



**VENTURA COUNTY TRANSPORTATION COMMISSION
LOCAL TRANSPORTATION AUTHORITY
AIRPORT LAND USE COMMISSION
SERVICE AUTHORITY FOR FREEWAY EMERGENCIES
CONSOLIDATED TRANSPORTATION SERVICE AGENCY
CONGESTION MANAGEMENT AGENCY**
www.goventura.org

AGENDA*

**Actions may be taken on any item listed on the agenda*
The meeting will be via ZOOM Webinar

<https://us02web.zoom.us/j/84135900074?pwd=Z1FOcIBMN0gzZ1FJdklIWmUyRXdSZz09>

**FRIDAY, JANUARY 8, 2021
9:00 AM**

In light of Governor Newsom's State of Emergency declaration regarding the COVID-19 outbreak and in accordance with Executive Order N-29-20 and the Guidance for Gatherings issued by the California Department of Public Health commissioners will participate in the meeting from individual remote locations, which is in accordance with the Governor's Executive Order. Members of the public are encouraged to attend the meeting remotely. Persons who wish to address the commission on an item to be considered at this meeting are asked to submit comments in writing to the commission at ribarra@goventura.org by 4:30PM, Thursday, JANUARY 7, 2021. Due to the current circumstances if you would like to participate in a verbal public comment on any item on the agenda during the meeting, please email your public comment to ribarra@goventura.org or via telephone at 805-642-1591 ext. 101. Any public comment received will be read into the record during the public comment portion of this meeting. In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in the Commission meeting, please contact VCTC staff (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 to the meeting.

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**

4. **PUBLIC COMMENTS** – *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 MINUTES FROM DECEMBER 4, 2020 VCTC MEETING- PG.5](#)

Recommended Action:

- *Approve the summary minutes of DECEMBER 4, 2020.*

Responsible Staff: Roxanna Ibarra

8B. [MONTHLY BUDGET REPORT - PG.9](#)

Recommended Action:

- *Receive and file the monthly budget report for NOVEMBER 2020*

Responsible Staff: Sally DeGeorge

8C. [COMPREHENSIVE ANNUAL FINANCIAL REPORT \(CAFR\)- PG.17](#)

Recommended Action:

- *Approve the audited Comprehensive Annual Financial Report (CAFR) for Fiscal Year 2019/2020*

Responsible Staff: Sally DeGeorge

8D. [VENTURA COUNTY COORDINATED PUBLIC TRANSIT- HUMAN SERVICES TRANSPORTATION PLAN REVISION, REQUEST FOR PROPOSALS-PG.19](#)

Recommended Action:

- *Approve and issue the attached RFP for updating the Coordinated Public Transit- Human Services Transportation Plan (Coordinated Plan)*

Responsible Staff: Claire Grasty

DISCUSSION CALENDAR:

9. SATICOY ACTIVE TRANSPORTATION PLAN-PG.21

Recommended Action:

- *Receive and file a presentation on the draft Saticoy Active Transportation Plan*

Responsible Staff: Amanda Fagan

10. COMPREHENSIVE TRANSPORTATION PLAN UPDATE- REQUEST FOR PROPOSALS- PG.23

Recommended Action:

- *Approve release of Request for Proposals (RFP) for consultant support services to update the Comprehensive Transportation Plan (CTP) for Ventura County.*

Responsible Staff: Amanda Fagan

11. 2021-2022 LEGISLATIVE PROGRAM- PG.25

Recommended Action:

- *Adopt the 2021-2022 Legislative Program (Attached)*

Responsible Staff: Darrin Peschka

12. TRANSIT RESPONSE TO THE COVID-19 PANDEMIC- PG.29

Recommended Action:

- *Receive a presentation on the Response of Public Transit in Ventura County to the COVID-19 pandemic.*

Responsible Staff: Martin Erickson

13. VCTC GENERAL COUNSEL'S REPORT

14. AGENCY REPORTS

15. ADJOURN to 9:00 a.m. Friday, February 5, 2021



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Item #8A

**VENTURA COUNTY TRANSPORTATION COMMISSION
LOCAL TRANSPORTATION AGENCY
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SERVICE AUTHORITY FOR FREEWAY EMERGENCIES
CONSOLIDATED TRANSPORTATION SERVICE AGENCY
CONGESTION MANAGEMENT AGENCY**

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**MEETING MINUTES OF DECEMBER 4, 2020 VCTC COMMISSION MEETING
AT 9:00AM VIA ZOOM**

CALL TO ORDER:

Chair Bill-de la Peña called the regular meeting of the Ventura County Transportation Commission to order at 9:02 A.M. VIA-ZOOM.

ROLL CALL/MEMBERS PRESENT:

Claudia Bill-de la Peña, City of Thousand Oaks, Chair
Will Berg, City of Port Hueneme
Jenny Crosswhite, City of Santa Paula
Lynn Edmonds, City of Fillmore
Randy Haney, City of Ojai
Cheryl Heitmann, City of San Buenaventura
Brian Humphrey, Citizen Rep., Cities
Kelly Long, County of Ventura
Mike Judge, City of Simi Valley
Bryan MacDonald, City of Oxnard
Linda Parks, County of Ventura
Ken Simons, City of Moorpark
Tony Trembley, City of Camarillo
Jim White, Citizen Rep., County
John Zaragoza, County of Ventura
Gloria Roberts, Caltrans Interim Deputy Director District 7

ABSENT:

Steve Bennett, County of Ventura
Robert Huber- County of Ventura, Vice-Chair

PLEDGE OF ALLEGIANCE was led by Chair Bill-de la Peña.

PUBLIC COMMENTS FOR THOSE ITEMS NOT LISTED ON THIS AGENDA: There were none.

5. CALTRANS REPORT- Executive Director Kettle introduced new CALTRANS District 7 Director and new VCTC Commissioner Tony Tavares. Commissioner Tavares gave the update report regarding Caltrans projects, the report was distributed via-email to the Commissioners.

6. COMMISSIONERS/EXECUTIVE DIRECTOR REPORT-

Executive Director Kettle welcomed new Commissioner Chris Enegren representing the City of Moorpar. Mr. Kettle thanked Commissioners Simmons, Commissioner Berg, Commissioner Heitman, Commissioner Zaragoza and Commission Bennett for their years of service to the VCTC Commission.

Chair Bill-de la Peña thanked the Commissioners as well for their service to the VCTC Commission and wished them well on their new endeavors.

