



**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***

IN-PERSON

THE CITY OF CAMARILLO LIBRARY

4101 LAS POSAS ROAD

CAMARILLO, CA 93010

FRIDAY, JUNE 7, 2024

9:00 A.M.

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 Commission at (805) 642-1591 ext. 101 or via email at ribarra@goventura.org. Notification of at least 48 hours prior to meeting time will assist staff in assuring those 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 – *Each individual speaker is limited to speaking to three (3) continuous minutes. 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 Commission. 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 the 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 updates and status reports on current projects.*
 6. **COMMISSIONER REPORTS** - *This item provides the opportunity for the commissioners to report on attended meetings/conferences and any other items related to Commission activities.*
 7. **EXECUTIVE DIRECTOR REPORT**- *This item provides the opportunity for 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 two-thirds vote of the Commission. If there are less than two-thirds 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. [APPROVE MINUTES OF MAY 10, 2024, MEETING- PG.7](#)
Recommended Action:
- *Approve the summary minutes of May 10, 2024.*
- Responsible Staff: Roxanna Ibarra**
- 9B. [MONTHLY BUDGET REPORT-PG.13](#)
Recommended Action:
- *Receive and file the monthly budget report for April 2024.*
- Responsible Staff: Sally DeGeorge**
- 9C. [RESOLUTION NO. 2024-06 TO CLAIM FISCAL YEAR 2024/2025 TRANSPORTATION DEVELOPMENT ACT LOCAL TRANSPORTATION FUNDS, STATE TRANSIT ASSISTANCE FUNDS AND STATE OF GOOD REPAIR FUNDS –PG.21](#)
Recommended Action:
- *Approve Resolution No. 2024-06 authorizing VCTC's claims for Fiscal Year 2024/2025 Transportation Development Act Local Transportation Funds, State Transit Assistance funds and State of Good Repair funds for transit, planning, and administration.*
- Responsible Staff: Sally DeGeorge**
- 9D. [AUTHORIZATION TO AMEND VALLEY EXPRESS BUDGET- PG.25](#)
Recommended Action:
- *Approve budget amendment for the FY23-24 Valley Express budget to increase revenues in the amount of \$250,000 in STA funds and \$150,000 in SB 125 TIRCP funds.*
 - *Increase Contract Services line item by \$250,000.*
 - *Approve a budget amendment to the State Transit Assistance budget to increase the STA transfer out to Valley Express by \$250,000, \$150,000 of which to only be used as contingency.*
- Responsible Staff: Matt Miller**
- 9E. [GUIDELINES AND SCHEDULE FOR 2024 COMBINED CALL-FOR-PROJECTS FOR FTA SECTION 5310 LARGE URBANIZED AREA \(SENIORS AND DISABLED\) FUNDS SECTION 5307 JOBS ACCESS/REVERSE COMMUTE \(JARC\) FUNDS, AND ACCESS FOR ALL \(AFA\) FUNDS- PG.27](#)
Recommended Action:
- *Approve the Guidelines and Schedule for the 2024 Combined Call-for-Projects for FTA Section 5310 Large Urbanized Area (Seniors and Disabled) funds, Section 5307 Jobs Access and*

Reverse Commute (JARC) funds, and the California Public Utilities Council (CPUC) Access-for-All (AFA) funds, and direct staff to release the Call-for-Projects.

Responsible Staff: Geiska Velasquez

9F. FISCAL YEAR (FY) 2023/2024 BUDGET AMENDMENT FOR TRANSIT GRANT ADMINISTRATION PROGRAM- PG.31

Recommended Action:

- *Amend the FY 2023/2024 Transit Grant Administration budget to increase revenues by \$52,000, with \$41,000 from Federal Transit Administration (FTA) Section 5307 funds and \$11,000 funded from Local Transportation Funds Transfers in fund balance (LTF) and increase expenses by \$18,600 for salaries, \$9,400 for fringe benefits, and \$24,000 for indirect costs.*

Responsible Staff: Peter De Haan

9G. FY 2023/2024 SECTION 5311 RURAL TRANSPORTATION GRANT APPLICATION AUTHORIZATION RESOLUTION - PG.33

Recommended Action:

- *Adopt attached Resolution 2024-08, authorizing the Executive Director to execute all required documents to receive FY 2023/24 Section 5311 Rural Transportation funds.*

Responsible Staff: Peter De Haan

9H. APPOINTMENTS TO SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC)- PG.37

Recommended Action:

- *Appoint the following potential representatives to the Social Services Transportation Advisory Council*
 - *Housing Authority of the City of San Buenaventura*
 - *ACTION Ventura County*
 - *Senior Concerns*
 - *HELP of Ojai*
 - *Interface/211*

Responsible Staff: Aubrey Smith and Claire Grasty

9I. CSUCI COOPERATIVE AGREEMENT – FISCAL YEAR 2024-2025 EXTENSION- PG.39

Recommended Action:

- *Approve Amendment No. 26 to the Cooperative Agreement between California State University Channel Islands (CSUCI) and VCTC for Fiscal Year 2024-2025 bus service to CSUCI.*

Responsible Staff: Claire Grasty

9J. TDA/LTF FINAL APPORTIONMENT FOR FISCAL YEAR 2024/2025- PG.41

Recommended Action:

- *Approve the Local Transportation Fund Final Apportionment for Fiscal Year 2024/2025, apportioning \$52.4 million as shown in Attachment A.*

Responsible Staff: Thao Le and Sally DeGeorge

9K. REVISED AGREEMENT WITH CALIFORNIA HIGHWAY PATROL FOR MOTORIST AID CALLBOX DISPATCH SERVICES- PG.47

Recommended Action:

- *Approve a revised Agreement with California Highway Patrol (CHP) for Answering and Dispatch Services for the Motorist Aid Emergency Roadside Assistance Callbox system in Ventura County.*

Responsible Staff: Amanda Fagan

9L. [CONTRACT AMENDMENT WITH RAILPROS, INC.- PG.49](#)

Recommended Action:

- Approve the Contract Amendment #2 with RailPros, Inc. in the amount of \$111,202 and authorize the Executive Director to execute the contract amendment.
- Authorize the Executive Director to negotiate and execute an agreement with the City of Oxnard for a combined Equivalent Facilitation Request Report (Level Boarding Report).

Responsible Staff: Aubrey Smith

9M. [INVESTMENT POLICY- PG.51](#)

Recommended Action:

- Adopt the Investment Policy as shown in Attachment 1.

Responsible Staff: Sally DeGeorge

9N. [VALLEY EXPRESS VEHICLE REPLACEMENTS- PG.53](#)

Recommended Action:

- Approve vehicle replacement choices for the Valley Express transit service and proceed with the order.

Responsible Staff: Matt Miller

DISCUSSION CALENDAR:

10. [FISCAL YEAR 2024/2025 PROPOSED BUDGET- PG.55](#)

Recommended Action:

- Conduct a Public Hearing to receive testimony on the Fiscal Year 2024/2025 Budget.
- Adopt the Fiscal year 2024/2025 Salary Schedule (Attachment 1 of this item and Appendix C in the Fiscal Year 2024/2025 Budget) effective July 1, 2024
- Adopt, by Resolution No. 2024-07, the proposed Fiscal Year 2024/2025 Budget.

Responsible Staff: Martin Erickson and Sally DeGeorge

11. [LEGISLATIVE UPDATE- PG.61](#)

Recommended Action:

- Receive and file.

Responsible Staff: Darrin Peschka

12. [OUTREACH PROGRAM UPDATE- PG.81](#)

Recommended Action:

- Receive and file.

Responsible Staff: Darrin Peschka

13. [SANTA PAULA BRANCH LINE UTILITY LICENSE AGREEMENT FOR BROADBAND INFRASTRUCTURE DEPLOYMENT- PG.83](#)

Recommended Action:

- Approve Utility License Agreement with the County of Ventura for deployment of approximately 32 miles of fiber optic cable and associated broadband infrastructure along the Santa Paula Branch Line right-of-way.
- Authorize the Executive Director to execute the Utility License Agreement upon acceptance of any final edits to the Agreement.

Responsible Staff: Amanda Fagan

14. [SANTA PAULA BRANCH LINE MONTHLY UPDATES FOR MAY 2024- PG.85](#)

Recommendation:

- Receive and file a report on Santa Paula Branch Line updates for the month of May 2024.

Responsible Staff: Amanda Fagan

15. GENERAL COUNSEL REPORTS-

16. AGENCY REPORTS:

Southern California Association of Governments (SCAG)

Primary: Commissioner Mike Judge

Southern California Regional Rail Authority (Metrolink-SCRRRA)

Primary: Commissioner Tony Trembley

Alternate: Commissioner Bob Engler

Los Angeles-San Diego-San Luis Obispo Rail Corridor Agency (LOSSAN) aka Amtrak Pacific Surfliner

Primary: Chair Bryan MacDonald

Alternate: Commissioner Jim White

Coastal Rail Coordinating Council-CRCC

Primary: Chair Bryan MacDonald

Alternate: Commissioner Jeff Gorell

California Association of Councils of Governments

Primary: Commissioner Mike Johnson

California Vanpool Authority (CalVans)

Primary: Commissioner Jim White

Alternate: Commissioner Mike Johnson

17. ADJOURN to 9:00 a.m. Friday, JULY 12, 2024, at the City of Camarillo Library, located at 4101 Las Posas Road. Camarillo, CA 93010.



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Item 9A

June 7, 2024

MEETING MINUTES OF MAY 10, 2024, REGULAR VCTC COMMISSION MEETING AT 9:00 A.M.

CALL TO ORDER:

Vice-Chair Judge called the regular meeting of the Ventura County Transportation Commission to order at 9:00 a.m. at the City of Camarillo Library, 4101 Las Posas Road, Camarillo, CA 93010.

PLEDGE OF ALLEGIANCE was led by Vice-Chair Judge.

ROLL CALL/MEMBERS PRESENT:

Mike Judge, City of Simi Valley
Carrie Broggie, City of Fillmore
Daniel Chavez, Citizen Rep. Cities
Jenny Crosswhite, City of Santa Paula
Chris Enegren, City of Moorpark
Bob Engler, City of Thousand Oaks
Suza Francina, City of Ojai
Jeff Gorell, County of Ventura
Mike Johnson, City of Ventura
Kelly Long, County of Ventura
Tony Trembley, City of Camarillo
Jim White, County Rep., Ventura County
Gloria Roberts, Director Caltrans District 7

ABSENT:

Matt LaVere, County of Ventura
Bryan MacDonald, City of Oxnard
Martha McQueen-Legohn, City of Port Hueneme
Janice Parvin, County of Ventura
Vianey Lopez, County of Ventura

4. PUBLIC COMMENTS – There were two public comments from Santa Paula residents. Mr. Aaron Dunkel gave comment regarding the State Route 150 shuttle bus providing service from Santa Paula to upper Ojai. Mr. Dunkel expressed his gratitude for the convenience and said he is hopeful the new construction on Highway 150 could be a bus route. Mr. Jon Daly also gave public comment about putting a shuttle over the top of the slide in the future and said he appreciated the bus service provided during the construction.

5. CALTRANS REPORT- Commissioner Gloria Roberts gave a verbal Caltrans report update for the month of May to the commission.

6. COMMISSIONER REPORTS –

Commissioner Long thanked Caltrans for going above and beyond their duty to make sure the community is getting around and stated the town hall meetings have been great. She also thanked Ventura County Public Works staff, who have also been working hard and diligently along Old Telegraph Road and ensuring safety is the number one priority. Commissioner Long also thanked VCTC for providing bus service in the Heritage Valley. Commissioner Johnson reported that Gold Coast Transit District was awarded Urban Transportation Agency of the year by CalACT. Commissioner White reported on the collaboration that is happening with the X-Games and announced the event will take place June 28th through June 30th.

7. EXECUTIVE DIRECTOR REPORT-

Executive Director Martin Erickson reported on the following items:

- VCTC is celebrating **Bike Month in May** through several activities and promotions. During Bike Month, drivers are encouraged to swap their cars for a bike to get to work, to run errands or just for recreation. VCTC is offering a chance to win a \$250 gift card for people who pledge to ride at goventura.org/pledge. In addition, on Bike to Work Day (May 17), all of the county's transit operators will offer free fares to riders who board with a bicycle.
- VCTC staff participated in **Earth Day events** in Thousand Oaks, Ventura, Fillmore and Moorpark in April and May. In the coming weeks, staff will participate in senior and wellness events in Santa Paula, Simi Valley and at the County of Ventura's Public Works Day event.
- Several VCTC Commissioners and the Executive Director attended the **Southern California Association of Governments (SCAG) Regional Conference and General Assembly** from May 2-3. Vice-Chair Judge was joined by commissioners Lopez, Crosswhite, Engler, and Broggie. This year's conference was focused on SCAG's recently adopted Connect SoCal 2024 Regional Transportation Plan/Sustainable Communities Strategy, which puts forth a vision for the region through 2050 that integrates land use and transportation to strengthen and protect our region's natural assets while anticipating long-term needs.
- VCTC has been working closely with organizers of the **California Strawberry Festival** to promote car-free options to attend the festival May 18-19 at the Ventura County Fairgrounds. VCTC and California Strawberry Festival websites have information about traveling to the festival by public transit, festival shuttles, train, biking and walking. Metrolink trains will serve the Ventura Downtown-Beach stop by the fairgrounds on festival weekend, while Amtrak Pacific Surfliner is offering a special "Kids Ride Free" promotion.
- Mr. Erickson introduced local RATPDev General Manager, Gloria Housley overseeing VCTC's Intercity program and her staff to the commission.

8. **ADDITIONS/REVISIONS** – There were none.

9. CONSENT CALENDAR –

Item 9E Legislative Update, item 9F Extension of Transit Outreach and Community Outreach Program Consultant Services and 9H Regional Transit Budget Amendment were pulled for further questions by Commissioner Johnson. Also pulled from the consent calendar for further discussion was item 9G Authorization to Finalize VCTC Intercity Bus Replacement by Commissioner Chavez.

General Counsel Steve Mattas stated that under state law VCTC is required to announce the terms of the contract under consent calendar item 9L Second Amendment to Executive Director Employment Agreement With Martin Erickson. The contract provides a 5% salary increase to the contract to Executive Director Martin Erickson which would take his annualized salary to \$253,916. It would also add a year to the contract which makes Mr. Erickson's contract effective through January 15, 2028.

Commissioner Long moved to approve consent calendar items 9A through 9L. The motion was seconded by Commissioner Trembley and passed unanimously.

Commissioner Chavez abstained from item 9A Meeting Minutes of April 5, 2024.
Commissioner Chavez voted no on item 9G Authorization to Finalize VCTC Intercity Bus Replacement.

9A. APPROVE MINUTES OF APRIL 5, 2024, MEETING

Recommendation:

- *Approve the summary minutes of April 5, 2024.*

9B. MONTHLY BUDGET REPORT

Recommendation:

- *Receive and file the monthly budget report for March 2024.*

9C. TRANSPORTATION DEVELOPMENT ACT (TDA) AUDITS FOR FISCAL YEAR 2022/2023-

Recommendation:

- *Receive and file the Transportation Development Act (TDA) Audits for Fiscal Year 2022/2023.*

9D. CLIMATE ADAPTATION PLANNING GRANT APPLICATION

Recommendation:

- *Authorize the Executive Director to apply to the Governor's Office of Planning and Research Climate Adaptation Planning Grant Program to develop a Ventura County Transportation network climate adaptation assessment and action plan.*

9E. LEGISLATIVE UPDATE

Recommendation:

- *Receive and file.*

9F. EXTENSION OF TRANSIT OUTREACH AND COMMUNITY OUTREACH PROGRAM CONSULTANT SERVICES AGREEMENT

Recommendation:

- *Authorize the executive director to exercise an extension of the agreement with Celtis Ventures, Inc. for transit outreach and community outreach services for a two-year period, with the cost not to exceed \$550,000 per year.*

9G. AUTHORIZATION TO FINALIZE VCTC INTERCITY BUS REPLACEMENTS

Recommendation:

- *Authorize the Executive Director to provide MCI with a notice to proceed and issue a purchase order for five (5) MCI D45 CRT LE over the road coaches for VCTC Intercity Service in the amount of \$5,488,324, including a 10% contingency.*
- *Authorize the Executive Director to enter into an agreement with a 3rd party bus inspection vendor in the amount not to exceed \$75,000.*

9H. REGIONAL TRANSIT PLANNING BUDGET AMENDMENT-

Recommendation:

- *Amend the FY 2023-2024 VCTC Regional Transit Planning budget by increasing the Low Carbon Transit Operations Program (LCTOP) revenues by \$430,000 and SB 125 revenues by \$657,000.*
- *Increase the College Ride expense line item by \$230,000, the Youth Ride Free expense line item by \$827,000 and Free Fare Days by \$30,000.*

9I. CONTRACT AWARD OF COUNTYWIDE ON-DEMAND SCHEDULING SYSTEM-PG.

Recommendation:

- *Recommend approval of award of five-year contract for a Countywide On-Demand Scheduling system to RideCo, Inc for a not to exceed amount of \$1,109,618.76.*
- *Authorize the Executive Director to negotiate all remaining terms of the contract for the Countywide On-Demand Scheduling system in a form and substance approved by VCTC legal counsel.*

9J. PURCHASE OF COUNTYWIDE REPLACEMENT FAREBOXES

Recommendation:

- *Approve purchase of new fareboxes and supporting equipment from Genfare in not to exceed amount of \$5,000,000.*

9K. METROLINK BUDGET AMENDMENT

Recommendation:

- *Amend the FY 2023-2024 VCTC Metrolink budget by adding \$714,000 in Transit and Intercity Rail Capital Program (TIRCP) revenues and increasing the Station Rehabilitation expense line item by \$579,000, legal line item by \$113,000, staff wages line item by \$8,000, fringe line item by \$3,800 and indirect line item by \$10,200.*

9L. SECOND AMENDMENT TO EXECUTIVE DIRECTOR EMPLOYMENT AGREEMENT WITH MARTIN ERICKSON-

Recommendation:

- *It is recommended that the Ventura County Transportation Commission ("Commission") adopt a resolution approving the Second Amendment to the Employment Agreement (Second Amended Agreement") between the Commission and Martin Erickson to serve as Executive Director of VCTC and its related agencies and authorizing Chairperson LaVere to execute the Second Amended Agreement.*

DISCUSSION CALENDAR:

10. UNMET TRANSIT NEEDS-

Recommendation:

- *Review and Approve the Fiscal Year 2024/2025 Unmet Transit Needs Findings and determination that there are no Unmet Transit Needs that are reasonable to meet.*
- *Adopt Resolution No. 2024-05*

Dolores Lopez gave a PowerPoint presentation on item 10 Unmet Transit Needs.

Commissioner Chavez moved to approve item 10 Unmet Transit Needs (UTN) Findings. The motion was seconded by Commissioner Johnson and passed unanimously.

11. 2024 TITLE VI PROGRAM UPDATE-

Recommendation:

- *Approve VCTC's 2024 Title VI Program Update*

Aubrey Smith gave a PowerPoint presentation on item 11 2024 Title VI Program Update.

Commissioner Trembley moved to approve item 11 Title VI Program Update. The motion was seconded by Commissioner Engler and passed unanimously.

12. INCIDENT RESPONDER GRANT PROGRAM ROUND 3 ALLOCATIONS-

Recommendation:

- *Approve an amendment to the Motorist Aid Program Budget for Fiscal Year 2023/2024 to increase expenditures in the Incident Responder Grant Program line item by \$355,852 and a corresponding \$355,852 increase in the SAFE Fund Revenues line item.*
- *Approve recommended allocations for the Incident Responder Grant Program Round 3 awards.*

Andrew Kent gave a PowerPoint presentation on item 12 Incident Responder Grant Program Round 3 Allocations.

Commissioner Trembley moved to approve item 12 Incident Responder Grant Program Round 3 Allocations. The

motion was seconded by Commissioner Chavez and passed unanimously.

