VENTURA COUNTY TRANSPORTATION COMMISSION

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

www.goventura.org

AGENDA*

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

CAMARILLO CITY HALL
601 CARMEN DRIVE
CAMARILLO, CA
FRIDAY, MAY 4, 2012
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. APPROVE SUMMARY FROM APRIL 13, 2012 VCTC MEETING – PG.5

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

7. 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.

8. 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.*

9. 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.

9A. MONTHLY BUDGET REPORT – PG.11
Receive and file
Responsible Staff: Sally DeGeorge

9B. RAIL OPERATIONS UPDATE – PG. 17
Recommended Action:
Receive and file
Responsible Staff: Mary Travis

9C. FY 2011/12 BUDGET AMENDMENT – VISTA FIXED ROUTE – PG. 25
Recommended Action:
- Amend the FY 2011/12 VISTA Fixed Route budget, increasing revenues and expenditures in the amount of $15,000. Revenue source is Coach USA.
- Authorize the Executive Director to procure a consultant to analyze the contractor's controls and cash management procedures.

Responsible Staff: Vic Kamhi

9D. REVISIONS TO CAMARILLO SURFACE TRANSPORTATION PROGRAM FUNDS – PG.27
Recommended Action:
Approve shifting $455,562 in savings in STP funds from the Adolfo Road Widening project in the Camarillo to the Ponderosa Drive Landscaping project.
Responsible Staff: Peter De Haan

9E. APPROVE PROGRAMMING OF FY 2011/12 JOBS ACCESS AND REVERSE COMMUTE LAPSING FUNDS – PG. 29
Recommended Action:
Approve shifting $30,839 of Jobs Access Reverse Commute (JARC) Oxnard/Ventura Area funds from the Mobility Management Partners, Inc. Mobility Management project to the Ventura County\ Human Services Agency for the Work Reliability Transport Project.
Responsible Staff: Stephanie Young

9F. FY 2011/12 BUDGET AMENDMENT – LOS ANGELES-SAN DIEGO-SAN LUIS OBISPO (LOSSAN) INTERCITY RAIL PROJECT – PG.31

Recommended Action:

Amend Fiscal Year (FY) 2011/12 budget increasing the revenues and expenditures in the amount of $10,000 for staff work necessary for LOSSAN reorganization and legislative activities. The funding source is the State Transit Assistance (STA) fund balance.

Responsible Staff: Mary Travis

9G. FY 2011/12 BUDGET AMENDMENT HERITAGE VALLEY TRANSIT STUDY – PG.33

Recommended Action:

Amend the FY 2011/12 Regional Transit Planning Budget Consultant Services Line Item increasing revenues and expenditures in the amount of $12,300. Funding sources are FTA Section 5304 in the amount of $10,866 and STA in the amount of $1,434.

Responsible Staff: Vic Kamhi

10. FY 2011/12 PROPOSITION 1B TRANSIT SECURITY PROJECTS – PG.35

Recommended Action:

- Approve list shown in Attachment A for $699,000 in Proposition 1B Transit Safety and Security projects;
- Direct staff to submit required project applications to the California Emergency Management Agency (Cal EMA) and approve the Attachment B authorizing resolution #2012-06.

Responsible Staff: Stephanie Young

11. LEGISLATIVE UPDATE AND POSITIONS ON BILLS – PG. 39

Recommended Action:

Receive and file.

Responsible Staff: Peter De Haan

12. FY 2012/13 UNMET TRANSIT NEEDS DRAFT FINDINGS – PG.43

Recommended Action:

- Approve Unmet Transit Needs Findings
- Adopt Resolution #2012-05

Responsible Staff: Vic Kamhi

13. VCTC SHARE OF FY 2012/13 METROLINK BUDGET – PG. 47

Recommended Action:

- Receive remarks from Metrolink Chief Executive Officer John Fenton.
- Approve VCTC's share of the Metrolink Fiscal Year (FY) 2012/2013 operations and maintenance-of-way (MOW) at $10,558,900 and capital rehabilitation at $1,500,000 for inclusion in the VCTC FY 2012/2013 budget.

Responsible Staff: Mary Travis

14. AMENDMENT TO VCTC/VCOG COOPERATIVE AGREEMENT #09-710 – PG. 53

Recommended Action:

Approve Amendment #1 to VCTC/VCOG Cooperative Agreement # 09-710 lowering the administrative fee from $50,000 to $30,000.

Responsible Staff: Steve DeGeorge

15. GENERAL COUNSEL'S REPORT

This item provides the opportunity for General Counsel to give update and status reports on any legal matters related to Commission activities.

16. AGENCY REPORTS

17. CLOSED SESSION

Pursuant to Government Code section 54957 (b) (1) public employee evaluation:
Executive Director
General Counsel

18. ADJOURN

The next Commission meeting is scheduled to be held at 9:00 a.m. Friday**, June 1, 2012**, Camarillo City Hall, City Council Chambers, 601 Carmen Drive, Camarillo.

Item #5

Meeting Summary

VENTURA COUNTY TRANSPORTATION COMMISSION

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

CAMARILLO CITY HALL
601 CARMEN DRIVE
CAMARILLO, CA
FRIDAY, APRIL 13, 2012
9:00 AM

Members Present:

John Zaragoza, County of Ventura, Chair
Steve Sojka, City of Simi Valley, Vice Chair
Steve Bennett, County of Ventura
Jamey Brooks, City of Fillmore
Ralph Fernandez, City of Santa Paula
Peter Goy, County of Ventura
Tom Glancy, City of Thousand Oaks
Brian Humphrey, Citizen Representative, Cities
Jan McDonald, City of Camarillo
Keith Millhouse, City of Moorpark
Carl Morehouse, City of San Buenaventura
Linda Parks, County of Ventura
Irene Pinkard, City of Oxnard
Jon Sharkey, City of Port Hueneme
Steve Novotny, Caltrans District 7

Call To Order

Pledge of Allegiance

Roll Call

PUBLIC COMMENTS- ***There were no public comments for items not listed***

<u>APPROVE SUMMARY FROM MARCH 2, 2012 VCTC MEETING</u> – Approved

CALTRANS REPORT
The 101 HOV Lane Project was delayed due to rain and will begin work on April 15th. Changeable Message Signs will be left in place until the end of April.
101 Conejo Grade Pavement overlay has been completed.

COMMISSIONER REPORTS
Commissioner Brooks
Has been attending Cal Van Pool Meetings for the past 3 months. Currently there are 16 vans on the road in our area. VCTC will include outreach in future marketing efforts. The program is a great asset – a public agency that pays for itself and generates funds through ridership

Commissioner Millhouse
At the SCAG General Assembly the Regional Transportation Plan and Sustainable Communities Strategy were adopted. Glen Becerra is the new elected President and Carl Morehouse is the 2nd Vice President.

Commissioner Parks
The Senior Summit will be held Saturday, April 21st at CSUCI from 9 am – 2:30.

<u>EXECUTIVE DIRECTOR REPORT</u>
Transportation Improvement Program. The California Transportation Commission at its March 29th meeting approved the 2012 State Transportation Improvement Program. This approval included VCTC's request to program the $20 million of available County Share for the Route 101/23 Interchange Improvement in Fiscal Year 2015/16, the earliest year having available capacity. As we have discussed at previous meetings, VCTC has submitted an application for TIGER funds in the hope of advancing this project which will be ready to start construction in Spring of 2013 if funds are available.

Route 101 Widening Groundbreaking. The ground breaking for the US101 widening project from the Mobil Pier to Casitas Pass Road will be held on Monday, April 30th, at 10:30 am near the Santa Barbara County Line. Location details will be included on your invitations. Construction of the six-mile carpool lane in each direction for vehicles with two or more passengers will be paid for by Prop 1B CMIA funds. We understand that Caltrans Acting Director Malcolm Dougherty will be attending.

Excellence in Financial Reporting. For a third year the Certificate of Achievement for Excellence in Financial Reporting has been awarded to VCTC by the Government Finance Officers Association for its comprehensive annual financial report (CAFR). This Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

ADDITIONS/REVISIONS – *Item #16, Ventura County Regional Transit Study, was moved to follow the Consent Calendar*

CONSENT CALENDAR- *All Items Approved As Presented*

9A. <u>MONTHLY BUDGET REPORT</u>
Receive and file

9B. <u>RAIL OPERATIONS UPDATE</u>
Receive and file

9C. <u>PROP 1B TRANSIT CAPITAL CALL FOR PROJECTS</u>
Approve call for projects for Proposition 1B Public Transportation Modernization, Improvement and Service Enhancement Account

9D. <u>REVISION TO OMER RAINS COASTAL BIKE PATH FUNDS</u>
Approve replacing $250,000 of Transportation Enhancement (TE) funds for the Omer Rains Coastal Bike Path in Ventura with $250,000 in Surface Transportation Program (STP) funds.

9E. <u>CALLEGUS PIPELINE BUDGET AMENDMENT</u>
Amend Fiscal Year (FY) 2011/12 budget to add a Metrolink line item for $2,600 for consultant services to review the Calleguas Water District plans for a pipeline through Camarillo Station right-of-way, with funds to come from the District's prior payment to VCTC for the easement.

<u>VENTURA COUNTY REGIONAL TRANSIT STUDY</u> –
<u>Public Comments</u>
James Joyce, Field Representative for Assemblymember Das Williams read the following statement on behalf of the Assemblymember, who represents the 35th Assembly District:

"At your last commission meeting, you voted to oppose my bill, AB 1778, unless amended. Although the commission has not offered any amendments, I have agreed to make some changes. I am trying to be responsive to the requests of VCTC; however, I will not sit by idly while this commission tries to circumvent existing law and the provisions of SB 716.

The people throughout the county of Ventura want and deserve a transit system that meets their needs. I was hoping that this would be accomplished in a plan put forth by VCTC, however, the plan that you are voting on today is not going to meet the needs of transit dependent people in this county. I strongly urge the commission to reject the plan put forth this morning.

If this plan is approved and legislation is sought, I will actively work against any bill that seeks to codify it. I don't want the provisions of SB 716 weakened and I will continue to be diligent on this issue. If VCTC would like to come up with a countywide transit plan that meets the needs of people in Ventura County and the spirit of SB 716, I would be helpful in that effort and work to ratify that plan."