7. ADDITIONS/REVISIONS- Item 8G_Comprehensive Annual Financial Report (CAFR) was removed from the consent agenda and postponed to the Commission meeting of January 8, 2021.

8. CONSENT CALENDAR- Commissioner Long made a motion to approve items 8A thru 8F and 8H thru 8J on the Consent Calendar as recommended. The motion was seconded by **Commissioner Zaragoza** and passed unanimously.

8A. APPROVE SUMMARY MEETING MINUTES FROM NOVEMBER 6, 2020 VCTC MEETING

- Approve the summary minutes from the NOVEMBER 6, 2020 Commission meeting.

8B. MONTHLY BUDGET REPORT

- Receive and file the monthly budget report for the month OCTOBER 2020.

8C. ALLOCATION OF TRANSPORTATION DEVELOPMENT ACT(TDA) FISCAL YEAR FY 2020-2021 ARTICLE 3 FUNDS FOR BICYCLCLE PATH MAINTENANCE

- Approve the allocation of Fiscal Year 2020/2021 Transportation Development Act (TDA) Article 3 Bike Path Maintenance Funds totaling \$ 125,307 as shown in the attached Table 3.

8D. SECTION 5310 FUNDED VAN PURCHASE FOR PATHPOINT FOR VENTURA COUNTY

- Approve agreement with PathPoint Ventura County to provide a van using \$46,210.49 of Federal Transit Administration (FTA) Section 5310 funds with match provided by PathPoint.
- Authorize Executive Director to place an order with A-Z Bus Sales to purchase on behalf of PathPoint a Ford Transit 350 lift-equipped vehicle through the California Association for Coordinated Transportation (CalACT) purchasing schedule, at a total cost of \$57,763.11, contingent upon the receipt of \$11,552.62 in match from PathPoint.

8E. INSURANCE RENEWAL

- Accept the insurance proposal from the Special Districts Risk Management (SDRMA) (Attachment 1) and enter into an agreement for insurance coverage from December 31, 2020 through July 1, 2021 at a cost of approximately \$184,200.
- Commit to reviewing insurance with SDRMA for a minimum of three years.
- Adopt a Resolution #2020-06 approving the form and authorizing the execution of the SDRMA's Sixth Amended Joint Powers Agreement (Attachment 2)
- Join the California Special Districts Association for a cost of approximately \$7,800.
- Amend the VCTC budget to increase the insurance line item by \$31,000 for a total of \$324,000 and increase the membership and dues line item by \$7,800 for a total of \$13,800.

8F. FISCAL YEAR (FY) 2021/2022 TRANSPORTATION DEVELOPMENT ACT (TDA) UNMET TRANSIT NEEDS SCHEDULE, PROCEDURES AND DEFINITIONS OF "UNMET TRANSIT NEEDS "AND "REASONABLE TO MEET"

- Review and Approve Unmet Transit Needs Schedule and Definitions.

8H. AMENDMENT TO MOORPARK PROPOSITION 1B TRANSIT CAPITAL PROGRAM AGREEMENT

- Approve amendment to the agreement with the City of Moorpark regarding Proposition 1B Transit Capital funding.

8I. MEMORANDUM OF UNDERSTANDING WITH SOUTHERN CALIFORNIA REGIONAL RAIL AUTHORITY FOR SIMI VALLEY DOUBLE TRACK AND STATION IMPROVEMENT PROJECT

- Approve the Memorandum of Understanding (MOU) between VCTC and the Southern California Regional Rail Authority (SCRRA) for the development of the Simi Valley Double Track and Station Improvement Project.

8J. FREEWAY SERVICE PATROL DEPLOYMENT UPDATE

- Receive and File

9. MOBILE TICKETING AND ADVANCED FARE COLLECTION SYSTEM

- Award the contract for Request for Proposals #20-710 for Mobile Ticketing and Advanced Fare Collection System to Delerrok Inc, a wholly owned Cubic Transportation Systems Inc. (dba cubic/Delorrok); and approve the Agreement with Cubic Transportation Systems Inc. in an amount not to exceed \$1,860,000; and,
- Approve Amendment to the Regional Transit Technology budget task by: increasing FTA Revenues by \$940,076, and adding the new revenues line-item, Other Revenues- Smartcard/Token, in the amount of \$209,924 increasing total budget task revenues by \$1,150,000; and by increasing the Professional Services expenditure line-item by an equal amount of \$1,150,000.

Commissioner Humphrey made a motion to approve item 9 as recommended. The motion was seconded by **Commissioner Long** and passed unanimously.

10. FEDERAL TRANSIT ADMINISTRATION SECTION 5310 SENIOR AND DISABLED AND SECTION 5307 JOBS ACCESS/REVERSE COMMUTE CALL FOR PROJECTS- PROJECT SELECTION

- Open public hearing and receive testimony on FY 2020/21 Transit Program of Projects (POP)
- Approve programming \$1,344,616 in Federal Transit Administration (FTA) Section 5310 Large Urbanized Area funds (Seniors and Disabled) and \$719,856 in FTA Section 5307 Jobs Access/Reverse Commute (JARC) funds for a total of \$2,064,472 for projects listed in Attachment A.
- Adopt the final Program of Projects (POP) approving the projects to receive FTA funds in FY 2020/21 listed in Attachment B.

Commissioner Long made a motion to approve item 10 as recommended. The motion was seconded by **Commissioner Zaragoza** and passed unanimously.

11. TRANSPORTATION EMERGENCY PREPAREDNESS PLAN FINAL

- Approve the Transportation Emergency Preparedness Plan

Commissioner Humphrey made a motion to approve item 11 as recommended. The motion was seconded by **Commissioner White** and passed unanimously.

12. US 101 COMMUNITIES CONNECTED MULTIMODAL CORRIDOR STUDY FINAL DRAFT

- Adopt US 101 Communities Connected (US-101 Multimodal Corridor Study)

Commissioner Long made a motion to approve item 12 as recommended. The motion was seconded by **Commissioner Judge** and passed unanimously.

13. TRANSIT OUTREACH AND COMMUNITY OUTREACH PROGRAM CONSULTANT SERVICES AGREEMENT

- Approve a three-and-one half year consultant services agreement with Celtis Ventures, Inc. for the VCTC Transit Outreach and Community Outreach Program at an annual cost not to exceed \$318,000 for the first half-year of the agreement and not to exceed \$550,000 annually for Fiscal Year 2021/2022: \$525,000 for Fiscal Year 2022/2023; and \$550,000 for Fiscal Year 2023/2024

Commissioner MacDonald made a motion to approve item 13 as recommended. The motion was seconded by **Commissioner Judge** and passed unanimously.