13. INVITATION FOR BIDS TO REPAIR THE SESPE CREEK OVERFLOW BRIDGE ON THE SANTA PAULA BRANCH LINE-

Recommendation:

- *Authorize the Executive Director to finalize and execute Amendment No. 2 to the Agreement with RailPros, Inc. for Design and Environmental Permitting Support Services to Reconstruct a Portion of the Sespe Creek Overflow Railroad Bridge in an amount not to exceed \$1,306,952 on a time and materials basis beginning February 9, 2024.*
- *Approve an Amendment to the Santa Paula Branch Line Program Budget as follows: Increase expenditures by \$1,351,952 in the Consultant Services category, increase expenditures by \$32,000 in the Salaries category, \$11,000 in the Benefits category and \$37,000 in the Indirect Costs category, increase expenditures in the Legal Services category by \$30,000, increase the Non-Rail Maintenance Category by \$360,000, increase revenues by \$1,821,952 in the State Transit Assistance (STA) category, increase the STA transfer-in by \$1,821,952, and increase the STA transfer-out to the SPBL Fund by a corresponding \$1,821,952 and increase the transfer-out of the SPBL Fund and into the General Fund by \$80,000.*

Amanda gave a PowerPoint presentation on item 13 Invitation For Bids To Repair The Sespe Creek Overflow Bridge on the Santa Paula Branch Line.

Commissioner Chavez moved to approve item 13 Invitation For Bids To Repair The Sespe Creek Overflow Bridge On the Santa Paula Branch Line. The motion was seconded by Commissioner White and passed unanimously.

14. SANTA PAULA BRANCH LINE MONTHLY UPDATES FOR APRIL 2024-

Recommendation:

- *Receive and file a report on Santa Paula Branch Line updates for the month of April 2024.*

Amanda Fagan gave a PowerPoint presentation and update to the commission on the Santa Paula Branch Line Monthly Updates for April 2024.

15. GENERAL COUNSEL REPORTS- None.

16. AGENCY REPORTS:

Southern California Association of Governments (SCAG)

Primary: Commissioner Mike Judge

Commissioner Judge reported he attended SCAG's Annual Regional Conference along with other commissioners and staff. He stated the conference had great breakout session topics such as the gas tax and getting people back on to transit. They also had election of new officers and approved the budget for 2025. He stated the REAP 2.0 is currently on hold.

Southern California Regional Rail Authority (Metrolink-SCRRRA)

Primary: Commissioner Tony Trembley

Alternate: Commissioner Bob Engler

Commissioner Trembley stated Metrolink had its board meeting on April 26 in which the Metrolink board approved the request to transmit the FY 25 budget to all the county transportation commissions. The proposed total operating revenues for FY25 are \$68,000,000 and the expenditures totals are \$332,000,000 which means the rest of the money comes from VCTC and the rest of the transportation commissions which brings the operating budget support total to 264,000,000. He stated VCTC's share is in excess of \$30,000,000. Commissioner Trembley commended Sally DeGeorge and finance staff relative to the work in capitol policy that is in process at Metrolink.

Los Angeles-San Diego-San Luis Obispo Rail Corridor Agency (LOSSAN) aka Amtrak Pacific Surfliner

Primary: Chair Bryan MacDonald

Alternate: Commissioner Jim White

Commissioner White announced the next LOSSAN meeting would be held at Gold Coast Transit District on May 20th.

Coastal Rail Coordinating Council-CRCC

Primary: Chair Bryan MacDonald

Alternate: Commissioner Jeff Gorell

None.

California Association of Councils of Governments

Primary: Commissioner Mike Johnson

None.

California Vanpool Authority (CalVans)

Primary: Commissioner Jim White

Alternate: Commissioner Mike Johnson

Commissioner Johnson stated CalVans elected a new chair. He also reported CalVans is excited about a potential opportunity for a way to do some mobile charging in the county.

17. ADJOURN to 9:00 a.m. Friday, June 7, 2024, at the City of Camarillo Library, located at 4101 Las Posas Road. Camarillo, CA 93010.



Item 9B

June 7, 2024

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: MONTHLY BUDGET REPORT

RECOMMENDATION:

- Receive and file the monthly budget report for April 2024.

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 April 30, 2024, budget report indicates that the revenues were approximately 59.58% of the adopted budget while expenditures were approximately 54.85% 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 accrued lease and subscription-based IT arrangement (SBITA) liability and associated interest are presented on the Balance Sheet. These accounts represent the accrual information for leases that qualify with the implementation of the Government Accounting Standards Board (GASB) Statement 87 and 96. This information is based on an amortization schedule and is adjusted annually at the end of the fiscal year. Currently the only lease that qualifies is the office lease and the only SBITA that qualifies is for the pass card readers.

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 APRIL 30, 2024**

Assets and Deferred Outflows	
Cash and Investments	\$ 59,335,859
Receivables/Due from other funds	6,966,474
Prepays and Deposits	229,809
Capital Assets, undepreciated	26,016,497
Capital Assets, depreciated, net	27,564,463
Deferred Outflows	3,434,600
Total Assets and Deferred Outflows	<u>\$ 123,547,702</u>

LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE

Liabilities and Deferred Inflows:	
Accrued Expenses and Due to Other	\$ 2,757,903
Deferred Revenue	3,330,223
Deposits	67,059
Accrued Vacation	198,682
Accrued Lease-SBITA liability and interest	640,240
Deferred Inflows	678,807
Pension Liability	1,893,688
OPEB Liability	264,630
Total Liabilities and Deferred Inflows:	<u>\$ 9,831,232</u>

Net Position:	
Invested in Capital Assets	\$ 53,580,960
Fund Balance	60,135,510
Total Net Position	<u>\$ 113,716,470</u>

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE TEN MONTHS ENDED APRIL 30, 2024**

	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	\$ 5,696,953	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 3,188,523	\$ 1,005,468	\$ 9,890,944	\$ 24,778,599	(14,887,655)	39.92
State Revenues	2,523,379	31,549,124	8,179,857	1,232,557	1,181,880	0	0	0	44,666,797	70,665,702	(25,998,905)	63.21
Local Revenues	62,003	0	0	0	0	386,324	1,600,394	1,371,199	3,419,920	4,214,538	(794,618)	81.15
Other Revenues	1,974	0	0	0	0	0	138,293	15,098	155,365	0	155,365	0.00
Interest	227,803	390,829	749,979	125,649	229,791	9,971	24,828	13,156	1,772,006	890,000	882,006	199.10
Total Revenues	8,512,112	31,939,953	8,929,836	1,358,206	1,411,671	396,295	4,952,038	2,404,921	59,905,032	100,548,839	(40,643,807)	59.58
Expenditures												
Administration												
Personnel Expenditures	2,876,313	0	0	0	0	0	134,742	47,026	3,058,081	4,196,752	(1,138,671)	72.87
Legal Services	13,371	0	0	0	0	0	0	0	13,371	44,000	(30,629)	30.39
Professional Services	124,641	0	0	0	0	0	0	0	124,641	209,000	(84,359)	59.64
Office Leases	177,710	0	0	0	0	0	0	0	177,710	216,000	(38,290)	82.27
Office Expenditures	572,473	0	0	0	0	0	115,757	40,400	728,630	1,139,563	(410,933)	63.94
Total Administration	3,764,508	0	0	0	0	0	250,499	87,426	4,102,433	5,805,315	(1,702,882)	70.67
Programs and Projects												
Transit and Transportation Program												
Regional Transit Technology	416,380	0	0	0	0	0	0	0	416,380	1,615,000	(1,198,620)	25.78
SD-Accessible Mobility Service	279,754	0	0	0	0	0	0	0	279,754	404,200	(124,446)	69.21
VCTC Intercity Bus Services	0	0	0	0	0	0	7,034,065	0	7,034,065	14,575,200	(7,541,135)	48.26
Valley Express Bus Services	0	0	0	0	0	0	0	1,913,936	1,913,936	2,571,200	(657,264)	74.44
Transit Grant Administration	3,194,867	0	0	0	0	0	0	0	3,194,867	10,327,510	(7,132,643)	30.94
Total Transit and Transportation	3,891,001	0	0	0	0	0	7,034,065	1,913,936	12,839,002	29,493,110	(16,654,108)	43.53
Highway Program												
Motorist Aid Services	0	0	0	1,099,069	0	0	0	0	1,099,069	2,836,024	(1,736,955)	38.75
Highway Program Management	362,956	0	0	0	0	0	0	0	362,956	5,125,989	(4,763,033)	7.08
Total Highway	362,956	0	0	1,099,069	0	0	0	0	1,462,025	7,962,013	(6,499,988)	18.36

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE TEN MONTHS ENDED APRIL 30, 2024**

	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	11,911,900	0	0	0	0	0	0	0	11,911,900	24,519,414	(12,607,514)	48.58
LOSSAN and Coastal Rail	7,563	0	0	0	0	0	0	0	7,563	10,500	(2,937)	72.03
Santa Paula Branch Line	0	0	0	0	0	715,234	0	0	715,234	4,024,346	(3,309,112)	17.77
Total Rail	11,919,463	0	0	0	0	715,234	0	0	12,634,697	28,554,260	(15,919,563)	44.25
Commuter Assistance Program												
Reg Transit Information Center	24,210	0	0	0	0	0	0	0	24,210	40,500	(16,290)	59.78
Rideshare Programs	169,101	0	0	0	0	0	0	0	169,101	346,000	(176,899)	48.87
Total Commuter Assistance	193,311	0	0	0	0	0	0	0	193,311	386,500	(193,189)	50.02
Planning and Programming												
TDA Administration	110,377	32,957,172	298,464	0	36,263	0	0	0	33,402,276	43,378,004	(9,975,728)	77.00
Transportation Programming	24,101	0	0	0	0	0	0	0	24,101	63,900	(39,799)	37.72
Regional Transportation Planning	250,934	0	0	0	0	0	0	0	250,934	1,132,430	(881,496)	22.16
Airport Land Use Commission	3,538	0	0	0	0	0	0	0	3,538	28,000	(24,462)	12.64
Regional Transit Planning	1,601,666	0	0	0	0	0	0	0	1,601,666	4,533,571	(2,931,905)	35.33
Total Planning and Programming	1,990,616	32,957,172	298,464	0	36,263	0	0	0	35,282,515	49,135,905	(13,853,390)	71.81
General Government												
Community Outreach	135,365	0	0	0	0	0	0	0	135,365	210,000	(74,635)	64.46
State and Federal Relations	84,229	0	0	0	0	0	0	0	84,229	128,400	(44,171)	65.60
Management and Administration	130,114	0	0	0	0	0	0	0	130,114	220,000	(89,886)	59.14
Total General Government	349,708	0	0	0	0	0	0	0	349,708	558,400	(208,692)	62.63
Total Expenditures	22,471,563	32,957,172	298,464	1,099,069	36,263	715,234	7,284,564	2,001,362	66,863,691	121,895,503	(55,031,812)	54.85

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE TEN MONTHS ENDED APRIL 30, 2024**

	General	LTF	STA	SAFE	SGR	SPBL	VCTC	Valley	Fund	Budgeted	Variance	% Year
	Fund Actual	Actual	Actual	Actual	Actual	Actual	Intercity Actual	Express Actual	Totals	Actual	Actual	Actual
Revenues over (under) expenditures	(13,959,451)	(1,017,219)	8,631,372	259,137	1,375,408	(318,939)	(2,332,526)	403,559	(6,958,659)	(21,346,664)	14,388,005	32.60
Other Financing Sources												
Transfers Into GF From LTF	10,953,295	0	0	0	0	0	0	0	10,953,295	10,953,295	0	100.00
Transfers Into GF From STA	3,255,034	0	0	0	0	0	0	0	3,255,034	6,011,046	(2,756,012)	54.15
Transfers In GF From SGR	233,527	0	0	0	0	0	0	0	233,527	7,208,287	(6,974,760)	3.24
Transfers Into GF From SAFE	45,440	0	0	0	0	0	0	0	45,440	66,400	(20,960)	68.43
Transfers Into GF From SPBL	154,136	0	0	0	0	0	0	0	154,136	154,700	(564)	99.64
Transfers Into SPBL From LTF	0	0	0	0	0	103,100	0	0	103,100	103,100	0	100.00
Transfers Into SPBL From STA	0	0	0	0	0	766,270	0	0	766,270	2,013,946	(1,247,676)	38.05
Transfers Into VI From STA	0	0	0	0	0	0	2,600,000	0	2,600,000	5,440,578	(2,840,578)	47.79
Transfers Out of LTF Into GF	0	(10,953,295)	0	0	0	0	0	0	(10,953,295)	(10,953,295)	0	100.00
Transfers Out of LTF Into SPBL	0	(103,100)	0	0	0	0	0	0	(103,100)	(103,100)	0	100.00
Transfers Out of STA Into GF	0	0	(3,255,034)	0	0	0	0	0	(3,255,034)	(6,011,046)	2,756,012	54.15
Transfers Out of STA Into SPBL	0	0	(766,270)	0	0	0	0	0	(766,270)	(2,013,946)	1,247,676	38.05
Transfers Out of STA Into VI	0	0	(2,600,000)	0	0	0	0	0	(2,600,000)	(5,440,578)	2,840,578	47.79
Transfers Out of SAFE Into GF	0	0	0	(45,440)	0	0	0	0	(45,440)	(66,400)	20,960	68.43
Transfers Out of SPBL Into GF	0	0	0	0	0	(154,136)	0	0	(154,136)	(154,700)	564	99.64
Transfers Out of SGR Into GF	0	0	0	0	(233,527)	0	0	0	(233,527)	(7,208,287)	6,974,760	3.24
Total Other Financing Sources	14,641,432	(11,056,395)	(6,621,304)	(45,440)	(233,527)	715,234	2,600,000	0	0	0	0	0.00
Net Change in Fund Balances	681,981	(12,073,614)	2,010,068	213,697	1,141,881	396,295	267,474	403,559	(6,958,659)	(21,346,664)	14,388,005	32.60
Beginning Fund Balance w/o capital assets	5,102,381	21,691,716	28,843,611	4,401,099	7,273,900	25,367	(26,850)	0	67,311,224	33,572,663	33,738,561	200.49
Long-term Pension/OPEB/Vacation/Lease/SBITA Net Adjustment*	(216,383)	0	0	0	0	0	(472)	0	(217,055)	0	(217,055)	0.00
Ending Fund Balance	\$ 5,567,779	\$ 9,618,102	\$ 30,853,679	\$ 4,614,796	\$ 8,415,781	\$ 421,662	\$ 240,152	\$ 403,559	\$ 60,135,510	\$ 12,225,999	\$ 47,909,511	491.87

*Government Accounting Standards Board (GASB) Statements 68, GASB 75, GASB 87 and GASB 96 require full accrual of pension, OPEB, Lease, and Subscription-based IT agreements (SBITA) liabilities/interest, 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 APRIL 30, 2024**

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	\$ 9,513.66	EAC & 1.08%	\$ 1,126,356.42
LAIF	State Pool	N/A	278,161.77	4.3%	10,359,496.36
County of Ventura	Treasury Pool	N/A	1,484,330.72	4.4%	48,426,796.39
VCCF Bike Fund	Investment	N/A	Annually	annually	17,584.89
Total			\$1,772,006.15		\$59,930,234.06

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 now earning a combination of interest and earns “earnings credits” applied 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. The 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.

The amounts shown above are not adjusted for fair value. Wells Fargo Bank, County of Ventura and LAIF statements are the sources for provided information.

VCTC receives an annual disbursement from a permanent fund from the Ventura County Community Foundation (VCCF). The funds are invested in a money market account at VCCF and can only be used for bike purposes. Information is posted once a year at the yearend.



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Item 9C

June 7, 2024

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

**SUBJECT: RESOLUTION NO. 2024-06 TO CLAIM FISCAL YEAR 2024/2025
TRANSPORTATION DEVELOPMENT ACT LOCAL TRANSPORTATION
FUNDS, STATE TRANSIT ASSISTANCE FUNDS AND STATE OF GOOD REPAIR
FUNDS**

RECOMMENDATION:

- Approve Resolution No. 2024-06 authorizing VCTC's claims for Fiscal Year 2024/2025 Transportation Development Act Local Transportation Funds, State Transit Assistance funds and State of Good Repair funds for transit, planning, and administration.

DISCUSSION:

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

In accordance with State regulations, the attached resolution authorizes staff to claim LTF Article 3 for passenger rail services for Metrolink commuter rail operations; the LTF authorized amounts for planning, programming and administration, the STA and the SGR money for transit and rail purposes as detailed in the Commission's Fiscal Year 2024/2025 budget.

RESOLUTION NO. 2024-06
RESOLUTION AUTHORIZING THE FILING OF A CLAIM FOR ALLOCATION OF TRANSPORTATION DEVELOPMENT ACT LOCAL TRANSPORTATION FUNDS, STATE TRANSIT ASSISTANCE FUNDS AND STATE OF GOOD REPAIR FUNDS FOR FISCAL YEAR 2024/2025

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

WHEREAS pursuant to the provisions of the TDA as amended and pursuant to the applicable rules and regulations hereunder (California Code of Regulations, Title 21, Section 6600 et seq.) an authorizing resolution with its claim(s) with designated Transportation Planning Agency, the Ventura County Transportation Commission (VCTC); and,

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

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

Section 1. The Executive Director is authorized to execute and file the appropriate claims pursuant to applicable rules and regulations, together with all necessary supporting documents, with the Ventura County Transportation Commission for an allocation of LTF, STA, SGR funds in Fiscal Year 2024/2025.

Section 2. The authorized claims shall include LTF Article 3 funds and all necessary STA and SGR funds for Fiscal Year 2024/2025 expenditures for Metrolink commuter rail costs, other related local rail and transit costs and Santa Paula Branch Line expenditures.

Section 3. The authorized claims shall include the designated amounts for VCTC planning and administrative purposes.

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

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

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

PASSED AND ADOPTED on this 7th day of June 2024 by VCTC action.

Matt LaVere, Chair

ATTEST:

APPROVED TO FORM:

Roxanna Ibarra, Clerk of the Board

Steve Mattas, General Counsel



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Item 9D

June 7, 2024

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: MATT MILLER, PROGRAM MANAGER
SUBJECT: AUTHORIZATION TO AMEND VALLEY EXPRESS BUDGET

RECOMMENDATION:

- Approve budget amendment for the FY23-24 Valley Express budget to increase revenues in the amount of \$250,000 in STA funds and \$150,000 in SB 125 TIRCP funds.
- Increase Contract Services line item by \$250,000.
- Approve a budget amendment to the State Transit Assistance budget to increase the STA transfer out to Valley Express by \$250,000, \$150,000 of which to only be used as contingency.

BACKGROUND

In March, a landslide occurred north of Santa Paula blocking Highway 150 in both directions and prevented access on the road between the City of Santa Paula and communities and destinations to the north. VCTC quickly worked to establish a public shuttle service to connect the communities via a detour on the 101 freeway and Highway 33. Separately, the Cities of Santa Paula, Fillmore and the community Piru are utilizing public Dial-A-Ride services at a much higher rate compared to the previous three years and higher than projected during the budget process.

DISCUSSION

Highway 150 Shuttle

The mudflow and debris from the landslide have blocked Highway 150, resulting in a full road closure. Highway 150 is used by those commuting between Santa Paula and communities and destinations north of the City like Thomas Aquinas College. The detour that was established uses Highway 126, the 101 freeway and Highway 33 to travel around the mountains to reach Ojai, communities along Highway 150 and the College. A one-way trip takes approximately 1.5 hours where previously the trip took about 20 minutes. Due to the high demand and long travel time to make the trip, VCTC worked with the Ventura County Sheriff's Office of Emergency Services, Caltrans and VCTC's Valley Express operator to set up a free public shuttle for the community to use while the mudflow and debris is removed from the highway.