Mike Houser, City of Thousand Oaks and Transcom Chair
This has been a long process but the presented plan, which will eventually lead to stronger cooperation and collaboration, captures the spirit of SB 716. All of the operators are committed to keeping all agencies whole and urge support of the recommended action.

Scott Spaulding, SBCAG
Santa Barbara and Ventura Counties have had a very productive partnership and he would like to see service between the counties double or triple.

Cameron Yee, CAUSE
He is disappointed that all TDA money is not going to transit.

The following motion passed by a 9-4 vote:

- *Receive and file final VCTC Regional Transit Study*
- *Authorize the Executive Director to submit the Executive Summary of the study, as the plan called for by SB 716, to Senate Committee on Transportation and Housing and the Assembly Transportation Committee*
- *Authorize the Executive Director to pursue legislation consistent with Commission action on March 2, 2012 and for elements of the Executive Summary that require legislative action for implementation*
- *Include language from the Santa Paula letter in the Executive Summary*
- *Add to final report, Section 3, page 17 following the final paragraph, "The Commission believes the proposal adopted by VCTC best addresses these concerns at this time."•*
- *A delegation determined by the Chair will meet with Assemblymembers Williams, Smythe and Gorell to discuss VCTC's concerns*
- *Delete recommendation #7 in the Executive Summary.*
- *Delete pages 30-33 Policy Considerations in Final Report*
- *In the Final Report insert "The Commission will continue the discussion and study of a consolidation of transit operations within the County"*

APPROVE MINI CALL FOR PROJECTS FOR CONGESTION MITIGATION AND AIR QUALITY (CMAQ), SURFACE TRANSPORTATION PROGRAM (STP) AND TRANSPORTATION ENHANCEMENT (TE) FUNDS – PUBLIC HEARING –
Public Comments
Mary Ann Rooney**,** Commissioner, Oxnard Harbor District
The Port of Hueneme shoreside power system project has significant merit, especially in view of its projected air quality benefits. The Port faces an impending regulatory deadline to install this equipment. Please consider adding this project to the shelf list should funds become available.

Mike Villegas, Ventura County APCD
The shoreside power system project has many air quality benefits. Reducing diesel particulates provides a big regional and local benefit and is a major step forward for public health.

Shaun Kroes, Transcom
There is no doubt that the shoreside power system project is an import regional project, however there is concern about applying after the deadline and the amount of money this project would take.

Dave Fleish, TTAC
TTAC has no issue with the project. The concern is with the size of the project and setting a precedent of allowing exceptions to the process.

Approved by Unanimous Roll Call Vote:

- *Program $19,544,769 of STP funds to the projects prioritized "above the line" in Attachment A, $14,255,561 of CMAQ funds to the projects prioritized "above the line" in Attachment B, and $2,600,000 of TE funds for the Surfers Point Bike Path Phase II in Ventura.*
- *Approve the shelf list of $6,517,626 for projects in Attachment C, for projects to be eligible to receive funds prior to September 30, 2013 should the need arise to avoid loss of funds or of program authority. Projects will receive funds in priority order depending on the need to use unobligated funds.*
- *Allow a one time exception to add the Port of Hueneme Multi-Modal Shoreside Power Project to the bottom of the shelf list.*
- *Approve the advisory committee recommendations listed in Attachment D.*

<u>APPROVE PROJECT SUBMISSION AND ADOPT PROGRAM OF PROJECTS FOR FY 2011/12 FEDERAL TRANSIT ADMINISTRATION SECTION 5316 (JOBS ACCESS & REVERSE COMMUTE) AND SECTION 5317 (NEW FREEDOM) PROGRAMS</u> – PUBLIC HEARING - *Approved*

- *Adopt the attached list of FY 2011/12 project scores (ATTACHMENT B) and Program of Projects (ATTACHMENT A); and,*
- *Adopt Resolutions #2012-03 and #2012-04 (ATTACHMENTS C and D) authorizing the Executive Director to certify the applications and forward the applications and prioritized list to the California Department of Transportation (Caltrans).*

<u>LEGISLATIVE UPDATE</u> - *Approved*

- *Adopt a SUPPORT position on AB 2488 (Williams) to allow bicycle racks holding three bicycles on Gold Coast Transit buses.*
- *Adopt a SUPPORT IN CONCEPT position on SB 1225 (Padilla), to implement the new LOSSAN Corridor governance structure as proposed by the LOSSAN corridor agencies.*

<u>NAVAL BASE VENTURA COUNTY JOINT LAND USE STUDY</u> - *Approved*

Authorize the Executive Director to work with the Department of Defense Office of Economic Adjustment to submit a grant application for a Joint Land Use Study with Naval Base Ventura County.

<u>PERSONNEL MODICIFATION – ELIMINATE RETIRED ANNUTANT STAFFING HOURS AND ADD 1 PROGRAM ANALYST POSITION</u> - *Approved*

Approve adding (1) Program Analyst I/II position in current year and continue and maintainposition in FY 2012/13 budget and eliminate retired annuitant staffing hours effective with FY 2012/13 Budget.

<u>FISCAL YEAR 2012/13 DRAFT BUDGET</u> – PUBLIC HEARING - *Approved*

- *Receive the Fiscal Year 2012/2013 Draft Budget*
- *Conduct Public Hearing to receive testimony on the Fiscal Year 2012/2013 Draft Budget as presented.*

GENERAL COUNSEL'S REPORT - *None*

AGENCY REPORTS - *None*

CLOSED SESSION - *None*

ADJOURN

Commissioner Humphrey asked that the meeting be adjourned in honor of the Caltrans workers who have lost their lives on the job.

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Item # 9A

May 4, 2012

MEMO TO: **VENTURA COUNTY TRANSPORTATION COMMISSION**

FROM: **SALLY DEGEORGE, FINANCE DIRECTOR**

SUBJECT: **MONTHLY BUDGET REPORT**

RECOMMENDATION:

- Receive and file the monthly budget report for March 2012

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.

March 31, 2012 budget reports indicate that revenues were approximately 64.42% of the adopted budget while expenditures were approximately 58.52% of the adopted budget. 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. For instance, some revenues are received at the beginning of the year while other revenues are received after grants are approved by federal agencies. In many instances, VCTC incurs expenses in advance of the revenues.

VENTURA COUNTY TRANSPORTATION COMMISSION
BALANCE SHEET
AS OF MARCH 31, 2012

ASSETS

Assets:	
Cash and Investments - Wells Fargo Bank	$ 2,504,121
Cash and Investments - County Treasury	18,460,542
Petty Cash	50
Receivables/Due from other funds	1,155,309
Prepaid Expenditures	1,139,881
Deposits	11,945
Total Assets:	**$23,271,848**

LIABILITIES AND FUND BALANCE

Liabilities:	
Accrued Expenses/Due to other funds	$ 911,027
Deferred Revenue	521,604
Deposits	412
Total Liabilities:	**$ 1,433,043**
Net Assets:	
Fund Balance	**$21,838,805**
Total Liabilities and Fund Balance:	**$23,271,848**

VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE NINE MONTHS ENDING MARCH 31, 2012

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	Fund Totals Actual	Annual Budget	Variance Over (Under)	% Year to Date
Revenues								
Federal Revenues	$ 4,637,364	$ 0	$ 0	$ 0	$ 4,637,364	$ 13,585,746	(8,948,382)	34.13
State Revenues	345,591	20,860,678	2,432,114	452,513	24,090,896	33,221,363	(9,130,467)	72.52
Local Revenues	4,386,688	0	0	7,500	4,394,188	4,573,819	(179,631)	96.07
Other Revenues	44	0	0	0	44	0	44	0.00
Interest	754	28,821	29,154	10,311	69,040	141,000	(71,960)	48.96
Total Revenues	**9,370,441**	**20,889,499**	**2,461,268**	**470,324**	**33,191,532**	**51,521,928**	**(18,330,396)**	**64.42**
Expenditures								
Administration								
Personnel Expenditures	1,645,203	0	0	0	1,645,203	2,429,011	(783,808)	67.73
Legal Services	14,873	0	0	0	14,873	35,000	(20,127)	42.49
Professional Services	60,200	0	0	0	60,200	89,417	(29,217)	67.33
Office Leases	97,737	0	0	0	97,737	131,300	(33,563)	74.44
Office Expenditures	175,591	0	0	0	175,591	258,263	(82,673)	67.99
Total Administration	**1,993,604**	**0**	**0**	**0**	**1,993,604**	**2,942,991**	**(949,388)**	**67.74**
Programs and Projects								
Transit & Transportation Program								
Senior-Disabled Transportation	76,120	0	0	0	76,120	256,800	(180,680)	29.64
Go Ventura Smartcard	110,531	0	0	0	110,531	434,950	(324,419)	25.41
VISTA Fixed Route Bus Service	3,953,646	0	0	0	3,953,646	5,292,818	(1,339,172)	74.70
VISTA DAR Bus Services	1,838,466	0	0	0	1,838,466	2,434,385	(595,919)	75.52
Nextbus	14,500	0	0	0	14,500	212,545	(198,045)	6.82
Trapeze	15,324	0	0	0	15,324	30,000	(14,676)	51.08
Transit Grant Administration	333,149	0	0	0	333,149	5,507,397	(5,174,248)	6.05
Total Transit & Transportation	**6,341,736**	**0**	**0**	**0**	**6,341,736**	**14,168,895**	**(7,827,159)**	**44.76**

