nextbus	144,565	0	0	0	144,565	305,400	(160,835)	47.34
Transit Grant Administration	3,729,814	0	0	0	3,729,814	9,000,028	(5,270,214)	41.44
Total Transit & Transportation	**13,344,274**	**0**	**0**	**0**	**13,344,274**	**21,408,089**	**(8,063,815)**	**62.33**

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	Fund Totals Actual	Annual Budget	Variance Over (Under)	% Year to Date
Highway Program								
Motorist Aid Call Box System	0	0	0	656,243	656,243	993,000	(336,757)	66.09
Highway Project Management	350	0	0	0	350	852,300	(851,950)	0.04
SpeedInfo Highway Speed Sensor	0	0	0	77,100	77,100	144,000	(66,900)	53.54
Total Highway	**350**	**0**	**0**	**733,343**	**733,693**	**1,989,300**	**(1,255,607)**	**36.88**
Rail Program								
Metrolink & Commuter Rail	3,801,425	0	0	0	3,801,425	5,739,467	(1,938,042)	66.23
LOSSAN & Coastal Rail	1,543	0	0	0	1,543	3,300	(1,757)	46.76
Santa Paula Branch Line	395,084	0	0	0	395,084	973,090	(578,006)	40.60
Total Rail	**4,198,052**	**0**	**0**	**0**	**4,198,052**	**6,715,857**	**(2,517,805)**	**62.51**
Commuter Assistance Program								
Transit Information Center	1,472	0	0	0	1,472	5,500	(4,028)	26.76
Rideshare Programs	13,192	0	0	0	13,192	83,100	(69,908)	15.87
Total Commuter Assistance	**14,664**	**0**	**0**	**0**	**14,664**	**88,600**	**(73,936)**	**16.55**
Planning & Programming								
Transportation Development Act	169,609	21,080,869	0	0	21,250,478	30,716,006	(9,465,528)	69.18
Transportation Improvement Program	24,150	0	0	0	24,150	58,835	(34,685)	41.05
Regional Transportation Planning	295,286	0	0	0	295,286	1,156,800	(861,514)	25.53
Airport Land Use Commission	49,180	0	0	0	49,180	100,580	(51,400)	48.90
Regional Transit Planning	7,610	0	0	0	7,610	104,700	(97,090)	7.27
Freight Movement	227	0	0	0	227	12,500	(12,273)	1.82
Total Planning & Programming	**546,062**	**21,080,869**	**0**	**0**	**21,626,931**	**32,149,421**	**(10,522,490)**	**67.27**
General Government								
Community Outreach & Marketing	561,599	0	0	0	561,599	590,800	(29,201)	95.06
State & Federal Relations	85,301	0	0	0	85,301	98,115	(12,814)	86.94
Management & Administration	29,018	0	0	0	29,018	71,500	(42,482)	40.58
Office Building Purchase	129,310	0	0	0	129,310	3,522,000	(3,392,690)	3.67
Total General Government	**805,228**	**0**	**0**	**0**	**805,228**	**4,282,415**	**(3,477,187)**	**18.80**
Total Expenditures	**21,381,542**	**21,080,869**	**0**	**733,343**	**43,195,754**	**70,532,782**	**(27,337,028)**	**61.24**

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	Fund Totals Actual	Annual Budget	Variance Over (Under)
Revenues over (under) expenditures	**(9,195,253)**	**2,006,017**	**1,955,562**	**(221,646)**	**(5,455,320)**	**(7,919,898)**	**2,464,578**
Other Financing Sources							
Transfers Into GF from LTF	4,328,180	0	0	0	4,328,180	4,473,180	(145,000)
Transfers Into GF from STA	4,635,094	0	0	0	4,635,094	9,450,951	(4,815,857)
Transfers Into GF from SAFE	8,388	0	0	0	8,388	21,500	(13,112)
Transfers Out LTF into GF	0	(4,328,180)	0	0	(4,328,180)	(4,473,180)	145,000
Transfers Out of STA into GF	0	0	(4,635,094)	0	(4,635,094)	(9,450,951)	4,815,857
Transfers Out of SAFE into GF	0	0	0	(8,388)	(8,388)	(21,500)	13,112
Total Other Financing Sources	**8,971,662**	**(4,328,180)**	**(4,635,094)**	**(8,388)**	**0**	**0**	**0**
Net Change in Fund Balances	**(223,591)**	**(2,322,163)**	**(2,679,532)**	**(230,034)**	**(5,455,320)**	**(7,919,898)**	**2,464,578**
Beginning Fund Balance	**3,537,313**	**8,009,206**	**11,902,365**	**4,084,172**	**27,533,056**	**23,834,920**	**3,698,136**
Ending Fund Balance	**$ 3,313,722**	**$5,687,043**	**$9,222,833**	**$3,854,138**	**$22,077,736**	**$15,915,022**	**$ 6,162,714**

For Management Reporting Purposes Only

VENTURA COUNTY TRANSPORTATION COMMISSION
INVESTMENT REPORT
AS OF APRIL 30, 2016

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	$ 515.06	0.01%	$ 5,599,573.09
County of Ventura	Treasury Pool	N/A	43,837.05	0..50%	18,776,547.23
Total			**$44,352.11**		**$24,376,120.32**

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

June 3, 2016

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: ELLEN TALBO, TRANSIT PLANNING MANAGER

SUBJECT: PASSENGER RAIL UPDATE

RECOMMENDATION:

- Receive and file.

BACKGROUND:

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

DISCUSSION:

Metrolink

During the month of April, ridership on the Ventura County portion of the VC Line averaged 1,755 total boardings per weekday (inbound and outbound) resulting in a year over year increase of 5.6% on the line. Systemwide ridership experienced a year over year decrease of 2.7%. Monthly ridership statistics for the month of April 2016 are provided in the attachment for reference. On-time performance data (which denotes trains arriving within five minutes of scheduled time) for the month of March was 92.6%, indicating a 4% increase from the previous month.

In May, the Metrolink Board approved a restructuring of the systemwide fares based on distances traveled by riders. Between January and June 2016, Metrolink has been implementing a $3 “station to station” fare pilot program intended to demonstrate a demand for short distance fares. The reduced fares led to a revenue loss (approximately $12,000 for Ventura County) so Metrolink considered a $0.25 per trip fare increase on long-distance fares. With the new fare restructuring on the in Ventura County, one way fares between East Ventura and Oxnard stations will remain $3.00 because the mileage distance is short. One way station to station fares between Oxnard and Simi Valley stations will increase from $3.00 to $5.00, however all one way station to station fares on the VC Line will remain less than $6.25, which was the previous fare prior to the initiation of the $3-station-to-station pilot demonstration. The fare changes will be implemented beginning on July 1, 2016.

LOSSAN

At the end of April, LOSSAN Executive staff and Metrolink's Deputy Chief Executive Officer met to discuss the future continuance of the R2R program with Metrolink. LOSSAN and Metrolink are considering a range of options for continuing the R2R program, including a tiered approach that would allow passengers to select their level of participation in the R2R program. LOSSAN staff is working to develop a proposal for continuing the R2R program beyond the June 30, 2016 expiration of the current agreement, with the intent to provide a recommendation to the LOSSAN Board of Directors at the June 2016 meeting.

In early May, LOSSAN Executive management met with staff from SMA Consulting and Amtrak operations and scheduling to review the efforts to date and draft schedule for the Pacific Surfliner retiming effort. All necessary data has been obtained by SMA Consulting and the firm has developed a draft schedule that largely meets the intent of the re-timing effort; however, there are some modifications that need to be made before this schedule is advanced into the next stage of development which would include a review by Metrolink and the host railroads. The SMA Consulting team is working diligently on the retiming effort and maintaining the initial goals of peak-period service while seeking to minimize the impact to other rail operations on the LOSSAN rail corridor. Additional updates will be provided as this effort continues, and a full report will be provided to the Board at its July 2016 meeting.

April 2016 Metrolink Ridership

AVERAGE WEEKDAY PASSENGER TRIPS (INBOUND and OUTBOUND)
APRIL 2016 vs. MARCH 2016 (MONTH OVER MONTH)

MO/YR	Ventura County Portion	Ventura County Line	System Grand Total	Metrolink Rail 2 Rail on Amtrak North of LA (weekday)
16-Apr	1,755	3,556	40,312	174
16-Mar	1,661	3,468	39,081	179
Change	*5.66%*	*2.54%*	*3.15%*	*-2.79%*

AVERAGE WEEKDAY PASSENGER TRIPS (INBOUND and OUTBOUND)
APRIL 2016 vs. APRIL 2015 (YEAR OVER YEAR)

MO/YR	Ventura County Portion	Ventura County Line	System Grand Total	Metrolink Rail 2 Rail on Amtrak North of LA (weekday)
16-Apr	1,755	3,556	40,312	174
15-Apr	1,957	3,720	42,432	199
Change	*-10.32%*	*-4.41%*	*-5.00%*	*-12.56%*

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)
16-Apr	3,556	1,755	40,312	174
15-Apr	3,720	1,957	42,432	199
14-Apr	3,668	1,667	42,055	155
13-Apr	3,980	2,019	42,954	230
12-Apr	3,944	2,008	43,599	204

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Item # 8D

June 3, 2016

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: JUDITH JOHNDUFF, PROGRAM ANALYST

SUBJECT: GOLD COAST TRANSIT PROPOSITION 1B TRANSIT CAPITAL PROJECT APPROVAL

RECOMMENDATION:

Adopt a resolution taking the following actions:

- Approving the programming of $475,000 of Proposition 1B Transit Capital Funds to purchase Replacement Paratransit Vehicles for Gold Coast Transit;
- Approving the PTMISEA Certification and Assurances and agreeing to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statues, regulations, and guidelines for all PTMISEA funded transit projects; and
- Authorizing the Executive Director to execute all required PTMISEA documents to receive the Transit Capital funds for the approved project.

BACKGROUND:

Proposition 1B, approved by the voters in 2006, includes $3.6 billion statewide for transit capital projects, to be distributed to transit operators and regional agencies by formula. VCTC's total apportionment is approximately $39,523,000. Much of this funding was programmed through recommendations from the VCTC Transit Investment Study and the selection criteria recommended by the study.

At the October 5, 2012 meeting, the Ventura County Transportation Commission (the Commission) reserved $13,890,000 for future bus replacement projects and the construction phase of the Gold Coast Transit facility. This reserve list included $2,630,000 to purchase 24 paratransit vehicles for Gold Coast Transit. On May 9, 2014, the Commission approved programming $900,000 of these reserve funds to purchase 8 paratransit vehicles leaving $1,730,000 for future replacement paratransit vehicle purchases.

DISCUSSION:

Recently, Gold Coast Transit informed staff that they are ready to purchase eight (8) additional replacement paratransit vehicles totaling $475,000. After receipt of these funds, $1,255,000 will remain on the Proposition 1B Transit Capital Reserve List for Gold Coast's Replacement Paratransit Vehicle Project.

Therefore it is recommended that the Commission adopt Resolution 2016-08 in Attachment A approving the programming of $475,000 of Proposition 1B Transit Capital Funds to purchase the replacement paratransit vehicles, approving the PTMISEA Certification and Assurances document and agreeing to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statues, regulations, and guidelines for all PTMISEA funded transit projects and authorizing the Executive Director to execute all required PTMISEA documents to receive the Transit Capital funds for the approved project.

This recommendation was approved by TRANSCOM at the May 12th, 2016 meeting.

ATTACHMENT A

**RESOLUTION #2016-08 OF THE
VENTURA COUNTY TRANSPORTATION COMMISSION
APPROVING THE ALLOCATION OF $475,000 OF PROPOSITION 1B TRANSIT CAPITAL FUNDS,
APPROVING THE PROPOSITION 1B PUBLIC TRANSPORTATION
MODERNIZATION, IMPROVEMENT, AND SERVICE ENHANCEMENT
ACCOUNT BOND PROGRAM (PTMISEA) CERTIFICATION AND ASSURANCES, AND AUTHORIZING
THE EXECUTIVE DIRECTOR TO EXECUTE ALL REQUIRED PEMISEA DOCUMENTS**

WHEREAS, the Ventura County Transportation Commission ("VCTC") is an eligible project sponsor and may receive state funding from the Public Transportation Modernization, Improvement, and Service Enhancement Account ("PTMISEA") now or sometime in the future for transit projects; and

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

WHEREAS, Senate Bill 88 (2007) named the Department of Transportation ("Department") as the administrative agency for the PTMISEA; and

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

WHEREAS, VCTC has reviewed eligible transit capital projects through the Transit Management Advisory Committee (TRANSCOM), and developed a list of priority projects.

NOW, THEREFORE, the Ventura County Transportation Commission does hereby resolve as follows:

Section 1. VCTC approves the allocation of $475,000 of Proposition 1B Transit Capital Funds to purchase Replacement Paratransit Vehicles for Gold Coast Transit.

Section 2. VCTC will comply with all conditions and requirements set forth in the Certification and Assurances document (Exhibit 1) and applicable statues, regulations, and guidelines for all PTMISEA funded transit projects.

Section 3. VCTC authorizes the Executive Director to execute all required documents of the PTMISEA program and any Amendments thereto with the California Department of Transportation.

PASSED AND ADOPTED by the VCTC at its regular meeting this 3rd day of June 2016.

____
Keith Millhouse, Chair

ATTEST:

____
Donna Cole, Clerk

APPROVED AS TO FORM:

____
Steven T. Mattas, General Counsel

Exhibit 1

Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) Bond Program

Certifications and Assurances

Project Sponsor: ***Ventura County Transportation Commission.***

Effective Date of this Document: ***June 3, 2016***

The California Department of Transportation (Department) has adopted the following certifications and assurances for the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) bond program. As a condition of the receipt of PTMISEA bond funds, project sponsors must comply with these terms and conditions.

A. General

(1) The project sponsor agrees to abide by the current PTMISEA Guidelines

(2) The project sponsor must submit to the Department a PTMISEA Program Expenditure Plan, listing all projects to be funded for the life of the bond, including the amount for each project and the year in which the funds will be requested.

(3) The project sponsor must submit to the Department a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

B. Project Administration

(1) The project sponsor certifies that required environmental documentation is complete before requesting an allocation of PTMISEA funds. The project sponsor assures that projects approved for PTMISEA funding comply with Public Resources Code § 21100 and § 21150.

(2) The project sponsor certifies that PTMISEA funds will be used only for the transit capital project and that the project will be completed and remains in operation for its useful life.

(3) The project sponsor certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.

(4) The project sponsor certifies that they will notify the Department of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.

(5) The project sponsor must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.

(6) Any interest the project sponsor earns on PTMISEA funds must be used only on approved PTMISEA projects.

(7) The project sponsor must notify the Department of any changes to the approved project with a Corrective Action Plan (CAP).

(8) Under extraordinary circumstances, a project sponsor may terminate a project prior to completion. In the event the Project Sponsor terminates a project prior to completion, the Project Sponsor must (1)

contact the Department in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.

(9) Funds must be encumbered and liquidated within the time allowed in the applicable budget act.

C. Reporting

(1) Per Government Code § 8879.55, the project sponsor must submit the following PTMISEA reports:

a. Semi-Annual Progress Reports by February 15th and August 15th each year.

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

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

D. Cost Principles

(1) The project sponsor agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

(2) The project sponsor agrees, and will assure that its contractors and subcontractors will be obligated to agree, that (a) Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual project cost items and (b) those parties shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving PTMISEA funds as a contractor or sub-contractor shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

(3) Any project cost for which the project sponsor has received payment that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 49 CFR, Part 18, are subject to repayment by the project sponsor to the State of California (State). Should the project sponsor fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the project sponsor from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

E. Record Retention

(1) The project sponsor agrees, and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the project sponsor, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices. All accounting records and other supporting papers of the project sponsor, its contractors and subcontractors connected with PTMISEA funding shall be maintained for a minimum of three (3) years from the date of final payment and shall be held open to inspection, copying, and audit by representatives of the State and

the California State Auditor. Copies thereof will be furnished by the project sponsor, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the Project Sponsor pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the project sponsor's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.

(2) For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the project sponsor's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the project sponsor shall furnish copies thereof if requested.

(3) The project sponsor, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

F. Special Situations

(1) A project sponsor may lend its unused funds from one year to another project sponsor for an eligible project, for maximum fund use each fiscal year (July1 – June 30). The project sponsor shall collect no interest on this loan.