The current cost is about \$1,328 per day, and VCTC plans that the shuttle will be needed for 65 days (March 20th – June 30th) totaling \$86,320. VCTC recommends to also plan for about a 15% contingency

for unforeseen trips needed to supplement existing planned service, vehicle breakdowns, traffic and/or increased demand. The total request for this project is \$100,000.

Valley Express Bus Service

The Valley Express bus service is comprised of fixed-route bus service, Paratransit demand response, and general-purpose Dial-A-Ride. The fixed-route bus service is planned and budgeted for based on a fixed bus schedule that does not change day to day as demand waxes and wanes. Paratransit and general-purpose dial-a-ride is open to anyone with priority given to the ADA passengers for rides. Demand for these type services can change over time and can be difficult to budget for. In FY23-24, VCTC staff used ridership data from the previous two years to predict demand for dial-a-ride in FY23-24 and estimates a small change in demand. However, at the beginning of the fiscal year, demand jumped 12% in July versus the previous year and another 15% in August. This increase is due mainly to the contractor, MV Transportation, being fully staffed and therefore able to provide more requested trips. Since then, demand has tapered off a bit but the service is still running above budget and will need extra funds to complete the year. The new on-demand scheduling system should help increase productivity and therefore reducing the cost of trips. As demand for general-purpose DAR trips is above funding that is available, this will be a significant focus of the Short Range Transit Plan (SRTP) as it relates to the Valley Express.

The months of April, May and June often record the highest number of Paratransit and Dial-A-Ride trips of the year, as such VCTC expecting the additionally funding needed is about \$120,000-\$150,000 which is about 20% higher than originally budgeted.

VCTC expects the SB 125 funds in July. However, to mitigate the impact if the funds are delayed further, VCTC is requesting to amend in \$150,000 of STA funds to be used if the funds are received after FY23-24 is closed out or are ultimately not received. These funds are in addition to the funds needed for the Highway 150 Shuttle. These funds are to be used as contingency and will not be used if the SB 125 funds are received in time.

The Contract Services line item will increase by \$500,000 to support the Highway 150 Shuttle and the additional dial-a-ride service supported by SB 125 funds. The Contract Services line item will remain at \$500,000 despite the addition of the \$150,000 STA funds because only one of the fund types will be used (SB 125 funds or STA funds, with the STA funds used as contingency), creating a discrepancy between the revenues and expenses due to the uncertain situation.

If the STA funds must be used due to delay of receipt of the SB 125 funds, the STA funds that are used for the Valley Express budget will be swapped with funds needed for the VCTC Intercity bus purchase. This step is necessary as it is the end of the fiscal year and there will be no opportunities for amendments beyond this and the SB 125 funds cannot be relied upon to be used in FY23-24 due to the uncertainty.



Item 9E

DATE: June 7, 2024

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: GEISKA VELASQUEZ, PROGRAM ANALYST

SUBJECT: GUIDELINES AND SCHEDULE FOR THE FY2024 COMBINED CALL-FOR-PROJECTS FOR FTA SECTION 5310 LARGE URBANIZED AREA (SENIORS AND DISABLED) FUNDS, SECTION 5307 JOBS ACCESS AND REVERSE COMMUTE (JARC) FUNDS, AND ACCESS FOR ALL FUNDS

RECOMMENDATION:

- Approve the Guidelines and Schedule for the 2024 Combined Call-for-Projects for FTA Section 5310 Large Urbanized Area (Seniors and Disabled) funds, Section 5307 Jobs Access and Reverse Commute (JARC) funds, and the California Public Utilities Council (CPUC) Access-for-All (AFA) funds, and direct staff to release the Call-for-Projects.

BACKGROUND:

The Federal Transit Administration's (FTA) **Section 5310** Program is intended to enhance mobility for seniors and persons with disabilities by providing funds that support the special needs of seniors beyond traditional public transportation services and for those with disabilities beyond that required by the Americans with Disabilities Act (ADA).

The goal of the FTA Section **5307 JARC** program is to improve access to employment for eligible low-income individuals and to transport residents of urbanized areas and non-urbanized areas to suburban employment opportunities.

The purpose of the California Public Utilities Council's (CPUC) **Access-for-All** (AFA) program is to incentivize the expansion and availability of on-demand transportation service for individuals with disabilities whose needs cannot be met by conventional transit or paratransit services.

Both the FTA Section 5310 funds and 5307 JARC funds are the primary funding source to support projects and strategies identified in the Ventura County Transportation Commission's (VCTC) Coordinated Public Transit-Human Services Transportation Plan (updated in 2021). While the CPUC's program is not necessarily or traditionally related to the Coordinated Plan, the program does implement projects that coincide with the intent and philosophy of the Plan, specifically the high priority strategy to "continue procuring wheelchair-accessible vehicles" (pg. 51) and was therefore included in this call for projects due to compatible intent of each program.

DISCUSSION:

Funding Availability Estimates

VCTC serves as the Designated Recipient for Section 5310 and 5307 JARC funds which are apportioned directly to large-urbanized areas (UZAs) with populations of 200,000 or more. Two such UZAs exist in

Ventura County, Oxnard/Ventura, and Thousand Oaks/Moorpark. Section 5310 funds are apportioned based on number of disabled person per the Census, while 5307/JARC funds are apportioned based on low-income persons per the Census (both funds are now using the 2020 Census data). Apportionment funds are then allocated by VCTC for these programs on a competitive basis through a Call-for-Projects. (It should be noted that for projects in small urban areas of the County with populations more than 50,000 but less than 200,000, such as Camarillo and Simi Valley, and rural areas with populations less than 50,000, such as Santa Paula and Fillmore, Section 5310 funds are available through a separate Caltrans statewide application process).

Since 2018, Senate Bill (SB) 1376 requires the California Public Utilities Commission (CPUC) as part of its regulation of Transportation Network Companies (TNCs) (e.g. Uber/Lyft), establish a program to improve the accessibility of persons with disabilities to on-demand transportation services, resulting in the establishment of the TNC Access-for-All Program requiring a fee in the amount of \$0.10 for each TNC trip provided and remit such fees to the CPUC based on the County in which the trip originated. TNCs can request offsets of the fees collected should they elect to invest in improving their Wheelchair Accessible Vehicle (WAV) service. Remaining funds are set aside to distribute through Local Access Fund Administrators (LAFAs), such as VCTC, to qualified Access Providers that establish on-demand transportation programs or partnerships meeting the needs of persons with disabilities with enhanced WAV services.

Table 1 below provides the estimated breakdown of funds available for the two large-urbanized areas in Ventura County for Fiscal Years 2024/25 and 2025/26 combined. Section 5310 funds are divided into Traditional (55% of overall funds) and Expanded (45%) categories of projects. The program Guidelines (Attachment A) provide examples of eligible projects and activities for each identified category of funding.

Section 5310 also allows 10% of the UZA apportionment to be used for program administration and the CPUC AFA program identifies 15% for LAFA program administration. Both funds have been adjusted to subtract the administrative costs from the funds leaving the available funding identified in Table 1 below for the call-for-projects at this time.

Table 1: Estimated Available Funding for Section 5310, 5307/JARC and AFA Call for Projects for FY24/25 and FY25/26				
Area	FTA 5310 Traditional	FTA 5310 Expanded	FTA 5307 JARC	CPUC AFA
Oxnard/Ventura UZA	\$ 461,059	\$ 377,230	\$ 716,321	
Thousand Oaks/Moorpark UZA	\$ 287,801	\$ 235,474	\$ 178,051	
County-wide	-	-	-	173,311
Total Estimated Available	\$ 748,860	\$ 612,704	\$ 894,372	\$ 173,311

Project Selection Process and Subcommittee

If approved at this Commission meeting, the Call-for-Projects will be announced on June 7, 2024, with a public notice and email distribution to potentially interested and eligible parties. Applications would be due to VCTC by July 26, 2024.

Staff will screen all applications to make sure projects are: 1) eligible for funds, 2) consistent with the recommendations of the Ventura County Coordinated Public Transit-Human Services Transportation Plan, and 3) to ensure the recipient has the capability to deliver the project. Once projects are determined to be eligible for funding they will be scored, ranked, and prioritized for funding in accordance with the scoring criteria adopted in the Guidelines.

Schedule

The following schedule identified in Table 2 lists the milestones for the application and selection process. The Call-for-Projects announcement is expected on the same day that the Commission approves the Guidelines, anticipated on June 7, 2024.

Table 2: Section 5310 and JARC Call for Projects Schedule	
June 7, 2024	Call-for-Projects Released
July 26, 2024	Project Applications Deadline
September 11, 2024	TRANSCOM Recommendation
October 4, 2024	VCTC Approval
December 2024	FTIP Approval
March 2025	FTA Grant Approval

Guidelines for the 2024 Call-for-Projects

The proposed guidelines and project selection criteria for the 2024 Call-for-Projects are included with this item in Attachment A. The screening and selection criteria are based on the criteria utilized by Caltrans, as well as the Coordinated Public Transit-Human Services Transportation Plan criteria and strategies, and the CPUC Access-for-All program criteria.

The attached guidelines were approved by TRANSCOM at their May 8, 2024, meeting. Additionally, TRANSCOM appointed two members to assist VCTC staff in scoring and ranking the projects for funding, and, with the inclusion of the Access-for-All program in this call for projects, TRANSCOM also appointed the Ventura County Disability Access Manager, Dani Anderson, to the scoring subcommittee as well. Staff will return to the Commission in October 2024 with a list of projects recommended for approval.

Staff recommends approval the Guidelines (Attachment A) and above schedule for the 2024 Combined Call-for-Projects for FTA Section 5310 Large Urbanized Area (Seniors and Disabled) funds, Section 5307 Jobs Access and Reverse Commute (JARC) funds, and the California Public Utilities Council (CPUC) Access-for-All (AFA) funds, and direct staff to release the Call-for-Projects through public notice and email distribution.



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Item 9F

June 7, 2024

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: FISCAL YEAR (FY) 2023/2024 BUDGET AMENDMENT FOR TRANSIT GRANT ADMINISTRATION PROGRAM

RECOMMENDATION:

- Amend the FY 2023/2024 Transit Grant Administration budget to increase revenues by \$52,000, with \$41,000 from Federal Transit Administration (FTA) Section 5307 funds and \$11,000 funded from Local Transportation Funds Transfers in fund balance (LTF) and increase expenses by \$18,600 for salaries, \$9,400 for fringe benefits, and \$24,000 for indirect costs.

BACKGROUND:

VCTC's Programming Department salary and indirect costs are funded from three budget line items: Transportation Programming, Transit Grant Administration, and Highway Project Management and Monitoring. The majority of the Highway Projects salary costs are funded from the federal Surface Transportation Program (STP) funds provided by a grant for the US 101 Project Approval and Environmental Document phase which is being carried out by WSP under contract with VCTC. The grant includes STP funds for VCTC's staff expenses to manage this project. Work on the US 101 project has taken longer than originally scheduled, due to a lengthened alternative evaluation timeline, longer than anticipated work product review by Caltrans, and the time required for Caltrans and VCTC to resolve how to apply the new State policies regarding how to perform Vehicles Miles Traveled (VMT) analysis. As a result, the amount of staff time required to manage the project has been significantly less than was budgeted during the current fiscal year, resulting in less VCTC staff time than anticipated to be charged to the STP grant. The STP funding that is not used this year for the project will instead be carried over to the FY 2024/2025 budget.

Meanwhile, the Programming Department staff has needed a greater than anticipated amount of staff time for its other responsibilities including the preparation of grant applications, and the need to address new state and federal requirements including the administration of the transit funding within the new \$75 million US 101 Connected Communities Program grant through Senate Bill (SB) 1. As a result of these issues, the staff time being utilized for Transit Grant Administration has been significantly greater than budgeted, offsetting the reduction in Highway Project Management and Monitoring staff time. To accommodate this change, staff is proposing an FY 2023/2024 budget amendment for Commission approval.

DISCUSSION:

At this time staff recommends a budget amendment to provide a sufficient increase to the staff and indirect line items for Transit Grant Administration, to accommodate the increased salary costs being used by these programs during the current year. The following is the breakdown of the recommended budget increases:

Increase to Salary Expense:	\$18,600
Increase to Finge Expense:	9,400
Increase to Indirect Cost Allocation Expense:	<u>24,000</u>
TOTAL EXPENSE INCREASE	\$52,000
Increase to FTA Section 5307 Revenue:	\$41,000
Increase to LTF Revenue:	<u>11,000</u>
TOTAL REVENUE INCREASE	\$52,000

There is a sufficient reserve balance for both FTA Section 5307 and LTF to accommodate these increased FY 2024/2025 expenditures.



Item 9G

June 7, 2024

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
**SUBJECT: FY 2023/2024 SECTION 5311 RURAL TRANSPORTATION
GRANT APPLICATION AUTHORIZATION**

RECOMMENDATION:

- Adopt attached Resolution 2024-08, authorizing the Executive Director to execute all required documents to receive FY 2023/24 Section 5311 Rural Transportation funds.

BACKGROUND:

The Federal Transit Administration Section 5311 program provides funds by formula for transit operations in rural areas. Rather than providing funds directly to transit operators, the funds are administered by state departments of transportation, such as Caltrans. VCTC's long-standing policy has been that for simplicity of administering the relatively small amount of Section 5311 funds, the entire Ventura County apportionment goes to the City of Ojai to support the Ojai Trolley service.

At the July 2021 meeting, the Commission allocated \$16,695,064 of COVID emergency funds apportioned to VCTC. As part of this action, the Commission directed that \$1,172,336 of future Section 5311 apportionments would be shifted from Ojai to VCTC Intercity, which allowed each operator to receive the same emergency funding percentage of annual operating expenses (92.95%), based on the method used by FTA to apportion the funds to urbanized areas. VCTC Intercity service is eligible to use these funds since it serves rural areas. Since this approved amount for VCTC Intercity is greater than the annual Section 5311 apportionment to the county, it must be spread over three years, with \$390,779 in FY 2021/22, \$390,779 in FY 2022/23, and \$390,778 in FY 2023/24. It is necessary at this time for VCTC to provide the required authorization to submit grant applications to Caltrans for the final year of this arrangement, FY 2023/24.

Given the \$390,778 allocated to VCTC, the Section 5311 apportionment amount remaining for Ojai is \$198,048 for FY 2023/24.

RESOLUTION #2024-08_____

AUTHORIZATION FOR THE FEDERAL FUNDING UNDER SECTION 5311 (49 U.S.C. SECTION 5311) WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION

WHEREAS, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital/operating assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal Transit Act (**FTA C 9040.1G**); and

WHEREAS, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5311 grants for transportation projects for the general public for the rural transit and intercity bus; and

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

WHEREAS, the Ventura County Transportation Commission has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Ventura County Transportation Commission does hereby Authorize the Executive Director to file and execute applications on its behalf with the Department to aid in the financing of operating assistance projects pursuant to Section 5311 of the Federal Transit Act (**FTA C 9040.1G**), as amended.

NOW THEREFORE, BE IT FURTHER RESOLVED that the Executive Director is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department in support of the following Section 5311 projects:

- Ojai Trolley Operating Assistance from FY 2023/24 Apportionment: \$198,048
- VCTC Intercity Operating Assistance from FY 2023/24 Apportionment: \$390,779

NOW THEREFORE, BE IT FURTHER RESOLVED that the Executive Director is authorized to provide additional information as the Department may require in connection with the application for the Section 5311 projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that the Executive Director is authorized to submit and approve request for reimbursement of funds from the Department for the VCTC Section 5311 projects.

AGENCY BOARD DESIGNEE:

BY: _____
Matt LaVere, VCTC Chair

ATTEST:

Roxanna Ibarra, Clerk of the Commission

APPROVED AS TO FORM:

Steven Mattas, General Counsel



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Item 9H

June 7, 2024

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

**FROM: AUBREY SMITH, PROGRAM MANAGER – REGIONAL TRANSIT PLANNING
CLAIRE GRASTY, PUBLIC TRANSIT DIRECTOR**

**SUBJECT: APPOINTMENTS TO SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL
(SSTAC)**

RECOMMENDATION:

- Appoint the following potential representatives to the Social Services Transportation Advisory Council
 - Housing Authority of the City of San Buenaventura
 - ACTION Ventura County
 - Senior Concerns
 - HELP of Ojai
 - Interface/211

BACKGROUND:

The Citizens Transportation Advisory Committee (CTAC) and Social Services Transportation Advisory Council (SSTAC) are advisory to the Commission and charged with providing input on a variety of transportation issues, including the review of findings developed during the unmet transit needs (UTN) process. The CTAC is composed of representatives appointed by their respective City, the County of Ventura, and the Commission. The SSTAC is comprised of members from social service agencies involved in transportation services and projects that are appointed by the Commission.

At the October 2023 Commission meeting, the updated Administration Code was approved, which included updates to the SSTAC to better align with Public Utilities Code (PUC) Section 99238. Also, at the committee's request, VCTC has worked to recruit more SSTAC members. As such, VCTC has had success recruiting members from the following agencies:

- Housing Authoring of the City of San Buenaventura
- ACTION VC
- HELP of Ojai
- Senior Concerns

Each of the applicants has provided an application for review and staff had determined that each representative would be a great asset to the CTAC/SSTAC.

The existing SSTAC members, listed below, will remain on the committee.

- Independent Living Resource Center
- Mobility Management Partners
- Arc of Ventura County
- Area Agency on Aging
- Ventura County Caregivers
- Ventura County Public Health Administration

VCTC was also tasked with getting more participation from existing SSTAC members and will continue to work on that.



Item 9I

June 7, 2023

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: MATT MILLER, PROGRAM MANAGER – TRANSIT SERVICES
SUBJECT: CSUCI COOPERATIVE AGREEMENT - FISCAL YEAR 2024-2025 EXTENSION

RECOMMENDATION:

- Approve Amendment No. 26 to the Cooperative Agreement between California State University Channel Islands (CSUCI) and VCTC for Fiscal Year 2024-2025 bus service to CSUCI.

BACKGROUND:

For the past twenty-five years, VCTC has operated bus service to and from California State University Channel Islands (CSUCI). The service is governed by an agreement which VCTC and CSUCI extend annually. The service initially qualified as a Congestion Management and Air Quality (CMAQ) demonstration project and received federal funding for 80% of the total cost. Beginning FY 2002-2003, the routes became a regular VCTC service and generate Federal Transit Administration (FTA) revenues. For Fiscal Year 2024-2025, total FTA funding will amount to approximately \$547,095. FTA funding offsets the use of local revenues provided by CSUCI, which are primarily derived from on-campus parking revenues and fees.

The attached amendment to the agreement between VCTC and CSUCI covers the term for the current fiscal year (July 1, 2024, to June 30, 2025).

Attachment: Amendment No. 26 to Cooperative Agreement between CSUCI and VCTC



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Item 9J

June 7, 2024

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: THAO LE, ACCOUNTING PROGRAM MANAGER
SALLY DEGEORGE, FINANCE DIRECTOR
SUBJECT: TRANSPORTATION DEVELOPMENT ACT (TDA)
LOCAL TRANSPORTATION FUND (LTF)
FINAL APPORTIONMENT FOR FISCAL YEAR 2024/2025

RECOMMENDATION:

- Approve the Local Transportation Fund Final Apportionment for Fiscal Year 2024/2025, apportioning \$52.4 million as shown in Attachment A.

BACKGROUND:

Each year the Ventura County Transportation Commission (VCTC) is responsible for apportioning the quarter cent statewide sales tax funds that accrue to Ventura County under the State Transportation Development Act (TDA) Local Transportation Fund (LTF). Current eligible uses of LTF revenues include funds for VCTC administration (amount determined by the Commission), County administration fees, VCTC planning activities (capped at 2% of revenues), bicycle and pedestrian projects (capped at 2% after administrative and planning costs are deducted), rail passenger service operations/capital improvements with the remainder going to fund transit and if all transit needs are met, to street and road projects in cities with populations under 100,000 if eligible. The City of Thousand Oaks is exempt from the 100,000-population rule and is eligible to spend funds on Article 4 or 8 per Senate Bill (SB) 848 June 2018.