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	Fund Totals Actual	Annual Budget	Variance Over (Under)	% Year to Date
Highway Program								
Congestion Management Program	3,375	0	0	0	3,375	19,900	(16,525)	16.96
Motorist Aid Call Box System	0	0	0	232,431	232,431	434,900	(202,469)	53.44
SpeedInfo Highway Speed Sensor	0	0	0	104,400	104,400	144,000	(39,600)	72.50
Total Highway	**3,375**	**0**	**0**	**336,831**	**340,206**	**598,800**	**(258,594)**	**56.81**
Rail Program								
Metrolink & Commuter Rail	1,739,843	0	0	0	1,739,843	1,364,350	375,493	127.52
LOSSAN & Coastal Rail	8,974	0	0	0	8,974	12,750	(3,776)	70.38
Santa Paula Branch Line	459,145	0	0	0	459,145	569,550	(110,405)	80.62
Total Rail	**2,207,962**	**0**	**0**	**0**	**2,207,962**	**1,946,650**	**261,312**	**113.42**
Commuter Assistance Program								
Transit Information Center	17,291	0	0	0	17,291	29,000	(11,709)	59.62
Rideshare Programs	18,825	0	0	0	18,825	56,500	(37,675)	33.32
Total Commuter Assistance	**36,116**	**0**	**0**	**0**	**36,116**	**85,500**	**(49,384)**	**42.24**
Planning & Programming								
Transportation Development Act	83,159	17,853,692	0	0	17,936,851	26,922,672	(8,985,821)	66.62
Transportation Improvement Program	288,161	0	0	0	288,161	2,599,625	(2,311,464)	11.08
Regional Transportation Planning	115,764	0	0	0	115,764	447,050	(331,286)	25.90
Airport Land Use Commission	200	0	0	0	200	2,600	(2,400)	7.69
Regional Transit Planning	155,843	0	0	0	155,843	231,450	(75,607)	67.33
Freight Movement	50,344	0	0	0	50,344	152,500	(102,156)	33.01
Total Planning & Programming	**693,471**	**17,853,692**	**0**	**0**	**18,547,163**	**30,355,897**	**(11,808,734)**	**61.10**
General Government								
Community Outreach & Marketing	197,854	0	0	0	197,854	620,349	(422,495)	31.89
State & Federal Relations	51,577	0	0	0	51,577	66,120	(14,543)	78.01
Management & Administration	551,990	0	0	0	551,990	941,958	(389,968)	58.60
Total General Government	**801,421**	**0**	**0**	**0**	**801,421**	**1,628,427**	**(827,006)**	**49.21**
Total Expenditures	**12,077,685**	**17,853,692**	**0**	**336,831**	**30,268,208**	**51,727,160**	**(21,458,952)**	**58.52**

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	Fund Totals Actual	Annual Budget	Variance Over (Under)	% Year to Date
Revenues over (under) expenditures	**(2,707,244)**	**3,035,807**	**2,461,268**	**133,493**	**2,923,324**	**(205,232)**	**3,128,556**	**(1,424.40)**
Other Financing Sources								
Transfers Into GF from LTF	1,828,282	0	0	0	1,828,282	1,828,282	0	100.00
Transfers Into GF from STA	1,856,299	0	0	0	1,856,299	2,451,472	(595,173)	75.72
Transfers Into GF from SAFE	19,221	0	0	0	19,221	75,400	(56,179)	25.49
Transfers Out of LTF into GF	0	(1,828,282)	0	0	(1,828,282)	(1,828,282)	0	100.00
Transfers Out of STA into GF	0	0	(1,856,299)	0	(1,856,299)	(2,451,472)	595,173	75.72
Transfers Out of SAFE into GF	0	0	0	(19,221)	(19,221)	(75,400)	56,179	25.49
Total Other Financing Sources	**3,703,802**	**(1,828,282)**	**(1,856,299)**	**(19,221)**	**0**	**0**	**0**	**0.00**
Net Change in Fund Balances	**996,558**	**1,207,525**	**604,969**	**114,272**	**2,923,324**	**(205,232)**	**3,128,556**	
Beginning Fund Balance	**1,923,350**	**6,034,477**	**7,950,838**	**3,006,816**	**18,915,481**	**14,617,258**	**4,298,223**	
Ending Fund Balance	**$2,919,908**	**$7,242,002**	**$8,555,807**	**$3,121,088**	**$21,838,805**	**$14,412,026**	**$7,426,779**	

VENTURA COUNTY TRANSPORTATION COMMISSION
INVESTMENT REPORT
AS OF MARCH 31, 2012

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. 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	$871.02	0.02%	$2,504,121.46
County of Ventura	Treasury Pool	N/A	$68,169.00	0.69%	18,402,514.59
Total			**$69,040.02**		**$20,906,636.05**

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.

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.

Item #9B

May 4, 2012

MEMO TO: **VENTURA COUNTY TRANSPORTATION COMMISSION**

FROM: **MARY TRAVIS, MANAGER, TRANSPORTATION DEVELOPMENT ACT AND RAIL PROGRAMS**

SUBJECT: **RAIL OPERATIONS UPDATE**

RECOMMENDATION:

- Receive and file.

DISCUSSION:

Metrolink Ridership:

Based on passenger counts made by conductors on the Ventura Line, there were1,984 people who boarded morning peak-hour trains to Los Angeles each weekday in March. This is a decrease from the 2,082 morning boardings in February. About 50% of the passengers on the Line, or 950 of the riders in March, boarded at Ventura County stations.

Metrolink station counts collected quarterly and attached are tables with a summary of the boardings between January and March 2012 and a graph depicting the Ventura Line and Ventura station boardings over the past year. While ridership has fluctuated somewhat, the boardings at the Ventura County stations have stayed about the same over the past year. The lack of significant ridership growth in this County is a concern and will continue to be evaluated.

Metrolink On-Time Performance:

The Ventura Line's on-time performance (trains arriving within five minutes of scheduled time) continued to be very good. Overall, during the month of March, 97% of the inbound trips and 95% of the outbound trips ran on-time.

Metrolink FY 2012/13 Budget Development:

The Metrolink Board approved distribution of the draft FY 2012/2013 budget for member agency review and consideration. Unfortunately, there is a significant increase of $846,900 in VCTC's share of the operating budget next year due largely to increases in contracted services and soaring fuel prices. Staff is working with the other member agencies to try to reduce the projected expenses, and also, has evaluated what level of fare increase should be recommended to offset the increases in costs. A detailed presentation on the Metrolink budget is included in this agenda as Item # 13 and Metrolink Chief Executive Officer John Fenton will be at the meeting to respond to any Commission concerns.

LOSSAN Strategic Plan Update/Governance Discussion:

In addition to participating in Metrolink commuter rail operations, VCTC is one of eight transportation agencies providing local input and administrative oversight to the State Division of Rail on LOSSAN intercity passenger rail operations. LOSSAN is the name of the Los Angeles-San Diego-San Luis Obispo Joint Powers Agency. The other agencies involved in LOSSAN are the Los Angeles County Metropolitan Transportation Authority (METRO), the North San Diego Transit District (NCTD), the Orange County Transportation Authority (OCTA), the San Diego Association of Governments, (SANDAG), the San Diego Metropolitan Transit System (MTS), the Santa Barbara Association of Governments (SBCAG), and, the San Luis Obispo Council of Governments (SLOCOG).

Late last year, the LOSSAN Board voted unanimously to move forward with a recommendation to explore further taking over control of the LOSSAN intercity train operations from the State. A similar action was taken on the Capitol Corridor rail service operated between Sacramento and the Bay area in 1998. Clearly there are many details that need to be worked through as this proposal is considered, including State funding guarantees, Board structure and voting, administrative arrangements, etc. The CEO's from the member agencies are finalizing these arrangements for a Memorandum of Understanding to guide the new agency. State legislation has also been drafted to accomplish this goal under the guidance of the member agency governmental staffs. Staff is continuing to closely monitor this initiative and will be presenting details for the possible rail reorganization to the Commission for review likely at the June meeting.

Santa Paula Branch Line (SPBL) Operations:

Staff is continuing to work with Fillmore and Western Railway (F&W) and Union Pacific Railroad (UP) which are the two operators on the SPPL, on generating additional revenues with the goal of making this vital asset self-sustaining in the near future. We are also working with Legal Counsel to update the existing VCTC/F&W agreement to reflect the current arrangements more accurately.

FRA Required Bridge Inventory Project

Work is underway on the Federal Railroad Administration (FRA) required railroad bridge inventory on the SPBL. VCTC contracted with JL Patterson & Associates to complete Phase I of the inventory work, which will be finished in late June. The project includes collecting data on the rail bridges and developing a management plan for the continued maintenance. Phase 2 of the project will prioritize and rate the bridges and is included in the draft Fiscal Year 2012/13 VCTC budget.

Unfortunately, the inspection has revealed major problems with two bridges causing them to be "red-tagged" and put out of service until repairs are made. One bridge is near Ellsworth Barranca just east of Saticoy which needs the heading plates replaced at an estimated cost of about $75,000. The other bridge is over a small culvert just east of Santa Paula which needs replacement braces at about $10,000.

The Ellsworth bridge is necessary for the UP freight deliveries to International Paper in Santa Paula, which is currently the only freight customer on the SPBL. However, International Paper has just announced it will be closing the facility as of June 30, 2012 eliminating the deliveries at that time and making the need for this bridge repair possibly less urgent. However, without UP being involved in freight deliveries, there is finally an opportunity for F&W to actually be able to add freight customers without UP taking all the fees, and this also should be considered.

The smaller culvert bridge is in the area leased by Fillmore and Western Railway (F&W) and is needed for their operations between Santa Paula and Fillmore.

A Santa Paula Branch Line Advisory Committee (SPBLAC) meeting has been scheduled for May 16th and a discussion of the bridge repairs will take place at that time. A report will be made to the Commission about his discussion in June.