14. VCTC GENERAL COUNSEL'S REPORT- None.

15. AGENCY REPORTS-

Commissioner Parks reports:

- Economic Summit coming up
- Thanked all leaving Commissioners and welcomed Commissioner Enegren and Tavares to the VCTC Commission.

Commissioner Zaragoza reports:

- Commended Chair Bill-de la Peña for doing a good job as Chair for VCTC.
- Wished everyone a safe and happy holiday.

14. Adjourn- The meeting was adjourned to 9:00 AM January 8, 2021.



Item #8B

January 8, 2021

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: MONTHLY BUDGET REPORT

RECOMMENDATION:

- Receive and file the monthly budget report for November 2020

DISCUSSION:

The monthly budget report is presented in a comprehensive, agency-wide format on a modified accrual basis. The reports include a combined Balance Sheet, a Statement of Revenues, Expenditures and Changes in Fund Balance detailed by fund and an Investment Report by institution. There are eight funds presented consisting of the General Fund, the Local Transportation Fund (LTF), the State Transit Assistance (STA) fund, the State of Good Repair (SGR) fund, the Service Authority for Freeway Emergencies (SAFE) fund, the Santa Paula Branch Line (SPBL) fund, the VCTC Intercity fund and the Valley Express fund. The Statement of Revenues, Expenditures and Changes in Fund Balance also includes the annual budgeted numbers that are updated as the Commission approves budget amendments or administrative budget amendments are approved by the Executive Director. Staff monitors the revenues and expenditures of the Commission on an on-going basis.

The November 30, 2020 budget report indicates that the revenues were approximately 24.67% of the adopted budget while expenditures were approximately 17.67% of the adopted budget. The revenues and expenditures are as expected at this time. Although the percentage of the budget year completed is shown, be advised that neither the revenues nor the expenditures occur on an even percentage or monthly basis. Furthermore, revenues are often billed and reimbursed in arrears.

Some revenues are received at the beginning of the year while other revenues are received after grants are approved. In many instances, the Ventura County Transportation Commission (VCTC) incurs expenditures and then submits for reimbursement from federal, state, and local agencies which may also cause a slight lag in reporting revenues. Furthermore, the STA, SGR, LTF and 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 and SGR 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 and SGR receipts are often not received until October or November and the July LTF receipts are not received until September. The Department of Motor Vehicle 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 callbox equipment and office furniture and equipment. Capital assets and depreciation are adjusted annually at the end of the fiscal year.

The Commission's deferred outflows, deferred inflows and pension liability are presented on the Balance Sheet. These accounts represent the accrual information for pension accruals with the implementation of the Government Accounting Standards Board (GASB) Statement 68 (pensions) and Statement 75 (other postemployment benefits). This information is based on actuarial information that is provided once a year. The deferred outflows, deferred inflows and pension liability are adjusted annually at the end of the fiscal year.

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

**VENTURA COUNTY TRANSPORTATION COMMISSION
BALANCE SHEET
AS OF NOVEMBER 30, 2020**

Assets and Deferred Outflows	
Cash and Investments	\$ 40,409,807
Receivables/Due from other funds	4,129,200
Prepays and Deposits	117,562
Capital Assets, undepreciated	25,971,001
Capital Assets, depreciated, net	35,191,932
Deferred Outflows	879,100
Total Assets and Deferred Outflows	<u><u>\$ 106,698,602</u></u>

LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE

Liabilities and Deferred Inflows:	
Accrued Expenses and Due to Other	\$ 1,972,132
Deferred Revenue	4,066,694
Deposits	67,059
Accrued Vacation	183,710
Pension Liability	2,143,432
OPEB Liability	352,734
Deferred Inflows	291,147
Total Liabilities and Deferred Inflows:	<u><u>\$ 9,076,908</u></u>
Net Position:	
Invested in Capital Assets	\$ 60,892,975
Fund Balance	36,728,719
Total Net Position	<u><u>\$ 97,621,694</u></u>

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE FIVE MONTHS ENDED NOVEMBER 30, 2020**

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	SGR Actual	SPBL Actual	VCTC Intercity Actual	Valley Express Actual	Fund Totals	Budgeted Actual	Variance Actual	% Year
Revenues												
Federal Revenues	\$ 3,859,712	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	2,251,440	\$ 524,153	\$ 6,635,305	\$ 36,975,130	(30,339,825)	17.95
State Revenues	400,420	9,594,161	1,797,102	213,576	462,882	0	278,283	0	12,746,424	43,455,245	(30,708,821)	29.33
Local Revenues	70,266	0	0	0	0	278,996	411,450	100,000	860,712	1,978,096	(1,117,384)	43.51
Other Revenues	324	0	0	0	0	0	102,098	0	102,422	105,888	(3,466)	96.73
Interest	6,191	14,961	24,761	11,158	9,530	54	212	629	67,496	235,000	(167,504)	28.72
Total Revenues	4,336,913	9,609,122	1,821,863	224,734	472,412	279,050	3,043,483	624,782	20,412,359	82,749,359	(62,337,000)	24.67
Expenditures												
Administration												
Personnel Expenditures	1,169,970	0	0	0	0	0	73,531	9,181	1,252,682	3,648,200	(2,395,518)	34.34
Legal Services	6,137	0	0	0	0	0	0	0	6,137	40,000	(33,863)	15.34
Professional Services	64,594	0	0	0	0	0	0	0	64,594	139,500	(74,906)	46.30
Office Leases	53,601	0	0	0	0	0	0	0	53,601	134,800	(81,199)	39.76
Office Expenditures	102,347	0	0	0	0	0	40,354	5,039	147,740	440,200	(292,460)	33.56
Total Administration	1,396,649	0	0	0	0	0	113,885	14,220	1,524,754	4,402,700	(2,877,946)	34.63
Programs and Projects												
Transit and Transportation Program												
Regional Transit Technology	50,306	0	0	0	0	0	0	0	50,306	2,278,477	(2,228,171)	2.21
Senior-Disabled Transportation	125,342	0	0	0	0	0	0	0	125,342	393,100	(267,758)	31.89
VCTC Intercity Bus Services	0	0	0	0	0	0	2,419,772	0	2,419,772	11,663,790	(9,244,018)	20.75
Valley Express Bus Services	0	0	0	0	0	0	0	509,937	509,937	1,906,800	(1,396,863)	26.74
Transit Grant Administration	2,083,080	0	0	0	0	0	0	0	2,083,080	14,323,900	(12,240,820)	14.54
Total Transit and Transportation	2,258,728	0	0	0	0	0	2,419,772	509,937	5,188,437	30,566,067	(25,377,630)	16.97
Highway Program												
Motorist Aid Services	0	0	0	151,967	0	0	0	0	151,967	1,424,500	(1,272,533)	10.67
Highway Program Management	918,570	0	0	0	0	0	0	0	918,570	9,639,030	(8,720,460)	9.53
Total Highway	918,570	0	0	151,967	0	0	0	0	1,070,537	11,063,530	(9,992,993)	9.68