The County Auditor-Controller works with staff to determine the projected LTF sales tax revenue for the upcoming fiscal year. In developing the LTF apportionment, the current year is also evaluated to determine if the LTF revenue projection needs to be adjusted, and if so, either up or down depending on the direction of sales tax receipts. VCTC staff reviews the information to decide whether to revise the current apportionment or whether to incorporate the adjustment into the upcoming fiscal year. The beginning fund balance is estimated at this time based on projections. Then the apportionment is prepared according to LTF regulations and submitted to the Commission for approval. A draft apportionment is submitted to the Commission in February and a final apportionment is submitted in June for the upcoming fiscal year. The apportionment is allocated throughout the fiscal year after the local agency files a claim and sales tax receipts are received.

In recognition of the volatility of sales tax revenue, the VCTC adopted two policies to help smooth out the year-to-year flow of funds to LTF recipients. In 2011, the VCTC adopted a policy to maintain a reserve of approximately 10% of funds apportioned for Articles 4 (public

transportation) and 8 (other allocations, currently transit and local streets and roads). Should LTF revenues received be lower than estimated, VCTC would be able to draw from the contingency reserve to keep local jurisdictions whole for the fiscal year and to smooth out sales tax fluctuations. The second policy, adopted by VCTC in 2013, established a funding policy to support Rail Passenger Service/Commuter Rail (Metrolink). The policy requires that each time there is an increase in estimated LTF sales tax receipts, the increase will be allocated one-third to Rail Passenger Service/Commuter Rail and two-thirds to bus transit.

DISCUSSION:

This year while working through the LTF projection process with the County Auditor-Controller, it was found that the revenues for the current fiscal year were exceeding the initial projections. The County is now projecting that the current fiscal year's LTF revenue will increase by \$2.4 million to \$48.4 million. The County Auditor-Controller also estimates that Fiscal Year 2024/2025 Local Transportation Fund sales tax receipts will be at \$48.3 million (see attachment B). In the County Auditor-Controller's projection, the Auditor-Controller cautioned that "Projections are very uncertain given the current economic climate."

The beginning balance for Fiscal Year 2024/2025 is estimated to be \$8.1 million comprised of \$2.4 million estimated additional receipts and \$0.5 interest for the current fiscal year (2023/2024), an additional \$1.05 million in actual receipts from Fiscal Year 2022/2023, and the unused budgeted contingency reserve of \$4.15 million in the current fiscal year's apportionment.

The LTF revenues projection for Fiscal Year 2024/2025 of \$48.3 million, plus the \$8.1 million beginning fund balance less the \$4 million contingency reserve results in a LTF apportionment for Fiscal Year 2024/2025 at \$52.4 million, \$1.15 million lower than the previous apportionment for Fiscal Year 2023/2024. The Fiscal Year 2024/2025 apportionment shown in Attachment A follows LTF guidelines and past practices and includes the following:

- Article 3 funds in the amount of \$11,361,706 for VCTC activities as follows:
 - Metrolink commuter rail funds in the amount of \$8,813,706 which is \$766,590 higher than last fiscal year. The increase follows the Commission's policy which designates that one-third of the change in estimated LTF sales tax receipts is allocated to passenger rail.
 - Planning funds (2% formula) in the amount of \$1,048,000 which is \$23,000 lower than last fiscal year. These funds are for planning activities which include Regional Transportation Planning, Regional Transit Planning, and Transportation Programming.
 - Administrative funds in the amount of \$1,500,000 which is \$438,279 lower than last fiscal year. These activities include ADA and Senior projects, Regional Transit Technology, Grant Administration, Regional Transit Information Center, TDA Administration, Transportation Programming as well as supporting the VCTC's administrative and management functions.
- Article 3 Administrative funds in the amount of \$14,500 which is the same as last fiscal year. These funds pay for the County Auditor-Controller's administrative costs.
- Article 3 Bicycle and Pedestrian funds (2% formula) in the amount of \$996,750 which is \$13,774 lower than last fiscal year. These funds are for local agency's bicycle and pedestrian projects.

- Articles 4 and 8 funds in the amount of \$40,027,044 which is \$1,441,537 lower than last fiscal year. These funds are for local agencies as allowed by TDA regulations. The funds are apportioned to each local agency based on population estimates for the cities and county from the Department of Finance that were released in April 2024.

Staff's recommendation is to approve the Final Local Transportation Fund Apportionment for Fiscal Year 2024/2025, apportioning a total of \$52.4 million as shown in Attachment A.

Attachment A
VENTURA COUNTY TRANSPORTATION COMMISSION
TDA FINAL LOCAL TRANSPORTATION FUND APPORTIONMENT FOR FISCAL YEAR 2024/2025

	Final FY 2024/2025	Final FY 2023/2024	Change vs. FY FY 2023/2024	Draft FY 2024/2025
Estimated Unapportioned Cash Balance	8,100,000	11,700,000	-3,600,000	8,100,000
Contingency Reserve	-4,000,000	-4,150,000	150,000	-3,960,000
Estimated Annual LTF Receipts	48,300,000	46,000,000	2,300,000	48,300,000
Total Funds Available	52,400,000	53,550,000	-1,150,000	52,440,000
Auditor's Administration	14,500	14,500	0	14,500
VCTC Administration	1,500,000	1,938,279	-438,279	1,900,000
VCTC Planning and Programming	1,048,000	1,071,000	-23,000	1,048,800
Subtotal	49,837,500	50,526,221	-688,721	49,476,700
Article 3 Pedestrian and Bicycle Facilities	996,750	1,010,524	-13,774	989,534
Subtotal	48,840,750	49,515,697	-674,947	48,487,166
Article 3 Rail Passenger Service Operations/Capital	8,813,706	8,047,116	766,590	8,813,706
Total to be Apportioned	40,027,044	41,468,581	-1,441,537	39,673,460
Article 4 and Article 8 by Agency		Population	Pop %	FY 2023/2024
Camarillo	3,353,017	69,014	8.38%	3,481,058
Fillmore	828,902	17,061	2.07%	848,756
Moorpark	1,705,999	35,114	4.26%	1,765,466
Santa Paula	1,523,370	31,355	3.81%	1,578,226
Simi Valley	6,025,898	124,029	15.05%	6,236,663
Thousand Oaks	5,958,559	122,643	14.89%	6,176,041
Gold Coast Transit District:				
Ojai	365,988	7,533	0.91%	376,337
Oxnard	9,597,205	197,536	23.98%	9,918,320
Port Hueneme	1,016,195	20,916	2.54%	1,072,609
San Buenaventura	5,226,195	107,569	13.06%	5,391,222
Ventura County - Unincorporated	4,425,716	91,093	11.06%	4,623,883
Total	40,027,044	823,863	100.00%	41,468,581
				-1,441,538
				39,673,462

Attachment B

JEFFERY S. BURGH
AUDITOR-CONTROLLER

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



ASSISTANT
AUDITOR-CONTROLLER
MICHELLE YAMAGUCHI

CHIEF DEPUTIES
BARBARA BEATTY
JASON McGUIRE
KATHLEEN O'KEEFE
RICHARD WHOBREY

January 16, 2024

Mr. Martin Erickson, Executive Director
Ventura County Transportation Commission
751 E. Daily Drive, Suite 420
Camarillo, CA 93010

SUBJECT: LOCAL TRANSPORTATION FUND FY 2024-25 ESTIMATES AND FY 2023-24 REVISED ESTIMATES (SUPERSEDES THE LETTER DATED JANUARY 12, 2024)

Dear Mr. Erickson:

The Auditor-Controller's conservative estimate of the Local Transportation Fund (LTF) revenues for fiscal year 2024-25 is \$48.3 million. Based on the current year projected growth of 1%, the estimate could be \$48.8 million. As you are aware, projections are very uncertain given the current economic climate. As always, it would be prudent to budget a contingency account to be allocated midyear if projections remain strong.

For fiscal year 2023-24 we projected \$46.0 million. This estimate is currently revised to \$48.4 million. In addition, based on the allocation schedule provided by your office, we estimate that approximately \$467,828 in interest will be earned by the fund during fiscal year 2023-24 and be available for allocation in the subsequent fiscal year.

Based on revised fiscal 2023-24 revenue estimates of \$48.4 million, and interest of \$467,828, we project a LTF fund balance at June 30, 2024 of approximately \$8,154,177 (see Attachment I).

The Auditor-Controller's estimated LTF administrative costs for fiscal year 2023-24 are \$14,500.

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

If you have any questions, please contact Erica Nakamura at (805) 654-3193.

Sincerely,

JEFFERY S. BURGH
Auditor-Controller

Enclosure

COUNTY OF VENTURA
AUDITOR-CONTROLLER
LOCAL TRANSPORTATION FUND
PROJECTED ACTIVITY AND FUND BALANCE
AS OF JUNE 30, 2024

Audited Fund Balance as of June 30, 2023	\$	12,701,667	
Reversal of FY23 Fair Value adjustment		111,384	
Subtotal:			12,813,051
 ADD:			
FY 23-24 Actual LTF Receipts as of December 31, 2023	\$	25,125,658	
Projected LTF receipts for remainder of FY 23-24		23,297,640	
Subtotal: (A)			48,423,298
FY 23-24 interest earnings apportioned as of December 31, 2023	\$	97,917	
Projected interest earnings for the remainder of FY 23-24		369,911	
Total Interest (B)			467,828
Funding Available	\$		61,704,177
 LESS:			
FY 23-24 allocations as of December 31, 2023	\$	20,928,294	
Projected allocations for the remainder of FY 23-24(C)		32,621,706	
Subtotal:			53,550,000
Projected Fund Balance as of June 30, 2024	\$		8,154,177

(A) FY 23-24 projected LTF receipts are based on FY23-24 actual receipts through December 31, 2023.

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

(C) Based on VCTC FY 23-24 Transportation Development Act (TDA) allocations adopted on June 3, 2023.



Item 9K

June 7, 2024

MEMO TO: VENTURA COUNTY SERVICE AUTHORITY FOR FREEWAY EMERGENCIES
FROM: AMANDA FAGAN, DIRECTOR OF PLANNING AND SUSTAINABILITY
SUBJECT: REVISED AGREEMENT WITH CALIFORNIA HIGHWAY PATROL FOR MOTORIST AID CALLBOX DISPATCH SERVICES

RECOMMENDATION:

- Approve a revised Agreement with California Highway Patrol (CHP) for Answering and Dispatch Services for the Motorist Aid Emergency Roadside Assistance Callbox system in Ventura County.

BACKGROUND:

The Ventura County Transportation Commission (VCTC), acting in its capacity as the Ventura County Service Authority for Freeway Emergencies (VC SAFE), manages the Motorist Aid Services Program, which is financed by a \$1 annual charge on all registered vehicles in Ventura County. Among its programs, Motorist Aid includes the Callbox Program, a system of approximately 428 emergency roadside call boxes that provide motorists with a direct link to California Highway Patrol (CHP) to request roadway assistance.

Monthly and annual callbox volume followed a downward trend with the proliferation of cell phones and improved coverage areas throughout the County. The total number of calls for assistance in 2004 was 6,945. While more recent numbers reflect a significant decline since the early 2000's, and 142 callboxes were permanently removed in 2017, annual callbox usage has held steady above 1,000 annual calls for service even during the reduced periods of traffic during the COVID-19 pandemic, reflecting a continued need for the emergency roadside callbox service. In Fiscal Year 2022/2023, the total number of calls for roadway assistance was 1,224, averaging more than 100 calls per month.

VC SAFE receives support from CHP to answer calls for motorist aid placed using the callboxes in Ventura County and dispatch aid as needed. VCTC and CHP previously cooperated on these services under an agreement that expired in 2020. While the agreement lapsed, CHP continues to provide answering and dispatch services.

DISCUSSION:

In September 2022, the Commission authorized the Executive Director to execute an Agreement with CHP for answering and dispatch services for the Ventura County Emergency Roadside Call Box program provided CHP's edits did not result in material or substantial changes to the document approved by the Commission. CHP Headquarters review of the Commission-approved agreement took longer than anticipated, and the revised CHP version of the Agreement included several changes that warranted Commission review and approval. In February 2024, the Commission approved a revised Agreement, and Staff routed an executed version of the Agreement to CHP for processing. During higher level review of the

Agreement, an additional change was required by CHP. The revision removes special indemnification provisions from the Agreement, instead relying on the indemnification provisions of the Standard Terms & Conditions.

The Agreement defines roles and responsibilities for VCTC and CHP, including communications center equipment and staffing. In exchange for answering and dispatch services, VCTC pays a proportional share of the actual wage rate for a CHP SAFE Coordinator position. The Agreement includes a not-to-exceed amount of \$31,350 for the three-year contract period, which has not changed from the original Commission-approved version of the agreement. The approved Fiscal Year 2023-2024 and the draft Fiscal Year 2024-2025 Motorist Aid Program Budgets include sufficient funding to cover the costs associated with the Agreement.

VCTC Counsel has reviewed and the revised Agreement. Staff recommends approving the revised Agreement and authorizing the Executive Director to execute the Agreement with CHP.



Item 9L

June 7, 2024

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: AUBREY SMITH, PROGRAM MANAGER – REGIONAL TRANSIT SERVICES
CLAIRE GRASTY, DIRECTOR OF TRANSIT SERVICES
SUBJECT: CONTRACT AMENDMENT WITH RAILPROS, INC.

RECOMMENDATION:

- Approve the Contract Amendment #2 with RailPros, Inc. in the amount of \$120,000 and authorize the Executive Director to execute the contract amendment.
- Authorize the Executive Director to negotiate and execute an agreement with the City of Oxnard for a combined Equivalent Facilitation Request Report (Level Boarding Report).

BACKGROUND:

In April 2023, the Commission approved a contract with RailPros, Inc. to provide design and project management services support for the Camarillo Rail Station Americans with Disabilities Act (ADA) Improvement Project. The contract with RailPros, Inc. allows VCTC to request changes to the Scope of Services.

Staff needs to expand RailPros' role to navigate the completion of the project. As the project has transitioned from preliminary phase into final design development, the stakeholders have now identified all requirements, permits, and agreements. The additional services needed include developing an Equivalent Facilitation Request Report also commonly known as a Level Boarding Report that must be submitted to the Federal Transit Administration (FTA) and Federal Railroad Administration (FRA) for approval. Level Boarding refers to one means of providing integrated access for all passengers by locating the platform at the same level as the entry doors of the railcars.

DISCUSSION:

VCTC is currently in the design phase of the Camarillo Station ADA Improvement Project, which will update the Camarillo Station to be ADA-compliant. Improvements involve limited construction and are restricted to the VCTC and Union Pacific Railroad (UPRR) right-of-way (ROW). The existing station, which is separated by the train tracks into an eastern and western side, is owned by VCTC including the parking lot. The railroad tracks are owned by Union Pacific Railroad (UPRR) and are utilized by the Los Angeles – San Diego – San Luis Obispo (LOSSAN) Rail Corridor Agency Pacific Surfliner, Metrolink, and Amtrak.

The project will address all ADA deficiencies at the Camarillo Station in response to a 2021 United States Department of Justice (USDOJ)-VCTC Settlement Agreement for which all remedies must be completed by March 15th, 2027.

The proposed improvements will be focused on the West Parking Lot/Platform (Track 1) and East Parking Lot/Platform (Track 2), bus station, accessible routes from the public right-of-way. Improvements will include: improving accessible routes from the public right-of-way, public transit, accessible parking, and from passenger loading zone via fixing abrupt elevation changes, excessive slopes, and lack of detectable warnings at pedestrian/vehicular transition areas. The project will also stripe unmarked access aisles in the passenger loading zone, install detectable warnings for curb ramps, improve station identification signage and accessible visual signage.

Staff are requesting RailPros to provide additional services on the project that were not part of the original contract. Amendment No. 2 will modify the existing scope of work to allow for the development of the FTA-required Equivalent Facilitation Request Report (Level Boarding Report). The development of the Level Boarding Report applies to projects that include new and/or renovated station platforms and also will consider freight operations and United States Department of Transportation (USDOT) requirements. Level Boarding regulations were introduced in the early 2000's and went into effect for all projects after 2012. Per USDOT regulation 49 CFR 37 and 38, the USDOT requires intercity, commuter, and high-speed passenger railroads to ensure, at new and altered station platforms, that passengers with disabilities can get on and off any accessible car of the train. As part of this effort, there are public participation requirements that VCTC will fulfill to ensure that individuals with disabilities and groups representing them in the community are consulted during all stages of the development of the Level Boarding Report.

VCTC was unaware of the Level Boarding Report requirement when releasing the Request for Proposals (RFP) for the project. The Report is a "heavy lift" item and requires additional time and resources to complete correctly which is one of the driving factors of the new costs. Therefore, staff's recommendation is to approve Amendment 2 to the RailPros, Inc. Consulting contract in the amount of \$120,000 (\$111,202 task fee plus \$8,798 for contingency) to prepare a FTA Equivalent Facilitation Request Report with supporting documentation.

Staff is working with the City of Oxnard, who also must conduct a Level Boarding Report for a similar ADA project at the Oxnard train station, to do a combined report to increase efficiency and reduce redundancy. The total cost of \$120,000 includes the work for the Oxnard station and if both stations are ultimately evaluated, the costs will be split 50/50 between VCTC and Oxnard. VCTC will begin negotiating with Oxnard on an agreement to provide for Oxnard's contribution for their portion of the scope. If the City of Oxnard and VCTC are unable to negotiate an agreement or otherwise provide for Oxnard's contribution the report, then the Oxnard portion of the scope will be removed and the cost to complete the scope would be reduced by 20% - 30% due to a change in baseline assumptions.

Attachments

Attachment A – Contract Amendment No. 2



Item 9M

June 7, 2024

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: INVESTMENT POLICY UPDATE

RECOMMENDATION:

- Adopt the Investment Policy as shown in Attachment 1.

BACKGROUND:

An Investment Policy provides agency guidance to comply with state and local laws. It ensures prudent money management and provides for daily cash flow requirements. The Investment Policy defines the primary objectives of safety, liquidity and return on investment and applies to all investment activities and financial assets of the Commission unless noted. The funds covered by this policy are accounted for and incorporated into the investment report provided to the Commission with the monthly budget report and in the Annual Comprehensive Financial Report (ACFR).

The last Commission review and adoption of the Investment Policy occurred in April 2023 with no changes from the previous year. The Investment Policy adopted in September 2017 was submitted to the California Municipal Treasurers Association (CMTA) and received the "Investment Policy Certification" award and has only had minor updates since then. VCTC's investment policy conforms to State code and reflects recommended best practices as suggested by the California Municipal Treasurers Association (CMTA), California Debt and Investment Advisory Commission (CDIAC) and Government Finance Officers Association (GFOA).

DISCUSSION:

It is best practice for an investment policy to be reviewed annually whether any changes are made or not as reviewing the investment policy annually creates an opportunity to remind stakeholders of how the agency is permitted to invest. The investment policy presented to the Commission contains minor changes from the previous investment policy. Such changes include clarification of wording to align with Best Practices provided by the California Municipal Treasurers Association, reordering of some items to

provide better flow, and the addition of a “policy” section. All changes are highlighted in red for ease of review. It should be noted that the Ventura County Transportation Commission (VCTC) Investment Policy (see Attachment 1) contains the same investment vehicles previously approved by the Commission. All investments comply with the California Investment Code.

Because most funds received by the Commission are reimbursed by the federal and state governments, the majority of the cash needs to be kept liquid to meet cashflow needs. These funds are invested and held in the Ventura County Pooled Investment Fund (VCPIF), the Local Agency Investment Fund (LAIF) and Wells Fargo Bank. Currently, the Commission does not have long-term investments.

The investment policy requires an annual review and approval by the Commission; therefore, the Investment Policy is submitted to the Commission for review and staff recommends adoption of the Investment Policy.