Property Leases

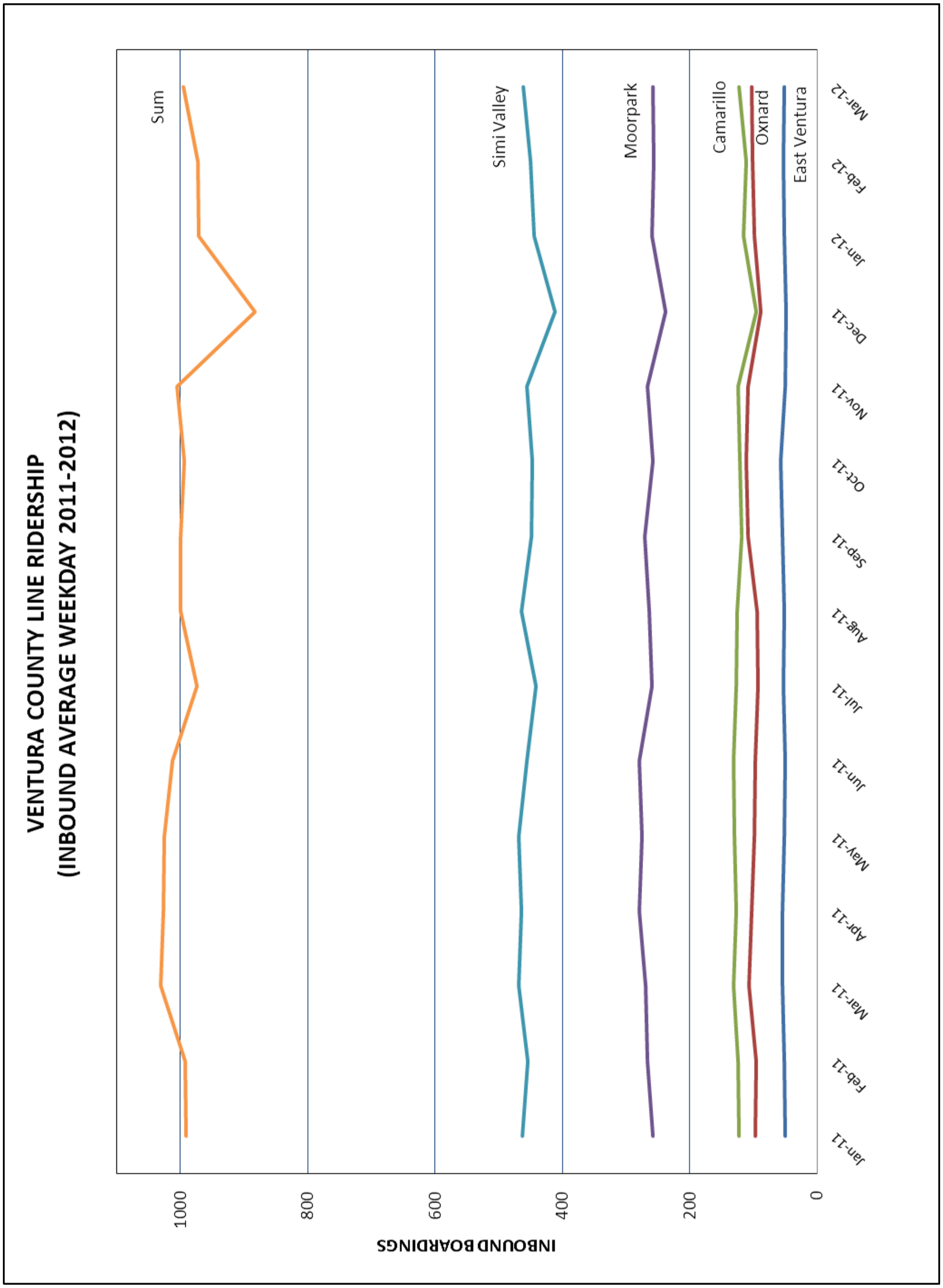
Staff has been working with F&W to review the existing SPBL leases to determine if additional revenues can be generated to offset the ongoing maintenance work. F&W staff is currently following up on letters sent to all leaseholders asking for their cooperation to review their lease agreement, and also, to make sure safe operations are in place for people working near the rail line. While it does not appear that significant additional revenues can be found at this time, there is some opportunity to approach leaseholders about adding property to their existing leases and bringing in more money; we will continue working on this effort.

Union Pacific (UP) Railroad

As briefly noted earlier, VCTC's agreement with UP requires the Commission maintain the tracks between Montalvo and Santa Paula without charge as long as UP runs freight on the Line. They currently have one customer, International Paper, with deliveries/pickups by rail three times a week. Staff has been in discussion over the past few months with UP and F&W to possibly establish a transloading arrangement, where the freight would be shifted from UP to F&W near Montalvo. In this type of arrangement, UP would pay F&W to transport freight to the existing UP customer i.e. International Paper, however, F&W could also provide other freight hauling opportunities to customers all along the SPBL corridor. It is possible additional freight customers could be added.

To keep the momentum going with the discussion with UP on this issue, a letter was recently sent requesting their support for the freight service modifications as allowed under the VCTC/UP shared-use agreement; we have not as yet received written response. Staff will continue to strongly advocate for the change consistent with the Commission's goals for the SPBL to become self-sustaining from the revenues generated by SPBL activities.

At this time, with the Ellsworth bridge out of service, any freight deliveries being made to International Paper will be trucked to the facility.


VENTURA COUNTY LINE RIDERSHIP
(INBOUND AVERAGE WEEKDAY 2011-2012)
INBOUND BOARDINGS
0
200
400
600
800
1000
Jan-11
Feb-11
Mar-11
Apr-11
May-11
Jun-11
Jul-11
Aug-11
Sep-11
Oct-11
Nov-11
Dec-11
Jan-12
Feb-12
Mar-12
Sum
Simi Valley
Moorpark
Camarillo
Oxnard
East Ventura

TOTAL BOARDINGS (INBOUND and OUTBOUND)

MO/YR	Ventura County Line	VC County Portion	System Grand Total	Metrolink Rail 2 Rail on Amtrak North of LA
Jan-12	3,969	1,917	42,121	210
Jan-11	3,481	2,156	39,631	259
Jan-10	3,694	2,022	40,765	325
Jan-09	4,307	2,341	43,988	283
Jan-08	4,178	2,164	43,322	264
Jan-07	3,962	2,050	41,095	228
Jan-06	3,902	1,991	40,343	136
Jan-05	3,378	1,471	37,254	268
Jan-04	4,001	1,864	36,399	110
Jan-03	3,673	1,760	33,708	88
Jan-02	3,566	1,854	32,443	15

TOTAL BOARDINGS (INBOUND and OUTBOUND)

MO/YR	Ventura County Line	VC County Portion	System Grand Total	Metrolink Rail 2 Rail on Amtrak North of LA
Feb-12	4,165	1,951	43,198	209
Feb-11	3,712	2,142	40,127	264
Feb-10	3,757	2,105	40,596	376
Feb-09	4,299	2,241	43,313	255
Feb-08	4,218	2,181	43,358	258
Feb-07	4,135	2,133	42,408	260
Feb-06	3,780	1,821	40,266	236
Feb-05	3,828	1,853	38,428	179
Feb-04	4,095	1,776	37,399	119
Feb-03	3,727	1,815	34,988	89
Feb-02	3,612	1,878	32,978	27

TOTAL BOARDINGS (INBOUND and OUTBOUND)

MO/YR	Ventura County Line	VC County Portion	System Grand Total	Metrolink Rail 2 Rail on Amtrak North of LA
Mar-12	3,968	1,907	43,119	197
Mar-11	3,800	2,210	40,781	243
Mar-10	3,811	2,132	40,629	287
Mar-09	4,202	2,275	42,890	299
Mar-08	4,233	2,258	44,490	279
Mar-07	4,104	2,139	42,973	267
Mar-06	3,851	1,876	39,936	224
Mar-05	3,979	1,905	39,196	216
Mar-04	4,153	1,910	37,806	128
Mar-03	3,919	1,816	35,472	85
Mar-02	3,650	1,627	33,097	12

INBOUND
BOARDINGS*

MO/YR	East Ventura	Oxnard	Camarillo	Moorpark	Simi Valley	VTA Cnty Total	Total Line
Jan-12	52	99	115	260	445	971	2,010
Jan-11	50	97	123	258	463	991	1,600
Jan-10	47	74	92	190	332	735	1,343
Jan-09	45	88	101	231	422	887	1,632
Jan-08	42	80	108	174	378	782	1,510
Jan-07	43	90	97	176	340	746	1,442
Jan-06	44	70	113	195	322	744	1,458
Jan-05	30	96	83	137	215	561	1,288
Jan-04	18	72	61	172	284	607	1,303
Jan-03	9	94	71	193	231	598	1,248
Jan-02	0	94	71	193	310	668	1,285

* on Metrolink trains

INBOUND
BOARDINGS*

MO/YR	East Ventura	Oxnard	Camarillo	Moorpark	Simi Valley	VTA Cnty Total	Total Line
Feb-12	53	101	112	256	450	972	2,075
Feb-11	52	96	124	266	454	992	1,719
Feb-10	50	70	116	184	338	758	1,353
Feb-09	45	105	105	241	303	799	1,533
Feb-08	45	82	96	181	400	804	1,555
Feb-07	39	83	101	186	342	751	1,456
Feb-06	44	70	113	195	368	790	1,640
Feb-05	36	93	79	138	341	687	1,419
Feb-04	28	72	61	180	264	605	1,395
Feb-03	9	94	71	193	231	598	1,228
Feb-02	0	94	71	193	310	668	1,284

* on Metrolink trains

INBOUND
BOARDINGS*

MO/YR	East Ventura	Oxnard	Camarillo	Moorpark	Simi Valley	VTA Cnty Total	Total Line
Mar-12	51	103	122	258	461	995	2,070
Mar-11	54	107	131	269	469	1,030	1,771
Mar-10	51	86	118	175	295	725	1,296
Mar-09	46	89	108	203	373	819	1,513
Mar-08	51	94	124	199	410	878	1,646
Mar-07	37	91	95	182	348	753	1,445
Mar-06	55	52	102	188	364	761	1,562
Mar-05	24	75	88	163	341	691	1,443
Mar-04	33	72	61	206	299	671	1,459
Mar-03	9	94	71	193	231	598	1,291
Mar-02	0	94	71	183	202	550	1,234

* on Metrolink trains

Item # 9C

May 4, 2012

MEMO TO: **VENTURA COUNTY TRANSPORTATION COMMISSION**

FROM: **VICTOR KAMHI, BUS TRANSIT DIRECTOR**

SUBJECT: **FISCAL YEAR 2011/12 BUDGET AMENDMENT - VISTA FIXED ROUTE**

RECOMMENDATION

- Amend the FY 2011/12 VISTA Fixed Route budget, increasing revenues and expenditures in the amount of $15,000. Revenue source is Coach USA.
- Authorize the Executive Director to procure a consultant to analyze the contractor's controls and cash management procedures.