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE FIVE MONTHS ENDED NOVEMBER 30, 2020**

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	SGR Actual	SPBL Actual	VCTC Intercity Actual	Valley Express Actual	Fund Totals	Budgeted Actual	Variance Actual	% Year
Rail Program												
Metrolink and Commuter Rail	2,073,906	0	0	0	0	0	0	0	2,073,906	13,214,916	(11,141,010)	15.69
LOSSAN and Coastal Rail	2,535	0	0	0	0	0	0	0	2,535	12,300	(9,765)	20.61
Santa Paula Branch Line	0	0	0	0	0	234,193	0	0	234,193	945,443	(711,250)	24.77
Total Rail	2,076,441	0	0	0	0	234,193	0	0	2,310,634	14,172,659	(11,862,025)	16.30
Commuter Assistance Program												
Reg Transit Information Center	588	0	0	0	0	0	0	0	588	43,800	(43,212)	1.34
Rideshare Programs	96,242	0	0	0	0	0	0	0	96,242	356,654	(260,412)	26.98
Total Commuter Assistance	96,830	0	0	0	0	0	0	0	96,830	400,454	(303,624)	24.18
Planning and Programming												
TDA Administration	0	4,689,949	88,576	0	14,585	0	0	0	4,793,110	24,118,886	(19,325,776)	19.87
Transportation Programming	369	0	0	0	0	0	0	0	369	21,300	(20,931)	1.73
Regional Transportation Planning	39,256	0	0	0	0	0	0	0	39,256	763,600	(724,344)	5.14
Airport Land Use Commission	0	0	0	0	0	0	0	0	0	18,500	(18,500)	0.00
Regional Transit Planning	52,403	0	0	0	0	0	0	0	52,403	1,787,764	(1,735,361)	2.93
Total Planning and Programming	92,028	4,689,949	88,576	0	14,585	0	0	0	4,885,138	26,710,050	(21,824,912)	18.29
General Government												
Community Outreach	65,300	0	0	0	0	0	0	0	65,300	253,500	(188,200)	25.76
State and Federal Relations	47,185	0	0	0	0	0	0	0	47,185	114,200	(67,015)	41.32
Management and Administration	424,290	0	0	0	0	0	0	0	424,290	669,241	(244,951)	63.40
Total General Government	536,775	0	0	0	0	0	0	0	536,775	1,036,941	(500,166)	51.77
Total Expenditures	7,376,021	4,689,949	88,576	151,967	14,585	234,193	2,533,657	524,157	15,613,105	88,352,401	(72,739,296)	17.67

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE FIVE MONTHS ENDED NOVEMBER 30, 2020**

	General	LTF	STA	SAFE	SGR	SPBL	VCCTC	Valley	Fund	Budgeted	Variance	% Year
	Fund Actual	Actual	Actual	Actual	Actual	Actual Intercity Actual	Express Actual	Totals	Actual	Actual	Actual	
Revenues over (under) expenditures	(3,039,108)	4,919,173	1,733,287	72,767	457,827	44,857	509,826	100,625	4,799,254	(5,603,042)	10,402,296	(85.65)
Other Financing Sources												
Transfers Into GF From LTF	2,537,814	0	0	0	0	0	0	0	2,537,814	5,054,303	(2,516,489)	50.21
Transfers Into GF From STA	1,160,297	0	0	0	0	0	0	0	1,160,297	8,726,550	(7,566,253)	13.30
Transfers Into GF From SAFE	25,735	0	0	0	0	0	0	0	25,735	49,100	(23,365)	52.41
Transfers Into GF From SPBL	53,690	0	0	0	0	0	0	0	53,690	127,300	(73,610)	42.18
Transfers Into SPBL From LTF	0	0	0	0	0	52,988	0	0	52,988	127,300	(74,312)	41.62
Transfers Into SPBL From STA	0	0	0	0	0	0	0	0	0	606,443	(606,443)	0.00
Transfers Into VI From STA	0	0	0	0	0	0	1,000,000	0	1,000,000	1,795,158	(795,158)	55.71
Transfers Out of LTF Into GF	0	(2,537,814)	0	0	0	0	0	0	(2,537,814)	(5,054,303)	2,516,489	50.21
Transfers Out of LTF Into SPBL	0	(52,988)	0	0	0	0	0	0	(52,988)	(127,300)	74,312	41.62
Transfers Out of STA Into GF	0	0	(1,160,297)	0	0	0	0	0	(1,160,297)	(3,415,666)	2,255,369	33.97
Transfers Out of STA Into SPBL	0	0	0	0	0	0	0	0	0	(606,443)	606,443	0.00
Transfers Out of STA Into VI	0	0	(1,000,000)	0	0	0	0	0	(1,000,000)	(1,795,158)	795,158	55.71
Transfers Out of SAFE Into GF	0	0	0	(25,735)	0	0	0	0	(25,735)	(49,100)	23,365	52.41
Transfers Out of SPBL Into GF	0	0	0	0	0	(53,690)	0	0	(53,690)	(127,300)	73,610	42.18
Transfers Out of SGR into GF	0	0	0	0	0	0	0	0	0	(4,872,148)	4,872,148	0.00
Total Other Financing Sources	3,777,536	(2,590,802)	(2,160,297)	(25,735)	0	(702)	1,000,000	0	0	438,736	(438,736)	0.00
Net Change in Fund Balances	738,428	2,328,371	(427,010)	47,032	457,827	44,155	1,509,826	100,625	4,799,254	(5,164,306)	9,963,560	(92.93)
Beginning Fund Balance w/o capital assets	2,598,747	9,649,449	13,224,224	4,625,197	3,898,381	25,370	19	0	34,021,387	33,572,663	448,724	101.34
Long-term Pension/OPEB/Vacation Adjustment*	(1,925,453)	0	0	0	0	0	(166,469)	0	(2,091,922)	0	(2,091,922)	0.00
Ending Fund Balance	\$ 1,411,722	\$ 11,977,820	\$ 12,797,214	\$ 4,672,229	\$ 4,356,208	\$ 69,525	\$ 1,343,376	\$ 100,625	\$ 36,728,719	\$ 28,408,357	\$ 8,320,362	129.29

*Government Accounting Standards Board (GASB) Statements 68 and GASB 75 require full accrual of pension and OPEB liabilities, deferred inflows and deferred outflows on financial statements. These calculations are updated annually.