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Item 9N

June 7, 2024

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: MATT MILLER, PROGRAM MANAGER

SUBJECT: VALLEY EXPRESS VEHICLE REPLACEMENTS

RECOMMENDATION:

- Approve vehicle replacement choices for the Valley Express transit service and proceed with the order.

BACKGROUND

The Valley Express bus fleet is made up of 15 cutaway buses all purchased in 2015. The FTA established a minimum useful life benchmark for this type of vehicle at five years or 150,000 miles whichever comes first. Currently all vehicles are well over their minimum useful lives and need to be replaced.

DISCUSSION

Through a Cooperative Agreement between the Cities of Santa Paula and Fillmore and the County of Ventura, Valley Express transit provides fixed-route, Senior Dial-A-Ride, ADA Paratransit, and General-Purpose Dial-A-Ride (DAR) services for the Heritage Valley. VCTC is the administrator of the service and manages the operations and maintenance contract on behalf of the cities.

The Valley Express transit fleet was purchased in 2015 and consists of 15 cutaway buses ranging in size with a carrying capacity between 12 passengers or 10 and two wheelchairs to 22 passengers and two wheelchairs. The buses are all used interchangeably on DAR and fixed-route services with the largest vehicles being used primarily on the fixed-routes. The useful life of these vehicles is five to seven years according to the FTA. As the vehicles are nine years old, it's time to have them replaced. The FY 2024/2025 Valley Express budget includes a total of \$2,683,320 in FTA 5339 capital grant funds, State of Good Repair grant funds and local match to make the purchase.

When determining the fleet make up of the Valley Express service, staff referenced feedback from the public that easier boarding for all passengers is essential. With passenger accessibility top of mind, the goal is to decrease the ratio of lift equipped vehicles and increase the ratio of ramp equipped vehicles, if possible. Based on this, staff is recommending that a combination of smaller vans and cutaways be considered which include 8 passenger and 2 wheelchair position Dodge Promaster Braunibility vans

equipped wheelchair ramps, a medium size cutaway with wheelchair lift and bicycle racks and large capacity cutaway vehicle with a lower floor and wheelchair ramp.

At the May 2024 Heritage Valley Technical Advisory Committee (HVTAC) Meeting and again at the May 2024 Heritage Valley Policy Advisory Committee (HVPAC) meeting, staff presented and discussed the recommended vehicle choices which is made up of:

- Five (5) Braunability Dodge Promaster vans with eight passenger seats and two wheelchair positions with wheelchair ramp.
- Six (6) Diamond 20-passenger cutaway buses with two wheelchair positions with wheelchair lift.
- Four (4) ARBOC 24-passenger cutaway buses with two wheelchair positions with low floor and wheelchair ramp.

Both committees unanimously approved the recommendation.



June 7, 2024

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION FINANCE COMMITTEE

**FROM: MARTIN ERICKSON, EXECUTIVE DIRECTOR
SALLY DEGEORGE, FINANCE DIRECTOR**

SUBJECT: FISCAL YEAR 2024/2025 PROPOSED BUDGET

RECOMMENDATION:

- Conduct Public Hearing to receive testimony on the Fiscal Year 2024/2025 Budget.
- Adopt the Fiscal Year 2024/2025 Salary Schedule (Attachment 1 of this item and Appendix C in the Fiscal Year 2024/2025 Budget) effective July 1, 2024.
- Adopt, by Resolution No. 2024-07, the proposed Fiscal Year 2024/2025 Budget.

DISCUSSION:

The Proposed Fiscal Year 2024/2025 Budget is divided into two main sections: the Main Budget and the Program Task Budgets. The Main Budget contains program overviews and projections and is intended to provide a general understanding of VCTC's budgeted activities and programs for the coming fiscal year. The Program Task Budgets contain task level detail of the projects including objectives and accomplishments. This task driven budget is designed to provide fiscal transparency and clarity of VCTC's programs and services to the region.

The Budget continues projects from the prior year as well as moving forward with planned and new activities. At \$131,636,215, the Fiscal Year 2024/2025 Budget is \$5,799,323 or 4.6% higher than Fiscal Year 2023/2024. The increase is a combination of decreases and increases in multiple budgets as detailed later in this item and within the budget document. The largest reductions occur within the Motorist Aid Services budget (-\$1.26 million), the Metrolink budget (-\$3.5 million) and the TDA Administration budget (-\$1.4 million) while the largest increases occurred within the Valley Express (+\$3.2 million), VCTC Intercity budget (+\$6.1 million), Santa Paula Branch Line budget (+\$3.8 million). The Budget is a balanced budget with an estimated spendable ending fund balance of \$23,001,720. The Budget contains six programs starting on page 75:

- Transit and Transportation program at \$39,801,500 (Budget pages 76, 104-113)
- Highway program at \$6,767,000 (Budget pages 77, 116-119)
- Rail program at \$31,848,221 (Budget pages 78, 122-127)
- Commuter Assistance program at \$866,400 (Budget pages 79, 130-133)
- Planning and Programming program at \$50,655,794 (Budget pages 80, 136-145)

- General Government program at \$1,697,300 (Budget pages 81, 148-153)

Personnel costs for Fiscal Year 2024/2025 are budgeted at \$4,579,500 or 3.5% of the budget, which is an increase of \$360,100 from the previous fiscal year. The budget includes twenty-four employees (the same as last year). The wage cost of \$3,120,500 also includes approximately \$135,300 pool for merit increases for employees not at the top of their range and \$104,100 for a proposed four percent COLA. The salary ranges are updated to the approved ranges adopted at the February Commission meeting. There were five employees' salaries adjusted as part of the new salary range implementation and one proposed position reclassification from analyst to manager in the Programming department for a cost of \$53,900. Benefits account for \$1,459,000 or 1.1% of the Budget. Further information about personnel can be found within the Personnel Section of the budget (Budget pages 61-71).

Below are some of the notable changes in the proposed Fiscal Year 2024/2025 Budget compared to the Draft Budget presented in April 2024. Additional details of these changes, as well as smaller changes to all task budgets, can be found within the individual budget tasks. The major changes that occurred compared to the Draft Budget include:

- The Transit Grand Administration budget is \$4.8 million higher than the draft budget for the addition of pass-through FTA funding to the local agencies (this is a \$0.5 million decrease from the prior year due to completed local pass-through projects in Fiscal Year 2023/2024). (Final budget pages 108-109).
- The VCTC Intercity Services budget is \$94,600 higher than the draft budget to account for the bus service rate increase that went into effect May 2024 resulting in a \$6.07 million increase from the prior year. (Final budget pages 112-113).
- The Motorist Aid Services budget is \$236,600 lower as the incident responder carry-over balance was reduced for completion in the prior year resulting in a \$1.26 million decrease from the prior year. (Final budget pages 118-119).
- The Metrolink budget is \$936,500 lower than the draft budget for anticipated completion of capital projects resulting in a \$3.5 million decrease from the prior year. (Final budget pages 124-125).
- The Santa Paula Branch Line budget is \$607,300 higher than the draft budget (and \$3.82 million higher than the previous year's budget) due to increased costs to repair the Sespe bridge caused by storm damage. (Final budget pages 126-127)
- The Regional Transit Planning budget decreased \$1.2 million from the draft budget largely due to the removal of the bus stop improvements and paratransit integration study. These projects were scheduled to be funded with REAP funding that was cut as part of the State's budget revisions due to the State deficit. The result is a net decrease of \$0.5 million from the prior year. (Final budget pages 138-139).
- The TDA Administration budget is \$360,900 higher than the draft budget as less administrative funding was needed by VCTC and therefore, more funds are being passed through to local agencies. The net result is a \$1.4 million decrease from the prior year because the carry-in fund balance is lower than the carry-in fund balance in the prior year. (Final budget pages 142-143).
- The Transportation Programming and Reporting budget is \$60,000 higher due to staffing costs related to the position reclassification, changes in the indirect costs, and additional budgeted staff time resulting in a \$42,300 increase from the prior year. (Final budget pages 144-145).
- The State and Federal Governmental Relations budget is \$38,500 higher than the draft budget for additional consultant services. (Final budget pages 152-153).

Below are some of the major changes that were presented with the Draft Fiscal Year 2024/2025 budget in April as compared to the Fiscal Year 2023/2024 Budget. Dollar amounts in the Final Budget may vary slightly from the Draft Budget due to minor adjustments to staffing and support costs. Furthermore, budget amendments were made to the Fiscal Year 2023/2024 budget since the Draft budget was presented in April allowing for further variations in the budget comparisons.

- The Accessibility Services budget increased by \$49,200 for higher consultant and staff costs (Draft Budget pages 70-71 and Final Budget pages 104-105).
- The Regional Transit Technology budget increased by \$334,500 for new paratransit scheduling software and equipment as well as procurement of an open payment system for the VCTC Intercity buses (Draft Budget pages 72-73 and Final Budget pages 106-107).
- The Transit Grant Administration budget decreased by \$5.4 million as pass-through projects were completed. This line item is expected to increase with the final budget when the new pass-through projects to local agencies are added (Draft Budget pages 74-75 – see previous section for final).
- The Valley Express budget increased by \$3.2 million largely due to the purchase of 15 new buses and increases in contractor costs partially due to the new Fillmore to Moorpark demonstration transit service (Draft Budget pages 76-77 and Final Budget pages 110-111).
- The VCTC Intercity Service budget increased by \$7.4 million largely due to the purchase of five new buses and the refurbishment of an additional five buses and increased contractor costs (Draft Budget pages 78-79 – see previous section for final).
- The Highway Project Management budget decreased approximately \$465,300 for the partial completion of consultant work on the U.S. 101 preliminary engineering and environmental documents with completion anticipated early 2025 (Draft Budget pages 82-83 and Final Budget pages 116-117).
- The Motorist Aid Services budget decreased by \$671,100 cost savings by modifying the current three FSP routes instead of adding a fourth FSP route and a partial carry-over of the incident responder grant allocation (Draft Budget pages 84-85 – see previous section for final).
- The Metrolink Commuter Rail budget decreased by \$1.86 million due to partial completion of capital rehabilitation projects offset by an increase in operations (Draft Budget pages 90-91 – see previous section for final).
- The Santa Paula Branch Line budget increased by \$6.7 million for the construction and consultant costs related to the Sespe bridge due to storm damage and broadband deployment offset by an overall reduction in consultant costs (Draft Budget pages 86-87 – see previous section for final).
- The Rideshare budget decreased by \$78,300 for lower consultant and outreach costs (Draft Budget pages 98-99 and Final Budget pages 132-133).
- The Regional Transit Planning budget increased by \$3.58 million largely due to capital enhancement programs (including bus stop improvements, countywide radio system, and a paratransit integration analysis study) as well as increases to the free fare ridership programs (Draft Budget pages 104-105 – see previous section for final).
- The Regional Transportation Planning budget increased approximately \$237,900 for the Ventura County Transportation Model update and the Clear Guide Big Data contract (Draft Budget pages 106-107 and Final Budget pages 140-141).
- The Transportation Development Act budget had an increase in revenue receipts but a lower carry-in fund balance which resulted in a net decrease of \$1.79 million funds passed-through to local agencies (Draft Budget pages 108-109 – see previous section for final).
- The Community Outreach budget increased by \$46,800 for higher consultant, events, and staff costs (Draft Budget pages 114-115 and Final Budget pages 148-149).

- The Management and Administration budget increased by \$38,200 for additional staff costs and hardware costs associated with computer replacements (Draft Budget pages 116-117 and Final Budget pages 150-151).

The estimated ending Fiscal Year 2024/2025 fund balance (after contingency set aside) is expected to be \$23 million. The Commission's available General Fund balance (after reserves) is estimated at \$5,026. The other funds are restricted, and the estimated fund balances after reserve are \$472,836 for the Local Transportation Fund, \$19.4 million for the State Transit Assistance fund, \$1.5 million for the Service Authority for Freeway Emergencies fund, \$1.6 million for the State of Good Repair Fund, \$25,367 for the Santa Paula Branch Line fund, and a zero balance for the VCTC Intercity Services and the Valley Express funds.

It is important to note a few reasons the STA fund balance is at \$19.4 million. First, the STA fund balance is used for on-going cash flow needs when State and Federal grants are delayed as well as cashflow for the Highway 101 study. Also, these funds although not currently budgeted, could be used for nonrecurring capital costs associated with Metrolink capital and rehabilitation expenditures, possible bus purchases for the VCTC Intercity Service or other transit projects benefiting the County.

The Draft Budget was reviewed by the Finance Committee in March 2024 and by the full Commission at its April 2024 meeting with a public hearing.

As required by the VCTC Administrative Code, the proposed Fiscal Year 2024/2025 budget was submitted to the Finance Committee (Chair LaVere, Vice-Chair Judge and Past-Chair MacDonald) for review. On May 30, 2024, Commissioner's Judge and MacDonald (Commissioner LaVere was absent) of the Finance Committee met to review and discuss the details of the Budget, and the Finance Committee recommended forwarding the Budget to the full Commission for review as presented and a public hearing.

The proposed Fiscal Year 2024/2025 Budget is a balanced budget and is a separate attachment to the agenda. Staff's recommendation is to:

- Conduct Public Hearing to receive testimony on the Fiscal Year 2024/2025 Budget.
- Adopt the Fiscal Year 2024/2025 Salary Schedule (Attachment 1 of this item and Appendix C in the Fiscal Year 2024/2025 Budget) effective July 1, 2024.
- Adopt, by Resolution No. 2024-07, the proposed Fiscal Year 2024/2025 Budget.

After the Fiscal Year 2024/2025 Budget and Salary Schedule are approved by the Commission, they will be available on the VCTC website at www.goventura.org.

**RESOLUTION NO. 2024-07
A RESOLUTION OF THE
VENTURA COUNTY TRANSPORTATION COMMISSION,
THE VENTURA COUNTY AIRPORT LAND USE COMMISSION,
VENTURA COUNTY SERVICE AUTHORITY FOR FREEWAY EMERGENCIES
VENTURA COUNTY CONSOLIDATED TRANSPORTATION SERVICE AGENCY
VENTURA COUNTY CONGESTION MANAGEMENT AGENCY
ADOPTING THE FISCAL YEAR 2024/2025 BUDGET**

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

WHEREAS, the VCTC budget for Fiscal Year 2024/2025 has been presented to the Commission who has conferred with the Executive Director and appropriate staff in public meetings, and has deliberated and considered the proposed budget; and

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

NOW, THEREFORE, the Commission hereby resolves as follows:

Section 1. The Commission hereby approves the Fiscal Year 2024/2025 Budget and authorizes expenditures of \$131,636,215. Included in the budget adoption is the approval for all identified estimated revenues, expenditures, and transfers between funds as well as all salaries and applicable cost-of-living-adjustments as presented in the schedule of salary ranges for the fiscal year.

Section 2. The Executive Director and/or his designee is authorized to make payments as herein above set forth commencing on/or after July 1, 2024 in the manner and to the extent authorized by the VCTC Administrative Code.

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

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

Adopted this 7th day of June 2024.

Matt LaVere, Chair

ATTEST:

APPROVED AS TO FORM:

Roxanna Ibarra, Clerk of the Commission

Steven T. Mattas, General Counsel

Attachment 1
Ventura County Transportation Commission
Salary Schedule by Department
Fiscal Year 2024/2025

Effective July 1, 2024

Department/Position	FTE	Annual Range Bottom*	Annual Range Top	Non-Exempt Hourly Rate		Exempt vs. Non-Exempt
				Bottom	Top	
ADMINISTRATION						
Executive Director	1.0	242,903	282,556			E
Program Manager, Government and Community Relations	1.0	106,069	164,406			E
Clerk of the Commission/Executive Assistant	1.0	106,069	164,406			E
Receptionist/Secretary	1.0	51,628	75,119	24.82	36.11	NE
ADMINISTRATION SUBTOTAL:	4.0					
FINANCE						
Finance Director	1.0	149,249	231,336			E
Program Manager, Information Technology	1.0	106,069	164,406			E
Program Manager, Accounting	1.0	106,069	164,406			E
Senior Accountant/Analyst	2.0	80,092	116,534	38.51	56.03	NE
FINANCE SUBTOTAL:	5.0					
PLANNING						
Planning and Sustainability Director	1.0	149,249	231,336			E
Program Manager, Transportation Planning	1.0	106,069	164,406			E
Program Manager, Transportation Data and Services	1.0	106,069	164,406			E
PLANNING SUBTOTAL:	3.0					
PROGRAMMING						
Programming Director	1.0	149,249	231,336			E
Program Manager, Programming	2.0	106,069	164,406			E
Administrative Assistant	0.4	51,628	75,119	24.82	36.11	NE
PROGRAMMING SUBTOTAL:	3.4					
TRANSIT						
Public Transit Director	1.0	149,249	231,336			E
Program Manager, Regional Transit Planning	1.0	106,069	164,406			E
Program Manager, Transit Contracts	1.0	106,069	164,406			E
Transit Planner	2.0	80,092	116,534	38.51	56.03	NE
Transit Information Center and Technology Specialist	1.0	51,628	75,119	24.82	36.11	NE
Administrative Assistant	0.6	51,628	75,119	24.82	36.11	NE
Customer Service Representative	2.0	44,598	64,891	21.44	31.20	NE
TRANSIT SUBTOTAL:	8.6					
TOTAL BUDGETED POSITIONS:	24.0					

VCTC will automatically adjust any wage that does not meet California's minimum wage or local fair-market wage requirements.
Hourly time is based on a 2080 hour year. If more billable hours in a year, than budget would be adjusted accordingly



Item 11

June 7, 2024

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: DARRIN PESCHKA, PROGRAM MANAGER, GOVERNMENT AND COMMUNITY RELATIONS

SUBJECT: LEGISLATIVE UPDATE

RECOMMENDATION:

- Receive and file.

DISCUSSION:

State Issues

Gov. Gavin Newsom released his Fiscal Year 2024-25 May Revision to his state budget proposal on May 10. The May Revision indicates that the state's budget deficit has grown by about \$7 billion since the governor released his budget proposal in January. The state now faces a budget shortfall of about \$27.6 billion, after accounting for the \$17.3 billion Early Action Package the Legislature approved in April to help address the significant budget deficit. When combined with the projected deficit in Fiscal Year 2025-26, the state faces a deficit of about \$55 billion over the next two years.

The May Revision preserves the \$4 billion in formula Transit and Intercity Rail Capital Program (TIRCP) funds, also called SB 125 funds, approved by the Legislature in 2023 by shifting \$555 million from the General Fund to the Greenhouse Gas Reduction Fund (GGRF). The Early Action Package also changed the appropriation timeline of the funding from two years to three years, and the May Revision maintains that timeline. The proposal maintains the \$1.1 billion for the formula-based Zero-Emission Transit Capital Program by delaying the appropriation timeline over three years.

In April, the Department of Finance, in response to the growing deficit, announced it was implementing a temporary freeze on certain one-time expenditures in excess of \$1 million in budget years 2021, 2022 and 2023. This action paused the allocation of \$1 billion in SB 125 funds that regional transportation planning agencies, including VCTC, were expecting to receive April 30. Per the population-based formula, VCTC is scheduled to receive \$47 million for the county's transit

operators to use for capital and operating expenses according to a spending plan approved by the Commission in December. At this time, it is uncertain how long the Department of Finance will keep the spending freeze in place and when RTPAs will receive initial SB 125 funds. VCTC is working with local operators to determine the expected impacts caused by the delay in funding and has communicated those impacts to our Sacramento advocate.

The May Revise also proposes a \$400 million reduction to the Active Transportation Program (ATP), which funds projects such as bicycle and pedestrian paths. That reduction is in addition to the \$200 million cut the governor proposed in the January budget, bringing the total reduction to \$600 million through Fiscal Year 2026-27. Funding for ATP Cycle 7 would be used to backfill funding for Cycle 6. Applications for Cycle 7 projects are due in June, however it's possible that this proposal would leave no funding available for that cycle.