BACKGROUND

Several years ago VISTA experienced problems with its contractor's cash handling of fare revenues. At that time, Coach USA's procedures were improved; however, even with the improvements in place, staff has continued concerns regarding the contractor's controls over fare revenues. Coach concurs with the concerns, and has offered to fund a consultant managed by VCTC to determine what additional measures can be implemented to improve the contractor's internal controls and cash management procedures.

VCTC will identify and procure the services of a consultant knowledgeable and experienced in transit cash management procedures and controls.

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Item #9D

May 4, 2012

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: REVISIONS TO CAMARILLO SURFACE TRANSPORTATION PROGRAM (STP) FUNDS

RECOMMENDATION:

- Approve shifting $455,562 in savings in STP funds from the Adolfo Road Widening project in the Camarillo to the Ponderosa Drive Landscaping project.

BACKGROUND:

The City of Camarillo has awarded the contract for its STP-funded project to widen Adolfo Road from Mission Oaks Boulevard to Santa Rosa Road. Based on the contract award, Caltrans has deobligated $455,562 from the project, which had originally received $1,177,000 in federal funds. There is another project in Camarillo, the Ponderosa Drive Landscaping project from Arneill Road to Las Posas Road, where the city has identified the need for additional work to make curb and gutter improvements. Although the Ponderosa Drive Landscaping project is funded with $1,017,000 in Transportation Enhancement (TE) funds, the required curb and gutter work would likely be ineligible for TE. Therefore, the City has requested, and VCTC staff recommends, that the STP fund savings from the Adolfo Road project be reprogrammed to the Ponderosa Drive project.

This recommendation was reviewed and approved by the Transportation Technical Advisory Committee at its April 19th meeting.

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Item #9E

May 4, 2012

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: STEPHANIE YOUNG, PROGRAM ANALYST

SUBJECT: APPROVE PROGRAMMING OF FISCAL YEAR (FY) 2011/12 JOBS ACCESS REVERSE COMMUTE LAPSING FUNDS

RECOMMENDATION:

- Approve shifting $30,839 of Jobs Access Reverse Commute (JARC) Oxnard/Ventura Area funds from the Mobility Management Partners, Inc. Mobility Management project to the Ventura County Human Services Agency for the Work Reliability Transport Project.

BACKGROUND:

At the February meeting, the Commission approved the Program of Projects (POP) allocating $61,679 of potentially lapsing JARC funds to Mobility Management Partners, Inc. (MMP) for Mobility Management programs. These funds were scheduled to expire on September 20, 2012, if not obligated.

At the time of the FY 2010/11 JARC Call for Projects, the Commission approved one year of requested funding to the Ventura County Human Services Agency (HSA) for the Work Reliability Transport Project in the amount of $58,000. In order to obtain the second year of funding, HSA would be allowed to apply in next year's call for projects. However, in FY 2011/12 there was not a JARC Large Urban Call for Projects, so HSA was not able to apply. Yet HSA has indicated it needs funds to continue operations for the first six months of FY 2012/13, until there is another call for projects. Therefore, staff recommends splitting the $61,679 that had been previously granted to MMP between MMP and HSA. This would mean that MMP would receive $30,839 instead of the original amount of JARC funds and HSA would also receive $30,839.

The Transit Operators Committee (TRANSCOM) approved this recommendation at its April 12, 2012 meeting.

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Item #9F

May 4, 2012

MEMO TO: **VENTURA COUNTY TRANSPORTATION COMMISSION**

FROM: **MARY TRAVIS, MANAGER, TRANSPORTATION DEVELOPMENT ACT AND RAIL PROGRAMS**

SUBJECT: **BUDGET REVISION FOR LOS ANGELES-SAN DIEGO-SAN LUIS OBISPO (LOSSAN) INTERCITY RAIL PROJECT**

RECOMMENDATION:

- Amend Fiscal Year (FY) 2011/12 budget increasing the revenues and expenditures in the amount of $10,000 for staff work necessary for LOSSAN reorganization and legislative activities. The funding source is the State Transit Assistance (STA) fund balance.

BACKGROUND:

VCTC is one of eight transportation agencies providing local input and administrative oversight to the State Division of Rail on LOSSAN intercity passenger rail operations. LOSSAN is the name of the Los Angeles-San Diego-San Luis Obispo Joint Powers Agency. The other agencies involved in LOSSAN are the Los Angeles County Metropolitan Transportation Authority (METRO), the North San Diego Transit District (NCTD), the Orange County Transportation Authority (OCTA), the San Diego Association of Governments, (SANDAG), the San Diego Metropolitan Transit System (MTS), the Santa Barbara Association of Governments (SBCAG), and, the San Luis Obispo Council of Governments (SLOCOG).

Late last year, the LOSSAN Board voted unanimously to move forward with a recommendation to take over control of the LOSSAN intercity train operations from the State. This effort has necessitated significantly more staff work than originally anticipated and additional funding is needed to finish the input to the transitional legislation and for work on the accompanying Memorandum of Understanding for the member agencies.

Staff anticipates using additional State Transit Assistance (STA) funds of $10,000 for the staff work to complete the reorganization of the LOSSAN joint powers authority. Staff recommends an amendment to the LOSSAN project budget in this amount.

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Item # 9G

May 4, 2012

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: VICTOR KAMHI, BUS TRANSIT DIRECTOR

SUBJECT: HERITAGE VALLEY TRANSIT STUDY BUDGET AMENDMENT

RECOMMENDATION

- Amend the FY 2011/12 Regional Transit Planning Budget Consultant Services Line Item increasing revenues and expenditures in the amount of $12,300. Funding sources are FTA Section 5304 in the amount of $10,866 and STA in the amount of $1,434.

BACKGROUND

In FY 2010/11, the Commission approved a Federal transportation planning grant from Caltrans to prepare a sustainable transit plan for the Heritage Valley. Because the expectation was that the funds would be a in that fiscal year, funds to state the project were programmed in that year, although the grant approval and procurement of a consultant delayed any expenditure until the current fiscal year. VCTC did not amend the budget to move the expected but not yet approved funding from the prior fiscal year to the current fiscal year. Staff is recommending that the grant and local match amounts be amended into the current fiscal year. The amendment increases the Regional Transportation Planning budget by $10,866 in FTA Section 5304 carryover and STA funds of $1,431.

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ITEM #10

May 4, 2012

MEMO TO: **VENTURA COUNTY TRANSPORTATION COMMISSION**

FROM: **STEPHANIE YOUNG, PROGRAM ANALYST**

SUBJECT: **APPROVE FISCAL YEAR (FY) 2011/12 PROPOSITION 1B TRANSIT SECURITY PROJECTS**

RECOMMENDATION

- Approve list shown in Attachment A for $699,000 in Proposition 1B Transit Safety and Security projects;
- Direct staff to submit required project applications to the California Emergency Management Agency (Cal EMA) and approve the Attachment B authorizing resolution #2012-06.

BACKGROUND

The State has appropriated $60 million in Proposition 1B Transit Safety, Security & Disaster Response bond funds for FY 2011/12. These California Transit Assistance Funds (CTAFs) are distributed by formula to regional transportation agencies and transit operators. Based on the formula the Ventura County Transportation Commission (VCTC) can receive $709,972, which is available for eligible transit capital projects within Ventura County, subject to available bond financing.

DISCUSSION

At the March 2, 2012 meeting, the Commission approved the schedule to receive proposals from agencies for CTAF projects by March 29, 2012. Staff received project nominations for a total of $1,209,972, and $699,000 worth of projects are recommended for funding. The attached table shows the amount requested for each project and the recommended projects. Staff recommends the $10,972 balance be carried over to FY 2012/13. Per the CTAF guidelines, projects cannot proceed until Cal EMA confirms that bond funds are available and approves the grants.

Under Cal EMA guidelines, each transit operator, with the exception of Metrolink, can receive funds directly from the state. The CTAF funds programmed by VCTC for rail projects must be administered by VCTC. VCTC will contract with Metrolink for the Tunnel 26 project.

The Transit Operators Committee (TRANSCOM) approved this recommendation at its April 12, 2012 meeting.

ATTACHMENT A

Proposition 1B California Transit Assistance Funds (CTAF)

Sponsor	Project	Description	Request	Recommendation
VCTC	Tunnel 26 Electrical System	Replace damaged fixtures and upgrade aging electrical system.	$509,000	$509,000
T.O.	Transportation Center High Speed Communications	Enable streaming of security cameras, provide platform to operate as an emergency staging facility.	$85,000	$85,000
T.O.	Emergency Generator	Allows facility to operate and to power emergency response vehicles during extended power outages.	$50,000	$50,000
T.O.	Transportation Center Locks and Cameras	Install electronic door locks on building, security upgrades to ticket window, and security camera in parking lot.	$30,000	$30,000
Ojai	Trolley Security Cameras	Install security cameras on all trolleys.	$25,000	$25,000
VCTC	Tunnel Intrusion Detection System	Install cameras, towers, video and audio recorders, etc. to monitor tunnel portal.	$200,000	$0
VCTC	ROW Fencing and Swing Gates	Replace old fencing and install locked swing gates and bollards.	$100,000	$0
Moorpark	Automatic License Plate Scanners	Install license plate scanners at 2 Metrolink parking lots and train employees to use system.	$80,000	$0
T.O.	Alarm System for MSC	Install upgraded alarm system, electronic door locks, and upgraded entry gates at MSC.	$50,000	$0
T.O.	Upgrade Bus Security Cameras	Expand from 4 to 8 the number of cameras in each bus and upgrade recorder capacity.	$40,000	$0
T.O.	Bus Shelter Lighting	Provide solar powered lighting at bus shelters.	$40,000	$0
		TOTAL:	**$1,209,000**	**$699,000**

RESOLUTION NO. 2012-06 ATTACHMENT B

A RESOLUTION OF THE VENTURA COUNTY TRANSPORTATION COMMISSION APPROVING THE PROJECT LIST FOR FY 2011/12 PROPOSITION 1B TRANSIT SAFETY, SECURITY, & DISASTER RESPONSE PROJECTS AND DESIGNATION OF ELIGIBLE APPLICANTS

WHEREAS, the Ventura County Transportation Commission ("VCTC") was created pursuant to Public Utilities Code § 130000, et seq.; and

WHEREAS, VCTC serves as the transportation planning agency ("TPA") for Ventura County pursuant to Government Code § 29532.4, subsec. (b), notwithstanding Government Code § 29532; and

WHEREAS, Government Code 8879.57 establishes the eligible applicants and allocation of the Proposition 1B Transit Safety, Security, & Disaster Response Program; and

WHEREAS, pursuant to the provisions of Government Code Sections 8879.50 – 8879.65, VCTC is identified as the responsible and eligible agency to apply for funding under the Proposition 1B Transit Safety, Security, & Disaster Response Program; and

WHEREAS, the Transit Operators Committee (TRANSCOM) of VCTC has reviewed possible transit security and safety projects and developed a list of priority projects;

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

Section 1. VCTC adopts the fiscal year 2011/12 Transit Safety, Security, & Disaster Response Projects (Attachment A).