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
INVESTMENT REPORT
AS OF NOVEMBER 30, 2020**

As stated in the Commission’s investment policy, the Commission’s investment objectives are safety, liquidity, return on investment, prudence, diversification, 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 comply with the Commission’s investment policy and bond documents, as applicable.

Institution	Investment Type	Maturity Date	Interest to Date	Rate	Balance
Wells Fargo	Government Checking	N/A	\$ 0.00	EAC only	\$ 737,913.68
LAIF	State Pool	N/A	8,099.05	0.84%	7,339,280.68
County of Ventura	Treasury Pool	N/A	59,395.36	1.01%	32,221,913.45
Total			\$67,494.41		\$40,299,107.81

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 pooled checking account is not earning interest, instead earns “earnings credits” against fees because of the low interest rate environment. Cash balances will vary depending on reimbursements and disbursements. The first \$250,000 of the combined balance is federally insured and the remaining balance is collateralized by Wells Fargo bank.

The Commission’s LTF, STA, SGR and a portion of the SAFE funds received from the State 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 above are not adjusted for fair market value.

The Commission’s funds not needed for immediate use are invested in the California Local Agency Investment Fund (LAIF). Interest is apportioned quarterly, in arrears, based on the average daily balance. The investment earnings are generally deposited into the account the month following the quarter end. A small portion of interest earned in the LAIF account is for unearned revenues and the interest is not recognized until the corresponding expenses are recognized.

Amounts shown above are not adjusted for fair market value. Wells Fargo Bank, County of Ventura and LAIF statements are the source for provided information.



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Item #8C

January 8, 2021

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: SALLY DEGEORGE, FINANCE DIRECTOR
SUBJECT: COMPREHENSIVE ANNUAL FINANCIAL REPORT

RECOMMENDATION:

- Approve the audited Comprehensive Annual Financial Report (CAFR) for Fiscal Year 2019/2020.

BACKGROUND:

State law requires that the Ventura County Transportation Commission (Commission) publish within six months of the close of each fiscal year a complete set of financial statements presented in conformity with generally accepted accounting principles (GAAP) and audited in accordance with generally accepted auditing standards by independent certified public accountants. Pursuant to that requirement, staff hereby issues the Comprehensive Annual Financial Report (CAFR) of the Ventura County Transportation commission for fiscal year ended June 30, 2020.

DISCUSSION:

The Commission's auditors, Eide Bailly, LLP, have completed the Fiscal Year 2019/2020 audit and associated reports. Eide Bailly, LLP has issued reports stating that in their opinion, the Ventura County Transportation commission's financial statements are presented fairly in all material respects, the financial position of the governmental activities, the business-type activities and each major fund, and the aggregate remaining fund information of the Commission as of June 30, 2020, and the respective changes in the financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America. The independent auditor reports begin on page 3 of the CAFR.

The Commission maintains six governmental funds and two business-type funds. Information is presented separately for the governmental funds comprised of the General Fund, Local Transportation Fund (LTF), State Transit Assistance (STA) Fund, the Service Authority for Freeway Emergencies (SAFE) Fund, State of Good Repair (SGR) Fund and the Santa Paula Branch Line (SPBL) Fund. Information is presented separately for the two business-type funds comprised of the VCTC Intercity and Valley Express funds.

The Commission adopted annual budgets for all funds. Budgetary comparison schedules to demonstrate compliance with these budgets are provided on page 87-90 and 102-106 of the CAFR as required supplementary information.

The Letter of Transmittal at the beginning of the CAFR is an introduction to the financial statements. The Management's Discussion and Analysis Report (MD&A) begins on page 7 and provides a narrative overview and analysis of the Commission's financial activities for the fiscal year. The statistical section can be found at the end of the CAFR beginning on page 109.

At June 30, 2020, the Commission's General Fund balance was \$2,598,747, of which \$138,504 was nonspendable for prepaids and \$1,913,578 was restricted for rail and transit. The remaining \$546,665 was unassigned with \$183,709 set aside for compensated absences and \$362,956 available for Commission projects and/or operations in future years.

The remaining balances for the other governmental funds were: \$9,649,449 for the LTF Fund; \$13,224,224 for the STA Fund; \$4,625,197 for the SAFE Fund, \$3,898,381 for the SGR Fund and \$25,370 for the SPBL fund with the total governmental fund balance for Fiscal Year 2019/2020 being \$34,021,368 which was approximately \$2.6 million lower than the previous year largely due to decreased LTF and STA revenues. The net position for the business-type activities was \$12,905,036 for VCTC Intercity (largely capital assets) and \$0 for Valley Express. The increase to the VCTC Intercity fund was due to the purchase of additional buses.

The audited Comprehensive Annual Financial Statement (CAFR) which includes the independent auditor report, the Auditor's Communication with Those Charged with Governance report (AU-C 260), and the Single Audit which includes the Report on Internal Control over Financial Reporting and on Compliance and Other Matters (GAGAS) are separate attachments to the agenda. These reports are available upon request or on the Commission's website, www.goventura.org, as agenda attachments.

An auditor from Eide Bailly, LLP will be present at the meeting to answer any questions the Commission may have.



Item #8D

January 8, 2021

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: CLAIRE GRASTY, PROGRAM MANAGER
**SUBJECT: VENTURA COUNTY COORDINATED PUBLIC TRANSIT-HUMAN SERVICES
TRANSPORTATION PLAN REVISION, REQUEST FOR PROPOSALS**

RECOMMENDATION:

- Approve and issue the attached RFP for updating the Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan)

BACKGROUND:

The Ventura County Transportation Commission (VCTC) holds statutory responsibility for planning and coordinating transportation and public transit services throughout Ventura County.