The May Revise does not address funding provided through the Regional Early Action Planning Grant (REAP 2.0) program. As the Commission is aware, VCTC was awarded \$3.7 million for four projects through the REAP 2.0 program in 2023. However, the January budget proposal called for a \$300 million rescission of REAP funding, and the Southern California Association of Governments (SCAG) paused the program because of budget uncertainty. As a result, VCTC is seeking other funding sources to continue the projects that were to be funded through REAP 2.0.

The May Revise also eliminates \$330 million in awarded, but not yet appropriated, funds for various grade separation projects, and cuts \$75 million from the Highways to Boulevards Program.

The state Legislature has until June 15 to pass a balanced budget, so the next few weeks in Sacramento will be dedicated to budget negotiations. VCTC staff will continue to monitor the budget situation and keep the Commission informed of updates.

Attachment A is the monthly report of Delaney Hunter, the Commission's state lobbyist. Attachment B is a matrix of legislation that VCTC is tracking.



CALIFORNIA ADVISORS, LLC

VENTURA COUNTY TRANSPORTATION COMMISSION MONTHLY STATE ADVOCACY REPORT MAY 2024

Legislative Update

As the month of May ends, we are at the halfway point of the legislative session. May 24th marked the House of Origin deadline, which means legislation needs to be out of the house in which it was introduced. The week before the deadline saw several lengthy floor sessions in both houses to pass the hundreds of bills before each chamber. Once they have passed this first deadline the bills will swap houses and begin their policy hearings starting in late May.

May 16th was the Appropriations Suspense hearing in both the Senate and the Assembly. Most bills with a cost to the state are referred to the “suspense list” in each house. Given the realities of the state budget deficit, the pressure for the Appropriations Committees to hold additional bills will be carefully considered throughout this session. This year, there were just over 1,000 bills between both houses that qualified for the suspense hearing. The committees ended up holding roughly 30% or 300 bills. This was a slight uptick from the typical rate and there is some expectation that the suspense hearing in August will need to hold even more bills.

Additionally, there have been several budget subcommittee hearings this month in preparation for the Governor’s May Revise, which was released on Friday, May 10th. The budget committees have been reviewing the Governor’s new proposal and are starting to shape their budgets. The Legislature is required to pass a balanced budget by June 15th. California Advisors will continue to monitor, report, and advocate on behalf of VCTC in these hearings.

Budget - May Revise

On May 10, 2024, the Governor released his May Revision for budget year 2024-25. The Governor now projects budget year General Fund expenditures of \$201 billion, available resources of \$215 billion (prior year balance, revenues and transfers), and \$3.4 billion in the Special Fund for Economic Uncertainties (SFEU), the state’s general budget reserve.

The May Revision reflects \$22.8 billion in budgetary reserves. These reserves include \$19.4 billion in the Proposition 2 Budget Stabilization Account (Rainy Day Fund) for fiscal emergencies and \$3.4 billion in the state’s operating reserve. The May Revision maintains the withdrawal of \$12.2 billion from the Rainy Day Fund as proposed in the Governor’s January Budget, however, proposes to spread the

withdrawal over two fiscal years, utilizing \$3.3 billion in 2024-25 and \$8.9 billion in 2025-26 (the Early Action Package reflected the use of the \$12.2 billion in 2024- 25). The May Revision continues to reflect a complete withdrawal of the \$900 million in Safety Net Reserve as in the Governor’s January Budget and also reflects a complete withdrawal of the Public School System Stabilization Account (\$3.8 billion remained in the Governor’s January Budget).

Overall, the proposed budget includes a total of \$46.1 billion in budget solutions. The May Revision total solutions are \$1.2 billion above the increased shortfall identified since the Governor’s January Budget (\$7 billion) due to erosions in proposed solutions and other technical changes.

The May Revision reduces \$300 million in 2025-26 and \$99 million in 2026-27 for the Active Transportation Program. This is in addition to the \$200 million reduction in the Governor’s January budget.

The May Revision shifts \$555.1 million from the General Fund to the Greenhouse Gas Reduction Fund above what was proposed in the Governor’s January Budget, for a total of \$1.3 billion. In addition, the May Revision reduces \$148 million not used for awarded projects from the Competitive Transit and Intercity Rail Capital Program (TIRCP) and maintains \$3.5 billion of the originally planned \$3.65 billion.

LAO’s 2024-25 Budget Reports on the Governor’s May Revision

On May 17th the Legislative Analyst’s Office (LAO) released the 2024-25 Budget: Initial Comments on the Governor’s May Revision. The report provided a summary of and comments on the Governor’s revised budget, focusing on the overall condition and structure of the state General Fund—the budget’s main operating account. Based on the administration’s revenue estimates and proposals, LAO estimated the Governor addressed a larger deficit than \$27 billion —\$55 billion. LAO stated that the May Revision primarily solves the budget problem by adjusting spending. Spending-related solutions represent nearly 90 percent of the total solutions. Of this total, \$22 billion is related to school and community college funding changes and \$16 billion are spending reductions, while the remaining solutions comprise other types, like fund shifts. The Governor also reduces the state’s reliance on reserves—using only \$4 billion in reserve withdrawals to cover the deficit, significantly less than the \$13 billion proposed in January. According to LAO, the overall structure of the Governor’s May Revision improves the fiscal health of the state in a number of ways. First, by proposing the state use less in reserves, the Governor preserves an important tool to address budget problems, which are likely to continue to emerge. Second, by further reducing one-time and temporary spending, the Governor leverages a “use it or lose it” tool that improves budget resilience. Finally, the Governor proposes new statutory language that would temporarily set aside anticipated surplus revenues for at least a year. While executing this proposal would be technically complex, we think the underlying idea is meritorious.

On May 24th the LAO published the 2024-25 Budget Multiyear Budget Outlook. The report presented LAO’s forecast of the condition of the state General Fund budget through 2027-28 under their revenue estimates and assumes the Governor’s May Revision policies are adopted. Similar to the administration, we project the state faces modest operating deficits (budget problems) over the multiyear period—ranging from a very small deficit in 2025-26 to larger ones in the out-years. LAO

stated that the May Revision puts the state on better fiscal footing and makes substantial progress toward structural balance. By pulling back substantially on one-time and temporary spending, as well as making some ongoing reductions, the Governor's May Revision shrinks the state's projected deficits from around \$30 billion (our December 2023 estimates) to an average of less than \$10 billion (our estimates today). Given this progress, they recommended the Legislature maintain a similar overall structure to the Governor's approach in the final budget package.

Upcoming Bill Deadlines

June 15 – Budget Bill must be passed by midnight

June 27 – Last day for legislative measure to qualify for the November 5 General Election ballot

July 3 – Last day for policy committees to meet and report bills

July 3 - August 5 – Summer Recess

Below is a list of VCTC tracked bills:

AB 6 (Friedman D) Transportation planning: regional transportation plans: Solutions for Congested Corridors Program: reduction of greenhouse gas emissions.

Introduced: 12/5/2022

Status: 7/14/2023-Failed Deadline pursuant to Rule 61(a)(10). (Last location was TRANS. on 6/14/2023) (Two-year bill, in the Second House, doesn't have to be acted upon until later this year)

Summary: Current law requires that each regional transportation plan also include a sustainable communities strategy prepared by each metropolitan planning organization in order to, among other things, achieve certain targets established by the State Air Resources Board for the reduction of greenhouse gas emissions from automobiles and light trucks in the region for 2020 and 2035, respectively. This bill would require the state board, after January 1, 2024, and not later than September 30, 2026, to establish additional targets for 2035 and 2045, respectively, as specified.

AB 7 (Friedman D) Transportation: funding: capacity projects.

Introduced: 12/5/2022

Status: 9/14/2023-Failed Deadline pursuant to Rule 61(a)(14). (Last location was INACTIVE FILE on 9/11/2023) (Two-year bill, in the Second House, doesn't have to be acted upon until later this year)

Summary: The Transportation Agency is under the supervision of the Secretary of Transportation, who has the power of general supervision over each department within the agency. The secretary, among other duties, is charged with developing and reporting to the Governor on legislative, budgetary, and administrative programs to accomplish coordinated planning and policy formulation in matters of public interest, including transportation projects. On and after January 1, 2025, and to the extent applicable, feasible, and cost effective, this bill would require the agency, the Department of Transportation, and the California Transportation Commission to incorporate specified goals into program funding guidelines and processes.

AB 295 (Fong, Vince R) Department of Transportation: maintenance projects.

Introduced: 1/25/2023

Status: 5/8/2024-Re-referred to Com. on JUD.

Summary: Current law prescribes various requirements to be satisfied before the exercise of a power of sale under a mortgage or deed of trust and prescribes a procedure for the exercise of that power. This bill would prohibit a person from contacting, soliciting, or initiating communication with an owner to claim the surplus funds from a foreclosure sale of the owner's residence before 90 days after the trustee's deed has been required.

AB 761 (Friedman D) Local finance: enhanced infrastructure financing districts.

Introduced: 2/13/2023

Status: 5/20/2024-From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on L. GOV.

Summary: Current law authorizes the legislative body of a city or a county to designate a proposed enhanced infrastructure financing district by adopting a resolution of intention to establish the proposed district which, among other things, is required to state that an enhanced infrastructure financing district is proposed and describe the boundaries of the proposed district. Current law requires the public financing authority to direct the preparation of and adopt an infrastructure financing plan consistent with the general plan and any relevant specific plan, and consisting of, among other things, a financing section. Current law requires that the financing section include a plan for financing the public facilities, a limit on the total number of dollars of taxes that may be allocated to the district pursuant to the plan, and a date, either not more than 45 years from the date on which the issuance of the bonds is approved for the plan on which the district will cease to exist, by which time all tax allocation to the district will end, or, where the district is divided into project areas, a date on which the infrastructure financing plan will cease to be in effect and all tax allocations to the district will end and a date on which the district's authority to repay indebtedness with incremental tax revenues will end, as specified. This bill, for plans proposed on or after January 1, 2024, would specify that for the purpose of development and construction of passenger rail projects in the County of Los Angeles where at least 75% of the revenue from the district is used for debt service on a federal Transportation Infrastructure Finance and Innovation Act loan, the date on which the district will cease to exist shall not be more than 75 years from the date of the issuance of bonds or approval of a loan, as specified. This bill would make legislative findings and declarations as to the necessity of a special statute for specified districts enacted primarily for the purpose of development and construction of zero-emission mass transit projects.

AB 817 (Pacheco D) Open meetings: teleconferencing: subsidiary body.

Introduced: 2/13/2023

Status: 5/21/2024-In committee: Set, first hearing. Hearing canceled at the request of author.

Summary: The Ralph M. Brown Act requires, with specified exceptions, each legislative body of a local agency to provide notice of the time and place for its regular meetings and an agenda containing a brief general description of each item of business to be transacted. The act also requires that all meetings of a legislative body be open and public, and that all persons be permitted to attend unless a closed session is authorized. The act generally requires for teleconferencing that the legislative body of a local agency that elects to use teleconferencing post agendas at all teleconference locations, identify each teleconference location in the notice and agenda of the meeting or proceeding, and have each teleconference location be accessible to the public. Existing law also requires that, during the teleconference, at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction. Current law authorizes the legislative body of a local agency to use alternate teleconferencing provisions during a proclaimed state of emergency (emergency provisions) and, until January 1, 2026, in certain

circumstances related to the particular member if at least a quorum of its members participate from a singular physical location that is open to the public and situated within the agency's jurisdiction and other requirements are met (nonemergency provisions). This bill, until January 1, 2026, would authorize a subsidiary body, as defined, to use similar alternative teleconferencing provisions and would impose requirements for notice, agenda, and public participation, as prescribed. In order to use teleconferencing pursuant to this act, the bill would require the legislative body that established the subsidiary body by charter, ordinance, resolution, or other formal action to make specified findings by majority vote, before the subsidiary body uses teleconferencing for the first time and every 12 months thereafter.

AB 930 (Friedman D) Local government: Reinvestment in Infrastructure for a Sustainable and Equitable California (RISE) districts.

Introduced: 2/14/2023

Status: 5/1/2024-Referred to Coms. on L. GOV. and HOUSING.

Summary: Would authorize the legislative bodies of 2 or more cities or counties to jointly form a Reinvestment in Infrastructure for a Sustainable and Equitable California district (RISE district) in accordance with specified procedures. The bill would authorize a special district to join a RISE district, by resolution, as specified. The bill would require the Office of Planning and Research (OPR) to develop guidelines for the formation of RISE districts no later than November 30, 2026. The bill would provide for the establishment of a governing board of a RISE district with representatives of each participating local government.

AB 1333 (Ward D) Residential real property: bundled sales.

Introduced: 2/16/2023

Status: 5/1/2024-Referred to Com. on JUD.

Summary: Current law, until January 1, 2031, for purposes of the exercise of a power of sale, prohibits a trustee from bundling properties for the purpose of sale, instead requiring each property to be bid on separately, unless the deed of trust or mortgage provides otherwise. Current law also prohibits specified institutions that, during their immediately preceding annual reporting period, as established with their primary regulator, foreclosed on 175 or more residential real properties, containing no more than 4 dwelling units, from conducting a sale of 2 or more parcels of real property containing one to 4 residential dwelling units, inclusive, at least 2 of which have been acquired through foreclosure under a mortgage or deed of trust. This bill would prohibit a developer of residential one to 4 dwelling units, inclusive, from conducting a sale of 2 or more parcels of real property containing one to 4 residential dwelling units, inclusive, in a single transaction to an institutional investor, as defined, if the occupancy permit was issued on or after January 1, 2025.

AB 1335 (Zbur D) Local government: transportation planning and land use: sustainable communities strategy.

Introduced: 2/16/2023

Status: 9/1/2023-Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. on 7/12/2023) (Two-year bill, in the Second House, doesn't have to be acted upon until later this year)

Summary: Current law requires specified designated transportation planning agencies to prepare and adopt a regional transportation plan directed at achieving a coordinated and balanced regional transportation system, as described. Current law requires the plan to include specified information, including a sustainable communities strategy prepared by each metropolitan planning organization, and requires each transportation planning agency to adopt and submit, every 4 years, an updated plan to

the California Transportation Commission and the Department of Transportation. Current law requires the sustainable communities strategy to include specified information, including an identification of areas within the region sufficient to house all the population of the region over the course of the planning period of the regional transportation plan, as specified, and an identification of areas within the region sufficient to house an 8-year projection of the regional housing need for the region, as specified. This bill would additionally require each metropolitan planning organization to include in the sustainable communities strategy the total number of new housing units necessary to house all the population of the region over the course of the planning period of the regional transportation plan, as specified, and the total number of new housing units necessary to house the above-described 8-year projection, as specified.

AB 1348 (Grayson D) State government: Controller: claims audits.

Introduced: 2/16/2023

Status: 9/1/2023-Failed Deadline pursuant to Rule 61(a)(11). (Last location was APPR. SUSPENSE FILE on 8/21/2023) (Two-year bill, in the Second House, doesn't have to be acted upon until later this year)

Summary: Existing law, the Government Claims Act, generally requires the presentation of all claims for money or damages against local public entities and the state. Existing law provides for the presentation of a claim for which appropriations have been made, or for which state funds are available, under that act to the Controller, in the form and manner prescribed by the general rules and regulations adopted by the Department of General Services. Existing law, with specified exceptions, prohibits the Controller from drawing a warrant for any claim until it has been audited in conformity with law and the general rules and regulations adopted by the Department of General Services governing the presentation and audit of claims. This bill would authorize the Controller to conduct, unless prohibited by the provisions of a state ballot proposition passed by the electorate, financial and compliance audits as the Controller's office deems as necessary for purposes of ensuring that any expenditures, regardless of the source or fund from which the warrants for claims are drawn, are expended in a manner consistent with the law and the voters' intent. The bill would also authorize the Controller to conduct any audits necessary to carry out their constitutional and statutory duties and responsibilities under the law. The bill would require, if an audit is conducted as specified, the Controller to provide a report with specified information from these audits to the Legislature by June 30 following the completion of the audit and would require the Controller to allow all auditees in the report a reasonable period of time to review and comment on the section of the report relating to the auditee, as described. The bill would make related legislative findings and declarations.

AB 1889 (Friedman D) General plan: wildlife connectivity element.

Introduced: 1/22/2024

Status: 5/21/2024-In Senate. Read first time. To Com. on RLS. for assignment.

Summary: The Planning and Zoning Law requires the legislative body of a city or county to adopt a comprehensive general plan that includes various elements, including land use, housing, and conservation elements, as specified. Current law requires the conservation element to consider the effect of development within the jurisdiction on natural resources located on public lands. This bill would additionally require the conservation element to consider the effect of development within the jurisdiction on the movement of wildlife and habitat connectivity. The bill would require the conservation element, upon the next update of one or more elements on or after January 1, 2026, to, among other things, identify and analyze connectivity areas, permeability, and natural landscape areas within the jurisdiction, identify and analyze existing or planned wildlife passage features, and consider the impacts

of development and the barriers caused by development to wildlife and habitat connectivity. The bill would authorize a city, county, or city and county to incorporate by reference into their general plan an existing plan that meets these requirements. The bill would require authorize a city, county, or city and county preparing to update its conservation element to consider incorporating appropriate standards, policies, and zoning, implementation programs, consult with specified entities, and consider relevant best available science.

AB 1904 (Ward D) Transit buses: yield right-of-way sign.

Introduced: 1/23/2024

Status: 5/1/2024-Referred to Com. on TRANS.

Summary: Current law authorizes a transit bus in the Santa Cruz Metropolitan Transit District and the Santa Clara Valley Transportation Authority to be equipped with a yield right-of-way sign on the left rear of the bus if the applicable entity approves a resolution requesting that this section be made applicable to it. Current law requires the sign to be designed to warn a person operating a motor vehicle approaching the rear of the bus that the bus is entering traffic and be illuminated by a red flashing light when the bus is signaling in preparation for entering a traffic lane after having stopped to receive or discharge passengers. This bill would expand the authorization to equip transit buses, as described above, to apply to any transit agency if the transit agency approves a resolution that this authorization be made applicable to it.

AB 2086 (Schiavo D) Department of Transportation funding: report and public dashboard.

Introduced: 2/5/2024

Status: 5/22/2024-In Senate. Read first time. To Com. on RLS. for assignment.

Summary: Current law requires the Department of Transportation to prepare the California Transportation Plan for submission to the Governor and the Legislature as a long-range planning document that incorporates various elements and is consistent with specified expressions of legislative intent. Current law requires the department to complete the 3rd update to the plan by December 31, 2025, and to update the plan every 5 years thereafter. This bill would require the California Transportation Plan to also include a financial element that summarizes the full cost of plan implementation, a summary of available revenues through the planning period, and an analysis of what is feasible within the plan if constrained by a realistic projection of available revenues, as specified.

AB 2091 (Grayson D) California Environmental Quality Act: exemption: public access: nonmotorized recreation.

Introduced: 2/5/2024

Status: 5/22/2024-Referred to Coms. on E.Q. and N.R. & W.

Summary: Would exempt from the California Environmental Quality Act (CEQA) a change in use approved by a public agency to allow public access, as provided, exclusively for nonmotorized recreation, as defined, in areas acquired or managed by a public agency for open space or park purposes. The bill would require the lead agency, if the lead agency determines that an activity is not subject to CEQA pursuant to this provision and determines to approve or carry out the activity, to file a notice with the State Clearinghouse in the Office of Planning and Research and with the county clerk of the county in which the land is located, as provided. By imposing duties on public agencies related to the exemption, this bill would create a state-mandated local program. The bill would repeal these provisions on January 1, 2030.

AB 2095 (Maienschein D) Publication: newspapers of general circulation.

Introduced: 2/5/2024

Status: 5/22/2024-In Senate. Read first time. To Com. on RLS. for assignment.