Section 2. The applicant list is hereby approved.

Section 3. The VCTC Executive Director is authorized to take such actions legally necessary and appropriate for the obtaining of financial assistance under the Proposition 1B Transit Safety, Security, & Disaster Response Program from the State of California and to allow for the submission of grant applications by the Cities of Ojai and Thousand Oaks to access such financial assistance.

PASSED AND ADOPTED by the VCTC at its regular meeting this 4th day of May, 2012.

____
John Zaragoza, Chair

ATTEST:

____
Donna Cole, Clerk

APPROVED AS TO FORM:

____
Mitchel B. Kahn, General Counsel

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Item #11

May 4, 2012

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: LEGISLATIVE UPDATE AND POSITIONS ON BILLS

RECOMMENDATION:

- Receive and file.

BACKGROUND:

Federal Issues

On April 18th the House passed HR 4348, a second 90-day extension of the surface transportation authorization, to extend the program to September 30th. The bill allows the House of Representatives to move into conference committee negotiations with the Senate over S 1813, Moving Ahead for Progress in the 21st Century (MAP-21), the two-year bill recently passed by that house. HR 4348 includes a controversial provision to mandate construction of the Keystone oil pipeline from Canada to the southern U.S. The Administration has issued a statement threatening to veto the House bill due to the pipeline provision.

The Senate Appropriations Subcommittee with jurisdiction over transportation approved its Fiscal Year 2013 Transportation, Housing and Urban Development and Related Agencies appropriation bill, maintaining highway and transit programs at current levels. The bill would appropriate $39.1 billion for highways and $10.6 billion for transit.

State Issues

Attachment A provides the monthly report of Tim Egan, the Commission's state lobbyist. The report provides an update on AB 1778, which was heard in Assembly Transportation Committee April 23rd, and had a significant amendment to specify a redistribution of funds within Ventura County should a jurisdiction not use all of its funds for transit within specified timelines.

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ATTACHMENT A

Capital Representation Group

April 24, 2012

To: Ventura County Transportation Commission
Darren Kettle
Peter DeHaan

From: Tim Egan

Subject: LEGISLATIVE REPORT

The initial deadline for the Legislature to pass from policy committees fiscal bills to the respective Appropriations Committees is April 27, 2012. The other upcoming milestone dates for the Legislature is May 25th which represents the last day the Appropriations Committees must report fiscal bills to the Floor, and June 1st by which bills introduced in 2012 must pass the house of origin. The Governor also will release his "May Revision" to the State Budget no later than mid-May.

STATE LEGISLATION

AB 1778 (Williams) – VCTC Local Transportation Funds

Yesterday, the Assembly Transportation Committee passed on a 9 – Yes, 3 – No, and 2 – Abstain vote on AB 1778. The bill now goes directly to the Assembly Floor, having bypassed the Assembly Appropriations Committee following the most recent amendments on April 17, 2012. Assemblyman Williams did not make any amendments previously requested by VCTC; therefore the Commission's position remains; OPPOSED UNLESS AMENDED.

AB 2488 (Williams) – Triple Bicycle Racks on Public Buses

Assembly Bill 2488 was also considered yesterday by the Assembly Transportation Committee and passed by a unanimous vote. The bill now goes directly to the Assembly Floor. AB 2488 would allow Gold Coast Transit to install front-mounted triple bicycle racks under certain conditions. VCTC position is SUPPORT.

SB 1225 (Padilla) – LOSSAN Intercity Passenger Rail Act of 2012

The Senate Transportation and Housing Committee took up today and passed Senate Bill 1225 by Senator Alex Padilla on a unanimous vote. The bill now goes to the Senate Appropriations Committee which will consider the measure next month. SB 1225 would authorize CALTRANS to enter into a transfer of services agreement with the Los Angeles to San Diego (LOSSAN) Corridor Agency for the provision of the existing intercity passenger rail service in the corridor. VCTC position is SUPPORT.

ATTACHMENT B

VENTURA COUNTY TRANSPORTATION COMMISSION STATE LEGISLATIVE MATRIX BILL SUMMARY April 25, 2012			
BILL/AUTHOR	**SUBJECT**	**POSITION**	**STATUS**
AB 441 Monning	Directs that voluntary guidelines be provided for General Plans and Regional Transportation Plans to address health effects.	Oppose	In Senate Transportation and Housing Committee.
AB 1229 Feuer	Authorizes issuance Grant Anticipation Notes through the California Transportation Financing Authority.	Support	In Senate Appropriations Committee.
AB 1778 Williams	Advanced to July 1, 2013 the date by which all Local Transportation Funds in Ventura County must be spent on transit. Amended version removes this advancement and instead provides for redistribution of funds within Ventura County if a jurisdiction does not spend all its funds.	Oppose Unless Amended	Passed Assembly Transportation Committee 9-3. To full Assembly.
AB 2488 Williams	Allows three-bicycle racks on Gold Coast Transit buses.	Support	Passed Assembly Transportation Committee 13-0. To full Assembly.
SB 867 Padilla	Authorizes tax credit bond program for transportation projects.	Support	In Senate Transportation & Housing Committee.
SB 1225 Padilla	Implements LOSSAN corridor agency local governance recommendation.	Support In Concept	Passed Senate Transportation & Housing Committee 9-0. To full Senate.

Item # 12

May 4, 2012

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: VICTOR KAMHI, BUS TRANSIT DIRECTOR

SUBJECT: FISCAL YEAR 2012/13 TRANSPORTATION DEVELOPMENT ACT UNMET TRANSIT NEEDS DRAFT FINDINGS

RECOMMENDATION

- Approve the Unmet Transit Needs Findings.
- Adopt Resolution NO. 2012-05

BACKGROUND

VCTC has been designated by the State as the Transportation Planning Agency (TPA) for Ventra County. One of the TPA responsibilities is administration of the Transportation Development Act (TDA) which is a major source of transportation funding for the cities and County of Ventura.

Each year, Public Utilities Code (PUC) Section 99401.5 (c) requires the transportation planning agency (VCTC) to hold at least one public hearing pursuant to Section 99238.5 to solicit comments on the Unmet Transit Needs that may exist within the jurisdictions and that may be reasonable to meet by establishing or contracting for new public transportation, or specialized transportation, or by expanding existing services.

All Unmet Transit Needs that are reasonable to meet must be funded before any allocation is made from TDA funds to the cities/County for streets and roads pursuant to PUC Section 99401.5 (e). Under Section 99238 (c) (2), the Public Utilities Code specifies that the area's social service transportation advisory council, the Citizen's Transportation Advisory Committee/Social Service Transportation Advisory Committee (CTAC/SSTAC) in our county, has the responsibility to participate in the annual process and must review and recommend action by VCTC on the findings. While other VCTC advisory committees (such as TRANSCOM) may review the findings, this is done at the discretion of VCTC and is not required by statute. A panel consisting of a number of the VCTC Commissioners is appointed annually by the VCTC Chairman to act as the hearing board. The full VCTC then considers all the input from these sources and adopts the findings.

According to the California Public Utilities Code (PUC) Section 99401.5 (d) the Commission must find by adopting a resolution that either:

- There are no Unmet Transit Needs;
- There are no Unmet Transit Needs that are reasonable to meet; or,
- There are Unmet Transit Needs, including needs that are reasonable to meet.

The resolution approving the findings must include information that provides the basis for the Commission decision. In accordance with PUC Section 99401.5 (c) the Commission adopted definitions of "Unmet Transit Need" and "Reasonable to Meet" at the January 5, 1996 VCTC meeting and reaffirmed these definitions at its December 2, 2011 meeting.

The VCTC held its public hearing on transit needs for FY 2012/13 on February 6, 2012 at the Camarillo City Council Chambers. Approximately 19 people attended the meeting, with the VCTC Hearing Board consisting of Commissioners Sharkey, McDonald, Pinkard, and Morehouse. Eleven people testified at the hearing and some supplemental written comments, as well as several written statements were submitted. A total of thirty persons had submitted written/e-mailed, or telephoned testimony, which staff summarized for the record. VCTC also held two evening "listening sessions" at which staff took public comments. The evening session in Oxnard on January 18th had twelve people attend and comment, while the evening session in Moorpark on January 17th had eleven persons attend. VCTC and local transit staffs also attended both evening sessions and the hearing.

The Unmet Transit Needs public comment period was open through February 13, 2012. By the time the hearing was closed, 138 individuals and groups had attended the meetings and/or submitted material to VCTC, including letters, e-mails, phone calls, and comments at the public hearing, or attended Unmet Transit Needs meetings. A total of 212 comments were received.

While some testimony was very specific about a particular problem in one area, most of the testimony fell into several broad categories. This was in good part due to the active participation of community advocate organizations outreach activities focused in the West County. As a result, VCTC received a substantial number of comments regarding the related issues of Gold Coast Transit on-time performance, overcrowding, and bus frequency. While many of the comments were vague enough to not be an Unmet Transit Need, the major issue was one Gold Coast Transit (GCT) was aware of – and after significant analysis, in February, GCT significantly modified its service operations to address the ongoing performance issues. The service modifications went into effect at the same time as the comment cards were submitted to VCTC.