Although Congress passed the Fixing Surface Transportation Act (FAST Act) in November 2015, the Federal Transit Administration (FTA) has not issued any directive to transit operators of any regulatory changes to its grant programs. Therefore, until such a directive is issued to transit operators, the Moving Ahead for Progress in the 21st Century Act (MAP-21) still governs recipients of FTA assistance under Sections 5310 (Elderly and Disabled capital funds), 5307 (JARC activities for low-income passengers and to provide reverse-direction commute services) of the law. As such, VCTC is responsible for updating the Coordinated Plan every five years.

To receive funds, potential grantees must comply with all federal coordinated planning requirements. MAP-21 stipulates that projects selected for funding under these programs must be derived from a locally coordinated, public transit-human services transportation plan.

The Ventura County Transportation Commission (VCTC) is the Regional Transportation Planning Agency (RTPA) for Ventura County. As such, VCTC is the designated recipient for the funding programs mentioned above. VCTC also performs a role in the State approval process for Section 5310 grants.

DISCUSSION:

VCTC has been designated by FTA and by the California Department of Transportation (Caltrans) as the agency responsible for developing the local Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan) for Ventura County. The Coordinated Plan is utilized to determine the

transportation needs for individuals with disabilities, older adults, and people with low incomes in the community and as a tool to evaluate applications for Section 5310, and 5307 JARC activities.

FTA requirements call for the Coordinated Plan to include the following elements:

- An assessment of available services that identifies current transportation providers (public, private, and non-profit);
- An assessment of transportation needs for individuals with disabilities, older adults, and people with low incomes;
- Strategies, activities and/or projects to address the identified gaps between current services and needs, as well as opportunities to improve efficiencies in service delivery; and
- Priorities for implementation based on resources (from multiple program sources), time, and feasibility for implementing specific strategies and/or activities identified.

The attached draft scope of work proposes an approach to completing the Coordinated Plan by reviewing the current service and its gaps, progress since the last Plan was completed and by conducting extensive outreach with stakeholders and the public. The Coordinated Plan will propose prioritized strategies for meeting goals and removing existing gaps in service that present barriers for older adults, people with disabilities and low-income persons. The inclusion of these strategies will position them for future funding, particularly for 5310 calls for projects.

A copy of the most recent Coordinated Plan from 2017 is available on the VCTC website:

https://www.goventura.org/wp-content/uploads/2018/03/VCTC-Coord-Plan-Final_032917_0.pdf



Item #9

January 8, 2021

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: AMANDA FAGAN, DIRECTOR OF PLANNING & POLICY
SUBJECT: SATICOY ACTIVE TRANSPORTATION PLAN

RECOMMENDATION:

- Receive and file a presentation on the draft Saticoy Active Transportation Plan

BACKGROUND:

As part of the Southern California Association of Governments (SCAG) Disadvantaged Communities Active Transportation Planning Initiative, the County of Ventura led an effort to develop an Active Transportation Plan for the Saticoy area, with participation from VCTC staff. The Plan is of particular interest to VCTC given the Commission's ownership of the Santa Paula Branch Line and Saticoy Station property. The Draft Plan will be considered for adoption by the County of Ventura Planning Commission and Board of Supervisors in Spring 2021.

DISCUSSION:

The Saticoy Active Transportation Plan (Plan) establishes a long-term vision for improving walking and biking in Saticoy. The Plan is a critical tool to guide County staff and the development community in building a balanced transportation system that encourages biking and walking. The ultimate goal is to shift more automobile trips to walking and biking trips as a part of daily life.

The vision for the Plan is, "Saticoy will be a walking-and biking-friendly community that provides safe, comfortable, convenient and healthy mobility for people of all ages and abilities." The Plan's vision, goals, and network recommendations were guided by an Equity Framework which prioritizes equity and the needs of vulnerable residents. Equity, in this planning process, means that community members who have historically been left out of transportation investments and decisions will be prioritized, engaged, and included. The community was engaged through multiple avenues including Community Advisory Committee (CAC), in-person and virtual community meetings, art installation, walk audit and Project website. These opportunities provided valuable input and feedback used to refine all elements of the Plan.

While Saticoy is small in size, the Plan includes a number of bicycle and pedestrian recommendations, including shared-use trails, bike lanes, routes, sidewalks, crossing improvements, and other elements aimed at supporting safe walking and bicycling throughout the community of Saticoy and providing

connection to parks, recreational open spaces, businesses, places of interest, and will provide connectivity to adjacent cities and regional systems. The Plan includes funding strategies and a phasing schedule for the development of the active transportation network. Once the Plan is adopted, the County can utilize the Plan to seek funding and grant opportunities, such as the California Active Transportation Program fund.

The Plan recommends a Shared-Use Path (Class I) for the SPBL, consistent with the SPBL Recreational Trail Master Plan, and includes related safety, crossing, and connectivity improvements for Wells Road (S.R. 118). The Plan and SCAG Disadvantaged Communities Active Transportation Planning Initiative Facility Design Guidelines also present infrastructure improvements and strategies to encourage safe and efficient active transportation throughout Ventura County.

RECOMMENDATION:

Staff recommends that the Commission receive and file a presentation from the consultant team that prepared the Plan, Alta Planning, regarding the Saticoy Active Transportation Plan.



Item #10

January 4, 2021

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: AMANDA FAGAN, DIRECTOR OF PLANNING AND POLICY
SUBJECT: COMPREHENSIVE TRANSPORTATION PLAN UPDATE REQUEST FOR PROPOSALS

RECOMMENDATION:

- Approve release of the Request for Proposals (RFP) for consultant support services to update the Comprehensive Transportation Plan (CTP) for Ventura County.

BACKGROUND:

In October 2019, the Commission approved submittal of a Grant application to the Caltrans Sustainable Transportation Planning Grant Program and authorized the use of up to \$51,615 in Local Transportation Funds (LTF) for local match should a grant be awarded to VCTC. Caltrans announced a grant award to VCTC on June 18, 2020. In September 2020, VCTC authorized the Executive Director to execute a contract with Caltrans to accept the grant award to update the Comprehensive Transportation Plan (CTP). On November 25, 2020, Caltrans notified VCTC to proceed with the grant award and scope of work.

The Sustainable Transportation Planning Grant of \$398,385, combined with the local cash match of \$51,615, provides \$450,000 for VCTC to update CTP, which was originally adopted in 2013. The Fiscal Year 2020/2021 Regional Transportation Planning program budget includes both grant and LTF funds.