Summary: Current law requires various types of notices to be provided in a “newspaper of general circulation,” as that term is defined, in accordance with certain prescribed publication periods and legal requirements. Current law requires a newspaper of general circulation to meet certain criteria, including publication, a bonafide subscription list of paying subscribers, and printing and publishing at regular intervals in the state, county, or city where publication is to be given. This bill would require any public notice that is legally required to be published in a newspaper of general circulation to be published in the newspaper’s print publication, on the newspaper’s internet website or electronic newspaper available on the internet, and on a statewide internet website maintained as a repository for notices by a majority of California newspapers of general circulation, as specified. The bill would permit a newspaper that does not maintain its own internet website to satisfy these notice requirements by publishing the notice on a statewide internet website and referencing the statewide internet website in its print publication notice.

AB 2266 (Petrie-Norris D) California Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project: vehicle eligibility.

Introduced: 2/8/2024

Status: 4/25/2024-Failed Deadline pursuant to Rule 61(b)(5). (Last location was TRANS. on 2/26/2024)

Summary: The State Air Resources Board administers the California Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project under which the agency issues a limited number of vouchers to incentivize the purchase and use of zero-emission commercial vehicles. This bill would require the state board to authorize a voucher issued under the program to be used for the acquisition of any zero-emission vehicle that meets specified requirements.

AB 2290 (Friedman D) Transportation: Class III bikeways: bicycle facilities: Bikeway Quick-Build Project Pilot Program.

Introduced: 2/12/2024

Status: 5/23/2024-Read third time. Passed. Ordered to the Senate. (Ayes 57. Noes 14.)

Summary: Current law requires the California Transportation Commission to develop guidelines and project selection criteria for the Active Transportation Program, as provided. Current law establishes 4 classifications of bikeways and defines a “Class III bikeway” as a bikeway that provides a right-of-way on-street or off-street, designated by signs or permanent markings and shared with pedestrians and motorists. This bill would prohibit the allocation of Active Transportation Program funds for a project that creates a Class III bikeway unless the project is on a residential street with a posted speed limit of 20 miles per hour or less.

AB 2302 (Addis D) Open meetings: local agencies: teleconferences.

Introduced: 2/12/2024

Status: 5/22/2024-Referred to Com. on L. GOV.

Summary: The Ralph M. Brown Act generally requires for teleconferencing that the legislative body of a local agency that elects to use teleconferencing post agendas at all teleconference locations, identify each teleconference location in the notice and agenda of the meeting or proceeding, and have each teleconference location be accessible to the public. Current law also requires that, during the teleconference, at least a quorum of the members of the legislative body participate from locations within the boundaries of the territory over which the local agency exercises jurisdiction. The act

provides an exemption to the jurisdictional requirement for health authorities, as defined. Current law, until January 1, 2026, authorizes the legislative body of a local agency to use alternative teleconferencing in specified circumstances if, during the teleconference meeting, at least a quorum of the members of the legislative body participates in person from a singular physical location clearly identified on the agenda that is open to the public and situated within the boundaries of the territory over which the local agency exercises jurisdiction, and the legislative body complies with prescribed requirements. Current law imposes prescribed restrictions on remote participation by a member under these alternative teleconferencing provisions, including establishing limits on the number of meetings a member may participate in solely by teleconference from a remote location, prohibiting such participation for a period of more than 3 consecutive months or 20% of the regular meetings for the local agency within a calendar year, or more than 2 meetings if the legislative body regularly meets fewer than 10 times per calendar year. This bill would revise those limits, instead prohibiting such participation for more than a specified number of meetings per year, based on how frequently the legislative body regularly meets.

AB 2320 (Petrie-Norris D) Wildlife Connectivity and Climate Adaptation Act of 2024: wildlife corridors.

Introduced: 2/12/2024

Status: 5/22/2024-In Senate. Read first time. To Com. on RLS. for assignment.

Summary: Current law requires the Natural Resources Agency, in implementing actions to achieve the goal to conserve at least 30% of the state's lands and coastal waters by 2030 established by executive order, to prioritize specified actions. Current law requires the Secretary of the Natural Resources Agency to prepare and submit an annual report to the Legislature on the progress made during the prior calendar year toward achieving that goal, as provided. Current law requires that annual report to include certain information, including, among other information, the progress made in the prior calendar year to address equity as part of the above-described goal. This bill, the Wildlife Connectivity and Climate Adaptation Act of 2024, would additionally require the agency, as part of that report, to identify key wildlife corridors, as defined, in the state, connections between large blocks of natural areas and habitats, progress on protecting additional acres of wildlife corridors, and goals for wildlife corridor protection in the next 5 years, as provided.

AB 2503 (Lee D) California Environmental Quality Act: exemption: railroad electrification and railroad siding projects.

Introduced: 2/13/2024

Status: 5/16/2024-From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on E.Q.

Summary: The California Environmental Quality Act (CEQA) requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. CEQA, until January 1, 2030, exempts from its requirements certain transportation-related projects if specified requirements are met, including that a local agency, as defined, is carrying out the project and that the project will be completed by a skilled and trained workforce, as provided. CEQA includes within these exempt transportation-related projects a public project for the institution or increase of bus rapid transit, bus, or light rail service, which will be exclusively used by low-emission or zero-emission vehicles, on existing public rights-of-way or existing highway rights-of-way. Current law requires the lead agency, if it determines that a transportation-related project is exempt from CEQA and determines to carry out the

project, to file a notice of exemption with the Office of Planning and Research and the county clerk in which the project is located. This bill would expand that exemption from CEQA to include a public project for the institution or increase of other passenger rail service, which will be exclusively used by zero-emission trains, on existing public rights-of-way or existing highway rights-of-way. Because the bill would increase the duties of the county clerk, this bill would impose a state-mandated local program.

AB 2535 (Bonta D) Trade Corridor Enhancement Program.

Introduced: 2/13/2024

Status: 5/16/2024-Failed Deadline pursuant to Rule 61(b)(8). (Last location was APPR. SUSPENSE FILE on 5/8/2024)

Summary: Current law requires the California Transportation Commission, under the Trade Corridor Enhancement Program, to allocate, upon appropriation by the Legislature, revenues from a specified portion of the state excise tax on diesel fuel and certain federal funds to infrastructure projects located on or along specified transportation corridors. Under current law, eligible projects under the program include, among others, highway improvements to more efficiently accommodate the movement of freight and environmental and community mitigation or efforts to reduce environmental impacts of freight movement. This bill would prohibit the commission from programming funding under the program to a project that expands the physical footprint of a highway in a community that experiences disproportionate burdens from diesel particulate matter, as specified.

AB 2553 (Friedman D) Housing development: major transit stops: vehicular traffic impact fees.

Introduced: 2/14/2024

Status: 5/15/2024-Referred to Coms. on L. GOV. and HOUSING.

Summary: The California Environmental Quality Act (CEQA) exempts from its requirements residential projects on infill sites and transit priority projects that meet certain requirements, including a requirement that the projects are located within 1/2 mile of a major transit stop. CEQA defines “major transit stop” to include, among other locations, the intersection of 2 or more major bus routes with a frequency of service interval of 15 minutes or less during the morning and afternoon peak commute periods. This bill would revise the definition of “major transit stop” to increase the frequency of service interval to 20 minutes.

AB 2678 (Wallis R) Vehicles: high-occupancy vehicle lanes.

Introduced: 2/14/2024

Status: 5/23/2024-In Senate. Read first time. To Com. on RLS. for assignment.

Summary: Current state law authorizes the Department of Transportation to designate certain lanes for the exclusive use of high-occupancy vehicles (HOVs). Current federal law authorizes, until September 30, 2025, a state to allow specified alternate fuel and plug-in electric or hybrid vehicles to use lanes designated for HOVs. Current state law authorizes the Department of Motor Vehicles to issue decals or other identifiers to qualified vehicles, as specified. Current state law allows a vehicle displaying a valid decal or identifier issued pursuant to these provisions to be operated in a lane designated for the exclusive use of HOVs regardless of the occupancy of the vehicle. These existing state laws, by operation of their provisions, become inoperative on the date the federal authorization expires. Current state law also repeals these provisions on September 30, 2025. This bill would extend the repeal date of these provisions until January 1, 2027.

AB 2813 (Aguiar-Curry D) Government Investment Act.

Introduced: 2/15/2024

Status: 5/22/2024-Ordered to inactive file at the request of Assembly Member Aguiar-Curry.

Summary: The Legislature adopted ACA 1 at the 2023–24 Regular Session of the Legislature, which, if approved by the voters, would amend and add provisions of the California Constitution to (1) create an additional exception to the 1% limit on the ad valorem tax rate on real property by authorizing a local jurisdiction to levy an ad valorem tax to service bonded indebtedness incurred to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure, affordable housing, or permanent supportive housing, if the proposition proposing that tax is approved by 55% of the voters in that local jurisdiction; and (2) authorize a local jurisdiction to impose, extend, or increase a sales and use tax to fund the construction, reconstruction, rehabilitation, or replacement of public infrastructure, affordable housing, or permanent supportive housing, if the proposition proposing that tax is approved by 55% of the voters in that local jurisdiction. Pursuant to the existing law described above, ACA 1 is scheduled to appear on the ballot at the November 5, 2024, statewide general election. This bill would authorize a local government that imposes a tax under ACA 1 to commit revenues to affordable housing programs, including downpayment assistance, first-time home buyer programs, and owner-occupied affordable housing rehabilitation programs. The bill would require a local government to ensure that any project that is funded with ACA 1 bonded indebtedness or ACA 1 special taxes to have an estimated useful life of at least 15 years or 5 years if the funds are for specified public safety buildings, facilities, and equipment.

AB 2945 (Alvarez D) Enhanced infrastructure financing districts.

Introduced: 2/16/2024

Status: 5/16/2024-Failed Deadline pursuant to Rule 61(b)(8). (Last location was APPR. SUSPENSE FILE on 5/15/2024)

Summary: The California Constitution, with respect to any taxes levied on taxable property in a redevelopment project established under the Community Redevelopment Law, as it then read or may be amended, authorizes the Legislature to provide for the division of those taxes under a redevelopment plan between the taxing agencies and the redevelopment agency, as provided. Current law dissolved redevelopment agencies as of February 1, 2012, and designates successor agencies to act as successor entities to the dissolved redevelopment agencies. This bill, the Reconnecting Communities Redevelopment Act, would authorize a city or county, or two or more cities acting jointly, to propose the formation of a reconnecting communities investment agency by adoption of a resolution of intention that meets specified requirements, including that the resolution of intention include a passthrough provision and an override passthrough provision, as defined. The bill would require the city or county to submit that resolution to each affected taxing entity and would authorize an entity that receives that resolution to elect to not receive a passthrough payment, as provided. The bill would require the city or county that adopted that resolution to hold a public hearing on the proposal to consider all written and oral objections to the formation, as well as any recommendations of the affected taxing entities, and would authorize that city or county to adopt a resolution of formation at the conclusion of that hearing.

AB 3005 (Wallis R) Motor Vehicle Fuel Tax Law: adjustment suspension.

Introduced: 2/16/2024

Status: 3/11/2024-Referred to Com. on TRANS.

Summary: Article XIX of the California Constitution restricts the expenditure of revenues from the Motor Vehicle Fuel Tax Law, Diesel Fuel Tax Law, and other taxes imposed by the state on fuels used in motor vehicles upon public streets and highways to street and highway and certain mass transit purposes. This bill would authorize the Governor to suspend an adjustment to the motor vehicle fuel

tax, as described above, scheduled on or after July 1, 2025, upon making a determination that increasing the rate would impose an undue burden on low-income and middle-class families. The bill would require the Governor to notify the Legislature of an intent to suspend the rate adjustment on or before January 10 of that year, and would require the Department of Finance to submit to the Legislature a proposal by January 10 that would maintain the same level of funding for transportation purposes as would have been generated had the scheduled adjustment not been suspended.

AB 3177 (Carrillo, Wendy D) Mitigation Fee Act: land dedications: mitigating vehicular traffic impacts.

Introduced: 2/16/2024

Status: 5/22/2024-In Senate. Read first time. To Com. on RLS. for assignment.

Summary: The Mitigation Fee Act imposes various requirements with respect to the establishment, increase, or imposition of a fee by a local agency as a condition of approval of a development project. Current law requires a local agency that imposes a fee on a housing development for the purpose of mitigating vehicular traffic impacts to set the rate for the fee to reflect a lower rate of automobile trip generation if the housing development satisfies specified characteristics, including that the housing development is located within 1/2 mile of a transit station. Current law defines transit station for these purposes to mean a rail or light-rail station, ferry terminal, bus hub, or bus transfer station. This bill would instead require the housing development to be located within 1/2 mile of a transit priority area for purposes of a local agency setting the rate for a mitigating vehicular traffic impacts fee to reflect a lower rate of automobile trip generation.

ACA 18 (Wallis R) Road usage charges: vote and voter approval requirements.

Introduced: 2/16/2024

Status: 2/17/2024-From printer. May be heard in committee March 18.

Summary: The California Constitution requires any change in state statute that increases the tax liability of any taxpayer to be imposed by an act passed by 2/3 of the membership of each house of the Legislature, and prohibits specified taxes on real property from being so imposed. For these purposes, the California Constitution defines a "tax" as any state levy, charge, or exaction, except as described in certain exceptions. The California Constitution describes one of those exceptions as a charge imposed for entrance to or use of state property, or the purchase, rental, or lease of state property, except charges governed by a specified provision of the California Constitution. This measure, on or after its effective date, would provide that the exception described above does not include a road usage charge, as described, thereby requiring the imposition of this type of charge to be subject to the 2/3 vote requirement.

SB 312 (Wiener D) California Environmental Quality Act: university housing development projects: exemption.

Introduced: 2/6/2023

Status: 5/13/2024-Referred to Com. on NAT. RES.

Summary: Current law, until January 1, 2030, exempts from the California Environmental Quality Act (CEQA) a university housing development project carried out by a public university on real property owned by the public university if the project meets certain requirements, including that each building within the project is certified as Leadership in Energy and Environmental Design (LEED) Platinum or better by the United States Green Building Council. Current law requires the lead agency, if the university housing development project is exempt from CEQA under the above provision, to file the LEED certificate for buildings within the project and a notice determining that the construction impacts

of the project have been fully mitigated with the Office of Planning and Research and the county clerk of the county in which the project is located. Current law requires a public university or a relevant public agency with authority to issue a certificate of occupancy for a building within the project to not issue the certificate of occupancy for the building unless the lead agency receives certification of LEED Platinum or better from the United States Green Building Council for the building and the lead agency determines that the construction impacts of the project have been fully mitigated. This bill would instead require a public university to obtain LEED Platinum certification for each building within a university housing development project no later than 12 months from the issuance of the building's certificate of occupancy or its usage. The bill would prohibit a public university that has exempted a university housing development project from being eligible to exempt a subsequent university housing development project until the public university has obtained LEED Platinum certification for each building within the prior exempted university housing development project.

SB 517 (Gonzalez D) Economic development: movement of freight.

Introduced: 2/14/2023

Status: 7/14/2023-Failed Deadline pursuant to Rule 61(a)(10). (Last location was J., E.D. & E. on 6/8/2023) (Two-year bill, in the Second House, doesn't have to be acted upon until later this year)

Summary: Current law authorizes GO-Biz to undertake various activities relating to economic development, including the provision of prescribed information. Current law requires the Transportation Agency to prepare a state freight plan that provides a comprehensive plan to govern the immediate and long-range planning activities and capital investments of the state with respect to the movement of freight. This bill would authorize GO-Biz to serve as the coordinating entity to steer the growth, competitiveness, and sustainability for freight and the supply chain across the state and to promote and assess the continued economic vitality, economic competitiveness, and sustainability of the freight sector. The bill would also authorize GO-Biz to provide freight and supply chain economic competitiveness information.

SB 537 (Becker D) Open meetings: local agencies: teleconferences.

Introduced: 2/14/2023

Status: 9/14/2023-Ordered to inactive file on request of Assembly Member Bryan.

Summary: Current law, until January 1, 2024, authorizes the legislative body of a local agency to use alternate teleconferencing provisions during a proclaimed state of emergency or in other situations related to public health that exempt a legislative body from the general requirements (emergency provisions) and impose different requirements for notice, agenda, and public participation, as prescribed. The emergency provisions specify that they do not require a legislative body to provide a physical location from which the public may attend or comment. Current law, until January 1, 2026, authorizes the legislative body of a local agency to use alternative teleconferencing in certain circumstances related to the particular member if at least a quorum of its members participate from a singular physical location that is open to the public and situated within the agency's jurisdiction and other requirements are met, including restrictions on remote participation by a member of the legislative body. These circumstances include if a member shows "just cause," including for a childcare or caregiving need of a relative that requires the member to participate remotely. This bill would expand the circumstances of "just cause" to apply to the situation in which an immunocompromised child, parent, grandparent, or other specified relative requires the member to participate remotely. The bill would authorize the legislative body of a multijurisdictional, cross-county agency, as specified, to use alternate teleconferencing provisions if the eligible legislative body has adopted an authorizing resolution, as specified. The bill would also require the legislative body to provide a record of

attendance of the members of the legislative body, the number of community members in attendance in the teleconference meeting, and the number of public comments on its internet website within 10 days after a teleconference meeting, as specified. The bill would require at least a quorum of members of the legislative body to participate from one or more physical locations that are open to the public and within the boundaries of the territory over which the local agency exercises jurisdiction.

SB 672 (McGuire D) Residential property insurance.

Introduced: 2/16/2023

Status: 7/14/2023-Failed Deadline pursuant to Rule 61(a)(10). (Last location was INS. on 6/26/2023) (Two-year bill, in the Second House, doesn't have to be acted upon until later this year)

Summary: Current law generally regulates classes of insurance, including residential property insurance. Current law prohibits a residential property insurance policy from being issued or renewed in this state unless it complies with certain requirements. This bill would prohibit an admitted insurer that offers residential property insurance from refusing to offer or sell residential property insurance to an applicant whose property meets specified best practices for wildfire building hardening and property-level mitigation.

SB 768 (Caballero D) California Environmental Quality Act: State Air Resources Board: vehicle miles traveled: study.

Introduced: 2/17/2023

Status: 4/29/2024-Referred to Com. on NAT. RES.

Summary: The California Environmental Quality Act (CEQA) requires a lead agency to prepare a mitigated negative declaration for a project that may have a significant effect on the environment if revisions in the project would avoid or mitigate that effect and there is no substantial evidence that the project, as revised, would have a significant effect on the environment. Current law requires the Office of Planning and Research to prepare, develop, and transmit to the Secretary of the Natural Resources Agency for certification and adoption proposed revisions to guidelines establishing criteria for determining the significance of transportation impacts of projects within transit priority areas to promote the reduction of greenhouse gas emissions, the development of multimodal transportation networks, and a diversity of land uses. Current law creates the State Air Resources Board as the state agency charged with coordinating efforts to attain and maintain ambient air quality standards, to conduct research into the causes of and solution to air pollution, and to systematically attack the serious problem caused by motor vehicles, which is the major source of air pollution in many areas of the state. Existing law authorizes the state board to do those acts as may be necessary for the proper execution of the powers and duties granted to, and imposed upon, the state board. This bill would require the state board, by January 1, 2026, to conduct and submit to the Legislature a study on how vehicle miles traveled is used as a metric for measuring transportation impacts pursuant to CEQA, as specified.

SB 955 (Seyarto R) Office of Planning and Research: Infrastructure Gap-Fund Program

Introduced: 1/22/2024

Status: 5/16/2024-Failed Deadline pursuant to Rule 61(b)(8). (Last location was APPR. SUSPENSE FILE on 4/15/2024)

Summary: Would require the Office of Planning and Research, upon appropriation by the Legislature, to establish the Infrastructure Gap-Fund Program to provide grants to local agencies to develop and construct infrastructure projects, as defined. The bill would authorize the office to provide funding for up to 20% of a project's total cost, subject to specified requirements, including, among other things, that the office is prohibited from awarding a grant to a local agency unless the local agency provides

funding that has been raised through local taxes for at least 10% of the infrastructure project's total cost. The bill would require the office to develop guidelines to implement the program that establish the criteria by which grant applications will be evaluated and funded. The bill would make these provisions operative January 1, 2027.