Beyond the comments regarding the performance of the Gold Coast Transit services, the significant requests for additional services were primarily requests for transit service on Victoria Ave. and Channel Island Blvd.; later service on Gold Coast Transit; expanded service hours on VISTA 126; scattered requests for increased service hours/days on paratransit systems; requests for lower fares (primarily for students); and improved transfers between paratransit services for seniors. Comments regarding increasing bike capacity on Gold Coast Transit buses and increased numbers/better climate protected bus shelters were also received.

Although not in response to an "Unmet Transit Needs" finding, earlier this year both VCTC (for VISTA 126) and Gold Coast Transit (for the Channel Island-Victoria line) have applied for demonstration funds to address concerns subsequently addressed in this Unmet Transit Needs process. At the same time, the "East County Cities" (Camarillo, Moorpark, Simi Valley, Thousand Oaks) are working on a Memorandum of Understanding (MOU) which will serve as the template for “core” uniform hours of operation, and other actions to improve coordination of services in the East County.

In general, the verbal and written testimony given through the public hearing process supported the continuation of existing and programmed transit services and programs. For the most part the people testifying considered all existing transit services as a “baseline” saying that the services needed to be kept. It is therefore recommended that all general public bus transit systems and services be found to be unmet transit needs as part of the FY 2012/13 findings. The exception is Gold Coast Transit Route 40, which has been specifically identified as a route which is being terminated because of poor performance and not because of a lack of transportation funds.

As noted, the majority of the comments fell into several broad categories. These were:

1. Operational improvements including additional stops or increased frequency on existing services. These do not represent unmet transit needs, but are referred to the operators to review and consider in light of funding and operational data.
2. Request for extended hours or days of service. There were a number of requests throughout the County, but these were limited in number and general in nature, and do not constitute an Unmet Transit Need.
3. Comments about vehicles and facilities. A number of comments were received requesting increased bike capacity on buses, and improved numbers and quality shelters (protection from elements) at bus stops. These are not Unmet Transit Needs, but VCTC and the operators have an on-going effort to address these concerns.
4. Request for better coordination. These are operational improvements to make the services more convenient and attractive, and will be referred to TRANSCOM for on-going review.
5. Request for reduced fares and changes to fare restrictions. These are not Unmet Transit Needs, and in some cases could adversely affect the TDA fare box requirements.
6. Comment regarding driver performance. A number of comments were received regarding driver performance. These are not Unmet Transit Needs, but do represent an operational concern and were therefore referred to the appropriate operators.

The recommendations, draft findings, and matrix were reviewed for technical accuracy by the VCTC Transit Operators Advisory Committee (TRANSCOM) on April 12, 2012. The TRANSCOM supported the recommended findings. The Citizens Transportation Advisory Committee/Social Service Transportation Advisory Committee (CTAC/SSTAC) met on April 10, 2012 and after review, approved the recommended findings. The Hearing Board met on April 23, 2012 for a final review of the draft findings before the Commission considers its’ action on May 4, 2012; the Hearing Board had no changes.

The draft findings are provided as a separate attachment. A matrix of the complete testimony given was reviewed by the CTAC/SSTAC and the Hearing Board, and is available on the VCTC website “Goventura.org” or at the Commission office.

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Item #13

May 4, 2012

MEMO TO: **VENTURA COUNTY TRANSPORTATION COMMISSION**

FROM: **MARY TRAVIS, MANAGER, TRANSPORTATION DEVELOPMENT ACT AND RAIL PROGRAMS**

SUBJECT: **VCTC SHARE OF THE FISCAL YEAR 2012/2013 METROLINK BUDGET AT $12,058,900 WITH OPERATIONS/MAINTENANCE-OF-WAY (MOW) AT $10,558,900 AND CAPITAL REHABILITATION AT $1,500,000**

RECOMMENDATION:

- Receive remarks from Metrolink Chief Executive Officer John Fenton.
- Approve VCTC's share of the Metrolink Fiscal Year (FY) 2012/2013 operations and maintenance-of-way (MOW) at $10,558,900 and capital rehabilitation at $1,500,000 for inclusion in the VCTC FY 2012/2013 budget.

BACKGROUND:

The Southern California Regional Rail Authority (SCRRA) is the joint powers authority formed in 1991 to plan and operate "Metrolink" commuter rail service in southern California. The SCRRA Board is composed of representatives from the Los Angeles County Metropolitan Transportation Authority (METRO), the Orange County Transportation Authority (OCTA), the Riverside County Transportation Commission (RCTC), the San Bernardino County Associated Governments (SANBAG), and VCTC. Commissioners Millhouse and Humphrey are VCTC's representative and alternate, respectively, on the Metrolink Board.

Each year in accordance with its by-laws, Metrolink submits its draft budget to the member agencies no later than May 1st for their review and approval. Summary tables from the proposed budget are attached and the complete Metrolink draft budget is available on-line at: www.metrolinktrains.com.

FY 2012/2013 Ventura Line Estimated Operating Statistics:

Ridership on the Ventura Line currently averages about 3,969 boardings (inbound and outbound) per day and this average is expected to increase to about 4,300 daily boardings next fiscal year. About half of the inbound boardings or about 950 people currently board at Ventura County stations. Improved and targeted marketing efforts on the Ventura Line especially for the Rail2Rail program and other targeted marketing should boost ridership. Although ridership is expected to grow next fiscal year, so are the operating expenses. Therefore, while the current revenue return on the Ventura Line is 40.9%; this is projected to decrease next fiscal year to 38.8%. The farebox return is currently 29.1%; it will also decrease next year to 27.5%.

DISCUSSION OF VCTC's SHARE OF FY 2012/2013 METROLINK COSTS AND REVENUES:

VCTC's share of the Metrolink budget next fiscal year will total $12,058,900 with operating/maintenance of way (MOW) costs at $10,558,900 and capital rehabilitation at $1,500,000. This is an increase of $846,900 over the current fiscal year. A summary of the estimated costs follows:

Operations	$ 8,866,200
MOW	1,692,600
New Capital	-0-
Rehabilitation	1,500,000
Total	$12,058,800

The funds VCTC will be using for Metrolink will be:

Federal Section 5307	$ 2,433,000
Federal Section 5309	2,767,000
State SB 45 Regional STIP Funds	1,500,000
TDA LTF	400,000
TDA STA	1,407,500
Fares & Dispatch Revenues	3,551,300
Total	$12,058,800

Details about VCTC's Share of Metrolink Funding:

The Commission uses a combination of funds to pay for the Metrolink operation including federal funds generated by Metrolink of $5.2 million, Transportation Development Act (TDA) Local Transportation Funds (LTF) of $400,000 and discretionary State Transit Assistance (STA) funds of $1,407,500.

Recognizing the Commission's policy that revenue generated by a service be used to offset the costs of the service, all of the federal funds generated by Metrolink operations will be used to defray service costs next year. This federal money does not flow through VCTC's budget goes directly to Metrolink after VCTC approval. Because there is a lag time when Metrolink draws down the federal funds it receives from VCTC, they will actually use part of the VCTC FY 2011/2012 federal funds in FY 2012/13.

The TDA LTF portion of the proposed budget is still "capped" at $400,000 or the same level used in previous years. However, this means the only way to absorb the increased operating cost of $846,900 next fiscal year is with discretionary STA money, and this additional amount has been added to the budget.

Metrolink Operations Budget:

The cost for operations on the VCTC portion of the Ventura Line next fiscal year is $8,866,200. After VCTC's share of the fare/dispatch revenues is deducted, VCTC's net local subsidy share is $5,971,300. Our cost will be $846,900 higher than that paid in the current year for several reasons: the cost of fuel has increased significantly; COLA contract costs for AMTRAK and LA County Sheriffs have increased; the transfer fees to METRO have increased; and, the system expects to incur a major increase in insurance costs. VCTC's share of operating costs is currently based on a formula of train miles, track miles, and the number of stations in use at the start of the fiscal year.

Metrolink Maintenance of Way (MOW) and Capital Rehabilitation Budgets:

VCTC's share of the MOW budget next fiscal year is $1,692,600 or an increase of $33,200 compared to the current year's share of $1,659,400. MOW costs for the Ventura Line are divided between Ventura and Los Angeles counties based on the track miles in each County. Capital rehabilitation work on track, rail, signals and facilities is funded in the Metrolink budget next year as part of the ongoing capital MOW program. VCTC's share of the work on the Ventura Line is $1,500,000 or the same as budgeted in FY 2011/2012.

Future Service Plans:

One of the major operating challenges in the upcoming year is dealing with the continued high cost of fuel. On the positive side, because the increased cost of gasoline is also impacting auto drivers, it is expected that there will be higher Metrolink ridership. However, to ensure there will be sufficient funding for fuel expenses as well as the anticipated adjustments to contracts, the Metrolink Board is considering a range of fare increases from 5% to 9%. Note that a fare increase of 7% would bring an estimated additional $100,000 in revenue to VCTC. Should this fare increase be implemented, VCTC's budget will be adjusted accordingly.

During the upcoming year, staff will be working closely with Metrolink staff and the other member agencies to review service plans for the future. The significant increase in VCTC's Metrolink operating costs in the upcoming fiscal year, coupled with the lack of ridership growth on the Ventura Line, suggests we reassess the current level of service during the next year.