(2) Once funds have been appropriated in the budget act, a project sponsor may begin a project with its own funds before receiving an allocation of bond funds, but does so at its own risk.

(3) The Department may perform an audit and/or request detailed project information of the project sponsor's PTMISEA funded projects at the Department's discretion at any time prior to the completion of the PTMISEA program.

I certify all of these conditions will be met.

VENTURA COUNTY TRANSPORTATION COMMISSION

BY: ______________________________

Darren Kettle, Executive Director

Item #8E

June 3, 2016

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: JUDITH JOHNDUFF, PROGRAM ANALYST

SUBJECT: ACTIVE TRANSPORTATION PROGRAM CYCLE 3 10-POINT CRITERIA

RECOMMENDATION:

- Approve a methodology to award up to 10 additional points to Ventura County projects allowing VCTC to advance competitive applications for grant funds in the Cycle 3 Active Transportation Program (ATP).

BACKGROUND:

The Active Transportation Program (ATP) was created by Senate Bill 99 (Chapter 359, Statues of 2013) and by Assembly Bill 101 (Chapter 354, Statues of 2013) to fund projects that increase and promote bicycle and pedestrian trips. The ATP Cycle 3 program budget is anticipated to be approximately $240 million and will cover fiscal years 2019/2020 and 2020/2021. Approximately sixty percent (60%) of the total funding awards will be recommended through the statewide (50%) and Small Urban/Rural Program (10%) components. Forty percent (40%) of the total funding awards will be recommended by regional Metropolitan Planning Organizations (MPO's). The anticipated Cycle 3 ATP funding for the Southern California Association of Governments (SCAG) region is $50 million, of which the Ventura County share will be about $2 million.

The California Transportation Commission (CTC) adopted guidelines for the Cycle 3 call for projects on March 16, 2016 and issued the Call for Projects on April 16, 2016. Applications are due June 15th 2016. Caltrans/CTC will review the project applications and assign scores to each of the projects based on the CTC guidelines. Projects that are not selected for funding through the Statewide program will be passed on to the MPO's for consideration.

As in past years SCAG is developing Regional Guidelines for distribution of the region's 40% share. Similar to previous cycles, the proposed Regional Program establishes two categories of projects: (1) Planning & Capacity Building Projects and (2) Implementation Projects:

Planning & Capacity Building Projects

- This category will receive up to 5% of the MPO funding share
- Allocation targets will be based on Geographic Equity—proposed county funding targets will be no less than 75%
- A Supplemental Application Process is being proposed:
  - Projects requesting more than $200,000 of ATP must submit an application through the statewide program for scoring.
  - For smaller projects less than $200,000, SCAG is looking at integrating the ATP program with the upcoming SCAG Sustainability Call for Projects. Details about how this will work are still being worked out.

- Eligible projects include development of active transportation plans and stand-alone non-infrastructure projects that are consistent with eligibility requirements established by the CTC. The SCAG proposal also expands eligibility for planning funds to include all communities, not just those designated by the state as disadvantaged.

<u>Implementation Projects—no change from the way the program worked last year</u>

- This category will received 95% of the MPO funding
- Geographic Equity—based upon population
- Base scores will be established through the Statewide review process
- As a means of prioritizing projects, Counties can add up to ten (10) points to supplement the CTC scores.

<u>DISCUSSION:</u>

Per the SCAG proposed regional guidelines, VCTC can add up to 10 points to the CTC-assigned scores to implementation projects. VCTC is required however to first adopt a Criteria for assigning the 10 points. Last year, VCTC awarded 5 points if a project was consistent with one or more of nineteen identified regional/local plans and 5 points if the project was a Safe Routes to Schools project. At their May 19th meeting, the Transportation Technical Advisory Committee (TTAC) reviewed the scoring methodology used for Cycle 2. TTAC and VCTC staff recommends using the same scoring Criteria with the addition of the County's Strategic Transportation Plan (2014), the Camarillo Bikeway Plan, and the Adopted 5 -Year Capital Improvement Plans as shown in the table below:

Point Award Consideration	Title of Regional/Local Plan
5 points awarded if the proposed project is consistent with 1 or more of the following:	Ventura County Bike Plan (2007)
	City of Ojai Bicycle and Pedestrian Master Plan (1999)
	Santa Paula Branch Line Recreational Trail Compatibility Survey (2015)
	Santa Paula Branch Line Trail Master Plan (1996)
	Fillmore Business Park Master Plan (2008)
	Heritage Valley Parks Specific Plan, Fillmore CA (2002)
	Moorpark College Facilities Master Plan (2005-2015)
	Moorpark Master Bicycle Transportation Plan (2008)
	City of Simi Valley Bicycle Master Plan (2008)
	Simi Valley Green Community Action Plan (2010)
	City of Thousand Oaks Bicycle Master Plan (2010)
	Thousand Oaks Boulevard Specific Plan (2012)
	Camarillo Commons Strategic Plan (2007)
	City of Oxnard Bicycle and Pedestrian Master Plan (2011)
	Santa Clara River Trail Master Plan (2011)
	Oxnard Corridor Transportation Improvement Plan – A Livable Oxnard (current)
	City of Ventura Bicycle Master Plan (2011)
	City of Port Hueneme Bicycle Master Plan
	County of Ventura Transportation Strategic Master Plan (2012)
	City of Camarillo Bikeway Master Plan (2009)
	Adopted 5-Year Capital Improvement Plans
5 points awarded if the proposed project is consistent with:	Safe Routes 2 Schools Program Goals

Item # 8F

June 3, 2016

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: RESOLUTION FOR VCTC TO CLAIM FISCAL YEAR 2016/2017 TRANSPORTATION DEVELOPMENT ACT (TDA) LOCAL TRANSPORTATION FUNDS (LTF) AND STATE TRANSIT ASSISTANCE (STA) FUNDS

RECOMMENDATION:

- Approve the attached Resolution #2016-08 authorizing VCTC's claim for Fiscal Year 2016/2017 Transportation Development Act (TDA) Local Transportation Funds (LTF) and State Transit Assistance (STA) funds for transit, planning and administrative expenditures.

DISCUSSION:

The State Transportation Development Act (TDA) authorizes designated Transportation Planning Agencies (TPA's) such as the VCTC to claim money from the LTF and STA accounts for a variety of specified purposes. These include VCTC planning and programming, administration and passenger rail expenditures as well as funding for transit projects including Metrolink operations and other related expenditures.

In accordance with State regulations, the attached resolution authorizes staff to claim LTF Article 3 for passenger rail services for Metrolink operations; the LTF authorized amounts for planning and programming and administration; and, the STA money for transit purposes as detailed in the Commission's Fiscal Year 2016/2017 budget.

RESOLUTION # 2016-07

RESOLUTION AUTHORIZING THE FILING OF A CLAIM FOR ALLOCTION OF TRANSPORTATION DEVELOPMENT ACT LOCAL TRANSPORTATION FUNDS AND STATE TRANSIT ASSISTANCE FUNDS FOR FISCAL YEAR 2016/2017

WHEREAS, the Transportation Development Act (TDA) as amended (Public Utilities Section 99200 et seq) provides for the allocation of funds from the Local Transportation Fund (LTF) and State Transit Assistance (STA) fund for use by eligible claimants for transportation purposes; and,

WHEREAS, pursuant to the provisions of the TDA as amended and pursuant to the applicable rules and regulations hereunder (California Code of Regulations, Title 21, Section 6600 et seq.) a prospective claimant wishing to receive an allocation from the LTF and STA funds shall file an authorizing resolution with its claim(s) with designated Transportation Planning Agency, the Ventura County Transportation Commission; and,

WHEREAS, the Ventura County Transportation Commission is the claimant of LTF and STA funds for Metrolink commuter rail as well as other rail, transit, planning and programming, and administration projects in Ventura County.

NOW, THEREFORE, THE VENTURA COUNTY TRANSPORTATION COMMISSION DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The Executive Director is authorized to execute and file the appropriate claim pursuant to applicable rules and regulations, together with all necessary supporting documents, with the Ventura County Transportation Commission for an allocation of LTF and STA funds in Fiscal Year 2016/2017

SECTION 2. The authorized claim shall include LTF Article 3 funds and all necessary STA funds for Fiscal Year 2016/2017 expenditures for Metrolink commuter rail costs, other related local rail and transit costs and Santa Paula Branch Rail Line expenditures.

SECTION 3. The authorized claim shall include the designated amounts for VCTC planning and administrative purposes.

SECTION 4. The Ventura County Transportation Commission finds all of the following pursuant to the California Code of Regulations, Title 21, Section 6754:

- the proposed expenditures are in conformity with the Regional Transportation Plan;
- the level of passenger fares and charges is sufficient to enable the operator (where applicable) to meet the fare revenue requirements;
- the claimant is making full use of federal funds available under Title 49, Chapter 523 of the United States Code;
- the proposed allocations from STA and LTF do not exceed the amount the claimant is eligible to receive during the fiscal year;
- priority consideration has been given to claims to offset reductions in federal operating assistance and the unanticipated increase in the cost of fuel, to enhance public

transportation services, and to meet high priority regional, Countywide, or area-wide public transportation needs;

- the operation(s) where applicable is/are in compliance with the eligibility requirements of Public Utilities Code Section 99314.6;
- the operator(s) where applicable has/have made a reasonable effort to implement any recommended operator productivity improvements;
- the operator(s) where applicable is/are not precluded from employing part-time workers

PASSED AND ADOPTED on this 3rd day of June, 2016 by action of VCTC.

____

KEITH MILLHOUSE, CHAIR

APPROVED AS TO FORM:

____

STEVE MATTAS, GENERAL COUNSEL

ATTEST:

____

Donna Cole, Clerk of the Board

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Item #8G

June 3, 2016

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: AARON BONFILIO, PROGRAM MANAGER

SUBJECT: CSUCI COOPERATIVE AGREEMENT FISCAL YEAR 2016/2017 EXTENSION

RECOMMENDATION:

- Approve the FY 2016-2017 Cooperative Agreement for bus service to California State University Channel Islands (CSUCI) and CSUCI providing $527,000 for the service in FY 2016-2017

BACKGROUND:

For the past seventeen years, VCTC Intercity (formerly VISTA) has operated shuttle buses from the Camarillo Metrolink Station to CSUCI and from Oxnard "C" Street to CSUCI. The service initially qualified as a CMAQ (Congestion Management and Air Quality) Demonstration Project and received federal funding for 80% of the total cost. Beginning 2002-2003, the route became a regular VISTA service and, as such, generates FTA revenues. For Fiscal Year 2016-2017, FTA funds will amount to approximately $317,300.

The attached annual extension of the Cooperative Agreement with CSUCI for FY 2016-2017 provides that CSUCI reimburse VCTC the remaining costs (20% of capital, plus 50% of operating costs, as well as VCTC's administrative expenses, less net credits) which total $527,000. These revenues are included in the VCTC FY 2016-2017 budget.

Attachments: Agreement Number 2903
Rider A, Amendment #18
Rider B, General Provisions

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Item #8H

June 3, 2016

MEMO TO: **VENTURA COUNTY TRANSPORTATION COMMISSION**

FROM: **AARON BONFILIO, PROGRAM MANAGER**

SUBJECT: **VALLEY EXPRESS MARKETING AND COMMUNITY OUTREACH AGREEMENT**

RECOMMENDATION:

- Approve the draft one-year Marketing and Community Outreach Consulting Services Agreement between VCTC and Moore & Associates, Inc., for a total amount not to exceed $59,000.

BACKGROUND:

At the May 2016 Heritage Valley Policy Advisory Committee (HVPAC) meeting, the Committee approved for recommendation to the Commission the attached one-year consulting services agreement between VCTC and Moore & Associates. Pursuant to the Heritage Valley Transit Services Cooperative Agreement between the Cities of Santa Paula, Fillmore, the County of Ventura, and the Commission, the HVPAC is to make recommendations to the Commission involving any formal action required by the Commission.

This agreement is to provide marketing and community outreach services for the local Valley Express bus system, for an amount not-to-exceed fifty-nine thousand dollars ($59,000). Moore & Associates has contributed to the Valley Express bus service since its inception—with both planning and marketing resources. Currently Moore & Associates provides marketing services through a similar one-year agreement, which ends June 30, 2016.

Prior to the HVPAC May meeting, the technical committee (HVTAC), which provides staff recommendations to the HVPAC, met April 2016. The HVTAC reviewed Moore & Associates' performance, and recommended that the PAC approve the attached agreement for recommendation to the full Commission.

The marketing and community outreach expense was included in the fiscal year 2016/2017 draft budget and the proposed not-to-exceed amount is fully funded.

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Item #8I

June 3, 2016

MEMO TO: **VENTURA COUNTY TRANSPORTATION COMMISSION**

FROM: **AARON BONFILIO, PROGRAM MANAGER**

SUBJECT: **UPDATED RIDER CODE OF CONDUCT AND SUSPENSION POLICY**

RECOMMENDATION:

- Approve an authorize distribution of updated Bus Passenger Code of Conduct and Suspension Policy.

BACKGROUND:

At the July 2013 Commission meeting, VCTC formally adopted VISTA Rider Guidelines, after having operated for almost two decades without a formal set of guidelines and responsibilities for riders. Since that time, VCTC Intercity transit service (formerly VISTA) has operated with the existing rider guidelines, termed “Rules of the Road,” with relatively few escalated incidents. It was noted at that time, however, that as service changes and as demands warrant, updates and modifications may be recommended.

Attached is an updated *Code of Conduct and Suspension Policy*. Although VCTC has formally suspended riders from utilizing VISTA services in the past, the attached policies outline more robust procedures should the need arise, and identifies steps for progressive discipline. While the VCTC Intercity system is by all accounts a safe and reliable service, from time to time, incidents do occur which require VCTC, potentially in conjunction with law enforcement, to take more formal action(s).

The proposed updated Code of Conduct and Suspension Policy was developed through review and consultation of peer transit agencies, and with guidance by VCTC General Counsel. The draft Code of Conduct and Suspension policy is attached as well as the existing Rider Guidelines and Code of Conduct.

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Item #8J

June 3, 2016

MEMO TO: **VENTURA COUNTY TRANSPORTATION COMMISSION**

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

SUBJECT: **LEGISLATIVE UPDATE**

RECOMMENDATION:

- Receive and file.

DISCUSSION

Federal Issues

Attachment A is a letter recently sent by Congresswoman Julia Brownley (D-Ventura County) and other Members to the House Ways and Means Committee, urging it to find a permanent solution to the Highway Trust Fund shortfall.

State Issues

Attachment B provides the monthly report of Delaney Hunter, the Commission's state lobbyist. This report includes an analysis of the May Revise to the Governor's proposed budget. Attachment C is the monthly update on the status of bills being tracked by VCTC.

Congress of the United States
Washington, DC 20515

May 25, 2016

Hon. Kevin Brady
Chairman
Ways and Means Committee
U.S. House of Representatives
Washington, DC 20515

Hon. Sander Levin
Ranking Member
Ways and Means Committee
U.S. House of Representatives
Washington, DC 20515

Dear Chairman Brady and Ranking Member Levin:

We understand the Ways & Means Committee is working towards updating and reforming the United States tax code. With this in mind, we urge you to consider making a permanent solution to the Highway Trust Fund's (HTF) structural revenue deficit a priority in any tax reform proposal.

As you know, the need for improvements to our nation's infrastructure and safety programs is long overdue. However, the current finances of the HTF make it unable to support those investments. For the past eight years, Congress has enacted a series of mostly short-term measures that have supplemented the trust fund with a General Fund transfer, offset with federal resources unrelated to the surface transportation programs. Most recently, the enactment of the first long-term bill in over a decade, *Fixing America's Surface Transportation* (FAST) *Act,* at the end of 2015 authorized highway and public transportation funding – and provided the revenue needed to support these investments – but only through FY 2020. While progress was made by passing this critical, long-term legislation, more uncertainty and potential HTF insolvency await states after the FAST Act has expired.

A safe, modern and efficient transportation network is critical to the economic success of this country. It allows businesses to move their products across the country while facilitating access to domestic markets and suppliers, which makes it more cost-effective for companies to manufacture goods in the United States. Simply put, if the HTF is unable to make payments to states, projects will be halted, improvements to road safety and congestion will be jeopardized, and America's infrastructure will fall behind the rest of the world. This would put our businesses – and the American worker – at a significant disadvantage in the competitive global economy.