The CTP update will be developed as a long-range policy document, built from community-based, local priorities and community-expressed need to enhance regional connections. The Plan is aimed at ensuring mobility and enhancing the quality of life for all Ventura County residents. The CTP will examine key regional issues, such as equity and access, reducing GHG emissions, enhancing climate-resilient transportation networks, improving mobility across all modes of transportation, and exploring various funding strategies and options from the federal, state, regional, and local levels. The CTP Update is intended to provide a framework for future community-based planning and collaboration and will inform Ventura County's long-range transportation decisions. VCTC plans to incorporate an update to the Congestion Management Program (CMP) in conjunction with the CTP Update. The CMP was last updated in 2009.

The CTP update will address these issues through robust community engagement and will incorporate existing land use, transportation, and housing plans to identify current community transit and transportation priorities. In light of the COVID-19 pandemic, public outreach is expected to incorporate best practices in

online and other alternative community engagement tools to supplement in-person workshops and public meetings, if and when public health guidelines permit gatherings.

DISCUSSION:

The RFP aligns closely with the final narrative and scope of work approved by Caltrans through the Sustainable Transportation Planning Grant Program, with only minor refinements to remove VCTC-led tasks and to add specific reference to issues of improved equity and access to transportation infrastructure and services.

The RFP includes the following schedule:

Item	Date / Time
Request for Proposals Released	January 8, 2021
Pre-Proposal Meeting (Virtual)	January 22, 2021 at 10:00AM
Question Submission Period Ends	January 27, 2021
Questions Answered	January 29, 2021
Deadline for Proposal Submission	February 5, 2021 at 4:00PM
Proposal Review and Evaluation	February 8-12, 2021
Oral Interviews	February 15, 2021
Contract Negotiations	February 22-26, 2021
Approximate Contract Award and Notice to Proceed	March 5, 2021

Proposals will be due to VCTC by February 5, 2021 no later than 4:00PM, with a projected contract award at the March 5, 2021 Commission meeting. The somewhat abbreviated proposal period and RFP schedule are needed to provide as much time as possible (24 months) for the CTP Update to be completed within the grant period, which ends on February 28, 2023. Caltrans will not approve award extensions.



Item #11

January 8, 2021

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: DARRIN PESCHKA, PROGRAM MANAGER, GOVERNMENT AND COMMUNITY RELATIONS
SUBJECT: 2021-2022 LEGISLATIVE PROGRAM

RECOMMENDATION:

Adopt the 2021-2022 Legislative Program (Attached)

BACKGROUND:

Every two years, coinciding with the United States Congressional session and California State Legislative session, the commission adopts a Legislative Program, for both state and federal legislation. The Legislative Program sets forth in general terms the Commission's overall priorities, to provide legislators, their staffs and the public with a sense of what the Commission feels are the important transportation issues requiring attention. The adopted Legislative Program also gives staff its basic direction for legislative involvement, so that it can react quickly as developments occur. As the year progresses, staff will return to the Commission to request positions on specific legislative proposals, including bills that are introduced.

DISCUSSION:

With regard to state issues, the emphasis will be on protecting existing revenues. In addition, in 2020 the Legislature passed and the governor signed legislation that offered public transit some regulatory relief from the adverse impacts of the coronavirus pandemic. Some of that relief is temporary, and a proposed item of focus is extension of that relief as public transit recovers from the effects of the pandemic.

On the federal level, the proposed program will support a long-term, fully funded transportation authorization.

Delaney Hunter, VCTC's state lobbyist, will be present at the meeting to discuss the proposed state program.

VENTURA COUNTY TRANSPORTATION COMMISSION 2021 / 2022 LEGISLATIVE PROGRAM

STATE LEGISLATIVE PROGRAM

A. TRANSPORTATION FUNDING

- Monitor ongoing spending of state transportation revenues and oppose any proposals to reduce overall resources for transportation inclusive of transit bus, commuter and intercity rail, freeways and highways, freight movement, local streets and roads, bicycle, and pedestrian.
- Support the continued ability of regions to set priorities as set forth in SB 45, and oppose any efforts to lessen regional agencies' jurisdiction over the regional program within the State Transportation Improvement Program.

B. PUBLIC TRANSIT

- Work with statewide transit and regional agencies to advocate updating the Transportation Development Act transit performance requirements to reflect current realities.
- Support the continuation of regulatory relief provided in 2020 in response to the impact of the coronavirus pandemic on public transit.
- Support incentives to encourage transit-oriented development projects.
- Monitor and evaluate plans and progress of high-speed rail and its funding, particularly regarding connectivity projects.
- Monitor the state's implementation of the zero-emission bus rule to ensure the mandate is not enforced until the technical feasibility conditions in the regulation are achieved, particularly with regard to over-the-road motor coaches and cutaway vans.

C. PLANNING

- Support legislation to extend CEQA streamlining provisions to transportation projects that are consistent with the Sustainable Communities Strategy.

- Support increased use of cap-and-trade revenues for public transportation (including intercity rail), active transportation, and sustainable communities programs.
- Support Transportation Demand Management measures to reduce auto trips, including facilitation of technology, such as real-time carpooling.
- Monitor and support efforts to advance racial justice and transportation equity.

FEDERAL LEGISLATIVE PROGRAM

- Work with Caltrans, SCAG and other appropriate parties to support long-term, stable and sufficient federal funding for transportation, possibly as part of the federal authorization scheduled in 2021.
- Support federal transportation budget appropriations continuing at a minimum at the levels authorized in the Fixing America's Surface Transportation (FAST) Act. Monitor and support efforts to secure regulatory and fiscal relief in response to the impact of the coronavirus pandemic on public transit.
- Support continuation of federal programs and funding that recognize the unique transportation or environmental challenges facing Ventura County.



Item #12

January 8, 2021

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: MARTIN R. ERICKSON, DIRECTOR OF PUBLIC TRANSIT
SUBJECT: TRANSIT RESPONSE TO THE COVID-19 PANDEMIC

RECOMMENDATION:

- Receive a presentation on the Response of Public Transit in Ventura County to the COVID-19 pandemic

BACKGROUND:

COVID-19 has created an unparalleled worldwide impact on public transit operations, finances, and ridership. Nationally, transit operations in our largest metropolitan areas are facing significant challenges to keeping their systems functioning, despite the unprecedented federal operating assistance through the Coronavirus Aid, Relief, and Economic Security (CARES) Act funding. In a medium-sized transit community like Ventura County, transit has also been significantly affected. All of Ventura County's nine transit operators experienced significant drops in ridership when the pandemic began in March, ranging from 60% to 85%. Now, some ten months later, ridership has recovered slightly but is nowhere close to the pre-pandemic levels. The drop in rail ridership (on Metrolink and Amtrak) has been even more acute and sustained.