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TABLE 3.5
FY 2012-2013
ANNUAL DISTRIBUTION BY COST COMPONENTS
($000s)

	Proposed FY 12-13 Budget	LACMTA	OCTA	RCTC	SANBAG	VCTC
EXPENSES	194,019.9	102,233.9	42,522.1	13,894.9	24,810.2	10,558.9
REVENUES	99,874.2	54,435.2	22,423.8	5,996.4	13,467.5	3,551.3
NET LOCAL SUBSIDY	94,145.7	47,798.6	20,098.3	7,898.5	11,342.7	7,007.6

OPERATIONS

Revenues						
Farebox Revenue	82,749.0	43,680.9	18,519.4	5,931.4	12,077.9	2,539.4
Dispatching	2,762.9	1,480.8	907.5	-	47.0	327.6
Other Revenues	670.0	348.6	145.1	64.9	83.5	27.9
MOW Revenues	13,692.3	8,924.9	2,851.8	0.1	1,259.2	656.4
Member Agency Revenues	75,545.7	37,853.5	16,195.7	6,468.5	8,722.7	6,305.3
Total Revenues	175,419.9	92,288.7	38,619.5	12,464.9	22,190.3	9,856.5
Operations & Services						
Train Operations	36,530.9	19,448.5	8,686.9	2,207.0	4,840.5	1,348.0
Equipment Maintenance	23,035.6	11,899.6	4,988.1	1,825.5	3,177.3	1,145.1
Contingency (Train Ops)	-	-	-	-	-	-
Fuel	27,250.0	14,209.6	6,542.0	1,827.5	3,755.4	915.5
Non-Scheduled Rolling Stock Repairs	100.0	53.5	21.0	7.7	14.1	3.8
Operating Facilities Maintenance	1,064.4	569.1	223.3	81.8	149.9	40.2
Other Operating Train Services	713.0	359.5	130.0	73.0	75.1	75.3
Rolling Stock Lease	-	-	-	-	-	-
Security - Sheriff	5,247.6	2,879.6	1,111.3	338.8	772.9	145.0
Security - Guards	1,095.0	552.1	199.7	112.1	115.4	115.7
Supplemental Additional Security	620.62	327.6	138.9	44.5	90.6	19.0
Public Safety Program	195.7	98.7	35.7	20.0	20.6	20.7
Passenger Relations	1,445.4	728.6	340.7	106.3	220.3	49.5
Holiday Trains	349.8	182.6	76.3	26.2	51.3	13.3
TVM Maintenance/Revenue Collection	4,197.7	1,975.4	881.9	564.4	493.8	282.2
Marketing	1,256.5	652.5	274.6	92.9	191.3	45.2
Media & External Communications	538.0	271.3	98.1	55.1	56.7	56.8
Utilities/Leases	3,553.0	1,791.4	647.8	363.9	374.5	375.4
Transfers to Other Operators	7,314.7	4,259.5	1,394.6	413.5	962.3	284.8
Amtrak Transfers	1,367.0	434.2	869.4	-	-	63.3
Station Maintenance	939.8	562.4	138.5	49.5	141.6	47.7
Rail Agreements	4,414.8	1,665.5	1,209.7	875.1	342.1	322.5
Subtotal Operations & Services	121,229.4	62,921.1	28,008.5	9,084.9	15,845.8	5,369.1
Maintenance-of-Way						
MoW - Line Segments	26,596.1	15,386.6	5,505.6	652.8	3,428.8	1,622.3
MoW - Extraordinary Maintenance	1,090.0	622.3	262.3	16.7	118.4	70.3
Subtotal Maintenance-of-Way	27,686.1	16,008.9	5,767.9	669.4	3,547.2	1,692.6
Administration & Services						
Salaries & Fringe Benefits	10,686.1	5,383.1	1,958.9	1,090.6	1,130.2	1,123.4
Non-Labor Expenses	1,648.4	831.1	300.6	168.8	173.7	174.2
Indirect Administrative Expenses	11,752.7	5,925.7	2,142.9	1,203.6	1,238.6	1,241.8
Professional Services	1,917.1	966.6	349.6	196.3	202.1	202.6
Subtotal Administration & Services	26,004.4	13,106.6	4,751.9	2,659.3	2,744.6	2,741.9
Contingency (Non-Train Ops)	500.0	252.1	91.2	51.2	52.7	52.8
Total Expenses Including MoW	175,419.9	92,288.7	38,619.5	12,464.9	22,190.3	9,856.5

RISK MANAGEMENT

Revenues						
Member Agency Revenues	18,600.0	9,945.2	3,902.6	1,430.0	2,619.9	702.3
PL/PD Revenues						
Total Revenues	18,600.0	9,945.2	3,902.6	1,430.0	2,619.9	702.3
Insurance						
Liability/Property/Auto	16,020.0	8,565.7	3,361.2	1,231.6	2,256.5	604.9
Claims	1,000.0	534.7	209.8	76.9	140.9	37.8
Claims Administration	1,580.0	844.8	331.5	121.5	222.6	59.7
Subtotal Insurance	18,600.0	9,945.2	3,902.6	1,430.0	2,619.9	702.3
Total Expenses	18,600.0	9,945.2	3,902.6	1,430.0	2,619.9	702.3

TABLE 3.8
FY 2012-2013
OPERATING SUBSIDY ALLOCATION BY COUNTY
($000s)

	Total FY 12-13	LACMTA Share	OCTA Share	RCTC Share	SANBAG Share	VCTC Share
Expenses						
Train Operations & Services	$121,229.4	$62,921.1	$28,008.5	$9,084.9	$15,845.8	$5,369.1
Maintenance-of-Way	27,686.1	16,008.9	5,767.9	669.4	3,547.2	1,692.6
Administration & Services	26,504.4	13,358.7	4,843.1	2,710.6	2,797.3	2,794.8
Insurance	18,600.0	9,945.2	3,902.6	1,430.0	2,619.9	702.3
Total Expenses Incl. MOW	**$194,019.9**	**$102,233.9**	**$42,522.1**	**$13,894.9**	**$24,810.2**	**$10,558.9**
Revenues						
Gross Farebox	82,749.0	43,680.9	18,519.4	5,931.4	12,077.9	2,539.4
Dispatching	2,762.9	1,480.8	907.5	-	47.0	327.6
Other Operating	670.0	348.6	145.1	64.9	83.5	27.9
Maintenance-of-Way	13,692.3	8,924.9	2,851.8	0.1	1,259.2	656.4
Total Revenues	**$99,874.2**	**$54,435.2**	**$22,423.8**	**$5,996.4**	**$13,467.5**	**$3,551.3**
Total County Allocation	**$94,145.7**	**$47,798.6**	**$20,098.3**	**$7,898.5**	**$11,342.7**	**$7,007.6**
FY 2011-12 Budget	81,151.3	40,063.7	18,230.0	7,144.7	9,552.2	6,160.7
Increase/(Decrease)	12,994.4	7,734.9	1,868.3	753.8	1,790.5	846.9
Percentage Change	**16.01%**	**19.31%**	**10.25%**	**10.55%**	**18.74%**	**13.75%**

Item # 14

May 4, 2012

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: STEVE DEGEORGE, PLANNING & TECHNOLOGY DIRECTOR

SUBJECT: AMENDMENT TO VCTC/VCOG COOPERATIVE AGREEMENT # 09-710

RECOMMENDATION:

- Approve Amendment #1 to VCTC/VCOG Cooperative Agreement # 09-710 lowering the administrative fee from $50,000 to $30,000.

DISCUSSION:

At its July 2009 meeting the Ventura County Transportation Commission (VCTC) agreed to provide administrative support to the Ventura Council of Governments (VCOG) through June of 2013 and executed Cooperative Agreement # 09-710. The Cooperative Agreement calls for VCTC to assume responsibility for the administration of VCOG and provide staffing and other services as required.

VCTC receives an annual fee of $50,000 derived from VCOG member dues for those services. The amount of the fee was set at the recommendation of the outgoing interim Executive Director based on historic estimates of staff time required. During the course of the first two years of this cooperative agreement VCOG was engaged in two large efforts, the Compact for a Sustainable Ventura County, Phase II and the implantation of SB 375. During that time VCTC staff found that the fee reasonably covered staff costs.

As the Compact effort ended and SB 375 became more defined and incorporated in to the Regional Transportation Plan, VCTC staff has found that some of the hours now spent are duplicative, in that VCTC staff would be engaged in identical work representing VCTC's interests. Staff believes that it would be appropriate at this time to reduce the fee associated with the administration of VCOG to more accurately reflect the staff hours dedicated to solely VCOG functions.

Staff recommends that the Commission approve Amendment # 1to VCTC/VCOG Cooperative Agreement # 09-710 found in Attachment A lowering the administrative fee from $50,000 to $30,000.

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Attachment A

AMENDMENT NO. 1
TO COOPERATIVE AGREEMENT NO. 09-710
BETWEEN
VENTURA COUNTY TRANSPORTATION COMMISSION
AND
VENTURA COUNCIL OF GOVERNMENTS
FOR
MANAGEMENT/ADMINISTRATIVE SERVICES

THIS AMENDMENT NO. 1 TO COOPERATIVE AGREEMENT NO. 09-710 (hereinafter referred to as “AMENDMENT”), is made and entered into this 4th day of May, 2012, by and between the VENTURA COUNTY TRANSPORTATION COMMISSION (“COMMISSION”), a public corporation of the State of California, and the VENTURA COUNCIL OF GOVERNMENTS (“VCOG”), a public joint powers entity of the State of California.

RECITALS

WHEREAS, VCOG has requested COMMISSION to provide staff to administer the functions and activities of VCOG; and

WHEREAS, COMMISSION has accepted responsibility for the administration of VCOG functions and activities as provided in the Cooperative Agreement No. 09-710; and

WHEREAS, the services provided by the COMMISSION to VCOG will cost less for the forthcoming fiscal year or until further adjusted;

NOW, THEREFORE, it is mutually understood and agreed by COMMISSION and VCOG as follows:

1. Article 1, Subdivision D of Cooperative Agreement No. 09-710 is amended to read as follows:

“ARTICLE 1. RESPONSIBILITIES OF VCOG

. . .

D. Pay COMMISSION the sum of $30,000 per year for the services provided by COMMISSION.”

2. Except to the extent amended hereby, the Cooperative Agreement No. 09-710 shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed the day and year written below.

VENTURA COUNCIL OF GOVERNEMENTS	**VENTURA COUNTY TRANSPORATION COMMISION**
By ________________________________	**By** ________________________________
Tim Flynn, Chair	**John Zaragoza, Chair**
Date: ________________________________	**Date:** ________________________________

APPROVED AS TO FORM:

By: ________________________________	**By:** ________________________________
Karl Berger, Special Counsel **Ventura Council of Governments**	**Mitchel B. Kahn, General Counsel** **Ventura County Transportation Commission**