Now is the time to begin searching for a solution to the HTF's long-term shortfall. The FAST Act includes a pilot program for user fee programs in order to set the stage for funding in the next reauthorization. But we recognize there is likely no silver bullet and Congress must consider a range of options to address this problem. Every possible solution should be on the table.

Over the past 30 years, all HTF revenue enhancements have been made as part of larger tax and deficit reduction packages, and recent tax reform proposals in both the House and Senate have begun to highlight the challenges facing the HTF. We recognize that tax reform legislation will be a heavy lift. Finding a solution requires ingenuity and will involve building consensus among competing interests and ideas, but we stand ready to work in partnership to reach this critical goal.

Accordingly, as the Committee pursues tax reform over the coming months and years, we urge you to consider the sweeping impact tax policy has on the HTF and our transportation network. Not only do our roads and highways depend on a positive, long-term solution, but the American economy does as well.

Sincerely,

Sam Graves Chairman Subcommittee on Highways and Transit	Eleanor Holmes Norton Ranking Member Subcommittee on Highways and Transit
Don Young Member of Congress	Corrine Brown Member of Congress
John J. Duncan, Jr. Member of Congress	Eddie Bernice Johnson Member of Congress
Frank A. Lobiondo Member of Congress	Elijah E. Cummings Member of Congress
Candice S. Miller Member of Congress	Michael Capuano Member of Congress
Duncan Hunter Member of Congress	Grace F. Napolitano Member of Congress

Evan H. Jenkins
Member of Congress

Luis V. Gutiérrez
Member of Congress

Michael F. Doyle
Member of Congress

Derek Kilmer
Member of Congress

David W. Jolly
Member of Congress

Brendan F. Boyle
Member of Congress

Larry Bucshon
Member of Congress

Sheila Jackson Lee
Member of Congress

Lee M. Zeldin
Member of Congress

John C. Carney, Jr.
Member of Congress

Tom Marino
Member of Congress

David Price
Member of Congress

Bill Foster
Member of Congress

Jim Cooper
Member of Congress

Tony Cárdenas
Member of Congress

Carolyn B. Maloney
Member of Congress

Bob Gibbs
Member of Congress

Daniel Lipinski
Member of Congress

Lou Barletta
Member of Congress

Albio Sires
Member of Congress

Jeff Denham
Member of Congress

Donna F. Edwards
Member of Congress

Richard L. Hanna
Member of Congress

John Garamendi
Member of Congress

Rick Crawford
Member of Congress

Elizabeth Esty
Member of Congress

Blake Farenthold
Member of Congress

Lois Frankel
Member of Congress

Rodney Davis
Member of Congress

Richard M. Nolan
Member of Congress

Reid Ribble
Member of Congress

Ann Kirkpatrick
Member of Congress

Mark Sanford
Member of Congress

Jared Huffman
Member of Congress

Rob Woodall
Member of Congress

Julia Brownley
Member of Congress

Todd Rokita
Member of Congress

Chris Van Hollen
Member of Congress

Cresent Hardy
Member of Congress

Seth Moulton
Member of Congress

Mike Bost
Member of Congress

Mark Pocan
Member of Congress

Ryan A. Costello
Member of Congress

John Delaney
Member of Congress

Garret Graves
Member of Congress

Filemon Vela
Member of Congress

Carlos Curbelo
Member of Congress

Raúl M. Grijalva
Member of Congress

Ryan Zinke
Member of Congress

Tim Ryan
Member of Congress

David B. McKinley, P.E.
Member of Congress

Peter Welch
Member of Congress

Mark E. Amodei
Member of Congress

Emanuel Cleaver
Member of Congress

Blaine Luetkemeyer
Member of Congress

Michelle Lujan Grisham
Member of Congress

Billy Long
Member of Congress

Peter J. Visclosky
Member of Congress

Ann Wagner
Member of Congress

Jim Costa
Member of Congress

Vicky Hartzler
Member of Congress

Gerald E. Connolly
Member of Congress

Gregg Harper
Member of Congress

Betty McCollum
Member of Congress

David P. Joyce
Member of Congress

Rosa L. DeLauro
Member of Congress

Elise Stefanik
Member of Congress

Alan Lowenthal
Member of Congress

Andy Barr
Member of Congress

Eric Swalwell
Member of Congress

Rick W. Allen
Member of Congress

David N. Cicilline
Member of Congress

Charles W. Dent
Member of Congress

Stephen F. Lynch
Member of Congress

Robert J. Wittman
Member of Congress

Wm. Lacy Clay
Member of Congress

Daniel M. Donovan, Jr.
Member of Congress

David Loebsack
Member of Congress

Trent Kelly
Member of Congress

Paul D. Tonko
Member of Congress

Chris Collins
Member of Congress

Eliot L. Engel
Member of Congress

Bradley Byrne
Member of Congress

Jim Himes
Member of Congress

Steven M. Palazzo
Member of Congress

Donald S. Beyer, Jr.
Member of Congress

Mike Pompeo
Member of Congress

Bennie G. Thompson
Member of Congress

Adam Kinzinger
Member of Congress

Kurt Schrader
Member of Congress

John Katko
Member of Congress

Michael M. Honda
Member of Congress

Frank C. Guinta
Member of Congress

Kathleen M. Rice
Member of Congress

Thomas MacArthur
Member of Congress

Hakeem Jeffries
Member of Congress

Randy Hultgren
Member of Congress

Niki Tsongas
Member of Congress

Grace Meng
Member of Congress

Suzanne Bonamici
Member of Congress

Chellie Pingree
Member of Congress

Doris Matsui
Member of Congress

Sam Farr
Member of Congress

John A. Yarmuth
Member of Congress

Phil Roe, M.D.
Member of Congress

Steve Stivers
Member of Congress

Bruce Westerman
Member of Congress

André Carson
Member of Congress

Bill Johnson
Member of Congress

Bobby L. Rush
Member of Congress

Jerrold Nadler
Member of Congress

William R. Keating
Member of Congress

Dina Titus
Member of Congress

Norma J. Torres
Member of Congress

Tammy Duckworth
Member of Congress

Robin L. Kelly
Member of Congress

Cheri Bustos
Member of Congress

Matt Cartwright
Member of Congress

ATTACHMENT B

GONZALEZ, QUINTANA HUNTER & CRUZ, LLC

VENTURA COUNTY TRANSPORTATION COMMISSION
MONTHLY STATE ADVOCACY REPORT
MAY 2016

Legislative Update

After the April policy committee deadline at the end of the month, the Legislature shifted towards hearing bills in the Senate and Assembly Appropriations Committees. All bills with a fiscal impact were required to be out of their respective policy committees by April 22, where they then moved to the fiscal committee stage in the legislative process. As a result, the month of May consisted of lengthy Appropriations Committee hearings, where many of the bills with significant state costs were placed on the suspense file. All fiscal bills must be out of their first house, fiscal committees by May 27th, so the suspense file hearings will be taken up in both committees right before that deadline. GQHC will continue to monitor these bills and report to VCTC staff the status of relevant legislation upon commencement of the suspense hearing. There have also been policy committee hearings this month where bills that were not tagged fiscal were taken up. Additionally, there have been countless budget subcommittee hearings this month in preparation for the Governor's May Revise, which was just released on Friday, May 13th. There have been a myriad of transportation related issues covered in these budget subcommittee hearings, and GQHC will continue to monitor, report, and advocate on behalf of VCTC in these hearings.

Special Session

While the regular legislative session has continued to advance bills, the Transportation and Infrastructure Special Session has not received the same attention. SBX1-1 by Senator Beall was amended at the end of April to reflect the negotiations with Republicans Legislators, which has resulted in a number of efficiency and streamlining related reforms. However, despite the inclusion of these concessions, this transportation package still requires a 2/3 vote of the Legislature for passage. All indications thus far suggest that there are not enough votes to move the bill forward. The main components of this proposal include eliminating the BOE's annual adjustment of the gas excise tax, restoring the gas excise tax rate by 6 cents, increasing the gas excise tax by 6 cents and indexing it, increasing the diesel excise tax by 22 cents, and increasing the sales tax to 5.25 percent. SBX1-1 would also implement an annual road access fee of $35 per vehicle, an annual $100 fee for zero-emission vehicles, and a vehicle registration adjustment of $35 per vehicle, along with the restoration of existing weight fees. While SBX1-1 has received the most attention lately, the

Governor's budget proposal and Assemblyman Frazier's regular session plan are still floating around the Legislature. Furthermore, Governor Brown included the same $3.6 billion transportation funding plan in his May Revise Budget. GQHC will continue to keep VCTC apprised of any updates or progress related to the Transportation Special Session.

May Revise - Budget

In the May Revision, the Governor was careful not to overcommit to new, ongoing programs in an effort to continue to reserve funds and spend prudently. Governor Brown proposes ending 2016-17 with $8.5 billion in total state general fund reserves, which reflects the lower then predicted revenue estimates since the initial budget was released and the potential deficit should Proposition 30 not be extended. Specifically, the May Revision now estimates that tax revenues will be $1.9 billion lower than previously estimated. Much of the budget remained the same, but there are a few major changes of note. These include the Legislature's passage of the increased statewide minimum wage, the MCO tax fix, and other commitments to health and human service programs. However, the Governor has not proposed any changes to the original cap and trade allocation plan, which includes $3.1 billion in funding for programs that reduce GHG emissions, including a new local climate program for disadvantaged communities. Additionally, the Governor's transportation funding plan is unchanged from January and still includes the $3.6 billion proposal.

Although the transportation funding proposal and the cap and trade expenditure plan did not change, the May Revision included an allocation funding plan for the FAST Act's new National Highway Freight Program. Estimated at $582 million statewide, the funds would be allocated through the existing Trade Corridors Improvement Fund guidelines. Additionally, the CTC would administer the program, and half of the money would go to locally selected projects and the other money would fund projects selected by Caltrans. State funding would also be available to fund matching requirements from a new national competitive freight program. GQHC will continue to track the important transportation related budget items.

Transportation Hearings

This month the Senate and Assembly Budget Subcommittees held hearings on a number of budget issues, including the Fixing America's Surface Transportation Act Federal (FASTLANE) Grants. Specifically, the May Revision requested to add provisional language to the budget to allow the CTC to allocate new federal funds from the Nationally Significant Freight and Highway Projects program and formula funding. The May Revision proposes to continue the work of the Trade Corridor Improvement Program by allowing the CTC to allocate funding for corridor projects. The Legislature voted to reject the trailer bill language on a 3 to 0 vote in the Senate, and the Assembly later took similar action, as they prefer to work on this issue in a regular, policy bill. Additionally, in the same hearings, the Senate rejected the Governor's transportation funding plan in the budget, as they argued that it should be handled in the Special Session Conference Committee, and the Assembly held the item open for vote at a later time.

Upcoming Bill Deadlines and Priority Legislation

May 6 - Last day for policy committees to hear and report to the Floor nonfiscal bills introduced in their house
May 13 - Last day for policy committees to meet prior to June 6
May 27 - Last day for fiscal committees to hear and report to the Floor bills introduced in their house. Last day for fiscal committees to meet prior to June 6.
May 31-June 3 Floor Session only
June 3 Last day for each house to pass bills introduced in that house
June 6 Committee meetings may resume
June 15 Budget Bill must be passed by midnight

AB 326 (Frazier D) Public works: prevailing wage rates: wage and penalty assessments
Introduced: 2/13/2015
Status: 5/10/2016-From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on L. & I.R.
Summary: Current law requires the Labor Commissioner to issue a civil wage and penalty assessment to a contractor or subcontractor, or both, if the Labor Commissioner determines, after investigation, that the contractor or subcontractor, or both, violated the laws regulating public works contracts, including the payment of prevailing wages. This bill would require the Department of Industrial Relations to release the funds deposited in escrow plus interest earned to those persons and entities within 30 days following either the conclusion of all administrative and judicial review or upon written notice being received by the department from the commissioner, his or her designee, or a representative of an authorized labor compliance program of an awarding body of a settlement or other final disposition of the assessment or notice.

AB 1364 (Linder R) California Transportation Commission.
Introduced: 2/27/2015
Status: 2/4/2016-Referred to Coms. on T. & H. and G.O.
Summary: Current law vests the California Transportation Commission with specified powers, duties, and functions relative to transportation matters. Current law requires the commission to retain independent authority to perform the duties and functions prescribed to it under any provision of law. This bill would exclude the California Transportation Commission from the Transportation Agency and establish it as an entity in the state government. The bill would also make conforming changes.

AB 1550 (Gomez D) Greenhouse gases: investment plan: disadvantaged communities.
Introduced: 1/4/2016
Status: 5/11/2016-In committee: Set, first hearing. Referred to APPR. suspense file.
Summary: Current law requires the Department of Finance, in consultation with the state board and any other relevant state agency, to develop, as specified, a 3-year investment plan for the moneys deposited in the Greenhouse Gas Reduction Fund. This bill would require the investment plan to allocate a minimum of 25% of the available moneys in the fund to projects located within, and benefitting individuals living in, disadvantaged communities and a separate and additional unspecified percentage to projects that benefit low-income households, as specified, with a fair share of those moneys targeting households with incomes at or below 200% of the federal poverty level.

AB 1591 (Frazier D) Transportation funding.
Introduced: 1/6/2016
Status: 2/1/2016-Referred to Coms. on TRANS. and REV. & TAX.
Summary: Would create the Road Maintenance and Rehabilitation Program to address deferred maintenance on the state highway system and the local street and road system. The bill would require the California Transportation Commission to adopt performance criteria to ensure efficient use of the funds available for the program. This bill contains other related provisions and other existing laws.
Position: Support

AB 1780 (Medina D) Greenhouse Gas Reduction Fund: trade corridors.
Introduced: 2/3/2016
Status: 4/20/2016-In committee: Set, first hearing. Referred to APPR. suspense file.
Summary: Would, beginning in the 2016-17 fiscal year, continuously appropriate 20% of the annual proceeds of the Greenhouse Gas Reduction Fund to the California Transportation Commission to be allocated to reduce greenhouse gas emissions in trade corridors consistent with specified guidelines, thereby making an appropriation.

AB 1813 (Frazier D) High-Speed Rail Authority: membership.
Introduced: 2/8/2016
Status: 4/28/2016-Referred to Com. on T. & H.
Summary: Would provide for appointment of one Member of the Senate by the Senate Committee on Rules and one Member of the Assembly by the Speaker of the Assembly to serve as ex officio members of the High-Speed Rail Authority. The bill would provide that the ex officio members shall participate in the activities of the authority to the extent that participation is not incompatible with their positions as Members of the Legislature.

AB 1815 (Alejo D) California Global Warming Solutions Act of 2006: disadvantaged communities.
Introduced: 2/8/2016
Status: 5/11/2016-In committee: Set, first hearing. Referred to APPR. suspense file.
Summary: Current law requires the California Environmental Protection Agency to identify disadvantaged communities and requires the Department of Finance, in consultation with the state board and any other relevant state agency, to develop, as specified, a 3-year investment plan for the moneys deposited in the Greenhouse Gas Reduction Fund. Current law requires the 3-year investment plan to allocate a minimum of 25% of the available moneys in the fund to projects that provide benefits to disadvantaged communities. This bill would require the agency to establish a comprehensive technical assistance program, upon the appropriation of moneys from the fund, for eligible applicants, as specified, assisting eligible communities, as defined.

AB 1833 (Linder R) Transportation projects: environmental mitigation.
Introduced: 2/9/2016
Status: 5/11/2016-In committee: Set, first hearing. Referred to APPR. suspense file.
Summary: Would create the Advanced Mitigation Program in the Department of Transportation to implement environmental mitigation measures in advance of future transportation projects. The bill, by February 1, 2017, would require the department to establish a steering committee to advise the department in that regard.

AB 1886 (McCarty D) California Environmental Quality Act: transit priority projects.
Introduced: 2/11/2016
Status: 5/12/2016-Read second time. Ordered to third reading.
Summary: CEQA provides for limited CEQA review or exempts from its requirements transit priority projects meeting certain requirements, including the requirement that the project be within 1/2 mile of a major transit stop or high-quality transit corridor included in a regional transportation plan. CEQA specifies that a project is considered to be within 1/2 mile of a major transit stop or high-quality transit corridor if, among other things, all parcels within the project have no more than 25% of their area farther than 1/2 mile from the stop or corridor. This bill, for a transit priority project to meet the requirements for limited CEQA review, would increase that percentage to 50%.