SB 960 (Wiener D) Transportation: planning: transit priority projects: multimodal

Introduced: 1/23/2024

Status: 5/23/2024-In Assembly. Read first time. Held at Desk.

Summary: Current law requires the Department of Transportation to improve and maintain the state's highways, and establishes various programs to fund the development, construction, and repair of local roads, bridges, and other critical transportation infrastructure in the state. This bill would require all transportation projects funded or overseen by the department to provide complete streets facilities, except as specified.

SB 1068 (Eggman D) Tri-Valley-San Joaquin Valley Regional Rail Authority: contracting: Construction Manager/General Contractor project delivery method.

Introduced: 2/12/2024

Status: 5/6/2024-Referred to Com. on TRANS.

Summary: Current law establishes the Tri-Valley-San Joaquin Valley Regional Rail Authority for purposes of planning, developing, delivering, and operating cost-effective and responsive transit connectivity, between the Bay Area Rapid Transit District's rapid transit system and the Altamont Corridor Express commuter rail service. Current law gives the authority all of the powers necessary for planning, acquiring, leasing, developing, jointly developing, owning, controlling, using, jointly using, disposing of, designing, procuring, and constructing facilities to achieve transit connectivity, including, among other powers, the power to contract with public and private entities for the planning, design, and construction of the connection. Current law authorizes these contracts to be assigned separately or combined to include any or all tasks necessary to achieve transit connectivity. This bill would authorize the Tri-Valley-San Joaquin Valley Regional Rail Authority to use the Construction Manager/General Contractor project delivery method when contracting for the planning, design, and construction of the connection. The bill would additionally authorize the contracts of the authority to extend to work on the state highway system for the construction of passenger rail service through the Altamont Pass Corridor.

SB 1098 (Blakespear D) Passenger and freight rail: LOSSAN Rail Corridor.

Introduced: 2/13/2024

Status: 5/22/2024-Ordered to special consent calendar.

Summary: Current law authorizes the Department of Transportation, subject to approval of the Secretary of Transportation, to enter into an interagency transfer agreement under which a joint powers board assumes responsibility for administering the state-funded intercity rail service in certain rail corridors, including the LOSSAN Rail Corridor. Current law defines the LOSSAN Rail Corridor as the intercity passenger rail corridor between San Diego, Los Angeles, and San Luis Obispo. Pursuant to this authority, the department entered into an interagency transfer agreement with the LOSSAN Rail Corridor Agency to administer intercity passenger rail service in the LOSSAN Rail Corridor. This bill would require the Secretary of Transportation to provide guidance and recommendations to, and coordination between, stakeholders as necessary to ensure the performance of the LOSSAN Rail Corridor, as specified. This bill would also require the Secretary of Transportation, in consultation with the Director of Transportation, the California Transportation Commission, the Secretary for Environmental Protection, and the Secretary of the Natural Resources Agency, to submit a report to the

Legislature on or before January 1, 2026, regarding the LOSSAN Rail Corridor that includes specified information.

SB 1216 (Blakespear D) Transportation projects: Class III bikeways: prohibition.

Introduced: 2/15/2024

Status: 5/22/2024-In Assembly. Read first time. Held at Desk.

Summary: Current law establishes 4 classifications of bikeways and defines a “Class III bikeway” as a bikeway that provides a right-of-way on-street or off-street, designated by signs or permanent markings and shared with pedestrians and motorists. This bill would define “sharrow” as the pavement marking used to inform road users that bicyclists might occupy the travel lane. The bill would prohibit, on and after January 1, 2025, an agency responsible for the development or operation of bikeways or highways where bicycle travel is permitted from installing or restriping a Class III bikeway or a sharrow on a highway that has a posted speed limit greater than 30 miles per hour.

SB 1417 (Allen D) Transit districts: prohibition orders.

Introduced: 2/16/2024

Status: 4/29/2024-Referred to Com. on TRANS.

Summary: Current law prohibits certain acts by a person with respect to the property, facilities, or vehicles of a transit district. Current law authorizes the Fresno Area Express, the Los Angeles County Metropolitan Transportation Authority, the Sacramento Regional Transit District, the San Francisco Bay Area Rapid Transit District, and the Santa Clara Valley Transportation Authority to issue a prohibition order to any person cited for committing one or more of certain prohibited acts in specified transit facilities. Current law prohibits a person subject to the prohibition order from entering the property, facilities, or vehicles of the transit district for specified periods of time. Current law establishes notice requirements in that regard and provides for initial and administrative review of the order. This bill would provide that the Santa Monica Department of Transportation is also a transit district for purposes of these provisions regarding prohibition orders.

VENTURA COUNTY TRANSPORTATION COMMISSION STATE LEGISLATIVE MATRIX BILL SUMMARY June 7, 2024			
BILL/AUTHOR	SUBJECT	POSITION	STATUS
AB 6 Friedman	Transportation planning: Regional Transportation Plans: Solutions for Congested Corridors Program: Reduction of Greenhouse Gas Emissions	Monitor	Passed Assembly. Ordered to Senate. Now a two-year bill.
AB 7 Friedman	Transportation: Project Selection Process	Monitor	Ordered to inactive file.
AB 96 Kalra	Public employment: local public transit agencies: autonomous transit vehicle technology	Monitor	Approved by the governor. Chaptered.
AB 411 Bennett	California Recreational Trails and Greenways Act	Monitor	Held at committee.
AB 463 Hart	Electricity: prioritization of service: public transit vehicles	Monitor	Held at committee.
AB 557 Hart	Open meetings: local agencies: teleconferences	Monitor	Approved by the governor. Chaptered.
AB 817 Pacheco, Wilson	Open meetings: teleconferencing: subsidiary bodies	Monitor	Ordered to Senate Local Government Cmte. Hearing set for 6/5.
AB 1904 Ward	Transit buses: yield right-of-way sign	Support	Passed Assembly. Ordered to Senate Transportation Cmte.
AB 2086 Schiavo	Department of Transportation funding: report and public dashboard	Monitor	Passed Assembly. Ordered to Senate.
AB 2535 Bonta	Trade Corridor Enhancement Program	Monitor	Held at Assembly Appropriations Cmte.
AB 2824 McCarty	Transit Worker Safety Act	Monitor	Amended. Referred to Committee on Public Safety on 3/21. Hearing postponed.
SB 411 Portantino	Open meetings: teleconferences: neighborhood councils	Monitor	Approved by the governor. Chaptered.

SB 768 Caballero	CEQA: vehicle miles traveled: State Air Resources Board: vehicle miles traveled: study	Monitor	Approved by Senate on 1/29. Sent to Assembly.
SB 915	Local government: Autonomous vehicles	Monitor	Passed Senate. Ordered to Assembly.
SB 960 Wiener	Transportation Planning: transit priority projects: multimodal	Monitor	Passed Senate. Ordered to Assembly.
SB 1098 Blakespear	Passenger and Freight Rail: LOSSAN Rail Corridor	Monitor	Passed Senate. Ordered to Assembly.



June 7, 2024

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: DARRIN PESCHKA, PROGRAM MANAGER, GOVERNMENT AND COMMUNITY RELATIONS

SUBJECT: OUTREACH PROGRAM UPDATE

RECOMMENDATION:

- Receive and file.

DISCUSSION:

The Ventura County Transportation Commission (VCTC) believes that robust and ongoing community outreach efforts are vital to VCTC's mission to keep Ventura County moving. For several years, VCTC has utilized the services of a consulting firm to facilitate community outreach and public transit outreach services. In December 2020, the Commission approved a three-and-a-half-year contract with Celtis Ventures Inc. for those services. That contract began Jan. 1, 2021. In May 2024, the Commission approved a two-year extension to the contract.

The contract covers outreach work for multiple VCTC programs, including Intercity Services, Regional Transit Planning, Metrolink, Pacific Surfliner (LOSSAN), Rideshare, Regional Transit Technology and Community Outreach. VCTC staff works with Celtis to create and share information about VCTC programs on the website, through printed materials posted at bus stops and transit centers, on social media, via email newsletters, and through digital and print media. Through the GoVCBus app, VCTC shares alerts to keep transit riders informed about changes to bus schedules and routes. VCTC also shares information on behalf of regional operators and partner agencies, such as Metrolink, and creates and shares materials with transit operators for countywide programs such as Free Fare Days.

During the past year, VCTC outreach efforts have focused on several major initiatives: including expansion of VCTC's first Spanish-language outreach campaign, Buenas con VCTC; promotion of Intercity bus route changes and schedules; and transportation options to major community events such as the X Games. These initiatives are intended to support VCTC efforts to bring back riders and to attract new riders. In addition, VCTC staff participated in numerous community events, such as the Port of Hueneme Banana Festival and the County of Ventura's Public Works Day. VCTC also published its first Community Impact report, a booklet that summarizes VCTC's accomplishments in 2023.

The Commission will receive a presentation about these activities, as well as outreach efforts planned for the coming year.



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June 7, 2024

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: AMANDA FAGAN, DIRECTOR OF PLANNING & SUSTAINABILITY

SUBJECT: SANTA PAULA BRANCH LINE UTILITY LICENSE AGREEMENT FOR BROADBAND INFRASTRUCTURE DEPLOYMENT

RECOMMENDATION:

- *Approve Utility License Agreement with the County of Ventura for deployment of approximately 32 miles of fiber optic cable and associated broadband infrastructure along the Santa Paula Branch Line right-of-way.*
- *Authorize the Executive Director to execute the Utility License Agreement upon acceptance of any final edits to the Agreement.*

BACKGROUND:

The Ventura County Transportation Commission (VCTC) serves as the regional transportation planning agency for Ventura County and is committed to continually improving Ventura County's transportation system through enhanced mobility and to preserving the quality of life enjoyed by Ventura County residents. Telework, telehealth, and improved access to remote services through broadband infrastructure can help to reduce transportation-related emissions and manage congestion and are an important piece of solving 21st Century transportation challenges. VCTC owns and manages the 32-mile Santa Paula Branch Line (SPBL) railroad, which extends from Ventura through Santa Paula, Fillmore, and Piru, through the Santa Clara River Valley and the along State Route 126 corridor. This area has a particular need for improved broadband access, and the SPBL corridor has been identified as a key resource for middle mile broadband deployment.

On May 7, 2021, County of Ventura Chief Information Officer Terry Theobald presented to the Commission an overview of the County's efforts related to regional broadband infrastructure deployment, with a focus on middle mile infrastructure, with updates presented to the Commission on January 6 and October 6, 2023. To support the County's planning efforts, VCTC staff provided past studies, maps, and a draft utilities license agreement template for use of the SPBL corridor.

In advance of a September 30, 2023 deadline, the County of Ventura submitted an application for an SB 156 Last Mile grant to construct a Fiber-to-the-Home (FTTH) network to connect unserved households, businesses, and anchor institutions within Ventura County. The project will establish 245,848 feet of new fiber optic backbone cable across Ventura County, completing sections of the Statewide Middle Mile Backbone Network (MMBN) while providing last-mile distribution and connections within the most critically unserved cities, communities, and unincorporated areas in Ventura County. This project is a partnership between the County of Ventura, Astound Broadband, and the State of California's Department of

Technology (CDT). The project includes construction of approximately 32 miles of fiber optic cable along the SPBL right-of-way.

The SPBL right-of-way provides a more efficient and cost-effective means of installing fiber optic cable compared to alternative routes (such as SR-126). The Railroad Lease and Operations Agreement with Sierra Northern Railway retains the right to VCTC to enter Third-Party Lease, License and Franchise Agreements, including the installation, use, and maintenance of broadband, communication lines, cellular facilities (including small cell equipment) and private and public utility lines and equipment.

DISCUSSION:

VCTC staff have continued to communicate with the County CIO and Magellan Advisors (now Entrust Solutions) regarding preparation of the draft utility license agreement. The license agreement diverges from the standard SPBL utility license agreement template with respect to several items, notably with respect to fees. For a project of this scale affecting the full length of the right-of-way, the standard VCTC processing fee of \$1,000 would be inadequate to cover the costs of VCTC review of engineering and construction documents, coordination with the railroad operator and the County, and other costs. Staff developed preliminary cost estimates and negotiated reimbursement provisions related to a cost recovery clause included in the utility license agreement. In addition, the \$300 annual license fee that VCTC has historically used for perpendicular underground utility crossings and other small-scale licensed areas is also not aligned with the scale of the broadband project. The utility license agreement provides compensation to VCTC in an amount up to \$75,000 for review of plans and coordination efforts and secures VCTC access to 12 strands of dark fiber installed as part of the project. The County and its private sector partners would also be required to work with the railroad operator, Sierra Northern Railway, to secure Right-of-Entry (ROE) permits and flagging protections as needed, the costs of which would be outside of the costs enumerated in the license agreement to VCTC. The level of compensation covers the cost of VCTC and SPBL operator obligations related to the license and considers the value of access to the railroad right-of-way.

With support from VCTC General Counsel's office, staff negotiated the proposed utility license agreement with the County of Ventura. In addition, staff secured contractor support for Plan Check and Engineering Services to review the broadband infrastructure plans and specifications but have not yet received the plans/drawings from the County and/or its partner Entrust for review. Per the proposed license agreement, ROE permits and approval to proceed with the project will be contingent upon VCTC approval of the final plans and specifications. Upon final approval of the plans by VCTC, Exhibits B and C will be added to the Utility License Agreement.



June 7, 2024

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: AMANDA FAGAN, DIRECTOR OF PLANNING & SUSTAINABILITY
SUBJECT: SANTA PAULA BRANCH LINE MONTHLY UPDATES FOR MAY 2024

RECOMMENDATION:

- *Receive and file a report on Santa Paula Branch Line updates for the month of May 2024.*

BACKGROUND:

In December 2021, VCTC executed a Railroad Lease and Operations Agreement (Agreement) with Sierra Northern Railway (SNR) for a 35-year term. Under the Agreement, SNR is responsible to operate and maintain the full SPBL right-of-way as of January 1, 2022. The Agreement defines roles and responsibilities and grants Sierra Northern the exclusive rights to operate the SPBL for Railroad Purposes, including tourist and freight services, film and television production, and storage and transload services.

The adopted Ventura County Transportation Commission (VCTC) Strategic Plan for Fiscal Years 2022/2023 – 2027/2028 includes three objectives related to the Santa Paula Branch Line (SPBL):

- A8. Update the Santa Paula Branch Line (SPBL) trail master plan, validate trail alignment, connections, and amenities, and update existing conditions to facilitate trail completion, with stakeholder engagement.
- B21. Partner with Sierra Northern Railway, corridor cities and the County to operate, maintain, and improve the Santa Paula Branch Line railroad and right-of-way corridor as a countywide community asset, ensuring outreach to stakeholders in the process.
- B22. Continue to address encroachment into the Santa Paula Branch Line right-of-way through leasing activities to ensure safety of operations and protection of the asset and infrastructure.

At the request of the Commission, VCTC staff initiated regular updates on SPBL-related activities. Verbal presentations on SPBL operations were provided at the June 2, October 6, November 3, and December 1, 2023, and January 5, February 2, March 1, April 5, and May 10, 2024 meetings, with written staff reports provided to the Commission in July and September 2023. The following report includes updates for the month of May 2024.

DISCUSSION:

May updates and activities include:

- *Leasing, Licensing, and Rights-of-Entry*
 - Two lease reassignments (Loose Caboose/Barnyard, Lindgren/Underwood) and two license agreements (County of Ventura/Broadband, Fillmore RV storage facility) remain pending completion and execution.
 - VCTC executed a new lease agreement and completed review of plans for the emergency access roadway in the Texas Lane area of Santa Paula. A Right-of-Entry permit is needed to begin construction.

- In coordination with SNR, VCTC prepared right-of-entry permits to Entrust Solutions (on behalf of the County of Ventura) for the broadband field work and to Chen Ryan & Associates (on behalf of the City of Ventura) for field work as part of the design and engineering for the Ventura section of the SPBL Trail.
- In November 2023, VCTC staff prepared a license agreement and facilitated review of plans by VCTC's contract engineers for a new RV storage facility in Fillmore, located adjacent to the SPBL, that will require construction of a new drainage facility on the SPBL right-of-way property. In May, the Executive Director signed the license agreement. However, it came to the attention of VCTC that the proposed RV storage facility plans contained additional drainage structures that were not disclosed to VCTC during review of the plans and construction drawings. VCTC advised the lessee that they could begin the work approved by VCTC (retaining wall) on their own property, but that a Right of Entry permit must be obtained, and the additional drainage structures must be reviewed and approved, prior to entry to VCTC property.
- On April 12, VCTC staff and Executive Director met with representatives of the County of Ventura and the Oxnard Performing Arts Center (OPAC) to discuss an upcoming community engagement event at the Saticoy Depot. Plans are still being developed for a community-based art project that will apply colorful fence weaving material to the Depot property fence, similar to a project completed at the OPAC.
- Upon Commission approval of the new ROE permitting process and template at the April 2024 Commission meeting, staff initiated the required outreach to ROE applicants regarding the new permitting process and fee structure. Notification was provided in writing to each of the four corridor cities and previous ROE applicants via email on April 22, 2024. City Managers were also notified during the month of May.
- ***SPBL Trail Planning***
 - VCTC staff supported the City of Ventura's ongoing efforts to plan, design, and conduct community engagement for the 4-mile section of the SPBL Trail from East Ventura/Montalvo Metrolink Station to Saticoy Depot. On May 15, staff participated in a virtual community workshop meeting convened by the City's project team. On May 23, the Executive Director and staff participated in an in-person community workshop held at the Jose Flores Community Center in Saticoy. Both meetings were well attended and facilitated a community dialogue on trail design, amenities, maintenance, and management.
 - VCTC's Surface Transportation Block Grant (STBG) application to the Southern California Association of Governments (SCAG) to update the SPBL Trail Master Plan has been submitted and remains pending consideration by SCAG.
- ***Storm Damage and Response***
 - Upon Commission approval, VCTC and RailPros executed Amendment No. 2 to the design contract for an assessment of the additional storm damage sustained during the February 2024 storms and its impact to the repair design plans and specifications. On May 21, staff met with the RailPros design and construction management teams and SNR to discuss emergency repairs to stabilize the embankment.
 - To facilitate awareness of the Sespe Creek Overflow railroad bridge project and communicate its importance, the Executive Director and Staff provided an overview of the SPBL and storm damage during a virtual meeting with the Senior Field Representative to United States Senator Laphonza Butler on May 23.
 - Staff continued to coordinate with FEMA and CalOES regarding the Sespe Creek Overflow Railroad Bridge project, responding to requests for information and providing additional documentation.
- ***Coordination with Sierra Northern Railway***
 - On May 2, 14, and 28, VCTC staff and Sierra Northern Railway held virtual regular check-in meetings.
 - Staff coordinated with SNR's Ventura Division General Manager on issuance of two ROEs for field work related to the Broadband and Ventura Rail Trail projects, and other rail activities as needed.
- ***Broadband Infrastructure***
 - To support County of Ventura efforts to extend broadband infrastructure along the Santa Paula Branch Line, VCTC executed an agreement with Wilson & Co. for plan check and

engineering support to review plans and specifications for compliance with rail engineering standards. VCTC also coordinated with the County's consulting team on preparation and review of a right-of-entry permit and flagging services to facilitate field work as part of the construction document preparation. VCTC staff and Counsel coordinated with County Counsel and the County's Outside Counsel to negotiate a revised Utility License Agreement. The Utility License Agreement is on the Agenda for Commission consideration as Item 13. VCTC approval of the Agreement, and subsequent approval by the Board of Supervisors by the end of June 2024 is needed to secure grant funds. Construction will be contingent upon approval by VCTC of plans and specifications and issuance of a Right-of-Entry by Sierra Northern Railway, in coordination with VCTC, at a future date.



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