DISCUSSION:

Ventura County's transit response to the pandemic has centered on the safety of the transit customer and employees. VCTC took steps to ensure operators and passengers wore masks and every effort was taken to ensure as safe a transit trip as possible for those who needed to make the "essential" trip. At the outset of the pandemic in March 2020, VCTC assumed a coordinating role in the pandemic response. Serving on the Emergency Operations (EOC) Transportation seat, VCTC has played a coordinating role in the recent fires and other emergency events. Our actions are also guided by the recently adopted Ventura County Transportation Emergency Preparedness Plan (TEPP).

In March VCTC initiated daily COVID-19 operations calls with all the transit operators which lasted throughout the month, and then became weekly calls (which are still on-going) since April. Looking back on the last ten months, these operations calls have played an important role keeping each operator informed on the pandemic development and facilitating the implementation of consistent mask policies, barrier installation, and the collective decision to suspend fare payment to reduce "touch points" and allow rear door boarding on most buses, and on VCTC buses, boardings which occurred once the driver exited the bus first. VCTC made a decision early on to provide masks to passengers who did not have one, even

before the State mask mandate. While there is no way of knowing for certain, it seems these collective actions helped minimize the spread of the virus among the transit operations staff to very low levels. As of this writing, only nine staff members from VCTC's contract operators RATP Dev and MV have tested positive. A confirmation of the efficacy of these policies and procedures to reduce transmission of the virus was confirmed through VCTC's inclusion in the American Public Transportation Association (APTA) Health and Safety Commitments Program Seal which recognized a series of activities to reduce the transmission of the virus in public transit. VCTC was one of the first agencies to participate in the program and utilize the four core categories of responsibilities from APTA which are:

- Following public health guidelines from official sources
- Protecting each other by requiring face coverings and other protection
- Keeping passengers informed and empowered to choose the safest times and routes to ride
- Putting health first by requiring riders and employees to avoid public transit if they have been exposed to COVID-19 or feel ill

From a financial perspective, the transit challenges are still significant in Ventura County, but the outlook has improved since March. There are two main sources of local transit funding: funding derived from the state sales tax generated in Ventura County (Local Transportation Fund, LTF), and from a formula share of the state sales tax on diesel fuel (State Transit Assistance, STA). Estimates in March pointed to a precipitous drop of up to 30% in sales tax revenue, and a drop in the estimated revenues from the tax on diesel fuel. More recent estimates indicate that the sales tax drop is within the 10% range, and revenue from the sales tax on diesel fuel is only estimated to be down slightly from prior year revenue. While this is still of concern, it is a generally positive piece of news coming out of the pandemic and points to underlying resilience in the economy.

In light of the foreseeable continuation for remote work at major employers and virtual attendance at colleges and universities, VCTC Intercity and Valley Express services projected fare revenues were preemptively adjusted for Fiscal Year 2020/2021 to be approximately one third and one half, respectively, of what farebox revenues would be in a "normal year" given the decline in ridership. VCTC also reduced VCTC Intercity service levels approximately 25% (after initially reducing service upwards of 35%), which has helped to contain costs while still providing services for essential trips and essential workers. Valley Express services were adjusted, including the suspension of school year "tripper routes". Critically, both services received additional funding through the CARES Act. VCTC Intercity has budgeted approximately \$4.2M in CARES Act revenues, and the Valley Express has approximately \$1.8M in CARES Act revenues.

At this time, VCTC Intercity is approximately 25% under budget. With current service levels, VCTC Intercity is trending to end the year 25-30% under budget. Similarly, the Valley Express bus service is trending below budget, with an approximate year-end savings of 15-20%. While, VCTC Intercity will utilize a mix of CARES Act, FTA 5307/5339 and STA, the Valley Express is primarily funded with CARES Act revenues, local revenues, and a small portion of FTA 5307. Fortunately, because of the CARES Act revenues and reduction in service costs, neither transit service is at risk of budgetary shortfalls due to the current or continued suspension of fare collection. Moreover, the following budget year (2021/2022) will likely benefit from funds originally programmed for Fiscal Year 2020/2021.

Even before the pandemic, transit in southern California was facing significant challenges with overall declining ridership and increasing costs. A 2018 Southern California Association of Governments (SCAG) transportation study prepared by UCLA's Institute of Transportation Studies linked the significant growth in personal automobile ownership, facilitated by low-cost automobile financing, as a major reason why people were driving instead of taking the bus. To illustrate the point, the study noted that the from 1990 – 2000 the population of the six county Southern California Association of Governments (SCAG) region (which includes Ventura county) increased by 1.8M people, and 456,000 household vehicles (or roughly a 4-1 ratio of people to cars; however, from 2000 – 2015 the population grew by 2.3M people and 2.1M household vehicles (a nearly one to one ratio of people to cars).The study also indicated that Transportation Network

Companies (TNC's) such as Uber and Lyft also accounted for a smaller part of the shift. An equally concerning development for all of transit is the over-arching question of when transit riders will return to transit, and in what numbers they will return? There are significant impacts on overall mobility stemming from the pandemic ranging from the increase in tele-working (especially in certain industries) and its attendant impact on transit commuter travel, and also the effect that job losses have on transit riders.

The pandemic has also underscored systemic race and equity issues nationwide, and also for public transit which has historically served under-represented communities and communities of color. The initial infusion of CARES funding was critical in helping our transit operators weather the impacts of the pandemic. VCTC has broad discretion in determining how future federal funding is allocated. VCTC staff will continue to identify and advise the Commission on equity and access issues related to future federal public transit funding.

Moving forward VCTC and the County's transit operators will continue to focus on transit passenger and employee safety. VCTC will also continue its state advocacy toward making permanent the elimination of the financial penalty provisions of the state farebox recovery requirement for transit operators (currently in place for two years). The Commission is also undertaking a significant regional transit study, authorized by the Commission in September, the Transit Integration and Efficiency Study, which will build on previous efforts to make recommendations on how the delivery and quality of public transit can be improved in our region.



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