AB 1943 (Linder R) Vehicles: parking: public grounds.
Introduced: 2/12/2016
Status: 5/5/2016-Referred to Com. on T. & H.
Summary: Current law prohibits a person from driving or parking a vehicle or animal upon the driveways, paths, parking facilities, or grounds of specified public entities, including a public transportation agency and a county transportation commission, except with the permission of, and subject to any condition or regulation that may be imposed by, the governing body of the specified public entity. Current law defines "public transportation agency" for these purposes. This bill would revise the definition of "public transportation agency" to include a county transportation commission.

AB 1964 (Bloom D) High-occupancy vehicle lanes: vehicle exceptions.
Introduced: 2/12/2016
Status: 5/12/2016-In Senate. Read first time. To Com. on RLS. for assignment.
Summary: Current authorizes super ultra-low emission vehicles, ultra-low emission vehicles, partial zero-emission vehicles, or transitional zero-emission vehicles, as specified, that display a valid identifier issued by the Department of Motor Vehicles to use these HOV lanes until January 1, 2019, or until the date federal authorization expires, or until the Secretary of State receives a specified notice, whichever occurs first. This bill would extend the operation of the provisions allowing specified vehicles to use HOV lanes until the date federal authorization expires, or until the Secretary of State receives a specified notice, whichever occurs first.

AB 2014 (Melendez R) Freeway Service Patrol Program Assessment.
Introduced: 2/16/2016
Status: 5/4/2016-In committee: Set, first hearing. Referred to APPR. suspense file.
Summary: Would, by June 20, 2018, and every 5 years thereafter, require the Department of Transportation to publish and submit to the Legislature and the Department of Finance, as specified, a statewide Freeway Service Patrol Program Assessment that would, among other things, identify, quantify, and analyze existing freeway service patrols, identify opportunities to increase or expand service levels, and analyze and provide recommendations regarding the current and anticipated future financial condition of the program, as specified.

AB 2034 (Salas D) Department of Transportation: environmental review process: federal program.
Introduced: 2/16/2016
Status: 5/5/2016-Referred to Com. on T. & H.
Summary: Current law, until January 1, 2017, provides that the State of California consents to the jurisdiction of the federal courts with regard to the compliance, discharge, or enforcement of the

responsibilities the Department of Transportation assumed as a participant in the surface transportation project delivery program. This bill would delete the January 1, 2017, repeal date and thereby extend these provisions indefinitely.
Position: Support

AB 2090 (Alejo D) Low Carbon Transit Operations Program.
Introduced: 2/17/2016
Status: 4/27/2016-In committee: Set, first hearing. Referred to APPR. suspense file.
Summary: Current law continuously appropriates specified portions of the annual proceeds in the Greenhouse Gas Reduction Fund to various programs, including 5% for the Low Carbon Transit Operations Program, which provides operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities. This bill would additionally authorize moneys appropriated to the program to be expended to support the operation of existing bus or rail service if the governing board of the requesting transit agency declares a fiscal emergency and other criteria are met, thereby expanding the scope of an existing continuous appropriation.
Position: Support

AB 2126 (Mullin D) Public contracts: Construction Manager/General Contractor contracts.
Introduced: 2/17/2016
Status: 5/9/2016-In Senate. Read first time. To Com. on RLS. for assignment.
Summary: Current law authorizes the Department of Transportation to use the Construction Manager/General Contractor method on no more than 6 projects, and requires 4 out of the 6 projects to use department employees or consultants under contract with the department to perform all project design and engineering services, as specified. This bill would authorize the department to use this method on 12 projects and would require 8 out of the 12 projects to use department employees or consultants under contract with the department to perform all project design and engineering services

AB 2170 (Frazier D) Trade Corridors Improvement Fund: federal funds.
Introduced: 2/18/2016
Status: 4/20/2016-In committee: Set, first hearing. Referred to APPR. suspense file.
Summary: Would require revenues apportioned to the state from the National Highway Freight Program established by the federal Fixing America's Surface Transportation Act to be allocated for trade corridor improvement projects approved pursuant to specified provisions. This bill contains other related provisions and other existing laws.

AB 2222 (Holden D) Greenhouse Gas Reduction Fund: Transit Pass Program.
Introduced: 2/18/2016
Status: 4/27/2016-In committee: Set, first hearing. Referred to APPR. suspense file.
Summary: Would continuously appropriate $50,000,000 annually from the Greenhouse Gas Reduction Fund for the Transit Pass Program, to be administered by the Department of Transportation. The bill would require that funding be allocated by the Controller, as specified, upon a determination by the Department of Transportation, that transit pass programs of public agencies to provide free or reduced-fare transit passes to public school students and community college, California State University, and University of California meet certain requirements.
Position: Support

AB 2289 (Frazier D) Department of Transportation: capital improvement projects.
Introduced: 2/18/2016
Status: 5/5/2016-Referred to Com. on T. & H.
Summary: Current law requires the Department of Transportation to prepare a state highway operation and protection program for the expenditure of transportation funds for major capital improvements that are necessary to preserve and protect the state highway system and that include capital projects relative to maintenance, safety, and rehabilitation of state highways and bridges that do not add a new traffic lane to the system. This bill would add to the program capital projects relative to the operation of those state highways and bridges.

AB 2293 (Garcia, Cristina D) California Green Business Program and Green Assistance Program.
Introduced: 2/18/2016
Status: 5/11/2016-In committee: Hearing postponed by committee.
Summary: Current law creates the California Environmental Protection Agency, consisting of various boards, offices, and departments, including the State Air Resources Board and the Department of Toxic Substances Control. This bill would establish the Green Assistance Program within the California Environmental Protection Agency to, among other things, assist small businesses and small nonprofit organizations in applying for moneys from the Greenhouse Gas Reduction Fund. This bill contains other related provisions and other current laws.

AB 2374 (Chiu D) Construction Manager/General Contractor method: regional transportation agencies: ramps.
Introduced: 2/18/2016
Status: 4/28/2016-Referred to Com. on T. & H.
Summary: Current law authorizes regional transportation agencies to use the Construction Manager/General Contractor project delivery method, as specified, to design and construct certain expressways that are not on the state highway system if: (1) the expressways are developed in accordance with an expenditure plan approved by voters, (2) there is an evaluation of the traditional design-bid-build method of construction and of the Construction Manager/General Contractor method, and (3) the board of the regional transportation agency adopts the method in a public meeting. This bill would authorize regional transportation agencies also to use this authority on ramps that are not on the state highway system, as specified.

AB 2411 (Frazier D) Transportation revenues.
Introduced: 2/19/2016
Status: 4/20/2016-In committee: Set, first hearing. Referred to APPR. suspense file.
Summary: Current law requires certain miscellaneous revenues deposited in the State Highway Account that are not restricted as to expenditure by Article XIX of the California Constitution to be transferred to the Transportation Debt Service Fund in the State Transportation Fund, as specified, and requires the Controller to transfer from the fund to the General Fund an amount of those revenues necessary to offset the current year debt service made from the General Fund on general obligation transportation bonds issued pursuant to Proposition 116 of 1990. This bill would delete the transfer of these miscellaneous revenues to the Transportation Debt Service Fund, thereby eliminating the offsetting transfer to the General Fund for debt service on general obligation transportation bonds issued pursuant to Proposition 116 of 1990.

AB 2542 (Gatto D) Streets and highways: reversible lanes.
Introduced: 2/19/2016
Status: 5/12/2016-In Senate. Read first time. To Com. on RLS. for assignment.
Summary: Would require the Department of Transportation or a regional transportation planning agency, when submitting a capacity-increasing project or a major street or highway lane realignment project to the California Transportation Commission for approval, to demonstrate that reversible lanes were considered for the project.

AB 2564 (Cooper D) Air Quality Improvement Program: Clean Vehicle Rebate Project.
Introduced: 2/19/2016
Status: 5/11/2016-In committee: Set, first hearing. Referred to APPR. suspense file.
Summary: Would require the State Air Resources Board to adopt regulations for the purposes of the Clean Vehicle Rebate Project that would establish the maximum gross annual income at specified levels for a person to be eligible for a rebate; increase rebate payments by $500 for low-income applicants, as defined; include outreach to low-income household s; and prioritize rebate payments for low-income applicants. This bill contains other existing laws.

AB 2620 (Dababneh D) Passenger rail projects: funding.
Introduced: 2/19/2016
Status: 5/12/2016-In Senate. Read first time. To Com. on RLS. for assignment.
Summary: Would reallocate funds allocated pursuant to the Clean Air and Transportation Improvement Act of 1990 that are not expended or encumbered by July 1, 2020, to any other existing passenger rail project with existing rail service. The bill would require the California Transportation Commission to determine the projects pursuant to this reallocation. By reallocating unexpended or unencumbered funds to any other existing passenger rail project, the bill would make an appropriation.

AB 2693 (Dababneh D) Financing requirements: property improvements.
Introduced: 2/19/2016
Status: 5/11/2016-Read second time. Ordered to third reading.
Summary: Current law authorizes the legislative body of a public agency to determine that it would be convenient, advantageous, and in the public interest to designate an area within which authorized public agency officials and property owners may enter into voluntary contractual assessments to finance certain improvements. This bill would also prohibit a public agency from permitting a property owner who is a homeowner applicant to participate in a program pursuant to these provisions unless the property owner has been provided with a completed financing estimate document or a substantially equivalent document and the property owner is given the right to cancel the contractual assessment at any time prior to midnight on the 3rd business day after the date of the transaction to enter into the agreement without penalty or obligation.

AB 2708 (Daly D) Department of Transportation: Lean 6-SIGMA program.
Introduced: 2/19/2016
Status: 4/27/2016-In committee: Set, first hearing. Referred to APPR. suspense file.
Summary: Would require the Department of Transportation to conduct a study to assess the implementation of the Lean 6-SIGMA program as provided through the Governor's Office of Business and Economic Development and the Government Operations Agency to determine the effectiveness of streamlining the application process for private architectural and engineering firms seeking to provide professional and technical project development services to the department.

AB 2722 (Burke D) Transformative Climate Communities Program.
Introduced: 2/19/2016
Status: 4/21/2016-Re-referred to Com. on APPR.
Summary: Would create the Transformative Climate Communities Program, to be administered by the Strategic Growth Council. The bill would provide that, upon appropriation by the Legislature, up to $250,000,000 shall be available from the Greenhouse Gas Reduction Fund to the council to administer the program. The bill would require the council, in coordination with the California Environmental Protection Agency Assistant Secretary for Environmental Justice and Tribal Affairs, to award competitive grants to specified eligible entities for the development of transformative climate community plans, and projects that implement plans, that contribute to the reduction of emissions of greenhouse gases.

AB 2741 (Salas D) Long-range transportation planning: California Transportation Plan.
Introduced: 2/19/2016
Status: 5/12/2016-Referred to Com. on T. & H.
Summary: Current law requires the Department of Transportation to complete the first update of the California Transportation Plan by December 31, 2015, and to update the plan every 5 years thereafter. Existing law requires the California Transportation Commission to review the plan and make certain recommendations. This bill would require the plan to be approved by the commission.

AB 2742 (Nazarian D) Transportation projects: comprehensive development lease agreements.
Introduced: 2/19/2016
Status: 4/27/2016-In committee: Set, first hearing. Referred to APPR. suspense file.
Summary: Current law authorizes the Department of Transportation and regional transportation agencies, as defined, to enter into comprehensive development lease agreements with public and private entities, or consortia of those entities, for certain transportation projects that may charge certain users of those projects tolls and user fees, subject to various terms and requirements. These arrangements are commonly known as public-private partnerships. Current law prohibits a lease agreement from being entered into under these provisions on or after January 1, 2017. This bill would allow a lease agreement to be entered into under these provisions until January 1, 2030.

AB 2796 (Bloom D) Active Transportation Program.
Introduced: 2/19/2016
Status: 4/27/2016-In committee: Set, first hearing. Referred to APPR. suspense file.
Summary: Current law creates the Active Transportation Program in the Department of Transportation for the purpose of encouraging increased use of active modes of transportation. Current law requires the California Transportation Commission to award 50% and 10% of available funds to projects statewide and to projects in small urban and rural regions, respectively, with the remaining 40% of available funds to be awarded to projects by metropolitan planning organizations, with the funds available for distribution by each metropolitan planning organization based on its relative population. This bill would require a minimum of 5% of available funds in each of the 3 distribution categories to be awarded for planning and community engagement for active transportation in disadvantaged communities and a minimum of 10% of all available Active Transportation Program funds to be programmed for noninfrastructure purposes, except as provided.

AB 2843 (Chau D) Public records: employee contact information.
Introduced: 2/19/2016
Status: 5/12/2016-Referred to Com. on JUD.
Summary: The California Public Records Act excepts from public inspection the home addresses and home telephone numbers of state employees and employees of a school district or county office of education, provided that disclosure can be made in specified instances, including to an employee organization. This bill would extend the limitation on the disclosure of the personal information of state employees and employees of a school district or county office of education, described above, to personal cellular telephone numbers and personal electronic mail addresses.

AB 2847 (Patterson R) High-Speed Rail Authority: reports.
Introduced: 2/19/2016
Status: 5/12/2016-In Senate. Read first time. To Com. on RLS. for assignment.
Summary: Current law requires the High-Speed Rail Authority, on a biennial basis, to prepare a business plan containing specified elements and also requires the preparation of various other reports. This bill would require the business plan to identify projected financing costs for each segment or combination of segments of the high-speed rail system, if financing is proposed by the authority. The bill, in the business plan and in another report, would require the authority to identify any significant changes in scope for segments of the high-speed rail system identified in the previous version of each report and to provide an explanation of adjustments in cost and schedule attributable to the changes.

AB 2853 (Gatto D) Public records.
Introduced: 2/19/2016
Status: 5/12/2016-In Senate. Read first time. To Com. on RLS. for assignment.
Summary: Would authorize a public agency that posts a public record on its Internet Web site to first refer a person that requests to inspect or obtain a copy of the public record to the public agency's Internet Web site where the public record is posted. This bill contains other related provisions and other existing laws.

ACA 4 (Frazier D) Local government transportation projects: special taxes: voter approval.
Introduced: 2/27/2015
Status: 8/27/2015-In committee: Hearing postponed by committee.
Summary: Would provide that the imposition, extension, or increase of a sales and use tax imposed pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or a transactions and use tax imposed in accordance with the Transactions and Use Tax Law by a county, city, city and county, or special district for the purpose of providing funding for local transportation projects, as defined, requires the approval of 55% of its voters voting on the proposition. The measure would also make conforming and technical, nonsubstantive changes.

ACR 142 (Williams D) Ventura County Deputy Sheriff Peter Aguirre, Jr. Memorial Highway.
Introduced: 2/19/2016
Status: 4/28/2016-Re-referred to Com. on T. & H.
Summary: This measure would designate a specified portion of State Highway Route 33 in the County of Ventura as the Ventura County Deputy Sheriff Peter Aguirre, Jr. Memorial Highway. The measure would also request the Department of Transportation to determine the cost of appropriate signs showing this special designation and, upon receiving donations from nonstate sources covering the cost, to erect those signs.
Position: Support

SB 254 (Allen D) Campaign finance: voter instruction.
Introduced: 2/18/2015
Status: 5/16/2016-From committee: Be re-referred to Com. on E. & C.A. pursuant to Senate Rule 29.10(d). (Ayes 5. Noes 0.) Re-referred to Com. on E. & C.A.
Summary: Would call a special election to be consolidated with the November 8, 2016, statewide general election. The bill would require the Secretary of State to submit to the voters at the November 8, 2016, consolidated election a voter instruction asking whether California's elected officials should use all of their constitutional authority, including proposing and ratifying one or more amendments to the United States Constitution, to overturn Citizens United v. Federal Election Commission (2010) 558 U.S. 310, and other applicable judicial precedents, as specified.

SB 824 (Beall D) Low Carbon Transit Operations Program.
Introduced: 1/7/2016
Status: 5/9/2016-May 9 hearing: Placed on APPR. suspense file.
Summary: Would authorize a recipient transit agency that does not submit a project for funding under the Low Carbon Transit Operations Program in a particular fiscal year to retain its funding share for expenditure in a subsequent fiscal year. This bill contains other existing laws.
Position: Support

SB 903 (Nguyen R) Transportation funds: loan repayment.
Introduced: 1/21/2016
Status: 2/4/2016-Referred to Com. on T. & H.
Summary: Would acknowledge, as of June 30, 2015, $879,000,000 in outstanding loans of certain transportation revenues, and would require this amount to be repaid from the General Fund by June 30, 2016, to the Traffic Congestion Relief Fund for allocation to the Traffic Congestion Relief Program, the Trade Corridors Improvement Fund, the Public Transportation Account, and the State Highway Account, as specified. The bill would thereby make an appropriation. This bill contains other related provisions and other existing laws.

SB 940 (Vidak R) High-Speed Rail Authority: eminent domain: right of first refusal.
Introduced: 2/3/2016
Status: 5/17/2016-Action From SECOND READING: Read second time.To THIRD READING.
Summary: Under current law, if the High-Speed Rail Authority determines that real property or an interest therein acquired by the state for high-speed rail purposes is no longer necessary for those purposes, the authority is authorized to sell or exchange the real property or interest therein at fair market value as specified. This bill would require the authority, if selling the real property or interest therein, to send notification by certified mail to the last known owner of the real property or interest therein at his or her last known address, advising him or her that the real property or interest therein will be offered for sale. The bill would require the authority to wait at least 30 days after the notification has been sent to sell the real property or interest therein.

SB 951 (McGuire D) Transportation: Golden State Patriot Passes Program.
Introduced: 2/4/2016
Status: 5/9/2016-May 9 hearing: Placed on APPR. suspense file.
Summary: Would create the Golden State Patriot Passes Program to be administered by the Department of Transportation to provide veterans with free access to transit services. The bill would require the

department to develop guidelines that describe the methodologies that a participating transit operator would use to demonstrate that proposed expenditures would increase veteran mobility and fulfill specified requirements.

SB 1066 (Beall D) Transportation funds: fund estimates.
Introduced: 2/16/2016
Status: 5/9/2016-Referred to Com. on TRANS.
Summary: Current law requires the Department of Transportation to submit to the California Transportation Commission an estimate of state and federal funds reasonably expected to be available for future programming over the 5-year period in each state transportation improvement program, and requires the California Transportation Commission to adopt a fund estimate in that regard. This bill would require the fund estimates prepared by the department and the commission to identify and include federal funds derived from apportionments made to the state under the Fixing America's Surface Transportation Act of 2015.

SB 1397 (Huff R) Highway safety and information program.
Introduced: 2/19/2016
Status: 5/9/2016-May 9 hearing: Placed on APPR. suspense file.
Summary: Would enact the Highway Safety and Information Act. The bill would authorize the Department of Transportation, subject to federal approval, to enter into an agreement pursuant to a best value procurement and competitive process for a project with a contractor to construct, upgrade or reconstruct, and operate a network of changeable message signs within the rights-of-way of the state highwaysystem that would include a demonstration phase of the project as a condition precedent to the full implementation of the agreement, as specified.

SB 1405 (Pavley D) Zero-emission vehicles: transportation systems.
Introduced: 2/19/2016
Status: 5/16/2016-May 16 hearing: Placed on APPR. suspense file. (Ayes 7. Noes 0.)
Summary: Would require the State Air Resources Board , by March 1, 2017, to revise its zero-emission vehicle standard regulation to expand the definition of "transportation systems eligible for zero-emission vehicle credits" under that regulation to include additional entities utilizing fleets of zero-emission vehicles, including rental car companies, transportation network companies, taxicab companies, and car-sharing companies, to the extent that the operations of those entities involve ridesharing features offered by those entities that reduce per-passenger emissions. This bill contains other related provisions and other existing laws.

SCA 7 (Huff R) Motor vehicle fees and taxes: restriction on expenditures.
Introduced: 4/9/2015
Status: 1/12/2016-Set for hearing January 19 in E. & C.A. pending receipt.
Summary: Would prohibit the Legislature from borrowing revenues from fees and taxes imposed by the state on vehicles or their use or operation, and from using those revenues other than as specifically permitted by Article XIX. The measure would also provide that none of those revenues may be pledged or used for the payment of principal and interest on bonds or other indebtedness.

SCA 8 (Mendoza D) Counties: board of supervisors: redistricting.
Introduced: 5/11/2015
Status: 3/31/2016-Read second time. Ordered to third reading.

Summary: Would, in a charter county that is found at a decennial United States census, beginning with the 2020 United States census, to have a population of more than 3,000,000, require, and deem the county charter to provide for, a governing body consisting of 7 or more members, not to be thereafter reduced to fewer than 7 members even if, in a future decennial United States census, the county is not a county with a population of more than 3,000,000. This bill contains other related provisions and other existing laws.

SCAX1 1 (Huff R) Motor vehicle fees and taxes: restriction on expenditures.
Introduced: 6/19/2015
Status: 9/9/2015-From committee: Be adopted and re-refer to Com. on APPR. (Ayes 13. Noes 0. Page 72.) (September 8). Re-referred to Com. on APPR.
Summary: Would prohibit the Legislature from borrowing revenues from fees and taxes imposed by the state on vehicles or their use or operation, and from using those revenues other than as specifically permitted by Article XIX. The measure would also prohibit those revenues from being pledged or used for the payment of principal and interest on bonds or other indebtedness. This bill contains other related provisions and other existing laws.

VENTURA COUNTY TRANSPORTATION COMMISSION STATE LEGISLATIVE MATRIX BILL SUMMARY May 26, 2016			
BILL/AUTHOR	**SUBJECT**	**POSITION**	**STATUS**
AB 1591 Frazier	Increases fuel taxes and vehicle fees to raise $7 billion annually for transportation.	Support	In Assembly Transportation and Revenue & Taxation Committees.
AB 2034 Salas	Makes permanent the legal provisions allowing delegation of NEPA authority to Caltrans.	Support	In Senate Transportation & Housing Committee.
AB 2090 Alejo	Amends LCTOP program to allow use of funds to avoid reducing transit services that would otherwise be cut due to a fiscal emergency, where cutting the service will increase greenhouse gas emissions.	Support	In Assembly Appropriations Committee.
AB 2170 Frazier	Provides that National Highway Freight Program funds be distributed within California through the Transportation Corridor Improvement Fund (TCIF) program.	Support	In Assembly Appropriations Committee.
AB 2222 Holden	Allocates cap-and-trade funds to support university student bus pass programs. Amended to provide formula allocation of funds to county commission and transit operators.	Support	In Assembly Appropriations Committee.
ACR 142 Williams	Designates Route 33 from West Ojai Avenue to Fairview Road as the Ventura County Sheriff Deputy Peter Aguirre Jr. Memorial Highway	Support	In Senate Transportation & Housing Committee.
ACA 4 Frazier	Places before the voters a Constitutional Amendment to reduce to 55% the approval threshold for local transportation funding measures.	Support	In Assembly Appropriations Committee.

VENTURA COUNTY TRANSPORTATION COMMISSION STATE LEGISLATIVE MATRIX BILL SUMMARY May 26, 2016			
BILL/AUTHOR	**SUBJECT**	**POSITION**	**STATUS**
AB X1-1 Alejo	Provides various transportation revenue enhancements including a prohibition on spending truck weight fees on transportation bond debt service.	Support	No action.
SB 824 Beall	Allows LCTOP recipients to carry over their apportionments. Amended to provide for expenditure on approved projects prior to receipt of funds.	Support	In Senate Appropations Committee.
SB X1-1 Beall	Increases fuel taxes and vehicle fees to raise $6.5 billion annually for transportation.	Support	In Senate Appropriations Committee.

Item #8K

June 3, 2016

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: ALAN HOLMES, TRANSPORTATION DEMAND MANAGEMENT PROGRAM MANAGER

SUBJECT: REGIONAL RIDEMATCH SERVICES AMENDMENT No. 1

RECOMMENDATION:

- Approve an amendment to the agreement with Los Angeles County Metropolitan Transportation Authority (LACMTA) for enhancements to the regional ridematching database software for a revised total not to exceed $33,872 for Fiscal Year 2015/2016 and $11,954 for Fiscal Year 2016/2017. This item does not require a budget adjustment.

BACKGROUND:

In July 2014, VCTC entered into a Memorandum of Understanding (MOU) with LACMTA for the provision of ridematching database services including administering the regional rideshare database and software, and to maintain the ridematching system which is necessary to encourage commuters to carpool, vanpool, take bus and rail transit, bike, walk and telecommute to Ventura County and other Southern California worksites.

VCTC staff has been working with the Regional Rideshare Implementation Committee to identify and rank improvements to the software and have identified several enhancements for improved operability and functionality. General database improvement costs are split among participating agencies based on the latest available census population numbers with VCTC's share currently at 6% of the total amount.

DISCUSSION:

Under this Amendment, the three-year Agreement's $31,360 contract value will increase by $25,114 to a new contract value of $56,474 for additional Trapeze work on the Regional Ridematch database. This work breaks down to an increase of $23,733 for FY15/16 and $1,381 for FY16/17 and has been included in the Rideshare Programs budget. The work includes a FY15/16 RidePro Trip module license fee, ridematch enhancements such as a website update, pre-populating survey form and AVR update process, additional database maintenance, additional database hosting, and alterations to the AVR module.

AMENDMENT No. 1 TO AGREEMENT BETWEEN THE VENTURA COUNTY TRANSPORTATION COMMISSION AND THE LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY

This Amendment No. 1 to Agreement (this "Amendment No. 1"), is dated as of July 1, 2015, by and between the Ventura County Transportation Commission (“VCTC”), and the Los Angeles County Metropolitan Transportation Authority ("LACMTA").

RECITALS

A. VCTC and the LACMTA entered into that certain Agreement, commencing July 1, 2014 which Existing Agreement provides for funding the Regional Ridematching Services Project (the “Project”); and

B. VCTC and LACMTA desire to amend the Existing Agreement as provided herein.

AGREEMENT

NOW, THEREFORE, for good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the parties hereby agree as follows:

1. Paragraph 3.A., of the Existing Agreement is hereby deleted in its entirety and replaced with the following language hereto:

“A. VCTC shall reimburse LACMTA an amount not to exceed FIFTY-SIX THOUSAND, FOUR HUNDRED SEVENTY-FOUR DOLLARS ($56,474) (the “Funds”) for the actual costs of the Services provided under this AGREEMENT subject to the terms and conditions contained herein. VCTC shall contribute Ventura County’s share of the Project funded jointly by VCTC and the CTCs. If any of the other CTCs reduce their contribution, VCTC reserves the right to assess and/or reduce the Funds by a commensurate amount in order to maintain Ventura County’s proportional share of the total amount contributed by all of the CTCs.

2. Attachment A, the Scope of Work to the Existing Agreement, is hereby deleted in its entirety and replaced with the Scope of Work shown on Attachment A-1 hereto.

3. Attachment B-1, an amendment to Attachment B, the Computer Software Agreement of the Existing Agreement, is hereby added to the Existing Agreement as Attachment B-1 hereto. Attachment B and Attachment B-1 constitute together the entire “Computer Software Agreement”.

4. Attachment C, the Budget to the Existing Agreement, is hereby deleted in its entirety and replaced with the Budget shown on Attachment C-1 hereto.

5. Except as expressly amended hereby, the Existing Agreement remains in full force and effect as originally executed. All rights and obligations of the parties under the Existing Agreement that are not expressly amended by this Amendment shall remain unchanged by this Amendment.

IN WITNESS WHEREOF, the parties have caused this Amendment No. 1 to be duly executed and delivered as of the above date.

VENTURA COUNTY TRANSPORTATION COMMISSION

By:____
Darren Kettle Date
Executive Director

APPROVED AS TO FORM:

By:____
Steven Mattas
Legal Counsel Date

LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY

By:____
Phillip A. Washington Date
Chief Executive Officer

Approved as to Form:

MARY C. WICKHAM
County Counsel

By:____
Deputy Date

SCOPE OF WORK

REGIONAL RIDESHARE SYSTEM DEVELOPMENT AND SUPPORT SERVICES

(FY 15 TO FY 17)

INTRODUCTION

The Los Angeles County Metropolitan Transportation Authority (LACMTA) is seeking the services of Trapeze Group and Inland Transportation Services, Inc. to provide rideshare system development and support services for the three-county region composed of LACMTA, the Orange County Transportation Authority (OCTA), and the Ventura County Transportation Commission (VCTC), also known as the County Transportation Commissions (CTCs). The rideshare system and support services provided under this contract will ensure the partner CTCs are able to continue offering a cost effective service to regulated worksites and commuters in need of rideshare services.

PROJECT OVERVIEW

Since 2003, the regional partners have provided worksites regulated by the South Coast Air Quality Management District (SCAQMD) and the Ventura County Air Pollution Control District (VCAPCD) support with implementing their Employee Commute Reduction Programs (ECRP), more specifically, assistance with their employee surveying process and reporting of their Average Vehicle Ridership (AVR). In addition, commuters have benefitted from the regional rideshare system by accessing online carpool and vanpool matching, transit options, and bicycling information.
The regional rideshare system uses a software package called RidePro and is licensed by Trapeze Group. In order to operate an efficient system across the region and be able to communicate the needs of each CTC, the partners have relied on ITS to manage the system and communicate directly with Trapeze on behalf of the counties. This project will allow the CTCs the continued use of RidePro with regional management from ITS for the next three years. The costs of the project will be divided by the three partner agencies according to the 2010 Census population split (LACMTA 72%, OCTA 22%, and VCTC 6%).

SCOPE OF WORK

Section 1: Services Provided by Trapeze Group

Trapeze will be responsible for providing LACMTA (licensee) and OCTA and VCTC (sub licensees) with the software, maintenance, and hosting required to continue supporting regulated worksites and commuters within each of their counties. The services provided will be aligned to the *Software License and Maintenance Agreement* between Trapeze and LACMTA, which has been included as Attachment B to the AGREEMENT.

<u>Task 1. RidePro License</u>

The gross licenses for RidePro will include RidePro Admin, RidePro Web, and RidePro AVR.

1. Each CTC license includes the right for up to five administrative staff logins and will include commuter registrants living and/or working in Los Angeles, Orange, and Ventura counties.
2. The licenses will be limited by the database sizes as measured by the count of active registered commuters.

<u>Task 2. RidePro Maintenance</u>

Ongoing maintenance will be required to ensure the appropriate operation of RidePro Admin, RidePro Web, and RidePro AVR.

1. In the event that an error is detected or the RidePro software becomes inaccessible, Trapeze will provide reasonable support services, Monday through Friday (except during major holidays) from 8am to 8pm EST. Trapeze will also provide access to its software support website.
2. Maintenance fees will be assessed on a fiscal year basis, from July 1 to June 30, covering a 12-month term.
3. Fees are based on a three-year commitment and may increase (less than 5%) in Year 2 and Year 3.

Task 3. RidePro Hosting

Trapeze will be using BlueBridge Networks Data Center (Cleveland, Ohio) to host the RidePro database for the three-county region. A specific description of the hosting services provided by BlueBridge is included in Attachment B (*Software License and Maintenance Agreement* between Trapeze and LACMTA).

1. Hosting services will include: Database software required for hosting RidePro and the regional rideshare database, database security, and data center server operation.
2. The database will be accessible to the CTCs and fully operational 24 hours a day, seven days a week, except during periods of scheduled maintenance.

Task 4. Transition Implementation Fees

In addition to the ongoing tasks required for the continued use of RidePro, there will be a one-time task necessary for the establishment of the regional rideshare system database under the direction of LACMTA, OCTA, and VCTC.

1. Trapeze will obtain a copy of the current database (RidePro3), move it to Trapeze servers, and generate logins for staff users.
2. Modify the web site address to reference the individual CTCs.
3. Reconfigure email function of the database so that the messages are disseminated appropriately.
4. Manage and oversee the transition and provide necessary support.

Task 5: Added Database Services

Additional Ridematch database services to be performed for this task in FY16 and FY17 constitute the entire amended Scope of Services detailed in Attachment B-1, Amendment #1 to Software License and Maintenance Agreement between LACMTA and subcontractor Trapeze Group. These database services include software licenses, enhancements, hosting, maintenance, and alterations.

Task 5a includes the provision of one software license to LACMTA, OCTA and VCTC for the RidePro Trip module and one license for LACMTA's rideshare incentives.

Task 5b Database Enhancements for FY16 includes implementation services, configuration, testing and training for LACMTA's rideshare incentives improvements as well as the RidePro trip enhancements for LACMTA, OCTA and VCTC. Enhancements also includes a website update and modification to the AVR process for updating commuter records for each of the CTCs and a pre-populating survey form for LACMTA.

Task 5c Database Maintenance and Task 5d Hosting additions in FY16 and FY17 include additional work, resulting from database enhancements and alterations, for the RidePro trip function used by LACMTA, OCTA and VCTC as well as LACMTA's RidePro incentives function.

Task 5e Alteration Services for LACMTA, OCTA and VCTC includes providing the ability for an ETC to select any AVR survey to which they should have access, via RidePro role management, yet allow administrators access to all surveys for their assigned county or counties. Secondly, alterations will be made to the display of AVR status, creating the ability for ETCs and administrators to find existing AVR Surveys, software installation and testing on hosting servers, CTC staff training, and project management services.

Alterations to Los Angeles and Orange County rideshare surveys includes updated survey processing to conform to new SCAQMD rules, updated public entry of the AVR survey in English and Spanish, creation of an AVR Survey Report, display of English and Spanish survey collection links to administrators and ETCs, the entering of new AVR surveys, the editing of existing AVR surveys, a survey of selection counts, and the creation of an exportable survey collection list.

Alterations for Ventura County rideshare surveys includes the ability to download the Ventura County format AVR report as a PDF file, enter new AVR surveys, edit existing AVR surveys, enter AVR surveys by employees, display of the English survey collection links to administrators and ETCs, download Ventura Survey Collection list and export file, add the ability to isolate off peak records, and alter the public survey form to prohibit two surveys with the same employee ID in the same survey.

Section 2: Services Provided by Inland Transportation Services, Inc.
ITS will be responsible for managing the regional rideshare database on behalf of and in partnership with the CTCs and will represent the needs of the CTCs in communicating with Trapeze. ITS will also ensure that the CTCs are informed of the software upgrades available from Trapeze and throughout the industry.

<u>Task 1. Manage and Coordinate the Regional Rideshare Database</u>
ITS staff will ensure that the regional rideshare database is functioning appropriately and in accordance with the *Software License and Maintenance Agreement* from Trapeze (Attachment B). ITS will also coordinate communication between the CTCs and assist in resolving inconsistencies or issues that may arise as a result of implementing a regional rideshare database.

1. Facilitate collaborative policy decisions relating to operational and procedural functionality of the regional rideshare system.
2. Provide liaison between Trapeze and the CTCs and the various regulatory agencies in the region, including AQMD, VCAPCD, and the City of Santa Monica.
3. Produce monthly rideshare services reports in collaboration with and as specified by the CTCs, which will include database activity and summary of problems. Current reports will be modified to be reflective of new needs.
4. Purge aged records on a monthly basis as described below:
    - LACMTA and OCTA – All records with no login or activity within 15 months,
    - VCTC – Every six months delete records over 24 months.

<u>Task 2. Provide Technical Support Services to CTC Staff</u>
Provide assistance with troubleshooting of problems related to functionality of the RidePro software. Provide training or instructional materials (in coordination with Trapeze) on new programs and functions to CTC staff. ITS will also manage the testing and installation of enhancements, and ensure that they comply with the various regulatory agencies in the region, including AQMD, VCAPCD, and the City of Santa Monica.

1. Monitor the database functionality on a daily basis, including error logs, system downtime, determine appropriate steps to resolve issues, and communicate these to Trapeze and the CTCs.
2. Provide technical support to online/telephone inquiries from CTCs on a daily basis and assess source of reported problems, determine appropriate actions, and facilitate resolution by appropriate CTC staff or with Trapeze.
3. Provide RidePro training to new CTC employees possibly at CTC offices, ITS office in Riverside, CA or by webinar. In addition, provide support training to existing CTC staff regarding ongoing RidePro developments and enhancements.
4. Coordinate the testing and installation of product enhancements, including customized programming authorized by CTCs.

Task 3. Provide Ongoing Evaluation of RidePro and Recommendations
Evaluate the functionality and features of RidePro and determine if they are meeting the needs of the CTCs. Also, ITS will research and maintain a working knowledge of other industry related software programs and inform the CTCs on the latest industry trends and potential enhancements, which may be incorporated into the regional rideshare system.

1. Attend the annual Trapeze User Conference and prepare a written report as to the latest developments and enhancements.
2. Attend the annual ACT National Conference in order to evaluate other industry ridematching and AVR software programs. Prepare overview of the software programs, highlighting deficiencies and potential enhancements for consideration.
3. Provide ongoing evaluation of ridematching and AVR software programs by participating in demonstrations, online research and discussions with various software vendors and user clients.

FY15 - FY17 Regional Ridematch Budget by Task and Fiscal Year

Fiscal Year	Database Services	Database Services	Database Services	Database Services	Database Services	Support Services	Support Services	Support Services	Totals	Total Costs
	Task 1 License	Task 2 Maintenance	Task 3 Hosting	Task 4 Implementation	Task 5 Amendment#1 Added Services*	Task 1 Manage/Coordinate Regional Database	Task 2 Provide Technical Support/Training	Task 3 Ongoing Recommendations	Totals	Total Costs
FY 15	$0	$62,177	$40,466	$15,300	$0	$22,956	$21,695	$13,946	*Total FY 15 Cost:*	$176,540
FY 16	$0	$65,287	$42,491	$0	$243,564	$23,645	$22,346	$14,364	*Total FY 16 Cost:*	$411,697
FY 17	$0	$68,553	$44,616	$0	$45,788	$24,354	$23,016	$14,795	*Total FY 17 Cost:*	$221,123
Totals	$0	$196,017	$127,573	$15,300	$289,352	$70,955	$67,057	$43,106	*Total FY 15 - FY 17 Cost for 3 Years:*	$809,360

Additional Regional Ridematch Services for FY16 and FY17 by Subtask and CTC

FY 16	Task 5a License	Task 5b Enhancements	Task 5c Maintenance	Task 5d Hosting	Task 5e Alterations	Task 5 Totals**	Original FY16 Budget	FY16 Budget Increase	Revised FY16 Budget Totals by CTC	
LACMTA - Los Angeles	$67,773	$66,302	$2,408	$6,301	$64,320	$207,103	$120,921	$207,103	$328,024	
OCTA - Orange	$2,613	$8,765	$435	$915	$0	$12,728	$37,072	$12,728	$49,800	
VCTC - Ventura	$715	$2,399	$119	$250	$20,250	$23,733	$10,140	$23,733	$33,872	
FY16 Totals	$71,100	$77,466	$2,962	$7,465	$84,570	$243,564	$168,133	$243,564	$411,697	
FY 17	**Task 5a License**	**Task 5b Enhancements**	**Task 5c Maintenance**	**Task 5d Hosting**	**Task 5e Alterations**	**Task 5 Totals**	**Original FY17 Budget**	**FY17 Budget Increase**	**Revised FY17 Budget Totals by CTC**	**FY16 and FY17 Budget Increase Totals by CTC**
LACMTA - Los Angeles	$0	$0	$21,391	$17,969	$0	$39,360	$126,100	$39,360	$165,460	$246,463
OCTA - Orange	$0	$0	$2,744	$2,305	$0	$5,048	$38,660	$5,048	$43,709	$17,776
VCTC - Ventura	$0	$0	$750	$630	$0	$1,381	$10,574	$1,381	$11,954	$25,113
FY17 Totals	$0	$0	$24,885	$20,903	$0	$45,788	$175,335	$45,788	$221,123	
Amendment #1 Totals**	$71,100	$77,466	$27,847	$28,369	$84,570	$289,352				

*Amendment #1 consists of $274,888 in additional Database services performed by Trapeze as well as $14,464 in Website Design services which will be reimbursed to OCTA by Metro. The website design update has been added to Metro's budget under Task 5b Enhancements.

**OCTA's design consultant updated the website design for $14,464. Metro will cover these costs entirely by giving OCTA a $14,464 credit for the Regional Rideshare project. $12,728 is the increase to the FY16 OCTA share of Regional Rideshare Services, but the Agreement will not increased in FY16 in consideration of this credit. Additionally, in FY17, a $1,736 credit will be applied to the $5,048 Task 5 amount budgeted in FY17. Therefore, the OCTA Agreement will increase by $3,312 per Amendment #1. All Task 5e database alterations common to OCTA, VCTC and Metro, in addition to alterations common to Metro and OCTA, will be paid for by Metro.

Regional Rideshare Budget Totals by Task, Fiscal Year and CTC

County Split:	2010 Census Population	Three-Way Split	Task 1 License	Task 2 Maintenance	Task 3 Hosting	Task 4 Implementation	Task 5 Added Services	ITS Support Services	*FY15 Costs per CTC*	*FY16 Costs per CTC*	*FY17 Costs per CTC*	*Total Costs for 3 Years FY15 - FY17 per CTC*
LACMTA - Los Angeles	9,818,605	71.92%	$0	$140,975	$91,750	$11,004	$246,463	$130,259	$126,967.25	$328,024	$165,460	$620,451
OCTA - Orange	3,010,232	22.05%	$0	$43,221	$28,129	$3,374	$17,776	$39,935	$38,926.19	$49,800	$43,709	$132,435
VCTC - Ventura	823,318	6.03%	$0	$11,821	$7,694	$923	$25,113	$10,923	$10,646.57	$33,872	$11,954	$56,473
Totals:	**13,652,155**	**100.00%**	**$0**	**$196,017**	**$127,573**	**$15,300**	**$289,352**	**$181,117**	**$176,540**	**$411,697**	**$221,123**	**$809,360**

Item #9

June 3, 2016

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: APPROVE FISCAL YEAR (FY) 2016/17 TRANSIT PROGRAM OF PROJECTS (PUBLIC HEARING)

RECOMMENDATION:

- Approve the attached Program of Projects (POP) for federal transit operating, planning and capital assistance for FY 2016/17.
- Open public hearing and receive testimony.

BACKGROUND:

The Federal Transit Administration (FTA) requires that the public be provided an opportunity to review transit projects proposed to be funded with federal dollars. As the designated recipient of federal transit funds, the VCTC is required to hold a public hearing and adopt a POP which lists transit projects to be funded with federal funds in each of the urban areas in Ventura County. VCTC prepares the POP with separate programs for the Oxnard/Ventura, Thousand Oaks/Moorpark, Simi Valley and Camarillo urbanized areas, as defined by the U.S. Census Bureau.

In early summer of each year VCTC approves a draft POP which is used as the basis for a Transportation Improvement Program (TIP) amendment to incorporate the projects into the TIP. The Final POP, scheduled for adoption in September, could incorporate changes based on adopted transit operator budgets, or other updated funding figures. It should be noted that the estimated FY 2016/17 funding is based on the amount authorized in the recently-approved federal legislation Fixing America's Surface Transportation (FAST) Act. Should the adopted FY 2017 Federal budget be lower than assumed, it will be necessary to make changes in the POP.

The attached Program of Projects table shows the recommended projects for each of the urbanized areas. The Cities of Moorpark, Thousand Oaks, Camarillo, and Simi Valley, as well as Gold Coast Transit, were asked to submit projects to use the funds available to them based on the revenues they generate. These projects have been submitted and were then incorporated into the attached POP. At this time the POP does not include Section 5310 funds for Enhanced Mobility of Seniors and Individuals with Disabilities, nor does it include the Section 5307 funds generated through the formula for the Jobs Access & Reverse Commute (JARC) program. Later this year VCTC will do its competitive project selection process for these programs, and then publish a supplemental POP containing the selected Section 5310 and JARC projects.

As in past years, Metrolink funds are pre-programmed in the POP one year in advance of when needed to facilitate cash flow, and the funds shown for Metrolink Capital Rehabilitation include the amount available for a swap to provide a portion of VCTC's operations contribution. As discussed in another item in this agenda, it might not be possible to swap these funds in FY 2017/18 as before, so the final POP may be revised to accommodate a different Metrolink funding arrangement.

This year, as in the past, the Countywide Planning costs are distributed on a per capita basis. Meanwhile, since the VCTC bus operating statistics are all reported to the Oxnard/Ventura area, the Oxnard/Ventura apportionment includes the funds generated by VCTC-operated services including VCTC Intercity and Valley Express. As in past years, VCTC has shifted funds between Section 5307 and Section 5339 to consolidate the Section 5339 funds under VCTC. Thus, in the POP a portion of the contributions for Thousand Oaks/Moorpark, Camarillo, and Simi Valley for Countywide Planning show up instead as Section 5339 funds for VCTC. However, the total funds in the POP for VCTC-operated bus service are equal to the amount it generates. This year, the Section 5339 generated by Gold Coast Transit are programmed to that agency.

The attached POP was approved by TRANSCOM at its May 12th meeting. The POP notice was published in the Ventura County Star on May 24th.

ATTACHMENT

Program of Projects

The Ventura County Transportation Commission (VCTC) will hold a public hearing on the Program of Projects (POP) for the Oxnard, Thousand Oaks, Camarillo and Simi Valley Urbanized Areas (UAs) for projects to be funded with Federal Transit Administration funds in the 2016/17 Fiscal Year (FY 2017). The funds available in FY 2017 are estimated to be $15,720,000 for the Oxnard UA , $6,325,000 for the Thousand Oaks UA. $3,095,000 for the Camarillo UA, and $2,951,000 for the Simi Valley UA, based on anticipated FY 2017 funds, prior year carry-over funds, and federal discretionary funds. The public hearing will be held at 9:00 a.m. on Friday, June 3, 2016, in the Camarillo City Council Chamber, 601 Carmen Drive, in Camarillo. The POP is available for public inspection at 950 County Square Drive, Suite 207, Ventura CA 93003.

FY 2016/17 Federal Transit Program of Projects

	Total Cost	Federal Share	Local Share & Other
OXNARD/VENTURA URBANIZED AREA			
Gold Coast Transit			
Operating Assistance			
Operating Assistance	$ 2,100,000	$ 1,050,000	$ 1,050,000
	$ 2,100,000	$ 1,050,000	$ 1,050,000
Planning Assistance			
Transit Service Administration & Support	$ 125,000	$ 100,000	$ 25,000
Marketing & Passenger Awareness Activities	$ 125,000	$ 100,000	$ 25,000
	$ 250,000	$ 200,000	$ 50,000
Capital Assistance			
Preventive Maintenance	$ 2,008,971	$ 1,607,177	$ 401,794
Operations and Maintenance Facility Debt Repayment (5339 Funds)	$ 643,809	$ 515,047	$ 128,762
ADA Paratransit Service	$ 1,120,766	$ 896,613	$ 224,153
	$ 3,773,546	$ 3,018,837	$ 754,709
Total Gold Coast	$ 6,123,546	$ 4,268,837	$ 1,854,709
Ventura County Transportation Commission			
Operating Assistance			
VCTC Intercity Operating Assistance (FY 17/18)	$ 1,364,443	$ 1,207,941	$ 156,502
	$ 1,364,443	$ 1,207,941	$ 156,502
Planning Assistance			
Transit Planning and Programming (FY 17/18)	$ 47,778	$ 38,222	$ 9,556
Transit Information Center (FY 17/18)	$ 237,500	$ 190,000	$ 47,500
Fare Collection/Passenger Counting Data Management (FY 17/18)	$ 300,000	$ 240,000	$ 60,000
Elderly/Disabled Planning/Evaluation (FY 16/17)	$ 12,500	$ 10,000	$ 2,500
Elderly/Disabled Planning/Evaluation (FY 17/18)	$ 287,500	$ 230,000	$ 57,500
Bus Service Planning (FY 17/18)	$ 468,750	$ 375,000	$ 93,750
	$ 1,354,028	$ 1,083,222	$ 270,806
Capital Assistance			
VCTC Svcs - Cap Leases (FY17/18)	$ 395,808	$ 316,646	$ 79,162
Fare Collection/Ridership Monitoring Equipment	$ 140,829	$ 112,663	$ 28,166
Fare Collection/Ridership Monitoring Equipment (Section 5339)	$ 197,431	$ 157,945	$ 39,486
NextBus for Bus Stop Signage (Transit Enhancement Funds)	$ 93,750	$ 75,000	$ 18,750
Metrolink Capital Rehabilitation (FY 16/17) (Section 5339)	$ 1,006,925	$ 1,006,925	$ -
Metrolink Capital Rehabilitation (FY 17/18)	$ 1,849,413	$ 1,849,413	$ -
Metrolink Capital Rehab (FY 17/18)(Sec 5337)	$ 4,891,175	$ 4,891,175	$ -
	$ 8,575,331	$ 8,409,767	$ 165,564
Total VCTC	$ 11,293,801	$ 10,700,930	$ 592,871
Valley Express			
Operating Assistance			
Operating Assistance (FY 17/18)	$ 1,079,846	$ 539,923	$ 539,923
Total Valley Express	$ 1,079,846	$ 539,923	$ 539,923
TOTAL	$ 18,497,193	$ 15,509,690	$ 2,987,503

THOUSAND OAKS/MOORPARK URBANIZED AREA			
Ventura County Transportation Commission			
Planning Assistance			
Transit Planning and Programming (FY 17/18)	$ 815,616	$ 652,493	$ 163,123
	$ 815,616	$ 652,493	$ 163,123
Capital Assistance			
VISTA Svcs - Cap Leases (FY17/18) (Sec 5339)	$ 257,203	$ 205,762	$ 51,441
Metrolink Capital Rehabilitation (FY 17/18)	$ 732,966	$ 732,966	$ -
Metrolink Capital Rehab (FY 17/18)(Sec 5337)	$ 3,310,920	$ 3,310,920	$ -
NextBus Upgrade for Bus Stop Signage (Transit Enhancement Funds)	$ 37,500	$ 30,000	$ 7,500
	$ 4,338,589	$ 4,279,648	$ 58,941
Total VCTC	$ 5,154,205	$ 4,932,141	$ 222,064
City of Thousand Oaks			
Operating Assistance			
Metrolink Shuttle	$ 200,000	$ 100,000	$ 100,000
Beach Bus	$ 100,000	$ 50,000	$ 50,000
	$ 300,000	$ 150,000	$ 150,000
Planning Assistance			
Transit Marketing	$ 62,500	$ 50,000	$ 12,500
Transit Planning and Technical Support	$ 61,335	$ 49,068	$ 12,267
	$ 123,835	$ 99,068	$ 24,767
Capital Assistance			
Transit Vehicle Maintenance	$ 475,000	$ 380,000	$ 95,000
Transit Facilities / Bus Stops Maintenance	$ 250,000	$ 200,000	$ 50,000
Transit Vehicle Capital Lease	$ 150,000	$ 120,000	$ 30,000
Inter-City ADA	$ 125,000	$ 100,000	$ 25,000
	$ 1,000,000	$ 800,000	$ 200,000
Total Thousand Oaks	$ 1,423,835	$ 1,049,068	$ 374,767
City of Moorpark			
Operating Assistance			
Fixed Route/Paratransit Operating Assistance	$ 100,000	$ 50,000	$ 50,000
	$ 100,000	$ 50,000	$ 50,000
Capital Assistance			
Fixed Route Vehicle Capital Maintenance	$ 174,640	$ 139,712	$ 34,928
Dial-a-Ride Capital Leases / Cap Maint	$ 125,000	$ 100,000	$ 25,000
	$ 299,640	$ 239,712	$ 59,928
Total Moorpark	$ 399,640	$ 289,712	$ 109,928
TOTAL	$ 6,977,680	$ 6,270,921	$ 706,759
CAMARILLO URBANIZED AREA			
Ventura County Transportation Commission			
Planning Assistance			
Transit Planning and Programming (FY 17/18)	$ 62,694	$ 50,155	$ 12,539
	$ 62,694	$ 50,155	$ 12,539
Capital Assistance			
Fare Collection/Ridership Mon Equip (FY17/18) (Section 5339)	$ 186,740	$ 149,392	$ 37,348
	$ 186,740	$ 149,392	$ 37,348
Total VCTC	$ 249,434	$ 199,547	$ 49,887
City of Camarillo			
Planning Assistance			
Transit Planning	$ 60,000	$ 48,000	$ 12,000
	$ 60,000	$ 48,000	$ 12,000
Operating Assistance			
Camarillo Area Transit Operating Assistance	$ 1,102,500	$ 551,250	$ 551,250
	$ 1,102,500	$ 551,250	$ 551,250
Capital Assistance			
One Replacement Paratransit Vehicle	$ 60,000	$ 48,000	$ 12,000
One Replacement Bus	$ 120,000	$ 96,000	$ 24,000
Two Expansion Paratransit Vehicles	$ 120,000	$ 96,000	$ 24,000
ADA Service	$ 60,000	$ 48,000	$ 12,000
Camarillo Rail Station / Bus - Capital Maintenance	$ 609,486	$ 487,589	$ 121,897
	$ 969,486	$ 775,589	$ 193,897
Total Camarillo	$ 2,131,986	$ 1,374,839	$ 757,147
TOTAL	$ 2,381,420	$ 1,574,386	$ 807,034
SIMI VALLEY URBANIZED AREA			
Ventura County Transportation Commission			
Planning Assistance			
Transit Planning and Programming (FY 17/18)	$ 98,913	$ 79,130	$ 19,783
	$ 98,913	$ 79,130	$ 19,783
Capital Assistance			
VISTA Svcs - Cap Leases (FY17/18) (Sec 5339)	$ 370,666	$ 296,533	$ 74,133
	$ 370,666	$ 296,533	$ 74,133
Total VCTC	$ 469,579	$ 375,663	$ 93,916
City of Simi Valley			
Operating Assistance			
Simi Valley Transit Operating Assistance	$ 4,090,894	$ 2,045,447	$ 2,045,447
	$ 4,090,894	$ 2,045,447	$ 2,045,447
Capital Assistance			
Preventive Maintenance	$ 289,200	$ 231,360	$ 57,840
Non Fixed-Route ADA Paratransit Capital	$ 331,746	$ 265,397	$ 66,349
Dispatch Software	$ 40,800	$ 32,640	$ 8,160
	$ 661,746	$ 529,397	$ 132,349
Total Simi Valley	$ 4,752,640	$ 2,574,844	$ 2,177,796
TOTAL	$ 5,222,219	$ 2,950,507	$ 2,271,712

Item # 10

June 3, 2016

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: JUDITH JOHNDUFF, PROGRAM ANALYST

SUBJECT: ALLOCATIONS FOR TRANSPORTATION DEVELOPMENT ACT (TDA) FISCAL YEAR (FY) 2016/17 ARTICLE 3 BICYCLE/PEDESTRIAN FUNDS

RECOMMENDATION:

- Approve the attached list of allocations for FY 2016/2017 Transportation Development Act (TDA) Article 3 bicycle/pedestrian funds.

BACKGROUND:

Pursuant to California PUC Section 99233.3, two percent (2%) of Transportation Development Act (TDA) Local Transportation Funds are set aside for planning, constructing and maintaining bicycle and pedestrian facilities. These Article 3 funds are allocated by the Ventura County Transportation Commission (Commission) according to the policies and procedures established by the Commission.

DISCUSSION:

By Commission policy, 25% of the available Article 3 funds each year are allocated to jurisdictions for Class I bicycle path maintenance based upon the proportional share of Class I pathway miles within each jurisdiction. This year $163,215 (25%) of FY 16/17 Article 3 funds are available for distribution.

The remaining 75% of the Article 3 funds are allocated to new planning and construction projects in Ventura County through the annual *Call for Projects* with the intent of encouraging more innovative projects. This year, with the addition of carryover funds from FY15/16, there is approximately $719,000 available for new planning or construction projects.

The *Call for Projects* was issued on March 4, 2016 and six applications for Article 3 funds were received. The projects are summarized in the attachment. The total amount of funding requested by the six applicants is $465,000. The Citizens Transportation Advisory Committee (CTAC) reviewed the list of projects at their May 10th, 2016 meeting and recommends the Commission approve all six projects for funding and carry over $254,239 to the FY 17-18 Call for Projects.

Staff anticipates that after the Bicycle Wayfinding Study is completed in September, there may be an opportunity to revamp the Article 3 Guidelines such that starting in FY 2017/18 the funds can be focused on a limited number of regionally-significant projects. The $254,239 carryover will be helpful in achieving this objective.

Attachment

Proposed FY 16/17 Article 3 Allocations

Applicant	Project Name	Project Description	Total Project Cost	Local Match	Article 3 Allocation
City of Camarillo	Wickford Place to Village Commons Blvd. Pedestrian/Bike Trail Connector	Extend pedestrian/bike trail on the south side of the Sports Park from Wickford Place to Village Commons Boulevard.	$150,000	$25,000	$125,000
City of Moorpark	Arroyo Drive Sidewalk Installation – Phase II	Add approximately 1,500 feet of sidewalk on the south side of Arroyo Drive, between the west end of Villa del Arroyo Mobile Home Park and the far west end of Villa del Arroyo and add 500 feet of sidewalk from Villa del Arroyo to Collins Drive and the city limits.	$200,000	$100,000	$100,000
City of Ojai	The City of Ojai – Nordhoff High School Pedestrian Crossing Safety Improvements	This grant would provide prominent pedestrian-activated rapid flashing LED beacons to alert drivers to be aware of pedestrians on Maricopa Highway near Nordhoff High School	$50,000	$10,000	$40,000
City of Simi Valley	Upgrade Approximately 50 School Crosswalks to install Continental Crosswalk Striping	Upgrade approximately 50 school area crosswalks to install Continental Crosswalks Striping to enhance Pedestrian Safety	$50,000	$25,000	$25,000
City of Thousand Oaks	Conejo School Road Sidewalks, Curb Ramps and Bike Lane Project	Design and construct a sidewalk and curb ramps on the west side of Conejo School Road to fill missing sidewalk segments near Conejo Elementary School and stripe bike lanes on Conejo School Road	$555,000	$445,000	$110,000
County of Ventura	Central Avenue Pedestrian Improvements	This project will provide pedestrian facilities on the easterly side of Central Avenue from Joan Way to a bus stop near Rio Mesa High School. This funding request is for the Preliminary Engineering Phase of the project.	$130,000	$65,000	$65,000
Total Article 3 Request					**$465,000**
Recommended Carryover					***$254,239***
Maintenance Allocation					**$163,215**
Total Article 3 Bicycle/Pedestrian Allocation					***$882,454***

Item #11

June 3, 2016

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: CALIFORNIA TRANSPORTATION COMMISSION ACTION TO ADOPT THE 2016 STATE TRANSPORTATION IMPROVEMENT PROGRAM (STIP)

RECOMMENDATION:

- Receive and file.

BACKGROUND:

State law requires that every even-numbered year the California Transportation Commission (CTC) adopts a State Transportation Improvement Program (STIP) comprising a five-year list of capital improvement projects funded with state and federal funds available to the state and not designated by law for other uses. Seventy-five percent of the funds are programmed based on county shares for programs submitted by county transportation commissions, while the other twenty-five percent is programmed for interregional projects, including intercity rail projects, nominated by Caltrans.

The 2014 STIP had included $17 million in Fiscal Year (FY) 2017/18 for environmental document preparation for the Route 101 and Route 118 widening projects. However, the Commission at its May 2015 meeting approved programming $17 million for this purpose from the Ventura County apportionment of federal Surface Transportation Program (STP) funds, thus allowing work to move forward on those two environmental documents without having to wait for FY 2017/18. Therefore, the 2016 STIP submittal approved by the Commission at the October 2015 meeting removed the $17 million for these projects from the STIP.

Originally the CTC had determined that the 2016 STIP would be a “zero-dollar STIP,” meaning that there was no new programming capacity and only projects already in the 2014 STIP could be included in the 2016 STIP. But as staff reported at the April meeting, due to the greater-than-anticipated reduction in gasoline prices, the CTC later determined that this would be a “negative STIP” requiring removal of $754 million of projects from the 2014 STIP. It had been hoped that there might be some legislative action that would increase state transportation revenues and thus avert the required cut, but since there has been no such action the CTC moved forward on the latest possible date, May 18th, to adopt the 2016 STIP with the required funding cut.

DISCUSSION:

By removing $17 million from the STIP and funding those projects with other money, VCTC's submittal already removed everything that could be removed from the Ventura County regional program. Furthermore, that action meant that CTC staff considered VCTC to have already "done its share" to address the $754 million STIP shortfall. With the two environmental documents continuing to move forward with STP funds, there is no short-term impact on VCTC's highway program due to the STIP reduction. However, the reduction of $754 million in STIP revenue translates to a $12 million share reduction for Ventura County, which will likely be reflected in the Fund Estimate for the 2018 STIP. The CTC 2016 STIP adoption resolution includes language stating that projects removed from the STIP have first priority for inclusion in the 2018 STIP. The bottom line is that VCTC must now wait even longer than previously thought before it will ever have an opportunity to program construction of a new highway improvement project. As described at last month's Commission meeting, the adopted Ventura County Transportation Investment / Expenditure Plan estimates that $248.7 million in STIP funds will be available over 30 years, and this figure was based on the latest revenue forecasts from the revised STIP Fund Estimate.

In contrast to the Ventura County regional program, there is a cut to the Intercity portion of the STIP that has a more short-term effect on this area. At the last meeting Commissioner Bryan McDonald commented on a proposed elimination of funding for the Coast Daylight project to extend a second train north beyond San Luis Obispo to the Bay Area. This comment referenced a new Caltrans recommendation to help address the shortfall by eliminating the $21.5 million in Proposition 1B funds programmed for the Coast Daylight and using the funds instead for the Seacliff Siding project located between Ventura and Carpinteria, to facilitate the elimination of Intercity STIP funds committed to that project. In response to testimony by the Central Coast Rail Coordinating Council member agencies, the CTC Commissioners clarified that the priority standing granted to projects eliminated from the STIP would also apply to the Coast Daylight, meaning that although this project no longer has a state funding commitment it also occupies a priority position to regain funding should additional money become available. The CTC's decision is focusing limited state funding on projects such as the Seacliff Siding that are ready for construction. The state's transportation funding challenges are leading transportation agencies across the state to have to make tough choices and this is just another example. VCTC recognizes the importance of implementing the Seacliff Siding project as it will improve travel time along the Pacific Surfliner troute and support long-term additional commute-friendly passenger rail service between Ventura and Santa Barbara counties.

Item #12

June 3, 2016

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: TRANSPORTATION DEVELOPMENT ACT (TDA), LOCAL TRANSPORTATION FUND (LTF), FINAL APPORTIONMENT FOR FISCAL YEAR 2016/2017

RECOMMENDATION:

- Approve the Local Transportation Fund Final Apportionment for Fiscal Year 2016/2017 apportioning $34.1 million as shown in Attachment 1.

BACKGROUND:

Each year the Ventura County Transportation Commission (Commission or VCTC) is responsible for apportioning the quarter cent statewide sales tax funds that accrue to Ventura County under the State Transportation Development Act (TDA) Local Transportation Fund (LTF). Current eligible uses of LTF revenues include funds for 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.

In recognition of the volatility of sales tax revenue, in 2011 the Commission 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.

In recognition of increased Commuter Rail costs, in 2013 the Commission made a decision to increase the Commuter Rail allocations. It was decided that each time there was an increase in estimated LTF revenues that the increase would be split one-third to Commuter Rail and two-thirds to bus transit.

On July 1, 2014, Senate Bill (SB) 716 and SB 203 as well as Assembly Bill (AB) 664 went into effect. SB 716 and SB 203 required that jurisdictions with populations over 100,000 and not in the Gold Coast Transit District (GCTD) claim funds for public transit purposes only. The bills allowed jurisdictions with populations under 100,000 and not in GCTD to claim funds for Article 8a, *Streets and Roads*, after public transportation needs were met. AB 664 required that funding for jurisdictions within the GCTD, be claimed by the district for public transportation purposes.

DISCUSSION:

Each year the Ventura County Auditor-Controller provides LTF estimates to VCTC and the County is projecting that Fiscal Year 2016/2017 Local Transportation Fund sales tax receipts will increase by $100,000 to $34.5 million (see Attachment 2). It is estimated that the beginning fund balance will be $700,000 less than Fiscal Year 2015/2016's beginning fund balance largely due to Fiscal Year 2014/2015 revenues being less than projected.

After accounting for the estimated $2.5 million beginning fund balance, $34.5 million projected tax receipts and $2.9 million reserve, it is estimated that there will be $34.1 million to apportion in Fiscal Year 2016/2017. This amount is $500,000 less than the previous year largely due to a lower beginning fund balance. The Fiscal Year 2016/2017 apportionment (see Attachment 1) includes the following:

- $4,307,713 Article 3 funds for Commission activities including:
  - $2,864,233 for Metrolink passenger/commuter rail purposes. This is an increase of $33,333 which is one-third of the $100,000 increase in estimated revenues.
  - $682,000 (or 2%) for planning and programming activities which include Regional Transportation Planning, Regional Transit Planning, Transportation Improvement Program and Monitoring,
  - $761,480 for administration of Commission activities including ADA and Senior projects, Fare Collection and APC Systems, Transit Stop Enhancements, Grant Administration, Transit Information Center, TDA Administration, Transportation Improvement Program and Monitoring as well as supporting the Commission's office administration and management.
- $13,500 Article 3 funds for the County Auditor-Controller's administrative costs.
- $652,860 Article 3 funds for Pedestrian and Bicycle Facilities projects.
- $29,125,926 for apportionment to local jurisdictions as allowed by TDA. This is a reduction of approximately $470,000 and is largely due to a lower beginning fund balance. The Commission apportions these funds based on the California Department of Finance population estimates issued May 2016.

Although not part of the LTF apportionment, it should be noted that State Transit Assistance (STA) funding (another source of TDA funds) is projected to be lower in Fiscal Year 2016/2017 due to lower tax receipts on gasoline sales. STA is a substantial funding source for Metrolink Commuter Rail and VCTC Intercity Bus Service as well as other rail and transit services.

At the same time STA funds are estimated to decrease, it is anticipated that costs for rail and bus service will continue to increase. More detailed information about estimated cost increases are provided in the Fiscal Year 2016/2017 budget. Furthermore, because VCTC does not have a sustainable source of local/operating funds, staff continues to work with LA Metro and SCRRA to “trade” VCTC’s federal capital money for LA Metro’s local funds to cover some of VCTC’s operating costs for Metrolink. Both SCRRA and LA Metro have notified VCTC that it is becoming increasingly difficult to trade VCTC’s federal funds. With less STA funding, sustainability of services as well as other funding sources, including LTF, will need to be evaluated.

ATTACHMENT 1

VENTURA COUNTY TRANSPORTATION COMMISSION

TDA LOCAL TRANSPORTATION FUND APPORTIONMENT FOR FISCAL YEAR 2016/2017

			FINAL FY 2016/2017	FINAL FY 2015/2016	Change vs. FY 2015/2016	DRAFT FY 2016/2017	Change vs. Draft FY 2016/2017
Estimated Unapportioned Cash Balance			**2,500,000**	3,200,000	-700,000	2,500,000	0
Contingency Reserve			**-2,900,000**	-3,000,000	100,000	-2,900,000	0
Estimated Annual LTF Receipts			**34,500,000**	34,400,000	100,000	34,500,000	0
Total Funds Available			**34,100,000**	34,600,000	-500,000	34,100,000	0
Auditor's Administration			**13,500**	14,000	500	13,500	0
VCTC Administration			**761,480**	805,280	43,800	1,000,000	238,520
VCTC Planning and Programming			**682,000**	692,000	10,000	682,000	0
Subtotal			**32,643,020**	33,088,720	-445,700	32,404,500	238,520
Article 3 Pedestrian and Bicycle Facilities			**652,860**	661,774	8,914	648,090	4,770
Subtotal			**31,990,160**	32,426,946	-436,786	31,756,410	233,750
Article 3 Rail Passenger Service Operations/Capital			**2,864,233**	2,830,900	-33,333	2,864,233	0
Total to be Apportioned			**29,125,927**	29,596,046	-470,119	28,892,177	233,750
Article 4 and Article 8 by Agency	**Population**	**Pop %**	**FINAL FY 2016/2017**	**FINAL FY 2016/2017**	**Change vs. FY 2015/2016**	**DRAFT FY 2016/2017**	**Change vs. Draft FY 2016/2017**
Camarillo	69,924	8.16%	**2,377,796**	2,343,540	34,256	2,287,805	89,991
Fillmore	15,529	1.81%	**528,070**	538,860	-10,790	526,044	2,026
Moorpark	36,715	4.29%	**1,248,510**	1,246,801	1,709	1,217,149	31,361
Santa Paula	30,752	3.59%	**1,045,735**	1,066,343	-20,608	1,040,983	4,752
Simi Valley	127,167	14.85%	**4,324,369**	4,414,003	-89,634	4,309,027	15,342
Thousand Oaks	132,365	15.45%	**4,501,130**	4,514,020	-12,890	4,406,666	94,464
Gold Coast Transit District:							
Ojai	7,477	0.87%	**254,259**	265,644	-11,385	259,325	-5,066
Oxnard	206,997	24.17%	**7,039,023**	7,194,151	-155,128	7,023,056	15,967
Port Hueneme	22,702	2.65%	**771,991**	794,557	-22,566	775,661	-3,670
San Buenaventura	108,557	12.67%	**3,691,528**	3,815,677	-124,149	3,724,930	-33,402
Ventura County - Unincorporated	98,323	11.48%	**3,343,516**	3,402,450	-58,934	3,321,531	21,985
Total	856,508	100.00%	**29,125,927**	29,596,046	-470,119	28,892,177	233,750

ATTACHMENT 2

JEFFERY S. BURGH
AUDITOR-CONTROLLER

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

ASSISTANT
AUDITOR-CONTROLLER
JOANNE McDONALD

CHIEF DEPUTIES
VALERIE BARRAZA
BARBARA BEATTY
JILL WARD
MICHELLE YAMAGUCHI

January 11, 2016

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

SUBJECT: LOCAL TRANSPORTATION FUND FY 2015-16 ESTIMATES

Dear Mr. Kettle:

The Auditor-Controller's conservative estimate of the Local Transportation Fund (LTF) revenues for fiscal year 2016-17 is $34.5 million. Based on current year projected growth of 2.0 percent, the estimate could be up to $35.2 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 2015-16 we had projected $34.4 million. This estimate is currently revised to $34.5 million. In addition, based on the allocation schedule provided by your office, we estimate that approximately $20,156 in interest will be earned by the fund during fiscal year 2015-16 and be available for allocation in the subsequent fiscal year.

Based on revised revenue estimates of $34.5 million, budgeted allocations of $34.6 million and interest of $20,156 we project a LTF fund balance at June 30, 2016, of approximately $2,497,359 (see Attachment I).

The Auditor-Controller's estimated LTF administrative costs for fiscal year 2016-17 are $13,500.

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

Phone: (805) 654-3151 Fax: (805) 654-5081 auditor.countyofventura.org Jeff.Burgh@ventura.org

ATTACHMENT 1

COUNTY OF VENTURA
AUDITOR-CONTROLLER
LOCAL TRANSPORTATION FUND
PROJECTED ACTIVITY AND FUND BALANCE
AS OF JUNE 30, 2016

Audited Fund Balance as of June 30, 2015	$	2,589,406	
Reversal of FY15 Fair Value adjustment		2,194	
Subtotal:			**2,591,600**
ADD:			
FY 15-16 Actual LTF Receipts as of December 31, 2015	$	17,548,508	
Projected LTF receipts for remainder of FY 15-16		16,937,095	
Subtotal: (A)			**34,485,603**
FY 15-16 interest earnings apportioned as of December 31, 2016	$	4,684	
Projected interest earnings for the remainder of FY 15-16		15,472	
Total Interest (B)			**20,156**
Funding Available		$	**37,097,359**
LESS:			
FY 15-16 allocations as of December 31, 2015	$	13,948,166	
Projected allocations for the remainder of FY 15-16(C)		20,651,834	
Subtotal:			**34,600,000**
Projected Fund Balance as of June 30, 2016		$	**2,497,359**

(A) FY 15-16 projected LTF receipts are based on FY15-16 actual receipts through December, 2015.

(B) Based on actual first quarter earnings and projected second, third, and fourth quarter earnings.

(C) Based on VCTC FY 15-16 Transportation Development Act (TDA) allocations adopted on June 5, 2015.

Item #13

June 3, 2016

MEMO TO: **VENTURA COUNTY TRANSPORTATION COMMISSION**

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

SUBJECT: **FISCAL YEAR 2016/2017 BUDGET – PUBLIC HEARING**

RECOMMENDATION:

- Conduct Public Hearing to receive testimony on the Fiscal Year 2016/2017 Budget.
- Adopt, by resolution 2016-6, the proposed Fiscal Year 2016/2017 Budget.
- Adopt the Fiscal Year 2016/2017 salary schedule as presented in the Fiscal Year 2016/12017 Budget - Appendix C.

DISCUSSION

The proposed Fiscal Year 2016/2017 Budget is divided into two main sections: the Main Budget and the Program Task Budgets. The Main Budget contains the program overviews and projections and is intended to provide a general understanding of VCTC's budgeted activities and programs for the coming fiscal year. The Program Task Budgets contain task level detail of the projects including objectives and accomplishments. This task driven budget is designed to provide fiscal transparency and clarity of VCTC's programs and services to the region.

The Budget is in many ways a "continuation" budget for the majority of VCTC programs and projects. After reviewing VCTC's accounting and financial reporting including its measurement focus and basis of accounting and researching industry practice, Governmental Accounting Standards Board (GASB) 34, and other related pronouncements, the budget now includes two proprietary funds to account for its bus services: VCTC Intercity Service and Valley Express. VCTC management has determined that VCTC should present its financial statements of its bus services using the economic resources measurement focus and the accrual basis of accounting. In previous years, the information for the VCTC Intercity Service and Valley Express budgets was shown in the General Fund.

At $63,065,451, the Fiscal Year 2016/2017 Budget is $7,494,791 or -10.6% lower than Fiscal Year 2015/2016. This budget, while balanced, invests little in the future due to funding limitations. The proposed budget contains six programs consisting of the Transit and Transportation program at $18,718,000, the Highway program at $1,357,700, the Rail program at $5,512,270, the Commuter Assistance program at $540,200, the Planning and Programming program at $32,560,280 and the General Government program at $4,377,001. The Fiscal Year 2016/2017 Budget is a balanced budget with an estimated ending fund balance of $8,666,737.

Personnel costs for Fiscal Year 2016/2017 are budgeted at $2,975,000 or 4.7% of the budget, which is a decrease of $161,100 from the previous fiscal year. The decrease is largely due to the Fiscal Year 2015/2016 budget containing fully burdened costs for the five vacant positions which were budgeted at the highest range until actual salaries and benefits were known. This budget currently contains two vacant positions that are fully burdened until the actual costs are known. The wage cost of $2,044,900 includes approximately a $46,000 pool for merit increases for employees not at the top of their range. Further information about personnel can be found within the Personnel Section of the budget.

Below are some of the major changes in the Draft Fiscal Year 2016/2017 budget as compared to the Draft Budget and Fiscal Year 2014/2015 Budget. Additional details of these major changes, as well as smaller changes to all budgets, can be found within the individual budget tasks. The major changes in the Final Budget since the presentation of the Draft Budget were:

- The Senior and Disabled Transportation Services budget increased by $34,500 for additional consultant fees for increased ADA certifications.
- The Transit Grant Administration budget increased by $2,944,100 largely due to new pass-through projects.
- The VCTC Intercity Services budget increased by $465,600 largely due to the addition of the new Oxnard to Camarillo Route. The final budget also contains a reduction in estimated fare revenue based on actual revenues in Fiscal Year 2015/2016.
- The Metrolink budget decreased by $616,706 largely due to lower operational/local subsidy costs.
- The Regional Transportation Planning budget increased $126,300 largely due to additional consultant expenses carried-over.
- The Transportation Development Act budget increased by $199,125 largely due to additional pass-through funding to local agencies.

The major changes that were presented with the Draft Budget from the previous fiscal year were:

- The Fare Collection and APC Systems budget decreased $424,300 as most of the equipment needs were purchased in Fiscal Year 2015/2016.
- The Nextbus budget is now called the Transit Stop Enhancement budget and decreased by $32,000 as consultant costs went down but were offset by increased staff costs in anticipation of the new procurement.
- The Transit Grant Administration budget decreased by $3,903,028 as pass-through projects were completed.
- The Valley Express budget decreased $315,292 largely due to the completion of the purchase of the on-board video equipment.
- The VCTC Intercity Service budget decreased $403,649 largely due to the completion of the purchase of the on-board video equipment.
- The Callbox System budget decreased by $550,100 due to the completion of the upgrades to the 3G network.
- The Highway Project Management budget decreased by $356,500 largely due to the Santa Clara Wetlands Mitigation project which will no longer pass-through VCTC's budget.
- The Metrolink Commuter Rail budget decreased by $541,291 largely due to the completion of a one-time project in last year's budget.
- The Santa Paula Branch Line budget decreased by $364,190 largely due to lower than expected non-rail maintenance costs, the completion of the bridge load calculations and lower staff costs than in previous years.
- The Rideshare Program budget decreased by $13,200 largely due to lower database costs.
- The Transit Information Center budget increased by $36,700 largely due to a one-time cost to purchase customer relations management software.

- The Airport Land Use Commission budget has decreased by $104,780 as the JLUS study was completed.
- The Regional Transit Planning budget increased by $119,500 largely due to the purchase of transit scheduling software and consultant assistance with the asset management plan.
- The Regional Transportation Planning budget decreased by $524,200 largely due to the completion of the public education campaign and the progress made on the Countywide bicycle wayfinding project.
- The Transportation Development Act budget decreased $510,151 due to a lower beginning fund balance to be disbursed.
- The Transportation Programming and Monitoring budget decreased by $67,750 as less staff time will be needed for projects in the upcoming year.
- The Community Outreach and Marketing budget increased by $15,200 due to additional consultant costs devoted to increased public outreach and staff time for the web and social media efforts.
- The Management and Administration budget increased by $27,000 largely due to increased staffing costs.
- The State and Federal Governmental Relations budget increased by $19,500 largely due to increased staffing costs.
- The VCTC Office Building budget decreased by $402,999 as consultants finalized remodeling plans.

As required by the VCTC Administrative Code, the proposed Draft Fiscal Year 2016/2017 budget was reviewed by the VCTC Finance Committee on March 21, 2016 in advance of being presented to the full Commission which included a public hearing at the meeting on April 1, 2016. The Finance Committee, consisting of Chairman Millhouse, Vice-Chair MacDonald, and Past Chair Foy, met on May 26, 2016. The Finance Committee recommended forwarding the proposed Fiscal Year 2016/2017 Budget to the full Commission as presented for review. As required by the Administrative Code, a public hearing will be held at the June meeting.

The proposed Fiscal Year 2016/2017 Budget is a separate attachment to the agenda. After the Fiscal Year 2016/2017 budget is approved by the Commission, the budget will be printed and copies made available to the public as well as on the VCTC website, www.goventura.org.

RESOLUTION NO. 2016-06
A RESOLUTION OF THE
VENTURA COUNTY TRANSPORTATION COMMISSION,
THE VENTURA COUNTY AIRPORT LAND USE COMMISSION,
VENTURA COUNTY SERVICE AUTHORITY FOR FREEWAY EMERGENCIES
VENTURA COUNTY CONSOLIDATED TRANSPORTATION SERVICE AGENCY
VENTURA COUNTY CONGESTION MANAGEMENT AGENCY AND THE
ADOPTING THE FISCAL YEAR 2016/2017 BUDGET

The VENTURA COUNTY TRANSPORTATION COMMISSION, the VENTURA COUNTY AIRPORT LAND USE COMMISSION, the VENTURA COUNTY SERVICE AUTHORITY FOR FREEWAY EMERGENCIES, VENTURA COUNTY CONSOLIDATED TRANSPORTATION SERVICE AGENCY and the VENTURA INTERCITY SERVICE TRANSIT AUTHORITY, (hereinafter collectively referred to as "VCTC" or the "Commission") hereby finds and determines:

WHEREAS, the VCTC budget for Fiscal Year 2016/2017 has been presented to the Commission who has conferred with the Executive Director and appropriate staff in public meetings, and has deliberated and considered the proposed budget; and

WHEREAS, the budget was made available to the public and a public hearing was held by VCTC prior to this adoption as required by section 12, subsection f, of the VCTC Administrative Code;

NOW, THEREFORE, the Commission hereby resolves as follows:

Section 1. The Commission hereby approves the Fiscal Year 2016/2017 Budget and authorizes expenditures of $63,065,451. Included in the budget adoption is the approval for all identified estimated revenues, expenditures and transfers between funds as well as the schedule of salary ranges for the fiscal year.

Section 2. The Executive Director and/or his designee is authorized to make payments as herein above set forth commencing on/or after July 1, 2016 in the manner and to the extent authorized by the VCTC Administrative Code.

Section 3. The Chair of VCTC is hereby authorized to execute this Resolution on behalf of VCTC and the Clerk of the Commission is hereby authorized to attest to the signature of the Chair and to certify the adoption of this resolution.

Section 4. This Resolution shall take effect immediately upon its adoption.

Adopted this 3rd day of June 2016.

____
Keith Millhouse, Chair

ATTEST:

____
Donna Cole, Clerk of the Commission

APPROVED AS TO FORM:

____
Steven T. Mattas, General Counsel